

**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: 819 5346 7722      Meeting Password: 544030**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, FEBRUARY 27, 2025, 4:00PM**  
Additional Teleconference Location: 820 Elm Trl, Frazier Park, CA 93225  
Neyman/Kelling 3/0/0 - Directors Garcia and Gipson Absent  
Minutes Approved on March 13, 2025

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

**a. Pledge to the Flag.**

**b. Roll Call of Directors.**

Present: Garcia, Kelling, Neyman, and Schoenberg.

Teleconference: Gipson.

Director Garcia 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, Pam Jarecki, Joan Kotnik, and Martin Morehouse.
- Self-Help Enterprises (SHE) - Carlos Bravo and Oscar Cisneros.
- Dee Jaspar & Associates (DJA) - Curtis Skaggs.
- Barbich, Hooper, King, Dill Hoffman, LLP (BHK) - Danhira Millan and Scott Westall.

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

**3. Public Comments - None.**

**4. Manager's Report.**

There was no report.

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

Tiffany Matte reminded the Board that they're required ethics and sexual harassment training is due.

**5. 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.

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, FEBRUARY 27, 2025, 4:00PM**  
Neyman/Kelling 3/0/0 - Directors Garcia and Gipson Absent  
Minutes Approved on March 13, 2025

**State Update Meeting Committee.**

Directors Schoenberg and Neyman attended the State Update Meeting. The items discussed will be addressed under their corresponding agenda items.

**6. Ad Hoc Committee Reports:**

**Planning Project Committee.**

This committee has not met.

**Easements and Deeds Committee.**

This committee has not met.

**Stand-By Fee Committee.**

This committee met this week to discuss some wording in the draft engineering report.

**Rate Study Committee.**

This committee has not met.

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

Deborah Angel reported that one check was cut out of the Meter/Well Account for a total of \$4,403.00.

Seven checks were cut out of the FP/LOW Planning Account for a total of \$12,449.00.

Nine checks were cut out of the Revenue/Operating Account for a total of \$4,993.13.

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

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

Director Kelling reported she made the following transfers:

- \$150.00 from the Revenue Operating Account to the FP/LOW Planning Account to cover a Tom Dodson & Associates (TDA) invoice.
- \$1,360.00 from the Revenue Operating Account to the FP/LOW Planning Account to cover a Tom Dodson & Associates (TDA) invoice.
- \$97.50 from the Revenue Operating Account to the FP/LOW Planning Account to cover a Young Wooldridge (YW) invoice.

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, FEBRUARY 27, 2025, 4:00PM**  
Neyman/Kelling 3/0/0 - Directors Garcia and Gipson Absent  
Minutes Approved on March 13, 2025

- \$500.00 from the FP/LOW Planning Account to the Revenue Operating Account for board fees on Claim #49.
- \$66.30 from the FP/LOW Planning Account to the Revenue Operating Account for staff recovery on Claim #49.

Lake of the Woods MWC expressed their questions and concerns over how much the FPPUD was depositing into their USDA reserve and replacement accounts. The Board responded and offered to address the matter with LOW's board representatives further at a later date.

**8. Discussion/Vote on 2024 Audit Presentation by BHK.**

Information on the 2024 financial audit was presented by Danhira Millan and Scott Westall. They reviewed the Governance Letter, the Management Comment Letter, and the Audited Financial Statements. The Board will address their questions in an ad hoc committee and have the audit on the March 27th regular meeting for approval.

**Motion: Move that we table #9 and #10 until the next meeting.**

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

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

**9. 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**

**10. 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**

**State Funded Grant Projects - Discussion began at 5:44pm.**

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

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

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, FEBRUARY 27, 2025, 4:00PM**  
Neyman/Kelling 3/0/0 - Directors Garcia and Gipson Absent  
Minutes Approved on March 13, 2025

Ruben Mora explained that he has everything he needs from the District and DJA for the project amendment. He is working on getting the final signatures now.

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

The State is considering putting the District into the fourth round of funding for the Expedited Drinking Water Grant. Ruben does not have a date yet as to when the State will fund that round.

