

# HEBER PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS

1078 Dogwood Rd., Suite 104  
Heber, CA 92249

## Minutes

**Thursday, August 21, 2025 at 6:00 p.m.**

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 including translation services. **COMUNÍQUESE CON EL DISTRITO SI SOLICITA SERVICIOS DE TRADUCCIÓN SOBRE UN TEMA PARTICULAR DE LA AGENDA. TODAS LAS SOLICITUDES DEBERÁN REALIZARSE POR ESCRITO DOS DÍAS HÁBILES ANTES DE LA JUNTA.**

1. **CALL TO ORDER:** Meeting was called to order at 6:05 by President Helen Diaz-Molina.
2. **ROLL CALL:** All those present included; President Helen Diaz-Molina, Director Tony Sandoval, Director Delfino Matus, Director Kaine Garcia, General Counsel Mitchell Driskill, General Manager Madeline Dessert, Finance Manager Luis Carrazco, Grants Manager Jacob Bermudez
3. **PLEDGE OF ALLEGIANCE:** President Diaz-Molina led the Pledge of Allegiance.
4. **APPROVAL OF AGENDA:** Director Garcia motioned to Approved the Agenda. Director Sandoval Seconded the Motion. Motion Approved. AYES: 4 / NOES: 0 / Absentee: Vice-President Pompeyo Tabarez
5. **SPECIAL PRESENTATION:**
  - A. AgWest LAC Check PresentationVice-President Pompeyo Tabarez Arrived at 6:13pm
6. **PUBLIC COMMENTS:** No Public Comments Were Received.
7. **CONSENT AGENDA:** Vice-President Tabarez Motioned to Approved the Consent Agenda. Director Sandoval Seconded the Motion. Motion Approved. AYES: 5 / NOES: 0
  - A. Approval of the Minutes for the Regular Meeting on June 12, 2025
  - B. Approval of Current Demands for June and July 2025
  - C. Information Only: LAIF Update – Finance Manager
  - D. Information Only: Fourth Quarter Budget Update – Finance Manager

## 8. REPORTS:

- A. President and Director's Comments – No Report
- B. Operations Report for June and July 2025 – Reported with No Additions
- C. General Manager's Report – Reported with No Additions
- D. Grants Update – Report with No Additions

## 9. NEW BUSINESS: Discussion and Possible Action

- A. Adopt Resolution 2025-05 Correcting Scriveners Error on Resolution Number 2021-08 and adding Service Out of District Fixed Meter Charge "6" Inch Meter – Director Sandoval Motioned to Approve and Adopt Resolution 2025-05. Director Garcia Seconded the Motion. Motion Approved. AYES: 5 / NOES: 0
- B. Adopt Resolution 2025-06 Correcting Scriveners Error on Resolution 2021-08 – Director Matus Motioned to Approved and Adopt Resolution 2025-06. Director Sandoval Seconded the Motion. Motion Approved. AYES: 5 / NOES: 0
- C. Adopt Resolution Number 2025-07 Updating Administrative Services Fee Schedule – Director Matus Motioned to Approve and Adopt Resolution 2025-07. Director Garcia Seconded the Motion. Motion Approved. AYES: 5 / NOES: 0
- D. Approve and Authorize HPUD Staff to Release the Request for Proposals for a Water and Wastewater Rate Study – Director Garcia Motioned to Authorize HPUD Staff to Release the Request for Proposals for Water and Wastewater Rate Study. Director Sandoval Seconded the Motion. Motion Approved. AYES: 5 / NOES:0
- E. Approve the Job Description and Salary Range for Bookkeeper – Director Sandoval Motioned to Approve the Job Description and Salary Ranger for Bookkeeper. Director Matus Seconded the Motion. Motion Approved. AYES: 5 / NOES: 0
- F. Adopt Resolution Number 2025-08 Salary Schedule for Fiscal Year 2025/2026 – Director Sandoval Motioned to Approve and Adopt Resolution 2025-08. President Diaz-Molina Seconded the Motion. Motion Approved. AYES: 5 / NOES: 0
- G. Adopt Resolution Number 2025-09 to Approve Plans for Correll Park – Director Sandoval Motioned to Approve and Adopt Resolution 2025-09. Director Garcia Seconded the Motion. Motion Approved. AYES: 5 / NOES: 0
- H. Adopt Resolution Number 2025-10 Authorizing the General Manager to Sign Extension of Water Service Agreement with West Wind Parking – Director Garcia Motioned to Approve and Adopt

