

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

**MINUTES**

**MONDAY, APRIL 23, 2018  
4:00 P.M.**

**FALLBROOK PUBLIC UTILITY DISTRICT  
990 EAST MISSION ROAD FALLBROOK, CA 92028  
PHONE: (760) 728-1125**

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**I. PRELIMINARY FUNCTIONS**

**CALL TO ORDER / ROLL CALL / ESTABLISH A QUORUM**

President Gebhart called the regular meeting of the Board of Directors of the Fallbrook Public Utility District to order at 4:00 p.m. The following statement was read into the record by President Gebhart:

*"Prior to roll call, I would like to make clear for the record of this meeting, and it should be reflected in the minutes, that at least a portion of this meeting of the Fallbrook Public Utility District is being conducted pursuant to California Government Code Section 54953, in that Vice-President McDougal is participating by teleconference from 10790 Tangerine Terrace, Mohave, AZ 86440. Vice-President McDougal is participating by speaker phone. In accordance with the Ralph M. Brown Act, the teleconference location was identified in the notice and agenda for this meeting."*

**ROLL CALL / ESTABLISH A QUORUM**

President Gebhart conducted attendance by roll call. Directors DeMeo and Wolk were present at the meeting, and Vice-President McDougal was present by speakerphone at the teleconference location identified on the notice and agenda. President Gebhart noted that Director Davies was absent from the meeting.

The members of the Board of Directors who were present acknowledged they were able to hear Vice-President McDougal clearly, and no member expressed doubt that Vice-President McDougal was the party participating by teleconference.

**Board of Directors**

**Present:** Jennifer DeMeo, Member  
Al Gebhart, Member  
Don McDougal, Member (*via teleconference*)  
Charley Wolk, Member

**Absent:** Milt Davies, Member

District Staff

Present: Paula de Sousa Mills, General Counsel  
Jack Bebee, Acting General Manager  
Lisa Chaffin, Human Resources Manager  
Mick Cothran, Engineering Technician  
Noelle Denke, Public Affairs Specialist  
Mary Lou West, Secretary

Also present were others, including, but not limited to: There were no others present.

PLEDGE OF ALLEGIANCE

President Gebhart led the Pledge of Allegiance.

ADDITIONS TO AGENDA PER GC § 54954.2(b)

There were no additions to the agenda.

APPROVAL OF AGENDA

MOTION: Director Wolk moved to approve the agenda as presented; Director DeMeo seconded. Motion carried; ROLL CALL VOTE:

AYES: Directors DeMeo, Gebhart, McDougal, and Wolk  
NOES: None  
ABSTAIN: None  
ABSENT: Director Davies

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.*

There were no members of the public who wished to speak during Public Comment concerning items not listed on the agenda.

**II. CONSENT CALENDAR-----**(ITEMS A-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.*

**A. CONSIDER APPROVAL OF MINUTES**

1. Regular Board Meeting and Public Hearing of March 26, 2018

2. Special Board Meeting of April 17, 2018

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

B. CONSIDER DISTRICT AGRICULTURAL WATER PROGRAMS

*Recommendation:* That the Board acknowledge the changes made to the forms to address previous concerns raised.

C. CONSIDER LABORATORY TECHNICIAN I/II JOB DESCRIPTION REVISIONS  
RESOLUTION NO. 4926

*Recommendation:* Staff recommends approving the proposed changes to the Laboratory Technician I/II job description to more accurately reflect the current duties and responsibilities of the position and adopt Resolution No. 4926.

MOTION: Director DeMeo moved to approve the Consent Calendar as presented and adopt Resolution No. 4926; Director Wolk seconded. Motion carried; ROLL CALL VOTE:

AYES: Directors DeMeo, Gebhart, McDougal, and Wolk  
NOES: None  
ABSTAIN: None  
ABSENT: Director Davies

III. **ACTION / DISCUSSION CALENDAR** ----- (ITEMS D-G)

D. CONSIDER HIGH SCHOOL INTERN PROGRAM

*Recommendation:* That the Board approve the program and authorize public affairs and human resources to begin outreach to promote it and hire a Fallbrook Union High School District intern.

