



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

**AGENDA**

**MONDAY, MARCH 25, 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 BELOW 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**

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**MEETING ID: 820 0317 2211**

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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](mailto: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. Steve Stone – 30 years

B. NEW CERTIFICATIONS

1. Josh Hargrove – Electrical Instrumentation Technologist, Grade 1

C. MANAGER'S AWARD

1. Martin Serrano
2. Matt Lian

**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.*

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.*

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

F. ISSUANCE OF WATER REVENUE BONDS

*Presented by: Dave Shank, Assistant General Manager/CFO*

**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.*

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.*

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.*

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.*

**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
  - a. Notification of approval for Directors' attendance to the ACWA Region 10 Workgroup Meeting on March 4, 2024.
6. Director Comments/Reports on Meetings Attended
7. Miscellaneous

ADJOURN TO CLOSED SESSION

**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*)

**VII. ADJOURNMENT OF MEETING**

\* \* \* \* \*

**DECLARATION OF POSTING**

I, Lauren Eckert, Executive Assistant/Board 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, Lauren Eckert, further declare under penalty of perjury and under the laws of the State of California that the foregoing is true and correct.

March 20, 2024  
Dated / Fallbrook, CA

/s/ Lauren Eckert  
Executive Assistant/Board Secretary

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## M E M O

**TO:** Board of Directors  
**FROM:** Jack Bebee, General Manager  
**DATE:** March 25, 2024  
**SUBJECT:** Manager's Award Recipients

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Description

To recognize Manager's Award recipients Martin Serrano and Matt Lian for their exceptional customer service and dedication to FPUD.

Purpose

Last week Martin responded to an afterhours customer service leak on Riverview Drive. When Martin arrived, he noticed a two-inch coupling on the customer's side of the service main had ruptured in close proximity to the customer's backflow device and shut off valve. Without hesitation, Martin exposed the buried customer valve while being drenched with spraying water and mud. Once the water was off, Martin offered to repair the customer's ruptured water main. Martin made a temporary repair with parts from the service truck so the customer's water service could be restored. The following day, Martin explained the temporary repair method to System Services Supervisor Eddie Rodriguez and Utility Worker III Matt Lian. Matt visited the property, inspected the temporary repair, and felt replacing the entire backflow device and upgrading the customer's connection was the best long-term approach.

Both Martin and Matt took the initiative to resolve a problem they were not required to. Any break in the water service after the backflow device is not the District's responsibility. Martin could have simply turned the water off and told the customer the problem was on their side of the backflow device, but he chose to repair the customer's break himself. Matt could have evaluated the repair and left it as good, but he felt a more permanent solution would be beneficial and replaced the entire backflow unit and re-plumbed the customer's connection.

Martin and Matt will each receive a \$25 gift card.

Budgetary Impact

Manager's Award costs are included in the Human Resources Staff Development budget for the 2023-24 fiscal year.

Recommended Action

This item is for information only; no Board action is required.

**M E M O**

**TO:** Board of Directors  
**FROM:** Lauren Eckert, Executive Assistant/Board Secretary  
**DATE:** March 25, 2024  
**SUBJECT:** Approval of Minutes

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**Recommended Action**

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

1. February 26, 2024 Regular Meeting / Public Hearing





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

MINUTES

MONDAY, FEBRUARY 26, 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 February Regular Meeting of the Board of Directors of the Fallbrook Public Utility District to order at 4:00 p.m.

A quorum was established, and attendance was as follows:

Board of Directors

Present: Jennifer DeMeo, Member/President  
Don McDougal, Member/Vice President  
Dave Baxter, Member  
Ken Endter, Member  
Charley Wolk, Member

Absent: None

General Counsel/District Staff

Present: Jack Bebee, General Manager  
Paul de Sousa, General Counsel  
Dave Shank, Assistant General Manager/CFO  
Jodi Brown, Management Analyst  
Aaron Cook, Engineering Manager  
Noelle Denke, Public Affairs Specialist  
Kyle Drake, Collections Supervisor  
Donald Parker, Construction Supervisor  
Jesse Perez, Chief Plant Operator  
Carl Quiram, Operations Manager  
Eddie Rodriguez, System Services Supervisor  
Steve Stone, Field Services Manager  
Lauren Eckert, Executive Assistant/Board Secretary

Also present were others, including, but not limited to: Mark Mervich and Charles Hopkins

**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 Baxter moved to approve the agenda, as presented; Director Endter seconded. Motion carried; VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

PUBLIC COMMENT

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

A. EMPLOYEE OF THE QUARTER FEBRUARY 2024

1. Josh Hargrove

There were no public comments on item A.

The Board recognized and congratulated Josh Hargrove for being chosen as the Employee of the Quarter for February 2024.

B. NEW EMPLOYEE ANNOUNCEMENT

1. Brian West, Systems Technician

There were no public comments on item B.

The Board welcomed Brian West as the new Systems Technician.

**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. CONSIDER APPROVAL OF MINUTES

1. January 22, 2024 Regular Board Meeting

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

D. CONSIDER AGREEMENT FOR OUT OF AGENCY SERVICE REQUEST FOR FOUR PARCELS IN RMWD. PARCELS: 124-201-65, 124-201-68, 124-201-69, 124-201-70

Recommendation: *That the Board approve the Agreement for Out of Agency Service for four parcels, to be signed by the property owners and both District General Managers. This issue has been discussed by staff at both agencies, and both agree that it is more practical for FPUD to serve these parcels.*

E. CONSIDER NOTICE OF COMPLETION FOR CAMP PENDLETON POND 4 LEVEE REPAIR

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

F. CONSIDER RESOLUTION NO. 5069, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FALLBROOK PUBLIC UTILITY DISTRICT, SAN DIEGO COUNTY, CALIFORNIA, RATIFYING THE APPROVAL OF THE ISSUANCE OF BONDS OF FALLBROOK PUBLIC UTILITY DISTRICT AT THE JANUARY 22, 2024 BOARD MEETING

Recommendation: *That the Board approve Resolution No. 5069, Ratifying the Approval of the Issuance of Bonds of Fallbrook Public Utility District at the January 22, 2024 Board Meeting.*

Mark Mervich stepped to the podium to report he could not tell where there four parcels for Item D were located, as there were no street names listed. General Manager Bebee responded that they were on the east side of our service area and offered to send Mr. Mervich a map with street names listed. Mr. Mervich stated that was not necessary.

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

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

**III. INFORMATION-----**(ITEMS G-I)****

**G. ENGINEERING AND OPERATIONS KEY PERFORMANCE INDICATORS**

Presented by: *Aaron Cook, Engineering Manager  
Carl Quiram, Operations Manager*

There were no public comments on item G.

Staff presented a slideshow summarizing the key performance indicators for engineering, wastewater operations, water operations, meter services, wastewater collections, construction/maintenance, and customer service.

Director Baxter asked if there was anything staff needed from the Board to complete more preventative maintenance. Chief Plant Operator Perez stated the most difficult challenge is getting parts from vendors with extended wait times.

Director Wolk asked what caused October to be more productive as it related to meter testing. System Services Supervisor Rodriguez announced there were two employees working on the testing that month.

General Manager Bebee commended Chief Plant Operator Perez and Collections Supervisor Drake on their work during the last storm event, as they were able to manage through these quite well.

**H. STRATEGIC PLAN UPDATE**

Presented by: *Jack Bebee, General Manager*

There were no public comments on item H.

General Manager Bebee presented a slideshow to update the Board on the current and future Strategic Plan of the District. He reported on the working relationships the District has with other surrounding agencies.

Vice President McDougal thought it might be a good opportunity to form a working group with representatives from the surrounding Districts in the area.

General Manager Bebee outlined various options to continue the strategic planning, including initiating a facilitated strategic planning process, further explore partnerships with other local nearby agencies, and even bringing in an outside consultant to have a fresh look.

Director Baxter agreed and thought it would be beneficial to bring in an outside consultant as well, as General Manager Bebee had mentioned. General Manager Bebee stated he could reach out to the other agencies.

Director Endter asked if there were any specific things partnerships could improve. General Manager Bebee responded that sharing services to do more with less would be beneficial. This includes equipment and staff cost savings.

Director Wolk thought it would be more beneficial to decide the direction the FPUD Board wants to go before exploring potential regional and community partnerships.

I. ANNUAL BUDGET DEVELOPMENT SCHEDULE

Presented by: Dave Shank, Assistant General Manager/CFO

There were no public comments on item I.

AGM/CFO Shank presented a slideshow reviewing the upcoming schedule for the development of the 2024/2025 fiscal year budget.

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

J. CONSIDER CUSTOMER REQUEST FOR BILL ADJUSTMENT – 494 BEAVER CREEK LN

Recommendation: Staff will support Board direction on this item.

Charles Hopkins stepped to the podium to summarize the issue of the past due balance he inherited from the previous owner of the property at 494 Beaver Creek Lane.

Director Endter asked if the water usage improved the value of the property. Mr. Hopkins reported the property has a great number of trees and grass, and it certainly created a very lush environment. Director Endter suggested that, since the water usage benefited the property, the District should reduce the amount owed by fifty percent.

General Counsel de Sousa made clear for the record that any waiver of fees would come from unrestricted revenue to offset water bills.

Vice President McDougal thought the District's policy should change, and suggested we put heavier pressure on escrow companies to check on past due balances. He thought it was unfair to put the burden on the new homeowner.

Director Wolk confirmed Mr. Hopkins owned the property.

Director Baxter reiterated that the District is not alerted of change in property ownership, which is why letters have proactively gone out to relators and title companies to check on past due balances before closing.

General Manager Bebee announced staff had previously looked into other options for collecting past due balances and reported the District's policy is consistent with most other District's.

Director Wolk discussed directing staff to initiate a lawsuit against the real estate agent and broker to recover the \$1,115.28. General Counsel de Sousa announced this was not on the February 26, 2024 agenda, but it could be brought forth at the March meeting as a Closed Session item.

MOTION: Director McDougal moved to waive the past due balance of \$1,115.28, inherited by the new homeowner at 494 Beaver Creek Lane; Director Baxter seconded. Motion carried; VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

K. CONSIDER APPROVAL OF REGIONAL CROPSWAP MEMORANDUM OF UNDERSTANDING

*Recommendation: That the Board authorize the General Manager to execute the attached Memorandum of Understanding for Regional CropSWAP Program with non-substantive changes.*

There were no public comments on item K.

General Manager Bebee provided a brief overview of the CropSWAP program and reported this item was to put forward the Memorandum of Understanding with the partner agencies.

Director Wolk asked for clarification on the six month process time if one of the partner agencies decided to terminate its partnership. General Manager Bebee responded that this is in place should there be any applications for the program in queue. This allows for an orderly unwinding.

MOTION: Director Wolk moved to authorize the General Manager to execute the Memorandum of Understanding for the Regional CropSWAP program with non-substantive changes; Director McDougal seconded. Motion carried; VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

L. CONSIDER CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS CALL FOR NOMINATIONS SEAT A

*Recommendation: Staff supports the Board's direction.*

Mark Mervich stepped to the podium to report that every incumbent is running for reelection.

The Board took no action.

M. CONSIDER BID AWARD FOR EV EQUIPMENT UNDER SDG&E GRANT PROCESS

*Recommendation: Staff recommends that the Board of Directors award the construction project to the lowest responsive bidder Amtek Construction in the amount of \$287,110 in accordance with SDG&E grant process.*

Mark Mervich stepped to the podium to report that the memo included in the packet did not provide detail of what the \$287,110 gets the District.

Operations Manager Quiram announced that this was part of the SDG&E Power Your Drive grant, which reimburses the District eighty percent of the cost for electric vehicle charging equipment.

President DeMeo announced the Board had previously approved this SDG&E grant program.

Charles Hopkins stepped to the podium to ask where the electric vehicle charging stations would be located. Operations Manager Quiram announced they would be at the District's main office building and only accessible by staff. General Manager Bebee reiterated these chargers were specifically for the District's fleet.

Vice President McDougal reported this was discussed at E&O, and since we have electric vehicles, this was necessary. He stated it's important to note that we are being reimbursed by SDG&E for eighty percent of the cost.

MOTION: Director McDougal moved to award the construction project for EV equipment to the lowest responsive bidder Amtek Construction in the amount of \$287,110 in accordance with the SDG&E grant process; Director Wolk seconded. Motion carried; VOTE:

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

N. CONSIDER AWARD OF ROSS LAKE PIPELINE REPLACEMENT PROJECT (JOB 3200)

*Recommendation: That the Board award the Ross Lake Pipeline Replacement Project to the lowest responsible bidder, Kay Construction Company, Inc. for \$902,348.*

There were no public comments on item N.

Director Endter announced this was discussed during E&O. He reported with the amount of leaks and problems, along with the age of the system, it was reasonable to proceed with this project.

MOTION: Director McDougal moved award the Ross Lake Pipeline Replacement Project to the lowest responsible bidder, Kay Construction Company, Inc., for \$902,348; Director Endter seconded. Motion carried; VOTE:

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

O. CONSIDER UPDATE OF EMERGENCY DECLARATON FOR PIPELINE REPLACEMENT

*Recommendation: The recommended action is for the Board to continue the emergency action to replace the failed pipelines.*

There were no public comments on item O.

General Manager Bebee announced this will be the last month of declaring an emergency for pipeline replacement.



MOTION: Director McDougal moved to continue the emergency action to replace the failed pipelines; Director Endter seconded. Motion carried; VOTE:

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

P. CONSIDER PROFESSIONAL SERVICES AGREEMENT FOR DE LUZ PUMP STATION DESIGN AND HYDRAULIC MODELING

*Recommendation: That the Board authorize a professional services agreement with Ardurra for a value not to exceed \$82,000 for hydraulic modeling and design services for the De Luz Pump Station.*

Mark Mervich stepped to the podium announcing that he did not see anything in the agenda packet that said what we were doing in De Luz that would require designing.

General Manager Bebee provided background, explaining this was necessary to feed the entire District from the Santa Margarita project and Red Mountain. He also reported this was basically replacing an existing pump station that had burned down during the Rice Fire. This part was to make sure that we design this pump station for a full range of conditions and demands. He added that this was to ensure that the entire District can operate independently from imported water, as right now De Luz can only be serviced by an aqueduct carrying imported water.

MOTION: Director McDougal moved to authorize a professional services agreement with Ardurra for a value not to exceed \$82,000 for hydraulic modeling and design services for the De Luz Pump Station; Director Endter seconded. Motion carried; VOTE:

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

V. **PUBLIC HEARING** ----- (ITEM Q)

P. POTENTIAL INCREASE IN COMPENSATION FOR MEMBERS OF THE BOARD OF DIRECTORS (ADMINISTRATIVE CODE SECTION 2.12); ORDINANCE NO. 357

*Recommendation: Hold the public hearing and consider adoption of Ordinance No. 357, to increase Board compensation from \$127.63 to \$134.00 for each day's service to the District and to update Section 2.12 of the District's Administrative Code to reflect the updated amount.*

General Counsel de Sousa announced this was an annual item and summarized the process for considering an increase in Board compensation. She announced that, after following the necessary public notification procedures, the District's Governing Board would be holding a public hearing to receive public comments prior to its consideration of Ordinance No. 357, related to increasing Board compensation from \$127.63 to \$134.00 per meeting.

At 5:41 p.m., President DeMeo opened the Public Hearing to receive public comments on agenda item Q.

Hearing no public comments, President DeMeo closed the Public Hearing at 5:42 p.m.

Director Endter reiterated that this was for each day of service and not per meeting. Director Baxter also reported the District does try to schedule as many meetings per day as possible.

General Counsel de Sousa reported the change in compensation would take effect April 29, 2024, which is one year from last year's increase and at least 60 days from today's date.

MOTION: Director Endter moved to adopt Ordinance No. 357, increasing Board compensation from \$127.63 to \$134.00 for each day's service to the District and to update Section 2.12 of the District's Administrative Code to reflect the updated amount; Director McDougal seconded. Motion carried; VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

**VI. 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 to finalize the last of the transition pieces with Metropolitan.
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 presented a bill comparison from EMWD versus SDCWA, highlighting the EMWD bill was 74% less.
        - Director McDougal credited the Board and staff on the hard work and effort put forth to get this detachment done.
      - AGM/CFO Shank reported FP&I was working on a plan to lay out funding of the final detachment payment at the end of March. This will be coming back to the Board in March with a budget amendment and a change in appropriations to reflect that payment.
      - AGM/CFO Shank also provided an update on issuance of water revenue bonds, announcing the bonds were being sold on February 27<sup>th</sup>.
  4. Public Information Officer
    - Public Information Officer Denke reported she is working on creating a video for social media on how to check for a leak in both English and Spanish.
  5. Notice of Approval of Per Diem for Meetings Attended
  6. Director Comments/Reports on Meetings Attended
  7. Miscellaneous

## **VII. ADJOURNMENT OF MEETING**

There being no further business to discuss, the February Regular Meeting of the Board of Directors of the Fallbrook Public Utility District was adjourned at 5:56 p.m.

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President, Board of Directors

ATTEST:

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Secretary, Board of Directors

**M E M O**

**TO:** Board of Directors  
**FROM:** Lauren Eckert, Executive Assistant/Board Secretary  
**DATE:** March 25, 2024  
**SUBJECT:** Consider Advance Approval to Attend Meetings

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Purpose

To authorize Directors' attendance, travel, and expenses to events requiring approval by the Board of Directors in advance.

Summary

Article 2 of the Administrative Code prescribes that compensation for attendance and reimbursement for expenses at occasions, events, or meetings related to District business, other than those listed in section 2.12, shall be determined by the Board of Directors, in advance, on a case-by-case basis.

The request is for advance approval to the following events:

1. Pure Water of Southern California Plant Tour, scheduled for April 11, 2024 in Carson, California (Attachment A).
2. Southern California Water Coalition luncheon, scheduled for April 19, 2024 in Temecula, California (Attachment B).

Recommended Action

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.

# **Attachment A**



## **INSPECTION TRIP OF Pure Water Southern California**

**Sponsored by  
The Metropolitan Water District of Southern California**

**Director Jeff Armstrong  
Representing Eastern Municipal Water District**

**Thursday, April 11, 2024**

### **Thursday, April 11**

- 8:30 a.m. - Assemble at Eastern Municipal Water District (EMWD)  
2270 Trumble Road, Perris, CA 92570  
Continental breakfast and welcome before departure
- 9:00 a.m. - Depart for Carson
- 10:30 a.m. - Arrive for Pure Water Southern California for tour and lunch
- 11:45 a.m. - Lunch and discussion with Assistant GM Deven Upadhyay
- 1:15 p.m. - Depart for Perris
- 2:45 p.m. - Arrive EMWD offices

\*\*\*

### **Emergency Contact**

In case of emergency during this trip, telephone contact to our group may be made through MWD's 24-hour Security Watch Center, (800) 555-5911. Inform the operator that you are calling for an inspection trip guest with Inspection Trip Manager Bart Garcia. You may also reach the group directly by calling Bart's cell (818) 642-5199 or emailing bgarcia@mwdh2o.com.

### **FPPC Reporting and Gifts**

Travel expenses paid by Metropolitan for this inspection trip may be reportable under California's Fair Political Practices Act. Participants who are required to file a California Statement of Economic Interests, Form 700, may need to report their pro rata share of the travel costs, although the costs are usually not subject to the statutory annual gift limit of \$470. With limited exceptions, the travel costs for a companion traveling with the participant are also reportable as a gift to the participant and are subject to the annual gift limit. Participants should check with their legal advisor or the Fair Political Practices Commission for guidance on how to report these costs.

For planning purposes, the average value of this type of trip is **\$725**. Upon request, Metropolitan will provide the actual pro rata cost for participants within 30 days of the first day of travel.

### **Guidelines for Photography & Audio/Visual Recording**

To help ensure the security of Metropolitan's operations and facilities, taking photographs, making audio recordings and/or videotaping are strictly prohibited except where indicated by Metropolitan staff. For the privacy and comfort of all participants, guests are requested to seek permission before taking photos or recordings of other participants.

All photographs and audio/video recordings are assumed to be for a participant's personal use. The release or presentation of any photos or audio/videotapes for commercial purposes requires Metropolitan's prior approval and the written permission of any identifiable persons in the photo or videotape. All such photos and presentations must clearly indicate the party or parties that have made or produced them, that Metropolitan is NOT responsible for their content or display, and that Metropolitan is not endorsing any party or parties that have taken or produced the photos or videos.

For your convenience, Metropolitan maintains a portal of pre-approved photos of the various facilities and sites that are typically included on our Southern California inspection trip itineraries. You may access these photos at:

<http://www.mwdh2o.com/DocSvcsPubs/inspection-trip/>

## **Attachment B**





*Save the Date*

# SCWC Quarterly Luncheon

## DIGITAL DEMOCRACY, VOTER SENTIMENT, AND ADVOCATING FOR WATER INFRASTRUCTURE

FRIDAY, APRIL 19, 2024 | 12 NOON TO 2 P.M.

**Tickets:** \$125

**Sponsorships:** \$2,500 (includes ten seats)

**Location:** Wilson Creek Winery,  
35960 Rancho California Rd, Temecula, CA 92591

**Contact:** Julie Ackman, jackman@socalwater.org

RSVP Today >

### FOUNDING SPONSORS



### LUNCHEON SPONSORS



**M E M O**

**TO:** Board of Directors  
**FROM:** Fiscal Policy and Insurance (FP&I) Committee  
**DATE:** March 25, 2024  
**SUBJECT:** Issuance of Water Revenue Bonds

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Purpose

Provide an overview of the District's February 27<sup>th</sup> Water Revenues Bond Sale.

Summary

The District executed a negotiated bond sale on February 27<sup>th</sup>. The decision to execute a negotiated sale was driven by the recent increase in interest rate volatility due to economic uncertainty and economic headlines. Stifel Public Finance was selected as the underwriter of the transaction based upon their pricing proposal and experience. It should be noted that they served as the underwriter of the District's Wastewater Revenue Refunding Bonds.

Stifel did an excellent job marketing the bonds, which was reflected in the wide range of investor interest. While there was one maturity that was not fully sold during the bidding period, almost all the other maturities were oversubscribed (more orders than bonds available). This allowed Stifel to slightly decrease in the interest rate on some of the bonds lowering the District's costs. The result was a 3.96% interest rate on the District's bonds. The average annual debt service for the bonds is \$676,474/year, which is below initial estimate of \$700,000/year.

Recommended Action

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

## M E M O

**TO:** Board of Directors  
**FROM:** Jack Bebee, General Manager  
**DATE:** March 25, 2024  
**SUBJECT:** Call for Nominations for the 2024 California Water Insurance Fund (CWIF) Board

---

Purpose

To nominate President DeMeo for the California Water Insurance Fund Board for the election to be held on May 6, 2024.

Summary

On February 6, 2024, all ACWA JPIA Directors and Member Districts were notified of the 2024 California Water Insurance Fund Board Nomination Procedures, outlined in Attachment A.

The Nominating Procedures for the California Water Insurance Fund Board provide that in order for a nomination to be made to the California Water Insurance Fund Board, the member district must place into nomination its member of the ACWA JPIA Board of Directors for such open position.

A district that is a member of the JPIA Liability Program and at least one of the other programs (Property, Workers ' Compensation, or Employee Benefits), may place into nomination its member of the Board of Directors of ACWA JPIA with the concurrence of three districts, in addition to the nominating District. The draft resolution for nominating President DeMeo is included as Attachment B.

The deadline for receiving nominating resolutions in the ACWA JPIA office is April 6, 2024.

Recommended Action

That the Board adopt Resolution No. 5070, nominating its ACWA JPIA Board Member, President 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.

# **Attachment A**

# 2024 California Water Insurance Fund (CWIF) Board Nomination Procedures

## *CWIF: An ACWA JPIA Captive Insurance Company*

### **Election Notice: At least 90 Days Before Election**

By **February 6, 2024**, all ACWA JPIA Directors and Member Districts are to be notified of:

- A) Date and place of Election;
- B) California Water Insurance Fund Board positions and terms of office to be filled by election; and
- C) Nomination Procedures.

### **Nomination Collection Period: Date of Election Notice- 30 Days before Election**

- A) A district, that is a member of the JPIA Liability Program and at least one of the other programs (Property, Workers' Compensation, or Employee Benefits), may place into nomination its member of the Board of Directors of ACWA JPIA with the concurrence of three districts, then members of the ACWA JPIA, in addition to the nominating district.
- B) Sample of concurring and nominating resolutions are available on the ACWA JPIA website: <https://www.acwajpia.com/election/>
- C) The **nominating district is solely responsible** for timely submission of the nominating resolution and the three additional concurring in nomination resolutions of its candidate for office.

### **Election Nomination Deadline: 30 Days before Election (April 6, 2024)**

- A) Deadline and location for receiving the nominating and concurring in nomination resolutions in the ACWA JPIA office:

#### ***Postmarked by Saturday, April 6, 2024, to:***

Laura Baryak, Event Planner  
ACWA JPIA  
P. O. Box 619082, Roseville, CA 95661-9082  
[lbaryak@acwajpia.com](mailto:lbaryak@acwajpia.com)

- B) Candidates' statement of qualifications must be submitted, if desired, with the nominating resolutions. **Please note that the statement of qualifications will be**

**included in both the Summit Packet & on the JPIA website in advance of the election. The statement of qualifications may be submitted two ways:**

- Via mail *with* the nominating and concurring in nomination resolutions on 8½ x 11" sheets of paper, postmarked by April 6, 2024.
- Via email to Laura Baryak at [lbaryak@acwajpia.com](mailto:lbaryak@acwajpia.com) by April 6, 2024.
  - The statement of qualifications must be attached to the email as Microsoft Word or PDF documents, *not* submitted in the body of the email.

