FALLBROOK PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS
COMBINED NOVEMBER/DECEMBER REGULAR BOARD MEETING

MINUTES

MONDAY, DECEMBER 9, 2024
4:00 P.M.

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

I. PRELIMINARY FUNCTIONS

CALL TO ORDER / ROLL CALL / ESTABLISH A QUORUM

Vice President McDougal called the Combined November/December 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: Don McDougal, Member/Vice President
Dave Baxter, Member
Ken Endter, Member
Charley Wolk, Member

Absent: Jennifer DeMeo, Member/President

General Counsel/District Staff

Present: Jack Bebee, General Manager
Dave Shank, Assistant General Manager/CFO
Paula de Sousa, General Counsel
Annalece Bokma, Accounting Technician II
Isabel Casteran, Safety and Risk Officer
Aaron Cook, Engineering Manager
Steve Stone, Field Services Manager
John Marchetta, Human Resources Manager
Lauren Eckert, Executive Assistant/Board Secretary

Also present were others, including, but not limited to: There were 30 members of the public present.

PLEDGE OF ALLEGIANCE

Vice President McDougal led the Pledge of Allegiance.

ADDITIONS TO AGENDA PER GC § 54954.2(b)

APPROVAL OF AGENDA

MOTION: Director Wolk moved to approve the agenda, with Item B being deferred to the January Board meeting; Director Endter seconded. Motion carried; VOTE:

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

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

There were no public comments on non-agenda items.

There were no public comments on items A–E.

A. SEATING OF DIRECTORS
1. Dave Baxter, Division No. 1
2. Jennifer DeMeo, Division No. 3

Dave Baxter was re-seated as Director for Division No. 1, and Jennifer DeMeo was re-seated as Director for Division No. 3 for a 4-year term on the FPUD Board of Directors.

B. ELECTION OF OFFICERS TO THE BOARD OF DIRECTORS
1. President
2. Vice-President

This item was deferred to the January Board meeting.

C. APPOINTMENTS TO BOARD STANDING COMMITTEES
1. Fiscal Policy & Insurance
2. Personnel
3. Engineering & Operations

This item was deferred to the January Board meeting.

D. YEARS OF SERVICE

1. Lauren Eckert – 5 years
2. Jodi Brown – 5 years

The Board recognized Lauren Eckert and Jodi Brown for their five years of service to the District.

E. EMPLOYEE OF THE QUARTER FOR NOVEMBER 2024
1. Annalece Bokma

The Board recognized Annalece Bokma as Employee of the Quarter for November 2024.

II. CONSENT CALENDAR----------(ITEMS F–G)

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.

F. CONSIDER APPROVAL OF MINUTES
1. October 28, 2024 Regular Board Meeting

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

G. CONSIDER 2025 BOARD OF DIRECTORS REGULAR MEETING SCHEDULE

Recommendation: The Board establish the 2025 Board of Directors' regular meeting schedule, to include postponing the May regular meeting by two days to Wednesday, May 28, 2025 at 4:00 p.m. and combining the November and December regular Board meetings to Monday, December 8, 2025, at 4:00 p.m.

There were no public comments on Consent Calendar items.

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

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

III. INFORMATION----------(ITEM H)

H. RECOGNITION AND COMMENDATION OF STUDENT ARTWORK

Presented by: *Noelle Denke, Public Information Officer*

There were no public comments on agenda item H.

The fourteen fourth grade "Be Water Smart" calendar contest winners were recognized and presented with awards and prizes for their creative artwork used in the publication of the 2025 "Be Water Smart" calendar.

IV. ACTION / DISCUSSION CALENDAR ---------- (ITEMS I–N)

I. CONSIDER APPROVING DISTRICT'S ANNUAL COMPREHENSIVE FINANCIAL REPORT (ACFR) FOR FISCAL YEAR 2023-24

Recommendation: The Committee recommends that the Board approve the ACFR for Fiscal Year Ending June 30, 2024.

There were no public comments on agenda item I.

Daphnie Munoz from CliftonLarsonAllen, LLP presented a slideshow which outlined the audit process and the financial performance that is detailed in the draft Annual Comprehensive Financial Report (ACFR) for fiscal year ending June 30, 2024.

MOTION: Director Wolk moved to approve the Annual Comprehensive Financial Report for Fiscal Year ending June 30, 2024; Director Baxter seconded. Motion carried; VOTE:

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

J. CONSIDER ADOPTING RESOLUTION NO. 5085 APPROVING THE INCREASED RATES FOR WATER AND RECYCLED WATER SERVICE CHARGES, AND RATES FOR WASTEWATER SERVICE CHARGES AND TAKING OTHER RELATED ACTIONS

Recommendation: That the Board adopt Resolution No. 5085 adopting calendar year 2025 rates and charges for water, recycled water and wastewater services.

There were no public comments on agenda item J.

