



FALLBROOK PUBLIC UTILITY DISTRICT  
MEETING OF THE COMMUNITY BENEFIT PROGRAM COMMITTEE

AGENDA

TUESDAY, NOVEMBER 12, 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

<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](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. OCTOBER 22, 2024 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING MINUTES (ATTACHMENT A)

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

- B. OCTOBER 28, 2024 FPUD BOARD MEETING RECAP AND THEIR DECISION/COMMENTS ON COMMITTEE'S OCTOBER 22, 2024 RECOMMENDATIONS (ATTACHMENT B)
- C. DISCUSSION REGARDING "RIBBON CUTTING PROJECTS" – COMMITTEE MEMBER REDMOND RECOMMENDATION (ATTACHMENT C)
- D. DISCUSSION ON STREAMLINING PROPOSAL EVALUATIONS – COMMITTEE MEMBER MALDONADO/STAMOS RECOMMENDATION (ATTACHMENT D)
- E. DETERMINING PROCESS FOR COMPILING LESSONS LEARNED FROM THIS YEAR'S APPLICATION CYCLE (ACTION ITEM)

**IV. WORK GROUP REPORTS------(ITEMS F-I)**

- F. ADMINISTRATIVE PROCEDURES
- G. PROPOSAL DEVELOPMENT
- H. CONTRACT OVERSIGHT
- I. PUBLIC OUTREACH

V. **NEW BUSINESS**

VI. **ADJOURNMENT OF MEETING** – *Next meeting December 9, 2024*

\* \* \* \* \*

**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.

November 6, 2024  
Dated / Fallbrook, CA

/s/ Lauren Eckert  
Executive Assistant/Board Secretary

Attachment A  
October 22, 2024 Community Benefit Program  
Committee Meeting Minutes



FALLBROOK PUBLIC UTILITY DISTRICT  
MEETING OF THE COMMUNITY BENEFIT PROGRAM COMMITTEE

MINUTES

TUESDAY, OCTOBER 22, 2024  
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: Nineteen people in attendance.

PLEDGE OF ALLEGIANCE - Committee Vice Chair Sterling led the Pledge of Allegiance.

ADDITIONS TO AGENDA PER GC § 54954.2(b) – There were no additions or deletions.

APPROVAL OF AGENDA

MOTION: Committee Vice Chair Sterling moved to approve the agenda, as presented; Committee Member Kalman seconded. A vote commenced and the motion passed. VOTE:

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

**PUBLIC COMMENT**

Committee Chair Mendelson requested all attendees complete a speaker card and called for public comment on non-agenda items. No comments were received at this time.

**II. APPROVAL OF MINUTES.....(ITEMS A – B)**

**A. SEPTEMBER 9, 2024 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING MINUTES**

**MOTION:** Committee Vice Chair Sterling moved to approve the September 9, 2024 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:** None

**B. SEPTEMBER 19, 2024 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING MINUTES**

**MOTION:** Committee Member Redmond pointed out that the exhibits attached to the Minutes were provided by Committee Member Hargrove and not by Committee Member Redmond as stated at page 12 of the Agenda Package. Committee Member Kalman moved to approve the September 19, 2024 FPUD CBP Committee Meeting Minutes, as corrected; Committee Member Redmond seconded. A vote commenced and the motion passed. **VOTE:**

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

**III. ACTION/DISCUSSION.....(ITEMS C-E)**

**C. DISCUSSION OF APPLICATION SCORING BY COMMITTEE MEMBERS**

Proposal Development Workgroup Chair Hargrove provided a thorough summary of the application scoring results. Committee Secretary Marchand read a section of prior Minutes aloud which included the manner in which applications would be entitled to full discussion and the method for allotting funds in the event the funding budget did not suffice the funding requests. Committee Chair Mendelson pointed out the funding budget was sufficient to fund every application to be discussed. Proposal Development Workgroup Chair Hargrove reported that

the Fallbrook Rider's Field did not obtain a majority vote for funding. As a result, this application was not further discussed by the Committee.

D. DETERMINATION OF FUNDING LEVELS FOR APPROVED APPLICATIONS

Proposal Development Workgroup Chair Hargrove provided a summary of the voting results which included some notes and details from various Committee members. She further explained that there was a unanimous vote to fully fund six applicants. The remaining applicants received a majority vote to fund with some suggested changes to the requested funding amount. The following motions and discussions were made.

