

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: 894 5364 5930 Meeting Password: 790280
REGULAR MEETING MINUTES FOR THURSDAY, OCTOBER 10, 2024, 4:00PM
Additional Teleconference Locations: 1640 Hilltop Dr., Redding, CA 96002
138 North Hubbard Ave #16, San Fernando, CA 91340
Neyman/Kelling 4/0/1 - Director Schoenberg Abstain
Minutes Approved on November 14, 2024

1. Call to Order: 4:00pm.

a. Pledge to the Flag.

b. Roll Call of Directors.

Present: Gipson, Neyman and Schoenberg.

Teleconference: Kelling.

Absent: Garcia.

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 and Joan Kotnik.
- Self-Help Enterprises (SHE) - Carlos Bravo and Oscar Cisneros.
- Dee Jaspar & Associates (DJA) - Dee Jaspar.

2. Discussion/Vote/Adjust Agenda if Necessary.

Motion: Move that we table the Record Retention Policy until the next regular meeting in November.

Neyman/Gipson 4/0/0, Motion Passed.

Aye: Gipson, Kelling, Neyman, and Schoenberg.

Absent: Garcia.

3. Public Comments - None.

4. Report of Officers:

President: Director Schoenberg reported she signed the funding agreement amendment for the meter/well project.

Vice-President: Absent.

Secretary: Director Neyman reported he signed some minutes.

Treasurer: No report.

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JPIA Representative: No report.

5. Board Member Initiatives - None.

6. Manager's Report.

General Manager (GM) Jonnie Allison reported that the District received the one inch business meters and the crew is installing them. The nitrate analyzer on Well #5 tripped an alarm that shut down the well. GM Allison took a water sample down to the lab that came back at 9.9. The level has since dropped to 9.7 and Jesse Dhaliwal is aware of the issue.

a. Administrative Assistant's Report.

Tiffany Matte is working on the lead service line spreadsheet required for new State reporting. She also received a large public records request from Open the Books that she was able to complete.

7. Standing Committee Reports.

Accounts Payable Committee.

Directors Neyman 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.

Quarterly Financial Committee.

This committee will meet on October 15th.

8. Ad Hoc Committee Reports.

Project Committee.

This committee met with Dee Jaspar to go over the planning project timeline.

Financial Committee.

This committee has not met.

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

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Deborah Angel reported that seven checks were cut out of the Meter/Well Account for a total of \$565,093.95.

Seven checks were cut out of the FP/LOW Planning Account for a total of \$36,649.72.
30 checks were cut out of the Revenue/Operating Account for a total of \$62,837.38.
The checks and check detail were reviewed by the Board for accuracy. Deborah reviewed the items over \$3,000.00.

There was one check made out to Tom Dodson to cover environmental work. That check was held because there was not a contract in place for the planning project. Tom indicated he was willing to wait for payment until there is a contract in place that will be approved by the State.

Motion: Move that we pay our bills, and that we hold the Tom Dodson and Associates check for \$7,737.76 until the next regular meeting where we have a resolution of the contract.

Neyman/Gipson 4/0/0, Motion Passed.

Aye: Gipson, Kelling, Neyman, and Schoenberg.

Absent: Garcia.

Director Neyman made the following transfers:

- FP/LOW Planning to the Revenue/Operating Account-\$433.34 for Claim #41.
- FP/LOW Planning to the Revenue/Operating Account-\$52.00 for Claim #41.
- FP/LOW Planning to the Revenue/Operating Account-\$566.66 for Claim #43.
- FP/LOW Planning to the Revenue/Operating Account-\$53.04 for Claim #43.
- FP/LOW Planning to the Revenue/Operating Account-\$466.66 for Claim #44.
- FP/LOW Planning to the Revenue/Operating Account-\$26.52 for Claim #44.
- Revenue/Operating to the FP/LOW Planning Account-\$7,737.76 for Tom Dodson.
- Meter/Well to the General Fund-\$29,374.30 for the amount borrowed for progress payment #4.
- Revenue/Operating to the Meter/Well Account-\$222.87 for payment on a check to Young Wooldridge.
- General Fund to the Revenue/Operating Account-\$20,000.00 to cover expenses.

Directors Neyman and Schoenberg also reviewed the USDA loan spreadsheet to ensure the payment account is funded for the October withdrawal of the principal and interest payments.

State Funded Grant Projects - Discussion began at 4:35pm.

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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 4:36pm.

- 10. 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
- 11. CLOSED SESSION pursuant to Gov't Code §54957.**
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
- 12. 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 4:53pm.

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.

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

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

The timeline extension request is being reviewed by the State and may change based on litigation.

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b. Discussion/Vote on the Project Budget.

