



FALLBROOK PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS
REGULAR BOARD MEETING

MINUTES

MONDAY, JULY 26, 2021
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 May Regular Meeting of the Board of Directors of the Fallbrook Public Utility District to order at 4:01 p.m. President DeMeo deferred to General Counsel de Sousa to make the following statements on the record regarding the proceedings for this meeting:

General Counsel de Sousa announced, for the record, that this meeting was conducted by teleconference using the call-in and web link on the agenda, pursuant to the Brown Act waivers to certain provisions under the Governor's Executive Order in response to the COVID-19 State of Emergency.

General Counsel de Sousa also announced the agenda provided notice that members of the public were encouraged to participate in person, or via teleconference using the call-in and web link information, and that members of the public could have also emailed public comments and comments on agenda items in advance of the meeting by mailing them to the District, dropping them in the District's payment drop box, or emailing them to the Board Secretary. Any such written comments would be read on to the record at the appropriate portion of the meeting – up to a limit of three (3) minutes per comment.

General Counsel de Sousa noted, for the record, there were no written public comments for any agenda items submitted prior to the submission deadline.

A quorum was established, and attendance was as follows:

Board of Directors

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

Absent: Don McDougal, Member

General Counsel/District Staff

Present: Jack Bebee, General Manager
Paul de Sousa, General Counsel
Dave Shank, Assistant General Manager/CFO
Jason Cavender, Operations Manager
Aaron Cook, Engineering Manager
Steve Stone, Field Services Manager
Mick Cothran, Engineering Technician II
Noelle Denke, Public Affairs Specialist
Owni Toma, Chief Plant Operator
Devin Casteel, System Operations Supervisor

Also present were others, including, but not limited to: Craig Balben

PLEDGE OF ALLEGIANCE

President DeMeo led the Pledge of Allegiance.

General Counsel de Sousa announced that President DeMeo would ask the Board Secretary if there were any members of the public who had submitted written comments in advance of the meeting, or who wished to make comments on the item either in person or through Zoom webinar or Zoom teleconference. After public comments, President DeMeo would then call on staff to make a presentation for the next item on the agenda. After the presentation was made, to avoid everyone speaking at once, President DeMeo would then call on each Director to see if there were questions for staff regarding their presentation. After the round of questions, President DeMeo would then ask for a motion and request that each Director identify themselves when making a motion or seconding a motion. Next, President DeMeo would call on each Director to see if there were any comments. General Counsel de Sousa announced all votes would be done by roll call.

ADDITIONS TO AGENDA PER GC § 54954.2(b)

APPROVAL OF AGENDA

MOTION: Director Wolk moved to approve the agenda as presented; Director Endter seconded. Motion passed; VOTE:

AYES: Directors Baxter, DeMeo, Endter, and Wolk

NOES: None

ABSTAIN: None

ABSENT: Director McDougal

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.

President DeMeo stated, as permitted under the Brown Act, the Board would hear public comments on items within the subject matter jurisdiction of the District that were not on the agenda.

President DeMeo requested that members of the public, who wished to speak on non-agenda items, raise their hand via Zoom Webinar by clicking on the 'Raise Hand' button and via phone by pressing star nine. President DeMeo then asked the Board Secretary if there were any members of the public who would have liked to be heard, or if any written in person public comment speaker slips for non-agenda items had been received in person, via mail, email, or deposit.

There were no public comments on non-agenda items or agenda item A.

A. YEARS OF SERVICE

1. Roscoe Tanner – 15 years

The Board recognized Roscoe Tanner for his 15 years of service to the District.

II. **CONSENT CALENDAR**-----**(ITEMS B - D)**

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.

There were no public comments on Consent Calendar agenda items.

B. CONSIDER APPROVAL OF MINUTES

1. June 28, 2021 Regular Board Meeting
2. July 14, 2021 Special Board Meeting and Facilities Tour

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

C. NOTICE OF COMPLETION – POINT OF ENTRY UPGRADES

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

D. NOTICE OF COMPLETION – FENCING REPLACEMENT AND UPGRADES

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

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

AYES: Directors Baxter, DeMeo, Endter, and Wolk

NOES: None

ABSTAIN: None

ABSENT: Director McDougal

III. INFORMATION -----(ITEM E)

E. ENGINEERING & OPERATIONS KEY PERFORMANCE INDICATORS PRESENTATION

*Presented by: Jason Cavender, Operations Manager
Aaron Cook, Engineering Manager*

There were no public comments on agenda item E.

Engineering and Operations staff presented a slide show and a discussion of the key performance indicators on capital improvement projects, wastewater and collection operations, system services and system operations.

IV. ACTION / DISCUSSION CALENDAR -----(ITEM F)

F. REQUEST FOR ADDITIONAL DEPOSIT TO LAFCO

Recommendation: That the Board authorize the General Manager to provide an additional deposit to SDLAFCO of \$60,000.

There were no public comments on agenda item F.

General Manager Bebee advised the Board that FPUD received a request from SDLAFCO for an additional deposit of \$60,000, bringing the total of funds submitted for processing the detachment application to approximately \$196,000. SDLAFCO indicated it does not anticipate additional requests for funds at this time.

