

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, Ca. 93225
Regular Planning Meeting
MINUTES FOR THURSDAY, JANUARY 25, 2018
6:00 P.M.

Schoenberg/Gipson 4/0/0 - Director Garcia absent
Minutes Approved on February 8, 2018

1. Call to Order: 6:06pm.

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 place Item #8 - Accounts Payable and Financial Information directly after Item #4 - Manager's Report.

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

3. Public Comments - None. Present: Carlos Bravo, Dee Jaspar, and Pam Jarecki.

4. Manager's Report - No report.

a. Administrative Assistant's Report.

Tiffany Matte reported that BHK is scheduled to present the 2017 audit to the Board at the first Regular Meeting in March.

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

Checks were cut for the regularly occurring invoices. Included in the invoices was the annual fee to the State Water Resources Control Board (SWRCB). The Board reviewed the invoices and checks to insure accuracy. Linda Sheldon reported the total amount charged by BHK for the 2016 audit totaled \$17,800.00. Including the check for the invoice cut today, so far the 2017 audit is at \$10,650.00. Linda expects one more billing, but attributes the lower cost to the District having paperwork up to date and less grant funds received.

Motion: Move that we pay our bills.

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

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Carlos Bravo informed the Board he had information on how to reduce the annual SWRCB fees, available to disadvantaged communities. He will forward the information so the District can apply.

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

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

General Manager (GM) Jonnie Allison has been conducting an inventory of meter locations in the District. When it is completed, those locations will be added to the map in the PER. The specs will be put together soon.

b. Environmental Work.

Carlos Bravo has received quotes on the environmental work from Tom Dodson & Associates and Live Oak Associates. Since there are consultant agreements from both firms, the one with the lowest bid will be chosen, provided the services are comparable. As soon as a firm is chosen, the Work Plan can be adjusted to include the environmental work, and submitted to the State for approval. After State approval, the firm's contract can be amended and work can begin.

c. Project Work Plan.

Information covered under Item #5b.

Discussion/Possible Vote on FP-LOW Area Annexation Project - Discussion began at 6:20pm.

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

There are no new updates. Funding is still expected to go through in March.

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

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a. Discussion/Vote on Lake of the Woods Transfer Agreement/MOU.

The draft of the Transfer Agreement was read out loud. Board members, as well as others in attendance, noted corrections and changes needed.

b. Discussion of MOUs for Shepherd of the Mountain Lutheran Church, LOW Mobile Home Park, Bear Court, and Individual Well Owners.

FPPUD attorney Ernest Conant will be drawing up the remaining MOUs. They will be much simpler than the one for Lake of the Woods.

c. Annexation Work Update.

- **Lake of the Woods Mobile Village.**

Carlos Bravo contacted Jesse Dhaliwal about getting in touch with the owner of the Mobile Home Village. He also asked about the results of the latest water quality tests. Carlos has not heard back yet. Dee Jaspar spoke with Ernest Conant, who confirmed the Village could be part of the annexation but not receive services.

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

Self-Help Work Plan Tag #5239-B

- Dee Jaspar & Assoc., RFP #9, Invoice #17-10016, dated October 31, 2017, in the amount of \$386.25, for work related to the Hard Rock Survey and FPPUD Board Meeting.
- Dee Jaspar & Assoc., RFP #9, Invoice #17-10032, dated October 31, 2017, in the amount of \$16,132.98, for work related to the Hydrogeological Study.

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

9. Discussion/Vote on Future Agenda Items.

Regular Meeting February 8, 2018:

- A discussion/vote on donating or auctioning the old copy machine.

Regular Planning Meeting February 22, 2018.

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10. Adjournment

Motion: Move that we adjourn.

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

Meeting adjourned: 7:32pm.

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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