



FALLBROOK PUBLIC UTILITY DISTRICT  
MEETING OF THE COMMUNITY BENEFIT PROGRAM COMMITTEE

AGENDA

MONDAY, JANUARY 8, 2024  
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**

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**MEETING ID: 896 1395 1789**

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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](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. DECEMBER 11, 2023 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING (ATTACHMENT A)

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

**B. REVIEW OF APPLICATIONS BY THE COMMITTEE**

- a. Fallbrook Beautification Alliance: South Mission Median Landscaping Maintenance
- b. Fallbrook Center for the Arts, Inc.: Birds of a Feather Arts Installation
- c. Fallbrook Gem and Mineral Society: Lot Improvement, Fencing, Handicap Parking, Gates, Paving Striping
- d. Fallbrook Land Conservancy: Save our Forest Treescape
- e. Fallbrook Land Conservancy: Palomares House & Park ADA and Security Improvements
- f. Fallbrook Land Conservancy: Los Jilqueros Preserve Safety & Habitat Improvements
- g. Fallbrook Sports Association: Ingold Sports Park Parking Lot Sealcoating and Restriping
- h. Fallbrook Trails Council: 60-foot Hiking Bridge over Rainbow Creek
- i. Fallbrook Village Association: Pico Promenade, Jackie Heynamen Park, Vince Ross Village Square, and Railroad Heritage Park Maintenance
- j. Fallbrook Village Association: Fallbrook Village Plaza Parking Lot Public Safety Renovation – Phase 1
- k. Fallbrook Village Association: Railroad Heritage Park Construction Project

I. Mission Resource Conservation District: Removal of Invasive Fountain Grass & Educational Pamphlets

- B.1 RANKING ANNOUNCEMENT
- B.2 PUBLIC COMMENTS (3 MINUTE LIMIT)
- B.3 COMMITTEE MEMBERS DISCUSSION
- B.4 COMMITTEE MEMBERS VOTING

IV. **AFTER ACTIONS / LESSONS LEARNED** .....(ITEM C)

- C. PROPOSED PLAN:
  - a. Solicit Written Input/Comment from Public to be submitted prior to February 9, 2024 Committee Meeting
  - b. Committee Members to commence discussion and development at March 4, 2024 Committee Meeting

V. **WORKING GROUP REPORTS**.....(ITEMS D–E)

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

VI. **PUBLIC OUTREACH**

VII. **NEW BUSINESS**

VIII. **ADJOURNMENT OF MEETING** – *Next meeting February 12, 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.

January 4, 2024 \_\_\_\_\_  
Dated / Fallbrook, CA

/s/ Lauren Eckert \_\_\_\_\_  
Executive Assistant/Board Secretary

Attachment A  
December 11, 2023 Community Benefit Program  
Committee Meeting Minutes



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

**MINUTES**

**MONDAY, DECEMBER 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:** Lauren Eckert, Executive Assistant/Board Secretary

**Also present:** Eleven people, 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 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: None

**PUBLIC COMMENT**

Committee Chair Mendelson called for public comment at this time. A request was denied at the onset of the meeting since the requesting member of the public sought to address a specific agenda item. No non-agenda item public comments were received. Chair Mendelson continued to call for public comment throughout the action/discussion items.

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

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

**MOTION:** Committee Member Hargrove moved to approve the November 13, 2023 FPUD CBP Committee Meeting Minutes, as presented; Committee Vice Chair Sterling seconded. A vote commenced and the motion passed. **VOTE:**

AYES: Six  
NOES: None  
ABSTAIN: One  
ABSENT: None

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

**B. NOTEBOOK ORGANIZATION EXPLANATION**

Proposal Development Workgroup Chair Hargrove provided an explanation of the additional scoring rubrics for applicants submitting funding requests for more than one project.

Committee Members will title the scoring rubrics with the name of the project.

**C. IMPROPER APPLICATION REJECTION(S)**

Proposal Development Workgroup Chair Hargrove identified rejected projects not included in the scoring process. These included requests for band equipment, a project submitted by a homeowner's association and large

equipment to be used by a sports facility. The homeowner's association project was passed on to the Fallbrook Public Utility District's Engineering Department.

At this time, Chair Mendelson extended the scoring process from December 19, 2023 to December 30, 2023. There were no objections.

Discussion ensued as to whether any projects are seeking duplicative funding because multiple agencies participate in a single project. Proposal Development Workgroup Chair Hargrove explained that this was not an issue in the applications received and included in the scoring process. However, Vice Chair Sterling pointed out there are similar projects defined as "landscaping" and "pruning." A member of the audience addressed the CBP Committee to explain that multiple agencies may, in fact, be involved in one property that requires care. These services are different from each other and managed by different agencies. An agency may be providing a specific service for the property's benefit on a daily, quarterly, or monthly basis.

