

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive - Frazier Park, CA 93225
FPPUD/LOW Pre-Planning Meeting
MINUTES FOR THURSDAY, JANUARY 26, 2017
Schoenberg/Gipson 5/0/0
Minutes Approved on February 9, 2017

1. Call to Order: 6:05pm.

- a. The meeting opened with the Flag Salute.
- b. Roll Call of Directors: Garcia, Gipson, Kelling, and Schoenberg.
Director Neyman present as the chairperson.
Also present: Jonnie Allison, and Tiffany Matte.

2. Discussion/Vote/Adjust Agenda if Necessary.

Motion: That we move #6 ahead of #5 on the Agenda.
Gipson/Kelling 5/0/0, Motion Passed.

3. Public Comments - None. Present: Pam Jarecki, William Feliz, Dee Jaspar, Dave Warner, and Carlos Bravo.

4. Manager's Report.

GM Allison reported he purchased three, Toyota Tacoma trucks for \$76,665.37, which includes trading in the old trucks. He spent an additional \$300 to get WeatherTech floor mats put in.

The field crew have been out all day, digging by hand because of gas lines, to fix a leak. They were sent pizzas to eat since they have already missed two meals.

Staff has been reporting issues with a member of the public who stops and yells at them, and calls the front desk making accusations. GM Allison will be in touch with legal and suggested a closed session at the next Regular Meeting to hear council.

There is still a need to look into faster internet options, longer retention of security footage, and an alarm system for the office. GM Allison will continue to research solutions.

a. Admin Assistant's Report.

Tiffany Matte reminded the Board to complete their online harassment training. The new website is live on the domain of *frazierparkwater.com*. There will be an Agenda Item at the Regular Meeting for input on what else should be included on the site.

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6. Discussion/Vote on Response to Grand Jury.

A draft response was provided to the Board containing what was discussed at the Special Meeting on January 19th. They reviewed the responses and found no changes that were needed.

Motion: Move that we accept the response to the Kern County Superior Court Presiding Judge, and that we submit it as soon as possible.
Schoenberg/Garcia 5/0/0, Motion Passed.

5. Accounts Payable and Financial Information.

The Board reviewed the billing invoices, and saw the bill from Canon, for color copies, was unusually high. This bill was not sent, pending further investigation.

Motion: Move that we pay our bills with the exception of Canon Financial Services. If Jonnie ascertains that it is a correct bill, it can be approved and taken around for signatures.
Schoenberg/Kelling 5/0/0, Motion Passed.

7. Update/Discussion on Regional Project FFAST Planning Application.

Carlos Bravo contacted the State, and found that Lawrence Sanchez is the one in charge of the Planning Application. Carlos will be getting in contact with him to check on the current status.

8. Discussion/Possible Vote on Lake of the Woods/Frazier Park Pre-Planning Project Task 3 and Task 4 Activities:

a. Annexation Initiation Resolution.

The Resolution has been approved and signed, but is still waiting for the attachments to be finalized. This Resolution will be submitted as part of the LAFCo application. The Notice of Exemption was filed since it was approved as part of this Resolution.

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b. Draft MSR (Municipal Service Review) from Stanley Hoffman.

Dave Warner and Carlos Bravo reviewed the draft, and their changes were included in the updated version. The maps included previously that were wrong, were removed. Director Schoenberg looked into the MSR and found the exhibits with the FPPUD rates, the CCR, and the District financials, were not current. Stanley Hoffman will be contacted about including those updated documents.

Dee Jaspar presented new maps of the local basins, in response to Director Schoenberg's request for this information to be included in the MSR. The newest maps confirmed that Frazier Park is located in the Cuddy Canyon Valley Groundwater Subbasin. Lake of the Woods is in both the Cuddy Ranch Groundwater Subbasin, as well as the Cuddy Canyon Subbasin. This information will be sent to Stanley Hoffman for inclusion in the MSR.

Approval of the MSR will be carried over to the next Pre-Planning Meeting.

c. Annexation Map/District Boundaries.

Dee Jaspar spoke with LAFCo and the Kern County Surveyor regarding the piece of the map that was left out, covering the homes in the mobile home park. There will be a second iteration of the map after LAFCo has a chance to review it. The piece will be put back inside the District boundary, in that final map, at that time.

d. LAFCo Application Packet.

Carlos Bravo provided information as to what will need to be included in the LAFCo application packet. The FPPUD, Self-Help Enterprises, and other agencies will all collaborate to get the packet completed.

The name of the application will be called "Frazier Park-Lake of the Woods Area Annexation". Director Neyman will be the contact person for any questions regarding the application.

e. Annexation Work Update.

There was no other annexation work updates.

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f. Discussion/Vote on Partial Payment Requests - Claim #13.

Lori Rogers emailed saying the past claims have been processed. She did not deduct the \$650 from the Claim #10 payout, so she will take it out of this new Claim #13. Once deducted, her numbers will match up to those calculated by Self-Help. Claim #8 was incorrectly assigned as a Task 2 deduction, but will be changed to Task 3. There was \$1 leftover in Task 2 from Claim #5. The Claim listed the Community Building rental for \$88, but the invoice read \$87.

Stanley Hoffman has unpaid invoices from Claim #10, #11, and #12 that have caused him a financial hardship. \$9,637.50 will be transferred from the FPPUD General Fund, into the Pre-Planning Account, so he can be paid for those outstanding balances. When the money from the claims comes in, it can be transferred back into the General Fund.

Claim #13 - \$9,032.82

- Dee Jaspar & Assoc. Invoice #16-12021, dated December 31, 2016, in the amount of \$3,492.32, for Professional Services related to Task 3.
- FPPUD General Ledger for Directors Fees, for the meeting dated December 22, 2016 in the amount of \$400.00.
- Stanley Hoffman & Assoc. Invoice #1311-6, dated January 11, 2017, in the amount of \$2,137.50, for preparation of the MSR for Task 3.
- Young Wooldridge Invoice #29847, dated January 5, 2017, in the amount of \$255.00, for work on annexation documents and research. (Total invoice amount of \$877.00 includes a prior balance of \$622.00.)
- Self-Help Enterprises Invoice #FRZPRK-0117, dated December 2016, in the amount of \$1,848.00, for technical assistance relative to the scope of work.
- Tom Dodson & Assoc. Invoice #FP062 17-1, Dated January 13, 2017, in the amount of \$900.00, for CEQA support.

Motion: Move that we approve Claim #13 and submit it.
Garcia/Gipson 5/0/0, Motion Passed.

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9. Discussion/Vote on Future Agenda Items.

Regular Meeting February 9, 2017:

- A Closed Session for legal council.
- In Item for the Board to review the new website.

Pre-Planning Meeting February 23, 2017:

- Carryover of the Discussion/Vote on the MSR.
- An audit of previous claim payouts.


10. Adjournment

Motion: Move that we adjourn.

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

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: Rebecca Gipson, Secretary

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