



FALLBROOK PUBLIC UTILITY DISTRICT
MEETING OF THE COMMUNITY BENEFIT PROGRAM COMMITTEE

AGENDA

TUESDAY, DECEMBER 10, 2024
10:00 A.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.

Join Zoom Meeting

<https://us06web.zoom.us/j/89613951789?pwd=TVplRnZQOG8xbWZuS1NpTkRyZlZDZz09>

MEETING ID: 896 1395 1789

AUDIO PASSCODE: 651423

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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
- 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 Committee during the appropriate portion of the meeting. Please keep any written comments to 3 minutes.

REMOTELY MAKE COMMENTS DURING THE MEETING: The Committee Chair will inquire prior to Committee 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 Committee Chair will inquire prior to Committee 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 Board Secretary at (760) 999-2704 for assistance.

I. PRELIMINARY FUNCTIONS

CALL TO ORDER / ROLL CALL

PLEDGE OF ALLEGIANCE

ADDITIONS TO AGENDA PER GC § 54954.2(b)

APPROVAL OF AGENDA

PUBLIC COMMENT

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

II. APPROVAL OF MINUTES------(ITEM A)

- A. NOVEMBER 12, 2024 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING MINUTES (ATTACHMENT A)

III. ACTION/DISCUSSION------(ITEMS B-G)

- B. WILDLANDS CONSERVANCY NOTICE OF SUSPENSION OF THE SANTA MARGARITA RIVER TRAIL PARKING LOT BIOFILTRATION PROJECT (ATTACHMENT B)
- C. PUBLIC FEEDBACK REQUEST RESPONSE: FROM FALLBROOK SPORTS PARK (ATTACHMENT C)
- D. PUBLIC FEEDBACK REQUEST RESPONSE: FROM FALLBROOK VILLAGE ASSOCIATION / FALLBROOK CENTER FOR THE ARTS, INC. (ATTACHMENT D)
- E. FURTHER DISCUSSION ON COMMITTEE MEMBERS BEING AMBASSADORS OF THE COMMUNITY BENEFIT PROGRAM
- F. ELECTION OF COMMITTEE CHAIR, VICE CHAIR, AND SECRETARY IN ACCORDANCE WITH SECTION 23.5.2.2 OF THE FPUD ADMINISTRATIVE CODE (ACTION ITEM)
- G. PROPOSAL TO SKIP JANUARY MEETING (ACTION ITEM)

IV. WORK GROUP REPORTS------(ITEMS H-K)

- H. ADMINISTRATIVE PROCEDURES

- I. PROPOSAL DEVELOPMENT
- J. CONTRACT OVERSIGHT
- K. PUBLIC OUTREACH
- V. **NEW BUSINESS**
- VI. **ADJOURNMENT OF MEETING** – *Next meeting TBD*

* * * * *

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.

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.

December 4, 2024
Dated / Fallbrook, CA

/s/ Lauren Eckert
Executive Assistant/Board Secretary

Attachment A

November 12, 2024 Community Benefit Program

Committee Meeting Minutes



FALLBROOK PUBLIC UTILITY DISTRICT
MEETING OF THE COMMUNITY BENEFIT PROGRAM COMMITTEE

MINUTES

TUESDAY, NOVEMBER 12, 2024
10:00 A.M.

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

I. PRELIMINARY FUNCTIONS

CALL TO ORDER / ROLL CALL

Committee Chair Mendelson called the Fallbrook Public Utility District's Community Benefit Program ("FPUD CBP") Committee meeting to order at 10:00 a.m.

A quorum was established and attendance was as follows:

Committee Members

Present: Jim Mendelson, Chair
Elana Sterling, Vice Chair
Anna Marchand, Secretary
Lila Hargrove
Jerry Kalman
Leticia Maldonado/Stamos
Rosie Redmond

Absent: None. Committee Vice Chair joined the meeting during the discussion of Agenda Item C.

District Staff Present: Lauren Eckert, Executive Assistant/Board Secretary

Also present: Five people in attendance.

PLEDGE OF ALLEGIANCE - Committee Member Redmond led the Pledge of Allegiance.

ADDITIONS TO AGENDA PER GC § 54954.2(b)

There were no corrections, additions or deletions.

