

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, AUGUST 17, 2023
10:00 AM

1. Call to Order: 10:01am

2. Roll Call of Directors and Attendees:

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

3. Public Comments - None.

4. Review Minutes of 07/20/2023 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 July 27th.

5. FP/LOW Consolidation Planning Project.

a. Well Sites.

i. Acquisition of Well Site Properties.

Dee Jaspar reported that the legal descriptions for the Well #8 property have been written and sent to Alan Doud for inclusion in the offer letter. That letter should go out tomorrow.

Dee met with General Manager (GM) Jonnie Allison and the Project Ad Hoc Committee and discussed the layout of Well Site #9. They did settle on one configuration that they will present to the landowners when they are able to arrange a meeting.

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

The plans have been completed for both Well #8 and Well #9.

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DJA will continue work on the technical memo when the District has acquired the well sites and are in agreement with the landowners on the layout of the Well #9 site.

iii. Sphere of Influence Mapping (Submitted).

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

iv. LAFCo and MSR Work.

A draft MSR has been completed and sent to LOW for comment. Any changes will be incorporated in the document and sent to the FPPUD for review.

v. Planning Timeline (Extension).

Lawrence has been sending emails with questions about the budget. The District applied for a six month extension which was forwarded to management for review. It is expected to take six to eight months for approval.

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.

Lawrence Sanchez informed the Board that the State is eliminating the budget line item for contingency from all planning projects. The funds will need to be reallocated to other line items.

ii. Raising Stand-By Assessment.

The District currently assesses a \$5 fee per parcel for unimproved property and accounts locked off for more than six months.

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This fee has not changed in over 30 years. Before the completion of the annexation, the District is interested in updating this fee to a more reasonable amount. The required engineering report could cost between \$30,000 to \$40,000. The Board is hoping this cost could be covered under the project since it would apply to the consolidation. Tiffany Matte will have more information for the Board at the next meeting.

iii. Budget Adjustment.

Carlos Bravo will draft a new budget adjustment letter for the Board to approve at the next regular meeting.

e. Claims.

i. Review Invoices for Claim #33.

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 \$21,443.98.

The District has not received checks from the State from Claim #29 forward. Lawrence Sanchez will look into the claims and get back with an answer.

6. Frazier Park Pipeline Replacement Project.

i. Potholing and Mapping.

The potholing and mapping is complete.

ii. Engineering and Design.

Dee Jaspar explained that they are finishing up with the plans now. They have a draft set of specifications that are currently being reviewed.

Jesse Dhaliwal requested that all plans and specifications for funding projects be sent to him for review and approval. He also notified the attendees that there is a water loss regulation in the works that would affect the FPPUD's compliance in the future if the leaky pipes are not addressed. The District will submit a TA request for a more thorough leak detection on the water system.

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iii. Review Invoices.

This item was not addressed.

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).

Curtis Skaggs informed the Board that he has been working with Unified Field Services to terminate the well project. He would also like to finalize Change Order #2 to close out this portion of the project. DJA sent over a memorandum that will need to be approved along with the change order at the next regular board meeting. That memo outlined the remaining costs and what Change Order #2 entailed. The final cost for closing out the well portion of the project came out to a total of around \$199,000. Lawrence Sanchez clarified that the District would have to cover the cost of any materials purchased that will no longer be used in the construction of the well. It would then be up to the District whether they want to keep the materials or sell them to recover the cost. Neptune and the contractor have completed the propagation study for the meters and determined that they would need two locations where gateways would be needed. They are still expecting the meters to be delivered after the first of the year.

b. Project Budget.

There was no update on this item.

5. FP/LOW Consolidation Planning Project.

f. Lake of the Woods Grants and Projects.

\$3.5 million grant: Pam Jarecki explained that this project is moving along as expected.
Consolidation: Pam had a question for the FPPUD. LOW has in their plans, that their system would be connected to that of Frazier Park at a location on Lakewood Place.

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With all of the nitrate issues they have been experiencing, they asked if it would be possible to include a diversion at that point to run the water through their blending station. This would help mitigate high nitrates should that issue come up again. The FPPUD attendees, Dee Jaspar, and the State were all in agreement.

Blending Station: The nitrate levels are going down.

\$5 million grant: They are still working on this project.

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

c. Claims.

i. Review Invoices for Claim #18.

Oscar Cisneros provided a draft of Claim #18. There were two invoices from DJA. The total claim came out to \$2,989.65.

d. SHE Revolving Loan Requests.

The District paid back the previous loan. Once the FPPUD is approved to pay the final cost of the well, then the District will be able to make another draw request if needed.

8. Adjournment.

The meeting was adjourned at 11:00am.

The next update meeting will take place on September 21, 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)).

Tiffany Matte, Clerk of the Board

Attest: Gerald Garcia, Secretary

seal