

Draft to be Approved  
**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: 896 6186 5645 Meeting Password: 821622  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, MARCH 28, 2024, 4:00PM**  
Additional Teleconference Locations: 820 Elm Trail, Frazier Park, CA 93225

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

**a. Pledge to the Flag.**

**b. Roll Call of Directors.**

Present: Kelling, Neyman, and Schoenberg.

Teleconference: Gipson.

Absent: Garcia.

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) - Mary Dreier, Pam Jarecki, and Joan Kotnik.
- Self-Help Enterprises (SHE) - Carlos Bravo and Oscar Cisneros.
- Dee Jaspar & Associates (DJA) - Dee Jaspar.
- One member of the public.

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

**Motion: Move that we table Items #8, #9, and #14.**

**Kelling/Neyman 4/0/0, Motion Passed.**

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

**Absent: Garcia.**

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

**5. Ad Hoc Committee Reports:**

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**Project Committee.**

This committee met once to discuss acquiring the well property and once about funding the meters.

**Financial Committee.**

This committee has been meeting to put together the District's three year budget.

**Generator Pad Construction Committee.**

Since the generators have been placed this committee is no longer needed.

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

Deborah Angel reported that one check was cut out of the Meter/Well Account for a total of \$169.50 for Claim #22.

Four checks were cut out of the FP/LOW Planning Account for a total of \$6,205.88 for Claim #38.

Eight checks were cut out of the Revenue/Operating Account for a total of \$5,283.52. The checks and check detail were reviewed by the Board for accuracy. Deborah reviewed the items over \$3,000.00.

**Motion: Move that we pay our bills.**

**Kelling/Neyman 4/0/0, Motion Passed.**

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

**Absent: Garcia.**

**7. Discussion/Vote on the District Budget.**

The financial committee has met several times and is working through the line items on the budget. The committee had to pause and calculate the USDA loan and interest payments through the term of the loan. The bond book stipulated that any money left over in the payment account after the USDA has made their withdrawal can be used however the water company deems fit. The ad hoc committee hopes to present the budget to the Board at the next regular meeting.

**8. 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**

(Tabled per adjustment of the agenda)

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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**  
**Agency Negotiators: Lisa Schoenberg, Brahma Neyman, Dee Jaspar.**  
**Negotiating Parties: Jeff French, Emilie Wainright**  
**Under Negotiation: Price and Terms of Payment**  
(Tabled per adjustment of the agenda)

**State Funded Grant Projects - Discussion began at 4:11pm.**

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

**a. Discussion/Vote/Review of the Project Timeline.**

There was no change on the project timeline.

**b. Discussion/Vote on the Budget Adjustment.**

Information requested by the State has all been sent. The District has submitted a budget adjustment request and cannot pay outstanding invoices until the State approves it.

**c. Discussion/Vote/Update on the Stand-By Fee Assessment and Funding.**

Carlos Bravo explained that he received a message from DFA asking for clarification on the Work Plan. Carlos plans to respond on Tuesday, which means they should be getting approval soon.

**d. Discussion/Vote on the Project Technical Memo.**

The text has all been written, and Dee Jaspar is adding all of the final appendices.

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

There was no update on this item.

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

Dee is waiting for the property owner to return from vacation so they can continue negotiation.

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An agenda item will be added to begin negotiation for a separate property that will be the location for the Well #9 tank and booster site.

**g. Discussion/Vote on District Sphere of Influence Map for the Annexation - Submitted/Tabled.**

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

Bravish from Stanley Hoffman Associates sent a final draft of the MSR. There was still information that needed to be corrected. Director Neyman noted his changes, which will be sent to Dee Jaspar via email.

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

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

The following updates were provided by Pam Jarecki:

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

Pressure testing is happening as we speak, bringing sections of the sub-division online over the next few weeks. Weather has delayed the project but should finish in April sometime. Most of the remaining permanent pavement patch will be done based on weather. Lawrence Sanchez from the state did his walk through 3-21-2024.

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

P&P hope to have a draft report and preliminary plans any day now. We are still working with Forestry on what they need.

**The Generator Project:**

They will not hear anything until the later part of 2024.

**Well #4:**

Still offline, they are collecting data on the high iron and manganese.

**Blending Station:**

Nitrates are between 4.1 and 4.4 from the middle of February to the latest sample they have back for March 12th.

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Wells have gone up 1 to 11 ft from February, but are up 25.5 to 30 ft, depending on the well, from this time last year.

LOW's MHI is \$53,125 and is considered a severely disadvantaged community with Frazier Park.

