

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive - Frazier Park, CA 93225
MINUTES FOR THURSDAY, AUGUST 11, 2016
Gipson/Durso 4/0/1 - Director Schoenberg abstain
Minutes Approved on September 8, 2016

1. Call to Order: 6:09pm.

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

2. Discussion/Vote/Adjust Agenda if Necessary.

Motion: Move that Item #17 be moved to between #8 and #9.
Schoenberg/Gipson 5/0/0, Motion Passed.

Patric Hedlund from The Mountain Enterprise informed the Board she has interest in Items #10, #11, #12 and #13, but has to leave the meeting early.

Based on new information, Director Schoenberg amended her Motion so Item #17 is moved to between #13 and #14. The seconder of the Motion, Director Gipson, agreed.

3. Public Comments - Present: Terre Ashmore, Tommy Hastings and Patric Hedlund.

A member of the public, Terre Ashmore, wished to comment on the status of the Frazier Park Pond. She has been very dismayed over the last few weeks, as the water levels have visibly dropped. The FPPUD Well 6 (which replaced Well 3) went online August 1st, and she believes it is since then, that the water level has dropped by about four to five feet. The fish inside are dying and the ducks are suffering. She has heard the pond described to her by historians as being fed by the aquifer, but is now hearing it described as spring fed (exonerating the new Well 6). Ms. Ashmore believes it must be both because of the presence of the Valley Oak, a riparian tree that plants itself where there is an aquifer. Because the pond levels were normal until Well 6 was turned on, she believes it to be the cause. She was, however, willing to admit she may be wrong. She was hoping The Board would have a good idea for saving the pond, or would have a good resource for providing water to fill it.

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Director Schoenberg responded that she and Director Neyman spoke to the engineer yesterday regarding this issue, and asked if the water level in the pond could be due to the new well going online. Edison did come out and sound Wells 4, 5, and 6 to determine the static level of the water. The levels were then compared to those of 2013, and the changes were found to be negligible. The engineer inferred from the Edison test that, if the District were drawing water from the pond, static levels in the wells would have gone up. He also believes the pond is being fed entirely by a spring, although he is unsure of its location.

Director Neyman explained that, ultimately, it's not the water company's responsibility. The public needs to be addressing their concerns with Kern County, and possibly with Supervisor David Couch. Also, if the pond was filled with water from the FPPUD, it would be coming from the tanks, which are chlorinated.

Tommy Hastings also addressed the Board with his knowledge and observations. He is aware of an article written in The Mountain Enterprise back in the 1980s, when a similar issue with the pond was occurring. At that time, several of the springs that were located under the soccer field were piped in together, and used to keep the pond filled. This was accomplished with the water company's assistance. Mr. Hasting's personal observation was, the last time the District sold water to Lake of Woods, was the lowest he had seen the pond previously. He saw the pond level begin to drop about an inch a day starting back in June, then loss accelerated over the 4th of July weekend. He believes that coincides with the time the FPPUD began selling water again. He expressed concerns over shipping water to Lake of the Woods when they are still unmetered. Ultimately, the combination of drought, water sales and misuse of resources, is what he believes to be the cause of the water loss in the pond.

In reference to an article in The Mountain Enterprise, Patric Hedlund confirmed there is a complete archive of prior newspapers located at their office. They do allow people in, on a limited basis, to put on the white gloves and go through the archives. She extended an invitation to Mr. Hastings to search for historical articles published about the pond.

Director Schoenberg explained, as there are no engineers on the Board, they rely heavily on the expert opinion of the hired professional. It is this engineer's belief that the dropping water level in the pond has nothing to do with the new Well 6. Director Schoenberg does understand the need to find a solution. That solution should first be sought through the County.

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4. Report of Officers:

President: Director Neyman reported he has been attending the Water Boards Leadership Institute, put on by Self-Help Enterprises, for the last three months. They have discussed leadership style, conflict resolution, and those types of issues. On October 3rd they will be bringing in someone to do ethics training. Anyone from any board is welcome to attend. They will also be discussing the SGMA and The Brown Act in future meetings.

