



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

AGENDA

**WEDNESDAY, JULY 12, 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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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. JUNE 12, 2023 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING (ATTACHMENT A)

III. WORKING GROUP REPORTS(ITEMS B-C)

B. ADMINISTRATIVE FUNCTION WORKGROUP
1. General Update

C. PROPOSAL DEVELOPMENT WORKGROUP
1. General Update
2. Discussion Items / Potential Voting Item
a. Scoring Rubric (ATTACHMENT B)

IV. ACTION/DISCUSSION(ITEMS D-E)

D. PUBLIC OUTREACH: discussion of possible recommendation to FPUD for the CBP link on their website

E. NEW BUSINESS

V. ADJOURNMENT OF MEETING – *Next meeting August 14, 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.

July 6, 2023
Dated / Fallbrook, CA

/s/ Lauren Eckert
Executive Assistant/Board Secretary

Attachment A
June 12, 2023 Community Benefit Program
Committee Meeting Minutes



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

MINUTES

**MONDAY, JUNE 12, 2023
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 10:03 a.m.

A quorum was established and attendance was as follows:

Committee Members

Present: Jim Mendelson, Chair
Elana Sterling, Vice Chair
Anna Marchand, Secretary, via teleconference location pursuant to
Government Code section 54953
Lila Hargrove
Leticia Maldonado/Stamos
Rosie Redmond

Absent: Jerry Kalman

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

Also present were four members of the public in attendance and one person attending via teleconferencing.

PLEDGE OF ALLEGIANCE

Committee Vice Chair Sterling led the Pledge of Allegiance.

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 roll call vote commenced and the motion passed. **VOTE:**

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

PUBLIC COMMENT------(ITEM A)

A. Mr. Luther Ballou submitted a written statement which was attached to the Revised Agenda package, dated for the June 12, 2023 FPUD CBP meeting, at pages 04-05, Item A. Chair Mendelson addressed Mr. Ballou's request to add items to the meeting's agenda by explaining the agenda is not revised per requests from persons who are not Committee members.

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

B. MAY 8, 2023 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING

MOTION: Committee Member Redmond moved to approve the May 8, 2023 FPUD CBP Committee Meeting minutes, as presented; Vice Chair Sterling seconded. A roll call vote commenced and the motion passed. VOTE:

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

III. WORKING GROUP REPORTS(ITEMS C-D)

C. ADMINISTRATIVE FUNCTION WORKGROUP

Chair Mendelson called for public comment, of which there was none.

Discussion ensued regarding the Fallbrook Public Utility District's Community Benefit Program (FPUD CBP) Operating Guidelines Draft 3 (Item C). Specific discussion centered on alternative paragraphs addressing recusal guidelines. The following motions were made:

MOTION: Committee Vice Chair Sterling moved to adopt the proposed paragraph a to the recusal guidelines providing:

"B. Recusal
"1. If a Committee member
"a. services on the Board of Directors, is an officer, or is a current member of an organization whose project is under consideration, the Committee

member shall recuse themselves and leave the room during discussion of the project.”

Committee Member Redmond seconded the motion. A roll call vote commenced and the motion passed. VOTE:

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

MOTION: Committee Hargrove moved to adopt the Fallbrook Public Utility District’s Community Benefit Program (FPUD CBP) Operating Guidelines as presented and as revised via the prior motion. Vice Chair Sterling seconded the motion. A roll call vote commenced and the motion passed. VOTE:

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

The adopted Operating Guidelines are attached hereto as Attachment A.

D. PROPOSAL DEVELOPMENT WORKGROUP

Chair Mendelson called for public comment, of which there was none.

Working Group Chair Hargrove introduced the Fallbrook Public Utility District Community Benefit Program Application for Community Benefit Funding (Item D). Discussion ensued and the following motion was made.