#### **14 Days before Election (April 22, 2024)**

Final notice of the upcoming Election of CWIF Board members will be included as part of the Board of Directors' meeting packet. Final notice shall include:

- A) Date, Time, and Place of Election;
- B) Name and District of all qualified candidates;
- C) Candidate's statement of qualifications (if received);
- D) Election Procedures and Rules.

## **Attachment B**

**RESOLUTION NO. 5070**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE FALLBROOK PUBLIC UTILITY DISTRICT  
NOMINATING ITS ACWA JPIA BOARD MEMBER TO THE  
CALIFORNIA WATER INSURANCE FUND BOARD  
AN ACWA JPIA CAPTIVE INSURANCE COMPANY**

**WHEREAS**, the Fallbrook Public Utility District is a member district of the ACWA JPIA that participates in the JPIA's Liability Program and at least one of the other programs: Property, Workers' Compensation, or Employee Benefits; and

**WHEREAS**, the Nominating Procedures for the California Water Insurance Fund Board provide that in order for a nomination to be made to the California Water Insurance Fund Board, the member district must place into nomination its member of the ACWA JPIA Board of Directors for such open position;

**NOW, THEREFORE, BE IT RESOLVED BY** the Board of Directors of the Fallbrook Public Utility District that its member of the ACWA JPIA Board of Directors, Jennifer DeMeo, be nominated as a candidate for the California Water Insurance Fund Board for the election to be held on May 6, 2024.

**BE IT FURTHER RESOLVED** that the ACWA JPIA staff is hereby requested, upon receipt of the formal concurrence of three other member districts to affect such nomination.

**BE IT FURTHER RESOLVED** that the District Secretary is hereby directed to transmit a certified copy of this resolution to the ACWA JPIA at P.O. Box 619082, Roseville, CA 95661-9082, forthwith.

**PASSED AND ADOPTED** by the Board of Directors of the Fallbrook Public Utility District at a board meeting of the Board held on the 25<sup>th</sup> day of March, 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:** Fiscal Policy and Insurance (FP&I) Committee  
**DATE:** March 25, 2024  
**SUBJECT:** Amend 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

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Purpose

Amend the District's annual budget and annual appropriations to reflect the year-end budget projections. In addition, amend the District's annual appropriations to include the Detachment payment to San Diego County Water Authority (SDCWA), which was not included in the Fiscal Year 2023-24 Budget (Budget).

SummaryDistrict's Fiscal Year 2023-24 Operating Budget

In January, the staff met with the Committee and later with the Board to review the District's mid-year budget projections. At that time, staff identified and discussed the main drivers of the projected budget overages. The main drivers were:

- Detachment related expenditures: This included non-labor related expenditures incurred as part of the effort to detach from SDCWA's service area.
- Emergency repairs: System emergency repairs continue to impact expenditures driving up not only the cost of labor but also the cost of non-labor (i.e. paving costs).
- Water treatment costs: The cost of water treatment at the new groundwater treatment plant was updated to reflect higher levels of chemical input costs (Non-labor).

Benefits are projected to be at budget levels. Labor and non-labor are projected to be slightly over budget.

Staff recommend amending the District's labor and non-labor budgets to reflect the updated projections and offsetting the increases by decreasing the District's PAYGO Capital Improvement Projects (CIP) budget. The District's CIP execution has been impacted by the emergency repairs and supply chain issues. As a result of these factors, the District will underspend the PAYGO budget by at least the Operating Budget shortfall. The District's annual appropriations will be modified to reflect the \$788,868 being transferred from PAYGO Capital Improvements and Equipment to Administration, Operations and Maintenance.

## Detachment from San Diego County Water Authority

The Fiscal Year 2023-24 Budget did not include any payment to SDCWA for detachment. Therefore, it is necessary to amend the District's Budget and annual appropriations to include the \$8,506,750 detachment fee payment to SDCWA.

Staff recommend amending the District's budget to reflect the payment of the fee. The Office of General Manager's budget would be amended to reflect the payment. In addition, the District's annual appropriations would be increased as would the Administration, Operations and Maintenance appropriation to reflect this payment. This would increase the Administration, Operations and Maintenance appropriation to \$27,589,446.

### Overview

Based upon the changes described above, the District's Annual Appropriations would be modified as shown in the table below for an amended annual appropriations of \$52,597,237.

<b>Annual Appropriations</b>	<b>Adopted</b>	<b>Amended</b>	<b>Variance</b>
Administration, Operations and Maintenance	\$ 18,293,828	\$ 27,589,446	\$ 9,295,618
Community Benefit Program	\$ 546,000	\$ 546,000	\$ -
Water Purchases	\$ 9,558,078	\$ 9,558,078	\$ -
PAYGO Capital Improvements and Equipment	\$ 10,229,500	\$ 9,440,632	\$ (788,868)
Revenue Bonds, State Revolving Fund, and Interest and Principal	\$ 5,463,081	\$ 5,463,081	\$ -
<b>Total Annual Appropriations</b>	<b>\$ 44,090,487</b>	<b>\$ 52,597,237</b>	<b>\$ 8,506,750</b>

### Recommended Action

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.

**RESOLUTION NO. 5071**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
FALLBROOK PUBLIC UTILITY DISTRICT APPROVING AND  
AMENDING THE DISTRICT'S FISCAL YEAR 2023-24 BUDGET FOR  
OPERATIONS, MAINTENANCE, WATER PURCHASES, CAPITAL  
IMPROVEMENTS, EQUIPMENT, AND DEBT SERVICE AND  
APPROPRIATING \$52,597,237 CONSISTENT WITH THE APPROVED  
AMENDED BUDGET**

\* \* \* \* \*

**WHEREAS**, the Fiscal Policy and Insurance Committee has reviewed and considered the Recommended Fiscal Year 2023-24 Budget during publicly noticed meetings on April 18, 2023, April 24, 2023 and June 1, 2023; and

**WHEREAS**, the Board has reviewed and considered the Recommended Fiscal Year 2023-24 Budget during a publicly noticed meeting on June 26, 2023; and

**WHEREAS**, the Board approved Resolution 5052 on June 26, 2023 establishing the District's Fiscal Year 2023-24 Budget; and

**WHEREAS**, the Board approved Resolution 4985 on December 9, 2019 requesting the San Diego Local Agency Formation Commission (LAFCO) to commence proceedings for a reorganization consisting of the concurrent detachment of the District from San Diego County Water Authority (SDCWA) and annexation of the District into Eastern Municipal Water District (EMWD); and

**WHEREAS**, on July 10, 2023, LAFCO approved Resolution 2023-11 approving the District's concurrent annexation to EMWD and detachment from SDCWA (the Reorganization); and

**WHEREAS**, LAFCO Resolution 2023-11 required the District to pay an exit fee in the amount of \$8,506,750 (Detachment Fee) to SDCWA in five annual installments of \$1,701,350; and

**WHEREAS**, the District executed a Settlement Agreement with SDCWA and LAFCO, which, in part, required the District to pay the Detachment Fee to SDCWA in two installments, the last of which is required to be paid 90 days following the recordation of the certificate of completion for the Reorganization in order to avoid paying SDCWA interest penalties as specified in the Settlement Agreement; and

**WHEREAS**, LAFCO recorded certificates of completion with the San Diego County Recorder and the Riverside County Recorder the last of which was recorded on December 29, 2023, and the effective date of the Reorganization is December 29, 2023; and

**WHEREAS**, the Fiscal Year 2023-24 budget did not include the Detachment Fee, so it is necessary to amend the Budget and increase the District’s annual appropriations, including its Administration, Operations and Maintenance appropriation, to reflect payment of the Detachment Fee; and

**WHEREAS**, the Board now seeks to adopt this Resolution to update and supersede Resolution 5052 establishing the District’s Fiscal Year 2023-24 Budget.

**NOW, THEREFORE, BE IT RESOLVED BY** the Board of Directors of the Fallbrook Public Utility District as follows:

1. The District’s amended Fiscal Year 2023-24 Budget, as presented to the Board of Directors at the publicly noticed meeting on February 26, 2024 and March 25, 2024 is hereby approved.

2. Expenditure under the District’s amended Fiscal Year 2023-24 Budget is hereby appropriated as follows:

For administration, operations, and maintenance: .....	\$27,589,446
Community benefit program: .....	\$ 546,000
For water purchases: .....	\$ 9,558,078
For PAYGO capital improvements, and equipment: .....	\$ 9,440,632
For Revenue Bonds, State Revolving Fund, and interest and principal: .....	\$ 5,463,081
TOTAL .....	<u>\$52,597,237</u>

3. Expenditure of appropriated funds shall be consistent with the approved Budget. Except as provided in this Resolution, no increases or decreases to the Budget shall occur except upon prior approval by the Board.

4. Notwithstanding the total appropriations set forth herein, the General Manager is authorized, subject only to the total appropriations, to exceed the expenditure amount designated in the approved Budget for water purchases to meet the District’s water demands.

5. The annual Liquidity Fund Level target for Fiscal Year 2023-24 is kept at the current level and no draws from the District’s long-term investment portfolio is planned.

6. No deposit or withdrawal to the District's long-term investments is planned, and any unanticipated draws will go to the Board for approval.
7. Resolution 5052 approved by the Board on June 26, 2023 is hereby superseded by adoption of this Resolution 5071.

**PASSED AND ADOPTED** by the Board of Directors of the Fallbrook Public Utility District at a regular meeting of the Board held on the 25<sup>th</sup> day of March, 2024, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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President, Board of Directors

ATTEST:

---

Secretary, Board of Directors

|

**M E M O**

**TO:** Board of Directors  
**FROM:** Jack Bebee, General Manager  
**DATE:** March 25, 2024  
**SUBJECT:** Consider Approval of Revisions to Article 2 of the Administrative Code

---

Purpose

For the Board to consider approval of revisions to Article 2 of the administrative code

Summary

Beginning on January 1, 2024, The District's wholesale water supplier became Eastern Municipal Water District (EMWD) instead of the San Diego County Water Authority (SDCWA). This change requires revisions to some portions of the administrative code to update references. Staff is in the process of updating references and has completed the updates to Article 2, which covers Guidelines for the Board of Directors. The proposed revisions are identified in redline in Attachment A. In addition to updating the references, a provision was added to identify that if the Board votes to approve a Board member to run for a leadership or Board position on another entity that helps advance the objectives of the District, then the meetings required to fulfill this role do not require advanced approval.

Recommended Action

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

# **Attachment A**

**Article 2. Board of Directors, Guidelines for**

Sec. 2.1 Powers - Delegation.

All powers, privileges and duties vested in or imposed upon the District by law and the Public Utility District Act of the State of California shall be exercised and performed by the Board of Directors, except as such Board shall delegate executive, administrative, and ministerial powers to officers and employees of the District.

Sec. 2.2 Officers of Board of Directors.

Directors are elected by the registered voters of the District for overlapping four-year terms. All Directors of the Fallbrook Public Utility District are elected by subdistrict. All prospective Directors must sign an oath as to age, place of residence, occupation, and whether or not he is a qualified elector residing within the territory of the District for which he is appointed or elected.

Sec. 2.2.1 Election of Officers.

The Officers of the Board of Directors shall consist of a President and a Vice-President chosen by the members. Reorganization (election of officers) will be placed on the agenda in December of each year.

Sec. 2.2.2 Duties of President.

The President shall preside over and conduct all meetings of the Board and hearings before the Board. In so doing, the President shall have the following powers and responsibilities:

- A. To follow the prepared agenda unless the Board concurs in any change.
- B. To determine all questions of order and parliamentary procedure, unless he or she chooses to submit any such question to the Board for decision.
- C. To maintain order and to enforce reasonable rules of decorum.
- D. To determine at meetings of the Board, other than public hearings, whether or not members of the public should be heard on particular issues or otherwise be permitted to address the Board.
- E. To set reasonable limits upon the length of time and the number of occasions on which a person may speak at public hearings as well as other meetings of the Board.
- F. To recognize Board members who may wish to be heard.



- G. To restate, where necessary, and to put to a vote all questions properly before the Board, and to announce the result of each vote.
- H. To terminate debate after there has been reasonable opportunity for full discussion of any issue and further debate would be needlessly repetitive or otherwise not useful, and where proper, to put the matter to a vote.
- I. To rule out of order any comment by Board members, staff or members of the public not germane to the issue then before the Board.
- J. To respond to inquiries by Board members relating to procedures, or to factual information, bearing upon the business before the Board.
- K. To establish standing or ad hoc committees of the Board, and to appoint the members thereof.
- L. To declare the meeting adjourned upon such vote by the Board, or when in his judgment any emergency or other cause requires adjournment.
- M. To authenticate by his signature all acts, orders, and other proceedings of the Board.

Sec. 2.2.3 Duties of Vice President.

The Vice-President shall act if the President is absent or unable to act, and shall exercise all of the powers of the President on such occasion.

Sec. 2.3 Other Officers of the District.

The statutory officers are the General Manager, Assistant General Manager/Chief Financial Officer, and Secretary. The Board of Directors appoints the General Manager, who appoints Management Staff. Other officers may be appointed by the Board of Directors as needed.

Sec. 2.4 Employment of Professionals.

Sec. 2.4.1 General Counsel shall be appointed by the Board and shall be directly responsible to the Board. He or she shall provide legal advice and services as requested by the Board and shall assist the General Manager, Assistant General Manager/Chief Financial Officer, Secretary, and department heads on legal problems which may arise in the administration of their respective duties. The General Counsel's compensation is subject to an annual review and signed agreement with the Board of Directors.

Sec. 2.4.2 The Auditor shall be employed and selected in such manner as the Board directs and shall receive for his services such compensation as the Board prescribes.

The accounts of the District shall be examined at least once a year by a qualified Auditor, who shall report to the Directors the result of his examination.

Sec. 2.5        Time and Place of Board Meetings.

The regular meeting of the Board of Directors shall be held on the fourth Monday of each month at 4:00 p.m. in the Board room of the Fallbrook Public Utility District located at 990 East Mission Road, Fallbrook, California. The Board meeting day and time shall be changed from time to time as designated by the Board of Directors. If the regular meeting falls on a holiday, such regular meeting shall be held on the next business day, or such time as the Board may direct. The agenda shall be posted on the north wall of the entrance to the District and on the District's Internet Web site at least 72 hours in advance of the meeting.

Sec. 2.6        Special Meetings.

A special meeting may be called at any time by the President of the Board of Directors, or by a majority of the members of the Board of Directors, by delivering written notice to each member of the Board of Directors and to each local newspaper of general circulation and radio or television station requesting notice in writing and posting a notice on the District's Internet Web site. The notice shall be delivered personally or by other means and shall be received at least 24 hours before the time of the meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted or discussed. No other business shall be considered at these meetings by the Board of Directors. The call and notice shall be posted at least 24 hours prior to the special meeting in a location that is freely accessible to members of the public.

Sec. 2.7        Quorum.

A majority of the Board of Directors constitutes a quorum for the transaction of business.

Sec. 2.8        Actions.

The Board shall act only by Ordinance, Resolution, or motion and may act only on items on a pre-posted agenda. The ayes and noes shall be taken upon the passage of all ordinances, resolutions, or motions and entered upon the journal of the proceedings of the Board. No ordinance or resolution shall be passed or become effective without the affirmative votes of at least a majority of the Board. A roll call vote recorded pursuant to the Public Utility District Act in the minutes of the meeting shall be had if requested by any Director. When not requested, or ordered by the President, a roll call vote shall be dispensed with. "Emergency" items may be added to the agenda if it is determined that there is an emergency situation, or there is a need to take action on an item subsequent to the agenda being posted. A two-thirds vote of the Board is required to add emergency items to the agenda.

Sec. 2.9      Order of Procedure of Meetings.

Except as otherwise provided by law or ordinance, the business of the meetings of the Board of Directors and the order of procedure shall be as provided by Robert's Rules of Order, Revised. The President shall preside at all meetings of the Board, and in his absence, the Vice-President, and in the absence of both the President and the Vice-President, the presiding officer shall be selected by a majority vote of the members of the Board attending such a meeting. At the beginning of each meeting, the public shall be offered the opportunity to address the Board on any issue not on the agenda. Such matters shall not be acted upon without prior notice on future agendas. Any member of the audience who wishes to speak must fill out a speaker slip and present it to the Board Secretary prior to the meeting. Speakers may be limited to three (3) minutes, for both the public comment period and for any specific item on the agenda. After the initial three minutes are up, the Board may ask questions of the speaker.

Sec. 2.9.1      Guidelines for Conduct of Board Meetings.

In an effort to streamline and maintain control of the conduct at Board meetings, the following rules shall be implemented:

- A. The General Manager is responsible for presenting the agenda and all necessary background material and staff reports to the Board of Directors for their consideration.
- B. Any Board member can request that the General Manager place an item on the agenda for the next regular meeting.
- C. Any member of the public may request that the General Manager place an item on the agenda for the next regular meeting. At the General Manager's discretion, the item may, or may not, be placed on the agenda. If the General Manager declines, he will inform the requestor that they may speak at the next regular Board meeting during the public comment period and at that time, they may request that the Board member, or the full Board, place the item on the agenda for discussion.
- D. All background and necessary documents required to complete an agenda item must be submitted to the Board Secretary no later than 10 days prior to the Board meeting.
- E. All staff reports, other than the General Manager ~~and San Diego County Water Authority (SDCWA) representative~~, will be in written format. Staff will only make oral presentations at the request of the Board.

Sec. 2.10      Consent Calendar.

The Consent Calendar shall consist of items of a routine non-controversial nature for action by the Board of Directors and which require no discussion. 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 on the Consent Calendar. Such items shall be considered separately for action by the Board.

If an item is removed from the Consent Calendar, the following order of priority shall take place: (a) staff will first make its presentation and respond to questions from the Board of Directors; (b) the public may make comments and respond to questions from the Board of Directors; and (c) the Board will deliberate on the item.

Sec. 2.11 Minutes.

The minutes of the meetings of the Board of Directors shall be recorded and kept permanently by the Secretary in books maintained for that purpose entitled "Agendas, Minutes, and Reports". Unless otherwise expressly directed by the Board at the time of their adoption, the ordinances and resolutions adopted by the Board may be referred to in the minutes by number and title only, but the same shall be recorded in full in books kept for that purpose entitled "Ordinances" and "Resolutions" respectively.

Sec. 2.12 Directors' Compensation.

Directors of the Fallbrook Public Utility District shall receive per diem compensation of One Hundred Twenty Seven Dollars and Sixty-Three Cents (\$127.63) for each meeting of the Board. Per diem compensation shall be reviewed each January at a Board meeting. If the Board determines to proceed with a change, a public hearing will be noticed to receive public comment prior to any action being taken. Changes in compensation shall require the approval of the Board at an open meeting held at least 60 days prior to the effective date of the ordinance making the change and cannot exceed five (5) percent per each calendar year following the operative date of the last adjustment. [Cal. Public Utilities Code § 16002; Cal. Water Code § 20200 et seq.] Said meetings shall include regular, special, and adjourned meetings of the Board, and standing committee meetings.

Compensation for attendance and reimbursement for expenses at other occasions, events, or meetings related to District business, other than those listed below, shall be determined by the Board of Directors, in advance, on a case-by-case basis. Should an occasion arise between Board meetings that would be appropriate for a Board member to attend, prior to the event, the President can authorize such attendance with notification of the rest of the Board at the next regular meeting. [If the Board approves a Board Member for a Board or leadership position for another entity that helps advance the objectives of the District, the meetings required to fulfill this role do not require advanced approval.](#)- Director fees may be increased as provided by law. Meetings, which shall not require advance approval are:

A. Association of California Water Agencies (ACWA) [Conference](#) (semi-annual)

~~B.~~ California Special District Association (CSDA), ~~San Diego Chapter (quarterly)~~

~~a.~~ San Diego Chapter Dinner (quarterly)

~~b.~~ Water Utilities Committee (quarterly)

~~B-c.~~ Annual Conference

~~C.~~ Council of Water Utilities (monthly)

~~D.C.~~ California Association of Sanitation Agencies (CASA) (semi-annual)

~~E.D.~~ Training Courses in CA Local Agency Ethics (AB 1234) and/or Sexual Harassment for Supervisors (AB 1825)

~~F.E.~~ Metropolitan Water District of Southern California (up to one per month)

~~G.F.~~ ~~San Diego County Water Authority~~ ~~Eastern Municipal Water District~~ (up to one per month)

~~H.G.~~ Meetings between the Board President and the General Manager (up to twice per month)

~~I.H.~~ Up to one meeting per month for each Director with the General Manager to discuss District business

~~J.I.~~ Toastmasters International (up to twice per month)

~~K.~~ Citizens Water Academy offered by the San Diego County Water Authority

~~L.J.~~ New Board Member Orientation and Training as prescribed by section 2.16.7 of the Administrative Code

Sec. 2.13 Board Packets.

Board packets are available for review at the District office on the Friday prior to a regular Board meeting after they have been made available to the Board of Directors. The general public may request and receive a copy of a full Board packet at no charge on the Friday preceding a regular Board meeting after 12:00 noon. Arrangements for review and pick-up shall be coordinated by the Secretary.

Sec. 2.14 Board Committees.

The Board currently has three (3) standing committees as follows:

A. Fiscal Policy & Insurance Committee – This committee shall work with the General Manager and other officers of the District to review the annual audit, the annual

the requesting member. The Board member accused of misconduct shall have an opportunity to present evidence and respond to the allegations made. Formal rules of evidence shall not apply.

- B. After consideration of the evidence presented, the Board may take such actions as it may deem appropriate, including but not limited to those described in section C of this policy, other than section 2.16.3, paragraph C, 5.

Sec. 2.16.5 Sanctions.

- A. Discipline imposed on directors herein shall continue for successive election cycles; i.e., re-election of a director who has been disciplined shall have no effect on discipline imposed in a prior term of office.
- B. A director may apply for relief from discipline upon submitting proof of compliance with the requirements of the discipline notice, if appropriate. For example, if discipline was imposed for failure to attend director orientation with the general manager, the director would submit proof of attendance.

Sec. 2.16.6 Authority of Administration to Provide for Security.

- A. The District Administration is authorized and directed to develop and implement policies and procedures, engage employees or contractors to provide security, consistent with applicable law, to promote a secure and orderly environment for Directors, employees, staff, and members of the public. These policies and procedures will include a process for notifying the District Administration in the event that any person feels that he or she has been subjected to conduct which violates this Policy.
- B. The District Administration is authorized and directed to take lawful and appropriate action and to pursue lawful and appropriate remedies against any person found to have violated this Policy.

Sec. 2.16.7 Board Orientation and Training.

- A. Every Board member shall participate in an orientation and training to be offered by the District within 60 days of election or assuming office as a condition to receiving compensation or allowance of expenses. The District encourages all directors, including re-elected directors, to attend on-going educational training.
- B. The required orientation and training shall be offered at times and places convenient to the Board member.
- C. The orientation and training for new Board members shall include:

1. Attendance at the California Special District Association (CSDA) Special District Leadership Academy Conference or a half-day orientation by a third party trainer specialized in local governance. The training will include the following:
    - a. Roles and responsibilities of Board members.
    - b. The role of staff and the General Manager.
    - c. Attributes and characteristics of highly effective Boards
    - d. The Boards role in setting direction for the District and in establishing financial accountability and transparency.
  2. A copy of the Board Governing Documents, which shall be reviewed and acknowledged by the Director. The Board Governing Documents includes the following:
    - a. District Background and Strategic Plan
    - b. CSDA Special District Board Member Handbook
    - c. Copy of this section of the Administrative Code
    - d. Ralph M. Brown Act
    - e. Copy of the Public Utility District Act
  3. Briefings delivered by members of the management team regarding:
    - a. District financial management and budgeting practices.
    - b. Review of the District Capital Improvement Program and a tour of the facilities owned or operated by the District.
    - c. The roles and responsibilities of each department.
  4. A briefing with the District General Counsel regarding:
    - a. Compliance laws and regulations, including conflict of interest rules under State and Federal law.
    - b. Legal responsibilities of Board members.
- D. This orientation and training shall supplement the training required by law under AB 1234.

E. It is also recommended that new Board members complete additional training during their first term, which would include:

1. Additional CSDA training, including additional Special District Leadership Academy Training and courses on financial oversight and governance
2. Tours provided by MWD of the State Water Project and Colorado River Aqueduct systems

~~3. San Diego County Water Authority Citizens Leadership Academy~~

Sec. 2.17 Directors Expenses Incurred on District Business.

Members of the Board of Directors attend regular, adjourned, or special meetings of the Board. In addition, they attend other District meetings, committee meetings, association meetings, and/or community functions or education seminars on behalf of the District. State statutes authorize District payments for meetings, reimbursement of expenses, and the provision of health and welfare benefits for active Directors. The District will compensate Directors a per diem for attendance at authorized meetings or functions and will reimburse Directors for reasonable expenses incurred while traveling on District business to include lodging, dining, transportation, and related incidentals.

2.17.1 Directors and Meetings.

As provided in Article 2, Section 2.12 of the District's Administrative Code, each Director shall receive per diem compensation for each day of attendance at meetings of the Board or for each day of service rendered as a Director by request or authorization of the full Board, not to exceed a total of ten (10) days in any calendar month. Attendance at meetings or functions shall be approved in advance by the Board of Directors of the District in order to be eligible for compensation and/or reimbursement. Director's claims for per diem amounts shall be made on a Director Per Diem/Meeting Form.

