

**FRAZIER PARK PUBLIC UTILITY DISTRICT**  
**4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225**  
**STATE UPDATE MEETING MINUTES FOR THURSDAY, NOVEMBER 18, 2021**  
**10:00 AM**  
Schoenberg/Gipson 5/0/0  
Minutes Approved on December 9, 2021

Conference Call Attendees:

- **Frazier Park Public Utility District (FPPUD)** - Brahma Neyman, Lisa Schoenberg, Jonnie Allison, and Tiffany Matte.
- **Lake of the Woods MWC (LOW)** - Pam Jarecki and Joan Kotnik.
- **Self-Help Enterprises (SHE)** - Oscar Cisneros and Carlos Bravo.
- **Provost & Pritchard (P&P)** - Jeane Hill and Dena Giacomini.
- **Dee Jaspar & Associates (DJA)** - Dee Jaspar.
- **State Water Resources Control Board (SWRCB):**
  - **Division of Financial Assistance** - Lawrence Sanchez.
  - **Division of Drinking Water**

**1. Review Minutes of 10/21/2021 Ad Hoc Meeting.**

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

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

a. Test Well Sites - Dee Jaspar left a message with Valbridge Property Advisors regarding their availability to do the property appraisals. They will also be providing an appraisal that will cover the easement for both Well #7 and Well #8. The cost will be \$10,000.00 plus an additional estimate of \$10,000.00 for a right-of-way easement to run the pipeline from the Wainright-French well site.

b. Test Well Contract with Johnson Drilling:

1. Test Well Payments. The final progress payment and retention were sent to Johnson Drilling and are included for reimbursement in Claim #12.

2. Test Well Reports. The finalized report was issued and sent to the Board, the attorney, and the State.

c. Planning Project - SHE Technical Assistance Funding Status - No update.

d. Regional Project Planning Project Budget Details - There is currently \$12,500.00 set aside for appraisals. An additional \$7,500.00 will be needed in order to cover the pipeline easement for Well Site #2.

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Those funds can be transferred from Contingency. Lawrence Sanchez gave his verbal approval for the budget transfer.

e. Claims - A draft of Claim #12 was provided and reviewed by the attendees. It came out to a total of \$84,054.00. Claim #13 will be submitted next month for the project costs incurred during the month of November.

f. Lake of the Woods MWC State SRF Waterline Replacement Application - Pam Jarecki reported that LOW just received their agreement and they have a meeting on the 19th to review it. Their agreement with the County for road access was approved last week, there is just some paperwork to do in order to get it finalized.

g. LOW MWC South Tank Replacement & SCADA System:

1. Environmental (NOE for line replacement). Jeane from P&P asked Lawrence what type of environmental documentation the State would require. He clarified that tanks under 100,000 gallons would qualify for a Notice of Exemption.

2. SCADA (options that work with the FPPUD system). Because of the future annexation, the State suggested LOW contact Frazier Park to get information as to whether their new SCADA system would be compatible with the FPPUD's system. General Manager (GM) Jonnie Allison explained that the District's system is outdated, but will provide contact information for Ness Sanli, one of the Frazier Park system's designers.

3. South Tank (Will FPPUD utilize the tank after the annexation?). This question was asked by LOW. Dee Jaspar and the ad hoc committee confirmed that all of the LOW assets would be utilized after the annexation.

4. System (5 wells and blending station). This Item was covered in the previous discussion.

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

a. Preliminary Engineering Work Will be Paid Through SHE TA Work Plan Funds - As soon as Carlos Bravo receives the Scope of Work from P&P regarding LOW's needs, he will prepare and submit the TA Work Plan. It should take the State about a month or two to approve.

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1. Potholing/Mapping, Environmental and Design. Will be paid through SHE once their Work Plan with the State is approved.

2. DWR Funding. This funding is on hold while the FPPUD works through funding with the SWRCB.

3. General and Construction Package submittal. In the funding commitment letter from the SWRCB, they stated that the District is required to submit a funding package. The ad hoc committee asked Lawrence Sanchez for clarification on what that package would include and how long it would take to submit. Lawrence explained that the purpose of the letter was to insure that the FPPUD follows through with completing all of the preliminary work with SHE before construction funding is guaranteed. The application would only require a minimal package which could be submitted at any time before July 1, 2022.

**4. Community Water System COVID Relief Program.**

Tiffany Matte submitted the application and provided clarification information requested by the State. Carlos Bravo clarified that there will be a notice that the State requires the District to send to the customers who receive State funding. He will forward more information when it is available. The State is also waiting on clarification from the IRS as to whether the District will need to issue Form 1099-Misc to those receiving \$600 or more from the program. Pam Jarecki explained that both LOW and Krista Mutual received letters stating the arrearage checks would take about four to six weeks to send out.

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

a. Status of Bids (Well & Meters) - Bids for Well #7 are due on November 23rd. Dee Jaspas estimates he will be able to put the meter replacement bid out on the street in about a month.

b. Status of Claims.

1. Review Claim Form Summary of Budget. The District received an invoice from YW but Oscar explained that there isn't a budget line item for legal costs. Lawrence stated that it could be claimed under the line item for administration. He will send out a summary sheet that shows where to allocate the soft costs.

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2. Review of Invoices for Claim. There was a charge for revised specifications on one of the invoices for DJA. Those costs were originally covered by IRWMP, so Dee will research that and see if there are any funds left over for this work. The claim will be prepared when the funding question is answered.

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

RCAC has not provided any updates to the Rate Study.

**Additional Questions for the State.**

The ad hoc committee asked Lawrence Sanchez about the possibility of drilling the production well on SEA property before the Regional Project construction agreement is in place. They explained that it is difficult to find drillers right now because of drought conditions. If a driller were to bid on Well #7, they would not be likely to begin drilling for many months. It would be a benefit to the District to drill both Well #7 and Well #8 at the same time both to entice drillers, and save money on the total cost. The FPPUD would also need funding assistance to drill Well #8 outside of the Regional Planning Project. Dee estimates it would cost about \$2.5 million to drill and connect the new well to the existing system.

Lawrence explained that the District would need a bid package and environmental documents to cover drilling both wells. He suggested the FPPUD write a letter to his management explaining the reasons to drill the production well on SEA property before the construction phase. Dee Jaspar will provide the District a quote for putting together that information for the State.

The next update meeting will take place on December 16, 2021.



**Tiffany Matte, Clerk of the Board**



**Attest: Gerald Garcia, Secretary**

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