

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
STATE UPDATE MEETING MINUTES FOR THURSDAY, MAY 19, 2022
10:00 AM

Schoenberg/Kelling 3/0/0 - Directors Garcia and Gipson Absent
Minutes Approved on June 9, 2022

Conference Call Attendees:

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

1. Review Minutes of 04/21/2022 Ad Hoc Meeting.

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

2. FP/LOW Consolidation Planning Project.

a. Test Well Sites - The Notice of Completion was filed on 09/16/2021.

1. Acquisition of the Well Site Properties - The FPPUD is still holding off on sending any letters for appraising the well site properties until the easement is acquired. The letter was sent to SEA requesting the easements needed to drill Well #7.
2. Letter Addressing the Early Drilling of Well #8 - Dee Jaspar had sent a letter to Lawrence Sanchez giving reasons to drill Well #8 ahead of the construction portion of the regional project. Lawrence has requested more information that will need to be provided by Dee.

Director Schoenberg asked Carlos Bravo to add an item to the agenda to address adjustments in the project timeline. The District is a little behind on the deliverables, specifically the LAFCo Sphere of Influence Map. Lawrence explained that the dates on the funding agreement are flexible, but that it would be a good idea to track those changes for accountability purposes. The ad hoc will ask Dee to adjust the timeline as needed moving forward.

c. Planning Project - SHE Technical Assistance Funding Status - There was no update on this item.

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d. Regional Project Planning Project Budget Details - There was no update on this item.

e. Claims:

Director Schoenberg asked if it was possible for the SHE and the FPPUD to get updated forms after every claim that show the total amount spent in each budget category to date, as well as the amounts previously paid. Carlos will help get that information included on the signed State forms 260 and 261 to the District as the claims are approved by the State.

1. Claim #19. Claim #19 will be submitted next month for the project costs incurred during the month of May.

2. Claim #18. A draft of Claim #18 was provided and reviewed by the attendees. There were two invoices from DJA and charges for FPPUD meetings and staff costs. The claim came out to a total of \$1,055.82. The FPPUD ad hoc committee reviewed the claim, saw no issues, and recommended it go before the Board for approval at the next regular meeting.

Lake of the Woods had questions on the process and timeline for moving forward on the regional project because that will influence decisions on their system as they move toward annexation and incorporating the two systems together. They hope to go out to bid by the end of June.

f. Lake of the Woods MWC State SRF Waterline Replacement Application - Pam Jarecki explained that LOW is still waiting for a fully executed funding agreement. They have received comments from the State on the Plans and Specifications, and their engineer is drafting a response.

g. LOW MWC South Tank Replacement & SCADA System:

1. SCADA (options that work with the FPPUD system). Lake of the Woods is waiting for the final signatures on their TA agreement with SHE. Pam was able to speak with Ness Sanli, and he will be providing a quote in the next few days.

Lake of the Woods will be working on the General Application and resolution at their next Board meeting for their pipeline replacement. They hope to have their application submitted by June 3rd.

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Carlos explained that the FPPUD should also prepare a resolution for their next regular meeting, so they can submit their General Application for pipeline replacement as well.

3. Frazier Park Pipeline Replacement Project.

Carlos sent the amended agreement to DJA for the work that will be paid through their TA Work Plan. Dee told Carlos that he had concerns he would like addressed at a meeting with SHE management. Those concerns had to deal with how long he has been carrying invoices while waiting for reimbursement. Carlos explained that since Dee is dealing directly with SHE for payment, funds submitted on a Wednesday can be approved as soon as Friday. SHE will speak with him and hopefully have their agreement signed next week.

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

a. Appraisals and Granting of Temporary Easements - GM Allison personally drove and delivered the letter requesting the temporary easements to SEA at their office. The easement appraisal came out to \$190.00, but the District offered \$1,000.00 in order to offer a more fair amount. Lawrence asked the District to write a letter explaining the reason for the increase so that he can submit it to his management for possible reimbursement through project funding. The Board will speak with Dee at the next meeting to see if he has drafted that letter.

b. Status of Bids (Well & Meters) - At the last meeting, Dee had indicated that he is still waiting for final documents from Unified Field Services so he can give them the Notice to Proceed. The District is not able to go out to bid on the meters yet because some of the project funding was moved over to the budget for drilling Well #7. Lawrence Sanchez explained that it can take up to six months to modify the funding agreement, but in the meantime the District can apply for a bridge loan through SHE (funded through the DFA) which would provide funds until the additional money is added. The bridge loans through SHE do not carry interest or fees, but have to be paid back within one year, and have a maximum loan amount of \$500,000.00. The District will speak with Dee at the next meeting to find out by how much he anticipates the meter portion of the project will go over budget.

c. Status of Nitrate Analyzer - Director Schoenberg explained that the nitrate analyzer has been installed and activated, so information should be sent to Jesse Dhaliwal soon.

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d. Status of Claims - Oscar Cisneros provided a draft of Claim #3 which will go before the FPPUD Board for approval at the next regular meeting. The total amount came to \$39,826.53. At the last meeting DJA requested the District cover two charges from the Bakersfield Californian for the advertisement for going out to bid for Well #7.

One of those charges was included in Claim #3 for reimbursement in the amount of \$836.12. There was one invoice included in this claim that did not have the backup information for the color copies. Oscar will get that information and have it included in the claim.

e. Review Revised Budget Adjustment Letter - There was no update on this item.

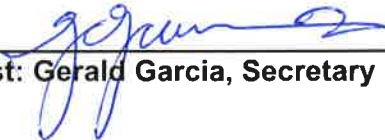
5. Connection Fee and Rate Review Evaluation.

The District has set the dates for the Prop 218 public information meeting and hearing. A letter was sent out to the customers and an ad will be put in the local newspaper.

The next update meeting will take place on June 16, 2022.



Tiffany Matte, Clerk of the Board



Attest: Gerald Garcia, Secretary

seal