The District may pay compensation to District Board members for attendance at the following occurrences:

1. A meeting of the Board of Directors.
2. A conference or organized educational activity.
3. Any meeting related to District business with prior approval pursuant to Section 2.12.
4. Standing committee meetings and ad hoc committee meetings. These meetings, where practical, should be scheduled to correlate with other meetings at the District on the same day.



## **Attachment B**

**RESOLUTION NO. 5072**

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE FALLBROOK PUBLIC UTILITY DISTRICT  
AMENDING ADMINISTRATIVE CODE ARTICLE 2, “BOARD OF  
DIRECTORS GUIDELINES FOR”**

\* \* \* \* \*

**WHEREAS**, on January 1, 2024, the District’s wholesale water supplier become Eastern Municipal Water District (EMWD), switching from San Diego County Water Authority (SDCWA); and

**WHEREAS**, this change requires revisions to some portions of the District’s Administrative Code to update references, including Article 2, which covers Guidelines for the Board of Directors; and

**WHEREAS**, upon updating these references, a provision was also added to identify that if the Board of Directors votes to approve a Director to run for a leadership or Board position of another entity that helps advance the objectives of the District, then the meetings required to fulfill this role would not require advanced approval.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Fallbrook Public Utility District does hereby adopt the proposed revisions to Article 2 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 2 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 25<sup>th</sup> day of March, 2024, by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

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

ATTEST:

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

**EXHIBIT A**

**REVISIONS TO ARTICLE 2 OF THE  
FALLBROOK PUBLIC UTILITY DISTRICT  
ADMINISTRATIVE CODE**

**Article 2. Board of Directors, Guidelines for**

Sec. 2.1 Powers - Delegation.

All powers, privileges and duties vested in or imposed upon the District by law and the Public Utility District Act of the State of California shall be exercised and performed by the Board of Directors, except as such Board shall delegate executive, administrative, and ministerial powers to officers and employees of the District.

Sec. 2.2 Officers of Board of Directors.

Directors are elected by the registered voters of the District for overlapping four-year terms. All Directors of the Fallbrook Public Utility District are elected by subdistrict. All prospective Directors must sign an oath as to age, place of residence, occupation, and whether or not he is a qualified elector residing within the territory of the District for which he is appointed or elected.

Sec. 2.2.1 Election of Officers.

The Officers of the Board of Directors shall consist of a President and a Vice-President chosen by the members. Reorganization (election of officers) will be placed on the agenda in December of each year.

Sec. 2.2.2 Duties of President.

The President shall preside over and conduct all meetings of the Board and hearings before the Board. In so doing, the President shall have the following powers and responsibilities:

- A. To follow the prepared agenda unless the Board concurs in any change.
- B. To determine all questions of order and parliamentary procedure, unless he or she chooses to submit any such question to the Board for decision.
- C. To maintain order and to enforce reasonable rules of decorum.
- D. To determine at meetings of the Board, other than public hearings, whether or not members of the public should be heard on particular issues or otherwise be permitted to address the Board.
- E. To set reasonable limits upon the length of time and the number of occasions on which a person may speak at public hearings as well as other meetings of the Board.
- F. To recognize Board members who may wish to be heard.

- G. To restate, where necessary, and to put to a vote all questions properly before the Board, and to announce the result of each vote.
- H. To terminate debate after there has been reasonable opportunity for full discussion of any issue and further debate would be needlessly repetitive or otherwise not useful, and where proper, to put the matter to a vote.
- I. To rule out of order any comment by Board members, staff or members of the public not germane to the issue then before the Board.
- J. To respond to inquiries by Board members relating to procedures, or to factual information, bearing upon the business before the Board.
- K. To establish standing or ad hoc committees of the Board, and to appoint the members thereof.
- L. To declare the meeting adjourned upon such vote by the Board, or when in his judgment any emergency or other cause requires adjournment.
- M. To authenticate by his signature all acts, orders, and other proceedings of the Board.

Sec. 2.2.3 Duties of Vice President.

The Vice-President shall act if the President is absent or unable to act, and shall exercise all of the powers of the President on such occasion.

Sec. 2.3 Other Officers of the District.

The statutory officers are the General Manager, Assistant General Manager/Chief Financial Officer, and Secretary. The Board of Directors appoints the General Manager, who appoints Management Staff. Other officers may be appointed by the Board of Directors as needed.

Sec. 2.4 Employment of Professionals.

Sec. 2.4.1 General Counsel shall be appointed by the Board and shall be directly responsible to the Board. He or she shall provide legal advice and services as requested by the Board and shall assist the General Manager, Assistant General Manager/Chief Financial Officer, Secretary, and department heads on legal problems which may arise in the administration of their respective duties. The General Counsel's compensation is subject to an annual review and signed agreement with the Board of Directors.

Sec. 2.4.2 The Auditor shall be employed and selected in such manner as the Board directs and shall receive for his services such compensation as the Board prescribes.

The accounts of the District shall be examined at least once a year by a qualified Auditor, who shall report to the Directors the result of his examination.

Sec. 2.5        Time and Place of Board Meetings.

The regular meeting of the Board of Directors shall be held on the fourth Monday of each month at 4:00 p.m. in the Board room of the Fallbrook Public Utility District located at 990 East Mission Road, Fallbrook, California. The Board meeting day and time shall be changed from time to time as designated by the Board of Directors. If the regular meeting falls on a holiday, such regular meeting shall be held on the next business day, or such time as the Board may direct. The agenda shall be posted on the north wall of the entrance to the District and on the District's Internet Web site at least 72 hours in advance of the meeting.

Sec. 2.6        Special Meetings.

A special meeting may be called at any time by the President of the Board of Directors, or by a majority of the members of the Board of Directors, by delivering written notice to each member of the Board of Directors and to each local newspaper of general circulation and radio or television station requesting notice in writing and posting a notice on the District's Internet Web site. The notice shall be delivered personally or by other means and shall be received at least 24 hours before the time of the meeting as specified in the notice. The call and notice shall specify the time and place of the special meeting and the business to be transacted or discussed. No other business shall be considered at these meetings by the Board of Directors. The call and notice shall be posted at least 24 hours prior to the special meeting in a location that is freely accessible to members of the public.

Sec. 2.7        Quorum.

A majority of the Board of Directors constitutes a quorum for the transaction of business.

Sec. 2.8        Actions.

The Board shall act only by Ordinance, Resolution, or motion and may act only on items on a pre-posted agenda. The ayes and noes shall be taken upon the passage of all ordinances, resolutions, or motions and entered upon the journal of the proceedings of the Board. No ordinance or resolution shall be passed or become effective without the affirmative votes of at least a majority of the Board. A roll call vote recorded pursuant to the Public Utility District Act in the minutes of the meeting shall be had if requested by any Director. When not requested, or ordered by the President, a roll call vote shall be dispensed with. "Emergency" items may be added to the agenda if it is determined that there is an emergency situation, or there is a need to take action on an item subsequent to the agenda being posted. A two-thirds vote of the Board is required to add emergency items to the agenda.

Sec. 2.9        Order of Procedure of Meetings.

Except as otherwise provided by law or ordinance, the business of the meetings of the Board of Directors and the order of procedure shall be as provided by Robert's Rules of Order, Revised. The President shall preside at all meetings of the Board, and in his absence, the Vice-President, and in the absence of both the President and the Vice-President, the presiding officer shall be selected by a majority vote of the members of the Board attending such a meeting. At the beginning of each meeting, the public shall be offered the opportunity to address the Board on any issue not on the agenda. Such matters shall not be acted upon without prior notice on future agendas. Any member of the audience who wishes to speak must fill out a speaker slip and present it to the Board Secretary prior to the meeting. Speakers may be limited to three (3) minutes, for both the public comment period and for any specific item on the agenda. After the initial three minutes are up, the Board may ask questions of the speaker.

Sec. 2.9.1      Guidelines for Conduct of Board Meetings.

In an effort to streamline and maintain control of the conduct at Board meetings, the following rules shall be implemented:

- A. The General Manager is responsible for presenting the agenda and all necessary background material and staff reports to the Board of Directors for their consideration.
- B. Any Board member can request that the General Manager place an item on the agenda for the next regular meeting.
- C. Any member of the public may request that the General Manager place an item on the agenda for the next regular meeting. At the General Manager's discretion, the item may, or may not, be placed on the agenda. If the General Manager declines, he will inform the requestor that they may speak at the next regular Board meeting during the public comment period and at that time, they may request that the Board member, or the full Board, place the item on the agenda for discussion.
- D. All background and necessary documents required to complete an agenda item must be submitted to the Board Secretary no later than 10 days prior to the Board meeting.
- E. All staff reports, other than the General Manager, will be in written format. Staff will only make oral presentations at the request of the Board.

Sec. 2.10       Consent Calendar.

The Consent Calendar shall consist of items of a routine non-controversial nature for action by the Board of Directors and which require no discussion. 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 on the Consent Calendar. Such items shall be considered separately for action by the Board.

If an item is removed from the Consent Calendar, the following order of priority shall take place: (a) staff will first make its presentation and respond to questions from the Board of Directors; (b) the public may make comments and respond to questions from the Board of Directors; and (c) the Board will deliberate on the item.

Sec. 2.11      Minutes.

The minutes of the meetings of the Board of Directors shall be recorded and kept permanently by the Secretary in books maintained for that purpose entitled "Agendas, Minutes, and Reports". Unless otherwise expressly directed by the Board at the time of their adoption, the ordinances and resolutions adopted by the Board may be referred to in the minutes by number and title only, but the same shall be recorded in full in books kept for that purpose entitled "Ordinances" and "Resolutions" respectively.

Sec. 2.12      Directors' Compensation.

Directors of the Fallbrook Public Utility District shall receive per diem compensation of One Hundred Twenty Seven Dollars and Sixty-Three Cents (\$127.63) for each meeting of the Board. Per diem compensation shall be reviewed each January at a Board meeting. If the Board determines to proceed with a change, a public hearing will be noticed to receive public comment prior to any action being taken. Changes in compensation shall require the approval of the Board at an open meeting held at least 60 days prior to the effective date of the ordinance making the change and cannot exceed five (5) percent per each calendar year following the operative date of the last adjustment. [Cal. Public Utilities Code § 16002; Cal. Water Code § 20200 et seq.] Said meetings shall include regular, special, and adjourned meetings of the Board, and standing committee meetings.

Compensation for attendance and reimbursement for expenses at other occasions, events, or meetings related to District business, other than those listed below, shall be determined by the Board of Directors, in advance, on a case-by-case basis. Should an occasion arise between Board meetings that would be appropriate for a Board member to attend, prior to the event, the President can authorize such attendance with notification of the rest of the Board at the next regular meeting. If the Board approves a Board Member for a Board or leadership position for another entity that helps advance the objectives of the District, the meetings required to fulfill this role do not require advanced approval. Director fees may be increased as provided by law. Meetings, which shall not require advance approval are:

- A. Association of California Water Agencies (ACWA) Conference (semi-annual)



- B. California Special District Association (CSDA)
  - a. San Diego Chapter Dinner (quarterly)
  - b. Water Utilities Committee (quarterly)
  - c. Annual Conference
- C. California Association of Sanitation Agencies (CASA) (semi-annual)
- D. Training Courses in CA Local Agency Ethics (AB 1234) and/or Sexual Harassment for Supervisors (AB 1825)
- E. Metropolitan Water District of Southern California (up to one per month)
- F. Eastern Municipal Water District (up to one per month)
- G. Meetings between the Board President and the General Manager (up to twice per month)
- H. Up to one meeting per month for each Director with the General Manager to discuss District business
- I. Toastmasters International (up to twice per month)
- J. New Board Member Orientation and Training as prescribed by section 2.16.7 of the Administrative Code

Sec. 2.13      Board Packets.

Board packets are available for review at the District office on the Friday prior to a regular Board meeting after they have been made available to the Board of Directors. The general public may request and receive a copy of a full Board packet at no charge on the Friday preceding a regular Board meeting after 12:00 noon. Arrangements for review and pick-up shall be coordinated by the Secretary.

Sec. 2.14      Board Committees.

The Board currently has three (3) standing committees as follows:

- A. Fiscal Policy & Insurance Committee – This committee shall work with the General Manager and other officers of the District to review the annual audit, the annual financial statement before publication, budget, water rate structures and fees, investments, insurance, and other financial records and operations of the District.
- B. Personnel Committee – This committee is responsible for employer-employee relations, including negotiations with the FPUDEA and FMEA, all substantive changes

in personnel policies, and annual review and salary recommendations of the General Manager.

- C. Engineering and Operations Committee — This committee is responsible to advise the Board concerning the planning, construction, operation, and maintenance of the necessary works for the production, storage, transmission, and distribution of water for irrigation, domestic, industrial, and municipal purposes. They shall also review the capital improvement programs of the District, environmental documents and programs, and the master plans of the District, while conferring with staff during the preparation thereof.

Sec. 2.15      Ethics Policy.

The respected operations of democratic government emphasize that elected officials be independent, impartial and responsible to the people. It requires that they conduct themselves in a manner above reproach. It also imposes an obligation of personal integrity that will foster public respect, confidence, and trust.

This Ethics Policy provides the following general guidelines and specific prohibitions to which elected District officials must conform in pursuit of their assigned duties and responsibilities.

- A. Disclosure of Closed Session Matters. No member of the District shall disclose to any person, other than members of the Board, General Manager, or other District staff designated by the General Manager to handle such matters of confidential District business, the content or substance of any information presented or discussed during a closed session meeting unless the District first authorizes such disclosure by the affirmative vote of three members.
- B. Disclosure of Confidential Communications. Except when disclosure is mandated by State or Federal law, no member of the District Board shall disclose confidential or privileged communications to any person other than members of the Board, General Manager, or other District staff designated by the General Manager to handle such matters, unless the Board of Directors first authorizes such disclosure by the affirmative vote of three members of the Board of Directors.
- C. Conduct During Negotiations/Litigation. The Board of Directors is authorized to provide direction to specifically identified negotiators in a legally constituted closed session on matters involving pending litigation, real estate negotiations and labor negotiations. If the Board of Directors, in closed session, provides such direction to its negotiators, all contact with the negotiating party or party's representative shall be limited to and made by those individuals designated to handle the negotiations. During a pending labor contract or discussion, no member of the District Board shall have any contact or discussion with the negotiating party or the party's representative regarding the subject matter of the pending negotiation. In addition, during litigation or real estate negotiations, no member of the District Board (unless they have been designated as a

negotiator) shall have any contact or discussion with litigating or negotiating party or the party's representative regarding the subject matter of the pending litigation or real estate negotiations.

Nothing in this section shall prohibit Board members from receiving written communications provided they are made available to all Board members and the General Manager on an equal basis.

- D. Ex Parte Communications. The purpose of this provision is to guarantee that all interested parties to any matter before the Board have equal opportunity to express and represent their interests. Ex parte communications are those communications members of the Board have with representatives of only one side of a matter outside the presence of other interested parties. A communication concerning only the status of a pending matter shall not be regarded as an ex parte communication. Any written or oral ex parte communication received by a member of the Board in matters where all interested parties are entitled to an equal opportunity for a hearing, shall be made a part of the record by the recipient.
- E. Violations and Penalties. Any perceived violation of this Ethics Policy by a member of the Board shall be referred to the Board President or the full Board of Directors for investigation, and consideration of any appropriate action warranted.

A violation of this policy may be addressed by the use of such remedies as are available by law to the District, including but not limited to: (a) adoption of a resolution expressing disapproval of the conduct of the Board member who has violated this policy; (b) injunctive relief; (c) referral of the violation to the Attorney General, District Attorney, Fair Political Practices Commission (FPPC), and/or the Grand Jury; or the specific actions available to the Board enumerated in greater detail in Sections 2.16.3 and 2.16.4.

## Sec. 2.16 Comprehensive Code of Conduct.

The following is the Board-approved Code of Conduct for District Board Meetings:

### Sec. 2.16.1 Purposes and Goals of Code of Conduct.

Effective policy leadership requires the Board to foster effective communication throughout the organization. Effective communication is necessary to encourage the delivery of safe, high quality water and sewer services, as well as compliance with ethical and legal imperatives. Effective communication occurs best in an atmosphere of mutual respect, in which board members, staff, and members of the public feel valued and free to express themselves. Effective communication requires thorough preparation for meetings, adherence to approved procedures for the conduct of meetings, including compliance with time limits and courteous conduct during debate and discussion. Effective

communication requires an atmosphere free from threats, intimidation, abusive behavior, violence, harassment, and other dangerous or disorderly conduct.

The Board believes that at a minimum, its members should behave, on a voluntary basis, as if they are fiduciaries who are expected to honor the same duties of loyalty and care expected of their peers who serve on the boards of public agencies. Board members should act professionally at all times.

This Code of Conduct is intended to describe: (1) minimum expectations for conduct at, and surrounding Board meetings; (2) how Board members are provided the resources needed for effective, informed governance; (3) rules for ensuring the fairness of proceedings; and to (4) prescribed consequences for misconduct which does not contribute to effective leadership of the FPUD, including declaring Board members ineligible for receipt of discretionary perquisites of office within the jurisdiction of the Board.

Sec. 2.16.2 Minimum Expectations for Conduct of Board Meetings.

- A. Once the Board has a quorum, the meeting should immediately commence. Time periods announced by the President for recesses shall be strictly observed.
- B. For each agenda item on which there is anticipated action, there should first be a motion and a second before any Board discussion is permitted, except that:
  - 1. Any Board member who must abstain from participation in a matter because of a legal conflict of interest shall ask the President for permission to announce the conflict; and
  - 2. Any Board member who has had any ex parte contacts with respect to an agenda item affecting the legal rights of a party appearing before the Board on a quasi-judicial matter shall ask the President for permission to describe the nature of those contacts so that the party may evaluate the potential partiality and appearance of fairness of the Board member's participation in decision-making regarding that matter. In case of doubt, a Board member shall err on the side of disclosure of the ex parte contacts.
- C. If there is no motion on an action item, or if a motion is made and there is no second, the President should move to the next agenda item without further comment from the Board members.
- D. For each agenda item that has received a motion and a second, the President should ask each member in turn as to whether that member wishes to speak on the item, starting with the maker of the motion.
- E. Each member will be recognized by the President and shall be allotted up to three minutes to speak to the motion, once recognized. Time for questions and answers addressed by a member to staff or to other Board members is included in the three

minutes, unless the President grants an exception. Members who anticipate that this time will be insufficient shall, whenever feasible: (1) submit written statements at any time; (2) submit written questions to the President and General Manager at least 48 hours in advance of a regular meeting (see B, 2 above); or (3) request additional time. Only the member who has been recognized may speak on the motion during that time. Time limits are to be managed by the Board President.

- F. When the member's time allotment has concluded, the President should immediately recognize the next member in turn to determine if he/she wishes to speak. When recognized, the member should start speaking and the prior speaker shall promptly yield the floor.
- G. Once the President has offered each member the opportunity to be heard, the President may offer a second round of comments. The President should again offer each member a three-minute opportunity to speak.
- H. Unless recognized by the President, Board members shall not address members of the public who come forward to speak, and should not enter into a dialogue or debate.
- I. Agenda materials are intended to provide answers to as many questions as possible regarding agenda items, prior to the Board meetings. Board members are expected to review the agenda materials thoroughly, prior to the Board meetings, and to timely request additional information or clarification in advance whenever feasible—generally at least 48 hours prior to any regular meeting. (See B, 2 above.) Questions from Board members at the meetings should be for the purposes of seeking clarification and/or additional information regarding particular agenda items and/or agenda materials.
- J. Board members should be courteous and respectful of all meeting participants, including the President. Board members shall comply with the legitimate orders of the President regarding the orderly conduct of the business before the Board.
- K. Conduct while attending Board meetings and other meetings and events related to the Board and Board committees, and while engaged in other Board-related business, which is unsafe, disruptive or which constitutes threats, intimidation, abusive behavior, violence, harassment, and other dangerous or disorderly conduct, willful disturbance of the meeting or which otherwise violates Cal Penal Code § 403, as shown in Appendix A, is prohibited.
- L. Board Members should attend every Board Meeting and remain for the entirety of each meeting. The Board President shall make an oral announcement of any departure from the meeting and the reason, if available.

Sec. 2.16.3 Breaches of Order at Meetings; Sanctions.

The Board has a responsibility to govern itself. The Board has a right to make and enforce rules to ensure the conduct of the public's business in an efficient and orderly manner, and without disruption by members of the public or members of the Board, up to and including ejection. At the same time, the public and Board members shall be free to criticize the policies, procedures, programs and services of the organization, and the acts and omissions of the Board.

Notwithstanding any other policy of the Board, violations of this policy during a Board meeting may be enforced, as follows:

- A. The President shall call to order, by name, any person who is in violation of any of the rules of conduct established under this policy, which is committed in the immediate view and presence of the Board. The President shall request that person refrain from any further violation, warn that a repetition may violate Cal Penal Code § 403 and result in removal from the meeting, and may specifically state that any further violation may constitute contempt of the Board.
- B. If the person repeats the violation or proceeds to violate any other provision of this policy in the immediate view and presence of the Board (such as by refusing to yield the floor or otherwise disrupting proceedings), the President may call a recess of the meeting, stating that the reason for the delay is due to the misconduct of the Board member or other person. If following such recess, the Board member or other person persists in willfully interrupting the meeting such that order cannot be restored, the President, with the concurrence of the Board, shall order the disruptive Board member or other person removed from the meeting room by District or security personnel, or, as to Board members, may request a motion under paragraph C. If removal of a Board member is ordered, the Board member shall be entitled to adjourn to attend the balance of the meeting by telephone at the meeting location or other location consistent with the Brown Act, notwithstanding the provisions of any other Board policy.
- C. In the alternative, if a Board member repeats the violation or proceeds to violate any other provision of this policy in the immediate view and presence of the Board, or, following a return from recess of the meeting if called, the President may call for a motion holding the Board member in contempt. Such a motion shall take precedence over any other motion, and shall describe the action or actions constituting the violation of this policy. If such a motion is made and seconded, each Board member shall have an opportunity to discuss the motion in accordance with this policy. If the motion is passed, the Board member shall be advised by the President that he or she has been held in contempt. A second motion may then be made to prescribe the sanction or sanctions to be imposed, which may include, but shall not be limited to, one or more of the following:
  1. A statement of censure, identifying the misconduct;
  2. Removal of the offending Board member from membership on one or more Board committees, or, if chair of any committee, removal from that position, for a

specified period, or if no period is specified, until the annual election of Board officers;

3. Removal of the offending Board member from holding any Board office currently held;
  4. Removal of the offending Board member from the meeting room and offering the member the right to adjourn to attend the balance of the meeting by telephone at the meeting location or another location consistent with the Brown Act; provided that the offending Board member may also be required to attend one or more future meetings by teleconference;
  5. A determination that no compensation shall be earned by the offending Board member for attendance at the meeting at which the contempt occurred;
  6. A determination that the offending Board member shall not be provided any defense or indemnity in any civil actions or proceedings arising out of or related to the member's misconduct or the agenda items whose consideration was willfully disrupted or prejudicially delayed by the misconduct, based upon the Board member's actual malice;
  7. Rendering the offending Board member ineligible to receive any advances or reimbursement of expenses to attend future conferences or meetings otherwise permitted;
  8. Referral of the matter to the County Grand Jury pursuant to Cal Gov Code § 3060, as shown in Appendix B.
- D. Following the outcome of a motion for sanctions, the President shall direct that the order of the Board be carried out by staff, the General Manager, and/or General Counsel, as appropriate.
- E. In the event violations of this Policy occur in a closed session, the President may suspend the closed session and return to open session for the purpose of commencing the enforcement process contemplated by this section. All proceedings under this section 2.16.3 shall occur in open session.

Sec. 2.16.4 Violations of Board Policies or Law Outside of Board Meetings.

- A. When a violation of a Board policy by a member of the Board is alleged to have occurred outside of a Board meeting, the President or any member of the Board may request that an item be placed on the agenda to consider what sanctions may be appropriate, if any. In such instances, evidence of the misconduct shall be presented by the requesting member. The Board member accused of misconduct shall have an opportunity to present evidence and respond to the allegations made. Formal rules of evidence shall not apply.

- B. After consideration of the evidence presented, the Board may take such actions as it may deem appropriate, including but not limited to those described in section C of this policy, other than section 2.16.3, paragraph C, 5.

Sec. 2.16.5 Sanctions.

- A. Discipline imposed on directors herein shall continue for successive election cycles; i.e., re-election of a director who has been disciplined shall have no effect on discipline imposed in a prior term of office.
- B. A director may apply for relief from discipline upon submitting proof of compliance with the requirements of the discipline notice, if appropriate. For example, if discipline was imposed for failure to attend director orientation with the general manager, the director would submit proof of attendance.

Sec. 2.16.6 Authority of Administration to Provide for Security.

- A. The District Administration is authorized and directed to develop and implement policies and procedures, engage employees or contractors to provide security, consistent with applicable law, to promote a secure and orderly environment for Directors, employees, staff, and members of the public. These policies and procedures will include a process for notifying the District Administration in the event that any person feels that he or she has been subjected to conduct which violates this Policy.
- B. The District Administration is authorized and directed to take lawful and appropriate action and to pursue lawful and appropriate remedies against any person found to have violated this Policy.

Sec. 2.16.7 Board Orientation and Training.

