

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**Teleconference Option Via: Zoom.com - Phone in +1 (408) 638-0968**  
**Meeting ID: 843 5923 7069      Meeting Password: 960354**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, OCTOBER 24, 2024, 4:00PM**  
**Neyman/Kelling 4/0/1 - Director Schoenberg Abstain**  
**Minutes Approved on November 14, 2024**

**1. Call to Order: 4:00pm.**

**a. Pledge to the Flag.**

**b. Roll Call of Directors.**

Present: Garcia, Gipson, Kelling, Neyman, and Schoenberg.

Director Schoenberg was present as the chairperson.

Also Present:

- Frazier Park Public Utility District (FPPUD) - Jonnie Allison, Deborah Angel, and Tiffany Matte.
- Lake of the Woods MWC (LOW) - Pam Jarecki and Joan Kotnik.
- Self-Help Enterprises (SHE) - Oscar Cisneros.
- Dee Jaspar & Associates (DJA) - Dee Jaspar.

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

**Motion: Move that we table #15 until our next regular meeting.**

**Kelling/Garcia 5/0/0, Motion Passed.**

**Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.**

**3. Public Comments - None.**

**4. Standing Committee Reports:**

**Accounts Payable Committee.**

Directors Kelling and Neyman met with the Bookkeeper and reviewed the checks that will be paid under the financial information agenda item.

**State Update Meeting Committee.**

Directors Schoenberg and Neyman attended the State Update Meeting. Updates will be given under the corresponding agenda items.

**Quarterly Financial Committee.**

This committee met on the 15th and reviewed the financials for July, August, and September. They finished their review so they will not be having a second meeting.

**5. Ad Hoc Committee Reports:**

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**Project Committee.**

Directors Schoenberg and Neyman met after the State Update Meeting to discuss the contract with Tom Dodson and Associates.

**Financial Committee.**

This committee will meet next week to review the District owned properties.

**6. Discussion/Vote on Accounts Payable and Financial Information.**

Deborah Angel reported that nine checks were cut out of the Revenue/Operating Account for a total of \$14,043.09.

The checks and check detail were reviewed by the Board for accuracy. Deborah reviewed the item over \$3,000.00.

The Board pre-approved cutting checks for the conference and travel reimbursement for Tiffany Matte. They also pre-approved cutting two checks to Brough Construction for Progress Payments #5 and #6, as soon as the bridge loan is funded.

**Motion: Move that we pay our bills, that we also approve cutting a check next week for Tiffany, and cutting checks for progress payments #5 and #6 for Brough when we receive the bridge loan to be able to pay it.**

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

**Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.**

**State Funded Grant Projects - Discussion began at 4:17pm.**

**Oral Announcement Prior to Closed Session. Gov't Code §54957.7(a): A representative of the legislative body to orally announce the items to be discussed in closed session prior to any closed session meeting.**

**Director Schoenberg announced the closed session at 4:19pm.**

**7. CLOSED SESSION pursuant to Gov't Code §54957.**

**Conference with Legal Counsel - Existing Litigation. Gov't. Code §54956.9(d)(1).  
Frazier Park Public Utility District v. C&C Elite Properties LLC, et al.  
Kern County Superior Court, Case No. BCV-24-100199**

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8. **CLOSED SESSION pursuant to Gov't Code §54957.**  
**Conference with Legal Counsel - Existing Litigation. Gov't Code §54956.9(d)(1).**  
**C&C Elite Properties LLC, and Hacienda Saucedo, Inc v. Frazier Park Public Utility District**  
**Kern County Superior Court, Case No. BCV-24-101972**
  
9. **CLOSED SESSION pursuant to Gov't Code §54957.**  
**Conference with Real Property Negotiators. Gov't Code §54956.8**  
**Property: 256-070-54, 256-070-55, and 256-520-13**  
**Agency Negotiators: Lisa Schoenberg, Brahma Neyman, Dee Jaspar.**  
**Negotiating Parties: Jeff French, Emilie Wainright**  
**Under Negotiation: Price and Terms of Payment**

Returned from closed session at 4:34pm.

**Oral Announcement Following Closed Session. Gov't Code §54957.1(a): The legislative body of any local agency shall publicly report any action taken in closed session and the vote or abstention on that action of every member present thereon.**

**Actions in Closed Session pursuant to Gov't Code §54957.1(a), §54957.7(b):**

Director Schoenberg announced that in the closed session there was no action taken.

**10. Discussion/Vote/Update on FP/LOW Consolidation Planning Project.**

**a. Discussion/Vote on the Contract with Tom Dodson and Associates for Environmental Work.**

The District will contract directly with Tom Dodson and Associates (TDA) for the environmental work as opposed to TDA signing as a subcontractor of DJA. The State had no preference to either choice, and just needed a contract in order to reimburse expenses.

**b. Discussion/Vote/Review on the Project Timeline and Budget.**

Ruben Mora is routing the request for an extended budget and timeline through his management. Although the budget line item for design has almost been expended, Dee Jaspar indicated he would continue to work and be willing to wait on payment until the State is able to reimburse the costs.

