

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive - Frazier Park, CA 93225
SPECIAL MEETING
MINUTES FOR THURSDAY, JUNE 30, 2016
Gipson/Durso 4/0/0 - Director Garcia absent
Minutes Approved on July 14, 2016

1. Call to Order: 6:18pm.

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

2. Public Comments - None.

3. Discussion/Vote on Reimbursement to Directors for Travel Costs to the Water Boards Leadership Institute.

Director Neyman is attending the class provided by Self-Help Enterprises located in Visalia. The class is once a month for 6 months. He is requesting reimbursement for mileage.

Motion: Move that we reimburse travel cost for the Directors to the Water Boards Leadership Institute.

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

4. Discussion/Vote on Clerk of the Board Certificate Program.

Tiffany Matte explained that this certificate course is being offered by California Special Districts Association (CSDA) from November 14th - 16th. The cost for non-CSDA members to attend is \$865.00. A scholarship application was turned in and approved. The cost for the seminar will be at the member price of \$575, which will be fully reimbursed to the District after completion of the program.

Motion: Move that we approve Tiffany going to this clerk of the board certificate program.

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

5. Brown Act & Public Records Act Training - ACWA JPIA Webinar dated October 24, 2013.

The Board watched this webinar training and noted the following points of interest from the Brown Act portion of the training:

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- The quorum of a legislative body can only meet in a location that is within the jurisdiction of the local body.
- If a member of the legislative body is attending the public meeting via teleconference from their home or hotel room, an Agenda must be posted at that location and the public must have access to the board member.
- The legislative body can meet with another entity at that entities location, provided they posted notice of the meeting in compliance with The Brown Act.
- In a Special Meeting, a legislative body cannot discuss salary, compensation, fringe benefits or contracts.

Motion: Move to take a break at 7:55pm.

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

Return from break: 8:07pm.

The Board continued watching the webinar training and noted the following points of interest from the Public Records Act portion of the training:

- A Record Retention Policy should be in place.
- An agency has 10 days to respond to a request indicating if it is able to provide the documents requested.
- A denial of a request must be in writing and contain the name and title of the official denying the request.

Motion: Move to extend the meeting to finish business.

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

The Board revisited Agenda Item #3

3. Discussion/Vote on Reimbursement to Directors for Travel Costs to the Water Boards Leadership Institute.

Director Gipson rescinded her motion to reimburse for travel costs based on new information.

Director Schoenberg, the seconder of the motion, agreed.

All Board members voted in favor, 5/0/0.

Motion rescinded.

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6. Discussion/Vote on Future Agenda Items.

Regular Meeting:

- Reimbursement to Directors for travel costs to the Water Boards Leadership Institute.
- An Item to discuss the FPPUD Record Retention Policy.
- A discussion/vote on amending the Bylaws.

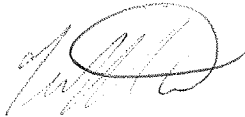
7. Adjournment.

Motion: Move to adjourn.

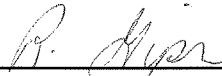
Gipson/Garcia 5/0/0, Motion Passed.

Meeting Adjourned: 9:10pm.

At every special meeting, the legislative body shall provide the public with an opportunity to address the body on any item described in the notice before or during consideration of that item. Taken from the Brown Act Statutes 54954.3(a)



Tiffany Matte, Clerk of the Board



Attest: Rebecca Gipson, Secretary

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