



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

MINUTES

**MONDAY, JANUARY 26, 2026
4:00 P.M.**

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

I. PRELIMINARY FUNCTIONS

CALL TO ORDER / ROLL CALL / ESTABLISH A QUORUM

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

Absent: None

General Counsel/District Staff

Present: Jack Bebee, General Manager
Paula de Sousa, General Counsel
Jodi Brown, Management Analyst
Devin Casteel, Systems Operations Supervisor
Isabel Casteran, Safety & Risk Officer
Aaron Cook, Engineering Manager
Mick Cothran, Engineering Technician
Noelle Denke, Public Information Officer
John Marchetta, Human Resources Manager
Peter Marshall, Collections Supervisor
Donald Parker, Construction and System Services Supervisor
Jesse Perez, Chief Plant Operator
Carl Quiram, Operations Manager
Martin Serrano, Utility Worker I
Colter Shannon, Crew Leader

Steve Stone, Field Services Manager
Albert Tapia, Utility Worker I
Bryan Wagner, Crew Leader
Lauren Eckert, Executive Assistant/Board Secretary

Also present were others, including, but not limited to: Jim Mendelson and Mark Mervich

PLEDGE OF ALLEGIANCE

President Endter led the Pledge of Allegiance.

ADDITIONS TO AGENDA PER GC § 54954.2(b)

APPROVAL OF AGENDA

MOTION: Director McDougal moved to approve the agenda, as presented; Director Wolk 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.

There were no public comments for non-agenda items.

There were no public comments on agenda items A – D.

A. 2025 EMPLOYEE OF THE YEAR; RESOLUTION NO 5103

1. Martin Serrano

The Board recognized Martin Serrano as the Employee of the Year for 2025 and presented him with a commemorative plaque. The Board also adopted Resolution No. 5103 for their commendation and appreciation of Martin Serrano as Employee of the Year for 2025.

B. YEARS OF SERVICE

1. Joye Johnson – 10 years

The Board recognized Joye Johnson for her 10 years of service to the District.

C. NEW CERTIFICATIONS

1. Colter Shannon, Water Distribution Operator, Grade D3

The Board recognized Colter Shannon for receiving his Water Distribution Operator, Grade D3 certification.

D. MANAGER'S AWARD

1. Bryan Wagner
2. Martin Serrano
3. Ed Benitez
4. Brandon Salgado
5. Albert Tapia

The Board recognized Martin Serrano, Ed Benitez, Brandon Salgado, and Albert Tapia for receiving a Manager's Award for achieving their 6G welding certification on their first attempt and Bryan Wagner for coaching and setting up and scheduling the 6G welding test.

II. **CONSENT CALENDAR**----- (ITEMS E-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.

E. CONSIDER APPROVAL OF MINUTES

1. December 8, 2025 Combined Nov./Dec. Regular Board Meeting

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

F. CONSIDER NOTICE OF COMPLETION FOR SEWER MAIN RELINING
FY25 PROJECT

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

There were no public comments on Consent Calendar items.

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

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

NOES: None

ABSTAIN: None
ABSENT: None

III. INFORMATION ----- (ITEMS G–J)

G. COMMUNITY BENEFIT PROGRAM COMMITTEE LOGO

Presented by: Jim Mendelson, Community Benefit Program Committee Chair

There were no public comments on item G.

Jim Mendelson, Chair of the Community Benefit Program Committee, stepped to the podium to present the Board with the proposed logo of the Community Benefit Program Committee, which was created with artificial intelligence.

H. ENGINEERING & OPERATIONS KEY PERFORMANCE INDICATORS

Presented by: Aaron Cook, Engineering Manager

There were no public comments on item H.

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

I. WELLNESS PROGRAM UPDATE

Presented by: Isabel Casteran, Safety & Risk Officer

There were no public comments on item I.

Safety & Risk Officer Casteran presented a slideshow with an update on the District's Wellness Program, providing an overview of the program, objectives of the program, various wellness initiatives and challenges, employee participation, and the impact and feedback from employees.

Director Wolk asked if there were rewards for employee participation. Safety & Risk Officer Casteran answered that many initiatives include gift card prizes, funded by a wellness grant provided by ACWA-JPIA. Director Wolk asked if employee participation would increase if there was an increase in rewards. Safety & Risk Officer Casteran thought it might if we found the right rewards and initiatives for both field and office staff. Director Wolk suggested we look into this.

