

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
STATE UPDATE MEETING MINUTES FOR THURSDAY, MARCH 18, 2021
10:00 AM
Schoenberg/Gipson 4/0/0 - Director Garcia Absent
Minutes Approved on March 25, 2021

Conference Call Attendees:

- **Frazier Park Public Utility District** - Brahma Neyman, Lisa Schoenberg, Jonnie Allison, and Tiffany Matte.
- **Self-Help Enterprises** - Dave Warner, and Oscar Cisneros.
- **Dee Jaspar & Associates** - Dee Jaspar.
- **State Water Resources Control Board:**
 - **Division of Financial Assistance** - Lawrence Sanchez.
 - **Division of Drinking Water**

1. Review Minutes of 2/18/2021 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 Work. Dee Jaspar is putting a package together with contract documents for Johnson Drilling that will need to be reviewed by Alan Doud from Young Wooldridge. Once reviewed, the documents will be sent to Lawrence Sanchez for informational purposes. Lawrence clarified that he would not need to approve the documents, nor the notice to proceed. It is anticipated that work will begin at the end of April, or beginning of May, after Johnson drilling finishes its current projects and is ready to proceed. There will be a kickoff meeting at the FPPUD office a few days before work begins.

b. Planning Project Self-Help Enterprises (SHE) Technical Assistance (TA) Funding Status. The amended Work Plan has been signed by SHE and returned to the State on February 22nd. Invoices from Dee Jaspar & Associates (DJA) that qualify for TA funding will be paid by SHE as soon as they receive the signed agreement.

1. Legal, Engineering & Other Costs Waiting for SHE Work Plan Approval:

Young Wooldridge: No new invoices.

Dee Jaspar & Associates: New invoice for February.

c. Regional Project Planning Project Budget Details. The District will need to send a letter to the State requesting budget adjustments.

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1. Draft Engineering Agreement Amendment No. 1 for \$44,050 in added costs.

Dee Jaspar included a breakdown of the expenses in his contract amendment. Those are his best estimates based on what he expects costs to be, but they could increase or decrease based on the actual time it takes drilling to be completed.

Director Schoenberg requested he further break out the costs for inspection, administration, and any other expenses. This will help ensure that there will be enough remaining in contingency to cover unforeseen costs. Lawrence Sanchez explained that as long as the District is doing their due diligence and keeping an open dialog with the State, there will be options should the expenses exceed the budget. The State could be asked to provide additional funds toward planning expenses, or expenses could be rolled over into the construction phase of the project.

Test Well Plans and Specs:	\$2,534	Previously Approved
Labor Compliance:	\$40	Previously Approved
Hydrogeological:	\$2,480	New Adjustment
Hydrogeology Report:	\$6,464	New Adjustment
Final PER	\$8,112	New Adjustment
<u>Test Well Admin Costs</u>	<u>\$24,420</u>	Previously Approved
Total Engineering Amendment	\$44,050	

Dee explained that when the test well work is finished, the hydrogeologist will issue a report that gets incorporated into the engineer's report. In the report Dee will give his recommendation on well design, casing size, and other specifications. This report will be sent to the District, Jesse and Ryan in the SWRCB Division of Drinking Water, and Lawrence in the SWRCB Division of Financial Assistance, for review. The agencies will have the opportunity to give comments and corrections, and those changes will be incorporated into a final PER for the test wells. Once that is done, there will be a Project Design Report that incorporates the information from the test wells into the larger project.

2. Adjustment for MSR and MOUs. The Planning contract will need an additional contract adjustment for Pre-Planning work that was not completed. That work includes the MSR, MOUs, and LAFCo fees related to the annexation. The District is waiting for a revised quote from Bravish with Stanley Hoffman Associates (SHA) for the amended MSR, but it is estimated that it will cost around \$12,000 - \$15,000. Dee Jaspar will work with Bravish to determine which part of the work will be done by DJA, and which part will be done by SHA.

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SHE has \$16,050 remaining that is budgeted for annexation costs. \$2,200 is specifically for the MSR, the remaining money will cover LAFCo costs and fees, State Board of Equalization fees, and any other final annexation expenses.

d. Claims. Claim #7 cannot be filed until the project budget is amended with new engineering and annexation costs, and updated invoices from DJA. The deadline to submit claims and have them processed in the current fiscal year is March 26th. Claims can be filed after that date, but reimbursement will be delayed.

DJA Invoice 21-01046-B included charges for items covered in the planning contract, and charges for work that is not yet included in the budget. The ad hoc requested that the invoice be separated so that covered charges can be billed under Claim #7. When the amended budget request is submitted and approved, the remaining charges can be submitted under Claim #8.

e. Lake of the Woods MWC State SRF Waterline Replacement Application. The contract is being drafted. They are expecting the project will be funded this fiscal year.

3. Frazier Park Pipeline Replacement Project.

SHE has proposed the District apply for funding for the pipeline project under SAFER TA funds as a consolidation incentive project. SHE will be having a phone call with the State as they are getting closer to signing a SAFER contract with them. The Frazier Park regional project was not listed as a SAFER project even though the annexation would include eligible systems. Dave Warner was unsure about what that would mean for the District when applying for this funding. The hope is that this TA money could cover preliminary engineering work like pipeline locating and mapping, in order to have the project application ready for when the regional construction application is submitted. Lawrence Sanchez expressed his support for this idea and is willing to help in any way he can.

4. Water Meter & Well Replacement Project.

a. Well #5 replacement was added to the meter project.

b. Items requested by Lawrence Sanchez:

- Combined environmental package for the well and meters: **Completed.**
- Project name change to "Frazier Park Public Utility District Meter Replacement Project and Emergency Replacement Well and Water Supply Project": **Completed.**

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-Combined NOEs per CEQA law: **Completed.**

c. Dee Jaspar requested a funding increase from IRWMP of \$20,000 (from \$46,400 to \$66,400) for PER and Design Changes. Dee received verbal notice that the funding was approved, but has not yet received any paperwork.

d. Other information needed:

No other documentation is needed. Once management gives their final approval, that will document the eligible start date for construction. Lawrence explained that there will be a final budget approval process. Once the State receives the bids for the project, they are incorporated into the agreement. This process has been taking about six months to complete, and must be finalized before the District would see any reimbursement. Lawrence recommended looking into options, like a bridge loan, for covering costs in order to get the project started sooner. Should an emergency occur and the well fails before funding is available, it is possible that the State may be willing to help out by covering some of the costs, fees, and interest for a bridge loan.

5. Connection Fee and Rate Review Evaluation.

There were no updates on this work.

Dee Jaspar reminded the Board that before the test well work begins, the District will need to provide the \$5,000 payment to each parcel owner.

The next update meeting will take place on April 15, 2021.



Tiffany Matte, Clerk of the Board



Attest: Terry Kelling, Secretary

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