

FRAZIER PARK PUBLIC UTILITY DISTRICT
4020 Park Drive, P.O. Box 1525, Frazier Park, CA. 93225
STATE UPDATE MEETING MINUTES FOR THURSDAY, FEBRUARY 18, 2021
10:00 AM
 Gipson/Garcia 5/0/0
 Minutes Approved on February 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 1/21/2021 Meeting.

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

2. FP/LOW Consolidation Planning Project.

a. License Agreements for the Test Well Sites. All of the license agreements are signed and complete.

b. Test Well Work. The notice of award was issued to Johnson Drilling. The bonding documents were held up, but should be coming this week. The contract will be drafted and available in the next few days, and added to the Regular Planning Meeting for review and approval.

The environmental work is complete and the Notice of Exemptions have been filed.

c. Planning Project Self-Help Enterprises (SHE) Technical Assistance (TA) Funding Status. The State has still not approved the amended Work Plan for added TA funds. Lawrence Sanchez asked to be included in emails to the State so he can try and help speed up the approval.

1. SHE Test Well Technical Assistance Preconstruction:

	Costs		Balance
Engineering:	\$5,106.19	pd 12/15/20	\$0
GeoPhys Surveys:			\$0
Title Reports:	\$2,099.00	pd 12/15/20	\$0
Legal:			\$0
Environmental:	\$2,109.40	pd 11/25/20	\$0

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2. Additional Test Well Technical Assistance Requested From SHE TA Funds.

	Amount
Engineering:	\$11,200
Test Well Surveying & Mapping:	\$6,500
<u>Legal Services:</u>	<u>\$7,000</u>
Total SHE TA Money Requested	\$24,700

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

Young Wooldridge: No new invoices.

Dee Jaspar & Associates: Invoices for January.

#21-01045 - Well #5 Replacement design billed to IRWMP.

#21-01046 - This will be a "B" invoice. The committee will need to determine if the charges for the MSR and LAFCo will be billed to Planning or TA funds.

The original MSR that was submitted to LAFCo was only in draft form. It did not include the LDS church in Lake of the Woods, nor the conditions of annexation. This work was originally funded under the Pre-Planning Contract, but new costs are being incurred in order to update the original document. The ad hoc committee will meet with Stanley Hoffman Associates to clarify and amend the cost estimate for the MSR. Once those figures are available, they can be included in the budget request that will be sent to Lawrence as a transfer from contingency.

#21-01047 - Meter Project.

Lawrence updated the committee that his goal is to have the application funded by the end of this fiscal year. There are only a few more things he will put together in order to send it to management for final review. He asked the District to compile any costs already incurred, as well as the dates, so he can include those in the contract budget as reimbursable costs.

#20-09057-B - Technical assistance costs for January were billed under the wrong invoice number. This needs to be an "A" invoice with a new number (#21-01057-A), and addressed to SHE.

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

	Original Budget	Adjustment
Test Well License Costs:	\$15,000	\$10,000 (Only 2 test wells)
SEA Test Well Site Access:	\$1,000	\$1,000 (Claim #6)
Test Well Site Appraisals:	\$11,700	\$11,700
<u>Test Well Title Reports:</u>	<u>\$1,500</u>	<u>\$0 (Paid with SHE TA)</u>
Total:	\$29,200	\$22,700 (\$6,500 savings to
Budget Amount:	\$30,000	\$23,500 contingencies)

d. Planning Project Budget Details. The District's Budget adjustment request letter was approved by the State.

1. Draft Engineering Agreement Amendment No. 1. This amendment included budget adjustments that have already been approved by the State, as well as new figures that will need to be sent for approval once the Board has voted at the upcoming meeting. Lawrence Sanchez briefly reviewed the request and could see no obvious issues with the adjustment.

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	

e. Claims. Claim #6 was approved by the District on 01/14/2021 in the amount of \$10,712.82. It was sent to the State on 1/20/2021.

On 02/4/2021 the State requested additional documentation for two of the DJA invoices. Invoice #20-09057-B for \$56.50, and Invoice #20-11008-B for \$16.04.

Documentation was provided to the State for the larger invoice. The invoice for the smaller amount was withdrawn from the claim.

Dee Jaspar stated that his company will no longer be invoicing for small charges like copies, because of the amount of time and money it takes for everyone to review the claims and invoices. Only larger, more significant office charges will be submitted.

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f. Lake of the Woods MWC State SRF Waterline Replacement Application. The FPPUD Board wrote and approved a letter of support for this project, as requested by Lawrence Sanchez. This contract is being drafted and should be issued in the next few months.

3. Frazier Park Pipeline Replacement Project.

The District's TA request has not been approved yet. SHE has proposed this to be funded under SAFER TA as a consolidation incentive project. The application would need to be submitted right after the application for the FP-LOW Regional Construction Project. SHE does not yet have an agreement with the State for SAFER funds.

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

c. Dee Jasper requested a funding increase from IRWMP of \$20,000 for PER and Design Changes. The funding has not yet been approved.

d. Other information needed:

- The State requested the number of residential and business meters: **Completed.**
- Revised project budget numbers: **Completed.**

The status of the application was discussed earlier in the meeting. Lawrence is only waiting on the results of the title reports, which have been ordered and should be available in the next week or two.

5. Connection Fee and Rate Review Evaluation.

Dave from RCAC met with Jonnie and went through maps and previous project PERs. Director Schoenberg sent him what she had so far for the Book Asset Detail. The ad hoc will still need to go over that list with the auditors.

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Dave did indicate that the District would not be able to cover pipeline replacement through rate increases, but he will incorporate moving forward on that work through grants, into the Rate Study.

The next update meeting will take place on March 18, 2021.



Tiffany Matte, Clerk of the Board



Attest: Terry Kelling, Secretary

seal