APPROVAL OF AGENDA

MOTION: Committee Member Hargrove moved to approve the agenda as presented; Committee Member Redmond seconded. A vote commenced and the motion passed. VOTE:

AYES: Unanimous
NOES: None

ABSTAIN: None
ABSENT: One

PUBLIC COMMENT

Committee Chair Mendelson called for public comment on non-agenda items. No comments were received at this time.

II. APPROVAL OF MINUTES..... (ITEMS A-B)

A. October 22, 2024 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING MINUTES

MOTION: Committee Member Hargrove moved to approve the October 22, 2024 FPUD CBP Committee Meeting Minutes as presented; Committee Member Maldonado/Stamos seconded. A vote commenced and the motion passed. VOTE:

AYES: Unanimous
NOES: None
ABSTAIN: None
ABSENT: One

III. ACTION/DISCUSSION.....(ITEMS B-E)

B. OCTOBER 28, 2024, FPUD BOARD MEETING RECAP AND THEIR DECISION/COMMENTS ON COMMITTEE'S OCTOBER 22, 2024 RECOMMENDATIONS

Committee Chair Mendelson reported that he and three other members attended the October Fallbrook Public Utility District (FPUD) Board meeting. He explained a Scrivener's error had occurred on the initial request to the Board to approve a \$173,000 project for the Wildlands Conservancy. Instead, the amount was explained to be in the amount of \$150,000 for that specific project. The Board approved the corrected amount which complied with the organization's application. All other recommendations were approved and the Board thanked the Committee for its work.

C. DISCUSSION REGARDING "RIBBON CUTTING PROJECTS" – COMMITTEE MEMBER REDMOND RECOMMENDATION

Committee Member Redmond described current projects that may justify a ribbon cutting ceremony and publication. This is in line with the FPUD Board's request to bring attention to new projects.

Further discussion ensued about the need for the Committee Members to be ambassadors of the Community Benefit Program; to be initiative-taking within

the community but to be cautious about giving any type of implied endorsements to particular projects. Each project will require full vetting of the Committee and participate in the application process. There was consensus during the discussion. This discussion will be included in future meeting agendas.

D. DISCUSSION ON STREAMLINING POPOSAL EVALUATIONS – COMMITTEE MEMBER MALDONADO/STAMOS RECOMMENDATION

Committee Member Maldonado/Stamos suggested the application process include a screening or pre-approval process to verify certain information and evaluate financial documents. Additionally, the scoring rubric may need some modifications to align with the application more specifically. There was consensus during the discussion and Proposal Development Workgroup Chair Hargrove explained steps that will be taken to prepare for the next award cycle.

Community members Mike Griffiths, Brian Hanewinkel and Josh Guerietaz made further public comment addressing ways to engage further participation.

E. DETERMINING PROCESS FOR COMPILING LESSONS LEARNED FROM THIS YEAR'S APPLICATION CYCLE

Committee Chair Mendelson announced the importance of receiving public feedback and inquired as to how that outreach should be conducted. It was decided that Secretary Marchand will prepare an invitation for each applicant to provide feedback on the most recent award cycle via email. The invitation will request feedback by November 29, 2024. A second invitation may be made at the next regularly scheduled meeting.

IV. WORK GROUP REPORTS..... (ITEMS F-I)

F. ADMINISTRATIVE PROCEDURES – No Report

G. PROPOSAL DEVELOPMENT – No Report

H. CONTRACT OVERSIGHT

Contract Oversight Workgroup Chair Marchand explained the contracts for each applicant and award amount were provided to the FPU D's General Manager on October 28, 2024. The General Manager returned the contracts with one comment, which comment was embraced and resulted in one change to one contract. The contracts were distributed to the applicants on November 12, 2024. Two contracts have been signed and returned and will be delivered to the General Manager.

Workgroup Chair Marchand requested the members consider a plan to provide a liaison for each project. These assignments will be discussed at the next regularly scheduled meeting.

I. PUBLIC OUTREACH

Committee Member Kalman announced that a news article is being published on Thursday.

He also suggested a fresh approach to further publicity including before and after pictures, including FPUD Board Members in publicity and ribbon cutting events. Community member Jenna Gratz offered to collaborate so that the Railroad Heritage Park could be featured in a press release. Fallbrook Sports Park representatives also volunteered to support the effort and invited entry to the park on November 26 and 27. At that time, tons of specialized mix will be used to resurface the infield.

