

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: 884 1292 2071 Meeting Password: 352425
REGULAR MEETING MINUTES FOR THURSDAY, MARCH 26, 2026, 4:00PM
Additional Teleconference Location: 820 Elm Trail, Frazier Park, CA 93225
Schoenberg/Gipson 3/0/0 - Directors Garcia and Kelling Absent
Minutes Approved on April 23, 2026

1. Call to Order: 4:00pm.

a. Pledge to the Flag.

b. Roll Call of Directors.

Present: Garcia, Gipson, Kelling, Neyman, and Schoenberg.
Director Garcia 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.
- Dee Jaspar & Associates (DJA) - Dee Jaspar.
- Barber Hooper King Dill Hoffman, LLC (BHK) - Danhira Millan and Scott Westall.
- One member of the public.

2. Discuss/Vote/Adjust Agenda if Necessary.

Motion: Move that we move up the presentation of the auditor to under public comment, so move #8 to under #3, and move the closed session #9 to when the attorney comes present.

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

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

3. Public Comments - None.

8. Discussion/Vote on FY2025 Audit with Presentation.

The auditors from BHK were present to explain the audit findings from fiscal year 2025. They reviewed two deliverables, which were the Governance Letter, and the Audited Financial Statements. They gave an unqualified (clean) audit opinion, which is the best opinion they can provide. The ad hoc committee will do a final review and the Board will approve the audit at the next meeting.

4. Manager's Report.

General Manager (GM) Jonnie Allison reported that the date for the streetscape project was changed from a Saturday to a Tuesday.

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He had originally volunteered his personal time, but wanted to make sure the Board still approved this if he worked during business hours. The Board was still supportive of the District's participation in the project.

There was another break-in at Wolfe Tank. The door to the booster house was pried open and the lock was damaged. GM Allison is still working on getting quotes for cameras, alarms, and/or monitoring services.

a. Administrative Assistant's Report.

Tiffany Matte notified the Board that with GM Allison's permission, she paid for and booked a room for the annual CSDA Board/Secretary Clerk Conference.

5. 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.

Directors Neyman and Schoenberg attended the State Update Meeting. Further updates will be given under the agenda items. Director Kelling was asked to stand in for Director Schoenberg for the meeting of April 16th.

6. Ad Hoc Committee Reports:

Planning Project Committee.

This committee has not met.

Easements and Deeds Committee.

This committee has not met.

Rate Study Committee.

This committee has not met.

Bond Book Committee.

This committee has not met.

Employee Handbook Committee.

This committee has not met.

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Five Year Budget Committee.

This committee has not met.

Parcel B Project Committee.

This committee met with the County and will give updates under the agenda item.

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

Deborah Angel reported that two checks were cut out of the FP/LOW Planning Account in the amount of \$4,701.90.

13 checks were cut out of the Revenue/Operating Account for a total of \$33,457.10. The checks and check detail were reviewed by the Board for accuracy. There were no items over \$3,000.00.

Director Schoenberg reported she made the following transfers:

- \$8,122.00 from the USDA Replacement Account into the Revenue/Operating Account for an invoice from DJA for the Parcel B Project.
- \$798.00 from the USDA Replacement Account into the Revenue/Operating Account for an invoice from DJA for the Parcel B Project.
- \$13,968.22 from the USDA Replacement Account into the Revenue/Operating Account for an invoice from Tom Dodson & Associates (TDA) for the Parcel B Project.
- \$300.00 from the Customer Assistance Grant into the Revenue/Operating Account for a customer grant.
- \$255.13 from the Customer Assistance Grant into the Revenue/Operating Account for a customer grant
- \$500.00 From the FP/LOW Planning Account into the Revenue/Operating Account for Board fees for Claim 55.
- \$90.09 from the FP/LOW Planning Account into the Revenue/Operating Account for staff recovery for Claim 55.
- \$510.00 From the FP/LOW Planning Account into the Revenue/Operating Account for an invoice from TDA previously paid on Claim 55.

Motion: Move that we pay our bills.

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

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

8. Discussion/Vote on FY2025 Audit with Presentation. (Moved per adjustment of the agenda.)

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9. **CLOSED SESSION** pursuant to Gov't Code §54957 - Tabled until the attorney is present.
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

State Funded Grant Projects - Discussion began at 4:37pm.

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

a. Discussion/Vote on Timeline and Budget.

There was no update on this item.

b. Discussion/Vote on the Acquisition and Development of the Well #9 and Additional Booster and Tank Site Properties: Certificate of Compliance/Lot Line Adjustment; and Purchase and Sales Agreement.

