

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: 846 6320 0660 Meeting Password: 348751
REGULAR MEETING MINUTES FOR THURSDAY, SEPTEMBER 12, 2024, 4:00PM
Additional Teleconference Locations: 820 Elm Trail, Frazier Park, CA 93225
And 2385 Bechelli Lane, Redding, CA 96002
Neyman/Gipson 4/0/0 - Director Garcia Absent
Minutes Approved on October 10, 2024

1. Call to Order: 4:03pm.

a. Pledge to the Flag.

b. Roll Call of Directors.

Present: Garcia, Neyman and Schoenberg.

Teleconference: Gipson and Kelling.

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) - Pam Jarecki and Joan Kotnik.
- Self-Help Enterprises (SHE) - Carlos Bravo and Oscar Cisneros.
- Dee Jaspar & Associates (DJA) - Dee Jaspar.
- Young Wooldridge (YW) - Alan Doud.

2. Discussion/Vote/Adjust Agenda if Necessary.

Motion: Move that we start our regular agenda, and when Alan is on and available for us to go into closed session, that we interrupt and go to Alan, then come back to where we stopped.

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

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

3. Public Comments - None.

4. Report of Officers:

President: Director Schoenberg reported she signed the resolution for the meter/well project.

Vice-President: No report.

Secretary: Director Neyman reported he signed the resolution as well.

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 last weekend there was a large leak on Los Padres Drive. Pat Banfield was called in to assist with the repair. There was also a leak on Summit Trail that the crew was able to repair quickly.

GM Allison has to provide the State with a lead service line inventory. This year they want information on the District and customer service lines, which the District has no record of. A letter will need to be sent to every customer to get information about their lines.

A fire broke out on Mt. Pinos Way and Walnut Trail. The District crew was able to assist and use equipment to help stop the spread.

a. Administrative Assistant's Report.

Tiffany Matte became aware of a cyber security grant that is being offered by CalOES. She is talking with a company that provides upgrades and services and will work on getting an application in by the deadline.

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. They transferred \$15,000.00 from the General Fund to the Revenue/Operating Account to cover those invoices.

State Update Meeting Committee.

This committee will meet with the State next Thursday.

8. Ad Hoc Committee Reports.

Project Committee.

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

Financial Committee.

This committee has not met.

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

Deborah Angel reported that 31 checks were cut out of the Revenue/Operating Account for a total of \$43,175.15.

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

Motion: Move that we pay our bills.

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

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

State Funded Grant Projects - Discussion began at 4:28pm.

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

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

The Board reviewed the timeline and set the dates as follows:

Task No	Deliverable	Estimated Due Date
1	Project Management, Administration and Legal	
	MOU - Draft Interconnection Water Service Agreement	05/31/206
	Municipal. Services Review. (MSR)	Complete
	Sphere of Influence (SOI) Map	Complete
	Apply to LAFCo to Amend the SOI Map	November 2024
	Apply for Approval of Revised Annexation Map	Complete
2	Test Wells	
	Test Well Plans and Specs with Detailed Cost Breakdown	Complete
	Hydrogeological Assessment Report	Complete
	Draft Source of Water Assessment Program Report	Complete
3	Engineering Report	
	Draft Engineering Report	Complete
	Final Engineering Report with Detailed Cost Breakdown	Complete

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Task No	Deliverable	Estimated Due Date
4	Environmental Documents	
	Environmental Documents to the Office of Planning and Research and the Division's Environmental Review Unit	10/2025
	Biological Survey Reports for all Project Sites	10/2024
	Cultural Resources Survey for all Project Sites	10/2025
5	Engineering Design for Selected Construction Project	
	Draft Plans and Specs	11/2025
	Final Plans and Specs with Detailed Cost Breakdown	05/2026
	Construction Application	05/2026
6	Final Planning Project Completion Date	06/30/2026

Motion: Move that we approve the project timeline with a final date of June 30, 2026 for the final completion of the project, and have it be submitted to Ruben along with the updated budget so we can get an amendment going for this project. Neyman/Garcia 5/0/0, Motion Passed.

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

b. Discussion/Vote on the Budget and Adjustment Request.

The timeline and updated budget will be submitted to Ruben Mora so he can request a project amendment.

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 4:57pm.

10. CLOSED SESSION pursuant to Gov't Code §54957. (Moved per adjustment of the agenda.)

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

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- 11. CLOSED SESSION pursuant to Gov't Code §54957.** (Moved per adjustment of the agenda.)
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.** (Moved per adjustment of the agenda.)
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

Returned from closed session at 5:40pm.

