



**FALLBROOK PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING**

AGENDA

**MONDAY, APRIL 22, 2024
4:00 P.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/82003172211?pwd=UU10YWltMkVwWGVaUUFNkQnA2bHA4Zz09>

MEETING ID: 820 0317 2211

AUDIO PASSCODE: 363170

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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
- 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 Board during the appropriate portion of the meeting. Please keep any written comments to 3 minutes.

REMOTELY MAKE COMMENTS DURING THE MEETING: The Board President will inquire prior to Board 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 Board President will inquire prior to Board 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.

If you have a disability and need an accommodation to participate in the meeting, please call the Secretary at (760) 999-2704 for assistance so the necessary arrangements can be made.

I. PRELIMINARY FUNCTIONS

CALL TO ORDER / ROLL CALL / ESTABLISH A QUORUM

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 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. YEARS OF SERVICE

1. Rene Ramos – 5 years
2. Peter Velasco – 5 years

B. NEW CERTIFICATIONS

1. Josh Hargrove – Wastewater Operator, Grade I
2. Edward Benitez – Distribution Operator, Grade I
3. Martin Serrano – Distribution Operator, Grade I

II. CONSENT CALENDAR-----(ITEM 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.

C. CONSIDER APPROVAL OF MINUTES

1. March 25, 2024 Regular Board Meeting

Recommendation: That the Board approve the minutes of the aforementioned meeting of the Board of Directors of the Fallbrook Public Utility District.

III. INFORMATION-----(ITEMS D–E)****

D. REVIEW PRELIMINARY DRAFT FISCAL YEAR 2024-25 OPERATING AND CAPITAL BUDGET EXPENDITURES

Presented by: Dave Shank, Assistant General Manager/CFO

E. EMPLOYEE SATISFACTION SURVEY RESULTS

Presented by: John Marchetta, Human Resources Manager

IV. **ACTION / DISCUSSION CALENDAR** ----- (ITEMS F–K)

F. CONSIDER PRIVATE STREET PAVEMENT RESTORATION ON EAST ELDER

Recommendation: Staff supports Board direction.

G. CONSIDER RECOGNIZING JACK SIMES FOR HIS YEAR OF SERVICE ON BEHALF OF THE UNITED STATES BUREAU OF RECLAMATION

Recommendation: The Board adopt Resolution No. 5074 recognizing, honoring, and commending Jack Simes for his year of service with the United States Bureau of Reclamation

H. CONSIDER UPDATES TO PROCESS FOR APPEALING DELINQUENT BILLS TRANSFERRED TO A NEW OWNER (ADOPT RESOLUTION NO. 5075 AMENDING ADMINISTRATIVE CODE SECTION 12.8)

Recommendation: That the Board adopt Resolution 5075 updating the Administrative Code Section 12.8 to clarify requirements for an appeal on transferred delinquent bills.

I. CONSIDER INITIATION OF COMPREHENSIVE STRATEGIC PLANNING PROCESS

Recommendation: That the Board approve the award of \$78,705 to Dopudja and Wells Consulting for the facilitation and development of a comprehensive strategic plan that will ensure the District is positioned to address the current and future goals facing the District in the most cost effective manner.

J. CONSIDER PERSONNEL CHANGES

Recommendation: That the Board approve the re-classification of the Information Systems Technician to Information Technology Manager, the Engineering Technician positions, and the budget changes of these positions and attached salary table.

K. CONSIDER APPROVAL FOR PAVING SERVICES NEEDED AT
MACADAMIA DRIVE

Recommendation: That the Board approve a contract with Asphalt and Concrete Enterprises in the amount of \$78,678.00 for repair of pavement on Macadamia Drive.

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 Update
3. Assistant General Manager/Chief Financial Officer
 - a. Financial Summary Report
 - b. Treasurer's Report
 - c. Budget Status Report
 - d. Warrant List
4. Public Affairs Specialist
5. Notice of Approval of Per Diem for Meetings Attended
 - Notification of approval for Directors' attendance to a media training event at Rancho California Water District on April 2, 2024.
6. Director Comments/Reports on Meetings Attended
 - Ad-hoc Committee for Detachment Event
7. Miscellaneous

ADJOURN TO CLOSED SESSION

VI. **CLOSED SESSION**-----**(ITEMS 1-2)**

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

Discuss Performance Evaluation of General Manager

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

Discuss Performance Evaluation of General Counsel

RECONVENE TO OPEN SESSION

REPORT FROM CLOSED SESSION (As Necessary)

VII. **ADJOURNMENT OF MEETING**

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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(a).

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.

April 17, 2024
Dated / Fallbrook, CA

/s/ Lauren Eckert
Executive Assistant/Board Secretary

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M E M O

TO: Board of Directors
FROM: Lauren Eckert, Executive Assistant/Board Secretary
DATE: April 22, 2024
SUBJECT: Approval of Minutes

Recommended Action

That the Board approve the minutes of the following meeting of the Board of Directors of the Fallbrook Public Utility District:

1. March 25, 2024 Regular Meeting



**FALLBROOK PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING**

MINUTES

**MONDAY, MARCH 25, 2024
4:00 P.M.**

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

If you have a disability and need an accommodation to participate in the meeting, please call the Secretary at (760) 999-2704 for assistance so the necessary arrangements can be made.

I. PRELIMINARY FUNCTIONS

CALL TO ORDER / ROLL CALL / ESTABLISH A QUORUM

President DeMeo called the March 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
Ken Endter, Member
Charley Wolk, Member

Absent: Dave Baxter, Member

General Counsel/District Staff

Present: Jack Bebee, General Manager
Paula de Sousa, General Counsel (*arrived at 4:28 p.m.*)
David Lloyd, Acting General Counsel
Dave Shank, Assistant General Manager/CFO
Jodi Brown, Management Analyst
Isabel Casteran, Safety and Risk Officer
Aaron Cook, Engineering Manager
Josh Hargrove, Senior Maintenance Technician
Matt Lian, Utility Worker II
Martin Serrano, Utility Worker I
Steve Stone, Field Services Manager
Lauren Eckert, Executive Assistant/Board Secretary

Also present were others, including, but not limited to: Mark Mervich, Lila Hargrove, Steven Gortler, Kevin Stamper, Sarah Stamper, Robert Rice, Tom Hinxton, Jacqueline Howells

I. PRELIMINARY FUNCTIONS

CALL TO ORDER / ROLL CALL / ESTABLISH A QUORUM

PLEDGE OF ALLEGIANCE

President DeMeo led the Pledge of Allegiance.

ADDITIONS TO AGENDA PER GC § 54954.2(b)

APPROVAL OF AGENDA

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

AYES: Directors DeMeo, Endter, McDougal, and Wolk

NOES: None

ABSTAIN: None

ABSENT: Director Baxter

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.

Robert Rice stepped to the podium to voice his concerns about damage to the private road near Elder and Debra Anne due to heavy equipment from Palm Engineering and the ongoing pipeline replacement. He requested the intersections be replaced, at the least.

Tom Hinxton stepped to the podium to echo Mr. Rice's concerns. He added the private road is used by hundreds of people every day. He requested a fair way to have the road repaired. He reported the homeowners do not have a way to raise the money for repairs.

General Manager Bebee announced the problem is that there is not a single homeowner's association responsible for this. He reported Field Service Manager Stone and Engineering Manager Cook have visited the site and have tried to come up with a resolution for repairs. He summarized the Board's policy for resurfacing roads. He reported for this road, it sounded like it was a full grind and replace, as it has not been done for quite some time. He stated in this case, the District will not take on the entire

cost of grinding and replacing a private road that is already at the end of its useful life. He announced this item can be added to the next agenda with options for the Board to consider.

Vice President McDougal asked if we could address the staging area. General Manager Bebee responded that we generally don't dictate where the staging area is and that the contractor did.

Director Wolk asked if there was a way for the excavator to get to the job without going down the private road and requested this information be provided at the next meeting.

There were no public comments on agenda items A – C.

A. YEARS OF SERVICE

1. Steve Stone – 30 years

The Board recognized Steve Stone for his 30 years of service to the District.

B. NEW CERTIFICATIONS

1. Josh Hargrove – Electrical Instrumentation Technologist, Grade 1

The Board recognized Josh Hargrove for receiving his Electrical Instrumentation Technologist, Grade I certification.

C. MANAGER'S AWARD

- a. Martin Serrano
- b. Matt Lian

The Board recognized Martin Serrano and Matt Lian for receiving Manager's Awards for their exceptional customer service with a customer who experienced a break on the customer's side and repairing that break.

II. **CONSENT CALENDAR**-----**(ITEMS D-E)**

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.

There were no public comments on Consent Calendar items.

D. CONSIDER APPROVAL OF MINUTES

1. February 26, 2024 Regular Board Meeting/Public Hearing

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

E. CONSIDER ADVANCED APPROVAL TO ATTEND MEETINGS

Recommendation: That the Board authorize and approve, in advance, Directors' attendance to the Pure Water of Southern California Plant Tour on April 11, 2024 in Carson, California and the Southern California Water Coalition luncheon on April 19, 2024 in Temecula, California.

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

AYES: Directors DeMeo, Endter, McDougal, and Wolk

NOES: None

ABSTAIN: None

ABSENT: Director Baxter

III. **INFORMATION**----- (ITEM F)

F. ISSUANCE OF WATER REVENUE BONDS

Presented by: Dave Shank, Assistant General Manager/CFO

There were no public comments on agenda item F.

AGM/CFO Shank provided a brief overview of the final issuance of water revenue bonds.

Steven Gortler presented a slideshow summarizing the final results of the transaction.

Vice President McDougal thanked AGM/CFO Shank and Mr. Gortler for their efforts on this and acknowledged the work they put in to get this completed quickly.

IV. **ACTION / DISCUSSION**----- (ITEMS G–J)

G. CONSIDER CALL FOR NOMINATIONS FOR THE 2024 CALIFORNIA WATER INSURANCE FUND (CWIF) BOARD

Recommendation: That the Board adopt Resolution No. 5070, nominating its ACWA JPIA Board Member, Jennifer DeMeo, to the California Water Insurance Fund Board, an ACWA JPIA Captive Insurance Company and directing the District Secretary to transmit a certified copy to ACWA JPIA by the April 6, 2024 deadline.

There were no public comments on agenda item G.

MOTION: Director Endter moved to adopt Resolution No. 5070, nominating ACWA JPIA Board Member, Jennifer DeMeo, to the California Water Insurance Fund Board; Director McDougal seconded. Motion carried; VOTE:

AYES: Directors DeMeo, Endter, McDougal, and Wolk

NOES: None

ABSTAIN: None

ABSENT: Director Baxter

H. CONSIDER AMENDING THE DISTRICT'S FISCAL YEAR 2023-24 BUDGET FOR OPERATIONS, MAINTENANCE, WATER PURCHASES, CAPITAL IMPROVEMENTS, EQUIPMENT AND DEBT SERVICE ANNUAL APPROPRIATIONS AND AMENDING THE DISTRICT'S ANNUAL APPROPRIATIONS

Recommendation: That the Board adopt Resolution No. 5071 amending the District's Fiscal Year 2023-24 Budget for Operations, Maintenance, Water Purchases, Capital Improvements, Equipment and Debt Service Annual Appropriations and amending the District's Annual Appropriations.

There were no public comments on agenda item H.

AGM/CFO Shank presented a slideshow summarizing this budget amendment, reporting this item did go through the FP&I Committee. He explained this amendment was necessary, as the previous fiscal year 2023-24 budget and appropriations did not include the detachment fee to the San Diego County Water Authority.

MOTION: Director McDougal moved to adopt Resolution No. 5071, amending the District's Fiscal Year 2023-24 Budget for Operations, Maintenance, Water Purchases, Capital Improvements, Equipment and Debt Service Annual Appropriations and amending the District's Annual Appropriations; Director Endter seconded. Motion carried; VOTE:

AYES: Directors DeMeo, Endter, McDougal, and Wolk

NOES: None

ABSTAIN: None

ABSENT: Director Baxter

I. CONSIDER APPROVAL OF REVISIONS TO ARTICLE 2 OF THE ADMINISTRATIVE CODE

Recommendation: That the Board adopt Resolution No. 5072 amending Article 2 of the Administrative Code with the attached proposed revisions.

There were no public comments on agenda item I.

General Manager Bebee reported he has started going through the Administrative Code now that the District has changed wholesale water providers, to remove mentions of San Diego County Water Authority. General Manager Bebee also announced that there was a proposed added provision to Article 2 for Directors who have been appointed to other Boards such as CSDA or ACWA that they would not need advanced approval to attend meetings related to those appointments.

Director Endter announced there were instances within Article 2 that used gender-specific pronoun and requested those be changed to “he or she.”

MOTION: Director McDougal moved to adopt Resolution No. 5072, amending Article 2 of the Administrative Code with the proposed revisions, as well as replacing any gender-specific pronouns with “he or she;” Director Endter seconded. Motion carried; VOTE:

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

J. CONSIDER SUPPORT FOR FEDERAL FUNDING REQUEST FOR THE FALLBROOK DOWNTOWN WATER RELIABILITY PIPELINE REPLACEMENT PROJECT

Recommendation: That the Board adopt Resolution No. 5073 supporting the District’s application for Fiscal Year 2025 Federal Funding for its Fallbrook Downtown Water Reliability Pipeline Replacement Project.

There were no public comments on agenda item J.

Jacqueline Howells announced she is working on fiscal year 2025 appropriations request submissions. She also reported she would be in Washington D.C. in the next few weeks. Ms. Howells summarized the various projects included in these federal funding requests.

Director Wolk wanted to make sure Ms. Howells was using the language “water efficiency” and not “conservation” when it comes to the CropSWAP and she responded that the program is focused on water efficiency.

General Manager Bebee reported we did receive \$250,000 from our last request and explained this agenda item was to approve the request for the next budget cycle if and when it does or doesn't pass.

MOTION: Director McDougal moved to adopt Resolution No. 5073, supporting the District's application for Fiscal year 2025 Federal Funding for its Fallbrook Downtown Water Reliability Pipeline Replacement Project; Director Wolk seconded. Motion carried; VOTE:

AYES: Directors DeMeo, Endter, McDougal, and Wolk

NOES: None

ABSTAIN: None

ABSENT: Director Baxter

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 Update
 - General Manager Bebee reported we are working through final agreements to finalize detachment, including an agreement with Naval Weapons Station. He also announced the final detachment payment was due this week.
3. Assistant General Manager/Chief Financial Officer
 - a. Financial Summary Report
 - b. Treasurer's Report
 - c. Budget Status Report
 - d. Warrant List
 - AGM/CFO Shank provided an overview of the written reports included in the packet.
4. Public Affairs Specialist
 - General Manager Bebee announced there will be a special Board meeting in April with EMWD and also a special event with RMWD.
5. Notice of Approval of Per Diem for Meetings Attended
 - Notification of approval for Directors' attendance to the ACWA Region 10 Workgroup Meeting on March 4, 2024.
6. Director Comments/Reports on Meetings Attended
 - President DeMeo reported there will be an ACWA Board meeting in October in Yorba Linda.
7. Miscellaneous

ADJOURN TO CLOSED SESSION

General Counsel de Sousa announced the Board would be going into Closed Session to discussion item VI.1 for two potential cases.

Director McDougal left the meeting at 4:57 p.m.

The Board of Directors adjourned to Closed Session at 4:57 p.m.

VI. CLOSED SESSION------(ITEM 1)

1. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION INITIATION OF LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9 (d)(4):

Two (2) potential cases

RECONVENE TO OPEN SESSION

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 March Regular Meeting of the Board of Directors of the Fallbrook Public Utility District was adjourned at 5:45 p.m.

President, Board of Directors

ATTEST:

Secretary, Board of Directors

M E M O

TO: Board of Directors
FROM: Fiscal Policy & Insurance Committee
DATE: April 22 2024
SUBJECT: Review Preliminary Draft Fiscal Year 2024-25 Operating and Capital Budget Expenditures

Purpose

As laid out in the District’s budget development process, the initial steps in developing an annual budget include staff and management developing and reviewing the preliminary operating and capital budgets. This is followed by the Committee’s review and consideration. The review is intended to provide detailed cost data and solicit the Committee’s feedback and comments.

Summary

Staff have developed the preliminary Fiscal Year 2024-25 Annual Budget (the Budget). The preliminary draft is broken down into six sections. The sections are as follows:

Draft Total Operating Budget

1. **Cost of Water** – The cost of water includes the cost of water purchased from Eastern Municipal Water District (EMWD), what the District pays to Camp Pendleton to wheel the District’s Santa Margarita River Water (Local Supply) to the SMGTP, water inventory costs and some system pumping. These are preliminary numbers since MWD has not yet published its CY 2025 rates and charges.
2. **Labor** – The labor budget includes staff non-capital salary expenditures for the fiscal year
3. **Non-labor** – This includes any expenditures for the year that are not labor related and includes services, equipment, materials and training.
4. **Benefits** – The District’s expected expenditures for health care, pension and other District provided benefits
5. **Debt Service** – The Districts debt payment schedule

Draft Capital Budget

6. **Capital Improvement Program Budget** – This is the updated capital expenditure projection for the next 10-years.

DRAFT OPERATING BUDGET:

The table below provides a summary of the Preliminary Draft Fiscal Year 2024-25 Operating Budget compared to both Fiscal Years 2022-2023 and 2023-2024. The breakdown shows Water Supply Costs, Debt Service, Labor and Non-Labor expenses and Benefit expenditures for the District’s operations. In addition, the expenditures related to the Community Benefit Program are also included in Operating Budgets. The 10.6% overall budget decrease is being driven the sharp decrease in the District’s Cost of Water. Fiscal Year 2023-24 Projected Expenditures have been updated and are on track with the Amended Fiscal Year 2023-24 Budget and appropriations. Staff will continue to monitor expenditures as the year winds down.

Summary of Preliminary Draft Fiscal Year 2024-25 Operating Budget

	FY 2022-23	FY 2023-24			FY 2024-25	Amnd. Bgt to Bgt % Change
	Actual	Recommended	Amended Budget	Projected	Recommended	
Water Supply Costs	\$ 10,716,859	\$ 9,558,078	\$ 9,558,078	\$ 6,794,693	\$ 3,433,211	-64.1%
Debt Service	3,822,936	5,463,081	5,463,081	5,463,081	6,141,364	12.4%
Total Labor	6,500,369	6,813,579	7,069,662	7,069,662	7,318,240	3.5%
Total Non-Labor*	6,172,082	7,625,467	8,158,253	7,879,295	9,258,491	13.5%
Operating Expense Total	\$ 27,212,247	\$ 29,460,206	\$ 30,249,075	\$ 27,206,730	\$ 26,151,306	-13.5%
Benefits Expenditures (Ops)	4,279,809	4,400,781	4,400,781	4,400,781	4,835,681	9.9%
Total	\$ 31,492,056	\$ 33,860,987	\$ 34,649,856	\$ 31,607,511	\$ 30,986,987	-10.6%

*Total Non-Labor Includes \$542,367 for Community Benefit Program

The Attachment A includes a detailed line item budget for all of the District's administration, operations and maintenance activities, which includes Administrative (two pages), Water (two pages), Recycled Water and Wastewater Services and the Community Benefit Program. The tables show the actual expenditures for Fiscal Year 2022-23, the Original Budget, Amended Budget and Projected expenditures for Fiscal Year 2023-24. The table also shows the Fiscal Year 2024-25 preliminary draft budget. The Water, Wastewater and Recycled Water summary tables had and incorrect Administrative Services allocation. This error is corrected in this document. Attachment B is a summary of significant (greater than 5%) change budget to budget in any line item. The code in red to the right in Attachment A corresponds to the description of the change provided in Attachment B. **Use the Reference Codes in Attachment A (on right in red) to find the explanation in Attachment B.**

Water Supply Costs

Attachment C shows a breakdown of the Water Supply Costs for the Budget. The decrease in Water Supply Costs is being driven by a reduction in wholesale water costs and a significant increase in the amount of Local Supply available to the District. Local Supply is the District's lowest cost water supply, which is driving down Water Supply Costs. While the Local Supplies reduce Water Supply Costs, it is important to note that the Water Services utility and chemical costs are higher due to the treatment of higher flows, which are part of the District's Labor and Non-Labor costs. While the Water Supply Costs cannot be finalized until MWD has set CY 2025 Rates and Charges, the Budget reflects the latest estimates that have been provided.

Labor

Labor is showing an increase in line with the COLA increase and other changes in the most recent Memorandums of Understanding (MOUs). As shown in Attachment A, the increase varies depending on the impact of the MOUs on the Division staffing. In some cases, as noted, cost allocations were shifted due to the cost of service analysis included in the 2022 Water, Wastewater and Recycled Water Rate Study. Use the Reference Codes in Attachment A (on right in red) to find the explanation in Attachment B. An additional FTE has also been added to Administrative Service under the Engineering Department bringing the FTE count to 71 from 70. Overall, the increase in labor costs are in line with inflation.

Non-labor

The non-labor expenses are broken into eight main categories to make the budget more reader friendly. The expense categories include Director Expenses, Contractor Services, Equipment (Non Capital), Materials/Services/Supplies, Professional Services, Membership/Training/Permit, Santa Margarita Water master and Utilities. Attachment B provides detail on the drivers behind the changes. Use the Reference Codes in Attachment A (on right in red) to find the explanation in Attachment B. Overall Non-labor is up due to inflationary pressures on goods and services and the increased water production at SMGTP, which requires additional utility and chemical supplies to operate.

Benefits

The District's total benefit budget, which includes both operating (87%) and capital (13%) portions and is shown in Attachment D, is increasing 11.2%. The increase is being driven by increases in the District's healthcare costs and the scheduled increase in the Unfunded Actuarial Liability (UAL) portion of the District's annual pension payments. The increase in healthcare costs is being driven by increases in premiums and new hires that are predominantly selecting family coverage, which is a higher cost option for the District. The Board could elect to offset the increases by decreasing its voluntary contribution to the District's Pension/OPEB Liability Trust, which is currently budgeted at \$500,000.

Debt Service

The District's debt service schedule and payments for Fiscal Year 2024-25 are provided in Attachment E. The debt service payment by Service for Fiscal Year 2024-25 is shown below the debt service schedules. The increase in budgeted debt service is due to the issuance of the 2024 Water Revenue Bonds. This debt issuance provided the liquidity necessary to fund the Detachment Fee paid to the San Diego County Water Authority and is allocated to Water Service.

DRAFT CAPITAL BUDGET:

Utility districts require long-term investments in extensive capital facilities. The District maintains over 370 miles of buried water and sewer pipe that must be maintained and replaced. The District also has pump stations, lift stations, and treatment facilities that require significant expenses to replace and maintain. It is critical to develop plans to reduce the overall cost of operating these facilities by completing pro-active capital projects to replace and rehabilitate these assets versus waiting for system failures. A well-planned Capital Program is critical to the long-term stability of the District.

The annual Capital Improvement Budget is used to implement the District's long-range capital goals. These goals are developed using the District's Strategic Plan, Urban Water Management Plan, Asset Management Plan and Master Plans. These plans are utilized to develop the lowest lifecycle cost to meet water and wastewater needs and maintain system reliability for the District's customers. Projects are selected based on prioritized needs versus available capital funds. Individual project costs are estimated based on current construction cost information. While some projects are well into the design phase and costs can be fairly accurately estimated, others are based on early stage planning estimates. Additionally, unforeseen changes to priorities can result from changing materials and construction costs, pipeline failures, extreme weather, etc. Changing conditions resulting from these complexities can alter the individual project priorities. Continuous capital project updates are provided

throughout the year to provide key performance metrics and to inform the board and the public of any changes to priorities.

A summary of the CIP is provided below.

Water Capital Projects:

The most crucial component of the water capital plan is the pipeline and valve replacement program. The portion of the annual budget for these efforts is based on asset analysis performed in 2017, and routinely updated, with the intent to increase the annual budget in 20-year increments in order to achieve a 100-year replacement cycle. The Board also adopted a capital improvement charge and an escalation value to the charge to help make incremental progress towards reaching the 100 year replacement target. There are 7,153 total valves and 268 miles (1,415,040 feet) of water main in the existing distribution system. Currently the goal is to replace 100 valves and 5,000 linear feet of water main per year. Since the drastic changes to supply chain that occurred during the pandemic, procurement times have increased significantly, causing challenges achieving the pipeline replacement goals. Materials that previously required 6 to 8 weeks lead time are now taking as long as a full year to procure. With this in mind, staff have been focused on more advanced planning to catch up and then keep up with the replacement goals. Completed pipeline replacement in linear feet since FY 19/20 is shown in the following table:

Year	Goal	Replaced
FY 18/19	5,000	5,386
FY 19/20	5,000	4,950
FY 20/21	8,150	6,620
FY 21/22	7,680	5,670
FY 22/23	7,500	3,085
FY 23/24	9,000	8,900

In FY20/21, the replacement goal was higher because an additional 3,150 linear feet was planned to be replaced as part of the SMRCUP. Because the goal was not met that year, higher goals were set with the intention of catching up in subsequent years. While the challenging procurement issues encountered since FY20/21 have continued to slow down planned replacements, the original goal of 5,000 linear feet per year has been exceeded, with more than 34,000 linear feet of water main replaced over the past 6 years.

The goal for FY23/24 will return to 5,000 linear feet of pipe replaced. This goal will be achieved and exceeded with continued increased focus on pipeline replacement. Two projects have already been awarded to be completed in the coming fiscal year:

- Via Arroyo Pipeline Replacement – 5,000 linear feet of 8-inch and 12-inch water main
- Ross Lake Pipeline Replacement – 2,450 linear feet of 8-inch and 12-inch water main

Additionally, staff are working on multiple pipeline replacement projects totaling over 15,000 linear feet of pipe to be awarded over the next 12 months with the intention to stay on track with District goals.

The valve replacement program is tracking ahead of goal. Internal field crews are likely to meet the goal of 100 replaced valves, in addition to approximately 50 valves replaced by contractors as part of the pipeline replacement projects.

The table below shows Budget vs Projected Actuals for FY 2023-24 and the proposed budget for FY 2024-25. The primary drivers of the expenditure shortfall in FY24 are due to:

- 1) Removing a phase of pipeline replacement from an existing contract (as noted above, pipeline replacement goals were met in spite of this change). This phase will be part of a future pipeline replacement project currently being designed.
- 2) Deferring work at the Kaufman Pressure Reducing Station for a more comprehensive replacement in the upcoming year.

Significant projects planned for FY 2024-25 not mentioned above include:

- 1) De Luz and Toyon Pump Stations to be awarded and begin construction
- 2) Rattlesnake Tank Site Improvements
- 3) 8 MG Tank Chlorination System

Water Capital Projects	Budget FY 2024	Projected FY 2024	Proposed FY 2025
Pipelines and Valve Replacement Projects by District	\$680,000	\$1,066,816	\$630,000
Pipeline Replacement Projects by Contractors	\$5,760,000	\$3,896,201	\$4,725,000
Deluz ID Projects	\$100,000	\$185,266	\$100,000
Pump Stations	\$100,000	\$39,246	\$1,250,000
Meter Replacement	\$20,000	\$51,031	\$0
Pressure Reducing Stations	\$40,000	\$4,500	\$250,000
Red Mountain Reservoir Improvements	\$24,000	\$19,350	\$90,000
Steel Reservoir Improvements	\$162,000	\$129,314	\$840,000
Treatment Plant R&R	\$200,000	\$193,396	\$310,000
SCADA Upgrades/ Security/Telemetry	\$150,000	\$133,478	\$150,000
Vehicles and Heavy Equipment	\$143,500	\$138,546	\$163,750
Total Water Capital Projects	\$7,379,500	\$5,857,146	\$8,508,750

Wastewater/Recycled Water Capital Projects:

In FY2023-24, several planned wastewater projects were deferred for various reasons. Due to long lead times, the scrubber replacement at the WRP and the replacement vector truck will not be completed until next fiscal year. The planned Main Ave Sewer Replacement was

delayed due to unknown utility conflicts requiring a re-design. And the planned WRP Creek Crossing is being redesigned with a new approach due to uncompetitive and over-budget bid results. All of these projects will be completed in the coming fiscal year, as well as previously planned capital projects.

In addition to the above, collections system projects will continue with the relining of manholes and mainlines, replacement of outfall valves, and a rehabilitation of the Anthony’s Corner Lift Station pumps and odor control system.

At the Water Reclamation Plant (WRP), planned work includes the replacement of aging mechanical equipment and pumps, and the centrifuge system.

For the recycled water system, two distribution system pumps will be rebuilt and valves and actuators in the tertiary filter outlets will be replaced.

The table below shows Budget vs Projected Actuals for FY 2023-24 and the proposed budget for FY 2024-25.

Recycled Water Capital Projects	Budget FY 2024	Projected FY 2024	Proposed FY 2025
Recycled Water Improvements	\$119,000	\$121,312	\$124,000
Total Recycled Water Capital Projects	\$119,000	\$121,312	\$124,000
Waste Water Capital Projects	Budget FY 2024	Projected FY 2024	Proposed FY 2025
WRP Improvements	\$855,000	\$226,437	\$1,280,000
Collection System Improvements	\$390,000	\$298,582	\$690,000
Outfall Improvements	\$25,000	\$35,255	\$50,000
Vehicles and Heavy Equipment	\$495,000	\$0	\$491,250
Total Waste Water Capital Projects	\$1,765,000	\$560,274	\$2,511,250

Administrative Capital Projects:

Administrative capital projects in the coming year will be focused on initiating the process for replacing the Enterprise Resource Planning (ERP) system, as well as the installation of electric vehicle charging facilities. The EV charging facilities were planned for FY 2024 but, due to long lead time on the equipment, will not be completed until the coming year. Eighty percent of the vehicle charging facilities cost will be reimbursed by an SDG&E grant program. The table below shows Budget vs Projected Actuals for FY 2023-24 and the proposed budget for FY 2024-25.

Administrative Capital Projects	Budget FY 2024	Projected FY 2024	Proposed FY 2025
Administrative Upgrades	\$50,000	\$43,589	\$205,000
Engineering and Operations Information Systems	\$0	\$0	\$0
Facility Improvements/Upgrades/Security	\$496,000	\$469,427	\$65,000
District Yard Improvements	\$420,000	\$3,731	\$312,000
Total Administrative Capital Projects	\$966,000	\$516,746	\$582,000

Total Capital Budget Summary:

	Budget FY 2024	Projected FY 2024	Proposed FY 2025
Total all Capital Budget Projects	\$10,229,500	\$7,055,479	\$11,726,000

Note that the previous long term plan for FY 2025 total CIP was \$9,216,162. The additional budget is due to the unexecuted projects in FY 2024 as described above. Because these projects area already underway, with several of them already awarded, it is a reasonable expectation that they will be completed along with the other planned work in the coming fiscal year.

Next steps:

Any comments or changes requested by the Board will be incorporated and a more complete draft document reviewed by the Committee in mid-May. The Draft Recommended Fiscal Year 2024-25 Budget, which will be a complete document, will be presented at the May Board meeting. The Final Recommended Fiscal Year 2024-25 Budget will be presented at the June Board meeting for adoption.

The following Attachments have been included to provide time to review in advance of the meeting:

- Attachment A – Draft Fiscal Year 2024-25 Operating Budget for labor and non-labor expenses and benefit allocations for the District’s Services
- Attachment B – Summary of Significant Percent Changes by Budget Category
- Attachment C – Draft Fiscal Year 2024-25 Cost of Water
- Attachment D – Draft Fiscal Year 2024-25 benefit expenditures
- Attachment E – Fiscal Year 2024-25 debt service schedule

Recommended Action

This item is for discussion only. No action is required.

Attachment A

FPUD Expense Summary
Fiscal Year 2024-25 Operating Budget

Description	Div	FY 2022-23		FY 2023-24		FY 2024-25	% Change	Reference
		Actual	Amended Budget	Projected	Budget	Bgt to Bgt	Code	
Administrative Services								
Office of the General Manager	50							
Labor Expenses:								
Salaries		\$ 479,044	\$ 506,019	\$ 506,429	\$ 535,324		5.8%	1-1
Non-Labor Expenses:								
Director Expenses		33,307	40,000	38,693	41,500		3.8%	
Contractor Services	C	10,940	14,500	24,315	88,600		511.0%	1-2
Materials/Services/Supplies	M	81,685	83,800	95,300	79,800		-4.8%	
Equipment (Non Capital)	E	-	-	-	-		NA	
Professional Services	P	511,706	677,535 ⁽¹⁾	677,535	412,000		-39.2%	1-3
Memberships/Training/Permits	T	89,296	91,000	91,425	91,200		0.2%	
Santa Margarita Watermaster		125,188	131,447	131,447	138,020		5.0%	1-4
		-	-	-	-			
Total Non-Labor		<u>\$ 852,122</u>	<u>\$ 1,038,283 ⁽²⁾</u>	<u>\$ 1,058,715 ⁽²⁾</u>	<u>\$ 851,120</u>		-18.0%	
Division Operating Total		<u>\$ 1,331,166</u>	<u>\$ 1,544,302</u>	<u>\$ 1,565,144</u>	<u>\$ 1,386,444</u>		-10.2%	
								(1) Budget Amendment for increase of \$267,535 for professional services required for detachment efforts.
								(2) Does not include Budget Amendment for increase of \$8,506,750 for Detachment Fee.
Finance & Customer Service	53							
Labor Expenses:	54							
Salaries		\$ 847,547	\$ 920,737	\$ 881,907	\$ 961,080		4.4%	
Non-Labor Expenses:								
Contractor Services	C	27,401	24,000	29,589	36,500		52.1%	1-5
Equipment (Non Capital)	E	833	4,500	4,500	1,500		-66.7%	1-6
Materials/Services/Supplies	M	142,037	147,700	149,822	150,200		1.7%	
Professional Services	P	180,515	123,500	119,401	122,500		-0.8%	
Memberships/Training/Permits	T	1,752	2,700	2,080	2,700		0.0%	
Utilities	U	-	-	-	-		NA	
Total Non-Labor		<u>\$ 352,538</u>	<u>\$ 302,400</u>	<u>\$ 305,391</u>	<u>\$ 313,400</u>		3.6%	
Division Operating Total		<u>\$ 1,200,085</u>	<u>\$ 1,223,137</u>	<u>\$ 1,187,299</u>	<u>\$ 1,274,480</u>		4.2%	
Warehouse & Purchasing	60							
Labor Expenses:								
Salaries		\$ 197,685	\$ 213,567	\$ 207,590	\$ 228,071		6.8%	1-1
Non-Labor Expenses:								
Contractor Services	C	154,489	150,000	150,000	145,000		-3.3%	
Equipment (Non Capital)	E	1,099	1,000	1,000	1,000		0.0%	
Materials/Services/Supplies	M	156,201	139,500 ⁽¹⁾	144,663	133,500		-4.3%	
Professional Services	P	-	-	-	-		NA	
Memberships/Training/Permits	T	658	1,000	250	1,000		0.0%	
Utilities	U	70,535	45,000	68,107	75,000		66.7%	1-7
Total Non-Labor		<u>\$ 382,981</u>	<u>\$ 336,500</u>	<u>\$ 364,020</u>	<u>\$ 355,500</u>		5.6%	
Division Operating Total		<u>\$ 580,666</u>	<u>\$ 550,067</u>	<u>\$ 571,610</u>	<u>\$ 583,571</u>		6.1%	
								(1) Budget Amendment for increase of \$15,000 for materials and services required for emergency repairs.
Human Resources	70							
Labor Expenses:								
Salaries		\$ 256,159	\$ 270,962	\$ 370,962	\$ 254,134		-6.2%	1-8
Non-Labor Expenses:								
Contractor Services	C	11,691	13,000	21,381	13,000		0.0%	
Equipment (Non Capital)	E	72	-	-	350		NA	
Materials/Services/Supplies	M	17,978	18,300	8,240	12,000		-34.4%	1-9
Professional Services	P	8,636	10,000	14,484	10,000		0.0%	
Memberships/Training/Permits	T	72,736	102,450	90,164	92,400		-9.8%	1-10
Education Funding	NA	6,315	5,000	2,262	17,000		240.0%	1-11
Utilities	U	-	-	-	-		NA	
Total Non-Labor		<u>\$ 117,428</u>	<u>\$ 148,750</u>	<u>\$ 136,532</u>	<u>\$ 144,750</u>		-2.7%	
Division Operating Total		<u>\$ 373,587</u>	<u>\$ 419,712</u>	<u>\$ 507,494</u>	<u>\$ 398,884</u>		-5.0%	

FPUD Expense Summary
Fiscal Year 2024-25 Operating Budget

Description	Div	FY 2022-23		FY 2023-24		FY 2024-25	% Change	Reference
		Actual	Amended Budget	Projected	Budget	Bgt to Bgt	Code	
Water Services	30							
Treatment	30							
Labor Expenses:								
Salaries		\$ 314,282	\$ 483,866 ⁽¹⁾	\$ 484,793	\$ 548,117		13.3%	2-1
Non-Labor Expenses:								
Contractor Services	C	67,009	136,000	125,000	140,000		2.9%	
Equipment (Non Capital)	E	1,514	8,000	7,348	8,000		0.0%	
Materials/Services/Supplies	M	402,845	495,121 ⁽¹⁾	612,500	929,088		87.6%	2-2
Professional Services	P	-	-	-	-		NA	
Memberships/Training/Permits	T	-	-	-	-		NA	
Utilities	U	412,070	939,454	806,012	1,203,000		28.1%	2-3
Total Non-Labor		\$ 883,438	\$ 1,578,575	\$ 1,550,860	\$ 2,280,088		44.4%	
Division Operating Total		\$ 1,197,720	\$ 2,062,441	\$ 2,035,653	\$ 2,828,205		37.1%	

⁽¹⁾ Budget Amendment for increase of \$100,000 for chemicals required for SMGTP. Budget Amendment for increase of \$65,768 for labor allocated to SMGTP.

