

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
REGULAR MEETING MINUTES FOR THURSDAY, JUNE 14, 2018
6:00 P.M.

Gipson/Neyman 4/0/0 - Director Garcia absent
Minutes Approved on July 12, 2018

1. Call to Order: 6:05pm.

a. Pledge to the Flag.

b. Roll Call of Directors: Gipson, Neyman and Schoenberg. Director Garcia absent.
Director Kelling present as the chairperson.

Also present: Jonnie Allison, Linda Sheldon (arrived later in the meeting) and Cassandra Zeno.

2. Discussion/Vote/Adjust Agenda if Necessary.

Motion: Move that we place Items #8 and #9 after Item #12, or until such time as our Bookkeeper shows up.

Schoenberg/Neyman 4/0/0, Motion Passed - Director Garcia absent.

3. Public Comments - None.

4. Report of Officers:

President: No report.

Vice-President: No report.

Secretary: No report.

Treasurer: Director Neyman reported all transfers have been made. He will be getting together with Director Schoenberg to set up any additional transfers that will be coming due.

Member at Large: Absent.

5. Board Member Initiatives - None.

6. Manager's Report.

General Manager (GM) Jonnie Allison reported there were no after hours call outs last month. There was one mainline leak.

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Instead of going through Work World for the field crew's annual pants purchase, they were bought through Amazon Prime. Everyone was happy with the results.

a. Discussion/Vote on Meter Charge for Frazier Park School.

The new water meter has been installed (but not hooked up) at Frazier Park Elementary School. The District was given a check for \$12,000 to cover the cost of the new service. GM Allison asked the Board, since the school has been paying the 6" water rate for the last year and a half, if it would be ok to return the check, and charge for only time and materials.

Motion: Move that we refund the \$12,000 that they paid, because I don't believe that they need to "re-up" into the system because they are changing their meter size. I move that Jonnie should calculate the time and materials, and that's what we charge them.

Schoenberg/Neyman 4/0/0, Motion Passed - Director Garcia absent.

b. Update on Outreach for Participation in the Regional Project.

Gm Allison reported he received an email from Carlos Bravo. In that email Carlos learned, after talking to the State, that the churches wouldn't be funded for joining in the project. This brought up new concerns about the annexation going forward, because there was a three system requirement for the consolidation. The other concern was funding. GM Allison didn't want to begin the outreach until there was money in State funds to continue with the project. Since the Bond Measure passed during the June election, he feels comfortable enough to begin opening up the dialog again.

c. Administrative Assistant's Report.

Tiffany Matte wrote a report for the meeting. The CalPERS application was submitted on May 23rd, but there has not been a response from the State.

The first submittal for the Kern County Special Assessments was sent. She received the results for Fund 42622 - Stand-by Fees, and all parcels were accepted. She is still waiting to hear about Fund 42623 - Delinquent accounts, because the County experienced a delay in their system.

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7. Ad Hoc Committee Reports.

a. Budget Committee.

The committee was unable to meet this month due to scheduling issues. An agenda item will be added for July to reform the committee to consist of Directors Schoenberg and Neyman.

b. SGMA Committee.

Directors Kelling and Schoenberg will be attending a meeting at the library tomorrow, to discuss water issues of the mountain communities with other local agencies.

GM Allison requested to go back in the agenda to Item #6 - Manager's Report.

6. Manager's Report.

GM Allison has been communicating with BARC via email. This is a company that provides a locked container to collect material for shredding. As soon as it's full, they will pick it up and take it to their facility for disposal. The cost is \$25 - \$40 per pickup, depending on the size of the container. The smaller container has been ordered for FPPUD use.

10. Discussion/Vote on Purchasing a Dump Truck. (Moved per adjustment of the agenda.)

GM Allison has been doing extensive research to find the District the best pricing on a dump truck. One issue he is facing is whenever he finds a good deal on a truck, it is no longer available by the time the Board meets. He requested the Board approve a maximum amount for purchase, and when the time comes, Linda Sheldon can cut the check, and the Directors can sign it.

