



FALLBROOK PUBLIC UTILITY DISTRICT  
BOARD OF DIRECTORS  
REGULAR BOARD MEETING / DISTRICT BUDGET MEETING

MINUTES

WEDNESDAY, MAY 29, 2024  
4:00 P.M.

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

---

I. PRELIMINARY FUNCTIONS

CALL TO ORDER / ROLL CALL / ESTABLISH A QUORUM

President DeMeo called the May Regular Meeting of the Board of Directors of the Fallbrook Public Utility District to order at 4:00 p.m.

A quorum was established, and attendance was as follows:

Board of Directors

Present: Jennifer DeMeo, Member/President  
Don McDougal, Member/Vice President  
Dave Baxter, Member  
Ken Endter, Member (*arrived at 4:16 p.m.*)  
Charley Wolk, Member

Absent: None

General Counsel/District Staff

Present: Jack Bebee, General Manager  
Dave Shank, Assistant General Manager/CFO  
Nick Norvell, Acting General Counsel  
Jodi Brown, Management Analyst  
Isabel Casteran, Safety and Risk Officer  
Aaron Cook, Engineering Manager  
Noelle Denke, Public Information Officer  
Carl Quiram, Operations Manager  
Lauren Eckert, Executive Assistant/Board Secretary

Also present were others, including, but not limited to: Jacqueline Howells, Mark Mervich, Veronica Ronie, Robert Rice, Kevin Stamper, Sarah Stamper, and Stephen Fingsten

PLEDGE OF ALLEGIANCE

President DeMeo led the Pledge of Allegiance.

ADDITIONS TO AGENDA PER GC § 54954.2(b)

APPROVAL OF AGENDA

President DeMeo announced she would like to move agenda item “H” to after the Consent Calendar.

MOTION: Director McDougal moved to approve the agenda, with Item H being moved to after the Consent Calendar; Director Wolk seconded. Motion carried; VOTE:

AYES: Directors Baxter, DeMeo, McDougal, and Wolk  
NOES: None  
ABSTAIN: None  
ABSENT: Director Endter

PUBLIC COMMENT

*Members of the public are invited to address the Board of Directors on any item that is within the subject matter jurisdiction of the legislative body. The Board President may limit comments to three (3) minutes.*

- A. EMPLOYEE OF THE QUARTER FOR MAY 2024
  - 1. Lauren Eckert

The Board recognized Lauren Eckert as the Employee of the Quarter for May 2024.

II. **CONSENT CALENDAR**-----**(ITEMS B–C)**

*All items appearing on the Consent Calendar may be disposed of by a single motion. Items shall be removed from the Consent Calendar if any member of the Board of Directors or the public requests removal prior to a vote on a motion to approve the items. Such items shall be considered separately for action by the Board.*

- B. CONSIDER APPROVAL OF MINUTES
  - 1. April 22, 2024 Regular Board Meeting
  - 2. April 30, 2024 Special Board Meeting

Recommendation: *The Board approve the minutes of the aforementioned meetings of the Board of Directors of the Fallbrook Public Utility District.*

- C. CONSIDER ADOPTION OF 2024-25 APPROPRIATION GROWTH RATE;  
RESOLUTION NO. 5076

*Recommendation:* That the Board adopt attached Resolution No. 5076 setting the tax appropriation limit for 2024-25 at \$4,069,475, which includes the Fallbrook and DeLuz service areas and Improvement District "S".

- D. CONSIDER NOTICE OF COMPLETION FOR THE EMERGENCY  
PIPELINE REPAIR PROJECT

*Recommendation:* That the Board authorize staff to file the attached Notice of Completion with the San Diego County Recorder.

- E. CONSIDER FALLBROOK COMMUNITY GARDEN LEASE RENEWAL  
(MISSION RESOURCE CONSERVATION DISTRICT)

*Recommendation:* That the Board approve a new five year lease with Mission Resource Conservation District to manage the Fallbrook Community Garden.

- F. CONSIDER APPROVAL OF REVISIONS TO ADMINISTRATIVE CODE  
ARTICLES 5, 9, AND 15

*Recommendation:* That the Board adopt Resolution No. 5077 amending Articles 5, 9 and 15 of the Administrative Code with the attached proposed revisions.

MOTION: Director Wolk moved to approve the Consent Calendar, as presented; Director McDougal seconded. Motion carried; VOTE:

AYES: Directors Baxter, DeMeo, McDougal, and Wolk

NOES: None

ABSTAIN: None

ABSENT: Director Endter

**III. PROPOSED FISCAL YEAR 2024–25 BUDGET----- (ITEM G)**

- G. CONSIDER ADOPTING THE DISTRICT'S FISCAL YEAR 2024-25  
RECOMMENDED ANNUAL BUDGET

*Recommendation:* That the Board adopt Resolution No. 5078 adopting the final budget for Fiscal Year 2024–25.