Production & Distribution	31							
Labor Expenses:								
Salaries		\$ 667,618	\$ 564,591	\$ 688,161	\$ 567,887		0.6%	
Non-Labor Expenses:								
Contractor Services	C	103,410	192,581	191,275	215,732		12.0%	2-4
Equipment (Non Capital)	E	7,704	20,000	17,586	20,000		0.0%	
Materials/Services/Supplies	M	190,178	259,700	294,980	345,200		32.9%	2-5
Professional Services	P	-	-	-	-		NA	
Memberships/Training/Permits	T	80,384	90,000	90,000	90,000		0.0%	
Utilities	U	76,010	92,000	85,000	180,000		95.7%	2-6
Total Non-Labor		\$ 457,686	\$ 654,281	\$ 678,841	\$ 850,932		30.1%	
Division Operating Total		\$ 1,125,304	\$ 1,218,872	\$ 1,367,002	\$ 1,418,819		16.4%	

Pipeline Maintenance & Construction	32							
Labor Expenses:								
Salaries		\$ 668,304	\$ 658,713 ⁽¹⁾	\$ 658,713	\$ 710,808		7.9%	2-7
Non-Labor Expenses:								
Contractor Services	C	59,896	46,000	46,000	46,000		0.0%	
Equipment (Non Capital)	E	13,643	10,000	8,500	10,000		0.0%	
Materials/Services/Supplies	M	88,499	45,000	54,356	50,000		11.1%	2-8
Professional Services	P	-	-	-	-		NA	
Memberships/Training/Permits	T	-	-	-	-		NA	
Utilities	U	-	-	-	-		NA	
Total Non-Labor		\$ 162,038	\$ 101,000	\$ 108,856	\$ 106,000		5.0%	
Division Operating Total		\$ 830,342	\$ 759,713	\$ 767,568	\$ 816,808		7.5%	

⁽¹⁾ Budget Amendment for increase of \$90,748 for labor allocated to emergency repairs.

**FPUD Expense Summary
Fiscal Year 2024-25 Operating Budget**

Description	Div	FY 2022-23		FY 2023-24		FY 2024-25	% Change	Reference
		Actual	Amended Budget	Projected	Budget	Bgt to Bgt	Code	
Water Services	30							
System Services	42							
Labor Expenses:								
Salaries		\$ 571,207	\$ 617,868 ⁽¹⁾	\$ 617,868	\$ 622,380		0.7%	
Non-Labor Expenses:								
Contractor Services	C	85,028	200,000 ⁽¹⁾	200,000	200,000		0.0%	
Equipment (Non Capital)	E	2,439	-	625	5,000		NA	
Materials/Services/Supplies	M	145,487	117,000	118,039	137,000		17.1% 2-9	
Professional Services	P	-	-	-	-		NA	
Memberships/Training/Permits	T	-	-	-	-		NA	
Utilities	U	-	-	-	-		NA	
Total Non-Labor		<u>\$ 232,954</u>	<u>\$ 317,000</u>	<u>\$ 318,664</u>	<u>\$ 342,000</u>		7.9%	
Division Operating Total		<u>\$ 804,161</u>	<u>\$ 934,868</u>	<u>\$ 936,532</u>	<u>\$ 964,380</u>		3.2%	
<p>(1) Budget Amendment for increase of \$99,567 for labor allocated to emergency repairs. Budget Amendment for increase of \$100,000 for paving relating to emergency repairs.</p>								
Total Labor		\$ 2,221,411	\$ 2,325,039	\$ 2,449,535	\$ 2,449,192		5.3%	
Total Non-Labor		1,736,116	2,650,856	2,657,220	3,579,020		35.0%	
Operating Total		<u>\$ 3,957,527</u>	<u>\$ 4,975,895</u>	<u>\$ 5,106,755</u>	<u>\$ 6,028,212</u>		21.1%	
Allocated Benefits Expenditures		1,436,730	1,337,251	1,337,251	1,620,756		21.2%	
Total Direct Water Costs		<u>\$ 5,394,257</u>	<u>\$ 6,313,146</u>	<u>\$ 6,444,006</u>	<u>\$ 7,648,968</u>		21.2%	
Allocation of Administrative Services		4,797,493	5,290,789	5,344,552	5,589,394		5.6%	
Total Budget		<u>\$ 10,191,750</u>	<u>\$ 11,603,935</u>	<u>\$ 11,788,558</u>	<u>\$ 13,238,362</u>		14.1%	

FPUD Expense Summary
Fiscal Year 2024-25 Operating Budget

Description	Div	FY 2022-23		FY 2023-24		FY 2024-25	% Change	Reference
		Actual	Amended Budget	Projected	Budget	Bgt to Bgt	Code	
Wastewater Services	32							
Collections	31							
Labor Expenses:								
Salaries		\$ 540,269	\$ 624,127	\$ 595,573	\$ 570,918		-8.5%	3-1
Non-Labor Expenses:								
Contractor Services	C	26,856	93,500	93,500	65,000		-30.5%	3-2
Equipment (Non Capital)	E	4,810	5,000	1,381	5,000		0.0%	
Materials/Services/Supplies	M	162,817	219,000	204,625	232,600		6.2%	3-3
Professional Services	P	-	-	-	-			NA
Memberships/Training/Permits	T	4,478	2,000	2,000	2,000		0.0%	
Utilities	U	180,954	118,000	206,040	226,476		91.9%	3-4
Total Non-Labor		<u>\$ 379,915</u>	<u>\$ 437,500</u>	<u>\$ 507,545</u>	<u>\$ 531,076</u>		21.4%	
Division Operating Total		<u>\$ 920,184</u>	<u>\$ 1,061,627</u>	<u>\$ 1,103,118</u>	<u>\$ 1,101,994</u>		3.8%	
Treatment	30							
Labor Expenses:								
Salaries		\$ 838,997	\$ 912,841	\$ 849,052	\$ 896,338		-1.8%	
Non-Labor Expenses:								
Contractor Services	C	331,811	348,000	328,770	338,000		-2.9%	
Equipment (Non Capital)	E	5,731	17,000	12,147	17,000		0.0%	
Materials/Services/Supplies	M	262,736	287,500	214,884	313,500		9.0%	3-5
Professional Services	P	-	-	-	-			NA
Memberships/Training/Permits	T	75,444	95,000	95,000	90,500		-4.7%	
Utilities	U	137,907	144,000	120,000	144,000		0.0%	
Total Non-Labor		<u>\$ 813,629</u>	<u>\$ 891,500</u>	<u>\$ 770,801</u>	<u>\$ 903,000</u>		1.3%	
Division Operating Total		<u>\$ 1,652,626</u>	<u>\$ 1,804,341</u>	<u>\$ 1,619,853</u>	<u>\$ 1,799,338</u>		-0.3%	
Total Labor		\$ 1,379,266	\$ 1,536,968	\$ 1,444,625	\$ 1,467,256		-4.5%	
Total Non-Labor		1,193,544	1,329,000	1,278,346	1,434,076		7.9%	
Operating Total		<u>\$ 2,572,810</u>	<u>\$ 2,865,968</u>	<u>\$ 2,722,971</u>	<u>\$ 2,901,332</u>		1.2%	
Allocated Benefits Expenditures		916,553	992,703	992,703	969,520		-2.3%	
Total Direct Wastewater Costs		<u>\$ 3,489,363</u>	<u>\$ 3,858,671</u>	<u>\$ 3,715,674</u>	<u>\$ 3,870,852</u>		0.3%	
Allocation of Administrative Services		2,623,629	2,893,400	2,922,802	3,056,700		5.6%	
Total Budget		<u>\$ 6,112,992</u>	<u>\$ 6,752,071</u>	<u>\$ 6,638,476</u>	<u>\$ 6,927,552</u>		2.6%	

FPUD Expense Summary
Fiscal Year 2024-25 Operating Budget

Description	Div	FY 2022-23		FY 2023-24		FY 2024-25	% Change	Reference Code
		Actual	Amended Budget	Projected	Budget	Bgt to Bgt		
Recycled Water Services	31							
Production	30							
Labor Expenses:								
Salaries		\$ 184,467	\$ 229,979	\$ 196,258	\$ 220,966		-3.9%	
Non-Labor Expenses:								
Contractor Services	C	27,198	36,000	36,000	36,000		0.0%	
Equipment (Non Capital)	E	1,252	4,000	4,000	4,000		0.0%	
Materials/Services/Supplies	M	115,656	96,500	91,090	92,000		-4.7%	
Professional Services	P	-	-	-	-		NA	
Memberships/Training/Permits	T	-	-	-	-		NA	
Utilities	U	59,103	62,000	50,000	62,000		0.0%	
Total Non-Labor		<u>\$ 203,209</u>	<u>\$ 198,500</u>	<u>\$ 181,090</u>	<u>\$ 194,000</u>		-2.3%	
Division Operating Total		<u>\$ 387,676</u>	<u>\$ 428,479</u>	<u>\$ 377,348</u>	<u>\$ 414,966</u>		-3.2%	
Distribution	31							
Labor Expenses:								
Salaries		\$ 22,133	\$ 29,165	\$ 18,246	\$ 19,984		-31.5%	4-1
Non-Labor Expenses:								
Contractor Services	C	1,622	-	-	-		NA	
Equipment (Non Capital)	E	-	-	-	-		NA	
Materials/Services/Supplies	M	7,255	19,000	9,162	19,000		0.0%	
Professional Services	P	-	-	-	-		NA	
Memberships/Training/Permits	T	-	-	-	-		NA	
Utilities	U	(184)	-	20	-		NA	
Total Non-Labor		<u>\$ 8,693</u>	<u>\$ 19,000</u>	<u>\$ 9,182</u>	<u>\$ 19,000</u>		0.0%	
Division Operating Total		<u>\$ 30,826</u>	<u>\$ 48,165</u>	<u>\$ 27,428</u>	<u>\$ 38,984</u>		-19.1%	
Total Labor		\$ 206,600	\$ 259,144	\$ 214,504	\$ 240,950		-7.0%	
Total Non-Labor		211,902	217,500	190,272	213,000		-2.1%	
Operating Total		<u>\$ 418,502</u>	<u>\$ 476,644</u>	<u>\$ 404,776</u>	<u>\$ 453,950</u>		-4.8%	
Allocated Benefits Expenditures		153,960	167,377	167,377	159,213		-4.9%	
Total Direct Recycled Water Costs		<u>\$ 572,462</u>	<u>\$ 644,021</u>	<u>\$ 572,153</u>	<u>\$ 613,163</u>		-4.8%	
Allocation of Administrative Services		74,961	82,669	83,509	87,334		5.6%	
Total Budget		<u>\$ 647,423</u>	<u>\$ 726,690</u>	<u>\$ 655,662</u>	<u>\$ 700,497</u>		-3.6%	

FPUD Expense Summary
Fiscal Year 2024-25 Operating Budget

Description	Div	FY 2022-23		FY 2023-24		FY 2024-25	% Change	Reference
		Actual	Amended Budget	Projected	Budget	Bgt to Bgt	Code	
Community Benefit Program	15							
Community Benefit Program	0							
Labor Expenses:								
Salaries		\$ -	\$ 1,464	\$ 1,464	\$ 3,633		148.1%	5-1
Non-Labor Expenses:								
Contractor Services	C	96	544,536	265,577	542,367		-0.4%	NA
Equipment (Non Capital)	E	-	-	-	-			NA
Materials/Services/Supplies	M	-	-	-	-			NA
Professional Services	P	-	-	-	-			NA
Memberships/Training/Permits	T	-	-	-	-			NA
Utilities	U	-	-	-	-			NA
Total Non-Labor		<u>\$ 96</u>	<u>\$ 544,536</u>	<u>\$ 265,577</u>	<u>\$ 542,367</u>		-0.4%	NA
Division Operating Total		<u>\$ 96</u>	<u>\$ 546,000</u>	<u>\$ 267,041</u>	<u>\$ 546,000</u>		0.0%	
Total Labor		\$ -	\$ 1,464	\$ 1,464	\$ 3,633		148.1%	
Total Non-Labor		96	544,536	265,577	542,367		-0.4%	
Operating Total		\$ 96	\$ 546,000	\$ 267,041	\$ 546,000		0.0%	
Allocated Benefits Expenditures		-	-	-	-			NA
Total Direct Water Costs		\$ 96	\$ 546,000	\$ 267,041	\$ 546,000		0.0%	
Allocation of Administrative Services		-	-	-	-			NA
Total Budget		<u>\$ 96</u>	<u>\$ 546,000</u>	<u>\$ 267,041</u>	<u>\$ 546,000</u>		0.0%	

Attachment B

FY 2024-25 Operating Budget Justifications (+/- 5%)

Administration

- 1-1** Increased budget for 3.8% COLA and expected merit salary increases
- 1-2** Added anticipated administrative costs for new regional CropSWAP program
- 1-3** Reduction due to completion of detachment efforts
- 1-4** Increase based on adopted watermaster budget
- 1-5** Increase for deferred comp consulting and Debt Book services
- 1-6** Reduction due to less equipment required for next FY
- 1-7** Decreased budget to align with projections for utilities
- 1-8** Decreased budget reflects new HR manager
- 1-9** Decreased budget to align with projections for recruiting expenses
- 1-10** Decreased budget to align with projections for training expenses
- 1-11** Increased participation in tuition reimbursement
- 1-12** Additional IT staffing
- 1-13** Increased costs for point to point connection for Spectrum \$9K; Additional Verizon devices and monthly plans \$4K
- 1-14** Additional hours budgeted to CIP projects
- 1-15** Reduction due to completion of Energy Efficiency contract in previous FY
- 1-16** Increased budget due to additional required safety training
- 1-17** Increased budget due to insurance and safety increases
- 1-18** Reduction due to completed implementation of fleet monitoring software

Water Services

- 2-1** Increased labor allocation and overtime by total of \$66K for emergency repairs
- 2-2** Additional costs for increased water expected at Santa Margarita Groundwater Treatment Plant (SMGTP)
- 2-3** Additional utilities based on FY25 projected deliveries
- 2-4** Increased contract services for additional specialized services needed to maintain and operate the distribution SCADA system
- 2-5** Changes in operations to allow for increased chemical costs and UV operations
- 2-6** Increased utility costs due to increased volumes from SMGTP for operation of distribution system
- 2-7** Additional OT added to align with trending emergency repairs; less hours allocated to CIP
- 2-8** Increased for welding supplies reduced from warehouse budget
- 2-9** Increased for replacement meters supplied from warehouse

Wastewater Services

- 3-1** Reduced Collections staffing
- 3-2** Reduced contract services for SCADA
- 3-3** Increased chemicals for lift station operations
- 3-4** Increased utilities to align with actuals
- 3-5** Increased maintenance materials for SCADA

Recycled Water Services

- 4-1** Reduced labor to align with actuals

Community Benefit Program

- 5-1** Additional administrative services needed for FY25

Attachment C

Cost of Water

	FY 2022-23	FY 2023-24		FY 2024-25	Budget to
	Actual	Amended Budget	Projected	Budget	Budget Change (%)
Variable Costs:					
SDCWA Variable Cost	\$ 6,511,543	\$ 4,814,288	\$ 2,485,367	\$ -	-100.0%
EMWD Variable Cost	-		862,141	772,590	N/A
SMRCUP Supply Cost*	477,678	1,219,265	1,185,026	1,600,288	31.3%
Inventory Withdrawal	-	-	-	240,177	N/A
System Pumping	339,098	140,904	297,532	283,000	100.8%
Fixed Costs:					
SDCWA Supply Reliability	\$ 684,190	\$ 726,804	\$ 353,568	\$ -	-100.0%
SDCWA Storage	1,048,485	1,048,920	522,204	-	-100.0%
SDCWA Customer service	555,891	547,662	275,004	-	-100.0%
MWD Capacity	237,025	209,694	208,365	220,867	5.3%
MWD Readiness to Serve	259,181	242,400	304,124	316,289	30.5%
SDCWA IAC	603,768	608,142	301,362	-	-100.0%
Total Water Supply Costs	\$ 10,716,859	\$ 9,558,078	\$ 6,794,693	\$ 3,433,211	-64.1%

* This estimate does not include the SMGTP LRP credit of \$305/AF @ 3,100 estimated AF; \$945,500.

Attachment D

Breakdown of District's Employee Benefit Costs

Description	FY 2022-23	FY 2023-24		FY 2024-25	Budget to
	Actual	Amended Budget	Projected	Budget	Budget Change (%)
Auto Allowance	\$ 23,500	\$ 21,750	\$ 23,500	\$ 22,795	4.8%
Insurance - Dental	76,903	84,731	78,609	86,348	1.9%
Insurance - Vision	13,648	14,818	13,961	15,135	2.1%
Insurance - Health	1,143,203	1,310,890	1,253,363	1,500,314	14.5%
Insurance - Life and Disability	55,359	57,390	65,675	61,894	7.8%
Insurance - Worker's Comp	134,287	153,532	107,138	129,207	-15.8%
FICA - Employer's share	535,293	529,000	567,827	591,992	11.9%
CalPERS Annual Contribution	669,948	803,005	779,764	842,390	4.9%
CalPERS Unfunded Liability Payment	1,243,218	1,237,755	1,237,755	1,476,796	19.3%
Pension/OPEB Liability Trust Payment *	500,000	500,000	500,000	500,000	0.0%
Employer's share (401 & 457)	81,680	125,489	119,041	138,038	10.0%
District Share of Retiree Medical Insurance	48,590	53,318	54,792	50,849	-4.6%
Merit Increase/Performance Bonus	47,000	33,000	48,061	83,771	55.7%
Uniforms & Boots	50,473	45,543	49,971	50,248	10.3%
Total	\$ 4,623,102	\$ 4,991,021	\$ 4,899,457	\$ 5,549,777	11.2%

*\$500,000 transferred to the District's Section 115 Pension Trust.

Attachment E

Fiscal Year 2024-25 Debt Service Schedule

Year Ending June 30	Red Mountain State Revolving Fund Loan		Wastewater Revenue Refunding Bonds		QECB* Loan		SMRCUP State Revolving Funds		Water Revenue Bonds		District Annual Debt Service
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	
	2024	\$ 324,764	\$ 71,087	\$ 1,120,000	\$ 610,746	\$ 410,388	\$ 111,302	\$ 1,600,373	\$ 1,214,422	\$ -	
2025	333,166	62,685	1,130,000	603,575	433,953	87,409	1,630,780	1,184,015	65,000	610,782	\$ 6,141,364
2026	341,786	54,065	1,145,000	584,934	458,515	62,150	1,661,765	1,153,030	180,000	496,750	\$ 6,137,994
2027	350,628	45,222	1,185,000	546,700	484,114	35,465	1,693,339	1,121,456	190,000	487,500	\$ 6,139,425
2028	359,700	36,151	1,230,000	498,400	254,219	7,296	1,725,512	1,089,283	200,000	477,750	\$ 5,878,311
2029	369,006	26,844	1,280,000	448,200	-	-	1,758,297	1,056,498	210,000	467,500	\$ 5,616,346
2030	378,553	17,297	1,335,000	395,900	-	-	1,791,704	1,023,091	220,000	456,750	\$ 5,618,296
2031	388,347	7,503	1,390,000	341,400	-	-	1,825,747	989,048	230,000	445,500	\$ 5,617,546
2032	-	-	1,445,000	284,700	-	-	1,860,436	954,359	245,000	433,625	\$ 5,223,120
2033	-	-	1,505,000	225,700	-	-	1,895,784	919,011	255,000	421,125	\$ 5,221,620
2034	-	-	1,565,000	164,300	-	-	1,931,804	882,991	270,000	408,000	\$ 5,222,095
2035	-	-	1,630,000	100,400	-	-	1,968,509	846,287	280,000	394,250	\$ 5,219,445
2036	-	-	1,695,000	33,900	-	-	2,005,910	808,885	295,000	379,875	\$ 5,218,570
2037	-	-	-	-	-	-	2,044,022	770,773	310,000	364,750	\$ 3,489,545
2038	-	-	-	-	-	-	2,082,859	731,936	330,000	348,750	\$ 3,493,545
2039	-	-	-	-	-	-	2,122,433	692,362	345,000	331,875	\$ 3,491,670
2040	-	-	-	-	-	-	2,162,759	652,036	360,000	314,250	\$ 3,489,045
2041	-	-	-	-	-	-	2,203,852	610,943	380,000	295,750	\$ 3,490,545
2042	-	-	-	-	-	-	2,245,725	569,070	400,000	276,250	\$ 3,491,045
2043	-	-	-	-	-	-	2,288,394	526,401	420,000	255,750	\$ 3,490,545
2044	-	-	-	-	-	-	2,331,873	482,922	445,000	234,125	\$ 3,493,920
2045	-	-	-	-	-	-	2,376,179	438,616	465,000	213,700	\$ 3,493,495
2046	-	-	-	-	-	-	2,421,326	393,469	480,000	194,800	\$ 3,489,595
2047	-	-	-	-	-	-	2,467,332	347,464	500,000	175,200	\$ 3,489,995
2048	-	-	-	-	-	-	2,514,211	300,584	520,000	154,800	\$ 3,489,595
2049	-	-	-	-	-	-	2,561,981	252,814	545,000	133,500	\$ 3,493,295
2050	-	-	-	-	-	-	2,610,658	204,137	565,000	111,300	\$ 3,491,095
2051	-	-	-	-	-	-	2,660,261	154,534	590,000	88,200	\$ 3,492,995
2052	-	-	-	-	-	-	2,710,806	103,989	610,000	64,200	\$ 3,488,995
2053	-	-	-	-	-	-	2,762,311	52,484	635,000	39,300	\$ 3,489,095
2054	-	-	-	-	-	-	-	-	665,000	13,300	\$ 678,300

*Qualified Energy Conservation Revenue Bonds. Debt service is not adjusted for interest rate subsidy payments.

Debt Service Budget Summary

Debt Issuance	Service				Total Debt Service
	Water	Wastewater	Recycled Water		
2018 SRF Loan	\$ 2,814,795	\$ -	\$ -	\$ -	\$ 2,814,795
2011 SRF Loan	395,851	-	-	-	395,851
2021 WWRRB*	-	1,213,502	520,072	-	1,733,575
2024 WRB	675,782	-	-	-	675,782
2010 QECB	-	521,362	-	-	521,362
Total	\$ 3,866,428	\$ 1,734,864	\$ 520,072	\$ -	\$ 6,141,364

*70% is allocated to wastewater and 30% of the debt service is allocated to recycled water.

MEMO

TO: Board of Directors
FROM: Personnel Committee
DATE: April 22, 2024
SUBJECT: Employee Satisfaction Survey Results

Purpose

To inform and discuss the results of the recent employee satisfaction survey.

Summary

The District's annual employee satisfaction survey was sent to all employees on February 1, 2024, and was closed on February 29, 2024. Forty-four employees completed this year's survey, compared to thirty-six employees in 2023. This is largest response we've had to the survey.

A summary of the results was shared, via email, with all employees on Friday, March 29, 2024.

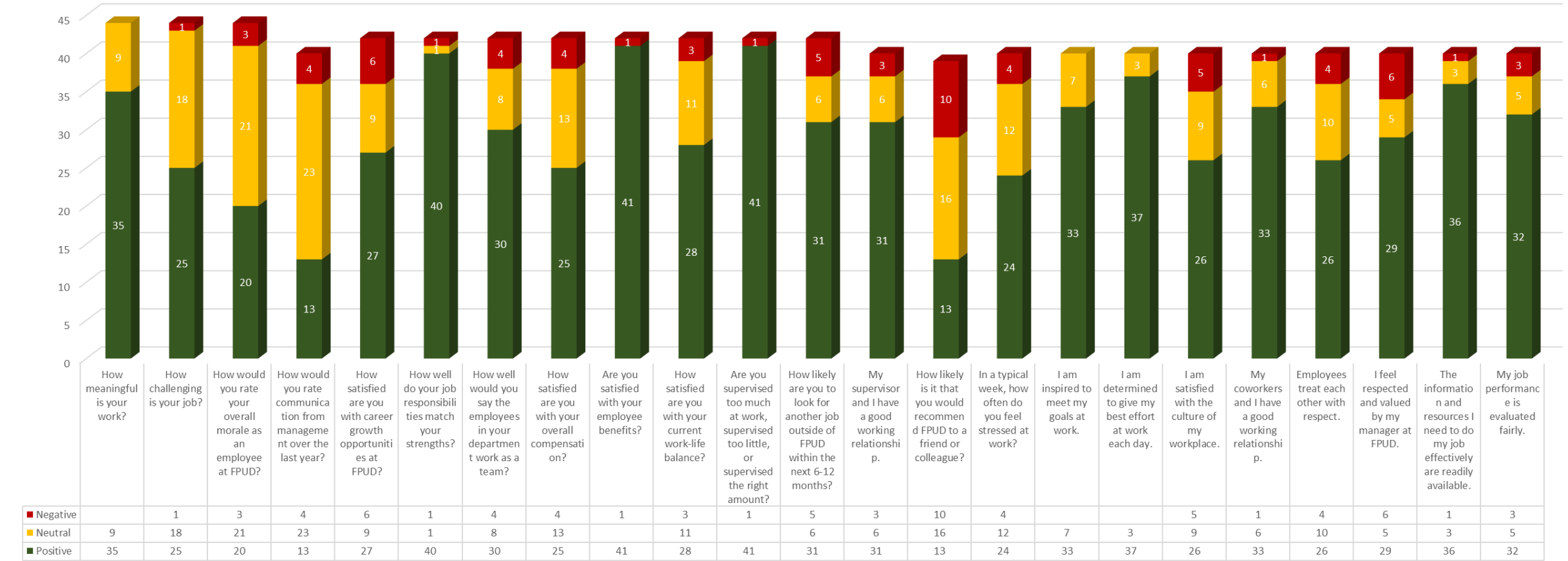
Budgetary Impact

There is no budgetary impact.

Recommended Action

No action required. This is for informational purposes only.

Summary Chart



Summary of Comments

As a follow up to your answer to question #3, please share what you love, like, or hate about working for FPUD.

Love the challenges.

Fair pay, good benefits.

Enjoy working with a team.

You can wear many hats and get a lot of experience doing different things.

Some unnecessary drama created by the staff.

The morale has improved over the last couple of years.

Variety of tasks and cross-training within/other departments.

There is some lack of structure

Work flexibility and ability to work remotely from time to time.

Love the opportunities the District provides for education and training.

What recommendations, if any, do you have for how management could improve communication over the next year?

Some Managers/Supervisors could use professional development training.

Continue to be supportive and motivating.

More training and better communication

Quarterly staff meetings

Communication is great

Work on solutions together as a team, instead of pointing fingers and accusing.

Team Building.

If you plan on looking for another job outside of FPUD, please provide your reason/s for doing so

Opportunities for leadership and Professional development

Compensation

Full-time to Part-time

Closer to home

Growth

Option to work from home

What actions can FPUD take to build a better workplace?

Recognize and support all employees

Continue to do as we are doing

More Accountability

Improve communication between departments.

More team-building events.

Supervisor training

Overall a great place to work.

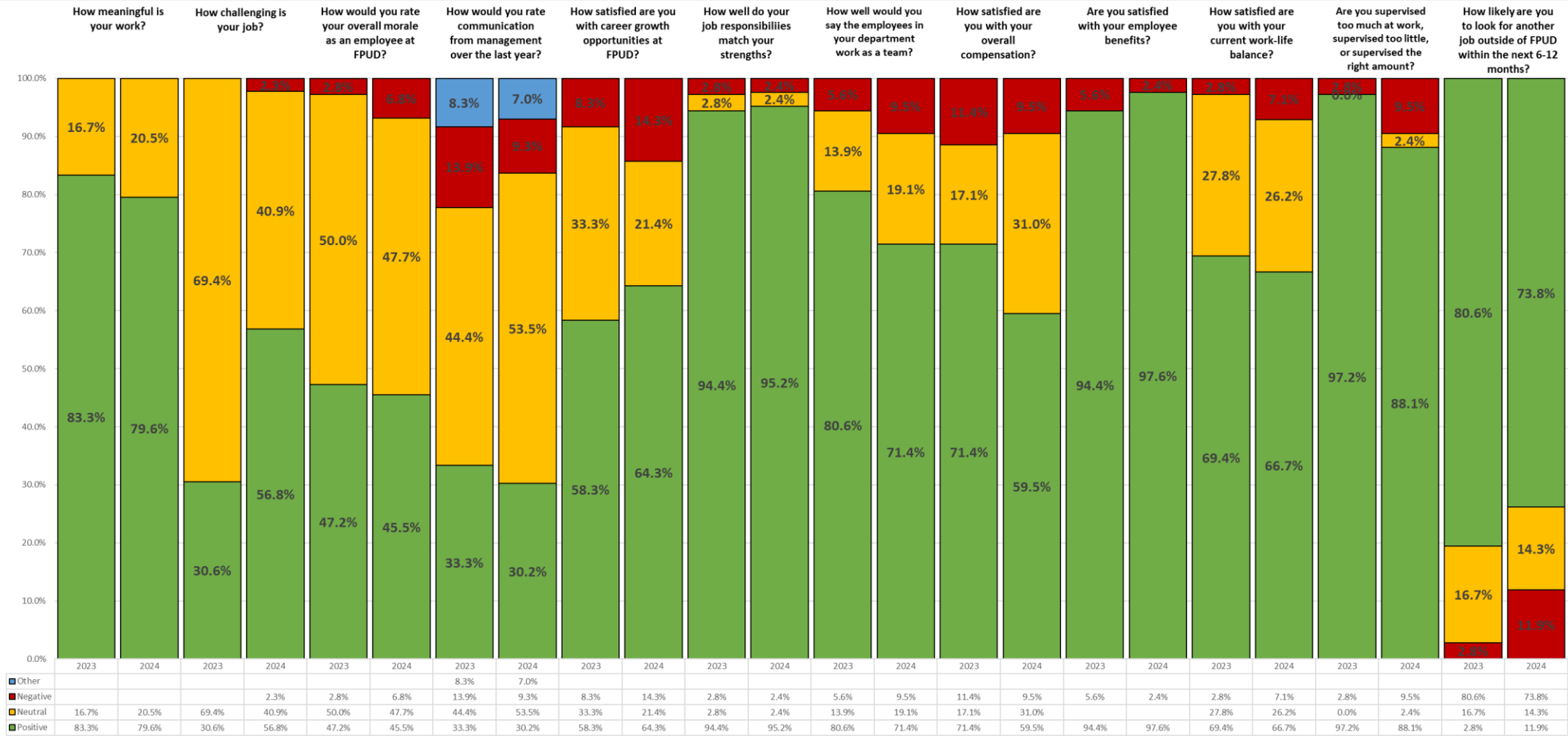
Please feel free to elaborate on any of your answers above and/or share any other comments you have:

Place has improved over the last few years; more consistency and thinking of employee needs will go a long way.

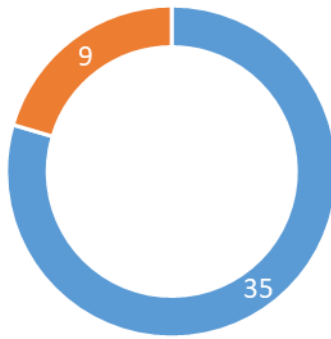
More money for new tools.

Culture can be challenging between office/field staff.

2024 vs. 2023 Results

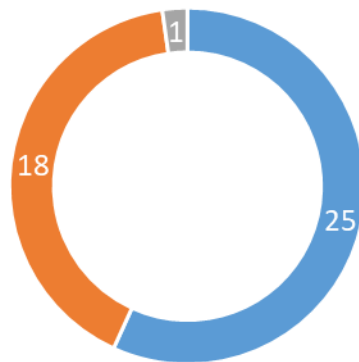


How meaningful is your work?



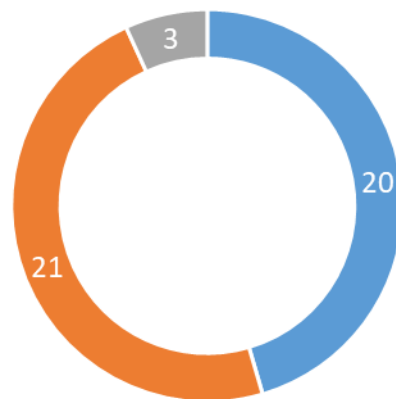
■ Very to Extremely Meaningful ■ Slightly to Moderately Challenging

How challenging is your job?



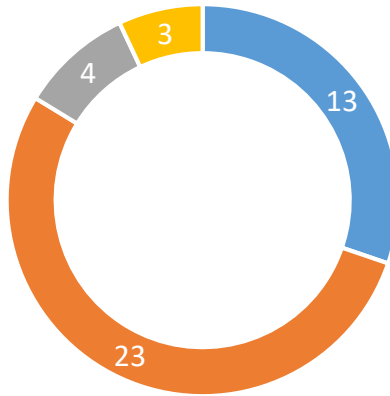
■ Very to Extremely Challenging ■ Slightly to Moderately Challenging
■ Not At All Challenging

How would you rate your overall morale as an employee at FPUD?



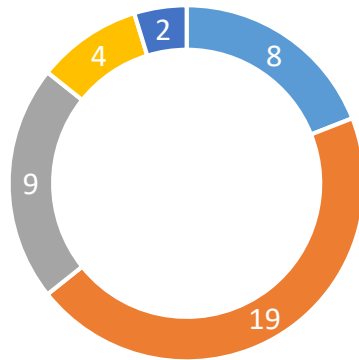
■ I Love Working at FPUD ■ I Like Working at FPUD Just Fine ■ I Hate Working at FPUD

How would you rate communication from management over the last year?



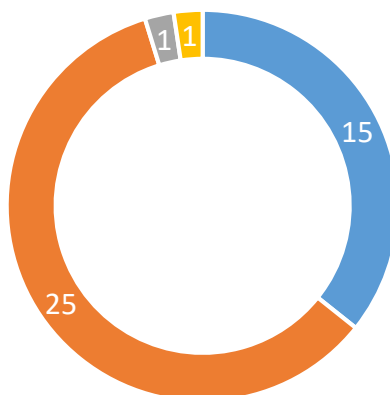
■ Communication Has Improved ■ Remained The Same ■ Has Gotten Worse ■ Other

How satisfied are you with career growth opportunities at FPUD?



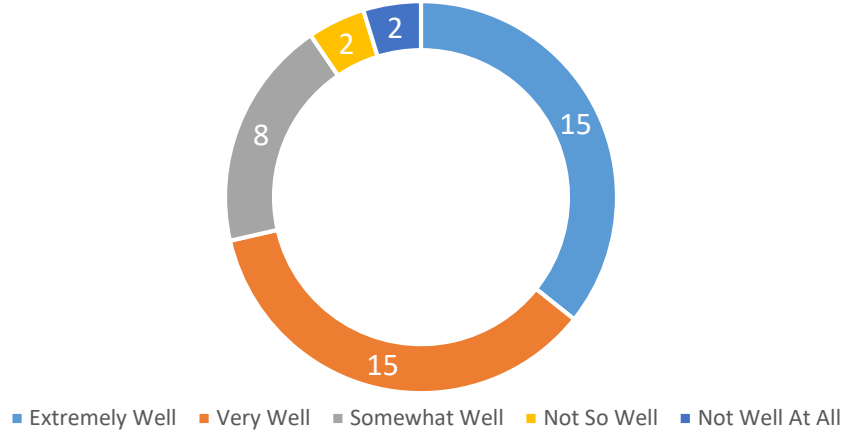
■ Extremely Satisfied ■ Very Satisfied ■ Somewhat Satisfied
■ Not So Satisfied ■ Not At All Satisfied

How well do your job responsibilities match your strengths?

