

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, Ca. 93225
Regular Planning Meeting
MINUTES FOR THURSDAY, MARCH 22, 2018
6:00 P.M.
Gipson/Neyman 5/0/0
Minutes Approved on April 12, 2018

1. Call to Order: 6:00pm.

a. Pledge to the Flag.

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

2. Discussion/Vote/Adjust Agenda if Necessary.

Motion: Move that we move #8 directly after the Manager's Report, #4.
Schoenberg/Neyman 5/0/0, Motion Passed.

- 3. Public Comments - None.** Present: Dee Jaspar, Pam Jarecki, and two members of the Lake of the Woods (LOW) Board.

4. Manager's Report.

It was reported that an unhappy customer sent another letter to FPPUD attorney Ernest Conant. There is no action to be taken at this time.

a. Administrative Assistant's Report - No report.

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

Checks were cut for the regularly occurring invoices. The Board reviewed the invoices and checks to insure accuracy. Transfers were made into the USDA Payment Account, so funds are available and ready when payment is due in April.

Motion: Move that we pay our bills.
Neyman/Schoenberg 5/0/0, Motion Passed.

Payment for the credit card bill will need to be made in person at the bank, because the due date is only three days away.

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Discussion/Possible Vote on FP-LOW Area Annexation Project - Discussion began at 6:10pm.

Carlos Bravo was unable to make it in person to the meeting due to weather, but participated via teleconference.

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

Lawrence Sanchez confirmed that the legal team has signed the approval document. Funding is expected to be issued by the end of the month.

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

a. Discussion/Vote on MOUs for Those Participating in the Annexation.

There are no updates on the Transfer Agreement/MOU for Lake of the Woods. Tiffany will set up a conference call with all parties involved in drafting the agreements, in order to discuss what is needed to finalize the document. The MOUs for the other water systems and private well owners will also be discussed.

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

Self-Help Work Plan Tag #5406-A

- Dee Jaspar & Associates, RFP #3-A, Invoice #17-12048, dated December 31, 2018, in the amount of \$5,108.28, for work related to the Water Meter Replacement Program.
- Dee Jaspar & Associates, RFP #4-A, Invoice #18-01032, dated February 8, 2018, in the amount of \$567.00, for work related to the Water Meter Replacement Program.

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Self-Help Work Plan Tag #5239-B

- Dee Jaspar & Associates, RFP #10, Invoice #17-12032, dated December 31, 2017, in the amount of \$945.00, for work on the Hydrogeological Study.
- Dee Jaspar & Associates, RFP #11, Invoice #18-02010, dated February 28, 2018, in the amount of \$189.00, for attending a Planning Meeting.
- Young Wooldridge, RFP #6, Invoice #42916, dated March 5, 2018, in the amount of \$216.00, for work related to annexation.
- Nave & Cortell, LLP, RFP #4, Invoice #20570, dated January 31, 2018, in the amount of \$129.00, for work on the annexation agreement.
- Nave & Cortell, LLP, RFP #5, Invoice #20585, dated March 1, 2018, in the amount of \$21.50, for work on the annexation agreement.

7. Discussion/Vote on Application for Grant Funding - Meter Replacement.

a. Plans and Specs for Preliminary Engineering Report (PER)

Dee Jaspar received the locations of the District's water meters to add to the plans and specs.

Lake of the Woods' meter project will be going out to bid the first week in April. They will be requesting an AMR system that will be compatible with Frazier Park's meters, should that grant project be approved.

The side-by-side meter test is still being conducted at GM Allison's house. Dee Jaspar is currently analyzing the results from the first month, and looking into the reasons for disparities in the meter readings.

b. Environmental Work.

Carlos Bravo spoke with a representative from the State. They are currently reviewing the modified Work Plan, and will try and have it approved and signed this month. Once approved, a contract can be finalized with the environmentalist, and work can begin.

c. Project Work Plan.

This topic was covered under Item #7b.

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Carlos Bravo requested to go back in the Agenda to Item #6.

6. Discussion/Possible Vote on Lake of the Woods/Frazier Park Planning, Work Plan, and Pre-Planning Project Task 3 and Task 4 Activities.

Self-Help Enterprises' Work Plan for the Regional Project included pipeline and meter replacement for Lake of the Woods. The bids for that work came in high, and there was not enough funding to cover it. Carlos will be working on putting together an application for a construction grant, that could pay for any pipeline work not funded under the current project. Application costs will be paid for under the Regional Project Work Plan. This will not impact project finances, since it will be coming from Self-Help Enterprises' Prop 1 funding.

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

9. Discussion/Vote on Future Agenda Items.

Regular Meeting April 12, 2018:

- An agenda item for a closed session.
- An item for discussing a letter received from Kern County Elections giving the FPPUD an opportunity to comment on changes to the election year for Lebec County Water District's Board.

Regular Planning Meeting April 26, 2018.

10. Adjournment.

Motion: Move that we adjourn.

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

Meeting adjourned: 7:06pm.

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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

seal