

**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: 818 6039 3601 Meeting Password: 900236**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, DECEMBER 19, 2024, 4:00PM**  
Additional Teleconference Location: 820 Elm Trl, Frazier Park, CA 93225  
Neyman/Kelling 4/0/0 - Director Gipson Abstain  
Minutes Approved on January 9, 2025

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

**a. Pledge to the Flag.**

**b. Roll Call of Directors.**

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

Director Schoenberg was present as the chairperson.

Also Present:

- Frazier Park Public Utility District (FPPUD) - Deborah Angel and Tiffany Matte.
- Lake of the Woods MWC (LOW) - Pam Jarecki and Joan Kotnik.
- Self-Help Enterprises (SHE) - Oscar Cisneros.
- Dee Jaspar & Associates (DJA) - Dee Jaspar.

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

**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.

Director Kelling reported she made the following transfer:

- \$868.00 from the FP/LOW Planning Account to the Revenue Operating Account to reimburse the District for an invoice previously paid.
- She also corrected the monthly transfers.

**State Update Meeting Committee.**

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

**5. Ad Hoc Committee Reports:**

**Project Committee.**

This committee has not met.

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, DECEMBER 19, 2024, 4:00PM**  
Neyman/Kelling 4/0/0 - Director Gipson Abstain  
Minutes Approved on January 9, 2025

**Financial Committee.**

This committee has not met.

**Stand-By Fee Committee.**

Directors Garcia and Gipson met with NBS and District staff on Monday. The updates will be given under the agenda item.

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

Deborah Angel reported that 18 checks were cut out of the FP/LOW Planning Account in the amount of \$94,719.51.

11 checks were cut out of the Revenue/Operating Account for a total of \$25,354.65. The checks and check detail were reviewed by the Board for accuracy. Deborah reviewed the item over \$3,000.00.

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

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

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

**State Funded Grant Projects - Discussion began at 4:10pm.**

**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 Schoenberg announced the closed session at 4:12pm.**

- 7. 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**
  
- 8. 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, and 256-520-13  
Agency Negotiators: Lisa Schoenberg, Brahma Neyman, Dee Jaspar.  
Negotiating Parties: Jeff French, Emilie Wainright  
Under Negotiation: Price and Terms of Payment**

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, DECEMBER 19, 2024, 4:00PM**  
Neyman/Kelling 4/0/0 - Director Gipson Abstain  
Minutes Approved on January 9, 2025

Returned from closed session at 4:29pm.

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

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

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

There was no update on this item. Ruben Mora will check with his management on the status of the extension requests.

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

The District prevailed in court on November 22nd. The District now has a judgement in their favor to take possession of the Well #8 property after the 30 day waiting period. The District is currently one to two weeks away from exhausting that waiting period. Once the FPPUD has possession, DJA will stake out the boundaries of the well site. At the State Update Meeting the District asked Ruben to look into moving forward with the Expedited Drinking Water Grant funding.

**c. Discussion/Vote on the Acquisition and Development of the Well #9 and Additional Booster and Tank Sute Properties: Certificate of Compliance/Lot Line Adjustment; and Property Appraisals.**

The District and property owners have come to an agreement on the price of the Well #9 property and the additional booster and tank site. DJA is working on the certificate of compliance for the Well #9 property.

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

LAFCo agreed to move forward with the expansion of the Sphere of Influence with the District as the lead agency.

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, DECEMBER 19, 2024, 4:00PM**  
Neyman/Kelling 4/0/0 - Director Gipson Abstain  
Minutes Approved on January 9, 2025

Dee Jaspar will prepare and send the Notice of Exemption for the District to file.

**Motion: Move that we approve the Common Sense Exemption and that we apply for the Notice of Exemption.**

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

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

**e. Discussion/Vote on the Memorandum of Understanding - Tabled.**

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

The following updates were provided by Lake of the Woods:

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

They are wrapping up the final claim and change order.

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

They are working with Ruben and DFA on this. The application was submitted in September and 90% designs were sent to DFA, DDW, and uploaded to the FAAST Application this week.

**Well #4:**

The samples from 12-03-2024 were non-detect.

**Blending Station:**

- Samples in December are 2.5 and 2.7. They previously shared that they had an abnormal sample of 6.2 on November 25. They believed the numbers were inverted and requested their lab to review that sample report. The lab revised the number to 2.6. Well #7 that has the high nitrates showed 3.2 in November and 3.1 in December. They could not see how it could spike that high and then go down, and it is not consistent with their analyzer either. Their operator has cleaned and calibrated the analyzer both in November and December.
- Jesse has authorized monthly lab monitoring of the blending station and they have submitted an updated operations plan to reflect those changes.

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, DECEMBER 19, 2024, 4:00PM**  
 Neyman/Kelling 4/0/0 - Director Gipson Abstain  
 Minutes Approved on January 9, 2025

- Wells have gone down from last month. They dropped 1 foot to 4.5 feet. The wells are up from last year 23 to 55 feet, and since January are up 11 to 24.5 feet. They will have updated numbers at the end of the month.
- PFAS test for Well #7 is lower than the original sample.

