

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
MINUTES FOR THURSDAY, APRIL 13, 2017
6:00 PM
Schoenberg/Gipson 5/0/0
Minutes Approved on May 11, 2017

1. Call to Order: 6:00pm.

a. Pledge to the Flag.

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

2. Discussion/Vote/Adjust Agenda if Necessary.

Motion: Move that we place Item #11 - Accounts Payable and Financial Information after Item #8 - Discussion/Vote on Current List of Rates and Fees.
Schoenberg/Kelling 5/0/0, Motion Passed.

3. Public Comments - None. Present: Bill Hopper.

4. Report of Officers

President: None.

Vice-President: None.

Secretary: None.

Treasurer: Director Schoenberg reported she will transfer the amounts for the interest payments for the USDA loans after the meeting.

Member at Large: Director Kelling reported she attended a workshop in Visalia, along with Lebec Board Member Bill Hopper, on SGMA, GSAs and GSPs.

5. Board Member Initiatives - None.

6. Manager's Report.

General Manager (GM) Jonnie Allison reported there were five after hours call outs, and three mainline repairs. One of the repairs was to the transmission line running across the creek bed. The repair went well, but more of the line will need to be replaced.

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A valve exerciser was purchased for the District to help with regular maintenance. The cost was about \$5,000. As the crew works on the valves, the locations can be logged for future reference.

The Board expressed their desire to take a tour of the water system and become more familiar with it. A future meeting will be scheduled for this purpose.

The property adjacent to the FPPUD's Cold Springs Canyon property was purchased by Russell Heasley. An item will be added to the next Regular Meeting Agenda for the Board to discuss a solution to property access, liability, the possibility of selling the land, and property boundaries.

GM Allison rehired a former employee, Logan, as the previously approved fourth crewman. A benefit being that he is already trained and familiar with the system. AT&T was contacted to see if they could consolidate the two bills that are normally received monthly, into one bill. They came out to redo the service and also speed up the internet. After the repair person left, the phones were not working. They were down for three days before AT&T was able to restore service.

The customer whose wall fell after a mainline leak on East End was contacted and told the District would buy the block needed to rebuild a wall 40ft long and 5ft high. GM Allison will provide her a form to sign to release the FPPUD of liability.

a. Discussion/Vote on Board Secretary/Clerk Conference.

This annual conference is put on by CSDA, and was very beneficial when Tiffany Matte attended last year. The non-member price for attending will be \$865. Discounted room reservations are \$139/night plus tax.

Motion: Move that we approve the class cost and hotel room so she doesn't have to drive back and forth to Orange County.

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

b. Administrative Assistant's Report.

GM Allison read an email from Transaction Warehouse stating they hope to have the coding and certification completed by the end of next week. Once they have finalized the testing they will be able to schedule a soft launch to ensure everything is processing correctly.

It was time for the Board of Directors Bonds to be renewed. The paperwork was passed out to the Directors to review and sign.

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All 700 forms were completed and returned. A reminder was given to complete Sexual Harassment training.

7. Ad Hoc Committee Reports.

a. SGMA Information.

When the Ad Hoc met previously, they left a message with a local area representative requesting information on the grant program available. They never received a phone call back. They were able to get in touch with someone from DWR, who would be willing to have a phone conference with the Board and give information on SGMA and GSAs. Director Schoenberg expressed her desire for local area water companies to come together to form their own GSA and GSP. The committee will draft a letter to disseminate information and invite other agencies to be a part of the process.

b. Depreciation of Assets - No report.

8. Discussion/Vote on Current List of Rates and Fees.

GM Allison reported that businesses have been inquiring about downsizing their meters in order to pay a lower monthly base rate. As there were several factors that were taken into account when the meter was placed, including zoning, building codes, and engineering design, it would not be the Board's decision alone. There will be a future Agenda item added in order to create a District policy on this matter.

Added to the bottom of the list of rates was information on the District's stand-by fee. A citation of the applicable government code will be added to this item.

11. Accounts Payable and Financial Information.

Total cash balance in all accounts is \$758,477.88. The transfers will need to be made for the interest payments on the USDA loans, to be withdrawn on April 15th. The amount due is \$50,499.99.

Motion: Move that we take a break at 7:51pm.

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

Return from Break: 8:12pm.

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

9. Continue Discussion/Reading of the Brown Act.

Motion: Move that we table the Brown Act.
Kelling/Gipson 5/0/0, Motion Passed.

10. Discussion/Vote on Bylaws and Rules and Regulations.

The Board reviewed the proposed changes to the Bylaws and discussed any other amendments that were needed. This item will be carried over to the next Regular Meeting in May.

Motion: Move that we extend the meeting to finish business.
Schoenberg/Kelling 5/0/0, Motion Passed.

Oral Announcement Prior to Closed Session (54957.7(a)): A representative of the legislative body to orally announce the items to be discussed in closed session prior to any closed session meeting.

(54954.5(e)) Public Employee Performance Evaluation.
Title: Senior Operator

12. CLOSED SESSION pursuant to Gov't Code Section (54957).

(54954.5(e)) Public Employee Performance Evaluation.
Title: Senior Operator

Director Neyman announced closed session at 8:51pm.
Returned from closed session at 8:56pm.

Actions in Closed Session (54957.1(a)) 54957.7(b)):

Director Neyman announced that in closed session the Board directed GM Allison to give the appropriate raise based on the performance evaluation.

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13. Review and Approve Meeting Transcript for 12/08/2016 and Minutes for 03/09/2017, and 03/23/2017.

Motion: Move that we table it (the meeting transcript) one more time until our next Regular Meeting.

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

Motion: Move that we approve the minutes for Thursday, March 9, 2017 with the possibility for amendments for typos, or other errors that may need to be corrected.

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

Motion: Move that we approve the minutes for Thursday, March 23, 2017 with amendments already given, and with the possibility for amendments for typos, or other errors that need to be corrected.

Schoenberg/Gipson 4/0/1, Motion Passed - Director Garcia abstain.

14. Discussion/Vote on Future Agenda Items.

Regular Pre-Planning Meeting April 27, 2017:

Regular Meeting May 11, 2017:

- Discussion/Vote on Cold Springs Canyon Property.
- An agenda item to establish a District policy for customers who want to change meter sizes.
- Carry over the discussion/vote on the List of Rates and Fees.
- Carry over the discussion/vote on the Bylaws and Rules and Regulations.
- Carry over approval of the meeting transcript for 12/08/2016.
- An agenda item for the District lock-off policy.
- An agenda item for the exploration of forming a GSP with other water companies.
- An agenda item for discussing a Special Meeting.

15. Adjournment.

Motion: Move that we adjourn.

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

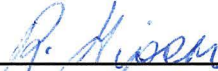
Meeting adjourned: 9:12pm.

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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: Rebecca Gipson, Secretary

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