



FALLBROOK PUBLIC UTILITY DISTRICT
MEETING OF THE COMMUNITY BENEFIT PROGRAM COMMITTEE

AGENDA

MONDAY, DECEMBER 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=TVplRnZQOG8xbWZuS1NpTkRyZlZlZz09>

MEETING ID: 896 1395 1789

AUDIO PASSCODE: 651423

Dial by your location

+1 346 248 7799 US (Houston); +1 720 707 2699 US (Denver); +1 253 215 8782 US (Tacoma);
+1 312 626 6799 US (Chicago); +1 646 558 8656 US (New York); +1 301 715 8592 US (Washington DC)

Find your local number: <https://us06web.zoom.us/j/89613951789?pwd=TVplRnZQOG8xbWZuS1NpTkRyZlZlZz09>

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 13, 2023 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING (ATTACHMENT A)

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

- B. NOTEBOOK ORGANIZATION EXPLANATION
- C. IMPROPER APPLICATION REJECTION(S)
- D. NON-PROFITS PRIVATELY OWNING PROPERTY REQUESTING FUNDING v. PUBLIC ACCESS ISSUE
- E. SUSTAINABILITY QUESTION
- F. GENERIC QUESTIONS ABOUT APPLICATIONS FROM COMMITTEE MEMBERS
- G. JANUARY 16, 2024 CHAMBER NON-PROFIT CONNECTION MEETING (*MEET THE FUNDERS*)
- H. JANUARY 8, 2024 DRAFT AGENDA FORMAT (ATTACHMENT B)
- I. SELECTION OF OFFICERS FOR CALENDAR YEAR 2024

IV. WORKING GROUP REPORTS.....(ITEMS J-K)****

- J. ADMINISTRATIVE FUNCTION WORKGROUP
- K. PROPOSAL DEVELOPMENT WORKGROUP

V. **PUBLIC OUTREACH**

VI. **NEW BUSINESS**

VII. **ADJOURNMENT OF MEETING** – *Next meeting January 8, 2024 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.

December 7, 2023
Dated / Fallbrook, CA

/s/ Lauren Eckert
Executive Assistant/Board Secretary

Attachment A
November 13, 2023 Community Benefit Program
Committee Meeting Minutes



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

MINUTES

**MONDAY, NOVEMBER 13, 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
Elana Sterling, Vice Chair
Anna Marchand, Secretary
Lila Hargrove
Jerry Kalman
Rosie Redmond

Absent: Leticia Maldonado/Stamos

District Staff

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

Also present: One person, in attendance, and two people attending via teleconferencing.

PLEDGE OF ALLEGIANCE

Committee Member Lila Hargrove led the Pledge of Allegiance.

ADDITIONS TO AGENDA PER GC § 54954.2(b)

Chair Mendelson and Proposal Development Workgroup Chair Hargrove presented responses to questions received from members of the public during the application process. There were approximately seven questions seeking (1) technical assistance of the online application, (2) locating details for formal bidding procedures, the Fallbrook Public Utility District Administrative Code, Article 23, and prevailing wage requirements and (3) defining projects.

Each person was directed to source documents and/or the Fallbrook Public Utility District's website. Specifically, some were referred to the Community Benefit Committee's PowerPoint presentation, also located at the Fallbrook Public Utility District's website.

Announcements were made that the application deadline is scheduled for the next day, November 14, 2023 and that application notices had been sent via social media.

APPROVAL OF AGENDA

MOTION: Committee Member Redmond 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: One

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 ----- (ITEMS A–B)

A. OCTOBER 2, 2023 COMMUNITY BENEFIT PROGRAM COMMITTEE COMMUNITY WORKSHOP

MOTION: Committee Member Kalman moved to approve the October 2, 2023 FPUD CBP Committee Community Workshop Minutes, as presented; Committee Vice Chair Sterling seconded. A vote commenced and the motion passed. **VOTE:**

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

B. OCTOBER 4, 2023 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING

MOTION: Committee Vice Chair Sterling moved to approve the October 4, 2023 FPUD CBP Committee Meeting Minutes, as presented; Committee Member Kalman seconded. A vote commenced and the motion passed. **VOTE:**

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

III. ACTION/DISCUSSION.....(ITEMS C–E)

C. APPLICATION UPDATE (NUMBER OF APPLICATIONS RECEIVED TO DATE)

Executive Assistant/Board Secretary Eckert confirmed three applications have been submitted.

