

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: 847 9171 2437 Meeting Password: 572949
State Planning & Project Meeting
REGULAR MEETING MINUTES FOR THURSDAY, JANUARY 26, 2023, 6:00PM
Kelling/Schoenberg 3/0/2 - Directors Neyman and Gipson Abstain
Minutes Approved on February 23, 2023

1. Call to Order: 6:01pm.

a. Pledge to the Flag.

b. Roll Call of Directors:

Present: Kelling and Schoenberg.

Teleconference: Gipson.

Absent: Garcia and Neyman.

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, Stanley Eisman, Patricia Hampton, Pam Jarecki, 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 - No change.

3. Public Comments - None.

4. Ad Hoc Committee Reports:

Project Committee.

This committee attended the State Update Meeting. Director Schoenberg gave a brief summary of what was discussed. The minutes for the meeting were included in the board packet for approval.

Accounts Payable Committee.

Director Kelling met with the Bookkeeper and reviewed the checks that will be paid under the financial information agenda item. Director Neyman was ill and unable to attend that meeting.

Financial Committee.

Director Schoenberg reviewed the State Controller Report provided by the auditors with the Bookkeeper. The report will be discussed under the next agenda item.

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

Deborah Angel reported that 11 checks were cut out of the Revenue/Operating Account for a total of \$11,627.02.

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

Director Schoenberg asked the Board for a vote of confidence to approve the auditor submitting the State Controller Report for the 2021-2022 fiscal year. The report will be available for the Directors to review but will need to be submitted by January 31st. The Board members present gave their consent.

Motion: Move that we pay our bills.

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

Aye: Gipson, Kelling, and Schoenberg.

Absent: Garcia and Neyman.

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

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 Gipson announced the closed session at 6:47pm.

6. CLOSED SESSION pursuant to Gov't Code §54957.

Conference with Real Property Negotiators. Gov't Code §54956.8

Property: 255-320-28

Agency Negotiators: Lisa Schoenberg, Brahma Neyman, Dee Jaspar.

Negotiating Parties: Veronica Alcaraz, Carlos Saucedo

Under Negotiation: Price and Terms of Payment

7. 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 7:35pm.

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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.

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

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

There were no changes to the timeline.

b. Discussion/Vote on Production Well Property Appraisals and Acquisition.

Alliance AG provided a quote for providing a property appraisal for the proposed Well #8 site. The previous appraisal came out very low so the engineer and attorney recommended doing a second appraisal. This quote came out to a total of about \$5,000.00.

Motion: Move that we approve the proposal from Alliance AG and sign it this evening.

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

Aye: Gipson, Kelling, and Schoenberg.

Absent: Garcia and Neyman.

c. Discussion/Vote on the Early Drilling of Well #8.

There was no update on this item.

d. Discussion/Vote/Update on District Sphere of Influence Map for the Annexation - Tabled.

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

Dee Jaspas is working on his portion of the MSR work now. He explained there are about four reports that he needs to work on, and he is on the second one now.

f. Discussion/Vote on the Memorandum of Understanding.

Discussion on the MOU will begin again once the MSR is complete.

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

Joan Kotnik from LOW updated the Board that their Well #4 has been giving signs that it is failing. They are interested in possibly speeding up the acquisition of the Well #9 site property since there was already a test well drilled that indicated there would be water with acceptable quality. Building the pipeline from that location to LOW is expected to be very expensive. This topic will be brought up with the State at the next State Update Meeting. The Board recommended that LOW have information ready, similar to what the FPPUD had to provide for Well #8, explaining the need for early acquisition of the property.

Pam Jarecki explained that LOW received approval for two permanent generators. Those will be included as part of their \$3.5 million project.

h. Discussion/Vote on Claim #26 and Other Claims and Payouts.

Claim #26 - \$10,654.76.

Director Fees - \$583.32.

Staff Administration Costs - \$88.13.

Dee Jaspar & Associates Invoices for October and December 2022 - \$9,305.01.

Invoice #22-01215, dated 12/31/2022, in the amount of \$4,304.85.

Invoice #22-01018, dated 10/31/2022, in the amount of \$5,000.16.

Young Wooldridge Invoice for December 2022 - \$678.50.

Invoice #96948, dated 12/31/2022, in the amount of \$678.50.

Motion: Move that we approve Claim #26 with the invoices that were previously stated by Carlos, in the amount of \$10,654.76.

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

Aye: Gipson, Kelling, and Schoenberg.

Absent: Garcia and Neyman.