- A. Every Board member shall participate in an orientation and training to be offered by the District within 60 days of election or assuming office as a condition to receiving compensation or allowance of expenses. The District encourages all directors, including re-elected directors, to attend on-going educational training.
- B. The required orientation and training shall be offered at times and places convenient to the Board member.
- C. The orientation and training for new Board members shall include:
  - 1. Attendance at the California Special District Association (CSDA) Special District Leadership Academy Conference or a half-day orientation by a third party trainer specialized in local governance. The training will include the following:
    - a. Roles and responsibilities of Board members.



- b. The role of staff and the General Manager.
  - c. Attributes and characteristics of highly effective Boards
  - d. The Boards role in setting direction for the District and in establishing financial accountability and transparency.
2. A copy of the Board Governing Documents, which shall be reviewed and acknowledged by the Director. The Board Governing Documents includes the following:
    - a. District Background and Strategic Plan
    - b. CSDA Special District Board Member Handbook
    - c. Copy of this section of the Administrative Code
    - d. Ralph M. Brown Act
    - e. Copy of the Public Utility District Act
  3. Briefings delivered by members of the management team regarding:
    - a. District financial management and budgeting practices.
    - b. Review of the District Capital Improvement Program and a tour of the facilities owned or operated by the District.
    - c. The roles and responsibilities of each department.
  4. A briefing with the District General Counsel regarding:
    - a. Compliance laws and regulations, including conflict of interest rules under State and Federal law.
    - b. Legal responsibilities of Board members.
- D. This orientation and training shall supplement the training required by law under AB 1234.
- E. It is also recommended that new Board members complete additional training during their first term, which would include:
1. Additional CSDA training, including additional Special District Leadership Academy Training and courses on financial oversight and governance

2. Tours provided by MWD of the State Water Project and Colorado River Aqueduct systems

Sec. 2.17      Directors Expenses Incurred on District Business.

Members of the Board of Directors attend regular, adjourned, or special meetings of the Board. In addition, they attend other District meetings, committee meetings, association meetings, and/or community functions or education seminars on behalf of the District. State statutes authorize District payments for meetings, reimbursement of expenses, and the provision of health and welfare benefits for active Directors. The District will compensate Directors a per diem for attendance at authorized meetings or functions and will reimburse Directors for reasonable expenses incurred while traveling on District business to include lodging, dining, transportation, and related incidentals.

2.17.1          Directors and Meetings.

As provided in Article 2, Section 2.12 of the District's Administrative Code, each Director shall receive per diem compensation for each day of attendance at meetings of the Board or for each day of service rendered as a Director by request or authorization of the full Board, not to exceed a total of ten (10) days in any calendar month. Attendance at meetings or functions shall be approved in advance by the Board of Directors of the District in order to be eligible for compensation and/or reimbursement. Director's claims for per diem amounts shall be made on a Director Per Diem/Meeting Form.

The District may pay compensation to District Board members for attendance at the following occurrences:

1. A meeting of the Board of Directors.
2. A conference or organized educational activity.
3. Any meeting related to District business with prior approval pursuant to Section 2.12.
4. Standing committee meetings and ad hoc committee meetings. These meetings, where practical, should be scheduled to correlate with other meetings at the District on the same day.

When travel arrangements require a day earlier arrival or a day later departure, Directors will not be eligible for the compensation; however, reasonable expenses associated with the extended stay will be reimbursed as specified below.

2.17.2          Prepayment of Otherwise Reimbursable Expenses.

A Director may request prepayment of registration, transportation, and lodging. Prepayments shall be limited to the Director's expenses only. No advances shall be made on travel expenses.

2.17.3            Reimbursement of Expenses.

Each Director shall be reimbursed for travel expenses to and from meetings or for any other authorized District business as follows:

1. Authorization. Travel associated with the attendance of meetings or functions for Directors shall be approved in advance by the Board of Directors at a regular meeting with the item agendaized under "Advance Approval to Attend Meetings."
2. Transportation.
  - a. Air Transportation. The District will endeavor to purchase airline tickets in advance taking advantage of discounts and low fares.
  - b. Automobile Transportation. Directors may use their personal vehicle. The District will reimburse Directors at the current rate/mileage as established by the Internal Revenue Service (IRS), plus tolls, parking, etc. provided, however, if air transportation is available, the total amount of expenses paid shall be limited to the cost of coach air travel between points traveled by personal vehicle. Gasoline, collision and liability insurance, and maintenance will be provided by the Director and is deemed covered in the rate/mileage reimbursement.

Directors using personal vehicles on District business must maintain a valid California driver's license and automobile insurance coverage required by the State of California or make arrangements for a driver who meets the above requirements. The Secretary will verify that Directors have valid driver's licenses. Directors will also be required to maintain automobile insurance coverage. Proof of such insurance shall be submitted to the Secretary upon renewal of the Director's individual automotive insurance policy. A current policy must be on file for a Director to be eligible for mileage reimbursement.

The District will provide a rental car when needed. Such rental car shall be a compact unless upgrades are offered at no additional cost to the District.

- c. Miscellaneous Transportation. Whenever practicable bus, taxi, rail, shuttle, etc., transportation may be used in lieu of, or in conjunction with, transportation modes above.

2.17.4            Meals and Lodging.

Whenever travel requires meals, the meals shall be reimbursable provided the Director presents an itemized receipt along with the “Board Expense Reimbursement Form” for all meals. Reimbursements for expense items where a receipt has been lost will not be paid until the Board President has reviewed and approved the expense item. Meals are reimbursable based on the Meals and Incidental Expenses (M&IE) as updated by the U.S. General Services Administration:

1. Full Day Reimbursement. When a Director is traveling for a full day and no meals are provided for by other sources, such as pre-paid registration, the Director may be reimbursed for meal expenses at the rate provided by the M&IE per day. If the Director exceeds the rate provided by the M&IE and the Board President deems the meal expense, in whole or in part, is reasonable for the occasion or circumstance, the Board President may authorize reimbursement in excess of the M&IE rate.
2. Single Meal Reimbursement. When a Director requires reimbursement for a single meal while traveling, the maximum meal reimbursement amount shall be at a rate provided by the M&IE for breakfast, lunch, and/or dinner. If the Director exceeds the rate provided by the M&IE and the Board President deems the meal expense, in whole or in part, is reasonable for the occasion or circumstance, the Board President may authorize reimbursement in excess of the M&IE rate.
3. Partial Day Reimbursement. When a director will be traveling for a partial day or where a single meal is provided for by other sources, such as pre-paid registration, the maximum reimbursement amount shall at the rate provided by the M&IE per meal. If the Director exceeds the rate provided by the M&IE and the Board President deems the meal expense, in whole or in part, is reasonable for the occasion or circumstance, the Board President may authorize reimbursement in excess of the M&IE rate.
4. Taxes and Gratuities. The maximum meal reimbursement amounts are inclusive of, and assume expenses for, taxes and gratuities of up to 15%.
5. Lodging. The District will reimburse Directors or pre-pay accommodations in single rooms at conference facilities at the group rates, if available, or in close proximity when applicable. Or, in the absence of conference accommodations, normal single-room business, government, or commercial class accommodations may be obtained. Under normal circumstances, lodging will not be reimbursed for the night before a conference starts and the night after it ends. However, in situations where available travel schedules would require the Director to leave home before 6:00 a.m. or return to home after 12:00 a.m., lodging for the night before or the night after will be reimbursable.

2.17.5            Entertainment.

The District will not cover expenses incurred for recreation or entertainment.

2.17.6 Incidental Expenses.

Unavoidable, necessary, and reasonable authorized expenses will be fully reimbursed by the District. Some examples of allowable expenses are:

1. Reasonable transportation to local restaurants and to operational functions that are a part of conference events.
2. Reasonable gratuities, up to 15%, on reimbursable expenses.
3. Parking fees related to conference functions.
4. Fees for in-room high speed internet access for each day while registered at the hotel.
5. The following expenses are not reimbursable:
  - a. Alcoholic beverages
  - b. Parking or traffic violations
  - c. In-room services or movies
  - d. Laundry services
  - e. Expenses incurred by spouses, family members or guests.

2.17.7 Director's Responsibility.

Directors must submit a detailed "Board Expense Reimbursement Form" for reimbursement. Expense Reports must document that expenses meet the existing District policy. Claim forms should be supported by vouchers and itemized receipts of expenditures for which reimbursement is being requested. Receipts must be attached for all meal expenses and for any expense over ten dollars (\$10). Receipts are not required for non-meal individual expenses of ten dollars (\$10) or less. However, an explanation of the expenditure, the amount paid and the vendor's name is required. If a receipt required for reimbursement is lost, the lost receipt must be noted on the "Board Expense Reimbursement Form," presented to the Board President, and approved for reimbursement before any payment can be made. Claim forms should be submitted within 30 calendar days after the expense was incurred. Expense claims requiring reimbursement to the District, which are not reconciled within 30 calendar days, shall be deducted from the next month's reimbursement.

Expenses will not be reimbursed for meetings that have been pre-paid and not attended. Directors shall submit, in writing, for action at the next Board meeting the reason why they

were not able to attend the meeting and why they should be excused. Directors will be required to reimburse the District for any pre-paid expenses for any unexcused absence. This reimbursement will be made by deduction from future expenditures.

When two or more Directors combine an expense on one receipt, the Director requesting reimbursement should indicate, on or attached to the Directors' "Board Expense Reimbursement Form," the identity of the other person(s) sharing expenses. This will facilitate appropriate allocation of expenses to each participant.

Expenses incurred by spouses, family members, or guests are the responsibility of the Director.

2.17.8        Reports.

Directors shall provide brief reports on meetings attended at the expense of Fallbrook Public Utility District at the next regular meeting of the District.

2.17.9        Penalties.

Penalties for misuse of District resources or falsifying expense reports in violation of expense reporting policies may include, but are not limited to, the following:

1. The loss of reimbursement privileges.
2. Restitution to the District.
3. Civil penalties for misuse of District resources pursuant to Govt. Code Sec. 8314.
4. Prosecution for misuse of District resources, pursuant to Sec. 424 of the Penal Code.

2.17.10       Ethics Training.

1. "District official" means the following:
  - a. Any Director who receives any type of compensation, salary, or stipend or reimbursement for actual and necessary expenses incurred in the performance of official duties.
  - b. Any employee designated by the District to receive the training specified under this article.
2. "Ethics Laws" include, but are not limited to, the following:
  - a. Laws relating to personal financial gain by public servants, including, but not limited to, laws prohibiting bribery and conflict-of-interest laws.

- b. Laws relating to claiming prerequisites of office, including, but not limited to, gift and travel restrictions, prohibitions against the use of public resources for personal or political purposes, prohibitions against gifts of public funds, mass mailing restrictions, and prohibitions against acceptance of free or discounted transportation by transportation companies.
- c. Government transparency laws, including, but not limited to, financial interest disclosure requirements and open government laws.
- d. Laws relating to fair processes, including, but not limited to, common law bias prohibitions, due process requirements, incompatible offices, competitive bidding requirements for public contracts, and disqualification from participating in decisions affecting family members.
  - (1) If a District official provides any type of compensation, salary, or stipend to a member of a legislative body, or provides reimbursement for actual and necessary expenses incurred by a member of a legislative body in the performance of official duties, then all District officials shall receive training in ethics pursuant to this article.
  - (2) Each District official shall receive at least two hours of training in general ethics principles and ethics laws relevant to his or her public service every two years.
  - (3) If any entity develops curricula to satisfy the requirements of this section, then the Fair Political Practices Commission and the Attorney General shall be consulted regarding the sufficiency and accuracy of any proposed course content. When reviewing any proposed course content, the Fair Political Practices Commission and the Attorney General shall not preclude an entity from also including local ethics policies in the curricula.
  - (4) The District or an association of the District may offer one or more training courses, or sets of self-study materials with tests, to meet the requirements of this section. These courses may be taken at home, in-person, or online.
  - (5) All providers of training courses to meet the requirements of this article shall provide participants with proof of participation.
  - (6) The District shall provide information on training available to meet the requirements of this article to its local officials at least once annually.
    - (a) Each District official in District service as of January 1, 2006, except for District Directors whose terms of office ends before January 1, 2007, shall receive the training required herein before January 1, 2007. Thereafter, each District official shall receive the training required herein at least once every two years.

- (b) Each District official who commences service with the District on or after January 1, 2006, shall receive the training required herein no later than one year from the first day of service with the District. Thereafter, each District official shall receive the training required herein at least once every two years.
- (c) A District official who serves more than one local agency shall satisfy the requirements of this article once every two years without regard to the number of local agencies with which he or she serves.
- (d) The District shall maintain records indicating both of the following:
  - i. The dates that the District official satisfied the requirements of this article.
  - ii. The entity that provided the training.
- (e) Notwithstanding any other provision of law, the District shall maintain these records for at least five years after District officials receive the training. These records are public records subject to disclosure under the California Public Records Act.

Sec. 2.18      Gifts and Disclosure.

The California Political Reform Act of 1974 requires specified local government officials to periodically submit reports concerning sources of income or gifts as specified and has been amended to prohibit local elected office holders and designated employees of government agencies from accepting any honorarium as defined, as well as gifts in excess of \$500.00 with certain exceptions.

The Political Reform Act requires an annual disclosure of any reimbursement paid by the District within the immediately preceding fiscal year of at least \$100.00 for individual charges paid to any employee or member of the governing body of the District.

2.18.1      Annual Disclosure of Reimbursements.

The Fallbrook Public Utility District shall cause, at least annually, the disclosure of any reimbursement paid by the District within the immediately preceding fiscal year of at least one hundred dollars (\$100) for each individual charge for services or product received. "Individual charge" includes, but is not limited to, one meal, lodging for one day, transportation, or a registration fee paid to any employee or member of the Board of Directors of the Fallbrook Public Utility District. The Assistant General Manager/Chief Financial Officer shall implement procedures to track such disbursements and publish or print same at least annually by a date determined by the District and shall be made available for public inspection. All reimbursement requests received after January



1, 1995, which are \$100 or more shall be listed. Payments for benefits such as insurance, retirement, and car allowances shall not be reported.

2.18.2            Prohibition Against Acceptance of Honorarium.

No elected officeholder, elected or appointed member of the Board of Directors, or "designated employee" (as defined in the Conflict of Interest Code) of the Fallbrook Public Utility District shall accept any honorarium. An "honorarium" means any payment made in consideration for any speech given, article published, or attendance at any public or private conference, convention, meeting, social event, meal, or like gathering. Honorarium does not include earned income for personal services which are customarily provided in connection with the practice of a bona fide business, trade, or profession such as teaching, practicing law, medicine, insurance, real estate, banking, or building contracting unless the sole or predominant activity of the business, trade, or profession is making speeches. This prohibition does not extend to reasonable travel, admission, and the refreshments provided at an event where a Board member or designated employee gives a speech or otherwise actively participates.

2.18.3            Permissible Gifts May Not Exceed \$500.00.

No elected officeholder, elected or appointed member of the Board of Directors, or designated employee of the Fallbrook Public Utility District shall accept any gifts, from any single source, which is in excess of five hundred dollars (\$500), in any calendar year, except reimbursement for actual travel expenses and reasonable subsistence in connection therewith. The Fair Political Practices Commission may further adjust this amount annually. Prohibited gifts include anything of value that is accepted, regardless of whether it is used. Excessive gifts should be returned within 30 days to avoid violating the law. The limitation on receipt of gifts does not exempt wedding, birthday, or other holiday gifts. The following are not "gifts" under this section: gifts from relatives, informational material (i.e., reports, pamphlets, calendars to keep officials informed), inheritances, and personalized plaques and trophies with an individualized value of less than \$500. Other gifts that are not used and are donated to charity within 30 days of receipt are not included.

2.18.4            Penalties for Violations.

The penalties for violating the restrictions on honoraria and gifts under the Political Reform Act constitute a criminal misdemeanor and may be punished by a fine of up to the greater of \$10,000 or three times the amount the violation received.

**ARTICLE 2**

Sec. 2.12 – Rev. 95  
Sec. 2.5 - Rev. 2/97  
Sec. 2.11 – Rev. 9/98  
Sec. 2.13 – Rev. 12/98  
Secs. 2.2, 2.9, 2.10, 2.14 – Rev. 2/04  
Sec. 2.3 – Rev. 6/06  
Sec. 2.14 – Board Committees added  
– Rev. 8/08  
Secs. 2.3, 2.4.1, 2.6, 2.12, 2.13 –  
Rev. 12/09  
Sec. 2.12 – Rev. 9/10  
Sec. 2.12 – Rev. 8/12  
Sec. 2.16 – Added 12/12  
Sec. 2.15 – Rev. 1/13  
Secs. 2.16.5, 2.16.6, 2.16.7 – Rev.  
9/14  
Sec. 2.2 - Rev. 2/27  
Sec. 2.12 – Rev. 10/17  
Secs. 2.2.2, 2.2.3, 2.3, 2.4.1, 2.5, 2.6,  
2.10, 2.11, 2.12, 2.16.7, and add 2.17,  
2.17.1, 2.17.2, 2.17.3, 2.17.4, 2.17.5,  
2.17.6, 2.17.7, 2.17.8, 2.17.9,  
2.17.10, 2.18, 2.18.1, 2.18.2, 2.18.3,  
2.18.4 – Rev. 8/18  
Sec. 2.12 – Rev. 10/18  
Secs. 2.12, 2.14 – Rev. 1/19  
Sec. 2.12 – Eff. 4/26/19 (Ord. 343)  
Secs. 2.18, 2.18.3 – Rev. 10/19  
Sec. 2.12 – Eff. 4/26/20 (Ord. 346)  
Sec. 2.12 – Eff. 4/26/21 (Ord. 349)  
Sec. 2.12 – Eff. 4/29/22 (Ord. 351)  
Sec. 2.12 – Eff. 4/29/23 (Ord. 355)

**M E M O**

**TO:** Board of Directors  
**FROM:** Jack Bebee, General Manager  
**DATE:** March 25, 2024  
**SUBJECT:** Support for Federal Funding Request for the Fallbrook Downtown Water Reliability Pipeline Replacement Project

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Purpose

To request Board support for the request for federal funding to help support the District's downtown water reliability pipeline replacement project.

Summary

The Board is aware of the on-going needs to replace the District's aging pipeline infrastructure and the Board has supported a robust pipeline replacement program. The goal of the program is to replace pipelines before they reach the end of their useful life and create major disruptions and property damage.

A core area of the District's water service is the historic downtown Fallbrook area. A number of key pipelines have been identified for replacement in this area. These pipelines not only serve the District residents, but also help ensure the District can provide service to Naval Weapons Station Detachment Fallbrook and also wheel water to Camp Pendleton in an emergency.

This project has been included in the District future pipeline replacement program and capital budget.

Recommended Action

That the Board approve the attached Resolution No. 5073 supporting the District's application for Fiscal Year 2025 Federal Funding for its Fallbrook Downtown Water Reliability Pipeline Replacement Project.

**RESOLUTION NO. 5073**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE FALLBROOK PUBLIC UTILITY DISTRICT SUPPORTING AND SEEKING FAVORABLE CONSIDERATION FOR THE DISTRICT'S APPLICATION FOR FISCAL YEAR 2025 FEDERAL FUNDING FOR ITS DOWNTOWN FALLBROOK WATER RELIABILITY PIPELINE REPLACEMENT PROJECT IN THE INTERIOR, ENVIRONMENT AND RELATED AGENCIES APPROPRIATIONS BILL**

\* \* \* \* \*

**WHEREAS**, the Fallbrook Public Utility District located in San Diego County is in its 101<sup>st</sup> year of operating a public water system serving a population of 35,000—which includes disadvantaged communities—as well as 546 agricultural and family farms and two federal military installations; and

**WHEREAS**, the District is the sole source of water supply for Naval Weapons Station – Detachment Fallbrook and is the emergency supply source for Marine Corps Base Camp Pendleton using its existing pipeline infrastructure; and

**WHEREAS**, the District serves a large number of San Diego County's 5,700 farms--more than any other U.S. county--which provide food to the nation; and

**WHEREAS**, the District has aging infrastructure—some over 80 years old--greatly in need of replacement; and wishes to maintain water supply affordability for the citizens it serves; and

**WHEREAS**, the District is seeking funding in the Fiscal Year 2025 Interior, Environment and Related Agencies Appropriations Bill – EPA State and Tribal Assistance Grants (“STAG”) for its Pipeline Replacement Project; and

**WHEREAS**, the District's Pipeline Replacement Project is shovel-ready as soon as federal funding assistance is available and the District is prepared to provide local share funding as required for STAG funding.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the Fallbrook Public Utility District fully supports and seeks favorable consideration for its Water Reliability Pipeline Replacement Project funding request in the Interior, Environment and Related Agencies Appropriations Bill and respectfully requests that the California Congressional Delegation include the District's request in their respective requests to the subcommittee.

**PASSED AND ADOPTED** by the Board of Directors of the Fallbrook Public Utility District at a regular meeting of the Board held on the 25<sup>th</sup> day of March, 2024, by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

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

ATTEST:

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

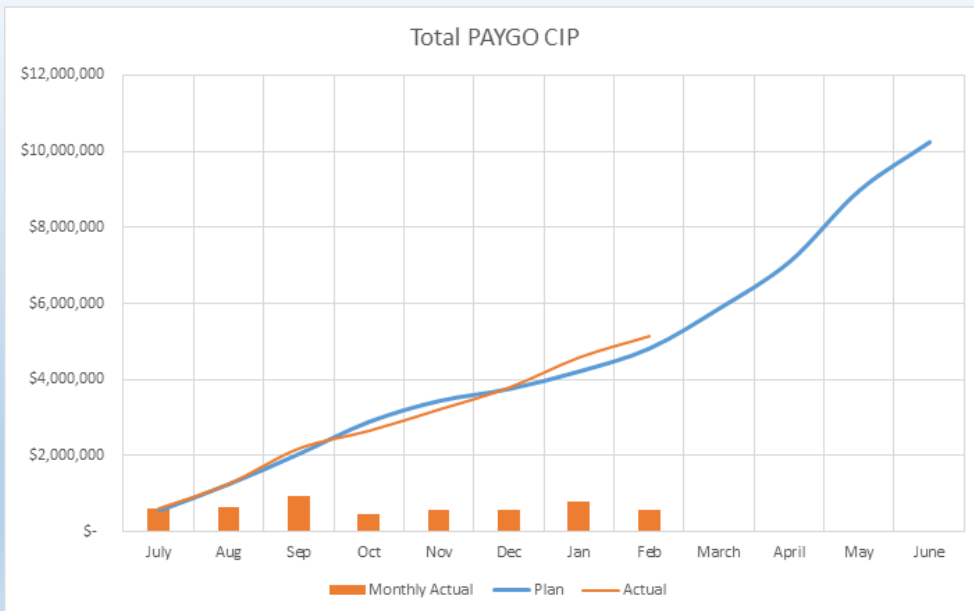


# Fallbrook Public Utility District

## Engineering and Operations

### Board Meeting MAR 2024

## Total CIP FY24



# Wastewater Treatment

Reclamation Plant

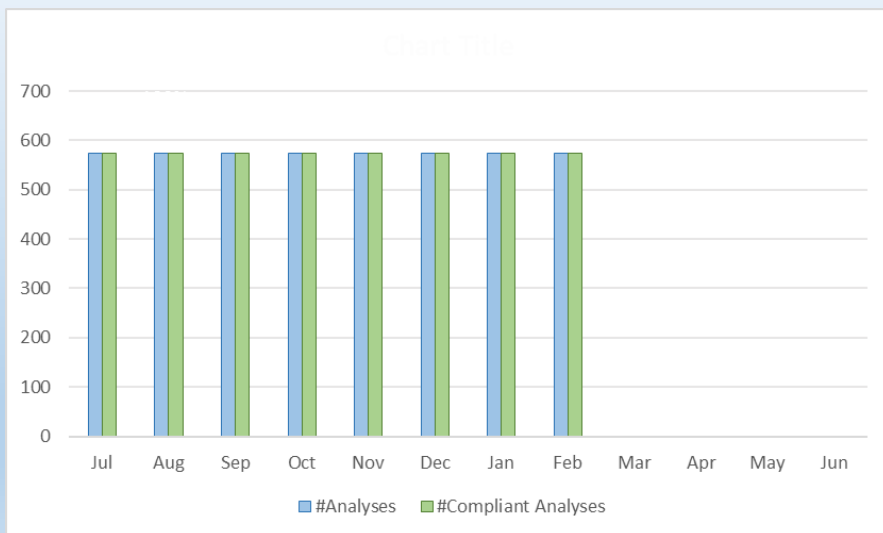
Recycled Water

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

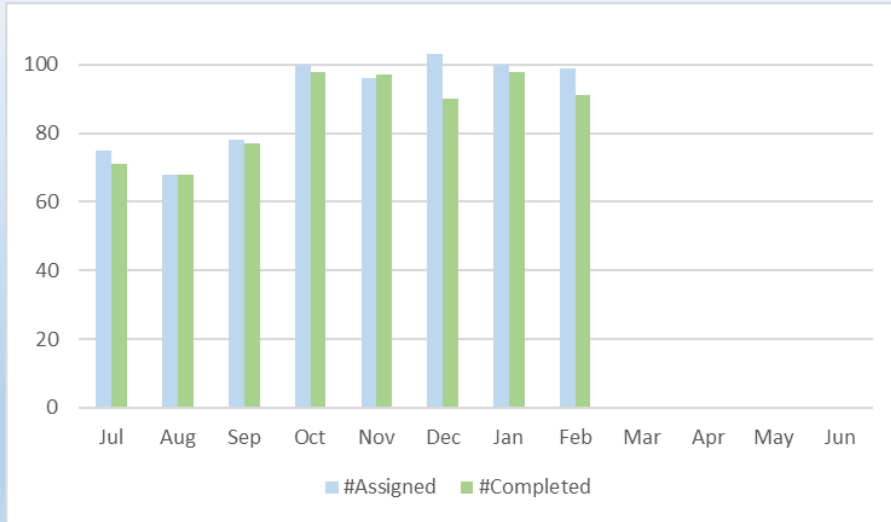
## Wastewater Treatment System Regulatory Compliance

