

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

33129 Cole Grade Road
Pauma Valley, CA 92061
PHONE: (760) 742-1909 | FAX: (760) 742-1588

NOTICE OF REGULAR MEETING

DATE: Monday, November 27th, 2023

TIME: 10:00 AM – **Open Session**

VENUE: Robert Trent Jones Room, Pauma Valley Country Club
15835 Pauma Valley Drive, Pauma Valley, CA 92061

Pauma Valley Community Services District Mission

“The mission of the Pauma Valley Community Services District is to protect the public health and environment of its community by providing effective wastewater management and stormwater drainage control, life safety assistance, security services, and exceptional customer care.”

AGENDA

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Public Comment Period**

Any person may address the Board at this time upon any subject not identified on this Agenda, but within the jurisdiction of the district; however, State law precludes the Board from taking action on or engaging in extended deliberations concerning items of business which are not on the agenda. Any matter not on the agenda that requires action will be referred to staff for a report and action at a subsequent Board meeting. As to matters on the agenda, an opportunity will be given to address the Board when the matter is considered. **Please note, individuals have a limit of three (3) minutes to make comments and will have the opportunity when called upon by the presiding officer.**

-- CLOSED SESSION --

5. **The Board of Directors Will Meet in a Closed Session to Discuss:**
 - A. **CONFERENCE WITH LEGAL COUNSEL**
Potential/Threatened/Anticipated Litigation
Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(b) (One (1) Matter)

B. CONFERENCE WITH LEGAL COUNSEL

Existing Litigation

Pursuant to Government Code Section 54956.9(d)(1)

Rancho Pauma Mutual Water Company vs Pauma Valley Community Services District
(San Diego Superior Court Case No. 37-2023-00038164-CU-BC-NC)

C. PUBLIC EMPLOYMENT PERFORMANCE EVALUATION

Title: General Manager

Authority: Government Code section 54957

D. PUBLIC EMPLOYEE APPOINTMENT

Title: General Manager

Authority: Government Code Section 54957

Conference with Labor Negotiator

District Representative: President Jodie Lawston

Employee: General Manager

Authority: Government Code Section 54957.6

6. Open Session

A. Reportable Actions.

-- CONSENT ITEMS --

Items 7-13 appearing on the Consent Calendar may be voted on 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 removed will be considered separately for action by the Board.

7. Minutes of the Special Board Meeting of September 18, 2023

The minutes are the permanent record of the Pauma Valley Community Services District (PVCSD) Board of Directors meeting held on September 18, 2023.

Staff Recommendation:

Approve and file the September 18, 2023, PVCSD Board of Directors Meeting Minutes.

8. Minutes of the Special Board Meeting of October 5, 2023

The minutes are the permanent record of the Pauma Valley Community Services District (PVCSD) Board of Directors meeting held on October 5, 2023.

Staff Recommendation:

Approve and file the October 5, 2023, PVCSD Board of Directors Meeting Minutes.

9. Minutes of the Special Board Meeting of November 3, 2023

The minutes are the permanent record of the Pauma Valley Community Services District (PVCSD) Board of Directors meeting held on November 3, 2023.

Staff Recommendation:

Approve and file the November 3, 2023, PVCSD Board of Directors Meeting Minutes.

10. Review of Balance Sheet, Revenue and Expense for the months of July through October 2023

These reports disclose PVCSD financial statements for the months of July through October 2023.

Staff Recommendation:

Receive and file the PVCSD Financial Statements for the months of July through October 2023.

11. PVCSD Security Reports

This report discloses security and gate activity for the months of September and October 2023.

Staff Recommendation:

Receive and file the PVCSD Security Report for the months of September and October 2023.

12. Mr. Larry Curtis's Notarized Oath of Office

This document comprises the notarized information pertaining to Mr. Larry Curtis's swearing-in ceremony following the appointment made by the Board of Directors.

Staff Recommendation:

Receive and file the Notarized Oath of Office.

13. Pauma Valley Country Club Storm Drain Maintenance Invoice

The PVCSD pays the Pauma Valley Country Club (PVCC) three hundred dollars (\$300) a month for the maintenance of a District Storm Drain near the eighth fairway. Due to the last heavy rain event the PVCC has requested reimbursement for the exceeding costs of maintenance.

Staff Recommendation:

Receive and file the paid invoice and supportive documentation.

-- DISCUSSION ITEM --

14. Long Range Financial Plan Presentation Recap – General Manager Steinlicht

-- ACTION ITEMS --

15. Employment Contract of the General Manager

The Board of Directors will review and consider endorsing an amendment to the General Manager's employment contract.

Staff Recommendation:

Discuss and take other action as appropriate.

16. Board of Directors Presidency Vacancy

President Lawston will step down as current Board President.

Staff Recommendation:

1. Entertain a motion for the position of Board President.
2. Discuss and take other action as appropriate.

17. Public Hearing for Security and Gate Rate Increases

The Board of Directors schedules a public hearing prior to approving Security and Gate rate increases.

Staff Recommendation:

1. Conduct a Public Hearing.
2. Authorize staff to increase rates for Security and Gate charges.
3. Discuss and take other action as appropriate.

18. Approval and Adoption of the District Calendar

The Board of Directors will consider approving and adopting a designated District Calendar that includes scheduling details for Regular Board Meetings and observed holidays.

Staff Recommendation:

Discuss and take other action as appropriate.

-- DISCUSSION ITEMS --

- 19. Financial Reporting Methodology and Discussion** – Vice President Esparza
- 20. Solar System Project Status Update** – General Manager Steinlicht
- 21. AED Compliance and County Guidelines** – Vice President Esparza
- 22. PVCSD and RPMWC Status Update** – Board President
- 23. PVCSD and PVRA Ad-Hoc Committee Update** – Treasurer Collins

-- INFORMATIONAL ITEMS --

24. General Manager's Report

25. Miscellaneous Items

- A. Requested items for future agendas (**Directors and Staff Only**)
 - a) Email List
 - b) Website Revamp and Transparency Update
 - c) Cost of Living Adjustment for 2023
 - d) Employee Handbook Revisions
 - e) Agreement with RPMWC for SGMA
 - f) CHP Satellite Office and RPMWC
 - g) Tasers for Security
 - h) Analysis for Outsourcing Security and Gate Services
 - i) Salary Survey
 - j) Updates on District Policy Handbook
 - k) Criteria for Restricting RFID Access to Dangerous Individuals
 - l) Critical Spare Part Inventory Replacement Program
 - m) Computerized Management Maintenance System
 - n) Treatment Plant Rehabilitation and Improvement
- B. Board Comments
- C. Announcements
- D. Next Regular Meeting TBD by the Board of Directors.

26. Adjournment

In accordance with the requirements of California Government Code Section 54954.2, this agenda has been posted on the District's website as well as the main lobby of the District's Administrative Office no less than 72 hours prior to the meeting date and time listed above. All public records relating to each agenda item, including any public records distributed less than 72 hours, will be made available at the office of the District Secretary, 33129 Cole Grade Road, Pauma Valley, California.

To request a disability-related modification or accommodation regarding agendas or attendance, contact Marissa Fehling, at Marissa.Fehling@paumavalleycsd.ca.gov at least 48 hours before the meeting.