

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225**  
**STATE UPDATE MEETING MINUTES FOR THURSDAY, MAY 21, 2020**  
**10:00 AM**  
Schoenberg/Gipson 5/0/0  
Minutes Approved on May 28, 2020

Conference Attendees:

- **Frazier Park Public Utility District** - Brahma Neyman, Lisa Schoenberg, Jonnie Allison, and Tiffany Matte.
- **Self-Help Enterprises** - Dave Warner.
- **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.**

Property Appraisals for the Test Well Sites: Draft copies of the license agreements have gone out to the property owners of each test well site for review, while final copies have been prepared and are ready to be sent out for signatures. Once all three of those are signed, the appraisers can begin their work. Dee Jaspar recommended the District have a contract directly with Valbridge so invoices don't have to go through him for payment. Dee has left a phone message and email to Nathan from SEA, but he has not responded back with any comments on the agreement, and there is concern that this process is taking too much time.

SHE Test Well Preconstruction Balances:

Engineering - \$60

Legal - \$3,963

Environmental - \$5,000

Self-Help Enterprises (SHE) will be requesting \$30,100.00 in additional Technical Assistance (TA) money for engineering, legal, and surveying and mapping, from Prop 1 funding. It may roll into SAFER funds when they sign an agreement with the State.

In the Planning Project funding agreement there is \$30,000 budgeted to cover test well work.

This will be divided up 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.

A letter was sent to Lawrence Sanchez confirming the use of these funds.

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Planning Project Budget Details: Director Schoenberg asked Lawrence Sanchez if he had a detailed outline of the project budget where Dave could add in the SHE Technical Assistance, and she could track spending as the project continues. It would also serve to clarify any discrepancies between engineering cost spreadsheets, and the Project Funding Agreement. Lawrence responded that the best breakdown of costs is found as an attachment in the contract between the FPPUD and Dee Jaspar & Associates.

Claim 4 Preparation: May is the final month that will be included in the billing for Claim #4. Dave will be contacting the District for details on the charges.

Project Timeline Status: Dave Warner sent out an email with the deliverables and due dates as found in the funding agreement. The project has fallen behind schedule. The test well plans and specifications may be ready as soon as the end of the month. The concern was whether to go out for bid as soon as possible, or wait for the signed license agreements. Those agreements are also important in order to obtain title reports and to file the CEQA Notice of Exemptions, both of which need to be done before drilling can begin. Dee will try again to get in contact with SEA. If he doesn't get a response, he may be able to contact the buyers. Lawrence expressed that he is willing to go out again in person since he had good results the last time he reached out.

Conner MHP: Jesse Dhaliwal was going to look into finding a map of the water system he may already have, but the group did not have an update. GM Allison went to the mobile home park to contact Mr. Conner to see if he had a map available, but he wasn't there at the time.

Lake of the Woods MWC SRF Waterline Replacement Application Submitted: For Phase 1 of pipeline replacement in Lake of the Woods (LOW), they only had enough money to replace about 1500 - 1700 feet of pipe. They submitted an application to get money to complete the replacement of what was originally requested. If approved, LOW would be able to replace the pipes that are under 4" and some of the 4" mainline as well. They have been able to install water meters at every service location. They will be getting DWR funding to pay for software and equipment to begin to read those meters. Once they have data on water usage, they can begin to set metered rates.

## **2. Pipeline Replacement Project.**

Estimates for Potholing and Mapping: GM Allison received quotes on potholing and gave them to Dee Jaspar so he could work with the companies to get comparable bids.

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The map showing the major leaks throughout the system, going back to 2004, was completed and taken to a blueprint company for copies. GM Allison still has not received the map back but has sent a follow up email. Dee has been experimenting with the District's pipeline locator to learn its capabilities. It should be sufficient to map all of the steel lines so that potholing would only need to be done in the construction phase of the project. Dee suggested his crew could team up with the FPPUD field workers, as time allows, to try and get the work done as efficiently as possible. An application was sent back in November requesting TA funds. If approved, it can help cover the cost of the pipeline locating work. Lawrence also suggested requesting TA funds to pay for filing a planning application on this project. When more information is available from mapping out the water system, it can be decided if it is best to move forward with a separate project, or combine it with the regional project.

### **3. Water Meter Project.**

SRF Application Submitted: The application was turned in. It will take time for the State to review it.

### **4. Well Replacement Project.**

USDA Application Status: Oscar Cisneros has been working on the application. He first sent a request to Linda Sheldon to provide financial information, but there are things she will need to correct when she comes in the next time. Right now, GM Allison is working on providing a breakdown of water sold in the last 12 months, both for residential and commercial accounts. Because of the calculations involved, he doesn't anticipate having those numbers before next week. Dave Warner expressed that he is willing to help out any way he can, including work on calculations, in order to get the application submitted as soon as possible.

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

State Technical Assistance Request: The District has been discussing the need to reevaluate the current fees for new water service connections so that they are accurate, and there is backup documentation available showing where those fees came from. They now believe it would be prudent to look at all fees as the project moves closer to annexation. Dave Warner has filled out an assistance request, to be mailed out by the District, to fund a company like RCAC to do the study. Dee Jaspar expressed he is willing to assist with providing information to RCAC to ensure they have accurate data when calculating fees.

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.The next update meeting will take place on June 18, 2020.



**Tiffany Matte, Clerk of the Board**



**Attest: Terry Kelling, Secretary**

**seal**