

Draft to be Approved
FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
STATE UPDATE STANDING COMMITTEE
MEETING MINUTES FOR THURSDAY, APRIL 20, 2023
10:00 AM

1. Call to Order: 10:02am.

2. Roll Call of Directors and Attendees.

- **Frazier Park Public Utility District (FPPUD)** - Brahma Neyman, Lisa Schoenberg, Jonnie Allison, 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.
- **State Water Resources Control Board (SWRCB):**
 - **Division of Financial Assistance** - Artena Kubik and Lawrence Sanchez.
 - **Division of Drinking Water** - Jesse Dhaliwal and Ryan Icenhower, and Reyna Rodriguez.

3. Public Comments - None.

4. Review Minutes of 03/16/2023 State Update Standing Committee Meeting.

The minutes from the last meeting were provided to the attendees in the information packet for review. They were approved by the Frazier Park Board on March 23rd.

5. FP/LOW Consolidation Planning Project.

a. Well Sites.

i. Acquisition of Well Site Properties.

The FPPUD attorney, Alan Doud, found an exemption for CEQA in regard to the Well #8 property. The District will be moving forward to file the paperwork. The attorney is also writing a letter to the property owners in order to proceed in acquiring that property. A copy of that letter will be provided to the District.

There is no new information on the Well #9 property. The District would like to move forward with purchasing that property out of pocket. Dee Jaspar will work with Alan to put together an offer letter for the well site property and associated easements.

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Lawrence Sanchez clarified that the purchase price of the property and easements will be reimbursable once the funding agreement for the Construction Phase is in place.

ii. Early Drilling of Well 8 and 9.

As discussed earlier the District is taking steps to acquire the property for Wells #8 and #9.

iii. Sphere of Influence Mapping.

There was no update on this item.

iv. LAFCo and MSR Work.

Dee Jaspar has issued the draft engineering report for the MSR. Once the FPPUD approves the document, he will forward it to Bravish from Stanley Hoffman Associates for completion of the MSR.

Joan Kotnik from Lake of the Woods asked, if the annexation doesn't go through, what future impact the sphere of influence (SOI) and MSR would have on Lake of the Woods. The understanding is that including LOW in Frazier Park's SOI would have no future impact because there is no requirement that the area be annexed. Any concerns could be brought up with LAFCo. It is also the understanding that the MSR would not have any future impact on development in LOW. This information, however, would need to be clarified with legal counsel.

Jesse Dhaliwal later added that, should the consolidation not happen, LOW would remain under the moratorium on new water connections. LOW would be free to pursue additional sources of supply, although the State may not choose to fund the project while the consolidation is still pending. The FPPUD does not foresee having an issue with LOW pursuing a new water source during the consolidation process either, but would need to consult their attorney should the situation arise.

v. Planning Timeline.

The deliverable date for the MSR will be moved ahead another month or two.

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b. Planning Project - SHE Technical Assistance Funding Status.

There was no update on this item.

c. Regional Project Planning Project Budget Details.

There was no update on this item.

d. Project Budget

i. Review of Planning Budget.

The ad hoc committee met with Carlos Bravo and Dee Jaspar and reviewed the budget line items

ii. Budget Adjustment.

(4A) Planning:

<u>Budget Item</u>	<u>Budget</u>	<u>Revised</u>	<u>For</u>
Legal	\$15,553	\$30,341.09	Increased by \$14,788.09
Consolidation Engineering	\$22,000	\$30,969.18	Increased by \$8,969.18
Consolidation MSR	\$35,000	\$41,000	Increased by \$6,000

(4D) Environmental Documents:

<u>Budget Item</u>	<u>Budget</u>	<u>Revised</u>	<u>For</u>
Environmental Documents	\$56,216	\$59,673	Increased by \$3,457

(4B) Test well Design:

<u>Budget Item</u>	<u>Budget</u>	<u>Revised</u>	<u>For</u>
Test Well Drilling	\$234,600	\$201,385.63	Reduced by \$33,214.27

After reviewing Claim #29 with Carlos they will determine if there will be a need for more budget adjustments.

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e. Claims.

i. Review Invoices for Claim #29.

There were three invoices from DJA and two from YW. An additional charge of \$65.00 was added to one of the YW invoices. This increased the claim total provided in the packet. The total claim came out to \$28,896.55. Invoice #23-00320 from DJA will have charges split out between the MSR and the PER.

A previous claim had an overpayment of \$297.00. In order to correct that overage, Lawrence Sanchez explained that the next claim should be reduced by the same amount and include a written explanation.

Invoices from previous years are being submitted now for payment. Lawrence confirmed that the District can submit them now for payment and include a written explanation.

f. Lake of the Woods Grants and Projects.

Contractors and engineers were out looking at traffic control and obstacles to accessing their north tank. They have not issued the notice to proceed yet, but should be doing that soon. There were no changes to their Well #4 and #7.

6. Frazier Park Pipeline Replacement Project.

a. Preliminary Engineering Work Paid Through SHE TA Workplan Funds.

i. Potholing and Mapping.

DJA is currently working with Lyles Construction to schedule a time they can come up and complete the potholing.

ii. Engineering and Design.

The preliminary drawings for the project are done and DJA is now starting the preliminary design.

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iii. Review Invoices.

There were two new invoices from DJA for this project. Invoice #23-00350 in the amount of \$5,113.50 and Invoice #23-00351 in the amount of \$8,109.50.

b. SWRCB Grant Funded Project.

There was no update on this item.

7. Frazier Park Public Utility District Meter Replacement Project and Emergency Replacement Well and Water Supply Project.

a. Status of Projects (Well and Meters).

The meters have been ordered with a lead time of about one year. Dee Jaspar is working with the contractor to put together the costs for abandoning Well #7.

b. Project Budget.

There was no update on this item.

c. Claims.

i. Review Invoices for Claim #14.

Oscar Cisneros provided a draft of Claim #14. There were two invoices from DJA. The claim came out to a total of \$966.25.

d. SHE Revolving Loan Requests.

The District currently has a loan out to cover Progress Payment #3 from Unified Field Services. This cost was included in Claim #12. Lawrence Sanchez had questions on this claim that needed to be answered for the claim to be approved. Lawrence requested that the information be provided by the end of today or the charges will be denied. DJA will have Curtis respond today so the total requested can be approved.

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8. FPPUD Emergency Needs.

a. Water Hauling 1 - Urgent Drinking Water Needs Funding Status.

The payment request was approved. The District is waiting to receive the check.

b. Water Hauling 2 - Funding?

The District is still interested in turning in a new application to have the \$7,640.00 paid in water hauling reimbursed. This hauling was needed while the District had a large leak.

9. Adjournment.

The meeting was adjourned at 11:22am.

The next update meeting will take place on April 20, 2023.

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