

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: 812 6566 3139 Meeting Password: 185373
State Planning & Project Meeting
REGULAR MEETING MINUTES FOR THURSDAY, AUGUST 22, 2024, 4:00PM
Additional Teleconference Locations: 820 Elm Trail, Frazier Park, CA 93225

1. Call to Order: 4:02pm.

a. Pledge to the Flag.

b. Roll Call of Directors.

Present: Garcia, Gipson, Kelling, Neyman, and Schoenberg.
Director Garcia was present as the chairperson.

Also Present:

- Frazier Park Public Utility District (FPPUD) - Jonnie Allison, Deborah Angel, and Joy Angel.
- Lake of the Woods MWC (LOW) - Mary Dreier, Pam Jarecki, and Joan Kotnik.
- Self-Help Enterprises (SHE) - Carlos Bravo and Oscar Cisneros.
- Dee Jaspar & Associates (DJA) - Dee Jaspar.

2. Discuss/Vote/Adjust Agenda if Necessary.

Motion: Move that we table #7, #8, and #9 until the next meeting. Also I move that we move #11 up after the financials. I also move we add an item to the agenda due to the need to take immediate action, and that the need for the action came to the attention of the legislative body subsequent to the agenda being posted. I put that before #15 on the agenda: Discussion/Vote on Resolution FP-20240822-01.

Neyman/Kelling 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 Schoenberg and Neyman 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.

Financial Committee.

This committee has not met.

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

Deborah Angel reported that 15 checks were cut out of the Revenue/Operating Account for a total of \$35,554.93.

The checks and check detail were reviewed by the Board for accuracy. Deborah reviewed the items over \$3,000.00.

The check was sent to PTS Rentals in the amount of \$83,479.90. They sent an additional invoice for \$548.00. General Manager (GM) Jonnie Allison responded stating that the invoice exceeds the agreed upon price for the project. He will set up a meeting with Curtis Skaggs from DJA and Greg from PTS to further discuss the matter.

Motion: Move that we pay our bills.

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

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

The financials for fiscal year 2024 are ready for audit. Deborah Angel will contact BHK, find out who the auditor will be, and let them know the District is ready for audit.

7. CLOSED SESSION pursuant to Gov't Code §54957 - Tabled.

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 - Tabled.

Conference with Legal Counsel - Existing Litigation. Gov't Code §54956.9(d)(1).

C&C Elite Properties LLC, and Hacienda Saucedo, Inc v. Frazier Park Public Utility District

Kern County Superior Court, Case No. BCV-24-101972

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9. **CLOSED SESSION** pursuant to Gov't Code §54957 - Tabled.
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

State Funded Grant Projects - Discussion began at 4:13pm.

11. **Discussion/Vote/Update on the FPPUD Meter Replacement Project and Emergency Well Supply Project.** (Moved per adjustment of the agenda.)

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

The District received an email from Ruben Mora asking for a resolution that authorizes the abandonment/destruction of Well #7. This item was added to the agenda for approval.

b. Discussion/Vote/Update on Meter Replacement.

There was no update on this item.

c. Discussion/Vote on Claim #30 and Other Claims and Payouts.

Claim #30 - \$117,515.95.

Brough Construction Progress Payment #6 in the amount of \$111,031.25

Dee Jaspar & Associates Invoice for July 2024

Invoice #24-00712, dated 7/31/2024, in the amount of \$6,484.70

Motion: Move that we approve Claim #30 in the amount of \$117,515.95.

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

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

Oscar Cisneros will contact Ruben Mora and check on the status of the previously submitted claims.

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

Oscar provided an agreement which extends the contract with SHE for the bridge loan for an additional six months.

Motion: Move that we approve the extension of the bridge loan and promissory note.

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

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

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

a. Discussion/Vote/Review on the Project Timeline.

Dee Jaspar provided the Board with a project schedule detail that shows the steps used to develop the timeline. He also sent a timeline with updated completion dates. The current project concludes in December of 2024, so the District will need to request a project timeline extension along with the request for a budget increase. The Project Ad Hoc Committee will meet with the attorney, Ruben Mora, and Dee Jaspar to discuss the timeline and to get assurances from the attorney that the District will have possession of the well sites by the end of the year.

b. Discussion/Vote on the Project Budget.

The budget adjustment request was approved by Ruben Mora so the District will be submitting the invoices that were being held, with Claim #45. An updated estimate of costs was sent to Ruben, so the ad hoc committee will meet with him to discuss the timeline and a budget increase.

c. Discussion/Vote on the Acquisition and Development of Well #8 and #9 Property.

There was no update on this item.

d. Discussion/Vote on the Lot Line Adjustment for the Well #9 Property.

