

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
REGULAR MEETING MINUTES FOR THURSDAY, MAY 10, 2018
6:00 P.M.

Schoenberg/Neyman 4/0/0 - Director Garcia absent
Minutes Approved on June 14, 2018

1. Call to Order: 6:03pm.

a. Pledge to the Flag.

b. Roll Call of Directors: Garcia, Gipson, Neyman and Schoenberg.

Director Kelling present as the chairperson.

Also present: Jonnie Allison, Linda Sheldon (arrived later in the meeting) and Tiffany Matte.

2. Discussion/Vote/Adjust Agenda if Necessary.

Motion: Move that we table #11: Discussion/Vote on Applying for Grant Funding to Replace Water Main Lines throughout the District.

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

3. Public Comments. Present: Bill Hopper

Mr. Hopper invited two Board Members from the FPPUD to attend an informational meeting at the library that will include members from other water districts. An official date has not been chosen.

4. Report of Officers:

President: No report.

Vice-President: No report.

Secretary: Director Schoenberg reported she has not done the bank transfers into the Emergency Reserve Fund, nor has she gone into the bank, because Director Neyman has been unavailable due to his recovery.

Treasurer: No report.

Member at Large: No report.

5. Board Member Initiatives - None.

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6. Manager's Report.

General Manager (GM) Jonnie Allison notified the Board of the passing of Christine Spyрка. She was a longtime member of the community, and the bookkeeper for Ace Hardware. GM Allison wished to send flowers to the memorial service on behalf of the District. The Board agreed.

GM Allison spoke to the bank about the issue with the credit card statements. They have not been allowing enough time to make a payment. The bank representative called the credit card company, but GM Allison was unable to wait to get an answer. He will follow up with the bank at a later date.

While working on mainline replacement using the backhoe, the crew inadvertently hit and ruptured a natural gas line. The Fire Department and Gas Company came out to address any safety issues. No one was injured.

El Tejon School District, per their engineer and contractor, calculated that a 2" compound meter could be used to provide water to Frazier Park Elementary. The 6" meter will remain in the ground, but be dedicated for use with the fire hydrant. There will be a meeting next Thursday with the construction crew to finalize arrangements.

The crew has begun working on all of the weed clearing on District Property.

GM Allison made a trip up north to work on finding a dump truck. He believes the most cost effective solution is to purchase the cabin chassis separately, and have a dump bed mounted on. An update will be given at next month's meeting.

142 work orders were completed, there were two main line leaks, and no after hours call outs.

a. Discussion/Vote on Application for New Water Service.

Water service was requested for a property on Laguna Trail. Without digging up the road, it is believed there is adequate pipe to provide water. If needed, an extension could be connected to Mt. Pinos Way.

Motion: Move that we approve the application for water installation for Lot 5 - Block 20 - Track 2, on Laguna Trail with the contingencies mentioned.

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

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b. Administrative Assistant's Report.

Tiffany Matte provided information flyers to the Board on California Special District Association (CSDA) and the Special District Leadership Foundation (SDLF). SDLF offers Special Districts the opportunity to earn recognition for various levels of leadership achievements. The first level is for district transparency. Lebec County Water District is currently working toward this goal. GM Allison and the Board believes this is a good idea, and a great way the FPPUD can show the public their desire for transparency and accountability. Tiffany will be working on this goal for the next few months by updating the District's policies and website.

7. Ad Hoc Committee Reports - No reports.

In light of the fact that the bookkeeper has not yet arrived, Director Schoenberg made the following motion:

Motion: Move that we skip items #8 and #9 and go on to number #10, and continue on with our Agenda until Linda Sheldon arrives.

10. Discussion/Vote on Approving an Ad Hoc Committee to Work on the District Budget.

GM Allison explained that working with two members of the Board on the budget has worked well in the past, and has saved time during meetings. The five members discussed their availability and experience, and decided Director Gipson and Director Schoenberg would be able to work on this ad hoc.

