

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225  
Teleconference Via: Zoom.com - Phone in +1 (408) 638-0968  
Meeting ID: 859 7770 3759 Meeting Password: 712918  
Frazier Park - Lake of the Woods Area Annexation  
**REGULAR PLANNING MEETING MINUTES FOR THURSDAY, JUNE 24, 2021, 6:00PM**  
Neyman/Kelling 4/0/1 - Director Gipson Abstain  
Minutes Approved on July 22, 2021

**1. Call to Order: 6:01pm.**

**a. Pledge to the Flag.**

**b. Roll Call of Directors:**

Teleconference: Garcia, Kelling, Neyman, and Schoenberg.

Absent: Gipson.

Director Neyman was present as the chairperson.

Also present: Jonnie Allison, Linda Wilke, and Tiffany Matte.

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

**3. Public Comments - None.** Present: Dave Warner, Carlos Bravo, Oscar Cisneros, and six members of the public.

**FP - LOW Area Annexation Planning Project - Discussion began at 6:03pm.**

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

**a. Discussion/Vote/Update on Test Wells.**

The drilling company and archaeologist are going to be at the well site next week to view the location and see what is needed. Drilling is scheduled to begin around the second week in July.

**b. Discussion/Vote on the Quote from Tom Dodson for an Archeologist.**

Tom Dodson & Associates provided a Scope of Work and Proposal in the amount of \$2,870. He later issued a memorandum reducing the price to \$2,400. Both test well sites will be inspected on the same day. The archeologist will be subcontracted under Dee Jaspar & Associates (DJA) and will be funded through Self-Help Enterprises' (SHE) Technical Assistance (TA) funds. The Board noted a correction in the proposal to the title of the project, and asked that the Scope of Work reflects the reduced price.

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225**  
**Frazier Park - Lake of the Woods Area Annexation**  
**REGULAR PLANNING MEETING MINUTES FOR THURSDAY, JUNE 24, 2021, 6:00PM**  
Neyman/Kelling 4/0/1 - Director Gipson Abstain  
Minutes Approved on July 22, 2021

**Motion: Move that we okay the Scope of Work and Cost Proposal for the, “Cultural Resources Assessment of Two Test Well Sites for the Frazier Park Public Utility District, Kern County, California”, to be covered by the TA funds from Self-Help Enterprises. We just ask that they amend the Scope of Work and/or Memorandum to read correctly.**

**Schoenberg/Garcia 4/0/0, Motion Passed.**

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

**Absent: Gipson.**

**c. Discussion/Update on Contract with Johnson Drilling.**

This contract has been signed and sent to all parties.

**d. Discussion/Vote on District Sphere of Influence for the Annexation: Data Collection; and Mapping.**

No update. This is waiting on the results of the test wells.

**e. Discussion/Vote on Project Municipal Service Review (MSR): Quote; Draft MSR; Data Collection; and Mapping.**

No update. This is waiting on the results of the test wells.

**f. Discussion/Vote on Revised FP/LOW Transfer Agreement/MOU.**

The agreement as amended by the attorney was provided to the Board. Many of the conditions of annexation were included. It cannot be finalized until any amendments are added when the results of the test wells come in.

A member of the public had a question on a previous agenda item.

**Motion: Move that we back up to item 4c to discuss that for the press.**

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

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

**Absent: Gipson.**

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225**  
**Frazier Park - Lake of the Woods Area Annexation**  
**REGULAR PLANNING MEETING MINUTES FOR THURSDAY, JUNE 24, 2021, 6:00PM**  
Neyman/Kelling 4/0/1 - Director Gipson Abstain  
Minutes Approved on July 22, 2021

**c. Discussion/Update on Contract with Johnson Drilling.**

The Board clarified that the quote for the Cultural Resources Assessment was inclusive for both test well sites on the same day.

They also clarified that Johnson Drilling will not be able to work on the test well and Well #5 at the same time.

**g. Discussion/Vote on Changing to Monthly Claims.**

This item will carry over to the next regular meeting in July.

**h. Discussion/Vote on Claim #8, and Other Claims and Payouts.**

Carlos Bravo provided Claim #8 to the Board for approval.

**Claim #8 - \$15,128.08.**

Project Management & Administration Costs - \$2,101.08.

**YW Invoices from March 2021 through May 2021 - \$354.00**

Invoice #77687, dated 05/31/2021, in the amount of \$354.00.

**Dee Jaspar & Associates' Invoices from January 2021 through May 2021 - \$2,673.00**

Invoice #21-01046-B, dated 01/31/2021, in the amount of \$297.00.

Invoice #21-04012-B, dated 04/30/2021, in the amount of \$693.00.

Invoice #21-05011-B, dated 05/31/2021, in the amount of \$1,683.00.

Property License Fee to SEA, Dated 05/19/2021, in the amount of \$5,000.00.

Property License Fee to Wainright-French, Dated 05/19/2021, in the amount of \$5,000.00.

**Motion: Move that we approve Claim #8 for \$15,128.08.**

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

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

**Absent: Gipson.**

**FP - LOW Area Annexation Planning Project - Discussion concluded at 6:41pm.**

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225**  
**Frazier Park - Lake of the Woods Area Annexation**  
**REGULAR PLANNING MEETING MINUTES FOR THURSDAY, JUNE 24, 2021, 6:00PM**  
Neyman/Kelling 4/0/1 - Director Gipson Abstain  
Minutes Approved on July 22, 2021

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

**a. Discussion/Vote/Update on Project Funding Agreement.**

The application has been approved.

The State should be providing the Funding Agreement by the end of the month. The District can go out to bid since the State will cover up to 10% (about \$397,000) of the total project cost before the agreement is signed and finalized.