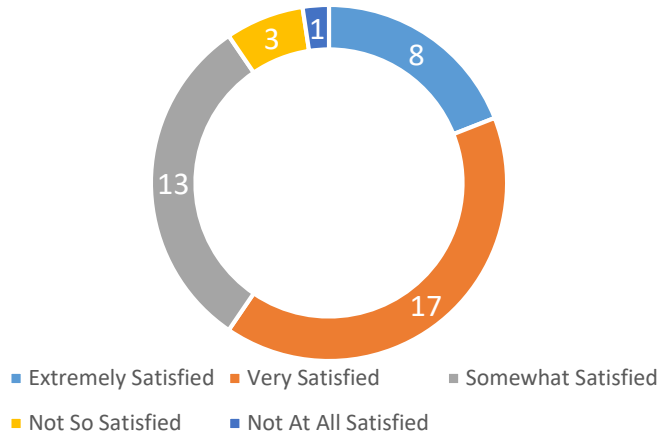


■ Extremely Well ■ Very Well ■ Somewhat Well ■ Not So Well

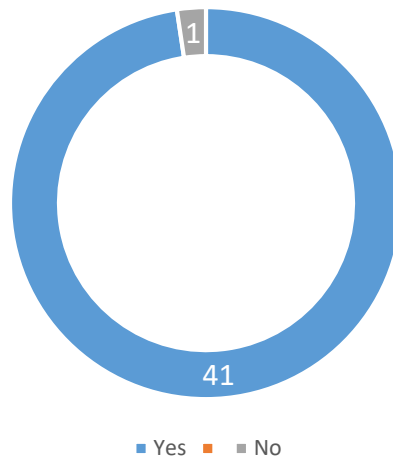
How well would you say the employees in your department work as a team?



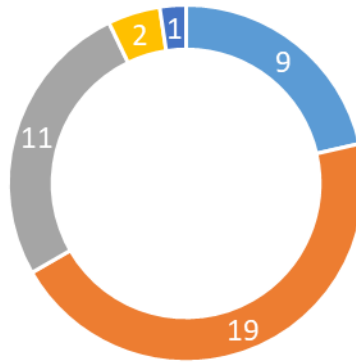
How satisfied are you with your overall compensation?



Are you satisfied with your employee benefits?

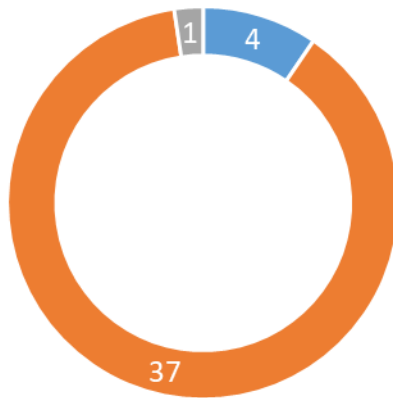


How satisfied are you with your current work-life balance?



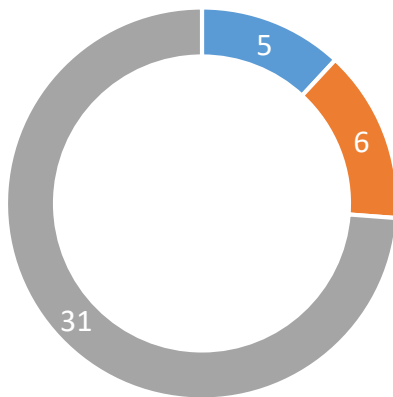
■ Extremely Satisfied ■ Very Satisfied ■ Somewhat Satisfied
■ Not So Satisfied ■ Not At All Satisfied

Are you supervised too much at work, supervised too little, or supervised the right amount?



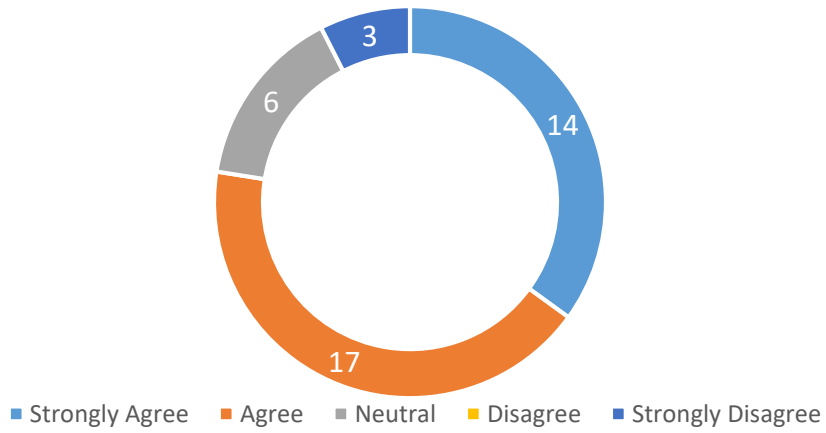
■ Too Much ■ About the Right Amount ■ Too Little

How likely are you to look for another job outside of FPUD within the next 6-12 months?

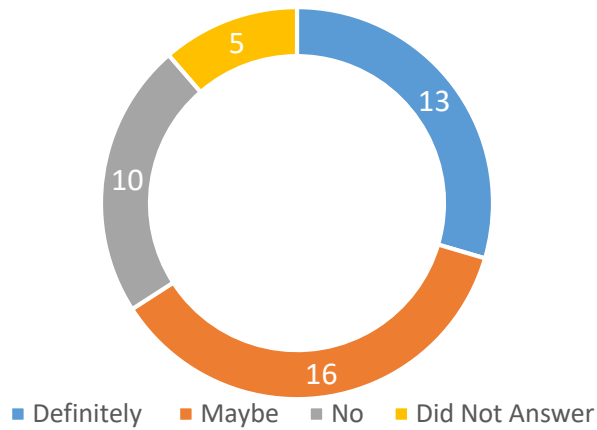


■ Very Likely ■ Likely ■ Unlikely

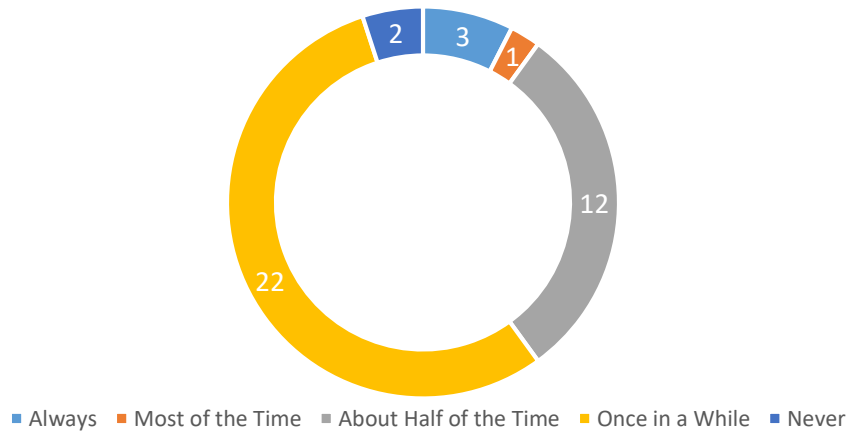
My supervisor and I have a good working relationship.



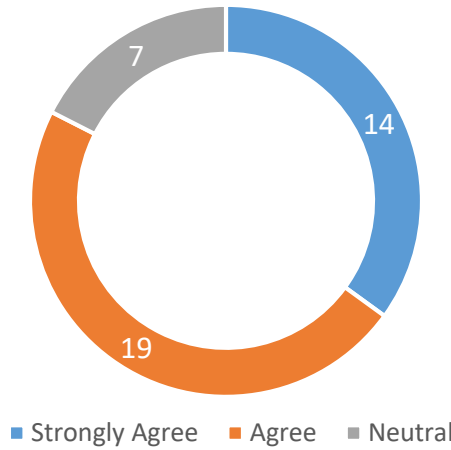
How likely is it that you would recommend FPUD to a friend or colleague?



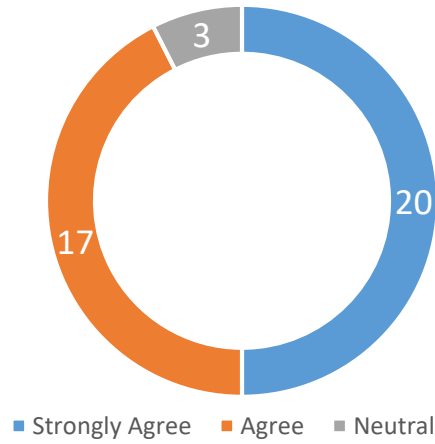
In a typical week, how often do you feel stressed at work?



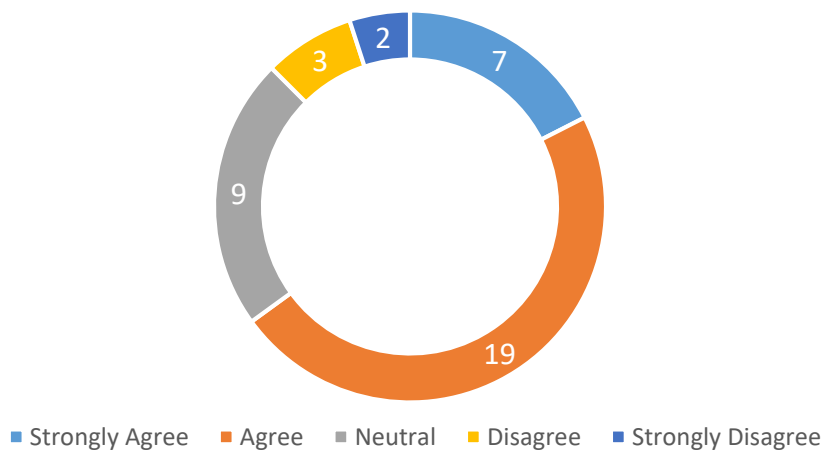
I am inspired to meet my goals at work.



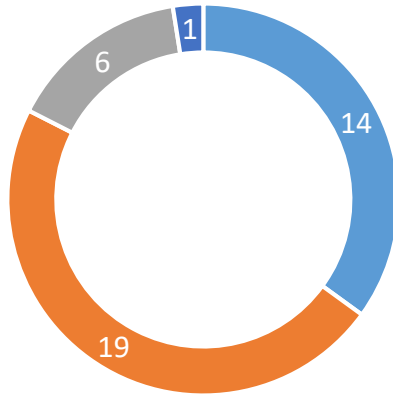
I am determined to give my best effort at work each day.



I am satisfied with the culture of my workplace.

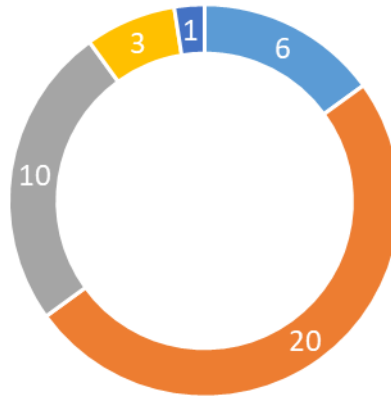


My coworkers and I have a good working relationship.



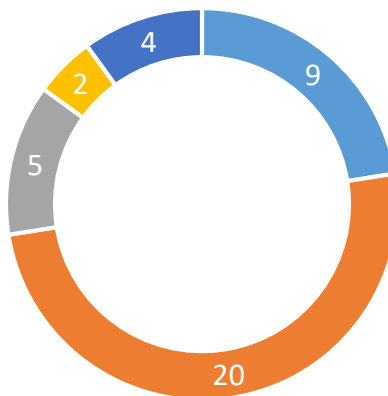
■ Strongly Agree ■ Agree ■ Neutral ■ Disagree ■ Strongly Disagree

Employees treat each other with respect.



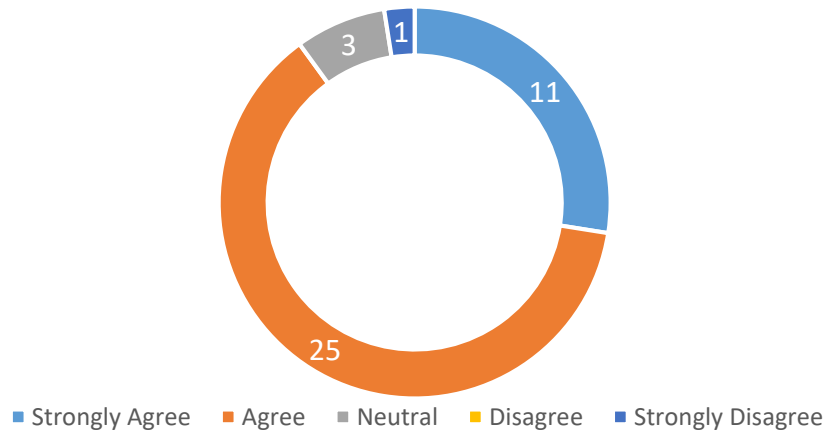
■ Strongly Agree ■ Agree ■ Neutral ■ Disagree ■ Strongly Disagree

I feel respected and valued by my manager at FPUD.

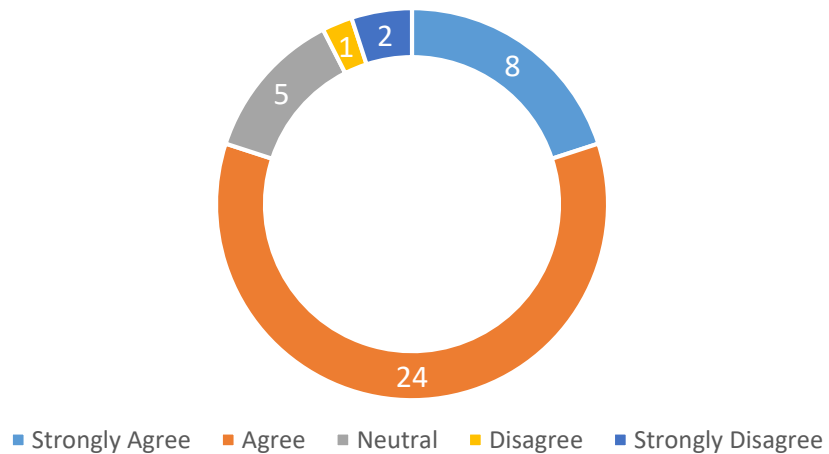


■ Strongly Agree ■ Agree ■ Neutral ■ Disagree ■ Strongly Disagree

The information and resources I need to do my job effectively are readily available.



My job performance is evaluated fairly.



M E M O

TO: Board of Directors
FROM: Engineering & Operations Committee
DATE: April 22, 2024
SUBJECT: Private Street Pavement Restoration on East Elder

Description

Pipeline maintenance and replacement work often occurs in private streets owned and maintained by local residents. Typically, when performing work in private streets, the District replaces the pavement in-kind within the influence of the excavation and any other damage caused by the work. Private roads without a maintenance agreement or HOA are often neglected and in a severely deteriorated state. Residents sometimes hope to have their entire road replaced when pipeline work is performed.

Purpose

As part of the FY24 Pipeline Replacement Project, the District's contractor installed a new water main on East Elder Street. 730 feet of the street is privately owned between Shady Glen and Debra Anne. This section of private street connects two County maintained streets and is used by the wider public as pass through access, as well as the only access for the Emmanuel Baptist Church. There is no maintenance committee or HOA responsible for road maintenance. There are 7 homes with direct access from the private section of E Elder. There are an additional 11 homes on private dead end streets accessed from this section of E Elder. And there are approximately 10 homes on Morro Road that have access from another direction, but are near the private section of E Elder. The private streets that connect to E Elder have been maintained by the residents, but E Elder itself has not been repaved or maintained since before 2007. As a result, it was in a deteriorated state with alligator cracking throughout the length of the street prior to starting this pipeline construction project. The road appears to have been originally constructed without an adequate base layer and 3-inches of asphalt.

The District's new pipeline was placed in existing public utility right-of-way, 550 linear feet of which was placed under the existing private pavement. A 180 foot section of the pipe was placed in the public easement north of the paved street to avoid existing utility conflicts and did not require trenching in the private pavement. During construction, the contractor staged some equipment (excavator and dump truck) within this same public easement in the dirt lot adjacent to the private road. An additional staging area for materials and equipment was used within the shoulder of the County maintained street just east of the private section of road. The contractor did routinely use the private road within the District's easement to transport equipment and materials from these staging areas to other areas of the project. This occurred for a period of approximately 6 months. There was no reasonable alternative for the contractor that would have avoided the use of the private road during construction.

As construction is nearing completion, several residents have reached out to the District requesting pavement restoration beyond the planned trench repair. They have expressed concern that wear and tear on the pavement occurred outside the influence of the trench area due to the contractor's use of the road for access. Several residents, as well as a pastor from the church, attended the March 25 board meeting and requested the board of directors consider options for additional paving.

There are various options as far as extent and contracting approach:

Option 1

No additional paving beyond the planned trench repair: Following the District's standard practice (see attached Policy for Private Roads), the road within the influence of the pipeline trench will be restored to like new condition. This will result in an approximately 6-foot wide swath of new pavement, with the deteriorated pavement left on either side of the trench. No additional cost to the District.

Option 2

Full width paving at the two intersections in addition to trench repair: The existing pavement is in the worst condition at each of the two intersections and the influence of the pipeline work is larger due to trenching for tie-ins to the cross streets. To extend the paving to the full width of the intersection would only require 1,500 square feet of additional paving. Based on estimates from paving contractors, this equates to an additional cost of \$17,000. This additional cost could be entirely covered by the residents, entirely covered by the District, or shared between the two. If a cost sharing agreement is reached, generally the contractor would bill the residents directly, separate from the District.

Option 3

Full width paving along the entire length of the private road: This option would include 13,350 square feet of additional paving. This equates to an additional cost of \$92,000. Again, a cost sharing agreement could be reached, similar to the contracting options listed in Option 2 above.

Budgetary Impact

Any cost of additional paving paid for by the District would have to come from capital funds designated for pipeline repairs. Adding significant pavement expenses to the cost of pipeline installation will limit the ability of the pipeline replacement program to achieve the targeted replacement goals needed to maintain reliable water service. If the District fully funded option 2, it would be a 6% increase in cost for this portion of the project. If the District fully funded option 3, it would be a 32% increase in the cost. Because 70% of the District's pipelines are in private roads, extrapolating that extra paving cost to all pipeline replacements in private roads would result in an increased expense of between \$800,000 and \$1,000,000 per year – roughly a 20% increase in cost to the pipeline replacement program.

Recommended Action

Staff supports Board direction.



Policy for Paving Private Roads and Driveways

Purpose:

To provide an outline of responsibility for repair or replacement of asphalt or concrete on private roads or driveways damaged during water or sewer pipeline construction, replacement, rehabilitation or repairs.

Policy:

In the event that a new water or sewer main is installed; or following a water or sewer main or service lateral leak, break, replacement or rehabilitation on a private road or driveway; FPUD will replace the road or driveway with equal thickness and type of materials as damaged or removed. FPUD will also be responsible for replacement of any effected subgrade materials removed during construction or by water erosion from a mainline or service break. FPUD will replace subgrade materials with equal or the same materials removed following county specifications for required subgrade compaction.

Emergency Repairs:

FPUD is only responsible for replacing asphalt or concrete that is damaged or undermined by a water or sewer break or leak. Once the mainline or service lateral rehabilitation is completed temporary road surface repairs will be made to sustain reasonable road travel until final asphalt or concrete repairs can be completed. Typically, the District will allow a minimum of 30 days for traffic to drive over an asphalt roadway potentially damaged during the event. This will allow the road surface to settle exposing fishers that may have undermined the asphalt and were not visible immediately following the event. The District will regularly monitor the road surface for sink holes or fishers that would be considers unsafe for vehicles or pedestrians and will fill them with temporary asphalt to maintain reasonable road travel. The extent of repairs will be deemed by the Field Services Manager, Operations Manager, Engineering Manager or Supervisors once it is determined sufficient time has passed to allow all subsurface damages to appear.

If additional subsurface anomalies are found while removing the damaged asphalt or concrete for replacement and determined to have been caused by the event those areas will be added to the scope of repairs by the Field Services, Engineering or Operations Manager.

New or Replaced Pipelines:

If a planned water or sewer main or service lateral are installed, repaired, rehabilitated or replaced on a private asphalt or concrete road or driveway FPUD will replace the asphalt or concrete within the scope of that work. FPUD is not responsible for replacing asphalt or concrete roadways or driveways outside the scope of construction. FPUD will record video footage and/or take photos of the private road or driveway before construction begins. FPUD will only replace the asphalt or concrete removed or damaged during construction. Once construction is completed the Engineering, Field Services or Operations Manager will review the video and or photos to determine if any additional damages were incurred during construction. If additional damages are determined to be caused by construction traffic or the construction process those areas will be added to the final paving repairs.

Damaged or Aged Roads and Driveways:

FPUD will only replace the road surface where pipeline work was completed in the event that a water or sewer main or service lateral are installed, repaired, rehabilitated or replaced on a private road or driveway with damaged or aged road surface that has exceeded its life expectancy or is damaged or aged in a way that would require complete replacement. FPUD staff will coordinate with the awarded asphalt contractor to find the best solutions for replacing the asphalt within FPUD's scope of work without disturbing the surrounding preexisting damaged road surface.

FPUD may coordinate to share the cost of a complete road surface replacement with private road owners or a road committee dedicated to the community if the owners or committee wish to pursue this option. A shared cost proposal will be determined by the Engineering, Operations or Field Services Manager and submitted to the General Manager and the Board of Directors.

Easements and Right of Ways:

Property owners must receive granted permission from FPUD if they wish to place any asphalt or concrete walkway, driveway, or parking on any FPUD easement or right of way. If an asphalt or pavement walkway, driveway, or parking is placed above an existing water or sewer pipeline it will be removed during repairs or replacement. If extensive labor is required to remove the concrete or asphalt from the easement to make repairs to FPUD's asset the property owner may incur a fee for removal and disposal. FPUD is not responsible for the replacement of these walkway, driveway, or parking unless previous permissions for the asphalt or concrete were granted by FPUD.

Resealing private roads:

If a private road or driveway has been resealed within the last three years FPUD will re-apply equivalent seal coating to the repaired asphalt surface once paving repairs are completed. FPUD will follow the awarded contractors recommended timeframes allowing the repaired asphalt to cure before applying the final seal coat.

Esthetics of a Road or Driveway Surface:

Color and texture variations of repairs are inevitable. FPUD will attempt to match existing materials within reason. FPUD is not responsible for color variations or texture of new material compared with old material. FPUD is not liable to seal coat, pressure wash, paint, dye or in any way resurface surrounding aged asphalt or concrete to attempt matching aged and faded existing materials.

M E M O

TO: Board of Directors
FROM: Jack Bebee, General Manager
DATE: April 22, 2024
SUBJECT: Recognizing, Honoring, and Commending Jack Simes for His Years of Service with the United States Bureau of Reclamation

Description

To adopt a resolution recognizing Area Manager Jack Simes for his years of service to the United States Bureau of Reclamation (USBR).

Purpose

Mr. Simes has served as the Area Manager for the Bureau of Reclamation's Southern California Area Office in Temecula. This office has program responsibilities in nine southern California counties for implementing water reclamation and reuse projects under the Title XVI authority. Mr. Simes is an advocate for water providers throughout the program responsibility area. However, despite the vast area under the jurisdiction of this office, Mr. Simes maintains strong knowledge of critical projects in the region, which has included projects and programs of importance to Fallbrook Public Utility District.

Mr. Simes has been instrumental in elevating FPUD Santa Margarita Conjunctive Use Project and led efforts to complete the Environmental Documents and Preliminary Design necessary to advance the project, which is currently providing almost all the water to our customers. Mr. Simes has been a strong advocate and diligent resource for the District, and the region as a whole has benefitted from Mr. Simes's work, knowledge, and experience. The Fallbrook Public Utility District Board of Directors and staff proudly honor and recognize Mr. Simes for his superior accomplishments.

Budgetary Impact

There is no budgetary impact.

Recommended Action

The Board adopt Resolution No. 5074 recognizing, honoring, and commending Jack Simes for his year of service with the United States Bureau of Reclamation

RESOLUTION NO. 5074

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
FALLBROOK PUBLIC UTILITY DISTRICT RECOGNIZING,
HONORING, AND COMMENDING JACK SIMES FOR HIS
YEARS OF SERVICE WITH THE UNITED STATES
BUREAU OF RECLAMATION**

WHEREAS, Jack Simes faithfully served as Area Manager of the United States Bureau of Reclamation (USBR) Southern California Office in Temecula, California, overseeing nine southern California counties; and

WHEREAS, throughout his service with USBR, Jack has demonstrated unwavering loyalty and dedication to the development, management, and preservation of water supply and storage projects that have helped advance water reliability in California and the arid southwest; and

WHEREAS, under Jack's stewardship, the Southern California Office has implemented water reclamation and reuse projects, conducted water and related resources planning, provided water conservation field services; and

WHEREAS, Jack has proven himself to be a respected voice in the community, has shown dedication to his career, and has faithfully contributed to a rapidly growing and prospering San Diego County; and

WHEREAS, Jack has served as a reliable and respected advocate on behalf of water district's under the jurisdiction of USBR's Southern California Office, which included Fallbrook Public Utility District (FPUD); and

WHEREAS, Jack has been instrumental in elevating FPUD Santa Margarita Conjunctive Use Project and led efforts to complete the Environmental Documents and Preliminary Design necessary to advance the project which is currently providing almost all the water to our customers.

NOW THEREFORE, BE IT RESOLVED that the Fallbrook Public Utility District Board of Directors hereby confer upon Jack Simes their highest commendation for his dedicated service to the United States Bureau of Reclamation.

PASSED AND ADOPTED by the Board of Directors of the Fallbrook Public Utility District at a regular meeting of the Board held on the 22nd of April, 2024, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

President, Board of Directors

ATTEST:

Secretary, Board of Directors

M E M O

TO: Board of Directors
FROM: Jack Bebee, General Manager
David Shank, Assistant General Manager/CFO
DATE: April 22, 2024
SUBJECT: Updates to Process for appealing delinquent bills transferred to a new owner (Adopt Resolution No. 5075 amending Administrative Code Section 12.8)

Purpose

There have been a few recent incidences where a prior owner has had an outstanding bill that was not paid prior to the sale of real property. Per the District's policy, the past due amounts are transferred to the new owner of the property after 90 days. As a result, some customers who have recently purchased real property with a delinquent bill, have been bringing the issue to the Board and requesting an adjustment. Often this issue is associated with the sale/purchase of a property that has accrued water use during the escrow period of the transaction.

Summary

In May 2022, staff reviewed the current process for transferring and collecting delinquent bills and alternatives with the Fiscal Policy and Insurance Committee. Based on this discussion it was determined that the current process which is also used by the vast majority of local water agencies is the best approach to both protect the District from not being able to recover funds and to allow the District to set up favorable payment plans with delinquent customers. The District's services are secured by the individual parcel/property and not by the individual paying the bill. This streamlined and highly effective approach has both good and bad elements. Staff surveyed local water providers and found that Rainbow Municipal Water District, Valley Center Municipal Water District, Vallecitos Water District, Olivenhain Municipal Water District and Vista Irrigation District all secure bills against the property.

The benefits of the current approach are significant. First, it allows the District a degree of flexibility with regards to payment plans and how aggressive staff must be with water shut offs. Given the lengthy legal process for residential shutoffs, a significant amount of funds can be accrued before a meter can be shut off. The collection of these funds is certain under the current structure but will be subject to the willingness of a customer to pay if credit is extended to the individual.

The District also participates in the County's Teeter Program for collection. This program allows the District to process a lien on the property for past due balances. The County then bills the customer for the lien on the property tax bill and at the end of the year the

County pays the District any unpaid balances. The County then pursues collections without any District involvement.

The occasion where a past due balance is applied to a new owner is infrequent but raises a real equity issue. In most instances, this situation is avoided by the District's customer service team's proactive communication with new owners. New owners are advised when they call to open/transfer an account that any outstanding balances will transfer to their account. This typically results in communication between the seller and buyer to close the account and pay balances prior to the transfer of ownership.

Changing the security of the bill from the property to the individuals would require credit checks and the collection of deposits and the District would need to know the details of any terms agreed to by the parties during a property transfer. It would also involve collection agencies and an increase in the District's bad debt expenses as a significant portion of the unpaid bills would likely be uncollectable. This cost would be borne by other ratepayers. In addition, this change could trigger a change in the District's credit rating depending on how the rating agencies look at the District's bad debt exposure as during our current credit rating process the existing collection process was noted as part of the rating we received.

Many of the recent issues arose from the current owner not paying the bill during the transfer of a property in escrow. In this case the District does not know the details of the transaction and who has agreed to pay the bills accrued during escrow—in fact the District seldom is aware of real property sale transactions within the District. While this should be the responsibility of the real estate agents involved in the transaction to ensure that all existing bills allocated to the property have been addressed, there have been a few occasions where this was not done. To try and make sure agents fully understood the need to address this as part of a transaction, the District sent out a letter to parties involved in the transaction to highlight the need to address the unpaid water bill.

Based on direction from the Board, staff has prepared an additional letter to highlight this obligation and highlight the potential for future legal action if this obligation is not addressed by the agents. In addition, the Board requested an update to the appeal process for transferred delinquent bills that requires the party bringing forward an appeal to first demonstrate they have pursued recovery with the prior owner and agents involved in the real estate transaction.

Recommended Action

That the Board adopt Resolution 5075 updating the Administrative Code Section 12.8 to clarify requirements for an appeal on transferred delinquent bills.

Attachment A

event that the original customer or depositor is deceased, such person's heir, beneficiary, or duly appointed representative may file a claim before the Effective Date as provided in Government Code Section 50052.5.

Sec. 12.6 Meter Locks and Restrictors.

If for any reason, other than District convenience, a water meter shall be locked by the District, the water may not be again turned on to serve the property through such meter until all past due charges plus the Disconnection Processing Fee of Fifty Dollars (\$50) shall have been paid to the District. A Delinquent Processing Fee of \$30 to process and deliver delinquent account notices and a fee of \$100 for broken or damaged locks may also apply. Damage to corporation or angle stop in attempt to restore services locked for non-payment will be billed at actual time and material and added to the water bill.

If flow restrictors are required for any reason in order to implement policies within this Administrative Code, the fees are as follows:

<u>Meter Size</u>	<u>Installation Fee</u>
3/4" and 1" Meters	\$144
1-1/2" and larger	\$611

Sec. 12.7 Meter Not Registering.

Whenever, for any reason, a meter fails to register correctly, the consumer will be charged an amount for the previous billing period increased or decreased by the percentage change in total billing by the District for all consumers for the two billing periods.

Sec. 12.8 Water Rates or Service Charges Lien on Property.

In addition to any other remedy provided therein or by law for the collection of any water rate, charges or account, all rates or service charges provided for in this Administrative Code shall be charged and become a charge against the property on which the water is furnished and against the owner thereof, and all charges for water so served to a property shall be and become a lien against the premises upon which the water is used or served.

Standby accounts with a delinquent balance greater than \$500 as of April 1st of each year may be sent notification of intent to place delinquent and unpaid charges on the annual tax roll. The notification will be sent by May 1st and provides the customer 60 days to bring the account current. If the amount is not brought current by July 1st, the portion of the delinquency due as of the prior April 1st may be reported to the County Treasurer for inclusion on the annual taxes levied on the property.

If for any reason or cause the sums of money owing for such water services are not paid as required by the terms and provisions of this Administrative Code, the District shall have the right to shut off such water, and in no case shall service of water be resumed on the same property until all such delinquencies and additional turn-on charges shall have been paid in full. Delinquent bills from former owners or tenants are the responsibility of the present owner. **Prior to appealing any delinquent bills to the Board, the current owner shall**

demonstrate that they have pursued recovery of the funds from the prior owner or agents involved in the real estate transaction.

Sec. 12.8.1 Theft of Water.

Water is defined as stolen from the customer if the water is stolen from the customer's side of the meter. Water stolen from a mainline, hydrant, District pipeline, appurtenance, or tampering with a customer's meter is defined as water being stolen from the District.

Water Stolen from Customer.

Customers who have reported water theft to the District must also notify local law enforcement agencies. The District will require proof of theft from a law enforcement agency that a theft of water occurred. Customer's asking for credit on the bill for water theft will be processed by account type. If a full price M&I customer, the District may discount the estimated amount of water stolen and charge the District's wholesale cost of water for the amount stolen. An estimate of the amount of water stolen will be made by District staff using that customer's usage history. Water sold to Agricultural customers and Agricultural-Domestic is sold at District cost so no discount may be applied. If the stolen water caused the customer's allocation bank to be adversely affected, the District will restore the estimated amount stolen to the customer's allocation bank. If the water theft resulted in an overuse penalty, the District will credit the penalty to the customer for the estimated amount of water stolen.

Water Stolen from District.

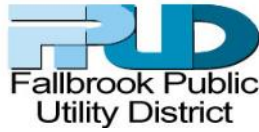
Any theft of water from the District will be reported to law enforcement agencies. If the theft is due to meter tampering, the customer will be charged a \$250 fee for tampering with the meter plus time and materials to place the meter back into proper position. If a water theft from the District due to meter tampering occurs again on the same meter, the customer will be charged a \$500 fee for tampering and an item will be brought forward to the Board of Directors to consider discontinuance of service. An estimate of the amount of water stolen will be calculated and billed to the customer's account. Collection of said fees are subject to all District regulations regarding collection of past due accounts.

Sec. 12.9 Volumetric Wastewater Charges.

Wastewater service charges are established upon each property within the District that is connected to a sewer line of the District whether said premises are occupied or unoccupied. Volumetric Wastewater Charges are applied to estimated billable wastewater flows, which are based upon adjusted water deliveries. The charge per killogallon of wastewater flow is shown below:

User Class	Volumetric Wastewater Charge (\$/kgal)
Agricultural-Domestic (AD)	\$ 9.16

Attachment 6



ANNUAL NOTICE

January 24, 2024

NOTICE TO REAL ESTATE AGENTS AND PROFESSIONALS ON REQUIREMENT TO RESOLVE ANY DELINQUENT WATER AND SEWER BILLS BEFORE CLOSING A REAL ESTATE PURCHASE AND SALE TRANSACTION

To Local Real Estate Agents and Professionals Working in the Fallbrook Area:

We're writing to remind local real estate agents and professionals to **verify whether there are any unpaid water or sewer bills on a property before closing escrow. If so, the parties must arrange to have the unpaid balances paid off prior to closing escrow.**

Under the rules and regulations of the Fallbrook Public Utility District (FPUD), delinquent bills for water used on, and sewer services provided to the property prior to the close of escrow are the responsibility of the present owner of the property. If there are delinquent bills for water or sewer service to a property, FPUD retains the right to shut off existing water service until all such delinquencies and applicable turn-on charges have been paid in full. FPUD is often only notified of a change in service due to the sale of property after escrow has closed, and at times only then learn that neither the seller nor the purchaser were made aware of these requirements, resulting in many new owners (purchaser) not being aware of unpaid balances by the previous owner (seller) or the real estate company.

We hereby notify real estate agents and professionals working in the Fallbrook area of these FPUD requirements regarding delinquent bills and your obligation to arrange for payment of unpaid balances prior to the close of escrow. Real estate agents and professionals can contact our customer service department at 760-728-1125 to verify if any unpaid balances need to be addressed prior to close of escrow. If you have any follow up questions, please contact Dave Shank, Chief Financial Officer for FPUD at 760-728-1125 or dshank@fpud.com.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Jack Bebee', is written over a light blue horizontal line.

Jack Bebee
General Manager
Fallbrook Public Utility District

Attachment 7

RESOLUTION NO. 5075

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE FALLBROOK PUBLIC UTILITY DISTRICT
AMENDING ADMINISTRATIVE CODE SECTION 12.8, "WATER RATES
OR SERVICE CHARGES LIEN ON PROPERTY"**

* * * * *

WHEREAS, there have been recent incidences where a prior property owner has had an outstanding bill that was not paid prior to the sale of the real property; and

WHEREAS, per the District's current policy, the past due amounts are transferred to the new property owner after 90 days; and

WHEREAS, as a result, some customers who have recently purchased real property with an delinquent bill have brought the issue to the Board of Directors to request an adjustment; and

WHEREAS, the Board of Directors has requested an update to the appeal process for transferred delinquent bills which would require the new property owner to first demonstrate that they have pursued recovery with the previous property owner and real estate agents involved in the real estate transaction; and

WHEREAS, this update requires a revision to the District's Administrative Code Section 12.8, which covers Water Rates or Service Charges Lien on Property; and

WHEREAS, upon updating these references, a requirement will be added that new or current owners demonstrate that they have pursued recovery of the funds from the prior owner or agents involved in the real estate transaction.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Fallbrook Public Utility District does hereby adopt the proposed revision to Article 12, Section 8 of the Administrative Code, a copy of which is attached, as Exhibit A, hereto and incorporated herein.

