

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
STATE UPDATE MEETING MINUTES FOR THURSDAY, JUNE 18, 2020
10:00 AM

Schoenberg/Garcia 5/0/0
Minutes Approved on June 25, 2020

Conference 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 Incenhower.

1. FP/LOW Consolidation Planning Project.

Review Minutes of 5/21/2020 Meeting: The minutes from last meeting were provided to the attendees for reference.

Property Appraisals for the Test Well Sites: The license agreements need to be signed before the property appraisals can be scheduled. So far, none of the agreements for the three test well properties have been returned. General Manager (GM) Jonnie Allison left a message with Emilie Wainright, and Dee Jaspar will try to contact Ms. Hikmat. There has been no communication from SEA since his email several weeks ago, when Nathan said that he will have it signed soon. The biggest concern is that time is running short to be able to have the test wells drilled before winter weather becomes an issue. The Board will have a closed session on the planning meeting to get more information from the attorney on the eminent domain process. In the meantime, Lawrence Sanchez will attempt to contact Nathan in person, explain to him the timeline, and find out if it is possible to have the signed agreement by the end of the month. He will also follow up with an email and copy everyone in this meeting. If everything is completed as hoped, the timeline would be:

June 30th - Receive the signed license agreements for all three test well sites.

July 1st - The plans and specs go out to bid.

July 1st - Order title reports and appraisals.

July 31st - Have completed title reports and appraisals.

August 1st - Project bids are received.

August 13th/August 27th - Contract is awarded by the FPPUD Board.

September 1st - Drilling project begins.

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In order to eliminate any unnecessary delays, the ad hoc preferred that Dee Jaspar contract directly with the property appraisers. An addendum will be added to Dee's contract and voted on by the Board at the next planning meeting.

Dave Warner emailed the attendees a copy of the special conditions outlined in the Planning Funding Agreement to ensure the project was proceeding according to the contract. Lawrence Sanchez confirmed that the plans and specifications, along with the hydrology study and attached memorandum, would satisfy the requirement of the test well study protocol outlined in the special conditions. Approval of the plans and specifications is essential to moving forward with the project. Alan Doud has submitted his comments and corrections, which have been incorporated into the document. The State, as well as the FPPUD Board, will still need to submit comments for final approval.

SHE (Self-Help Enterprises) Test Well Preconstruction Balances:

- Engineering: \$60 - Added money requested in SHE Work Plan.
- Legal: \$3,963 - Added money requested in SHE Work Plan.
- Environmental: \$5,000 - Existing SHE TA funds.

Dave Warner is still working on the revisions to the Work Plan. He will try and get the finalized request out as early as this afternoon.

The attorney submitted an invoice for his work on reviewing the plans and specifications, to the District. Tiffany forwarded the invoice to Dave Warner, who wanted to confirm which funding source to submit under for reimbursement. It can be submitted for payment under SHE TA funds, which will leave about \$1,000 in the line item for legal work, or it can be charged to the planning project. The ad hoc committee confirmed that TA funds should be used first. The invoice will go back to Young Wooldridge so the claim can be updated and charged to SHE.

Additional State Technical Assistance Requested From Self-Help Enterprises' TA Funds:

- Engineering: \$16,000.
- Test Well Surveying & Mapping: \$6,500.
- Legal Services: \$7,000.

Total SHE TA Contractor Funds Requested : \$30,100.

Lawrence has already approved the TA request, but the money can't be used until SHE has the approved Work Plan. This is under the original Prop 1 funding until SHE has a signed contract with the State for SAFER funds. The State will then decide which projects to move to the new funding source.

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

- Test Well License Costs: \$15,000.
- SEA Test Well Site Access: \$1,000.
- Test Well Site Appraisals: \$11,700.
- Test Well Title Reports: \$1,500.

Planning Project Budget Details: Covered earlier in the call.

Test Well Design Status Review / Approval by DDW: Lawrence will ensure the plans and specifications are sent to the Division of Drinking Water for review and comment.

Claim 4 Preparation: Tiffany has been forwarding Dave information needed for the claim as it was completed. Dave will send requests for any additional information he will need. Claim #4 will be approved at the next planning meeting.

Project Timeline Status: The test well timeline was covered earlier in the meeting. A general project timeline was going to be updated and distributed, but Dave has not had the time to work on it. He will provide that as time allows.

Conner MHP: No update.

Lake of the Woods MWC SRF Waterline Replacement Application Submitted.

2. Pipeline Replacement Project.

Waterline Mapping: Dee will touch base with his intern and try to get the work scheduled for some time next week.

District Waterline Leaks & Breaks Records: No update.

3. Water Meter Project - SRF Application Submitted. A new Intended Use Plan (IUP) has been passed by the State, which provides funding for incentive projects to those who are in the process of consolidation. Either the water meter project, or pipeline project, could be declared as an incentive project. Lawrence Sanchez also described new grant funding under this plan that the FPPUD may be eligible for. There will be an increase in the amount given per service connection, for any new connections added through consolidation. He will know more once this new program is implemented.

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4. Well Replacement Project.

USDA Application Submitted & Under Review: Al Correale had questions after the application was submitted. The District sent an email response, and GM Allison spoke with him on the phone as well. Al will reach out for a phone conference if he needs more information after reviewing the application.

DWR Funding / District Reimbursement for Engineering Report: Completed.

Design Review / Approval by DDW and USDA: The plans and specifications have been submitted to the USDA and reviewed by Robert Neilson.

5. Connection Fee and Rate Review Evaluation.

State Technical Assistance Request: The request was sent but there are no updates.

The next update meeting will take place on July 16, 2020.



Tiffany Matte, Clerk of the Board



Attest: Terry Kelling, Secretary

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