

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

**MINUTES**

**MONDAY, SEPTEMBER 24, 2018  
4:00 P.M.**

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

---

**I. PRELIMINARY FUNCTIONS**

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

President Gebhart called the regular meeting of the Board of Directors of the Fallbrook Public Utility District to order at 4:01 p.m. A quorum was established, and attendance was as follows:

**Board of Directors**

**Present:** Jennifer DeMeo, Member  
Al Gebhart, Member/President  
Don McDougal, Member/Vice-President  
Charley Wolk, Member

**Absent:** Milt Davies, Member

**District Staff**

**Present:** Paula de Sousa Mills, General Counsel  
Jack Bebee, General Manager  
David Shank, Assistant General Manager/Chief Financial Officer  
Jason Cavender, Operations Manager  
Aaron Cook, Senior Engineer  
Noelle Denke, Public Affairs Specialist  
Kevin Collins, Purchasing/Warehouse Supervisor  
Todd Lange, System Service/Shop Supervisor  
Jeff Evans, Utility Technician  
Kelly Laughlin, Acting Secretary

**Also present were others, including, but not limited to:** Donna Gebhart; Zach Kantor-Anaya of the Wildlands Conservancy; Archie and Patricia McPhee; John Newman; Tom Stinson, District Representative for Assemblywoman Marie Waldron; and Assemblywoman Marie Waldron.

## 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

President Gebhart requested that Item D be removed from the agenda. Director Wolk requested that Items G, J, and K be removed from the agenda for review by the Fiscal Policy and Insurance Committee.

**MOTION:** Vice-President McDougal moved to approve the agenda as revised with the removal of Items D, G, J, and K; Director Wolk seconded. Motion passed;  
**VOTE:**

**AYES:** Directors DeMeo, Gebhart, McDougal, and Wolk

**NOES:** None

**ABSTAIN:** None

**ABSENT:** Directors 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.*

Mr. John Newman stepped to the podium, introduced himself to the Board, and announced he was running for candidacy for Division No. 2 on the Board of Directors. Mr. Newman stated he and his wife have lived in Fallbrook for 28 years.

## **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 APPROVING MINUTES**

1. August 27, 2018 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.*

- B. CONSIDER AUTHORIZING STAFF TO FILE THE NOTICE OF COMPLETION FOR THE ROOF REPAIR AND REPLACEMENT AT THE WASTEWATER RECLAMATION PLANT PROJECT WITH THE COUNTY OF SAN DIEGO, ASSESSOR/RECORDER/COUNTY CLERK

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

- C. CONSIDER AUTHORIZING STAFF TO FILE THE NOTICE OF COMPLETION FOR OLD STAGE PIPELINE REPLACEMENT PROJECT WITH THE COUNTY OF SAN DIEGO, ASSESSOR/RECORDER/COUNTY CLERK

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

MOTION: Vice-President McDougal moved to approve the Consent Calendar as presented; Director Wolk seconded. Motion passed; VOTE:

AYES: Directors DeMeo, Gebhart, McDougal, and Wolk

NOES: None

ABSTAIN: None

ABSENT: Directors Davies

**III. INFORMATION----- (ITEMS D—E)**

- D. FISCAL YEAR FINANCIAL RESULTS (PRESENTATION BY AGM/CFO)

Upon approval of the agenda, the Board took action to remove Item D.

- E. PRESENTATION OF CERTIFICATE OF RECOGNITION FROM ASSEMBLYWOMAN WALDRON'S OFFICE ON SMR PROPERTY

Assemblywoman Waldron presented a Certificate of Recognition to the Fallbrook Public Utility District and the Fallbrook Trails Council for their hard work and tireless efforts to ensure the Santa Margarita Property remains open to the public for recreational use and as popular destination for hikers, bikers, and equestrians.

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

- F. CONSIDER APPROVAL OF MUTUAL SERVICES AGREEMENT BETWEEN FALLBROOK PUBLIC UTILITY DISTRICT AND VALLEY CENTER MUNICIPAL WATER DISTRICT

*Recommendation: That the Board approve the attached mutual services agreement between the Fallbrook Public Utility District and the Valley Center Municipal Water District.*

General Manager Bebee reported that Valley Center Municipal Water District (VCMWD) owns a Vactor truck, but the truck is leased out due to the size of their sewer system. The proposed Mutual Services Agreement would provide VCMWD with Vactor truck services by the District a couple of days per week and provide the District with income offsetting costs, mutually benefitting both agencies. Mr. Bebee further reported the agreement is a task-order contract up to \$30,000; however, more opportunities may arise in the future.