V. **NEW BUSINESS**

Since a member is not available for the next regularly scheduled meeting, Committee Chair Mendelson suggested the December meeting be moved one day and commence on December 10, 2024. There was agreement to this date from all members.

Community Member Michael Griffiths made public comment that an active on-line application, including a "save" feature be available. Further discussion ensued with this being the Committee's eventual goal.

VI. **ADJOURNMENT OF MEETING**

Next regularly scheduled meeting December 10, 2024 at 10:00 a.m.

Committee Members shall submit December Agenda items to Committee Chair Mendelson on or before November 29, 2024.

There being no further business to discuss, Committee Chair Mendelson adjourned the Community Benefit Committee Meeting at 11:05 a.m.

Chair, Community Benefit Committee

ATTEST:

Secretary, Community Benefit Committee

ATTACHMENT B

WILDLANDS CONSERVANCY NOTICE OF SUSPENSION OF THE SANTA MARGARITA RIVER TRAIL PARKING LOT BIOFILTRATION PROJECT

From: Zach Kantor-Anaya <[REDACTED]>
Date: November 18, 2024 at 1:21:28 PM PST
To: Lauren Eckert <leckert@fpud.com>
Cc: [REDACTED], Anna Marchand <marchand.am@hotmail.com>
Subject: Re: Fw: Fw: Community Benefit Program Acknowledgement

Hi Lauren and Anna,

Please see the attached W-9 and signed grant agreement for Project 2, related to trailhead improvements at the Santa Margarita River Trail Preserve.

Through conversations with the County of San Diego and our project consultants (KPF Consulting Engineers) we have learned that additional permits will be required before construction of the biofiltration basin can be initiated. Therefore we regret to inform you of the need to suspend the agreement related to construction of the biofiltration basin as outlined in our Project 1 proposal.

It is with sincere regret that we must postpone this project at this time, but need to ensure that all of the necessary approvals are in place before proceeding. We want to take this opportunity to thank the Community Benefit Program advisory board and the FPUD's Board of Directors for their support of this project proposal, and look forward to continuing to serve the community of Fallbrook together through our collaborations.

We are excited to start working on Project 2 when this agreement is finalized. Please notify us when the agreement has been executed and provide us with a copy of the final agreement for our records.

I do have a question about the structure of grant award payments. Are funds provided in advance of project implementation or are they provided as a reimbursement after accounting reports are delivered to FPUD?

Gratefully,
ZACH KANTOR-ANAYA
South Coast Regional Director

SANTA MARGARITA RIVER TRAIL PRESERVE
4251 River Edge Road
Fallbrook, CA 92028
(909) 732-4029 (cell)

ATTACHMENT C

PUBLIC FEEDBACK REQUEST RESPONSE: FROM FALLBROOK SPORTS PARK

From: Susan Reed <[REDACTED]>
Date: Wednesday, November 13, 2024 at 5:12 PM
To: FCBPChair@outlook.com <FCBPChair@outlook.com>
Subject: CBP Feedback
CBP Chair Jim Mendelson and all Committee Members,

I thought the committee did a great job this year! You had plenty of meetings explaining everything and giving the community a chance to ask questions. I had the feeling you were really trying to help all of the nonprofits obtain money by working with us.

The other side is the respective applicants worked together in helping each other out in the process.

Thank you for all of your time you have put into this. The money is gratefully appreciated by the recipients, but should especially be appreciated by the people of Fallbrook who are the ones that truly benefit.

Sincerely,

Susan Reed
Fallbrook Sports Park

ATTACHMENT D

PUBLIC FEEDBACK REQUEST RESPONSE: FROM FALLBROOK VILLAGE ASSOCIATION / FALLBROOK CENTER FOR THE ARTS, INC.

