

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, JUNE 27, 2019
6:00 PM
Gipson/Neyman 5/0/0
Minutes Approved on August 8, 2019

1. Call to Order: 6:07pm.

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 and Tiffany Matte.

2. Discussion/Vote/Adjust Agenda if Necessary.

Motion: Move that we move #8, #9, and #10 after #4 - Manager's Report.
Neyman/Schoenberg 5/0/0, Motion Passed.

3. Public Comments. Present: Two representatives from Self-Help Enterprises, Dee Jaspar (Dee Jaspar & Associates), and four members of the public.

The public was given the opportunity to address the Board. Public comments are limited to five minutes.

4. Manager's Report.

General Manager (GM) Jonnie Allison reported Bakersfield Well & Pump has been swedging Well #5 for the past two days. On Monday they will send down a camera to make sure the patches are in place, then Wednesday re-equip the well and begin the disinfection process.

The Monte Vista Well has returned two positive coliform results, so it will be disinfected. GM Allison attended the General Manager Leadership Summit put on by CSDA. He was able to learn a lot from the training.

a. Administrative Assistant's Report.

Tiffany Matte reported she has finished the Special Assessments and they have been accepted by Kern County.

She spoke more with Bank Card Services about merchant processing, and a representative agreed to be available for a conference call during the next board meeting in July.

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

Bookkeeper Linda Sheldon reported checks were cut in the amount of \$5,770.29 for the regularly occurring invoices, and reviewed by the Board for accuracy.

There was an invoice for work on the telemetry for \$1,225.00. This amount will need to be transferred from the Replacement Fund into the Operations Account by the end of the fiscal year.

Motion: Move that we pay our bills.

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

9. Discussion/Vote on Appointing an Ad Hoc Committee for the Proposed Budget.

(Moved per adjustment of the agenda.)

Motion: Move that we make the ad hoc committee Brahma Neyman and Lisa Schoenberg with an alternate of Jerry Garcia.

Gipson/Garcia 3/0/2, Motion Passed - Directors Neyman and Schoenberg abstained.

10. Discussion/Vote on Fiscal Year 2019/2020 Proposed Budget. (Moved per adjustment of the agenda.)

Linda prepared a proposed budget that was distributed to the Board. She added notes to show where numbers could potentially change. This item will carry over to the next meeting.

Discussion/Possible Vote on FP - LOW Area Annexation Project - Discussion began at 6:40pm.

5. Discuss/Vote/Sign Funding Agreement for Project Planning Grant.

The ad hoc committee met and compiled a list of questions/concerns from Dave Warner, the attorney, and board members. These questions were presented during a conference call with the State. The previous funding agreement was rescinded and a new one was submitted to the Board for approval and signing.

After reviewing the document, new questions were brought up that would need to be addressed before it is signed. This item will carry over to the next regular meeting.

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Discussion/Possible Vote on FP - LOW Area Annexation Project - Discussion ended at 7:57pm.

Motion: Move that we take a break.
Gipson/Schoenberg 5/0/0 Motion Passed.
Meeting Break: 7:58pm - 8:15pm.

6. Discussion/Vote on New USDA Well Grant/Loan Application.

Benny Corona from Self-Help Enterprises will be assisting the District with this application. The CEQA Notice of Exemption was filed. An application for USDA funds was emailed to the State Clearinghouse. The next step in the application process is to create an engineering report, which is currently being produced by Dee Jaspar & Associates. The Plans and Specs for the well have been completed and will be ready to go out to bid when the time comes. Benny will be scheduling a conference call with the Board and the USDA to clarify requirements for the application.

7. Discussion/Vote on Meter Replacement Project Application.

Environmental work has been completed on this project. Documents need to be updated in order to submit the application.

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

9. Discussion/Vote on Appointing an Ad Hoc Committee for the Proposed Budget. (Moved per adjustment of the agenda.)

10. Discussion/Vote on Fiscal Year 2019/2020 Proposed Budget. (Moved per adjustment of the agenda.)

11. Discussion/Vote on IRWM Application.

Dave Warner recommended the District update the project list on file with Kern County Integrated Regional Water Management (IRWM), as well as submit applications for funding. Although they may not approve grants for projects, it is good to try while funds available for disadvantaged communities. It is also important to show State and Federal agencies that the District is pursuing all avenues of funding.

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Motion: Move that we put together and go forward with the IRWM application and list our projects.

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

Motion: Move that we apply for the current IRWM disadvantaged community funding.

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

12. Discussion/Vote on Future Agenda Items.

Regular Meeting July 11, 2019:

- Carry over the discussion/vote on the proposed budget.
- Carry over the discussion/vote on the funding agreement.
- Carry over the discussion/vote on the well grant/loan application.
- Carry over the discussion/vote on the meter project grant application.
- Carry over the discussion/vote on IRWM funding.

13. Adjournment.

Motion: Move that we adjourn.

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

Meeting Adjourned: 8:47pm.

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