MOTION: Vice-President McDougal moved to approve the Mutual Services Agreement between the Fallbrook Public Utility District and the Valley Center Municipal Water District; Director DeMeo seconded. Motion passed; VOTE:

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

G. CONSIDER AUTHORIZING ADDITIONAL FUNDING REQUEST FOR AS-NEEDED PAVING SERVICES

Upon approval of the agenda, the Board took action to remove Item G.

H. CONSIDER APPROVAL FOR PURCHASE OF (2) FORD F-150 TRUCKS & DROP DOWN TAIL TRAILER

*Recommendation: That the Board approve the purchase of one Trail-Eze trailer for \$70,280 from Trail-Eze and (2) F150 pickup trucks for \$52,637.21 from Tuttle-Click Automotive Group in order to maintain a reliable District fleet to complete necessary infrastructure repairs and replacement. \$130,000 was budgeted for these items in the approved FY 2018/19 budget.*

System Service/Shop Supervisor Todd Lange reported that in accordance with the approved Heavy Equipment Replacement Plan, staff is recommending the purchase of two new trucks and a new trailer. A Request for Proposals was issued, and Trail-Eze and Tuttle-Click Automotive Group were the lowest responsible bidders.

President Gebhart and Director Wolk inquired why more brands were not included in the process. Mr. Bebee and Mr. Lange stated that this truck had specific needs that limited options, but they would include more options in future requests.

MOTION: Director DeMeo moved to approve the purchase of one Trail-Eze trailer for \$70,280 from Trail-Eze and two F150 pickup trucks for \$52,637.21 from Tuttle-Click Automotive Group; Vice-President McDougal seconded. Motion passed; VOTE:

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

I. CONSIDER APPROVAL FOR ROAD AND ASPHALT REPAIR/REPLACEMENT ON WINTERHAVEN RD/ WINTERWARM DR.

*Recommendation: That the Board approve the bid submitted by Joe's Paving for repair of road and asphalt on Winterhaven/Winterwarm Roads in the amount of \$52,718.82*

System Service/Shop Supervisor Lange reported there was extensive damage due to a leak earlier this year along Winterhaven Road and Winterwarm Road and the damaged areas require repair.

MOTION: Vice-President McDougal moved to approve the bid submitted by Joe's Paving for repair of road and asphalt on Winterhaven Road and Winterwarm Road in the amount of \$52,718.82; Director DeMeo seconded. Motion passed; VOTE:

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

J. CONSIDER APPROVAL FOR CONSULTANT FOR ENGINEERING SERVICES FOR ASSET MANAGEMENT PROGRAM

Upon approval of the agenda, the Board took action to remove Item J.

K. CONSIDER APPROVAL FOR PROFESSIONAL SERVICES FOR THE EVALUATION AND IMPLEMENTATION OF COMPUTERIZED MAINTENANCE MANAGEMENT SYSTEMS

Upon approval of the agenda, the Board took action to remove Item K.

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

1. General Counsel

- General Counsel de Sousa Mills provided the Board with an update of legislation affecting water districts with emphasis on SB 998 and the water tax.

2. SDCWA Representative Report

- General Manager Bebee/SDCWA Representative provided a summary of his written report, which was included in the board packet.


3. General Manager
  - a. Engineering and Operations Report
    - General Manager Bebee provided an overview of the engineering and operations reports, which were included in the board packet.
    - Director Wolk requested the reports be revised with formatting changes to enhance readability.
4. Assistant General Manager/Chief Financial Officer
  - a. Treasurer's Report
  - b. Budget Status Report
  - c. Warrant List
    - Assistant General Manager/Chief Financial Officer Shank provided an overview of the treasurer's, budget status, and warrant list reports, which were included in the board packet.
5. Public Affairs Specialist
  - Mrs. Denke showed the Board new visual display pieces for the courtyard.
6. Notice of Approval of Per Diem for Meetings Attended
7. Director Comments/Reports on Meetings Attended
  - Director DeMeo reported she would be attending the California Special Districts Association annual conference in Indian Wells scheduled for September 24-27, 2018.
  - Vice-President McDougal provided an update on the efforts of the ad hoc Community Benefit Committee, and reported the Committee decided to move forward with the LAFCO process.
  - President Gebhart reported he attended the California Coastal Conservancy board meeting in Eureka on September 6, 2018, and his written report was included in the board packet.
8. Miscellaneous

**VII. ADJOURNMENT OF MEETING**

There being no further business to discuss, President Gebhart adjourned the regular meeting of the Board of Directors of the Fallbrook Public Utility District at 4:56 p.m.

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

ATTEST:

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