

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225**  
**REGULAR MEETING MINUTES FOR THURSDAY, AUGUST 9, 2018**  
**6:00 P.M.**

Schoenberg/Neyman 5/0/0  
Minutes Approved on September 13, 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 at 7:10pm) and Tiffany Matte.

**2. Discussion/Vote/Adjust Agenda if Necessary.**

**Motion: Move that we table #14 until the next Regular Meeting.**

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

**3. Public Comments - None.** Present: Patric Hedlund (The Mountain Enterprise) and one member of the public.

**4. Report of Officers:**

**President:** No report.

**Vice-President:** No report.

**Secretary:** Director Schoenberg reported she went down to Kern County Elections and signed up to run for another term.

Two sets of minutes were signed at the last meeting.

**Treasurer:** Director Neyman reported he and Director Schoenberg transferred the principal and interest for the October payment into the USDA Payment Account. The amount was \$105,618.75.

**Member at Large:** No report.

**5. Board Member Initiatives - None.**

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**6. Manager's Report.**

General Manager (GM) Jonnie Allison reported July was a good month. There were three after hours call outs and two mainline repairs.

The field crew went to Wolf Tank to replace a booster pump that had failed, and found that someone had been living in one of the houses. There was a backpack with clothes inside, as well as evidence the structure had been used as a toilet. A note was left on the backpack explaining if the person returns, the sheriff will be called. This is one of the tanks that is not fenced in. GM Allison will get quotes for the cost of fencing this tank and the others that are in need.

The new dump truck was picked up today. The budgeted amount was \$75,000.00. GM Allison was able to purchase it for \$64,322.00. The leak truck and old dump truck, both not in operable condition, will be taken to the Ford dealership where the new truck was purchased, and turned in for credit.

**Motion: Move that we return on the agenda to the public comments per request from the public.**

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

**3. Public Comments.**

Patric Hedlund informed the Board that District Supervisor Zack Scrivner would like to sit down with members of the community to talk about ideas to restore the pond at the community park. Ms. Hedlund asked for suggestions as to who would be a good choice for this committee. GM Allison gave suggestions and also indicated he would be interested in being a part of the discussions.

Director Schoenberg suggested The Mountain Enterprise publish another article to inform and update the public on what is going on with the pond.

**6a. Administrative Assistant Report - No Report.**

**7. Ad Hoc Committee Reports.**

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**a. Meeting of Local Water Companies.**

Directors Schoenberg and Kelling are attending these meetings of the local area's water companies. The most recent meeting was attended by all of the local water companies except Mil Potrero Mutual Water Co.

Those entities that are subject to The Brown Act only had two members in attendance. No voting will take place at these meetings, since they are informational only. The group discussed CalWARN, sharing more information to include well depth and tables, Lebec's progress on their GSP with Tejon, and ways to start cost sharing.

The Board decided to adjust the agenda since the Bookkeeper had not yet arrived.

**Motion: Move that we move past #8 and go on to #11.**  
**Schoenberg/Gipson 5/0/0, Motion Passed.**

**11. Discussion/Update/Vote on the Meter Replacement Project.**

Dave Warner sent an update via email. Environmental work by Tom Dodson & Associates is in progress. The engineering work by Dee Jaspar & Associates is also in the process of being completed. Both of these items are needed to submit the application to the State.

**12. Discussion/Update/Vote on the Planning Grant Application and Funding.**

Proposition 68, which included funding for water system projects, passed during the June election. A second funding initiative, Proposition 3, will be on the ballot in November. The State indicated they would review the Planning Project application in August, with possible approval in December 2018.

**13. Discussion/Vote/Sign the Contract with California Bank & Trust for Automatic Check Processing.**

Tiffany Matte provided the Board the contract and specifications provided by Sherri from California Bank & Trust. This service was approved at the second meeting in July. The Board reviewed and signed the documents.

