

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
Teleconference Via: Zoom.com - Phone in +1 (408) 638-0968
Meeting ID: 820 7874 5120 Meeting Password: 408551
Frazier Park - Lake of the Woods Area Annexation
REGULAR PLANNING MEETING MINUTES FOR THURSDAY, OCTOBER 22, 2020, 6:00PM
Schoenberg/Garcia 4/0/0 - Director Gipson Absent
Minutes Approved on November 12, 2020

1. Call to Order: 6:03pm.

a. Pledge to the Flag.

b. Roll Call of Directors:

Teleconference: Garcia, Gipson, Kelling, Neyman, and Schoenberg.

Director Neyman was present as the chairperson.

Also present: Tiffany Matte and Linda Sheldon.

2. Discussion/Vote/Adjust Agenda if Necessary.

Motion: Move that we move Accounts Payable #9, right behind #3 Public Comments.

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

Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.

3. Public Comments - None. Present: Dave Warner, Dee Jaspar, and three members of the public.

9. Discussion/Vote on Accounts Payable and Financial Information.

Checks were cut for the billed invoices and reviewed by the Board for accuracy. The total disbursed was \$16,845.77. Linda Sheldon reported that after the check run, the Revenue/Operating Account had \$162,636.88.

A check was cut for the California Special Districts Association (CSDA) membership dues. The amount increased \$400 from last year.

The District's account names have been updated and should now be correct on the bank statements and online banking system.

Director Neyman suggested that in the future the Board review memberships to see which ones are being used, and if there are any that are not needed.

Tiffany Matte updated the Board that the late fee paid last year for the SSSA CalPERS annual fee will be credited to the District on next year's invoice.

Motion: Move that we pay our bills.

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

Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.

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FP - LOW Area Annexation Planning Project - Discussion began at 6:14pm.

4. Discussion/Vote/Update on FP/LOW Consolidation Planning Project.

a. Discussion/Vote/Update on Test Wells.

Mr. French signed his portion of the License Agreement. Ms. Wainright had already signed her portion, but General Manager (GM) Jonnie Allison found that she missed a signature on the third page. Once that final page is signed the agreement will be complete.

At the last meeting the Board voted to wait until Spring to begin drilling the test wells. The bid was awarded to Johnson Drilling. Dee Jaspar will be issuing the Notice of Award next week.

b. Discussion/Vote on District Sphere of Influence Map for the Annexation.

The ad hoc committee, GM Allison, and Dee Jaspar will get together and define the areas that will be included in the map.

c. Discussion/Vote/Update on Claims and Payouts.

The State confirmed that they have received Claim #5.

FP - LOW Area Annexation Planning Project - Discussion concluded at 6:24pm.

5. Discussion/Vote/Update on Meter Replacement and Well #5 Emergency Replacement Projects.

a. Update on State Grant Application.

There are questions the Board needs answered from Lawrence Sanchez, who suggested tying the two projects into the larger, Regional Annexation Project. The concern is that the State would need to guarantee financing, so that the residents of Frazier Park don't get stuck paying for the consolidation. The Board assured the community that they wouldn't move forward if it cost the rate payers money. As a stand alone project, Lawrence said the State could offer 90% grant funding, and 10% would be eligible for a 30-40 year loan. If combined with the Regional Project, the State would be able to cover 100% of the projects. The ad hoc committee will put together a list of questions to go over with Lawrence before any decision is made by the Board.

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Dave Warner added that pursuing the meters and well separate from the Regional Project could keep the possibility open for an incentive project when construction begins.

b. Discussion/Vote on Amended PER.

Dee Jaspar will send the ad hoc committee a copy of the PER as it was before the USDA revisions, so they can review it.

c. Discussion/Vote on Contract with Dee Jaspar & Associates.

Dee will draft this contract so it can be uploaded to the grant application as requested by Lawrence Sanchez.

d. Discussion/Vote on Claims and Payouts.

There were no new claims for this project.

6. Discussion/Vote/Update on Pipeline Replacement Project.

a. Discussion/Vote on Potholing and Mapping.

Dee Jaspar will put together a price on creating a map of the District's water lines.

7. Review and Approve State Update Meeting Minutes for 10/15/2020.

Motion: Move that we approve the State Update Meeting Minutes for Thursday, October 15, 2020, 10:00am, as is.

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

Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.

8. Discussion/Vote on Application for Water Service: APN 255-520-02.

a. Discussion/Vote on Amending the Sphere of Influence.

b. Discussion/Vote on Moving Forward with an MSR.

c. Discussion/Vote on Policy & Procedure for Annexation.

No one has heard anything from the LaFocas since GM Allison sent them the Conditional Will Serve Letter. The Board would still like to move forward with modifying the Sphere of Influence (SOI) and the Municipal Services Review (MSR).

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9. Discussion/Vote on Accounts Payable and Financial Information. (Moved per adjustment of the agenda.)

10. Manager's Report.

CSDA emailed GM Allison and Tiffany with information about a grant opportunity with CalOES. They are accepting Requests for Proposals from Special Districts who are affected by Public Safety Power Shutoffs. Tiffany expressed that she was willing to write the proposal for the grant, but it is due by 5:00pm on October 30th. The Board scheduled a Special Meeting on October 29th to review the application material and make an official vote to apply for the grant. At that Special Meeting the Board will also go over the information from Lawrence Sanchez, after the ad hoc has a meeting with him about the project funding questions.

11. Discussion/Vote on Future Agenda Items.

Special Meeting October 29, 2020:

- An agenda item to discuss the CalOES grant application
- An agenda item to go over project information from Lawrence Sanchez.

Regular Meeting November 12, 2020:

- An agenda item for purchase of protective equipment for the field crew.

12. Adjournment.

Motion: Move that we adjourn.

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

Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.

Meeting Adjourned: 7:00pm.

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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: Terry Kelling, Secretary

seal