

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
REGULAR MEETING MINUTES FOR THURSDAY, MAY 9, 2019
6:00PM

Schoenberg/Garcia 5/0/0
Minutes Approved on June 13, 2019

1. Call to Order: 6:08pm.

a. Pledge to the Flag.

b. Roll Call of Directors: Garcia, Gipson, Neyman and Schoenberg.
Director Kelling present as the chairperson.
Also present: Jonnie Allison, Linda Sheldon and Tiffany Matte.

2. Discussion/Vote/Adjust Agenda if Necessary.

Motion: Move that we adjust # 3 - Presentation of Transparency Certificate until whenever Patric comes in, so we can move past it, then come back to it.
Schoenberg/Neyman 5/0/0, Motion Passed.

3. Presentation of the Transparency Certificate of Excellence from the Special District Leadership Foundation to the FPPUD. (Moved per adjustment of the Agenda.)

4. Public Comments - None. Present: Cole Karr from California Special Districts Association (CSDA) and one member of the public.

5. Report of Officers:

President: No report.

Vice-President: No report.

Secretary: Director Schoenberg reported she signed minutes after the last meeting. Directors Neyman and Schoenberg both spent time at the District office writing letters to give agency representatives at an upcoming funding fair. A representative from Lake of the Woods was at the event as well, and wrote his own letter to give support to the FPPUD.

Treasurer: Director Neyman reported he transferred \$50,000.00 at the beginning and end of the month, into the Emergency Reserve Fund. The new balance in that account is \$571,000.00. He also transferred money from the USDA Replacement Fund into the Operations/Revenue Account for money spent on the telemetry.

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Member at Large: No report.

3. Presentation of the Transparency Certificate of Excellence from the Special District Leadership Foundation to the FPPUD. (Moved per adjustment of the Agenda.)

Cole Karr, Public Affairs Field Coordinator for the Central Network of CSDA, introduced himself and explained the significance of the award. He then presented General Manager (GM) Jonnie Allison, Tiffany Matt, and the Board of Directors with the Transparency Certificate of Excellence.

6. Board Member Initiatives.

Director Kelling asked about an old well that has been leaking in the District yard. GM Allison explained that the water is coming from Well #3, which is still tied into the system. It occasionally leaks, but will be fixed soon.

7. Manager's Report.

GM Allison reported there was one after hours call out for an alarm in the District yard. There were two water main breaks, both on 4" lines. One of those breaks needs asphalt repair, which will be done at the same time as other areas. 214 work orders were accomplished during the month of April.

P&J electric came out to inspect the panel at Monte Vista Well. They traced the lines and found rodents got in and chewed the wiring. They also found that wires on the motor were old and cracked. Bakersfield Well & Pump pulled the motor to see what can be done.

A booster pump on Wolf Tank, which has been having problems, finally failed. GM Allison believes the best option is to replace it.

GM Allison attended a funding fair along with Director Schoenberg. There were representatives from the State Water Resources Control Board (SWRCB), USDA, banking institutions, and others. The FPPUD was able to present their financial needs for a new well, and ask about funds for the annexation project. The USDA representative doesn't believe the well issue will qualify for emergency grant funds, but recommends the District still apply, and they would do what they could to help.

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a. Administrative Assistant's Report.

Tiffany Matte reported she contacted CSDA about available resources on SB 998, which spells out new regulations for shutting off water for non-payment. They responded that they are hoping to have workshops during the summer to go over these changes.

8. Ad Hoc Committee Reports: Meeting of Local Water Companies; SGMA; Depreciation of Assets.

Meeting of Local Water Companies: Directors Kelling and Schoenberg attended the most recent meeting. Director Kelling was the facilitator. The group spoke more about emergency preparedness and having different first responder agencies speak with the water companies. The Kern County Fire Department and RCAC are scheduled to speak at the next two meetings.

SGMA: There is no meeting scheduled for the Lebec/Tejon-Castac GSA. Director Schoenberg reported there are grants available again for medium and high priority basins, to assist them in forming a GSA.

Depreciation of Assets: No report.

9. Accounts Payable and Financial Information.

Bookkeeper Linda Sheldon reported the total cash balance in all accounts is \$1,550,795.91. The Revenue/Operating account has \$181,133.21. Checks were cut for the regularly occurring invoices and reviewed by the Board for accuracy. \$100,000.00 was transferred into the Emergency Reserve Account in April. The payments scheduled for USDA loan interest went through.

The bank did not generate a statement for the USDA Loan 2 Account. Linda recommended contacting the bank to insure monthly statements are generated for all accounts. The District is now being charged a \$3.00 statement fee on all accounts. Next month a preliminary proposed budget will be given to the Board to review.

GM Allison explained that he has been using Dr. Internet at his home, and has been getting very fast speeds. The owner of the company indicated he may be willing to provide internet service to the FPPUD in exchange for allowing him to put a small antenna on a water tank. He will bring this topic back to the Board when more information is available.

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Motion: Move that we pay our bills.
Neyman/Garcia 5/0/0, Motion Passed.

10. Discussion/Vote on Repair or Replacement of Well #5.

There were no updates on this topic.

11. Discussion/Vote on Office Renovation.

GM Allison reiterated the need for paint and new flooring in the District office. The carpet is old and stained, and there are no outlets in the ground to keep wires arranged safely. The Board is interested in a quote to paint the inside and replace the carpet.

12. Discussion/Vote on Emergency Preparedness for the District and the Mountain Communities.

Director Kelling received a checklist of emergency protocols from Lebec Water. She gave it to GM Allison for reference.

b. NIMS Training.

The Board asked for a quote for an instructor to come up and teach a NIMS class locally. Tiffany Matte spoke with someone via email, who explained that the introductory classes include 24 hours of required training. Since it is available for anyone to do online free of charge, that would be a better solution for those interested in the program.

13. Discussion/Vote on Resolution #503 & #534 Regarding the USDA Bonds.

There was no update. The ad hoc committee will sit down and go over the parts of the Resolution and Bond that conflict so it can be brought up to the USDA. This item will carry over to the Regular Meeting in July.

14. Discussion/Vote on Sending the General Manager to the CSDA General Manager Leadership Summit.

This conference will take place in Newport Beach and include three nights hotel stay. Cole Karr recommended that GM Allison apply for a scholarship, available from the SDFL, to cover the conference fee.

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Motion: Move that we send Jonnie to the CSDA General Manager Leadership Summit, and that we have Tiffany submit for a scholarship, and we okay two to three nights lodging.

Neyman/Gipson 5/0/0, Motion Passed.

15. Review and Approve Meeting Minutes for 04/11/2019.

Motion: Move that we approve the minutes for Thursday, April 11, 2019, with the possibility for additional amendments for typos or other errors that we may not have caught or that may need to be corrected.

Gipson/Garcia 5/0/0, Motion Passed.

16. Discussion/Vote on Future Agenda Items.

Regular Meeting June 13, 2019:

- Carry over the discussion/vote on office renovation.

17. Adjournment.

Motion: Move that we adjourn.

Neyman/Gipson 5/0/0, Motion Passed.

Meeting Adjourned: 7:13pm.

At every regular meeting, the legislative body shall provide the public with an opportunity to directly address the body on any item of interest to the public before or during the legislative body's consideration of the item that is within the subject matter jurisdiction of the legislative body. (Brown Act Code Sec 54954.3(a)).



Tiffany Matte, Clerk of the Board



Attest: Lisa Schoenberg, Secretary

seal