Mr. Bebee stated the goal of the program is to expose students to careers in the industry and provide an opportunity for the District to give back to the local community. Staff investigated the pay of the internship program through the San Diego County Water Authority, and other agencies' similar programs, and noted that \$10-to-\$12 per hour was competitive when compared to other programs.

Director Wolk talked about potential options for compensation of student interns. Vice-President McDougal noted that current minimum wage is \$11 per hour and suggested \$11 per hour was a reasonable rate of pay perhaps attracting students to careers in the industry.

MOTION: Vice-President McDougal moved to approve the High School Intern program and authorize public affairs and human resources to begin outreach to promote the program and hire a Fallbrook Union High School District student intern at \$12 per hour for four hours per week; Director DeMeo seconded. Motion carried; ROLL CALL VOTE:

AYES: Directors DeMeo, Gebhart, and McDougal  
NOES: Director Wolk  
ABSTAIN: None  
ABSENT: Director Davies

President Gebhart suggested that staff provide the Board with the outcome of the program. Mr. Bebee explained that at the conclusion of the program, the student will give a presentation to the Board of their experience and the knowledge gained from their time spent at the District.

E. CONSIDER ADOPTING RESOLUTION NO. 4929 CONCURRING IN NOMINATION OF JO MACKENZIE TO THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS

*Recommendation:* That the Board adopt Resolution No. 4929 concurring in nomination of Jo MacKenzie to represent the Southern Network, Seat A, on the California Special Districts Association Board of Directors.

Mr. Bebee explained that Jo MacKenzie of Vista Irrigation District has requested the District adopt a resolution concurring in her nomination to the Southern Network, Seat A, on the California Special Districts Association Board of Directors.

MOTION: Vice-President McDougal moved to adopt Resolution No. 4929 concurring in nomination of Jo MacKenzie to represent the Southern Network, Seat A, on the California Special Districts Association Board of Directors; Director DeMeo seconded. Motion carried; ROLL CALL VOTE:

AYES: Directors DeMeo, Gebhart, McDougal, and Wolk  
NOES: None  
ABSTAIN: None  
ABSENT: Director Davies

F. CONSIDER SAN DIEGO COUNTY CONSOLIDATED REDEVELOPMENT OVERSIGHT BOARD ELECTION

*Recommendation:* That the Board authorize the Board President, or the duly-appointed alternate board member, to cast the "2018 Special Districts Regular and Alternate Member Election Ballot and Vote Certification for the Redevelopment Oversight Board" on behalf of the Fallbrook Public Utility District.

Mrs. de Sousa Mills provided a background of redevelopment districts and oversight boards in the county and noted that although LAFCO is required to conduct the election, the oversight board is not affiliated with LAFCO.

MOTION: Vice-President McDougal moved to authorize the Board President to cast a vote on behalf of the Fallbrook Public Utility District for Edmund K. Sprague of Olivenhain Municipal Water District in the 2018 Special Districts Regular and Alternate Member Election Ballot and Vote Certification for the Redevelopment Oversight Board; Director Wolk seconded. Motion carried; ROLL CALL VOTE:

AYES: Directors DeMeo, Gebhart, McDougal, and Wolk  
NOES: None  
ABSTAIN: None  
ABSENT: Director Davies

**G. CONSIDER REQUEST FOR TWO TEMPORARY SEWER SERVICE AGREEMENTS  
RESOLUTION NO. 4930 AND RESOLUTION NO. 4931**

*Recommendation: That the Board authorize two Temporary Sewer Service Agreements between the Fallbrook Public Utility District and Theodore A. Shiran III Living Trust and adopt Resolution No. 4930 and Resolution No. 4931.*

Mr. Bebee stated adoption of Resolution Nos. 4930 and 4931 would clean up documentation for temporary sewer service that has been provided, but has never been formalized by agreement, for two parcels.

