

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive - Frazier Park, CA 93225
FPPUD/LOW Pre-Planning Meeting
MINUTES FOR THURSDAY, SEPTEMBER 22, 2016
Gipson/Schoenberg 3/0/0 - Director Garcia absent, Seat 5 Vacant
Minutes Approved on October 27, 2016

1. Call to Order: 6:07 pm.

Roll Call of Directors: Garcia, Gipson, and Schoenberg. Director Durso absent.
Director Neyman present as the chairperson.
Also present: Jonnie Allison and Tiffany Matte.

2. Discussion/Vote/Adjust Agenda if Necessary - None.

3. Public Comments - None. Present: Dee Jaspar, Dave Warner, Carlos Bravo, Maria Dreier, Pam Jarecki, Tommy Hastings, Richard Sheffield, Terry Kelling, Diane Smallwood, Patric Hedlund and Gunnar Kuepper.

4. Manager's Report.

General Manager (GM) Jonnie Allison passed out a copy of a letter written by a member of the District, addressed to Supervisor Couch and the FPPUD. Much of the information in the letter was erroneous and contained speculation. GM Allison contacted Supervisor Couch's office and told them he was available to be contacted with any questions, and would be happy to go over the situation with them.

A second letter was provided to the Board, written by the Kern Audubon Society, to the Kern County Department of Parks and Recreation. It explains the necessity of the pond, and surrounding trees for local and migratory birds, and asks the Department to work with the Board of Supervisors in finding a solution to keep the pond filled.

Frank Durso called into the front desk and left a message that he wished to resign from the Board due to health reasons. GM Allison called and confirmed his resignation. Since no written notice was provided, Director Schoenberg suggested writing a resignation letter that could be brought to him for signing. Once the letter is signed, legal notice can be posted and run in the local newspapers.

a. Admin. Assistant's Report.

Tiffany Matte provided a copy of Government Code Section 1780 to the Board, which explains the procedure to fill a vacancy in an elected board. Also provided was the Notice of Vacancy, which needed to be filled in with the date Letters of Intent are due, and the date the new member will be chosen and appointed. The effective date of the vacancy will be the date the resignation letter is signed.

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5. Accounts Payable and Financial Information.

The Board reviewed the invoices, and checks for signing provided by the Bookkeeper.

Motion: Move that we pay the bills.

Schoenberg/Gipson 4/0/0, Motion Passed - Director Durso absent.

6. Discussion/Vote on Quote for Attorney's Review of the Water Rate Study.

If the Board should choose to have FPPUD attorney Ernest Conant review the Rate Study, the estimated cost would be \$2,000. Ernest stated he has knowledge of RCAC and has no reason to believe he didn't do a good job, but he couldn't certify the study without reviewing it. Because of the cost, the Board decided they are not ready at this time to pay to have it reviewed.

The Board directed GM Allison to ask John Van Den Bergh if he recommended having it reviewed. If he does, the Rate Study should be forwarded to the attorney.

7. Discussion/Vote on Quotes from Advanced Infrastructure Technologies.

Dave Warner explained, the State would not cover cost for the pipe locating equipment. They would pay an outside company, when locating services are needed. This item can be addressed again following the results of the Prop 218 Protest Hearing.

8. Discussion/Vote on Sustainable Groundwater Management Act (SGMA).

Director Schoenberg stated she would like to move forward in some way on this item. She is interested in finding possible lawyers that deal in public interest, who would be able to give the Board information on this Act. They also may have information on available grants. Neither Dave Warner, nor Dee Jaspas were aware of any available grants. Brahma Neyman provided two handouts to the Board with information he found on SGMA. One had frequently asked questions, the other was a list of Groundwater Sustainability Authorities.

The Board directed GM Allison to get a list of attorneys together who are knowledgeable on the Act.

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9. Update/Discussion/Vote on USDA Emergency Community Water Assistance Grant (ECWAG).

