

**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: 878 2998 9009      Meeting Password: 354908**  
**REGULAR MEETING MINUTES FOR THURSDAY, FEBRUARY 13, 2025, 4:00PM**  
Additional Teleconference Location: 820 Elm Trail, 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: Kelling, Neyman and Schoenberg.

Teleconference: Gipson.

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, Pam Jarecki, and Joan Kotnik.
- Self-Help Enterprises (SHE) - Oscar Cisneros.
- Dee Jaspar & Associates (DJA) - Dee Jaspar.

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

**3. Public Comments - None.**

**4. Report of Officers:**

**President:** Director Schoenberg reported she signed Meter/Well Claim #35.

**Vice-President:** Absent.

**Secretary:** Director Neyman reported he signed some meeting minutes.

**Treasurer:** Director Kelling reported she made the following transfers:

- \$325.00 from the Revenue Operating Account to the FP/LOW Planning Account to cover a Young Wooldridge (YW) invoice.
- \$566.66 from the FP/LOW Planning Account to the Revenue Operating Account for Board fees on Claim #47.
- \$39.78 from the FP/LOW Planning Account to the Revenue Operating Account for staff recovery on Claim #47.

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- \$550.00 from the FP/LOW Planning Account to the Revenue Operating Account for Board fees on Claim #48.
- \$33.15 from the FP/LOW Planning Account to the Revenue Operating Account for staff recovery on Claim #48.

**JPIA Representative:** No report.

**5. Board Member Initiatives - None.**

**6. Manager's Report.**

General Manager (GM) Jonnie Allison reported that it was brought to his attention that the office restrooms were in need of cleaning. He reached out to Janitorial USA who quoted \$160.00 to clean the two restrooms twice a month. He approved cleanings in February, but ongoing service will be put on a subsequent agenda for approval.

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

Tiffany Matte will send the Board a link to take the required ethics and sexual harassment training.

**7. 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.**

This committee will meet with the State next Thursday.

**Quarterly Financial Committee.**

This committee met and reviewed the fourth quarter financials. They only found a couple small corrections.

**8. Ad Hoc Committee Reports.**

**Planning Project Committee.**

This committee met this morning and spoke with Dee Jaspar about negotiations for the Well #9, and the booster and tank site property. They also discussed how the District will pay for those properties.

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**Easements and Deeds Committee.**

This committee has not met.

**Stand-By Fee Committee.**

This committee has not met.

**Rate Study Committee.**

This committee has not met.

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

Deborah Angel reported that eight checks were cut from the Meter/Well Account for a total of \$285,373.95.

Four checks were cut out of the FP/LOW Planning Account for a total of \$32,758.78.

30 checks were cut out of the Revenue/Operating Account for a total of \$34,164.15. 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/Kelling 4/0/0, Motion Passed.**

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

**Absent: Garcia.**

**State Funded Grant Projects - Discussion began at 4:29pm.**

**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 4:30pm.**

**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**

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**11. 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**

**Returned from closed session at 5:10pm.**

**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.

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

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

The timeline extension and budget increase has been approved and is moving through DFA to get signatures. Dee Jaspar is working with Ruben Mora to adjust the timeline out since the approval process is taking longer than expected.

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

The court date to determine the price on the property is on hold since the attorneys for C&C Elite Properties, LLC petitioned to be removed from the case. The District has applied for grant funding so Ruben Mora is working with his management to get the FPPUD in the next round of funding.

**c. Discussion/Vote on the Acquisition and Development of the Well #9 and Additional Booster and Tank Site Properties: Certificate of Compliance/Lot Line Adjustment; and Property Appraisals.**

The District is still moving forward to acquire both property sites.

**d. Discussion/Vote on LAFCo Work.**

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Dee Jaspar will put together the filing of the Notice of Exemption with his other work to send 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 grant - 3.5-million-dollar grant - Line Replacement & Permanent Generators - 1.6-million-dollar grant:**

Planning a final walkthrough with Ruben for the last week in February. 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:**

There was nothing new on this item.

**Well #4:**

01-13-2025 samples were non-detect.

**Blending Station:**

- Samples for January 2.6 for nitrates and 1 for fluoride.
- Wells have gone down, from last month they dropped 0 to 3.4 feet.
- Since January 2023 they are up 16.8 to 44.5 feet.
- Since January 2024 are up 5.3 to 17.5 feet.
- PFAS test for Well #7 is lower than the notification, response, or reporting levels.