BE IT FURTHER RESOLVED, the remaining provisions of Article 12 are unaffected and reconfirmed hereby.

PASSED AND ADOPTED by the Board of Directors of the Fallbrook Public Utility District at a regular meeting of the Board held on the 22nd day of April, 2024, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

President, Board of Directors

ATTEST:

Secretary, Board of Directors

EXHIBIT A

REVISIONS TO ADMINISTRATIVE CODE SECTION 12.8

Sec. 12.8 Water Rates or Service Charges Lien on Property.

In addition to any other remedy provided therein or by law for the collection of any water rate, charges or account, all rates or service charges provided for in this Administrative Code shall be charged and become a charge against the property on which the water is furnished and against the owner thereof, and all charges for water so served to a property shall be and become a lien against the premises upon which the water is used or served.

Standby accounts with a delinquent balance greater than \$500 as of April 1st of each year may be sent notification of intent to place delinquent and unpaid charges on the annual tax roll. The notification will be sent by May 1st and provides the customer 60 days to bring the account current. If the amount is not brought current by July 1st, the portion of the delinquency due as of the prior April 1st may be reported to the County Treasurer for inclusion on the annual taxes levied on the property.

If for any reason or cause the sums of money owing for such water services are not paid as required by the terms and provisions of this Administrative Code, the District shall have the right to shut off such water, and in no case shall service of water be resumed on the same property until all such delinquencies and additional turn-on charges shall have been paid in full. Delinquent bills from former owners or tenants are the responsibility of the present owner. Prior to appealing any delinquent bills to the Board, the current owner shall demonstrate that they have pursued recovery of the funds from the prior owner or agents involved in the real estate transaction.

MEMO

TO: Board of Directors
FROM: Jack Bebee, General Manager
DATE: April 22, 2024
SUBJECT: Initiation of Comprehensive Strategic Planning Process

Purpose

The District is at key point to evaluate the long term objectives and goals. A number of substantial efforts have recently been completed including the transfer of water service to Eastern Municipal Water District and the completion of the Santa Margarita Groundwater Treatment plant and initiation of local water deliveries. These changes represent a major milestone in the history of the District and the initiation of local water deliveries concludes seven decades of water rights litigation with Camp Pendleton. Together these projects allowed the District to decrease water rates and utilize local supplies to mitigate future imported rate increases. The District now faces new challenges with continued decline in water sales from water residential and agricultural customers. In order to ensure the District is properly positioning for these challenges, it is recommended that the District initiate a compressive strategic planning process that will involve input from the community, staff and the Board of directors.

Summary

At the February 26, 2024 Board meeting, staff presented a summary of the current strategic plan and some alternatives for updating the plan given the completion of many of the main goals that have been the cornerstone of the current plan. The existing plan was largely developed internally by the General Manager and was focused on completing the two main significant priorities: the District local water supply project and the wholesale water transfer to Eastern Municipal Water District (EMWD). With both these objectives complete and more uncertainty over which future challenges facing the District present the greatest risk, staff presented alternatives for develop an updated strategic plan at the February Board meeting to initiate a comprehensive facilitated strategic planning process. There was board support for focusing on moving this process forward with an outside facilitator before developing any new primary policy objectives

Staff reached out to a number of potential parties with necessary unique experience to be able to help facilitate and develop the updated strategic plan. Based on his extensive experience in the region and understanding of both the big picture and small day to day items that create both challenges and opportunities for a water agency in southern California, staff is recommending the District utilize Paul Jones, the retired General Manager from EMWD, to facilitate the strategic planning effort.

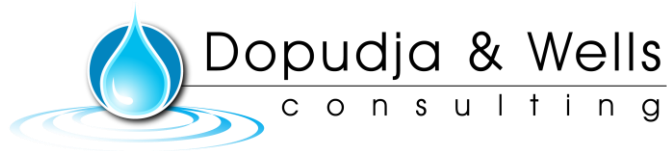
Mr. Jones currently works as a consultant with Dopudja and Wells Consulting and staff has worked with Mr. Jones to develop a comprehensive scope of services for the strategic planning effort that will ensure the plan includes input from key community members, District staff and the Board (Attachment A).

The planning process would be initiated now so that an updated strategic plan is in place to be a foundational document to lay out the objectives that will be the basis for the Fiscal Year 25/26 Budget. Completion of this updated plan is critical to ensure District resources are being utilized in the most efficient manner to address the current and future challenges facing the District

Recommended Action

That the Board approve the award of \$78,705 to Dopudja and Wells Consulting for the facilitation and development of a comprehensive strategic plan that will ensure the District is positioned to address the current and future goals facing the District in the most cost effective manner.

Attachment A



April 10, 2024

Mr. Jack Bebee
General Manager
Fallbrook Public Utilities District
990 E Mission Rd,
Fallbrook, CA 92028

SUBJECT: Proposal for Strategic Planning Services

Dear Jack,

Dopudja & Wells Consulting (Dopudja & Wells) understands that the Fallbrook Public Utilities District (FPUD or District) wishes to develop a practical, concise, and actionable strategic plan (Strategic Plan). The following sections provide background on FPUD's desire for a strategic planning process and describe a scope of work, process, and steps for engaging the staff, community stakeholders and Board in the development of a Strategic Plan.

Background

FPUD is an independent special district formed in 1922 to provide water to the community of Fallbrook. Since then, the District has expanded its services and treats sewage and provides recycled water. The District currently provides water and sewer service to 35,000 residents living on 28,000 acres in Fallbrook. About 30 percent of the water is used by agriculture. The District also produces about 1.5 million gallons per day (mgd) of recycled water daily that is used to serve non-potable irrigation demands.

Recently, the District has achieved several significant milestones. In 2023, the San Diego Local Agency Formation Committee (LAFCO) approved FPUD's successful detachment from the San Diego Water Authority (SDCWA) and annexation to Eastern Municipal Water District (EMWD). This action has resulted in FPUD's representation at the Metropolitan Water District being provided through EMWD, and more importantly, a significantly less costly source of imported water for the District. Additionally, the District continues to implement the Santa Margarita River Conjunctive Use Project (SMRCUP) project and has constructed and commissioned the Santa Margarita Groundwater Treatment Plant to treat pumped groundwater for delivery to FPUD's customers. In Fiscal Year 2023-24, the project will provide its first full fiscal year of deliveries which will meet approximately half of the District's potable water demands. With these and other changes, the District is now positioning itself for its future. Consequently, the District wants to undertake a new Strategic Plan developed through engagement of community stakeholders, District staff, and the Board of Directors to provide organizational clarity and strategic direction.

Scope of Work

Dopudja & Wells has identified the following tasks to carry out the development of a comprehensive Strategic Plan for FPUD. These tasks are designed to engage the leadership team, staff, and Board in the process at multiple steps to engender buy-in and to create organizational alignment for its implementation.

Task 1 – Project Kick-off and Engagement of Strategic Planning Leadership Team

Dopudja & Wells will work with FPUD’s General Manager to identify a core group of managers and leaders from within the organization to spearhead the strategic planning process. This Strategic Planning Leadership Team (“Leadership Team”) will have a key role in implementing the strategic plan process including providing input on the duration of the Strategic Plan, written work products, presentations, and other key aspects of the development of the plan. Importantly, this group along with the General Manager will be the internal champions of the process and will assist with engaging and encouraging staff participation and Board support.

As a first step, Dopudja & Wells will engage this group in a brief virtual kick-off meeting to review the scope and steps for the strategic planning process. The goal of this meeting will be to involve the Leadership Team and seek clarity on the group’s role and responsibilities at various stages of the process, review the schedule and establish routine coordination meetings. In addition, in this meeting the group will be asked to provide preliminary feedback and thoughts on individuals and/or groups for the stakeholder interviews, and potential questions.

As a follow-up to the kick-off meeting, Dopudja & Wells will schedule Work Session #1, which will be a two (2) hour in-person internal working meeting with the Leadership Team. In the intervening period before Work Session #1, Dopudja & Wells will develop and distribute for review prior to the session three (3) initial work products:

- Draft external stakeholder interview questions,
- Proposed agenda / run of show for Staff Strategic Planning Workshop #1, and
- Preliminary draft Mission, Vision, and Guiding Principles

In Work Session #1, the group will review, discuss, and provide its input on these three interim work products. Dopudja & Wells will incorporate the group’s comments and recommendations. A digital report-out document will be provided and distributed to the Leadership Team.

Task 1 Summary: Conduct virtual kick-off meeting with designated Strategic Planning Leadership Team. Prepare draft internal stakeholder interview question, agenda for initial Staff Strategic Planning Workshop #1, and preliminary draft Mission, Vision, and Guiding Principles statements. Conduct internal Work Session with Leadership Team to review and refine these initial work products. Summarize results and provide report-out document.

Task 2 – External Stakeholder Interviews

Based upon feedback from the Leadership Team, conduct up to eight (8) one-hour virtual meetings with key community stakeholders. Stakeholders should be selected to provide representative input on items such as FPUD’s water, wastewater and recycled water services and costs, communications, areas for potential improvement, and opportunities for partnerships. Those interviewed should represent a broad cross section of the community, the customer base (residential, business, agriculture), civic organizations, and other key public agencies including potential partners.

Dopudja & wells will work closely with the Leadership team to develop standard and customized questions for each interview and will take the lead in facilitating the virtual meetings. Once the interviewees have been

selected, FPUD administrative staff will be responsible for scheduling the interviews. At the conclusion of the interviews, Dopudja & Wells will provide a digital summary document of key takeaways from the interviews and identify common themes that should be considered throughout the Strategic Plan process.

Task 2 Summary: develop interview format and questions and conduct eight (8) virtual interviews with key community stakeholders. Prepare report-out summary of key takeaways and common themes from the interviews.

Task 3 – Internal Staff Workshop #1

Dopudja & Wells will plan and facilitate Staff Strategic Plan Workshop #1, which will introduce the staff to the strategic planning process and engage them in several facilitated activities to initiate the development of the Strategic Plan. The agenda, run of show and master PowerPoint for the workshop will be developed by Dopudja & Wells in collaboration with the Leadership Team, and shall generally include:

- An orientation on the Strategic Plan process,
- The results key takeaways from the stakeholder interviews,
- A facilitated activity to review and provide feedback in the preliminary draft Mission and Vision statements, and Guiding Principles for the District, and
- A “SWTO” analysis activity (Strengths, Weaknesses, Threats, and Opportunities) and an associated prioritization exercise.

The workshop will be conducted at FPUD’s headquarters or other suitable location and will be three (3) hours in length (half-day with break). At the conclusion of the workshop, Dopudja & Wells will prepare a digital report out document that can be posted by FPUD on its intranet for viewing by the staff.

Task 3 Summary: Prepare for and conduct Internal Staff Strategic Plan Workshop #1 including activities on the Mission and Vision statements, Guiding Principles and an analysis of Strengths, Weaknesses, Threats, and Opportunities for FPUD. Prepare report-out document summarizing the results of the Workshop.

Task 4 – Board of Directors Strategic Planning Workshop #1

In coordination with the Leadership team, Dopudja & Wells will plan and facilitate a Strategic Plan Workshop #1, with the FPUD Board of Directors. It is anticipated that the workshop will be part of a noticed Board of Directors meeting and the item will be approximately two hours in length. The purpose of the workshop will be to describe the strategic planning process and progress to date, including the stakeholder interviews and staff engagement, and to receive direct feedback from the board on key items. The workshop will generally include two parts: a presentation and discussion of the key take aways and themes that arose from the stakeholder interviews, and a facilitated engagement on the following items:

- An overview and discussion of effective organizational mission and vision statements, and the purpose and importance of values or guiding principles for an organization.
- A review and discussion of the proposed draft Mission and Vision statements, and Guiding Principles developed by the Leadership Team with input from staff.
- A discussion of the staff-identified and highest priority Strengths, Weaknesses, Threats, and Opportunities, and solicitation of additional ideas and priorities from the Board. This can also include a discussion of the Board’s thoughts on industry “game changers” that need to be considered by the District.

The goal of the Board workshop will be to seek and achieve consensus from the Board on these items as a framework and context for developing the preliminary Draft Strategic Plan. Dopudja & Wells will develop in collaboration with the Leadership Team the agenda and master PowerPoint for the workshop and items for inclusion in the Board package.

Task 4 Summary: Prepare for and conduct Board Strategic Plan Workshop #1 including a discussion of key takeaways from the stakeholder interviews, and the review the proposed draft Mission and Vision statements, Guiding Principles. Engage the Board in a discussion and receive input on Strengths, Weaknesses, Threats, and Opportunities identified by staff.

Task 5 – Development of Draft Goals and Objectives

Dopudja & Wells will develop and work in concert with the Leadership team to develop draft Goals and Objectives for the Strategic Plan. This process will involve advance work by the Leadership Team and interfacing with managers and department heads to solicit ideas for departmental level goals, and collaboration with the General Manager on management level and external goals. Dopudja & Wells will also review existing goals and objectives that have been established through recent budget processes. This information will be used by Dopudja & Wells to coordinate with the Leadership Team on the preparation of a preliminary set of draft Goals and Objectives that will be drafted using the SMART goal structure (**S**pecific, **M**easurable, **A**chievable, **R**elevant and **T**ime-bound). This step will require the expertise of the Leadership Team to develop preliminary Goals and Objectives that will be augmented, amended, and organized by Dopudja & Wells.

Work Session #2 will be held with the Leadership Team to review, discuss and further refine the preliminary set Goals and Objectives. This session is anticipated to be held in person and be two hours in length. Previously developed Goals and Objectives from prior years’ budget processes will be compared to determine if any gaps exist or if items should be eliminated or changed. The Goals and Objectives will also be reviewed in the context of the results of the SWTO exercise, stakeholder interviews and initial feedback received by the Board. Work Session #2 will also include the review and finalization of the Mission and Vision statements and the Guiding Principles for inclusion in the Preliminary Draft Strategic Plan document. Dopudja & Wells will prepare all materials and a master PowerPoint for the work session. Upon completion of Work Session #2, a digital report out document will be prepared by Dopudja & Wells and distributed to the Leadership Team.

Task 5 Summary: Work with Leadership Team to Develop preliminary draft Goals and Objectives in SMART goal format. Conduct Work Session #2 with the Leadership Team to review and refine Goals and Objectives, and to finalize the Mission and Vision statements

*and the Guiding Principles for inclusion in the Preliminary Draft Strategic Plan document.
Prepare a report-out document summarizing the results of the Work Session.*

Task 6 – Internal Staff Workshop #2 (Recommended Optional Task)

If determined necessary by the General Manager and Leadership Team, Dopudja & Wells will plan and facilitate Staff Strategic Plan Workshop #2, which will be focused on reviewing and seeking input on interim work products for components of the Strategic Plan. The agenda, run of show and master PowerPoint for the workshop will be developed by Dopudja & Wells in collaboration with the Leadership Team, and shall generally include:

- A reveal of the final draft Mission and Vision statements, and Guiding Principles that will be presented to the Board for adoption as a part of the draft Strategic Plan.
- A facilitated activity to review, refine and add to the preliminary draft Goals and Objectives prepared by the leadership team.
- A prioritization exercise to obtain staff’s feedback on the highest priority Goals and Objectives for the District.

The workshop will be conducted at FPUD’s headquarters or other suitable location and will be two (2) hours in length. At the conclusion of the workshop, Dopudja & Wells will prepare a digital report out document that can be posted by FPUD on its intranet for viewing by the staff.

Task 6 Summary: Conduct Staff Workshop #2 to review the final draft Mission and Vision statements, and Guiding Principles, and to review, refine and prioritize draft Goals and Objectives. Prepare a report-out document summarizing the results of staff Workshop #2.

Task 7 – Prepare Draft Strategic Plan Document and Presentation Materials

Dopudja & Wells will prepare a written Draft Strategic Plan document incorporating the Mission, Vision, Guiding Principles and Goals and Objectives. The structure of the document will be coordinated with the Leadership Team and will generally be organized in sections by major goal area or service standards (e.g. “Superior Customer Service,” “Protection of Public Environmental Health,” “Safe and Reliable Infrastructure,” etc.) under which all Goals and Objectives of the District will be grouped. Dopudja & Wells will also include opening sections in the document that provide background on FPUD, its recent accomplishments and its Board and executive leadership team, along with graphics depicting FPUD facilities, Board members and staff.

In addition to the draft plan document, Dopudja & Wells will prepare a comprehensive companion PowerPoint presentation that provides an overview of the strategic planning process, and the contents of the preliminary Draft Strategic Plan. The PowerPoint will be suitable for presentation of the Draft Strategic Plan document to the Board of Directors.

A preliminary version of the Draft Strategic Plan and the PowerPoint will be provided to the Leadership Team for review and comment. Comments submitted to Dopudja & Wells will be incorporated into the preliminary Draft Strategic Plan and the PowerPoint presentation. A revised draft plan document and presentation will be prepared by Dopudja & Wells and a two (2) hour virtual meeting will be scheduled with the Leadership Team to

systematically review and prepare both the plan document and associated presentation for consideration by the Board of Directors at Board Workshop #2.

Task 7 Summary: Prepare preliminary Draft Strategic Plan and PowerPoint presentation. Review and incorporate comments from Leadership Team, conduct virtual meeting to finalize comments and prepare the Draft Strategic Plan document and PowerPoint for presentation to the Board of Directors.

Task 8 – Board of Directors Strategic Planning Workshop #2 (Recommended Optional Task) and Plan Adoption

Dopudja & Wells will confer with the General Manager and Leadership Team and determine if a second Board Strategic Planning Workshop is necessary, or if the draft Strategic Plan is ready to take directly to the Board of Directors for approval. A second Board Strategic Plan is recommended by Dopudja & Wells and would focus on presenting and discussing any final refinements to the Draft Strategic Plan prior to adoption. It is anticipated that this proposed Board workshop would be part of a noticed Board of Directors meeting with the Strategic Plan item being approximately one and one half (1 ½) hours in length. The Draft Strategic Plan document will be provided to the Board of Directors in advance of the meeting. The presentation for the Board Workshop will focus on each element of the plan, with a goal of seeking consensus on the plan and any revisions or additions thereto.

Based upon comments received from the Board of Directors on the Draft Strategic Plan either at Workshop #2, or through their review of the draft document if Workshop #2 is determined not to be needed, Dopudja & Wells will work with the Leadership Team to finalize the document. A summary of the Board members' requested revisions and the way in which those revisions are incorporated into the plan document will be added to the PowerPoint presentation. The Final Draft Strategic Plan and PowerPoint presentation will be submitted by Dopudja & Wells to the Leadership Team for final review. Dopudja & Wells will also work with the General Manager's office on the preparation of a staff report to accompany the Strategic Plan. Once completed, the final document and PowerPoint would then be added to a regular Board meeting agenda for adoption by the Board of Directors. Dopudja & Wells will attend the Board meeting at which the plan is to be adopted to either present the item, or respond to questions, as directed by the General Manager.

Task 8 Summary: Prepare for conduct Board of Directors Strategic Planning Workshop #2 (Recommended Optional Task). Incorporate comments from the Board and finalize the Strategic Plan document and companion PowerPoint for review and potential adoption by the Board of Directors at a subsequent regular Board meeting.

Task 9 – Routine Coordination Meetings with Strategic Planning Leadership Team and Project Control Activities

Throughout the course of the Strategic Plan process, routine meetings will be held with the Leadership Team to provide status updates, receive guidance, review interim work products, and coordinate Workshop agendas. Routine one hour virtual coordination meetings are proposed at four (4) week intervals throughout the duration

of the project. Project control activities include coordination of project activities with FPUD staff, management of internal project support team, monitoring of schedule and budget, and internal review of work products (QA/QC).

Task 9 Summary: Dopudja & Wells will conduct routine virtual project coordination meetings with the Leadership Team at approximately four (4) week intervals. In addition, periodic project status updates will be provided to the FPUD General Manager as needed via phone or email, as well as monthly work summaries included in submitted invoices.

Proposed Fee and Hourly Rates

The proposed fee for the tasks in the Scope of Work described above without the Optional Recommended Tasks is **not to exceed \$78,705**. With the Recommended Optional Tasks included (Task 6 – Internal Staff Workshop #2, and portions of Task 8 – Board of Directors Strategic Plan Workshop #2), the total not to exceed amount for the engagement is \$95,916.

The fees with and without the Optional Recommended Tasks are summarized in Table 1, below with a detailed breakdown of the proposed fees attached as Exhibit A.

The proposed fee provides the budget necessary to conduct the tasks as outlined with the understanding that Dopudja & Wells may allocate budget among the tasks as necessary to complete the overall assignment. Should additional meetings, workshops or outside interviews be deemed necessary or requested by FPUD, additional funding may be needed to complete the project. All work will be billed on a time and materials basis, and the overall budget will not be exceeded without prior written approval from the FPUD General Manager.

Table 1 – Proposed Fee			
Tasks	Description	Total Fee (\$) (With Optional Tasks)	Total Fee (\$) (Without Optional Tasks)
1	Project Kick-off and Engagement of Strategic Planning Leadership Team	\$9,845	\$9,845
2	External Stakeholder Interviews	\$14,385	\$14,385
3	Internal Staff Workshop #1	\$8,630	\$8,630
4	Board of Directors Strategic Planning Workshop #1	\$10,405	\$10,405
5	Development of Draft Goals and Objectives	\$8,125	\$8,125
6	Internal Staff Workshop #2	\$8,630	\$0
7	Prepare Draft Strategic Plan Document and Presentation Materials	\$10,160	\$10,160
8	Board of Directors Strategic Planning Workshop #2 and Plan Adoption	\$8,020	\$2,540
9	Routine Coordination Meetings with Strategic Planning Leadership Team and Project Control Activities	\$17,716	\$14,615
Total		\$95,916	\$78,705

Proposed hourly rates are provided in Table 2.

Table 2 - Hourly Rates	
Staff Description	Hourly Rate (\$)
Senior Advisor	\$355
Principal	\$345
Project Manager	\$305
Project Engineer	\$255
Staff Engineer	\$185
Administrative/Office Work	\$130

Note: All reimbursable expenses will be billed on a cost plus 10% basis. Mileage will be billed at the current IRS rate.

Schedule

The overall schedule for completion of the project, depending on the implementation of optional Tasks, is projected to be between 33 and 40 weeks (eight to 10 months) from the issuance of a Purchase Order and notice to proceed from FPUD. The duration for the Tasks and major milestone items are shown on Exhibit A. The scheduling of FPUD Board workshops and staff meetings are beyond the control of Dopudja & Wells and could impact the overall schedule.

We look forward to working with FPUD on this important project. Please do not hesitate to contact Paul Jones at paul.jones@dopudjawells.com or at 951-287-4872 if there are any questions.

Sincerely,

Dopudja & Wells Consulting



Jon Wells, P.E.
Principal
R.C.E. 67782

PDJ:jmw



Paul D. Jones II, P.E.
Senior Advisor
R.C.E. 40809

Exhibit A – Proposed Fee Detail

Fallbrook Strategic Plan Primary Task Fee Detail		Senior Advisor	Project Manager	Admin	Total Labor	Total Labor	Expenses	Subconsultant	Task Total	Duration
		\$ 355	\$ 305	\$ 130	Hours	\$	\$	\$	\$	Weeks
Task 1	Project Kick-off and Team Engagement	16	13	0	29	\$ 9,645	\$ 200	\$ -	\$ 9,845	7
	Virtual kickoff meeting/preparation	3	3	0	6	\$ 1,980			\$ 1,980	3
	Draft interview questions	3	1		4	\$ 1,370			\$ 1,370	1
	Draft RDS Workshop #1	2	2		4	\$ 1,320			\$ 1,320	1
	Draft Mission/Vision/Values	2	1		3	\$ 1,015			\$ 1,015	1
	Internal Work Session #1	6	6		12	\$ 3,960	\$ 200		\$ 4,160	1
Task 2	External Stakeholder Interviews	17	18	22	57	\$ 14,385	\$ -	\$ -	\$ 14,385	4
	Prepare/conduct virtual interviews	16	16	16	48	\$ 12,640	\$ -	\$ -	\$ 12,640	3
	Interview report-out	1	2	6	9	\$ 1,745			\$ 1,745	1
				0	0	\$ -	\$ -	\$ -	\$ -	0
Task 3	Internal Staff Workshop #1	10	16	0	26	\$ 8,430	\$ 200	\$ -	\$ 8,630	4
	Workshop preparation - Agenda and PowerPoint	3	8	0	11	\$ 3,505	\$ -	\$ -	\$ 3,505	2
	Conduct Workshop	6	6		12	\$ 3,960	\$ 200	\$ -	\$ 4,160	1
	Report-out document	1	2		3	\$ 965	\$ -	\$ -	\$ 965	1
Task 4	Board Strategic Planning Workshop #1	15	16	0	31	\$ 10,205	\$ 200	\$ -	\$ 10,405	5
	Workshop preparation - Agenda and PowerPoint	8	8	0	16	\$ 5,280	\$ -	\$ -	\$ 5,280	3
	Conduct Workshop	6	6	0	12	\$ 3,960	\$ 200	\$ -	\$ 4,160	1
	Report-out document	1	2	0	3	\$ 965	\$ -	\$ -	\$ 965	1
Task 5	Development of Goals and Objectives	10	15	0	25	\$ 8,125	\$ -	\$ -	\$ 8,125	5
	Draft SMART goals	6	10	0	16	\$ 5,180	\$ -	\$ -	\$ 5,180	3
	Internal Work Session #2 (virtual)	3	3	0	6	\$ 1,980	\$ -	\$ -	\$ 1,980	1
	Report-out document	1	2	0	3	\$ 965	\$ -	\$ -	\$ 965	1
Task 6	Internal Staff Workshop #2	10	16	0	26	\$ 8,430	\$ 200	\$ -	\$ 8,630	4
(Optional)	Workshop preparation - Agenda and PowerPoint	3	8	0	11	\$ 3,505	\$ -	\$ -	\$ 3,505	2
	Conduct Workshop	6	6	0	12	\$ 3,960	\$ 200	\$ -	\$ 4,160	1
	Report-out document	1	2	0	3	\$ 965	\$ -	\$ -	\$ 965	1
Task 7	Draft Strat. Plan Document and Presentation	8	24	0	32	\$ 10,160	\$ -	\$ -	\$ 10,160	6
	Preliminary Draft Strategic Plan document	4	16	0	20	\$ 6,300	\$ -	\$ -	\$ 6,300	4
	Edit Strategic Plan document	2	3	0	5	\$ 1,625	\$ -	\$ -	\$ 1,625	1
	Draft PowerPoint	2	5	0	7	\$ 2,235	\$ -	\$ -	\$ 2,235	1
Task 8	Board Strategic Planning Workshop #2	10	14	0	24	\$ 7,820	\$ 200	\$ -	\$ 8,020	5
(Optional)	Workshop preparation - Agenda	2	2	0	4	\$ 1,320	\$ -	\$ -	\$ 1,320	2
	Conduct Workshop	6	6	0	12	\$ 3,960	\$ 200	\$ -	\$ 4,160	1
	Final edits - Complete Strategic Plan	2	6	0	8	\$ 2,540	\$ -	\$ -	\$ 2,540	2
Task 9	Routine Coordination Mtgs./ Project Control	17	36	7	59	\$ 17,716	\$ -	\$ -	\$ 17,716	
	Routine Coordination meetings (4 week interval)	13	13		27	\$ 8,778	\$ -	\$ -	\$ 8,778	N/A
	Project Control	3	23	7	33	\$ 8,938	\$ -	\$ -	\$ 8,938	N/A
						\$ -	\$ -	\$ -	\$ -	
Total, Hours		113	168	29	309					40
Total, \$		\$ 39,955	\$ 51,255	\$ 3,705		\$ 94,916	\$ 1,000	\$ -	\$ 95,916	weeks 10 months

Proposed Fees and Duration without Recommended Optional Tasks

Total, Hours	92	138	27	267						33
Total, \$	\$ 32,537	\$ 42,011	\$ 3,557		\$ 78,105	\$ 600	\$ -	\$ 78,705		weeks 8.3 months

MEMO

TO: Board of Directors
FROM: Personnel Committee
DATE: April 22, 2024
SUBJECT: Personnel Changes

Purpose

To obtain approval for the re-classification of the Information Systems Technician position to the new position of Information Technology Manager, approval for a new Engineering Technician and budgetary impact of these personnel changes, as reviewed with the Personnel Committee.

Summary

The impending retirement of our current Information Systems Technician on August 2, 2024, provides the District with a unique opportunity to re-evaluate its long-term technology needs and goals. The proposed changes were reviewed and supported by the Personnel Committee on April 1, 2024.

As the District's need for technology support continues to grow, this new/re-classified position will provide much-needed systems support to ensure the District's ability to maintain 24/7 reliability and functionality. This position retains some of the characteristics of the current Information Systems Technician position, while providing additional support for users of asset management, CityWorks, GIS, and other software systems.

The recent departure of a Lead Plant Operator at the Wastewater Treatment Plant leaves the District with an open position. An assessment at the plant has determined that they are able to operate efficiently with only one Lead Plant Operator. There is a greater need for a new Maintenance Technician, which will be added to Department 6- Operations, and the second Lead Plant Operator position will be eliminated.

Finally, the re-organization of the Operations Specialist from Engineering to the IT Department to help support implementation of the asset management system, creates a need in Engineering, where assistance with meter sales, QA/QC, customer questions, and other support is necessary. The District is requesting the addition of a new Engineering Technician to fill this role.

Budgetary Impact

Our current Information Systems Technician is in salary range 26. An analysis of similar IT Manager/Supervisor roles at neighboring Districts was performed to determine a competitive salary range for this new position.

Minimum Monthly Salary				
FPUD	Market Average	% above or below	Market Median	% above or below
\$ 9,677	\$ 9,910	-2.4%	\$ 10,057	-3.9%

The proposed new Information Technology Manager position has been included in the 70 total budgeted positions for the FY 2024-25 budget. An increase to the Engineering salary budget is also being requested to compensate for this change.

Budget Impact FY '24-'25	
	Annual Salary
Information Systems Technician	\$105,206.40
Information Technology Manager	\$116,124.00
Increase	\$10,917.60
	Annual Salary
Lead Plant Operator	\$97,697.60
Maintenance Technician	\$74,443.20
Decrease	\$23,254.50
	Annual Salary
Engineering Technician	\$70,865.60
Increase	\$70,865.60
Total Annual Budget Impact	\$58,528.70

The net salary budget impact of these changes for FY '24-'25 will be an annual increase of \$58,528.70.

Recommended Action

That the Board approve the re-classification of the Information Systems Technician to Information Technology Manager, the Engineering Technician positions, and the budget changes of these positions and attached salary table.

Attachment A

INFORMATION TECHNOLOGY MANAGER

DEFINITION

Under general direction, plans, organizes, oversees, coordinates and reviews the work of staff performing difficult and complex professional, technical and office support related to all programs and activities of the Information Technology Division; ensures the reliable and secure operation of IT systems critical to the delivery of clean and safe water to the community. Combines technical expertise with strategic vision and leadership to support the District's mission of providing high-quality water services.

CLASS CHARACTERISTICS

This is a single incumbent, exempt classification is responsible for a wide range of technical, maintenance, and administrative duties in developing, monitoring, maintaining, and providing technical support for multiple business network hardware and software platforms. Familiar with the operations, regulations, and technological requirements of the District. Proficient in SCADA systems used for monitoring and controlling water treatment and distribution processes, including software and hardware. Understands cybersecurity risks and the importance of implementing robust cybersecurity measures to protect critical infrastructure. Familiar with GIS technology and its applications in water resource management. Possesses strong interpersonal and communication skills to collaborate effectively with cross-functional teams, and strong analytical and problem-solving skills to troubleshoot complex IT issues, identify root causes, and implement effective solutions to optimize the performance and reliability of IT systems supporting operations.

EXAMPLES OF DUTIES

- Develop and implement IT strategies aligned with the District's objectives, focusing on enhancing operational efficiency and data security.
- Oversee the design, implementation, and maintenance of IT infrastructure, including systems for water monitoring, SCADA, and network infrastructure supporting remote facilities and water treatment plants.
- Provides application support for users of asset management, GIS, and other software systems, including development of queries, reports, and other functions that require knowledge of common programming languages;
- Implement robust cybersecurity measures to protect sensitive water data and infrastructure from cyber threats. Ensure compliance with regulatory requirements such as EPA guidelines and industry standards for data protection.
- Develops and standardizes procedures and methods to improve the efficiency and effectiveness of information systems programs; continuously monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures; assesses and monitors workload, administrative and support systems, and internal reporting relationships; identifies opportunities for improvement and recommends to the General Manager.
- Plans, manages, and oversees the daily functions, operations, and activities of information system activities, including design, configuration, installation, monitoring, and maintenance of the local area network hardware, software and telecommunication services such as personal computers,

system software, software applications, printers, servers, routers, bridges, switches, modems, cabling, landline and cellular phones, and internet service providers.

- Assists with administration of the District's computerized maintenance management system;
- Works with District staff in the design, development and testing of the radio frequency (RF) communication network, the integration, development and testing of new facilities in the SCADA development environment, and the security and optimized performance of all systems;
- Manages and coordinates the work plan for the division; meets with staff to identify and resolve problems; assigns work activities, projects and programs; monitors workflow; reviews and evaluates work products, methods and procedures.
- Manages contractors and third-party service providers; develops and manages requests for proposals for professional and/or contracted services; prepares scope of work and any technical specifications; evaluates proposals and recommends awards; administers contracts to ensure compliance with District specifications, budget, and service quality.
- Assists in ensuring consistent, reliable operation of critical power generation control systems including PLCs, solar tracking systems, power quality monitors (PQM), and telemetry equipment;
- Configures and maintains SCADA alarm notification systems;
- Assists with activities associated with the installation, service, and preventive maintenance of SCADA systems;
- Observes and complies with all District and mandated safety rules, regulations, and protocols; and
- Performs other duties as assigned.

QUALIFICATIONS

Knowledge of:

- Administrative principles and practices, including goal setting, program development, implementation and evaluation, and project management.
- Principles and practices of budget administration.
- Applicable Federal, State, and local laws, codes, and regulations concerning the operation of information technology systems.
- Principles and practices of contract administration and evaluation.
- Business computer software and hardware; principles and practices used in the operations, maintenance, repair, and administration of assigned systems and equipment; techniques and methods of system evaluation, implementation, and documentation; troubleshooting, configuration, and installation techniques; networking operating systems and networking hardware configurations.
- A diverse range of programming languages used by the District and the SCADA industry, including ladder logic, function block, and structured text;
- Theory, concepts, principles and practices of process control technology;
- Principles and practices of configuring, troubleshooting diagnosing and maintaining PLC plant control sub-systems, network switches, routers, firewalls, RTU systems, and RF systems;
- General operational characteristics of water and wastewater treatment and distribution systems;
- Methods and techniques of troubleshooting systems and devices;

- Methods and techniques of installing, configuring, administering, and monitoring a diverse range of physical and virtual systems;
- Methods and techniques of evaluating system effectiveness and responding accordingly;
- Security and monitoring devices, and procedures necessary to maintain the integrity and security of data in networked systems;
- Principles and practices of systems analysis and design for the development and management of SCADA systems;
- Methods of managing and administering server-based operating systems;
- Principles and practices of database design, administration, and functionality;
- Methods and techniques of PLC ladder logic programming, designing interfaces, and SCADA system device configuration;
- District and mandated safety rules, regulations, and protocols;
- Safe work practices for industrial electrical environments, water/wastewater treatment facilities;
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and District staff.
- Modern equipment and communication tools used for business functions and program, project, and task coordination, including computers and software programs relevant to work performed; and
- English usage, verbal and written.

