

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: 859 3717 6712 Meeting Password: 676197
State Planning & Project Meeting
REGULAR MEETING MINUTES FOR THURSDAY, MAY 23, 2024, 4:00PM
Additional Teleconference Locations: 820 Elm Trail, Frazier Park, CA 93225

1. Call to Order: 4:01pm.

a. Pledge to the Flag.

b. Roll Call of Directors.

Present: Garcia, Kelling, Neyman, and Schoenberg.

Teleconference: Gipson.

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) - Stanley Eisman, Pam Jarecki, and Joan Kotnik.
- Self-Help Enterprises (SHE) - Carlos Bravo and Oscar Cisneros.

2. Discuss/Vote/Adjust Agenda if Necessary.

Motion: Move that we table the closed sessions, #8 and #9.

Kelling/Neyman 4/0/1, Motion Passed.

Aye: Gipson, Kelling, Neyman, and Schoenberg.

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

Quarterly Financial Committee.

This committee met in April.

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5. Ad Hoc Committee Reports:

Project Committee.

This committee met up with the biologist, General Manager (GM) Jonnie Allison and Dee Jasper to tour the tanks, wellsites, future sites, and Lake of the Woods.

Financial Committee.

This committee has been meeting to put together the District's budget. They provided a draft for the Board to approve in tonight's meeting.

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

Deborah Angel reported that two checks were cut out of the Meter/Well Account for a total of \$486,544.25 for Claim #25.

Two checks were cut out of the FP/LOW Planning Account for a total of \$4,991.00 for Claim #40.

Five checks were cut out of the Revenue/Operating Account for a total of \$1,851.51. The checks and check detail were reviewed by the Board for accuracy. Deborah reviewed the items over \$3,000.00.

GM Allison's credit card was canceled due to fraud. He has already received the replacement.

The bookkeeping computer is no longer working, so Bill Bice from PC Pal will send a link to a new computer for the District to purchase.

Director Kelling made two transfers from the FP/LOW Planning Account to the Revenue/Operating Account for staff and Board fees on Claim #40.

Motion: Move that we pay our bills.

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

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

7. Discussion/Vote/Review the Change in District Revenue.

Deborah Angel went back to 2018 and reviewed the changes in revenue. She was not able to find any large changes. SHE believes the Directors were looking at the 2024 figures that have not been completed since the fiscal year is not over. Deborah projects that there will actually be an increase in revenue from 2023 to 2024. The Financial Ad Hoc Committee will meet with the bookkeeper to review the financial information.

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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).
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.)

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 4:22pm.

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

a. Discussion/Vote/Review on the Project Timeline.

There was no update on the timeline. Dee Jaspar sent project updates to GM Allison. The biologist visited the sites and did not find any endangered species of animal, reptile, or plant but is still working on his research and reports. The District may need a permit from the US Forest Service and the Army Corp for the waterline crossing at Monterey Trail.

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

At the State meeting, the ad hoc committee discussed the project budget and funding with Ruben Mora, including the fact that there are outstanding invoices from the engineer. Ruben will follow up with his upper management, but believes they may grant a budget increase since the State has been allowing it on other projects.

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

Carlos Bravo explained that the consultant should be signing and returning the contract this week.

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

GM Allison had an update from Ruben Mora. The reason the District has not heard back about funding for Well #8 is because the State attorneys are adamant that the funding cannot start until the District has possession of the property. The State was going to fund the drilling out of Phase 2 of their accelerated grant program, but that phase has closed. Ruben suggested the District start a new application for the State Revolving Fund now, since there is no date yet on the Phase 3 funding.

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

There was no update on this item.

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

Bravish is still working on the final draft of the MSR.

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:

Low should be finishing the project by the end of the week and collecting samples so they can cancel the boil notice.

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

They are still waiting on plans and working with Forestry on what they need.

The Generator Project:

The State has reached out to verify signatures so the funding should be getting close.

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Well #4

The well is still offline.

Blending Station:

Nitrates were between 5.6 and 6.7 for the month of April, but the May 1st sample has already dropped to 6.5.

i. Discussion/Vote on Claim #42 and Other Claims and Payouts.

Claim #42 - \$2,414.36.

Director Fees - \$466.66.

Staff Recovery Costs - \$52.00.

Dee Jaspar & Associates Invoice for April 2024 - \$1,410.50

Invoice #24-00411, dated 4/30/2024, in the amount of \$1,410.50

Young Wooldridge Invoice for December 2023 - \$485.20

Invoice #107446, dated 12/31/2023, in the amount of \$485.20

Two new invoices from DJA will be held because there is not enough money in the budget.

Motion: Move that we approve Claim #42 in the amount of \$2,414.36 with the information that Carlos has stated.

Neyman/Garcia 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.

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

Ruben Mora expects the State to approve the abandonment of Well #7 and the fence repair very soon.

b. Discussion/Vote/Update on Meter Replacement.

The meter replacement has been going well. Brough Construction should be finished installing the meters on route 8 today.

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Tiffany Matte was able to pull the billing information for routes 1 - 7 from Neptune 360. Curtis Skaggs from DJA confirmed with Ruben that any meters that were not on the changeout list can still be ordered and paid for by the State.

c. Discussion/Vote on Claim #27 and Other Claims and Payouts.

Claim #27 - \$323,516.70.

Brough Construction Progress Payment #3 for April 2024 - \$292,510.70

Dee Jaspar & Associates Invoice for April 2024 - \$31,006.00.

Invoice #24-00414, dated 04/30/2024, in the amount of \$31,006.00.

Motion: Move that we approve Claim #27 in the amount of \$323,516.70 with the items that Oscar had stated.

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.

Motion: Move that we ask for a bridge loan in the amount of \$292,510.70 for the Brough progress payment.

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

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

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

a. Discussion/Vote on Engineering and Design.

There was no update on this item.

b. Discussion/Vote on the Project Application.

Carlos Bravo expects to submit the application by the end of the month. The Department of Drinking Water does have to approve the plans and specs before they are added to the application.

State Funded Grant Projects - Discussion concluded at 4:55pm.

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

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

The District is waiting for the project to be complete in order to make the final payment.

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

PTS has come up several times to install load banks. Running the booster at Elm with the load bank, the generator was only at 30%. PTS will add elements in order to create a higher load on that generator. They also still need to provide an ignition key for the Elm site generator. The Wolfe and District yard sites are functioning well. The Well #5 generator does not have a diesel exhaust fluid (def) tank, but GM Allison will follow up to make sure the generator will still be compliant. The Harrison Tank load bank has been installed but has not been tested.

14. Discussion/Vote on Downsizing 1" Meters to ¾" Meters.

In the course of the meter installations it was discovered that there is a customer that paid to have a 1" meter installed, but the billing system has only been charging him for a ¾" meter. He doesn't want to pay the higher monthly fee so asked if his meter could be downsized.

The Board agreed to continue with previous policy and not allow customers to downsize meters since it was what was required during installation.

15. Review and Approve Meeting Minutes for 05/16/2024 State Update Meeting.

Motion: Move that we approve the State Update Standing Committee Meeting Minutes for Thursday, May 16, 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/Kelling 5/0/0, Motion Passed.

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

16. Discussion/Vote on Future Agenda Items.

Regular Meeting June 13, 2024.

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Regular State Planning & Project Meeting June 27, 2024.

17. Adjournment.

Motion: Move that we adjourn.

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

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

Meeting Adjourned: 5:04pm.

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