The budget increase request is also under review by the State. Once the District has possession of the Well #8 property, the extension and budget can be approved.

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 Certificate of Compliance/Lot Line Adjustment for the Well #9 Property.

The District is waiting for the property appraisal from Alliance Ag.

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

The same update as above since the negotiations for the two properties have been tied together.

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

Tom Dodson is preparing a document for LAFCo urging them to accept the Common Sense CEQA exemption which the District proposed. This exemption is for projects where there is no construction involved.

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

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

The following updates were given by Lake of the Woods:

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

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

LOW received an email from the County approving all the paving work they have done. They are now ready to do the final walkthrough to close out the project.

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

There was no update on this project.

Well #4:

This well is online and the samples for iron and manganese are still coming back as non-detect.

Blending Station:

- Samples so far in September nitrate levels are 3.1.
- The last fluoride level for Well #2 is 1.6, with an overall level of 0.95.
- Wells levels have stay the same except Well #4 and #6. They dropped 8.2 feet and 6 feet respectively. The wells are up 35 to 57 feet from last year, and since January, are up 28 feet.

Dee requested a meeting with DJA, LOW, and their engineers to go over the hydraulics of the designs to annex LOW with Frazier Park.

i. Discussion/Vote on Claims and Payouts.

Claim #47 will be prepared for review at the State Update Meeting.

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

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

Curtis Skaggs is releasing Unified Field Services to abandon Well #7 and restore the fence. That work will be scheduled soon.

b. Discussion/Vote/Update on Meter Replacement.

Brough Construction is waiting on the delivery of the 3/4 inch meters so they can finish up the meter replacement.

c. Discussion/Vote on Claims and Payouts.

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Claim #32 will be reviewed at the State Update Meeting.

D . Discussion/Vote/Update on Bridge Loan Requests and Payments.

The bridge loan payments were approved earlier in the agenda. Once those checks clear, the District can request the new bridge loan to cover Brough Construction Progress Payments #5 and #6.

15. Discussion/Vote on Pipeline Replacement Project.

a. Discussion/Vote on Engineering and Design.

There was no update on this item. The designs are being reviewed by the State.

b. Discussion/Vote on the Project Application.

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

16. Discussion/Vote on a Rate Study.

The District will submit a Technical Assistance Request to Self-Help Enterprises for a new rate study.

17. Discussion/Vote on Stand-By Fee Assessment.

Carlos Bravo and Tiffany Matte met with Greg from NBS last week to go over the details of his rate development spreadsheet. The new assessment amount for the Stand-By Fee will need to be set by the District. It will be a balance between what the District needs for revenue, versus what the public will be willing to pay.

State Funded Grant Projects - Discussion concluded at 5:37pm.

18. Continue Discussion/Vote on the District's Record Retention Policy - Tabled.

19. Discuss/Vote on 2025 Rate Increase Letter.

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Motion: Move that we adopt the pre-approved District's Prop 218 increase that is due on January 1, 2025 to the new water rates.

Neyman/Gipson 4/0/0, Motion Passed.

Aye: Gipson, Kelling, Neyman, and Schoenberg.

Absent: Garcia.

20. Discussion/Vote on Meeting Dates for November and December.

Due to the holidays in November and December the meeting dates were changed.

Motion: Move that we change the second regular board meeting for the end of the year to November 21st and December 19th.

Neyman/Gipson 4/0/0, Motion Passed.

Aye: Gipson, Kelling, Neyman, and Schoenberg.

Absent: Garcia.

21. Review and Approve Meeting Minutes for 09/10/2024 AP Standing Committee, 09/12/2024 Regular Meeting, 09/24/2024 AP Standing Committee, 09/26/2024 Regular State Planning and Project Meeting.

Motion: Move that we approve the minutes for 09/10/2024 AP Standing Committee, 09/12/2024 Regular Meeting, 09/24/2024 AP Standing Committee, 09/26/2024 Regular State Planning and Project Meeting, with any of the amendments sent to Tiffany previous to and after the meeting, and with any additional amendments for typos or other errors that we may not have caught or that may need to be corrected.

Neyman/Gipson 4/0/0, Motion Passed.

Aye: Gipson, Kelling, Neyman, and Schoenberg.

Absent: Garcia.

22. Discussion/Vote on Future Agenda Items.

Regular State Planning and Project Meeting October 24, 2024.

Regular Meeting November 14, 2024.

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23. Adjournment.

Motion: Move that we adjourn.

Neyman/Gipson 4/0/0, Motion Passed.

Aye: Gipson, Kelling, Neyman, and Schoenberg.

Absent: Garcia.

Meeting Adjourned: 5:45pm.

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