



**FALLBROOK PUBLIC UTILITY DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING**

**AGENDA**

**MONDAY, AUGUST 26, 2024  
4:00 P.M.**

**FALLBROOK PUBLIC UTILITY DISTRICT  
990 E. MISSION RD., FALLBROOK, CA 92028  
PHONE: (760) 728-1125**

**THIS MEETING WILL BE HELD AT THE ABOVE DATE, TIME, AND LOCATION AND MEMBERS OF THE PUBLIC MAY ATTEND IN PERSON AT THE DISTRICT OFFICE LOCATED AT 990 E. MISSION RD., FALLBROOK, CA 92028. FOR THE CONVENIENCE OF MEMBERS OF THE PUBLIC WHO DO NOT WISH TO ATTEND IN PERSON, FALLBROOK PUBLIC UTILITY DISTRICT PROVIDES A MEANS TO OBSERVE AND PROVIDE PUBLIC COMMENTS AT THE MEETING VIA WEB CONFERENCE USING THE BELOW CALL-IN AND WEBLINK INFORMATION. PLEASE NOTE THAT IN THE EVENT OF TECHNICAL ISSUES THAT DISRUPT THE ABILITY OF MEMBERS OF THE PUBLIC TO VIEW THE MEETING OR PROVIDE PUBLIC COMMENTS THROUGH THE WEB CONFERENCE OPTION, THE MEETING WILL CONTINUE.**

**TELECONFERENCE LOCATION**

In addition, Director McDougal will be teleconferencing pursuant to Government Code section 54953 from the following location: Sandy Creek Yacht Club Marina (A-28), 8714 Lime Creek Rd., Volente, TX 78641

**Join Zoom Meeting**

<https://us06web.zoom.us/j/82003172211?pwd=UU10YWltMkVwWGVAUFNkQnA2bHA4Zz09>

**MEETING ID: 820 0317 2211**

**AUDIO PASSCODE: 363170**

**Dial by your location**

+1 346 248 7799 US (Houston); +1 720 707 2699 US (Denver); +1 253 215 8782 US (Tacoma);

Find your local number: <https://us06web.zoom.us/j/82003172211?pwd=UU10YWltMkVwWGVAUFNkQnA2bHA4Zz09>

**Members of the public may participate in the meeting from any of the above locations.**

**PUBLIC COMMENTS:** Members of the public may submit public comments and comments on agenda items in one of the following ways:

**SUBMIT COMMENTS BEFORE THE MEETING:**

- By emailing to our Board Secretary at [leckert@fpud.com](mailto:leckert@fpud.com)
- By mailing to the District Offices at 990 E. Mission Rd., Fallbrook, CA 92028
- By depositing them in the District's Payment Drop Box located at 990 E. Mission Rd., Fallbrook, CA 92028

All comments submitted before the meeting by whatever means must be received at least 1 hour in advance of the meeting. All comments will be read to the Board during the appropriate portion of the meeting. Please keep any written comments to 3 minutes.

**REMOTELY MAKE COMMENTS DURING THE MEETING:** The Board President will inquire prior to Board discussion if there are any comments from the public on each item.

- Via Zoom Webinar go to the "Participants List," hover over your name and click on "raise hand." This will notify the moderator that you wish to speak during oral communication or during a specific item on the agenda.
- Via phone, you can raise your hand by pressing \*9 to notify the moderator that you wish to speak during the current item.

**MAKE IN-PERSON COMMENTS DURING THE MEETING:** The Board President will inquire prior to Board discussion if there are any comments from the public on each item, at which time members of the public attending in person may make comments.

**THESE PUBLIC COMMENT PROCEDURES SUPERSEDE THE DISTRICT'S STANDARD PUBLIC COMMENT POLICIES AND PROCEDURES TO THE CONTRARY.**

*If you have a disability and need an accommodation to participate in the meeting, please call the Secretary at (760) 999-2704 for assistance so the necessary arrangements can be made.*

**I. PRELIMINARY FUNCTIONS**

CALL TO ORDER / ROLL CALL / ESTABLISH A QUORUM

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMENT

*Members of the public are invited to address the Board of Directors on any item that is within the subject matter jurisdiction of the legislative body. The Board President may limit comments to three (3) minutes.*

A. EMPLOYEE OF THE QUARTER FOR AUGUST 2024

1. Christian Hernandez

B. EMPLOYEE PROMOTION ANNOUNCEMENT

1. Jason Jared, Environmental Compliance Technician

2. Sierra Stephensen, Engineering Technician I

C. MANAGER'S AWARD

1. Steve Wuerth

**II. CONSENT CALENDAR----- (ITEMS D-I)**

*All items appearing on the Consent Calendar may be disposed of by a single motion. Items shall be removed from the Consent Calendar if any member of the Board of Directors, or the public, requests removal prior to a vote on a motion to approve the items. Such items shall be considered separately for action by the Board.*

D. CONSIDER APPROVAL OF MINUTES

1. July 22, 2024 Regular Meeting

Recommendation: *The Board approve the minutes of the aforementioned meeting of the Board of Directors of the Fallbrook Public Utility District.*

E. CONSIDER PUBLICATION OF ANNUAL FINANCIAL STATEMENT

Recommendation: *That the Board approve the draft financial statement developed by staff for publication in the Village News in accordance with Section 6066 of the Government Code.*

F. COMMUNITY BENEFIT WATER USERS FY 2023-24 ANNUAL REPORT

Recommendation: *This item is for information purposes, no action is required.*

G. ANNUAL STATUS REPORT OF PARCELS WITH DEFERRED WATER AVAILABILITY / STANDBY CHARGES

Recommendation: *This item is for information only; no action is required of the Board.*

H. CONSIDER ADVANCE APPROVAL TO ATTEND MEETINGS

Recommendation: *That the Board authorize and approve, in advance, Directors' attendance to the Eastern Municipal Water District Agricultural Customer Listening Session presented by Metropolitan Water District on August 29, 2024.*

I. CONSIDER NOTICE OF COMPLETION FOR ROSS LAKE PIPELINE REPLACEMENT PROJECT

Recommendation: *That the Board authorize staff to file the attached Notice of Completion with the San Diego County Recorder.*

III. **INFORMATION**-----**(ITEMS J-L)**

J. ENGINEERING & OPERATIONS KEY PERFORMANCE INDICATORS PRESENTATION

Presented by: *Aaron Cook, Engineering Manager  
Carl Quiram, Operations Manager*

K. FISCAL YEAR 2023-24 YEAR-END BUDGET STATUS REPORT

Presented by: *Dave Shank, Assistant General Manager/CFO*

L. EMPLOYEE WELLNESS PROGRAM

Presented by: *Isabel Casteran, Safety and Risk Officer*

IV. **ACTION / DISCUSSION CALENDAR**-----**(ITEMS M-S)**

M. CONSIDER EDU CLASSIFICATION FOR MULTI-UNIT RESIDENTIAL CONVERSION AND CAPACITY CHARGE FINANCING AGREEMENT TERMS

Recommendation: *Staff recommends that the Board determine that no grounds for a redetermination of equivalent dwelling units (EDUs) to identify the corresponding sewer capacity and fees exists under the District's Administrative Code and that the standard apartment classification be used to revise the existing sewer permit. Staff also recommends that the Board authorize the General Manager cause a financing agreement to be prepared providing for an extended*

*financing term and consistent with the terms specified above to facilitate payment of the additional capacity fee over time.*

N. CONSIDER CONTINUATION OF STATE ADVOCACY SERVICES

*Recommendation: That the Board authorize the continued engagement of Fernandez, Jensen, Kimmelshue Government Affairs for external state advocacy services for an additional one-year period.*

O. CONSIDER REAPPOINTMENT OF COMMUNITY BENEFIT PROGRAM COMMITTEE MEMBERS

*Recommendation: That the Board reappoint the three current Community Benefit Program Committee Members, whose initial terms are expiring at the end of 2024, for one additional full three-year term.*

P. CONSIDER RESOLUTION NO. 5082 ADOPTING AN AMENDED CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT OF 1974

*Recommendation: That the Board adopt Resolution No. 5082 adopting the amended Conflict of Interest Code pursuant to the Political Reform Act of 1974.*

Q. CONSIDER UPDATE ON ERP REPLACEMENT PROJECT AND APPROVE A PROFESSIONAL SUPPORT SERVICES CONTRACT

*Recommendation: That the Board execute the plan to procure new ERP software and approve the Professional Services Contract with Soft Resources.*

R. CONSIDER PURCHASE OF A REPLACEMENT CHLORINE GAS SCRUBBER FOR THE WASTEWATER TREATMENT PLANT

*Recommendation: That the Board authorize staff to enter into a contract with PureAir to purchase the PureAir EGS-8 scrubber for \$315,583.13.*

S. CONSIDER THE PURCHASE OF THREE FORD F150 LIGHTNING EV TRUCKS IN ACCORDANCE WITH THE APPROVED FLEET AND HEAVY EQUIPMENT REPLACEMENT PLAN

*Recommendation: That the Board authorize staff to procure three Ford F150 Lightning EV trucks for \$154,612.89 from Fritts Ford.*

V. **ORAL/Written Reports**-----**(ITEMS 1-7)**

1. General Counsel
2. General Manager

- a. MWD/EMWD Update
- b. Engineering and Operations Report
- c. Federal Funding Update
3. Assistant General Manager/Chief Financial Officer
  - a. Financial Summary Report
  - b. Treasurer's Report
  - c. Budget Status Report
  - d. Warrant List
  - e. Annual Disclosure of Reimbursements over \$100
  - f. Fiscal Year 2023-2024 District Memberships and Dues
4. Public Information Officer
5. Notice of Approval of Per Diem for Meetings Attended
6. Director Comments/Reports on Meetings Attended
7. Miscellaneous

ADJOURN TO CLOSED SESSION

**VI. CLOSED SESSION----- (ITEM 1)**

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9 (d)(1):

Name of Cases:

Aqueous Film-Forming Foams Product Liability Litigation, Master Docket No. 2:18-mn-2873-RMG:

- City of Camden, et al., v. 3M Company, Civil Action No.: 2:23-cv-03147-RMG;
- City of Camden v. E.I. du Pont de Nemours & Company, Civil Action No.: 2:23-cv-03230-RMG; and
- City of Camden, et al. v. BASF Corporation, Civil Action No.: 2:24-cv-03174-RMG;
- City of Camden et. al. v. Tyco Fire Products LP, Civil Action No.: 2-24-cv-02321-RMG

RECONVENE TO OPEN SESSION

REPORT FROM CLOSED SESSION (*as needed*)

**VII. ADJOURNMENT OF MEETING**

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### DECLARATION OF POSTING

I, Lauren Eckert, Executive Assistant/Board Secretary of the Fallbrook Public Utility District, do hereby declare that I posted a copy of the foregoing agenda in the glass case at the entrance of the District Office located at 990 East Mission Road, Fallbrook, California, at least 72 hours prior to the meeting in accordance with Government Code § 54954.2(a).

I, Lauren Eckert, further declare under penalty of perjury and under the laws of the State of California that the foregoing is true and correct.

August 21, 2024  
Dated / Fallbrook, CA

/s/ Lauren Eckert  
Executive Assistant / Board Secretary

**M E M O**

**TO:** Board of Directors  
**FROM:** Jack Bebee, General Manager  
**DATE:** August 26, 2024  
**SUBJECT:** August 2024 Employee of the Quarter

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Christian Hernandez was chosen as the August 2024 Employee of the Quarter for the following reasons:

*“Christian has received praise from countless customers. The work Christian performs is mostly unseen and out of view from his fellow employees, supervisors and managers, but his efforts and customer relations are outstanding. Christian regularly goes above and beyond to accommodate customers. He has extensive knowledge, understands and trouble shoots difficult meter related issues in the field. He helps to resolve billing concerns with customer service. He will gladly change direction to assist any other department if asked. Christian has great pride in his work and continues to look for ways to improve FPUD’s AMI system. When additional help is needed during a service line or main line break, Christian is always happy to drop what he is doing and lend a hand. Most recently during a large water main break on Vista Del Lago Christian jumped right in to shovel large volumes of mud from a customer’s driveway. This quick response and effort helped to keep water from entering the customer’s home. Christian doesn’t shy away from hard manual labor and will do whatever is necessary to get our customers back in water as quick as possible.”*

Christian received a Certificate of Appreciation and a monetary award of \$150. Additionally, Christian will have lunch with the General Manager, a member of the Board of Directors, and the previous Employee of the Quarter.

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## M E M O

**TO:** Board of Directors  
**FROM:** Jack Bebee, General Manager  
**DATE:** August 26, 2024  
**SUBJECT:** Manager's Award Recipient

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Description

To recognize Manager's Award recipient Steve Wuerth.

Purpose

Steve has built a solid team of employees for maintenance and electrical service. Since Steve's first month on the job in November 2021, he has excelled at specifying the appropriate replacements for equipment. He has built up a very broad stable of vendors that work hard with him to get us the appropriate equipment with as little delay as possible. Steve works very closely with the operators to make sure that his repairs fully meet their needs.

Steve also works with Aaron as a technical advisor on our facility designs. He brings his maintenance experience to assist Aaron with the best approach to any design. Steve's persistence with the Overland Trails Pump Station helped identify a design flaw that was correctable. The pumps are now lasting significantly longer. Steve hardened our SCADA backbone and communications network so that all of our sites have coverage. Steve has worked with his staff to completely install the temporary pump at Red Mountain.

Steve is very deserving of a special award for all he has done here at FPUD.

Steve will receive a \$25 gift card.

Budgetary Impact

Manager's Award costs are included in the Human Resources Staff Development budget for the 2024-25 fiscal year.

Recommended Action

This item is for information only; no Board action is required.

**M E M O**

**TO:** Board of Directors  
**FROM:** Lauren Eckert, Executive Assistant/Board Secretary  
**DATE:** August 26, 2024  
**SUBJECT:** Approval of Minutes

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**Recommended Action**

That the Board approve the minutes of the following meeting of the Board of Directors of the Fallbrook Public Utility District:

1. July 22, 2024 Regular Meeting



FALLBROOK PUBLIC UTILITY DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING

MINUTES

MONDAY, JULY 22, 2024  
4:00 P.M.

FALLBROOK PUBLIC UTILITY DISTRICT  
990 E. MISSION RD., FALLBROOK, CA 92028  
PHONE: (760) 728-1125

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I. PRELIMINARY FUNCTIONS

CALL TO ORDER / ROLL CALL / ESTABLISH A QUORUM

Director Endter called the July Regular Meeting of the Board of Directors of the Fallbrook Public Utility District to order at 4:12 p.m.

A quorum was established, and attendance was as follows:

Board of Directors

Present: Dave Baxter, Member  
Ken Endter, Member  
Charley Wolk, Member

Absent: Jennifer DeMeo, Member/President  
Don McDougal, Member/Vice President

General Counsel/District Staff

Present: Jack Bebee, General Manager  
Paula de Sousa, General Counsel  
Devin Casteel, System Operations Supervisor  
Mick Cothran, Engineering Technician  
Aaron Cook, Engineering Manager  
Carl Quiram, Operations Manager  
Bryan Wagner, Crew Leader  
Austin Wendt, Crew Leader  
Lauren Eckert, Executive Assistant/Board Secretary

Also present were others, including, but not limited to: Jacqueline Howells, Mark Mervich, Rosie Redmond, Steve Corona, Lila Hargrove, and Jim Mendelson

PLEDGE OF ALLEGIANCE

Director Endter led the Pledge of Allegiance.

## APPROVAL OF AGENDA

MOTION: Director Wolk moved to approve the agenda; Director Baxter seconded. Motion carried; VOTE:

AYES: Directors Baxter, Endter, and Wolk

NOES: None

ABSTAIN: None

ABSENT: Directors DeMeo and McDougal

## PUBLIC COMMENT

*Members of the public are invited to address the Board of Directors on any item that is within the subject matter jurisdiction of the legislative body. The Board President may limit comments to three (3) minutes.*

Steve Corona stepped to the podium providing an EMWD report. He extended an invitation to the EMWD Agricultural Customer Listening Session on August 29, 2024 and to visit the EMWD desalination plant in Menifee.

### A. YEAR OF SERVICE

1. Austin Wendt – 15 years
2. Bryan Wagner – 5 years

The Board recognized Austin Wendt for his 15 years of service to the District and Bryan Wagner for his five years of service to the District.

### B. NEW CERTIFICATIONS

1. Adam Lowen, Distribution Operator, Grade 2

The Board recognized Adam Lowen for receiving his Distribution Operator, Grade 2 certification.

## II. **CONSENT CALENDAR**-----**(ITEMS C–E)**

*All items appearing on the Consent Calendar may be disposed of by a single motion. Items shall be removed from the Consent Calendar if any member of the Board of Directors, or the public, requests removal prior to a vote on a motion to approve the items. Such items shall be considered separately for action by the Board.*

### C. CONSIDER APPROVAL OF MINUTES

1. June 24, 2024 Regular Board Meeting

*Recommendation: The Board approve the minutes of the aforementioned meeting of the Board of Directors of the Fallbrook Public Utility District.*

D. CONSIDER ADVANCE APPROVAL TO ATTEND MEETINGS

*Recommendation:* That the Board authorize and approve, in advance, Directors' attendance to the ACWA Region 9 Water Workforce Development Solutions event on August 13, 2024 in Temecula, California.

E. CONSIDER NOTICE OF COMPLETION FOR JOB NO. 3178 – HAWTHORNE SEWER REPLACEMENT

*Recommendation:* That the Board authorize staff to file the attached Notice of Completion with the San Diego County Recorder.

MOTION: Director Baxter moved to approve the Consent Calendar as presented; Director Wolk seconded. Motion carried; VOTE:

AYES: Directors Baxter, Endter, and Wolk

NOES: None

ABSTAIN: None

ABSENT: Directors DeMeo and McDougal

III. **INFORMATION**-----**(ITEM F)**

F. FPUD SUPPLY AND DEMAND UPDATE PRESENTATION

*Presented by:* Devin Casteel, System Operations Supervisor  
Mick Cothran, Engineering Technician

System Operations Supervisor Casteel presented a slideshow to provide an update on the projected flows from the Santa Margarita Groundwater Treatment Plant, the projected system demand, and the Red Mountain UV treatment facility operations.

Engineering Technician Cothran provided an update on historic demand trends, demand projections, regulatory requirements, and available agricultural assistant programs.

There was discussion regarding the Urban Water Use Objective including how the District's allocation relates to its demands. Director Wolk asked about the rationale for the state calculating indoor use. Engineering Technician Cothran responded that the state has hired a third-party meter company to study this. He explained the challenge with this is they don't know how many people are living in a home.

Director Endter asked if there has ever been a break even number for the amount of water we need to sell to break even. General Manager Bebee responded that we normally show this during the rate setting process.

**IV. ACTION / DISCUSSION CALENDAR -----(ITEMS G–H)**

- G. CONSIDER MEMORANDUM OF UNDERSTANDING WITH MISSION RESOURCE CONSERVATION DISTRICT FOR MAINTENANCE OF MISSION ROAD MEDIANS

*Recommendation:* That the Board approve the attached MOU in Attachment C with MRCD for Mission Road Medians Program

General Manager Bebee provided an overview of this item, reporting the District acted as a middle man between the County and the Fallbrook Beautification Alliance who agreed to take on the maintenance of the Mission Road medians. He explained the Beautification Alliance has struggled to find people for this maintenance. Mission Resource Conservation District has agreed to take this over. This will need to be funded by the Community Benefit Program, and ultimately the Community Benefit Program Committee will determine the level of funding MRCD would receive for this project.

MOTION: Director Wolk moved to approve the Memorandum of Understanding with Mission Resource Conservation District for maintenance of Mission Road medians; Director Baxter seconded. Motion carried;  
VOTE:

AYES: Directors Baxter, Endter, and Wolk  
NOES: None  
ABSTAIN: None  
ABSENT: Directors DeMeo and McDougal

- H. CONSIDER REQUEST FOR APPROVAL TO SELL SURPLUS PROPERTY (APNS 101-57-202, 106-33-208/209/210)

*Recommendation:* That the Board adopt Resolution No. 5081 making findings and declaring the parcels surplus land and authorizing District staff to proceed with the sales process.

Engineering Manager Cook provided an overview of this item stating the District went through a similar process a few years ago. He went over the state requirements for selling surplus land, as well as provided a brief description of each parcel.

Director Wolk asked the time limit for offering the parcels to other public agencies. General Counsel de Sousa stated it was not a very long time, possibly 90 days.

Mark Mervich asked the value of the parcels. Engineering Manager Cook responded that we would have an appraisal done to assess the value.

MOTION: Director Wolk moved to adopt Resolution No. 5081 making findings and declaring APNS 101-57-202, 106-33-208/209/210 as surplus land and authorizing District staff to proceed with the sales process; Director Baxter seconded. Motion carried; VOTE:

AYES: Directors Baxter, Endter, and Wolk

NOES: None

ABSTAIN: None

ABSENT: Directors DeMeo and McDougal

**V. ORAL/WRITTEN REPORTS------(ITEMS 1-7)**

1. General Counsel
  - General Counsel de Sousa provided a legislative update on AB 2557 and SB 1255.
  - General Counsel de Sousa also reported on Otay Water District's court of appeal decision on their tiered rate structure.
2. General Manager
  - a. MWD/EMWD Update
  - b. Engineering and Operations Report
  - c. Federal Funding Update
    - General Manager Bebee reported we are still working with Camp Pendleton. He also announced the strategic plan process has started.
3. Assistant General Manager/Chief Financial Officer
  - a. Treasurer's Report
  - b. Warrant List
4. Public Information Officer
5. Notice of Approval of Per Diem for Meetings Attended
6. Director Comments/Reports on Meetings Attended
7. Miscellaneous

**VI. ADJOURNMENT OF MEETING**

There being no further business to discuss, the July Regular Meeting of the Board of Directors of the Fallbrook Public Utility District was adjourned at 5:15 p.m.

\_\_\_\_\_  
President, Board of Directors

ATTEST:

\_\_\_\_\_  
Secretary, Board of Directors

MEMO

**TO:** Board of Directors  
**FROM:** David Shank, Assistant General Manager/CFO  
**DATE:** August 26, 2024  
**SUBJECT:** Publication of Annual Financial Statement

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Purpose

To consider options for publication of the District’s annual financial statement in accordance with Public Utility District Act requirements.

Summary

The Public Utility District (PUD) Act requires annual publication of a financial statement for the District at the first meeting after the end of each Fiscal Year. A summary of the statutes related to the publication of the financial statement from the PUD Act are below:

**16039.**

At the first meeting after the end of each fiscal year, the Board shall render and immediately cause to be published a verified statement of the financial condition of the district.

*(Added by Stats. 1953, Ch. 72.)*

**16040.**

The financial statement shall show particularly the receipts and disbursements since the publication of the last preceding statement and of the last preceding fiscal year and the source of such receipts and the purpose of such disbursements.

*(Added by Stats. 1953, Ch. 72.)*

**16041.**

Publication of the financial statement shall be made pursuant to Section 6066 of the Government Code in a newspaper of general circulation printed and published in the district, or if there is no such newspaper, in a newspaper of general circulation printed and published in a county where any part of the district is situated

Staff has developed a draft financial statement for publication for the Board’s review (Attachment “A”).

Recommended Action

That the Board approve the draft financial statement developed by staff for publication in the Village News in accordance with Section 6066 of the Government Code.



# **Attachment A**

# 2023-24 Fiscal Year Report



**Fallbrook Public Utility District's** fiscal year 2024 – 25 budget was finalized and approved in June. The budget details FPUD's strategic financial plan, providing enhanced fiscal transparency to our customers. This is a priority for the District. As part of the budgeting process, FPUD held public budget workshops.

## 2 highlights from the budget:

### *We detached + we're buying cheaper water now*

On Jan. 1, 2024, we officially switched water wholesalers, leaving the San Diego County Water Authority and instead buying cheaper water from Eastern Municipal Water District. This is the same water, off the same pipeline, that we were using before. It was essentially a paper change. Now we're paying our imported water bill – a smaller one – to Eastern. Though we were required to pay an "exit fee," that fee is already paid in full. Your bill will not increase to compensate for the exit fee. Eastern's lower-cost water helped mitigate the cost of that fee.

### *We decreased your rates + are focusing on rate stabilization!*

We implemented a rate **decrease** effective Jan. 1, 2024. The decrease lowered the average residential water bill by 5%. Commercial and agricultural customers also saw a rate decrease. Switching wholesalers is saving FPUD and our customers money, which translates to lower and more stable rates for our ratepayers. If we hadn't switched, rates would have instead gone up 6.5% on Jan. 1, passing through the Water Authority's rate increases.

**FPUD has aging infrastructure** which is reaching the end of its useful life. This is resulting in pipeline failures, water outages and property damage. We are addressing this by accelerating pipeline and infrastructure repairs.

**As shown in the table below**, in keeping with the adopted financial plan, over the next few years, we will be working to hold down operating costs while also continuing to fund infrastructure needs. There was utilization of reserves this year to help fund a portion of the detachment fee.

## Fiscal Year 2023-2024 Results (Millions)

Total Operating and Non-Operating Revenues	\$39.3
Total Operating and Debt Service Expenditures	\$31.8
Total Capital Improvement Expenditures*	\$4.9
Total Detachment Fee Payment	\$8.5
Fund Withdrawal	\$5.9

\*CIP Expenditures are shown net of debt funded projects.

MEMO

**TO:** Board of Directors  
**FROM:** Engineering Department  
**DATE:** August 26, 2024  
**SUBJECT:** Community Benefits Water Users FY 2023-24 Annual Report

Purpose

To update the Board with a summary of water usage and financial benefit provided to Community Benefits Water Users.

**COMMUNITY SERVICE WATER USAGE REPORT**

For FY 2023-24

<b>POTABLE</b>			Usage				Average
Name	Location	Mtr Size	FY 22-23 (Kgal)	Water	Oper. Charge	Total	per Month
Fallbrook Village Assoc (Heyneman Park)	502 S Mission	3/4"	502	\$3,875.44	\$706.56	\$4,582.00	\$381.83
	1200 BLK S						
FPUD (N End S Mission)	Miss.	3/4"	3	\$23.16	\$706.56	\$729.72	\$60.81
Vince Ross Park	102 S Main	3/4"	77	\$594.44	\$706.56	\$1,301.00	\$108.42
Community Garden	1717 Alturas	3/4"	67	\$517.24	\$706.56	\$1,223.80	\$101.98
<b>Potable Totals</b>			<b>649</b>	<b>\$ 5,010.28</b>	<b>\$ 2,826.24</b>	<b>\$ 7,836.52</b>	<b>\$ 653.04</b>
<b>RECYCLED</b>			Usage				Average
Name	Location	Mtr Size	FY 22-23 (Kgal)	Water	Oper. Charge	Total	per Month
FPUD	S Miss. Median	6"	1257	\$7,974.85	\$5,759.82	\$13,734.67	\$1,144.56
Fallbrook Sports Assoc	Sports Park	3"	4565	\$12,527.37	\$1,942.92	\$14,470.29	\$1,205.86
Fallbrook Youth Baseball	Sports Park	2"	3361	\$8,934.99	\$1,043.46	\$9,978.45	\$831.54
<b>Recycled Totals</b>			<b>9183</b>	<b>\$29,437.20</b>	<b>\$8,746.20</b>	<b>\$38,183.40</b>	<b>\$3,181.95</b>
<b>GRAND TOTAL</b>				<b>\$34,447.48</b>	<b>\$11,572.44</b>	<b>\$46,019.92</b>	<b>\$3,834.99</b>

*October through March Sports Park and Youth Baseball receive 75% discount, 50% discount otherwise*

Recommendation

This item is for information purposes, no action is required.