Resolution Number 2025-10. Director Sandoval Seconded the Motion. Motion Approved. AYES: 5 / NOES: 0

- I. Adopt Budget Amendment Resolution Number 2025-11 for Fiscal Year 2025/2026 – Director Sandoval Motioned to Approve and Adopt Resolution 2025-11. Director Matus Seconded the Motion. Motion Approved. AYES: 5 / NOES: 0
- J. Adopt Resolution Number 2025-12 Adopting a Five-Year Program for Capital Improvement for FY 2025/2026 – Director Sandoval Motioned to Approve and Adopt Resolution 2025-12. Director Garcia Seconded the Motion. Motion Approved. AYES: 5 / NOES: 0
- K. Adopt Resolution Number 2025-13 Adopting Reserve Guidelines for Budget FY 2025/2026 – Director Matus Motioned to Approve and Adopt Resolution Number 2025-13. Director Sandoval Seconded the Motion. Motion Approved. AYES: 4 / NOES: 0 / Absentee: Vice-President Tabarez
- L. Adopt Resolution Number 2025-14 Authorizing the General Manager to Sign Agreement with The Holt Group for Professional Services to Update the Service Area Plan – Director Sandoval Motioned to Approve and Adopt Resolution 2025-14. Director Matus Seconded the Motion. Motion Approved. AYES: 4 / NOES: 0 / Absentee: Vice-President Tabarez
- M. Adopt Resolution Number 2025-15 Authorizing the General Manager to Sign an Agreement with The Holt Group for the Construction Management of 7<sup>th</sup> Street Pipeline Project – Director Sandoval Motioned to Approved. AYES: 4 / NOES: 0 / Absentee: Vice-President Tabarez
- N. *Approval of the Change Order #1 For 7<sup>th</sup> Street Water Pipeline Project in the Amount not to Exceed \$295,000.00 – General Manager [Heard after closed session]*

## 10. ANNOUNCEMENTS:

- Fall Fiesta Will be on Saturday, October 25, 2025

**11. CLOSED SESSION:** Director Sandoval Motioned to Enter Closed Session at 7:15pm. Director Garcia Seconded the Motion. Motion Approved. AYES: 5 / NOES: 0

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

- The Board President will enter Closed Session. Members of the public will exit the boardroom.

A. Potential Litigation (Government Code § 54956.9(d) one matter – General Manager

The Board Exited Closed Session at 7:40pm

## 12. NEW BUSINESS: Discussion and Possible Action

- A. *Approval of the Change Order #1 For 7<sup>th</sup> Street Water Pipeline Project in the Amount not to Exceed \$295,000.00* –Director Matus Motioned to approve Change Order #1 for 7<sup>th</sup> Street Water Pipeline Project not to Exceed \$295,000 and allow the General Manager to Sign a Contract Amendment. Director Garcia Seconded the Motion. Motion Approved. AYES: 5 / NOES: 0

**13. ADJOURNMENT** Meeting Adjourned at 7:42pm.

I, Jacob Bermudez, hereby certify that the agenda for the Heber Public Utility District Board Meeting of August 21<sup>st</sup>, 2025 at 6pm, was posted on August 15<sup>th</sup>, 2025 at 4:30pm at the Heber Public Utility District Office, Heber Post Office, and online at [www.heber.ca.gov](http://www.heber.ca.gov).