Ability to:

- Provide professional level support to the District's SCADA systems and devices;
- Troubleshoot a diverse range of systems hardware and software and make or recommend modifications;
- Install, configure, maintain, and administer networked systems hardware and software including servers;
- Identify nominal voltage and other electrical hazards and make risk assessments while working at water/wastewater facilities and remote industrial sites;
- Design, program, troubleshoot, process controls from the Human Machine Interface (HMI) to field device;
- Monitor systems performance and recommend and implement changes to optimize system reliability and availability;
- Performs database management and administration tasks including tuning, storage, and backup and recovery measures;
- Implement security measures in assigned technology area;
- Configure, maintain, and manage data and voice communication networks and infrastructure to achieve optimal technical performance and user support;
- Apply critical thinking techniques for a broad range of situations;
- Prepare clear, concise, and accurate documentation, user guides, reports of work performed, and other written materials;

- Use modern, state-of-the-art precision and diagnostic instruments, computers, and specialized software to test, calibrate, and diagnose complex telecommunication systems, devices, and equipment;
- Independently organize work, set priorities, meet critical deadlines, and follow-up on assignments;
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines;
- Effectively use computer systems, software applications relevant to work performed, and modern business equipment to perform a variety of work tasks;
- Communicate clearly and concisely, both orally and in writing, using appropriate English grammar; and
- Establish and maintain effective working relationships with other employees.

LICENSES AND CERTIFICATIONS

- Possession of a valid and appropriate California driver's license.
- Cisco Certified Network Associate (CCNA) certification highly desirable

EDUCATION, TRAINING AND EXPERIENCE

- Equivalent to a bachelor's degree from an accredited four-year college or university with major coursework in computer science, information systems, or a related field.
- Five (5) years of increasingly responsible computer/network experience,
- Two (2) years of supervisory experience is preferred, but not required

PHYSICAL DEMANDS

Walking:	Moves about on foot, occasionally in tight spaces and over grating.
Carrying:	Transports objects by holding them in hands or arms.
Hands/Arms:	Operates electrical and computerized instrumentation; operates hand and power tools.
Handling:	Seizes, hauls or works with hands.
Lifting:	Raises and lowers servers, UPS battery systems, PLC hardware, and related items.
Reaching:	Extends hands and arms in any direction.
Stooping:	Bends body downward and forward by bending at the knees or waist often while placing or working on equipment.
Climbing:	Occasionally up and down from roofs; ascends and descends ladders.

- Vision: Reads written or video messages for up to 8 hours per day and operates vehicle. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.
- Talking: Communicates by radio and in person in a noisy environment.
- Hearing: Hears well enough to receive communication by phone, radio and in person. Hears changes in the environment that may indicate equipment malfunction or other hazardous conditions.
- Sitting: Sits at workbench and in District vehicles.
- Standing: Up to two hours per day while monitoring instrumentation.

PHYSICAL STRENGTH

- Lifting: Up to 75 pounds; occasional exertion.

ENVIRONMENTAL CONDITIONS

- Noise: Works in office and field conditions with occasional loud noises.
- Temperature/Weather: Often required to work outside with variations of temperature and weather; occasionally works in tight spaces with heat and humidity.

SALARY RANGE

36-37

Attachment 6

SALARY SCHEDULE
Effective July 1, 2023

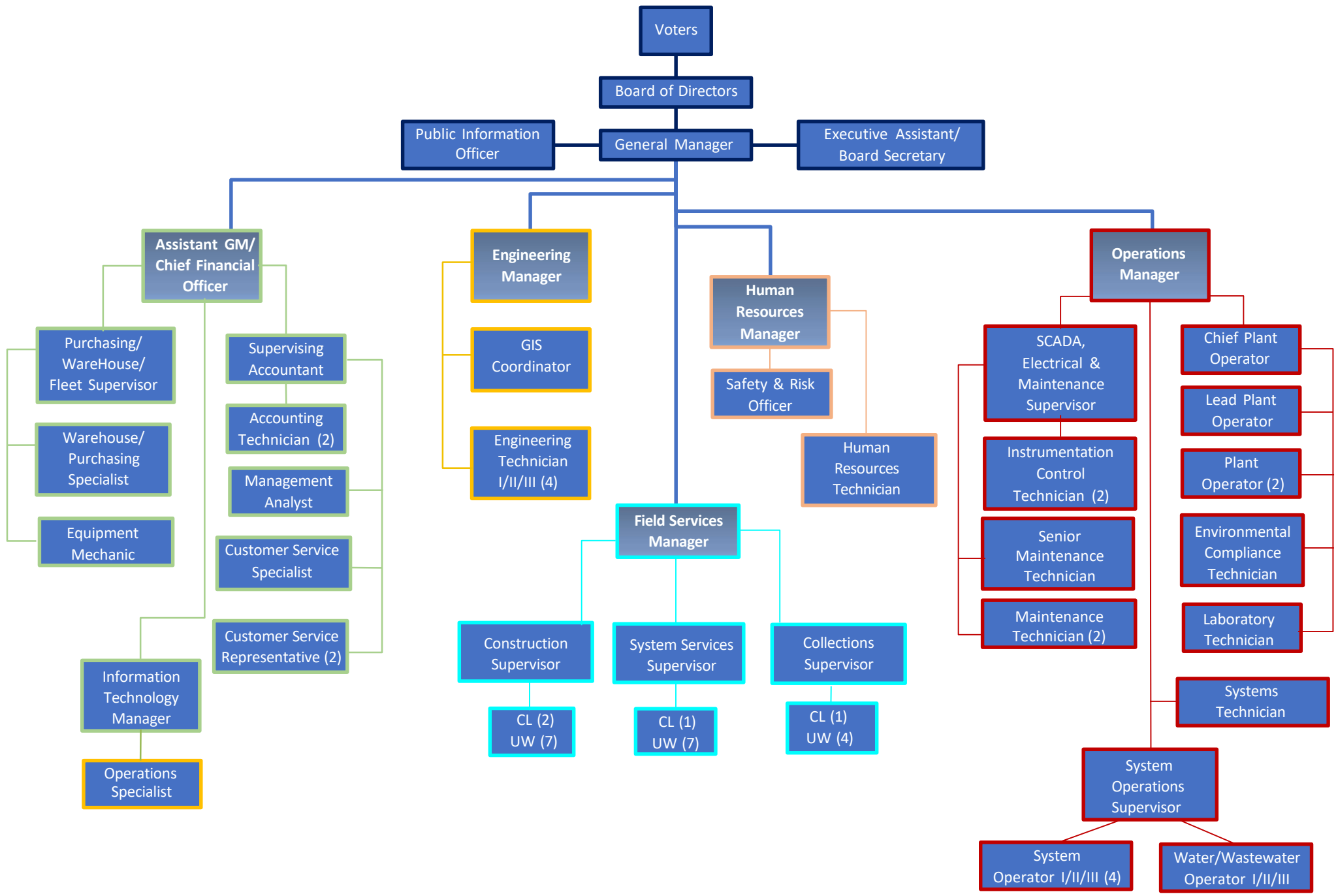
Classification	Positions	Salary Range
Accounting Technician I & II	2	12 / 16
Collection Supervisor	1	30 & 32
Construction Supervisor	1	32
Customer Service Representative I & II	1	7 / 11
Customer Service Specialist	2	17
Engineering Technician I, II & III	3	16-17 / 20-21 / 26-27
Environmental Compliance Technician	1	26 / 28
Equipment Mechanic	1	18
Executive Assistant/ Board Secretary	1	34
Geographical Information Systems (GIS) Coordinator	1	27
Human Resources Technician	1	16
Information Systems Technician	1	26
Instrumentation, Electrical & Controls Technician I/II	2	20-21 / 25-28
Laboratory Technician I & II	1	20-21 / 24-25
Lead Plant Operator	2	27-28
Maintenance Technician I/II	1	18-20 / 21-24
Management Analyst	1	26
System Services Supervisor	1	32
Operations Specialist	1	16-17
Plant Operator (I-T), I, II	2	11-12 / 17-18 / 21-22
Public Information Officer	1	25
Purchasing/Warehouse/Fleet Supervisor	1	34-35
Safety & Risk Officer	1	36-38
Senior Maintenance Technician	1	29-32
System Operations Supervisor	1	35
Systems Operator I, II, III	4	18 / 22 / 26
Systems Technician	1	29
Crew Leader (Water and Wastewater)	5	23-25
Utility Worker I, II, III (Water and Wastewater)	18	10-11 / 14-15 / 18-19
Warehouse/Purchasing Specialist	1	15-16
Water/Wastewater Operator I/II/III	1	12/19/26
<u>Management (Exempt)</u>		
General Manager	1	\$259,672
Assistant General Manager/CFO	1	60
Chief Plant Operator	1	35-36
Engineering Manager	1	54
Field Services Manager	1	49 & 51
Human Resources Manager	1	47
Information Technology Manager	1	36-37
Operations Manager	1	53
SCADA, Electrical & Maintenance Supervisor	1	34-35
Supervising Accountant	1	35-36

Range #	FY 23-24 Hourly Salary Range									
	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
1	\$23.52	\$24.11	\$24.72	\$25.34	\$25.97	\$26.62	\$27.28	\$27.96	\$28.67	\$29.38
2	\$24.11	\$24.72	\$25.34	\$25.97	\$26.62	\$27.28	\$27.96	\$28.67	\$29.38	\$30.11
3	\$24.72	\$25.34	\$25.97	\$26.62	\$27.28	\$27.96	\$28.67	\$29.38	\$30.11	\$30.87
4	\$25.34	\$25.97	\$26.62	\$27.28	\$27.96	\$28.67	\$29.38	\$30.11	\$30.87	\$31.64
5	\$25.97	\$26.62	\$27.28	\$27.96	\$28.67	\$29.38	\$30.11	\$30.87	\$31.64	\$32.43
6	\$26.62	\$27.28	\$27.96	\$28.67	\$29.38	\$30.11	\$30.87	\$31.64	\$32.43	\$33.24
7	\$27.28	\$27.96	\$28.67	\$29.38	\$30.11	\$30.87	\$31.64	\$32.43	\$33.24	\$34.07
8	\$27.96	\$28.67	\$29.38	\$30.11	\$30.87	\$31.64	\$32.43	\$33.24	\$34.07	\$34.92
9	\$28.67	\$29.38	\$30.11	\$30.87	\$31.64	\$32.43	\$33.24	\$34.07	\$34.92	\$35.79
10	\$29.38	\$30.11	\$30.87	\$31.64	\$32.43	\$33.24	\$34.07	\$34.92	\$35.79	\$36.69
11	\$30.11	\$30.87	\$31.64	\$32.43	\$33.24	\$34.07	\$34.92	\$35.79	\$36.69	\$37.61
12	\$30.87	\$31.64	\$32.43	\$33.24	\$34.07	\$34.92	\$35.79	\$36.69	\$37.61	\$38.55
13	\$31.64	\$32.43	\$33.24	\$34.07	\$34.92	\$35.79	\$36.69	\$37.61	\$38.55	\$39.51
14	\$32.43	\$33.24	\$34.07	\$34.92	\$35.79	\$36.69	\$37.61	\$38.55	\$39.51	\$40.50
15	\$33.24	\$34.07	\$34.92	\$35.79	\$36.69	\$37.61	\$38.55	\$39.51	\$40.50	\$41.52
16	\$34.07	\$34.92	\$35.79	\$36.69	\$37.61	\$38.55	\$39.51	\$40.50	\$41.52	\$42.55
17	\$34.92	\$35.79	\$36.69	\$37.61	\$38.55	\$39.51	\$40.50	\$41.52	\$42.55	\$43.62
18	\$35.79	\$36.69	\$37.61	\$38.55	\$39.51	\$40.50	\$41.52	\$42.55	\$43.62	\$44.71
19	\$36.69	\$37.61	\$38.55	\$39.51	\$40.50	\$41.52	\$42.55	\$43.62	\$44.71	\$45.82
20	\$37.61	\$38.55	\$39.51	\$40.50	\$41.52	\$42.55	\$43.62	\$44.71	\$45.82	\$46.97
21	\$38.55	\$39.51	\$40.50	\$41.52	\$42.55	\$43.62	\$44.71	\$45.82	\$46.97	\$48.14
22	\$39.51	\$40.50	\$41.52	\$42.55	\$43.62	\$44.71	\$45.82	\$46.97	\$48.14	\$49.35
23	\$40.50	\$41.52	\$42.55	\$43.62	\$44.71	\$45.82	\$46.97	\$48.14	\$49.35	\$50.58
24	\$41.52	\$42.55	\$43.62	\$44.71	\$45.82	\$46.97	\$48.14	\$49.35	\$50.58	\$51.84
25	\$42.55	\$43.62	\$44.71	\$45.82	\$46.97	\$48.14	\$49.35	\$50.58	\$51.84	\$53.14
26	\$43.62	\$44.71	\$45.82	\$46.97	\$48.14	\$49.35	\$50.58	\$51.84	\$53.14	\$54.46
27	\$44.71	\$45.82	\$46.97	\$48.14	\$49.35	\$50.58	\$51.84	\$53.14	\$54.46	\$55.83
28	\$45.82	\$46.97	\$48.14	\$49.35	\$50.58	\$51.84	\$53.14	\$54.46	\$55.83	\$57.23
29	\$46.97	\$48.14	\$49.35	\$50.58	\$51.84	\$53.14	\$54.46	\$55.83	\$57.23	\$58.65
30	\$48.14	\$49.35	\$50.58	\$51.84	\$53.14	\$54.46	\$55.83	\$57.23	\$58.65	\$60.12
31	\$49.35	\$50.58	\$51.84	\$53.14	\$54.46	\$55.83	\$57.23	\$58.65	\$60.12	\$61.62
32	\$50.58	\$51.84	\$53.14	\$54.46	\$55.83	\$57.23	\$58.65	\$60.12	\$61.62	\$63.17
33	\$51.84	\$53.14	\$54.46	\$55.83	\$57.23	\$58.65	\$60.12	\$61.62	\$63.17	\$64.74
34	\$53.14	\$54.46	\$55.83	\$57.23	\$58.65	\$60.12	\$61.62	\$63.17	\$64.74	\$66.36
35	\$54.46	\$55.83	\$57.23	\$58.65	\$60.12	\$61.62	\$63.17	\$64.74	\$66.36	\$68.02
36	\$55.83	\$57.23	\$58.65	\$60.12	\$61.62	\$63.17	\$64.74	\$66.36	\$68.02	\$69.72
37	\$57.23	\$58.65	\$60.12	\$61.62	\$63.17	\$64.74	\$66.36	\$68.02	\$69.72	\$71.46
38	\$58.65	\$60.12	\$61.62	\$63.17	\$64.74	\$66.36	\$68.02	\$69.72	\$71.46	\$73.26
39	\$60.12	\$61.62	\$63.17	\$64.74	\$66.36	\$68.02	\$69.72	\$71.46	\$73.26	\$75.09
40	\$61.62	\$63.17	\$64.74	\$66.36	\$68.02	\$69.72	\$71.46	\$73.26	\$75.09	\$76.97
41	\$63.17	\$64.74	\$66.36	\$68.02	\$69.72	\$71.46	\$73.26	\$75.09	\$76.97	\$78.89
42	\$64.74	\$66.36	\$68.02	\$69.72	\$71.46	\$73.26	\$75.09	\$76.97	\$78.89	\$80.86
43	\$66.36	\$68.02	\$69.72	\$71.46	\$73.26	\$75.09	\$76.97	\$78.89	\$80.86	\$82.88
44	\$68.02	\$69.72	\$71.46	\$73.26	\$75.09	\$76.97	\$78.89	\$80.86	\$82.88	\$84.96
45	\$69.72	\$71.46	\$73.26	\$75.09	\$76.97	\$78.89	\$80.86	\$82.88	\$84.96	\$87.08
46	\$71.46	\$73.26	\$75.09	\$76.97	\$78.89	\$80.86	\$82.88	\$84.96	\$87.08	\$89.25
47	\$73.26	\$75.09	\$76.97	\$78.89	\$80.86	\$82.88	\$84.96	\$87.08	\$89.25	\$91.49
48	\$75.09	\$76.97	\$78.89	\$80.86	\$82.88	\$84.96	\$87.08	\$89.25	\$91.49	\$93.78
49	\$76.97	\$78.89	\$80.86	\$82.88	\$84.96	\$87.08	\$89.25	\$91.49	\$93.78	\$96.12
50	\$78.89	\$80.86	\$82.88	\$84.96	\$87.08	\$89.25	\$91.49	\$93.78	\$96.12	\$98.52
51	\$80.86	\$82.88	\$84.96	\$87.08	\$89.25	\$91.49	\$93.78	\$96.12	\$98.52	\$100.98
52	\$82.88	\$84.96	\$87.08	\$89.25	\$91.49	\$93.78	\$96.12	\$98.52	\$100.98	\$103.51
53	\$84.96	\$87.08	\$89.25	\$91.49	\$93.78	\$96.12	\$98.52	\$100.98	\$103.51	\$106.09
54	\$87.08	\$89.25	\$91.49	\$93.78	\$96.12	\$98.52	\$100.98	\$103.51	\$106.09	\$108.75
55	\$89.25	\$91.49	\$93.78	\$96.12	\$98.52	\$100.98	\$103.51	\$106.09	\$108.75	\$111.47
56	\$91.49	\$93.78	\$96.12	\$98.52	\$100.98	\$103.51	\$106.09	\$108.75	\$111.47	\$114.25
57	\$93.78	\$96.12	\$98.52	\$100.98	\$103.51	\$106.09	\$108.75	\$111.47	\$114.25	\$117.11
58	\$96.12	\$98.52	\$100.98	\$103.51	\$106.09	\$108.75	\$111.47	\$114.25	\$117.11	\$120.04
59	\$98.52	\$100.98	\$103.51	\$106.09	\$108.75	\$111.47	\$114.25	\$117.11	\$120.04	\$123.04
60	\$100.98	\$103.51	\$106.09	\$108.75	\$111.47	\$114.25	\$117.11	\$120.04	\$123.04	\$126.12
61	\$103.51	\$106.09	\$108.75	\$111.47	\$114.25	\$117.11	\$120.04	\$123.04	\$126.12	\$129.27
62	\$106.09	\$108.75	\$111.47	\$114.25	\$117.11	\$120.04	\$123.04	\$126.12	\$129.27	\$132.50
63	\$108.75	\$111.47	\$114.25	\$117.11	\$120.04	\$123.04	\$126.12	\$129.27	\$132.50	\$135.81
64	\$111.47	\$114.25	\$117.11	\$120.04	\$123.04	\$126.12	\$129.27	\$132.50	\$135.81	\$139.20
65	\$114.25	\$117.11	\$120.04	\$123.04	\$126.12	\$129.27	\$132.50	\$135.81	\$139.20	\$142.68
66	\$117.11	\$120.04	\$123.04	\$126.12	\$129.27	\$132.50	\$135.81	\$139.20	\$142.68	\$146.25
67	\$120.04	\$123.04	\$126.12	\$129.27	\$132.50	\$135.81	\$139.20	\$142.68	\$146.25	\$149.91
68	\$123.04	\$126.12	\$129.27	\$132.50	\$135.81	\$139.20	\$142.68	\$146.25	\$149.91	\$153.66
69	\$126.12	\$129.27	\$132.50	\$135.81	\$139.20	\$142.68	\$146.25	\$149.91	\$153.66	\$157.50
70	\$129.27	\$132.50	\$135.81	\$139.20	\$142.68	\$146.25	\$149.91	\$153.66	\$157.50	\$161.44
71	\$132.50	\$135.81	\$139.20	\$142.68	\$146.25	\$149.91	\$153.66	\$157.50	\$161.44	\$165.47
72	\$135.81	\$139.20	\$142.68	\$146.25	\$149.91	\$153.66	\$157.50	\$161.44	\$165.47	\$169.61
73	\$139.20	\$142.68	\$146.25	\$149.91	\$153.66	\$157.50	\$161.44	\$165.47	\$169.61	\$173.85
74	\$142.68	\$146.25	\$149.91	\$153.66	\$157.50	\$161.44	\$165.47	\$169.61	\$173.85	\$178.20
75	\$146.25	\$149.91	\$153.66	\$157.50	\$161.44	\$165.47	\$169.61	\$173.85	\$178.20	\$182.65

Range #	FY 23-24 Bi-Weekly Salary Range									
	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
1	\$1,882	\$1,929	\$1,978	\$2,027	\$2,078	\$2,130	\$2,182	\$2,237	\$2,294	\$2,350
2	\$1,929	\$1,978	\$2,027	\$2,078	\$2,130	\$2,182	\$2,237	\$2,294	\$2,350	\$2,409
3	\$1,978	\$2,027	\$2,078	\$2,130	\$2,182	\$2,237	\$2,294	\$2,350	\$2,409	\$2,469
4	\$2,027	\$2,078	\$2,130	\$2,182	\$2,237	\$2,294	\$2,350	\$2,409	\$2,469	\$2,531
5	\$2,078	\$2,130	\$2,182	\$2,237	\$2,294	\$2,350	\$2,409	\$2,469	\$2,531	\$2,594
6	\$2,130	\$2,182	\$2,237	\$2,294	\$2,350	\$2,409	\$2,469	\$2,531	\$2,594	\$2,659
7	\$2,182	\$2,237	\$2,294	\$2,350	\$2,409	\$2,469	\$2,531	\$2,594	\$2,659	\$2,726
8	\$2,237	\$2,294	\$2,350	\$2,409	\$2,469	\$2,531	\$2,594	\$2,659	\$2,726	\$2,794
9	\$2,294	\$2,350	\$2,409	\$2,469	\$2,531	\$2,594	\$2,659	\$2,726	\$2,794	\$2,863
10	\$2,350	\$2,409	\$2,469	\$2,531	\$2,594	\$2,659	\$2,726	\$2,794	\$2,863	\$2,935
11	\$2,409	\$2,469	\$2,531	\$2,594	\$2,659	\$2,726	\$2,794	\$2,863	\$2,935	\$3,009
12	\$2,469	\$2,531	\$2,594	\$2,659	\$2,726	\$2,794	\$2,863	\$2,935	\$3,009	\$3,084
13	\$2,531	\$2,594	\$2,659	\$2,726	\$2,794	\$2,863	\$2,935	\$3,009	\$3,084	\$3,161
14	\$2,594	\$2,659	\$2,726	\$2,794	\$2,863	\$2,935	\$3,009	\$3,084	\$3,161	\$3,240
15	\$2,659	\$2,726	\$2,794	\$2,863	\$2,935	\$3,009	\$3,084	\$3,161	\$3,240	\$3,322
16	\$2,726	\$2,794	\$2,863	\$2,935	\$3,009	\$3,084	\$3,161	\$3,240	\$3,322	\$3,404
17	\$2,794	\$2,863	\$2,935	\$3,009	\$3,084	\$3,161	\$3,240	\$3,322	\$3,404	\$3,490
18	\$2,863	\$2,935	\$3,009	\$3,084	\$3,161	\$3,240	\$3,322	\$3,404	\$3,490	\$3,577
19	\$2,935	\$3,009	\$3,084	\$3,161	\$3,240	\$3,322	\$3,404	\$3,490	\$3,577	\$3,666
20	\$3,009	\$3,084	\$3,161	\$3,240	\$3,322	\$3,404	\$3,490	\$3,577	\$3,666	\$3,757
21	\$3,084	\$3,161	\$3,240	\$3,322	\$3,404	\$3,490	\$3,577	\$3,666	\$3,757	\$3,851
22	\$3,161	\$3,240	\$3,322	\$3,404	\$3,490	\$3,577	\$3,666	\$3,757	\$3,851	\$3,948
23	\$3,240	\$3,322	\$3,404	\$3,490	\$3,577	\$3,666	\$3,757	\$3,851	\$3,948	\$4,047
24	\$3,322	\$3,404	\$3,490	\$3,577	\$3,666	\$3,757	\$3,851	\$3,948	\$4,047	\$4,147
25	\$3,404	\$3,490	\$3,577	\$3,666	\$3,757	\$3,851	\$3,948	\$4,047	\$4,147	\$4,251
26	\$3,490	\$3,577	\$3,666	\$3,757	\$3,851	\$3,948	\$4,047	\$4,147	\$4,251	\$4,357
27	\$3,577	\$3,666	\$3,757	\$3,851	\$3,948	\$4,047	\$4,147	\$4,251	\$4,357	\$4,466
28	\$3,666	\$3,757	\$3,851	\$3,948	\$4,047	\$4,147	\$4,251	\$4,357	\$4,466	\$4,578
29	\$3,757	\$3,851	\$3,948	\$4,047	\$4,147	\$4,251	\$4,357	\$4,466	\$4,578	\$4,692
30	\$3,851	\$3,948	\$4,047	\$4,147	\$4,251	\$4,357	\$4,466	\$4,578	\$4,692	\$4,809
31	\$3,948	\$4,047	\$4,147	\$4,251	\$4,357	\$4,466	\$4,578	\$4,692	\$4,809	\$4,930
32	\$4,047	\$4,147	\$4,251	\$4,357	\$4,466	\$4,578	\$4,692	\$4,809	\$4,930	\$5,054
33	\$4,147	\$4,251	\$4,357	\$4,466	\$4,578	\$4,692	\$4,809	\$4,930	\$5,054	\$5,179
34	\$4,251	\$4,357	\$4,466	\$4,578	\$4,692	\$4,809	\$4,930	\$5,054	\$5,179	\$5,309
35	\$4,357	\$4,466	\$4,578	\$4,692	\$4,809	\$4,930	\$5,054	\$5,179	\$5,309	\$5,441
36	\$4,466	\$4,578	\$4,692	\$4,809	\$4,930	\$5,054	\$5,179	\$5,309	\$5,441	\$5,577
37	\$4,578	\$4,692	\$4,809	\$4,930	\$5,054	\$5,179	\$5,309	\$5,441	\$5,577	\$5,717
38	\$4,692	\$4,809	\$4,930	\$5,054	\$5,179	\$5,309	\$5,441	\$5,577	\$5,717	\$5,861
39	\$4,809	\$4,930	\$5,054	\$5,179	\$5,309	\$5,441	\$5,577	\$5,717	\$5,861	\$6,007
40	\$4,930	\$5,054	\$5,179	\$5,309	\$5,441	\$5,577	\$5,717	\$5,861	\$6,007	\$6,158
41	\$5,054	\$5,179	\$5,309	\$5,441	\$5,577	\$5,717	\$5,861	\$6,007	\$6,158	\$6,311
42	\$5,179	\$5,309	\$5,441	\$5,577	\$5,717	\$5,861	\$6,007	\$6,158	\$6,311	\$6,469
43	\$5,309	\$5,441	\$5,577	\$5,717	\$5,861	\$6,007	\$6,158	\$6,311	\$6,469	\$6,631
44	\$5,441	\$5,577	\$5,717	\$5,861	\$6,007	\$6,158	\$6,311	\$6,469	\$6,631	\$6,797
45	\$5,577	\$5,717	\$5,861	\$6,007	\$6,158	\$6,311	\$6,469	\$6,631	\$6,797	\$6,967
46	\$5,717	\$5,861	\$6,007	\$6,158	\$6,311	\$6,469	\$6,631	\$6,797	\$6,967	\$7,140
47	\$5,861	\$6,007	\$6,158	\$6,311	\$6,469	\$6,631	\$6,797	\$6,967	\$7,140	\$7,319
48	\$6,007	\$6,158	\$6,311	\$6,469	\$6,631	\$6,797	\$6,967	\$7,140	\$7,319	\$7,502
49	\$6,158	\$6,311	\$6,469	\$6,631	\$6,797	\$6,967	\$7,140	\$7,319	\$7,502	\$7,690
50	\$6,311	\$6,469	\$6,631	\$6,797	\$6,967	\$7,140	\$7,319	\$7,502	\$7,690	\$7,882
51	\$6,469	\$6,631	\$6,797	\$6,967	\$7,140	\$7,319	\$7,502	\$7,690	\$7,882	\$8,078
52	\$6,631	\$6,797	\$6,967	\$7,140	\$7,319	\$7,502	\$7,690	\$7,882	\$8,078	\$8,281
53	\$6,797	\$6,967	\$7,140	\$7,319	\$7,502	\$7,690	\$7,882	\$8,078	\$8,281	\$8,487
54	\$6,967	\$7,140	\$7,319	\$7,502	\$7,690	\$7,882	\$8,078	\$8,281	\$8,487	\$8,700
55	\$7,140	\$7,319	\$7,502	\$7,690	\$7,882	\$8,078	\$8,281	\$8,487	\$8,700	\$8,918
56	\$7,319	\$7,502	\$7,690	\$7,882	\$8,078	\$8,281	\$8,487	\$8,700	\$8,918	\$9,140
57	\$7,502	\$7,690	\$7,882	\$8,078	\$8,281	\$8,487	\$8,700	\$8,918	\$9,140	\$9,369
58	\$7,690	\$7,882	\$8,078	\$8,281	\$8,487	\$8,700	\$8,918	\$9,140	\$9,369	\$9,603
59	\$7,882	\$8,078	\$8,281	\$8,487	\$8,700	\$8,918	\$9,140	\$9,369	\$9,603	\$9,843
60	\$8,078	\$8,281	\$8,487	\$8,700	\$8,918	\$9,140	\$9,369	\$9,603	\$9,843	\$10,089
61	\$8,281	\$8,487	\$8,700	\$8,918	\$9,140	\$9,369	\$9,603	\$9,843	\$10,089	\$10,342
62	\$8,487	\$8,700	\$8,918	\$9,140	\$9,369	\$9,603	\$9,843	\$10,089	\$10,342	\$10,600
63	\$8,700	\$8,918	\$9,140	\$9,369	\$9,603	\$9,843	\$10,089	\$10,342	\$10,600	\$10,865
64	\$8,918	\$9,140	\$9,369	\$9,603	\$9,843	\$10,089	\$10,342	\$10,600	\$10,865	\$11,136
65	\$9,140	\$9,369	\$9,603	\$9,843	\$10,089	\$10,342	\$10,600	\$10,865	\$11,136	\$11,414
66	\$9,369	\$9,603	\$9,843	\$10,089	\$10,342	\$10,600	\$10,865	\$11,136	\$11,414	\$11,700
67	\$9,603	\$9,843	\$10,089	\$10,342	\$10,600	\$10,865	\$11,136	\$11,414	\$11,700	\$11,993
68	\$9,843	\$10,089	\$10,342	\$10,600	\$10,865	\$11,136	\$11,414	\$11,700	\$11,993	\$12,293
69	\$10,089	\$10,342	\$10,600	\$10,865	\$11,136	\$11,414	\$11,700	\$11,993	\$12,293	\$12,600
70	\$10,342	\$10,600	\$10,865	\$11,136	\$11,414	\$11,700	\$11,993	\$12,293	\$12,600	\$12,915
71	\$10,600	\$10,865	\$11,136	\$11,414	\$11,700	\$11,993	\$12,293	\$12,600	\$12,915	\$13,238
72	\$10,865	\$11,136	\$11,414	\$11,700	\$11,993	\$12,293	\$12,600	\$12,915	\$13,238	\$13,569
73	\$11,136	\$11,414	\$11,700	\$11,993	\$12,293	\$12,600	\$12,915	\$13,238	\$13,569	\$13,908
74	\$11,414	\$11,700	\$11,993	\$12,293	\$12,600	\$12,915	\$13,238	\$13,569	\$13,908	\$14,256
75	\$11,700	\$11,993	\$12,293	\$12,600	\$12,915	\$13,238	\$13,569	\$13,908	\$14,256	\$14,612