**M E M O**

**TO:** Board of Directors  
**FROM:** Jack Bebee, General Manager  
**DATE:** August 26, 2024  
**SUBJECT:** Status Report – Parcels with Deferred Water Availability/Standby Charges

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Purpose

To provide the Board of Directors with the report of parcels with deferred annual water standby availability charges pursuant to Article 15.5.7 of the Administrative Code.

Summary

Article 15 of the Administrative Code provides that water standby availability charges are fixed and established on all land within District boundaries, whether the water is actually used or not. However, if a parcel owner believes the amount of the water standby availability charges fixed against such parcel should be deferred, they may apply to the District for deferral of said charges.

Attached is the list of parcels whose owners have entered into agreements to defer water standby availability charges.

Recommended Action

This item is for information only; no action is required of the Board.

**FALLBROOK PUBLIC UTILITY DISTRICT  
STANDBY OR AVAILABILITY CHARGES  
DEFERRED PARCEL LOG  
AS OF 7/1/24**

<b>APN</b>	<b>OWNER OF RECORD</b>	<b>TRA</b>	<b>ACRE</b>	<b>REC DATE</b>	<b>NOTE</b>
101-170-01-00	Fallbrook Land Conservancy	75058	320.00	11/9/2007	
101-170-02-00	Fallbrook Land Conservancy	75058	359.00	11/9/2007	
101-170-03-00	Fallbrook Land Conservancy	75058	527.21	11/9/2007	
101-361-62-00	Fallbrook Land Conservancy	75053	77.95	9/10/2001	
102-490-07-00	Deuling David & Cathy Trust	75199	21.50	5/16/1997	
102-490-20-00	San Diego State University Foundation	75199	31.57	5/17/2004	Tranfer Ownership; 3/15/13, 4/26/18
102-711-09-00	Graham E. Clark, Drude M. Burke	75022	4.74	5/31/2000	Transfer Ownership: 8/27/01, 9/28/19
106-180-61-00	Fallbrook Land Conservancy	75010	12.90	8/11/2000	

**M E M O**

**TO:** Board of Directors  
**FROM:** Lauren Eckert, Executive Assistant/Board Secretary  
**DATE:** August 26, 2024  
**SUBJECT:** Consider Advance Approval to Attend Meetings

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Purpose

To authorize Directors' attendance, travel, and expenses to events requiring approval by the Board of Directors in advance.

Summary

Article 2 of the Administrative Code prescribes that compensation for attendance and reimbursement for expenses at occasions, events, or meetings related to District business, other than those listed in section 2.12, shall be determined by the Board of Directors, in advance, on a case-by-case basis.

The request is for advance approval to the Eastern Municipal Water District Agricultural Customer Listening Session presented by Metropolitan Water District on August 29, 2024. This event is being held virtually and in person at EMWD in Perris, CA.

Recommended Action

That the Board authorize and approve, in advance, Directors' attendance to the Eastern Municipal Water District Agricultural Customer Listening Session presented by Metropolitan Water District on August 29, 2024.

## **Agricultural Customer Listening Session** **Presented by** **Metropolitan Water District of Southern California**

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Join us to hear an update of Metropolitan’s water supply/resilience plan and an overview on their Climate Adaptation Master Plan for Water. In addition, local stakeholders will be presenting on agriculture water use efficiency programs.

August 29, 2024  
8:30 a.m. – 10:30 a.m.  
*RSVP by August 19, 2024*

Eastern Municipal Water District  
Board Room  
2270 Trumble Road  
Perris, CA 92570

***Seating is limited, register to attend in person below.***

[Click here to Register](#)

You may also join virtually by Zoom.

|

**M E M O**

**TO:** Board of Directors  
**FROM:** Kevin Collins, Purchasing/Warehouse/Fleet Supervisor  
**DATE:** August 26, 2024  
**SUBJECT:** Notice of Completion – Ross Lake Pipeline Replacement Project

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Description

To file a Notice of Completion for new pipeline replacement project at Ross Lake with the San Diego County Recorder.

Purpose

The completion date for pipeline replaced at Ross Lake, Job Number 3200, is 8/15/2024.

Kay Construction completed the contract. This job was inspected and District staff is satisfied with the work performed. The final total contract amount was \$943,171.67, which is higher than the original award amount. A total of \$40,823.67 was issued in change orders primarily related to additional facilities added to the scope, as well as some minor impacts from unexpected field conditions. The original contract award date was February 9, 2024.

Budgetary Impact

There is no budgetary impact to record the Notice of Completion.

Recommended Action

That the Board authorize staff to file the attached Notice of Completion with the San Diego County Recorder.



**RECORDING REQUESTED BY:**  
Fallbrook Public Utility District

**AND WHEN RECORDED MAIL TO:**  
Fallbrook Public Utility District  
990 E. Mission Road  
Fallbrook CA 92028

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**NOTICE OF COMPLETION**

NOTICE IS HEREBY GIVEN THAT:

1. The undersigned is the owner of the interest or estate stated below in the property hereinafter described.
2. The full name of the undersigned is Fallbrook Public Utility District.
3. The full address of the undersigned is 990 E Mission Road, Fallbrook CA 92028.
4. The nature of the title of the undersigned is public utility district in fee.
5. The full names and full addresses of all persons, if any, who hold title with the undersigned as joint tenants or as tenants in common are:

<u>NAMES</u>	<u>ADDRESSES</u>
Fallbrook Public Utility District	990 E. Mission Rd, Fallbrook CA 92028

6. The names of the predecessors in interest of the undersigned, if the property was transferred subsequent to the commencement of the work of improvement herein referred to are (OR IF NO TRANSFER WAS MADE INSERT THE WORD "None")

<u>NAMES</u>	<u>ADDRESSES</u>
None	None

7. The work of improvement on the property hereinafter described was completed on **August 15, 2024**
8. The name of the original contractor, if any, for the work of improvement was: **Kay Construction**  
The kind of work done or material furnished was for the **Ross Pipeline Replacement**
9. The property on which the work of improvement was completed is in the unincorporated area of Fallbrook, county of San Diego, state of California, and is described as follows: **990 E Mission Rd, Fallbrook CA 92028**
10. The street address of the said property is: **990 E Mission Rd, Fallbrook CA 92028**

DATED: August 8, 2024

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Kevin Collins, Purchasing Supervisor  
Fallbrook Public Utility District

**VERIFICATION**

I, the undersigned, say:

I am the person who signed the foregoing notice. I have read the above notice and know its contents, and the facts stated therein are true of my own knowledge.

I declare under penalty of perjury that the foregoing is true and correct.

Executed on August 8, 2024, at Fallbrook, California.

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Signature

**M E M O**

**TO:** Board of Directors  
**FROM:** Engineering and Operations Committee  
**DATE:** August 26, 2024  
**SUBJECT:** Engineering and Operations Key Performance Indicators

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Purpose

To provide information to the Board on the Key Performance Indicators (KPIs) that have been developed for Engineering and Operations.

Summary

The primary purpose for developing and tracking KPIs is to provide a performance measurement system that gives management the ability to analyze data, make better decisions, and improve the organization. District KPIs are largely focused on Capital Improvement Projects (CIP), Preventative Maintenance (PM), leak response, and regulatory compliance.

Recommended Action

This is an information item. No board action needed.

**M E M O**

**TO:** Board of Directors  
**FROM:** David Shank, Assistant General Manager/CFO  
**DATE:** August 26, 2024  
**SUBJECT:** Fiscal Year 2023-2024 Year-end Budget Status Report

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Purpose

Provide a summary of the District's Fiscal Year 2023-2024 financial results to the Board.

Summary

The BSR shows the District's financial performance compared to the amended budget Year-to-Date and the amended annual budgeted amount.

Total revenues were 10.1% under the amended budget due to a mix of factors. While a 24.2% decrease in water sales is the major driver of the shortfall, budgeted rate increases were not necessary in calendar 2025 due to detachment savings. The Board's 0% water rate increase and reduced monthly water fixed fees helped increase the amended budget to actual shortfall.

This year the District set a new all-time low for water sales, at 5,685 AF, this is down 9.7% from water sales last year, which at that time was an all-time low. While wet weather had a significant impact on sales, an underlying change in the District's customer base and water use patterns also appears to be reducing water demand.

The District's Non-Operating Revenues were 10.3% over the amended budget, largely due to the sale of surplus property and higher than Budgeted Portfolio Interest.

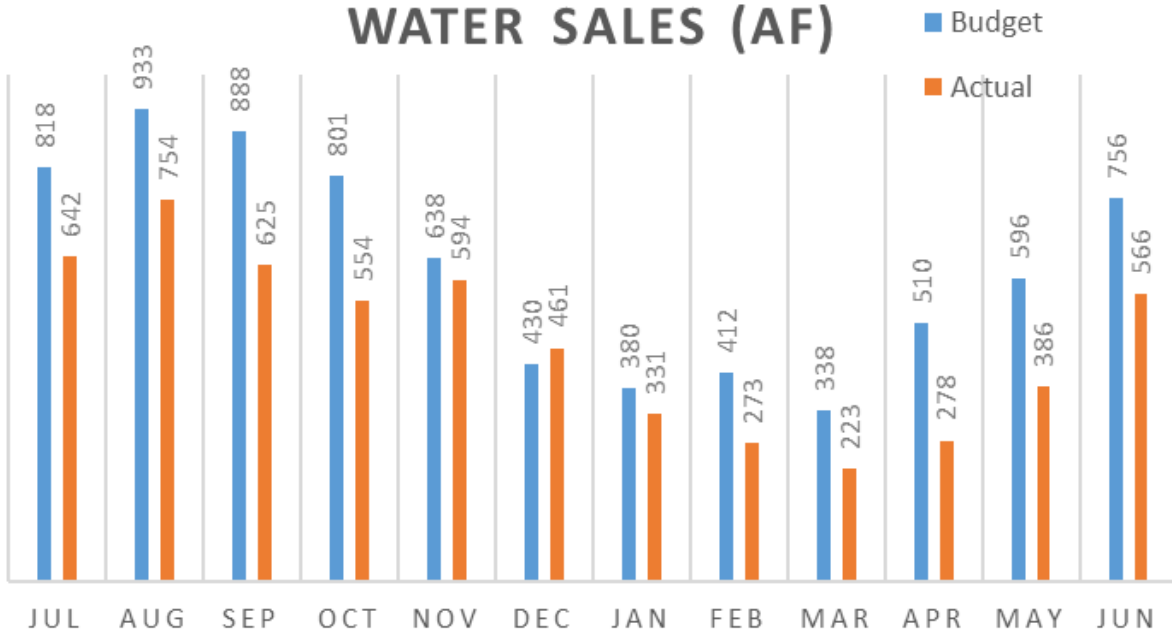
The District's expenditures overall were 9.7% under amended budget largely due to the lower than budgeted purchased water expense. Lower water sales levels and higher than Budgeted local supply availability combined to create this savings. It should be noted that the financial results include the payment of the District's detachment fee, which was \$8.5 million.

Total revenue was \$39,326,469 or 10.1% under amended budget and total expenditures were \$40,316,856 or 6.6% under amended budget. Capital spending was 12.5% under amended budget. This financial performance resulted in a \$5.9 million decrease in District reserves. When compared to the amended budgeted reserve decrease of \$6.0 million, the District's actual financial position at year-end was slightly better than amended budget expectations.

Recommended Action

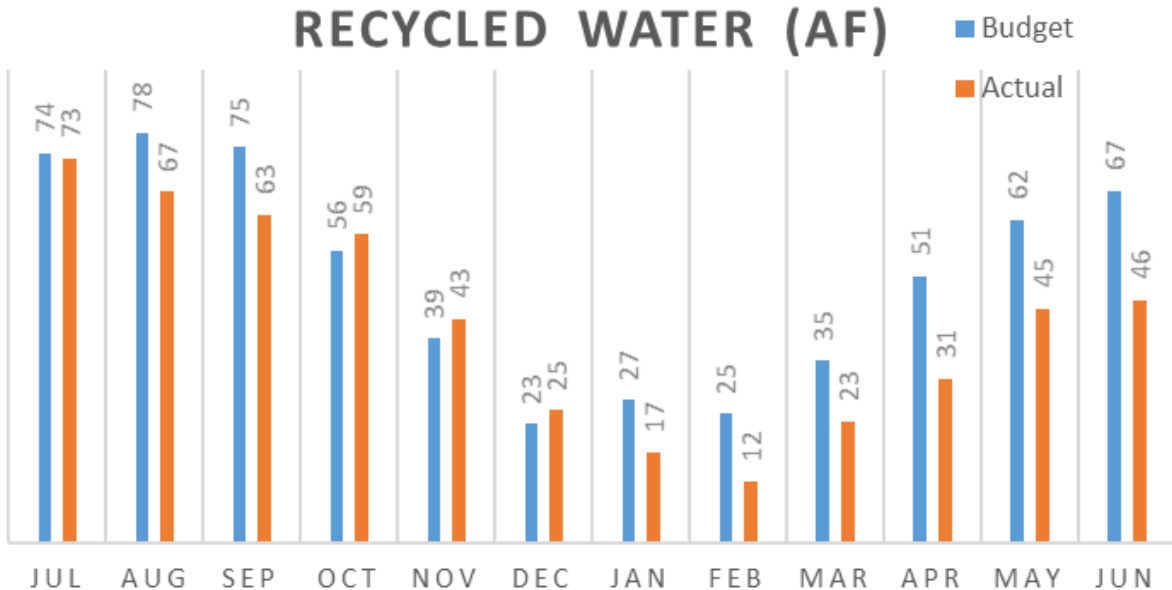
This item is for discussion only. No action is required.

## WATER SALES (AF)



Year-to-Date Actual 5,685 AF Year-to-Date Budget 7,500 AF

## RECYCLED WATER (AF)



Year-to-Date Actual 503 AF Year-to-Date Budget 610 AF

# Monthly Budget Report for June

Favorable Variance Shown as a positive number

	Current Month		Year-To-Date				Annual Budget		
	Actual	Budget	Actual	Amended Budget <sup>(4)</sup>	Variance	%	Amended Budget <sup>(4)</sup>	Remaining Balance	%
<b>Operating Revenues:</b>								Year remaining	0.0%
Water Sales <sup>(1)</sup>	1,343,353	2,022,793	14,516,207	19,297,736	(4,781,529)	-24.8%	19,297,736	4,781,529	24.8%
Water Meter Service Charges	699,721	791,978	8,654,865	9,213,712	(558,847)	-6.1%	9,213,712	558,847	6.1%
Wastewater Service Charges	614,858	548,084	7,334,683	6,971,339	363,344	5.2%	6,971,339	(363,344)	-5.2%
Recycled Water Revenues	175,154	143,310	1,149,745	1,299,770	(150,025)	-11.5%	1,299,770	150,025	11.5%
Other Operating Revenue	-	-	-	-	-	NA	-	-	NA
Total Operating Revenue	2,833,085	3,506,164	31,655,499	36,782,557	(5,127,057)	-13.9%	36,782,557	5,127,057	13.9%
<b>Non Operating Revenues:</b>									
Water Capital Improvement Charge	151,904	145,001	1,748,805	1,740,011	8,795	0.5%	1,740,011	(8,795)	-0.5%
Wastewater Capital Improvement Charge	113,300	110,683	1,321,715	1,328,198	(6,483)	-0.5%	1,328,198	6,483	0.5%
Property Taxes	57,870	83,278	2,721,631	2,700,000	21,631	0.8%	2,700,000	(21,631)	-0.8%
Water Standby/Availability Charge	13,327	13,637	198,664	200,000	(1,336)	-0.7%	200,000	1,336	0.7%
Water/Wastewater Capacity Charges	32,084	10,833	141,453	130,000	11,453	8.8%	130,000	(11,453)	-8.8%
Portfolio Interest	46,812	33,410	630,672	400,923	229,749	57.3%	400,923	(229,749)	-57.3%
Federal Interest Rate Subsidy	34,199	-	72,101	70,261	1,840	2.6%	70,261	(1,840)	-2.6%
Gain/(Loss) on Sale of Asset	49,443	-	327,395	-	327,395	NA	-	(327,395)	NA
Facility Rents	39,278	26,032	293,943	312,386	(18,443)	-5.9%	312,386	18,443	5.9%
Fire Hydrant Service Fees	-	-	12,530	-	12,530	NA	-	(12,530)	NA
Other Non-Operating Revenues	36,693	6,250	202,088	75,000	127,088	169.5%	75,000	(127,088)	-169.5%
Total Non Operating Revenues	574,909	429,126	7,670,997	6,956,779	714,218	10.3%	6,956,779	(714,218)	-10.3%
<b>Total Revenues</b>	<b>3,407,994</b>	<b>3,935,290</b>	<b>39,326,496</b>	<b>43,739,336</b>	<b>(4,412,840)</b>	<b>-10.1%</b>	<b>43,739,336</b>	<b>4,412,840</b>	<b>10.1%</b>
<b>Expenditures</b>									
Purchased Water Expense	508,556	1,113,756	6,756,703	9,558,078	2,801,376	29.3%	9,558,078	2,801,376	29.3%
Water Services <sup>(2)</sup>	619,440	531,085	7,100,883	6,313,145	(787,739)	-12.5%	6,313,145	(787,739)	-12.5%
Wastewater Services <sup>(2)</sup>	293,990	349,882	3,486,888	3,858,671	371,783	9.6%	3,858,671	371,783	9.6%
Recycled Water Services <sup>(2)</sup>	28,962	58,396	470,467	644,021	173,555	26.9%	644,021	173,555	26.9%
Administrative Services <sup>(2)</sup>	618,828	719,416	8,265,637	8,266,858	1,221	0.0%	8,266,858	1,221	0.0%
Community Benefit Program	170	49,508	266,448	546,000	279,552	51.2%	546,000	279,552	51.2%
Total Operating Expenses	2,069,946	2,822,043	26,347,025	29,186,774	2,839,748	9.7%	29,186,774	2,839,748	9.7%
<b>Debt Service &amp; Extraordinary Expenses</b>									
SMCUP SRF	-	-	2,814,795	2,814,795	-	0.0%	2,814,795	-	0.0%
Red Mountain SRF	-	-	395,851	395,851	-	0.0%	395,851	-	0.0%
WW Rev Refunding Bonds	-	-	1,730,746	1,730,746	-	0.0%	1,730,746	-	0.0%
QECB Solar Debt	-	-	521,690	521,690	-	0.0%	521,690	-	0.0%
Total Debt Service	-	-	5,463,081	5,463,081	-	0.0%	5,463,081	-	0.0%
Detachment Fee Payment	-	-	8,506,750	8,506,750	-	0.0%	8,506,750	-	0.0%
Total Expenses	2,069,946	2,822,043	40,316,856	43,156,605	2,839,748	6.6%	43,156,605	2,839,748	6.6%
<b>Net Revenue/(loss) From Operations and Debt Service</b>	<b>1,338,048</b>	<b>1,113,247</b>	<b>(990,360)</b>	<b>582,731</b>	<b>(1,573,091)</b>	<b>-270.0%</b>	<b>582,731</b>	<b>1,573,091</b>	<b>270.0%</b>
<b>Capital Investment</b>									
<b>Capital Investment<sup>(3)</sup></b>									
Construction Expenditures-Admin	19,477	142,500	710,209	966,000	255,791	26.5%	966,000	255,791	26.5%
Construction Expenditures-Water	905,911	642,542	6,739,974	6,590,632	(149,342)	-2.3%	6,590,632	(149,342)	-2.3%
Construction Expenditures-Recycled	28	1,250	124,477	119,000	(5,477)	-4.6%	119,000	(5,477)	-4.6%
Construction Expenditures-Wastewater	188,294	104,167	687,714	1,765,000	1,077,286	61.0%	1,765,000	1,077,286	61.0%
Construction Expenditures-PAYGO TOTAL	1,113,710	890,458	8,262,374	9,440,632	1,178,258	12.5%	9,440,632	1,178,258	12.5%
<b>Capital Expenditures Funded by Water Bond Proceeds</b>	<b>510,240</b>	<b>-</b>	<b>(3,387,720)</b>	<b>(2,877,480)</b>	<b>510,240</b>	<b>-17.7%</b>	<b>(2,877,480)</b>	<b>510,240</b>	<b>-17.7%</b>
<b>Net Revenue/(Loss)</b>	<b>734,578</b>	<b>222,789</b>	<b>(5,865,014)</b>	<b>(5,980,421)</b>	<b>115,407</b>	<b>-1.9%</b>	<b>(5,980,421)</b>	<b>115,407</b>	<b>1.9%</b>

(1) Includes Local Resource Credit of \$686,463.50, final credit calculation not available yet.

(2) Includes share of \$500,000 PARS transfer

(3) Detailed CIP Summary Table attached

(4) Per Board meeting on March 25, 2024 \$788,868 of Water CIP appropriations were transferred to Water Services and Administrative Services. Appropriations of \$8,506,750 were added for the Detachment Fee

## CIP Summary Table

### FY24 PAYGO CIP Summary Table

<b>Water Capital Projects</b>	<b>Annual Budget</b>	<b>June Expenditures</b>	<b>Year-to-Date</b>
Pipelines and Valve Replacement Projects by District	\$ 680,000	\$ 102,452	\$ 1,255,661
Pipeline Replacement Projects by Contractors	\$ 4,971,132	\$ 15,046	\$ 3,885,866
Deluz ID Projects	\$ 100,000	\$ 714,499	\$ 804,499
Pump Stations	\$ 100,000	\$ 10,465	\$ 69,632
Meter Replacement	\$ 20,000	\$ 25,808	\$ 169,028
Pressure Reducing Stations	\$ 40,000	\$ 913	\$ 1,520
Red Mountain Reservoir Improvements	\$ 24,000	\$ -	\$ 19,350
Steel Reservoir Improvements	\$ 162,000	\$ 6,327	\$ 119,034
Treatment Plant R&R	\$ 200,000	\$ 4,294	\$ 124,200
SCADA Upgrades/ Security/Telemetry	\$ 150,000	\$ 11,219	\$ 137,750
Vehicles and Heavy Equipment	\$ 143,500	\$ 14,888	\$ 153,434
Total Water Capital Projects	\$ 6,590,632	\$ 905,911	\$ 6,739,974

#### **Recycled Water Capital Projects**

Recycled Water Improvements	\$ 119,000	\$ 28	\$ 124,477
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#### **Wastewater Capital Projects**

WRP Improvements	\$ 855,000	\$ 40,441	\$ 270,055
Collection System Improvements	\$ 390,000	\$ 143,581	\$ 341,445
Outfall Improvements	\$ 25,000	\$ -	\$ 35,255
Vehicles and Heavy Equipment	\$ 495,000	\$ 4,273	\$ 40,960
Total Wastewater Capital Projects	\$ 1,765,000	\$ 188,294	\$ 687,714

#### **Administrative Capital Projects**

Administrative Upgrades	\$ 50,000	\$ -	\$ 49,683
Engineering and Operations Information Systems	\$ -	\$ -	\$ -
Facility Improvements/Upgrades/Security	\$ 460,000	\$ 17,901	\$ 574,553
District Yard Improvements	\$ 420,000	\$ 1,577	\$ 85,973
Total Administrative Capital Projects	\$ 930,000	\$ 19,477	\$ 710,209

<b>Capital Projects Total</b>	\$ 9,404,632	\$ 1,113,710	\$ 8,262,374
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## M E M O

**TO:** Board of Directors  
**FROM:** Personnel Committee  
**DATE:** August 26, 2024  
**SUBJECT:** Employee Wellness Program

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Purpose

To incorporate a written wellness program focused on enhancing the overall well-being of District employees, prioritizing their health and safety.

Summary

This wellness program focuses on improving physical, mental, and emotional health. Components of this program will include wellness activities and initiatives, along with providing resources for fitness programs, mental health support, smoking cessation programs, nutritional counseling, health screenings, and wellness challenges. The goal of these wellness challenges is to encourage employees to set and achieve health-related goals through fun and interactive activities.

Our foremost objective is to promote and support employee health, safety, and their overall well-being. We aim to provide resources and initiatives that empower employees to make healthier lifestyle choices, reduce health risks, and enhance their physical and mental well-being.

Budgetary Impact

The District receives an annual wellness grant from ACWA JPIA to be allocated towards specific wellness-related items. This year's grant was \$2,000. This grant will be used to purchase items to support the overall objective of the District's wellness program.

Recommended Action

This item is for information only. No action is needed.



Fallbrook Public Utility District  
990 E. Mission Rd., Fallbrook, CA 92028  
[www.fpud.com](http://www.fpud.com)  
760.728.1125

# Employee Wellness Program

Prepared by:

Isabel Casteran  
&  
Lauren Eckert



# 1. Introduction

Welcome to the Employee Wellness Program of Fallbrook Public Utility District. Our primary objective with this manual is to establish a clear framework for promoting and maintaining the well-being of our valued employees.

At Fallbrook Public Utility District, we are dedicated to upholding the highest standards of employee wellness. This program serves as a comprehensive guide to employee wellness, demonstrating our commitment to the health and safety of our workforce.

# 2. Wellness Program Objectives

At Fallbrook Public Utility District, our wellness program is strategically designed with three primary objectives that prioritize the health, safety, and overall well-being of our employees:

- a. **Promoting Health:** Our foremost objective is to promote and support employee health. We aim to provide resources and initiatives that empower employees to make healthier lifestyle choices, reduce health risks, and enhance their physical and mental well-being.

# 3. Responsibilities

In this section, we outline the roles and responsibilities within Fallbrook Public Utility District in the successful implementation and maintenance of our wellness program. These roles foster a workplace that prioritizes employee health and well-being. The collaborative efforts of the Board of Directors, Management, Human Resources, Wellness Committee, and Employees are essential for the program's effectiveness.

Stakeholder	Roles and Responsibilities
Management / Board of Directors	Allocate resources and budget for wellness initiatives.
	Set an example by actively participating and promoting wellness.
Human Resources / Wellness Committee	Develop and communicate wellness policies and procedures.

	Administer and coordinate wellness activities and programs.
	Monitor program effectiveness and make necessary adjustments.
Employees	Actively participate in wellness activities and initiatives.
	Adhere to wellness policies and safety protocols.

## 4. Eligibility and Participation

At Fallbrook Public Utility District, we are dedicated to extending the benefits of our wellness program to all employees.

### Eligibility Criteria

To be eligible for participation in our wellness program, employees must meet the following criteria:

- Full-time and part-time employees.
- Temporary and contract employees, subject to certain conditions.

### Enrollment Procedure

Participating in the wellness program is a straightforward process:

- Employees can choose to participate in one or more wellness initiatives at any time.

### Ongoing Participation

- Employees are encouraged to actively participate in wellness activities, workshops, and initiatives. Participation is voluntary but highly encouraged as it contributes to a healthier and enriching workplace.
- Our wellness program is designed to be inclusive, ensuring that all eligible employees have the opportunity to improve their health and well-being.

