

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: 842 7199 9714 Meeting Password: 614796  
**REGULAR MEETING MINUTES FOR THURSDAY, JULY 11, 2024, 4:00PM**  
Additional Teleconference Locations: 820 Elm Trail, Frazier Park, CA 93225  
And 5337 Reef Ln, Oxnard Shores, CA 93035

**1. Call to Order: 4:02pm.**

**a. Pledge to the Flag.**

**b. Roll Call of Directors.**

Present: Gipson, Kelling, Neyman and Schoenberg.

Teleconference: Garcia.

Director Schoenberg was present as the chairperson.

Also Present:

- Frazier Park Public Utility District (FPPUD) - Jonnie Allison, Deborah Angel and Joyce Angel.
- Lake of the Woods MWC (LOW) - Mary Dreier and Joan Kotnik
- Self-Help Enterprises (SHE) - Carlos Bravo.
- Dee Jaspar & Associates (DJA) - Dee Jaspar.

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

**3. Public Comments - None.**

**4. Report of Officers:**

**President:** Director Schoenberg reported she signed two claims last week.

**Vice-President:** No report.

**Secretary:** Director Neyman reported he signed meeting minutes last week.

**Treasurer:** Director Kelling reported she set up the transfers that were discussed at the last meeting.

**JPIA Representative:** No report.

**5. Board Member Initiatives - None.**

**6. Manager's Report.**

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General Manager (GM) Jonnie Allison reported that last month there was a 34% water loss. There were seven mainline repairs last month. A contractor came and replaced a fire hydrant that was damaged by the forest service during the last fire.

**7. 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. They transferred \$24,880.00 from the USDA Replacement Account into the Revenue/Operating Account to pay for the Telemetry.

GM Allison explained that he will be running a separate payroll in order to sell his vacation time. Although he offered to pay the separate charge, the Board declined, stating that the District cannot bill an employee for payroll charges.

**State Update Meeting Committee.**

This committee will meet with the State next Thursday.

**Quarterly Financial Committee.**

This committee will meet next week, and again on July 30th. Director Neyman will be filling in for Director Schoenberg for the first committee meeting.

**8. Ad Hoc Committee Reports.**

**Project Committee.**

This committee has not met.

**Financial Committee.**

This committee has not met.

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

Deborah Angel reported that 37 checks were cut out of the Revenue/Operating Account for a total of \$74,428.71.

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.**

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

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

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**State Funded Grant Projects - Discussion began at 4:21pm.**

**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 Garcia recused himself from the closed session discussions and any possible vote.**

**Director Schoenberg announced the closed session at 4:22pm.**

- 10. 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**
- 11. 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**
- 12. 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**

**Returned from closed session at 4:36pm.**

**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.

- 13. Discussion/Vote/Update on FP/LOW Consolidation Planning Project.**
  - a. Discussion/Vote/Review on the Project Timeline.**

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There was no update on this item.

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

There was no update on this item.

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

Carlos Bravo reported that the SAFER Consultant Agreement has been executed. He sent the contract amendment to NBS. Once it has been signed they can begin work.

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

There was no update on this item.

**e. Discussion/Vote on the Acquisition and Development of Well #9 Booster and Tank Site**

Dee Jaspar has been working with the property owners on the booster and tank site location. Dee is now putting together a formal map to send out for final review. When the Board decides to move forward Dee will set up a property appraisal.

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

Dee Jaspar just received the final draft of the MSR so he will be sending that out to the Frazier Park and LOW Boards in the next few days.

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

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

The following updates were presented by Lake of the Woods:

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

The contractors are finishing up the paving and will then demobilize.

\*The rest of the report was inaudible.

**i. Discussion/Vote on Claims and Payouts.**

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Claim #44 will be prepared for review at the State Update Meeting.  
Invoice #107446 has been rejected from the State claim for the third time. Carlos Bravo will work with Tiffany Matte on getting the documentation needed.

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

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

There was no update on this item.

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

Brough Construction is mostly done with the project and has demobilized. There are about 15 more meters that were ordered that will be installed by them, or the FPPUD crew, once they are delivered.

**c. Discussion/Vote on Claims and Payouts.**

Claim #29 will be prepared for review at the State Update Meeting.

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

The District has requested another bridge loan to cover Brough Construction's Progress Payment #4.

**15. Discussion/Vote on Pipeline Replacement Project.**

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

The plans have been completed to 95%.

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

Carlos has explained that the application was submitted in June of last year, he has just been updating the forms online. He will be splitting up the plans into smaller documents so they can be uploaded tomorrow.

**16. Discussion/Vote/Update on CalOES Community Power Resiliency Allocation to Special Districts Grant: Final Testing and Purchase of the Generators.**

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PTS rentals came and switched two of the generators that were not placed correctly. GM Allison is waiting for Curtis Skaggs to return so they can have a meeting with DJA and PTS Rentals.

**Motion: Move that we postpone the record retention policy until the next regular meeting next month.**

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

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

**17. Continue Discussion/Vote on the District's Record Retention Policy - Tabled.**

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

Regular State Planning and Project Meeting July 25, 2024.

Regular Meeting August 8, 2024.

**19. Adjournment.**

**Motion: Move that we adjourn.**

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

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

**Meeting Adjourned: 5:17pm.**

**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)).**

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**Tiffany Matte, Clerk of the Board**

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**Attest: Brahma Neyman, Secretary**

**Seal**