

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, NOVEMBER 16, 2023
10:00 AM

1. **Call to Order: 10:00am.**
2. **Roll Call of Directors and Attendees.**
 - **Frazier Park Public Utility District (FPPUD)** - Jonnie Allison, Tiffany Matte, Brahma Neyman, and Terry Kelling.
 - **Lake of the Woods MWC (LOW)** - Pam Jarecki and Joan Kotnik.
 - **Self-Help Enterprises (SHE)** - Carlos Bravo and Oscar Cisneros.
 - **Dee Jaspar & Associates (DJA)** - Dee Jaspar and Curtis Skaggs.
 - **State Water Resources Control Board (SWRCB):**
 - **Division of Financial Assistance**
 - **Division of Drinking Water** - Ryan Icenhower and Reyna Rodriguez.

3. **Public Comments - None.**
4. **Review Minutes of 10/19/2023 State Update Standing Committee Meeting.**

The minutes from the last meeting were provided to the attendees in the information packet for review. These minutes were approved on October 26, 2023.

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

a. Well Sites.

i. Acquisition of Well Site Properties.

The District is continuing to pursue the acquisition of the Well #8 property through the eminent domain process. They are still hoping to be able to negotiate outside of that process. The public hearing and resolution of necessity is tentatively scheduled for December 14, 2023.

The project ad hoc committee met with the owners of the Well #9 site property and discussed a layout for the property and well that would leave the owners two buildable lots. Dee Jaspar is in discussions with Jeff French to work on the arrangement of the well site and the lot lines.

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

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The technical memo has been submitted and is under review by the State.

iii. Sphere of Influence Mapping (Submitted).

There was no update on this item.

iv. LAFCo and MSR Work.

Bravish is finalizing changes to the MSR. When he is done, it will be sent to the FPPUD to confirm the changes.

Carlos Bravo has been working on the LAFCo application and needed some project clarification from Dee Jaspar.

v. Planning Timeline (Extension).

There was no update on this item.

b. Planning Project - SHE Technical Assistance Funding Status.

i. Stand-By Fee Assessment.

The State requested the SHE Work Plan in a new format, so Carlos will make those changes and submit it by the end of the month.

c. Regional Project Planning Project Budget Details.

There was no update on this item.

d. Project Budget

i. Review of Planning Budget.

There was no update on this item.

ii. Budget Adjustment.

A new budget adjustment was approved by the Board at the last meeting and will be emailed to Lawrence Sanchez.

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e. Claims.

i. Review Invoices for Claim #36.

There was one invoice from Young Wooldridge, three invoices from DJA, and charges for Director fees and staff recovery. The total invoices came to \$13,886.35, but two charges will be removed from DJA Invoice 23-01015 because there was not enough in the budget. The charges will be put back on when the budget adjustment is approved. The total claim came out to \$12,486.66.

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 the year or early January depending on weather. Sierra will be scheduling the pressure testing, lab testing and bringing sections of the sub-division online. Permanent pavement patch may have to be pushed to later in the Spring due to weather. Meeting with the State DDW review start up plan.

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:

These permits are done:

- California Department of Fish and Wildlife Lake and Streambed Alteration Notification is complete
- Army Corps of Engineers Section 404 Nationwide Permit
- Regional Water Quality Control Board Section 401 Water Quality Certification
- CEQA Notice of Exemption completed and filed at the State Clearinghouse

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 next week.

Schedule Update:

- Basis of Design Memo – Late Nov 2023.
- Environmental Documents – are done.
- 90% Design Plans, Specs, and Estimate – Late December 2023: may push into January depending on the impact of the 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 4.9 and 5.2 the month of October All wells are level or dropping 0.5 to 6 feet.

Dee requested mapping info for the annexation connection by mid-November and LOW responded with: The connection to Well #6 site or at Lakewood Place, or at our existing blending station, depending on the status of our infrastructure at the time.

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 plans are done to the point that they are ready to be submitted with the funding application.

iii. Engineering Contract.

Carlos needs to clarify with Lawrence Sanchez if he needs a contract between the engineer and SHE, or the engineer and the FPPUD.

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iv. Project Application.

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 #23-01046 in the amount of \$11,264.00.

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).

One of the items that needed addressing in the sanitary survey was the abandonment of Well #7. The survey asked that the item be corrected in the next 30 days. Currently, that change order is waiting for final formal approval by the State, but Lawrence said previously that he didn't expect approval by the end of the year. Ryan Icenhower was able to clarify that the timeline for correction was not set in stone, as long as the District was working toward the fix.

The meters have been delivered to the contractor. Curtis Skaggs will speak with the contractor this afternoon to get an updated delivery date for the service brass.

b. Project Budget (Well Funding).

There was no update on this item.

c. Claims.

i. Review Invoices for Claim #21.

Oscar Cisneros provided a draft of Claim #21. There were two invoices from DJA. The total claim came out to \$339.00.

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d. SHE Revolving Loan Requests.

There was no update on this item.

8. Adjournment.

The meeting was adjourned at 10:48am.

The next update meeting will take place on December 21, 2023.

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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