From: [REDACTED] >
Date: Monday, November 25, 2024 at 6:41 PM
To: 'Jim Mendelson' <FCBPChair@outlook.com>
Cc: 'Anna Marchand' <marchand.am@hotmail.com>, [REDACTED] >, 'Jenna Gratz (FVA Board/Treasurer)' <[REDACTED]>, 'Manny Gratz' <[REDACTED]>, 'Jerri Patchett' <[REDACTED]>, 'Elizabeth Leader "1st"' <[REDACTED]>, 'Marlene Rantanen' <[REDACTED]>, 'Karen Utley' <[REDACTED]>, 'Craig Grimm' <[REDACTED]>, 'Angelique Strahan' <[REDACTED]>
Subject: CBP Second Cycle Feedback

Jim,

I would like to personally thank you and the entire Community Benefit Program Committee for both your ongoing work to help support the Friendly Village of Fallbrook, as well as your willingness to proactively seek feedback from the community and nonprofits to continue improving the process associated with the grant award process. As volunteers ourselves, we understand the time, effort, and dedication involved to drive such programs for the good of all. Soliciting input and from the community only enhances both the Committee, FPUD, and the nonprofits who work diligently to contribute to Fallbrook.

I happen to be on the Board of two grant recipients (Fallbrook Village Association and Fallbrook Center for the Arts, Inc.) and have therefore compiled the feedback from both organizations. As requested in Anna Marchand's emails dated 11/12/24 sent to both organizations, attached are our suggestions.

Thank you for the opportunity to provide our suggestions. We look forward to continuing collaborative efforts to improve the process for all.

Thank you,

Mike Griffiths
Fallbrook Village Association
Fallbrook Center for the Arts, Inc.

Community Benefit Program Committee
Requested Feedback for the second Award Cycle
From: Fallbrook Village Association and Fallbrook Center for the Arts, Inc.
November 25, 2024

- Update the Grant application software to enable users to save work and fill out prior to the currently allotted 30 days. You can maintain the same submission time periods but reduce the unnecessary burden, stress, and complications associated with the current process for the users.
- Make your application available online well before the 30-day submission period. The County of San Diego makes their applications available 365 days per year. There is no benefit to the process by shrouding the application in mystery by not providing early access or compressing the timeline the users have to fill out for the application. The currently posted “Sample Application Questions 2024” is a cryptic version of the real thing. Please keep in mind that small non-profits struggle to obtain volunteers (not to mention funding/donations), let alone individuals that are professional grant writers or even have experience in grant writing. These volunteers are donating their time for the good of the community; please consider making the process as simple as possible for the people who are doing their best to help Fallbrook with no benefit to themselves. Additionally, new users have requested a document with user instructions.
- The Scoring Rubric and the Grant Application are not fully aligned. The scoring process includes criteria that are not anywhere to be found on the application. If there is information important enough to be included in the Rubric, why not specifically ask the question on the application? For example: under the “Innovation” section of the Rubric, the first criteria are regarding the project’s outcome aligning with the organization’s mission and vision. Does the Committee research each applicant’s Mission and Vision? That is not part of the application (or should those each be listed somewhere on the application even though there is no question requesting that information?). Does the Committee subjectively decide if the project aligns with the Mission/Vision since there is no application question requesting the applicant to explain how the project applies to these criteria? This is but one of many examples where the Rubric and Application are not fully aligned.
- Document and clarify the “rules” for project qualification relative to land “ownership.” The existing process has evolved but is still unclear. Awards have been given to nonprofits for projects that are on land they do not own. Yet, there appears to be some bias against projects that benefit the community but have some private owners (in addition to nonprofits) associated with the project. There is already precedent for such awards, yet no transparency as to what is acceptable

or not. Please clarify specifically what criteria must be met for such projects to qualify. Shouldn't a simple agreement to keep the site available to the public for a defined time period suffice? If not, what?

- Publish a calendar of key dates for the entire year including training sessions, application submission start and end dates, application availability dates, awards process and dates, grant start and end dates (each year we have to guess what time period to budget since we never know when funding will be provided), etc.
- Take a “deep dive” into investigating and publishing fact-based information regarding those items that are not qualified to include in the project budget, yet are NOT the criteria excluded per Article 23, Sec 23.2. We are repeatedly told that Article 23 is the governing document for grant qualification, yet a number of arbitrary exclusions have been made (some published, some not learned until after the Committee decides not to fund some parts of a project). When we question the Committee on these decisions when they are not applicable to Article 23, the response is simply that the decision was made over their head (FPUD lawyers presumably). Please clarify and define. Either we follow Article 23, or an additional document needs to be published defining all the criteria outside of Article 23 that do not qualify.