The Certificate of Compliance application was submitted a few months ago. Dee Jaspar has a communication with the County to find out the status of that certificate.

c. Discussion/Vote on the Memorandum of Understanding.

LOW's attorney sent a draft that needs to be reviewed by Pam and approved by their Board.

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

The following updates were given by Lake of the Woods:

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

There was no update on this item.

Well #4:

By increasing run times at their well, results from March show that Iron has gone down and is <100 under the 300 ug/L max level, and Manganese is <20 ug/L still under the 50 ug/L max level.

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Blending Station:

Replaced a booster pump at the blending station, all 3 are operational. Updated wiring at Well #6, Well #4 will be done by the end of next week. Parts are on back order.

Wells:

- Wells from last month are up 6.5 ft to 8.5 ft
- January 2024 are now all up from 0.5 ft to 30.5 ft
- January 2025 are down from 17.5 ft to up 24.8 ft.
- January 2026 are now all up from 15.4 ft to 24 ft
- From this time last year they are down from 11.5 ft to up 29.5 ft

e. Discussion/Vote on Claim #57 and Other Claims and Payouts.

Claim #57 - \$13,164.21

Director Fees - \$533.34.

Staff Recovery - \$62.37.

Dee Jaspar & Associates Invoice for February 2026

Invoice #26-00219, dated 02/28/2026, in the amount of \$12,568.50

Motion: Move that we approve Claim #57 in the amount of \$13,164.21 with the invoices that I just stated.

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

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

11. Discussion/Vote/Update on Well #8 & Pipeline Replacement Project.

a. Discussion/Vote on Engineering and Design.

The engineering and design is complete.

b. Discussion/Vote on the Project Application.

The additional information requested by the State has all been written and put together. Dee Jaspar expects to have it all submitted by early next week. The budget has been divided into two phases, a phase for the pipeline replacement and a phase for the well.

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c. Discussion/Vote on Well #8 Property Acquisition.

The District is waiting for the next court date.

State Funded Grant Projects - Discussion concluded at 4:48pm.

12. Discussion/Vote on the Parcel B Water Tank Replacement Project: Timeline, Budget, Environmental, and Engineering.

Curtis Skaggs from DJA submitted all of the answers to the questions asked by James Golden with Kern County. He also provided the County with updated specifications with all of the Federal documentation and requirements. Tom Dodson is continuing to work on the CEQA work for the project.

The County sent a draft of the funding agreement with attachments. They asked the Board to provide any comments on the document. This will also be sent to the District's attorney for review.

13. Discussion/Vote on the Rate Study.

The letters for the notice of public hearing have been mailed. The protest hearing is scheduled for May 23, 2026.

14. Discussion/Vote on the Employee Handbook.

A draft of the handbook was provided to the Board at the last meeting to review.

Motion: Move that we approve the Employee Handbook with the updates of the legal requirements and the changes that we approved on the exempt status.

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

Aye: Garcia, Gipson, Neyman, and Schoenberg.

Abstain: Kelling.

15. Discussion/Vote on Permanent Installation of Generator Cables.

GM Allison received a quote from an electrician for installing permanent cables for the generators at two sites. They quoted about \$13,000.00 for each site. This amount includes the District's need to pay prevailing wage.

While reviewing the information, GM Allison was sent a referral for another possible electrician.

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Motion: Move that we approve having the Well 5 and Elm generator cables protection in the amount of \$13,171.64, and that we take the money from the Short Lived Asset Account, and that GM Allison puts out at least one more bid, and if it's lower then we go with that.

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

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

- 16. Review and Approve Meeting Minutes for 03/19/2026 State Update Meeting and 02/26/2026 Regular State Planning & Project Meeting.**

Move that we approve the 03/19/2026 State Update Meeting and 02/26/2026 Regular State Planning & Project Meeting, with any of the amendments that were sent to Tiffany previous to and after this 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 4/0/1, Motion Passed.

Aye: Garcia, Kelling, Neyman, and Schoenberg.

Abstain: Gipson.

- 17. Discussion/Vote on Forming and/or Dissolving Ad Hoc Committees.**

Motion: Move that we dissolve the Employee Handbook Committee.

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

Aye: Garcia, Gipson, Neyman, and Schoenberg.

Abstain: Kelling.

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 announced the closed session at 5:13pm.

- 9. 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**

Returned from closed session at 6:02pm.

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

18. Discussion/Vote on Future Agenda Items.

Regular Meeting April 9, 2026.

Regular State Planning & Project Meeting April 23, 2026.

19. Adjournment.

Motion: Move that we adjourn.

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

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

Meeting Adjourned: 6:03pm.

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: Terry Kelling, Secretary

Seal