**SRWQCB  
Compliance:**  
NPDES  
WDR

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



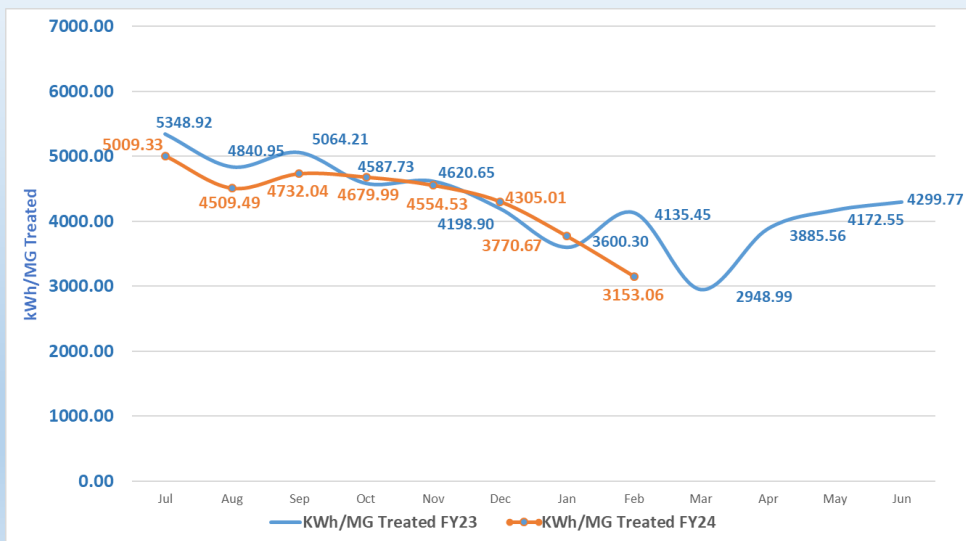
## Reclamation Plant – Wastewater PMs



5

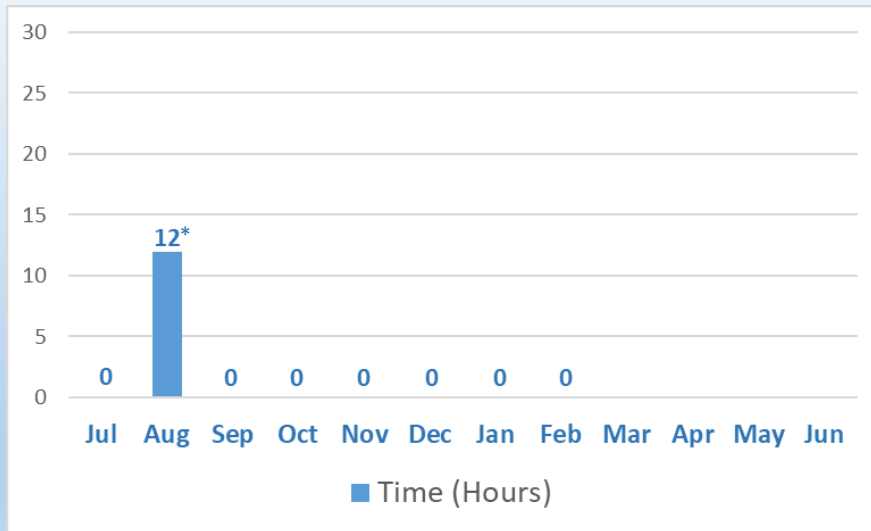
Formula =  
 $\frac{\text{Total Plant Energy Demand}}{\text{MG Treated Flow}}$

## 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

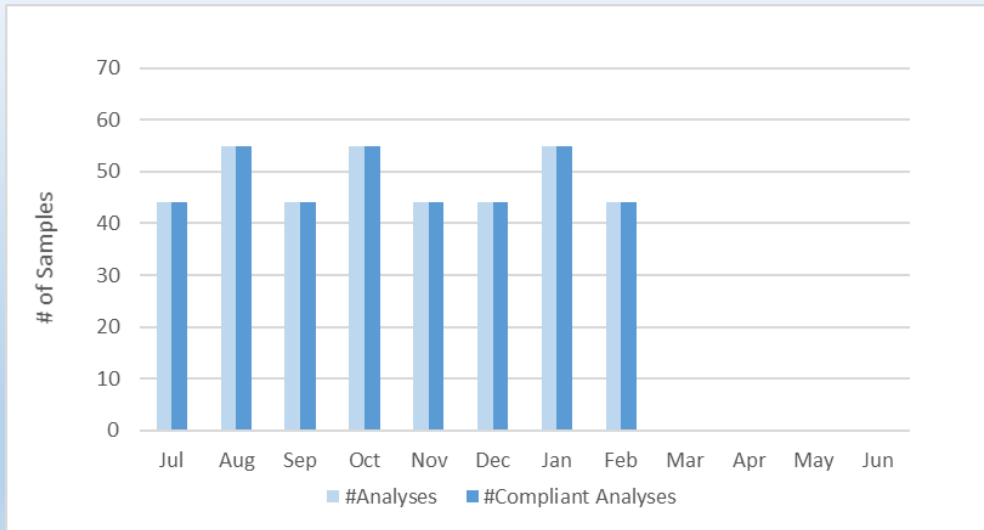
SMGTP Flows

8



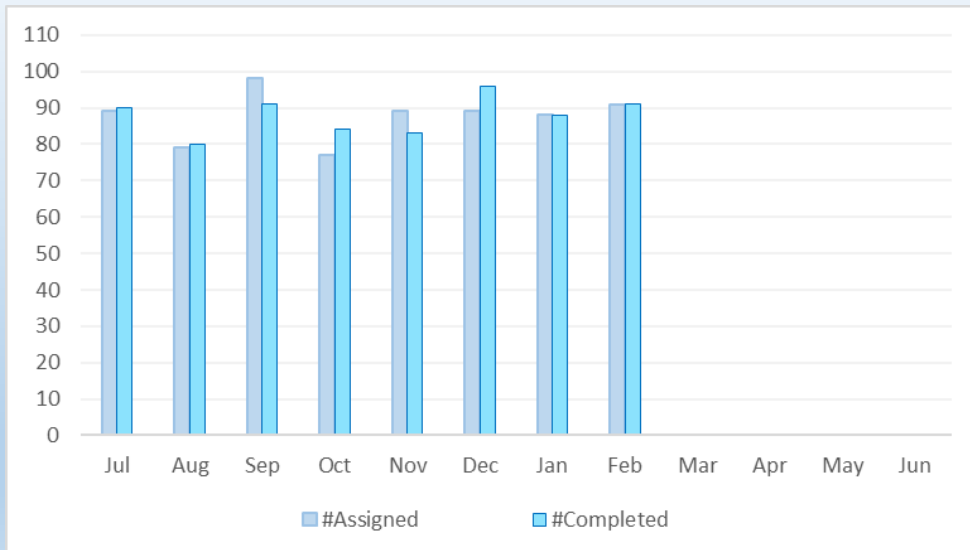
## Water System Regulatory Compliance

- Facility Operation
- Routine Sampling



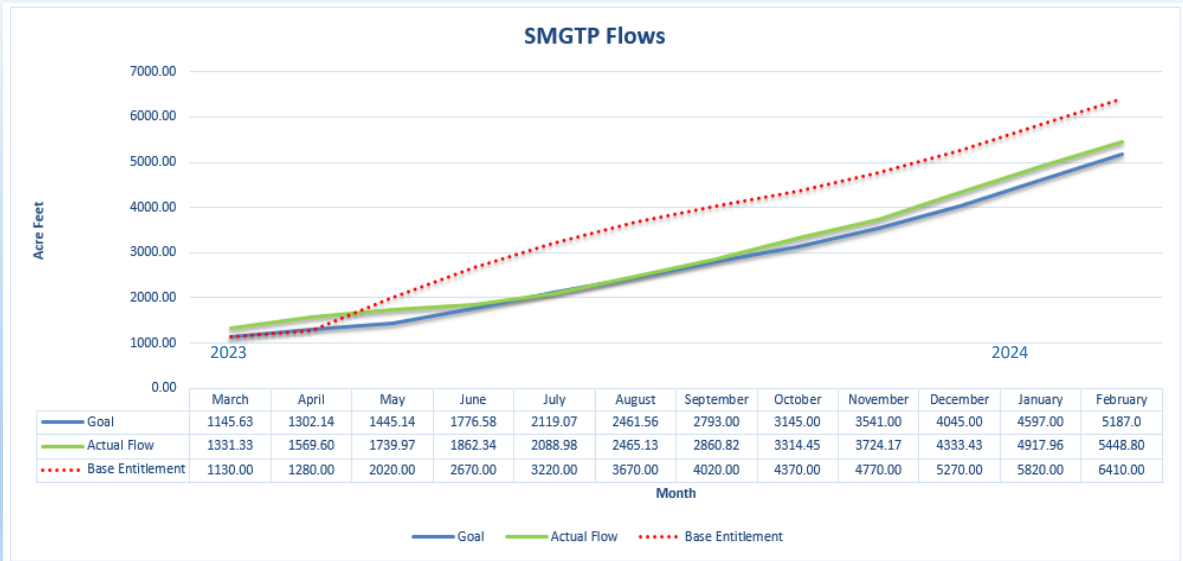
9

## Water System PMs



10

# SMGTP Flows



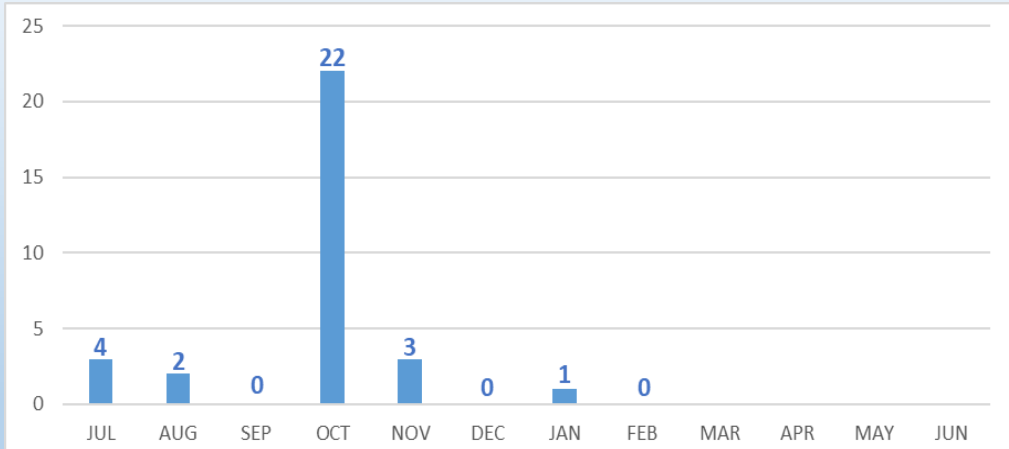
11

# Meter Services

Meter Testing  
Valve Exercising

12

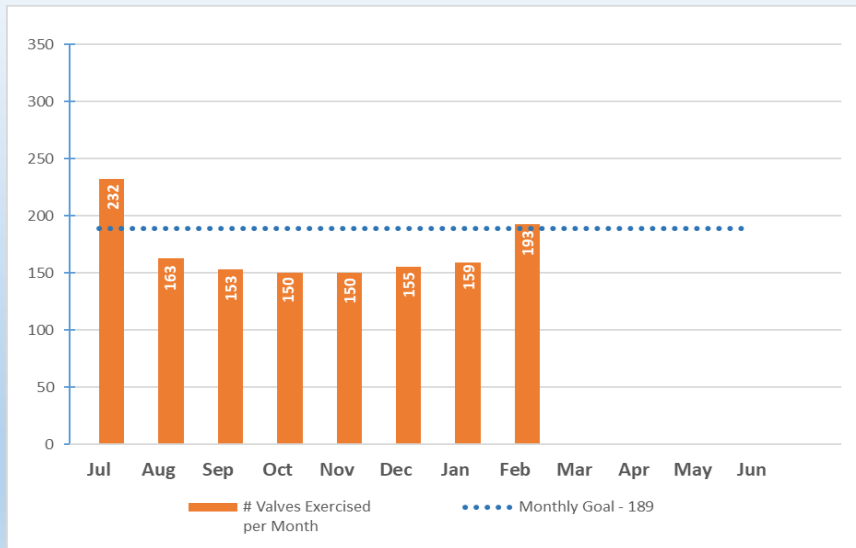
## Meter Testing by Month



13

## Main Line Valve Exercise Program

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

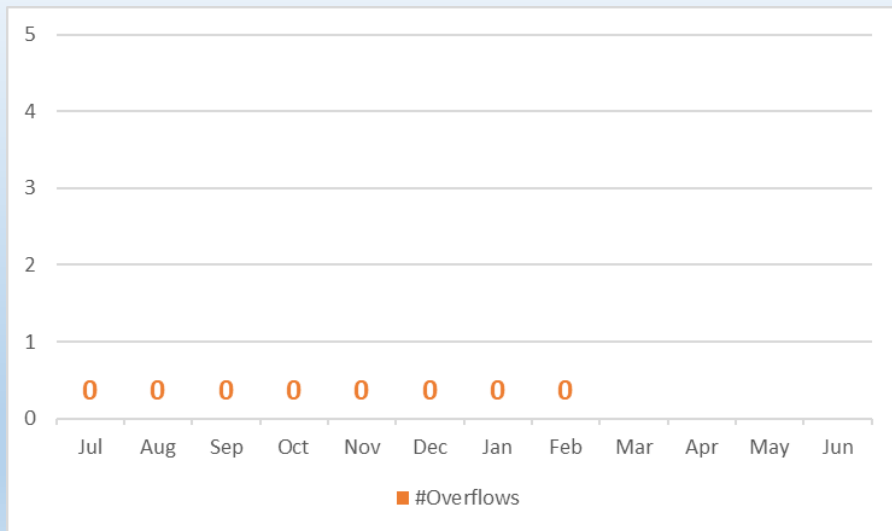


14

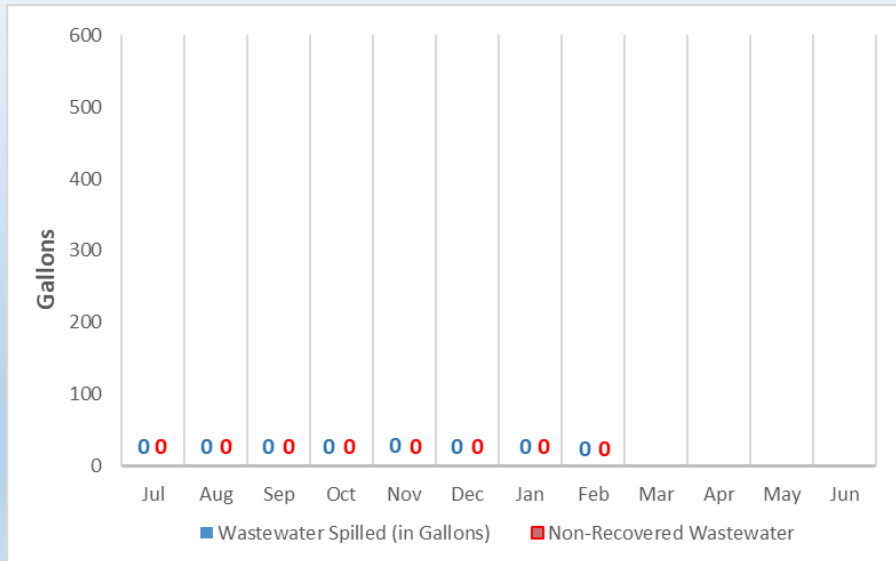
# Wastewater Collections

**Total Wastewater Spilled**  
**Non-Recovered Wastewater Spilled**  
**Odor Complaints**

## Wastewater Collections - Sewer Overflows

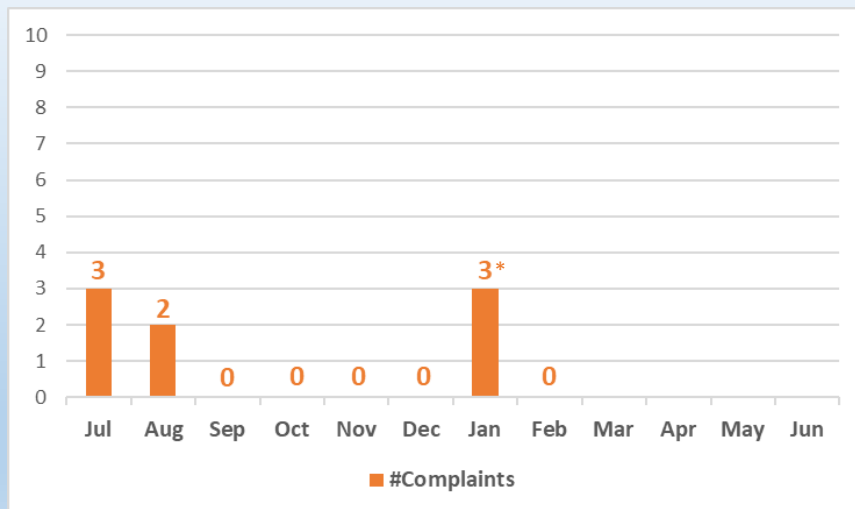


## Wastewater Collections - Wastewater Spilled



17

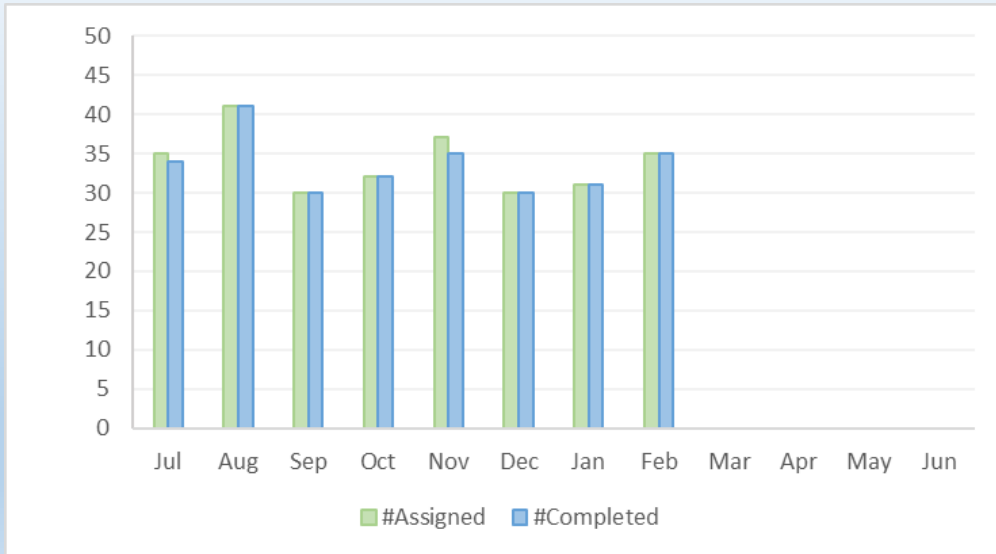
## Reclamation Plant & Wastewater Collections Odor Complaints



\* Determined to be on customer side

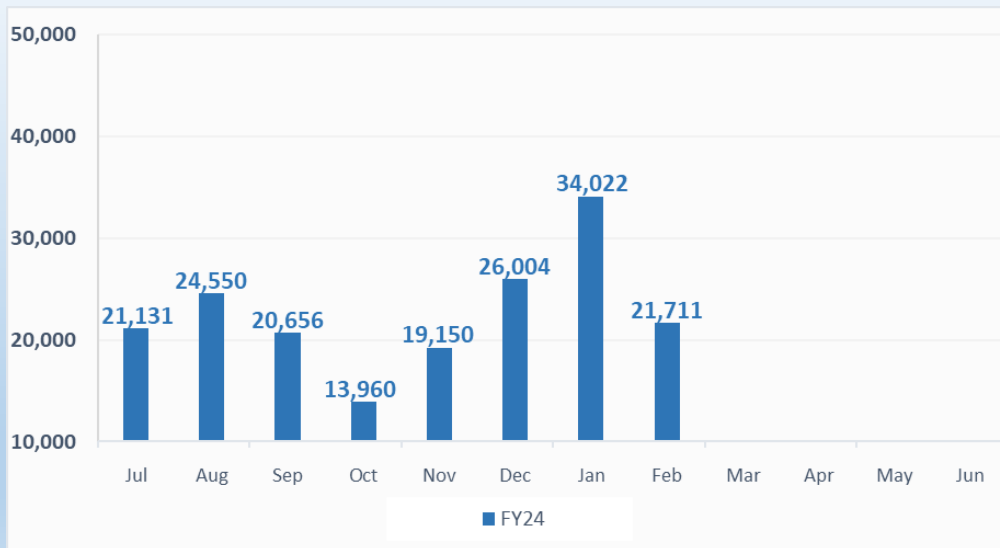
18

## Wastewater - Collections PMs



19

## Wastewater - Collections Flushing in LF



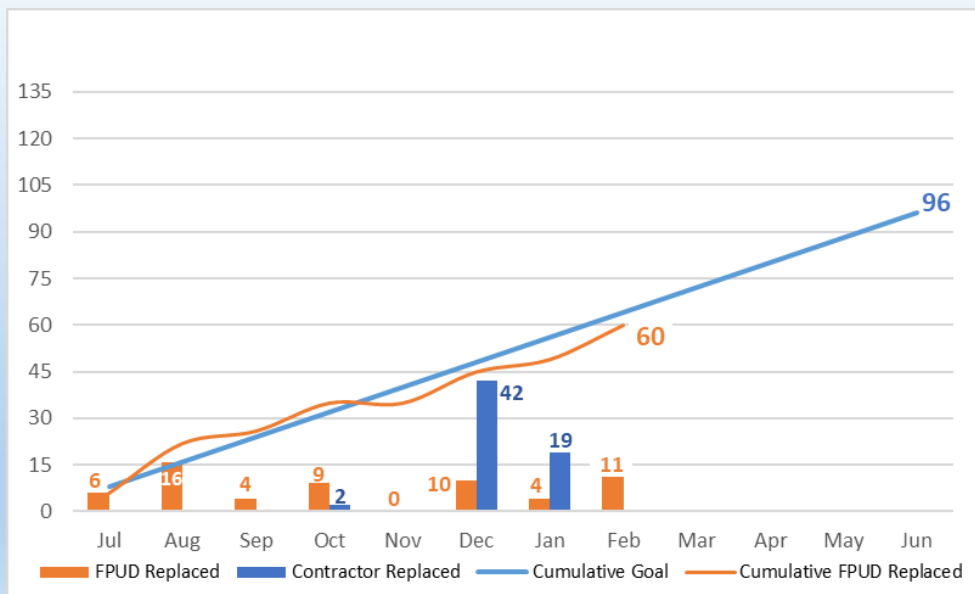
20

# 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.

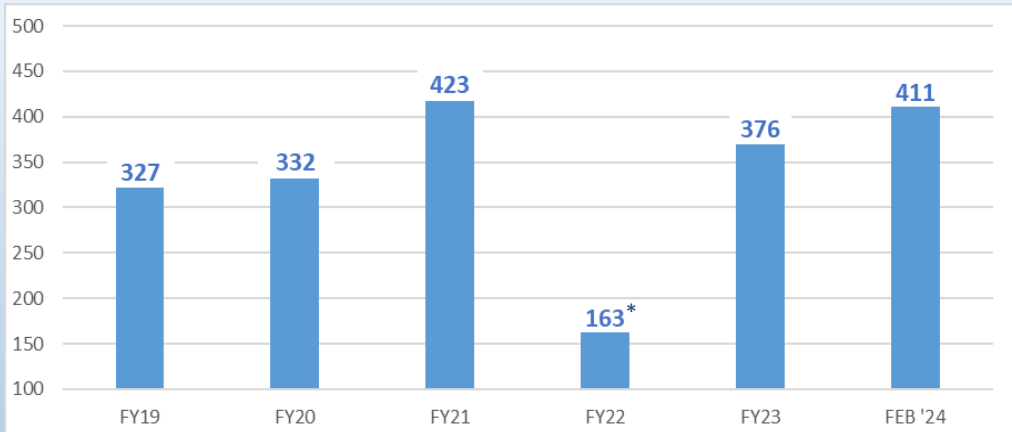
21

## Main Line Valves Replaced by FPUD Crew



22

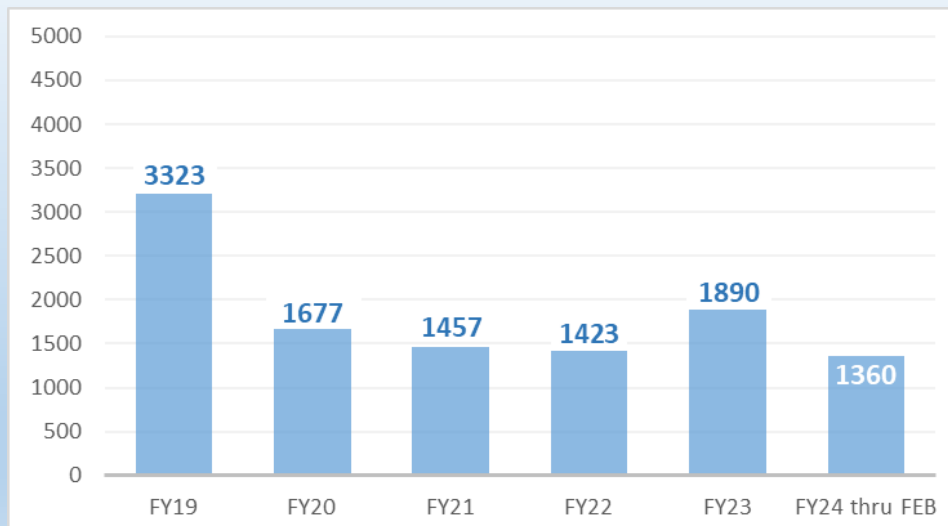
## Rolling Total Broken Valves



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

23

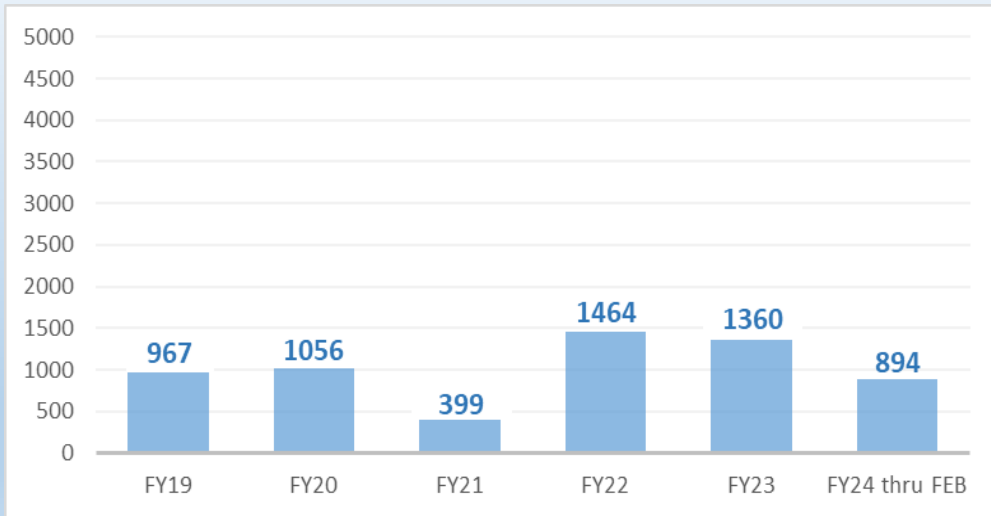
## Planned Outages > 4 Hours Customers Affected



