

**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: 813 8732 6945 Meeting Password: 464288  
**SPECIAL MEETING MINUTES FOR TUESDAY, APRIL 5, 2022, 6:00PM**  
Schoenberg/Neyman 5/0/0  
Minutes Approved on May 12, 2022

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

**a. Pledge to the Flag.**

**b. Roll Call of Directors:**

Garcia, Gipson, Kelling, Neyman, and Schoenberg.  
Director Gipson was present as the chairperson.  
Also present: Jonnie Allison and Tiffany Matte.

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

**3. Public Comments - None. Present: Dee Jaspar and four members of the public.**

**State Funded Grant Projects - Discussion began at 6:04pm.**

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

**a. Discussion/Vote/Update on Awarding the Bid for Well #7.**

Dee Jaspar explained that Unified Field Services was the apparent low bidder for this project with a bid of \$1,077,392.00. They will be using five subcontractors for the project: Bakersfield Well & Pump; P&J Electric; Northern United Fence; Journey Air Conditioning; and William B Saleh Co. for painting. Dee Jaspar & Associates' (DJA) estimate was \$975,810.00. The District has 60 days from bid opening to award the bid, which gives a deadline of April 11th. The ad hoc committee had a meeting with Dee and Lawrence Sanchez and confirmed that the project would be funded under the approved project, and reimbursed once the final budget is approved. The District and State anticipate needing to add money to the meter portion of the project, but there will be enough to cover the well.

**Motion: Move that we award the bid for the Well #5 Replacement Project, Well #7, to Unified Field Services Corporation for the amount of \$1,077,392.00.**

**Schoenberg/Garcia 5/0/0, Motion Passed.**

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

**b. Discussion/Vote on the Appraisal for Acquiring a Temporary Easement Across SEA Property to Drill Well #7.**

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The appraisal for the temporary easements for Well #7 came back as \$80.00 for the construction easement, and \$110.00 for the access easement. The total of \$190.00 covers the total time it will take to drill the well. Alan Doud recommended the District prepare a letter requesting the temporary easement, attach a copy of the appraisal, and send it to the land owner. Dee Jaspar will draft the letter and send it to the attorney and the FPPUD Board for approval at the next regular meeting.

**Motion: Move that we accept the appraisal for the temporary easement across SEA property to drill Well #7.**

**Schoenberg/Neyman 5/0/0, Motion Passed.**

**Aye: Garica, Gipson, Kelling, Neyman, and Schoenberg.**

**c. Discussion/Vote on the Plans and Specifications for the Meter Replacement.**

DJA is expecting to have the plans and specifications completed to 90% by the middle of April and ready for review by the Board. The State will also review the documents and may take several weeks to return any comments.

**d. Discussion/Vote on Going Out to Bid for Meter Replacement.**

This part of the project is waiting on the completed plans and specifications. The District may want to hold off on going out to bid since there is not not enough money in the funding agreement to cover the meter portion of the project. While the State reviews the plans and specifications, Dee will revise his estimate on the meter costs. The District will use that estimate to ask the State for more money to complete the project.

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

The District received the State reimbursement check for Claim #1. No new claims with planning and design charges can be submitted until the State sends an approved final project budget.

**State Funded Grant Projects - Discussion concluded at 6:40pm.**

**5. Discussion/Vote on Zoom Solutions for Hybrid Meetings.**

Tiffany Matte informed the Board that the FPPUD's current audio/video equipment is not capable of providing a professional meeting experience for hybrid meetings. Tiffany spoke with Zoom and they provided some preliminary suggestions.

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The first is the need to subscribe to Zoom Rooms, which allows for an in person meeting room to interact with remote participants. The cost for that add-on is \$49.00 per month. The District could then purchase and install equipment that allows for hybrid meetings, or lease the equipment directly from Zoom. This information was just preliminary, but Tiffany will be working to get more specific information and quotes for the equipment.

**Motion: Move that we just go forward and have Tiffany do more exploratory research.**

**Schoenberg/Garcia 5/0/0, Motion Passed.**

**Aye: Garica, Gipson, Kelling, Neyman, and Schoenberg.**

**6. Discussion/Review/Vote on Employee Handbook.**

The Board continued to read through the Employee Handbook together for the allotted 30 minutes, and discussed issues related to accrued sick and vacation time. This item will carry over to the next regular meeting.

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

Regular Meeting April 14, 2022.

Regular State Planning & Project Meeting April 28, 2022.

**8. Adjournment.**

**Motion: Move that we adjourn.**

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

**Aye: Garica, Gipson, Kelling, Neyman, and Schoenberg.**

**Meeting Adjourned: 7:40pm.**

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**At every special meeting, the legislative body shall provide the public with an opportunity to address the body on any item described in the notice before or during consideration of the item. (Brown Act Code Sec 54954.3(a)).**



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**Tiffany Matte, Clerk of the Board**



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**Attest: Gerald Garcia, Secretary**

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