



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

AGENDA

**MONDAY, SEPTEMBER 11, 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>

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

III. ACTION/DISCUSSION(ITEMS B-H)

- B. REPORT ON AUGUST 21ST MEETING WITH FPUD BOARD OF DIRECTORS
- C. FALLBROOK COMMUNITY FORUM
- D. SCHEDULING OF OCTOBER MONTHLY CBP COMMITTEE MEETING
- E. UPDATE TO THE FPUD WEBSITE HOME PAGE
- F. REVIEW OF COMMITTEE'S PROCEDURES FOR USE OF THE SCORING RUBRIC AND APPLICATION APPROVAL VOTING
 - 1. Timeline for Application Submissions
- G. OCTOBER 2ND WORKSHOP
 - 1. Roles/Format
 - 2. Publicity
 - 3. Agenda (ATTACHMENT B)
 - 4. Power Point Outline (ATTACHMENT C)
- H. PUBLIC OUTREACH
 - 1. Application Submission Solicitation

IV. NEW BUSINESS

V. 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.

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 6, 2023
Dated / Fallbrook, CA

/s/ Lauren Eckert
Executive Assistant/Board Secretary

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



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

MINUTES

**WEDNESDAY, JULY 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 10:00 a.m.

A quorum was established and attendance was as follows:

Committee Members

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

Absent: Elana Sterling, Vice Chair

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 Member Redmond led the Pledge of Allegiance.

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

APPROVAL OF AGENDA

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

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

PUBLIC COMMENT

Land Conservancy Chair Susan Lebes made public comment raising three questions pertaining to the application process:

1. May an entity submit more than three projects?
2. Can staff or outside contractors be paid with awarded funds?
3. Will the Scoring Rubric statement concerning INOVATION, scoring the degree to which a project will be “fundamentally different from what is already occurring,” negate funding for maintenance of existing projects?

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

A. JUNE 12, 2023 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING

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

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

III. WORKING GROUP REPORTS(ITEMS B–C)

B. ADMINISTRATIVE FUNCTION WORKGROUP

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

Working Group Chair Marchand summarized the tasks accomplished. There are no pending tasks, and the Working Group will stand by for further task assignments.

C. PROPOSAL DEVELOPMENT WORKGROUP

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

Working Group Chair Hargrove addressed and responded to the Public Comment, summarized as follows:

1. Entities are not limited to three projects. An applicant should consider grouping similar projects into a single funding request.
2. The Working Group will further research whether staff or outside contractors may be paid with awarded funds.
3. Edits to the Scoring Rubric may alleviate issues of interpretation.

Discussion ensued about editing the Scoring Rubric at the section titled, INNOVATION and the following motion was made.

MOTION: Committee Member Redmond moved to adopt the Scoring Rubric as presented, but modified pursuant to discussion, to include additional language at the INNOVATION section, boxes 3 and 4, for maintaining existing projects and to meet the goals set forth in the Fallbrook Public Utility District Administrative Code, Article 23, Section 23.2; Committee Member Maldonado/Stamos seconded the motion. A vote commenced and the motion passed. VOTE:

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

Committee Chair Mendelson announced the FPUD CBP will be included on the Fallbrook Public Utility District's regularly scheduled August 2023 meeting agenda. He will introduce Committee Member Hargrove who will present the FPUD CBP's update and documents. The documents will be provided via the Board of Directors' agenda package. All Committee members are encouraged to attend the meeting.

Working Group Chair Hargrove will coordinate and schedule a date during the first week in October to present a public workshop addressing the application process. The Proposal Development Workgroup will plan and present the workshop.

IV. **ACTION/DISCUSSION** (ITEMS D–E)

D. PUBLIC OUTREACH

Committee Member Redmond addressed the need to update the FPUD CBP link on the Fallbrook Public Utility District website. Committee Member Kalman will manage this task.

E. NEW BUSINESS

Discussion ensued regarding the fact that an August 2023 public meeting may not be necessary. The following motion was made.

MOTION: Committee Member Marchand moved to cancel the regularly scheduled meeting on August 14, 2023, and that the next regularly scheduled FPUD CBP meeting commence on September 11, 2023; Committee Member Hargrove seconded the motion. A vote commenced and the motion passed. VOTE:

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

V. **ADJOURNMENT OF MEETING** – Next meeting September 11, 2023 at 10:00 a.m.

There being no further business to discuss, on a motion made by Committee Member Maldonado/Stamos, seconded by Committee Member Hargrove and passed unanimously, the Community Benefit Committee Meeting of the Fallbrook Public Utility District adjourned at 10:36 a.m.

Chair, Community Benefit Committee

ATTEST:

Secretary, Community Benefit Committee

Attachment B
October 2nd Workshop
Agenda

Fallbrook Community Benefit Program

Community Workshop Agenda

October 2, 2023

5:00

Fallbrook Public Utility District Community Room

- I. Welcome**
- II. Power Point Presentation**
- III. Q and A**

Attachment C
October 2nd Workshop
Power Point Outline

Fallbrook Community benefit Program

Power Point Outline

1. Initial Slide
2. About the Program
3. Funding process Timeline
4. CBP Process continued
5. Jot Form
6. Jot Form Continued
7. Criteria
8. Priorities-Scoring Rubric
9. Projects
10. Services
11. Understanding your project
12. Goals & Objectives
13. Measurements/Evaluation
14. Budget to Goal
15. Indirect Expenses
16. Direct Expenses
17. Procurement Process
18. Budget
19. Committee Information