

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

**Held on October 5, 2023**

**Directors Present:** Jodie Lawston, Michael Esparza, Roland Skumawitz, & Richard Collins  
**Also Present:** Residents: Rhonda Curtis, Larry Taylor, Charles Mathews, Bill Jacobs, Rick Levy, Ron Krohn, Pete Carter, Larry Curtis, Bill Winn, Darlene Shiley, Tom Cerruti, Nelson, President of PVRA Jack Crocker, Treasurer of RPMWC Bruce Knox, Secretary of RPMWC Linda Shoaff, Director of RPMWC Scott Shinner Jeff Morris of DPMC, and General Manager Eric Steinlicht

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1. Call to Order: Special Meeting was called to order at 2:00 p.m. by President Lawston.
2. Pledge of Allegiance: The Pledge of Allegiance was led by President Lawston.
3. Roll Call: Fehling verified that a quorum was present.

4. Public Comment Period:

Jacobs inquired about the upcoming scheduled roadwork closures. Crocker explained where the roadwork would be taking place and that it would be 3 weeks of roadwork. Crocker informed that this was determined last week when learning that this schedule would save Pauma Valley Roadway Association (PVRA) about \$40K. Lawston questioned what Pauma Valley Drive resident's access issues would be. Crocker explained. Carter questioned if there would be a gate attendant guarding the rear gate during this time; Crocker informed us that that would be up to PVCSD to schedule. Steinlicht informed that the district is working on coordinating the rear gate schedule and sorting out any technology troubles there may be. Shoaff suggested setting up a phone line at the rear guard shack. Esparza questioned whether emergency vehicles would have access through the Front Gate if needed. Crocker explained the paving schedule. Jacobs inquired on the status of hole #8 ditch drainage cleaning. Steinlicht informed that they are collecting data on what the best method would be to get it cleaned out. Collins stated the Board is behind whatever overtime the General Manager approves for staff to man the gates during the roadwork projects.

**--CONSENT ITEMS--**

Items 5-11 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.

5. Minutes of the Regular Board Meeting of July 24, 2023
6. Minutes of the Special Board Meeting of August 7, 2023
7. Minutes of the Special Board Meeting of August 28, 2023
8. Review of Balance Sheet, Revenue, and Expense for July Through August 2023
9. Accounts Receivable Report for July Through August 2023
10. Professional Services Agreement between PVCSD and Water Quality Specialists
11. PVCSD Security Reports for July Through August 2023

Knox informed that he would like to have items 8 and 10 pulled for further discussion. Mathews inquired on why there was no agenda item to provide an update on the solar project. Steinlicht informed that he would have an update on the solar project at the next Regular Meeting, reminding that this was a Special Meeting. Mathews noted that this agenda has items on it that are typically on a Regular Meeting Agenda. Morris informed that the next Regular Meeting is not scheduled until the end of November and that this Special Meeting was scheduled to address some items that were not addressed at the last canceled Regular Meeting. Mathews requested Morris to provide him with the government code to further explain this. Shiley questioned why the roadwork schedule was not relayed to the community in advance. Crocker explained that the bids and savings

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just recently came through and the timing of the schedule was accepted in order to save funds. Steinlicht informed that there was some miscommunication between him and Crocker. Nelson referred to Ordinance 55, questioning whether the verification of driver's licenses and insurance was being done. Collins informed that he is trying to work with PVRA to get the process sorted out. Nelson mentioned a lawsuit between RPMWC and PVCSD. Morris informed that there has been no lawsuit served to PVCSD. Esparza pulled items 8 and 10 for further discussion. Upon a motion by Director Esparza, seconded by Director Skumawitz, and a unanimous vote, items 5,7, and 11 and were approved presented.

Collins made a dealership name correction to the Special Board Meeting Minutes of August 7, 2023. Upon a motion by Director Lawston, seconded by Esparza item number 6 was approved with corrections made herein.

Knox requested clarification on item 10 on whether Water Quality Specialists had already been hired. Steinlicht confirmed. Knox made some comments explaining his concerns with the presented financial statements. Esparza acknowledged the comments and informed that any needed corrections would be made. Steinlicht explained that during the separation between PVCSD and RPMWC, PVCSD lost staff so a new admin staff member was hired to assist, and corrections would be made to the financials as soon as possible. Esparza asked Knox to send him an email with his findings. Knox mentioned that RPMWC owes PVCSD money that they would like to get taken care of. Shoaff commented that once both Boards agree on the amounts, they will get it paid.

A motion was made by Esparza to approve item 10, seconded by Collins and a unanimous vote was approved.

Mathews commented that a simple solution for the RPMWC dues to PVCSD would be for RPMWC to pay the amount that is not in dispute. Mathews expressed that he was disappointed in the fact that the financial status was not discussed, and additional benefits were requested. Mathews inquired on how the District plans to get into a better financial position. Steinlicht explained that the recently approved Long Term Financial Plan included a planned rate increase which is the next plan. Esparza informed that there will be an update on financials at the next Regular Meeting.