24



## Unplanned Outages > 4 Hours Customers Affected



**M E M O**

**TO:** Board of Directors  
**FROM:** David Shank, Assistant General Manager/CFO  
**DATE:** March 25, 2024  
**SUBJECT:** Financial Summary Report – February

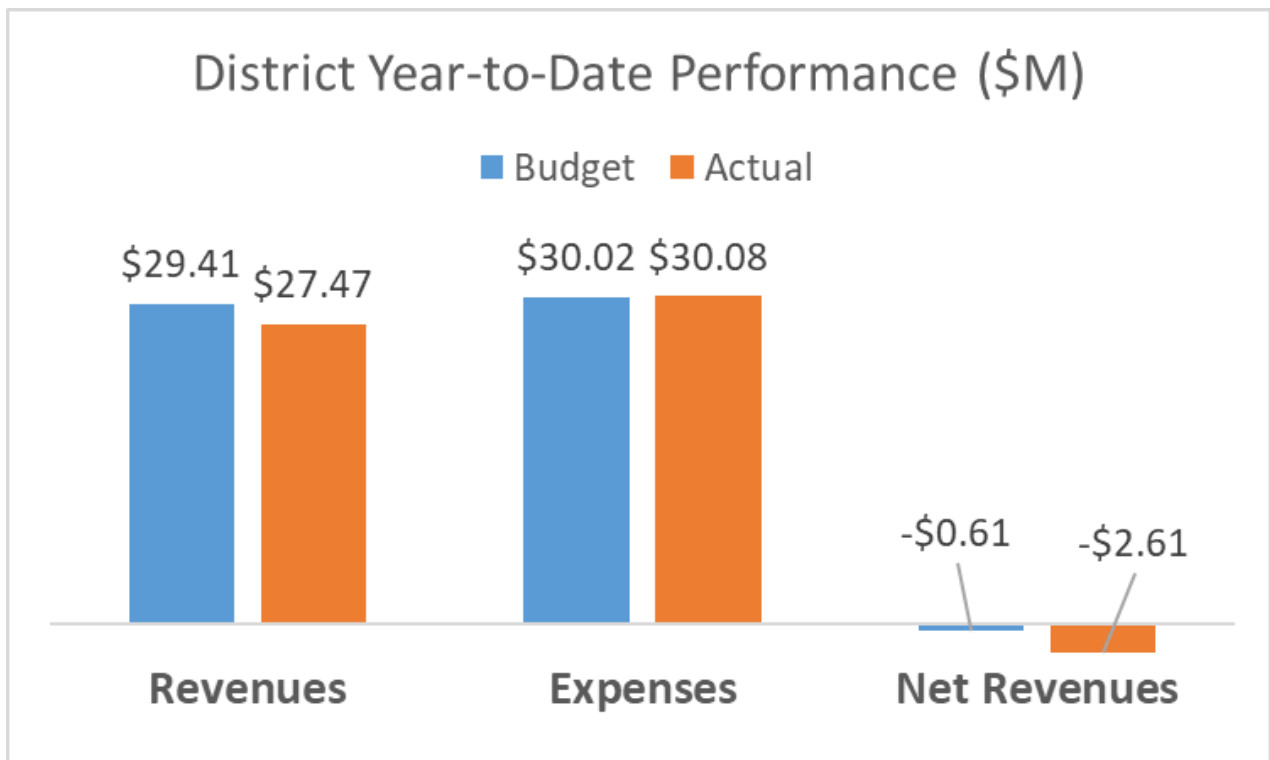
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Purpose

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

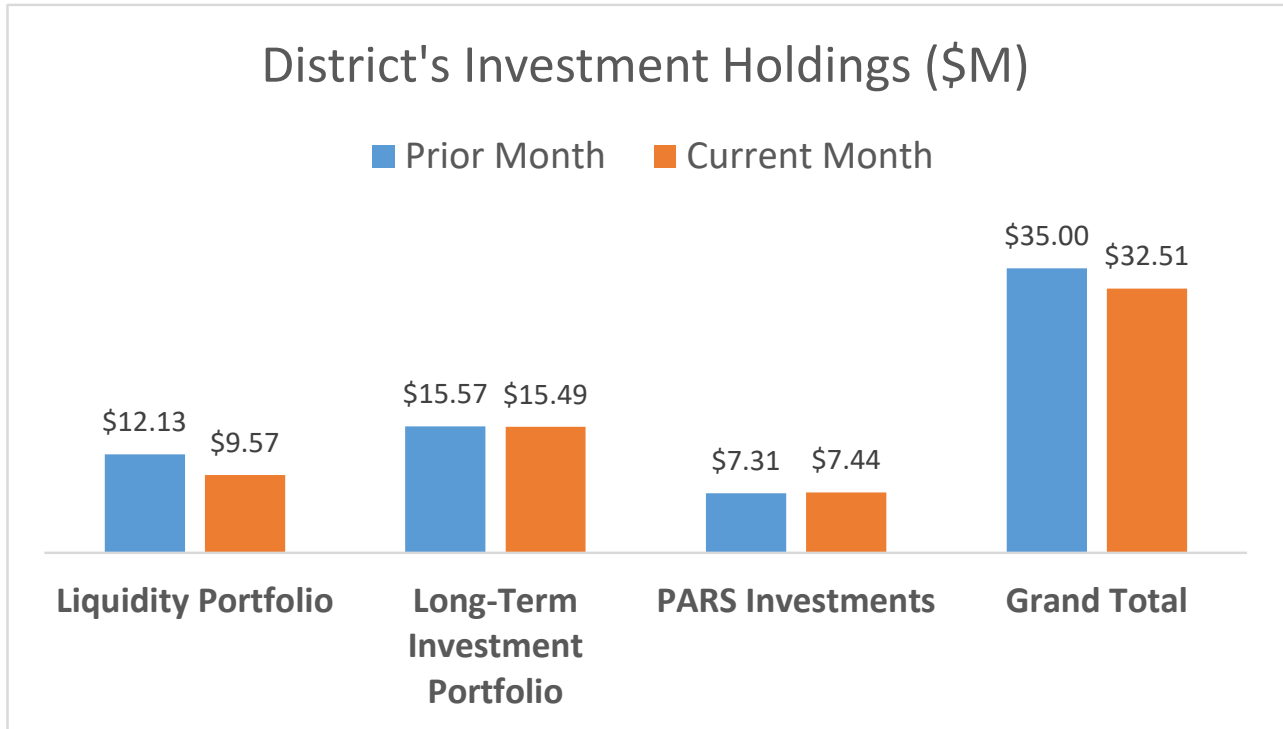
Summary

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



Revenues are under budget levels while expenditures are over budget. Expenditures include the unbudgeted \$1.7 million detachment payment to the San Diego County Water Authority. This is the first of two payments to be made to complete the detachment process. The District prepared to make the final payment due in March. The Operating Revenue shortfall is due to persistent low water sales levels. 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 decrease this month. The decrease was driven by two scheduled debt service payments totaling \$3.1 million. Overall the Long-term Portfolio and PARS investments continue to perform in line with the capital markets. The District continues to actively manage its funds and is prepared to make the Detachment Fee in March.

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:** March 25, 2024  
**SUBJECT:** Treasurer's Report

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Purpose

Provide the February, 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 decreased this month. The decrease was driven by two debt service payments totaling \$3.1 million. Overall the Long-term Portfolio and PARS investments continue to perform in line with the capital markets. The District continues to actively manage its funds and is prepared to make the Detachment Fee in March.

Summary

**Treasurer's Report February 2024**

<b>Account</b>	<b>Beginning Balance</b>	<b>Ending Balance</b>
Operating Fund	\$ 5,776	\$ 5,078
Money Market	\$ 623,553	\$ 586,575
CAMP Account	\$ 11,497,433	\$ 8,979,169
<b><i>District's Liquidity Portfolio</i></b>	<b><i>\$ 12,126,762</i></b>	<b><i>\$ 9,570,822</i></b>
PFM Managed Long-term Investment Portfolio*	\$ 15,559,439	\$ 15,484,513
LAIF (Long-term Reserves)	\$ 6,849	\$ 6,849
PARS (OPEB & Pension Trust)**	\$ 7,311,831	\$ 7,444,342
<b><i>District Accounts Total</i></b>	<b><i>\$ 35,004,881</i></b>	<b><i>\$ 32,506,526</i></b>

\*\$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.

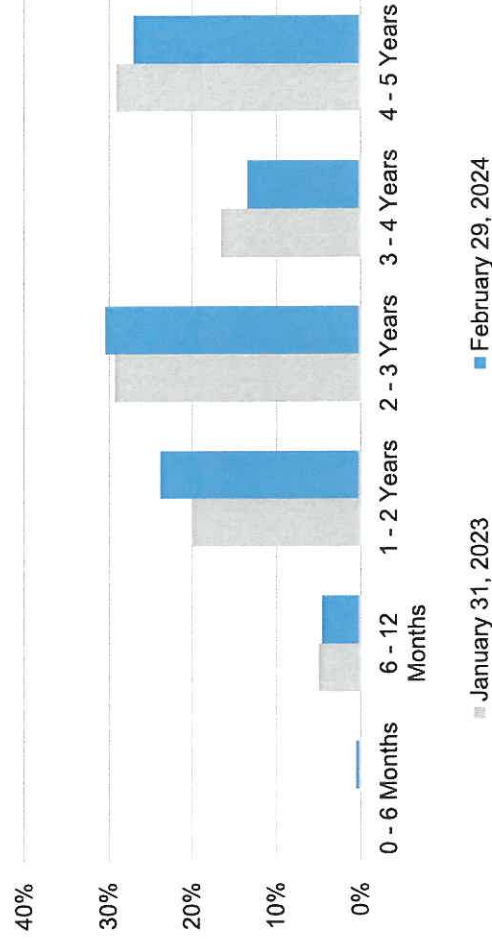


David Shank  
March 25, 2024

Fallbrook Public Utilities District - Holdings Summary

Security Type	January 31, 2023	February 29, 2024	Change (\$)	Change (%)
U.S. Treasury	\$6,845,840.58	\$6,805,111.76	(\$40,728.82)	-0.6%
Municipal	\$208,791.75	\$206,930.05	(\$1,861.70)	-0.9%
Federal Agency CMBS	\$2,619,059.45	\$2,590,264.55	(\$28,794.90)	-1.1%
Corporate Note	\$3,635,716.93	\$3,600,568.71	(\$35,148.22)	-1.0%
Negotiable CD	\$102,243.00	\$101,399.00	(\$844.00)	-0.8%
Asset-Backed Security	\$2,008,451.04	\$1,969,412.07	(\$39,038.97)	-1.9%
<b>Securities Total</b>	<b>\$15,420,102.75</b>	<b>\$15,273,686.14</b>	<b>(\$146,416.61)</b>	<b>-0.9%</b>
Money Market Fund	\$139,336.19	\$210,826.58	\$71,490.39	51.3%
<b>Total Investments</b>	<b>\$15,559,438.94</b>	<b>\$15,484,512.72</b>	<b>(\$74,926.22)</b>	<b>-0.5%</b>

Maturity Distribution



Summary

FY 23-24 Accrual Earnings	\$160,218.15
Yield to Maturity at Cost	3.53%
Weighted Average Maturity (Years)	2.78

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



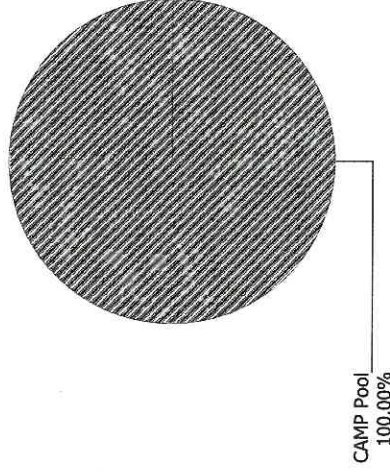
### Account Statement - Transaction Summary

For the Month Ending February 29, 2024

#### Fallbrook Public Utility District - Liquidity - 6050-004

CAMP Pool	
Opening Market Value	11,497,432.52
Purchases	346,736.15
Redemptions	(2,865,000.00)
Unsettled Trades	0.00
Change in Value	0.00
<b>Closing Market Value</b>	<b>\$8,979,168.67</b>
Cash Dividends and Income	46,736.15

Asset Summary		
	February 29, 2024	January 31, 2024
<b>CAMP Pool</b>	8,979,168.67	11,497,432.52
<b>Total</b>	<b>\$8,979,168.67</b>	<b>\$11,497,432.52</b>
Asset Allocation		





## Account Statement

For the Month Ending **February 29, 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
<b>CAMP Pool</b>					
<b>Opening Balance</b>					
02/22/24	02/22/24	Redemption - Outgoing Wires	1.00	(2,865,000.00)	8,632,432.52
02/29/24	02/29/24	Purchase - Incoming Wires	1.00	300,000.00	8,932,432.52
02/29/24	03/01/24	Accrual Income Div Reinvestment - Distributions	1.00	46,736.15	8,979,168.67

	Month of February	Fiscal YTD July-February	
<b>Closing Balance</b>			<b>8,979,168.67</b>
<b>Opening Balance</b>	11,497,432.52	7,939,116.69	<b>Closing Balance</b>
<b>Purchases</b>	346,736.15	6,925,121.42	<b>Average Monthly Balance</b>
<b>Redemptions (Excl. Checks)</b>	(2,865,000.00)	(5,885,069.44)	<b>Monthly Distribution Yield</b>
<b>Check Disbursements</b>	0.00	0.00	5.50%

<b>Closing Balance</b>	<b>8,979,168.67</b>	<b>8,979,168.67</b>
<b>Cash Dividends and Income</b>	46,736.15	275,121.42

**Managed Account Security Transactions & Interest**

For the Month Ending February 29, 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
<b>INTEREST</b>											
02/01/24	02/01/24	02/01/24	MONEY MARKET FUND	MONEY0002	0.00	0.00	323.53	323.53			
02/01/24	02/25/24	02/25/24	FHMS K743 A2	3137H1489	170,000.00	0.00	250.75	250.75			
			DTD 06/30/2021 1.770% 05/01/2028								
02/01/24	02/25/24	02/25/24	FHMS K047 A1	3137HAMN3	84,584.73	0.00	371.61	371.61			
			DTD 09/01/2023 5.272% 08/01/2028								
02/01/24	02/25/24	02/25/24	FHMS K046 A1	3137HAD45	119,615.20	0.00	476.17	476.17			
			DTD 07/01/2023 4.777% 06/01/2028								
02/01/24	02/25/24	02/25/24	FHLMC MULTIFAMILY STRUCTURED POOL	3137FBTA4	84,696.50	0.00	216.26	216.26			
			DTD 11/01/2017 3.064% 08/01/2024								
02/01/24	02/25/24	02/25/24	FHMS K061 A2	3137BTUM1	99,663.29	0.00	277.98	277.98			
			DTD 01/30/2017 3.347% 11/01/2026								
02/01/24	02/25/24	02/25/24	FHMS K733 A2	3137FJX07	153,908.51	0.00	480.96	480.96			
			DTD 11/09/2018 3.750% 08/01/2025								
02/01/24	02/25/24	02/25/24	FHMS K511 A2	3137HB3G7	85,000.00	0.00	344.25	344.25			
			DTD 12/01/2023 4.860% 10/01/2028								
02/01/24	02/25/24	02/25/24	FHLMC MULTIFAMILY STRUCTURED P	3137FIG44	155,000.00	0.00	418.89	418.89			
			DTD 07/01/2017 3.243% 04/01/2027								
02/01/24	02/25/24	02/25/24	FHMS K058 A2	3137BSP72	100,000.00	0.00	221.08	221.08			
			DTD 11/09/2016 2.653% 08/01/2026								
02/01/24	02/25/24	02/25/24	FHMS K064 A2	3137BXOY1	160,000.00	0.00	429.87	429.87			
			DTD 05/15/2017 3.224% 03/01/2027								
02/01/24	02/25/24	02/25/24	FHMS K048 A1	3137HBC69	124,856.57	0.00	505.46	505.46			
			DTD 12/01/2023 4.858% 05/01/2028								
02/01/24	02/25/24	02/25/24	FHMS K508 A2	3137HA074	150,000.00	0.00	592.50	592.50			
			DTD 10/01/2023 4.740% 08/01/2028								
02/01/24	02/25/24	02/25/24	FNA 2023-M6 A2	3136BODE6	150,000.00	0.00	523.75	523.75			
			DTD 07/01/2023 4.190% 07/01/2028								
02/01/24	02/25/24	02/25/24	FHMS K506 A2	3137HAMH6	150,000.00	0.00	581.25	581.25			
			DTD 09/01/2023 4.650% 08/01/2028								
02/01/24	02/25/24	02/25/24	FHMS K046 A2	3137BJP64	100,000.00	0.00	267.08	267.08			
			DTD 06/17/2015 3.205% 03/01/2025								
02/01/24	02/25/24	02/25/24	FHMS K063 A2	3137BVZ82	145,000.00	0.00	414.46	414.46			
			DTD 03/01/2017 3.430% 01/01/2027								



**Managed Account Security Transactions & Interest**

For the Month Ending February 29, 2024

**FPUF - 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
<b>INTEREST</b>										
02/01/24	02/25/24	FHMS K505 A2	3137HACX2	150,000.00	0.00	602.38	602.38			
		DTD 07/01/2023 4.819% 06/01/2028								
02/01/24	02/25/24	FHMS K509 A2	3137HAST4	115,000.00	0.00	464.79	464.79			
		DTD 10/01/2023 4.850% 09/01/2028								
02/01/24	02/25/24	FHMS K734 A2	3137FLN34	150,000.00	0.00	401.00	401.00			
		DTD 04/18/2019 3.208% 02/01/2026								
02/01/24	02/25/24	FHMS K510 A2	3137HB3D4	55,000.00	0.00	232.33	232.33			
		DTD 11/01/2023 5.069% 10/01/2028								
02/01/24	02/25/24	FHMS K507 A2	3137HAMS2	150,000.00	0.00	600.00	600.00			
		DTD 09/01/2023 4.800% 09/01/2028								
02/03/24	02/03/24	STATE STREET CORP NOTES (CALLABLE)	857477CD3	220,000.00	0.00	5,799.20	5,799.20			
		DTD 08/03/2023 5.272% 08/03/2026								
02/09/24	02/09/24	IBM CORP CORP NOTES (CALLABLE)	459200KM2	180,000.00	0.00	1,980.00	1,980.00			
		DTD 02/09/2022 2.200% 02/09/2027								
02/10/24	02/10/24	PACCAR FINANCIAL CORP CORPORATE NOTES	69371RS64	110,000.00	0.00	2,722.50	2,722.50			
		DTD 08/10/2023 4.950% 08/10/2028								
02/15/24	02/15/24	HART 2023-C A3	44918CAD4	45,000.00	0.00	207.75	207.75			
		DTD 11/13/2023 5.540% 10/16/2028								
02/15/24	02/15/24	DCENT 2021-A1 A1	254683CP8	70,000.00	0.00	33.83	33.83			
		DTD 09/27/2021 0.580% 09/15/2026								
02/15/24	02/15/24	FORDO 2023-B A3	344930AD4	45,000.00	0.00	196.13	196.13			
		DTD 06/26/2023 5.230% 05/15/2028								
02/15/24	02/15/24	DTRT 2023-1 A3	233868AC2	85,000.00	0.00	417.92	417.92			
		DTD 09/27/2023 5.900% 03/15/2027								
02/15/24	02/15/24	US TREASURY NOTES	9128282A7	175,000.00	0.00	1,312.50	1,312.50			
		DTD 08/15/2016 1.500% 08/15/2026								
02/15/24	02/15/24	US TREASURY NOTES	91282CFE6	300,000.00	0.00	4,687.50	4,687.50			
		DTD 08/15/2022 3.125% 08/15/2025								
02/15/24	02/15/24	MBART 2022-1 A3	58768PAC8	105,000.00	0.00	455.88	455.88			
		DTD 11/22/2022 5.210% 08/16/2027								
02/15/24	02/15/24	WOART 2021-D A3	98163KAC6	22,741.31	0.00	15.35	15.35			
		DTD 11/03/2021 0.810% 10/15/2026								



**Managed Account Security Transactions & Interest**

For the Month Ending February 29, 2024

**FPUJ - 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											
	02/15/24	02/15/24	BACCT 2022-A2 A2	05522RDF2	145,000.00	0.00	604.17	604.17			
			DTD 11/23/2022 5.000% 04/15/2028								
	02/15/24	02/15/24	CHAT 2023-A1 A	161571HT4	120,000.00	0.00	516.00	516.00			
			DTD 09/15/2023 5.160% 09/15/2028								
	02/15/24	02/15/24	COPAR 2023-2 A3	14044EAD0	110,000.00	0.00	533.50	533.50			
			DTD 10/11/2023 5.820% 06/15/2028								
	02/15/24	02/15/24	COMET 2023-A1 A	14041NGD7	145,000.00	0.00	534.08	534.08			
			DTD 05/24/2023 4.420% 05/15/2028								
	02/15/24	02/15/24	HART 2022-A A3	448977AD0	50,209.24	0.00	92.89	92.89			
			DTD 03/16/2022 2.220% 10/15/2026								
	02/15/24	02/15/24	DCENT 2023-A2 A	254683CZ6	100,000.00	0.00	410.83	410.83			
			DTD 06/28/2023 4.930% 06/15/2028								
	02/15/24	02/15/24	FORDO 2022-A A3	345286AC2	27,905.92	0.00	30.00	30.00			
			DTD 01/24/2022 1.290% 06/15/2026								
	02/15/24	02/15/24	US TREASURY NOTES	9128283W8	175,000.00	0.00	2,406.25	2,406.25			
			DTD 02/15/2018 2.750% 02/15/2028								
	02/15/24	02/15/24	BACCT 2023-A1 A1	05522RDG0	50,000.00	0.00	199.58	199.58			
			DTD 06/16/2023 4.790% 05/15/2028								
	02/15/24	02/15/24	HART 2023-B A3	44933XAD9	50,000.00	0.00	228.33	228.33			
			DTD 07/19/2023 5.480% 04/17/2028								
	02/15/24	02/15/24	FITAT 2023-1 A3	31680EAD3	105,000.00	0.00	483.88	483.88			
			DTD 08/23/2023 5.530% 08/15/2028								
	02/15/24	02/15/24	DCENT 2022-A3 A3	254683CW3	70,000.00	0.00	207.67	207.67			
			DTD 08/09/2022 3.560% 07/15/2027								
	02/15/24	02/15/24	CARMX 2021-3 A3	14317DAC4	35,287.29	0.00	16.17	16.17			
			DTD 07/28/2021 0.550% 06/15/2026								
	02/15/24	02/15/24	CARMX 2022-3 A3	14318MAD1	75,000.00	0.00	248.13	248.13			
			DTD 07/20/2022 3.970% 04/15/2027								
	02/15/24	02/15/24	ALLYA 2023-1 A3	02007WAC2	85,000.00	0.00	386.75	386.75			
			DTD 07/19/2023 5.460% 05/15/2028								
	02/15/24	02/15/24	US TREASURY NOTES	912828V98	650,000.00	0.00	7,312.50	7,312.50			
			DTD 02/15/2017 2.250% 02/15/2027								
	02/15/24	02/15/24	NAROT 2023-B A3	65480MAD5	30,000.00	0.00	148.25	148.25			
			DTD 10/25/2023 5.930% 03/15/2028								