**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 Planning Project Ad Hoc Committee discussed how the District wanted to pay for the two properties they will be purchasing. They suggested paying in full for the Well #9 property which will cost around \$36,000.00. For the booster & tank site property, Dee Jaspar suggested the District finance the property, depending on the terms. Discussion will continue at a later date.

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

Dee Jaspar has put together everything needed for the Sphere of Influence package and he will be submitting it to LAFCo.

**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:

**5.1-million-dollar - 3.5-million-dollar grant - Line Replacement & Permanent Generators 1.6 million-dollar grant:**

They are planning a final walk through with Ruben the second or third week of March. They will be submitting the final claim after that.

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

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, FEBRUARY 27, 2025, 4:00PM**  
Neyman/Kelling 3/0/0 - Directors Garcia and Gipson Absent  
Minutes Approved on March 13, 2025

There was nothing new on this item. Jesse will be looking at the designs soon.

**Well #4:**

Well #4 02-06-2025 samples were non detect.

**Blending Station:**

- Sample for February was 2.6 for Nitrates and 1 for Fluoride. Levels are staying the same as January; both samples were taken on the 6<sup>th</sup> of the month.
- Wells have gone down from last month; they dropped 3.7 to 8.5 ft. January 2023 they are up 13.8 to 45 ft. and since January 2024 are up 2 to 15 ft.

They asked Jonnie about Ness being unresponsive to emails, and he and the board stated they are ok with SCADA being from other sources.

**g. Discussion/Vote on Claim #51 and Other Claims and Payouts.**

**Claim #51 - \$7,865.96**

**Director Fees - \$466.66.**

**Staff Recovery - \$66.30.**

**Dee Jaspar & Associates Invoices for January 2025**

Invoice #25-00113, dated 01/31/2025, in the amount of \$6,574.00

Invoice #24-00114, dated 01/31/2025, in the amount of \$434.00

**Young Wooldridge Invoice for January 2025**

Invoice 119757, dated 01/31/2025, in the amount of \$325.00

**Motion: Move that we approve Claim #51 in the amount of \$7,865.96 and approve it for submittal upon the amendment being approved.**

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

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

Carlos Bravo reached out to Ruben Mora to find out why there were charges disallowed in the claims. He is still waiting to hear back.

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, FEBRUARY 27, 2025, 4:00PM**  
Neyman/Kelling 3/0/0 - Directors Garcia and Gipson Absent  
Minutes Approved on March 13, 2025

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

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

The District received the invoice for the final well materials that they will pay for. That total came out to \$19,911.67. Curtis Skaggs also provided Progress Payment #4 in the amount of \$137,691.00. The retention due on that project will be about \$34,000.00. GM Allison will sign and deliver the notice of completion for the well as well as the meter project.

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

Brough finished the final repairs to the service line on Johnson Trail. Curtis Skaggs provided Progress Payment #8 in the amount of \$29,882.25. The retention due on that project will be about \$70,000.00.

**c. Discussion/Vote on Claim #36 and Other Claims and Payouts.**

Oscar explained that he has been communicating with Ruben about final payments and budget for the project. Ruben indicated that contingency funds could not be used toward construction costs, even though he had previously approved the budget transfer. Ruben suggested the District submit a change order for the project so that those charges could be covered. Oscar asked for a meeting between an ad hoc committee, Curtis Skatts, the State, and himself to get more clarity on how to fix the issue and what charges can be submitted on the next claim.

**Claim #36 - \$280,170.31**

**Dee Jaspar & Associates Invoices for January 2025**

Invoice #25-00116, dated 01/31/2025, in the amount of \$825.75

Invoice #24-00117, dated 01/31/2025, in the amount of \$7,829.50

**Unified Field Services**

Progress Payment #4, dated 02/26/2025, in the amount of \$137,697.25

Retention Payment Invoice, dated 02/26/2025, in the amount of \$34,017.81

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, FEBRUARY 27, 2025, 4:00PM**  
Neyman/Kelling 3/0/0 - Directors Garcia and Gipson Absent  
Minutes Approved on March 13, 2025

**Brough Construction**

Progress Payment #8, dated 02/26/2025, in the amount of \$29,882.25  
Retention Payment Invoice, dated 02/26/2025, in the amount of \$69,917.75

