

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: 870 1928 7009 Meeting Password: 528857
REGULAR MEETING MINUTES FOR THURSDAY, AUGUST 8, 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) - Mary Dreier, Pam Jarecki, and Joan Kotnik.
- Self-Help Enterprises (SHE) - Carlos Bravo and Oscar Cisneros.
- Dee Jaspar & Associates (DJA) - Dee Jaspar.
- Young Wooldridge (YW) - Alan Doud.

2. Discussion/Vote/Adjust Agenda if Necessary.

Motion: Move that we move up Items #10, #11, and #12 right after Item #3.

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

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

3. Public Comments.

The public was allowed to address the Board. Comments were limited to five minutes.

State Funded Grant Projects - Discussion began at 4:06pm.

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 4:09pm.

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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 4:41pm.

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.

State Funded Grant Projects - Discussion paused at 4:42pm.

4. Report of Officers:

President: Director Schoenberg reported she signed the planning project claim.

Vice-President: No report.

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

Treasurer: Director Kelling reported she transferred \$15.00 from the Revenue Operating Account to the Meter/Well Account to cover the bank's wire fee.

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She also transferred \$29,374.20 from the General Fund to the Meter/Well Account to supplement the bridge loan to cover Progress Payment #4.

JPIA Representative: No report.

5. Board Member Initiatives - None.

6. Manager's Report.

General Manager (GM) Jonnie Allison reported that last month there were nine meter change outs, and three after hours call outs. Seven of the new smart meters were sent back to the manufacturer for defects. Once they are determined to be defective, new replacements will be sent out.

The FPPUD crew and equipment went up to the Mil Potrero Water Company to assist with what was thought to be a water tank failure. It turned out to be a pipe repair but the crew was able to assist.

7. Standing Committee Reports.

Accounts Payable Committee.

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

State Update Meeting Committee.

This committee will meet with the State next Thursday.

Quarterly Financial Committee.

This committee met twice and reviewed the financials for the second quarter.

8. Ad Hoc Committee Reports.

Project Committee.

This committee met with Ruben Mora from the State and discussed aspects of the Meter/Well Project and the Planning Project. Updates will be given under the corresponding agenda items.

Financial Committee.

This committee has not met.

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9. 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 \$236,863.50 for Brough Construction Progress Payment #4, Claim #28. 30 checks were cut out of the Revenue/Operating Account for a total of \$39,955.60. 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.

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

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

10. CLOSED SESSION pursuant to Gov't Code §54957. (Moved per adjustment of the agenda.)

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State Funded Grant Projects - Discussion resumed at 4:57pm.

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

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

There was no update on this item. The District will review an updated timeline at the next meeting.

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

The most recent budget adjustment was approved. The District will now be able to pay the invoices that were held due several project line items being over budget. Ruben Mora is putting together a memo to ask his management for an increase in the project budget.

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

Dee Jaspar has been in discussions with Jeff French. They are beginning the process to start the application for the Certificate of Compliance. This will allow the District to take possession of the property when it is time for the purchase.

d. Discussion/Vote on the Property Appraisal, Acquisition and Development of Additional Booster and Tank Site

Dee has been in discussions with the owners of this property. They have approved the layout of the infrastructure. Alliance AG has given Dee a quote of \$6,000.00 for the property appraisal and minor expenses not to exceed \$500.00. They estimate the appraisal will be done by the end of September.

Motion: Move that we approve the appraisal for the Bear Ct property in the amount of \$6,000.00 plus no more than \$500.00 for extra incidentals, for a total of \$6,500.00.

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

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

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

Some of the Board expressed their disappointment in the final draft of the MSR. Many of the Board's comments and amendments were still not included in the final draft. Dee Jaspar suggested that the Board compile a list of their corrections and he can include an errata sheet at the front of the document.

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Motion: Move that we approve the MSR with an errata list correcting the connections to 1310, which a list will be provided by FPPUD to Dee Jasper and Associates so he can submit the MSR.
Neyman/Kelling 3/1/1, Motion Passed.
Aye: Gipson, Kelling, and Neyman.
No: Garcia.
Abstain: Schoenberg.

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:

This grant will now be for \$5,001,000.00.
LOW is still waiting on the fully executed agreement. Clean up and paving is still needed to wrap up the project. They are waiting for the final bid for the additional County required paving that was needed.

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

80% designs are done and they are now waiting for the 90% draft.
They are still working with Forestry on what they need but it is moving forward. Lots of communication has been happening.