J. UPDATE FOR THE IMPLEMENTATION OF THE OPERATIONS AND MAINTENANCE AT THE CAMP PENDELTON SOUTHERN AND NORTHERN TERTIARY TREATMENT PLANTS

Presented by: Regional & Community Coordination Committee

There were no public comments on item J.

Operations Manager Quiram provided an update on the implementation, operations, and maintenance for the Camp Pendleton Southern and Northern Tertiary Treatment Plants, noting that the agreement has officially been signed by both parties.

General Manager Bebee reminded everyone that the transition period is now through April 1, 2026. He also added that this would have a positive budgetary impact.

Director DeMeo thought this would be a good opportunity for public relations outreach. General Manager Bebee agreed and noted that Public Information Officer Denke would have to work with Camp Pendleton for joint outreach.

IV. **ACTION / DISCUSSION CALENDAR** -----(ITEMS K–Q)

K. CONSIDER MIGRATION OF CITYWORKS ENTERPRISE ASSET MANAGEMENT SOFTWARE TO A CLOUD BASED SOLUTION

Recommendation: That the Board approve the Trimble contract in the amount of \$35,625 annually for the first two years and \$37,406 annually for year three.

There were no public comments on agenda item K.

General Manager Bebee provided an overview of this item, noting that this is to move our current on-premise CityWorks software to a cloud-based system.

Director Wolk confirmed this is just for the transition and that this was not getting an entirely new enterprise asset management system.

MOTION: Director McDougal moved to approve a contract with Trimble, in the amount of \$35,625 annually for the first two years and \$37,406 annually for year three to migrate our CityWorks enterprise asset management software to a cloud-based solution; Director Wolk seconded. Motion carried; VOTE:

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

ABSTAIN: None
ABSENT: None

L. CONSIDER INTERGOVERNMENTAL SUPPORT AGREEMENT (IGSA) –
NON-BINDING LETTER OF INTENT FOR OPERATION AND
MAINTENANCE OF NAVAL WEAPONS STATION SEAL BEACH,
DETACHMENT FALLBROOK WATER DISTRIBUTION SYSTEM

Recommendation: That the Board supports the exploration and development of an IGSA with NAVWPNSTA.

There were no public comments on agenda item L.

General Manager Bebee provided an overview of this item, noting Naval Weapons Station has come to the District explaining they are having issues with their water system and requesting support. This item is just to tell Naval Weapons Station that we are interested in supporting them, but it must be done in the correct way, similar to what we are doing with Camp Pendleton.

MOTION: Director Baxter moved to support the exploration and development of an IGSA with Naval Weapons Station through a letter of intent for operation and maintenance of Naval Weapons Station Seal Beach, Detachment Fallbrook Water Distribution System; Director Wolk seconded. Motion carried; VOTE:

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

M. CONSIDER PROFESSIONAL SERVICES AGREEMENT FOR THE RED
MOUNTAIN RESERVOIR LINER REHABILITATION PROJECT

Recommendation: That the Board approve a professional services agreement with Arcadis, in the amount not to exceed \$150,000, for the first phase of the Red Mountain Reservoir Liner Rehabilitation Project feasibility study.

There were no public comments on agenda item M.

Director McDougal announced this item went through the Engineering & Operations Committee. Vice President Baxter added that there are not many systems like ours out there and that Arcadis may be the only organization familiar with a system like ours.

MOTION: Director Wolk moved to approve a professional services agreement with Arcadis, in the amount not to exceed \$150,000, for the first phase of the Red Mountain Reservoir Liner Rehabilitation Project feasibility study; Director McDougal seconded. Motion carried; VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

N. CONSIDER DEPARTMENT 4 PERSONNEL CHANGES

Recommendation: That the Board approve the re-classification of the Construction Supervisor to Construction and System Services Supervisor, the re-classification of System Services Supervisor to Crew Leader, the addition of a new Utility Worker I position, the budget changes of these positions, and updates to the organizational chart.

There were no public comments on agenda item N.

General Manager Bebee announced this went through the Personnel Committee and outlined the proposed Department 4 personnel changes.

Director DeMeo added that it's a lot cheaper to make these changes versus hiring all new employees.

