

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
Frazier Park - Lake of the Woods Area Annexation
REGULAR PLANNING MEETING MINUTES FOR THURSDAY, JANUARY 23, 2020
6:00 PM
Neyman/Kelling 5/0/0
Minutes Approved on February 13, 2020

1. Call to Order

a. Pledge to the Flag.

b. Roll Call of Directors: Gipson, Kelling, Neyman, and Schoenberg.
Director Garcia present as the chairperson.
Also present: Jonnie Allison, Kassandra Zeno, and Tiffany Matte.

2. Discussion/Vote/Adjust Agenda if Necessary - No change.

3. Public Comments - None. Present: Oscar Cisneros and Juan Ramirez (Self-Help Enterprises), Dee Jaspar, and two members of the public.

4. Manager's Report.

General Manager (GM) Jonnie Allison reported that he reached out to the owner of the Lake of the Woods Mobile Village to invite him to the Planning Meeting. The State encouraged the District to contact him in the hopes he could be educated on the Regional Project. He was not home, but his wife stated he would not be able to attend the meeting. She also stated that they were initially misled when they were asked to join in the project.

a. Administrative Assistant's Report.

Tiffany Matte reported she emailed the attorney with questions about SB 998. He has been working on a policy for another client, so suggested that he send us a draft policy first. After that is reviewed he will address any questions. GM Allison approved him working on the policy.

The State asked that minutes created for the State update meeting on the Regional Project be emailed out to all parties. Tiffany asked those involved in the call to add anything they feel should be included in the minutes, when the item comes up on the agenda.

5. Accounts Payable and Financial Information.

Bookkeeper Linda Sheldon was not present at this meeting.

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Director Schoenberg reported that she hasn't transferred the \$50,000 into the Emergency Reserve yet as recommended last meeting. She came in once but the computer was unavailable. She hopes to come in and transfer those funds before the next meeting.

FP - LOW Area Annexation Planning Project - Discussion began at 6:20pm.

6. Discussion/Vote on FP/LOW Consolidation Planning Project.

a. Update on Conference Call Held January 16, 2019.

Tiffany Matte provided minutes summarizing the teleconference meeting with the State. The Board read them out loud.

Motion: Move that we make our project conference call summary actionable minutes, and that it be voted on and approved at the Planning Meeting each month, and that a draft be sent out beforehand to everyone, but the actual approved minutes be sent out again once they are signed.

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

b. Test Well Site Location & Acquisition Update.

Dee Jaspar confirmed he has received written permission from the three landowners to conduct subsurface surveys on their property. The surveys have been scheduled for the 12th and 13th of February.

Dee confirmed with SEA that the property located in Frazier Park is in escrow.

c. Discussion/Vote on Contract with Dee Jaspar.

All of the comments and corrections submitted by the District, Self-Help Enterprises (SHE), and the State have been included in the document. Dee will resend the contract to the District for approval at the next Planning Meeting.

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d. Update on Claims and Payouts.

Claim #3 will be prepared for approval in March. Bills for legal services have been coming to the District, then forwarded to SHE for payment. The Board suggested they be sent directly to SHE, with the District receiving a copy.

7. Discussion/Vote on Well 5 Emergency Replacement Project.

a. Update on USDA Grant/Loan Application.

It was confirmed that SHE will be the one to submit the project application.

b. Discussion/Vote on Project PER.

The Board was provided with the latest copy of the PER. Curtis Skaggs was contacted via teleconference to go through the changes. The Board wanted one additional sentence added to page 30, asking that the District be reimbursed for the \$97,000 paid on repairs to Well #5.

The Board questioned what is needed to submit the USDA Grant/Loan Application, now that the PER is completed. Curtis and Dee will put together a contract between Dee Jaspar & Associates and Frazier Park, in the format required by the USDA, and confirm with Robert Neilson if it is required to submit the application.

Motion: Move that we approve the PER with the changes that have been noted and that we went over, so we can send it forward to Robert Neilson.

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

c. IRWMP Funding and Reimbursement Status.

The Board reiterated that the District needs to be reimbursed from either Dee Jaspar or Tulare County, for payments made on the Well #5 PER. Going forward, all payments due will be sent to the FPPUD first for review, then sent to Tulare County for payment.

d. Discussion/Vote on Contract with Dee Jaspar.

Discussed under Agenda Item #7b.

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8. Discussion/Vote on Meter Replacement Project.

a. Discussion/Vote on Project Application.

Oscar Cisneros reported he uploaded the completed application packet. He is reviewing the attachments to make sure everything is correct, then will submit the application.

9. Discussion/Vote on Pipeline Replacement Project.

a. Discussion/Vote/Update on Application for Technical Assistance Funds with Self-Help Enterprises.

The application has been submitted, but is still awaiting approval.

10. Discussion/Vote on Preapplication for SB 200 Funds.

The State is releasing funds and is looking for pre-applications. The funds could be used to cover some of the USDA loan amounts, or pipeline replacement. Submitting early is a way to hold a spot for funding. GM Allison will work with Dave and Oscar on anything needed.

11. Discussion/Vote on Funding for Reducing Nitrates.

This project was suggested by Al Correal from the USDA. This could be submitted as a pre-application for SB 200 funds.

12. Discussion/Vote on Moving Forward with CalPERS Actuarial Evaluation.

It has been well over a year that Tiffany has been working through the process of contracting with CalPERS. She hoped to get preliminary information on District and Employee costs, before moving forward with the actuarial evaluation. Contacts with CalPERS replied that it was not possible, and the District would need to decide to either move forward or end the process. The cost is \$900 per evaluation for each benefit, but only one should be necessary.

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Motion: Move that we spend the \$900 to move forward with the CalPERS actuarial evaluation.

Neyman/Schoenberg 3/2/0, Motion Passed.

Aye - Garcia, Neyman, Schoenberg.

No - Gipson, Kelling.

13. Discussion/Vote on Future Agenda Items.

Regular Meeting February 13, 2020:

- An agenda item for filling out and filing 700 forms.

Regular Planning Meeting February 27, 2020.

14. Adjournment.

Motion: Move that we adjourn.

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

Meeting Adjourned: 7:35pm.

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: Terry Kelling, Secretary

seal