

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
STATE UPDATE MEETING MINUTES FOR THURSDAY, SEPTEMBER 17, 2020
10:00 AM

Schoenberg/Garcia 4/0/0 - Director Gipson Absent
Minutes Approved on September 24, 2020

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** - Jesse Dhaliwal, and Ryan Incenhower.

1. Review Minutes of 8/20/2020 Meeting.

The minutes were provided to the group for reference.

2. FP/LOW Consolidation Planning Project.

a. Property Appraisals & Title Reports for the Test Well Sites. Dee explained that he will order the property appraisals as soon as he has all three signed license agreements. The cost of the title reports will increase from \$1,500 to \$2,000 since there are two parcels at the second well site. This money will be taken out of the available TA funds.

b. Licence Agreements for the Test Well Sites. The license agreements for the Hikmat and SEA properties have been signed. The agreement for the second test well site needs to be modified to read Wainright-French, LLC. Dee will reach out to them again on Monday when Mr. French gets back into town.

c. Test Well Work. The Plans & Specs are complete. The test wells have gone out to bid and there have been three addendums so far:

#1. The bid date was changed to October 5th to allow for MWE requirements and give minority businesses more time to respond.

#2. One of the bidders submitted a list of questions, and Dee put out an addendum to answer them for all bidders.

#3. This removes Test Well #3 from the bid package. This site is difficult to access, would cost much more to drill, and may discourage contractors from bidding on the project. This is also the final test well to be drilled, and it is unlikely it could be done before winter weather moves in. If this site is needed, it could go out to bid separately in the Spring.

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Dee discussed that he might draft a fourth addendum to put in an allowance for a sound wall. It may become necessary for the second well site since it is close to a residential area. Drilling will only occur during the day, and not on the weekends unless requested by the contractor, and approved by the Board.

The environmental work began at the end of July and accumulated \$750 in charges before it was temporarily stopped. The State noted that two NOEs had already been filed for the Planning Project. The Board discussed the issue and based on advice from the District's legal council and environmental contractor, voted to continue to move forward on site specific NOEs in case there are any legal challenges. Tom Dodson sent Dee Jasper a draft NOE and report. Dee reviewed that information, provided input, and suggested amendments.

CS & Associates provided a proposal for labor compliance on the test well work. Their amount of \$6,120 was over the planning budget which allocated \$5,000 for that work. Lawrence Sanchez pointed out that reducing the project from three test wells to two, would reduce the total project cost. CS & Associates will be asked if they can modify their proposal based on the change in the scope of work.

d. Project Funding Status. The Board asked that the cost for the title reports be moved from the planning contract, to Self-Help Enterprises' TA funds. Once the invoices come in for the reports, and it's verified there were no additional costs above \$2,000, Dave can ask the State to approve the modification to the agreement.

The State has still not approved the Work Plan requesting additional TA funds. The State has been asked to prioritize this project.

1. SHE Test Well Technical Assistance Preconstruction Balances:

Engineering	\$0.
GeoPhys Surveys	\$10
Title Reports	\$9,500
Legal	\$0
Environmental	\$5,000.

2. Additional Test Well Technical Assistance Requested from Self-Help Enterprises' TA Funds:

Engineering	\$16,000
Test Well Surveying and Mapping	\$6,500
Legal Services	<u>\$7,000</u>
Total SHE TA Contractor \$'s requested	\$30,100.

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3. Interim Funding of Legal & Other Costs While Waiting for SHE Work Plan Approval.

Young Wooldridge July balance after SHE TA paid - \$1,934.79.

This amount was paid by the FPPUD and will be reimbursed from TA funds when the work plan is approved.

Dee Jaspar & Assoc July balance after SHE TA paid - Ad Hoc reviewing invoices.

The invoices for DJA are being held until they are reviewed and corrected. Once they are finalized, the FPPUD will cover the balances if the work plan has not been approved.

4. Budgeted State Planning Test Well License Funds of \$30,000 to cover:

Test Well License Costs	\$15,000.
SEA Test Well Site Access	\$1,000.
Test Well Site Appraisals	\$11,700.
Test Well Title Reports	<u>\$1,500.</u>
Total	\$29,200.

The title reports have been removed from this budget and will be covered by SHE TA funds.

e. Planning Project Budget Details. Dave Warner included the budget overview from Claim #4 which shows the balances available in each line item.

f. Claims. Payment for Claim #3, in the amount of \$1,958 was confirmed to have been received by the District on May 20, 2020. Claim #4, in the amount of \$11,370, was reviewed, processed, and approved on August 21st. Claim #5 is being prepared for approval at the next planning meeting.

g. Conner MHP. Ryan Icenhower explained that the mobile home park's nitrate levels have been dropping in the last year and a half. They are currently in compliance with their MCLs.

h. Lake of the Woods MWC SRF Waterline Replacement Application. Lawrence Sanchez is reviewing the application. It is being updated per State requests.

3. Frazier Park Pipeline Replacement Project.

a. Waterline Mapping. Dee reported that GM Allison has found PVC in about three trails. The pipes were installed several years ago but never mapped.

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The PVC parallels the old, leaky steel pipes. A mini excavator will need to be used to dig and confirm what is there, and if the PVC pipes are able to be connected to the residences.

b. District Waterline Leaks & Break Records. These have been compiled and mapped by GM Allison.

4. Water Meter Project.

The application is under review by Lawrence Sanchez. Oscar Cisneros has been putting together the additional information that was requested. The ad hoc committee reiterated for Lawrence Sanchez the challenges the District faces when manually reading meters. After hearing those issues, Lawrence asked for any documentation of time spent, along with a summary of what was explained, so that he can have a backup for management on approved projects.

a. Engineering Contract Needed for Work. This was an application item asked for by the State. Dee will look to see if he has something on file, or will provide a draft if needed.

b. Labor/cost savings needed: Radio Read meters vs manual/visual read meters. This item was not addressed.

5. Well Replacement Project.

a. USDA Application. The Board was not comfortable moving forward with a 100% loan because they don't want to raise rates on residents who may not be able to afford it.

b. iBank Funding Analysis. Oscar forwarded an email from iBank, asking the District to reach out to them Directly regarding a funding analysis.

c. Approach State for Co-Funding. The FPPUD ad hoc committee has been working through District accounts, and calculating the best way to fund projects, including the well replacement. They determined that if they move forward with the 4 projects that are the most pressing, it would require using money designated for Operations and Maintenance. The Board voted to approach the State, and see if they were willing to help partially fund the cost of the well since it is an emergency situation. Since the District already has an application under review for replacing meters, Lawrence Sanchez suggested adding the well replacement to the current application.

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The ad hoc was concerned that although it would help, the funding may not be approved soon enough to have the new well built before Well #5 fails. Since Lawrence indicated there was no down side to moving forward, the Board will put together a packet of information that will be needed to add the well replacement to the water meter application.

About a year ago, Joe Karkoski from the State toured the District and had some suggestions about the Regional Project. Lawrence offered to arrange a meeting with him, so the ad hoc could go over the District needs. The ad hoc will work with Dave Warner, put together the documentation they would like, then contact Lawrence when they are ready for the meeting.

6. Connection Fee and Rate Review Evaluation.

There was a kick-off meeting with RCAC, but they haven't scheduled a time to begin work.

The next update meeting will take place on October 15, 2020.



Tiffany Matte, Clerk of the Board



Attest: Terry Kelling, Secretary

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