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, July 27th, 2026

TIME: 10:00 AM – **Open Session**

VENUE: Board Room, Pauma Valley Community Services District
33129 Cole Grade Road, 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. **Approval of the Agenda**

   The Board of Directors may, by majority vote or by the President's direction, reorder, remove, continue, or table items appearing on this posted agenda. Pursuant to Government Code §54954.2(a)(3), no action or discussion may be taken on any item not appearing on this posted agenda, except as authorized under Government Code §54954.2(b) (emergency situations, items requiring immediate action where the need arose after agenda posting and approved by two-thirds vote, or items continued from a meeting held within the prior five calendar days).

5. **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 of Directors 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. **Individuals will have a limit of three (3) minutes to make public comments and will have the opportunity when called upon by the presiding officer**.

-- CONSENT ITEMS --

Items 6-12 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.

6. Minutes of the Regular Board Meeting on June 22nd, 2026

These minutes are the official permanent record of the District Board of Directors Regular Meeting held on June 22nd, 2026.

Staff Recommendation: SUPPLEMENTAL MATERIALS PAGES **2-7**

Approve and file the minutes of the June 22nd, 2026, Regular Meeting of the Board of Directors.

7. Review of Variance Report, Balance Sheet, Revenue and Expense Report

These reports disclose the District's financial statements and variances for the month of June 2026.

Staff Recommendation: SUPPLEMENTAL MATERIALS PAGES **8-13**

Receive and file the Financial Statements for the month of June 2026.

8. Accounts Receivable Report

This report discloses the Accounts Receivable for the month of June 2026.

Staff Recommendation: SUPPLEMENTAL MATERIALS PAGES **14-16**

Receive and file the Accounts Receivable Report for the month of June 2026.

9. Security Division Report

This report discloses the Security Division activity for the month of June 2026.

Staff Recommendation: SUPPLEMENTAL MATERIALS PAGES **17-24**

Receive and file the Security Division Report.

10. Resolution Number One Hundred and Forty Authorizing the Placement of Delinquent Accounts onto the San Diego County Tax Roll

Resolution Number One Hundred and Forty (140) was approved at the Regular Meeting of the Board on June 22nd, 2026.

Staff Recommendation: SUPPLEMENTAL MATERIALS PAGE **25**

Receive and file Resolution Number One Hundred and Forty.

11. Resolution Number One Hundred and Forty-One Approving and Adopting the Fiscal Year 2027 Operating Budget

Resolution Number One Hundred and Forty-One (141) was approved at the Regular Meeting of the Board on June 22nd, 2026.

Staff Recommendation: SUPPLEMENTAL MATERIALS PAGE **26**

Receive and file Resolution Number One Hundred and Forty-One.

12. Master Lease and Addendum between the District and the Rancho Pauma Mutual Water Company

These are the fully executed lease documents between the District and its tenants, the Rancho Pauma Mutual Water Company (RPMWC).

Staff Recommendation: SUPPLEMENTAL MATERIALS PAGES **27-53**

Receive and file the Master Lease and Addendum.

-- DISCUSSION ITEMS --

13. Security Division Ad-Hoc Committee Update and the Pauma Valley Roadway Association
DIRECTOR VILLANUEVA

14. Community Safety and Wellness Fair Ad-Hoc Committee Update
TREASURER LEVY

15. Rancho Pauma Mutual Water Company Ad-Hoc Committee Update
PRESIDENT NELSON

16. Solar Project Update
GENERAL MANAGER STEINLICHT

17. San Diego Local Agency Formation Commission (LAFCO) Status
GENERAL MANAGER STEINLICHT

18. Board of Directors Term Details and Upcoming General Election
GENERAL MANAGER STEINLICHT

-- ACTION ITEMS --

19. Sewer System Management Plan (SSMP) Presentation and Approval

The District is required by the State Water Resources Control Board to develop and maintain an accurate up to date Sewer System Management Plan (SSMP) that is also subject to specified deadlines of compliance – the District must submit an updated SSMP by August 2nd, 2026, that considers the newly updated regulatory orders specific to SSMP's.

