

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, Ca. 93225
Regular Planning Meeting
MINUTES FOR THURSDAY, JULY 27, 2017
6:00 P.M.
Gipson/Garcia 5/0/0
Minutes Approved on August 10, 2017

1. Call to Order: 6:02pm.

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.

2. Discussion/Vote/Adjust Agenda if Necessary.

Motion: Move that we table Item #6 until our next regular meeting on August 10th. Schoenberg/Gipson 5/0/0, Motion Passed.

3. Public Comments - None. Present: Helena Gutierrez (Self-Help Enterprises), Pam Jarecki, Austin Mielke, Dee Jaspar, and a member of the public.

4. Manager's Report

Cal Rural Water came to do leak detection. Unfortunately, their work was limited to about six hours a day, for three days. The representative checked the transmission lines on East End, Pine Canyon, Los Padres, and Elm. He did not detect any leaks. General Manager (GM) Jonnie Allison submitted a request for more time and is waiting to hear back.

A customer was given a 48 hour notice, and was angry at having his service locked off and being charged a reconnect fee. He claims he was not given a full 48 hours before his service was turned off. When disconnect notices are given out, they will now need to indicate the time it was posted, and the time and date it will be turned off.

a. Discussion/Vote on Legal Action Due to Customer Harassment of District Employees.

There is one customer that is continually harassing the District's employees, Board, and management. The crew approached management and asked that something be done to protect them. GM Allison recommended the attorney be contacted to see what action can be taken.

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GM Allison asked the Board to allow him to approach The Mountain Enterprise, and see if they would print an article about the staff of the District. He hopes this would give the community a more human insight into the company. The Board agreed this would be a good idea.

b. Administrative Assistant's Report.

Director Kelling's bond has been increased to \$200,000. The bank signature cards need one more signature and they will be complete. The indemnification agreement is also ready to be signed for agenda item #8b.

5. Accounts Payable and Financial Information.

Checks were cut for regular invoices, and for the invoice to increase Director Kelling's bond. The payouts for Claims #17 and #18 have also been prepared.

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

6. Discussion/Review/Vote on Proposed Budget for Fiscal Year 2017-2018 - Tabled.

Discussion/Possible Vote on FP - LOW Area Annexation Project - 6:20pm.

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

Helena Gutierrez explained, the 2016 audit has been uploaded to the FFAST Application Portal, and the application is now complete. The State is reviewing the application, and a final decision should be ready by September.

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

a. Lake of the Woods MWC Letter for Transfer of Assets.

The letter has been signed and a copy given to Carlos Bravo and the FPPUD.

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b. LAFCo Application Packet.

- **Sign Indemnification Agreement.**

Director Neyman signed the agreement as Board President. The document will be sent to Ernest Conant for the final signature. This document completes the application packet. Self-Help Enterprises will wait for confirmation before submitting the documents.

c. Annexation Work Update - None.

d. Discussion/Review of Claims and Payouts, and Requests for Payment.

- Young Wooldridge Invoice #35808, dated July 6, 2017, in the amount of \$165.00, for work related to annexation.
- Dee Jaspar & Associates Invoice #17-06042, dated June 30, 2017, in the amount of \$5,854.35, for work on the hydrogeological study.

Motion: Move that we agree with the Request for Payment that was presented to us by Self-Help Enterprises.

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

Motion: Move that we take a break at 6:45pm.

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

Return from Break: 6:57pm.

The checks were cut for Claims #17 and #18. The Board was unable to locate a copy of the meeting minutes to verify the amounts for the checks.

Claim # 17.

- Dee Jaspar & Associates: \$1,321.09.
- Young Wooldridge: \$2,448.00

Claim #18.

- Dee Jaspar & Associates: \$1,525.54.
- Stanley Hoffman: \$1,500.00.
- Young Wooldridge \$110.00.

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9. Discussion/Vote on Application of Grant Funding - Meter Replacement.

The workplan has been submitted to the State. Self-Help Enterprises is waiting to hear back to have a kick-off meeting scheduled. Once scheduled, someone from the Board should be there to participate.

10. Discussion/Vote on Future Agenda Items.

Regular Meeting August 10, 2017:

- Review of the 2017-2018 Budget.
- Discussion of a Special Audit.

Planning Meeting August 24, 2017:

- Carry over discussion of the Indemnification Agreement.

Special Meeting August 24, 2017:

- Review of the Hydrogeological Study.
- Review of the Water Quality Report.

11. Adjournment.

Motion: Move that we adjourn.


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

Meeting adjourned: 7:03pm.

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

seal