



**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**

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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  
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

**FALLBROOK PUBLIC UTILITY DISTRICT  
COMMUNITY BENEFIT COMMITTEE MEETING  
MONDAY, DECEMBER 11, 2023, 10:00 A.M.**

**VOLUNTARY PUBLIC SIGN-IN SHEET**

Welcome to the meeting of the Fallbrook Public Utility District Community Benefit Committee. You are not required to sign-in to attend the meeting; however, you may do so if you wish. (Gov. Code § 54953.3)

If you would like to speak during the public comment period, or on an agenda item, please complete a "Request to Speak Form" and submit the form to the Secretary prior to the start of the meeting.

Thank you for participation.

**PRINT NAME**

**ADDRESS**

MANNY GRATZ	1056 SHULLER LN FBK
JENNA GRATZ	2757 N LOS ALISOS FBK
Lita Tabish	2461 E Mission Rd
Jean Dooley	1270 Olive Ave., Flbk.
Elizabeth Seader	3633 Venesta Dr, FB
Michael Griffiths	208 Yucca Rd, FB
MICK PALCZYK	1118 SEA LARK DR FLBK