Range #	FY 23-24 Monthly Salary Range									
	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J
1	\$4,077	\$4,179	\$4,285	\$4,392	\$4,502	\$4,614	\$4,729	\$4,847	\$4,969	\$5,093
2	\$4,179	\$4,285	\$4,392	\$4,502	\$4,614	\$4,729	\$4,847	\$4,969	\$5,093	\$5,220
3	\$4,285	\$4,392	\$4,502	\$4,614	\$4,729	\$4,847	\$4,969	\$5,093	\$5,220	\$5,350
4	\$4,392	\$4,502	\$4,614	\$4,729	\$4,847	\$4,969	\$5,093	\$5,220	\$5,350	\$5,484
5	\$4,502	\$4,614	\$4,729	\$4,847	\$4,969	\$5,093	\$5,220	\$5,350	\$5,484	\$5,621
6	\$4,614	\$4,729	\$4,847	\$4,969	\$5,093	\$5,220	\$5,350	\$5,484	\$5,621	\$5,762
7	\$4,729	\$4,847	\$4,969	\$5,093	\$5,220	\$5,350	\$5,484	\$5,621	\$5,762	\$5,906
8	\$4,847	\$4,969	\$5,093	\$5,220	\$5,350	\$5,484	\$5,621	\$5,762	\$5,906	\$6,053
9	\$4,969	\$5,093	\$5,220	\$5,350	\$5,484	\$5,621	\$5,762	\$5,906	\$6,053	\$6,204
10	\$5,093	\$5,220	\$5,350	\$5,484	\$5,621	\$5,762	\$5,906	\$6,053	\$6,204	\$6,360
11	\$5,220	\$5,350	\$5,484	\$5,621	\$5,762	\$5,906	\$6,053	\$6,204	\$6,360	\$6,519
12	\$5,350	\$5,484	\$5,621	\$5,762	\$5,906	\$6,053	\$6,204	\$6,360	\$6,519	\$6,682
13	\$5,484	\$5,621	\$5,762	\$5,906	\$6,053	\$6,204	\$6,360	\$6,519	\$6,682	\$6,849
14	\$5,621	\$5,762	\$5,906	\$6,053	\$6,204	\$6,360	\$6,519	\$6,682	\$6,849	\$7,020
15	\$5,762	\$5,906	\$6,053	\$6,204	\$6,360	\$6,519	\$6,682	\$6,849	\$7,020	\$7,197
16	\$5,906	\$6,053	\$6,204	\$6,360	\$6,519	\$6,682	\$6,849	\$7,020	\$7,197	\$7,375
17	\$6,053	\$6,204	\$6,360	\$6,519	\$6,682	\$6,849	\$7,020	\$7,197	\$7,375	\$7,561
18	\$6,204	\$6,360	\$6,519	\$6,682	\$6,849	\$7,020	\$7,197	\$7,375	\$7,561	\$7,750
19	\$6,360	\$6,519	\$6,682	\$6,849	\$7,020	\$7,197	\$7,375	\$7,561	\$7,750	\$7,942
20	\$6,519	\$6,682	\$6,849	\$7,020	\$7,197	\$7,375	\$7,561	\$7,750	\$7,942	\$8,141
21	\$6,682	\$6,849	\$7,020	\$7,197	\$7,375	\$7,561	\$7,750	\$7,942	\$8,141	\$8,344
22	\$6,849	\$7,020	\$7,197	\$7,375	\$7,561	\$7,750	\$7,942	\$8,141	\$8,344	\$8,554
23	\$7,020	\$7,197	\$7,375	\$7,561	\$7,750	\$7,942	\$8,141	\$8,344	\$8,554	\$8,768
24	\$7,197	\$7,375	\$7,561	\$7,750	\$7,942	\$8,141	\$8,344	\$8,554	\$8,768	\$8,986
25	\$7,375	\$7,561	\$7,750	\$7,942	\$8,141	\$8,344	\$8,554	\$8,768	\$8,986	\$9,210
26	\$7,561	\$7,750	\$7,942	\$8,141	\$8,344	\$8,554	\$8,768	\$8,986	\$9,210	\$9,440
27	\$7,750	\$7,942	\$8,141	\$8,344	\$8,554	\$8,768	\$8,986	\$9,210	\$9,440	\$9,677
28	\$7,942	\$8,141	\$8,344	\$8,554	\$8,768	\$8,986	\$9,210	\$9,440	\$9,677	\$9,920
29	\$8,141	\$8,344	\$8,554	\$8,768	\$8,986	\$9,210	\$9,440	\$9,677	\$9,920	\$10,166
30	\$8,344	\$8,554	\$8,768	\$8,986	\$9,210	\$9,440	\$9,677	\$9,920	\$10,166	\$10,420
31	\$8,554	\$8,768	\$8,986	\$9,210	\$9,440	\$9,677	\$9,920	\$10,166	\$10,420	\$10,681
32	\$8,768	\$8,986	\$9,210	\$9,440	\$9,677	\$9,920	\$10,166	\$10,420	\$10,681	\$10,949
33	\$8,986	\$9,210	\$9,440	\$9,677	\$9,920	\$10,166	\$10,420	\$10,681	\$10,949	\$11,222
34	\$9,210	\$9,440	\$9,677	\$9,920	\$10,166	\$10,420	\$10,681	\$10,949	\$11,222	\$11,502
35	\$9,440	\$9,677	\$9,920	\$10,166	\$10,420	\$10,681	\$10,949	\$11,222	\$11,502	\$11,790
36	\$9,677	\$9,920	\$10,166	\$10,420	\$10,681	\$10,949	\$11,222	\$11,502	\$11,790	\$12,084
37	\$9,920	\$10,166	\$10,420	\$10,681	\$10,949	\$11,222	\$11,502	\$11,790	\$12,084	\$12,387
38	\$10,166	\$10,420	\$10,681	\$10,949	\$11,222	\$11,502	\$11,790	\$12,084	\$12,387	\$12,698
39	\$10,420	\$10,681	\$10,949	\$11,222	\$11,502	\$11,790	\$12,084	\$12,387	\$12,698	\$13,016
40	\$10,681	\$10,949	\$11,222	\$11,502	\$11,790	\$12,084	\$12,387	\$12,698	\$13,016	\$13,341
41	\$10,949	\$11,222	\$11,502	\$11,790	\$12,084	\$12,387	\$12,698	\$13,016	\$13,341	\$13,675
42	\$11,222	\$11,502	\$11,790	\$12,084	\$12,387	\$12,698	\$13,016	\$13,341	\$13,675	\$14,016
43	\$11,502	\$11,790	\$12,084	\$12,387	\$12,698	\$13,016	\$13,341	\$13,675	\$14,016	\$14,366
44	\$11,790	\$12,084	\$12,387	\$12,698	\$13,016	\$13,341	\$13,675	\$14,016	\$14,366	\$14,726
45	\$12,084	\$12,387	\$12,698	\$13,016	\$13,341	\$13,675	\$14,016	\$14,366	\$14,726	\$15,095
46	\$12,387	\$12,698	\$13,016	\$13,341	\$13,675	\$14,016	\$14,366	\$14,726	\$15,095	\$15,470
47	\$12,698	\$13,016	\$13,341	\$13,675	\$14,016	\$14,366	\$14,726	\$15,095	\$15,470	\$15,858
48	\$13,016	\$13,341	\$13,675	\$14,016	\$14,366	\$14,726	\$15,095	\$15,470	\$15,858	\$16,255
49	\$13,341	\$13,675	\$14,016	\$14,366	\$14,726	\$15,095	\$15,470	\$15,858	\$16,255	\$16,661
50	\$13,675	\$14,016	\$14,366	\$14,726	\$15,095	\$15,470	\$15,858	\$16,255	\$16,661	\$17,078
51	\$14,016	\$14,366	\$14,726	\$15,095	\$15,470	\$15,858	\$16,255	\$16,661	\$17,078	\$17,503
52	\$14,366	\$14,726	\$15,095	\$15,470	\$15,858	\$16,255	\$16,661	\$17,078	\$17,503	\$17,942
53	\$14,726	\$15,095	\$15,470	\$15,858	\$16,255	\$16,661	\$17,078	\$17,503	\$17,942	\$18,389
54	\$15,095	\$15,470	\$15,858	\$16,255	\$16,661	\$17,078	\$17,503	\$17,942	\$18,389	\$18,850
55	\$15,470	\$15,858	\$16,255	\$16,661	\$17,078	\$17,503	\$17,942	\$18,389	\$18,850	\$19,321
56	\$15,858	\$16,255	\$16,661	\$17,078	\$17,503	\$17,942	\$18,389	\$18,850	\$19,321	\$19,803
57	\$16,255	\$16,661	\$17,078	\$17,503	\$17,942	\$18,389	\$18,850	\$19,321	\$19,803	\$20,298
58	\$16,661	\$17,078	\$17,503	\$17,942	\$18,389	\$18,850	\$19,321	\$19,803	\$20,298	\$20,807
59	\$17,078	\$17,503	\$17,942	\$18,389	\$18,850	\$19,321	\$19,803	\$20,298	\$20,807	\$21,327
60	\$17,503	\$17,942	\$18,389	\$18,850	\$19,321	\$19,803	\$20,298	\$20,807	\$21,327	\$21,860
61	\$17,942	\$18,389	\$18,850	\$19,321	\$19,803	\$20,298	\$20,807	\$21,327	\$21,860	\$22,407
62	\$18,389	\$18,850	\$19,321	\$19,803	\$20,298	\$20,807	\$21,327	\$21,860	\$22,407	\$22,967
63	\$18,850	\$19,321	\$19,803	\$20,298	\$20,807	\$21,327	\$21,860	\$22,407	\$22,967	\$23,541
64	\$19,321	\$19,803	\$20,298	\$20,807	\$21,327	\$21,860	\$22,407	\$22,967	\$23,541	\$24,128
65	\$19,803	\$20,298	\$20,807	\$21,327	\$21,860	\$22,407	\$22,967	\$23,541	\$24,128	\$24,731
66	\$20,298	\$20,807	\$21,327	\$21,860	\$22,407	\$22,967	\$23,541	\$24,128	\$24,731	\$25,349
67	\$20,807	\$21,327	\$21,860	\$22,407	\$22,967	\$23,541	\$24,128	\$24,731	\$25,349	\$25,984
68	\$21,327	\$21,860	\$22,407	\$22,967	\$23,541	\$24,128	\$24,731	\$25,349	\$25,984	\$26,634
69	\$21,860	\$22,407	\$22,967	\$23,541	\$24,128	\$24,731	\$25,349	\$25,984	\$26,634	\$27,300
70	\$22,407	\$22,967	\$23,541	\$24,128	\$24,731	\$25,349	\$25,984	\$26,634	\$27,300	\$27,982
71	\$22,967	\$23,541	\$24,128	\$24,731	\$25,349	\$25,984	\$26,634	\$27,300	\$27,982	\$28,682
72	\$23,541	\$24,128	\$24,731	\$25,349	\$25,984	\$26,634	\$27,300	\$27,982	\$28,682	\$29,399
73	\$24,128	\$24,731	\$25,349	\$25,984	\$26,634	\$27,300	\$27,982	\$28,682	\$29,399	\$30,134
74	\$24,731	\$25,349	\$25,984	\$26,634	\$27,300	\$27,982	\$28,682	\$29,399	\$30,134	\$30,887
75	\$25,349	\$25,984	\$26,634	\$27,300	\$27,982	\$28,682	\$29,399	\$30,134	\$30,887	\$31,659

Attachment C



M E M O

TO: Board of Directors
FROM: Engineering & Operations Committee
DATE: April 22, 2024
SUBJECT: Approval for Paving Services Needed at Macadamia Drive

Description

Paving is needed at Macadamia Drive due to leak repairs. This request is for the E&O Committee to recommend the approval of this project.

Purpose

Due to an 8" main line rupture, the asphalt on Macadamia Drive, from address 1509 – 1522, was completely washed out. This street needs complete pavement replacement including the berm edge. In addition, because this street had petromat fabric installed, special disposal of old asphalt will be required.

A Request for Proposal was sent to FPUD's pre-select list of 15 contractors, with six bids received. Of those received, the lowest responsive and responsible bidder is Asphalt and Concrete Enterprises at \$78,678.00.

Budgetary Impact

The work will be completed within the Board authorized Capital Improvements Project budget.

Recommended Action

The Board approve a contract with Asphalt and Concrete Enterprises in the amount of \$78,678.00 for repair of pavement on Macadamia Drive.

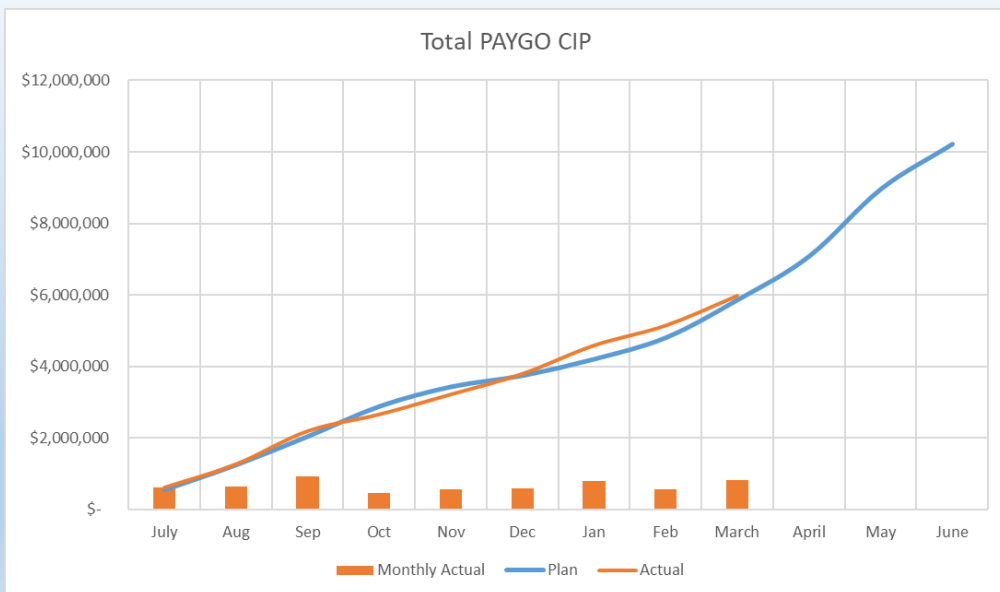


Fallbrook Public Utility District

Engineering and Operations

Board Meeting APR 2024

Total CIP FY24



Wastewater Treatment

Reclamation Plant

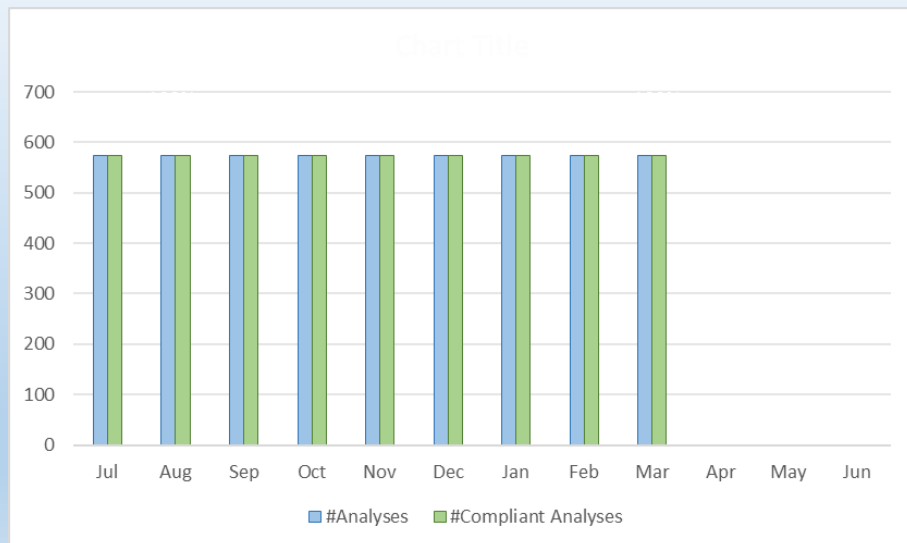
Recycled Water

- Wastewater System Violations
- Reclamation Plant PMs Completed
- Energy Cost per MG
- Recycled Water – Time Out of Service

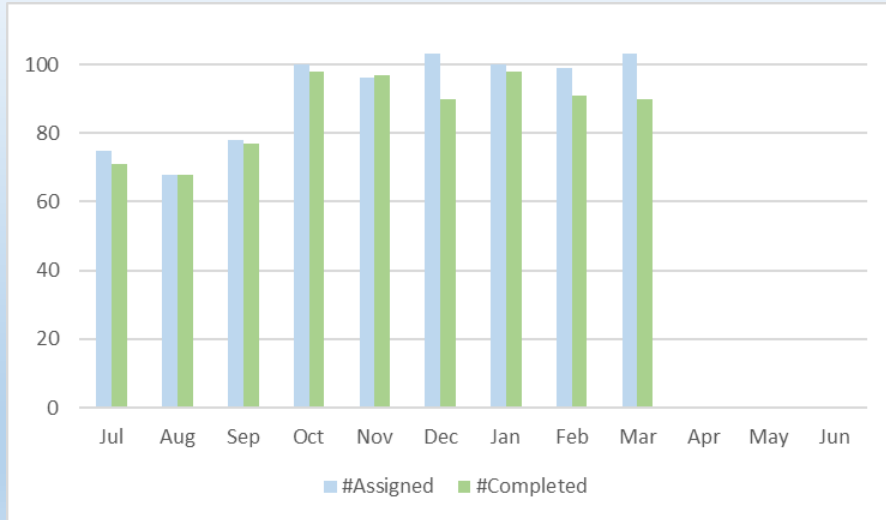
Wastewater Treatment System Regulatory Compliance

**SRWQCB
Compliance:**
NPDES
WDR

**Analyses
performed:**
Daily
Monthly
Quarterly
Semi-annually
Annually



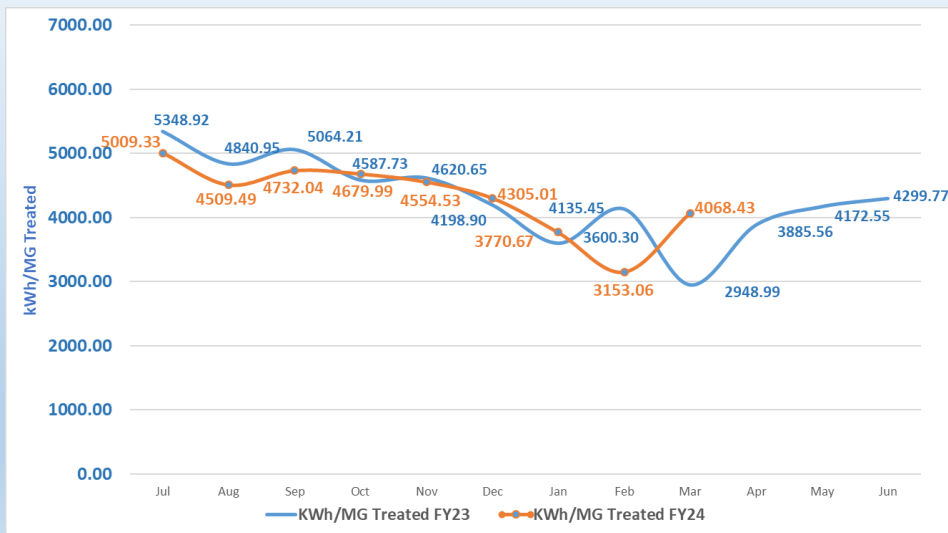
Reclamation Plant – Wastewater PMs



5

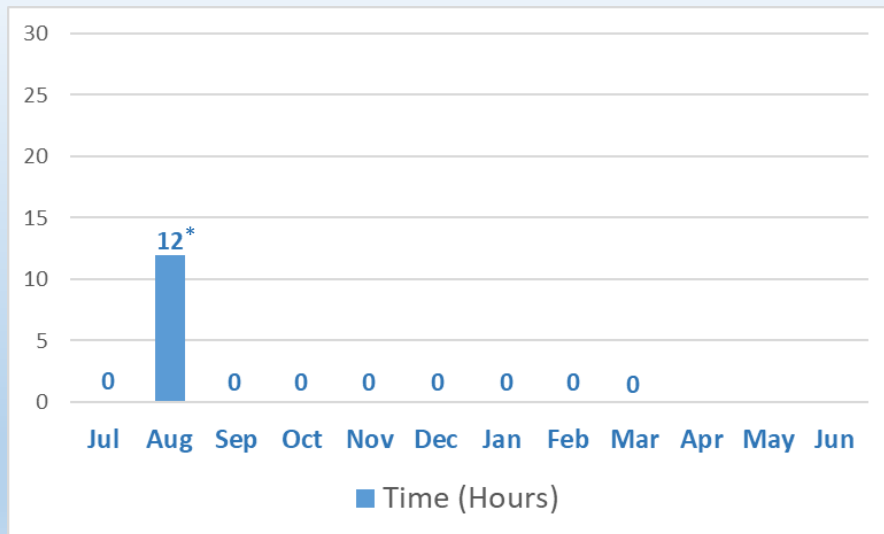
Formula =
 $\frac{\text{Total Plant Energy Demand}}{\text{MG Treated Flow}}$

Reclamation Plant – Energy Usage (KWh/MG Treated)



6

Recycled Water – Time out of Service (Hours)



*planned meter replacement work for two locations at Altman Nursey

7

Water Operations

Regulatory Compliance

Preventative Maintenance Work Orders

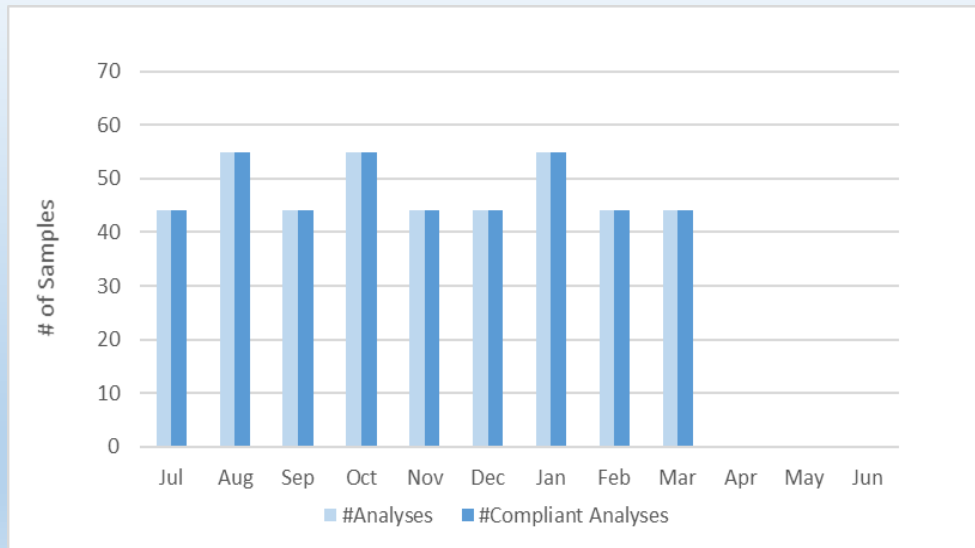
CUP Deliveries

SMGTP Flows

8

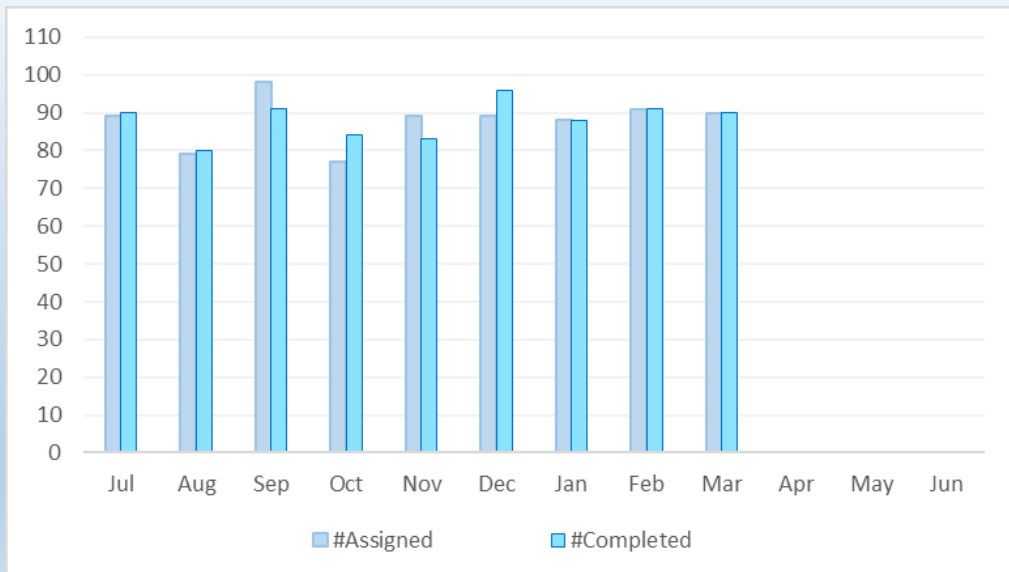
Water System Regulatory Compliance

- Facility Operation
- Routine Sampling



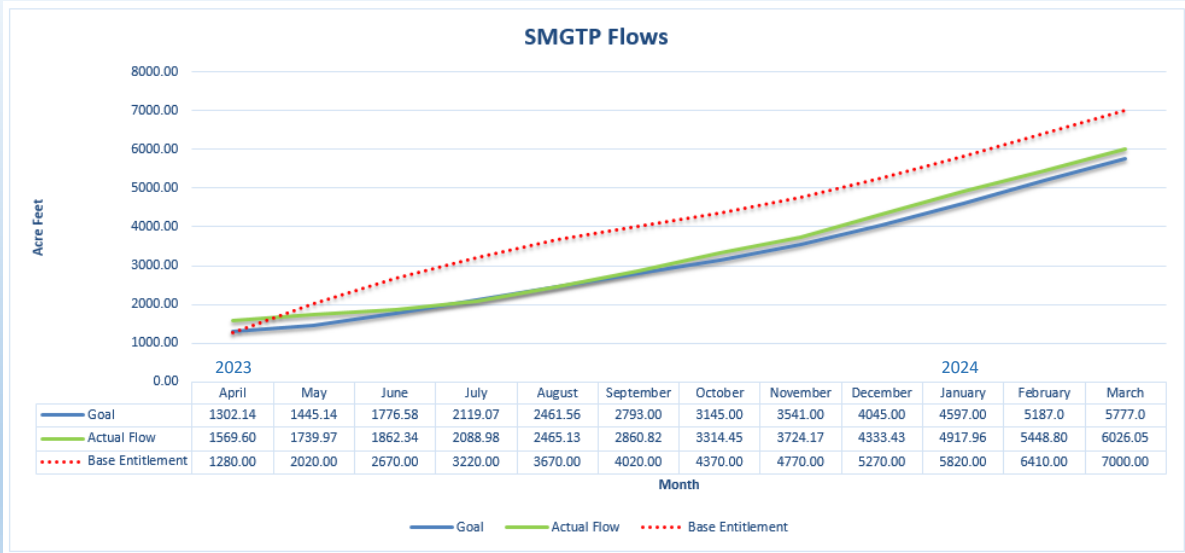
9

Water System PMs



10

SMGTP Flows



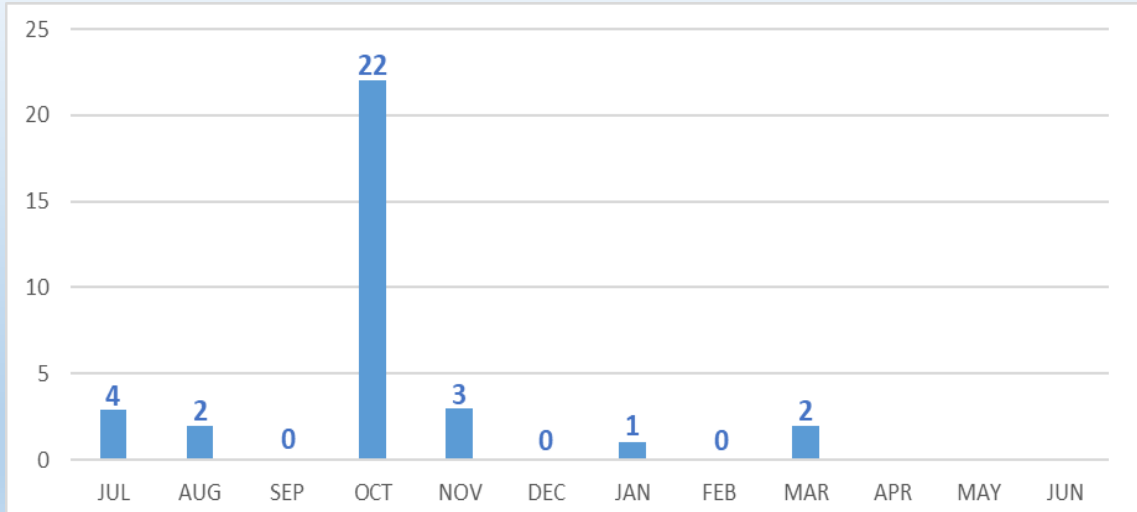
11

Meter Services

Meter Testing
Valve Exercising

12

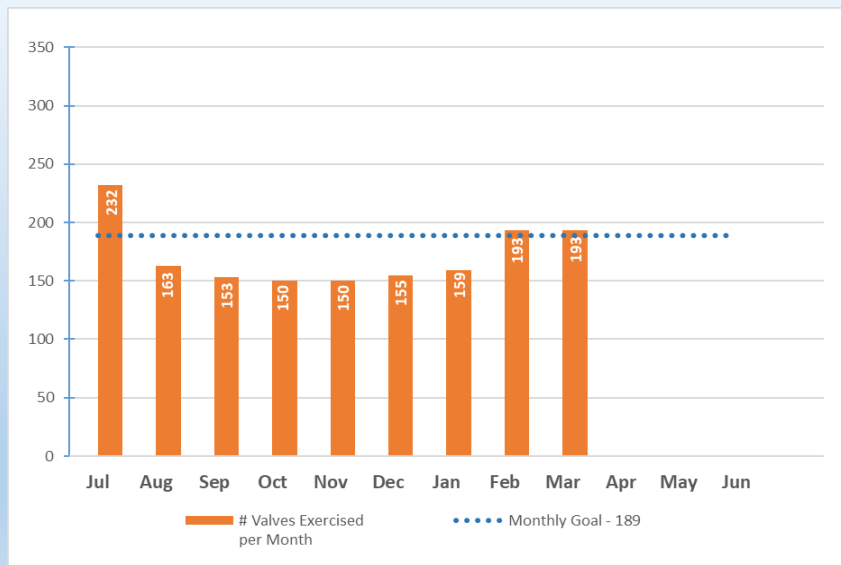
Meter Testing by Month



13

Main Line Valve Exercise Program

- Improve reliability
- Reduce impact of planned and emergency shutdowns
- **Total valves exercised FY23: 2,554**



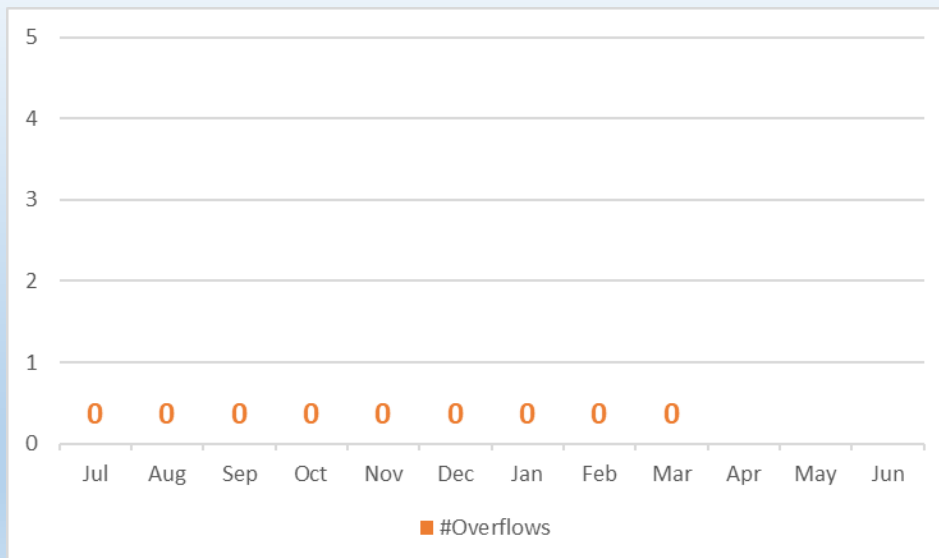
14

Wastewater Collections

Total Wastewater Spilled
Non-Recovered Wastewater Spilled
Odor Complaints

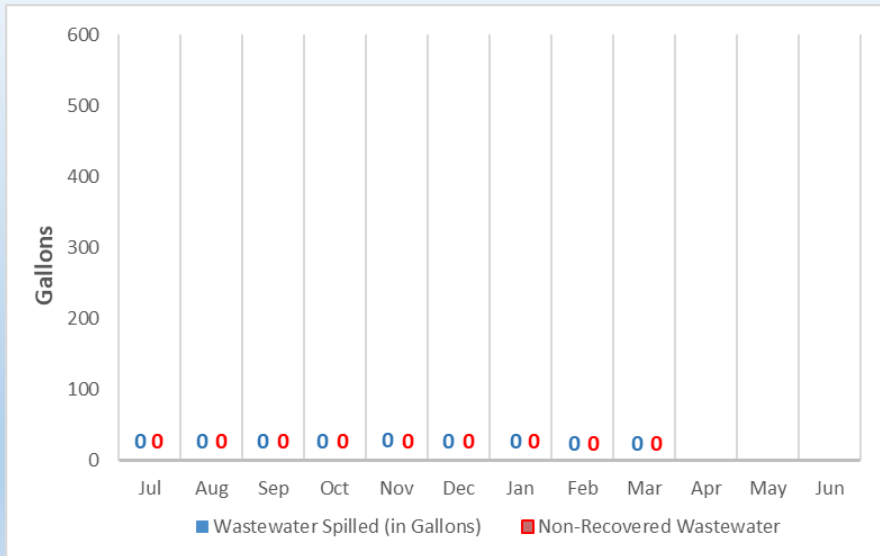
15

Wastewater Collections - Sewer Overflows



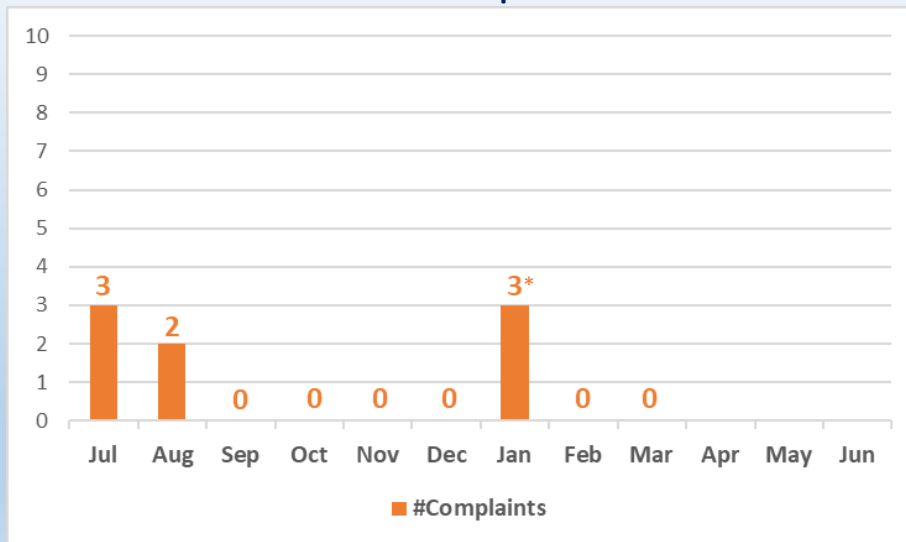
16

Wastewater Collections - Wastewater Spilled



17

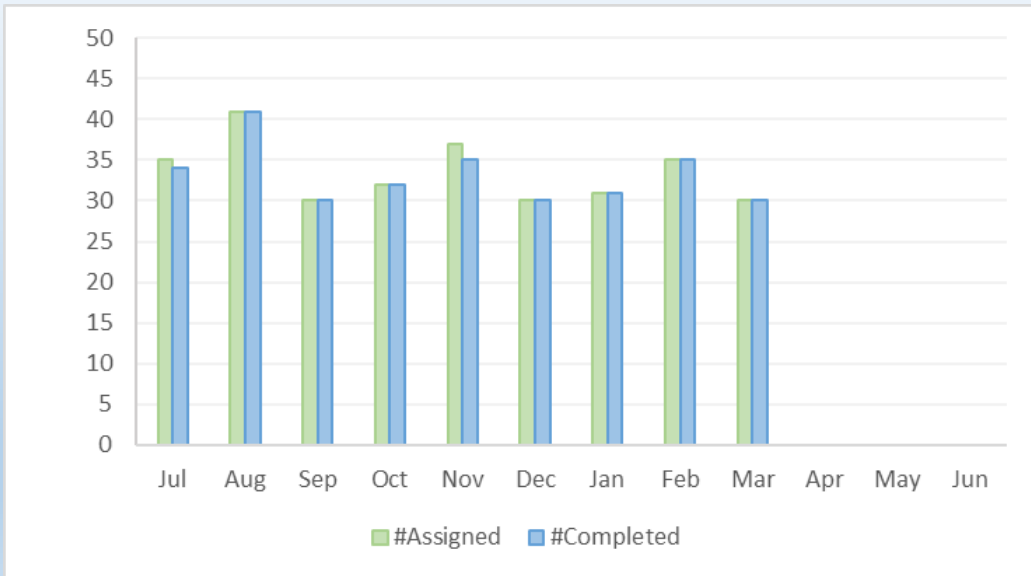
Reclamation Plant & Wastewater Collections Odor Complaints



* Determined to be on customer side

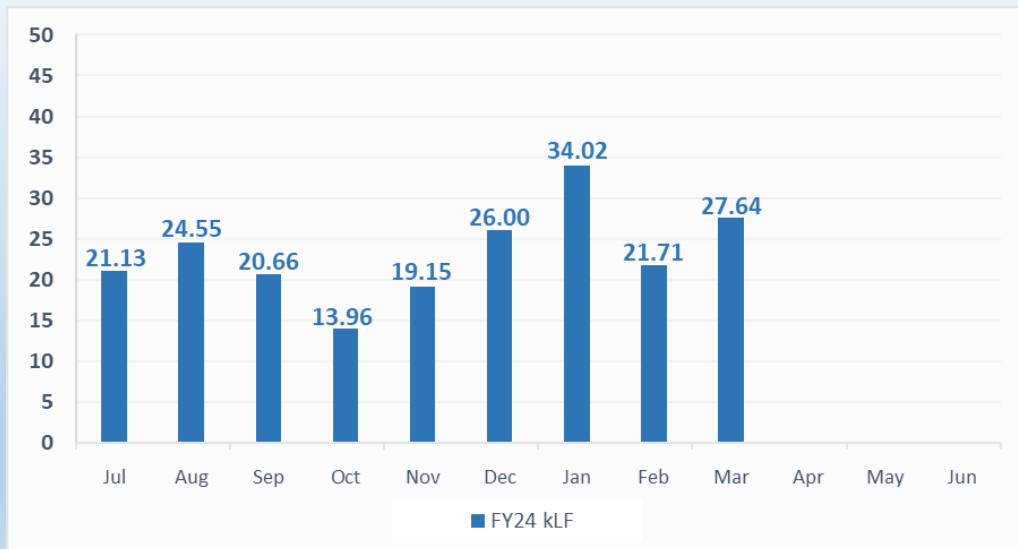
18

Wastewater - Collections PMs



19

Wastewater - Collections Flushing in kLF



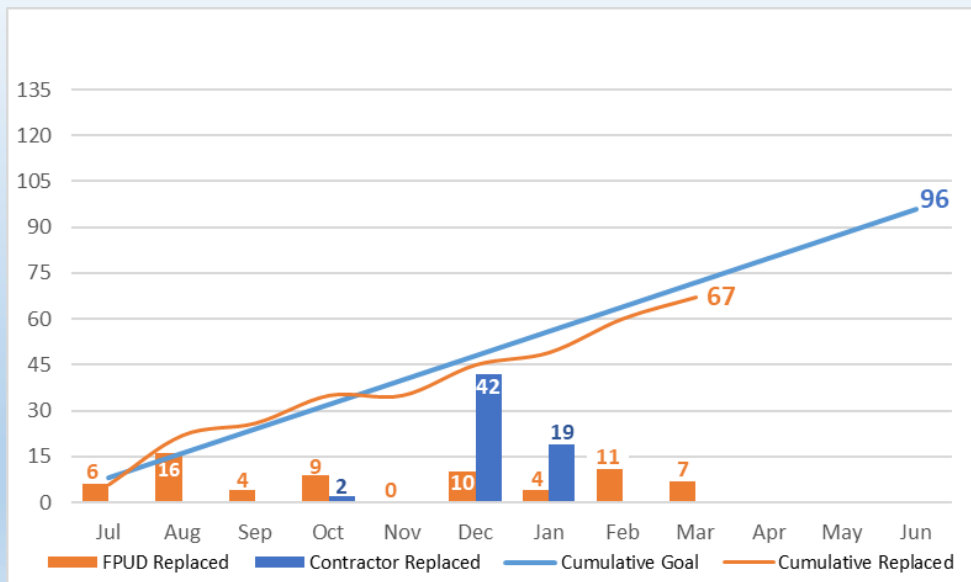
20

Construction/Maintenance

- Efforts continue in replacing valves with the greatest impact on water loss and customer outages during large main breaks.
- With new valves, crews will be capable of shutting down smaller controlled areas faster, impacting fewer customers while losing less water and completing repairs sooner.
- Our goal is to replace 100 valves per year. FY23, 109 valves were replaced. FY24, 123 valves have been replaced to date. We currently have 6821 valves in the system with 411 known to be broken.
- We have a goal to perform maintenance on 3,000 linear feet of easement roads. Year to date, we have completed 2,765 linear feet.