## 5. Health Assessments and Screenings

At Fallbrook Public Utility District, we prioritize employee health and safety, which includes comprehensive health assessments and screenings. Our process aims to ensure the well-being of our workforce.

## **Medical Examinations**

- **New Hires:** All new employees undergo a mandatory pre-employment medical examination to assess their overall health and fitness for their roles.
- **Periodic Examinations:** Regular health check-ups may be required based on job roles or regulatory requirements.

## **Compliance**

- We ensure that all health assessments and screenings comply with relevant US laws, including the Americans with Disabilities Act (ADA) and Occupational Safety and Health Administration (OSHA) standards. We maintain strict confidentiality of employee health information in accordance with HIPAA regulations.

## **Health Risk Assessments (HRA)**

- We encourage employees to voluntarily participate in HRAs to identify potential health risks. These assessments are confidential and provide personalized recommendations for wellness.

# **6. Wellness Activities and Initiatives**

At Fallbrook Public Utility District, we are dedicated to providing a diverse range of wellness activities and initiatives that cater to the holistic well-being of our employees. These offerings are designed to support physical, mental, and emotional wellness.

## **Fitness Programs**

- We offer fitness programs that include gym access, yoga classes, and workout/step challenges to promote physical fitness and cardiovascular health.
- A number of free or discounted fitness apps and memberships are available through one or more of the District-offered health insurance plans.

## **Mental Health Support**

- Employees have access to confidential mental health resources, including counseling services and stress management workshops, to support their

emotional well-being.

- A number of free or discounted mental health apps are available through one or more of the District-offered health insurance plans.

## **Smoking Cessation Programs**

- Smoking cessation programs to help employees quit smoking and improve their respiratory health may be available through various District-offered health insurance plans. These programs may include counseling, nicotine replacement therapy, and educational materials.

## **Nutrition Counseling**

- Nutrition counseling services offer personalized guidance to help employees make healthier dietary choices, manage weight, and address specific nutritional concerns.

## **Ergonomics Workshops**

- We conduct workshops on ergonomic practices to enhance workplace comfort and reduce the risk of musculoskeletal issues.

## **Health Screenings**

- Regular health screenings, including blood pressure checks and cholesterol tests, are available to monitor and manage employees' physical health.

## **Wellness Challenges**

- Fun and interactive wellness challenges are organized, encouraging employees to set and achieve health-related goals.

# **7. Incentives and Rewards**

At Fallbrook Public Utility District, we recognize and value the active participation of our employees in our wellness program. We offer incentives, rewards, and benefits that will motivate employee participation.

Participation Level	Incentive
Active Participation	Access to fitness facilities or classes.
	Gift cards or vouchers for achieving wellness goals.
	In office wellness activities.
Long-Term Commitment	Opportunity to lead or participate in wellness committees.
	Recognition at company events or meetings.

## 8. Confidentiality and Privacy

At Fallbrook Public Utility District, we are committed to safeguarding the confidentiality and privacy of our employees' health information. We understand the sensitive nature of this data and strictly adhere to relevant regulations, including the Health Insurance Portability and Accountability Act (HIPAA), to ensure the highest level of protection.

- **HIPAA Compliance:** Our wellness program operates in full compliance with HIPAA regulations. This means that all employee health information, including medical assessments and screenings, is treated with the utmost confidentiality. Access to this information is restricted to authorized personnel solely for program administration and cannot be disclosed without the employee's explicit consent.
- **Privacy Rights:** We respect the privacy rights of our employees and are committed to providing them with control over their health information. Employees have the right to access their wellness data, request corrections, and exercise their right to privacy without fear of discrimination or retaliation.

By prioritizing confidentiality and privacy in our wellness program, we ensure that employees can confidently participate and seek support for their health and well-being.

## 9. Communication and Promotion

At Fallbrook Public Utility District, effective communication and promotion of our wellness program are essential to engage and motivate our employees. We employ a multi-faceted approach to ensure employees are well-informed and encouraged to participate. This includes:

- **Regular Newsletters:** We distribute informative newsletters highlighting program updates, success stories, and upcoming wellness events.
- **Interactive Workshops:** We conduct workshops and training sessions on various wellness topics, allowing employees to actively participate and learn.
- **Awareness Campaigns:** We organize wellness awareness campaigns, including health fairs, awareness weeks, and challenges to keep employees engaged and excited about their health.
- **Personalized Communication:** We offer one-on-one communication with wellness coordinators to address individual employee needs and provide guidance.

## 10. Evaluation and Measurement

To ensure the ongoing success of our wellness program and its impact on employee health and safety, we employ a rigorous evaluation process. This includes:

- **Performance Metrics:** We measure participation rates, health improvement outcomes, and the impact on absenteeism and workplace injuries.
- **Employee Feedback:** We collect feedback through surveys and focus groups to gauge employee satisfaction and gather suggestions for improvement.
- **Continuous Improvement:** We use data-driven insights to refine our program, offering new initiatives and adjusting existing ones to meet the evolving needs of our employees while ensuring compliance with US health and safety standards.

MEMO

**TO:** Board of Directors  
**FROM:** Aaron Cook, Engineering Manager  
 David Shank, Assistant General Manager/CFO  
**DATE:** August 26, 2024  
**SUBJECT:** EDU Classification for Multi-Unit Residential Conversion and Capacity Charge Financing Agreement Terms

Description

The existing commercial building at 1735 S Mission Road was recently purchased with plans to convert the assisted living care facility to multi-unit residential apartments. Changing the intended property use triggered a redetermination of equivalent dwelling units (EDUs) used to identify the corresponding sewer capacity and fees. The property owner is requesting that a different service class be used to determine the EDU count.

Purpose

The building at 1735 S Mission Road was permitted in 2018 and construction was completed in early 2021. It was built as an assisted senior living center with 107 beds. Per the District Administrative Code Section 11.7, it was permitted as a Class 11, Convalescent Home, which equates to 0.3 EDUs per bed, or a total of 32.1 EDUs for the building.

The new property owner intends to convert the building into (54) studio apartments, (39) 1-bedroom apartments, (9) 2-bedroom apartments, and (1) 3-bedroom apartment, restricted to affordable senior housing tenants. Per the Administrative Code, this reclassifies the building to Class 2, Apartments, which equates to 0.8 EDUs per unit. With a total of 103 units, the revised count is 82.4 EDUs. To update the sewer permit, the property owner is required to pay the additional capacity fee to make up the difference. The current capacity charge per EDU is \$8,217.

Original Construction	32.1 EDUs	\$263,766
Remodeled Building	82.4 EDUs	\$677,081
Difference (amount owed)	50.3 EDUs	\$413,315

The property owner is requesting that, because the apartments are restricted to low income seniors, the standard apartment classification is not applicable and the process for unclassified users should be applied, allowing for a unique one-off EDU count. They also point out that the conversion will only add 50 drainage fixture units. As backup to the request, the owner provided an example case for a similar building in Escondido and used that building's average flows to request that the EDU count actually be maintained at 0.3 EDUs per apartment unit.

In reviewing the request, staff have determined that the standard apartment classification as found in Administrative Code Section 11.7 is applicable. The purpose of the capacity fee is to cover the maximum capacity needed for the structure, and is not based on average usage. The code does not differentiate between size of apartment units.

Recognizing that once completed and occupied, this project will be one of the District's larger sewer customers, staff are recommending a modified financing plan. Section 11.16.2 of the District's Administrative Code (Code) provides the parameters for financing the District's Capacity Fees. Given the significance of this customer to the system, staff have worked with the Owner to develop a financing arrangement that maintains the viability of the project. While these parameters slightly deviate from the Code, they do not have a negative financial impact on the District. The recommended payment agreement is based upon the following terms:

- 15-year level amortization schedule;
- Interest on the outstanding balance set to market level each year (set to the Local Agency Investment Fund (LAIF) rate); and
- Annual payments made to the District each December

The monthly billing of the customer for wastewater services will be determined based upon customer class.

#### Budgetary Impact

The additional capacity fee from the redevelopment and occupancy of the currently vacant building will increase wastewater revenues.

#### Recommended Action

Staff recommends that the Board determine that no grounds for a redetermination of equivalent dwelling units (EDUs) to identify the corresponding sewer capacity and fees exists under the District's Administrative Code and that the standard apartment classification be used to revise the existing sewer permit. Staff also recommends that the Board authorize the General Manager cause a financing agreement to be prepared providing for an extended financing term and consistent with the terms specified above to facilitate payment of the additional capacity fee over time.



**M E M O**

**TO:** Board of Directors  
**FROM:** Jack Bebee, General Manager  
**DATE:** August 26, 2024  
**SUBJECT:** Continuation of State Advocacy Services

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Purpose

For the Board to consider continuing our external state advocacy services to support needs to monitor and provide input of state legislation that effects the District.

Summary and Background

In July 2023, The Board entered into a contract with Fernandez, Jensen, Kimmelshue Government Affairs (FJKGA) to provide state advocacy support services for a one-year period. Since the initiation of the contract, FJKGA played a key role in ensuring state legislation proposed to prevent the District from detaching from the San Diego County Water Authority was revised to be irrelevant to the detachment process. As the State continues to develop and propose legislation on water use, low-income water assistance and other legislation that could have significant financial impacts of the District, it is important we monitor and engage with the legislature to address the District's concerns.

FJKGA has demonstrated an ability to ensure key concerns are brought to key members of the legislature in a way that has had an impact on the final form of the legislation. Staff is working on trying to develop a more regional approach for both state and federal advocacy with adjoining agencies with similar interests, with the goal of having that approach in place by the end of this contract extension.

Budget Impact

The extension of the contract for another year would result in an annual cost of \$96,000, plus some expenses which is included in the office of the General Manager operating budget.

Recommended Action

That the Board authorize the continued engagement of FJKGA for external state advocacy services for an additional one-year period.

### **Retainer Agreement Extension**

This RETAINER AGREEMENT EXTENSION “Extension” is dated as of June 21, 2024, by and between Fernández Jensen Kimmelshue Government Affairs, located in Sacramento, CA and Fallbrook Public Utility District, located in Fallbrook, CA, (collectively the “Parties”).

Whereas the Parties entered into a Retainer Agreement on July 1, 2023 (the “Original Retainer Agreement”).

Whereas the Parties hereby agree to extend the terms of the Original Retainer Agreement in accordance with the terms of the Original Retainer Agreement as well as the terms provided herein.

In consideration of the mutual covenants contained herein, each of Fernández Jensen Kimmelshue Government Affairs and Fallbrook Public Utility District mutually agree as follows:

- The Original Retainer Agreement, which is attached hereto as part of this Extension, will end on August 31, 2024.
- The Parties agree to extend the Original Retainer Agreement for an additional period, which begins immediately upon the expiration of the original time period and will end on September 30, 2025.
- This Extension binds and benefits both Parties. This document, including the attached Original Retainer Agreement, is the entire agreement between the Parties.

All other terms and conditions of the Original Retainer Agreement remain unchanged.

IN WITNESS WHEREOF, each of Fernández Jensen Kimmelshue Government Affairs and Fallbrook Public Utility District has caused this Extension to be signed and delivered by its duly authorized representative as of the date first written above.

**Fernández Jensen Kimmelshue Government Affairs**

**Fallbrook Public Utility District**

By \_\_\_\_\_  
*Signature*

By \_\_\_\_\_  
*Signature*

Name: Soyla Fernández  
Title: CEO/President

Name: Jack Bebee  
Title: General Manager

July 1, 2023

Jack Bebee, General Manager  
Fallbrook Public Utilities District  
990 East Mission Road  
Fallbrook, CA 92028

Re: Retainer Agreement for Lobbying/Consulting Services

Dear Mr. Bebee:

We are pleased to submit this agreement for Fernández Jensen Kimmelshue Government Affairs, (hereafter “FJKGA”), and the Fallbrook Public Utilities District, (hereafter “FPUD”) for lobbying and consulting services concerning all legislative matters affecting your district. These efforts will include lobbying before the California State Government, including the State Legislature, Office of the Governor, and other state agencies as may become relevant.

We look forward to working with you and other representatives of the FPUD in connection with this matter. Kirk Kimmelshue will be the lead consultant on this matter. We will also use additional lobbyist and staff support as necessary.

1. Term. The agreement will be effective upon your execution on behalf of the FPUD from July 1, 2023 to August 31, 2024, unless terminated earlier as provided in Paragraph 8 below.

2. Services. FJKGA proposes to provide the FPUD with the following services in the 2023-24 session:

- Educate key elected officials, staff, and other stakeholders on the district’s position on all proposed and relevant legislation.
- Immediately deploy a strategy to identify newly elected members of the Legislature who play a key role in pending and proposed legislation affecting the FPUD and discuss with them how the district is impacted.
- Provide legislative tracking to the FPUD where appropriate, and provide notice to designated representatives of the FPUD of all potential legislative actions that will impact the district.
- Arrange meetings for designated representatives of the FPUD with elected officials, staff members, and other stakeholders as may be advisable.

- Jointly with designated FPUD representatives, develop a list of key advocacy positions and work collectively with district representatives to align with other external stakeholders whose positions align with those of the district.
- Prepare, in conjunction with FPUD representatives, any legislation, amendments to legislative vehicles, or other regulatory reform measures which may be necessary to strengthen the districts overall legislative objectives and priorities.

3. Compensation for Services. In consideration for the consulting services to be provided by FJKGA, the FPUD will pay for the term of this contract as follows, unless the agreement is earlier terminated as provided by Paragraph 8 below.

- July 1, 2023 to August 31, 2024: \$8,000/month

4. Expenses. FJKGA will be entitled to reimbursement of extraordinary expenses. Extraordinary expenses do not include items such as telephone, meals, postage and standard costs for copies and faxes related to performance of this agreement that are necessary or advisable from time to time. Extraordinary expenses include authorized air travel, providing meals for the FPUD meetings, automobile travel to the facilities outside the Sacramento area, large scale copying of reports or documents and other expenses outside those anticipated as expected expenditures necessary to the performance of the services under this contract. FJKGA will consult with the FPUD in advance of expenditures in question so as to avoid misunderstanding of reimbursement eligibility for expenses not contemplated by this agreement.

5. California Political Reform Act. Under California law there are various reporting and record keeping requirements imposed on persons, organizations and local governments, which attempt to influence state legislative and regulatory-activity. These requirements apply to the services to be provided under this agreement. Therefore, as part of this agreement you will assume obligations to comply in all respects with the applicable provisions of the Government Code, including timely filing of required reports with the California Secretary of State as it relates to your obligations. FJKGA and some of our clients retain the services of Bell McAndrews and Hiltachk LLP, to assist with political filing requirement. They can be contacted at (916) 442-7757, located at 455 Capitol Mall, Ste. 600, Sacramento, CA 95814. FJKGA will assume obligations to comply with all aspects of the applicable provisions of California law regarding its lobbying activities, but not those of the FPUD.

6. Confidentiality. If a party to this agreement provides information or materials indicated to be confidential to the other party, the receiving party will maintain the confidentiality of such matters, and not disclose any such matters except in the proper performance of this agreement and with the concurrence of the other parties.

7. Conflicts of Interest. FJKGA has reviewed its current client lists and has concluded that there are no conflicts of interest with current clients and the FPUD. FJKGA is sensitive to issues posing a real or perceived conflict of interest. If a conflict is suspected or becomes apparent either to FJKGA or the FPUD, the discovering party will immediately inform the other, and discussions will immediately ensue with the purpose of resolving the issue of conflict.

8. Termination. Either party may terminate this agreement on thirty (30) days written notice to the other, or immediately for cause. In the event of early termination, only those outstanding fees and authorized expenses, as accrued and earned through date of termination, will become due and payable.

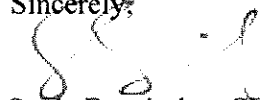
9. General Agreement Provisions. This agreement sets forth the entirety of the understanding between FJKGA and the FPUD. Any revisions or amendments hereto are effective only when confirmed by both parties in writing. Any contemplated notices must be in writing and properly mailed or faxed to the other party. In the event of any legal action related to this agreement, the prevailing party will be entitled to an award of its court costs and reasonable attorney's fees. This agreement is not assignable by either party without the consent of the other party. FJKGA agrees not to delegate any of its obligations hereunder without prior consent. Each party agrees to provide the other party with such drafts, documents, legislation or other materials as may reasonably be thought to be necessary or advisable to facilitate the objectives of this agreement.

Two copies of this agreement, both executed by us, are enclosed. Please execute both copies and return one copy to us.

We look forward to working with you.

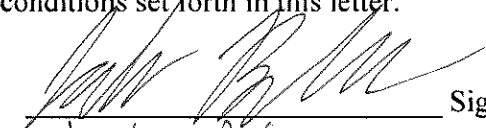
Very truly yours,

Sincerely,



Soyla Fernández, CEO/President  
Fernández Jensen Kimmelshue Government Affairs

The Fallbrook Public Utilities District hereby agrees to retain FJKGA on the terms and conditions set forth in this letter.



Signature

Jack Bebee

Print Name

7/31/2023

Date

**M E M O**

**TO:** Board of Directors  
**FROM:** Community Benefit Program Ad-hoc Committee  
**DATE:** August 26, 2024  
**SUBJECT:** Consider Reappointment of Three Community Benefit Program Committee Members

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Purpose

For the Board to consider reappointing the Community Benefit Program Committee Members whose terms are expiring at the end of 2024.

Summary

The Board formed the Community Benefit Program Committee with seven members. As outlined in the Administrative Code section 23.5.1, Committee Members shall serve staggered three (3) year terms with staggered terms to start the process. There shall be a three term limit (total of nine years), with a one-year break after serving three consecutive terms. The one-year break may be waived by majority vote of the FPUD Board.

After initial appointment, the seven members were split into their staggered terms, with four members taking an initial full three-year term and three members taking an initial shortened two-year term. The three members whose shortened terms are expiring at the end of this year include:

Lila McDonald  
Leticia Maldonado/Stamos  
Anna Marchand

These three Committee Members have expressed interested in continuing to serve on the committee and have submitted a request to be reappointed for one additional full term.

Recommended Action

That the Board reappoint the three current Community Benefit Program Committee Members, whose initial terms are expiring at the end of 2024, for one additional full three-year term.

MEMO

**TO:** Board of Directors  
**FROM:** Lauren Eckert, Executive Assistant/Board Secretary  
**DATE:** August 26, 2024  
**SUBJECT:** Consider Resolution No. 5082 Adopting an Amended Conflict of Interest Code Pursuant to the Political Reform Act of 1974

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Purpose

To adopt Resolution No. 5082 adopting the amended Conflict of Interest Code pursuant to the Political Reform Act of 1974.

Summary

The Political Reform Act of 1974, Government Code section 81000 et seq. (the “Act”), requires all public agencies to adopt and maintain a conflict of interest code establishing the rules for disclosure of personal assets and the disqualification from making or participating in the making of any decisions that may affect any personal assets designating positions and establishing disclosure categories.

Pursuant to Section 87306 of the Act, the District must amend its Code when necessitated by changed circumstances including the creation of new positions which must be designated, revise disclosure categories, revise titles of existing positions and deletes titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions.

Attached is a redlined version of the proposed amended Conflict of Interest Code showing that the proposed revisions are based on the establishment and recognition of new positions that must be designated.

Budgetary Impact

There is no budgetary impact.

Recommended Action

That the Board adopt Resolution No. 5082 adopting the amended Conflict of Interest Code pursuant to the Political Reform Act of 1974.

Attachment: Legislative Version of Proposed Amended Conflict of Interest Code.

**Attachment A**  
**(Redline Conflict of Interest Code)**



## CONFLICT OF INTEREST CODE OF FALLBROOK PUBLIC UTILITY DISTRICT

### 1. Standard Code of FPPC

The Political Reform Act of 1974 (Government Code section 81000, et seq.) requires state and local government agencies to adopt and promulgate a conflict of interest code. The Fair Political Practices Commission has adopted 2 Cal. Code of Regulations, Section 18730 which can be incorporated by reference in an agency's code. After public notice and hearing, Section 18730 may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act.

### 2. Adoption of Standard Code of FPPC

Therefore, the terms of Title 2 California Code of Regulations section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This incorporation page, Regulation 18730 and the attached Appendix designating positions and establishing disclosure categories, shall constitute the Conflict of Interest Code of the Fallbrook Public Utility District (the District). This Code shall take effect when approved by the San Diego County Board of Supervisors and shall thereupon supersede all prior codes adopted by the Fallbrook Public Utility District.

### 3. Filing of Statements of Economic Interests

All officials and designated positions required to submit a statement of economic interests shall file their statements with the Secretary of the Board of Directors as the District's Filing Officer. The Secretary of the Board of Directors shall make and retain a copy of all statements filed by Members of the Board of Directors and the General Manager, and forward the originals of these statements to the Clerk of the San Diego County Board of Supervisors. The Secretary of the Board of Directors shall retain the originals of the statements of all other designated positions.

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BBK – ~~August 2024~~

**APPENDIX**  
**CONFLICT OF INTEREST CODE**  
**OF THE**  
**FALLBROOK PUBLIC UTILITY DISTRICT**  
**PART "A"**

**(Amended August 26, 2024)**

Deleted: August 22, 2022

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. §18700.3(b), are NOT subject to the District's Code but must file disclosure statements under Government Code section 87200 et seq. [Regs. § 18730(b)(3)]

**OFFICIALS WHO MANAGE PUBLIC INVESTMENTS**

It has been determined that the positions listed below are District Officials who manage public investments<sup>1</sup>. These positions are listed here for informational purposes only.

- Board of Directors
- General Manager
- Assistant General Manager/Chief Financial Officer
- Investment Consultant

<sup>1</sup> Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

Deleted: July 2022

## DESIGNATED POSITIONS

### GOVERNED BY THE CONFLICT OF INTEREST CODE

<u>DESIGNATED POSITIONS' TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES ASSIGNED</u>
Chief Plant Operator	5
<u>Construction Supervisor</u>	<u>5</u>
Engineering Manager	2, 3, 5
Field Services Manager	5
General Counsel	1, 2
Human Resources Manager	5
Instrumentation, Electrical & Control Technician II	5
<u>IT Manager</u>	<u>5</u>
Laboratory Technician II	5
Management Analyst	4
[Position was split into two positions System Services Supervisor and Construction Supervisor]	
Operations Manager	2, 3, 5
Purchasing/Warehouse Fleet Supervisor	4
Safety & Risk Officer	6
SCADA, Electrical & Maintenance Supervisor	5
System Operations Supervisor	5
<u>System Services Supervisor</u>	<u>5</u>
Warehouse/Purchasing Specialist	4

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**MEMBERS, BOARDS, COMMITTEES AND COMMISSIONS:**

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Community Benefit Program Committee

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Consultants and New Positions<sup>2</sup>

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<sup>2</sup> Individuals serving as a consultant as defined in FPPC Regs 18700.3 or in a new position created since this Code was last approved that makes or participates in making decisions must file under the broadest disclosure set forth in this Code subject to the following limitation:

The General Manager may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code §§ 82019; FPPC Regs 18219 and 18734.). The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code § 81008.)

Deleted: July 2022

## **PART "B"**

### **DISCLOSURE CATEGORIES**

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which the designated is assigned.<sup>3</sup> "Investment" means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the District.

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that do business or own real property within the jurisdiction of the District.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the boundaries of the District, including any leasehold, beneficial or ownership interest or option to acquire property.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position's department, unit or division.

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<sup>3</sup> This Conflict of Interest Code does not require the reporting of gifts from outside this agency's jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Regs 18730.1)

Category 6: All investments and business positions in business entities, and sources of income, including gifts, loans, and travel payments, if such entities or sources have filed claims against the District in the past 2 years, or have a claim pending before the District

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BBK – ~~August 2024~~

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**Attachment B**  
**(Resolution 5082)**

**RESOLUTION NO. 5082**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
FALLBROOK PUBLIC UTILITY DISTRICT TO AMEND  
THE CONFLICT OF INTEREST CODE PURSUANT TO  
THE POLITICAL REFORM ACT OF 1974**

**WHEREAS**, the State of California enacted the Political Reform Act of 1974, Government Code section 81000 et seq. (the "Act"), which contains provisions relating to conflicts of interest which potentially affect all officers, employees and consultants of the Fallbrook Public Utility District (the "District") and requires all public agencies to adopt and promulgate a conflict of interest code; and

**WHEREAS**, the Board of Directors adopted a Conflict of Interest Code (the "Code") which was amended August 22, 2022; and

**WHEREAS**, subsequent changed circumstances within the District have made it advisable and necessary pursuant to Sections 87306 and 87307 of the Act to amend and update the District's Code; and

**WHEREAS**, the potential penalties for violation of the provisions of the Act are substantial and may include criminal and civil liability, as well as equitable relief which could result in the District being restrained or prevented from acting in cases where the provisions of the Act may have been violated; and

**WHEREAS**, notice of the time and place of a public meeting on, and of consideration by the Board of Directors of, the proposed amended Code was provided each newly affected designated employee and publicly posted for review; and

**WHEREAS**, a public meeting was held upon the proposed amended Code at a regular meeting of the Board of Directors on August 26, 2024, at which all present were given an opportunity to be heard on the proposed amended Code.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Fallbrook Public Utility District that the Board of Directors does hereby adopt the proposed amended Conflict of Interest Code, a copy of which is attached hereto and shall be on file with the Secretary of the Board and available to the public for inspection and copying during regular business hours;

**BE IT FURTHER RESOLVED** that the said amended Code shall be submitted to the County of San Diego Board of Supervisors for approval and said Code shall become effective immediately upon approval of the proposed amended Code.



**APPROVED AND ADOPTED** by the Board of Directors of the Fallbrook Public Utility District at a regular meeting of the Board held on the 26<sup>th</sup> day of August, 2024, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

\_\_\_\_\_  
President  
FALLBROOK PUBLIC UTILITY DISTRICT

ATTEST:

\_\_\_\_\_  
Secretary  
FALLBROOK PUBLIC UTILITY DISTRICT

**EXHIBIT "A"**

## CONFLICT OF INTEREST CODE OF FALLBROOK PUBLIC UTILITY DISTRICT

### 1. Standard Code of FPPC

The Political Reform Act of 1974 (Government Code section 81000, et seq.) requires state and local government agencies to adopt and promulgate a conflict of interest code. The Fair Political Practices Commission has adopted 2 Cal. Code of Regulations, Section 18730 which can be incorporated by reference in an agency's code. After public notice and hearing, Section 18730 may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act.

### 2. Adoption of Standard Code of FPPC

Therefore, the terms of Title 2 California Code of Regulations section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This incorporation page, Regulation 18730 and the attached Appendix designating positions and establishing disclosure categories, shall constitute the Conflict of Interest Code of the Fallbrook Public Utility District (the District). This Code shall take effect when approved by the San Diego County Board of Supervisors and shall thereupon supersede all prior codes adopted by the Fallbrook Public Utility District.

### 3. Filing of Statements of Economic Interests

All officials and designated positions required to submit a statement of economic interests shall file their statements with the Secretary of the Board of Directors as the District's Filing Officer. The Secretary of the Board of Directors shall make and retain a copy of all statements filed by Members of the Board of Directors and the General Manager, and forward the originals of these statements to the Clerk of the San Diego County Board of Supervisors. The Secretary of the Board of Directors shall retain the originals of the statements of all other designated positions.