Vice-President: None.

Secretary: None.

Treasurer: Director Schoenberg reported she posted the Agenda to the website, but not the financials and Manager's Report, because they were emailed to her late. Some new Minutes were put up, remaining Minutes needed will be emailed and posted. Wording was changed on a header to show the second meeting of the month as a Regular Pre-Planning Meeting, not a Special Meeting.

Member at Large: Director Durso expressed his dismay when he saw how many items were listed on the Agenda. His understanding was there were only 6 or 7 items to be added after discussion at the last meeting.

Director Neyman responded by explaining items are added as a discussion or vote is needed. Items are carried over from meeting to meeting as well.

5. Board Member Initiatives - None.

6. Manager's Report.

Tiffany Matte gave the report because General Manager (GM) Jonnie Allison was away on training. There were six after hours call outs and 4 main line leaks, including the large leak on East End.

a. Discussion/Vote on Water Service Installation.

There was a request for service at 4125 Spruce Trail. The mainline distance from the property line was marked as 10 feet and it was noted on the application that service can be provided.

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Motion: Move that we approve the application based on our established rate and fee schedule.

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

b. Admin. Assist. Report.

Tiffany Matte reported she will be out of the office next week at training for the RVS billing software.

7. Ad Hoc Committee Report.

Director Schoenberg reported she and Director Neyman went to Dee Jaspar's office for work on Pre-Planning. They discussed plans on how water might be provided to Lake of the Woods. There is the possibility of drawing it out of Well 5, or drilling one to three new wells, the location to be discussed further. Directors Neyman and Schoenberg discussed their concerns with Dee Jaspar that the majority of the project money spent would be benefiting Lake of the Woods. The pipeline to Lake of the Woods could benefit Frazier Park if it were run up Los Padres Drive. It would be both a transmission and a distribution line for that area, helping to solve existing problems experienced from the aging system. It could also open up the possibility of water service to lots that are located up Mt. Pinos way, past the fire station. Locations for booster pumps and tanks were also discussed. If Parcel B was used, the old, leaky tank there could be replaced as well as the booster that doesn't work. A new tank could also be put in at the Elm location, which would eliminate the expense of acquiring new property. The engineer will continue to work on the plan, and it will be looked at again on a later date.

Also discussed at this meeting was the Sustainable Groundwater Management Act, and the need to formulate a plan sooner rather than later. If the District and those in the basin do not formulate a plan, then either Tejon Ranch Company or the State will. Director Schoenberg recommended putting this discussion back on the Agenda for the Regular Meeting in September.

8. Report on Other Water Board Meetings Attended.

No other meetings were attended.

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9. Discussion/Vote on ACWA/JPIA Insurance Incentive Rate.

The new incentive rate for the FPPUD was approved, and became effective on August 1st. Because JPIA bills for insurance in advance, the District should expect to see a credit on their next statement. Ben Hayden, Sr. Benefits Analyst for ACWA/JPIA, did clarify the policy to pay 50% of a retiree's medical cost was not necessary if the District didn't offer these medical retirement benefits previously. Director Schoenberg stated she would like a re-vote on this benefit placed on the Agenda for the next Regular Meeting in September, based on this new information.

10. Discussion/Vote on Prop 218 Rate Study.

Director Schoenberg explained she has been spending a great deal of time rebuilding the District's asset list. The list from the auditor is outdated, and doesn't have any details on what the items listed actually are. She put together an asset list from scratch, and worked to identify what does and doesn't need to be replaced. This list was given to the gentleman conducting the rate study for analysis. The Ad Hoc Committee will be meeting with John Vandenberg on August 18th, and will go over capital improvements, the numbers he put together, and different scenarios as to how needs can be accomplished. The next step after the meeting on the 18th will be to bring all of the information before the Board.