MOTION: Director Wolk moved to adopt Resolution No. 4930 (APN 105-560-52-00) and Resolution No. 4931 (APN 105-560-53-00) authorizing Temporary Sewer Service Agreements between the Fallbrook Public Utility District and the Theodore A. Shiran III Living Trust; Director DeMeo seconded. Motion carried; ROLL CALL VOTE:

AYES: Directors DeMeo, Gebhart, McDougal, and Wolk  
NOES: None  
ABSTAIN: None  
ABSENT: Director Davies

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

1. General Legal Counsel

- Mrs. de Sousa Mills provided an update of legislation affecting water districts.

2. SDCWA Representative

- Mr. Bebee reported that on Thursday, the SDCWA would be conducting an all-day workshop concerning Metropolitan Water District of Southern California (MWD) issues.
- Mr. Bebee noted that a main topic of discussion at the last SDCWA board meeting was the Delta Fix and the allocation of those costs.
- Mr. Bebee will provide a summary of SDCWA activities and MWD issues.

3. Acting General Manager / Assistant General Manager/District Engineer

a. Engineering and Operations

- Mr. Bebee provided a brief overview of the revised monthly reports for the engineering and operations departments and stated an overall performance summary review would be generated at mid-year and year-end.

4. Assistant General Manager/Chief Financial Officer

a. Treasurer's Report

- Mr. Shank reported that work on the budget has been moving forward, and the District is on track for fulfilling the requirements for the GFOA and CSMFO awards.
- Mr. Shank pointed out the revised format of the Treasurer's Report, which was done in collaboration with the Fiscal Policy & Insurance Committee, now reflects all of the District's financial resources.

b. Budget Status Report

- Mr. Shank provided an overview of the Budget Report for March.
- Director Wolk requested that items on the Monthly Budget report with an asterisk be clarified, and President Gebhart requested updated items be highlighted.

c. Warrant List

- Director Wolk asked about various vendors on the Warrant List, and Mr. Bebee provided responses to Director Wolk's questions.

5. Public Affairs Specialist

- Mrs. Denke provided an overview of current and future projects she is working on.

6. Notice of Approval of Per Diem for Meetings Attended

a. Tour of Whitewater Preserve by The Wildlands Conservancy



- President Gebhart announced Director attendance was authorized for a tour of the Whitewater Preserve by The Wildlands Conservancy, which opportunity arose between board meetings.

7. Director Comments / Reports on Meetings Attended

- Vice-President McDougal reported he went on the tour of the Whitewater Preserve and highly recommended that others visit the Preserve.
- Director DeMeo reported she went on the tour of the Whitewater Preserve and highlighted features of the Preserve.
- Director Wolk requested that clean copies be provided with redline copies of proposed revisions to documents in board packets.
- President Gebhart provided an overview of recent activities at the Santa Margarita River trails and pointed out that 16,000 people have visited the trails since March 1, 2018.

8. Miscellaneous

ADJOURN TO CLOSED SESSION

The Board adjourned to Closed Session at 4:57 p.m. following an oral announcement of Closed Session Items V.1. and V.2. by General Counsel de Sousa Mills.

**V. CLOSED SESSION**

1. CONFERENCE WITH LABOR NEGOTIATORS PER GC § 54957.6:

AGENCY DESIGNATED NEGOTIATORS: BOARD OF DIRECTORS

UNREPRESENTED EMPLOYEE: ACTING GENERAL MANAGER

2. PUBLIC EMPLOYEE APPOINTMENT PER GOVERNMENT CODE SECTION 54957:

TITLE: GENERAL MANAGER

RECONVENE TO OPEN SESSION

The Board returned from Closed Session and reconvened to Open Session at 6:53 p.m.

REPORT FROM CLOSED SESSION (*As Necessary*)

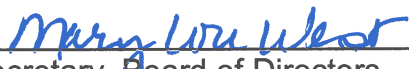
There was no reportable action taken in Closed Session.

**VI. ADJOURNMENT OF MEETING**

Upon motion by Vice-President McDougal, seconded by Director Wolk, the Board adjourned at 6:54 p.m. by a unanimous roll call vote.

  
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President, Board of Directors

ATTEST:

  
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Secretary, Board of Directors