**APPENDIX**  
**CONFLICT OF INTEREST CODE**  
**OF THE**  
**FALLBROOK PUBLIC UTILITY DISTRICT**  
**PART “A”**  
**(Amended August 26, 2024)**

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. §18700.3(b), are NOT subject to the District’s Code but must file disclosure statements under Government Code section 87200 et seq. [Regs. § 18730(b)(3)]

**OFFICIALS WHO MANAGE PUBLIC INVESTMENTS**

It has been determined that the positions listed below are District Officials who manage public investments<sup>1</sup>. These positions are listed here for informational purposes only.

Board of Directors

General Manager

Assistant General Manager/Chief Financial Officer

Investment Consultant

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<sup>1</sup> Individuals holding one of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by § 87200.

## **DESIGNATED POSITIONS**

### **GOVERNED BY THE CONFLICT OF INTEREST CODE**

<b><u>DESIGNATED POSITIONS'</u> <u>TITLE OR FUNCTION</u></b>	<b><u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u></b>
Chief Plant Operator	5
Construction Supervisor	5
Engineering Manager	2, 3, 5
Field Services Manager	5
General Counsel	1, 2
Human Resources Manager	5
Instrumentation, Electrical & Control Technician II	5
IT Manager	5
Laboratory Technician II	5
Management Analyst	4
Operations Manager	2, 3, 5
Purchasing/Warehouse Fleet Supervisor	4
Safety & Risk Officer	6
SCADA, Electrical & Maintenance Supervisor	5
System Operations Supervisor	5
System Services Supervisor	5
Warehouse/Purchasing Specialist	4

**MEMBERS, BOARDS, COMMITTEES AND COMMISSIONS:**

Community Benefit Program Committee 5

Consultants and New Positions<sup>2</sup>

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<sup>2</sup> Individuals serving as a consultant as defined in FPPC Regs 18700.3 or in a new position created since this Code was last approved that makes or participates in making decisions must file under the broadest disclosure set forth in this Code subject to the following limitation:

The General Manager may determine that, due to the range of duties or contractual obligations, it is more appropriate to assign a limited disclosure requirement. A clear explanation of the duties and a statement of the extent of the disclosure requirements must be in a written document. (Gov. Code §§ 82019; FPPC Regs 18219 and 18734.). The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code. (Gov. Code § 81008.)

## **PART "B"**

### **DISCLOSURE CATEGORIES**

The disclosure categories listed below identify the types of economic interests that the designated position must disclose for each disclosure category to which the designated is assigned.<sup>3</sup> "Investment" means financial interest in any business entity (including a consulting business or other independent contracting business) and are reportable if they are either located in or doing business in the jurisdiction, are planning to do business in the jurisdiction, or have done business during the previous two years in the jurisdiction of the District.

Category 1: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that do business or own real property within the jurisdiction of the District.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the boundaries of the District, including any leasehold, beneficial or ownership interest or option to acquire property.

Category 3: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District.

Category 4: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

Category 5: All investments and business positions in business entities, and sources of income, including gifts, loans and travel payments, that provide services, products, materials, machinery, vehicles or equipment of a type purchased or leased by the designated position's department, unit or division.

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<sup>3</sup> This Conflict of Interest Code does not require the reporting of gifts from outside this agency's jurisdiction if the source does not have some connection with or bearing upon the functions or duties of the position. (Regs 18730.1)

Category 6: All investments and business positions in business entities, and sources of income, including gifts, loans, and travel payments, if such entities or sources have filed claims against the District in the past 2 years, or have a claim pending before the District



**Attachment C**  
**(Notice of Intention to Amend the Conflict of Interest Code)**

## **NOTICE OF INTENTION TO AMEND THE CONFLICT OF INTEREST CODE OF THE FALLBROOK PUBLIC UTILITY DISTRICT**

NOTICE IS HEREBY GIVEN that the Board of Directors of the Fallbrook Public Utility District (the "District") intends to amend the District's Conflict of Interest Code (the "Code") pursuant to Government Code Section 87306.

The Code designates those employees, members, officers, and consultants who make or participate in the making of decisions and are subject to the disclosure requirements of the District's Code. The District's proposed amendment includes new positions that must be designated, deletes titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions and designates a new Committee.

The proposed amended Code will be considered by the Board of Directors on August 26, 2024 at 4:00 p.m. at 990 E. Mission Road, Fallbrook, California. Any interested person may be present and comment at the public meeting or may submit written comments concerning the proposed amendment.

Any comments or inquiries should be directed to the attention of Lauren Eckert, Executive Assistant/Board Secretary of the Board, 990 E. Mission Road, Fallbrook, California 92028; (760) 728-1125. Written comments must be submitted no later than August 26, 2024 at 4:00 p.m.

## M E M O

**TO:** Board of Directors  
**FROM:** Fiscal Policy & Insurance Committee  
**DATE:** August 26, 2024  
**SUBJECT:** Update on ERP Replacement Project and Approve a Professional Support Services Contract

---

Description

Springbrook is the District's current Enterprise Resource Planning (ERP) system. The system was implemented in 2016 and was fully functional in 2017. While the system is currently functioning and supporting operations, ERP vendors are moving from on-premise systems (what we currently have) to web-based systems.

As ERP vendors move away from on-premise, there is a risk that Springbrook will stop supporting our on-premise system making it obsolete. This would make it necessary for the District to transition to a new system at an inopportune time, interrupt regular workflow and rush the process. Not only would this significantly increase the cost to switch to a new ERP but also increase the probability of operational interruptions due to a rushed implementation.

The web or "Cloud" based ERPs offer some real benefits in terms of data security, cost savings, and data integration. The District's Fiscal Year 2024-25 Capital Budget includes the ERP replacement project. The project budget is \$150,000 in FY 2024-25 and \$1.35 million in FY 2025-26.

- **Phase 1** of this project is the selection of a professional consultant to assist the District identify, evaluate and select a new ERP system.
- **Phase 2** is the implementation of the new ERP, which is the majority of the work and expected to be completed in FY 2025-26.

Purpose

By moving to a Cloud based ERP, the District expects to realize the following benefits:

1. Eliminate the risk of Springbrook discontinuing support for our on-premise ERP:
  - With a very limited number of customers using on-premise products, Springbrook could discontinue its support and force customers to move to cloud services. This would limit the amount of time the District's has to identify the best ERP solution and implement it.
2. Reduced Infrastructure Maintenance and Support Costs:
  - Our current on-premise ERP system requires significant investment in physical infrastructure, including servers, storage, and networking equipment. Maintaining this hardware is costly and time-consuming. A cloud based ERP

system eliminates these infrastructure expenses, as the cloud provider manages the hardware, freeing up our IT team for strategic initiatives

3. Improved Cybersecurity, Disaster Recovery, and Business Continuity:
  - Security threats and system failures are risks with on-premise solutions. Our current disaster recovery plan involves complex, costly off-site backups. A cloud based ERP system offers enhanced cybersecurity measures and robust disaster recovery options, ensuring quick recovery and minimal downtime. The District’s cyber insurance costs are expected to go down.
  
4. Enhanced Collaboration and Productivity:
  - Our current ERP system limits access to data and tools to those physically present in the office or connected via a secure network. A cloud based system allows access from anywhere with an internet connection, enabling seamless collaboration across teams and increasing productivity through more efficient workflows.
  
5. Integration of Siloed Information Management Systems:
  - The District currently operates several information management systems that do not easily communicate with one another, leading to inefficiencies and data inconsistencies. A modern ERP system can integrate these disparate systems streamlining processes, reducing redundancy, and providing real-time data visibility.

Changing the District’s ERP is a labor and cost intensive endeavor that requires the full commitment from the District staff and Board. The table below provides a preliminary estimate of the various costs associated with changing an ERP. It should be noted that staff costs are not included in these estimates.

<b>Activity</b>	<b>Estimate</b>
Annual License and website costs	\$100,000 - \$175,000
ERP Consultant Selection <b>(Phase 1)</b>	\$132,100 (this action)
ERP Implementation <b>(Phase 2)</b>	\$250,000 - \$1,000,000

The actual costs will depend on the vendor selected and the number of modules that the District decides to implement. Staff believe the annual costs for on-premise and cloud are roughly equivalent. The current annual cost of Springbrook including the hardware, software maintenance and insurance costs is estimated to be around \$110k. Staff believe that the operational savings from improved ERP integration and reporting will make up for any remaining cost differential.

For the Phase 1 consulting services, an RFP was sent to 21 firms. Seven of these firms submitted a proposal. Of those seven, the District interviewed four, and using a

Qualifications Based Selection (QBS) process, came to a final recommendation of Soft Resources as the firm of choice.

Soft Resources stood out due to its team's experience with Springbrook, Cityworks and other information management systems the District utilizes. They also had a very long history of helping agencies like the District with ERP selection. The proposed number of onsite workshops to develop a complete assessment of the District's business processes to determine the ERP needs/function requirements was also a factor that stood out.

#### Budgetary Impact

The Phase 1 consultant fee is \$132,100.00, which is within the adopted capital project budget for Fiscal Year 2024-25.

#### Recommended Action

That the Board execute the plan to procure new ERP software and approve the Professional Services Contract with Soft Resources.

**M E M O**

**TO:** Board of Directors  
**FROM:** Engineering & Operations Committee  
**DATE:** August 26, 2024  
**SUBJECT:** Consider Purchase of a Replacement Scrubber for the Wastewater Treatment Plant

---

Description

The current scrubber at the Water Reclamation Plant (WRP) has reached the end of its useful life and requires replacement. Due to the age of the unit, the cost to refurbish the unit would exceed the cost of a new unit altogether. This request is to purchase a new scrubber.

Purpose

The most widely used disinfectant for municipal wastewater applications is chlorine. Chlorine is effective for disinfection because of its ability to eliminate infectious agents. The disinfection system at the WRP utilizes chlorine gas, which requires a robust safety system in the event of a gas leak. A leak involving chlorine gas is considered a hazardous situation. When a dry scrubber system is in place, these risks are successfully mitigated. In the event of a leak, the scrubber immediately deploys and captures escaping chlorine gas before it puts employees and surrounding communities at risk. The District has been planning the replacement for the scrubber for several years due to the age of the existing scrubber. The scrubber replacement project is budgeted for the current Fiscal Year.

Staff evaluated different replacement options and determined that PureAir is the only vendor that manufactures a scrubber which meets all the District's requirements and will work with the existing configuration. Staff is recommending to utilize the sole source exception outlined in article 5 of the Administrative Guidelines to procure the new scrubber directly from PureAir. Staff has worked with the vendor to ensure the cost is competitive for the scrubber unit. The installation of the unit will be done under a separate competitive bid process. The District expects to have installation complete before the end of the fiscal year (June 2025).

PureAir has provided a cost for the scrubber at \$315,583.13 (\$294,250.00 plus tax), with delivery in 14-18 weeks.

Budgetary Impact

The scrubber will be purchased within the Board authorized total wastewater capital budget for fiscal year 25.

Recommended Action

That the Board authorize staff to enter into a contract with PureAir to purchase the PureAir EGS-8 scrubber for \$315,583.13.

**M E M O**

**TO:** Board of Directors  
**FROM:** Engineering & Operations Committee  
**DATE:** August 20, 2024  
**SUBJECT:** Consider the Purchase of Three Ford F150 Lightning EV Trucks in Accordance with the Approved Fleet and Heavy Equipment Replacement Plan

---

Description

Three of our current pickup trucks require replacement in accordance with the criteria developed as part of the Board approved Fleet and Heavy Equipment Replacement plan. This request is to replace these pieces of equipment as planned and budgeted in accordance with the adopted fleet and heavy equipment replacement plan to enable the District to maintain current operations.

Purpose

Three of our current pickup trucks require replacement in accordance with the criteria developed as part of the Fleet and Heavy Equipment Replacement plan. These vehicles were budgeted and planned for in the replacement plan. Additionally, these trucks will be EV variants in order to comply with the SDG&E grant terms for vehicle charging stations approved by the Board in November 2023.

Purchasing staff requested quotes from six dealerships for base model 2024 Ford F150 Lightnings. Of those six dealerships, three responded, with the lowest bid by Fritts Ford in the amount of \$51,537.63 each (total \$154,612.89).

Budgetary Impact

There is no budgetary impact. The vehicles will be purchased within the Board authorized total administration capital budget and in accordance with the adopted fleet and heavy equipment replacement plan.

Recommended Action

That the Board authorizes staff to procure three Ford F150 Lightning EV trucks for \$154,612.89 from Fritts Ford.





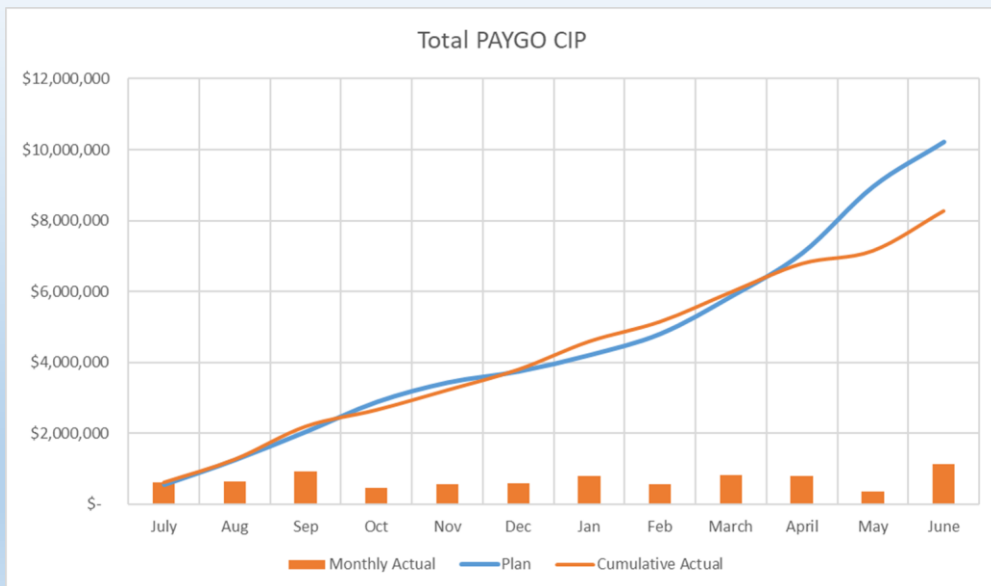
# Fallbrook Public Utility District

Engineering and Operations

Board Meeting AUG 2024

## FISCAL YEAR 2024 REVIEW

### Total CIP FY24



# Wastewater Treatment

Reclamation Plant

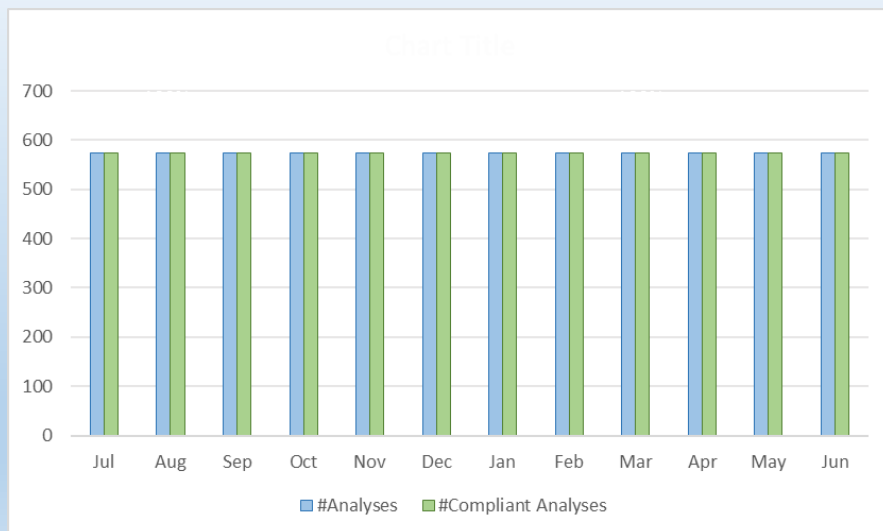
Recycled Water

- Wastewater System Violations
- Reclamation Plant PMs Completed
- Energy Cost per MG
- Cost per Unit of Water Treated
- Recycled Water – Time Out of Service

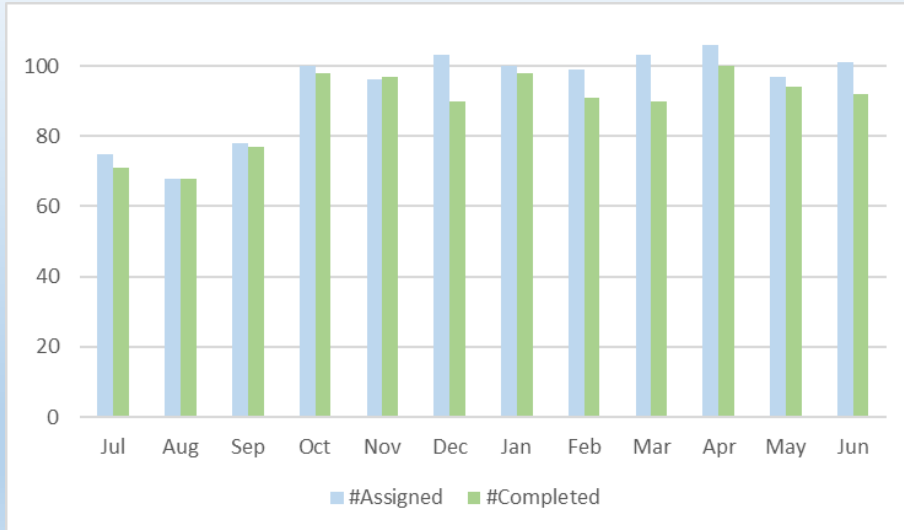
## Wastewater Treatment System Regulatory Compliance

**SRWQCB  
Compliance:**  
NPDES  
WDR

**Analyses  
performed:**  
Daily  
Monthly  
Quarterly  
Semi-annually  
Annually



## Reclamation Plant – Wastewater PMs

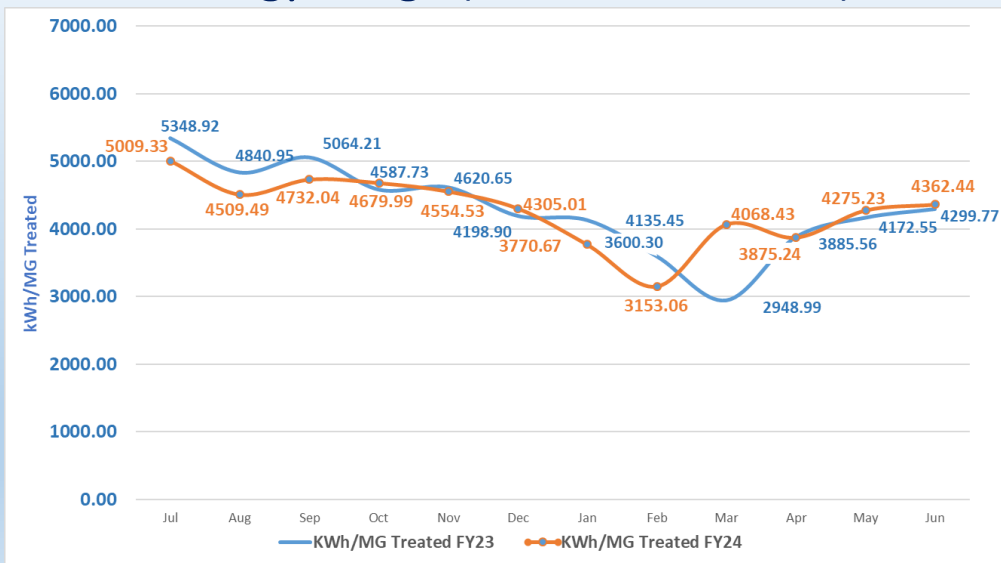


5

Formula =  

$$\frac{\text{Total Plant Energy Demand}}{\text{MG Treated Flow}}$$

## Reclamation Plant – Energy Usage (KWh/MG Treated)



6

# Wastewater Treatment Unit Cost

**Department:** Wastewater

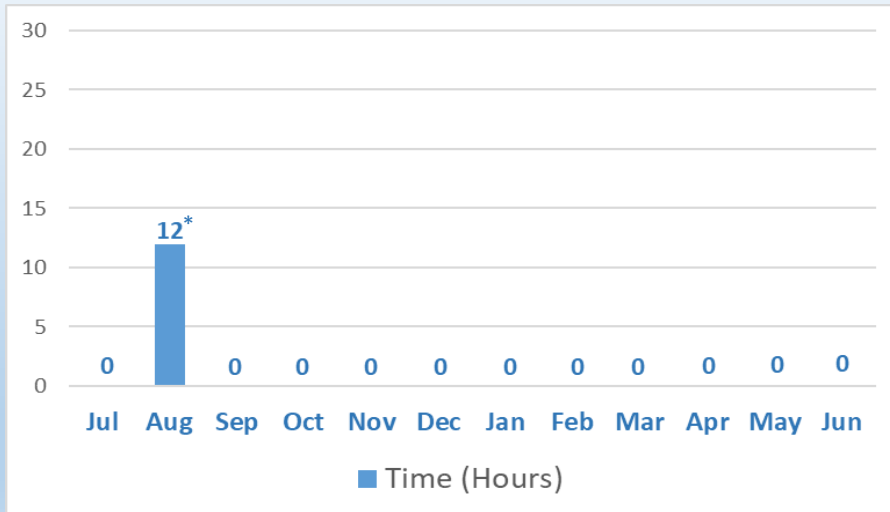
**KPI:** Cost/MGD of Wastewater Influent Flows

**Target:** Below \$3,500/MGD

**FY24 Actual:** \$2,971/MGD

**Target Met:** Yes

# Recycled Water – Time out of Service (Hours)



\*planned meter replacement work for two locations at Altman Nursey

# Water Operations

Regulatory Compliance

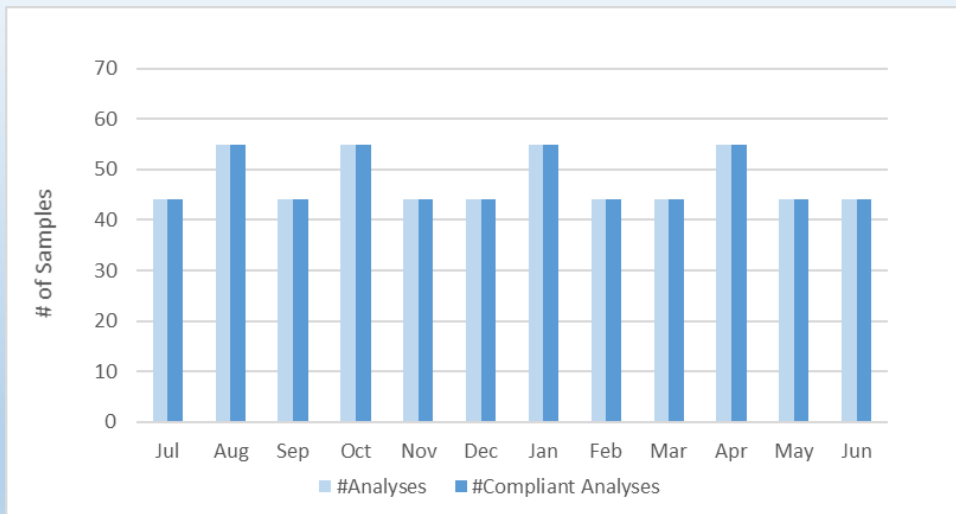
Preventative Maintenance Work Orders

CUP Deliveries/SMGTP Flows

Unit Water Supply Costs

9

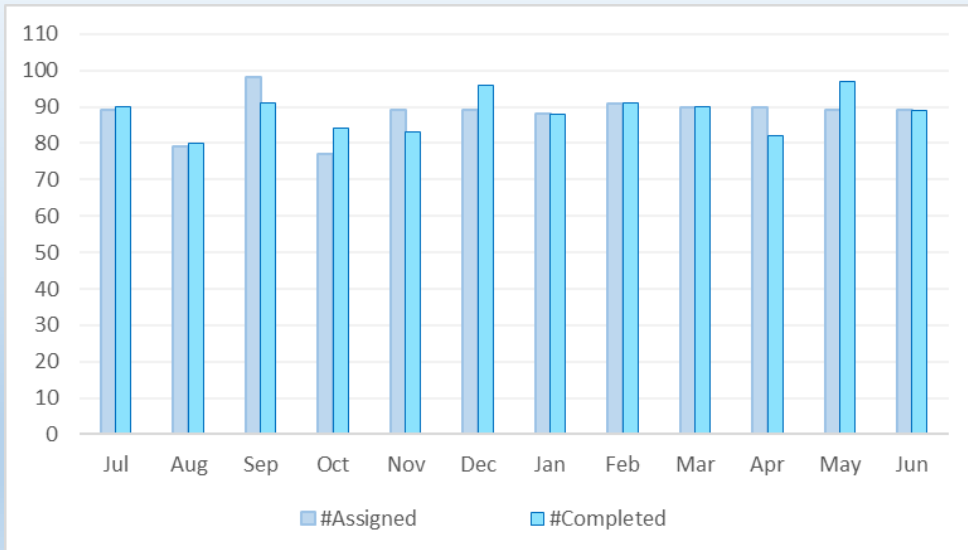
## Water System Regulatory Compliance



Routine Bacteriological Sampling

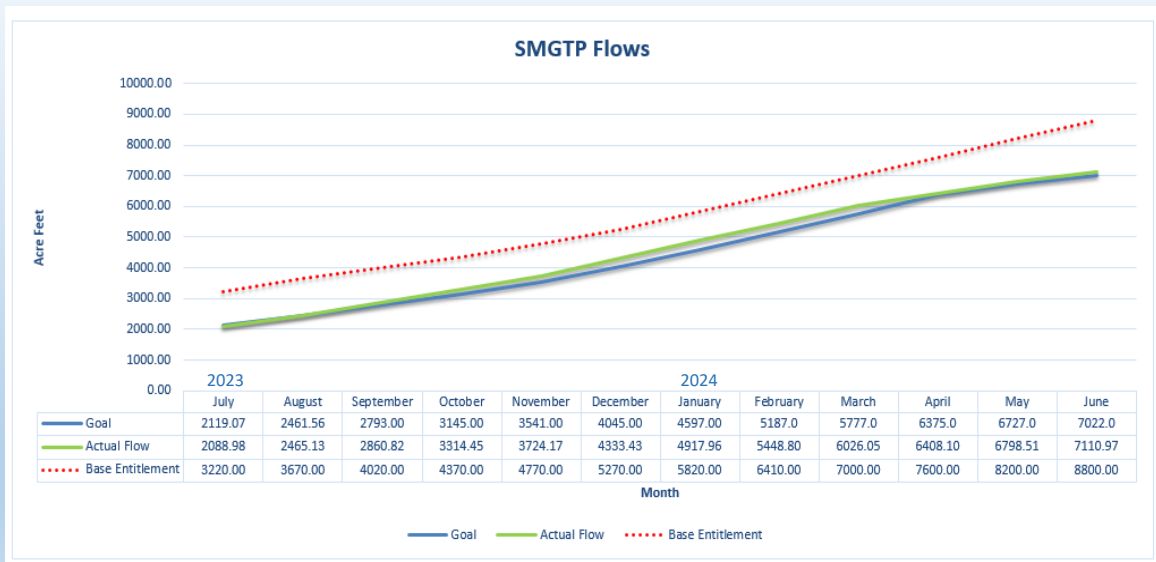
10

## Water System PMs



11

## SMGTP Flows



12

## Unit Water Supply Costs

**Department:** Water

**KPI:** Cost/AF for SMGTP Operations

**Target:** Below \$1,500/AF

**FY24 Actual:** \$852/AF

**Target Met:** Yes

---

**Total Unit Cost of SMRCUP Water:** \$1,242.62/AF (including debt service and LRP credit)

**Unit Cost of EMWD Imported Water:** \$1,267/AF

13

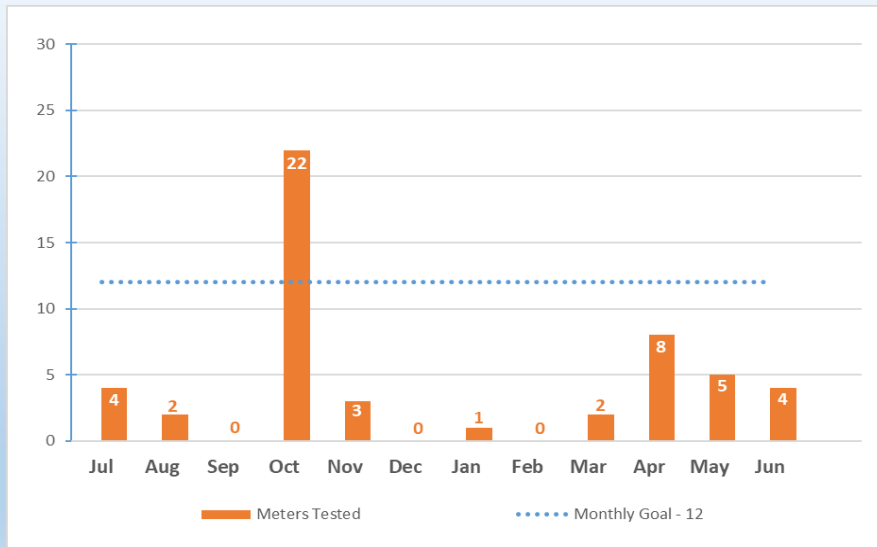
## Meter Services

---

### Meter Testing Valve Exercising

14

## Meter Testing by Month

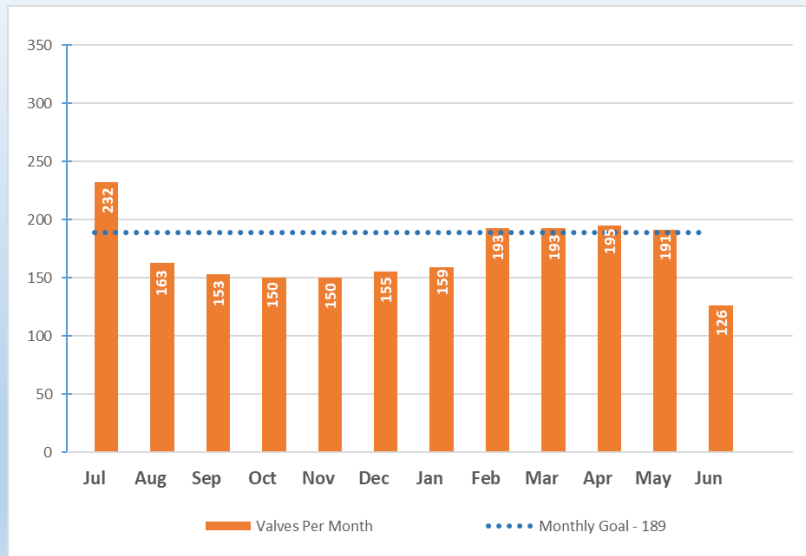


TOTAL TESTED FY24: 51

15

## Main Line Valve Exercise Program

- Improve reliability
- Reduce impact of planned and emergency shutdowns
- **Total valves exercised FY24: 2,060**