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.**

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.

There was no update on this item.

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

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

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

The MSR has been approved by the Board and will be submitted to LAFCo with the Sphere of Influence Application.

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.

- At the kickoff meeting with the State on August 29th, they talked about merging the generator portion of this project in to Project #3: Water Main Replacement Project - South Tank & Line Replacement & SCADA Grant Phase 3. This would save costs on mobilization, demobilization, allowances/soft costs, and claim tracking. They also wanted to look into purchasing the land around the Blending Station. This would delay getting a permanent generator and cause LOW to rent a few more years. LOW's board approved this on September 4th at their regular board meeting.
- Carlos Bravo will work with P&P on the additional Technical Assistance (TA) cost to cover the project moving over, and finish working on the application for the Water Main Replacement Project.
- Clean up and paving was done on September 4th and 5th, but the County was not pleased with all of it. They are waiting for the County to email his report that details what they want cleaned up.

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 with lots of communication between the parties.

Well #4:

This well is online again with lots of monitoring and monthly reports to the State.

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Blending Station:

- Samples so far in August nitrate levels are 3.3 to 3.8. The last result available is from 08/20/2024 and was at 3.8.
- The last fluoride levels for Well #2 is 1.4, with an overall level of 0.48 on 08/01/2024.
- Wells are up 1 to 1.5 feet from July to August, except Well #4 and #6. They dropped 4.5 and 8.5 feet. The wells are up 49.5 to 56 feet from last year, and since January, are up 23 to 41 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 #46 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 on Funding Agreement Amendment #3.

The project budget as written in the funding agreement amendment #3 was incorrect. The Project Ad Hoc Committee will speak with Ruben Mora at the State Update Meeting next week. In the meantime, Curtis Skaggs will review the project budget and compare it to the amendment.

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

The District will need to wait on the amendment before Unified Field Services can move forward.

c. Discussion/Vote/Update on Meter Replacement.

Curtis will check the meter replacement portion of the amendment to make sure that budget is still accurate.

d. Discussion/Vote on Claims and Payouts.

Claim #31 will be reviewed at the State Update Meeting.

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The claims are currently on hold until the amendment is fully executed. Reimbursement for claims #26 - #28 will be sent by the end of the month.

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

Once the claim checks come in to pay off the bridge loans, new loans can be taken to pay off the recent progress payment invoices.

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.

Carlos Bravo will look to see if SHE would be able to provide TA assistance for a new rate study.

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

Greg from NBS is finalizing the list of properties that are subject to the Stand-By Fee. Tiffany Matte and GM Allison answered some clarifying questions regarding properties that are able or not able to be improved.

State Funded Grant Projects - Discussion concluded at 6:18pm.

18. Discussion/Vote/Update on CalOES Community Power Resiliency Allocation to Special Districts Grant: Final Testing and Purchase of the Generators.

GM Allison updated the Board that the power pole in the District yard had a blown fuse, so he was able to use the backup generator to keep the system in water while Edison made their repairs.

GM Allison has not heard back from PTS Rentals after requesting a meeting to discuss the final amount billed.

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19. Continue Discussion/Vote on the District's Record Retention Policy.

The Board continued to review the Record Retention Policy and noted their changes.

20. Discuss/Vote on Biennial Review of the Conflict of Interest Code.

Tiffany Matte sent the attorney the current copy of the District's Conflict of Interest Code. He indicated that no changes were necessary.

Motion: Move that we approve the Conflict of Interest Code biennial review and Tiffany can send it in.

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

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

21. Review and Approve Meeting Minutes for 08/06/2024 AP Standing Committee, 08/08/2024 Regular Meeting, 08/20/2024 AP Standing Committee, 08/22/2024 Regular State Planning and Project Meeting.

Motion: Move that we approve the minutes for 08/06/2024 AP Standing Committee, 08/08/2024 Regular Meeting, 08/20/2024 AP Standing Committee, 08/22/2024 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/Garcia 4/0/1, Motion Passed.

Aye: Garcia, Gipson, Kelling, and Neyman.

Abstain: Schoenberg.

22. Discussion/Vote on Future Agenda Items.

Regular State Planning and Project Meeting September 26, 2024.

Regular Meeting October 10, 2024.

23. Adjournment.

Motion: Move that we adjourn.

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

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

Meeting Adjourned: 6:45pm.

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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