

**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: 828 7182 0403 Meeting Password: 205764**  
**REGULAR MEETING MINUTES FOR THURSDAY, MARCH 12, 2026, 4:00PM**  
Additional Teleconference Location: 820 Elm Trail, Frazier Park, CA 93225  
Neyman/Gipson 4/0/1 - Director Gipson Abstain  
Minutes Approved on April 9, 2026

**1. Call to Order: 4:00pm.**

**a. Pledge to the Flag.**

**b. Roll Call of Directors.**

Present: Gipson, Kelling, Neyman, and Schoenberg.

Absent: Garcia.

Director Neyman 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) - Pam Jarecki and Joan Kotnik.
- Self-Help Enterprises (SHE) - Carlos Bravo.
- Dee Jaspar & Associates (DJA) - Dee Jaspar.
- Mountain Neighbors - Elke Heitmeyer.
- Two Members of the Public.

**2. Discussion/Vote/Adjust Agenda if Necessary.**

**Motion: Move that we move #17 after Item #8, and before Financial Business.**

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

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

**Absent: Garcia.**

**3. Public Comments - None.**

**4. Report of Officers:**

**President:** Absent.

**Vice-President:** No report.

**Secretary:** Director Kelling reported that she signed some meeting minutes.

**Treasurer:** Director Schoenberg reported she made transfers that she will discuss under the financial agenda item.

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**JPIA Representative:** No report.

**5. Board Member Initiatives - None.**

**6. Manager's Report.**

General Manager (GM) Jonnie Allison reported that a local business that deals with security cameras reached out so they could give a quote for the generator sites. GM Allison will meet with them on Monday.

**a. Administrative Assistant's Report.**

No report.

**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.

**8. 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 will meet in March.

**Parcel B Project Committee.**

This committee has not met.

**17. Discussion/Vote on Using District Equipment for Downtown Project.** (Moved per adjustment of the agenda.)

Elke Heitmeyer passed out brochures to the members present and explained the purpose and needs of the upcoming project. GM Allison asked for the Board's permission to use the District equipment to help dig up the plants and unusable sprinkler system. He is willing to do the work over the weekend on his own time. The Board Members were in favor of helping out how they could, and noted the District's involvement in the original downtown beautification.

**Motion: Move that we allow Jonnie to use Frazier Park Public Utilities Equipment (the town's equipment) to help the community streetscape project do the beautification and the things that they're requiring.**

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

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

**Absent: Garcia.**

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

Deborah Angel reported that four checks were cut out of the FP/LOW Planning Account in the amount of \$16,950.45 for Claim #54. 32 checks were cut out of the Revenue/Operating Account for a total of \$48,426.26. The checks and check detail were reviewed by the Board for accuracy. Deborah reviewed the items over \$3,000.00.

Director Schoenberg made the following transfers:

- \$400.00 from the FP/LOW Planning account to the Revenue Operating Account to cover Board Fees for Claim #54.
- \$75.11 from the FP/LOW Planning account to the Revenue Operating Account to cover Staff Recovery for Claim #54.
- \$4,381.50 from the FP/LOW Planning account to the Capital Improvement Reserve to repay money for a check paid to Tom Dodson & Associates.
- \$830.00 from the FP/LOW Planning account to the Revenue Operating Account to repay money for a check paid to Tom Dodson & Associates.

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- \$214.67 from the Customer Assistance Grant Fund to the Revenue/Operating Account for a customer grant.

**Motion: Move that we pay our bills.**  
**Kelling/Gipson 4/0/0, Motion Passed.**  
**Aye: Gipson, Kelling, Neyman, and Schoenberg.**  
**Absent: Garcia.**

**10. Discussion/Vote on 2025 Fiscal Year Audit.**

The Board was given a draft of the 2025 fiscal year audit to review before the auditors present the document at the next meeting.

**State Funded Grant Projects - Discussion began at 4:29pm.**

**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 Neyman announced the closed session at 4:30pm.

- 11. 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 4:52pm.

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

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

- a. Discussion/Vote/Review on the Project Timeline and Budget.**

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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.**

Dee Jaspar has messaged the County to find out the status of the District's application for the Certificate of Compliance.

