

Draft to be Approved
FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
STATE UPDATE STANDING COMMITTEE
MEETING MINUTES FOR THURSDAY, DECEMBER 21, 2023
10:00 AM

1. Call to Order: 10:03am.

2. Roll Call of Directors and Attendees.

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

3. Public Comments - None.

4. Review of Minutes of 11/16/2023 State Update Standing Committee Meeting.

The meeting minutes were not available. This item will carry over to the next State Update Meeting.

5. FP/LOW Consolidation Planning Project.

a. Well Sites.

i. Acquisition of Well Site Properties.

At the last Board Meeting the District held a public hearing to consider:

1. Whether the public interest and necessity require the Project, the Project being the acquisition of interest in real property and the use of those interests for the construction, operation, repair and maintenance of the District's Well #8;
2. Whether the Project is planned or located in the manner that will be most compatible with the greatest public good and the least private injury; and
3. Whether the property sought to be acquired is necessary to the Project.

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Afterward, the Board passed the Resolution of Necessity to proceed with the eminent domain process. Lawrence Sanchez requested a copy of that resolution. The attorney has not yet filed the complaint with the court.

ii. Early Drilling of Well 8 and 9 (Technical Memo and Funding).

Dee Jaspar is continuing to work on the technical memo. Today he should finish the Drinking Water Source Assessment for both Well #8 and Well #9. He also needs to include the project options in the engineering portion of the memo. He hopes to have the technical memo complete by the middle of January.

iii. Sphere of Influence Mapping (Submitted).

There was no update on this item.

iv. LAFCo and MSR Work.

Bravish has issued the next draft of the MSR which will be reviewed by both the FPPUD Board and Lake of the Woods.

v. Planning Timeline (Extension).

Lawrence has asked the District to send an updated timeline in order to continue processing the amendment. Dee Jaspar responded with updates, which the committee reviewed.

Task#	Deliverable	Estimated Due Date
1	<u>Project Management, Administration, and Legal</u>	
	a. MOU - Draft Interconnection Water Service Agreement	December 2024
	b. Municipal Services Review (MSR)	January 2024
	c. Sphere of Influence Map	September 2022
	d. Apply to LAFCo to Amend the Sphere of Influence Map	January 2024
	e. Apply for Approval of Revised Annexation Map	Completed
2	<u>Test Wells</u>	
	a. Test Well Plans and Specifications with Detailed Cost Breakdown	Complete
	b. Hydrogeological Assessment Report	Complete
	c. Draft Source Water Assessment Program Report	December 2023

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Task#.	Deliverable	Estimated Due Date
3	<u>Engineering Report</u>	
	a. Draft Engineering Report	Complete
	b. Final Engineering Report with Detailed Cost Breakdown	January 2024
4	<u>Environmental Documents</u>	
	a. Environmental Documents to the Office of Planning and Research and the Division's Environmental Review Unit	December 2024
	b. Biological and Cultural Resources Survey Reports for all Project Sites	December 2024
5	<u>Engineering Design for Selected Construction Project</u>	
	a. Draft Plans and Specifications	July 2024
	b. Final Plans and Specifications with Detailed Cost Breakdown	December 2024
	c. Construction Application	January 2025
6	<u>Contingency</u>	
	a. Other (as applicable)	To be Determined

b. Planning Project - SHE Technical Assistance Funding Status.

i. Stand-By Fee Assessment.

The Work Plan has been sent to SHE management for review.

c. Regional Project Planning Project Budget Details.

The District sent a budget adjustment request to the State back in November, but it has not been approved yet. Lawrence Sanchez requested an updated project budget, which he will need before any changes can be approved. DJA will put together the new budget and submit it to Lawrence at the next State Update Meeting.

d. Project Budget

i. Review of Planning Budget.

There was no update on this item.

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ii. Budget Adjustment.

This item was covered in the previous discussion.

e. Claims.

i. Review Invoices for Claim #37.

There was one invoice from Young Wooldridge, three invoices from DJA, and charges for Director fees and staff recovery. The total invoices came to \$5,906.00, with charges removed from DJA Invoice 23-01108 because there was not enough in the budget. The charges will be put back on when the new budget is approved.

f. Lake of the Woods Grants and Projects.

The following updates were provided by Pam Jarecki:

3.5-million-dollar grant - Line Replacement & Permanent Generators:

This project is moving along and should be done by the end of February depending on weather. We have had timing issues with the holidays and gas and county. Sierra will be scheduling the pressure testing, lab testing and bringing sections of the sub-division online in January. Permanent pavement patch may have to be pushed to later in the Spring due to weather.

The generator project:

We will not hear anything until the later part of 2024.

5-million-dollar grant - South Tank & Line Replacement & SCADA Grant Phase 3 update:

There has been nothing new since our last meeting.

Still waiting on these permits:

- United States Forest Service Special Use Permit SF299 Application form and supporting exhibits to renew the permit for the springs, pipeline to the springs, and the North and South Tanks were completed and submitted to USFS on March 14, 2023.

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Basis of Design:

This has been delayed because we have found new information while doing Phase 2 that impacts Phase 3 designs. P&P is hoping to have a draft report and preliminary plans by the end of January.

Schedule Update:

- Basis of Design Memo – Late January 2024.
- Environmental Documents – are done.
- 90% Design Plans, Specs, and Estimate – Late January 2024: impacted by changes found doing Phase 2.

Well #4:

Well #4 has been put offline, we are collecting data on the high iron and manganese.

Blending station:

Nitrates are between 3.3 and 4.3 for the months of November and December. All wells are dropping 2 to 5 feet.

6. Frazier Park Pipeline Replacement Project.

a. Preliminary Engineering Work Paid Through SHE TA Workplan Funds.

i. Potholing and Mapping.

The potholing and mapping is complete.

ii. Engineering and Design.

The draft plans are completed to 95% and have been submitted as part of the grant application.

iii. Engineering Contract.

Lawrence confirmed that a contract between the engineer and the FPPUD is needed as part of the construction application.

iv. Project Application.

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The auditors are completing the financial statements that need to be included in the application.

v. Review Invoices.

There was one new invoice from DJA for this project. Invoice #23-01139 in the amount of \$13,590.50.

b. SWRCB Grant Funded Project.

There was no update on this item.

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

a. Status of Projects (Wells and Meters).

Lawrence has drafted everything needed for the closeout of the well, and sent it to his management. He anticipates having the formal letter to move forward sometime in January.

General Manager (GM) Jonnie Allison previously asked the Board for approval to install temporary fencing along the property line between the District and C&C land. When he went out to the site with the surveyor, it looked like C&C had brought over corral fencing that they were going to install. He no longer sees a need for the temporary replacement. The contractor is receiving the meters but the brass fittings are still scheduled to be delivered in February or March.

b. Project Budget (Well Funding).

There was no update on this item.

c. Claims.

i. Review Invoices for Claim #22.

Oscar Cisneros provided a draft of Claim #22. There was one invoice from DJA. The total claim came out to \$169.50.

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d. SHE Revolving Loan Requests.

There was no update on this item.

8. Adjournment.

The meeting was adjourned at 11:16am.

The next update meeting will take place on January 18, 2024.

At every regular meeting, the legislative body shall provide the public with an opportunity to directly address the body on any item of interest to the public before or during the legislative body's consideration of the item that is within the subject matter jurisdiction of the legislative body. (Brown Act Code Sec 54954.3(a)).

Tiffany Matte, Clerk of the Board

Attest: Brahma Neyman, Secretary

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