

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, SEPTEMBER 21, 2023**  
**10:00 AM**

1. **Call to Order: 10:03am.**
2. **Roll Call of Directors and Attendees.**
  - **Frazier Park Public Utility District (FPPUD)** - Brahma Neyman, Lisa Schoenberg, 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 and Curtis Skaggs.
  - **State Water Resources Control Board (SWRCB):**
    - **Division of Financial Assistance** - Lawrence Sanchez.
    - **Division of Drinking Water** - Jesse Dhaliwal, Ryan Icenhower and Reyna Rodriguez.
3. **Public Comments** - None.
4. **Review Minutes of 08/17/2023 State Update Standing Committee Meeting.**

The minutes from the last meeting were provided to the attendees in the information packet for review. Amendments were provided to Tiffany Matte.

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

**a. Status of Projects (Wells and Meters).**

Curtis Skaggs and Lawrence Sanchez have been corresponding regarding the closeout of the well project. They are working through questions and putting together backup information. Curtis is working on getting a more detailed breakdown on the contractor's charges for the State's file. Once Lawrence signs Change Order #2, the contractor will return to the site to restore the fencing and complete the well abandonment.

Curtis reported that Ferguson and Neptune were able to move up the meter order. The meters are expected to come in by the end of October. The contractor will take delivery of the meters and store them until they are ready to be installed. The service brass is still expected to come in around February or March.

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**b. Funding Agreement Amendment.**

The District received Funding Agreement Amendment #2 for the meter/well project. After reviewing the agreement, the ad hoc committee asked that the deliverable dates be pushed back another three months to allow for delays in receiving the project supplies. Lawrence explained that making any changes would take several months, and would delay the Districts pending and future project claims. He recommended signing the agreement as is, and if more time is needed later, another request can be made. There is also another amendment already in progress to reduce the total project cost since the well was never completed. The FPPUD ad hoc committee had two additional questions. Director Neyman asked if the amendment has to be fully executed before the District can proceed with the abandonment of the well. Lawrence responded that he would take that question to his management and legal team. Director Schoenberg asked why the deliverable date for final inspection and certification was three months before the construction completion date. Lawrence responded that the dates are flexible and at times he will do final inspections before the project is completed.

**c. Project Budget (Well Funding).**

There was no update on this item.

**d. Claims.**

**i. Review Invoices for Claim #19.**

Oscar Cisneros provided a draft of Claim #19. There was one invoice from DJA. The total claim came out to \$1,864.68.

**e. SHE Revolving Loan Requests.**

There was no update on this item.

**5. FP/LOW Consolidation Planning Project.**

**a. Well Sites.**

**i. Acquisition of Well Site Properties.**

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A letter was sent to C&C Elite Properties offering around \$8,450.00 for the land and easements for Well #8. They have until the end of the month to respond. They do have the option of requesting an additional appraisal using their own certified appraiser, at the District's expense. Back in April, Dee Jaspar applied for an emergency exemption from the CEQA provisions for Well Site #8, declaring it is an emergency project due to the situation with Well #5.

Dee Jaspar has set up a tentative meeting with Well #9 property owners to discuss the configuration and price for the land and easements.

**ii. Early Drilling of Well 8 and 9 (Technical Memo).**

DJA has completed the documents to apply for the State's Expedited Drinking Water Grant for Well #8. He will send those to Lawrence Sanchez for review. He estimates that if everything goes smoothly, Well #8 will be completed by July 2025.

Lawrence reminded the attendees that eminent domain costs are not reimbursable under the current SRF agreement, but the State may have other sources that could cover it as long as the State is being kept in the loop.

Joan Kotnik had a suggestion for Dee Jaspar as a way to save money for the FPPUD. Currently DJA plans to put the tank and booster for Well #9 on property they will acquire at Bear Court. If Well #9 had the ability to push water as far as the Cuddy Hall elevation, then Lake of the Woods may be able to acquire land there for the tank and booster at a much lower price. Dee Jaspar will look into the idea.

**iii. Sphere of Influence Mapping (Submitted).**

There was no update on this item.

**iv. LAFCo and MSR Work.**

The ad hoc committee has a meeting scheduled with Dee Jaspar next Wednesday to go over the MSR page by page and note any changes needed. Those changes will be given to Bravish from Stanley Hoffman Associates for incorporation in the MSR. The draft will then be sent to LOW for comment.

**v. Planning Timeline (Extension).**

There was no update on this item.

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**b. Planning Project - SHE Technical Assistance Funding Status.**

**i. Stand-By Fee Assessment.**

Carlos Bravo spoke to his manager to find out if the stand-by fee assessment could be covered by SHE Technical Assistance funding. They said that cost would probably be covered, so Carlos will be updating the Work Plan and submitting it for approval.

**c. Regional Project Planning Project Budget Details.**

There was no update on this item.

**d. Project Budget**

**i. Review of Planning Budget.**

There was no update on this item.

**ii. Budget Adjustment.**

There was no update on this item.

**e. Claims.**

**i. Review Invoices for Claim #34.**

There was one invoice from Young Wooldridge, three invoices from DJA, and charges for Director fees and staff recovery charges. The claim came out to a total of \$21,083.30. Invoice #23-00814 was corrected and will increase. This claim will be reduced by \$297.00 to cover an overpayment to DJA.

**f. Lake of the Woods Grants and Projects.**

\$3.5 million grant: Pam Jarecki explained that this project is moving forward and they did get approval for additional line replacement.

Generator Project: LOW, the engineers, and the State have been communicating back and forth to get finalized information.

Blending Station: The blending station is below the MCL at about 6.5ppm. Water levels in two of the wells are leveling off, while the other three others are still seeing increases.

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\$5 million grant: They are expecting to have designs by the end of the month.

**6. Frazier Park Pipeline Replacement Project.**

**i. Potholing and Mapping.**

The potholing and mapping is complete.

**ii. Engineering and Design.**

Dee Jaspar reported the plans for the pipeline replacement are at 80%. They are getting ready to file for construction funding.

**iii. Review Invoices.**

There was one new invoice from DJA for this project. Invoice #23-00842 in the amount of \$23,610.50

**b. SWRCB Grant Funded Project.**

Carlos Bravo is working on the FFAST application now. The District is finalizing the information for the 2022 year end audit, which is needed for the application. Lawrence confirmed a draft of the audit can be used until the final audited statements are ready.

**8. Adjournment.**

The meeting was adjourned at 11:03am.

The next update meeting will take place on October 19, 2023.

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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)).**

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**Tiffany Matte, Clerk of the Board**

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**Attest: Gerald Garcia, Secretary**

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