**b. Discussion/Vote on Plans and Specifications for Well #7.**

The Plans and Specs for Well #7 have been drafted. They will be reviewed by Dee Jaspar and then sent to the District for approval.

**c. Discussion/Vote on Going Out to Bid for Well #7.**

In order to keep the project moving forward, the Board agreed to approve going out to bid, pending final approval of the plans and specs by the ad hoc committee and any other interested parties.

**Motion: Move that we go out to bid for Well #7 based on a last look of the final product of plans before they go, and final approval from Lawrence Sanchez.**

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

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

**Absent: Gipson.**

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

There were no new claims for this project.

**6. Discussion/Vote on Emergency Repairs to the Wolfe Booster and Tank Site.**

The building, electrical, heating and air conditioning need to be finished in order to complete the project. Two checks were cut to DJA for their portion of the project work.

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

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225**  
**Frazier Park - Lake of the Woods Area Annexation**  
**REGULAR PLANNING MEETING MINUTES FOR THURSDAY, JUNE 24, 2021, 6:00PM**  
Neyman/Kelling 4/0/1 - Director Gipson Abstain  
Minutes Approved on July 22, 2021

**a. Discussion/Vote on Professional Engineering Cost Proposal.**

Dee has not sent an updated cost proposal, this item will carry over to the next regular meeting.

**Motion: Move that we carry that over to the first regular meeting in July.**

**Schoenberg/Garcia 4/0/0, Motion Passed.**

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

**Absent: Gipson.**

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

No update.

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

**a. Discussion/Review of the Pre-Construction Engineering Budget/Scope of Work.**

The Board reviewed the Engineering Budget and Scope of Work previously, but did not want to move forward since Dee Jaspar was not present at this meeting.

**Motion: Move that we table this item until the first regular meeting in July, which hopefully Dee will be able to attend.**

**Schoenberg/Garcia 4/0/0, Motion Passed.**

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

**Absent: Gipson.**

**9. Discussion/Vote on District Application for American Rescue Plan / Cares Act Funds For: Distribution System Water Line Location, Mapping, Design and/or Construction; Well Construction; Meters; Storage Tank Replacement; and Other Work.**

The District sent a letter to Supervisor Scrivner making him aware of the District's project needs. Dave Warner recommended following up on that letter since the County will be making a list of projects that they will fund.

**10. Review and Approve State Update Meeting Minutes for 06/17/2021.**

The Board was not able to finish reviewing the minutes from this meeting.

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225**  
**Frazier Park - Lake of the Woods Area Annexation**  
**REGULAR PLANNING MEETING MINUTES FOR THURSDAY, JUNE 24, 2021, 6:00PM**  
Neyman/Kelling 4/0/1 - Director Gipson Abstain  
Minutes Approved on July 22, 2021

**Motion: Move that we approve those at the first meeting in July, which gives us a week before the next State update meeting.**

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

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

**Absent: Gipson.**

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

Linda Wilke reported that checks were cut for the billed invoices which totaled \$4,668.22, and were reviewed by the Board for accuracy. The Board reviewed corrections to the budget line items under which some invoices were categorized.

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

**Schoenberg/Garcia 4/0/0, Motion Passed.**

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

**Absent: Gipson.**

The credit card statements were changed to printed statements previously, but that prevented them from being able to be viewed online. They will be changed back to online statements so they are accessible before the due date.

The Board asked the Bookkeeper to attach and reconcile every credit card receipt so the Board can verify the purchases.

**12. Discussion/Vote on Book Asset Detail.**

The ad hoc met once last month to work on updating the information from the USDA projects. Dave Warner sent some information from his files. The ad hoc was able to input information from the second USDA project but was not able to find information from the first one. The goal is to break down each asset by site and/or location so the depreciation and replacement can be tracked. They are also working on breaking down each trail as the pipeline is replaced.

The Rate Study can be extended until October, so that will give more time for the ad hoc to work on the Book Asset Detail.

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225**  
**Frazier Park - Lake of the Woods Area Annexation**  
**REGULAR PLANNING MEETING MINUTES FOR THURSDAY, JUNE 24, 2021, 6:00PM**  
Neyman/Kelling 4/0/1 - Director Gipson Abstain  
Minutes Approved on July 22, 2021

**13. Discussion/Vote on Changing and/or Continuing with Modified Services and Procedures as Adopted on March 19, 2020.**

Tiffany Matte informed the Board that the executive orders that suspended Brown Act requirements for in person meetings and suspended water service shut-offs for non-payment will expire on September 30th. The Board agreed to keep the modified services as written until that date, unless any new information comes in. Carlos explained that funds are coming from the State that should help pay delinquent water charges.

**Motion: Move that we continue with our current Modified Services and Procedures up until the executive order ends September 30th. So we would look at reinstating all of our normal procedures, if everything stays the same, starting October 1st. Schoenberg/Garcia 4/0/0, Motion Passed.**

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

**Absent: Gipson.**

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

Regular Meeting July 8, 2021:

- Carry over the discussion/vote on changing to monthly planning claims.
- Carry over the discussion/vote on the engineering cost proposal for the generators.
- Carry over the discussion/vote on the pipeline project engineering budget.
- Carry over approval of the state update meeting minutes.

Regular Planning Meeting July 22, 2021.

**15. Adjournment.**

**Motion: Move that we adjourn.**

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

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

**Absent: Gipson.**

**Meeting Adjourned: 7:39pm.**

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225**  
**Frazier Park - Lake of the Woods Area Annexation**  
**REGULAR PLANNING MEETING MINUTES FOR THURSDAY, JUNE 24, 2021, 6:00PM**  
Neyman/Kelling 4/0/1 - Director Gipson Abstain  
Minutes Approved on July 22, 2021

**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**