11. Discussion/Vote on Conflict of Interest Code - Biennial Review.

Tiffany Matte confirmed for the Board that, although the process of amending the code was started in 2008, the finalized code was never adopted nor sent to the Kern County Board of Supervisors. The last time the code was amended was in fact, 1987. Ernest Conant provided an explanation of the step by step process, and the format for the Resolutions, Notice of Intent, and Declaration of the General Manager. Also provided was an amended Conflict of Interest Code. The Board read aloud the Code. Tiffany Matte will email the attorney and confirm the Designated Positions as well as ask the questions posed by the Board.

12. Discussion/Vote on Resolution FP-20160811-01 - Notice of Intention to Adopt an Amended Conflict of Interest Code and Establishing a Comment Period.

The Board read aloud the Resolution, and established a comment period that will run from August 25, 2016 - October 10, 2016.

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Motion: Move that we announce our intent to adopt an amended conflict of interest code, and we establish a comment period that begins on August 25th and ends on October 10th.

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

13. Discussion/Vote on Record Retention Policy.

The Board read aloud Resolution 511 - Adoption of Record Retention Policy and Schedule. Because of contradictions and the need for clarification, Director Schoenberg asked this Item be tabled until it can be gone over again in detail.

Motion: Move to table this for further discussion until the second Thursday of the month, Regular Meeting, in September and if need be, have a Special Meeting.

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

Motion: Move to take a 10 minutes break at 8:20pm.

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

Director Durso left the meeting during the break.

Return from break: 8:35pm.

17. Accounts Payable and Financial Information.

Total cash in accounts is \$864,454.33. There is an adjustment in the Profit and Loss Year to Date Comparison Report that reflects a prior year adjustment for June, 2016. The adjustment reduces the gross income for water sales by \$14,088.03. This adjustment came from the System Totals Report for the month of July.

Motion: Move that we pay the bills.

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

Motion: Move to extend the meeting to finish business at 8:55pm.

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

Motion: Move to table Items #14, #15, and #16.

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

14. Discussion/Possible Vote on Cold Springs Canyon Property - Tabled.

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15. Discussion/Possible Vote on FPPUD 48hr Notice/Service Lock-Off Policy - Tabled.

16. Discussion/Vote on Quote from Telstar for Telemetry - Tabled.

18. Discussion/Vote on FPPUD Credit Card Processing Fee.

There is not enough information at this time to determine if a new fee is necessary. This Item can be readdressed when the new card reader from California Bank & Trust is active.

Motion: Move to carry over until the next meeting on August 25th.

Motion: Move to revisit Financials Business.

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

Linda Sheldon reported she has been putting together documents for the auditor, and making them available through Neat. She should have that done by the end of next week.

19. Discussion/Vote on Policy for Claim Submittals to the State/USDA.

Motion: Move that we place this on the Agenda for the Regular Meeting on August 25th so that we can get any additional information.

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

20. Review and Approve Minutes for 07/14/16 and 07/28/2016.

Motion: Move that we approve the Minutes for July 28, 2016 with the possibility for amendments for typos or other errors that need to be corrected.

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

Motion: Move that we table the Minutes for Thursday, July 14, 2016 to August 25th.
Schoenberg/Gipson 3/0/1, Motion Passed - Director Garcia abstain, Director Durso absent.

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21. Discussion/Vote on Future Agenda Items.

Pre-Planning Meeting August 25, 2016:

- A closed session meeting regarding Employee Discipline/Dismissal/Release.
- A discussion/vote on issues relating to the pond including: Water sales to Lake of the Woods, the current water level and rate of depletion, historical ties and a report by Tommy Hastings on his research.
- Vote on the Minutes for July 14, 2016.
- Discussion/Vote on claim submittals to the State/USDA.
- A Discussion/Vote on the credit card processing fee.

Regular Meeting September 8, 2016:

- Creating a public information request form.
- A Review/Vote on the Bylaws regarding Board Member conduct.
- An Item discussing how information is disseminated to Board Members.

22. Adjournment.

Motion: Move to adjourn.

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

Meeting adjourned: 9:35pm.

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