MOTION: Director Baxter moved to approve the re-classification of the Construction Supervisor to Construction and System Services Supervisor, the re-classification of System Services Supervisor to Crew Leader, the addition of a new Utility Worker I position, the budget changes of these positions, and updates to the organizational chart; Director DeMeo seconded. Motion carried; VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

O. CONSIDER BOARD NOTIFICATION OF EMERGENCY DECLARATION FOR PIPE REPAIR

Recommendation: That 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 O.

Engineering Manager Cook provided an overview of this item, noting that recently the mainline on South Stage Coach Lane between Fallbrook Street and Juanita Lane has had multiple breaks and that the District has engaged Filanc, one of the prequalified contractors for emergency repairs to replace approximately 1,000 linear feet of 8-inch water main.

MOTION: Director DeMeo moved to ratify the emergency declaration and the need to continue the emergency activities; Director Baxter seconded. Motion carried; VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

P. CONSIDER ANNUAL REVIEW OF DIRECTORS' PER DIEM COMPENSATION

Recommendation: Staff supports Board decision.

There were no public comments on agenda item P.

General Counsel de Sousa provided an overview of this item, noting this is an annual housekeeping item. She noted this would require a noticed public hearing at a future Board meeting if the Board did want to consider increasing their per diem compensation.

MOTION: Director DeMeo moved to begin the process of increasing Director per diem compensation by 5%, which will require a noticed public hearing in February; Director McDougal seconded. Motion carried; VOTE:

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

NOES: None

ABSTAIN: None

ABSENT: None

- Q. CONSIDER THE PURCHASE OF A SERVICE TRUCK, BACKHOE LOADER, AND DUMP TRUCK IN ACCORDANCE WITH THE APPROVED FLEET AND HEAVY EQUIPMENT REPLACEMENT PLAN

Recommendation: That the Board approve staff to procure one backhoe/loader from RDO Equipment for \$147,944.34, one service truck from Transwest for \$189,427.97, and one dump truck from Velocity Truck Center for \$161,246.54.

There were no public comments on agenda item Q.

General Manager Bebee provided an overview of this item, reporting this went through the Engineering and Operations Committee. He also noted this was part of the fleet and heavy equipment replacement plan.

Director Wolk confirmed old vehicles and heavy equipment are sent to auction.

MOTION: Director McDougal moved to approve staff to procure one backhoe/loader from RDO Equipment for \$147,944.34, one service truck from Transwest for \$189,427.97, and one dump truck from Velocity Truck Center for \$161,246.54; Director Wolk seconded. Motion carried; VOTE:

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

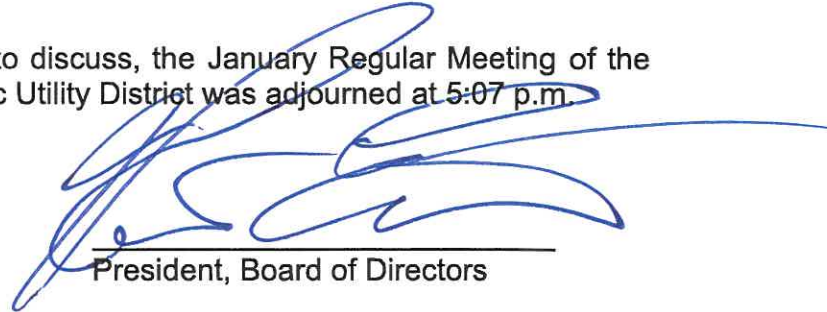
V. ORAL/WRITTEN REPORTS----- (ITEMS 1-7)

1. General Counsel
 - General Counsel de Sousa provided an update on SB 827.
2. General Manager
 - a. EMWD/MWD Updates
 - b. Engineering and Operations Report
 - c. Federal Funding Update
 - General Manager Bebee provided an overview of the written reports included in the packet.
3. Assistant General Manager/Chief Financial Officer
 - a. Financial Summary Report
 - b. Treasurer's Report
 - c. Budget Status Report
 - d. Warrant List
4. Public Information Officer
 - PIO Denke reported on District participation at local events.

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 January Regular Meeting of the Board of Directors of the Fallbrook Public Utility District was adjourned at 5:07 p.m.



President, Board of Directors

ATTEST:



Secretary, Board of Directors