D. RECAP OF PROCEDURES FOR COMMITTEE MEMBERS PROCESSING APPLICATIONS

The procedures and timelines for processing and scoring the applications were reviewed.

The Proposal Development Workgroup will distribute the applications via a notebook compiled for each Committee Member. Each Committee Member will pick up his/her notebook at the Chamber of Commerce Office upon notice. The notebook, with scored applications, shall be returned to Proposal Development Workgroup Chair Hargrove on December 19, 2023.

At the December 11, 2023, meeting, scoring questions will be addressed. Individual applications will not be identified or referenced.

In the event a Committee Member has a conflict, or an appearance of a conflict, with any application and/or project, the Committee Member will write, “Self-Recused” and the date on the top of the first page of the corresponding scoring rubric.

Decisions awarding funding are planned for the regularly scheduled January 8, 2024 meeting. This meeting is anticipated to be lengthy and will continue to the afternoon if necessary.

E. PROPOSAL FOR FRAMEWORK FOR THE JANUARY 8TH MEETING AGENDA FORMAT

Committee Member Redmond made suggestions for the January 2024 regular meeting to better inform the public about the projects under consideration for funding.

Discussion ensued. The words, “PROJECT IDEAS,” stated at III. ACTION/DISCUSSION, B. REVIEW OF . . . , will be edited to “APPLICATIONS.”

IV. WORKING GROUP REPORTS.....(ITEMS F–G)

- F. ADMINISTRATIVE FUNCTION WORKGROUP – No report.
- G. PROPOSAL DEVELOPMENT WORKGROUP – See above, no additional report.

Notwithstanding further discussion ensued regarding:

- a. Applicants who do not qualify for funding on the face of the application. Any applicant in this category will have notice of the disqualification by and through the CBP Committee December 2023 published agenda and regularly scheduled meeting.
- b. The combination of each Committee Member's use of the scoring rubric will fairly weigh and balance the projects that will be recommended for funding.
- c. Committee Members should not maintain copies of the applications or scoring documents within their personal property.

V. PUBLIC OUTREACH

Announcements continue to be published via social media. A draft press release for further announcements will be provided to the CPB Committed at the December 2023 meeting.

VI. ADJOURNMENT OF MEETING – Next meeting December 11, 2023 at 10:00 a.m.

Items to be included in the December Agenda should be submitted to the Committee Chair on or before December 1, 2023.

There being no further business to discuss, on a motion made by Committee Member Hargrove, seconded by Committee Vice Chair Sterling and passed unanimously, the Community Benefit Committee Meeting of the Fallbrook Public Utility District adjourned at 10:40 a.m.

Chair, Community Benefit Committee

ATTEST:

Secretary, Community Benefit Committee

Attachment B

~~AOI~~ January 8, 2024 Agenda Format



FALLBROOK PUBLIC UTILITY DISTRICT
MEETING OF THE COMMUNITY BENEFIT PROGRAM COMMITTEE

ANTICIPATED DRAFT AGENDA

MONDAY, JANUARY 8, 2024
10:00 A.M.

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

I. PRELIMINARY FUNCTIONS

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

A. DECEMBER 11, 2023 COMMUNITY BENEFIT PROGRAM
COMMITTEE MEETING

III. ACTION/DISCUSSION------(ITEM B)

- B. REVIEW APPLICATIONS BY THE COMMITTEE
 - 1. TBA
 - 2. TBA
 - 3. TBA

IV. WORKING GROUP REPORTS------(ITEMS C-D)

- C. ADMINISTRATIVE FUNCTION WORKGROUP
- D. PROPOSAL DEVELOPMENT WORKGROUP

V. PUBLIC OUTREACH

VI. NEW BUSINESS

VII. ADJOURNMENT OF MEETING – Next meeting February 12, 2024 at 10:00 a.m.