



FALLBROOK PUBLIC UTILITY DISTRICT  
MEETING OF THE COMMUNITY BENEFIT PROGRAM COMMITTEE

MINUTES

MONDAY, MARCH 11, 2024  
10:00 A.M.

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

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I. PRELIMINARY FUNCTIONS

CALL TO ORDER / ROLL CALL

Committee Chair Mendelson called the Fallbrook Public Utility District's Community Benefit Program ("FPUD CBP") Committee meeting to order at 10:00 a.m.

A quorum was established and attendance was as follows:

Committee Members

Present: Jim Mendelson, Chair  
Elana Sterling, Vice Chair  
Anna Marchand, Secretary  
Lila Hargrove  
Jerry Kalman  
Leticia Maldonado/Stamos  
Rosie Redmond

Absent: None

District Staff Present:

Lauren Eckert, Executive Assistant/Board Secretary

Also present: 6 people in attendance, and 1 person attending via teleconferencing.

PLEDGE OF ALLEGIANCE – Committee Vice Chair Sterling led the Pledge of Allegiance.

ADDITIONS TO AGENDA PER GC § 54954.2(b) - None

APPROVAL OF AGENDA

MOTION: Committee Vice Chair Sterling moved to approve the agenda, as published; Committee Member Kalman seconded. A vote commenced and the motion passed. VOTE:

AYES: Unanimous  
NOES: None  
ABSTAIN: None  
ABSENT: None

**PUBLIC COMMENT**

Committee Chair Mendelson called for public comment on non-agenda items. None were received.

**II. APPROVAL OF MINUTES..... (ITEM A)**

**A. FEBRUARY 12, 2024 COMMUNITY BENEFIT PROGRAM COMMITTEE MEETING**

MOTION: Committee Member Hargrove moved to approve the February 12, 2024 FPUD CBP Committee Meeting Minutes, as presented; Committee Member Redmond seconded. A vote commenced and the motion passed. VOTE:

AYES: Unanimous  
NOES: None  
ABSTAIN: None  
ABSENT: None

**III. ACTION/DISCUSSION ..... (ITEMS B-F)**

**B. MICROPHONE USE**

Committee Chair Mendelson employed the Committee Members to use the microphones and to speak slowly.

**C. ARTICLE 23 POSTING**

Committee Chair Mendelson announced that Committee Member Kalman and Noelle Denke, Fallbrook Public Utility District's Public Affairs Specialist, created a link to the Fallbrook Public Utility District Administrative Code Article 23 on the FPUD CBP's website page.

**D. DISCUSSION OF SUGGESTIONS RECEIVED**

Committee Chair Mendelson announced the Committee intended to discuss suggestions to improve the application and award processes but would not entertain motions to make any changes until the April 8, 2024 regularly scheduled meeting. The purpose of discussion is to take suggestions under advisement.

Committee Chair Mendelson called for public comment, of which Josh Guerrettaz, representing the Sports Park, commented that the applications need to be thoroughly and completely reviewed. Additionally, Andrew Willis, representing the Gem Society, confirmed that the Gem Society's next step was to reapply for funding in the next application processes since a reconsideration of the prior application was not on the FPUD CBP's agenda.

Proposal Development Workgroup Chair Hargrove led the discussion and provided the Workgroup's recommendations on each item as listed at Attachment B, page 15 of the agenda package. Each item was discussed in order. Some of the more significant issues discussed involved defining eligible projects; broadening the scope of information required in the application documents, providing means for applicants to respond to questions, project site visits, refining public access requirements for specific periods of time, scheduling application and funding periods, and scoring processes.

#### E. CONTRACTS

Committee Chair Mendelson called for public comment, of which there was none.

The Contract Oversight Workgroup Chair Marchand reported on the status of the contract negotiations. Two recipients had inquired about minimal issues on the contract. Five contracts had been signed and returned to the Fallbrook Public Utility District. Two contracts remained outstanding.

Workgroup Chair Marchand asked the CBP members to take a number of concerns into consideration for possible action at the next meeting. These concerns addressed the following:

- 1) A Report of Awards should be incorporated, and timely updated, on the Fallbrook Public Utility District's website.
- 2) A minimum of funding should be required before breaking the distribution of funding into two parts. Only two of the seven current contracts require two payment installments but the workgroup had little guidance on determining the amounts to be paid on each installment
- 3) Based on the timing of the contract date being March 1, 2024, funding provided on April 1, 2024, and the final reporting required by March 2025, the recipient is funded for only 11 months; not twelve. In the event this is an issue, the issue can be addressed with contract modifications if necessary. However, contract modifications will require Fallbrook Public Utility District Board approval.
- 4) Reporting is for the purpose of satisfying audits. Recipients will need guidance in reporting. Guidance can be modeled after the San Diego County community grant programs.

MOTION: Committee Vice Chair Sterling moved to expand the scope of work assignment of the Contracts Workgroup to include monitoring the current contracts and drafting suggested processes to assist each recipient's reporting; Committee Member Redmond seconded. A vote commenced and the motion passed. VOTE:

AYES: Unanimous

NOES: None

ABSTAIN: None

ABSENT: None

F. INDEMNITY

Committee Member Redmond inquired as to whether the current contract indemnification term sufficiently protects FPUD CBP members. Limited discussion took place with a resolution that legal counsel will be sought on this question.

Chair Mendelson asked the Proposal Development Workgroup to be the liaison between the Committee and legal counsel for this and all legal questions.

IV. **WORKING GROUP REPORTS** ..... (ITEMS G–J)

G. ADMINISTRATIVE PROCEDURES – No Report.

H. PROPOSAL DEVELOPMENT – No report beyond the information provided above at III. D.

I. CONTRACT OVERSIGHT – No report beyond the information provided above at III. E.

J. PUBLIC OUTREACH – No Report.

V. **NEW BUSINESS**

Committee Chair Mendelson called for public comment. Mike Griffiths spoke on two matters. First, he suggested a revised agenda that places public comment later in the order of the meeting so that audience members have an opportunity to hear the agenda item discussed by the Committee prior to making public comment. Second, the timing of the funding and reporting required by the current contracts limits a recipient's time to make use of funds. Consideration of the San Diego County processes will provide guidance to the FPUD CBP.

Committee Member Redmond inquired as to how the FPUD CBP can elicit more participation in the funding process from the Fallbrook Public Utility District rate payers. Discussion ensued. Committee Member Kalman will discuss whether an insert could be included in monthly billing statements with the Fallbrook Public Utility District's General

Manager. Another suggestion was that a meeting could be scheduled for a time of day that accommodates rate payers who are employed and work regular business hours. Public announcements will continue.

**VI. ADJOURNMENT OF MEETING – *Next meeting April 8, 2024 at 10:00 a.m.***

Committee Members shall submit April Agenda items to Committee Chair Mendelson on or before March 29, 2024.

There being no further business to discuss, on a motion made by Committee Member Kalman, seconded by Committee Member Redmond and passed unanimously, the Community Benefit Committee Meeting of the Fallbrook Public Utility District adjourned at 11:34 p.m.

  
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Chair, Community Benefit Committee

ATTEST:  
  
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Secretary, Community Benefit Committee