



**FALLBROOK PUBLIC UTILITY DISTRICT  
MEETING OF THE COMMUNITY BENEFIT PROGRAM COMMITTEE**

**AGENDA**

**WEDNESDAY, OCTOBER 4, 2023  
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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**Find your local number:** <https://us06web.zoom.us/j/89613951789?pwd=TVplRnZQOG8xbWZuS1NpTkRyZlZDZz09>

**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 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. SEPTEMBER 11, 2023 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING (ATTACHMENT A)

**III. ACTION/DISCUSSION .....**(ITEMS B-C)****

B. RECAP OF OCTOBER 2, 2023 WORKSHOP

C. REVIEW OF PROCEDURES FOR COMMITTEE MEMBERS PROCESSING APPLICATIONS

**IV. WORKING GROUP REPORTS.....**(ITEMS D-E)****

D. ADMINISTRATIVE FUNCTION WORKGROUP

E. PROPOSAL DEVELOPMENT WORKGROUP

**V. PUBLIC OUTREACH**

**VI. ADJOURNMENT OF MEETING – *Next meeting November 13, 2023 at 10:00 a.m.***

\* \* \* \* \*

### 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.

September 27, 2023  
Dated / Fallbrook, CA

/s/ Lauren Eckert  
Executive Assistant/Board Secretary

**Attachment A**  
**September 11, 2023 Community Benefit Program**  
**Committee Meeting Minutes**



**FALLBROOK PUBLIC UTILITY DISTRICT  
MEETING OF THE COMMUNITY BENEFIT PROGRAM COMMITTEE**

**MINUTES**

**MONDAY, SEPTEMBER 11, 2023  
10:00 A.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**

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

**District Staff Present:** Noelle Denke, Public Affairs Specialist  
Lauren Eckert, Executive Assistant/Board Secretary

**Also present:** there were three members of the public, in attendance, and one person attending via teleconferencing.

**PLEDGE OF ALLEGIANCE**

Committee Chair Mendelson led the Pledge of Allegiance and called for a moment of silence in honor of the 9/11 victims.

**ADDITIONS TO AGENDA PER GC § 54954.2(b) - None**

**APPROVAL OF AGENDA**

MOTION: Committee Member Hargrove moved to approve the agenda, as published; Committee Vice Chair Sterling seconded. A vote commenced and the motion passed. VOTE:

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

#### PUBLIC COMMENT

Committee Chair Mendelson called for public comment at this time and throughout the action/discussion items. No public comments were received.

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

#### A. JULY 12, 2023 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING

MOTION: Committee Member Redmond moved to approve the July 12, 2023 FPUD CBP Committee Meeting minutes, as presented; Committee Vice Chair Sterling seconded. A vote commenced and the motion passed. VOTE:

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

### III. ACTION/DISCUSSION .....**(ITEMS B-H)**

#### B. REPORT ON FPUD CBP PRESENTATION AT FPUD BOARD OF DIRECTOR'S AUGUST 21, 2023 MEETING

Committee Chair Mendelson reported that he and Committee Members Hargrove and Redmond successfully presented an overview of the tasks completed by the FPUD CBP to date. He referenced the documents presented and suggested Committee Members bring copies of the documents to future meetings for possible reference. Copies of the Operating Guidelines, the Application, the Scoring Rubric, and the Funding Agreement were provided to the Committee Members.

#### C. FALLBROOK COMMUNITY FORUM

Committee Members Hargrove and Redmond described the attendees and general roundtable format of the monthly Fallbrook Community Forum meetings. They suggested that the FPUD CBP also attend these meetings. Meetings are

scheduled for the third Thursday of the month and are held at FPUD. The next two meetings are scheduled for September 28, 2023 and October 19, 2023, at 10:30 a.m. Discussion ensued. Committee Chair Mendelson requested Committee Member Redmond attend the September meeting as representative of the FPUD CBP.

D. OCTOBER FPUD CBP MEETING SCHEDULE

Discussion addressed changing the October meeting schedule. It was agreed that the October meeting will be on October 4, 2023.

E. UPDATE TO THE FPUD WEBSITE HOME PAGE

Committee Member Redmond announced the FPUD website had been updated regarding the FPUD CBP information.

F. REVIEW OF COMMITTEE'S PROCEDURES FOR USE OF THE SCORING RUBRIC AND APPLICATION APPROVAL VOTING

1. Timeline for Application Submissions

Proposal Development Workgroup Chair Hargrove described the process for reviewing and scoring applications. Primarily, the workgroup will copy the applications and deliver the same to each Committee Member. A specific amount of time will be provided for scoring applications. The workgroup will collect, compile, and report scoring results. Scoring discussions will take place at public meetings and be subject to public comment. There will be no test period or "dry run" prior to going live with the application process. Feedback to an applicant will be provided upon an applicant's request.

Discussion addressed possible timelines and schedules, which led into Action/Discussion Item "G."

Any issues or problems in scoring an application may be discussed directly with Committee Member Hargrove and/or discussed at the December FPUD CBP meeting.

G. OCTOBER 2, 2023 WORKSHOP

1. Roles/Format
2. Publicity
3. Agenda
4. Power Point Outline

A workshop is scheduled for October 2, 2023 at 5:00 p.m. Committee Member Hargrove explained the workshop format and addressed final revisions to the PowerPoint presentation.

Committee Member Hargrove suggested a proposed timeline. This included a six-week application period, beginning October 3, 2023 and concluding November 14, 2023. Applications are to be Committee Members for scoring, then collected and prepared for open discussion and determinations at the FPUD CBP January 8, 2024 public meeting. The goal in this timeline is to permit FPUD CBP to present recommendations to fund specific applications to the FPUD Board of Directors at the January 22, 2024 FPUD Board of Directors meeting.

The scoring documents shall be destroyed by the Proposal Development Workgroup upon rejection of an application, or the funding of an application.

#### H. PUBLIC OUTREACH

News releases will be made to announce the workshop and will include social media and press.

#### IV. **NEW BUSINESS**

Discussion ensued addressing any responses to organizations requesting information about the application process. Organizations should be encouraged to attend the workshop or to contact the FPUD CBP Chair. It was advised to not individualize projects. The workshop may be able to be recorded and added as a link to the FPUD website for reference.

A member of the public asked whether a project located on private property could be considered for funding. As an example of this scenario, the speaker explained that some parks, located on privately owned property, have been accepted by the County. Some discussion took place. The question requires further inquiry, research and clarification.

#### V. **ADJOURNMENT OF MEETING** – Next meeting October 4, 2023 at 10:00 a.m.

There being no further business to discuss, on a motion made by Committee Member Redmond, seconded by Committee Vice Chair Sterling and passed unanimously, the Community Benefit Committee Meeting of the Fallbrook Public Utility District adjourned at 10:58 a.m.

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Chair, Community Benefit Committee

ATTEST:

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Secretary, Community Benefit Committee