Discussion ensued as to whether the scoring process should consider the project or the applicant. The consensus was that the scoring is to be limited to the four corners of the application and that the project, as explained in the application, is the focus of the scoring process.

Proposal Development Workgroup Chair Hargrove further explained that the requested dollar amount will be awarded by the Committee at the January public meeting. Therefore, the scoring process should proceed according to the scoring rubric and not focus on the amount of funding requested.

Robust discussion continued debating the amount of information provided via the application process and whether the process should extend beyond the current January 2024 date. Proposed suggestions discussed pursuing additional information about the applicants and the respective applicants' projects. Eventually, Chair Mendelson called for a motion of which none was received. However, the consensus was that the CBP Committee should consider the following suggested ideas before the next application sequence launches. The suggested ideas included the following:

- 1) Independent research of an applicant's organization.
- 2) Entertaining a regularly scheduled public meeting to receive further information from an applicant.
- 3) Requiring clear, concise, and detailed financial information within the application.
- 4) Provide a process for an applicant to provide project photographs and/or plans.
- 5) Include a committee member site visit to the project during the scoring process.

- 6) Consider real property titles within application and scoring process.

Proposal Development Workgroup Chair Hargrove explained recusals will not have an impact on a projects' score totals because appropriate statistics will be employed.

D. NON-PROFITS PRIVATELY OWNING PROPERTY REQUESTING FUNDING v. PUBLIC ACCESS ISSUE

Proposal Development Workgroup Chair Hargrove explained funding is available for projects located on privately owned property. Any necessary contractual terms to secure public use will be determined and negotiated by the Fallbrook Public Utility District Board and applicant. A member of the audience explained and discussed possible real property holdings.

E. SUSTAINABILITY QUESTION

Discussion ensued about the scoring item, "board engagement." Based on prior discussions, it was repeated that the information must be determined by the four corners of the actual application.

Limited discussion continued about a project's long-term goal for sustainability and that a project may need funding on an annual basis.

If requested, the CBP Committee will provide feedback to an applicant about the scoring process.

F. GENERIC QUESTIONS ABOUT APPLICATIONS FROM COMMITTEE MEMBERS

Proposal Development Workgroup Chair Hargrove suggested each CPB Committee Member make the following considerations during the scoring process:

- 1) Consider project timelines.
- 2) Consider regulatory schemes that may apply and cause the project to cost more than estimated within the application.
- 3) Consider whether San Diego County review of the project will be necessary.

The Fallbrook Public Utility Board will address any required contingencies so that contingencies will not be an issue for the CBP Committee to resolve.

G. JANUARY 16, 2024 CHAMBER NON-PROFIT CONNECTION MEETING (MEET THE FUNDERS)



Chair Mendelson will attend the next Meet the Funders meeting on January 16, 2024.

H. January 8, 2024 DRAFT AGENDA FORMAT (ATTACHMENT B)

There was consensus about utilizing the proposed drafted agenda for the January 8, 2024 meeting.

I. SELECTION OF OFFICERS FOR CALENDAR YEAR 2024

Chair Mendelson pointed out that the current officers have served their respective one-year term. Limited discussion led to the following motion:

MOTION: Committee Member Maldonado/Stamos moved to elect the current officers, Chair Mendelson, Vice Chair Sterling, and Secretary Marchand, to their respective stations as 2024 officers; Committee Member Kalman seconded. A vote commenced and the motion passed. VOTE:

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

IV. **ACTION/DISCUSSION** ..... (ITEMS J–K)

J. ADMINISTRATIVE FUNCTION WORKGROUP – No report.

K. PROPOSAL DEVELOPMENT WORKGROUP – See above, no additional report.

V. **PUBLIC OUTREACH**

Social media and public announcements will seek public and applicant feedback about twelve projects under consideration for funding.

VI. **NEW BUSINESS** - None

VII. **ADJOURNMENT OF MEETING** – Next meeting January 8, 2024 at 10:00 a.m.

Committee Members shall submit January Agenda items to Committee Chair Mendelson on or before December 29, 2023.

There being no further business to discuss, on a motion made by Committee Vice Chair Sterling, seconded by Committee Member Redmond and passed unanimously, the

Community Benefit Committee Meeting of the Fallbrook Public Utility District adjourned at 11:37 a.m.

\_\_\_\_\_  
Chair, Community Benefit Committee

ATTEST:

\_\_\_\_\_  
Secretary, Community Benefit Committee