**--ACTION ITEMS--**

12. Pauma Valley Community Services District Board of Directors Vacancy  
The Board of Directors will consider applicants for the existing vacancy on the Pauma Valley Community Services District Board.

Staff Recommendation:

1. Discuss and take other action as appropriate.

Lawston explained the interview process. Lawston asked candidate Curtis a set of questions. Curtis explained why he would be an asset to the Board of Directors of PVCSD. Esparza asked candidate Levy a set of questions. Levy explained his knowledge of QuickBooks and gave some recommendations to the Board. Mathews asked for a clarification of the candidates on the ballot and the closure dates. Morris explained that there are no hard-set deadlines and with not a lot of interest the Board can decide on accepting candidates. Skumawitz asked Curtis for an explanation of this background in conditions analysis and negotiations. Curtis explained his experience being a small business owner. Director Collins made a motion to call a vote by hands, seconded by Director Lawston, and unanimously approved. The motion was to appoint a candidate as a new Board Member to the PVCSD Board of Directors. Candidate Larry Curtis was voted in with 4-0 outcome. The term for Larry Curtis will end in November 2024.

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13. Halloween Event Authorization and Logistics at the Pauma Valley Country Club Estates 2023  
The Board of Directors will consider options for Halloween 2023.

Staff Recommendation:

1. Provide authorization and logistical direction to staff for Halloween 2023.
2. Discuss and take other action as appropriate.

Steinlicht explained that this decision should be made with PVRA roadwork in mind. Shiley stated that this was a privacy and safety issue. Fehling explained the guidelines and procedures that the gate attendants would relay to the guests. Skumawitz explained the previous year's process. Esparza suggested having an additional Patrol on duty that night. Upon a motion by Lawston, seconded by Skumawitz, and unanimously carried, staff was authorized to all Trick or Treating on the evening of Halloween following the same guidelines as the previous year.

14. Districts Benefits Renewal

The Board of Directors will consider offering dental, vision, and additional healthcare benefits to District staff.

Staff Recommendation:

1. Authorize staff to offer enhanced healthcare options.
2. Authorize staff to offer District vision care benefits at an eighty percent District expense.
3. Authorize staff to offer District dental care benefits at an eighty percent District expense.
4. Discuss and take other action as appropriate.

Steinlicht explained the benefits historically offered to staff and explained the tier options. Steinlicht explained what the cost to the District would be to offer additional benefits like higher medical tiers, dental, and vision plans. Esparza expressed that given the District's financial status, this would not be a good time to increase the District's expenses. Collins communicated his agreement to refrain from increasing the District's expenses at this time, however, was in agreement that employees may have the option to incur additional expenses personally if they choose higher tiers or opt for dental and vision plans which would be available at the full cost to the employee. Skumawitz and Lawston agreed. Upon a motion by Collins, seconded by Lawston, and unanimously approved, staff were authorized to add dental, vision, and the Platinum level medical plan at the full expense of the employee.

**--DISCUSSION ITEMS--**

15. Status Update Between the PVCSD and RPMWC- President Lawston  
Lawston informed that there was no status update at this time. Morris gave a proposed date for mediation.
16. Ordinance 55 Investigational Status Update- Treasurer Collins  
Collins informed that this was discussed earlier in the meeting. Collins added that an ad hoc meeting is scheduled next week to work through some items and hopefully come to an agreement. Collins explained that some concerns to be addressed included, having PVCSD Patrolmen address speeding violations. Shoaff asked what the consequences are for those given a Notice of Violation. Collins informed that those details are also in the works. Crocker explained that PVRA needs to be in the know of what rules of the road PVCSD will not be enforcing. Lawston requested an update from the ad hoc committee at the next meeting.
17. Ordinance 54 and Private Sewer Lateral Liability- General Manager Steinlicht

Steinlicht explained the issues he found with the ordinance and how they can affect the District's financial situation and gave some modification suggestions. Esparza requested that Steinlicht come back to the Board with details. Crocker expressed his concerns with Steinlicht's modification requests to the Ordinance. Winn explained the history of this ordinance and why the District took on sewer lateral responsibilities.

**--CLOSED SESSION--**

18. 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)  
(Three (3) 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)
  - 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

The Board entered closed session at 3:47 p.m.

19. Open Session

A. Reportable Actions

The meeting was reconvened to open session at 4:42 p.m. with no reportable actions.

20. Adjournment

With nothing further to discuss, a motion was made by Director Lawston to adjourn at 4:43 p.m., seconded by Director Skumawitz, and unanimously approved.

*Marissa Fehling*

Marissa Fehling, Recording Secretary