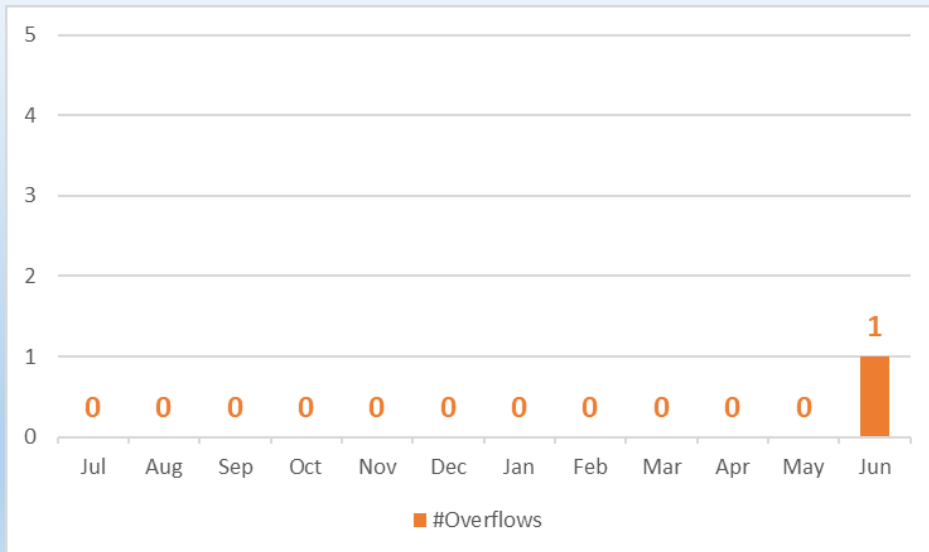
16



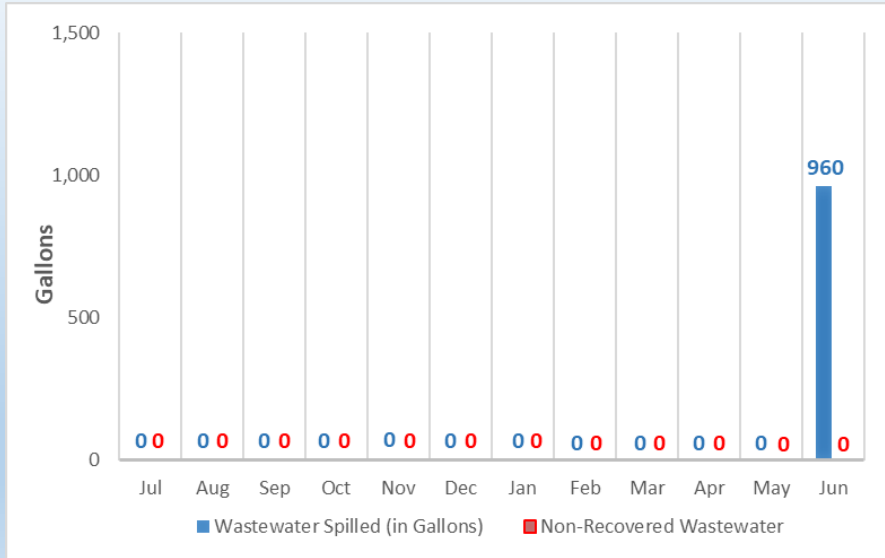
# Wastewater Collections

**Total Wastewater Spilled**  
**Non-Recovered Wastewater Spilled**  
**Odor Complaints**

## Wastewater Collections - Sewer Overflows

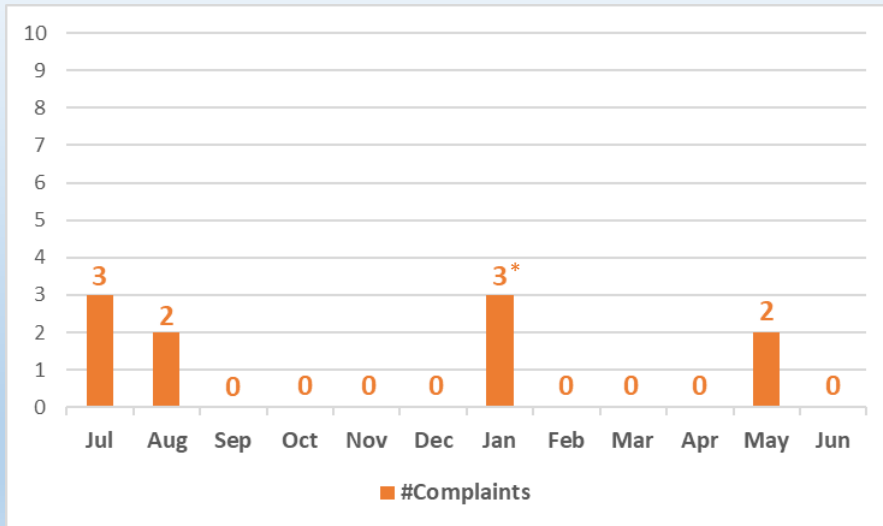


## Wastewater Collections - Wastewater Spilled



19

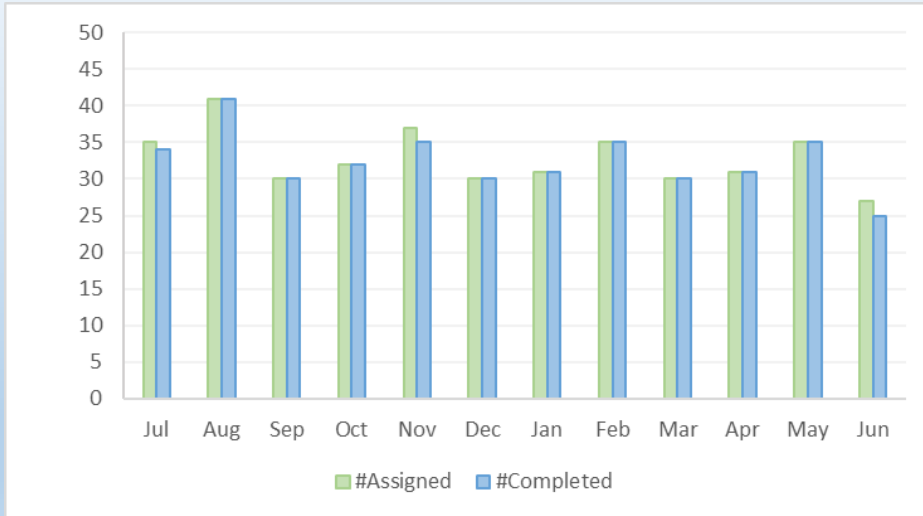
## Reclamation Plant & Wastewater Collections Odor Complaints



\* Determined to be on customer side

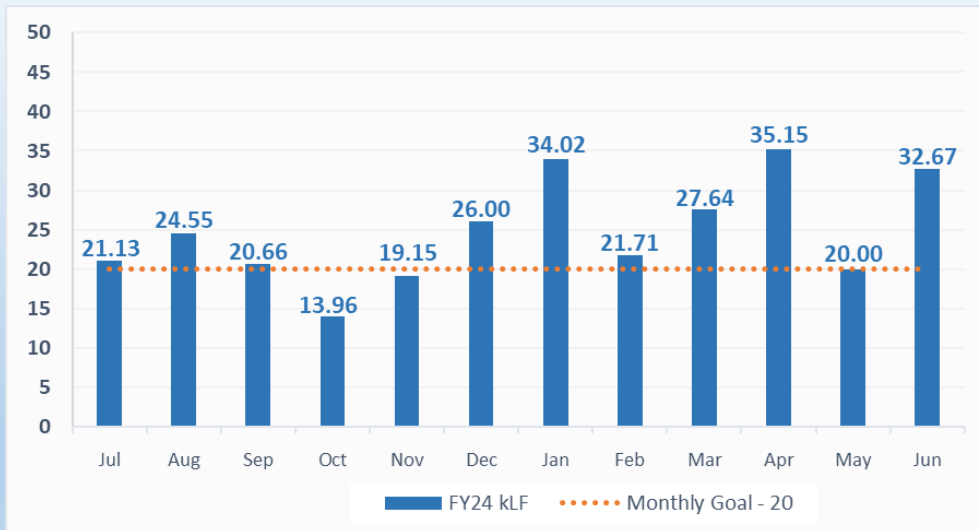
20

## Wastewater - Collections PMs



21

## Wastewater - Collections Flushing kLF

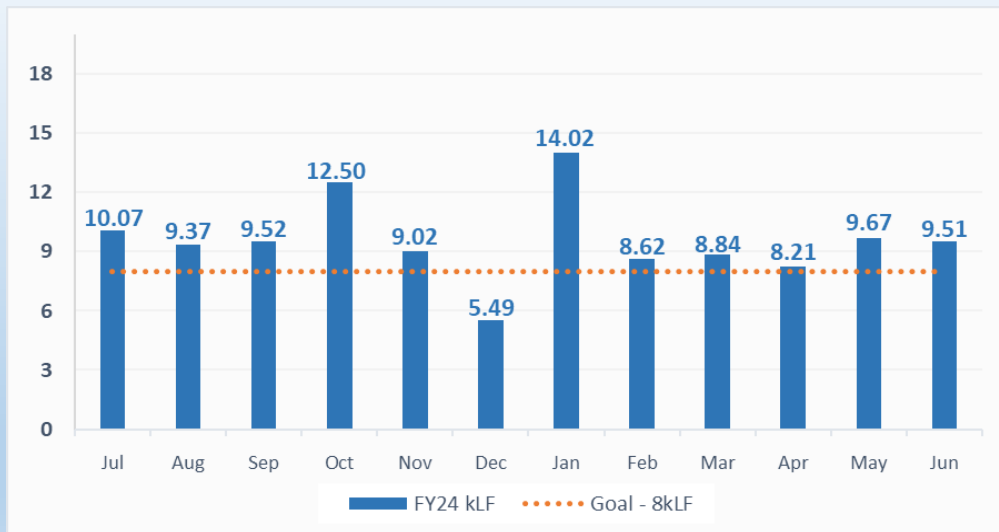


**FY24 GOAL: 20kLF per month**

**FY24 TOTAL: 296.65**

22

## Wastewater - Collections CCTV kLF



**FY24 GOAL: 8 kLF per month**

**FY24 TOTAL: 114.82**

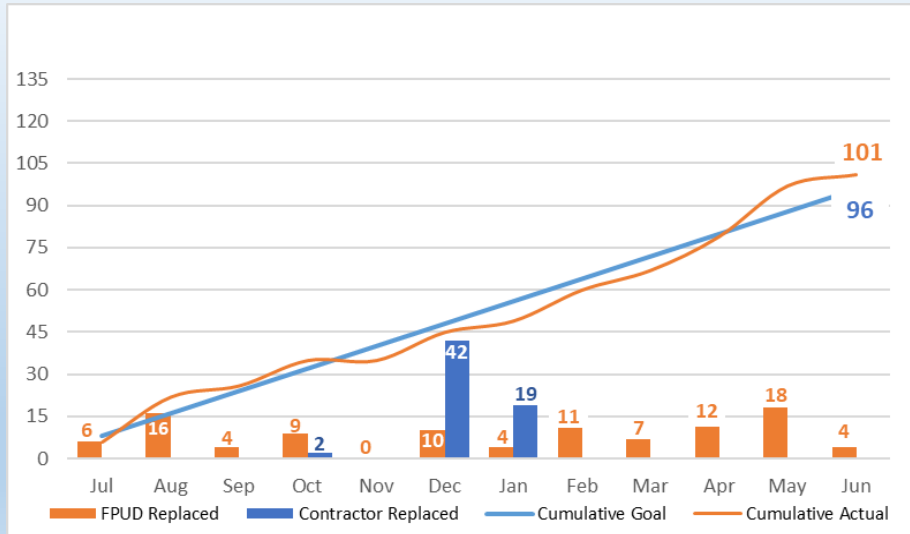
23

## Construction/Maintenance

- Efforts continue in replacing valves with the greatest impact on water loss and customer outages during large main breaks.
- With new valves, crews will be capable of shutting down smaller controlled areas faster, impacting fewer customers while losing less water and completing repairs sooner.
- Our goal is to replace 100 valves per year. FY24, 101 valves were replaced by in-house field crews and 63 by pipeline contractors. We currently have 6,804 valves in the system with 423 known to be broken.
- We have a goal to perform maintenance on 3,000 linear feet of easement roads. In FY24 we completed 7,794 linear feet.

24

## Main Line Valves Replaced by FPUD Crew



25

## Cost per Valve Installed

**Department:** Water

**KPI:** Cost/Valve INSTALLED (Labor & Materials)

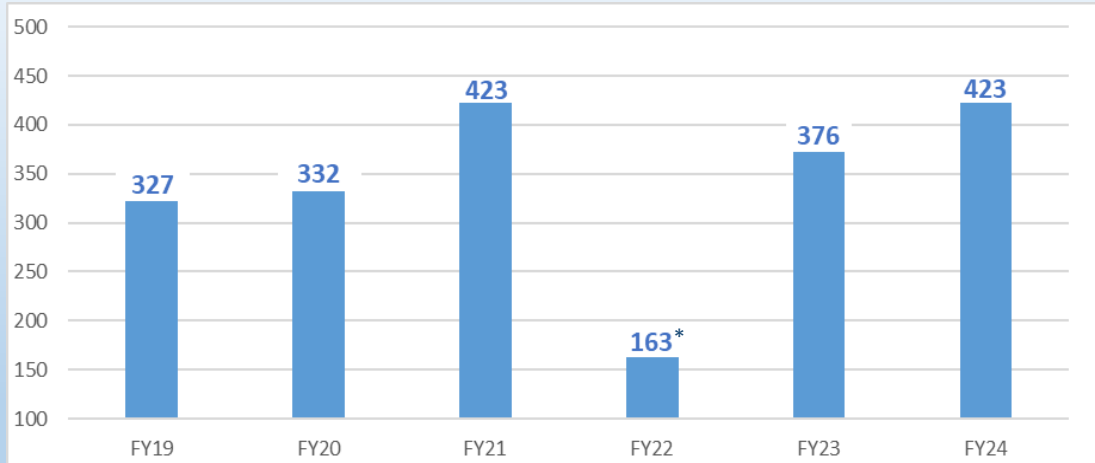
**Target:** Below \$6,500/Valve

**FY24 Actual:** \$8,577/Valve

**Target Met:** No

26

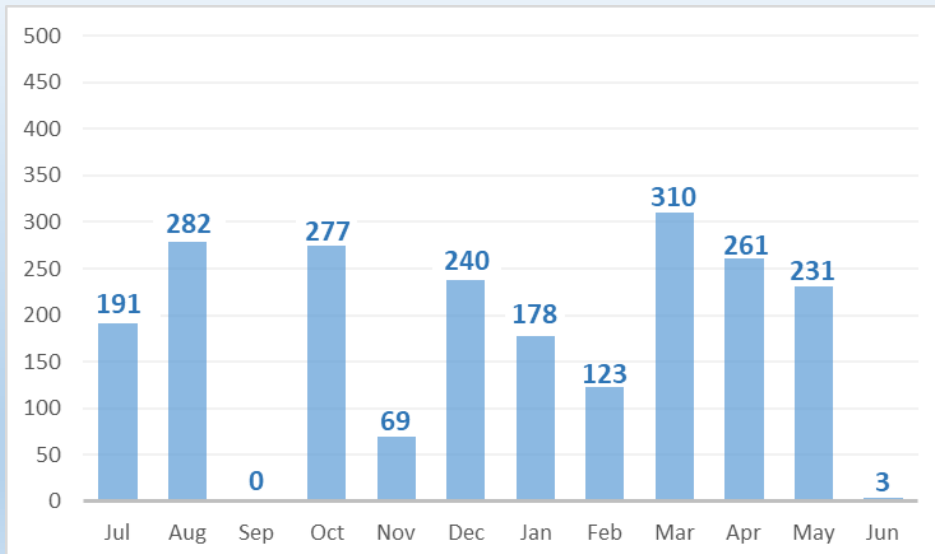
## Rolling Total Broken Valves



\*FY22 does not include Leak By or Poor Turn Counts

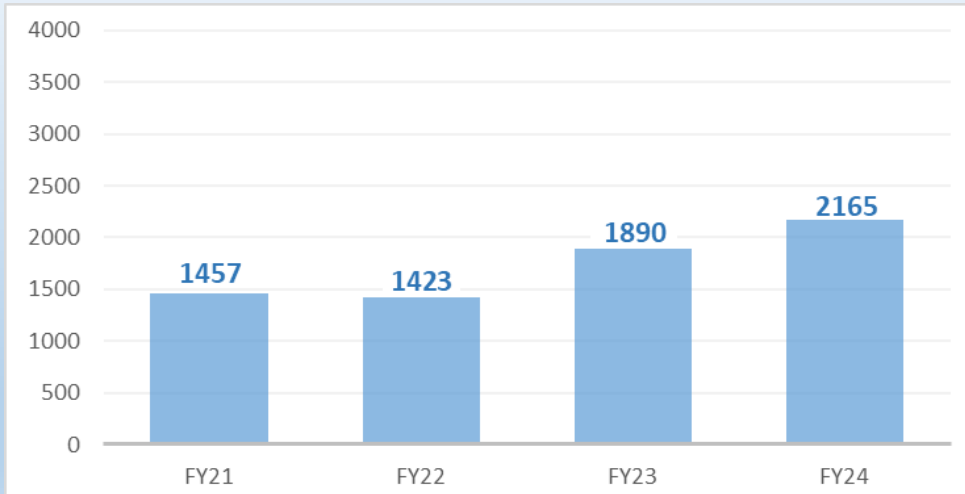
27

## Planned Outages > 4 Hours Customers Affected by Month



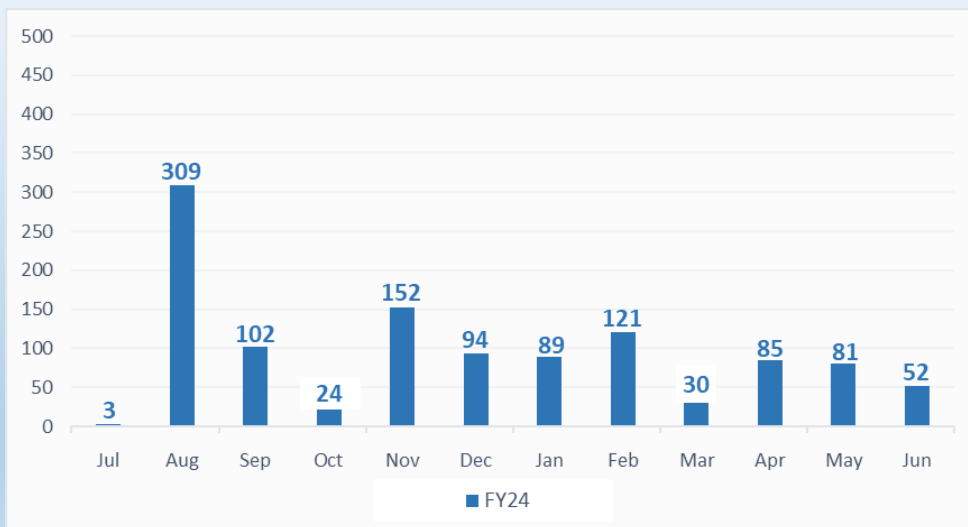
28

## Planned Outages > 4 Hours Customers Affected by Fiscal Year



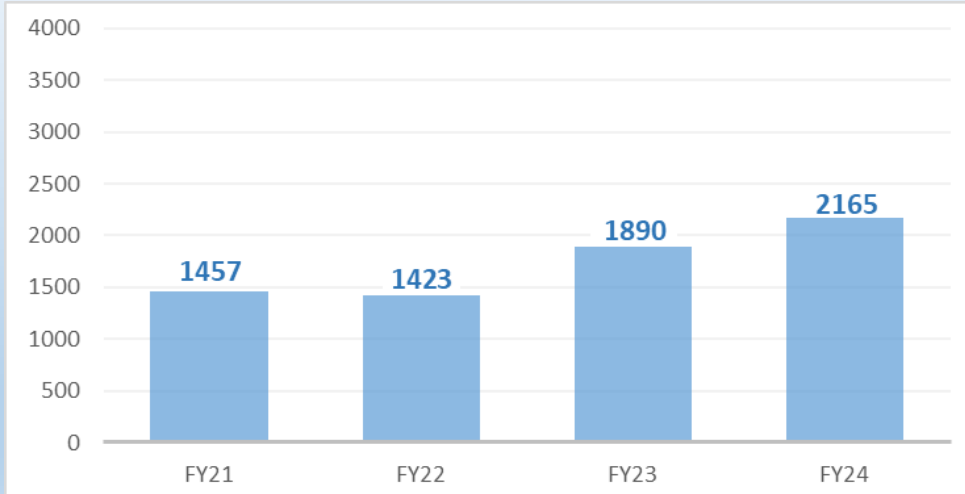
29

## Emergency Outages > 4 Hours Customers Affected by Month



30

## Emergency Outages > 4 Hours Customers Affected by Fiscal Year



31

## Finance/Safety/HR Goals

---

**Efficiency Goals**  
**Community Goals**  
**Fiscal Management Goals**  
**Workforce Goals**

32



## Efficiency Goals

**Department:** Safety

**KPI:** Maintain a Workers Compensation Experience Modification Rate below 1%

**Target:** Below 1%

**FY24 Actual:** 0.69%

**Target Met:** Yes

---

**Department:** Inventory/Purchasing

**KPI:** Maintain an inventory shrinkage rate of less than 1%

**Target:** Below 1%

**FY24 Actual:** 0%

**Target Met:** Yes

33

## Community Goals

**Department:** Customer Service

**KPI:** Maintain an average customer service call wait time of less than 3 minutes

**Target:** Below 3 minutes

**FY24 Actual:** 40 seconds

**Target Met:** Yes

---

**Department:** Customer Service

**KPI:** Percentage of customers enrolled in WaterSmart-AMI portal  
(as a % of total District customers)

**Target:** 60% by FY26

**FY24 Actual:** 39%

34

## Fiscal Management Goals

**Department:** Finance

**KPI:** Debt Coverage

**Target:** >1.20

**FY24 Actual:** 2.45\*

**Target Met:** Yes

---

**Department:** Finance

**KPI:** Days Cash on Hand

**Target:** 90 days or greater

**FY24 Actual:** 100 days

**Target Met:** Yes

\*Estimated number, Fiscal Year not closed

35

## Workforce Goals

**Department:** HR

**KPI:** Employee engagement survey results;  
percentage of employees rating their overall morale as "high"

**Target:** Above 25%

**FY24 Actual:** 45%

**Target Met:** Yes

36

**M E M O**

**TO:** Board of Directors  
**FROM:** David Shank, Assistant General Manager/CFO  
**DATE:** August 26, 2024  
**SUBJECT:** Financial Summary Report – July

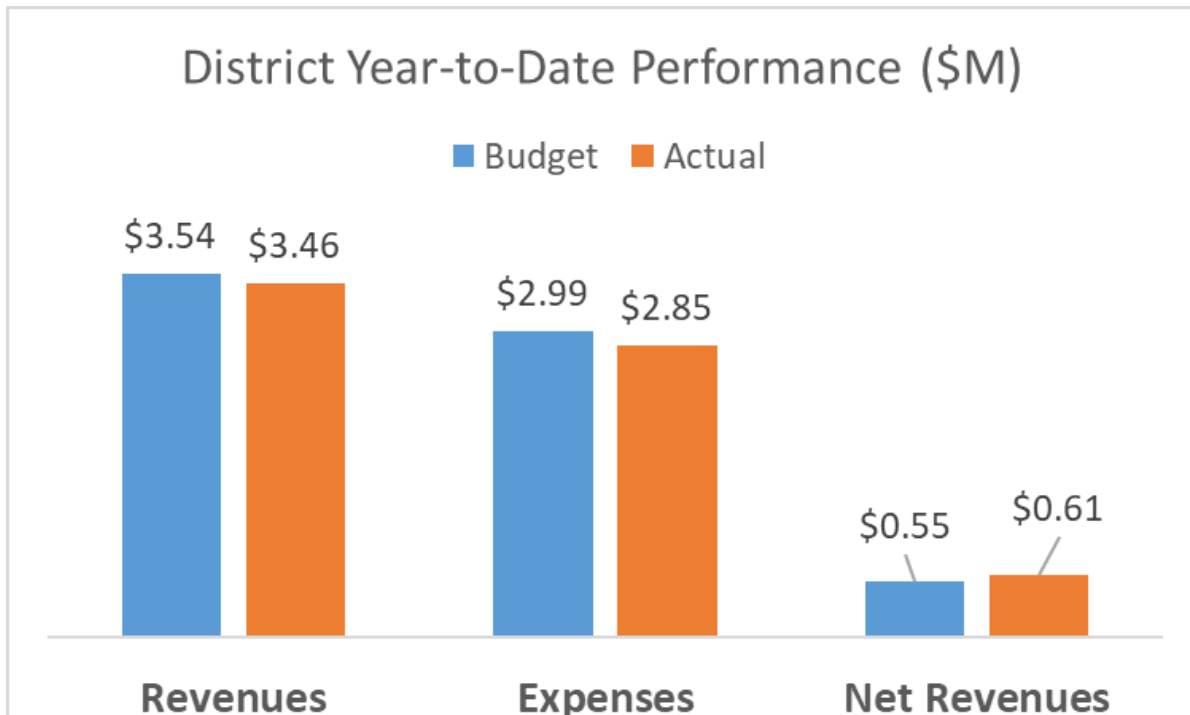
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Purpose

Provide an overview of changes in the District’s financial position.

