

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225**  
**Frazier Park - Lake of the Woods Area Annexation**  
**REGULAR PLANNING MEETING MINUTES FOR THURSDAY, DECEMBER 19, 2019**  
**6:00 PM**  
Gipson/Neyman 5/0/0  
Minutes Approved on January 9, 2020

**1. Call to Order: 6:00pm.**

**a. Pledge to the Flag.**

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

**2. Discussion/Vote/Adjust Agenda if Necessary - No change.**

**3. Public Comments - None.** Present: Dave Warner, Oscar Cisneros, and three members of the public.

**4. Manager's Report.**

**a. Discussion/Vote on Quotes for Generators.**

General Manager (GM) Jonnie Allison gave a more detailed explanation to the Board for the increase in the cost of installing a generator for the office. RLS Electric will handle the necessary permits for installation. The Board wanted to make sure any drawings needed would be included with the price.

**Motion: Move that we approve the purchase of the generator based on the estimate, with the one caveat that we find out about the drawings, if there is extra for that.**

**Schoenberg/Kelling 5/0/0, Motion Passed.**

GM Allison read a letter of appreciation from a customer in regard to Arthur, for going over and above to make sure his emergency water service issue was resolved.

**b. Administrative Assistant's Report.**

Tiffany Matte reported she will be making changes to the FPPUD website to make sure it is compliant with the new laws, effective January 1st.

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**5. Accounts Payable and Financial Information.**

Linda Sheldon was not present for this meeting but left a note. JPIA liability insurance increased 38% from last year. Director Gipson will contact them to get the reason for the increase.

**Motion: Move that we pay our bills.**  
**Schoenberg/Kelling 5/0/0, Motion Passed.**

**6. Discussion/Vote on FP/LOW Consolidation Planning Project.**

**a. Update on Conference Call Held December 19, 2019.**

Tiffany Matte provided minutes summarizing the teleconference meeting with the State. The Board read them out loud.

**b. Test Well Site Location & Acquisition Update.**

This item was discussed in 6a.

**c. Discussion/Vote on Contract with Dee Jaspar.**

A draft contract was provided to the Board, but there were changes requested by the State at the earlier meeting. This item will carry over to the next regular meeting.

**Motion: Move that we wait for final approval of this until we have the full contract.**  
**Schoenberg/Kelling 5/0/0, Motion Passed.**

**d. Discussion/Vote on Claim #2.**

This claim was provided to the ad hoc committee for review before the meeting. They had a couple of corrections that were incorporated, and gave their recommendation for approval.

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**Motion: Move that we approve Claim #2 and approve the project report for the Frazier Park - Lake of the Woods Regional Consolidation Planning Project Funding agreement SWRCB 000000000180201500, with the one change Dave Warner will make.**

**Schoenberg/Gipson 5/0/0, Motion Passed.**

**7. Discussion/Vote on Well 5 Emergency Replacement Project.**

Jonnie Allison spoke with Al Correal from the USDA, who had a recommendation for the PER. Normally, the USDA as well as the State, want to see districts spend money they have set aside in reserve, before they give out funds. Instead, he asked that the District go over its Capital Improvement Plan, allocate reserve funds to those projects, and include that in the PER. Curtis Skaggs, Dave Warner, and GM Allison worked through those numbers and made the appropriate changes that would satisfy the USDA.

**a. Discussion/Vote on USDA Grant/Loan Application.**

Oscar Cisneros has been granted access to fill out and submit the application. Dave Warner explained there will be a conference call scheduled in the future to go over the numbers before the application is submitted. Someone from the Board will need to be verified by the USDA to sign the application as well.

**b. Discussion/Vote on Project PER.**

The ad hoc looked over the recent changes to the PER. It is also being reviewed by the USDA.

**c. IRWMP Contract and Funding Status.**

Any charges that have been paid to Dee Jaspar & Associates by the FPPUD for work on the PER, will either need to be refunded by IRWMP or Dee.

**d. Discussion/Vote on Contract with Dee Jaspar.**

The contract provided will need to be in the format required by the USDA. This will carry over to the next regular meeting.

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**8. Discussion/Vote on Meter Replacement Project.**

**a. Discussion/Vote on Project Application.**

The corrections noted at the last meeting were made to the application and reviewed by the ad hoc committee.

**Motion: Move that we approve the Meter Replacement Project and ask Mr. Cisneros to go ahead and submit.**  
**Schoenberg/Neyman 5/0/0, Motion Passed.**

**9. Discussion/Vote on Pipeline Replacement Project.**

**a. Discussion/Vote on Application for Technical Assistance Funds with Self-Help Enterprises for Potholing and Mainline Replacement.**

The TA request has been submitted to the State, but they are taking a long time to review it. Lawrence Sanchez gave his recommendation for approval, but they are not likely to review it until after the first of the year. Self-Help Enterprises will then prepare a work plan that will need to include prices for the work. Dave Warner noted that the application was submitted before the Board made minor corrections at the last meeting, but they will not create an issue.

**10. Discussion/Vote on Future Agenda Items.**

Regular Meeting January 9, 2020:

- Carry over discussion/vote on a new USDA contract with Dee Jaspar.
- Carry over the discussion/vote on the Regional Planning contract with Dee Jaspar.

Regular Planning Meeting January 23, 2020.

- An agenda item for funding to reduce nitrates.

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**11. Adjournment.**

**Motion: Move that we adjourn.**

**Gipson/Kelling 5/0/0, Motion Passed.**

**Meeting Adjourned: 7:06pm.**

**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)).**



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**Tiffany Matte, Clerk of the Board**



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**Attest: Terry Kelling, Secretary**

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