**Managed Account Security Transactions & Interest**

**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
<b>INTEREST</b>											
	02/15/24	02/15/24	COMET 2021-A3 A3	14041NFY2	70,000.00	0.00	60.67	60.67			
			DTD 11/30/2021 1.040% 11/15/2026								
	02/16/24	02/16/24	GMCAR 2021-4 A3	362554AC1	20,252.40	0.00	11.48	11.48			
			DTD 10/21/2021 0.680% 09/16/2026								
	02/16/24	02/16/24	GMCAR 2023-3 A3	36267KAD9	50,000.00	0.00	227.08	227.08			
			DTD 07/19/2023 5.450% 06/16/2028								
	02/16/24	02/16/24	GMCAR 2022-1 A3	380146AC4	15,687.44	0.00	16.47	16.47			
			DTD 01/19/2022 1.260% 11/16/2026								
	02/16/24	02/16/24	GMCAR 2023-4 A3	379930AD2	55,000.00	0.00	264.92	264.92			
			DTD 10/11/2023 5.780% 08/16/2028								
	02/18/24	02/18/24	HAROT 2023-3 A3	43815OAC1	95,000.00	0.00	428.29	428.29			
			DTD 08/22/2023 5.410% 02/18/2028								
	02/20/24	02/20/24	GWALT 2021-3 A4	36262XAD6	13,553.97	0.00	5.65	5.65			
			DTD 08/18/2021 0.500% 07/21/2025								
	02/21/24	02/21/24	HAROT 2023-4 A3	438123AC5	25,000.00	0.00	118.13	118.13			
			DTD 11/08/2023 5.670% 06/21/2028								
	02/21/24	02/21/24	HAROT 2021-4 A3	43815GAC3	22,560.61	0.00	16.54	16.54			
			DTD 11/24/2021 0.880% 01/21/2026								
	02/25/24	02/25/24	BMWOT 2022-A A3	05602RAD3	27,434.81	0.00	73.39	73.39			
			DTD 05/18/2022 3.210% 08/25/2026								
	02/25/24	02/25/24	BMWOT 2023-A A3	05592XAD2	40,000.00	0.00	182.33	182.33			
			DTD 07/18/2023 5.470% 02/25/2028								
	02/29/24	02/29/24	US TREASURY NOTES	91282CAH4	45,000.00	0.00	112.50	112.50			
			DTD 08/31/2020 0.500% 08/31/2027								
	02/29/24	02/29/24	US TREASURY NOTES	91282CAJ0	90,000.00	0.00	112.50	112.50			
			DTD 08/31/2020 0.250% 08/31/2025								
<b>Transaction Type Sub-Total</b>						<b>6,602,957.79</b>	<b>0.00</b>	<b>42,813.84</b>	<b>42,813.84</b>		

**PAYDOWNS**

02/01/24	02/25/24	FHMS KJ47 A1	3137HAMN3	97.19	97.19	0.00	0.00	97.19	0.00	0.00	
		DTD 09/01/2023 5.272% 08/01/2028									
02/01/24	02/25/24	FHMS KJ48 A1	3137HBC69	144.31	144.31	0.00	0.00	144.31	0.00	0.00	
		DTD 12/01/2023 4.858% 05/01/2028									

**Managed Account Security Transactions & Interest**

For the Month Ending February 29, 2024

**FPUF - 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
<b>PAYDOWNS</b>									
02/01/24	02/25/24	FHMS K733 A2	77.93	77.93	0.00	77.93	2.16	0.00	
		DTD 11/09/2018 3.750% 08/01/2025							
02/01/24	02/25/24	FHMS KJ46 A1	61.95	61.95	0.00	61.95	0.00	0.00	
		DTD 07/01/2023 4.777% 06/01/2028							
02/01/24	02/25/24	FHLMC MULTIFAMILY STRUCTURED POOL	141.09	141.09	0.00	141.09	(0.19)	0.00	
		DTD 11/01/2017 3.064% 08/01/2024							
02/01/24	02/25/24	FHMS K061 A2	187.87	187.87	0.00	187.87	5.78	0.00	
		DTD 01/30/2017 3.347% 11/01/2026							
02/15/24	02/15/24	WOART 2021-D A3	1,669.02	1,669.02	0.00	1,669.02	0.23	0.00	
		DTD 11/03/2021 0.810% 10/15/2026							
02/15/24	02/15/24	CARMX 2021-3 A3	2,632.86	2,632.86	0.00	2,632.86	0.43	0.00	
		DTD 07/28/2021 0.550% 06/15/2026							
02/15/24	02/15/24	FORDO 2022-A A3	2,050.32	2,050.32	0.00	2,050.32	0.24	0.00	
		DTD 01/24/2022 1.290% 06/15/2026							
02/15/24	02/15/24	HART 2022-A A3	3,121.95	3,121.95	0.00	3,121.95	0.12	0.00	
		DTD 03/16/2022 2.220% 10/15/2026							
02/16/24	02/16/24	GMCAR 2022-1 A3	979.70	979.70	0.00	979.70	0.08	0.00	
		DTD 01/19/2022 1.260% 11/16/2026							
02/16/24	02/16/24	GMCAR 2021-4 A3	1,359.95	1,359.95	0.00	1,359.95	0.03	0.00	
		DTD 10/21/2021 0.680% 09/16/2026							
02/20/24	02/20/24	GMALT 2021-3 A4	12,468.16	12,468.16	0.00	12,468.16	0.45	0.00	
		DTD 08/18/2021 0.500% 07/21/2025							
02/21/24	02/21/24	HAROT 2021-4 A3	1,810.25	1,810.25	0.00	1,810.25	0.38	0.00	
		DTD 11/24/2021 0.880% 01/21/2026							
02/25/24	02/25/24	BMWOT 2022-A A3	1,874.00	1,874.00	0.00	1,874.00	0.10	0.00	
		DTD 05/18/2022 3.210% 08/25/2026							
<b>Transaction Type Sub-Total</b>			<b>28,676.55</b>	<b>28,676.55</b>	<b>0.00</b>	<b>28,676.55</b>	<b>9.81</b>	<b>0.00</b>	
<b>Managed Account Sub-Total</b>			<b>28,676.55</b>	<b>28,676.55</b>	<b>42,813.84</b>	<b>71,490.39</b>	<b>9.81</b>	<b>0.00</b>	
<b>Total Security Transactions</b>			<b>\$28,676.55</b>	<b>\$42,813.84</b>	<b>\$71,490.39</b>	<b>\$9.81</b>	<b>\$0.00</b>		

**FALLBROOK PUBLIC UTILITY DISTRICT**  
**PARS Post-Employment Benefits Trust**

**Account Report for the Period**  
**2/1/2024 to 2/29/2024**

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

## Account Summary

Source	Balance as of 2/1/2024	Contributions	Earnings	Expenses	Distributions	Transfers	Balance as of 2/29/2024
OPEB	\$1,116,310.69	\$0.00	\$20,864.04	\$526.79	\$0.00	\$0.00	\$1,136,647.94
PENSION	\$6,195,520.15	\$0.00	\$115,765.32	\$3,591.85	\$0.00	\$0.00	\$6,307,693.62
<b>Totals</b>	<b>\$7,311,830.84</b>	<b>\$0.00</b>	<b>\$136,629.36</b>	<b>\$4,118.64</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$7,444,341.56</b>

## 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	1.87%	6.79%	13.19%	2.28%	6.08%	-	2/16/2017
PENSION	1.87%	6.81%	13.21%	2.29%	6.04%	-	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

California State Treasurer  
**Fiona Ma, CPA**



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

March 12, 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

February 2024 Statement

**Account Summary**

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

## M E M O

**TO:** Board of Directors  
**FROM:** David Shank, Assistant General Manager/CFO  
**DATE:** March 25, 2024  
**SUBJECT:** Budget Status Report for Fiscal Year 2023-2024

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### 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 February, Year-to-Date and the annual budgeted amount.

Total revenues are 6.6% under budget largely due to lower water sales driven by wet/cool weather. Year-to-date water sales are 25.2% under the budget water sales level. With sales well under budgeted levels, it is no surprise that water sales revenues are 17.1% below budget levels. Wastewater revenues are at the budgeted levels. Recycled water sales are 7.4% under budget, likely due to wet weather.

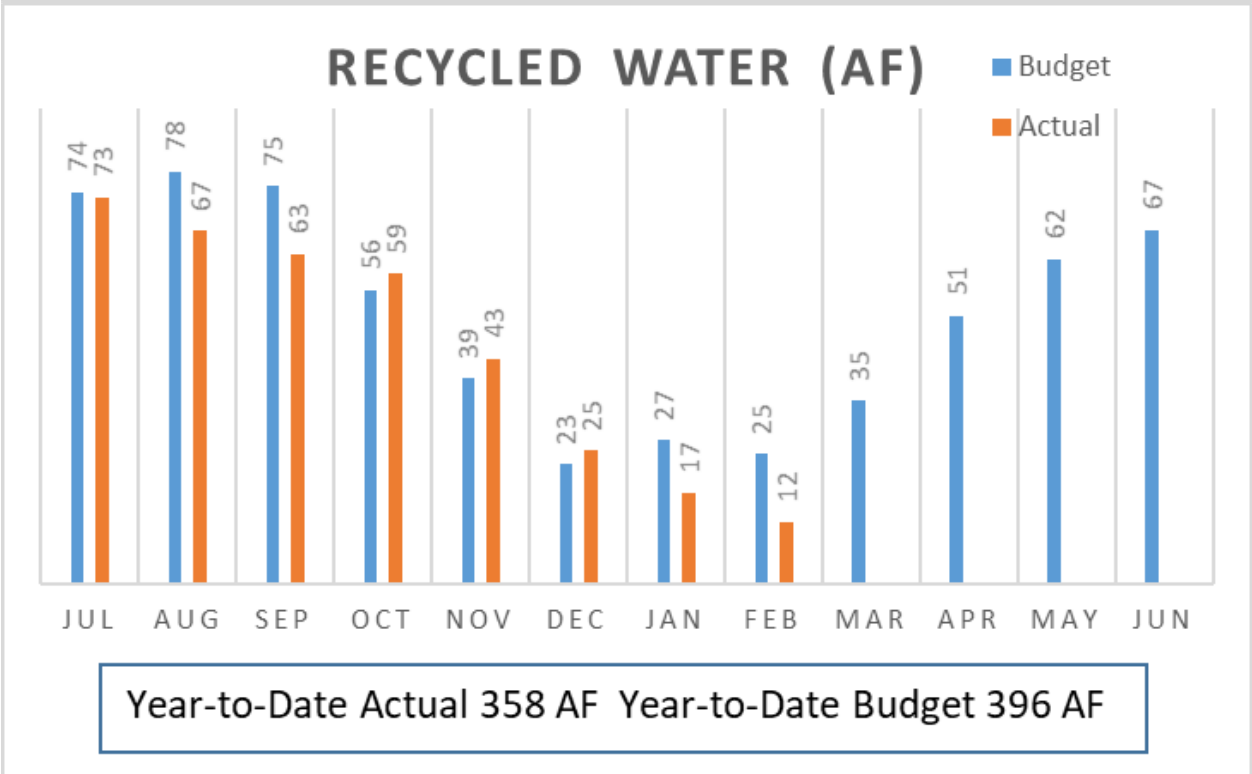
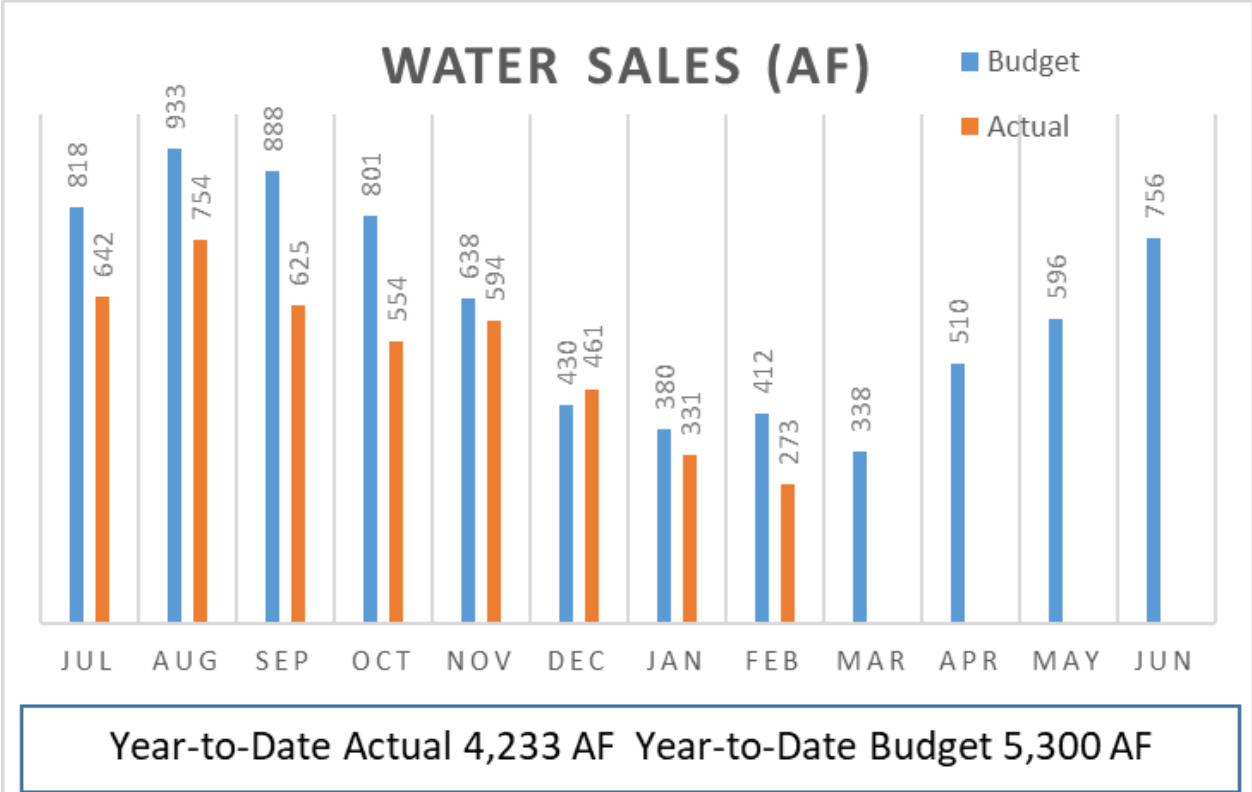
Non-operating revenues are over budget due largely to the gain on sale of property and investment earnings. Other non-operating revenues is also trending over budget. As the year progresses, non-operating revenues are expected to remain over budget.

The District's monthly and year-to-date total expenditures are 6.4% over budget due to the detachment payment to San Diego County Water Authority. This is the first of two payments to be made to SDCWA this fiscal year. The overall the District's operating costs, excluding cost of water and the Community Benefit Program, are over budget and expected to remain over budget as the year progresses. Staff will be working on a budget amendment to increase appropriations. Administrative Services is over budget due to expenditures related to detachment.

Total revenue is \$27,465,277 or 6.6% under budget and total expenditures are \$24,927,353 or 4.0% over budget. PAYGO CIP expenditures are under budget for the month and 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.





# Monthly Budget Report for February

Favorable Variance Shown as a positive number

	Current Month		Year-To-Date				Annual Budget		
	Actual	Budget	Actual	Budget	Variance	%	Budget	Remaining Balance	%
<b>Operating Revenues:</b>								Year remaining	33.3%
Water Sales <sup>(1)</sup>	651,682	1,125,041	11,069,518	13,353,428	(2,283,911)	-17.1%	19,297,736	8,228,218	42.6%
Water Meter Service Charges	699,020	791,978	5,854,956	6,045,801	(190,846)	-3.2%	9,213,712	3,358,756	36.5%
Wastewater Service Charges	610,244	548,084	4,915,455	4,779,004	136,450	2.9%	6,971,339	2,055,884	29.5%
Recycled Water Revenues	29,435	55,979	758,105	838,139	(80,033)	-9.5%	1,299,770	541,665	41.7%
Other Operating Revenue	-	-	-	-	-	NA	-	-	NA
Total Operating Revenue	1,990,381	2,521,080	22,598,033	25,016,373	(2,418,339)	-9.7%	36,782,557	14,184,523	38.6%
<b>Non Operating Revenues:</b>									
Water Capital Improvement Charge	151,794	145,001	1,141,129	1,160,007	(18,878)	-1.6%	1,740,011	598,882	34.4%
Wastewater Capital Improvement Charge	113,245	110,683	868,812	885,465	(16,653)	-1.9%	1,328,198	459,386	34.6%
Property Taxes	70,001	86,974	1,571,346	1,582,079	(10,733)	-0.7%	2,700,000	1,128,654	41.8%
Water Standby/Availability Charge	6,235	6,521	116,220	117,433	(1,213)	-1.0%	200,000	83,780	41.9%
Water/Wastewater Capacity Charges	-	10,833	109,369	86,667	22,702	26.2%	130,000	20,631	15.9%
Portfolio Interest	89,913	33,410	376,984	267,282	109,702	41.0%	400,923	23,939	6.0%
Federal Interest Rate Subsidy	-	-	37,902	35,833	2,069	5.8%	70,261	32,359	46.1%
Gain/(Loss) on Sale of Asset	255,993	-	277,952	-	277,952	NA	-	(277,952)	NA
Facility Rents	20,717	26,032	191,905	208,258	(16,353)	-7.9%	312,386	120,481	38.6%
Fire Hydrant Service Fees	-	-	12,530	-	12,530	NA	-	(12,530)	NA
Other Non-Operating Revenues	5,676	6,250	163,095	50,000	113,095	226.2%	75,000	(88,095)	-117.5%
Total Non Operating Revenues	713,575	425,705	4,867,244	4,393,024	474,220	10.8%	6,956,779	2,089,535	30.0%
<b>Total Revenues</b>	<b>2,703,956</b>	<b>2,946,785</b>	<b>27,465,277</b>	<b>29,409,396</b>	<b>(1,944,119)</b>	<b>-6.6%</b>	<b>43,739,336</b>	<b>16,274,058</b>	<b>37.2%</b>
<b>Expenditures</b>									
Purchased Water Expense	242,825	457,757	5,489,381	6,625,028	1,135,647	17.1%	9,558,078	4,068,698	42.6%
Water Services	618,268	434,497	4,447,456	3,777,158	(670,298)	-17.7%	5,857,063	1,409,607	24.1%
Wastewater Services	282,666	286,249	2,252,481	2,488,416	235,935	9.5%	3,858,671	1,606,190	41.6%
Recycled Water Services	31,659	47,776	289,973	415,322	125,350	30.2%	644,021	354,049	55.0%
Administrative Services	617,139	588,577	5,542,489	5,116,599	(425,890)	-8.3%	7,934,072	2,391,583	30.1%
Community Benefit Program	-	40,504	-	352,110	352,110	100.0%	546,000	546,000	100.0%
Total Operating Expenses	1,792,557	1,855,359	18,021,779	18,774,632	752,853	4.0%	28,397,906	10,376,126	36.5%
<b>Debt Service &amp; Extraordinary Expenses</b>									
SMCUP SRF	2,814,795	2,814,795	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	303,841	303,841	1,730,746	1,730,746	-	0.0%	1,730,746	-	0.0%
QECB Solar Debt	-	-	262,832	262,832	-	0.0%	521,690	258,858	49.6%
Total Debt Service	3,118,636	3,118,636	5,204,223	5,204,223	-	0.0%	5,463,081	258,858	4.7%
Detachment Fee Payment	-	-	1,701,350	-	(1,701,350)	NA	-	(1,701,350)	NA
Total Expenses	4,911,193	4,973,995	24,927,353	23,978,856	(948,497)	-4.0%	33,860,987	8,933,634	26.4%
<b>Net Revenue/(loss) From Operations and Debt Service</b>	<b>(2,207,237)</b>	<b>(2,027,210)</b>	<b>2,537,925</b>	<b>5,430,541</b>	<b>(2,892,616)</b>	<b>-53.3%</b>	<b>9,878,349</b>	<b>7,340,425</b>	<b>74.3%</b>
<b>Capital Investment</b>									
<b>Capital Investment <sup>(2)</sup></b>									
Construction Expenditures-Admin	50,041	114,167	140,734	319,333	178,600	55.9%	966,000	825,266	85.4%
Construction Expenditures-Water	460,634	707,375	4,653,776	4,754,000	100,224	2.1%	7,379,500	2,725,724	36.9%
Construction Expenditures-Recycled	494	1,250	61,312	114,000	52,688	46.2%	119,000	57,688	48.5%
Construction Expenditures-Wastewater	44,964	143,333	293,994	856,667	562,673	65.7%	1,765,000	1,471,006	83.3%
Construction Expenditures-PAYGO TOTAL	556,134	966,125	5,149,815	6,044,000	894,185	14.8%	10,229,500	5,079,685	49.7%
<b>Net Revenue/(Loss)</b>	<b>(2,763,371)</b>	<b>(2,993,335)</b>	<b>(2,611,891)</b>	<b>(613,459)</b>	<b>(1,998,431)</b>	<b>325.8%</b>	<b>(351,151)</b>	<b>2,260,740</b>	<b>-643.8%</b>

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

(2) Detailed CIP Summary Table attached

## CIP Summary Table

### FY24 PAYGO CIP Summary Table

<b>Water Capital Projects</b>	<b>Annual Budget</b>	<b>February Expenditures</b>	<b>Year-to-Date</b>
Pipelines and Valve Replacement Projects by District	\$ 680,000	\$ 183,775	\$ 862,940
Pipeline Replacement Projects by Contractors	\$ 5,760,000	\$ 240,370	\$ 3,251,375
Deluz ID Projects	\$ 100,000	\$ 2,526	\$ 11,266
Pump Stations	\$ 100,000	\$ -	\$ 1,746
Meter Replacement	\$ 20,000	\$ 12,074	\$ 49,031
Pressure Reducing Stations	\$ 40,000	\$ -	\$ -
Red Mountain Reservoir Improvements	\$ 24,000	\$ -	\$ 19,350
Steel Reservoir Improvements	\$ 162,000	\$ 1,194	\$ 109,314
Treatment Plant R&R	\$ 200,000	\$ 6,830	\$ 126,730
SCADA Upgrades/ Security/Telemetry	\$ 150,000	\$ 13,191	\$ 83,478
Vehicles and Heavy Equipment	\$ 143,500	\$ 675	\$ 138,546
Total Water Capital Projects	\$ 7,379,500	\$ 460,634	\$ 4,653,776

#### **Recycled Water Capital Projects**

Recycled Water Improvements	\$ 119,000	\$ 494	\$ 61,312
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#### **Wastewater Capital Projects**

WRP Improvements	\$ 855,000	\$ 15,836	\$ 166,624
Collection System Improvements	\$ 390,000	\$ 15,029	\$ 81,915
Outfall Improvements	\$ 25,000	\$ 3,900	\$ 35,255
Vehicles and Heavy Equipment	\$ 495,000	\$ 10,199	\$ -
Total Wastewater Capital Projects	\$ 1,765,000	\$ 34,765	\$ 283,794

#### **Administrative Capital Projects**

Administrative Upgrades	\$ 50,000	\$ 8,743	\$ 33,171
Engineering and Operations Information Systems	\$ -	\$ -	\$ -
Facility Improvements/Upgrades/Security	\$ 460,000	\$ 40,247	\$ 40,849
District Yard Improvements	\$ 420,000	\$ 1,051	\$ 10,734
Total Administrative Capital Projects	\$ 930,000	\$ 50,041	\$ 84,755

<b>Capital Projects Total</b>	\$ 10,193,500	\$ 545,934	\$ 5,083,637
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02/29/2024

