

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: 896 6186 5645 Meeting Password: 821622
State Planning & Project Meeting
REGULAR MEETING MINUTES FOR THURSDAY, FEBRUARY 22, 2024, 4:00PM
Additional Teleconference Locations: 820 Elm Trail, Frazier Park, CA 93225,
and 3844 Mt Pinos Way, Frazier Park, CA 93225

1. Call to Order: 4:01pm.

a. Pledge to the Flag.

b. Roll Call of Directors.

Present: Garcia, Kelling, and Schoenberg.

Teleconference: Gipson and Neyman

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.
- Dee Jaspar & Associates (DJA) - Dee Jaspar.
- One member of the public.

2. Discussion/Vote/Adjust Agenda if Necessary.

Motion: Move that we table #14, #15, #16, and #17 until the next regular meeting.

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

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

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

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5. Ad Hoc Committee Reports:

Project Committee.

This committee has not met since the last meeting.

Financial Committee.

This committee will meet next week to begin work on the budget. They will also be meeting on March 5th with Scott Westall to go over questions from the audit.

Generator Pad Construction Committee.

Director Garcia met with General Manager (GM) Jonnie Allison. They discussed the purchase of the spreader bar that will be used to transport the generators to their permanent locations. Next week they will be placing the railroad ties.

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

Deborah Angel reported that 11 checks were cut out of the Revenue/Operating Account for a total of \$26,939.92. The checks and check detail were reviewed by the Board for accuracy. Deborah reviewed the disbursements over \$3,000.00.

Motion: Move that we pay our bills.

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

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

7. Discussion/Vote on the Billboard Lease Agreement.

Representatives from Mountain Memories were not present at this meeting to continue discussions. They will be invited to the next regular meeting in March.

State Funded Grant Projects - Discussion began at 4:12pm.

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 4:14pm.

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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

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

Returned from closed session at 4:35pm.

Actions in Closed Session pursuant to Gov't Code §54957.1(a), §54957.7(b):
Director Kelling announced that in the closed session there was no action taken.

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

a. Discussion/Vote/Review of the Project Timeline and Extension.

The extension request is still under review by the State.

b. Discussion/Vote on the Budget Adjustment.

Dee Jaspar sent some additional documents to Lawrence Sanchez where he reviewed the budget and incorporated some administrative charges that he recommended.

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

The Work Plan was submitted to the State and is still under review.

d. Discussion/Vote on the Project Technical Memo.

Dee Jaspar is incorporating the cost of option #3 into the memo.

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

Dee is working on the TMF assessment form for the funding application. The District has not yet received the letter from the State giving notification of funding approval.

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

There was no update on this item.

g. Discussion/Vote on District Sphere of Influence Map for the Annexation - Submitted/Tabled.

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

Bravish from Stanley Hoffman Associates has been working on the final draft of the MSR. Dee sent him information to correct some of the numbers that were transposed. The final draft is expected to be finished by next week.

i. Discussion/Vote on the Memorandum of Understanding - Tabled.

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

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

The paving that was supposed to be done this week was delayed until next week due to weather.

k. Discussion/Vote on Claim #39 and Other Claims and Payouts.

Claim #39 - \$9,094.16.

Director Fees - \$366.66.

Staff Recovery Costs - \$71.50.

Dee Jaspar & Associates Invoices for January 2024 - \$5,388.50

Invoice #24-00165, dated 1/31/2024, in the amount of \$217.00

Invoice #24-00166, dated 1/31/2024, in the amount of \$4,086.50

Invoice #24-00167, dated 1/31/2024, in the amount of \$1,085.00

Young Wooldridge Invoices for January 2024 - \$3,267.50

Invoice #108263, dated 1/31/2023, in the amount of \$3,267.50

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Motion: Move that we approve Claim #39 in the amount of \$9,094.16 with the invoices Carlos stated.

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

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

11. Discussion/Vote/Update on FPPUD Meter REplacement Project and Emergency Well Supply Project.

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

The District is still waiting on State approval.

b. Discussion/Vote/Update on Meter Replacement.

Curtis from DJA is working on scheduling a preconstruction meeting with Brough Construction. He is also getting everything ready so that when the brass and meters arrive, the project will be ready to go.

c. Discussion/Vote on Claim #24 and Other Claims and Payouts.

Claim #24 - \$32,736.30.

Brough Construction Progress Payment #1 - \$32,227.80.

Dee Jaspar & Associates Invoices for January 2024 - \$508.50.

Invoice #24-00164, dated 1/31/2023, in the amount of \$508.50.

Motion: Move that we approve Claim #24 in the amount of \$32,736.30.

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.

Oscar Cisneros provided a copy of the amendment to extend the bridge loan by six months. They could only extend it in six month increments according to SHE's contract with the State.

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Motion: Move that we approve the extension of the bridge loan and promissory note to August 28, 2024.

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

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

Motion: Move that we draw on the bridge loan in the amount of \$32,227.80.

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/Update on Potholing and Mapping - Completed.

b. Discussion/Vote on Engineering and Design.

The design is at 95% and the construction application is being submitted. The District is waiting on the Notice of Exemption filed with the State Clearinghouse to be finalized.

c. Discussion/Vote on the Engineering Contract with DJA.

The contract was sent to the attorney and is under review.

d. Discussion/Vote on the Project Application.

Carlos Bravo has uploaded the financial package portion of the application. He is waiting on the project number from the State Clearinghouse to upload the environmental package. He is still waiting on some additional documents from the District to upload as attachments. He needs to upload a TMF package, but he should be able to get most of the information from previous applications.

State Funded Grant Projects - Discussion concluded at 5:04pm.

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

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

There was no update on this item.

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

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GM Allison and the crew will be setting the railroad ties next week. Once they are in place, GM Allison will rent the equipment needed to place the generators.

- 14. Discussion/Vote/Update on the District Water Tank Repair and/or Replacement, and Funding.** (Tabled per adjustment of the agenda.)
- 15. Discussion/Vote on the Mainline Extension Policy.** (Tabled per adjustment of the agenda.)
- 16. Discussion/Vote on the Mainline Extension for Kiwanis Trail.** (Tabled per adjustment of the agenda.)
- 17. Discussion/Vote on the Quote for Audio/Video Meeting Equipment.** (Tabled per adjustment of the agenda.)
- 18. Review and Approve Meeting Minutes for 01/25/2024 Regular State Planning and Project Meeting and 02/15/2024 State Update Meeting.**

Motion: Move that we approve the meeting minutes for January 25, 2024 Regular State Planning and Project Meeting, and the 02/15/2024 State Update Meeting with any of the amendments 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.

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

Aye: Garcia, Gipson, Kelling, and Schoenberg.

Abstain: Neyman.

- 19. Discussion/Vote on Future Agenda Items.**

Regular Meeting March 14, 2024.

Regular State Planning & Project Meeting March 28, 2024.

- 20. Adjournment.**

Motion: Move that we adjourn.

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

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

Meeting Adjourned: 5:12pm.

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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