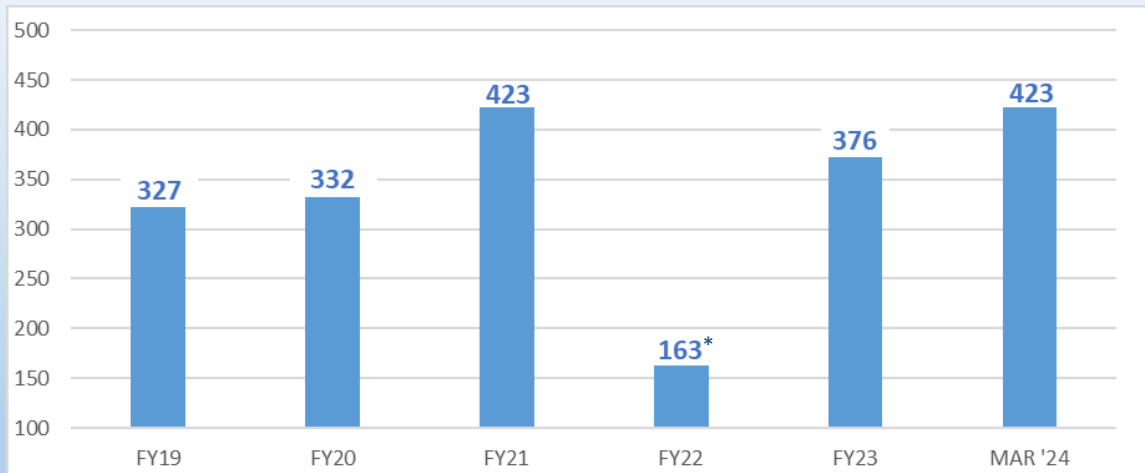
21

Main Line Valves Replaced by FPUD Crew



22

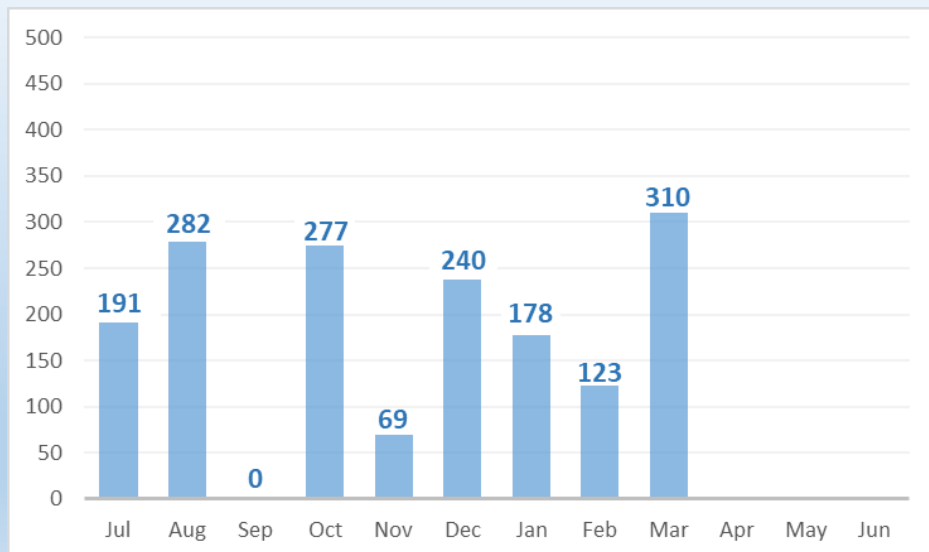
Rolling Total Broken Valves



*All broken valves 4" and bigger - does not include Leak By or Poor Counts

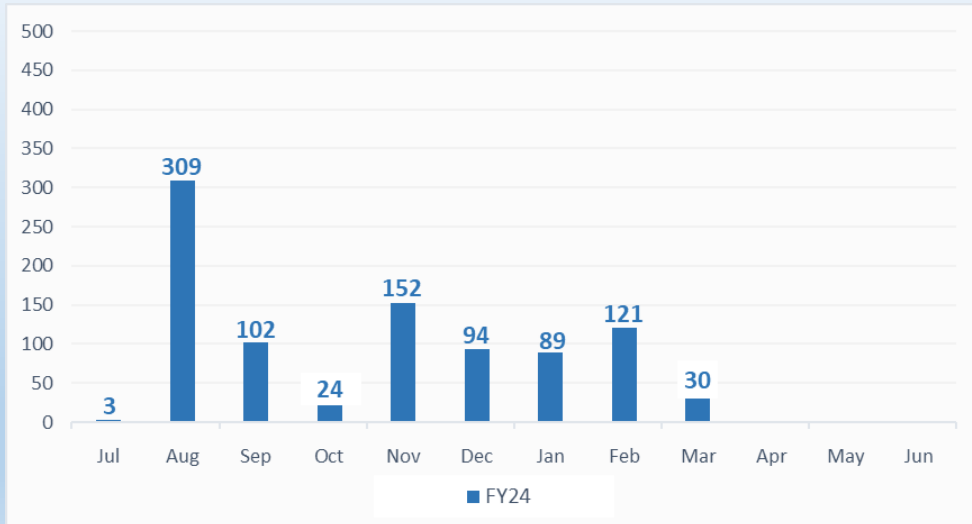
23

Planned Outages > 4 Hours Customers Affected



24

Unplanned Outages > 4 Hours Customers Affected



25

M E M O

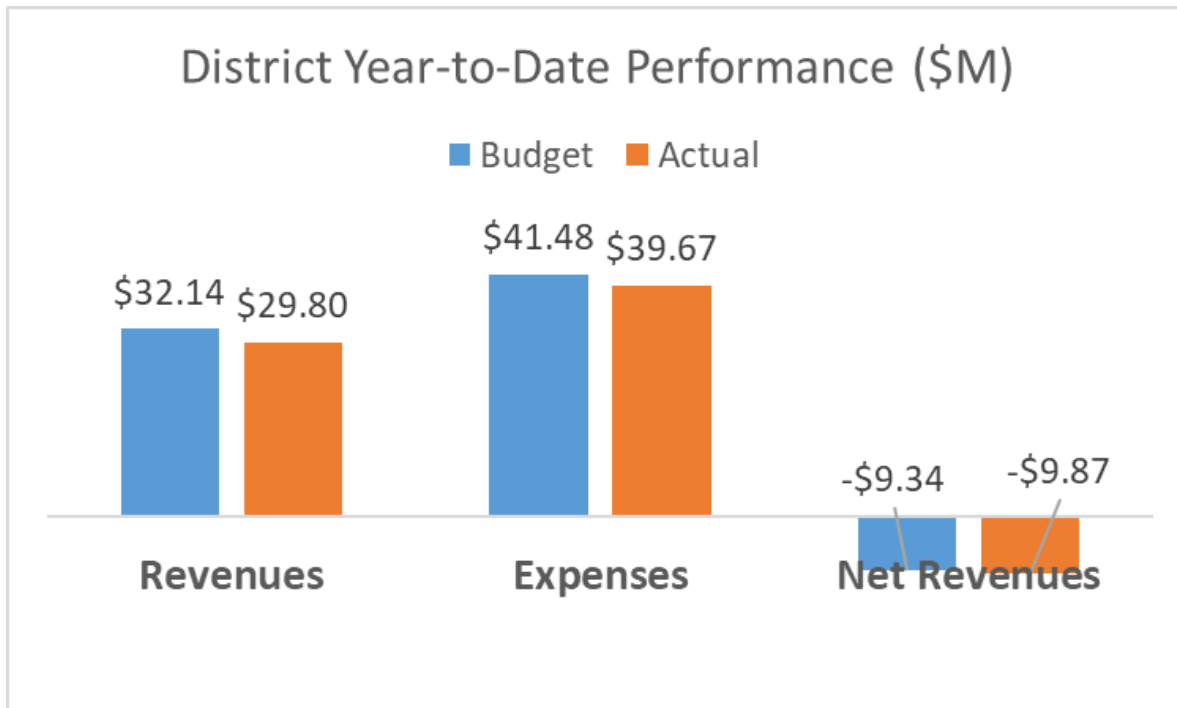
TO: Board of Directors
FROM: David Shank, Assistant General Manager/CFO
DATE: April 22, 2024
SUBJECT: Financial Summary Report – March

Purpose

Provide an overview of changes in the District’s financial position.

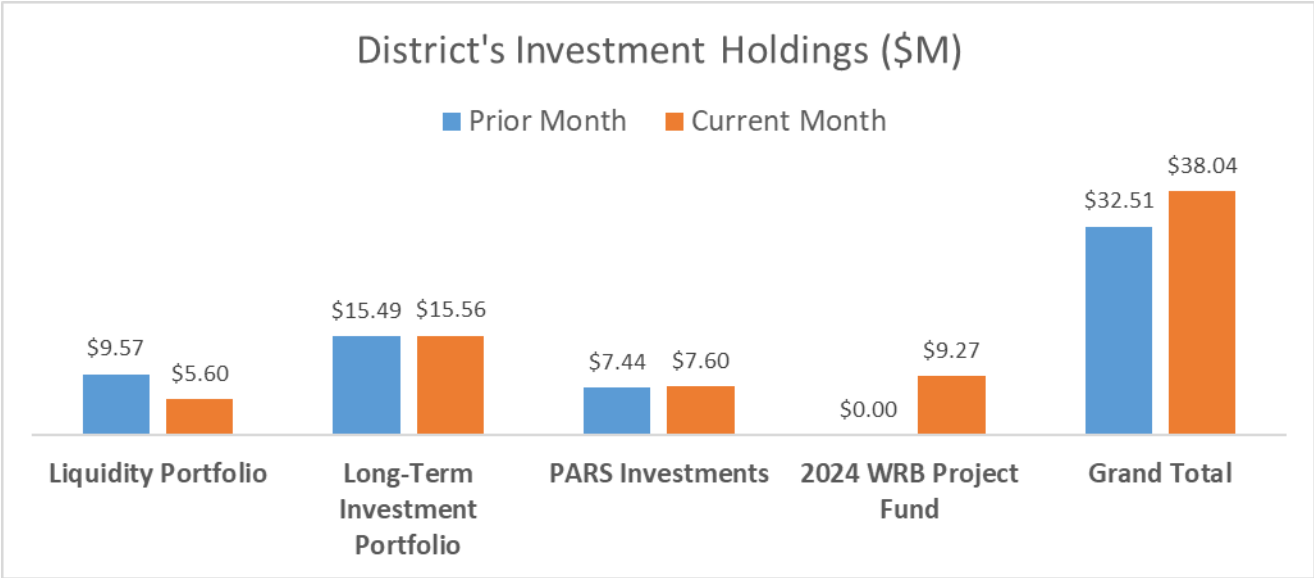
Summary

The graph below shows the District’s year-to-date Revenues, Expenditures and Net revenues.



Revenues and expenditures are under Amended Budget levels. Revenues are below Amended Budget levels due to the persistent low level of water sales. Expenditures are slightly under the Amended Budget levels. The District paid its final installment of the Detachment Fee to SDCWA in March. Staff are carefully tracking the District’s financial position to identify any budget shortfalls early.

The graph below shows the District’s bank holdings reported in the Treasurer’s Report at the end of the current and prior month.



Overall the District’s financial holdings increased this month due to the receipt of proceeds from the 2024 Water Revenue Bond issuance. The Project Fund balance shown here is net of reimbursement to the District for qualified capital expenditures that were incurred prior to the debt issuance. The District also paid the remaining portion of the Detachment Fee, which was \$6.8 million, in March. Overall the Long-term Portfolio and PARS investments continue to perform in line with the capital markets.

Recommended Action

This item is for discussion only. No action is required.

M E M O

TO: Board of Directors
FROM: David Shank, Assistant General Manager/CFO
DATE: April 22, 2024
SUBJECT: Treasurer's Report

Purpose

Provide the March, 2024 Treasurer's Report. Confirm that the District's investment portfolio is in compliance with the Investment Policy and that the District is able to meet the expenditure requirements for the next 6-months.

Notes

Overall the District's financial holdings increased this month due to the receipt of proceeds from the 2024 Water Revenue Bond issuance. The Project Fund balance shown here is net of reimbursement to the District for qualified capital expenditures that were incurred prior to the debt issuance. The District also paid the remaining portion of the Detachment Fee, which was \$6.8 million, in March. Overall the Long-term Portfolio and PARS investments continue to perform in line with the capital markets.

Summary

Treasurer's Report March 2024

Account	Beginning Balance	Ending Balance
Operating Fund	\$ 5,078	\$ 5,051
Money Market	\$ 586,575	\$ 579,781
CAMP Account	\$ 8,979,169	\$ 5,012,774
<i>District's Liquidity Portfolio</i>	<i>\$ 9,570,822</i>	<i>\$ 5,597,606</i>
PFM Managed Long-term Investment Portfolio*	\$ 15,484,513	\$ 15,554,960
LAIF (Long-term Reserves)	\$ 6,849	\$ 6,849
PARS (OPEB & Pension Trust)**	\$ 7,444,342	\$ 7,602,289
Revenue Bonds 2024 Project Fund	\$ -	\$ 9,274,300
<i>District Accounts Total</i>	<i>\$ 32,506,526</i>	<i>\$ 38,036,004</i>

*\$6.21M of funds are from the sale of the Santa Margarita properties.

**\$3.78M of funds are from the sale of the Santa Margarita Properties.


David Shank
April 22, 2024

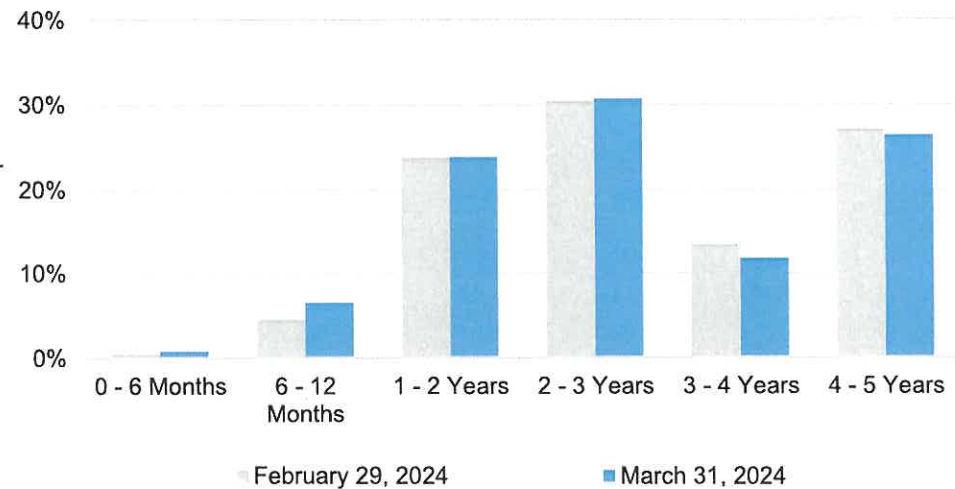
Fallbrook Public Utilities District - Holdings Summary

Security Type	February 29, 2024	March 31, 2024	Change (\$)	Change (%)
U.S. Treasury	\$6,805,111.76	\$6,822,131.23	\$17,019.47	0.3%
Municipal	\$206,930.05	\$207,583.75	\$653.70	0.3%
Federal Agency CMBS	\$2,590,264.55	\$2,587,788.96	(\$2,475.59)	-0.1%
Corporate Note	\$3,600,568.71	\$3,609,863.07	\$9,294.36	0.3%
Negotiable CD	\$101,399.00	\$101,459.00	\$60.00	0.1%
Asset-Backed Security	\$1,969,412.07	\$1,955,448.34	(\$13,963.73)	-0.7%
Securities Total	\$15,273,686.14	\$15,284,274.35	\$10,588.21	0.1%
Money Market Fund	\$210,826.58	\$270,685.90	\$59,859.32	28.4%
Total Investments	\$15,484,512.72	\$15,554,960.25	\$70,447.53	0.5%

Summary

FY 23-24 Accrual Earnings	\$207,031.13
Yield to Maturity at Cost	3.53%
Weighted Average Maturity (Years)	2.68

Maturity Distribution



Security market values, excluding accrued interest, as on last day of month.

Managed Account Security Transactions & Interest

For the Month Ending **March 31, 2024**

FPUD - INVESTMENT PORTFOLIO - 28710100

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
INTEREST										
03/01/24	03/01/24	MONEY MARKET FUND	MONEY0002	0.00	0.00	716.45	716.45			
03/01/24	03/25/24	FHMS K058 A2 DTD 11/09/2016 2.653% 08/01/2026	3137BSP72	100,000.00	0.00	221.08	221.08			
03/01/24	03/25/24	FHMS K046 A2 DTD 06/17/2015 3.205% 03/01/2025	3137BJP64	100,000.00	0.00	267.08	267.08			
03/01/24	03/25/24	FHMS KJ47 A1 DTD 09/01/2023 5.272% 08/01/2028	3137HAMN3	84,487.54	0.00	371.18	371.18			
03/01/24	03/25/24	FHMS K509 A2 DTD 10/01/2023 4.850% 09/01/2028	3137HAST4	115,000.00	0.00	464.79	464.79			
03/01/24	03/25/24	FHMS K506 A2 DTD 09/01/2023 4.650% 08/01/2028	3137HAMH6	150,000.00	0.00	581.25	581.25			
03/01/24	03/25/24	FHMS KJ48 A1 DTD 12/01/2023 4.858% 05/01/2028	3137HBC69	124,712.26	0.00	504.88	504.88			
03/01/24	03/25/24	FHMS K508 A2 DTD 10/01/2023 4.740% 08/01/2028	3137HAO74	150,000.00	0.00	592.50	592.50			
03/01/24	03/25/24	FHLMC MULTIFAMILY STRUCTURED POOL DTD 11/01/2017 3.064% 08/01/2024	3137FBTA4	84,555.41	0.00	215.90	215.90			
03/01/24	03/25/24	FHMS K061 A2 DTD 01/30/2017 3.347% 11/01/2026	3137BTUM1	99,475.42	0.00	277.45	277.45			
03/01/24	03/25/24	FHMS K734 A2 DTD 04/18/2019 3.208% 02/01/2026	3137FLN34	150,000.00	0.00	401.00	401.00			
03/01/24	03/25/24	FHMS K733 A2 DTD 11/09/2018 3.750% 08/01/2025	3137FJX07	153,830.58	0.00	522.36	522.36			
03/01/24	03/25/24	FHMS K505 A2 DTD 07/01/2023 4.819% 06/01/2028	3137HACX2	150,000.00	0.00	602.38	602.38			
03/01/24	03/25/24	FHMS KJ46 A1 DTD 07/01/2023 4.777% 06/01/2028	3137HAD45	119,553.25	0.00	475.92	475.92			
03/01/24	03/25/24	FHMS K743 A2 DTD 06/30/2021 1.770% 05/01/2028	3137H14B9	170,000.00	0.00	250.75	250.75			
03/01/24	03/25/24	FHMS K511 A2 DTD 12/01/2023 4.860% 10/01/2028	3137HB3G7	85,000.00	0.00	344.25	344.25			
03/01/24	03/25/24	FHMS K063 A2 DTD 03/01/2017 3.430% 01/01/2027	3137BVZ82	145,000.00	0.00	414.46	414.46			

Managed Account Security Transactions & Interest

For the Month Ending **March 31, 2024**

FPUD - INVESTMENT PORTFOLIO - 28710100

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
INTEREST											
	03/01/24	03/25/24	FHMS K507 A2 DTD 09/01/2023 4.800% 09/01/2028	3137HAMS2	150,000.00	0.00	600.00	600.00			
	03/01/24	03/25/24	FNA 2023-M6 A2 DTD 07/01/2023 4.190% 07/01/2028	3136BODE6	150,000.00	0.00	523.75	523.75			
	03/01/24	03/25/24	FHMS K510 A2 DTD 11/01/2023 5.069% 10/01/2028	3137HB3D4	55,000.00	0.00	232.33	232.33			
	03/01/24	03/25/24	FHLMC MULTIFAMILY STRUCTURED P DTD 07/01/2017 3.243% 04/01/2027	3137F1G44	155,000.00	0.00	418.89	418.89			
	03/01/24	03/25/24	FHMS K064 A2 DTD 05/15/2017 3.224% 03/01/2027	3137BXOY1	160,000.00	0.00	429.87	429.87			
	03/02/24	03/02/24	TRUIST FINANCIAL CORP NOTES (CALLABLE) DTD 03/02/2021 1.267% 03/02/2027	89788MAD4	85,000.00	0.00	538.48	538.48			
	03/11/24	03/11/24	GOLDMAN SACHS GROUP INC (CALLABLE) CORP DTD 06/10/2021 5.835% 09/10/2024	38141GYE8	40,000.00	0.00	592.44	592.44			
	03/14/24	03/14/24	HOME DEPOT INC CORP NOTES (CALLABLE) DTD 09/14/2017 2.800% 09/14/2027	437076BT8	140,000.00	0.00	1,960.00	1,960.00			
	03/15/24	03/15/24	NY ST URBAN DEV CORP TXBL REV BONDS DTD 10/21/2021 1.310% 03/15/2026	64985TDC2	115,000.00	0.00	753.25	753.25			
	03/15/24	03/15/24	CARMX 2021-3 A3 DTD 07/28/2021 0.550% 06/15/2026	14317DAC4	32,654.43	0.00	14.97	14.97			
	03/15/24	03/15/24	HART 2023-B A3 DTD 07/19/2023 5.480% 04/17/2028	44933XAD9	50,000.00	0.00	228.33	228.33			
	03/15/24	03/15/24	DTRT 2023-1 A3 DTD 09/27/2023 5.900% 03/15/2027	233868AC2	85,000.00	0.00	417.92	417.92			
	03/15/24	03/15/24	CHAT 2023-A1 A DTD 09/15/2023 5.160% 09/15/2028	161571HT4	120,000.00	0.00	516.00	516.00			
	03/15/24	03/15/24	COMET 2023-A1 A DTD 05/24/2023 4.420% 05/15/2028	14041NGD7	145,000.00	0.00	534.08	534.08			
	03/15/24	03/15/24	FORDO 2022-A A3 DTD 01/24/2022 1.290% 06/15/2026	345286AC2	25,855.60	0.00	27.79	27.79			

Managed Account Security Transactions & Interest

For the Month Ending **March 31, 2024**

FPUD - INVESTMENT PORTFOLIO - 28710100

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
INTEREST											
	03/15/24	03/15/24	WOART 2021-D A3 DTD 11/03/2021 0.810% 10/15/2026	98163KAC6	21,072.29	0.00	14.22	14.22			
	03/15/24	03/15/24	HART 2022-A A3 DTD 03/16/2022 2.220% 10/15/2026	448977AD0	47,087.29	0.00	87.11	87.11			
	03/15/24	03/15/24	DCENT 2023-A2 A DTD 06/28/2023 4.930% 06/15/2028	254683CZ6	100,000.00	0.00	410.83	410.83			
	03/15/24	03/15/24	BACCT 2023-A1 A1 DTD 06/16/2023 4.790% 05/15/2028	05522RDG0	50,000.00	0.00	199.58	199.58			
	03/15/24	03/15/24	BACCT 2022-A2 A2 DTD 11/23/2022 5.000% 04/15/2028	05522RDF2	145,000.00	0.00	604.17	604.17			
	03/15/24	03/15/24	FORDO 2023-B A3 DTD 06/26/2023 5.230% 05/15/2028	344930AD4	45,000.00	0.00	196.13	196.13			
	03/15/24	03/15/24	ALLYA 2023-1 A3 DTD 07/19/2023 5.460% 05/15/2028	02007WAC2	85,000.00	0.00	386.75	386.75			
	03/15/24	03/15/24	DCENT 2022-A3 A3 DTD 08/09/2022 3.560% 07/15/2027	254683CW3	70,000.00	0.00	207.67	207.67			
	03/15/24	03/15/24	COMET 2021-A3 A3 DTD 11/30/2021 1.040% 11/15/2026	14041NFY2	70,000.00	0.00	60.67	60.67			
	03/15/24	03/15/24	DCENT 2021-A1 A1 DTD 09/27/2021 0.580% 09/15/2026	254683CP8	70,000.00	0.00	33.83	33.83			
	03/15/24	03/15/24	FITAT 2023-1 A3 DTD 08/23/2023 5.530% 08/15/2028	31680EAD3	105,000.00	0.00	483.88	483.88			
	03/15/24	03/15/24	NATIONAL RURAL UTIL COOP CORP NOTES (CAL DTD 12/16/2022 4.800% 03/15/2028	63743HFG2	85,000.00	0.00	2,040.00	2,040.00			
	03/15/24	03/15/24	MBART 2022-1 A3 DTD 11/22/2022 5.210% 08/16/2027	58768PAC8	105,000.00	0.00	455.88	455.88			
	03/15/24	03/15/24	COPAR 2023-2 A3 DTD 10/11/2023 5.820% 06/15/2028	14044EAD0	110,000.00	0.00	533.50	533.50			
	03/15/24	03/15/24	CARMX 2022-3 A3 DTD 07/20/2022 3.970% 04/15/2027	14318MAD1	75,000.00	0.00	248.13	248.13			
	03/15/24	03/15/24	NAROT 2023-B A3 DTD 10/25/2023 5.930% 03/15/2028	65480MAD5	30,000.00	0.00	148.25	148.25			

Managed Account Security Transactions & Interest

For the Month Ending March 31, 2024

FPUD - INVESTMENT PORTFOLIO - 28710100

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
INTEREST											
	03/15/24	03/15/24	HART 2023-C A3 DTD 11/13/2023 5.540% 10/16/2028	44918CAD4	45,000.00	0.00	207.75	207.75			
	03/16/24	03/16/24	GMCAR 2021-4 A3 DTD 10/21/2021 0.680% 09/16/2026	362554AC1	18,892.45	0.00	10.71	10.71			
	03/16/24	03/16/24	GMCAR 2022-1 A3 DTD 01/19/2022 1.260% 11/16/2026	380146AC4	14,707.74	0.00	15.44	15.44			
	03/16/24	03/16/24	GMCAR 2023-3 A3 DTD 07/19/2023 5.450% 06/16/2028	36267KAD9	50,000.00	0.00	227.08	227.08			
	03/16/24	03/16/24	GMCAR 2023-4 A3 DTD 10/11/2023 5.780% 08/16/2028	379930AD2	55,000.00	0.00	264.92	264.92			
	03/18/24	03/18/24	HAROT 2023-3 A3 DTD 08/22/2023 5.410% 02/18/2028	43815OAC1	95,000.00	0.00	428.29	428.29			
	03/20/24	03/20/24	GMALT 2021-3 A4 DTD 08/18/2021 0.500% 07/21/2025	36262XAD6	1,085.81	0.00	0.45	0.45			
	03/21/24	03/21/24	HAROT 2023-4 A3 DTD 11/08/2023 5.670% 06/21/2028	438123AC5	25,000.00	0.00	118.13	118.13			
	03/21/24	03/21/24	HAROT 2021-4 A3 DTD 11/24/2021 0.880% 01/21/2026	43815GAC3	20,750.36	0.00	15.22	15.22			
	03/25/24	03/25/24	BMWOT 2023-A A3 DTD 07/18/2023 5.470% 02/25/2028	05592XAD2	40,000.00	0.00	182.33	182.33			
	03/25/24	03/25/24	BMWOT 2022-A A3 DTD 05/18/2022 3.210% 08/25/2026	05602RAD3	25,560.81	0.00	68.38	68.38			
	03/26/24	03/26/24	MASTERCARD INC CORP NOTES (CALLABLE) DTD 03/26/2020 3.300% 03/26/2027	57636OAR5	65,000.00	0.00	1,072.50	1,072.50			
	03/29/24	03/29/24	CITIBANK NA CORP NOTES (CALLABLE) DTD 09/29/2023 5.803% 09/29/2028	17325FBB3	250,000.00	0.00	7,253.75	7,253.75			
	03/31/24	03/31/24	US TREASURY NOTES DTD 03/31/2021 0.750% 03/31/2026	91282CBT7	250,000.00	0.00	937.50	937.50			
	03/31/24	03/31/24	US TREASURY NOTES DTD 09/30/2020 0.375% 09/30/2027	91282CAL5	200,000.00	0.00	375.00	375.00			
	03/31/24	03/31/24	US TREASURY NOTES DTD 09/30/2021 1.250% 09/30/2028	91282CCY5	150,000.00	0.00	937.50	937.50			

Managed Account Security Transactions & Interest

For the Month Ending **March 31, 2024**

FPUD - INVESTMENT PORTFOLIO - 28710100

Transaction Type	Trade	Settle	Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
INTEREST											
	03/31/24	03/31/24	US TREASURY NOTES DTD 03/31/2020 0.500% 03/31/2025	912828ZF0	250,000.00	0.00	625.00	625.00			
	03/31/24	03/31/24	US TREASURY NOTES DTD 09/30/2020 0.250% 09/30/2025	91282CAM3	500,000.00	0.00	625.00	625.00			

Transaction Type Sub-Total					6,759,281.24	0.00	34,487.33	34,487.33			
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PAYDOWNS											
	03/01/24	03/25/24	FHLMC MULTIFAMILY STRUCTURED POOL DTD 11/01/2017 3.064% 08/01/2024	3137FBTA4	160.06	160.06	0.00	160.06	(0.21)	0.00	
	03/01/24	03/25/24	FHMS KJ46 A1 DTD 07/01/2023 4.777% 06/01/2028	3137HAD45	89.32	89.32	0.00	89.32	0.00	0.00	
	03/01/24	03/25/24	FHMS KJ47 A1 DTD 09/01/2023 5.272% 08/01/2028	3137HAMN3	150.67	150.67	0.00	150.67	0.00	0.00	
	03/01/24	03/25/24	FHMS K061 A2 DTD 01/30/2017 3.347% 11/01/2026	3137BTUM1	212.58	212.58	0.00	212.58	6.54	0.00	
	03/01/24	03/25/24	FHMS K733 A2 DTD 11/09/2018 3.750% 08/01/2025	3137FJXQ7	8,519.88	8,519.88	0.00	8,519.88	236.09	0.00	
	03/01/24	03/25/24	FHMS KJ48 A1 DTD 12/01/2023 4.858% 05/01/2028	3137HBC69	237.67	237.67	0.00	237.67	0.00	0.00	
	03/15/24	03/15/24	HART 2022-A A3 DTD 03/16/2022 2.220% 10/15/2026	448977AD0	3,036.56	3,036.56	0.00	3,036.56	0.12	0.00	
	03/15/24	03/15/24	WOART 2021-D A3 DTD 11/03/2021 0.810% 10/15/2026	98163KAC6	1,580.44	1,580.44	0.00	1,580.44	0.22	0.00	
	03/15/24	03/15/24	FORDO 2022-A A3 DTD 01/24/2022 1.290% 06/15/2026	345286AC2	1,969.69	1,969.69	0.00	1,969.69	0.23	0.00	
	03/15/24	03/15/24	CARMX 2021-3 A3 DTD 07/28/2021 0.550% 06/15/2026	14317DAC4	2,521.75	2,521.75	0.00	2,521.75	0.41	0.00	
	03/16/24	03/16/24	GMCAR 2022-1 A3 DTD 01/19/2022 1.260% 11/16/2026	380146AC4	975.31	975.31	0.00	975.31	0.08	0.00	
	03/16/24	03/16/24	GMCAR 2021-4 A3 DTD 10/21/2021 0.680% 09/16/2026	362554AC1	1,366.06	1,366.06	0.00	1,366.06	0.03	0.00	
	03/21/24	03/21/24	HAROT 2021-4 A3 DTD 11/24/2021 0.880% 01/21/2026	43815GAC3	1,733.17	1,733.17	0.00	1,733.17	0.37	0.00	

Managed Account Security Transactions & Interest

For the Month Ending **March 31, 2024**

FPUD - INVESTMENT PORTFOLIO - 28710100

Transaction Type		Security Description	CUSIP	Par	Principal Proceeds	Accrued Interest	Total	Realized G/L Cost	Realized G/L Amort Cost	Sale Method
Trade	Settle									
PAYDOWNS										
03/25/24	03/25/24	BMWOT 2022-A A3 DTD 05/18/2022 3.210% 08/25/2026	05602RAD3	1,733.15	1,733.15	0.00	1,733.15	0.09	0.00	
Transaction Type Sub-Total				24,286.31	24,286.31	0.00	24,286.31	243.97	0.00	
SELL										
03/20/24	03/20/24	GMALT 2021-3 A4 DTD 08/18/2021 0.500% 07/21/2025	36262XAD6	1,085.81	1,085.81	0.00	1,085.81	0.04	0.01	FIFO
Transaction Type Sub-Total				1,085.81	1,085.81	0.00	1,085.81	0.04	0.01	
Managed Account Sub-Total					25,372.12	34,487.33	59,859.45	244.01	0.01	
Total Security Transactions					\$25,372.12	\$34,487.33	\$59,859.45	\$244.01	\$0.01	



Account Statement - Transaction Summary

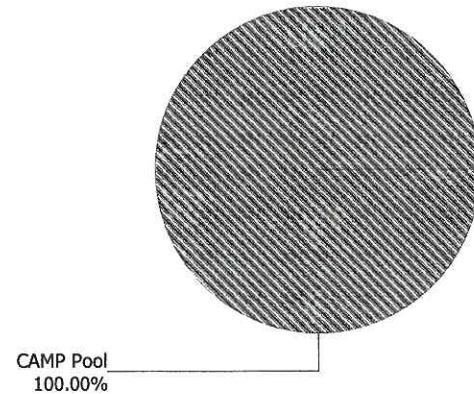
For the Month Ending **March 31, 2024**

Fallbrook Public Utility District - Liquidity - 6050-004

CAMP Pool	
Opening Market Value	8,979,168.67
Purchases	3,043,605.15
Redemptions	(7,010,000.00)
Unsettled Trades	0.00
Change in Value	0.00
Closing Market Value	\$5,012,773.82
Cash Dividends and Income	43,868.15

Asset Summary		
	March 31, 2024	February 29, 2024
CAMP Pool	5,012,773.82	8,979,168.67
Total	\$5,012,773.82	\$8,979,168.67

Asset Allocation	
CAMP Pool	100.00%





Account Statement

For the Month Ending **March 31, 2024**

Fallbrook Public Utility District - Liquidity - 6050-004

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Total Shares Owned
CAMP Pool					
Opening Balance					8,979,168.67
03/06/24	03/06/24	Redemption - Outgoing Wires	1.00	(400,000.00)	8,579,168.67
03/14/24	03/14/24	Purchase - Incoming Wires	1.00	500,000.00	9,079,168.67
03/15/24	03/15/24	Purchase - Incoming Wires	1.00	2,499,737.00	11,578,905.67
03/28/24	03/28/24	Redemption - Outgoing Wires	1.00	(6,610,000.00)	4,968,905.67
03/28/24	04/01/24	Accrual Income Div Reinvestment - Distributions	1.00	43,868.15	5,012,773.82
Closing Balance					5,012,773.82

	Month of March	Fiscal YTD July-March		
Opening Balance	8,979,168.67	7,939,116.69	Closing Balance	5,012,773.82
Purchases	3,043,605.15	9,968,726.57	Average Monthly Balance	9,457,588.08
Redemptions (Excl. Checks)	(7,010,000.00)	(12,895,069.44)	Monthly Distribution Yield	5.48%
Check Disbursements	0.00	0.00		
Closing Balance	5,012,773.82	5,012,773.82		
Cash Dividends and Income	43,868.15	318,989.57		

California State Treasurer
Fiona Ma, CPA



Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

April 03, 2024

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FALLBROOK PUBLIC UTILITY DISTRICT

TREASURER
990 E MISSION ROAD
FALLBROOK, CA 92028

[Tran Type Definitions](#)



Account Number: 85-37-001

March 2024 Statement

Account Summary

Total Deposit:	0.00	Beginning Balance:	6,849.46
Total Withdrawal:	0.00	Ending Balance:	6,849.46

FALLBROOK PUBLIC UTILITY DISTRICT
PARS Post-Employment Benefits Trust

Account Report for the Period
3/1/2024 to 3/31/2024

David Shank
Assistant General Manager/CFO
Fallbrook Public Utility District
990 East Mission Road
Fallbrook, CA 92028

Account Summary

Source	Balance as of 3/1/2024	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 3/31/2024
OPEB	\$1,136,647.94	\$0.00	\$24,640.16	\$523.74	\$0.00	\$0.00	\$1,160,764.36
PENSION	\$6,307,693.62	\$0.00	\$136,737.60	\$2,906.55	\$0.00	\$0.00	\$6,441,524.67
Totals	\$7,444,341.56	\$0.00	\$161,377.76	\$3,430.29	\$0.00	\$0.00	\$7,602,289.03

Investment Selection

Source

OPEB Moderate - Strategic Blend
PENSION Moderate - Strategic Blend

Investment Objective

Source

OPEB The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.

