

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, JUNE 21, 2023
10:00 AM

1. **Call to Order: 10:09am.**
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.
- **State Water Resources Control Board (SWRCB):**
 - **Division of Financial Assistance** - Lawrence Sanchez.
 - **Division of Drinking Water** - Reyna Rodriguez.

3. **Public Comments** - None.

4. **Review Minutes of 05/18/2023 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 May 25th.

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

a. Well Sites.

i. Acquisition of Well Site Properties.

The District is still in negotiations with both property owners. An offer letter will be sent out to the owners of the Well #8 property as soon as it is drafted by the attorney. DJA will also be conducting property surveys. Dee Jaspar was able to get in contact with the owner and secure permission for access.

Dee is in continuing contact with the owners of the Well #9 property, discussing how much property the District will need while still leaving the owners access to the second parcel. Dee sent them a set of plans that they are currently reviewing. The District may need an additional appraisal for property that will hold the tank and booster for Well #9.

ii. Early Drilling of Well 8 and 9.

Lawrence Sanchez reviewed Dee Jaspar's engineering report and responded with his comments.

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He would like more information on the cost estimates and details on the rest of the consolidation project and alternative options. The State will not be able to move forward with the well projects without the additional information.

iii. Sphere of Influence Mapping.

The map was completed and sent to LAFCo. The District is now waiting for the MSR to be completed.

iv. LAFCo and MSR Work.

Bravish from Stanley Hoffman Associates plans to have the MSR completed by the end of June or first week of July.

v. Planning Timeline.

Task No.	Deliverable	Estimated Due Date
1	<p><u>Project Management, Administration and Legal</u></p> <p>a. MOU - Draft Interconnection Water Service Agreement b. Municipal Services Review (MSR) c. Sphere of Influence Map d. Apply to LAFCo to Amend the SOI Map e. Apply for Approval of Revised Annexation Map</p>	<p>December 2023 August 2023 Complete September 2023 January 2024</p>
2	<p><u>Test Wells</u></p> <p>a. Test Well Plans and Specs with Detailed Cost Breakdown b. Hydrogeological Assessment Report c. Draft Source Water Assessment Program Report</p>	<p>Complete Complete September 2023</p>
3	<p><u>Engineering Report</u></p> <p>a. Draft Engineering Report b. Final Engineering Report with Detailed Cost Breakdown</p>	<p>July 2023 July 2023</p>

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4	<p><u>Environmental Documents</u></p> <p>a. Environmental Docs to the Office of Planning and Research And the Division's Environmental Review Unit</p> <p>b. Biological and Cultural Resources Survey Reports for all Project Sites</p>	<p>September 2023</p> <p>December 2023</p>
5	<p><u>Engineering Design for Selected Construction Project</u></p> <p>a. Draft Plans and Specifications</p> <p>b. Final Plans and Specifications with Detailed Cost Breakdown</p> <p>c. Construction Application</p>	<p>December 2023</p> <p>April 2024</p> <p>June 2024</p>
6	<p><u>Contingency</u></p> <p>a. Other (as applicable)</p>	<p>To be Determined</p>

After reviewing the dates for the deliverables it appears that there is not enough time left in the life of the project to complete all of the tasks. Lawrence Sanchez expressed that the District has already asked for a project extension, so asking for another would raise questions with his management. The District would need to put the request for an extension in writing, and he anticipates it could take as long as nine months to approve.

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 District needed to confirm with Lawrence the proper budget categories to charge expenses to, in regard to the engineering reports.

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The budget has funding in the line item called Preliminary Design Report, but is out of money in the line item for the Preliminary Engineering Report. Lawrence clarified that there is one task (Task 3) for the engineering reports, and it is up to the District if they want to break the task down further in the budget.

Dee Jasper also explained that he spoke with Tom Dodson about the environmental work for the project. Depending on the reports needed, the cost for this work could be around \$100,000.00. The District will write a budget adjustment letter moving about \$40,000.00 from contingency into the line item for environmental documents.

e. Claims.

i. Review Invoices for Claim #31.

There were two invoices from DJA and charges for Director fees and staff recovery charges. The claim came out to a total of \$8,409.41.

f. Lake of the Woods Grants and Projects.

\$3.5 million: This project started on June 12th.

Generator Project: LOW is still working on questions with Lawrence Sanchez.

\$5 million: P&P is working on the designs and hopes to have them at 50% completion by the end of the month.

Blending Station: LOW is now under a nitrate violation. The nitrate levels in their wells are high and no longer able to be mitigated with the blending station. They are putting a variable frequency drive into Well #4 and pulling the motor out of Well #2.

6. Frazier Park Pipeline Replacement Project.

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

i. Potholing and Mapping.

The potholing and mapping is complete.

ii. Engineering and Design.

DJA is working on the plans and specifications, which they hope to have ready by the middle of July. As soon as they are done a set will be given to GM Allison to review.

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iii. Review Invoices.

There were two new invoices from DJA for this project. Invoice #23-00543 in the amount of \$6,277.90, and Invoice #23-00544 in the amount of \$16,950.50.

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).

Dee Jaspar explained that the cost to terminate the well project is currently about \$129,000.00. \$28,000.00 of that is direct costs for items purchased that will become the property of the District. Curtis Skaggs is still negotiating, hoping to be able to get the total cost to terminate reduced. Once numbers are finalized, DJA will provide a complete written report.

b. Project Budget.

The contractors are working on the propagation study while waiting for the equipment to come in.

c. Claims.

i. Review Invoices for Claim #16.

Oscar Cisneros provided a draft of Claim #16. There were two invoices from DJA. The total claim came out to \$339.00.

d. SHE Revolving Loan Requests.

The District received reimbursement from the State for Claim #12. This claim contained the invoice that was paid in advance using bridge loan funding. The District will be approving and mailing the check that will pay back the loan at tomorrow's meeting.

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8. Adjournment.

The meeting was adjourned at 12:03pm.

The next update meeting will take place on July 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

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