Dee Jaspar will meet with Jeff French about moving forward with the Certificate of Compliance or Lot Line Adjustment.

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e. Discussion/Vote on the Property Appraisal, Acquisition and Development of Additional Booster and Tank Site.

Alliance Appraisal is working on the appraisal of the Bear Court property. It should be done by the middle to end of September.

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

After further review of the draft MSR, the Project Ad Hoc Committee realized there was too much that needed to be updated, and that putting those changes in an errata sheet would be too much. They agree to accept and submit the MSR as is, since it was accurate as of 2023.

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

h. 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:

This grant will now be for \$5,001,000.00.

The fully executed amendment agreement is here. They are planning a kickoff meeting next week.

Clean up and paving will be done September 4 & 5.

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

The 90% draft designs are being reviewed by LOW.

They are still working with Forestry on what they need but it is moving forward. Lots of communication has been happening.

Well #4:

LOW reached out to Jeese with the State, and they will be bringing the well online again on September 3 with monitoring and monthly reports to the State.

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Blending Station:

Samples so far are 3.5 for nitrates on August 1st.

The latest fluoride levels for Well #2 is 1.4 with an overall level of 0.48.

i. Discussion/Vote on Claim #45 and Other Claims and Payouts.

Claim #45 - \$62,184.55.

Director Fees - \$466.66.

Staff Recovery Costs - \$53.04.

Dee Jaspar & Associates Invoice for October 2023 - July 2024

Invoice #24-00708, dated 07/31/2024, in the amount of \$22,105.89

Invoice #24-00709, dated 07/31/2024, in the amount of \$651.00

Invoice #23-01108, dated 11/30/2023, in the amount of \$879.76

Invoice #23-01015, dated 10/31/2023, in the amount of \$1,399.69

Invoice #23-01109, dated 11/30/2023, in the amount of \$147.97

Invoice #23-01112, dated 11/30/2023, in the amount of \$1,372.50

Invoice #23-01209, dated 12/31/2023, in the amount of \$9,222.50

Invoice #24-00167, dated 01/31/2024, in the amount of \$5,427.64

Invoice #24-00213, dated 02/29/2024, in the amount of \$3,831.30

Invoice #24-00321R, dated 03/30/2024, in the amount of \$1,302.00

Invoice #24-00410, dated 4/30/2024, in the amount of \$10,111.35

Invoice #24-00412, dated 4/30/2024, in the amount of \$255.00

Invoice #24-00310, dated 3/31/2024, in the amount of \$964.00

Invoice #24-00512, dated 5/31/2024, in the amount of \$542.50

Invoice #24-00513, dated 5/31/2024, in the amount of \$868.00

Invoice #24-00608, dated 6/30/2024, in the amount of \$1,113.00

Invoice #24-00611, dated 6/30/2024, in the amount of \$1,470.75

Motion: Move that we approve Claim #45 in the amount of \$62,184.55 with the amounts and invoices that Carlos has stated into the record.

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

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

11. Discussion/Vote/Update on the FPPUD Meter Replacement Project and Emergency Well Supply Project. (Moved per adjustment of the agenda.)

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12. Discussion/Vote/Update on Pipeline Replacement Project.

a. Discussion/Vote on Engineering and Design.

There was no update on this item.

b. Discussion/Vote on the Project Application.

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

State Funded Grant Projects - Discussion concluded at 5:33pm.

13. Discussion/vote on Stand-By Fee Assessment.

Tiffany Matte has been working with NBS. They did ask some questions that GM Allison and Tiffany have responded to.

14. Discussion/Vote/Update on CalOES Community Power Resiliency Allocation to Special Districts Grant: Notice of Completion and Final Payment.

The Board is holding off on signing the Notice of Completion until they work out the invoice submitted for \$583.00. There may be another final invoice as well.

Added Item: Discussion/Vote on Resolution FP-20240822-01.

This resolution authorizes the destruction of Well #7 to be included in the funding agreement. The Board read the resolution out loud and clarified that all instances of this description should read "destruction/abandonment of Well #7."

Motion: Move that we approve Resolution FP-20240822-01 with amending everywhere it says "destruction", that we do "destruction/abandonment".

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

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

15. Review and Approve Meeting Minutes for 08/15/2024 State Update Meeting.

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Motion: Move that we approve the State Update Standing Committee Meeting Minutes for Thursday, August 15, 2024 with any of the amendments that were 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/Gipson 5/0/0, Motion Passed.

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

16. Discussion/Vote on Future Agenda Items.

Regular Meeting September 12, 2024.

Regular State Planning & Project Meeting September 26, 2024.

17. Adjournment.

Motion: Move that we adjourn.

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

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

Meeting Adjourned: 5:51pm.

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