

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, JULY 20, 2023
10:00 AM

1. **Call to Order: 10:05am.**

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**
 - **Division of Drinking Water** - Ryan Icenhower and Reyna Rodriguez.

3. **Public Comments** - None.

4. **Review Minutes of 06/21/2023 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 13th.

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

a. Well Sites.

i. Acquisition of Well Site Properties.

Dee Jaspar reported they have completed the survey for well site #8. He is currently reviewing the legal descriptions of the well site and the easements. Once that document is finalized it will be sent to Alan Doud for incorporation into the offer letter to C&C.

For well site #9 Dee has been in contact with Jeff French and they are going over the design and configuration of that site.

ii. Early Drilling of Well 8 and 9.

DJA has sent a technical memo to Lawrence Sanchez for the project. Curtis Skaggs prepared a draft of the preliminary design for Well #8. That draft will be reviewed by Dee for any changes, then the FPPUD.

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, JULY 20, 2023
10:00 AM

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 is almost done with the MSR and should have a draft ready for review by next week.

v. Planning Timeline.

Dee Jaspar has prepared a draft letter requesting an extension of the project timeline for the Board to approve at the next regular meeting.

b. Planning Project - SHE Technical Assistance Funding Status.

There was no update on this item.

c. Regional Project Planning Project Budget Details.

The last budget adjustment request was approved by Lawrence Sanchez. He did request one final change, which was to combine the budgets for the PDR and the PER under one line item for the engineering report. This request was approved by the Frazier Park Board on July 13th and sent to Lawrence.

(4C) PDR/Engineering Report:

Budget Item	Budget	Revised	For
Engineering Report	\$36,605	\$79,897	Increased by \$43,292

(4B) Test well Design:

Budget Item	Budget	Revised	For
PER	\$43,292	\$0	Reduced by \$43,292

d. Project Budget

i. Review of Planning Budget.

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, JULY 20, 2023
10:00 AM

Invoices were submitted by DJA which included charges for Consolidation Engineering. If the charges are approved under this budget item, the balance will be down to around \$2,000. This will be discussed in more depth under the claim.

e. Claims.

i. Review Invoices for Claim #32.

There were three invoices from Young Woolridge, two invoices from DJA and charges for Director fees and staff recovery charges. The claim came out to a total of \$17,388.10. The charges discussed earlier identified as Consolidation Engineering more accurately refer to work under Engineering and Design, so will be charged to that budget line item instead.

f. Lake of the Woods Grants and Projects.

\$3.5 million: Pam Jarecki explained that LOW is about five weeks into this project. Because of the rising nitrate levels, LOW reached out to Lawrence Sanchez to ask if they can add a pipeline into Phase 3 of the project that would run from their Well #6 to the blending station. This pipeline would have a valve that would activate when the nitrate levels reach a certain level. Neither the FPPUD nor the Division of Drinking Water had an issue with this proposal.

Generator Project: There was no update on this project.

\$5 million: There was no update on this grant.

Blending Station: The blending station has been able to keep the nitrate levels below the MCL. It is only the individual wells at times that have been showing high levels.

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.

Dee Jaspar explained he was just given a 23 page set of plans for the pipeline design. He will review those designs with Curtis and the FPPUD.

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, JULY 20, 2023
10:00 AM

Tom Dodson will be working on the CEQA for this project. Dee estimates that the District will be ready to put in the project application by the middle of next month.

iii. Review Invoices.

There were two new invoices from DJA for this project. Invoice #23-00641 in the amount of \$15,117.45, and Invoice #23-00642 in the amount of \$22,597.50.

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).

Curtis Skaggs informed the Board that the project has a completion date of December 31, 2023. The meters are not scheduled to come in until after the first of the year. The District will need to request an extension of the project.

Curtis has also been negotiating termination of the well project since it was not able to be completed. The final cost came to a total of about \$113,000. He submitted the summary and backup documentation for the direct costs to the District to review. In order to continue to move forward Curtis will check the cost breakdown and make sure everything adds up so he can forward the information to Lawrence Sanchez. He will also work with Unified Field Services to get the final cost to fill and abandon the well. The District would also like to verify who will be taking receipt of all the equipment that was already purchased and will not be needed.

Joan Kotnik informed the attendees that there is a new law that will take effect in November that requires new meter installations to have a two foot paved apron on the sides and back of the meter. If the meter is installed within eight feet of a paved road, there will need to be paving from the road to the meter as well.

b. Project Budget.

This topic was covered in the previous discussion.

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, JULY 20, 2023
10:00 AM

c. Claims.

i. Review Invoices for Claim #17.

Oscar Cisneros provided a draft of Claim #17. There was one invoice from DJA. The total claim came out to \$169.50.

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 10:51am.

The next update meeting will take place on August 17, 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