**Motion: Move that we approve Claim #36 in the amount of \$280,170.31 contingent upon our ad hoc meeting of being able to move forward, and if we are not able to, whatever needs to be taken out of this claim and put in a future claim we do, if it can't come out of contingency.**

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

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

**Motion: Move that we go to #18. Discussion/Vote on Forming and/or Dissolving Ad Hoc Committees.**

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

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

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

**Motion: Move that we put Director Neyman and Director Schoenberg on a Meter/Well Project Ad Hoc.**

**Kelling/Gipson 3/0/2, Motion Passed.**

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

**Abstain: Neyman and Schoenberg.**

**Motion: Move that we create a 2024 audit ad hoc for Director Kelling and Director Schoenberg.**

**Neyman/Gipson 3/0/2, Motion Passed.**

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

**Abstain: Kelling and Schoenberg.**

**Motion: Move that we create a T-Mobile Lease Ad Hoc and that Director Schoenberg and Director Kelling be on this ad hoc to get this contract fixed.**

**Neyman/Gipson 3/0/2, Motion Passed.**

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

**Abstain: Kelling and Schoenberg.**

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

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, FEBRUARY 27, 2025, 4:00PM**  
Neyman/Kelling 3/0/0 - Directors Garcia and Gipson Absent  
Minutes Approved on March 13, 2025

**c. Discussion/Vote on Claim #36 and Other Claims and Payouts.**

Oscar Cisneros, Curtis Skaggs, and the newly formed Meter/Well Project Ad Hoc Committee will tentatively meet on Thursday with the State to discuss project funding and claims.

**d. Discussion/Vote/Update on Resolution FP-20250227-01: Corporate Resolution to Borrow - Self-Help Enterprises Capital Bridge Loan Fund.**

The District will need to apply for a new loan since Self-Help Enterprises is no longer able to extend the previous loan.

**Motion: Move that we extend the meeting to finish business.**

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

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

**Meeting extended at 6:53pm.**

**Motion: Move that we adopt Resolution FP-20250227-01: In the Matter of:**

**Corporate Resolution to Borrow - Self-Help Enterprises Capital Bridge Loan Fund.**

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

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

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

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

DJA has received back comments from the State with minor changes. They are working through that now and addressing those comments in the document.

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

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

**14. Discussion/Vote on the Stand-By Fee Assessment.**

Tiffany Matte reviewed the following timeline with the Board:

- March 6 - Public outreach meeting at 7:00pm.
- March 27 - Meeting to adopt the resolution of intention.



**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, FEBRUARY 27, 2025, 4:00PM**  
Neyman/Kelling 3/0/0 - Directors Garcia and Gipson Absent  
Minutes Approved on March 13, 2025

- April 16 - The ballots will be mailed.
- May 31 - The public hearing and ballot count.

Greg from NBS is writing the final draft of the engineering report for Board approval.

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

There was no update on this item.

**16. Discussion/Vote on Janitorial Services.**

The office restrooms were in need of a deep cleaning, so GM Allison called Janitorial USA, who quoted \$160.00 to clean both restrooms twice during the month of February. The Board directed GM Allison to get a few more quotes for cleaning, and to include the price for cleaning the whole office.

**17. Review and Approve Meeting Minutes for 02/20/2025 State Update Meeting.**

**Move that we approve the meeting minutes for 02/20/2025 State Update 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.**

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

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

**18. Discussion/Vote on Forming and/or Dissolving Ad Hoc Committees. (Moved per adjustment of the agenda).**

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

Special Meeting March 6, 2025.

Regular Meeting March 13, 2025.

Regular State Planning & Project Meeting March 27, 2025.

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**Meeting Located at 4020 Park Drive, Frazier Park, CA. 93225**  
**State Planning & Project Meeting**  
**REGULAR MEETING MINUTES FOR THURSDAY, FEBRUARY 27, 2025, 4:00PM**  
Neyman/Kelling 3/0/0 - Directors Garcia and Gipson Absent  
Minutes Approved on March 13, 2025

**20. Adjournment.**

**Motion: Move that we adjourn.**

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

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

**Meeting Adjourned: 7:09pm.**

**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**