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, November 16th, 2026

TIME: 10:00 A.M. – **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** [1 minute | 10:00 – 10:01 A.M.]
2. **Roll Call** [1 minute | 10:01 – 10:02 A.M.]
3. **Pledge of Allegiance** [1 minute | 10:02 – 10:03 A.M.]
4. **Approval of the Agenda** [1 minute | 10:03 – 10:04 A.M.]

   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** [1 – 15 minutes | 10:04 – 10:05 A.M. **OR** 10:19 A.M.]

   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**.

-- DISCUSSION ITEMS --

6. Storm Drain Easement Issue Regarding Assessor Parcel Number (APN) 132-370-41
[10 minutes | 10:05 – 10:15 A.M.]
PRESIDENT NELSON, PAGE **5**

-- CLOSED SESSION --

7. The Board of Directors will meet in a Closed Session to discuss: [20 minutes | 10:15 – 10:35 A.M.]

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)
(Four (4) Matters)

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: Board Secretary, Mike Esparza
Employee: General Manager
Authority: Government Code Section 54957.6

8. Open Session [ESTIMATED 10:35 A.M.]

A. Reportable Actions.

-- ACTION ITEMS --

9. Amendment to the General Manager's Employment Contract [2 minutes | 10:35 – 10:37 A.M.]

The Board of Directors will consider the approval of an additional amendment to the General Manager's Employment Contract.

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

Discuss and take action as appropriate.

-- DISCUSSION ITEMS --

10. Board of Directors Term Details and Upcoming General Election [5 minutes | 10:37 – 10:42 A.M.]
GENERAL COUNSEL

-- CONSENT ITEMS --

Items 11-12 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. [1 minute | 10:42 – 10:43 A.M.]

11. Minutes of the Special Board Meeting on October 26th, 2026

These minutes are the official permanent record of the District Board of Directors Special Meeting held on October 26th, 2026.

Staff Recommendation: SUPPLEMENTAL MATERIALS PAGES 22-24

Approve and file the minutes of the October 26th, 2026, Special Meeting of the Board of Directors.

12. Review of the Balance Sheet, and Revenue and Expense Report

These quarterly reports disclose the District's financial statements for the months of July through September 2026.

Staff Recommendation: SUPPLEMENTAL MATERIALS PAGES 25-29

Receive and file the Financial Statements for the months July through September 2026.

-- SERVICE RECOGNITION AND AWARDS --

13. Service Recognition Awards Presented to Secretary Esparza and Treasurer Levy

[2 minutes | 10:43 – 10:45 A.M.]
PRESIDENT NELSON

-- DISCUSSION ITEMS --

14. Rancho Pauma Mutual Water Company Ad-Hoc Committee Update [1 minute | 10:45 – 10:46 A.M.]
PRESIDENT NELSON

15. Community Safety and Wellness Fair Ad-Hoc Committee Debrief [3 minutes | 10:46 – 10:49 A.M.]
SECRETARY ESPARZA

16. Security Division Ad-Hoc Committee Update and the Pauma Valley Roadway Association Gate Damages [5 minutes | 10:49 – 10:54 A.M.]
DIRECTOR VILLANUEVA

17. San Diego Local Agency Formation Commission (LAFCO) Annexations Update

[1 minute | 10:54 – 10:55 A.M.]
GENERAL MANAGER STEINLICHT

18. Oak Tree Community Development [3 minutes | 10:55 – 10:58 A.M.]
GENERAL MANAGER STEINLICHT

19. Financial Audit and Accounting Software Update [2 minutes | 10:58 – 11:00 A.M.]
GENERAL MANAGER STEINLICHT

-- ACTION ITEMS --

20. Cost-of-Living Adjustment (COLA) for Fiscal Year 2027-28 [5 minutes | 11:00 – 11:05 A.M.]

The Board of Directors will consider approving Resolution Number One Hundred and Forty-Three (143) authorizing a 4.7% Cost-of-Living Adjustment (COLA) and Salary Schedule Update for Fiscal Year 2027-28.

Staff Recommendation: PRESIDENT NELSON, PAGE **7-8**

1. Adopt Resolution Number 143 authorizing a 4.7% Cost-of-Living Adjustment and accompanying Salary Schedule reflecting this adjustment for Fiscal Year 2027-28.
2. Discuss and take other action as appropriate.