AGM/CFO Shank presented a slideshow providing an overview of the proposed fiscal year 2024-25 recommended annual budget, including the goals and objectives, budget drivers, operating budget detail, capital budget summary, and various rates and charge scenarios for water, wastewater, and recycled enterprises.

Director Baxter pointed out that detachment was already paying for itself with a decrease in water costs and an overall operating budget decrease of 10.6%. He also commended staff on the outstanding budget document.

Vice President McDougal thought it would be a good idea to keep track of the savings related to detachment to know when the District would break even from the cost of detachment. Director Endter thought it would be beneficial to make that public.

MOTION: Director DeMeo moved to adopt Resolution No. 5078 adopting the final budget for Fiscal Year 2024-25; Director Baxter seconded. Motion carried; VOTE:

AYES: Directors Baxter, DeMeo, Endter, McDougal, and Wolk  
NOES: None  
ABSTAIN: None  
ABSENT: None

**IV. ACTION / DISCUSSION CALENDAR ----- (ITEMS H – L)**

**H. CONSIDER PAVING ON PRIVATE STREET PAVEMENT RESTORATION ON EAST ELDER**

*Recommendation: Staff supports Board direction.*

Stephen Pfingsten asked if there was a map that had been prepared that showed the areas to be repaired. General Manager Bebee responded that Engineering Manager Cook had presented a slideshow showing these areas, and what is generally repaired are the trench lines. He reported there were various options before the Board. Mr. Pfingsten then expressed his concern over the damage that the road suffered.

Robert Rice stepped to the podium to summarize a handout he had earlier distributed to the Board. He inquired about various paving options to come up with a mutually agreeable resolution.

General Manager Bebee noted one of the challenges with this project is there is no HOA for the District to work with for payment, and no one individual wants to spearhead this to collect additional funds from other homeowners. He explained an additional challenge is this is a private road on County fee land.

Engineering Manager Cook reiterated he did present before and after photos of the area at the April regular Board meeting. He reported the County will only take over the road if the current residents bring the road up to County standards first or if they form a PRDO, which can be an expensive option.

General Manager Bebee announced this paving work has been removed from Palm's contract

Lengthy discussion ensued about the various options available, which included the Board authorizing \$57,000 towards paving services, with Engineering Manager Cook working to coordinate these services with a contractor and the homeowners.

MOTION: Director Wolk moved to authorize \$57,000 for paving services for the private road on East Elder; Director McDougal seconded. Motion carried; VOTE:

AYES: Directors Baxter, DeMeo, Endter, McDougal, and Wolk

NOES: None

ABSTAIN: None

ABSENT: None

I. CONSIDER APPROVAL FOR ONE-TIME PAVING SERVICES AT 25 SITES

*Recommendation:* That the Board approve a contract with Peter's Paving in the amount of \$74,675.00.

There were no public comments on agenda item I.

General Manager Bebee provided an overview of this project noting this was for various sites around the District that needed to be repaired. This project differs from Item J, as this is for one-time paving services, and Item J is for as-needed paving services going forward.

MOTION: Director McDougal moved to approve a contract with Peter's Paving in the amount of \$74,675 for one-time paving services at 25 sites; Director Endter seconded. Motion carried; VOTE:

AYES: Directors Baxter, DeMeo, Endter, McDougal, and Wolk

NOES: None

ABSTAIN: None

ABSENT: None

J. CONSIDER APPROVAL FOR ANNUAL ONGOING PAVEMENT AND ASPHALT REPAIR CONTRACT

*Recommendation:* That the Board approve a contract with Asphalt and Concrete Enterprises for the not to exceed amount of \$300,000.00 for annual as-needed asphalt repair services.

There were no public comments on agenda item J.

General Manager Bebee explained this is for paving going forward on an as-needed basis for Fiscal Year 2024-25.

Director Wolk clarified this contract was for \$300,000 annually, for a not-to-exceed total of \$600,000.

MOTION: Director McDougal moved to approve a contract with Asphalt and Concrete Enterprises for the not-to-exceed amount of \$300,000 per year for annual as-needed asphalt repair services; Director Endter seconded. Motion carried; VOTE:

AYES: Directors Baxter, DeMeo, Endter, McDougal, and Wolk  
NOES: None  
ABSTAIN: None  
ABSENT: None

K. CONSIDER REPLACEMENT FILTER MEDIA FOR GRANULAR ACTIVATED CARBON FILTERS AT SMGTP

*Recommendation: That the Board award a supplier contract with Calgon Carbon Company for the replacement of Filtrasorb 400 carbon media for \$680,777 over the next 3 years.*

There were no public comments on agenda item K.