MOTION: Vice Chair Sterling moved to adopt the Fallbrook Public Utility District Community Benefit Program Application for Community Benefit Funding as presented; Committee Member Maldonado/Stamos seconded the motion. A roll call vote commenced and the motion passed. VOTE:

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

Working Group Chair Hargrove presented the Scoring Rubric and the Rubric Score Card (ITEMS E and F). In part, Chair Hargrove explained the scoring process wherein each Committee member will complete a rubric score card per

applicant and return the same to the working group for compilation. Further discussion will take place at the FPUD CBP public meetings. Completed documents will not include any identifying information of Committee members. The documents, however, may be used for feedback to an applicant. Questions about whether any written scoring is considered public documents were revisited. The question will be submitted for a legal analysis via General Manager Jack Bebee and was tabled.

Discussion ensued addressing specific questions about sections of the Rubric Score Card.

1. NEED/FOCUS – decisions about how well an applicant’s project responds to, and proposes to, meeting the community’s benefit should be guided by Fallbrook’s Master Plan and the goals outlined in the Fallbrook Public Utility District Administrative Code, Article 23.
2. SUSTAINABILITY – strong board engagement references the applicant’s engagement with the applicant’s own agency.

Announcements were made that while the working group utilized some experience, information, and processes from the Fallbrook Regional Health District, no FPUD CBP members are specifically affiliated with the Regional Health District and all actions by the FPUD CBP Committee are independent and separate from the Regional Health District.

Working Group Chair Hargrove explained the FPUD CBP Funding Agreement will be completed by the FPUD Board. She presented the funding schedule and responded to questions. Further discussion ensued about eligibility criteria, agencies funded by taxpayers, and potential breaches of the subject agreement.

MOTION: Committee Member Redmond moved to adopt the FPUD CBP Funding Agreement as presented; Vice Chair Sterling seconded the motion. A roll call vote commenced and the motion passed. VOTE:

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

IV. ACTION/DISCUSSION------(ITEMS E–G)

E. PUBLIC OUTREACH – No Report

F. POTENTIAL REPORT TO THE FPUD BOARD

Chair Mendelson reported, that being no objection, he and Committee Member Hargrove will present the FPUD CBP’s adopted documents and updates

to the FPUD Board at FPUD Board's July 2023 meeting. All members are invited to attend the meeting.

G. NEW BUSINESS

Discussion about the procedures available for the public to address FPUD CBP at its public meetings ensued. Available procedures are intended to be fair and equitable. The Committee will continue to utilize all means currently provided and further address its procedures if any inequities should result.

July 2023 agenda items are due to the Chair and Vice Chair on or before June 30, 2023.

- V. **ADJOURNMENT OF MEETING** – *Next meeting scheduled for July 10, 2023. However, on or about June 24, 2023, an updated meeting date was set for July 12, 2023 at 10:00 a.m. to accommodate a LAFCO meeting schedule.*

There being no further business to discuss, on a motion made by Committee Member Maldonado/Stamos, seconded by Vice Chair Sterling and passed unanimously, the Community Benefit Committee Meeting of the Fallbrook Public Utility District was adjourned at 11:04 a.m.

Chair, Community Benefit Committee

ATTEST:

Secretary, Community Benefit Committee

Attachment A

Fallbrook Public Utility District's Community Benefit Program

Operating Guidelines

Adopted June 12, 2023

I. PURPOSE AND AUTHORITY

The Fallbrook Public Utility District's Community Benefit Program Committee (Committee), established by the Fallbrook Public Utility District's Board of Directors, operating pursuant to the Fallbrook Public Utility District's Administrative Code, including but not limited to, Article 23, herein outlines its general operating guidelines which also govern, and are specific to, the Committee.

II. MEETINGS

A. Meetings shall be conducted in accordance with Robert's Rules of Order.

B. Regularly scheduled meetings will be at 10:00 a.m. on the second Monday of each month. In the event the second Monday of a month is a state or national holiday, that month's meeting shall be scheduled for the next business day.

C. Scheduling of future meetings may be modified by a majority of the Committee at a regularly scheduled meeting if additional or less meetings are necessary. This may be necessary, but is not limited to, satisfying the quorum requirement for any regularly scheduled meeting.