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

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

Dee Jaspar explained that they are still waiting on the water quality test results.

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He expects to have that information next week and will then be able to give his recommendation on how to proceed with Well #7.

b. Discussion/Vote/Update on Meter Replacement.

DJA has received the contract documentation from Brough Construction and they are under review. Once approved by the engineer it will be brought to the Board President for a signature. After it is signed DJA will issue the notice to proceed. After that notice Brough will be able to order the meters, meter boxes, and any other equipment needed. The District will not have to make a payment until the equipment is delivered and an inventory taken by DJA.

c. Discussion/Vote on the Bridge Loan.

The Bridge Loan is ready for use. There were no funding claims at this time. The District will open a separate bank account to better track the funding from this loan.

d. Discussion/Vote on Claim #11 and Other Claims and Payouts.

Claim #11 - \$2,798.96.

Dee Jaspar & Associates Invoices for December 2022 - \$2,798.96.

Invoice #22-01218, dated 12/31/2022, in the amount of \$2,455.00.

Invoice #22-01219, dated 12/31/2022, in the amount of \$343.96.

Motion: Move that we approve Claim #11 with the invoices stated by Oscar, in the amount of \$2,798.96.

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

Aye: Gipson, Kelling, and Schoenberg.

Absent: Garcia and Neyman.

10. Discussion/Vote on Pipeline Replacement Project.

a. Discussion/Vote on Potholing and Mapping.

Dee Jaspar reported that the mapping portion of the pipeline replacement is almost done. He will be asking Lyles Construction to pothole for one or two more days to fill in some additional information on the map. He will be sending those maps to General Manager (GM) Jonnie Allison for review.

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b. Discussion/Vote on the Project Budget.

There was no update on this item.

c. Discussion/Vote on the Draft Project Plans and Specifications.

There was no update on this item.

d. Discussion/Vote on the Project Application.

There was no update on this item.

11. Discussion/Vote on the Urgent Drinking Water Needs Funding.

Mark Magtoto sent an email stating the District was approved for reimbursement for water hauling in the amount of \$195,522.00. The State will be putting together an agreement and will send it to the District.

Motion: Move that we take a five minute break.

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

Aye: Gipson, Kelling, and Schoenberg.

Absent: Garcia and Neyman.

Meeting Break: 7:39pm - 7:44pm.

12. Discussion/Vote/Update on CalOES Community Power Resiliency Allocation to Special Districts Grant.

a. Discussion/Vote/Update on Purchasing of the Generators.

PTS Rentals told the manufacturer that the generators need to be in by February 1st. It's not known whether the second and third generators arrived on their scheduled delivery date. GM Allison will follow up on Monday.

b. Discussion/Vote on Engineering and Design.

There was no update on this item.

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13. Discussion/Vote/Update on the District Water Tank Replacement.

DJA held the first pre-bid job walk. There was one contractor that attended. There will be a final job walk next week with the bids due on February 9th.

14. Discussion/Vote on Possible Redistricting by Kern County.

Joan Kotnik explained that she spoke with Supervisor Zack Scrivner's office on this topic and confirmed that the County did not do any redistricting. There was new voting technology in place and they needed to distribute the voters between the Frazier Park and Lebec voting locations to be able to utilize that voting technology.

15. Discussion/Vote on Contract with T-Mobile to Replace Their Existing Generator.

T-Mobile will be upgrading their cellular tower generator located on District property. They sent a letter requesting consent from the FPPUD, and stated they would increase their monthly payments by \$300.00.

Motion: Move that we sign the T-Mobile landlord consent letter so T-Mobile can upgrade their generator.

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

Aye: Gipson, Kelling, and Schoenberg.

Absent: Garcia and Neyman.

The Board agreed that GM Allison will sign the consent.

16. Review and Approve Meeting Minutes for 01/19/2023 State Update Meeting.

Motion: Move that we approve the Minutes for the State Update Meeting on January 19, 2023 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 3/0/0, Motion Passed.

Aye: Gipson, Kelling, and Schoenberg.

Absent: Garcia and Neyman.

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17. Discussion/Vote on Future Agenda Items.

Regular Meeting February 9, 2023.

Regular State Planning & Project Meeting February 23, 2023.

18. Adjournment.

Motion: Move that we adjourn.

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

Aye: Gipson, Kelling, and Schoenberg.

Absent: Garcia and Neyman.

Meeting Adjourned: 8:00pm.

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: Gerald Garcia, Secretary

seal