

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
STATE UPDATE MEETING MINUTES FOR THURSDAY, DECEMBER 17, 2020
10:00 AM
Schoenberg/Garcia 4/0/1 - Director Gipson Abstain
Minutes Approved on January 14, 2021

Conference Call Attendees:

- **Frazier Park Public Utility District** - Brahma Neyman, Lisa Schoenberg, Jonnie Allison, and Tiffany Matte.
- **Self-Help Enterprises** - Dave Warner, and Oscar Cisneros.
- **Dee Jaspar & Associates** - Dee Jaspar.
- **State Water Resources Control Board:**
 - **Division of Financial Assistance** - Lawrence Sanchez.
 - **Division of Drinking Water** - Ryan Icenhower

1. Review Minutes of 11/19/2020.

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

2. FP/LOW Consolidation Planning Project.

a. License Agreements for the Test Well Sites. All of the license agreements are now signed and complete.

b. Test Well Work. The Frazier Park Board approved the contract with Johnson Drilling. Work is scheduled to begin in the Spring to avoid winter weather conditions that could delay or stop work. Lawrence Sanchez requested a copy of the meeting minutes showing Board approval so he can review and approve the contract.

The test well design had a budget of \$25,026.00. The work is over budget by \$2,534.00. The ad hoc committee asked Lawrence Sanchez if that amount could be taken out of the line item for the test wells, since the budget was for three test wells, and the contractor will only be drilling two. The quote for labor compliance is also over budget by \$40 and will need funds to be taken out of the test well budget. A letter will be sent to Lawrence requesting that budget change.

c. Planning Project Funding Status.

1. SHE Test Well Technical Assistance Preconstruction:

	Costs	Balance
Engineering:	\$5,106.19	\$0
GeoPhys Surveys:		\$0
Title Reports:	\$2,099.00	\$0
Legal:		\$0
Environmental:	\$2,109.40	\$0

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Leftover funds that remained were transferred to cover the cost of the overages in the engineering budget. This allowed Self-Help Enterprise to cut a check to Dee Jaspar & Associates in the amount of \$7,205.19. Since the FPPUD covered this initial cost, Dee Jaspar will reimburse the District once DJA receives the funds.

2. Additional Test Well Technical Assistance Requested From SHE TA Funds.

The Project Work Plan is still being reviewed by the State. There were cost adjustments made.

	Original Request	Adjustment
Engineering:	\$16,600	\$11,200
Test Well Surveying & Mapping:	\$6,500	\$6,500
<u>Legal Services:</u>	<u>\$7,000</u>	<u>\$7,000</u>
Total SHE TA Money Requested	\$30,100	\$24,700

3. Interim Funding of Legal & Other Costs While Waiting for SHE Work Plan Approval.

Young Wooldridge balance through October, after SHE TA paid = \$4,449.71
Dee Jaspar & Associates October balance after SHE & FPPUD TA paid = \$47.16

A spreadsheet was included in the meeting information packet showing the invoices produced and how each will be paid. The ad hoc committee went over the Dee Jaspar & Associates invoices that will need to be adjusted. Tiffany will email the explanation to Dee.

4. Budgeted State Planning Test Well License Funds of \$30,000 to Cover:

	Original Budget	Adjustment
Test Well License Costs:	\$15,000	\$10,000 (Only 2 test wells)
SEA Test Well Site Access:	\$1,000	\$1,000 (Claim #6)
Test Well Site Appraisals:	\$11,700	\$11,700
<u>Test Well Title Reports:</u>	<u>\$1,500</u>	<u>\$0 (Paid with SHE TA)</u>
Total:	\$29,200	\$22,700

d. Planning Project Budget Details.

The State will be sent a request to adjust the budget as follows:

- Reduce the test well cost to \$261,400 (creates a \$98,600 savings).
- Increase the budget for the Plans & Specs by \$2,534.
- Increase the budget for labor compliance by \$40.
- Reduce the cost for property licenses by \$7,300.
- Increase the contingency by \$23,326.

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Dee Jaspar requested a new line item called "Test Well Engineering Administration". Some costs were accounted for in the original budget, but there is not enough to cover the expenses when the test wells are drilled. Dee asked for an additional \$80,000, which would be covered by the savings incurred by drilling only two test wells. Dee clarified for Lawrence that based on the results of the hydrological studies, there were very few places in Frazier Park that would work for a well. Those three sites were identified, but after the bid walk, it was determined the third site would most likely not be viable. Lawrence Sanchez asked Dee to review his budget, and subtract work that was already included in the budget from his \$80,000 request. This request will be carried over to next month's meeting with the State.

e. Claims.

Dave Warner did not have all of the invoices needed to prepare Claim #6. Tiffany will be sending Dee Jaspar the corrections needed. Once corrected, they will be forwarded to Dave.

The ad hoc committee expressed concern over the timeline for annexation. The District had started paperwork with LAFCo back in 2017. Dave will send an email to LAFCo to ask about the status of the annexation.

f. Lake of the Woods MWC State SRF Waterline Replacement Application.

Lawrence Sanchez explained that the State is looking to fund this application as part of the Regional Consolidation Project. They are requesting a letter from the Frazier Park Public Utility District showing support for this waterline work, and a statement that the District will work with Lake of the Woods to make sure improvements will be compatible with the proposed system. The ad hoc committee confirmed their support and clarified that upgrading waterlines was an original condition of annexation. GM Allison emailed Pam from Lake of the Woods, and requested a map of their as built so it can be reviewed by Dee Jaspar. Once approved, a letter of support can be drafted.

3. Frazier Park Pipeline Replacement Project.

- a. Waterline Mapping.
- b. District Waterline Leaks and Break Records.
- c. Existing But Not Connected Waterlines Found.

There was no update.

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4. Water Meter & Well Replacement Project.

Well #5 replacement was added to the meter project. CEQA states that a project can't be divided into two smaller parts, but must be considered as a whole. Because of this law, the State asked that the environmental work and NOE be combined and resubmitted as one project. There was still a question about the exact location the replacement well will be drilled on. It was decided that Dee will visit the site, take measurements, and identify which parcel/parcels will be disturbed. That information will then be used to file the NOE.

Dee requested a funding increase from IRWMP of \$20,000 for the PER and design changes, should it end up going over budget.

5. Well 5 Replacement Project.

Lawrence has been reviewing the application and has everything he needs at this time, aside from the updated environmental documents.

6. Connection Fee and Rate Review Evaluation.

The book asset detail still needs to be completed. No work can be done on that until the new bookkeeper is in place.

The next update meeting will take place on January 21, 2021.



Tiffany Matte, Clerk of the Board



Attest: Terry Kelling, Secretary

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