D. The Committee may create work groups of one to three Committee members to address specific matters of the Committee's business. Each work group shall report on its activity and make recommendations to the Committee during regularly scheduled meetings.

III. VOTING

A. All decisions with respect to the selection of services and projects to be recommended to the Fallbrook Public Utility District's Board of Directors for approval shall require a roll call vote and at least four or more members voting in

favor for the selection and recommendation. However, if recusals reduce the number of Committee members participating in the selection of a particular service or project, a majority vote of those members present participating in the selection and recommendation is sufficient.

B. Recusal

1. If a Committee member

a. serves on the Board of Directors, is an officer, or is a current member of an organization whose project is under consideration, the Committee member shall recuse themselves and leave the room during discussion of the project.

b. has previously served as a director or officer of an organization whose project is under consideration, the Committee member may recuse themselves and leave the room during discussion of the project.

c. has been a member of an organization whose project is under consideration or has any other personal or professional connection to an organization whose project is under consideration, the Committee member may recuse themselves and leave the room during discussion of the project. However, if the Committee member's prior involvement with the organization creates an appearance of conflict between the Committee Member's official status on the Committee and the Committee member's affiliation with the organization, then the Committee member shall recuse themselves and leave the room during the discussion of the project.

2. Once a Committee member has recused themselves from discussion about a particular project, that Committee member shall continue to be recused from participating in any way in the discussion or Committee action regarding that project.

IV. MEMBERSHIP

A. If the position of the Chair becomes vacant, the Vice Chair shall assume the office for not more than sixty days, by which time the Committee members shall elect a new Chair. The other officers, Vice Chair and/or Secretary, if vacant, shall be filled by appointment by the Chair.

B. A Committee member may refer any comments, questions, or other communications received outside of a regularly scheduled meeting from a member of the public to the Chair. A Committee member may provide a copy of the agenda to any requesting person or refer a person to the Fallbrook Public Utility District website to obtain the Committee's publications.

C. A Committee member may receive input from the public on a published agenda item. A Committee member must remain impartial on each agenda item until the agenda item is heard.

D. Official business of the Committee shall be made available via social media communications and/or other press releases by the Committee's Public Outreach. Public announcements shall be made or authorized by the Chair. Individual Committee members shall not make any public comments about the Committee's business unless the specific action is directed by the Chair.

Attachment B
Scoring Rubric

NEED/FOCUS	1	2	3	4	5	Total
How well has the applicant clearly identified community need of proposed project						
How well does the applicant's project respond to and propose to benefit the community?						
Will the proposed timeline be attainable? Applicant provides clear measurable goals, benchmarks and outcomes.						
How well has applicant described the planned project? Did they submit a work plan (or similar)?						

Reviewer Comments

Total	/20
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SUSTAINABILITY	1	2	3	4	5	Total
Applicant demonstrates financial history of Fiduciary responsibility						
Has the applicant identified donors and/or additional sources of funding to ensure the project is sustainable beyond the original funding period?						
To what degree does the proposal have support from community organization, businesses and community at large?						
Does the applicant have strong board engagement?						

Reviewer Comments

Total	/20
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VALUE OF INVESTMENT	1	2	3	4	5	Total
How accurately does the requested funding amount fulfill the project's value?						
How accurately does the requested funding amount fulfill the project's benefit to the community?						
The budget is specific and reasonable and all items align with described project.						
Applicant includes and describes population served?						

Reviewer Comments

Total /20

PRIORITY	1	2	3	4	5	Total
Applicant demonstrates strong community need for proposed project						
How well does the project affect/ enhance community safety?						
How well does the project affect/enhance community improvement?						
Is project/activity currently being supported?						

Reviewer Comments

Total /20

INNOVATION	1	2	3	4	5	Total
Project proposal/outcome aligns with organizations mission and vision?						
Overall, how well does the project address community challenges?						
Overall, to what degree does the applicant represent a project that will be something fundamentally different from what is already occurring?						
How well does the project serve the goals of the community?						

Reviewer Comments

Total /20