Staff Recommendation: PRESIDENT NELSON, PAGE **5**

1. Approve the newly updated Sewer System Management Plan.
2. Discuss and take other action as appropriate.

20. Introduction of Amendment to Ordinance Fifty-Five (55): Policies and Procedures for Gate Access within the Pauma Valley Country Club Estates

The Board of Directors will consider the initial introduction and reading of the newly updated Ordinance (55), where the language has been enhanced for clarity, specific to the District's authority on the deactivation of Radio Frequency Identification Devices (RFID's) utilized to access the Pauma Valley Country Club Estates (PVCCE).

Staff Recommendation: PRESIDENT NELSON, PAGE **6**

1. Approve the Amended Ordinance 55 as presented.
2. Authorize staff to bring this item back to a future Regular Meeting of the Board for final approval and adoption.
3. Discuss and take other action as appropriate.

-- INFORMATIONAL ITEMS --

21. General Manager's Report GENERAL MANAGER STEINLICHT, PAGE **7**

22. Miscellaneous Items

A. Requested items for future agendas **(Directors and Staff Only)**
   a) Salary and Total Compensation Study (In Progress)
   b) Critical Spare Part Inventory/Replacement Program and Computerized Maintenance Management System (CMMS) (In Progress)
   c) Employee Satisfaction Survey (In Progress)

B. **Next Regular Meeting of the Board:**
   a) Monday, September 28th, 2026, at 10:00 AM

-- CLOSED SESSION --

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

A. 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)

B. CONFERENCE WITH LEGAL COUNSEL
Potential/Threatened/Anticipated Litigation
Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(b)
(Three (3) Matters)

24. Open Session

A. Reportable Actions.

25. Adjournment

Pursuant to California Government Code Section 54954.2, this agenda is published on the District's website and at the designated meeting location listed above. This posting occurs no less than seventy-two (72) hours prior to the specified date and time of the meeting, except in the case of a Special Meeting where the posting period is no less than twenty-four (24) hours. All public records relating to each agenda item, including those distributed earlier than the above posting timeframes, will be made accessible at the office of the District Secretary, located at 33129 Cole Grade Road, Pauma Valley, CA.

To request a disability-related modification or accommodation regarding agendas or attendance, please contact the District's Office Manager, Marissa Fehling, at Marissa.Fehling@PaumaValleyCSD.ca.gov at least forty-eight (48) hours in advance of the meeting.

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

Item: 19

Date: July 27th, 2026

From: Eric Steinlicht, General Manager

Issue: Sewer System Management Plan (SSMP) Presentation and Approval

STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Approve the newly updated Sewer System Management Plan.
2. Discuss and take other action as appropriate.

BACKGROUND

The Pauma Valley Community Services District is required by the State Water Resources Control Board, via the General Order, to maintain an up-to-date Sewer System Management Plan (SSMP). The SSMP is subject to scheduled audits, periodic updates, and the incorporation of newly issued regulatory elements.

DISCUSSION

The District's SSMP has a regulatory update deadline of August 2nd, 2026. To meet this deadline and satisfy all new regulatory requirements, District staff solicited two formal proposals: one from Carollo and one from Fisher Compliance LLC. At the May 26th, 2026, Regular Meeting, the Board of Directors approved the proposal submitted by Fisher Compliance LLC. Following this approval, staff have been working with Fisher Compliance to bring forward this SSMP today for approval, which will then subsequently be submitted to the State Water Resources Control Board to satisfy the August 2nd, 2026, deadline for the District.

FISCAL IMPACT *Within Budget*

The fiscal impact associated with this update is a one-time fee of $23,500, for an updated SSMP in addition to an included full year of training offered to staff, which will also contribute towards mandatory certification upkeep.

THEREFORE, STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Approve the newly updated Sewer System Management Plan.
2. Discuss and take other action as appropriate.

Attachments	*Supplemental Materials Packet Page Number/s*
1. Newly Updated SSMP	54-117

Prepared by: Eric Steinlicht, General Manager
Reviewed by: Marissa Fehling, Office Manager
Approved by: Eric Steinlicht, General Manager

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

Item: 20

Date: July 27th, 2026

From: Eric Steinlicht, General Manager

Issue: **Introduction of Amendment to Ordinance Fifty-Five (55): Policies and Procedures for Gate Access within the Pauma Valley Country Club Estates**

STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Approve the Amended Ordinance 55 as presented.
2. Authorize staff to bring this item back to a future Regular Meeting of the Board for final approval and adoption.
3. Discuss and take other action as appropriate.

