

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, January 22nd, 2024
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) (Two (2) Matters)

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)

6. Open Session

A. Reportable Actions.

-- CONSENT ITEMS --

Items 7-11 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 Regular Board Meeting of November 27th, 2023

The minutes are the permanent record of the Pauma Valley Community Services District (PVCSD) Board of Directors meeting held on November 27, 2023.

Staff Recommendation:

Approve and file the November 27th, 2023, PVCSD Board of Directors Meeting Minutes.

8. Review of Balance Sheet, Revenue and Expense Reports

These reports disclose PVCSD financial statements for the month of November 2023.

Staff Recommendation:

Receive and file the PVCSD Financial Statements for the month of November 2023.

9. Accounts Receivable Reports

This report discloses PVCSD Accounts Receivable for the month of November 2023.

Staff Recommendation:

Receive and file the PVCSD Accounts Receivable Reports for the month of November 2023.

10. PVCSD Security Reports

This report discloses security and gate activity for the months of November and December 2023.

Staff Recommendation:

Receive and file the PVCSD Security Report for the months of November and December 2023.

11. Resolution Increasing the Security Division Rates

On November 27th, 2023, the Board of Directors held an open hearing for the Security Division's proposed rate increases, which unanimously passed and must now be put into effect by Resolution.

Staff Recommendation:

Receive and file the Resolution.

-- ACTION ITEMS --

12. Plant Utility Vehicle Leasing Proposal

The Board of Directors will consider authorizing the General Manager to lease a plant utility vehicle for PVCSD Mission support.

Staff Recommendation:

1. Authorize the General Manager to lease a plant utility vehicle for PVCSD.
2. Discuss and take other action as appropriate.

13. Emergency Sewer Lateral Repair

The Board of Directors will consider authorizing the General Manager to approve a quote to perform an emergency repair on a resident's public sewer lateral that has become disconnected from the District's sewer main.

Staff Recommendation:

1. Authorize the General Manager to approve the emergency sewer lateral repair quote.
2. Discuss and take other action as appropriate.

14. Strategic Planning Facilitation

On May 4th, 2023, the Board of Directors approved Strategic Planning Facilitation Services with Mr. Jeff Armstrong. Mr. Armstrong has submitted an amended proposal that adjusts the number of hours dedicated to the strategic planning process as well as the proposed hourly rate. With these adjustments, Mr. Armstrong's proposal remains competitive and his experience with the District adds significant value.

Staff Recommendation:

1. Authorize the General Manager to approve Mr. Armstrong's updated proposal.
2. Discuss and take other action as appropriate.

15. Election of Officers for Calendar Year 2024

The Board of Directors will vote to fill the Secretary's role vacated by Director Potalivo, and fill other vacancies as needed.

Staff Recommendation:

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

-- DISCUSSION ITEMS --

16. Three (3) Minute Rule for Public Comment – Director Curtis

17. Solar System Project Status Update – General Manager Steinlicht

18. AED Compliance and County Guidelines – General Manager Steinlicht

19. PVCSD and RPMWC Status Update – President Skumawitz

20. PVCSD and PVRA Ad-Hoc Committee Update – Vice President Esparza

-- INFORMATIONAL ITEMS --

21. General Manager's Report

22. 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 and Salary Survey
 - 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, Gate Services and Sanitation
 - i) Updates on District Policy Handbook
 - j) Criteria for Restricting RFID Access to Dangerous Individuals
 - k) Critical Spare Part Inventory Replacement Program
 - l) Computerized Management Maintenance System (CMMS)
 - m) Treatment Plant Rehabilitation and Improvement
 - n) Amend Ordinance 54 and 55
- B. Board Comments
- C. Announcements
- D. Next Regular Meeting TBD by the Board of Directors.

23. 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.