**c. Discussion/Vote on the Memorandum of Understanding.**

Lake of the Woods sent the agreement drafted by their attorney for the FPPUD Board to review. The FPPUD had an MOU that had been drafted by their attorney previously, so the Board wanted to somehow incorporate both documents. The attendees agreed that the original MOU drafted by Frazier Park will go to LOW's attorney to be redlined and returned for further discussion.

**Motion: Move that we go back to #11 Closed Session.**

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

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

**Absent: Garcia.**

**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 Neyman announced the closed session at 5:35pm.**

**11. 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 5:41pm.**

**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):**

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

**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 nothing new on this item.

**Generator Grant**

Discussion is happening again on this grant. Originally, LOW thought they could put it with the Water Main Replacement Project to save mobilization and demobilization, but it needs to keep it separate, and LOW also needed to acquire the property around the Blending station to put the generator there.

**Well #4:**

There was nothing new on this item.

**Blending Station:**

LOW is replacing a booster pump at the blending station.

**Wells:**

There was nothing new on this item.

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

A draft of Claim #57 will be available for the Board to review and approve at the next meeting.

**13. Discussion/Vote on Well #8 and Pipeline Replacement Project.**

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

Everything has been submitted and approved by the State.

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**b. Discussion/Vote on the Project Application.**

Carlos Bravo and Dee Jaspar have been working on getting everything that the State required. The documents approved at the Special Meeting were uploaded to the FFAST Application. The timeline and budget for each phase of the project were submitted to the State as well and approved.

To date, all charges for the Well #8 and Pipeline Replacement Project have been billed under the Planning Project for the Regional Consolidation. Dee and Carlos asked Jonathan Miras with the State if those charges already paid can be resubmitted under the new project so that the Planning budget can be reimbursed. He agreed with the idea and will present it to his management.

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

C&C Elite Properties asked for an extension because their appraisal was not ready. The court rescheduled the settlement to March of 2027.

**State Funded Grant Projects - Discussion concluded at 5:54pm.**

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

The draft Plans and Specifications have been sent to GM Allison for review and comment. When he is done, they will be sent to James Golden with Kern County. James explained to Dee that the District will need to obligate, bid out, award, and be under contract for the project by August 12th. This is to ensure that the obligation requirement is met.

**15. Discussion/Vote on the Rate Study.**

The notices have been mailed. The public hearing is scheduled for May 23, 2026.

**16. Discussion/Vote on the Employee Handbook.**

The updated draft of the handbook was provided to the Board to review before the next meeting.

**17. Discussion/Vote on Using District Equipment for Downtown Project. (Moved per adjustment of the agenda.)**

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The forms were provided to the Board to fill out and sign. The deadline to submit the document is April 1, 2026.

**18. Discussion/Vote on Signage Project Lease Agreement.**

The Mountain Communities Chamber of Conference is asking for a five year lease agreement for the signs. The GM and Board were in favor of that request.

**Motion: Move that we accept the lease agreement as it was the previous year for the Mountain Communities Chamber of Commerce and the FPPUD for a period of five years.**

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

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

**Absent: Garcia.**

**19. Review and Approve Meeting Minutes for 02/03/2026 Quarterly Financial Standing Committee; 02/10/2026 AP Standing Committee, 02/12/2026 Regular Meeting, 02/24/2026 AP Standing Committee, and 02/26/2026 Regular State Planning and Project Meeting.**

The minutes for 02/26/2026 were not available so approval was carried over until the next meeting.

**Move that we approve Meeting Minutes for 02/03/2026 Quarterly Financial Standing Committee; 02/10/2026 AP Standing Committee, 02/12/2026 Regular Meeting, and 02/24/2026 AP Standing Committee, 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.**

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

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

**Absent: Garcia.**

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

**Motion: Move that Lisa Schoenberg and Terry Kelling be the ad hoc for the audit committee for the current 2025 audit.**

**Gipson/Kelling 3/0/1, Motion Passed.**

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

**Abstain: Schoenberg.**

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

Regular State Planning and Project March 26, 2026.

Regular Meeting April 9, 2026.

**22. Adjournment.**

**Motion: Move that we adjourn.**

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

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

**Absent: Garcia.**

**Meeting Adjourned: 6:18pm.**

**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



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Attest: Terry Kelling, Secretary

Seal