BACKGROUND

The Pauma Valley Community Services District (District) had last adopted an amended Ordinance Fifty-Five (55): "An Ordinance of the Pauma Valley Community Services District Repealing and Replacing Ordinance No. 55 Relating to Establishing Policies and Procedures for Gate Access Within the Pauma Valley Country Club Estates", at a Regular Meeting of the Board on May 28th, 2024.

DISCUSSION

Mrs. Lois Levy, Treasurer of the Board of Directors, had correctly pointed out at a prior meeting that conflicting language within the current Ordinance 55 exists regarding Radio Frequency Identification Devices (RFID's). The conflicting language was primarily specific to Article 5, Section III. "Good Standing Status" regarding RFID privileges. Per Ordinance 55, the authority to deactivate and suspend those devices is based on "Good Standing" with the District. This applies to items such as, but not limited to, outstanding dues or damage to District assets, etcetera.

The only material change to this Amendment is to clarify this authority. No other material items were modified within this initial read and introduction to this Ordinance 55 Amendment. Staff recommend approving this amendment as presented and subsequently authorize staff to come back at a future Regular Meeting of the Board for its final approval and adoption.

FISCAL IMPACT

There is no direct fiscal impact associated with this item.

THEREFORE, STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Approve the Amended Ordinance 55 as presented.
2. Authorize staff to bring this item back to a future Regular Meeting of the Board for final approval and adoption.
3. Discuss and take other action as appropriate.

Attachments	*Supplemental Materials Packet Page Number/s*
1. Newly Amended Ordinance 55	118-145
2. Current Ordinance 55	146-158

Prepared by: General Manager, Eric Steinlicht
Reviewed by: Office Manager, Marissa Fehling
Approved by: General Manager, Eric Steinlicht

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

Item: 21

Date: July 27th, 2026

From: Eric Steinlicht, General Manager

Issue: General Manager's Report

BACKGROUND

The purpose of the General Manager's Report is to provide an executive-level overview of operations, administrative activities, challenges, and improvements that have occurred as of the last Regular Meeting of the Pauma Valley Community Services District (District) Board of Directors.

DISCUSSION

Administrative Operational Report

The District has experienced a series of solid victories over the course of 2025 and 2026. We have completed a comprehensive and problem-rich solar project, obtained a prestigious District wide certification acknowledging our commitment to transparency, completed a comprehensive Cost-of-Service Analysis and Strategic Plan, now working towards additional wins such as continuing to improve communication, collaboration with neighboring utility organizations, and honoring those who have served on the Board of Directors as well as staff. This brings me to announce a staff member's resignation.

In addition to this resignation, we are also coordinating our annual audit and committing to a rapid conversion of our accounting software. The timing is less than ideal; however, we are fortunate to have a great team member work with us during this transition to ensure a clean transition with no issues.

Sanitation Operational Report

District staff coordinated with consultants to bring to you today the updated Sewer System Management Plan (SSMP). The SSMP is a critical element of what the District provides to its ratepayers and satisfies a regulatory milestone unique to our District. In addition to this, with a new budget year, we were able to move forward on some outstanding projects we held back on until the budget allowed for it. We have a critical spare pump that will be undergoing essential maintenance for organizational continuity.

Security Operational Report

Similar to the sanitation operations, we are also moving forward on a few projects regarding the Security Division gates. We held back on some repairs that were not essential until the new budget year arrived, and this will continue to reduce downtime and enhance operational longevity for these assets. Some of this work will require downtime, and advanced notice will be provided in addition to Patrol Officer response if needed.

Supervisory Control and Data Acquisition (SCADA) and Information Technology (IT) Report

SCADA has been a topic of note for District staff and consultants. Ensuring that the final pieces for the software are executed in tandem with the hardware; to eventually bring to the Board a fully operational product is on the horizon. As I have been part of its development, I've been extremely impressed by the Contractor team and their ability to not only resolve issues as they arise, but finding solutions that are not only cost effective but brilliant, and innovative.

As for VC3, our IT team continues to provide support and offer solid strategic recommendations for the future. As with SCADA, conversations focus on what else we might be able to do under the current grant.

Attachments		*Supportive Materials Packet Page Number/s*
1.	IT Cybersecurity Awareness Report (VC3)	159

Prepared by: Eric Steinlicht, General Manager
Reviewed by: Marissa Fehling, Office Manager
Approved by: Eric Steinlicht, General Manager