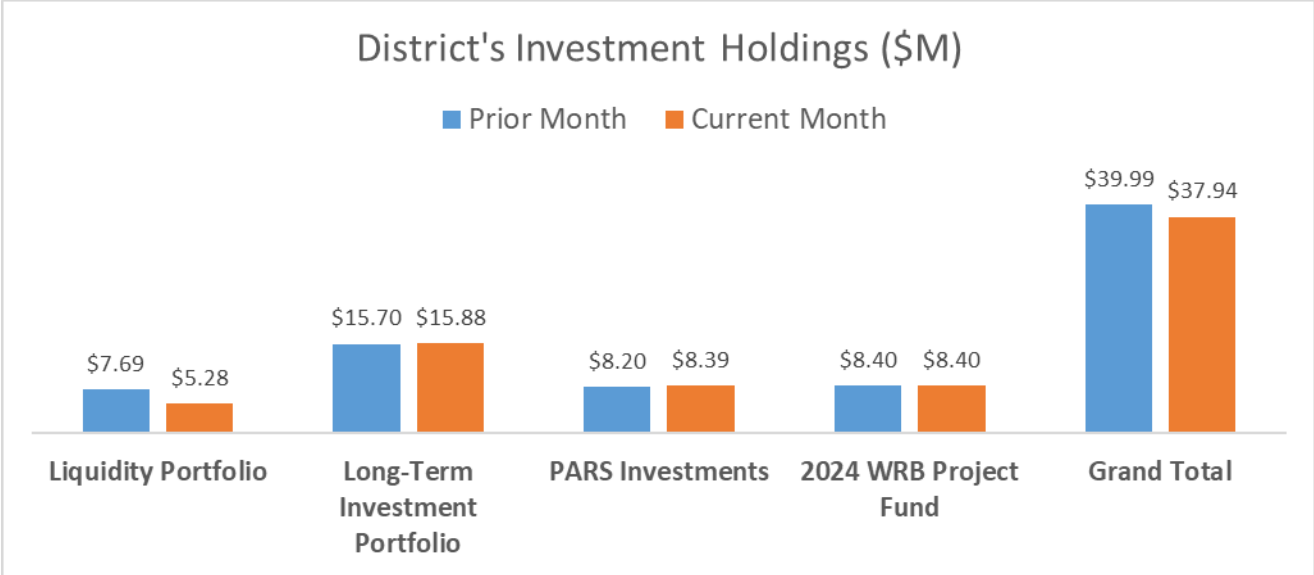
Summary

The graph below shows the District’s year-to-date Revenues, Expenditures and Net revenues.



Revenues and expenditures are in-line with the budget. Since this is the first period of the year, only limited conclusions can be drawn at this time. Staff are carefully tracking the District’s financial position to identify any budget shortfalls early.

The graph below shows the District’s bank holdings reported in the Treasurer’s Report at the end of the current and prior month.



Overall the District's financial holdings decrease this month. The decrease was driven by a scheduled debt service payment, payment to Camp Pendleton for water purchased and the annual Actuarial Unfunded Liability payment to CalPERS all totaling \$3.0 million. Overall the Long-term Portfolio and PARS investments continue to perform in line with the capital markets. The District continues to actively manage its funds and is prepared to make the Detachment Fee in March.

Recommended Action

This item is for discussion only. No action is required.

**M E M O**

**TO:** Board of Directors  
**FROM:** David Shank, Assistant General Manager/CFO  
**DATE:** August 26, 2024  
**SUBJECT:** Treasurer's Report

---

Purpose

Provide the July, 2024 Treasurer's Report, which is the end of the fiscal year. Confirm that the District's investment portfolio is in compliance with the Investment Policy and that the District is able to meet the expenditure requirements for the next 6-months.

Notes

Overall the District's financial holdings decreased this month. The decrease in balances was driven by a scheduled debt service payment, payment to Camp Pendleton for water purchased and the annual Actuarial Unfunded Liability payment to CalPERS totaling \$3.0 million. Overall the Long-term Portfolio and PARS investments continue to perform in line with the capital markets. The District continues to carefully manage its working capital to ensure its ability to meet its financial commitments.

Summary

**Treasurer's Report July' 2024**

<b>Account</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>
Operating Fund	\$ 5,171	\$ 7,548
Money Market*	\$ 1,069,712	\$ 566,292
CAMP Account	\$ 6,617,162	\$ 4,702,620
<b><i>District's Liquidity Portfolio</i></b>	<b>\$ 7,692,045</b>	<b>\$ 5,276,460</b>
PFM Managed Long-term Investment Portfolio**	\$ 15,693,378	\$ 15,868,536
LAIF (Long-term Reserves)	\$ 6,923	\$ 7,001
PARS (OPEB & Pension Trust)***	\$ 8,198,731	\$ 8,386,788
Revenue Bonds 2024 Project Fund	\$ 8,397,500	\$ 8,397,508
<b><i>District Accounts Total</i></b>	<b>\$ 39,988,577</b>	<b>\$ 37,936,293</b>

\*The beginning balance is updated to reflect corrected April, 2024 ending balance

\*\*\$6.21M of funds are from the sale of the Santa Margarita properties.

\*\*\*\$3.78M of funds are from the sale of the Santa Margarita Properties.

  
David Shank  
August 26, 2024



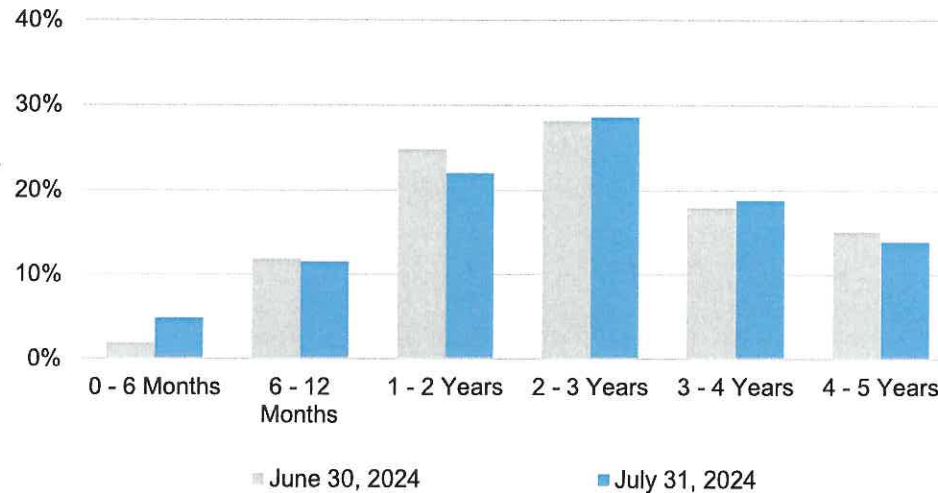
### Fallbrook Public Utilities District - Holdings Summary

Security Type	June 30, 2024	July 31, 2024	Change (\$)	Change (%)
U.S. Treasury	\$6,864,081.25	\$6,930,705.53	\$66,624.28	1.0%
Municipal	\$207,277.90	\$208,896.10	\$1,618.20	0.8%
Federal Agency CMBS	\$2,554,725.37	\$2,564,571.42	\$9,846.05	0.4%
Corporate Note	\$3,608,841.12	\$3,651,339.62	\$42,498.50	1.2%
Negotiable CD	\$100,748.00	\$101,553.00	\$805.00	0.8%
Asset-Backed Security	\$1,903,154.24	\$1,894,311.20	(\$8,843.04)	-0.5%
<b>Securities Total</b>	<b>\$15,238,827.88</b>	<b>\$15,351,376.87</b>	<b>\$112,548.99</b>	<b>0.7%</b>
Money Market Fund	\$454,549.69	\$517,158.64	\$62,608.95	13.8%
<b>Total Investments</b>	<b>\$15,693,377.57</b>	<b>\$15,868,535.51</b>	<b>\$175,157.94</b>	<b>1.1%</b>

#### Summary

FY 24-25 Accrual Earnings	\$47,413.97
Yield to Maturity at Cost	3.53%
Weighted Average Maturity (Years)	2.32

Maturity Distribution



Security market values, excluding accrued interest, as on last day of month.

California State Treasurer  
**Fiona Ma, CPA**



Local Agency Investment Fund  
 P.O. Box 942809  
 Sacramento, CA 94209-0001  
 (916) 653-3001

August 15, 2024

[LAIF Home](#)  
[PMIA Average Monthly Yields](#)

FALLBROOK PUBLIC UTILITY DISTRICT

TREASURER  
 990 E MISSION ROAD  
 FALLBROOK, CA 92028

[Tran Type Definitions](#)



Account Number: 85-37-001

July 2024 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
7/15/2024	7/12/2024	QRD	1756398	N/A	SYSTEM	78.11

**Account Summary**

Total Deposit:	78.11	Beginning Balance:	6,922.64
Total Withdrawal:	0.00	Ending Balance:	7,000.75



### Account Statement - Transaction Summary

For the Month Ending July 31, 2024

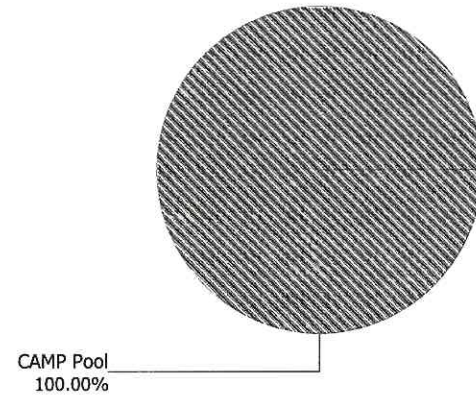
#### Fallbrook Public Utility District - Liquidity - 6050-004

CAMP Pool	
Opening Market Value	6,617,162.12
Purchases	980,457.43
Redemptions	(2,895,000.00)
Unsettled Trades	0.00
Change in Value	0.00
<b>Closing Market Value</b>	<b>\$4,702,619.55</b>
Cash Dividends and Income	30,457.43

Asset Summary		
	July 31, 2024	June 30, 2024
<b>CAMP Pool</b>	4,702,619.55	6,617,162.12
<b>Total</b>	<b>\$4,702,619.55</b>	<b>\$6,617,162.12</b>

Asset Allocation	
CAMP Pool	100.00%







**Account Statement**

For the Month Ending **July 31, 2024**

**Fallbrook Public Utility District - Liquidity - 6050-004**

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
<b>CAMP Pool</b>					
<b>Opening Balance</b>					<b>6,617,162.12</b>
07/03/24	07/03/24	Purchase - Incoming Wires	1.00	600,000.00	7,217,162.12
07/11/24	07/11/24	Redemption - Outgoing Wires	1.00	(650,000.00)	6,567,162.12
07/12/24	07/12/24	Purchase - Incoming Wires	1.00	350,000.00	6,917,162.12
07/25/24	07/25/24	Redemption - Outgoing Wires	1.00	(1,245,000.00)	5,672,162.12
07/30/24	07/30/24	Redemption - Outgoing Wires	1.00	(1,000,000.00)	4,672,162.12
07/31/24	08/01/24	Accrual Income Div Reinvestment - Distributions	1.00	30,457.43	4,702,619.55
<b>Closing Balance</b>					<b>4,702,619.55</b>

	Month of July	Fiscal YTD July-July
Opening Balance	6,617,162.12	6,617,162.12
Purchases	980,457.43	980,457.43
Redemptions (Excl. Checks)	(2,895,000.00)	(2,895,000.00)
Check Disbursements	0.00	0.00
<b>Closing Balance</b>	<b>4,702,619.55</b>	<b>4,702,619.55</b>
Cash Dividends and Income	30,457.43	30,457.43

<b>Closing Balance</b>	4,702,619.55
<b>Average Monthly Balance</b>	6,619,273.65
<b>Monthly Distribution Yield</b>	5.43%

Managed Account Security Transactions & Interest

For the Month Ending July 31, 2024

- INVESTMENT PORTFOLIO - 28710100

Transaction Type	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
REST										
4	07/01/24	MONEY MARKET FUND	MONEY0002	0.00	0.00	1,768.42	1,768.42			
4	07/25/24	FHMS K508 A2 DTD 10/01/2023 4.740% 08/01/2028	3137HAQ74	150,000.00	0.00	592.50	592.50			
4	07/25/24	FHMS K507 A2 DTD 09/01/2023 4.800% 09/01/2028	3137HAMS2	150,000.00	0.00	600.00	600.00			
4	07/25/24	FHLMC MULTIFAMILY STRUCTURED POOL DTD 11/01/2017 3.064% 08/01/2024	3137FBTA4	61,278.00	0.00	156.46	156.46			
4	07/25/24	FHLMC MULTIFAMILY STRUCTURED P DTD 07/01/2017 3.243% 04/01/2027	3137F1G44	155,000.00	0.00	418.89	418.89			
4	07/25/24	FHMS K743 A2 DTD 06/30/2021 1.770% 05/01/2028	3137H1489	170,000.00	0.00	250.75	250.75			
4	07/25/24	FHMS K734 A2 DTD 04/18/2019 3.208% 02/01/2026	3137FLN34	150,000.00	0.00	401.00	401.00			
4	07/25/24	FHMS KJ47 A1 DTD 09/01/2023 5.272% 08/01/2028	3137HAMN3	84,012.68	0.00	369.10	369.10			
4	07/25/24	FHMS KJ48 A1 DTD 12/01/2023 4.858% 05/01/2028	3137HBC69	123,983.09	0.00	501.92	501.92			
4	07/25/24	FHMS K733 A2 DTD 11/09/2018 3.750% 08/01/2025	3137FJXQ7	144,324.48	0.00	451.01	451.01			
4	07/25/24	FHMS KJ46 A1 DTD 07/01/2023 4.777% 06/01/2028	3137HAD45	119,261.07	0.00	474.76	474.76			
4	07/25/24	FHMS K046 A2 DTD 06/17/2015 3.205% 03/01/2025	3137BJP64	99,492.12	0.00	265.73	265.73			
4	07/25/24	FHMS K064 A2 DTD 05/15/2017 3.224% 03/01/2027	3137BXQY1	160,000.00	0.00	429.87	429.87			
4	07/25/24	FHMS K510 A2 DTD 11/01/2023 5.069% 10/01/2028	3137HB3D4	55,000.00	0.00	232.33	232.33			
4	07/25/24	FHMS K509 A2 DTD 10/01/2023 4.850% 09/01/2028	3137HAST4	115,000.00	0.00	464.79	464.79			
4	07/25/24	FHMS K506 A2 DTD 09/01/2023 4.650% 08/01/2028	3137HAMH6	150,000.00	0.00	581.25	581.25			
4	07/25/24	FHMS K061 A2 DTD 01/30/2017 3.347% 11/01/2026	3137BTUM1	98,683.20	0.00	275.24	275.24			



Managed Account Security Transactions & Interest

For the Month Ending July 31, 2024

)- INVESTMENT PORTFOLIO - 28710100

Action Type	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
<b>INTEREST</b>										
4	07/25/24	FHMS K063 A2 DTD 03/01/2017 3.430% 01/01/2027	3137BVZ82	145,000.00	0.00	414.46	414.46			
4	07/25/24	FHMS K058 A2 DTD 11/09/2016 2.653% 08/01/2026	3137BSP72	100,000.00	0.00	221.08	221.08			
4	07/25/24	FHMS K505 A2 DTD 07/01/2023 4.819% 06/01/2028	3137HACX2	150,000.00	0.00	602.38	602.38			
4	07/25/24	FNA 2023-M6 A2 DTD 07/01/2023 4.190% 07/01/2028	3136BQDE6	150,000.00	0.00	523.75	523.75			
4	07/25/24	FHMS K511 A2 DTD 12/01/2023 4.860% 10/01/2028	3137HB3G7	85,000.00	0.00	344.25	344.25			
4	07/07/24	AMERICAN HONDA FINANCE CORPORATE NOTES DTD 07/07/2023 5.125% 07/07/2028	02665WEM9	55,000.00	0.00	1,409.38	1,409.38			
4	07/11/24	JOHN DEERE CAPITAL CORP CORPORATE NOTES DTD 01/10/2022 1.700% 01/11/2027	24422EWA3	150,000.00	0.00	1,275.00	1,275.00			
4	07/15/24	FORDO 2023-B A3 DTD 06/26/2023 5.230% 05/15/2028	344930AD4	45,000.00	0.00	196.13	196.13			
4	07/15/24	NAROT 2023-B A3 DTD 10/25/2023 5.930% 03/15/2028	65480MAD5	30,000.00	0.00	148.25	148.25			
4	07/15/24	HART 2022-A A3 DTD 03/16/2022 2.220% 10/15/2026	448977AD0	34,569.87	0.00	63.95	63.95			
4	07/15/24	CARMX 2022-3 A3 DTD 07/20/2022 3.970% 04/15/2027	14318MAD1	68,815.52	0.00	227.66	227.66			
4	07/15/24	FORDO 2022-A A3 DTD 01/24/2022 1.290% 06/15/2026	345286AC2	18,055.57	0.00	19.41	19.41			
4	07/15/24	COMET 2023-A1 A DTD 05/24/2023 4.420% 05/15/2028	14041NGD7	145,000.00	0.00	534.08	534.08			
4	07/15/24	BACCT 2023-A1 A1 DTD 06/16/2023 4.790% 05/15/2028	05522RDG0	50,000.00	0.00	199.58	199.58			
4	07/15/24	BACCT 2022-A2 A2 DTD 11/23/2022 5.000% 04/15/2028	05522RDF2	145,000.00	0.00	604.17	604.17			
4	07/15/24	COMET 2021-A3 A3 DTD 11/30/2021 1.040% 11/15/2026	14041NFY2	70,000.00	0.00	60.67	60.67			

Managed Account Security Transactions & Interest

For the Month Ending July 31, 2024

INVESTMENT PORTFOLIO - 28710100

Transaction Type	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
<b>INTEREST</b>										
4	07/15/24	DCENT 2021-A1 A1 DTD 09/27/2021 0.580% 09/15/2026	254683CP8	70,000.00	0.00	33.83	33.83			
4	07/15/24	HART 2023-C A3 DTD 11/13/2023 5.540% 10/16/2028	44918CAD4	45,000.00	0.00	207.75	207.75			
4	07/15/24	WOART 2021-D A3 DTD 11/03/2021 0.810% 10/15/2026	98163KAC6	14,713.58	0.00	9.93	9.93			
4	07/15/24	CHAIT 2023-A1 A DTD 09/15/2023 5.160% 09/15/2028	161571HT4	120,000.00	0.00	516.00	516.00			
4	07/15/24	HART 2023-B A3 DTD 07/19/2023 5.480% 04/17/2028	44933XAD9	50,000.00	0.00	228.33	228.33			
4	07/15/24	DCENT 2022-A3 A3 DTD 08/09/2022 3.560% 07/15/2027	254683CW3	70,000.00	0.00	207.67	207.67			
4	07/15/24	COPAR 2023-2 A3 DTD 10/11/2023 5.820% 06/15/2028	14044EAD0	110,000.00	0.00	533.50	533.50			
4	07/15/24	DTRT 2023-1 A3 DTD 09/27/2023 5.900% 03/15/2027	233868AC2	85,000.00	0.00	417.92	417.92			
4	07/15/24	TARGET CORP CORP NOTES (CALLABLE) DTD 01/24/2022 1.950% 01/15/2027	87612EBM7	65,000.00	0.00	633.75	633.75			
4	07/15/24	DCENT 2023-A2 A DTD 06/28/2023 4.930% 06/15/2028	254683CZ6	100,000.00	0.00	410.83	410.83			
4	07/15/24	MBART 2022-1 A3 DTD 11/22/2022 5.210% 08/16/2027	58768PAC8	105,000.00	0.00	455.88	455.88			
4	07/15/24	CARMX 2021-3 A3 DTD 07/28/2021 0.550% 06/15/2026	14317DAC4	22,616.17	0.00	10.37	10.37			
4	07/15/24	ALLYA 2023-1 A3 DTD 07/19/2023 5.460% 05/15/2028	02007WAC2	85,000.00	0.00	386.75	386.75			
4	07/15/24	FITAT 2023-1 A3 DTD 08/23/2023 5.530% 08/15/2028	31680EAD3	105,000.00	0.00	483.88	483.88			
4	07/16/24	GMCAR 2021-4 A3 DTD 10/21/2021 0.680% 09/16/2026	362554AC1	13,418.01	0.00	7.60	7.60			
4	07/16/24	GMCAR 2023-3 A3 DTD 07/19/2023 5.450% 06/16/2028	36267KAD9	50,000.00	0.00	227.08	227.08			



Managed Account Security Transactions & Interest

For the Month Ending July 31, 2024

INVESTMENT PORTFOLIO - 28710100

Action Type	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
<b>INTEREST</b>										
4	07/16/24	GMCAR 2023-4 A3 DTD 10/11/2023 5.780% 08/16/2028	379930AD2	55,000.00	0.00	264.92	264.92			
4	07/16/24	GMCAR 2022-1 A3 DTD 01/19/2022 1.260% 11/16/2026	380146AC4	10,716.29	0.00	11.25	11.25			
4	07/18/24	HAROT 2023-3 A3 DTD 08/22/2023 5.410% 02/18/2028	43815QAC1	95,000.00	0.00	428.29	428.29			
4	07/20/24	MORGAN STANLEY DTD 01/20/2017 3.625% 01/20/2027	61746BEF9	50,000.00	0.00	906.25	906.25			
4	07/21/24	HAROT 2023-4 A3 DTD 11/08/2023 5.670% 06/21/2028	438123AC5	25,000.00	0.00	118.13	118.13			
4	07/21/24	HAROT 2021-4 A3 DTD 11/24/2021 0.880% 01/21/2026	43815GAC3	13,985.14	0.00	10.26	10.26			
4	07/25/24	BMWOT 2023-A A3 DTD 07/18/2023 5.470% 02/25/2028	05592XAD2	40,000.00	0.00	182.33	182.33			
4	07/25/24	BMWOT 2022-A A3 DTD 05/18/2022 3.210% 08/25/2026	05602RAD3	18,666.53	0.00	49.93	49.93			
4	07/26/24	GOLDMAN SACHS GROUP INC CORP NOTE (CALLA DTD 01/26/2017 3.850% 01/26/2027	38141GWB6	125,000.00	0.00	2,406.25	2,406.25			
4	07/26/24	BANK OF NY MELLON CORP (CALLABLE) CORPOR DTD 01/26/2022 2.050% 01/26/2027	06406RBA4	100,000.00	0.00	1,025.00	1,025.00			
4	07/31/24	US TREASURY NOTES DTD 01/31/2021 0.375% 01/31/2026	91282CBH3	500,000.00	0.00	937.50	937.50			
4	07/31/24	US TREASURY NOTES DTD 07/31/2020 0.250% 07/31/2025	91282CAB7	445,000.00	0.00	556.25	556.25			
<b>Action Type Sub-Total</b>				<b>6,016,591.32</b>	<b>0.00</b>	<b>26,745.65</b>	<b>26,745.65</b>			
<b>DOWNS</b>										
4	07/25/24	FHMS K733 A2 DTD 11/09/2018 3.750% 08/01/2025	3137FJXQ7	172.20	172.20	0.00	172.20	4.77	0.00	
4	07/25/24	FHMS KJ47 A1 DTD 09/01/2023 5.272% 08/01/2028	3137HAMN3	126.89	126.89	0.00	126.89	0.00	0.00	

Managed Account Security Transactions & Interest

For the Month Ending July 31, 2024

)- INVESTMENT PORTFOLIO - 28710100

Action Type	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
<b>DOWN</b>										
4	07/25/24	FHLMC MULTIFAMILY STRUCTURED POOL DTD 11/01/2017 3.064% 08/01/2024	3137FBTA4	15,774.83	15,774.83	0.00	15,774.83	(20.95)	0.00	
4	07/25/24	FHMS KJ46 A1 DTD 07/01/2023 4.777% 06/01/2028	3137HAD45	77.32	77.32	0.00	77.32	0.00	0.00	
4	07/25/24	FHMS KJ48 A1 DTD 12/01/2023 4.858% 05/01/2028	3137HBC69	229.77	229.77	0.00	229.77	0.00	0.00	
4	07/25/24	FHMS K046 A2 DTD 06/17/2015 3.205% 03/01/2025	3137BJP64	190.67	190.67	0.00	190.67	1.42	0.00	
4	07/25/24	FHMS K061 A2 DTD 01/30/2017 3.347% 11/01/2026	3137BTUM1	201.01	201.01	0.00	201.01	6.19	0.00	
4	07/15/24	CARMX 2021-3 A3 DTD 07/28/2021 0.550% 06/15/2026	14317DAC4	2,258.11	2,258.11	0.00	2,258.11	0.37	0.00	
4	07/15/24	FORDO 2022-A A3 DTD 01/24/2022 1.290% 06/15/2026	345286AC2	1,664.25	1,664.25	0.00	1,664.25	0.20	0.00	
4	07/15/24	CARMX 2022-3 A3 DTD 07/20/2022 3.970% 04/15/2027	14318MAD1	3,859.98	3,859.98	0.00	3,859.98	0.09	0.00	
4	07/15/24	MBART 2022-1 A3 DTD 11/22/2022 5.210% 08/16/2027	58768PAC8	1,929.74	1,929.74	0.00	1,929.74	0.38	0.00	
4	07/15/24	HART 2022-A A3 DTD 03/16/2022 2.220% 10/15/2026	448977AD0	2,880.90	2,880.90	0.00	2,880.90	0.11	0.00	
4	07/15/24	WOART 2021-D A3 DTD 11/03/2021 0.810% 10/15/2026	98163KAC6	1,363.21	1,363.21	0.00	1,363.21	0.19	0.00	
4	07/16/24	GMCAR 2022-1 A3 DTD 01/19/2022 1.260% 11/16/2026	380146AC4	902.74	902.74	0.00	902.74	0.08	0.00	
4	07/16/24	GMCAR 2021-4 A3 DTD 10/21/2021 0.680% 09/16/2026	362554AC1	1,215.79	1,215.79	0.00	1,215.79	0.03	0.00	
4	07/21/24	HAROT 2021-4 A3 DTD 11/24/2021 0.880% 01/21/2026	43815GAC3	1,480.68	1,480.68	0.00	1,480.68	0.31	0.00	
4	07/25/24	BMWOT 2022-A A3 DTD 05/18/2022 3.210% 08/25/2026	05602RAD3	1,535.21	1,535.21	0.00	1,535.21	0.08	0.00	
<b>Action Type Sub-Total</b>				<b>35,863.30</b>	<b>35,863.30</b>	<b>0.00</b>	<b>35,863.30</b>	<b>(6.73)</b>	<b>0.00</b>	



**Managed Account Security Transactions & Interest**

For the Month Ending **July 31, 2024**

D - INVESTMENT PORTFOLIO - 28710100										
Transaction Type	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Investment Account Sub-Total					35,863.30	26,745.65	62,608.95	(6.73)	0.00	
Security Transactions					\$35,863.30	\$26,745.65	\$62,608.95	(\$6.73)	\$0.00	

FALLBROOK PUBLIC UTILITY DISTRICT  
PARS Post-Employment Benefits Trust

Account Report for the Period  
7/1/2024 to 7/31/2024

David Shank  
Assistant General Manager/CFO  
Fallbrook Public Utility District  
990 East Mission Road  
Fallbrook, CA 92028

### Account Summary

Source	Balance as of 7/1/2024	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 7/31/2024
OPEB	\$1,173,543.56	\$0.00	\$27,451.03	\$536.66	\$0.00	\$0.00	\$1,200,457.93
PENSION	\$7,025,187.66	\$0.00	\$164,330.07	\$3,187.66	\$0.00	\$0.00	\$7,186,330.07
<b>Totals</b>	<b>\$8,198,731.22</b>	<b>\$0.00</b>	<b>\$191,781.10</b>	<b>\$3,724.32</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,386,788.00</b>

### Investment Selection

Source

OPEB	Moderate - Strategic Blend
PENSION	Moderate - Strategic Blend

### Investment Objective

Source

OPEB	The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.
PENSION	The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.

### Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	2.34%	6.90%	12.10%	2.18%	6.27%	-	2/16/2017
PENSION	2.34%	6.90%	12.14%	2.19%	6.27%	-	2/16/2017

Information as provided by US Bank, Trustee for PARS. Not FDIC Insured. No Bank Guarantee. May Lose Value.

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.

Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.

Account balances are inclusive of Trust Administration, Trustee and Investment Management fees.





000638767024193  
 240  
 058129834- 2-N-01  
 708869869-240801-5267--058129232- 01

Account Name: Fallbrook Public Utility District Water Revenue Refunding Bonds 2024 Project Fund  
 Account Number: 219614005

Page 2 of 10  
 July 1, 2024 to July 31, 2024

**MARKET VALUE SUMMARY**

	<b>Current Period 07/01/24 to 07/31/24</b>
<b>Beginning Market Value</b>	<b>\$8,397,500.00</b>
<b>Adjusted Market Value</b>	<b>\$8,397,500.00</b>
<b>Investment Results</b>	
Interest, Dividends and Other Income	8.46 -
<b>Total Investment Results</b>	<b>\$8.46</b>
<b>Ending Market Value</b>	<b>\$8,397,508.46</b>

## M E M O

**TO:** Board of Directors  
**FROM:** David Shank, Assistant General Manager/CFO  
**DATE:** August 26, 2024  
**SUBJECT:** Budget Status Report for Fiscal Year 2024-2025

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### Purpose

Provide a Budget Status Report (BSR) to the Board.

### Summary

The BSR shows the District's financial performance compared to the amended budget for the month of July, Year-to-Date and the annual budgeted amount. This is the first reporting period for the new fiscal year.

Total revenues are 2.4% under budget largely due to lower operating revenues. Since this is the first period in the new fiscal year, no trends can be concluded from this limited amount of data. As the year progresses, the revenues are expected to trend to the Budgeted levels.

Non-operating revenues are over budget due largely to higher than Budget Investment Earnings and Other Non-Operating revenues. As the year progresses, Non-Operating Revenues are expected to trend towards the Budget.

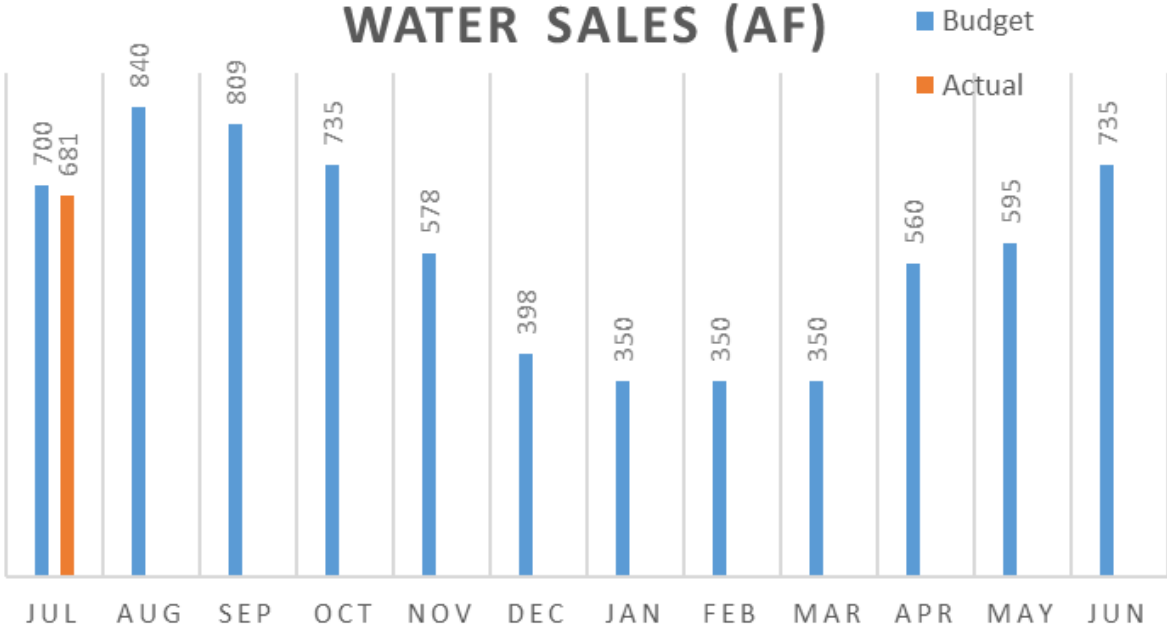
The District's year-to-date total expenditures are 15.6% under Budget largely due to reduced purchased water expenditures. The District's operating costs, excluding cost of water and the Community Benefit Program, are under Budget but expected to trend towards Budget as the year progresses.

Total revenue is \$3,458,512 or 2.4% under budget and total expenditures are \$2,147,974 or 15.6% under the Budget. PAYGO CIP expenditures are over budget for the year-to-date. After adjusting for the PAYGO expenditures year-to-date net revenues are higher than Budgeted.

### Recommended Action

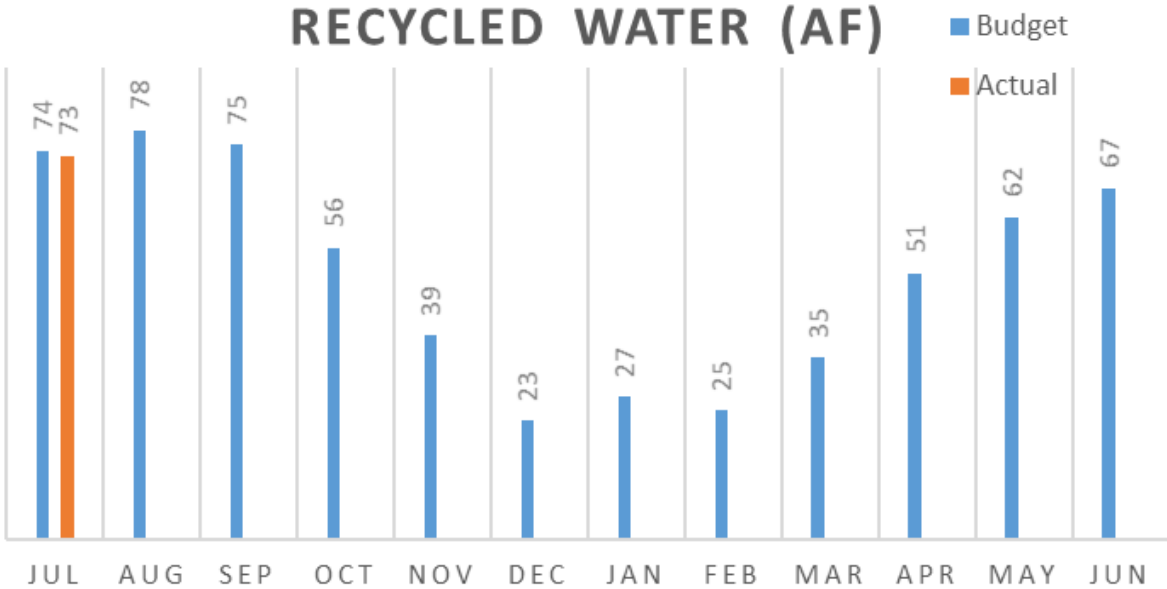
This item is for discussion only. No action is required.

## WATER SALES (AF)



Year-to-Date Actual 681 AF Year-to-Date Budget 700 AF

## RECYCLED WATER (AF)



Year-to-Date Actual 73 AF Year-to-Date Budget 74 AF

# Monthly Budget Report for July

Favorable Variance Shown as a positive number

	Current Month		Year-To-Date				Annual Budget		
	Actual	Budget	Actual	Budget	Variance	%	Budget	Remaining Balance	%
<b>Operating Revenues:</b>								Year remaining	91.7%
Water Sales	1,603,968	1,673,839	1,603,968	1,673,839	(69,871)	-4.2%	17,022,775	15,418,808	90.6%
Water Meter Service Charges	700,391	721,960	700,391	721,960	(21,569)	-3.0%	8,813,396	8,113,006	92.1%
Wastewater Service Charges	612,327	635,336	612,327	635,336	(23,009)	-3.6%	7,480,829	6,868,502	91.8%
Recycled Water Revenues	157,820	157,440	157,820	157,440	381	0.2%	1,332,131	1,174,311	88.2%
Other Operating Revenue	-	-	-	-	-	NA	-	-	NA
Total Operating Revenue	3,074,506	3,188,574	3,074,506	3,188,574	(114,068)	-3.6%	34,649,132	31,574,626	91.1%
<b>Non Operating Revenues:</b>									
Water Capital Improvement Charge	152,117	151,695	152,117	151,695	421	0.3%	1,820,346	1,668,229	91.6%
Wastewater Capital Improvement Charge	113,312	116,217	113,312	116,217	(2,905)	-2.5%	1,394,608	1,281,296	91.9%
Property Taxes	-	-	-	-	-	NA	2,710,462	2,710,462	100.0%
Water Standby/Availability Charge	-	-	-	-	-	NA	200,000	200,000	100.0%
Water/Wastewater Capacity Charges	10,679	10,850	10,679	10,850	(171)	-1.6%	130,196	119,517	91.8%
Portfolio Interest	65,435	50,069	65,435	50,069	15,366	30.7%	600,827	535,392	89.1%
Federal Interest Rate Subsidy	-	-	-	-	-	NA	55,178	55,178	100.0%
Grant Funds	-	-	-	-	-	NA	240,000	240,000	100.0%
Gain/(Loss) on Sale of Asset	-	-	-	-	-	NA	-	-	NA
Facility Rents	23,057	19,714	23,057	19,714	3,344	17.0%	236,565	213,508	90.3%
Fire Hydrant Service Fees	-	-	-	-	-	NA	-	-	NA
Other Non-Operating Revenues	19,406	6,250	19,406	6,250	13,156	210.5%	75,000	55,594	74.1%
Total Non Operating Revenues	384,006	354,795	384,006	354,795	29,211	8.2%	7,463,181	7,079,175	94.9%
<b>Total Revenues</b>	<b>3,458,512</b>	<b>3,543,369</b>	<b>3,458,512</b>	<b>3,543,369</b>	<b>(84,857)</b>	<b>-2.4%</b>	<b>42,112,313</b>	<b>38,653,801</b>	<b>91.8%</b>
<b>Expenditures</b>									
Purchased Water Expense <sup>(1)</sup>	274,388	410,150	274,388	410,150	135,762	33.1%	3,433,211	3,158,823	92.0%
Water Services	562,755	692,422	562,755	692,422	129,666	18.7%	7,648,968	7,086,213	92.6%
Wastewater Services	318,692	350,408	318,692	350,408	31,717	9.1%	3,870,852	3,552,161	91.8%
Recycled Water Services	40,033	55,507	40,033	55,507	15,473	27.9%	613,163	573,130	93.5%
Administrative Services	753,896	790,592	753,896	790,592	36,697	4.6%	8,733,428	7,979,532	91.4%
Community Benefit Program	284	49,427	284	49,427	49,142	99.4%	546,000	545,716	99.9%
Total Operating Expenses	1,950,048	2,348,506	1,950,048	2,348,506	398,457	17.0%	24,845,623	22,895,575	92.2%
<b>Debt Service &amp; Extraordinary Expenses</b>									
SMRCUP SRF	-	-	-	-	-	NA	2,814,795	2,814,795	100.0%
Red Mountain SRF	197,925	197,925	197,925	197,925	-	0.0%	395,851	197,925	50.0%
W Rev Bonds	-	-	-	-	-	NA	675,782	675,782	100.0%
WW Rev Refunding Bonds	-	-	-	-	-	NA	1,733,575	1,733,575	100.0%
QECB Solar Debt	-	-	-	-	-	NA	521,362	521,362	100.0%
Total Debt Service	197,925	197,925	197,925	197,925	-	0.0%	6,141,364	5,943,439	96.8%
Total Expenses	2,147,974	2,546,431	2,147,974	2,546,431	398,457	15.6%	30,986,987	28,839,014	93.1%
<b>Net Revenue/(loss) From Operations and Debt Service</b>	<b>1,310,539</b>	<b>996,938</b>	<b>1,310,539</b>	<b>996,938</b>	<b>313,600</b>	<b>31.5%</b>	<b>11,125,326</b>	<b>9,814,787</b>	<b>88.2%</b>
<b>Capital Investment</b>									
<b>Capital Investment <sup>(2)</sup></b>									
Construction Expenditures-Admin	223,342	5,417	223,342	5,417	(217,926)	-4023.2%	582,000	358,658	61.6%
Construction Expenditures-Water	458,507	391,667	458,507	391,667	(66,840)	-17.1%	8,508,750	8,050,243	94.6%
Construction Expenditures-Recycled	-	-	-	-	-	NA	124,000	124,000	100.0%
Construction Expenditures-Wastewater	19,510	46,167	19,510	46,167	26,657	57.7%	2,511,250	2,491,740	99.2%
Construction Expenditures-PAYGO TOTAL	701,359	443,250	701,359	443,250	(258,109)	-58.2%	11,726,000	11,024,641	94.0%
Capital Expenditures Funded by Water Bond Proceeds	-	-	-	-	-	NA	-	-	NA
<b>Net Revenue/(Loss)</b>	<b>609,179</b>	<b>553,688</b>	<b>609,179</b>	<b>553,688</b>	<b>55,491</b>	<b>10.0%</b>	<b>(600,674)</b>	<b>1,209,853</b>	<b>201.4%</b>

(1) July water bill estimated, bill not received from EMWD.

(2) Detailed CIP Summary Table attached

## CIP Summary Table

### FY25 PAYGO CIP Summary Table

<b>Water Capital Projects</b>	<b>Annual Budget</b>	<b>July Expenditures</b>	<b>Year-to-Date</b>
Pipelines and Valve Replacement Projects by District	\$ 630,000	\$ 87,304	\$ 87,304
Pipeline Replacement Projects by Contractors	\$ 4,725,000	\$ 185,415	\$ 185,415
Deluz ID Projects	\$ 100,000	\$ 46,667	\$ 46,667
Pump Stations	\$ 1,250,000	\$ 111,963	\$ 111,963
Meter Replacement	\$ -	\$ -	\$ -
Pressure Reducing Stations	\$ 250,000	\$ 5,424	\$ 5,424
Red Mountain Reservoir Improvements	\$ 90,000	\$ -	\$ -
Steel Reservoir Improvements	\$ 840,000	\$ 1,624	\$ 1,624
Treatment Plant R&R	\$ 310,000	\$ -	\$ -
SCADA Upgrades/ Security/Telemetry	\$ 150,000	\$ 20,110	\$ 20,110
Vehicles and Heavy Equipment	\$ 163,750	\$ -	\$ -
Total Water Capital Projects	\$ 8,508,750	\$ 458,507	\$ 458,507

#### **Recycled Water Capital Projects**

Recycled Water Improvements	\$ 124,000	\$ -	\$ -
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#### **Wastewater Capital Projects**

WRP Improvements	\$ 1,280,000	\$ 14,042	\$ 14,042
Collection System Improvements	\$ 690,000	\$ 5,468	\$ 5,468
Outfall Improvements	\$ 50,000	\$ -	\$ -
Vehicles and Heavy Equipment	\$ 491,250	\$ -	\$ -
Total Wastewater Capital Projects	\$ 2,511,250	\$ 19,510	\$ 19,510

#### **Administrative Capital Projects**

Administrative Upgrades	\$ 205,000	\$ 19,799	\$ 19,799
Engineering and Operations Information Systems	\$ -	\$ -	\$ -
Facility Improvements/Upgrades/Security	\$ 65,000	\$ 3,143	\$ 3,143
District Yard Improvements	\$ 312,000	\$ 200,400	\$ 200,400
Total Administrative Capital Projects	\$ 582,000	\$ 223,342	\$ 223,342

<b>Capital Projects Total</b>	\$ 11,726,000	\$ 701,359	\$ 701,359
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07/31/2024

Treasurer Warrant No. July

TO: Treasurer of the Fallbrook Public Utility District

The bills and claims listed below are approved as authorized by resolution no. 3538 of the Board of Directors dated July 8, 1985. You are hereby authorized and directed to pay said prospective claims for the amounts stated (less discounts in instances where discounts are allowed).

## Payroll - 07/2024

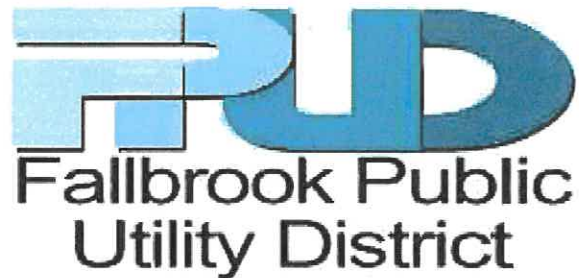
### Computer Check Register

Payroll #1	\$195,887.91
Payroll #2	<u>\$217,023.80</u>
	<u>\$412,911.71</u>

# Accounts Payable

## Checks by Date - Summary by Check Date

User: annaleceb  
 Printed: 8/14/2024 10:41 AM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	06394	CALIFORNIA BANK & TRUST	07/03/2024	197,925.28
94673	01460	AFLAC	07/03/2024	446.72
94674	91286	AMAZON CAPITAL SERVICES, INC.	07/03/2024	429.42
94675	91866	ATS COMMUNICATIONS	07/03/2024	1,160.00
94676	91827	JUSTIN CAMERON	07/03/2024	222.25
94677	03205	CITY OF OCEANSIDE	07/03/2024	2,754.04
94678	91595	CLIFTONLARSONALLEN LLP	07/03/2024	4,600.00
94679	91917	COZAD & FOX, INC.	07/03/2024	1,560.80
94680	91877	DRAFTLINK	07/03/2024	2,520.00
94681	03391	ELECTRICAL SALES INC	07/03/2024	774.71
94682	00169	FALLBROOK OIL COMPANY	07/03/2024	285.95
94683	06497	FASTENAL COMPANY	07/03/2024	1,842.53
94684	04494	FEDERAL EXPRESS CORPORATION	07/03/2024	55.97
94685	91202	FIRST BANKCARD	07/03/2024	170.64
94686	91225	FIRST BANKCARD	07/03/2024	149.00
94687	91895	FIRST BANKCARD	07/03/2024	198.00
94688	02170	GRAINGER, INC.	07/03/2024	370.21
94689	05380	HACH CO	07/03/2024	68.74
94690	91798	HYAS GROUP, LLC	07/03/2024	2,500.00
94691	91336	JACOB HYINK	07/03/2024	1,861.00
94692	91927	KENWAVE SOLUTIONS, INC.	07/03/2024	30,000.00
94693	06479	KNOCKOUT PEST CONTROL & TERMI	07/03/2024	100.00
94694	04926	KONICA MINOLTA PREMIER FINANCE	07/03/2024	59.48
94695	91730	MHS LOMACK HEATING AND AIR COI	07/03/2024	1,040.29
94696	91719	NATIONAL TIRE WHOLESale	07/03/2024	624.26
94697	06298	ONESOURCE DISTRIBUTORS, LLC	07/03/2024	146.51
94698	91426	PRINTING SOLUTIONS	07/03/2024	881.17
94699	91779	RINGCENTRAL, INC.	07/03/2024	1,105.60
94700	00232	SAN DIEGO GAS & ELECTRIC	07/03/2024	57,100.14
94701	06643	SAN DIEGO LAFCO	07/03/2024	3,500.00
94702	91878	TESCO CONTROLS, LLC	07/03/2024	2,811.77
94703	91703	UNIVAR SOLUTIONS	07/03/2024	10,903.69
94704	04290	VILLAGE NEWS, INC.	07/03/2024	545.00
94705	91325	VISTA TREE SERVICE, INC.	07/03/2024	9,500.00
94706	91214	YOUNGREN CONSTRUCTION, INC.	07/03/2024	4,375.23
94707	03134	CALIFORNIA WATER ENVIRONMENT.	07/03/2024	545.00
94708	00709	COUNTY OF SAN DIEGO	07/03/2024	2,254.00
94709	05871	ITRON INC	07/03/2024	13,789.74
94710	05065	JOHNSON CONTROLS SECURITY SOL	07/03/2024	762.13
94711	01267	PACIFIC PIPELINE	07/03/2024	2,084.43
Total for 7/3/2024:				362,023.70
ACH	00152	FPUD EMPL ASSOCIATION	07/11/2024	764.00
ACH	00718	NATIONWIDE RETIREMENT SOLUTIO	07/11/2024	23,468.76
ACH	06758	UNITED STATES TREASURY	07/11/2024	84,160.68
ACH	06759	STATE OF CA - PR TAXES	07/11/2024	13,887.66



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	06760	STATE OF CA - SDI	07/11/2024	3,494.98
ACH	06763	PERS - PAYROLL	07/11/2024	54,530.98
94714	91286	AMAZON CAPITAL SERVICES, INC.	07/11/2024	981.50
94715	91490	AMAZON WEB SERVICES, INC.	07/11/2024	1,432.66
94716	91278	ANDRITZ SEPARATION INC.	07/11/2024	14,405.73
94717	91930	ARDURRA GROUP, INC.	07/11/2024	6,672.50
94718	02805	ASBURY ENVIRONMENTAL SERVICES	07/11/2024	1,008.50
94719	05088	AT&T	07/11/2024	598.98
94720	91608	AT&T MOBILITY LLC	07/11/2024	4,038.54
94750	06020	BABCOCK LABORATORIES, INC	07/11/2024	9,519.98
94751	06235	JACK BEBEE	07/11/2024	900.00
94752	02743	BEST BEST & KRIEGER	07/11/2024	11,678.08
94753	91680	BIWATER INC	07/11/2024	11,303.98
94754	91938	LUCY BOYD-WILSON	07/11/2024	75.00
94755	03978	CAMERON WELDING SUPPLY	07/11/2024	746.30
94756	06045	CENTER FOR ORGANIZATION	07/11/2024	6,280.00
94757	91272	KEVIN COLLINS	07/11/2024	120.00
94758	91819	COMPLETE OFFICE OF CALIFORNIA,	07/11/2024	259.66
94759	91594	CONCENTRA MEDICAL CENTERS	07/11/2024	136.00
94760	02176	CORELOGIC SOLUTIONS, LLC	07/11/2024	206.00
94761	91008	MICHAEL COTHRAN	07/11/2024	240.00
94762	02925	DATA NET SOLUTIONS	07/11/2024	3,109.25
94763	06022	JAMISON DAVIS	07/11/2024	319.00
94764	91689	DE NORA WATER TECHNOLOGIES, LL	07/11/2024	11,275.00
94765	05985	SOLEIL DEVELLE	07/11/2024	720.00
94766	91882	EASTERN MUNICIPAL WATER DISTRICT	07/11/2024	163,696.40
94767	91585	LAUREN ECKERT	07/11/2024	185.49
94768	91569	EUROFINS ENVIRONMENT TESTING S	07/11/2024	2,235.00
94769	91611	FALLBROOK ACE HARDWARE	07/11/2024	2,023.10
94770	09523	FALLBROOK EQUIP RENTALS	07/11/2024	3,299.19
94771	00169	FALLBROOK OIL COMPANY	07/11/2024	3,233.41
94772	00170	FALLBROOK WASTE & RECYCLING	07/11/2024	1,055.30
94773	06497	FASTENAL COMPANY	07/11/2024	1,995.70
94774	04494	FEDERAL EXPRESS CORPORATION	07/11/2024	589.91
94775	01432	FERGUSON WATERWORKS #1083	07/11/2024	5,413.36
94776	02767	GRANGETTO FARM & GARDEN SUPPLI	07/11/2024	59.64
94777	03174	HAAKER EQUIPMENT COMPANY	07/11/2024	23,090.39
94778	05380	HACH CO	07/11/2024	1,789.79
94779	06577	INFOSEND INC	07/11/2024	3,504.60
94780	05505	TODD JESTER	07/11/2024	300.00
94781	91897	KAY CONSTRUCTION COMPANY, INC	07/11/2024	671,298.50
94782	06479	KNOCKOUT PEST CONTROL & TERMI	07/11/2024	350.00
94783	91907	LANCE PICOTTE SAFETY CONSULTIN	07/11/2024	1,900.00
94784	05194	LESLIE'S SWIMMING POOL SUPPLIES	07/11/2024	8,619.78
94786	91192	MISSION LINEN SUPPLY	07/11/2024	849.29
94787	90932	NAPA AUTO PARTS	07/11/2024	978.65
94788	03201	NATIONAL SAFETY COMPLIANCE INC	07/11/2024	47.45
94789	00370	NUTRIEN AG SOLUTIONS, INC.	07/11/2024	509.92
94790	91674	O'REILLY AUTO ENTERPRISES, LLC	07/11/2024	2,740.02
94791	91886	P2S LP	07/11/2024	1,020.00
94792	02283	PETERS PAVING & GRADING	07/11/2024	74,675.00
94793	91919	READY LINE FLEET SERVICE, INC.	07/11/2024	162.25
94794	91826	RS AMERICAS, INC.	07/11/2024	3,199.14
94795	00232	SAN DIEGO GAS & ELECTRIC	07/11/2024	51,362.86
94796	91218	DAVID SHANK	07/11/2024	720.00
94797	91723	SPECIALTY MOWING SERVICES, INC	07/11/2024	4,074.16
94798	91385	VERONICA TAMZIL	07/11/2024	120.00