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**c. Discussion/Vote on the Acquisition and Development of Well #8 and #9 Property.**

Well #8 - The District has a court date scheduled for November 5th.

Well #9 - The District is working on scheduling a time when they can negotiate directly with the property owners.

**d. Discussion/Vote on the Acquisition and Development of the Well #9 and Additional Booster and Tank Sute Properties: Certificate of Compliance/Lot Line Adjustment; and Property Appraisals.**

This topic was covered in the discussion above.

**e. Discussion/Vote on Project Municipal Service Review (MSR): Quote; Draft MSR; Data Collection; Scope of Work; and LAFCo.**

Tom Dodson wrote a draft letter to Blair Knox with Kern County LAFCo requesting permission to use the common sense CEQA exemption for the Sphere of Influence. The letter was reviewed by Dee and will be sent to the Board for review.

**f. Discussion/Vote on the Memorandum of Understanding - Tabled.**

**g. Discussion/Vote on Lake of the Woods Projects and Consolidation.**

The following updates were provided by Lake of the Woods:

**3.5-million-dollar grant - Line Replacement & Permanent Generators:**

There was nothing new on this item.

**5-million-dollar grant - Water Main Replacement Project - South Tank & Line Replacement & SCADA Grant Phase 3:**

There was nothing new on this item.

**Well #4:**

The 10/01/2024 samples show iron and manganese as non-detect.

**Blending Station:**

Samples so far in October are 2.8.for nitrates.

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At their meeting with Jeane and Dee to discuss interconnection, LOW expressed the need for hydraulics of the proposed system improvements. They would also like to see the hydraulic profile and control scheme that Dee has created for operating the proposed integrated system, before fully agreeing to the improvements. Dee and the FP board agreed that they will continue to keep LOW in the loop on the designs, and as these become available, they will let us know. Funds are running low so it may be a while.

**i. Discussion/Vote on Claim #47 and Other Claims and Payouts.**

**Claim #47 - \$33,365.22.**

**Director Fees - \$566.66.**

**Staff Recovery - \$39.78.**

**Dee Jaspar & Associates Invoices for September 2024**

Invoice #24-00908, dated 09/30/2024, in the amount of \$30,545.88

Invoice #24-00909, dated 09/30/2024, in the amount of \$651.00

Invoice #24-00910, dated 09/30/2024, in the amount of \$1,236.90

**Young Wooldridge Invoice for September 2024**

Invoice 115879, dated 09/30/2024, in the amount of \$325.00

There was an additional invoice from Tom Dodson and Associates for environmental work that will be submitted in a claim when a contract is established with either the FPPUD or DJA. In the meantime, the District will cover the cost by sending a check at the next meeting.

**Motion: Move that we approve Claim #47 with the invoices stated, in the amount of \$33,365.22.**

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

**Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.**

**11. Discussion/Vote/Update on the FPPUD Meter Replacement Project and Emergency Well Supply Project. (Moved per adjustment of the agenda.)**

**a. Discussion/Vote/Update on Well #7.**

Bakersfield Well & Pump will be on site in the next week or two to abandon the well and replace the fence.

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**b. Discussion/Vote/Update on Meter Replacement.**

Brough Construction is waiting on delivery of the final meters.

**c. Discussion/Vote on Claim #32 and Other Claims and Payouts.**

The new claim forms were provided by the State so as soon as the District signs the forms, Oscar Cisneros will submit Claims #29, #30, and #31.

**Claim #32 - \$985.62.**

**Dee Jaspar & Associates Invoice for September 2024**

Invoice #24-00913, dated 9/30/2024, in the amount of \$762.75

**Young Wooldridge Invoice for September 2024**

Invoice 112036, dated 09/30/2024, in the amount of \$222.87

**Motion: Move that we approve Claim #32 in the amount of \$985.62, and we okay the Board President to sign all of the previous claims.**

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

**Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.**

**d. Discussion/Vote/Update on the Bridge Loan Extension and Requests.**

The District submitted Draw Request #5. Oscar will follow up on the status of the funding.

**12. Discussion/Vote/Update on Pipeline Replacement Project.**

**a. Discussion/Vote on Engineering and Design.**

Curtis Skaggs with DJA resubmitted the plans and specifications to the Department of Drinking Water for review and approval.

**b. Discussion/Vote on the Project Application.**

The application has been submitted and is under review by the State.

**State Funded Grant Projects - Discussion concluded at 5:05pm.**

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**13. Discussion/vote on Stand-By Fee Assessment.**

Greg from NBS will present his engineering report at the next regular board meeting.

**14. Discussion/Vote on the Rate Study.**

The Technical Assistance request was submitted to SHE.

**15. Review and Approve Meeting Minutes for 10/17/2024 State Update Meeting - Tabled.**

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

Regular Meeting November 14, 2024.

Regular State Planning & Project Meeting November 21, 2024.

- An agenda item to review the Board Member Code of conduct and Robert's Rules of Order.

**17. Adjournment.**

**Motion: Move that we adjourn.**

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

**Aye: Garcia, Gipson, Kelling, Neyman, and Schoenberg.**

**Meeting Adjourned: 5:08pm.**

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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: Brahma Neyman, Secretary

Seal