

**HEBER PUBLIC UTILITY DISTRICT
AND THE HEBER MEADOWS CFD 2005-1
BOARD OF DIRECTORS**

**1078 Dogwood Rd., Suite 104
Heber, CA, 92249**

Thursday, March 18, 2021 at 6:00 p.m.

MINUTES

**Members of the public may attend this meeting in person or via
the application Zoom.**

**THIS MEETING WILL BE HELD IN PERSON, AND IN ACCORDANCE WITH
EXECUTIVE ORDER N-29-20 ISSUED BY CALIFORNIA GOVERNOR
GAVIN NEWSOM ON MARCH 17, 2020, THE RALPH M. BROWN
ACT (California Government Coe Section 5485950, et Seq.), and the Federal
Americans with Disabilities Act.**

**THIS MEETING WILL BE PHYSICALLY OPEN TO THE PUBLIC. ALL
MEMBERS OF THE PUBLIC MAY ATTEND THE BOARD MEETING IN
PERSON OR VIA THE APPLICATION, ZOOM UNTIL FURTHER
NOTICE. YOU MAY ALSO CALL INTO THE MEETING, FOR AUDIO ONLY
PARTICIPATION, BY CALLING (760) 336-1572.**

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

MEETING ID: 796-978-5637

CALL IN PHONE NUMBER: (760) 336-1572

The District recognizes its obligation to provide equal access to those individuals with disabilities. Please contact the District (760-482-2440) two working days prior to the meeting with any special requests for reasonable accommodation.

CALL TO ORDER:

1. The meeting for the Heber Public Utility District was called to order at 6:04pm by President Tabarez.

ROLL CALL:

2. Board Members Present: Kaine Garcia, Moises Cardenas, Helen Molina, Tony Sandoval, Pompeyo Tabarez. Also, present Laura Fischer, Adriana Amezcua, Steve Walker and Raquel Carrillo.

3. **PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by President Tabarez.

4. **APPROVAL OF AGENDA:**

Motion to approve the Agenda as presented was made by Director Cardenas, seconded by Director Diaz-Molina.

Motion approved by Roll Call: 5/0

AYES: K. Garcia, M. Cardenas, H. Molina, T. Sandoval, P. Tabarez.

5. **PUBLIC COMMENTS:** Mr. Francisco Cuevas a coach for U-10 soccer team addressed the Board requesting HPUD open the parks and take reservations for practice.

The Board may set time limits on the amount of time any speaker can use to address the Board. Members of the public are allowed to make comments about anything not listed on the agenda. If the comments concern an agenda item, they must wait until that item is up for discussion. If you wish to address the Board, please fill out a "Request to Speak Form" and hand it to the Clerk of the Board and when recognized by the President of the Board, go to the podium and address the Board. The Board can't take action on any item not on the agenda.

6. **CONSENT AGENDA:** Any item on the Consent Agenda may be removed and placed under New Business at the request of any Board Member or member of the Public.

- A. Approve Minutes for the Regular Meeting of February 18, 2021.
- B. Approve Current Demands for February 2021.
- C. Ratify Employment Agreement with Finance Manager.

Motion to approve the Consent Agenda as presented was made by Director Cardenas, seconded by Director Garcia.

Motion approved by Roll Call: 5/0

AYES: K. Garcia, M. Cardenas, H. Molina, T. Sandoval, P. Tabarez

7. **REPORTS:**

- A. President and Director's Comments.
Directors Cardenas and Sandoval thanked HPUD staff for the work done to accommodate the public to join the meeting.
Director Cardenas reported that he spoke with a representative from IID and they are interested in working with HPUD to join LAFCO.
Director Tabarez updated the Board regarding COVID 19 tiers and numbers.
Director Sandoval stated that he was concerned about impact to the customer and the amount of the fine for the wastewater treatment plant and requested that any information about fines be reported in a separate report.
- B. Operations Report for February 2021. Informational only.
- C. General Manager's Report. Full report was given to Board.
- D. COVID Relief Fund – Utility Bill Delinquency Grant Program.
Applications are still being accepted for delinquent bills from March 2020 – December 2020.