All the work on Well 6 has been completed. GM Allison provided the Notice of Completion prepared by Dee Jasper & Associates. The retention check has been printed in the amount of \$6,242.55 and is awaiting signatures. This notice will be filed on September 20, 2016. After 35 days of filing, the retention check will be due the contractor. This allows time for anyone who has done work on the well, but not been paid, to notify the District. Dee Jasper explained that, to his knowledge, everyone involved has been paid.

Motion: Move that we authorize Jonnie Allison to sign the Notice of Completion for Well 6.

Garcia/Gipson 3/0/1, Motion Passed - Director Schoenberg abstain, Director Durso absent.

Motion: Move to take a 10 minute break at 7:02 pm.

Gipson/Garcia 4/0/0, Motion Passed - Director Durso absent.

Return from break: 7:02:30 pm.

The Board returned from break based on new information. There is a signature block on the Notice of Completion for both the General Manager and the Board President.

Motion amended to authorize the Board President to sign as needed.

Garcia/Gipson 4/0/0, Motion Passed - Director Durso absent.

Motion: Move that we take a break at 7:05 pm.

Gipson/Garcia 4/0/0, Motion Passed - Director Durso absent.

Return from break: 7:15 pm.

10. Discussion/Revisit/Vote on Selling Water to Lake of the Woods.

A member of the public, Tommy Hastings, addressed the Board at this time. He thanked the Board for recognizing the possibility that selling water to Lake of the Woods was part of the reason for the pond depletion. The pond did still drop, and continues to drop. He understands that well levels haven't dropped, but visual observations tell him differently. The pond is part of the aquifer, and the groundwater basin, even if it is spring fed.

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Pine Canyon and Sam Young springs are still flowing. He still believes the loss of water in the pond was due in part to water sales, the drought, and the lack of water conservation. He now sees selling water to Lake of the Woods as a good test to see if there really is enough water in the aquifer to supply both communities. As of his last measurements taken, the water level is down about 52 inches.

Director Schoenberg responded. She pointed out both sag ponds, Lake Elizabeth and Lake Hughes, have completely dried out. Though water levels have gone down in the past, it is this year that she observed a very rapid loss and complete dry up. There are other bodies of water up and down the state that have also dried out, and have never dried out before.

In response to Terry Kelling's inquiry about water being added to the pond, Gunnar explained Supervisor Couch added some water to the pond. He did this to take measurements to see how much water loss is from evaporation and how much is from seepage. The water was pulled from Lebec, and trucked in by Santana's Pumping and Plumbing. By Monday afternoon, all of the water added was gone.

The Board, the public, and GM Allison discussed the importance of continuing to sell water to Lake of the Woods, in order to know the science is correct, before finalizing the annexation.

Motion: Move that we go back to selling water to Lake of the Woods with the possibility of revoking that again at a later point. The reason I'm making that Motion is to try to see in this continuing effort, to see if sales of water to Lake of the Woods is in any way, shape, or form affecting our aquifer.

Schoenberg/Gipson 4/0/0, Motion Passed - Director Durso absent.

GM Allison added that, when Well 5 was sounded in 2000, the static water level was 65 ft. In September 2016, the level was at 54ft. In 16 years the level has only dropped 11 ft.

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

a. Engineering Services.

Dee Jaspar has finished putting together a preliminary design.

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b. Scope of Work.

Now that the design has been finished, Dee Jaspar will begin working on the scope, which will include a Preliminary Engineering Report. He is hoping to have this part completed by the end of next week.

c. Planning Costs.

Planning costs will be generated once the scope of work is completed.

d. Environmental Services.

The contract with Tom Dodson & Associates has been received and signed.

e. Cost Estimate.

The cost estimate for the environmental work for this portion of the project is \$33,000.

f. Review of Options to Speed up Planning Work.