**k. Discussion/Vote on Claim #40 and Other Claims and Payouts.**

**Claim #40 - \$6,128.20.**

**Director Fees - \$583.32.**

**Staff Recovery Costs - \$68.00.**

**Dee Jaspar & Associates Invoices for February 2024 - \$4,991.00**

Invoice #24-00211, dated 2/29/2024, in the amount of \$3,797.50

Invoice #24-00212, dated 2/29/2024, in the amount of \$1,193.50

**Young Wooldridge Invoice for December 2023 - \$485.88**

Invoice #107446, dated 12/31/2023, in the amount of \$485.88

**Motion: Move that we approve Claim #40 with the information that Carlos stated. Neyman/Kelling 4/0/0, Motion Passed.**

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

**Absent: Garcia.**

**11. Discussion/Vote/Update on FPPUD Meter Replacement Project and Emergency Well Supply Project.**

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

Last week Lawrence Sanchez was on the mountain touring local water systems' projects. GM Allison brought him by Well #7 so he could see the work that still needs to be done.

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

Ferguson Waterworks sent an inventory of the brass fittings that they received. That list will be reviewed by Curtis Skaggs from DJA. The meters were delivered to Ferguson and will be transported to the District starting on Monday. Brough Construction agreed to sign the letter agreeing that they are responsible for the meters.

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**c. Discussion/Vote on Claim #25 and Other Claims and Payouts.**

**Claim #25 - \$486,544.25.**

**Brough Construction Progress Payment #2 - \$486,205.25.**

**Dee Jasper & Associates Invoice for February 2024 - \$339.00.**

Invoice #24-00215, dated 2/29/2024, in the amount of \$339.00.

This claim was pre-approved at the Special Meeting held on March 26, 2024 and submitted to the State.

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

Progress Payment #1 was paid to Brough Construction out of the bridge loan.

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

**a. Discussion/Vote/Update on Potholing and Mapping - Completed.**

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

The project design is at 95% and has been included in the project application.

**c. Discussion/Vote on the Engineering Contract with DJA.**

The final draft of the engineering contract was sent by Alan Doud. Dee will make one final change to the project title and send it to the District to be signed.

**Motion: Move that we approve Dee's contract with the amendments mentioned updating the title.**

**Neyman/Kelling 4/0/0, Motion Passed.**

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

**Absent: Garcia.**

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

To complete the project application Carlos Bravo still needs the District's three year budget, the engineering contract, the approved NOE, and the TMF package.

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**State Funded Grant Projects - Discussion concluded at 5:12pm.**

**13. Discussion/Vote/Update on CalOES Community Power Resiliency Allocation so Special Districts Grant.**

**a. Discussion/Vote/Update on the Purchase of the Generators.**

GM Allison spoke with Greg from PTS rentals to get a status on the load banks. PTS has one in stock, and will be looking into when the other three will arrive.

**b. Discussion/Vote/Update on the Final Placement of the Generators.**

The generators have been placed.

**14. Discussion/Vote/Update on the District Water Tank Repair and/or Replacement, and Funding.** (Tabled per adjustment of the agenda.)

**15. Discussion/Vote on the Mainline Extension Policy.**

Curtis sent an updated price list for page two of the policy. The Board will discuss the policy at the next regular meeting.

**16. Discussion/Vote on the District Fixing Roads.**

A local resident requested to speak with the Board about the District fixing the local dirt trails. The resident did not attend the meeting. GM Allison explained that the road base used to fill in the crevices is very costly. The District fixes the roads when possible to cover water pipes and valves, and for access to tanks.

**17. Discussion/Vote on Selling District Equipment.**

The District has a dozer attachment for the skid steer that was purchased under a previous grant but is no longer used. Coastline has a customer who is interested in purchasing the attachment and offered \$4,500.00. GM Allison recommended selling the dozer attachment, and using that money to purchase a grapple hook attachment for \$6,300.00. The grapple hook will be used to pick up rocks and asphalt instead of risking injury when the crew moves them by hand.

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**Motion: Move that we go ahead and sell the dozer attachment for \$4,500.00, and that we authorize Jonnie, when he receives the \$4,500.00 and deposits it into the account, that he go ahead and buy the grapple hook for the skid steer.**

**Neyman/Kelling 4/0/0, Motion Passed.**

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

**Absent: Garcia.**

**18. Review and Approve Meeting Minutes for 03/21/2024 State Update Meeting.**

**Motion: Move that we approve the State Update Standing Committee Meeting Minutes for Thursday, March 21, 2024 with any of the amendments that were sent to Tiffany previous to and after the meeting, as well as any additional amendments for typos or other errors that we may not have caught or that may need to be corrected.**

**Neyman/Gipson 4/0/0, Motion Passed.**

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

**Absent: Garcia.**

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

Regular Meeting April 11, 2024.

Regular State Planning & Project Meeting April 25, 2024.

**20. Adjournment.**

**Motion: Move that we adjourn.**

**Neyman/Kelling 4/0/0, Motion Passed.**

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

**Absent: Garcia.**

**Meeting Adjourned: 5:28pm.**

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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

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Attest: Brahma Neyman, Secretary

Seal