- E. Second Quarter Budget Report.
Finance Manager, Adriana Amezcua, gave a brief update on the Budget.

8. NEW BUSINESS: Discussion and Possible Action

- A. Authorize Board and Staff to attend the CSDA Conference or Virtual Modules – General Manager

Motion to Authorize Board and Staff to attend the CSDA Conference or Virtual Modules was made by Director Cardenas, seconded by Director Garcia.

Motion approved by Roll Call: 5/0

AYES: K. Garcia, M. Cardenas, H. Molina, T. Sandoval, P. Tabarez

- B. Information and Possible Action Regarding Heber Public Utility District Operational Procedures, Community Events and Services as Imperial County Enters the Assigned COVID-19 Risk Level Red Tier – General Manager

Motion to resume community events and services according to the County COVID19 Risk Lever Tiers was made by Director Cardenas and seconded by Director Garcia.

Motion approved by Roll Call: 5/0

AYES: K. Garcia, M. Cardenas, H. Molina, T. Sandoval, P. Tabarez

9. OLD BUSINESS: Discussion and Possible Action

- A. PowerPoint Presentation Regarding Website Update – Code Exxperts, Ricardo Hernandez.

Mr. Hernandez presented the Board with a PowerPoint presentation regarding the new HPUD website. Mr. Hernandez mentioned that a temporary link will be provided to Admin., and he expects to go public by March 25th.

- B. Approve Change Order Number 1 in the amount of \$14,480.00, which will result in an increase of \$2,430.00 in the total project cost of Recreation Center Project – General Manager.

Motion to Approve Change Order Number 1 in the amount of \$14,480.00 for the Recreation Center was made by Director Sandoval, seconded by Director Cardenas.

Motion approved by Roll Call: 5/0

AYES: K. Garcia, M. Cardenas, H. Molina, T. Sandoval, P. Tabarez

10. ANNOUNCEMENTS:

- A. Board of Supervisors meets every Tuesday. You can listen and watch the proceedings <https://imperialcounty.org/bosagendas>. You must contact the Clerk of the Board on Monday before the meeting if you want to participate.
- B. CSDA newsletter www.csda.net

11. CLOSED SESSION:

ZOOM MEETING INSTRUCTIONS

To ensure privacy during Closed Session, we will observe the following procedures:

- A separate, private Zoom meeting for Closed Session will be created.
- Once a motion to move to Closed Session is approved in the public Zoom meeting, participants in Closed Session will exit the public meeting.
 - Staying in the Zoom app, participants in Closed Session will then join the private meeting created for Closed Session.
 - Closed Session is done securely in private.
 - Once Closed Session is complete, participants will leave the private Zoom meeting and re-join the public meeting using their panelist join-link for any potential report from Closed Session and adjournment in front of the public.

Motion to go into Close Session at 7:14pm was made by Director Sandoval seconded by Director Garcia.

Motion approved by Roll Call: 5/0

AYES: K. Garcia, M. Cardenas, H. Molina, T. Sandoval, P. Tabarez

- A. Government Code Section § 54957.6(a)
 - a) Public Employee Evaluation of General Manager.

Board reconvened back into Open Session at 7:40pm, Motion made by Director Cardenas, seconded by Director Molina. No reportable action taken.

12. ADJOURNMENT:

Motion to adjourn the meeting at 7:45pm was made by Director Cardenas, seconded by Director Molina.

Motion approved by Roll Call: 3/2

AYES: H. Molina, M. Cardenas, P. Tabarez.

Directors T. Sandoval, and K. Garcia were absent.

Minutes for March 18, 2021 were prepared by Raquel Carrillo, Board Secretary.

Heber Public Utility District is an equal opportunity provider and employer.