Check No	Vendor No	Vendor Name	Check Date	Check Amount
94799	06735	TCN, INC.	07/11/2024	21.15
94800	91703	UNIVAR SOLUTIONS	07/11/2024	7,675.69
94801	03358	US BANK TRUST NA	07/11/2024	100.00
94802	04995	AMERICAN MESSAGING	07/11/2024	308.32
94803	91939	BERT W SALAS INC	07/11/2024	717.04
94804	03134	CALIFORNIA WATER ENVIRONMENT	07/11/2024	239.00
94805	01719	MICKEY M. CASE	07/11/2024	60.00
94806	04903	COUNTY OF SAN DIEGO- AUDITOR A	07/11/2024	23,814.62
94807	02925	DATA NET SOLUTIONS	07/11/2024	7,436.50
94808	06303	EXECUTIVE LANDSCAPE INC.	07/11/2024	1,260.00
94809	91833	FAMILY SUPPORT REGISTRY	07/11/2024	100.15
94810	04494	FEDERAL EXPRESS CORPORATION	07/11/2024	233.03
94811	91848	FERNANDEZ GOVERNMENT SOLUTIC	07/11/2024	8,000.00
94812	91731	FIFTH ASSET, INC.	07/11/2024	6,500.00
94813	05560	FRANCHISE TAX BOARD	07/11/2024	50.00
94814	00190	JCI JONES CHEMICALS INC.	07/11/2024	10,782.46
94815	91648	KING LEE CHEMICAL COMPANY	07/11/2024	3,519.38
94816	06659	KUBE ENGINEERING	07/11/2024	9,354.95
94817	91940	MEXICO CITY CUISINE CATERING	07/11/2024	621.88
94818	91730	MHS LOMACK HEATING AND AIR COI	07/11/2024	300.00
94819	06298	ONESOURCE DISTRIBUTORS, LLC	07/11/2024	1,500.00
94820	02759	PACIFIC SAFETY CENTER	07/11/2024	320.00
94821	91486	SATELLITE PHONE STORE	07/11/2024	78.28
94822	91153	COLTER SHANNON	07/11/2024	77.22
94823	91860	SPECTRUM ENTERPRISE	07/11/2024	2,639.21
94824	91123	STREAMLINE	07/11/2024	8,196.00
94825	UB*00549	ANDREW & NANCY TAYLOR	07/11/2024	491.79
94826	90981	WATERSMART SOFTWARE	07/11/2024	22,080.00
94827	91214	YOUNGREN CONSTRUCTION, INC.	07/11/2024	5,345.47
Total for 7/11/2024:				1,423,254.16
94828	06536	ARCADIS U.S., INC	07/18/2024	280.00
94829	06374	BOOT BARN INC.	07/18/2024	468.15
94830	91330	AARON COOK	07/18/2024	240.00
94831	05953	CORODATA RECORDS MANAGEMENT	07/18/2024	748.68
94832	06675	CORODATA SHREDDING, INC	07/18/2024	67.32
94833	91917	COZAD & FOX, INC.	07/18/2024	980.95
94834	06762	DENALI WATER SOLUTIONS LLC	07/18/2024	20,390.92
94835	91936	DOPUDJA & WELLS CONSULTING, INC	07/18/2024	4,857.50
94836	04122	EVOQUA WATER TECHNOLOGIES LLC	07/18/2024	396.52
94837	91837	GEOTAB USA, INC.	07/18/2024	982.75
94838	91885	JOHN MARCHETTA	07/18/2024	540.00
94839	91077	RED WING BUSINESS ADVANTAGE AC	07/18/2024	1,330.71
94840	06608	ROTARY CLUB OF FALLBROOK	07/18/2024	182.00
94841	00101	ACWA JPIA	07/18/2024	131,563.39
94842	91286	AMAZON CAPITAL SERVICES, INC.	07/18/2024	384.21
94843	91708	B2B SECURITY	07/18/2024	3,000.00
94844	06020	BABCOCK LABORATORIES, INC	07/18/2024	19,208.14
94845	91440	BP BATTERY INC	07/18/2024	475.28
94846	03978	CAMERON WELDING SUPPLY	07/18/2024	481.08
94847	05588	ESCONDIDO METAL SUPPLY	07/18/2024	2,449.16
94848	05987	FALLBROOK GARAGE & QWIK LUBE	07/18/2024	473.00
94849	01099	FALLBROOK IRRIGATION INC	07/18/2024	372.33
94850	01582	FALLBROOK MUFFLER	07/18/2024	4,421.50
94851	04494	FEDERAL EXPRESS CORPORATION	07/18/2024	61.78
94852	01432	FERGUSON WATERWORKS #1083	07/18/2024	2,448.08

Check No	Vendor No	Vendor Name	Check Date	Check Amount
94853	02170	GRAINGER, INC.	07/18/2024	386.30
94854	05380	HACH CO	07/18/2024	775.87
94855	06561	HOWELLS GOVERNMENT RELATIONS	07/18/2024	7,500.00
94856	06577	INFOSEND INC	07/18/2024	1,625.64
94857	06380	JANI-KING OF CALIFORNIA, INC - SAI	07/18/2024	3,440.56
94858	06479	KNOCKOUT PEST CONTROL & TERMI	07/18/2024	100.00
94859	04926	KONICA MINOLTA PREMIER FINANCE	07/18/2024	2,082.37
94860	91304	LEARNSOFT ENTERPRISE TRAINING ]	07/18/2024	765.00
94861	91865	PIPELINE PRODUCTS, INC.	07/18/2024	1,980.29
94862	04075	RAYNE WATER SYSTEMS	07/18/2024	195.00
94863	06608	ROTARY CLUB OF FALLBROOK	07/18/2024	40.00
94864	90929	SOUTHWEST ANSWERING SERVICE, I	07/18/2024	874.00
94865	91107	SPECTRUM BUSINESS	07/18/2024	156.42
94866	91860	SPECTRUM ENTERPRISE	07/18/2024	90.00
94867	02927	TIM STERGER	07/18/2024	60.00
94868	05319	T.S. INDUSTRIAL SUPPLY	07/18/2024	408.88
94869	91082	TELETRAC, INC	07/18/2024	1,993.34
94870	91752	TEMECULA VALLEY BUICK GMC	07/18/2024	257.44
94871	91941	TEMECULA VALLEY VALET, LLC	07/18/2024	300.00
94872	00724	UNDERGROUND SERVICE ALERT	07/18/2024	392.43
94873	91929	VESTIS SERVICES, LLC	07/18/2024	192.76
Total for 7/18/2024:				220,419.75
ACH	00152	FPUD EMPL ASSOCIATION	07/25/2024	764.00
ACH	00718	NATIONWIDE RETIREMENT SOLUTIO	07/25/2024	23,307.49
ACH	06758	UNITED STATES TREASURY	07/25/2024	75,520.54
ACH	06759	STATE OF CA - PR TAXES	07/25/2024	11,965.42
ACH	06760	STATE OF CA - SDI	07/25/2024	3,305.06
ACH	06763	PERS - PAYROLL	07/25/2024	54,855.46
ACH	06758	UNITED STATES TREASURY	07/25/2024	30,941.51
ACH	06759	STATE OF CA - PR TAXES	07/25/2024	7,882.54
ACH	06760	STATE OF CA - SDI	07/25/2024	698.33
ACH	06763	PERS - PAYROLL	07/25/2024	46.12
ACH	06763	PERS - PAYROLL	07/25/2024	1,429,008.00
94876	00805	ACWA/JOINT POWERS INS.	07/25/2024	31,658.92
94877	91724	ASPHALT & CONCRETE ENTERPRISES	07/25/2024	19,460.00
94878	91313	FIRST BANKCARD	07/25/2024	44.21
94879	91540	FIRST BANKCARD	07/25/2024	242.21
94880	91678	FIRST BANKCARD	07/25/2024	200.07
94881	91895	FIRST BANKCARD	07/25/2024	349.46
94882	91862	IFLOW INC.	07/25/2024	458.26
94883	91912	LEGEND TECHNICAL SERVICES OF AI	07/25/2024	1,232.00
94884	91942	NORMAN A. TRAUB & ASSOCIATES	07/25/2024	28,167.78
94885	91854	NU LINE TECHNOLOGIES LLC	07/25/2024	74,462.90
94886	91767	PALM ENGINEERING CONSTRUCTION	07/25/2024	44,298.48
94887	91535	PAYMENTUS CORPORATION	07/25/2024	4,830.09
94888	91007	PFM ASSET MANGEMENT LLC	07/25/2024	1,315.16
94889	91546	QUADIENT FINANCE USA, INC.	07/25/2024	500.00
94890	90979	ABABA BOLT	07/25/2024	2,316.63
94891	00805	ACWA/JOINT POWERS INS.	07/25/2024	8,531.97
94892	91256	AFP	07/25/2024	1,599.34
94893	91286	AMAZON CAPITAL SERVICES, INC.	07/25/2024	1,309.76
94894	03134	CALIFORNIA WATER ENVIRONMENT.	07/25/2024	439.00
94895	01719	MICKEY M. CASE	07/25/2024	412.00
94896	06115	CDW GOVERNMENT INC.	07/25/2024	2,661.93
94897	05192	DIAMOND ENVIRONMENTAL SERVIC	07/25/2024	950.20

Check No	Vendor No	Vendor Name	Check Date	Check Amount
94898	01262	KYLE D. DRAKE	07/25/2024	412.00
94899	91569	EUROFINS ENVIRONMENT TESTING S	07/25/2024	2,720.00
94900	04122	EVOQUA WATER TECHNOLOGIES LLC	07/25/2024	9,463.28
94901	00169	FALLBROOK OIL COMPANY	07/25/2024	5,887.43
94902	91833	FAMILY SUPPORT REGISTRY	07/25/2024	100.15
94903	06497	FASTENAL COMPANY	07/25/2024	831.94
94904	01432	FERGUSON WATERWORKS #1083	07/25/2024	1,580.70
94905	91313	FIRST BANKCARD	07/25/2024	19.99
94906	91540	FIRST BANKCARD	07/25/2024	359.54
94907	91678	FIRST BANKCARD	07/25/2024	18.00
94908	91744	FIRST BANKCARD	07/25/2024	1,112.59
94909	05560	FRANCHISE TAX BOARD	07/25/2024	50.00
94910	02170	GRAINGER, INC.	07/25/2024	589.21
94911	02767	GRANGETTO FARM & GARDEN SUPPI	07/25/2024	30.25
94912	03174	HAAKER EQUIPMENT COMPANY	07/25/2024	319.96
94913	UB*00551	JAMES KRESSIN	07/25/2024	1.59
94914	91736	LEUCADIA WASTEWATER DISTRICT	07/25/2024	2,162.76
94915	90902	MATTHEW LIAN	07/25/2024	192.00
94916	91130	LINCOLN NATIONAL LIFE INSURANC	07/25/2024	4,100.47
94917	90887	LLOYD PEST CONTROL	07/25/2024	163.00
94918	91852	ADAM LOWEN	07/25/2024	146.00
94919	UB*00550	TO THE ESTATE OF JACK NIX	07/25/2024	2.17
94920	00215	PETTY CASH	07/25/2024	54.64
94921	91546	QUADIENT FINANCE USA, INC.	07/25/2024	800.00
94922	00236	SCRAPPYS	07/25/2024	1,449.31
94923	90925	SHERWIN-WILLIAMS	07/25/2024	80.90
94924	05803	SMARTCOVER SYSTEMS	07/25/2024	27,298.00
94925	04434	SNAP ON TOOLS	07/25/2024	362.04
94926	91860	SPECTRUM ENTERPRISE	07/25/2024	1,457.74
94927	05415	STATE WATER RESOURCE CONTROL I	07/25/2024	55.00
94928	91703	UNIVAR SOLUTIONS	07/25/2024	1,920.53
94929	91753	US TREASURY	07/25/2024	666,140.00
94930	91929	VESTIS SERVICES, LLC	07/25/2024	234.37
Total for 7/25/2024:				2,593,850.40
Report Total (242 checks):				4,599,548.01

A handwritten signature in black ink, appearing to read 'Jack Bebee', is written over a solid horizontal line.

Jack Bebee

General Manager

**FALLBROOK PUBLIC UTILITY DISTRICT**

**Reimbursement to Board and Staff Members \$100.00 or more ( July 1st to June 30th )**

<b>EMPLOYEE</b>	<b>DATE</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
Bebee, Jack	09/28/23	Reimbursement for CSDA Annual Conference	\$ 150.74
Bebee, Jack	11/16/23	Reimbursement for AWWA Conference Hotel	\$ 944.27
Bebee, Jack	02/08/24	Reimbursement for EOQ ILunch/ Parking SCWC Meeting	\$ 106.35
Bebee, Jack	02/29/24	Reimbursement for Utility Management Conference Expenses	\$ 213.54
Bebee, Jack	03/28/24	Reimbursement for Sacramento Meetings with Legislators	\$ 192.78
Bebee, Jack	05/09/24	Reimbursement for CA LAFCO Detachment Presentation Expenses	\$ 288.60
Bebee, Jack	05/23/24	Reimbursement for ACWA Expenses	\$ 188.76
Bebee, Jack	06/30/24	Reimbursement for Cell Phone	\$ 900.00
Benitez, Edward	04/18/24	Reimbursement Cert/Exam, Membership Renewal	\$ 150.00
Cameron, Justin	07/20/23	Reimbursement Cert/Exam Renewal	\$ 413.00
Cameron, Justin	08/31/23	Reimbursement Cert/Exam, Membership Renewal	\$ 105.00
Cameron, Justin	06/30/24	Reimbursement for Tuition	\$ 222.25
Cardenas, Francisco	01/04/24	Reimbursement for Hotel and Cla-Val Training	\$ 297.96
Castellanos, Miguel	01/04/24	Reimbursement for Milage to Cla-Val training	\$ 220.08
Collins, Kevin	06/30/24	Reimbursement for Cell Phone	\$ 120.00
Cook, Aaron	10/05/23	Reimbursement for Cell Phone	\$ 180.00
Cook, Aaron	03/07/24	Reimbursement for Cell Phone	\$ 300.00
Cook, Aaron	06/30/24	Reimbursement for Cell Phone	\$ 240.00
Cothran, Mick	08/24/23	Reimbursement for AWWA North American Water Loss Conference	\$ 667.96
Cothran, Mick	11/02/23	Reimbursement for ACCWA water smart Innovations Conference	\$ 926.84
Cothran, Mick	12/21/23	Reimbursement for AWWA conference Expenses	\$ 752.62
Cothran, Mick	02/29/24	Reimbursement Cert/Exam, Membership Renewal	\$ 225.00
Cothran, Mick	02/29/24	Reimbursement for Cell Phone	\$ 480.00
Cothran, Mick	05/23/24	Reimbursement for CALWEP Peer to Peer Meeting	\$ 690.46
Cothran, Mick	06/13/24	Reimbursement for CALWEP Peer to Peer Meeting	\$ 718.22
Cothran, Mick	06/30/24	Reimbursement for Cell Phone	\$ 240.00
Couveau, Josh	08/24/23	Reimbursement for Tri-State 2023 Expenses	\$ 502.86
Couveau, Josh	02/29/24	Reimbursement Cert/Exam, Membership Renewal	\$ 221.00
Davis, Jamison	06/30/24	Reimbursement for Cell Phone	\$ 319.00
DeMeo, Jennifer	09/21/23	Reimbursement for Milage	\$ 548.24
DeMeo, Jennifer	12/14/23	Reimbursement for Milage	\$ 102.18
DeMeo, Jennifer	05/30/24	Reimbursement for ACWA Expenses and Mileage	\$ 139.31
Denke, Noelle	07/20/23	Reimbursement for Milage	\$ 203.31
Develle, Soleil	03/07/24	Reimbursement for Watereuse national conference Expenses	\$ 2,379.09
Develle, Soleil	03/28/24	Reimbursement for National Watereuse Conference	\$ 650.71
Develle, Soleil	06/30/24	Reimbursement for Cell Phone	\$ 720.00
DiCarlo, Joe	02/29/24	Reimbursement Cert/Exam, Membership Renewal	\$ 304.25
DiCarlo, Joe	03/07/24	Reimbursement Cert/Exam, Membership Renewal	\$ 207.00
Eckert, Lauren	08/31/23	Reimbursement for Milage	\$ 146.52
Eckert, Lauren	01/04/24	Reimbursement for Milage/ EOQ Frame/ Kevin S Retirement	\$ 186.01
Eckert, Lauren	01/04/24	Reimbursement for CSDA Board Secretary Conference Hotel/ Milage	\$ 1,464.12
Eckert, Lauren	04/11/24	Reimbursement for Misc. Expenses	\$ 295.48
Eckert, Lauren	06/30/24	Reimbursement for Miledge and Retirement gift	\$ 185.49
Garcia, Jesus	12/14/23	Reimbursement Cert/Exam, Membership Renewal	\$ 103.00
Garcia, Jesus	12/14/23	Reimbursement Cert/Exam, Membership Renewal	\$ 324.00

Hargrove, Joshua	02/15/24	Reimbursement Cert/Exam, Membership Renewal	\$ 221.00
Hargrove, Joshua	02/29/24	Reimbursement Cert/Exam, Membership Renewal	\$ 407.00
Hubbard, Ken	11/30/23	Reimbursement for Drone License	\$ 175.00
Hyink, Jacob	10/05/23	Reimbursement for Tuition	\$ 916.00
Hyink, Jacob	01/18/24	Reimbursement for Tuition	\$ 2,055.00
Hyink, Jacob	02/12/24	Reimbursement for Tuition	\$ 2,055.00
Hyink, Jacob	04/25/24	Reimbursement for Tuition	\$ 1,389.00
Hyink, Jacob	06/30/24	Reimbursement for Tuition	\$ 1,861.00
Ibarra, Jorge	06/13/24	Reimbursement for Expenses at Tri-state 2024	\$ 340.32
Jester, Todd	08/03/23	Reimbursement for ESRI User Conference Expenses	\$ 1,449.09
Jester, Todd	08/24/23	Reimbursement for Tri-State 2023 Expenses	\$ 922.96
Jester, Todd	02/13/24	Reimbursement for Cell Phone	\$ 420.00
Jester, Todd	02/15/24	Reimbursement Cert/Exam, Membership Renewal	\$ 285.00
Jester, Todd	05/30/24	Reimbursement for Citiworks/ Trimble Innovative 2024 Conference	\$ 2,333.43
Jester, Todd	06/30/24	Reimbursement for Cell Phone	\$ 300.00
Lian, Matt	08/24/23	Reimbursement for Tri-State 2023 Expenses	\$ 795.76
Lowen, Adam	08/10/23	Reimbursement Cert/Exam, Membership Renewal	\$ 387.00
Marchetta, John	06/30/24	Reimbursement for Cell Phone	\$ 540.00
McAnally, Gregory	02/29/24	Reimbursement for Prescription Safety Glasses	\$ 354.00
McAnally, Gregory	04/04/24	Reimbursement Cert/Exam, Membership Renewal	\$ 474.99
Ochoa, Kayla	08/03/23	Reimbursement Cert/Exam, Membership Renewal	\$ 192.00
Ochoa, Kayla	01/11/24	Reimbursement for Tuition	\$ 2,740.00
Ramos, Renee	03/28/24	Reimbursement for Tuition	\$ 1,395.00
Robinson, Jake	01/11/24	Reimbursement for Tuition	\$ 138.00
Samper, Kevin	09/28/23	Reimbursement for Retirement Gift	\$ 412.00
Santillan, Hugo	11/09/23	Reimbursement Cert/Exam, Membership Renewal	\$ 145.00
Santillan, Hugo	11/16/23	Reimbursement for D2 Prep Classes	\$ 349.99
Serrano Ventura, Martin	04/04/24	Reimbursement Cert/Exam, Membership Renewal	\$ 359.99
Serrano Ventura, Martin	06/13/24	Reimbursement for on Call Dinner for Crew	\$ 114.42
Shank, David	06/30/24	Reimbursement for Cell Phone	\$ 720.00
Shank, David	11/02/23	Reimbursement for Bond Buyer Expenses	\$ 685.23
Shannon, Colter	03/14/24	Reimbursement Cert/Exam, Membership Renewal	\$ 402.00
Sterger, Tim	08/31/23	Reimbursement for Tri-State 2023 Expenses	\$ 986.67
Tamzil, Veronica	11/02/23	Reimbursement for Cell Phone	\$ 180.00
Tamzil, Veronica	01/04/24	Reimbursement for Cell Phone	\$ 120.00
Tamzil, Veronica	02/29/24	Reimbursement for Cell Phone	\$ 120.00
Tamzil, Veronica	06/30/24	Reimbursement for Cell Phone	\$ 120.00
Velasco, Peter	06/13/24	Reimbursement for Expenses at Tri-state 2025	\$ 340.32
West, Brian	05/30/24	Reimbursement for Citiworks/ Trimble Innovative 2024 Conference	\$ 1,507.69
Wolk, Charley	08/03/23	Reimbursement for Milage	\$ 153.20

Wuerth, Steve	10/10/23	Reimbursement for Bucknell Electrical Supplies	\$ 126.18
Wuerth, Steve	03/14/24	Reimbursement Cert/Exam, Membership Renewal	\$ 329.00
Wuerth, Steve	03/14/24	Reimbursement for LED Retro Lights for Bathroom	\$ 193.79



FALLBROOK PUBLIC UTILITY DISTRICT  
District Memberships and Dues FY 2023-2024

JE Number	JE Date	Period	Year	DR Amount	Description	System Reference	Vendor Name
222	11/30/2023	5	2024	\$2,594.00	Annual Membership- 2024	04166	AMERICAN WATER WORKS ASSOCIATION
131	10/19/2023	4	2024	\$26,490.00	Annual Dues FY 24- 2024 ANNUAL AGENCY DUES	01813	ASSOCIATION OF CALIFORNIA WATER AGENCIES
124	11/16/2023	5	2024	\$500.00	AWWA ADVOCACY TEAM- 11/1/23- 10/31/24	02713	AWWA CAL-NEV SECTION
222	11/30/2023	5	2024	\$14,730.00	Annual Dues FY 24	03003	CALIFORNIA ASSOCIATION OF SANITATION AGENCIES
222	11/30/2023	5	2024	\$9,275.00	Annual Membership 2024	04741	CALIFORNIA SPECIAL DISTRICT ASSOCIATION
313	3/31/2024	9	2024	\$1,685.60	AWE DUES	05949	CALIFORNIA WATER EFFICIENCY PARTNERSHIP
195	8/24/2023	2	2024	\$275.00	MEMBERSHIP RENEWAL THROUGH SEPT 7TH 2024	91470	CAPIO
206	7/27/2023	1	2024	\$23,846.86	ANNUAL LAFCO FY23-24	04903	COUNTY OF SAN DIEGO- AUDITOR AND CONTROLLER
206	7/27/2023	1	2024	\$150.00	MEMBERSHIP RENEWAL 2023-2024	09705	CSDA SAN DIEGO CHAPTER TREASURER
266	8/31/2023	2	2024	\$149.99	ANNUAL MEMBERSHIP RENEWAL	91063	ENGINEERING NEWS RECORD
116	12/14/2023	6	2024	\$285.00	ANNUAL MEMBERSHIP DUES	00161	FALLBROOK CHAMBER OF COMMERCE
296	1/31/2024	7	2024	\$355.00	SD AGRICULTURAL MEMBERSHIP	06413	FARM BUREAU
219	9/28/2023	3	2024	\$182.00	JUL- AUG DUES	06608	ROTARY CLUB OF FALLBROOK
131	10/19/2023	4	2024	\$182.00	SEPT/OCT DUES	06608	ROTARY CLUB OF FALLBROOK
283	1/31/2024	7	2024	\$182.00	NOV DEC 2023 DUES	06608	ROTARY CLUB OF FALLBROOK
48	2/8/2024	8	2024	\$182.00	JAN FEB DUES	06608	ROTARY CLUB OF FALLBROOK
151	4/18/2024	10	2024	\$182.00	MARCH-APRIL DUES	06608	ROTARY CLUB OF FALLBROOK
302	6/30/2024	12	2024	\$182.00	MAY/JUN 2024 MEMBERSHIP DUES	06608	ROTARY CLUB OF FALLBROOK
263	9/30/2023	3	2024	\$1,650.00	2023 WEF MEMBERSHIP	00865	WATER EDUCATION FOUNDATION
206	5/23/2024	11	2024	\$1,800.00	2024 WATER EDUCATION FOUNDATION MEMBERSHIP	00865	WATER EDUCATION FOUNDATION
142	5/16/2024	11	2024	\$361.00	WEF MEMBERSHIP RENEWAL	05528	WATER ENVIRONMENT FEDERATION
191	10/26/2023	4	2024	\$1,587.00	2024 ANNUAL MEMBERSHIP DUES	01847	WATEREUSE ASSOCIATION
<b>FY 2023-24 Total Memberships/Dues</b>				<b><u>\$86,826.45</u></b>			

FALLBROOK PUBLIC UTILITY DISTRICT  
BOARD OF DIRECTORS

DIRECTOR'S REPORT OF CONFERENCE / MEETING ATTENDANCE

Director Name: Kenneth Endler

Name & Location of Function: Cowu Butcher Shop Restaurant  
San Diego

Date(s) of Attendance: 7-16-24

Purpose of Function: Quarterly Mtg. of Cowu

Sponsoring Organization: SDCWA

Summary of Conference or Meeting:

General Quarterly meeting of Cowu with Dan Denham being the invited speaker. As GM of SDCWA he is in his 1<sup>st</sup> year and has a goal of changing from a closed relationship with member agencies to an open and inclusive system that has all working together. He will negotiate differences instead of fighting. Many other focuses will be resource management, infrastructure, working with "Met" and Colo. River members

Director Signature: 

Date: 7-16-24

*The Administrative Code requires reports of conferences or meetings for which a director requests per diem or expense reimbursement. Reports must be submitted to the secretary no later than one (1) week prior to the board meeting.*

*Reports must be submitted before the District will pay per diem or reimbursement for the conference or meeting. Reports are not required for board or committee meetings or meetings with board or committee officers, the general manager, or the general counsel.*