

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, FEBRUARY 15, 2024**  
**10:00 AM**

1. **Call to Order: 10:00am.**

2. **Roll Call of Directors and Attendees.**

- **Frazier Park Public Utility District (FPPUD)** - Tiffany Matte, Brahma Neyman, and Lisa Schoenberg.
- **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** - Ryan Icenhower.

3. **Public Comments** - None.

4. **Review Minutes of 01/18/2024 State Update Standing Committee Meeting.**

The minutes from the last meeting were provided to the attendees in the information packet for review. These minutes were approved on January 25, 2024.

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

a. **Well Sites.**

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

C&C received the notice of complaint but they did not respond in the time allowed. The attorney is working on the next steps which includes serving them the documents via a process server.

Jeff French will be going out to the Well #9 site property to survey the location of the creek banks to get a more accurate idea of the usable land. He also wants to discuss modifying the property entrance and will present his ideas once he has discussed it with Emilie Wainright.

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

The Technical memo has been submitted to Lawrence Sanchez. The District is now waiting for the preliminary notice of award.

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That notice will start a 30 day timeclock to submit additional information.

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

There was no update on this item.

**iv. LAFCo and MSR Work.**

Bravish has received the changes from both Frazier Park and LOW. He is working on updating the MSR and should have it done in the next week.

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

The State is still reviewing the extension request. The current project completion date is at the end of June, so they will give a response before that date.

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

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

The Work Plan was submitted to DFA for review and is now awaiting approval.

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

The District has not received approval on the previous budget adjustment request.

**d. Project Budget**

**i. Review of Planning Budget.**

Dee Jaspar sent a revised project budget to Lawrence Sanchez for review. They have been communicating to provide clarification and revisions. Dee will send an updated budget to Lawrence.

**ii. Budget Adjustment.**

This was covered in the previous discussions.

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**e. Claims.**

**i. Review Invoices for Claim #39.**

There was one invoice from Young Wooldridge, three invoices from DJA, and charges for Director fees and staff recovery. The total claim came to \$9,094.16. There were charges on Invoice # 24-00167 that will be held until the budget adjustment is approved.

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

The following updates were provided by Pam Jarecki:

**3.5-million-dollar grant - Line Replacement & Permanent Generators:**

LOW plans to pave the crossing on Frazier Mountain Park Road in two locations next week. They will be pressure testing, lab testing, and bringing sections of the sub-division online over the next few weeks. Because of weather delays, the project is looking to be finished up in March. Most of the remaining permanent pavement patch will be done based on weather.

**The generator project:**

We will not hear anything until the later part of 2024.

**5-million-dollar grant - South Tank & Line Replacement & SCADA Grant Phase 3 update:**

P&P has scheduled a meeting today to go over all the final changes in the field that they have found. They hope to have a draft report and preliminary plans by the end of February.

**Well #4:**

Well #4 is still offline, they are collecting data on the high iron and manganese.

**Blending station:**

Nitrates are between 4.3 and 4.8 for the month of January. With the weather, the next few months are when they normally rise. April of last year is when the numbers were concerning.

The new operations plan was submitted and approved on February 7th.

Walls have dropped 1.5 to 2.5 feet from December, but are up 11.5 to 30.5 feet (depending on the well) from this time last year.

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Lawrence Sanchez is concerned about “temporary” tie-ins with parts being used to tie into a line that will be abandoned or removed once they start Phase 3. DFA needs to pay for parts for the life of the company or part. The line still needs to stay active. They do not have drawings for the additional 6” line. They will have a meeting today or tomorrow to discuss if LOW will cover the temporary parts and have DFA pay for the permanent ones.

Dee Jaspar would like to have a copy of LOW’s designs, and have a meeting after they are available to go over how Frazier Park will tie-in.

**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.**

The preliminary design has been completed to 95% and was included in the project grant application.

**iii. Engineering Contract.**

The amended contract has been sent to the FPPUD attorney for review.

**iv. Project Application.**

The audits for 2022 and 2023 have been completed and sent to Carlos Bravo. He still needs the engineering contract and a three year budget (which should be completed by March 14th). He is also updating the TMF and Environmental packages.

**v. Review Invoices.**

There was one new invoice from DJA for this project. Invoice #24-00139 in the amount of \$14,504.02.

**b. SWRCB Grant Funded Project.**

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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 (Wells and Meters).**

Lawrence Sanchez explained that he is getting push back from the State's legal counsel on approving a change order before a project amendment is in place. Until they approve the change order, the District cannot abandon the well and replace the fencing.

The District is still waiting on the meters and the service brass. They are still expected to come in by the middle of March.

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

There was no update on this item.

**c. Claims.**

**i. Review Invoices for Claim #24.**

Oscar Cisneros provided a draft of Claim #24. There was Progress Payment 1 from Brough Construction for the meters in the amount of \$32,227.80. There was one invoice from DJA in the amount of \$508.50. The total claim came out to \$32,736.30.

**d. SHE Revolving Loan Requests.**

Oscar provided a copy of the amendment to the loan agreement. It extends the loan by six months. This item will be placed on the February 22nd meeting agenda for Board approval.

**8. Adjournment.**

The meeting was adjourned at 11:15am.

The next update meeting will take place on March 21, 2024.

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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: Brahma Neyman, Secretary**

**Seal**