1. MOTION: Committee Vice Chair Sterling moved to fully fund the Fallbrook Land Conservancy and its project identified as SOF Treescape & Flower Pot in the amount of 11,150; Committee Member Maldonado/Stamos seconded. A vote commenced and the motion passed. VOTE:

AYES: Six  
NOES: None  
ABSTAIN: One/Committee Member Kalman Recused Self  
ABSENT: None

2. MOTION: Committee Vice Chair Sterling moved to fully fund the Fallbrook Land Conservancy and its project identified as Los Jilgueros in the amount of 56,700; Committee Member Redmond seconded. A vote commenced and the motion passed. VOTE:

AYES: Six  
NOES: None  
ABSTAIN: One/Committee Member Kalman Recused Self  
ABSENT: None

3. MOTION: Committee Vice Chair Sterling moved to fully fund the Fallbrook Community Youth Baseball and its project identified as Bathroom Renovation in the amount of 12,000; Committee Member Maldonado/Stamos seconded. A vote commenced and the motion passed. VOTE:

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

4. MOTION: Committee Vice Chair Sterling moved to fully fund the Wildlands Conservancy and its project identified as the Santa Margarita River Trail Parking Log Biofiltration in the amount of 173,000; Committee Member Kalman seconded. A vote commenced and the motion passed. VOTE:

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

5. MOTION: Committee Vice Chair Sterling moved to fully fund the Fallbrook Community Youth Baseball, Inc. and its project identified as Asphalt in the amount of 281,781; Committee Member Redmond seconded. A vote commenced and the motion passed. VOTE:

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

6. MOTION: Committee Member Hargrove moved to fully fund the Fallbrook Trails Council and its project identified as Weed Abatement in the amount of 9,500; Committee Member Maldonado/Stamos seconded. A vote commenced and the motion passed. VOTE:

AYES: Six  
NOES: None  
ABSTAIN: One/Committee Vice Chair Sterling Recused Self  
ABSENT: None

Committee Chair Mendelson announced that the remaining projects would proceed following public comment.

7. MOTION: Committee Member Hargrove moved to fund the Fallbrook Regional Health District and its project identified as Sidewalk and 2 ADA Ramps in the amount of 28,950 which is less the legal fees that were included in the requested amount; Committee Vice Chair Sterling seconded. There was no public comment and the vote commenced. The motion passed. VOTE:

AYES: Unanimous



NOES: None  
ABSTAIN: None  
ABSENT: None

8. MOTION: Committee Vice Chair Sterling moved to fund the Fallbrook Village Association and its project identified as Parks Preservation and Conservation Continuation in the amount of 16,150 which is less the taxes, insurance and/or utilities that were included in the requested amount; Committee Member Redmond seconded. There was no public comment and the vote commenced. The motion passed. VOTE:

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

9. Zack Kantor-Anaya made public comment addressing notes summarized by Proposal Development Workgroup Chair Hargrove. He explained that two locations require sign upgrades and a third location is new and will need signage. The signs to be installed will be more durable than the older signs. The organization continues to look into alternative funding sources. At least 60,000 visitors are on site per year.

MOTION: Committee Member Redmond moved to fully fund the Wildlands Conservancy and its project identified as Santa Margarita River Trail Head Improvement in the amount of 23,000; Committee Member Kalman seconded. The vote commenced and the motion passed. VOTE:

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

10. Ani Vartanians made a public comment to explain additional budget items included mulching and tree trimming that had not been included in the past budget.

MOTION: Committee Member Hargrove moved to fully fund the Mission Resource Conservation District and its project identified as Mission Medians in the amount of 25,000; Committee Member Redmond seconded. The vote commenced and the motion passed. VOTE:

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

11. MOTION: Committee Vice Chair Sterling moved to fund the Fallbrook Village Association and its project identified as Parks Preservation-impact of Homeless and Conservation in the amount of 18,400 which is less the taxes, insurance and utilities that were included in the requested amount; Committee Member Redmond seconded. There was no public comment and the vote commenced. The motion passed. VOTE:

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

12. Josh Guerrettaz made public comment to explain that the amount requested was not the full amount of money needed to complete routine maintenance.

MOTION: Committee Member Hargrove moved to fund the Fallbrook Sports Association and its project identified as Routine Maintenance Funding the full amount of 73,800; Committee Chair Mendelson seconded. The vote commenced and the motion passed. VOTE:

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

13. Jenna Gratz made public comment explaining that the Railroad Heritage Park was at the final phase of a five-year project that had engaged dozens of other donors. The Community Benefit Program, if it continues to fund the project, will have funded approximately thirty percent of the project.

MOTION: Committee Secretary Marchand moved to fully fund the Fallbrook Village Association and its project identified as Railroad Heritage Park in the amount of 24,975; Committee Member Kalman seconded. The vote commenced and the motion passed. VOTE:

AYES: Unanimous

NOES: None  
ABSTAIN: None  
ABSENT: None

14. Leta Tabish made public comment that the prevailing wage requirement and the extent of work to be completed was causing the request to be more than a prior budget. Further discussion took place during which Committee Members discussed that there exists a responsibility to the Fallbrook Public Utility District's rate payers; that some of the applications fail to sufficiently describe required financial information; that the current process has provided further opportunity for missing information to be addressed and considered; and that applicants must pay attention to the application requirements. There may be cycles of funding where requests are greater than resources. In that case, insufficient applications could be disqualified from funding. Specifically, a project budget is required. Committee Member Redmond made further comment that the Fallbrook Trails Council is a proven organization with an exceptionally responsible board and provides Fallbrook a valuable natural asset.

MOTION: Committee Member Redmond moved to fully fund the Fallbrook Trails Council and its project identified as Trail Excavation and Repairs in the amount of 30,000; Committee Chair Mendelson seconded. The vote commenced and the motion passed. VOTE:

AYES: Six  
NOES: None  
ABSTAIN: One/Committee Vice Chair Sterling Recused Self  
ABSENT: None

15. Leta Tabish made public comment that the items to be funded have not been included in prior budgets. The security will be in place from Memorial Day to Labor Day.