Well #4:

This well is still offline. The latest readings on 07/02/2024 were non-detect. They will be reaching out to Jesse at the State to see about bringing the well online again.

Blending Station:

Samples in the month of July were 3.7 to 4.5. 3.8 is the latest result from 07/23/2024.

h. Discussion/Vote on Claims and Payouts.

Claim #45 will be prepared for review at the State Update Meeting.

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

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

The State explained that they should have approval for the amendment in the next few weeks.

b. Discussion/Vote/Update on Meter Replacement.

GM Allison previously explained that seven meters were sent back for confirmation that they are defective. Repaired or replaced meters will then be sent to the District.

c. Discussion/Vote on Claims and Payouts.

No new claims can be submitted until the new agreement is executed. Oscar Cisneros will continue to prepare the claims so they will be ready to submit when the amendment is approved. The State will still process checks for the previously approved claims.

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

The District received the bridge loan to cover Progress Payment #4 and the check was approved previously in the agenda.

The current extension is set to expire this month. Oscar will have a new extension agreement prepared for the next meeting.

15. Discussion/Vote on Pipeline Replacement Project.

a. Discussion/Vote on Engineering and Design.

There was no update on this item. The designs are being reviewed by the State.

b. Discussion/Vote on the Project Application.

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

16. Discussion/Vote on Stand-By Fee Assessment.

There was no update on this item.

State Funded Grant Projects - Discussion concluded at 6:12pm.

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

San Joaquin Valley Air Pollution District signed off on the generators. The Financial Ad Hoc Committee will review the final invoices so the payment can be made. The District will soon be ready to sign the Notice of Completion.

Motion: Move that we table the continued discussion/vote on the record retention policy until the regular meeting in September.

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

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

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

19. Discuss/Review Remote Meeting Laws.

Tiffany Matte provided the Board with excerpts from The Brown Act that explain the circumstances and requirements for Board members to attend meetings remotely.

20. Review and Approve Meeting Minutes for 06/11/2024 AP Standing Committee, 06/13/2024 Regular Meeting, 06/25/2024 AP Standing Committee, 06/27/2024 Regular State Planning and Project Meeting, 07/09/2024 AP Standing Committee, 07/11/2024 Regular Meeting, 07/16/2024 Quarterly Financial Standing Committee, 07/23/2024 AP Standing Committee, 07/25/2024 Regular State Planning and Project Meeting, and 07/30/2024 Quarterly Financial Standing Committee.

Motion: Move that we approve the minutes for 06/11/2024, 06/25/2024, 07/09/2024, 07/16/2024, 07/23/2024, 07/30/2024, with any of the amendments sent to Tiffany previous to and after the meeting, and with any additional amendments for typos or other errors that we may not have caught or that may need to be corrected.

Neyman/Kelling 3/0/2, Motion Passed.

Aye: Kelling, Neyman, and Schoenberg.

Abstain: Garcia and Gipson.

Move that we approve the minutes for 06/13/2024, with any of the amendments sent to Tiffany previous to and after the meeting, and with any additional amendments for typos or other errors that we may not have caught or that may need to be corrected.

Neyman/Kelling 3/0/2, Motion Passed.

Aye: Kelling, Neyman, and Schoenberg.

Abstain: Garcia and Gipson.

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Move that we approve the minutes for 06/27/2024, with any of the amendments sent to Tiffany previous to and after the meeting, and with any additional amendments for typos or other errors that we may not have caught or that may need to be corrected.

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

Aye: Garcia, Kelling, Neyman, and Schoenberg.

Abstain: Gipson.

Move that we approve the minutes for 07/11/2024, with any of the amendments sent to Tiffany previous to and after the meeting, and with any additional amendments for typos or other errors that we may not have caught or that may need to be corrected.

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

Aye: Garcia, Kelling, Neyman, and Schoenberg.

Abstain: Gipson.

Move that we approve the minutes for 07/25/2024, with any of the amendments sent to Tiffany previous to and after the meeting, and with any additional amendments for typos or other errors that we may not have caught or that may need to be corrected.

Neyman/Garcia 3/0/2, Motion Passed.

Aye: Garcia, Kelling, and Neyman.

Abstain: Gipson and Schoenberg.

21. Discussion/Vote on Future Agenda Items.

Regular State Planning and Project Meeting August 22, 2024.

Regular Meeting September 12, 2024.

22. Adjournment.

Motion: Move that we adjourn.

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

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

Meeting Adjourned: 6:40pm.

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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