The Board reviewed the list of items needed to complete the Planning application. Dave Warner explained, he is looking into ways to make the Planning Phase go faster. The State could give up to three years, but the goal is to get in the application for construction funds as soon as possible. Self-Help Enterprises has money to pay for their technical assistance time, but they also have money that could be used to contract with engineers, lawyers, and others to help projects move forward.

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

a. Annexation Map and Legal Description.

The map of the new district boundaries presented by Dee Jaspar at the Special Meeting on September 15th was reviewed and updated by Dave Warner. This map can now be used to write a legal description of the boundary, to be turned into LAFCo.

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Motion: Move that we approve the new amended map to replace the original map and motion.

Garcia/Gipson 4/0/0, Motion Passed - Director Durso absent.

b. Discussion/Vote on Contracts for Annexation Task 3 Work.

All of the contracts should be completed, pending verification of the contract with Ernest Conant.

c. Annexation Word Update.

Dave Warner updated the list of target dates provided previously by Ernest Conant. Dave Warner noted Pre-Planning funds will expire on April 30, 2017, but annexation will take longer. It is estimated annexation will be complete around July 1, 2017. That pot of money available to Self-Help Enterprises, referenced to earlier in the meeting, can be used for annexation costs occurring after the April deadline (Board of Equalization fees, technical assistance time, etc.).

Motion: Move to extend the meeting to finish business.

Schoenberg/Gipson 4/0/0, Motion Passed - Director Durso absent.

Meeting extended at 8:59pm.

d. Discussion/Vote on Partial Payment Requests - Claim #9.

Director Neyman went over the calculations and totals for Claim #9, then reviewed them with Director Gipson.

Claim #9 - \$9,773.27

Motion: Move that we pay out on Claim #9.

Gipson/Garcia 4/0/0, Motion Passed - Director Durso absent.

Young Wooldridge Invoice #13078-47 EAC, dated September 6, 2016, in the amount of \$650.00.

Dee Jaspar & Assoc. Invoice #16-08024, dated August 21, 2016, in the amount of \$3,423.00.

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Stanley Hoffman & Assoc. Invoice #1311-2, dated September 8, 2016, in the amount of \$2,750.00.

Self-Help Enterprises Invoice #FRZPRK-0916, dated August, 2016, in the amount of \$2,250.27.

FPPUD General Ledger for Directors Fees for August 2016, in the amount of \$700.00.

Carlos Bravo provided a Revised Budget #4. After Claim #9, there is only \$179.37 left in Task 4. The letter requests that \$8,000 be taken out of Task 6 - Contingency, and moved to Task 4; \$4,000 to cover Directors' fees for meetings, and \$4,000 for work from Self-Help Enterprises.

Board approval of the Revised Budget will be added to the Agenda for the next Regular Meeting.

13. Discussion/Vote on FPPUD Bylaws and Rules and Regulations - Review by Legal.

Before the attorney reviews it, Director Schoenberg would like to add a provision for Board Member responsibility, and the process for Director resignation.

Tiffany Matte reported she has a document that was found in FPPUD files that is an outline of Board Member conduct. This could be used as an addendum to the Bylaws. This item will be carried over to the next Regular Meeting.

14. Discussion/Vote on Future Agenda Items.

Regular Meeting October 13, 2016:

- A check up on the status of the Planning Application.
- Approval of Revised Budget #4.
- Continue discussion/review of the Bylaws.

Special Meeting October 15, 2016:

- 1st public meeting on Prop 218 rate increase.

Regular Pre-Planning Meeting on October 27, 2016:

- An Agenda item for the discussion of candidates for the available Board position.

Regular Meeting November 10, 2016:

- Interview and appointment of the new Board Member.

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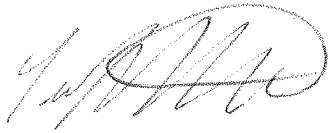
15. Adjournment.

Motion: Move to adjourn.

Gipson/Garcia 4/0/0, Motion Passed, Director Durso absent.

Meeting Adjourned: 9:26pm.

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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