MOTION: Committee Member Hargrove moved to fully fund the Fallbrook Trails Council and its project identified as Maintenance and Security in the amount of 25,000; Committee Chair Mendelson seconded. The vote commenced and the motion passed. VOTE:

AYES: Six  
NOES: None  
ABSTAIN: One/Committee Vice Chair Sterling Recused Self  
ABSENT: None

16. MOTION: Committee Member Hargrove moved to fully fund the Fallbrook Center for the Arts and its project identified as Mural Restoration in the amount of 11,760; Committee Chair Mendelson seconded. There was no public comment and the vote commenced. The motion passed. VOTE:

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

E. NOVEMBER MEETING SCHEDULE GIVEN MONDAY NOVEMBER 11, 2024 VETERAN'S DAY HOLIDAY

Since the next regularly scheduled meeting falls on a holiday, Committee Chair Mendelson suggested the November meeting be moved to a different day.

MOTION: Committee Vice Chair Sterling moved to reschedule the November meeting to November 12, 2024; Committee Member Kalman seconded. A vote commenced and the motion passed. VOTE:

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

**IV. WORK GROUP REPORTS..... (ITEMS F-I)**

F. ADMINISTRATIVE PROCEDURES – No Report

G. PROPOSAL DEVELOPMENT – No Report

H. CONTRACT OVERSIGHT

Contract Oversight Workgroup Chair Marchand announced she will be preparing the new contracts for distribution once the funding amounts are approved by the Fallbrook Board of Directors.

I. PUBLIC OUTREACH

Committee Member Kalman announced that the Fallbrook Public Utility District's website is being updated with the current meeting schedule.

**V. NEW BUSINESS**

Committee Secretary Marchand will prepare a letter of recommended funding based on today's meeting decisions for Committee Chair Mendelson to submit to the Fallbrook Public Utility District's Board of Directors. It is intended that the letter be submitted today for inclusion in the Board of Directors November Agenda Package.

Committee Secretary Marchand will send email notices to all the applicants addressing the decisions made at today's meeting.

**VI. ADJOURNMENT OF MEETING**

*Next regularly scheduled meeting November 12, 2024 at 10:00 a.m.*

Committee Members shall submit November Agenda items to Committee Chair Mendelson on or before November 8, 2024.

There being no further business to discuss, on a motion made by Committee Member Kalman; seconded by Committee Member Hargrove, and passed unanimously, the Community Benefit Committee Meeting was adjourned at 11:15 a.m.

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

ATTEST:

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

## Attachment B

October 28, 2024 FPUD Board Approval

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Organization	Project	Funding
Fallbrook Center for the Arts	Mural Restoration	11,760
Fallbrook Community Youth Baseball	Asphalt	281,781
Fallbrook Community Youth Baseball	Bathroom Renovations	12,000
Fallbrook Land Conservancy	Save our Forest Treescape & Flower Pot	11,150
Fallbrook Land Conservancy	Los Jilgeros	56,700
Fallbrook Regional Health District	Sidewalks and 2 ADA ramps	28,950
Fallbrook Sports Association	Routine Maintenance	73,800
Fallbrook Trails Council	Weed Abatement	9,500
Fallbrook Trails Council	Trail Excavation & Repairs	30,000
Fallbrook Trails Council	Maintenance & Security	25,000
Fallbrook Village Association	Parks Preservation & Conservation Continuation	16,150
Fallbrook Village Association	Parks Preservation-impact of Unhoused & Conservation	18,400
Fallbrook Village Association:	Railroad Heritage Park	24,975
Mission Resource Conservation District	Mission Medians	25,000
Wildlands Conservancy	Santa Margarita River Trail Parking Lot Biofiltration	<del>173,000</del> 150,000
Wildlands Conservancy	Santa Margarita River Trail Head Improvement	23,000
<b>TOTAL</b>		<del>821,166</del> 798,166

## Attachment C

### COMMITTEE MEMBER RECOMMENDATION

[B]ased on [REDACTED] comments that [REDACTED] would like to see some "Ribbon Cutting" projects, I would recommend that the Fallbrook Youth Baseball project be a Ribbon cutting event, it will make the fields go from an ugly duckling to a swan and I think that should be all over the media. Also, the Biofiltration system for the trails counsel should be considered as such, since it affects rate payers.

## **Attachment D**

### **COMMITTEE MEMBER RECOMMENDATION**

[A] discussion on how we can streamline the documentation we are to look through when evaluating proposals and requests. i.e. they must have all documentation we ask for; include organization annual budgets that may or may not show the project in their plans; etc. I understand that we are following a process utilized by county or health care district but do they have volunteers screening the requests or are they all staff? I know we want as much funding to go the community projects as possible but would like to see a process where FPUD staff does a[n] initial minimum pre-screening - do they have 501 in good standing, do they have proper tax filings - then we are just responsible for focusing and evaluating the project on its merits and public good. That binder is going to get bigger not smaller as time goes by.