PENSION The dual goals of the Moderate Strategy are growth of principal and income. It is expected that dividend and interest income will comprise a significant portion of total return, although growth through capital appreciation is equally important. The portfolio will be allocated between equity and fixed income investments.

Investment Return

Source	1-Month	3-Months	1-Year	Annualized Return			Plan's Inception Date
				3-Years	5-Years	10-Years	
OPEB	2.17%	4.12%	13.82%	2.72%	6.29%	-	2/16/2017
PENSION	2.17%	4.14%	13.84%	2.73%	6.26%	-	2/16/2017

Information as provided by US Bank, Trustee for PARS; Not FDIC Insured; No Bank Guarantee; May Lose Value

Past performance does not guarantee future results. Performance returns may not reflect the deduction of applicable fees, which could reduce returns. Information is deemed reliable but may be subject to change.
Investment Return: Annualized rate of return is the return on an investment over a period other than one year multiplied or divided to give a comparable one-year return.
Account balances are inclusive of Trust Administration, Trustee and Investment Management fees



000638866530105
570
058129425- 2-N-01
708869865-240330-4512-058129232-01

Account Name: Fallbrook Public Utility District Wastewater Revenue Refunding Bonds 2024 Project Fund
Account Number: 219614005

Page 2 of 12
March 14, 2024 to March 31, 2024

MARKET VALUE SUMMARY

	Current Period 03/14/24 to 03/31/24
Beginning Market Value	\$0.00
Cash and Securities Receipts	11,774,037.73
Cash and Securities Disbursements	-2,499,737.54
Adjusted Market Value	\$9,274,300.19
Investment Results	
Total Investment Results	\$0.00
Ending Market Value	\$9,274,300.19

M E M O

TO: Board of Directors
FROM: David Shank, Assistant General Manager/CFO
DATE: April 22, 2024
SUBJECT: Budget Status Report for Fiscal Year 2023-2024

Purpose

Provide a Budget Status Report (BSR) to the Board.

Summary

The BSR shows the District's financial performance compared to the amended budget for the month of March, Year-to-Date and the annual budgeted amount.

Total revenues are 7.3% under budget largely due to lower water sales driven by wet/cool weather. Year-to-date water sales are 26.5% under the budget water sales level. With sales well under budgeted levels, it is no surprise that water sales revenues are 18.8% below budget levels. Wastewater revenues are slightly higher than the budgeted levels. Recycled water sales are 11.3% under budget, likely due to wet weather.

Non-operating revenues are over budget due largely to the gain on sale of property and investment earnings. Other non-operating revenues is also trending over budget. As the year progresses, non-operating revenues are expected to remain over budget.

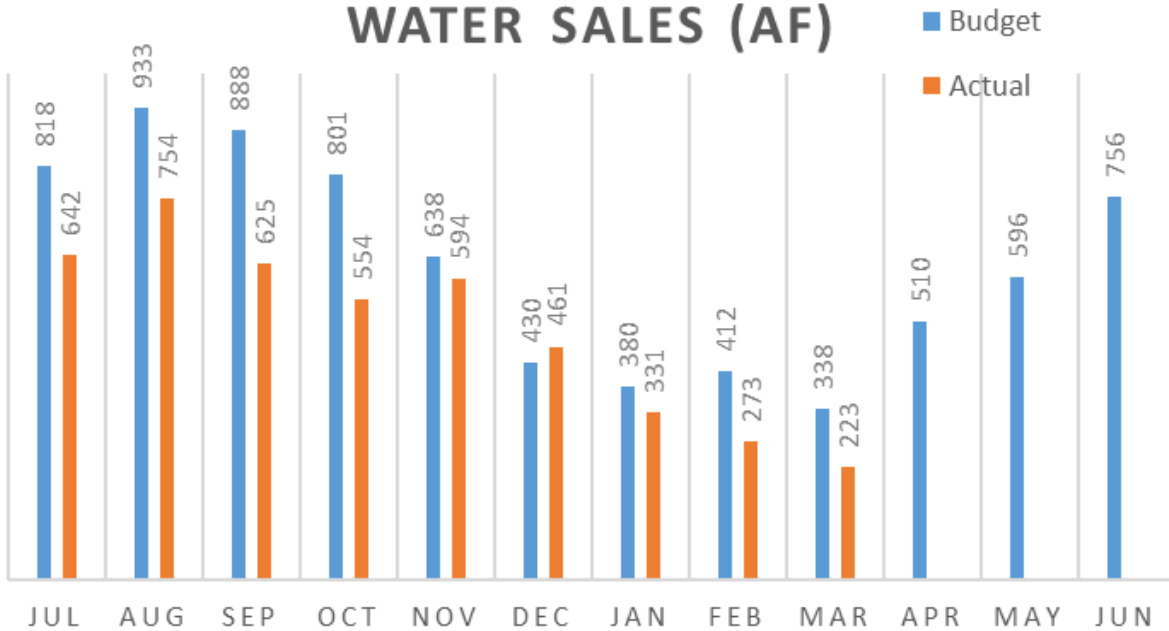
The District's monthly and year-to-date total expenditures are 4.8% under the Amended Budget due to reduced purchased water expenditures. The overall the District's operating costs, excluding cost of water and the Community Benefit Program, are in line with the Amended Budget. The Community Benefit Program issued its first round of Board approved grants.

Total revenue is \$29,801,289 or 7.3% under budget and total expenditures are \$33,683,553 or 4.8% under the Amended Budget. PAYGO CIP expenditures are under budget for the year-to-date. After adjusting for the PAYGO expenditures year-to-date net revenues are lower than Budgeted.

Recommended Action

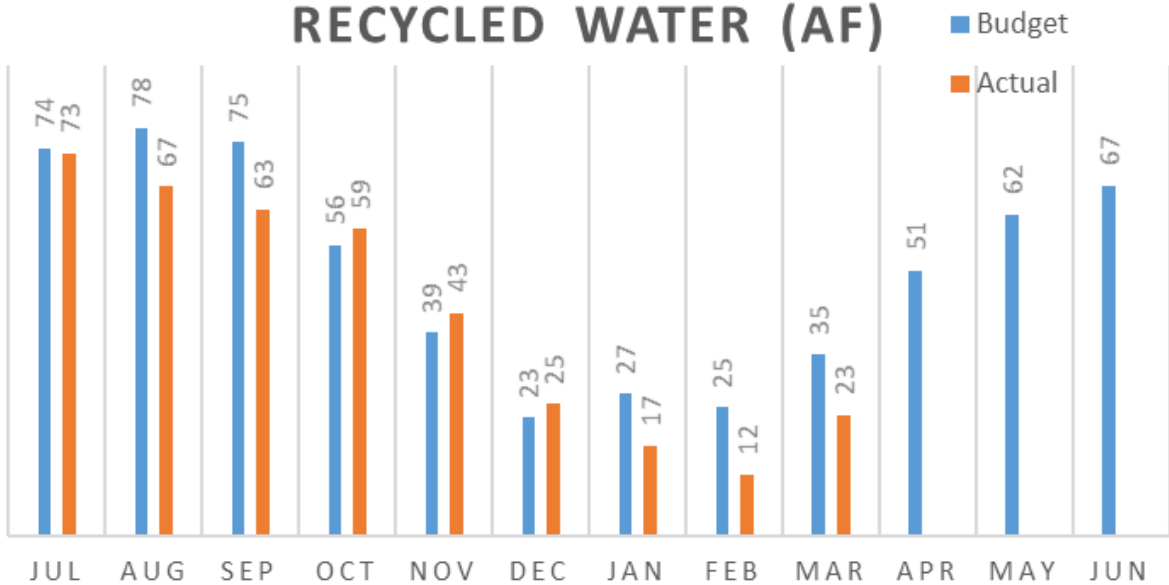
This item is for discussion only. No action is required.

WATER SALES (AF)



Year-to-Date Actual 4,455 AF Year-to-Date Budget 5,638 AF

RECYCLED WATER (AF)



Year-to-Date Actual 381 AF Year-to-Date Budget 431 AF

Monthly Budget Report for March

Favorable Variance Shown as a positive number

	Current Month		Year-To-Date				Annual Budget		
	Actual	Budget	Actual	Amended Budget ⁽³⁾	Variance	%	Amended Budget ⁽³⁾	Remaining Balance	%
Operating Revenues:								Year remaining	25.0%
Water Sales ⁽¹⁾	532,232	931,949	11,601,750	14,285,378	(2,683,628)	-18.8%	19,297,736	7,695,986	39.9%
Water Meter Service Charges	700,199	791,978	6,555,154	6,837,779	(282,625)	-4.1%	9,213,712	2,658,558	28.9%
Wastewater Service Charges	600,347	548,084	5,515,801	5,327,088	188,713	3.5%	6,971,339	1,455,537	20.9%
Recycled Water Revenues	53,186	76,590	811,292	914,728	(103,436)	-11.3%	1,299,770	488,478	37.6%
Other Operating Revenue	-	-	-	-	-	NA	-	-	NA
Total Operating Revenue	1,885,964	2,348,600	24,483,997	27,364,973	(2,880,975)	-10.5%	36,782,557	12,298,559	33.4%
Non Operating Revenues:									
Water Capital Improvement Charge	151,998	145,001	1,293,127	1,305,008	(11,881)	-0.9%	1,740,011	446,884	25.7%
Wastewater Capital Improvement Charge	113,148	110,683	981,960	996,148	(14,189)	-1.4%	1,328,198	346,238	26.1%
Property Taxes	75,831	45,025	1,647,177	1,627,105	20,072	1.2%	2,700,000	1,052,823	39.0%
Water Standby/Availability Charge	7,579	3,819	123,799	121,252	2,547	2.1%	200,000	76,201	38.1%
Water/Wastewater Capacity Charges	-	10,833	109,369	97,500	11,869	12.2%	130,000	20,631	15.9%
Portfolio Interest	75,573	33,410	452,557	300,692	151,864	50.5%	400,923	(51,634)	-12.9%
Federal Interest Rate Subsidy	-	-	37,902	35,833	2,069	5.8%	70,261	32,359	46.1%
Gain/(Loss) on Sale of Asset	-	-	277,952	-	277,952	NA	-	(277,952)	NA
Facility Rents	17,266	26,032	209,171	234,290	(25,119)	-10.7%	312,386	103,215	33.0%
Fire Hydrant Service Fees	-	-	12,530	-	12,530	NA	-	(12,530)	NA
Other Non-Operating Revenues	8,653	6,250	171,748	56,250	115,498	205.3%	75,000	(96,748)	-129.0%
Total Non Operating Revenues	450,048	381,055	5,317,292	4,774,079	543,213	11.4%	6,956,779	1,639,487	23.6%
Total Revenues	2,336,012	2,729,655	29,801,289	32,139,051	(2,337,762)	-7.3%	43,739,336	13,938,047	31.9%
Expenditures									
Purchased Water Expense	124,728	437,069	5,614,109	7,062,097	1,447,989	20.5%	9,558,078	3,943,970	41.3%
Water Services	699,957	523,436	5,147,413	4,756,675	(390,738)	-8.2%	6,313,145	1,165,732	18.5%
Wastewater Services	302,796	344,843	2,555,277	2,833,259	277,982	9.8%	3,858,671	1,303,394	33.8%
Recycled Water Services	51,346	57,555	341,319	472,878	131,559	27.8%	644,021	302,703	47.0%
Administrative Services	582,238	709,055	6,124,727	6,158,440	33,713	0.5%	8,266,858	2,142,131	25.9%
Community Benefit Program	189,735	48,795	189,735	400,905	211,170	52.7%	546,000	356,265	65.3%
Total Operating Expenses	1,950,800	2,120,753	19,972,579	21,684,253	1,711,674	7.9%	29,186,774	9,214,194	31.6%
Debt Service & Extraordinary Expenses									
SMCUP SRF	-	-	2,814,795	2,814,795	-	0.0%	2,814,795	-	0.0%
Red Mountain SRF	-	-	395,851	395,851	-	0.0%	395,851	-	0.0%
WW Rev Refunding Bonds	-	-	1,730,746	1,730,746	-	0.0%	1,730,746	-	0.0%
QECC Solar Debt	-	-	262,832	262,832	-	0.0%	521,690	258,858	49.6%
Total Debt Service	-	-	5,204,223	5,204,223	-	0.0%	5,463,081	258,858	4.7%
Detachment Fee Payment	6,805,400	8,506,750	8,506,750	8,506,750	-	0.0%	8,506,750	-	0.0%
Total Expenses	8,756,200	10,627,503	33,683,553	35,395,227	1,711,674	4.8%	43,156,605	9,473,052	22.0%
Net Revenue/(loss) From Operations and Debt Service	(6,420,188)	(7,897,848)	(3,882,264)	(3,256,175)	(626,088)	19.2%	582,731	4,464,995	766.2%
Capital Investment									
Capital Investment⁽²⁾									
Construction Expenditures-Admin	291,113	114,167	431,847	433,500	1,653	0.4%	966,000	534,153	55.3%
Construction Expenditures-Water	442,591	659,875	5,096,367	4,625,007	(471,360)	-10.2%	6,590,632	1,494,265	22.7%
Construction Expenditures-Recycled	62,702	1,250	124,014	115,250	(8,764)	-7.6%	119,000	(5,014)	-4.2%
Construction Expenditures-Wastewater	37,365	57,500	331,358	914,167	582,808	63.8%	1,765,000	1,433,642	81.2%
Construction Expenditures-PAYGO TOTAL	833,771	832,792	5,983,586	6,087,924	104,338	1.7%	9,440,632	3,457,046	36.6%
Net Revenue/(Loss)	(7,253,959)	(8,730,640)	(9,865,850)	(9,344,099)	(521,751)	5.6%	(8,857,901)	(1,007,949)	-11.4%

(1) Includes Local Resource Credit of \$686,463.50

(2) Detailed CIP Summary Table attached

(3) Per Board meeting on March 25, 2024 \$788,868 of Water CIP appropriations were transferred to Water Services and Administrative Services. Appropriations of \$8,506,750 were added for the Detachment Fee.

CIP Summary Table

FY24 PAYGO CIP Summary Table

Water Capital Projects	Annual Budget	March Expenditures	Year-to-Date
Pipelines and Valve Replacement Projects by District	\$ 680,000	\$ 65,473	\$ 928,453
Pipeline Replacement Projects by Contractors	\$ 5,760,000	\$ 314,432	\$ 3,565,767
Deluz ID Projects	\$ 100,000	\$ 818	\$ 12,084
Pump Stations	\$ 100,000	\$ 706	\$ 2,452
Meter Replacement	\$ 20,000	\$ 76,179	\$ 125,210
Pressure Reducing Stations	\$ 40,000	\$ 306	\$ 306
Red Mountain Reservoir Improvements	\$ 24,000	\$ -	\$ 19,350
Steel Reservoir Improvements	\$ 162,000	\$ 40	\$ 109,354
Treatment Plant R&R	\$ 200,000	\$ (18,489)	\$ 108,240
SCADA Upgrades/ Security/Telemetry	\$ 150,000	\$ 3,125	\$ 86,603
Vehicles and Heavy Equipment	\$ 143,500	\$ -	\$ 138,546
Total Water Capital Projects	\$ 7,379,500	\$ 442,591	\$ 5,096,367

Recycled Water Capital Projects

Recycled Water Improvements	\$ 119,000	\$ 62,702	\$ 124,014
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Wastewater Capital Projects

WRP Improvements	\$ 855,000	\$ 20,837	\$ 187,461
Collection System Improvements	\$ 390,000	\$ 16,528	\$ 98,443
Outfall Improvements	\$ 25,000	\$ -	\$ 35,255
Vehicles and Heavy Equipment	\$ 495,000	\$ -	\$ -
Total Wastewater Capital Projects	\$ 1,765,000	\$ 37,365	\$ 321,159

Administrative Capital Projects

Administrative Upgrades	\$ 50,000	\$ 1,795	\$ 34,967
Engineering and Operations Information Systems	\$ -	\$ -	\$ -
Facility Improvements/Upgrades/Security	\$ 460,000	\$ 270,158	\$ 310,941
District Yard Improvements	\$ 420,000	\$ 19,160	\$ 29,961
Total Administrative Capital Projects	\$ 930,000	\$ 291,113	\$ 375,868

Capital Projects Total	\$ 10,193,500	\$ 833,771	\$ 5,917,408
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03/31/2024

Treasurer's Warrant No. March

TO: Treasurer of the Fallbrook Public Utility District

The bills and claims listed below are approved as authorized by resolution no. 3538 of the Board of Directors dated July 8, 1985. You are hereby authorized and directed to pay said prospective claims for the amounts stated (less discounts in instances where discounts are allowed).

Payroll - 03/2024

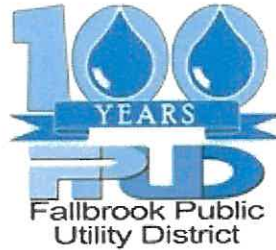
Computer Check Register

Payroll #1	\$191,898.35
Payroll #2	<u>\$184,554.00</u>
	<u>\$376,452.35</u>

Accounts Payable

Checks by Date - Summary by Check Date

User: annaleceb
 Printed: 4/1/2024 4:10 PM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
ACH	00152	FPUD EMPL ASSOCIATION	03/07/2024	764.00
ACH	00718	NATIONWIDE RETIREMENT SOLUTIO	03/07/2024	21,050.61
ACH	06758	UNITED STATES TREASURY	03/07/2024	76,157.79
ACH	06759	STATE OF CA - PR TAXES	03/07/2024	11,658.09
ACH	06760	STATE OF CA - SDI	03/07/2024	3,327.19
ACH	06763	PERS - PAYROLL	03/07/2024	53,480.70
ACH	06758	UNITED STATES TREASURY	03/07/2024	705.65
ACH	06759	STATE OF CA - PR TAXES	03/07/2024	85.87
ACH	06760	STATE OF CA - SDI	03/07/2024	42.33
93753	04995	AMERICAN MESSAGING	03/07/2024	221.11
93754	01719	MICKEY M. CASE	03/07/2024	60.00
93755	UB*00406	ANTHONY CLEMONS JR	03/07/2024	4.58
93756	91833	FAMILY SUPPORT REGISTRY	03/07/2024	100.15
93757	04494	FEDERAL EXPRESS CORPORATION	03/07/2024	144.22
93758	05560	FRANCHISE TAX BOARD	03/07/2024	50.00
93759	UB*00432	RUDY REYES	03/07/2024	4.39
93760	UB*00534	JUAN SIQUINA	03/07/2024	12.08
93761	UB*00469	TANYA WEAVER	03/07/2024	9.08
93762	03223	AIR POLLUTION CONTROL DISTRICT	03/07/2024	850.60
93763	91286	AMAZON CAPITAL SERVICES, INC.	03/07/2024	1,694.35
93764	06536	ARCADIS U.S., INC	03/07/2024	13,223.90
93765	91608	AT&T MOBILITY LLC	03/07/2024	4,035.33
93766	91866	ATS COMMUNICATIONS	03/07/2024	805.00
93767	91708	B2B SECURITY	03/07/2024	3,000.00
93768	06020	BABCOCK LABORATORIES, INC	03/07/2024	17,584.52
93769	05958	BAMM! PROMOTIONAL PRODUCTS, I	03/07/2024	5,603.29
93770	06374	BOOT BARN INC.	03/07/2024	1,174.46
93771	91440	BP BATTERY INC	03/07/2024	206.71
93772	91069	BRENNTAG PACIFIC INC.	03/07/2024	2,201.68
93773	04178	CALOLYMPIC SAFETY CO., INC.	03/07/2024	767.24
93774	06115	CDW GOVERNMENT INC.	03/07/2024	5,184.84
93775	91594	CONCENTRA MEDICAL CENTERS	03/07/2024	515.00
93776	91330	AARON COOK	03/07/2024	300.00
93777	06299	D & H WATER SYSTEMS, INC	03/07/2024	2,969.81
93778	02925	DATA NET SOLUTIONS	03/07/2024	810.00
93779	05985	SOLEIL DEVELLE	03/07/2024	2,379.09
93780	91784	JOSEPH DI CARLO	03/07/2024	207.00
93781	05192	DIAMOND ENVIRONMENTAL SERVIC	03/07/2024	956.80
93782	91882	EASTERN MUNICIPAL WATER DISTRI	03/07/2024	56,128.10
93783	91611	FALLBROOK ACE HARDWARE	03/07/2024	1,387.19
93784	09523	FALLBROOK EQUIP RENTALS	03/07/2024	5,968.05
93785	01099	FALLBROOK IRRIGATION INC	03/07/2024	885.33
93786	00169	FALLBROOK OIL COMPANY	03/07/2024	6,978.66
93787	00170	FALLBROOK WASTE & RECYCLING	03/07/2024	1,055.30
93788	01432	FERGUSON WATERWORKS #1083	03/07/2024	1,516.04
93789	91889	FINAL SOLUTIONS	03/07/2024	7,042.92
93790	05380	HACH CO	03/07/2024	191.30

Check No	Vendor No	Vendor Name	Check Date	Check Amount
93791	06577	INFOSEND INC	03/07/2024	1,642.05
93792	06479	KNOCKOUT PEST CONTROL & TERMI	03/07/2024	200.00
93793	90887	LLOYD PEST CONTROL	03/07/2024	163.00
93794	91192	MISSION LINEN SUPPLY	03/07/2024	1,339.26
93795	90932	NAPA AUTO PARTS	03/07/2024	295.04
93796	00370	NUTRIEN AG SOLUTIONS, INC.	03/07/2024	1,660.53
93797	91886	P2S, INC.	03/07/2024	7,408.00
93798	91767	PALM ENGINEERING CONSTRUCTION	03/07/2024	154,359.90
93799	02283	PETERS PAVING & GRADING	03/07/2024	82,800.00
93800	00216	PINE TREE LUMBER	03/07/2024	386.44
93801	91601	QUADIENT LEASING USA, INC	03/07/2024	686.14
93802	91893	REXEL ENERGY SOLUTIONS	03/07/2024	8,232.10
93803	91826	RS AMERICAS, INC.	03/07/2024	1,580.88
93804	00232	SAN DIEGO GAS & ELECTRIC	03/07/2024	111,140.31
93805	91616	SCHNEIDER ELECTRIC SYSTEMS USA	03/07/2024	3,803.00
93806	90929	SOUTHWEST ANSWERING SERVICE, I	03/07/2024	859.00
93807	91789	TSI	03/07/2024	14,240.00
93808	00724	UNDERGROUND SERVICE ALERT	03/07/2024	535.93
93809	91703	UNIVAR SOLUTIONS	03/07/2024	19,000.97
93810	03358	US BANK TRUST NA	03/07/2024	2,550.00
93811	04290	VILLAGE NEWS, INC.	03/07/2024	545.00
93812	91871	WALTERS WHOLESALE ELECTRIC CO	03/07/2024	8,153.54

Total for 3/7/2024:

735,081.44

ACH	91223	STERLING ADMINISTRATION	03/14/2024	125.00
93813	90979	ABABA BOLT	03/14/2024	5,490.94
93814	91286	AMAZON CAPITAL SERVICES, INC.	03/14/2024	2,220.96
93815	91490	AMAZON WEB SERVICES, INC.	03/14/2024	1,053.79
93816	91724	ASPHALT & CONCRETE ENTERPRISES	03/14/2024	66,823.00
93817	05088	AT&T	03/14/2024	603.10
93818	91866	ATS COMMUNICATIONS	03/14/2024	350.00
93819	91440	BP BATTERY INC	03/14/2024	116.35
93820	03978	CAMERON WELDING SUPPLY	03/14/2024	721.74
93821	91797	COFFMAN ENGINEERS, INC.	03/14/2024	670.00
93822	05953	CORODATA RECORDS MANAGEMENT	03/14/2024	868.84
93823	06675	CORODATA SHREDDING, INC	03/14/2024	67.32
93824	00709	COUNTY OF SAN DIEGO	03/14/2024	110.00
93825	02925	DATA NET SOLUTIONS	03/14/2024	6,576.75
93826	05588	ESCONDIDO METAL SUPPLY	03/14/2024	532.26
93827	91569	EUROFINS ENVIRONMENT TESTING S	03/14/2024	1,230.00
93828	04122	EVOQUA WATER TECHNOLOGIES LLC	03/14/2024	10,775.75
93829	02972	FISHER SCIENTIFIC COMPANY LLC	03/14/2024	408.89
93830	91837	GEOTAB USA, INC.	03/14/2024	1,415.00
93831	04958	GOSCH FORD TEMECULA	03/14/2024	198.12
93832	02170	GRAINGER, INC.	03/14/2024	1,995.15
93833	05380	HACH CO	03/14/2024	1,371.66
93834	06329	HILL BROTHERS CHEMICAL COMPAN	03/14/2024	1,521.14
93835	03276	HOME DEPOT CREDIT SERVICES	03/14/2024	2,106.81
93836	91751	MANAGED MOBILE INC	03/14/2024	6,527.36
93837	03201	NATIONAL SAFETY COMPLIANCE INC	03/14/2024	62.45
93838	91674	O'REILLY AUTO ENTERPRISES, LLC	03/14/2024	297.56
93839	01267	PACIFIC PIPELINE	03/14/2024	4,929.99
93840	00215	PETTY CASH	03/14/2024	9.05
93841	91893	REXEL ENERGY SOLUTIONS	03/14/2024	1,967.31
93842	91779	RINGCENTRAL, INC.	03/14/2024	1,456.40
93843	00232	SAN DIEGO GAS & ELECTRIC	03/14/2024	79,836.71

Check No	Vendor No	Vendor Name	Check Date	Check Amount
93844	05403	SAN DIEGO UNION-TRIBUNE CO.	03/14/2024	598.76
93845	05656	SLOAN ELECTROMECHANICAL SERV	03/14/2024	4,571.47
93846	06401	SONSRAY MACHINERY LLC	03/14/2024	9,357.69
93847	91860	SPECTRUM ENTERPRISE	03/14/2024	2,656.38
93848	05415	STATE WATER RESOURCE CONTROL I	03/14/2024	120.00
93849	91703	UNIVAR SOLUTIONS	03/14/2024	8,932.84
93850	01359	WATERMASTER	03/14/2024	31,176.00
93851	06231	WESTERN WATER WORKS SUPPLY CC	03/14/2024	14,419.11
93852	91898	CALIFORNIA MUNICIPAL UTILITIES A	03/14/2024	10,000.00
93853	06303	EXECUTIVE LANDSCAPE INC.	03/14/2024	1,260.00
93854	05987	FALLBROOK GARAGE & QWIK LUBE	03/14/2024	497.92
93855	01099	FALLBROOK IRRIGATION INC	03/14/2024	146.54
93856	04494	FEDERAL EXPRESS CORPORATION	03/14/2024	20.05
93857	01432	FERGUSON WATERWORKS #1083	03/14/2024	7,477.85
93858	91848	FERNANDEZ GOVERNMENT SOLUTIC	03/14/2024	8,000.00
93859	91130	LINCOLN NATIONAL LIFE INSURANC	03/14/2024	4,243.58
93860	02283	PETERS PAVING & GRADING	03/14/2024	3,550.00
93861	04075	RAYNE WATER SYSTEMS	03/14/2024	195.00
93862	91486	SATELLITE PHONE STORE	03/14/2024	78.28
93863	00236	SCRAPPYS	03/14/2024	954.30
93864	91153	COLTER SHANNON	03/14/2024	402.00
93865	91107	SPECTRUM BUSINESS	03/14/2024	161.42
93866	91860	SPECTRUM ENTERPRISE	03/14/2024	90.00
93867	05415	STATE WATER RESOURCE CONTROL I	03/14/2024	130.00
93868	02927	TIM STERGER	03/14/2024	60.00
93869	06735	TCN, INC.	03/14/2024	87.11
93870	91859	WEST COAST ARBORISTS, INC	03/14/2024	4,500.00
93871	91700	STEPHEN WUERTH	03/14/2024	522.79
Total for 3/14/2024:				316,648.49
ACH	00152	FPUD EMPL ASSOCIATION	03/21/2024	748.75
ACH	00718	NATIONWIDE RETIREMENT SOLUTIO	03/21/2024	20,834.25
ACH	06758	UNITED STATES TREASURY	03/21/2024	72,386.15
ACH	06759	STATE OF CA - PR TAXES	03/21/2024	10,821.18
ACH	06760	STATE OF CA - SDI	03/21/2024	3,207.92
ACH	06763	PERS - PAYROLL	03/21/2024	53,161.29
93875	91184	4IMPRINT INC	03/21/2024	2,224.82
93876	00101	ACWA JPIA	03/21/2024	135,543.18
93877	91286	AMAZON CAPITAL SERVICES, INC.	03/21/2024	4,398.63
93878	03134	CALIFORNIA WATER ENVIRONMENT.	03/21/2024	98.00
93879	91766	CHARLES P. CROWLEY COMPANY, IN	03/21/2024	469.03
93880	91272	KEVIN COLLINS	03/21/2024	60.00
93881	06762	DENALI WATER SOLUTIONS LLC	03/21/2024	13,045.50
93882	05192	DIAMOND ENVIRONMENTAL SERVIC	03/21/2024	1,018.61
93883	01155	FALLBROOK WASTE/RECYCLING	03/21/2024	80.00
93884	91833	FAMILY SUPPORT REGISTRY	03/21/2024	100.15
93885	05560	FRANCHISE TAX BOARD	03/21/2024	50.00
93886	91900	GE SOFTWARE, INC.	03/21/2024	1,188.00
93887	05814	GEORGE PLUMBING COMPANY INC	03/21/2024	374.00
93888	06561	HOWELLS GOVERNMENT RELATIONE	03/21/2024	7,500.00
93889	06577	INFOSEND INC	03/21/2024	1,436.76
93890	06380	JANI-KING OF CALIFORNIA, INC - SA	03/21/2024	3,440.56
93891	00190	JCI JONES CHEMICALS INC.	03/21/2024	10,657.20
93892	05065	JOHNSON CONTROLS SECURITY SOL	03/21/2024	762.13
93893	04926	KONICA MINOLTA PREMIER FINANCE	03/21/2024	2,633.82
93894	UB*00502	PHILLIP KOSKINAS	03/21/2024	317.08

Check No	Vendor No	Vendor Name	Check Date	Check Amount
93895	91901	KUBOTA OF SAN DIEGO	03/21/2024	137.55
93896	02618	MC MASTER-CARR	03/21/2024	187.38
93897	91167	NORTH COUNTY FORD	03/21/2024	1,662.09
93898	91854	NU LINE TECHNOLOGIES LLC	03/21/2024	11,545.35
93899	01267	PACIFIC PIPELINE	03/21/2024	4,569.04
93900	91767	PALM ENGINEERING CONSTRUCTION	03/21/2024	73,129.80
93901	91535	PAYMENTUS CORPORATION	03/21/2024	4,650.71
93902	91813	PINS ADVANTAGE	03/21/2024	4,300.00
93903	91155	QUALITY GATE COMPANY, INC	03/21/2024	145.00
93904	91860	SPECTRUM ENTERPRISE	03/21/2024	1,459.95
93905	00159	SUPERIOR READY MIX	03/21/2024	4,810.99
93906	05319	T.S. INDUSTRIAL SUPPLY	03/21/2024	224.46
93907	91082	TELETRAC, INC	03/21/2024	2,342.76
93908	91899	TODD EUGENE HEARD	03/21/2024	2,250.00
93909	91703	UNIVAR SOLUTIONS	03/21/2024	7,264.94
93910	06231	WESTERN WATER WORKS SUPPLY CC	03/21/2024	4,468.61
Total for 3/21/2024:				469,705.64
93911	03231	SAN DIEGO COUNTY WATER AUTH	03/25/2024	6,805,400.00
Total for 3/25/2024:				6,805,400.00
93912	91286	AMAZON CAPITAL SERVICES, INC.	03/28/2024	895.52
93913	02805	ASBURY ENVIRONMENTAL SERVICES	03/28/2024	505.88
93914	06235	JACK BEBEE	03/28/2024	192.78
93915	91594	CONCENTRA MEDICAL CENTERS	03/28/2024	272.00
93916	02176	CORELOGIC SOLUTIONS, LLC	03/28/2024	206.00
93917	91008	MICHAEL COTHRAN	03/28/2024	55.00
93918	05985	SOLEIL DEVELLE	03/28/2024	650.71
93919	91903	FALLBROOK BEAUTIFICATION ALLIA	03/28/2024	16,000.00
93920	05987	FALLBROOK GARAGE & QWIK LUBE	03/28/2024	546.33
93921	91905	FALLBROOK LAND CONSERVANCY	03/28/2024	34,340.00
93922	91905	FALLBROOK LAND CONSERVANCY	03/28/2024	22,720.00
93923	00169	FALLBROOK OIL COMPANY	03/28/2024	3,472.28
93924	91904	FALLBROOK SPORTS ASSOCIATION	03/28/2024	32,975.00
93925	91906	FALLBROOK VILLAGE ASSOCIATION	03/28/2024	41,500.00
93926	91906	FALLBROOK VILLAGE ASSOCIATION	03/28/2024	36,200.00
93927	04494	FEDERAL EXPRESS CORPORATION	03/28/2024	30.24
93928	01432	FERGUSON WATERWORKS #1083	03/28/2024	4,600.93
93929	91200	FIRST BANKCARD	03/28/2024	1,126.69
93930	91202	FIRST BANKCARD	03/28/2024	1,356.92
93931	91225	FIRST BANKCARD	03/28/2024	196.35
93932	91313	FIRST BANKCARD	03/28/2024	29.51
93933	91540	FIRST BANKCARD	03/28/2024	4,604.40
93934	91620	FIRST BANKCARD	03/28/2024	2,115.70
93935	91678	FIRST BANKCARD	03/28/2024	812.27
93936	91744	FIRST BANKCARD	03/28/2024	1,160.03
93937	91895	FIRST BANKCARD	03/28/2024	239.88
93938	05380	HACH CO	03/28/2024	7,146.59
93939	91615	CHRISTIAN HERNANDEZ	03/28/2024	85.65
93940	06329	HILL BROTHERS CHEMICAL COMPAN	03/28/2024	1,622.66
93941	06561	HOWELLS GOVERNMENT RELATION	03/28/2024	7,500.00
93942	91862	IFLOW INC.	03/28/2024	13,131.05
93943	06426	INDUSTRIAL SAFETY PROFESSIONAL	03/28/2024	90.00
93944	90953	JR FILANC CONSTRUCTION CO., INC.	03/28/2024	143,822.61
93945	91648	KING LEE CHEMICAL COMPANY	03/28/2024	3,585.08

Check No	Vendor No	Vendor Name	Check Date	Check Amount
93946	06479	KNOCKOUT PEST CONTROL & TERMI	03/28/2024	250.00
93947	91751	MANAGED MOBILE INC	03/28/2024	5,505.16
93948	91730	MHS LOMACK HEATING AND AIR COI	03/28/2024	2,216.00
93949	03944	MISSION RESOURCE CONSV DISTRIC	03/28/2024	6,000.00
93950	91167	NORTH COUNTY FORD	03/28/2024	662.99
93951	UB*00535	DONALD PARSONS TRUST	03/28/2024	115.67
93952	91481	RENE RAMOS	03/28/2024	1,395.00
93953	02265	RUPE'S HYDRAULICS	03/28/2024	133.29
93954	91909	MARTIN SERRANO VENTURA	03/28/2024	87.64
93955	06605	SOUTHLAND PIPE CORP.	03/28/2024	1,143.49
93956	91703	UNIVAR SOLUTIONS	03/28/2024	1,948.30
93957	91485	BRYAN WAGNER	03/28/2024	80.81
93958	91498	WEST COAST TRUCK & AUTO	03/28/2024	195.00
Total for 3/28/2024:				403,521.41
Report Total (219 checks):				8,730,356.98

A handwritten signature in black ink, appearing to read 'Jack Bebee', is written over a solid horizontal line.

Jack Bebee

General Manager

Lauren Eckert

From: Jennifer DeMeo 3
Sent: Monday, April 1, 2024 12:29 PM
To: Lauren Eckert
Subject: Advance Approval

Rancho California will host a Media Training will be Tuesday, April 2 from 8:00am – 3:00pm with a 30 minute break for a catered lunch

Don McDougal, Ken Enter, Charlie Wouk and Jennifer DeMeo are approved for Per Diem for attendance at this event for Education purposes.

Jennifer DeMeo
Fallbrook Public Utility District
Board President

Sent from my T-Mobile 5G Device