Assistant General Manager/CFO Shank presented a slideshow on the proposed 2025 rates and charges for water, recycled water and wastewater services.

General Manager Bebee reminded everyone that we decreased rates last year by five percent and reiterated the benefit of detachment from the San Diego County Water Authority.

MOTION: Director Baxter moved to adopt Resolution No. 5085 adopting calendar year 2025 rates and charges for water, recycled water and wastewater services; Director Endter seconded. Motion carried; VOTE:

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

K. CONSIDER CUSTOMER REQUEST FOR BILL ADJUSTMENT

Recommendation: *Staff supports Board direction on this item.*

There were no public comments on agenda item K.

General Manager Bebee provided an overview of this request from the customer at 1946 Pomegranate Lane.

Director Wolk asked if a leak adjustment was offered. General Manager Bebee reported that the leak adjustment form was provided, but the customer denied the option to submit the form and develop a payment plan.

Director Endter asked if we normally send out letters for leaks or if there was another way to send alerts besides text. General Manager Bebee responded that the texts that are sent are automatic and come from the leak alert system. He noted the District does not monitor all the leak alerts, as the alerts are set by the customer and the threshold varies by customer. General Manager Bebee also reported there was a lot of outreach, including workshops, when we rolled out smart meters.

Director Wolk noted that the property owner received three bills of excessively high water use and did nothing until he received a lock notice.

Director Baxter commended Customer Service, stating the District's customer service has improved so much over the years.

MOTION: Director Wolk moved to direct staff to develop a payment plan with the customer at 1946 Pomegranate Lane for the full unpaid account balance of $2,486.27; Director Endter seconded. Motion carried; VOTE:

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

L. CONSIDER AWARD OF TOYON PUMP STATION PIPELINE EXTENSION PROJECT

Recommendation: That the Board award the Toyon Pump Station Pipeline Extension Project to the lowest responsible bidder, PK Mechanical, for $350,000.

There were no public comments on agenda item L.

Engineering Manager Cook provided an overview of this project, including that we are in the process of replacing the Toyon Pump Station, which will be relocated to the UV Treatment Plant Red Mountain facility property. In order to do this, just over 800 feet of pipe would be necessary to connect the new pump station to the Toyon pressure zone.

MOTION: Director Endter moved to award the Toyon Pump Station Piepline Extension Project to the lowest responsible bidder, PK Mechanical, for $350,000; Director Wolk seconded. Motion carried; VOTE:

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

M. CONSIDER AWARD OF SEWER MAIN RELINING PROJECT FOR FY 2025

Recommendation: That the Board authorize award of the FY25 Sewer Main Relining Project to the lowest responsible bidder, Sancon Technologies in the amount of $209,107.50.

There were no public comments on agenda item M.

Engineering Manager Cook provided an overview of this project, reporting this is part of the standard sewer relining program.

MOTION: Director Baxter moved to authorize award of the FY25 Sewer Main Relining Project to the lowest responsible bidder, Sancon Technologies in the amount of $209,107.50; Director Endter seconded. Motion carried; VOTE:

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

N. CONSIDER BOARD NOTIFICATION OF EMERGENCY DECLARATION FOR PIPE REPAIR ON BEAVERCREEK LANE, JOSTEN WAY, AND W FALLBROOK STREET

Recommendation: The Board be notified that the emergency declaration made by the General Manager has resulted in the construction work as documented above.

There were no public comments on agenda item N.

Engineering Manager Cook provided an overview of this project, including that we have had a few problematic areas that have experienced leaks. We have declared an emergency for pipe repair to utilize our emergency services contract.

General Manager Bebee reminded the Board this will be on future Board agendas until the emergency repair is complete.

MOTION: Director Endter moved to continue with the pipe repair work on Beavercreek Lane, Josten Way, and W. Fallbrook Street under emergency declaration; Director Wolk seconded. Motion carried; VOTE:

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

V. ORAL/WRITTEN REPORTS----------(ITEMS 1–7)

1. General Counsel
2. General Manager
   a. MWD/EMWD Update
   b. Engineering and Operations Report
   c. Federal Funding Update

- General Manager Bebee provided an update on the Camp Pendleton treatment plants operations project. An MOU will most likely go to the Board at the January meeting.

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 provided an overview of the written reports included in the packet.
4. Public Information Officer
      - PIO Denke reported on the District's presence at community events. She also reported she is working on outreach for Water Smart meters.
5. Notice of Approval of Per Diem for Meetings Attended
6. Director Comments/Reports on Meetings Attended
7. Miscellaneous

VI. ADJOURNMENT OF MEETING

There being no further business to discuss, the Combined November/December Regular Meeting of the Board of Directors of the Fallbrook Public Utility District was adjourned at 5:11 p.m.

President, Board of Directors

ATTEST:

Secretary, Board of Directors