

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 23rd, 2023
TIME: 10:00 AM – **Open Session**
VENUE: 33129 Cole Grade Road, Pauma Valley, CA 92061
<https://us02web.zoom.us/j/82445972271>
Phone: (669) 900 - 6833 Pass-code: 824 4597 2271

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

In the interest of public health and safety please note this meeting will be conducted pursuant to the provisions of Executive Order N-25-30 issued by Governor Gavin Newsom on March 12, 2020, governing protocol for teleconferenced meetings. Certain board members may be calling in to this meeting by telephone. Any member of the public can observe and participate in this meeting by attending the meeting at 33129 Cole Grade Road, Pauma Valley, CA 92061 or virtually as identified above.

- 1. Call to Order**
- 2. Roll Call**
- 3. 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.

-- CONSENT ITEMS --

Items 4-12 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.

4. Minutes of the Regular Board Meeting of November 28, 2022

The minutes are the permanent record of the Pauma Valley Community Services District Board of Directors meeting held on November 28, 2022.

Staff Recommendation:

Approve the November 16, 2022 PVCSD Board of Directors Meeting Minutes.

5. Minutes of the Special Board Meeting of December 12, 2022

The minutes are the permanent record of the Pauma Valley Community Services District Board of Directors meeting held on December 12, 2022.

Staff Recommendation:

Approve the December 12, 2022 PVCSD Board of Directors Meeting Minutes.

6. Minutes of the Special Board Meeting of December 19, 2022

The minutes are the permanent record of the Pauma Valley Community Services District Board of Directors meeting held on December 19, 2022.

Staff Recommendation:

Approve the December 12, 2022 PVCSD Board of Directors Meeting Minutes.

7. Review of Balance Sheet, Profit and Loss for November 30, 2022 and December 31, 2022

This report discloses PVCSD financial statements for the months ending November 30 and December 31, 2022.

Staff Recommendation:

Receive and file the PVCSD Financial Statements for the months ending November 30 and December 31, 2022.

8. Accounts Receivable Report for December 31, 2022

This report discloses PVCSD revenue for the month ending December 31, 2022.

Staff Recommendation:

Receive and file the PVCSD Revenue Report for the month ending December 31, 2022.

9. Notice of Violations Issued

This report provides a summary for Notice of Violations Issued to PVCSD for the month of December 2022.

Staff Recommendation:

Receive and file the PVCSD NOV Report.

10. PVCSD Security Report

This report discloses security and gate events for the month of December 2022.

Staff Recommendation:

Receive and file the PVCSD Security Report.

11. Notice of Violations Received

San Diego County Air Pollution Control District (APCD) Notice of Violation.

Staff Recommendation:

Receive and file the APCD Notice of Violation.

12. Proposed District Calendar for 2023

This item provides for the consideration and adoption of a 2023 meeting schedule for the PVCSD Board of Directors.

Staff Recommendation:

Approve the Date, Time, and Location for PVCSD Board of Directors Meetings in 2023.

-- ACTION ITEMS --

13. Election of Officers for Calendar Year 2023

PVCSD Board of Directors to elect a President.

Staff Recommendation:

1. Conduct Elections for the 2023 PVCSD Board President.
2. Fill other positions as appropriate.

14. Appoint a PVCSD Sustainable Groundwater Management Act (SGMA) Joint Powers Authority (JPA) Representative

As a member of the SGMA JPA, PVCSD is required to appoint a representative approved by the Board of Directors.

Staff Recommendation:

1. Consider and approve the appointment of the General Manager as the PVCSD representative to the SGMA JPA.

2. Consider and approve the appointment of an alternate representative as the PVCSD representative to the SGMA JPA.
3. Discuss and take other action as appropriate.

15. Utility Worker Recruitment Effort

Any additional Full-Time-Equivalent (FTE) position requires the approval the PVCSD Board of Directors.

Staff Recommendation:

1. Consider and authorize the General Manager to begin recruitment efforts for addition of one FTE Utility Worker for the Utility Division.
2. Direct the General Manager to work with the Board of Directors President to determine funding source for the addition of one FTE.
3. Discuss and take other action as appropriate.

16. Local Agency Investment Fund (LAIF) Authorization

The appropriate PVCSD position for LAIF transactions resides with the General Manager.

Staff Recommendation:

1. Authorize the General Manager as the primary contact and authorizing signing authority for LAIF transactions as per resolution number 113.
2. Discuss and take other action as appropriate.

-- DISCUSSION ITEMS --

17. The Board will consider incorporating the Pledge of Allegiance into future Board meetings
18. Dudek Operational Report
19. Review Options for General Counsel in the event of a Conflict of Interest
20. Discuss Strategic Planning Workshop and value of SWOT Analysis
21. Review and Discuss a Plan to have Pauma Valley Country Club Women's Association Conduct an April 2023 "Garage Sale" in Hangar Vicinity
22. The Board will Discuss the Meetings of the Board Policy
23. RFID Policy Regarding the Country Club and the Roadway Association
24. Liability Insurance Coverage
25. Mid-Year Budget Review – Budget Allocation Report
26. Capital Expenditure Plan

-- INFORMATIONAL ITEMS --

27. **General Manager's Report**
28. **Miscellaneous Items**
 - A. Requested items for future agendas (Directors and Staff Only)

- i. Email List
 - ii. Website Transparency Update
 - iii. Employee Expense Reimbursements
 - iv. Cost of Living Adjustment for 2023
 - v. Employee Handbook Revisions
 - vi. Legislative updates regarding board meetings
- B. Board Comments
 - C. Announcements
 - D. Regular Meeting on February 27th, 2023, at 10:00 AM

-- CLOSED SESSION --

33. The Board of Directors will meet in Closed Session to discuss:

- A. Conference with Legal Counsel – Anticipated Litigation (CA Gov. Code: 54956.9 Section D, paragraph 2): one case
- B. Conference with Legal Counsel – Anticipated Litigation (CA Gov. Code: 54956.9 Section D, paragraph 4): one case

34. 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 Amber Watkins, at Amber.Watkins@paumavalleycsd.ca.gov at least 48 hours before the meeting.



Agenda Posted: January 19th, 2023