General Manager Bebee explained this item went through the E&O Committee. He explained this is one of the treatment processes for the RO bypass, and we are now at a place where we will need to replace some of that carbon. This contract is so we can get another set of carbon and the ability to regenerate our existing carbon. He reported this is related to PFAS regulations, so it was good idea to have a contract in place, as the need for this will increase.

Director Endter clarified this would not mix any of our carbon with other agencies' carbon.

Director Wolk asked why we are flip flopping between the lead and the lag. General Manager Bebee explained once you start to see the contaminates in the discharge of the lead vessel, you are required to regenerate it.

MOTION: Director Endter moved to award a supplier contract with Calgon Carbon Company for the replacement of Filtrasorb 400 carbon media

for \$680,777 over the next three years; Director DeMeo seconded.  
Motion carried; VOTE:

AYES: Directors Baxter, DeMeo, Endter, McDougal, and Wolk  
NOES: None  
ABSTAIN: None  
ABSENT: None

L. CONSIDER PUMP PURCHASE FOR RED MOUNTAIN RESERVOIR

*Recommendation: That the Board award the purchase of the RMR pump skid to Sloan Environmental for \$69,329, to be able to reduce imported water purchases.*

There were no public comments on agenda item L.

General Manager Bebee noted this item went through the E&O Committee and provided an overview of this project, explaining this purchase would allow the District to be able to deliver Santa Margarita water to the entire District instead of having to purchase imported water while we are finalizing the pump station.

MOTION: Director McDougal moved to award the purchase of the Red Mountain Reservoir pump skid to Sloan Environmental for \$69,329, to be able to reduce imported water purchases; Director Endter seconded. Motion carried; VOTE:

AYES: Directors Baxter, DeMeo, Endter, McDougal, and Wolk  
NOES: None  
ABSTAIN: None  
ABSENT: None

V. ORAL/WRITTEN REPORTS----- (ITEMS 1—7)

1. General Counsel
2. General Manager
  - a. EMWD/MWD Update
  - b. Engineering and Operations Report
  - c. Federal Funding Efforts Report
    - General Manager Bebee commended President DeMeo on her representation of the District at the ACWA Region 10 meeting.
    - General Manager Bebee reported Camp Pendleton has requested assistance on their treatment plant.
    - General Manager Bebee reported on the Mission Road medians and the agreement with the County and the Fallbrook Beautification Alliance.
    - General Manager Bebee announced we are still working on Fallbrook 3 with MWD and SDCWA.

- Director Wolk asked about the curves in the reclamation plant energy usage. Operations Manager Quiram responded this was related to a problem with the solar system.
- 3. Assistant General Manager/Chief Financial Officer
  - a. Financial Summary Report
  - b. Treasurer's Report
  - c. Budget Status Report
  - d. Warrant List
- 4. Public Information Officer
- 5. Notice of Approval of Per Diem for Meetings Attended
- 6. Director Comments/Reports on Meetings Attended
- 7. Miscellaneous

ADJOURN TO CLOSED SESSION

Acting General Counsel Norvell announced the Board would be going into Closed Session to discuss items VI.1 through 3.

The Board of Directors adjourned to Closed Session at 5:35 p.m.

**VI. CLOSED SESSION -----(ITEMS 1-3)**

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PER GOVERNMENT CODE SECTION 54957:

*Discuss Performance Evaluation of General Manager*

2. CONFERENCE WITH LABOR NEGOTIATORS PER GC § 54957.6

*Agency Designated Representative: Board President DeMeo*

*Unrepresented Employee: General Manager*

3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PER GOVERNMENT CODE SECTION 54957:

*Discuss Performance Evaluation of General Counsel*

RECONVENE TO OPEN SESSION

The Board came out of Closed Session and reconvened to Open Session at 6:00 p.m.

REPORT FROM CLOSED SESSION (*as necessary*)



There was no reportable action taken during Closed Session.

**VII. ADJOURNMENT OF MEETING**

There being no further business to discuss, the May Regular Meeting of the Board of Directors of the Fallbrook Public Utility District was adjourned at 6:00 p.m.

  
\_\_\_\_\_  
President, Board of Directors

ATTEST:

  
\_\_\_\_\_  
Secretary, Board of Directors