Results	PFOA	PFOS	PFHxS	PFBS
09-09-2024 first sample taken by Sacramento State	4.7	2.5	ND	5.1
11-14-2024 first quarterly sample done by LOW	2.0	ND	ND	1.7

**g. Discussion/Vote on Claim #49 and Other Claims and Payouts.**

**Claim #49 - \$9,953.54**

**Director Fees - \$500.00.**

**Staff Recovery - \$53.04.**

**Dee Jaspar & Associates Invoices for November 2024**

Invoice #24-01118, dated 11/30/2024, in the amount of \$542.50

Invoice #24-01119, dated 11/30/2024, in the amount of \$1,410.50

Invoice #24-01172, dated 11/30/2024, in the amount of \$6,500.00

**Young Wooldridge Invoice for November 2024**

Invoice #117640, dated 11/30/2024, in the amount of \$97.50

**Tom Dodson & Associates Invoice for November 2024**

Invoice #FP-081-4, dated 11/30/2024, in the amount of \$850.00

The following invoice was not included in the claim but will be added when Carlos Bravo returns.

**Provost and Pritchard Invoice for November 2024**

Invoice #115253, dated 11/26/2024, in the amount of \$1,636.00

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, DECEMBER 19, 2024, 4:00PM**  
Neyman/Kelling 4/0/0 - Director Gipson Abstain  
Minutes Approved on January 9, 2025

**Motion: Move that we approve Claim #49 in the amount of \$9,953.54, and that we also approve him amending the claim to add the Provost and Pritchard invoice #115253 in the amount of \$1,636.00 when Carlos comes in on Monday, so we can get it submitted before we run out of time .**

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

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

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

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

The contractor has finished the abandonment of Well #7 and has completed it to County standards. The well site boundaries have been staked and the fencing company will be coming out Friday to set the posts, then back next week to finish the fence work. Unified Field Services will work with DJA and GM Allison to take inventory of the well parts that will be returned to the District.

Oscar has prepared the letter requesting to transfer the funds in contingency into Phase 1 of the project to cover all of the outstanding costs. That letter was signed by the Board President and sent to Ruben along with a budget summary.

**b. Discussion/Vote/Update on Meter Replacement.**

Brough has about 20 more meters that have come in and are ready to install. They should be out next week to complete that work.

**c. Discussion/Vote on Claim #34 and Other Claims and Payouts.**

**Claim #34 - \$4,403.00**

**Dee Jaspar & Associates Invoice for November 2024**

Invoice #24-01122, dated 11/30/2024, in the amount of \$3,217.75

Invoice #24-01123, dated 11/30/2024, in the amount of \$1,185.25

**Motion: Move that we approve Claim #34 with the invoices stated in the amount of \$4,403.00**

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

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

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, DECEMBER 19, 2024, 4:00PM**  
Neyman/Kelling 4/0/0 - Director Gipson Abstain  
Minutes Approved on January 9, 2025

**d. Discussion/Vote/Update on the Bridge Loan Extension and Requests.**

There are no current needs for additional funds, but the loan will be used when the District is invoiced for the final charges.

**11. Discussion/Vote/Update on Pipeline Replacement Project.**

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

Dee Jaspar reached out to Jesse Dhaliwal to check on the status of his review of the designs. He expects to have his comments ready before Christmas.

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

The application has been submitted and is under review by the State.

**12. Discussion/Vote/Review of the Process and Amount of the Stand-By Fee Assessment.**

Directors Garcia and Gipson met with Carlos Bravo, District staff, and two representatives from NBS to discuss the Stand-By fee. The ad hoc committee recommended the District raise the amount to \$96.00 per year, which breaks down to \$8.00 per month.

Although this is a Proposition 218 assessment, it is handled a little bit differently than a rate increase. Ballots will go out to the owners of the properties that are subject to fee. When the ballots are received and counted, if the majority of the ballots received protest the increase, then the new fee will not go through.

**Motion: Move that we approve a \$96.00 per year Stand-By fee for the unimproved lots.**

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

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

Knowing the assessment might be difficult to pass, the ad hoc committee asked NBS if they could provide outreach to try and gain support from the property owners. NBS provided a quote for outreach assistance which included an in-person outreach meeting, a virtual outreach meeting, assistance with a flyer, and any additional outreach support. The cost will be billed hourly and will not exceed \$2,400.00 for the consulting fees, and will not exceed \$500.00 for estimated expenses.

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, DECEMBER 19, 2024, 4:00PM**  
Neyman/Kelling 4/0/0 - Director Gipson Abstain  
Minutes Approved on January 9, 2025

**Motion: Move that we accept the NBS proposal for their additional services for our Stand-By rate increase, based on their scope of services and costs.**

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

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

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

There was no update on this item.

**14. Discussion/Vote on Board Member Position Descriptions.**

The Board was provided with the document that contains the description of each officer's duties. They will review the information and bring comments to the full Board at the next regular meeting in January.

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

Regular Meeting January 9, 2024.

Regular State Planning & Project Meeting January 23, 2024.

**16. Adjournment.**

**Motion: Move that we adjourn.**

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

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

**Meeting Adjourned: 5:30pm.**



**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, DECEMBER 19, 2024, 4:00PM**  
Neyman/Kelling 4/0/0 - Director Gipson Abstain  
Minutes Approved on January 9, 2025

**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**