

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

33129 Cole Grade Road
Pauma Valley, CA 92061
PHONE: (760) 742-1909 | FAX: (760) 742-1588

NOTICE OF SPECIAL MEETING

DATE: Thursday, June 20th, 2024
TIME: 10:00 AM – **Open Session**
VENUE: North Coast Church, Pauma Valley
32077 Community Church 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 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. **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**

Existing Litigation

Pursuant to Government Code Section 54956.9(a)
San Luis Rey Indian Water Authority v. Pauma Valley Groundwater Sustainability Agency,
et. al., (SDSC 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)

6. Open Session

A. Reportable Actions.

-- CONSENT ITEMS --

Items 7-10 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 on May 28th, 2024

These minutes are the official permanent record of the Pauma Valley Community Services District (PVCSD) Board of Directors meeting held on May 28th, 2024.

Staff Recommendation:

SUPPLEMENTAL MATERIALS PAGES 2-5

Approve and file the May 28th, 2024, PVCSD Board of Directors Meeting Minutes.

8. Review of Balance Sheet, Revenue and Expense Reports

These reports disclose the PVCSD financial statements for the month of May 2024.

Staff Recommendation:

SUPPLEMENTAL MATERIALS PAGES 6-12

Receive and file the PVCSD Financial Statements for the month of May 2024.

9. Accounts Receivable Reports

This report discloses the PVCSD Accounts Receivable for the month of May 2024.

Staff Recommendation:

SUPPLEMENTAL MATERIALS PAGES 13-17

Receive and file the PVCSD Accounts Receivable Reports for the month of May 2024.

10. PVCSD Security Reports

This report discloses the Security Division activity for the month of May 2024.

Staff Recommendation:

SUPPLEMENTAL MATERIALS PAGES 18-25

Receive and file the PVCSD Accounts Receivable Reports for the month of May 2024.

-- DISCUSSION ITEMS --

11. David, Taussig & Associates (DTA) Storm Drainage Funding Introduction

PRESIDENT SKUMAWITZ

12. Strategic Planning Update and Timeline

PRESIDENT SKUMAWITZ – SUPPLEMENTAL MATERIALS PAGES 26-32

-- 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:

PRESIDENT SKUMAWITZ, PAGE 4

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.

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:

PRESIDENT SKUMAWITZ, PAGE 5

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.

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:

PRESIDENT SKUMAWITZ, PAGE 6

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

16. 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 periods, 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: 13

Date: June 20th, 2024

From: General Manager, Eric Steinlicht

Issue: Public Hearing for the Security Division Rate Increases

STAFF RECOMMENDS THE BOARD OF DIRECTORS:

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.

BACKGROUND

On August 7th, 2023, the District Board of Directors was presented with the ten-year "Long-Range Financial Plan." This plan was specifically designed to rebuild the District's operating reserves and address the Security Division's operating loss, as depicted in the Board-approved Fiscal Year 2023-2024 Operating Budget.

DISCUSSION

The proposed rate increases for the Security Division, in accordance with the "Long-Range Financial Plan", are as follows:

SUB-DIVISION	PRIOR FY 2023-24 RATE	NEWLY PROPOSED FY 2024-25 RATE
SECURITY PATROL	\$122.00	\$129.83
SECURITY GATES	\$107.00	\$114.62

Pursuant to Proposition 26, the Board of Directors scheduled a Public Hearing prior to the acceptance of the proposed rate increases.

FISCAL IMPACT

There is no fiscal impact associated with this item.

THEREFORE, STAFF RECOMMENDS THE BOARD OF DIRECTORS:

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.

Attachments

Supplemental Materials Packet Page Number/s

1. Long-Range Financial Plan	33-48
2. Resolution 121	49

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: 14

Date: June 20th, 2024

From: General Manager, Eric Steinlicht

Issue: Presentation, Public Hearing and Adoption of the Fiscal Year 2025 Budget

STAFF RECOMMENDS THE BOARD OF DIRECTORS:

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.

BACKGROUND

The Pauma Valley Community Services District (PVCSD) Board of Directors schedules a public hearing prior to the consideration and adoption of the proposed fiscal year budget. This public hearing provides the constituents of PVCSD an opportunity to voice their feedback on all items related to this newly proposed fiscal year budget.

DISCUSSION

With the Board of Directors' approval, the General Manager will present the 2024-2025 Fiscal Year Budget. This presentation seeks to provide a high-level overview of the next Fiscal Year financial estimations based on all information available at the time of the presentation. This presentation will include General Manager initiatives and overall direction of the District. At the conclusion of this presentation, the Board of Directors will consider the information provided and proceed to conduct a Public Hearing as it relates to the Fiscal Year 2024-2025 Budget. Conclusively, the Board of Directors will consider approval of said Budget.

FISCAL IMPACT

The fiscal impact will be presented by the General Manager via a PowerPoint Presentation.

THEREFORE, STAFF RECOMMENDS THE BOARD OF DIRECTORS:

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.

Attachments

Supplemental Materials Packet Page Number/s

1. PowerPoint Presentation
2. Fiscal Year 2024-25 Budget

50-56
57-58

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: 15

Date: June 20th, 2024

From: Office Manager, Marissa Fehling

Issue: Approval and Adoption of the District Workplace Violence Prevention Plan

STAFF RECOMMENDS THE BOARD OF DIRECTORS:

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

BACKGROUND

On September 20th, 2023, Governor Newsom signed Senate Bill No. 553 (“SB 553”) into law, which requires certain California employers to take steps to prevent and respond to workplace violence. Notably, SB 553 added Section 6401.9 to the California Labor Code, which, effective July 1st, 2024, requires covered employers to adopt a comprehensive workplace violence prevention plan that includes procedures for identifying and evaluating workplace hazards. Additionally, Labor Code 6401.9 mandates preventative measures and regular training programs for employees.

DISCUSSION

In response to these legislative requirements, it is essential that the District adopts a Workplace Violence Prevention Plan that complies with SB 553 and Labor Code 6401.9. The plan will outline strategies for hazard identification, risk assessment, and implementation of safety controls. Key components of the plan will include:

- Responsibility and Authority
- Compliance Information
- Hazard Assessment and Corrective Measures
- Incident Investigation and Response Plans
- Training and Education

Therefore, the staff recommends that the Board of Directors approve the new Workplace Violence Prevention Plan. This will ensure compliance with the new legal requirements and will enhance employee protection within the District.

FISCAL IMPACT

There is no fiscal impact associated with this item.

THEREFORE, STAFF RECOMMENDS THE BOARD OF DIRECTORS:

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

Attachments

1. Resolution 122
2. PVCSD Workplace Violence Prevention Plan

Supplemental Materials Packet Page Number/s

59-60
61-73

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