Motion: Move that we approve an ad hoc committee to work on the District budget, putting Lisa Schoenberg and Rebecca Gipson on this ad hoc committee.
Neyman/Garcia 3/0/2, Motion Passed - Directors Gipson and Schoenberg abstain.

12. Discussion/Vote on Beginning the Application Process for CalPERS Retirement Benefits for Employees.

After the last rate study, it was brought up that when the District's revenues had increased, the Board would return to the discussion on offering retirement benefits.

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Tiffany Matte explained that the application process for CalPERS consists of several steps and is expected to take about one year. The first application to be submitted establishes whether or not the FPPUD qualifies for this program, and is free to apply for. If approved, the Board would then need to decide whether or not to move to the second step. This part requires an actuarial revue, and would cost about \$3,000. The revue would establish the dollar amount for both the employee and employer contributions. If desired, the final step would be to contract with the State. Since the first application is free of charge, the Board decided to begin that process, obtain more information from the State, then discuss moving on with the process.

Motion: Move that we go ahead and do the initial no cost application for CalPERS, to determine whether we're eligible or not, and that if things move forward and we have an answer to that, that we place this issue back on the Agenda for July. If not, then we'll hold off until we get an answer.

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

8. Accounts Payable and Financial Information. (Moved per adjustment of the Agenda.)

Bookkeeper Linda Sheldon reported the total cash balance in all accounts is \$1,122,983.92. Checks were cut for the regularly occurring invoices and reviewed by the Board for accuracy.

Checks were cut for the credit card payments even though the invoices have not come in. Since there is no second meeting in the month of May, this will keep them from accruing late fees.

The post office has not given receipts for the bill mailing for the last two months. Since the account was not able to be reconciled, Linda included a check to cover next month's postage.

A statement came in from Ace Hardware without attached invoices. The amount will be paid and the Board will review it for accuracy as soon as the invoices are provided.

A first draft of the proposed budget was given to the Board for review.

Motion: Move that we approve our bills and that we have one Board Member sign the Ace Hardware, and that I will sign it when the invoices come in so that we can review it before we send the check to them.

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

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9. Discussion/Vote on Changes/Options for District Banking.

Tiffany Matte updated the Board on her research into online banking options. Interest rates have been going up. The only bank that offers options for businesses is Everbank. They also offer interest earning checking accounts. There were additional questions the Board wanted answers to before making any decisions.

Motion: Move that we hold off and transfer this over to the Agenda for next month and find out the additional information that I spoke about.
Schoenberg/Garcia 5/0/0, Motion Passed.

10. Discussion/Vote on Approving an Ad Hoc Committee to Work on the District Budget. (Moved per adjustment of the Agenda.)

11. Discussion/Vote on Applying for Grant Funding to Replace Water Main Lines Throughout the District. (Tabled)

12. Discussion/Vote on Beginning the Application Process for CalPERS Retirement Benefits for Employees. (Moved per adjustment of the Agenda.)

13. Review and Approve Meeting Minutes for 04/12/2018, and 04/26/2018.

Motion: Move that we approve the minutes for Thursday, April 12, 2018 with the amendments given, and with the possibility for additional amendments for typos or other errors that we might not have caught, that may need to be corrected.
Schoenberg/Neyman 5/0/0, Motion Passed.

Motion: Move that we approve the minutes for April 26, 2018 with the possible amendment mentioned, and for typos or other errors that we might not have caught that may need to be corrected.
Gipson/Garcia 4/0/1, Motion Passed - Director Garcia abstain.

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14. Discussion/Vote on Future Agenda Items.

Regular Meeting June 14, 2018:

- An agenda item for discussion on options for paying bills.
- Carry over Discussion/Vote on Options for District Banking.
- An item under the Manager's Report for an update on annexation participants.
- Items under the Ad Hoc Committee Reports for the Budget and SGMA.
- An agenda item for work on the budget.

15. Adjournment.

Motion: Move that we adjourn.

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

Meeting Adjourned: 8:03pm.

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: Lisa Schoenberg, Secretary

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