



FALLBROOK PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING

AGENDA

MONDAY, JANUARY 22, 2018
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) 728-1125, ext. 1130 for assistance so the necessary arrangements can be made.

Writings that are public records and are distributed during a public meeting are available for public inspection at the meeting if prepared by the local agency or a member of its legislative body or after the meeting if prepared by some other person.

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. 2017 EMPLOYEE OF THE YEAR; RESOLUTION NO. 4922
 - 1. Jamison Davis

- B. RECOGNITION AND COMMENDATION OF STUDENT ARTWORK

Presented by: Noelle Denke, Public Affairs Specialist

II. CONSENT CALENDAR----- (ITEMS C-F)

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. APPROVAL OF MINUTES

1. Combined November/December Regular Board Meeting and Public Hearing of December 11, 2017

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

D. CONSIDER AUTHORIZING STAFF TO FILE THE NOTICE OF COMPLETION FOR THE BRANDON/ALVARADO SEWER REPLACEMENT PROJECT WITH THE COUNTY OF SAN DIEGO, ASSESSOR/RECORDER/COUNTY CLERK

Recommendation: That the Board authorize staff to file the Notice of Completion with the County Of San Diego, Assessor/Recorder/County Clerk.

E. CONSIDER WAREHOUSE SUPERVISOR TITLE AND JOB DESCRIPTION REVISIONS; RESOLUTION NO. 4923

Recommendation: Staff recommends approving the Warehouse Supervisor job title change to Purchasing/Warehouse Supervisor and the proposed changes to the job description.

F. CONSIDER CLAIM FOR PROPERTY DAMAGE

Recommendation: That the Board deny the Claim for Property Damage by Mrs. Barr for her driveway and forward the Claim to the Association of California Water Agencies Joint Powers Insurance Authority for resolution.

III. **INFORMATION**----- (ITEMS G–I)

G. INTRODUCTION OF NEW HUMAN RESOURCES MANAGER, LISA CHAFFIN

Presented by: Jack Bebee, Acting General Manager

H. BUDGET STATUS REPORT PRESENTATION

Presented by: David Shank, Assistant General Manager/Chief Financial Officer

I. PFM INVESTMENT PERFORMANCE

Presented by: Richard D. Babbe, Senior Managing Consultant

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

J. CONSIDER RESERVE FUND UPDATES TO ARTICLE 15 OF THE ADMINISTRATIVE CODE; RESOLUTION NO. 4724

Recommendation: That the Board adopt Resolution No. 4924 to revise Article 15 of the Administrative Code to incorporate the newly-adopted fund structure.

K. CONSIDER ACCOUNTING SYSTEM REVIEW AND OPTIMIZATION

Recommendation: That the Board authorize staff to enter into a professional services agreement with Platinum Consulting Group at a not-to-exceed cost of \$60,000.

L. CONSIDER AUTHORIZING AWARD OF THE HIGHWAY 395 24-INCH PIPELINE REPLACEMENT PROJECT TO WEKA, INC.

Recommendation: That the Board authorize award of the Highway 395 24-inch Pipeline Replacement Project to the apparent lowest responsible bidder of Weka, Inc. at an amount of \$460,727 if they are able to meet all District requirements.

M. CONSIDER AUTHORIZING AWARD OF DESIGN SERVICES FOR THE OVERLAND TRAIL LIFT STATION TO INFRASTRUCTURE ENGINEERING CORPORATION

Recommendation: That the Board award the planning and design of the rehabilitation of the Overland Trail Lift Station To Infrastructure Engineering Corporation for a total amount not to exceed \$252,842.

N. CONSIDER APPROVING AMENDED AND RESTATED AGREEMENT FOR THE OCEANSIDE OUTFALL

Recommendation: That the Board vote to approve the amended agreement to decrease District capital replacement obligations and reduce wastewater operations and maintenance costs.

O. CONSIDER REPLACEMENT OF 5TH WHEEL 3-AXLE TRACTOR

Recommendation: That the Board approve the purchase of one 5th wheel 3-axle day cab tractor for \$ 129,883.31 from San Diego Freightliner in order to maintain a reliable District fleet to complete necessary infrastructure repairs and replacement.

P. CONSIDER ANNUAL REVIEW OF DIRECTORS' PER DIEM COMPENSATION

Recommendation: Staff supports Board direction.

V. ORAL/WRITTEN REPORTS-----**(ITEMS 1–8)**

1. General Legal Counsel
2. SDCWA Representative
3. Acting General Manager / Assistant General Manager/District Engineer
 - a. Engineering Report Summary

- b. Annual Production; Total Potable Production
- c. Ag and M&I Sales; Recycled Water Production & Sales
- d. 12-Month Running Water Sales
- e. Meter Exchange; Backflow Testing
- f. Sewer Overflow/Spills
4. Assistant General Manager/Chief Financial Officer
 - a. Treasurer's Report
 - b. Budget Status Report
 - c. Warrant List
5. Public Affairs Specialist
6. Notice of Approval of Per Diem for Meetings Attended
7. Director Comments / Reports on Meetings Attended
8. Miscellaneous
 - a. President's Special Recognition Award from Association of California Water Agencies Joint Powers Authority
 - b. Safety: Risk Annual Report

ADJOURN TO CLOSED SESSION

VI. CLOSED SESSION

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PER GC § 54957
 - TITLE: ACTING GENERAL MANAGER
2. PUBLIC EMPLOYEE APPOINTMENT PER GC § 54957
 - TITLE: GENERAL MANAGER (UPDATE ON AND DISCUSSION REGARDING GENERAL MANAGER RECRUITMENT)

RECONVENE TO OPEN SESSION

REPORT FROM CLOSED SESSION (*As Necessary*)

VII. ADJOURNMENT OF MEETING

DECLARATION OF POSTING

I, Mary Lou Boultinghouse, Secretary of the Board of Directors 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, Mary Lou Boultinghouse, further declare under penalty of perjury and under the laws of the State of California that the foregoing is true and correct.

January 17, 2018

Dated / Fallbrook, CA



Secretary, Board of Directors