

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225**  
**STATE UPDATE MEETING MINUTES FOR THURSDAY, JUNE 16, 2022**  
**10:00 AM**  
Neyman/Kelling 4/0/0 - Director Garcia Absent  
Minutes Approved on June 23, 2022

Conference Call Attendees:

- **Frazier Park Public Utility District (FPPUD)** - 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.
- **Provost & Pritchard (P&P)**
- **Dee Jaspar & Associates (DJA)** - Dee Jaspar.
- **State Water Resources Control Board (SWRCB):**
  - **Division of Financial Assistance** - Lawrence Sanchez.
  - **Division of Drinking Water** - Ryan Icenhower

**1. Review Minutes of 05/19/2022 Ad Hoc Meeting.**

The minutes from the last meeting were provided to the attendees in the information packet to review.

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

a. Test Well Sites (Notice of Completion filed on 09/16/2021).

1. Acquisition of the Well Site Properties - The FPPUD is moving forward with Valbridge on acquiring the property appraisals.
2. Letter Addressing the Early Drilling of Well #8 - Dee Jaspar sent the follow-up letter to Lawrence with additional documentation describing the need for drilling Well #8 before the construction phase of the regional project.
3. Sphere of Influence Mapping - Dee Jaspar will be meeting with the FPPUD staff and Project Ad Hoc Committee to update the Sphere of Influence (SOI) map.
4. LAFCo and MSR Work - This item will be addressed once the SOI map has been completed.
5. Planning Timeline - The timeline will be updated as needed as the project moves forward. The next item on the timeline is the SOI map with a deliverable date of July 2022.

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c. Planning Project - SHE Technical Assistance Funding Status - There was no update on this item.

d. Regional Project Planning Project Budget Details - Carlos Bravo provided a spreadsheet in the meeting packet that shows the project budget. It includes the numbers for what has been spent in each budget line item and the amount still left.

e. Claims:

1. Claim #19. Claim #20 will be submitted next month for the project costs incurred during the month of June.

2. Claim #19. A draft of Claim #19 was provided and reviewed by the attendees. There were two invoices from DJA and charges for FPPUD meetings and staff costs. The invoice for legal which was included in the draft claim was for the meter-well project, so that will be removed. The claim came out to a total of \$1,594.70.

f. Lake of the Woods MWC State SRF Waterline Replacement Application - Pam Jarecki explained that LOW is still waiting for a fully executed funding agreement. The designs were sent out yesterday for comments or questions. Lawrence confirmed that LOW can proceed with going out to bid, he just asked to be sent an estimated timeframe for that process. Pam believes they will be ready in July.

g. LOW MWC South Tank Replacement & SCADA System:

1. SCADA (options that work with the FPPUD system). Lake of the Woods received the quote from Ness on the SCADA system. The general application for the project and the required documentation has been sent to the State. Currently, their engineer is working on the design under SHE TA funding.

**3. Frazier Park Pipeline Replacement Project.**

Dee Jaspar has signed the agreement with SHE for TA funding. DJA is working with three contractors to get proposals for the potholing and mapping. Carlos Bravo is working on the general application but still needs estimated dates from Dee and additional documents on the FPPUD system. The due date for the application is July 1, 2022.

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

a. Appraisals and Granting of Temporary Easements - GM Allison explained that SEA has been difficult to work with on the temporary easements. While speaking with the caretaker about access, he indicated that escrow had closed on his purchase of the property. He seemed very willing to work with the District moving forward. The District is hopeful on being able to get the easement to drill Well #7.

b. Status of Bids (Well & Meters) - The District has filed an application with SHE for a bridge loan to be able to help cover contractor payments and move forward on the meter portion of the project. The District was also considering borrowing money from the Capital Improvement Fund while waiting for a project budget increase from the State. That may no longer be possible since it was discovered that a storage tank needs replacement. The FPPUD asked Lawrence if it would be possible to purchase the meters themselves. He responded that it is the District's choice, but without a contractor there may be issues like not having any type of warranty. Pam from LOW also explained that there is a lead time on the meter boxes, and the District should consider that they would have to store the meters and boxes while waiting for the funding.

c. Status of Nitrate Analyzer - The nitrate analyzer has been installed. GM Allison invited Ryan Icenhower and Jesse Dhaliwal to visit the site of the analyzer. Jesse did request a demonstration to show that it works.

d. Status of Claims - Oscar Cisneros provided a draft of Claim #4. There were two invoices from DJA and two from Young Wooldridge. Oscar will amend the claim to reflect the correct current charges on one of the invoices.

e. Review Revised Budget Adjustment Letter - A letter was sent to Lawrence requesting a budget increase on the meter project. By Dee Jaspar's estimates, the project budget will need to be increased by about \$300,000.00. Lawrence did review the letter, but will not be able to address the increase until the project bids come in.

f. Review information on SHE Revolving Loan - The District applied for a \$500,000.00 bridge loan from SHE. Oscar Cisneros believes that this is a revolving loan that can continue to be used as the money is paid back. At the end of the year it may be possible to extend the loan, but as the program is new, it is still unclear.

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**5. Connection Fee and Rate Review Evaluation.**

The District has a public information meeting on the increase scheduled for June 25, 2022. David Hossli was invited to the special meeting on June 14th but was not able to attend. He will be invited to the next project meeting to review what he will be presenting and to discuss what else will be needed. This meeting and the public hearing will be in person meetings only.

The next update meeting will take place on July 21, 2022.



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**Tiffany Matte, Clerk of the Board**



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**Attest: Gerald Garcia, Secretary**

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