

PAUMA VALLEY COMMUNITY SERVICES DISTRICT
Minutes of a Special Meeting of the Board of Directors

Held on June 20, 2024

Directors Present: Roland Skumawitz, Michael Esparza, Larry Curtis & Richard Collins
Also Present: Jeffery Morris of DPMC, Andrea Roess with DTA, Nehal Thumar with DTA, Residents Tom Cerruti, Vice President of RPMWC Laurie Kariya, Secretary of RPMWC Linda Shoaff, Treasurer of RPMWC Bruce Knox, General Manager Eric Steinlicht, and Office Manager Marissa Fehling

1. Call to Order: Special Meeting was called to order at 10:01 a.m. by President Skumawitz.
2. Pledge of Allegiance: The Pledge of Allegiance was led by Director Esparza. Skumawitz thanked Marilyn of North County Church for the hospitality and for allowing us to use their Church for our Board Meeting.
3. Roll Call: Fehling verified that a quorum was present.
4. Public Comment Period:
Knox requested to remove item 8 from the consent items for a separate discussion. Knox also requested that the PVCSD Board keep the RPMWC Board informed of any updates regarding the Indian lawsuit or SGMA.

--CLOSED SESSION--

5. The Board of Directors Will Meet in a Closed Session to Discuss
 - A. **CONFERENCE WITH LEGAL COUNSEL**
Pursuant to Government Code Section 54956.9(a)
San Luis Rey Indian Water Authority v. Pauma Valley Groundwater Sustainability Agency, et. al.,
(SDSD No. 37-2022-00029027-CU-WM-NC)
 - 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)

The Board proceeded into closed session at 10:03 a.m.

6. Open Session
 - A. Reportable Actions
The meeting was resumed in open session at 10:27 a.m. with the following reportable actions:
Morris provided an update. Esparza moved to approve the short-term lease between RPMWC and PVCSD, seconded by Skumawitz and unanimously approved.

--CONSENT ITEMS--

Items 7-10 appearing on the Consent Calendar may be voted on by 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 May 28th, 2024
8. Review of Balance Sheet, Revenue and Expense Reports
9. Accounts Receivable Reports
10. PVCSD Security Reports

Upon a motion by Collins, seconded by Curtis, and a unanimous vote, items 7,9, and 10 were approved as presented. Knox reported that the PVCSD inadvertently cashed a customer check payment meant for RPMWC, resulting in the customer accruing late fees, which led to an unfavorable situation. Director Collins suggested that RPMWC update their address when relocating to avoid similar issues in the future. Collins moved to approve item 8, seconded by Curtis and unanimously approved.

--DISCUSSION ITEM--

11. David, Taussig & Associates (DTA) Storm Drainage Funding Introduction – President Skumawitz
Skumawitz introduced the representatives from DTA. Andrea Roess from DTA gave a presentation explaining how they can assist the District with storm drain funding and shared their customer service philosophy. Skumawitz asked if they had experience with smaller districts. Roess confirmed that they do and provided details on their experience. Esparza inquired about the storm drain responsibilities of vacant lot property owners. Roess explained that an initial analysis would be required, with the cost depending on the data the District could provide. Kariya asked about handling sensitive habitats, given that the San Luis Rey River runs through the District. Roess assured that their engineering team would address such concerns. Steinlicht inquired about property tax assessments for our monthly service dues. Roess noted the deadline to submit for this fiscal year had already passed. Shoaff asked about the advantages of this approach. Steinlicht explained that it would alleviate administrative burden for a small staff. Knox asked if this would eliminate in-house monthly invoicing, Steinlicht confirmed. Esparza asked staff to look into invoicing customers every quarter instead. Knox recommended obtaining community feedback before making any changes, and Steinlicht confirmed that gathering community input would be part of the process.
12. Strategic Planning Update and Timeline – President Skumawitz
Steinlicht presented the Strategic Plan update and timeline. Esparza recommended adding a timeline radar for this plan in October and getting the community input in January sometime.

--ACTION ITEMS--

13. Public Hearing for the Security Division Rate Increases
The Board of Directors schedules a public hearing prior to approving Security Patrol and Gates rate increases.

Staff Recommendation:

1. Conduct a Public Hearing.
2. Authorize the General Manager to execute Security Division rate increases via Resolution 121.
3. Discuss and take other action as appropriate.

Steinlicht provided a PowerPoint presentation with the rate increase details. Skumawitz opened the Public Hearing at 11:04 am. Shoaff asked how much the rates were being increased. Steinlicht explained. Skumawitz closed the Public Hearing at 11:05 am. Curtis moved to approve Resolution 121 and the proposed rate increases, seconded by Director Esparza and unanimously approved.

14. Presentation, Public Hearing, and Adoption of the Fiscal Year 2025 Budget
The Board of Directors schedules a public hearing prior to the consideration and adoption of the proposed Fiscal Year 2024-2025 Budget.

Staff Recommendation:

1. Authorize the General Manager to present the Fiscal Year 2025 Budget.
2. Conduct a Public Hearing.
3. Approve the presented Fiscal Year 2025 Budget.
4. Discuss and take other action as appropriate.

Skumawitz opened the public hearing at 11:06 am. Steinlicht provided a Budget Presentation explaining the factors that went into building the Fiscal Year 2025 Budget. Knox asked if there were plans to rebuild the operating reserves through a cost-of-service analysis and subsequent rate increases, which Steinlicht confirmed. Cerruti asked if the budget for drainage covers stormwater, and Steinlicht said it does not. Esparza mentioned a mid-year budget review and adjustments can be made. Steinlicht agreed. Skumawitz added that they have a lot to catch up on while trying to modernize things. Knox asked if the labor budget for administration includes consulting costs. Steinlicht responded that it does not, mentioning that tools are being developed to improve efficiency and accuracy in task performance. Kariya questioned Fringe Benefits, Steinlicht explained. Kariya questioned the Salary Schedule and positions listed that were not filled. Esparza suggested prioritizing researching which properties within the District receive services that should be annexed. Collins moved to approve and adopt the Fiscal Year 2025 Budget, seconded by Esparza and unanimously approved.

15. Approval and Adoption of the District Workplace Violence Prevention Plan
The Board of Directors will consider the approval and adoption of a new Workplace Violence Prevention Plan via Resolution 122, as required by new state law.

Staff Recommendation:

1. Approve the District Workplace Violence Prevention Plan via Resolution 122.
2. Discuss and take other action as appropriate.

Esparza explained that Senate Bill No. 553 requires certain California employers to have a Workplace Violence Prevention Plan in place. Esparza motioned to approve and adopt the presented Workplace Violence Prevention Plan via Resolution 122, seconded by Collins and unanimously approved.

16. Adjournment
With nothing further to discuss, a motion was made by Director Collins to adjourn at 11:37 pm, seconded by Director Curtis, and unanimously approved.

Marissa Fehling

Marissa Fehling, Recording Secretary