Director Wolk wanted to officially acknowledge Keene Simonds of SDLAFCO for his outstanding work on managing the process to date. Director Wolk stated that he fully supports General Manager Bebee and Rainbow MWD General Manager Tom Kennedy for their efforts in keeping the work of LAFCO focused

General Manager Bebee suggested FPUD write a letter to submit with the next payment to SDLAFCO that states we request the application process stay focused and in-line with the CWA Act and SDLAFCO laws. Director Wolk requested the letter be sent to SDCWA.

President DeMeo requested the letter should address that personal opinions should not be part of deliberation; only facts should be considered when forming a conclusion.

Director Baxter wanted to state on record that he fully agrees with Director Wolk's statement about detachment costs. Director Baxter believes studies about the District's departure from the SDCWA and how it impacts the Bay Delta are unnecessary, and he thanked SFLAFCO staff and Dr. Hanemann for their work.

MOTION: Director Wolk moved to authorize the General Manager to provide an additional deposit to SDLAFCO in the amount of \$60,000; Director Baxter seconded. Motion passed; VOTE:

AYES: Directors Baxter, DeMeo, Endter, and Wolk

NOES: None

ABSTAIN: None

ABSENT: Director McDougal

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

1. General Counsel
 - General Counsel De Sousa did not have any reports for the Board.
2. SDCWA Representative Report
 - General Manager Bebee provided an overview of the written report included in the Board packet.
3. General Manager
 - General Manager Bebee advised the Board about staffing challenges the District is currently facing; the District has several vacancies, and several upcoming retirements.
 - Director Baxter asked if we are able to conduct job fairs as a means to recruit talent, and how we can best encourage employees to get their certifications. General Manager Bebee reported that part of the challenge in hiring staff is due to state certification requirements that have become a barrier in recruiting and retaining qualified personnel.
 - Director Wolk asked General Manager Bebee if the District has considered a bonus system, where if an existing employee gets a certification, a bonus would follow, in hopes of helping with employee retention. General Manager Bebee reported that an increase in salary is the current incentive for employees to obtain certifications.

- General Counsel De Sousa advised the Board the conversation should be placed as an item on the agenda at the next meeting should it warrant further discussion.
- a. Engineering and Operations Report
- 4. Assistant General Manager/Chief Financial Officer
 - AGM/CFO Shank reported there is no budget status report for June, as Staff are finalizing fiscal year reporting; there will be two budget status reports in August.
- a. Financial Summary Report
- b. Treasurer's Report
 - AGM/CFO Shank stated the District's investment holdings have been stable, with only minor fluctuations, and a sources and uses of funds report will be provided that demonstrates the utilization of the SDCWA rebate that was received last fiscal year.
 - AGM/CFO Shank advised the Board that CalPERS finished their year reporting a 21.3% return.
- c. Budget Status Report
- d. Warrant List
- 5. Public Affairs Specialist
 - Public Affairs Specialist Denke reviewed the customer service survey that was submitted, and reviewed a letter submitted by a customer who appreciated the District's outreach efforts during a planned shutdown.
 - Public Affairs Specialist Denke updated the Board about the Fallbrook High School intern who will be working on social media videos and posts highlighting the SMRCUP.
 - Public Affairs Specialist Denke provided an update about the historical book that is being written by Jeff Crider, highlighting Fallbrook's history.
 - Public Affairs Specialist Denke informed the Board the 100-year anniversary event planning is underway, and a report about the progress and planning will be provided soon.
 - Director Wolk and President DeMeo commended Public Affairs Specialist Denke for her recent article in the Village Newspaper about the SMRCUP.
- 6. Notice of Approval of Per Diem for Meetings Attended
- 7. Director Comments/Reports on Meetings Attended
- 8. Miscellaneous

ADJOURN TO CLOSED SESSION

General Counsel De Sousa announced that members of the public were welcome to continue to stay on the teleconference line while the Board was in Closed Session, however they would only hear silence. Following Closed Session

and prior to adjournment, an oral announcement of reportable action, should there be any, would be made to the public on the teleconference line.

The Board of Directors adjourned to Closed Session at 5:24 p.m. following an oral announcement by General Counsel de Sousa of Closed Session Items VI.1 VI.2.

VI. CLOSED SESSION ----- (ITEMS 1-2)

1. CONFERENCE WITH LABOR NEGOTIATORS PER GC § 54957.6

Unrepresented Employee: General Manager

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION PER GOVERNMENT CODE SECTION 54957:

Discuss Performance Evaluation of General Manager

RECONVENE TO OPEN SESSION

The Board returned form Closed Session and reconvened to Open Session at 6:59 p.m.

REPORT FROM CLOSED SESSION (As Necessary)

There was no reportable action taken in Closed Session.

VII. ADJOURNMENT OF MEETING

There being no further business to discuss, President DeMeo adjourned the July Regular Meeting of the Fallbrook Public Utility District at 7:03 p.m.



President, Board of Directors

ATTEST:


Acting Secretary, Board of Directors