Motion: Move that we write a check out of the General Fund for Jonnie, and that he have a limit of \$75,000 to purchase a new dump truck with all the appropriate things we need (a chassis and a dump bed).

Schoenberg/Neyman 4/0/0, Motion Passed - Director Garcia absent.

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11. Discussion/Vote/Sign - District Request for Consolidated Election Services.

The Board Members that are up for reelection are Directors Schoenberg, Gipson and Kelling. Nomination forms need to be filled out and signed in person at the elections office in Bakersfield. The time frame to do that is from July 16 through August 10th.

Kern County Elections has asked the District to sign an agreement if we wish to consolidate with the General Election in November.

The Board asked GM Allison to consult with Ernest Conant to find out if it is necessary for those running to provide their home address on nomination forms.

Motion: Move that we request for consolidated elections services from the County for the November 6, 2018 election.

Schoenberg/Neyman 4/0/0, Motion Passed - Director Garcia absent.

12. Discussion/Vote on Brown Act Policy.

The Board was provided a draft copy of the Brown Act Compliance Policy. This is a policy required for District Transparency Certification. The template for this policy came from the California Special Districts Association (CSDA), and has been vetted and used by multiple districts. The Board read the draft policy out loud.

Motion: Move that we adopt the draft of the Brown Act Compliance Policy leaving room for any typos or other errors that may need to be corrected before we put it out as a final policy.

Schoenberg/Gipson 4/0/0, Motion Passed - Director Garcia absent.

Motion: Move that we take a 10 minute recess at 7:12pm.

Gipson/Neyman 4/0/0, Motion Passed - Director Garcia absent.

Return from break: 7:21pm.

8. Accounts Payable and Financial Information. (Moved per adjustment of the agenda.)

Bookkeeper Linda Sheldon reported the total cash balance in all accounts is \$1,193,451.02. The Revenue/Operating account has \$259,393.25. Checks were cut for the regularly occurring invoices and reviewed by the Board for accuracy.

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California Bank & Trust is still not sending monthly statements for the Construction Account, and two of the District's accounts (Emergency Fund, and FPPUD/LOW Planning Fund) are not showing up on Linda's online banking. Director Schoenberg will fix this as the account administrator.

There is still a credit balance on B-line of \$842.81.

The Post Office is no longer providing printed receipts for the monthly mailings. The account balance is only accessible online or in person at the bank.

a. Discussion/Vote on Alternative Options for Paying Bills.

The Board agreed there are no alternative options to be used at this time.

Motion: Move that we pay our bills.

Neyman/Schoenberg 4/0/0, Motion Passed - Director Garcia absent.

9. Discussion/Vote on Changes/Options for District Banking.

At the last meeting Tiffany Matte reported that Everbank was the only online institution that would be able to set up a business account for public funds. Since that time, Everbank was bought out by TIAA, and no longer offers accounts for public funds. Tiffany will look into options for banks with branches located in Bakersfield. A report will be given at next month's meeting.

10. Discussion/Vote on Purchasing a Dump Truck. (Moved per adjustment of the agenda.)

11. Discussion/Vote/Sign - District Request for Consolidated Election Services. (Moved per adjustment of the agenda.)

12. Discussion/Vote on Brown Act Policy. (Moved per adjustment of the agenda.)

13. Review and Approve Meeting Minutes for 5/10/2018.

Motion: Move that we approve the minutes for Thursday, May 10, 2018 with the amendment given, and with the possibility for additional amendments for typos or other errors that we might not have caught, that may need to be corrected.
Schoenberg/Neyman 4/0/0, Motion Passed - Director Garcia absent.

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14. Discussion/Vote on Future Agenda Items.

Regular Meeting July 12, 2018:

- An agenda item for reforming the budget ad hoc committee.
- Carry over Discussion/Vote on Changes/Options for District Banking.
- An agenda item for discussing the budget.

15. Adjournment.

Motion: Move that we adjourn.

Neyman/Gipson 4/0/0, Motion Passed - Director Garcia absent.

Meeting Adjourned: 7:55pm.

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