Treasurer's Warrant No. February

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 - 02/2024**

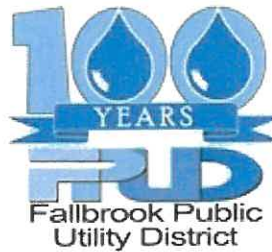
**Computer Check Register**

Payroll #1	\$187,785.44
Payroll #2	<u>\$189,048.07</u>
	<u>\$376,833.51</u>

# Accounts Payable

## Checks by Date - Summary by Check Date

User: annaleceb  
 Printed: 3/6/2024 9:35 AM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
93490	00101	ACWA JPIA	02/01/2024	136,332.31
93491	01460	AFLAC	02/01/2024	446.72
93492	91286	AMAZON CAPITAL SERVICES, INC.	02/01/2024	3,124.05
93493	06536	ARCADIS U.S., INC	02/01/2024	6,227.20
93494	UB*00529	THOMPSON & ASSOCIATES	02/01/2024	114.89
93495	91608	AT&T MOBILITY LLC	02/01/2024	3,950.07
93496	91708	B2B SECURITY	02/01/2024	3,000.00
93497	91440	BP BATTERY INC	02/01/2024	137.18
93498	03134	CALIFORNIA WATER ENVIRONMENT.	02/01/2024	108.00
93499	UB*00528	GARRETT & ALYSSA COE	02/01/2024	99.40
93500	91594	CONCENTRA MEDICAL CENTERS	02/01/2024	136.00
93501	05714	COUNTY OF SD DEPT PUBLIC WORKS	02/01/2024	328.50
93502	01022	CSMFO	02/01/2024	270.00
93503	91143	CULLY REPAIR LLC	02/01/2024	151.36
93504	06048	DEPARTMENT OF THE INTERIOR	02/01/2024	4,195.88
93505	05192	DIAMOND ENVIRONMENTAL SERVIC	02/01/2024	800.44
93506	91877	DRAFTLINK	02/01/2024	1,900.00
93507	04411	ENVIRONMENTAL RESOURCE ASSOC	02/01/2024	2,235.99
93508	91569	EUROFINS ENVIRONMENT TESTING S	02/01/2024	300.00
93509	06303	EXECUTIVE LANDSCAPE INC.	02/01/2024	2,649.00
93510	02411	FALLBROOK PRINTING CORP	02/01/2024	1,238.89
93511	91540	FIRST BANKCARD	02/01/2024	1,129.65
93512	91620	FIRST BANKCARD	02/01/2024	685.42
93513	91678	FIRST BANKCARD	02/01/2024	1,555.93
93514	91025	FRITTS FORD	02/01/2024	52,199.29
93515	02767	GRANGETTO FARM & GARDEN SUPPI	02/01/2024	11.35
93516	06062	HARRINGTON INDUSTRIAL PLASTICS	02/01/2024	60.85
93517	04793	HERCULES INDUSTRIES, INC.	02/01/2024	843.92
93518	06329	HILL BROTHERS CHEMICAL COMPAN	02/01/2024	1,774.79
93519	UB*00527	ANSELMO HOMES INC	02/01/2024	77.49
93520	UB*00525	DAVE HUNT	02/01/2024	22.04
93521	06577	INFOSEND INC	02/01/2024	122.69
93522	90887	LLOYD PEST CONTROL	02/01/2024	163.00
93523	91751	MANAGED MOBILE INC	02/01/2024	11,589.86
93524	06601	MBC AQUATIC SCIENCES	02/01/2024	6,291.54
93525	91167	NORTH COUNTY FORD	02/01/2024	189.83
93526	01267	PACIFIC PIPELINE	02/01/2024	25.32
93527	91839	RENEWABLE ENERGY & DRIVES US, I	02/01/2024	10,750.00
93528	00232	SAN DIEGO GAS & ELECTRIC	02/01/2024	102,348.96
93529	00236	SCRAPPYS	02/01/2024	50.00
93530	04434	SNAP ON TOOLS	02/01/2024	537.67
93531	06401	SONSRAY MACHINERY LLC	02/01/2024	702.05
93532	05319	T.S. INDUSTRIAL SUPPLY	02/01/2024	272.56
93533	06512	ULINE SHIPPING SUPPLIES	02/01/2024	613.95
93534	00724	UNDERGROUND SERVICE ALERT	02/01/2024	646.18
93535	91703	UNIVAR SOLUTIONS	02/01/2024	14,505.74
93536	UB*00526	JOSEPH WAGNER	02/01/2024	14.42

Check No	Vendor No	Vendor Name	Check Date	Check Amount
			Total for 2/1/2024:	374,930.38
ACH	00152	FPUD EMPL ASSOCIATION	02/08/2024	764.00
ACH	00718	NATIONWIDE RETIREMENT SOLUTIO	02/08/2024	20,658.91
ACH	06758	UNITED STATES TREASURY	02/08/2024	71,658.10
ACH	06759	STATE OF CA - PR TAXES	02/08/2024	10,895.50
ACH	06760	STATE OF CA - SDI	02/08/2024	3,228.92
ACH	06763	PERS - PAYROLL	02/08/2024	52,329.34
93539	00231	SAN DIEGO COUNTY WATER AUTH	02/08/2024	229,137.50
93540	UB*00530	ROBERTO ACOSTA	02/08/2024	290.97
93541	91286	AMAZON CAPITAL SERVICES, INC.	02/08/2024	3,457.53
93542	91490	AMAZON WEB SERVICES, INC.	02/08/2024	1,115.32
93543	06536	ARCADIS U.S., INC	02/08/2024	30,819.40
93544	05088	AT&T	02/08/2024	602.91
93545	06235	JACK BEBEE	02/08/2024	106.35
93546	91440	BP BATTERY INC	02/08/2024	112.59
93547	91069	BRENNTAG PACIFIC INC.	02/08/2024	1,827.69
93548	03978	CAMERON WELDING SUPPLY	02/08/2024	366.50
93549	06115	CDW GOVERNMENT INC.	02/08/2024	3,647.22
93550	91819	COMPLETE OFFICE OF CALIFORNIA,	02/08/2024	772.76
93551	06299	D & H WATER SYSTEMS, INC	02/08/2024	621.85
93552	02925	DATA NET SOLUTIONS	02/08/2024	1,300.13
93553	91882	EASTERN MUNICIPAL WATER DISTRI	02/08/2024	3,088.20
93554	91891	ESTATE OF HELADIO RUIZ SOTO	02/08/2024	16,042.00
93555	91611	FALLBROOK ACE HARDWARE	02/08/2024	2,439.73
93556	09523	FALLBROOK EQUIP RENTALS	02/08/2024	12,413.60
93557	00169	FALLBROOK OIL COMPANY	02/08/2024	4,015.93
93558	02411	FALLBROOK PRINTING CORP	02/08/2024	391.99
93559	00170	FALLBROOK WASTE & RECYCLING	02/08/2024	1,055.27
93560	02170	GRAINGER, INC.	02/08/2024	646.45
93561	05380	HACH CO	02/08/2024	1,424.48
93562	06062	HARRINGTON INDUSTRIAL PLASTICS	02/08/2024	254.91
93563	06561	HOWELLS GOVERNMENT RELATION	02/08/2024	7,500.00
93564	06577	INFOSEND INC	02/08/2024	1,452.88
93565	06479	KNOCKOUT PEST CONTROL & TERMI	02/08/2024	200.00
93566	91892	JUSTIN LOERA-HANSEN	02/08/2024	78.90
93567	91815	MAIN ELECTRIC SUPPLY COMPANY L	02/08/2024	2,207.51
93568	02618	MC MASTER-CARR	02/08/2024	238.83
93569	91192	MISSION LINEN SUPPLY	02/08/2024	1,851.06
93570	90932	NAPA AUTO PARTS	02/08/2024	1,137.17
93571	00370	NUTRIEN AG SOLUTIONS, INC.	02/08/2024	263.93
93572	06298	ONESOURCE DISTRIBUTORS, LLC	02/08/2024	7,949.48
93573	91674	O'REILLY AUTO ENTERPRISES, LLC	02/08/2024	1,040.96
93574	91865	PIPELINE PRODUCTS, INC.	02/08/2024	450.42
93575	UB*00531	TABCO PRECISION	02/08/2024	47.99
93576	06608	ROTARY CLUB OF FALLBROOK	02/08/2024	182.00
93577	06605	SOUTHLAND PIPE CORP.	02/08/2024	2,353.90
93578	90929	SOUTHWEST ANSWERING SERVICE, I	02/08/2024	874.00
93579	91860	SPECTRUM ENTERPRISE	02/08/2024	2,656.38
93580	03197	SWRCB ACCOUNTING OFFICE	02/08/2024	47,437.78
93581	06735	TCN, INC.	02/08/2024	66.12
93582	04159	THOMSON REUTERS - WEST	02/08/2024	158.39
93583	91703	UNIVAR SOLUTIONS	02/08/2024	1,875.38
93584	03358	US BANK TRUST NA	02/08/2024	2,477.00
93585	03358	US BANK TRUST NA	02/08/2024	2,950.00
93586	91871	WALTERS WHOLESALE ELECTRIC CO	02/08/2024	1,106.29

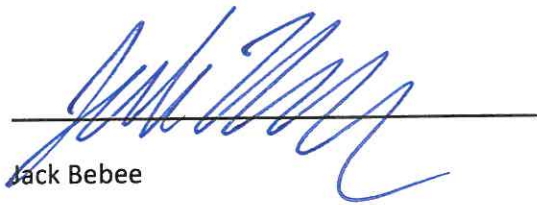
Check No	Vendor No	Vendor Name	Check Date	Check Amount
93587	00233	WAXIE SANITARY SUPPLY	02/08/2024	2,415.81
93588	06238	AUSTIN WENDT	02/08/2024	94.78
93589	02773	WHITE CAP L.P	02/08/2024	1,682.71
93590	04995	AMERICAN MESSAGING	02/08/2024	203.72
93591	91833	FAMILY SUPPORT REGISTRY	02/08/2024	100.15
93592	05560	FRANCHISE TAX BOARD	02/08/2024	50.00
93593	06608	ROTARY CLUB OF FALLBROOK	02/08/2024	182.00
93594	91486	SATELLITE PHONE STORE	02/08/2024	78.28
Total for 2/8/2024:				566,849.87
ACH	02582	EMPLOYMENT DEVELOPMENT DEPT	02/15/2024	652.00
93595	91286	AMAZON CAPITAL SERVICES, INC.	02/15/2024	1,424.08
93596	02805	ASBURY ENVIRONMENTAL SERVICES	02/15/2024	1,277.87
93597	06020	BABCOCK LABORATORIES, INC	02/15/2024	8,844.11
93598	91503	BACKGROUNDS ONLINE	02/15/2024	255.30
93599	91680	BIWATER INC	02/15/2024	11,243.98
93600	06431	BLACK & VEATCH CORPORATION	02/15/2024	3,500.00
93601	05615	BOOT WORLD INC.	02/15/2024	223.00
93602	03978	CAMERON WELDING SUPPLY	02/15/2024	941.48
93603	05953	CORODATA RECORDS MANAGEMENT	02/15/2024	897.63
93604	06762	DENALI WATER SOLUTIONS LLC	02/15/2024	4,099.44
93605	04122	EVOQUA WATER TECHNOLOGIES LLC	02/15/2024	396.52
93606	06413	FARM BUREAU	02/15/2024	355.00
93607	06497	FASTENAL COMPANY	02/15/2024	1,810.20
93608	02972	FISHER SCIENTIFIC COMPANY LLC	02/15/2024	3,502.18
93609	91837	GEOTAB USA, INC.	02/15/2024	808.75
93610	02170	GRAINGER, INC.	02/15/2024	1,073.66
93611	06329	HILL BROTHERS CHEMICAL COMPAN	02/15/2024	2,276.39
93612	03276	HOME DEPOT CREDIT SERVICES	02/15/2024	1,240.24
93613	03161	IDEXX DISTRIBUTION, INC.	02/15/2024	535.49
93614	06577	INFOSEND INC	02/15/2024	1,414.65
93615	91524	INSIGHT DIRECT USA, INC.	02/15/2024	1,418.98
93616	91751	MANAGED MOBILE INC	02/15/2024	1,799.86
93617	03201	NATIONAL SAFETY COMPLIANCE INC	02/15/2024	208.40
93618	01267	PACIFIC PIPELINE	02/15/2024	8,677.42
93619	04489	PARKHOUSE TIRE INC	02/15/2024	1,418.81
93620	00215	PETTY CASH	02/15/2024	61.18
93621	91155	QUALITY GATE COMPANY, INC	02/15/2024	519.10
93622	91779	RINGCENTRAL, INC.	02/15/2024	1,108.46
93623	90928	ROCKWELL SOLUTIONS, INC	02/15/2024	25,532.51
93624	00232	SAN DIEGO GAS & ELECTRIC	02/15/2024	69,290.80
93625	00236	SCRAPPYS	02/15/2024	30.00
93626	91723	SPECIALTY MOWING SERVICES, INC	02/15/2024	13,853.86
93627	91752	TEMECULA VALLEY BUICK GMC	02/15/2024	617.98
93628	06211	UNITED IMAGING	02/15/2024	620.62
93629	91703	UNIVAR SOLUTIONS	02/15/2024	11,574.69
93630	91498	WEST COAST TRUCK & AUTO	02/15/2024	1,696.75
93631	91888	ALTERTECH SOLUTIONS, LLC	02/15/2024	1,750.00
93632	91286	AMAZON CAPITAL SERVICES, INC.	02/15/2024	686.15
93633	91487	BADGER METER, INC.	02/15/2024	6,224.68
93634	06303	EXECUTIVE LANDSCAPE INC.	02/15/2024	1,260.00
93635	04494	FEDERAL EXPRESS CORPORATION	02/15/2024	96.06
93636	91848	FERNANDEZ GOVERNMENT SOLUTIC	02/15/2024	8,000.00
93637	06764	G & W TRUCK ACCESSORIES	02/15/2024	674.75
93638	05380	HACH CO	02/15/2024	2,098.05
93639	06062	HARRINGTON INDUSTRIAL PLASTICS	02/15/2024	1,001.61

Check No	Vendor No	Vendor Name	Check Date	Check Amount
93640	03161	IDEXX DISTRIBUTION, INC.	02/15/2024	28.43
93641	06380	JANI-KING OF CALIFORNIA, INC - SA	02/15/2024	3,440.56
93642	91648	KING LEE CHEMICAL COMPANY	02/15/2024	3,922.94
93643	UB*00532	MICHELE LOPEZ	02/15/2024	14.00
93644	02618	MC MASTER-CARR	02/15/2024	959.92
93645	04075	RAYNE WATER SYSTEMS	02/15/2024	195.00
93646	91806	SAN DIEGO CHAPTER CSDA TREASURI	02/15/2024	210.00
93647	05403	SAN DIEGO UNION-TRIBUNE CO.	02/15/2024	746.20
93648	05656	SLOAN ELECTROMECHANICAL SERV	02/15/2024	8,281.31
93649	91107	SPECTRUM BUSINESS	02/15/2024	147.78
93650	91860	SPECTRUM ENTERPRISE	02/15/2024	90.00
93651	02927	TIM STERGER	02/15/2024	60.00
93652	91082	TELETRAC, INC	02/15/2024	2,342.76
93653	91703	UNIVAR SOLUTIONS	02/15/2024	6,797.30
93654	04313	USA BLUEBOOK	02/15/2024	73.40
Total for 2/15/2024:				234,302.29
ACH	00152	FPUD EMPL ASSOCIATION	02/22/2024	764.00
ACH	00718	NATIONWIDE RETIREMENT SOLUTIO	02/22/2024	20,658.91
ACH	06758	UNITED STATES TREASURY	02/22/2024	73,306.07
ACH	06759	STATE OF CA - PR TAXES	02/22/2024	10,966.33
ACH	06760	STATE OF CA - SDI	02/22/2024	3,263.98
ACH	06763	PERS - PAYROLL	02/22/2024	52,985.96
ACH	03358	US BANK TRUST NA	02/22/2024	303,841.15
ACH	91223	STERLING ADMINISTRATION	02/22/2024	125.00
93658	00101	ACWA JPIA	02/22/2024	136,928.08
93659	03223	AIR POLLUTION CONTROL DISTRICT	02/22/2024	6,155.00
93660	91286	AMAZON CAPITAL SERVICES, INC.	02/22/2024	352.61
93661	91894	NINA BARSKY, TRUSTEE OF THE HOV	02/22/2024	10,136.10
93662	04178	CALOLYMPIC SAFETY CO., INC.	02/22/2024	700.15
93663	03978	CAMERON WELDING SUPPLY	02/22/2024	1,497.26
93664	01719	MICKEY M. CASE	02/22/2024	60.00
93665	91272	KEVIN COLLINS	02/22/2024	60.00
93666	02176	CORELOGIC SOLUTIONS, LLC	02/22/2024	206.00
93667	06675	CORODATA SHREDDING, INC	02/22/2024	67.32
93668	02925	DATA NET SOLUTIONS	02/22/2024	326.25
93669	05192	DIAMOND ENVIRONMENTAL SERVIC	02/22/2024	798.21
93670	91882	EASTERN MUNICIPAL WATER DISTRI	02/22/2024	9,201.91
93671	03391	ELECTRICAL SALES INC	02/22/2024	830.32
93672	00169	FALLBROOK OIL COMPANY	02/22/2024	7,806.03
93673	91833	FAMILY SUPPORT REGISTRY	02/22/2024	100.15
93674	04494	FEDERAL EXPRESS CORPORATION	02/22/2024	19.14
93675	01432	FERGUSON WATERWORKS #1083	02/22/2024	2,693.75
93676	91200	FIRST BANKCARD	02/22/2024	3,551.45
93677	91225	FIRST BANKCARD	02/22/2024	774.48
93678	91540	FIRST BANKCARD	02/22/2024	944.88
93679	91678	FIRST BANKCARD	02/22/2024	850.00
93680	91744	FIRST BANKCARD	02/22/2024	650.00
93681	91847	FIRST BANKCARD	02/22/2024	450.00
93682	05560	FRANCHISE TAX BOARD	02/22/2024	50.00
93683	04958	GOSCH FORD TEMECULA	02/22/2024	348.72
93684	05380	HACH CO	02/22/2024	85.00
93685	90897	JOSHUA HARGROVE	02/22/2024	221.00
93686	06062	HARRINGTON INDUSTRIAL PLASTICS	02/22/2024	114.62
93687	91336	JACOB HYINK	02/22/2024	2,055.00
93688	06577	INFOSEND INC	02/22/2024	1,083.91



Check No	Vendor No	Vendor Name	Check Date	Check Amount
93689	00190	JCI JONES CHEMICALS INC.	02/22/2024	10,902.81
93690	05505	TODD JESTER	02/22/2024	705.00
93691	06479	KNOCKOUT PEST CONTROL & TERMI	02/22/2024	200.00
93692	04926	KONICA MINOLTA PREMIER FINANCE	02/22/2024	2,320.25
93693	91515	LABORATORY CALIBRATION SERVICE	02/22/2024	3,295.00
93694	05194	LESLIE'S SWIMMING POOL SUPPLIES	02/22/2024	10,774.78
93695	90902	MATTHEW LIAN	02/22/2024	56.70
93696	91029	MALLORY SAFETY AND SUPPLY CO	02/22/2024	241.91
93697	91751	MANAGED MOBILE INC	02/22/2024	1,301.18
93698	02618	MC MASTER-CARR	02/22/2024	1,877.50
93699	00370	NUTRIEN AG SOLUTIONS, INC.	02/22/2024	7.00
93700	01267	PACIFIC PIPELINE	02/22/2024	161.08
93701	06688	ANDO PILVE	02/22/2024	1,027.35
93702	91077	RED WING BUSINESS ADVANTAGE AC	02/22/2024	635.04
93703	91824	RON TURLEY ASSOCIATES	02/22/2024	5,033.00
93704	06605	SOUTHLAND PIPE CORP.	02/22/2024	1,373.38
93705	91860	SPECTRUM ENTERPRISE	02/22/2024	1,459.95
93706	02206	STATE WATER RESOURCES CONTROL	02/22/2024	2,814,795.15
93707	05319	T.S. INDUSTRIAL SUPPLY	02/22/2024	184.08
93708	91703	UNIVAR SOLUTIONS	02/22/2024	11,275.52
Total for 2/22/2024:				3,522,655.42
93709	01460	AFLAC	02/29/2024	446.72
93710	91286	AMAZON CAPITAL SERVICES, INC.	02/29/2024	2,988.36
93711	06235	JACK BEBEE	02/29/2024	213.54
93712	02743	BEST BEST & KRIEGER	02/29/2024	10,777.27
93713	06115	CDW GOVERNMENT INC.	02/29/2024	117.15
93714	91008	MICHAEL COTHRAN	02/29/2024	705.00
93715	05714	COUNTY OF SD DEPT PUBLIC WORKS	02/29/2024	483.50
93716	06021	JOSHUA COUVEAU	02/29/2024	221.00
93717	06762	DENALI WATER SOLUTIONS LLC	02/29/2024	22,576.24
93718	91784	JOSEPH DI CARLO	02/29/2024	304.25
93719	05192	DIAMOND ENVIRONMENTAL SERVIC	02/29/2024	320.41
93720	01155	FALLBROOK WASTE/RECYCLING	02/29/2024	152.95
93721	04494	FEDERAL EXPRESS CORPORATION	02/29/2024	178.27
93722	01432	FERGUSON WATERWORKS #1083	02/29/2024	24,524.25
93723	91202	FIRST BANKCARD	02/29/2024	217.19
93724	91313	FIRST BANKCARD	02/29/2024	566.35
93725	91620	FIRST BANKCARD	02/29/2024	423.25
93726	91895	FIRST BANKCARD	02/29/2024	424.00
93727	02767	GRANGETTO FARM & GARDEN SUPPI	02/29/2024	144.79
93728	05380	HACH CO	02/29/2024	2,623.50
93729	90897	JOSHUA HARGROVE	02/29/2024	407.00
93730	06577	INFOSEND INC	02/29/2024	79.34
93731	05871	ITRON INC	02/29/2024	26,836.24
93732	90953	JR FILANC CONSTRUCTION CO., INC.	02/29/2024	136,546.00
93733	06479	KNOCKOUT PEST CONTROL & TERMI	02/29/2024	100.00
93734	91130	LINCOLN NATIONAL LIFE INSURANC	02/29/2024	4,151.28
93735	91896	GREGORY MCANALLY	02/29/2024	354.00
93736	UB*00533	WALTER NOVICK	02/29/2024	644.98
93737	01267	PACIFIC PIPELINE	02/29/2024	15,850.21
93738	91535	PAYMENTUS CORPORATION	02/29/2024	5,032.98
93739	91007	PFM ASSET MANGEMENT LLC	02/29/2024	1,339.37
93740	91546	QUADIENT FINANCE USA, INC.	02/29/2024	799.80
93741	91660	R & R INDUSTRIES INC.	02/29/2024	1,197.77
93742	06666	SAGINAW CONTROL & ENGINEERINC	02/29/2024	4,242.25

Check No	Vendor No	Vendor Name	Check Date	Check Amount
93743	06605	SOUTHLAND PIPE CORP.	02/29/2024	4,682.46
93744	00159	SUPERIOR READY MIX	02/29/2024	1,032.18
93745	91385	VERONICA TAMZIL	02/29/2024	120.00
93746	04313	USA BLUEBOOK	02/29/2024	245.89
93747	04290	VILLAGE NEWS, INC.	02/29/2024	140.00
93748	91498	WEST COAST TRUCK & AUTO	02/29/2024	3,265.76
93749	02773	WHITE CAP L.P	02/29/2024	1,682.71
Total for 2/29/2024:				277,158.21
Report Total (270 checks):				4,975,896.17



Jack Bebee

General Manager

## Lauren Eckert

---

**From:** Jennifer DeMeo 3  
**Sent:** Wednesday, March 13, 2024 11:35 AM  
**To:** Lauren Eckert  
**Subject:** FW: Advance Approval

Sent from my T-Mobile 5G Device

----- Original message -----

**From:** Don McDougal <don@GrandTradition.com>  
**Date:** 2/27/24 10:30 AM (GMT-08:00)  
**To:** Jennifer DeMeo 3 <jdemeo@fpud.com>  
**Subject:** Re: Advance Approval

I approve.

Get [Outlook for iOS](#)

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**From:** Jennifer DeMeo 3 <jdemeo@fpud.com>  
**Sent:** Tuesday, February 27, 2024 9:38:25 AM  
**To:** Don McDougal <don@GrandTradition.com>  
**Subject:** Advance Approval

[You don't often get email from jdemeo@fpud.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification> ]

Hi Don

I am requesting advance approval for per diem for the ACWA Region 10 Workgroup Meeting on March 4, 2024 at 3pm via Zoom. Can you send the email to Lauren?

Thanks

Jen DeMeo  
Board President  
FPUD

Sent from my T-Mobile 5G Device

FALLBROOK PUBLIC UTILITY DISTRICT  
BOARD OF DIRECTORS

DIRECTOR'S REPORT OF CONFERENCE / MEETING ATTENDANCE

Director Name: Jennifer DeMeo

Name & Location of Function: Butcher Shop Restaurant  
San Diego

Monthly San Diego CSDA Dinner Meeting

Date(s) of Attendance: Feb 15

Purpose of Function: SDCSDA Member Information Education

Sponsoring Organization: CSDA

Summary of Conference or Meeting:

Registrar of Voters Rebecca Lee  
presented facts & figure  
of current election.

And outlined how they  
are keeping elections secure.

Director Signature: Jenny DeMeo

Date: 3/19/2024

*The Administrative Code requires reports of conferences or meetings for which a director requests per diem or expense reimbursement. Reports must be submitted to the secretary no later than one (1) week prior to the board meeting.*

*Reports must be submitted before the District will pay per diem or reimbursement for the conference or meeting. Reports are not required for board or committee meetings or meetings with board or committee officers, the general manager, or the general counsel.*

FALLBROOK PUBLIC UTILITY DISTRICT  
BOARD OF DIRECTORS

DIRECTOR'S REPORT OF CONFERENCE / MEETING ATTENDANCE

Director Name: Jennifer DeMeo

Name & Location of Function: ACWA Region 10 Board  
VIRTUAL WORKGROUP for 2024  
Summer Event

Date(s) of Attendance: Monday March 4 2024

Purpose of Function: planning - education

Sponsoring Organization: ACWA

Summary of Conference or Meeting:

Discussion About format  
and possible dates and  
location of ACWA Region 10  
Event, Planned for Summer 2024  
July? Yurba Linda? TBD

The region 10 event this year will focus on  
water quality issues, A panel will discuss  
PFAS, A Keynote will focus on emerging  
contaminants + future planning.

Director Signature:

*Jennifer DeMeo*

Date:

3/19/2024

The Administrative Code requires reports of conferences or meetings for which a director requests per diem or expense reimbursement. Reports must be submitted to the secretary no later than one (1) week prior to the board meeting.

Reports must be submitted before the District will pay per diem or reimbursement for the conference or meeting. Reports are not required for board or committee meetings or meetings with board or committee officers, the general manager, or the general counsel.