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<b>Requirements</b>	<b>PFOA</b>	<b>PFOS</b>	<b>PFHxS</b>	<b>PFBS</b>
Notification Level 3 (ng/L, ppt)(nanograms per liter)	5.1	6.5	3	500
Response Level 3, 4 (ng/L, ppt)(nanograms per liter)	10	40	20	5000
CCRD2 (ng/L, ppt)(nanograms per liter) 2The CCRDL is based on the US EPA UCMR 5 minimum reporting levels and listed in Exhibit B of the General Order	4	4	3	3
<b>Results</b>	<b>PFOA</b>	<b>PFOS</b>	<b>PFHxS</b>	<b>PFBS</b>
9-9-2024 first sample taken by Sacramento State	4.7	2.5	ND	5.1
11-14-2024 First quarterly sample done by LOW	2.0	ND	ND	1.7
1-22-2025 Second quarterly sample done by LOW	2.4	2	ND	1.8

**g. Discussion/Vote on Claims and Payouts.**

Claim #51 will be prepared for review at the State Update Meeting, but cannot be submitted until the State approves the extended budget and timeline. Several claims came in with disallowed charges. Carlos Bravo emailed Ruben Mora to find out why the reimbursements were reduced.

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

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

The well abandonment and fence replacement has been completed. Curtis Skaggs and GM Allison are working on the inventory for the extra well parts.

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

DJA is working with Brough to fix the leak in the service line to the trailer park on Johnson Rd.

**c. Discussion/Vote on Claims and Payouts.**

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Director Neyman reiterated the need to receive the final invoices for the project so they can be submitted in time to take out a bridge loan.  
Claim #36 will be reviewed at the State Update Meeting.

**d. Discussion/Vote/Update on Bridge Loan Requests and Payments.**

The District's current bridge loan expires at the end of February. Oscar Cisneros spoke with this Director, who indicated only two extensions were allowed per the State's contract. Oscar submitted an emergency request due to the delays, but has not heard back yet from the State. Director Neyman reiterated the need to receive the final invoices for the project so they can be submitted before the bridge loan expires.

**Motion: Move that upon receipt of the progress payments from Brough and Unified, that we authorize Tiffany to request the monies from the bridge loan. Neyman/Kelling 4/0/0, Motion Passed.**

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

**Absent: Garcia.**

**14. Discussion/Vote on the Pipeline Replacement Project.**

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

DJA received the comments from Jesse Dhaliwal on the designs. They are addressing the documents and incorporating those changes.

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

The District is waiting on approval from the State.

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

NBS has asked if the District would be willing to have the public outreach meeting on March 6, since they will have a representative in the area on that date. The Board agreed, as long as they are able to hold the meeting at 6:00pm or later.

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

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

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**Motion: Move that we table #17.**  
**Neyman/Kelling 4/0/0, Motion Passed.**  
**Aye: Gipson, Kelling, Neyman, and Schoenberg.**  
**Absent: Garcia.**

**18. Discussion/Review/Vote on ADA Website Compliance.**

Tiffany Matte explained to the Board that per State law, the District's website needs to be altered to conform with the Web Content Accessibility Guideline (WCAG) 2.1 AA standard. Currently, the website has meeting minutes and agendas dating back to 2017. Tiffany asked that, instead of going back and changing or archiving every document, that she be able to remove older content.

**Motion: Move that we delete all agendas and meeting minutes older than six months from the website, and that we archive everything from six months, and that going forward, we just have the minutes that are required to be current.**  
**Neyman/Kelling 4/0/0, Motion Passed.**  
**Aye: Gipson, Kelling, Neyman, and Schoenberg.**  
**Absent: Garcia.**

**19. Review and Approve Meeting Minutes for 01/07/2025 AP Standing Committee, 01/09/2025 Regular Meeting, 01/21/2025 AP Standing Committee, and 01/23/2025 Regular State Planning and Project Meeting.**

**Move that we approve the meeting minutes for 01/07/2025 AP Standing Committee, 01/09/2025 Regular Meeting, 01/21/2025 AP Standing Committee, and 01/23/2025 Regular State Planning and Project Meeting 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 4/0/0, Motion Passed.**  
**Aye: Gipson, Kelling, Neyman, and Schoenberg.**  
**Absent: Garcia.**

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

There was no discussion on this item.



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

Regular State Planning and Project February 27, 2025.

Regular Meeting March 13, 2025.

**22. Adjournment.**

**Motion: Move that we adjourn.**

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

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

**Absent: Garcia.**

**Meeting Adjourned: 6:12pm.**

**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



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Attest: Brahma Neyman, Secretary

Seal