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**Motion: Move that we go ahead and allow our President to sign the appropriate forms for California Bank & Trust to initiate our automatic check processing. Schoenberg/Garcia 5/0/0, Motion Passed.**

**Motion: Move we take a brief recess at 7:03pm. Garcia/Gipson 5/0/0, Motion Passed.  
Return from break: 7:23pm.**

**Motion: Move that we return to #8 for the financial business. Neyman/Gipson 5/0/0, Motion Passed.**

**8. Accounts Payable and Financial Information.**

Bookkeeper Linda Sheldon reported the total cash balance in all accounts is \$1,291,710.90. The Revenue/Operating account has \$247,862.09. Checks were cut for the regularly occurring invoices and reviewed by the Board for accuracy. Provided to the Board was a report that describes the expense accounts and what types of expenses are included in each line item. The 2018 - 2019 Budget was updated with a few small changes.

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

**9. Discussion/Vote on Reforming the Budget Ad Hoc Committee.**

Although work on the budget has been completed, the Board was unable to vote on the change to committee members due to a lack of quorum.

**Motion: Move that we retroactively change the members of the ad hoc committee for the budget, and at this point disband it because it has been completed. Gipson/Garcia 3/0/2, Motion Passed - Directors Neyman and Schoenberg abstain.**

**10. Discussion/Vote on Forming an Ad Hoc to Research Banking Options.**

Instead of forming a new ad hoc committee, the Board decided it best to complete any open committees now, then bring this back up in 2019.

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**Motion: Move that we table any discussion on the ad hoc to research banking options until January of 2019.**

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

11. **Discussion/Update/Vote on The Meter Replacement Project.** (Moved per adjustment of the agenda.)
12. **Discussion/Update/Vote on the Planning Grant Application and Funding.** (Moved per adjustment of the agenda.)
13. **Discussion/Vote/Sign the Contract with California Bank and Trust for Automatic Check Processing.** (Moved per adjustment of the agenda.)
14. **Discussion/Vote on Retirement Benefits for Employees - Tabled.**
15. **Discussion/Vote on Expanding the SGMA Ad Hoc to Include Attending Meetings for Local Water Companies.**

Directors Kelling and Schoenberg have been attending monthly meetings of the local water companies under approval as the SGMA committee. Although the topics can overlap, they felt it better to expand the description of the ad hoc to include attending these meetings.

**Motion: Move that we expand the SGMA ad hoc to include attending meetings for the local water companies, and Lisa Schoenberg and Director Kelling are on this ad hoc committee.**

**Neyman/Garcia 3/0/2, Motion Passed - Directors Kelling and Schoenberg abstain.**

16. **Discussion/Vote on FPPUD Reimbursement Policy.**

This policy, as well as the next, are needed for transparency certification with the Special District Leadership Foundation (SDLF). The Board reviewed the policy but wanted some corrections to clarify portions of the document. This item will be carried over to the next meeting in September.

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**Motion: Move that we table this discussion until the next regular meeting when we can have some verbiage in place that we all can agree on.  
Garcia/Gipson 5/0/0, Motion Passed.**

**17. Discussion/Vote on FPPUD Conflict of Interest Policy.**

This policy includes the full wording from the District's Conflict of Interest Code, with additional wording explaining the need to follow it.

**Motion: Move that we approve the Conflict of Interest Policy dated August 9, 2018.  
Neyman/Garcia 5/0/0, Motion passed.**

**18. Review and Approve Minutes for 07/12/2018, and 07/26/2018.**

**Motion: Move that we approve the minutes for Thursday, July 12, 2018 with the amendments given, and with the possibility for additional amendments for typos or other errors that we may not have caught or that may need to be corrected.  
Schoenberg/Neyman 4/0/1, Motion Passed - Director Garcia abstain.**

**Motion: Move that we approve the minutes for July 26, 2018 with the amendments given, and with the possibility for additional amendments for typos or other errors that we may not have caught or that may need to be corrected.  
Schoenberg/Gipson 4/0/1, Motion Passed - Director Garcia abstain.**

**19. Discussion/Vote on Future Agenda Items.**

Regular Meeting September 13, 2018:

- Carry over discussion/vote on FPPUD reimbursement policy.
- An agenda item for taking photos of the Board.

**20. Adjournment.**

**Motion: Move that we adjourn.  
Garcia/Neyman 5/0/0, Motion Passed.  
Meeting Adjourned: 8:29pm.**

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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)).**



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**Tiffany Matte, Clerk of the Board**



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**Attest: Lisa Schoenberg, Secretary**

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