-- INFORMATIONAL ITEMS --

21. General Manager's Report [5 minutes | 11:05 – 11:10 A.M.] GENERAL MANAGER STEINLICHT, PAGE **9**

22. Miscellaneous Items [1 minute | 11:10 – 11:11 A.M.]

A. Requested items for future agendas **(Directors and Staff Only)**
   a) Critical Spare Part Inventory/Replacement Program and Computerized Maintenance Management System (CMMS) (In Progress)
   b) Employee and Community Survey (Agendized)
   c) Capital Improvement Plan and Long Range Financial Plan (Agendized by Treasurer Levy)

B. **Next Regular Meeting of the Board:**
   a) Monday, January 25th, 2027, at 10:00 AM

23. Adjournment [ESTIMATED 11:11 A.M.]

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 office at CustomerService@PaumaValleyCSD.ca.gov at least forty-eight (48) hours in advance of the meeting.

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

Item: 6

Date: November 16th, 2026

From: Eric Steinlicht, General Manager

Issue: **Storm Drain Easement Issue Regarding Assessor Parcel Number 132-370-41**

STAFF RECOMMENDS THE BOARD OF DIRECTORS:

Provide direction to staff via consensus as to what action, if any, should occur at a later meeting.

BACKGROUND

The Pauma Valley Community Services District (District) staff, General Counsel, District Civil Engineer, and President of the Board have been ongoingly working on an easement issue with the property owner located at Assessor Parcel Number (APN) 132-370-41. Communications go back as early as February 2026, specific to this issue that initially occurred in the year 2017. Three position letters were sent out reiterating the District's position, as well as several emails. This matter was then considered by the Board of Directors at the Special Meeting of the Board held on October 16th, 2026, where the resulting direction to staff was for General Counsel to send a revised letter to the homeowner reiterating the requirements.

DISCUSSION

Mr. Bill Jacobs has been actively working on this issue on behalf of the homeowner and has requested to present the attached documents for the Board of Directors consideration. Also attached is the last letter sent to the homeowner by General Counsel.

FISCAL IMPACT

The fiscal impact varies based upon the Board of Director direction.

THEREFORE, STAFF RECOMMENDS THE BOARD OF DIRECTORS:

Provide direction to staff via consensus as to what action, if any, should occur at a later meeting.

Attachments	*Supplemental Materials Packet Page Number/s*
1. District General Counsel's Letter	2-3
2. Mr. Jacobs Presentation Letter on Issue	4-7
3. Mr. Jacobs Letter on Pipe Repair Needed	8

Prepared by: Eric Steinlicht, General Manager
Reviewed by: Maritza Chaloux, Administrative Assistant
Approved by: Eric Steinlicht, General Manager

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

Item: 9

Date: November 16th, 2026

From: Eric Steinlicht, General Manager

Issue: **Amendment to the General Manager's Employment Contract**

STAFF RECOMMENDS THE BOARD OF DIRECTORS:

Discuss and take action as appropriate.

BACKGROUND

The Pauma Valley Community Services District (District) Board of Directors appointed the current General Manager on December 19th , 2022, and subsequently entered an Employment Contract with the General Manager for one year. An Amendment to this contract was formally approved on November 27th, 2023. Two additional amendments were subsequently approved following General Manager performance evaluations at Regular Meeting's of the Board on April 28th, 2025, and once more on March 23rd, 2026.

DISCUSSION

The District Board of Directors will consider approving an additional Amendment to the General Manager's Employment Contract.

FISCAL IMPACT

The fiscal impact is to be determined by the Board of Directors.

THEREFORE, STAFF RECOMMENDS THE BOARD OF DIRECTORS:

Discuss and take action as appropriate.

Attachments	*Supplemental Materials Page Number/s*
1. 2022 Employment Contract & Amendments	9-21

Prepared by: Eric Steinlicht, General Manager
Reviewed by: Maritza Chaloux, Administrative Assistant
Approved by: Eric Steinlicht, General Manager

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

Item: 20

Date: November 16th, 2026

From: Eric Steinlicht, General Manager

Issue: **Cost-of-Living Adjustment (COLA) for Fiscal Year 2027-28**

STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Adopt Resolution Number 143 authorizing a 4.7% Cost-of-Living Adjustment and accompanying Salary Schedule reflecting this same adjustment for Fiscal Year 2027-28.
2. Discuss and take other action as appropriate.

BACKGROUND

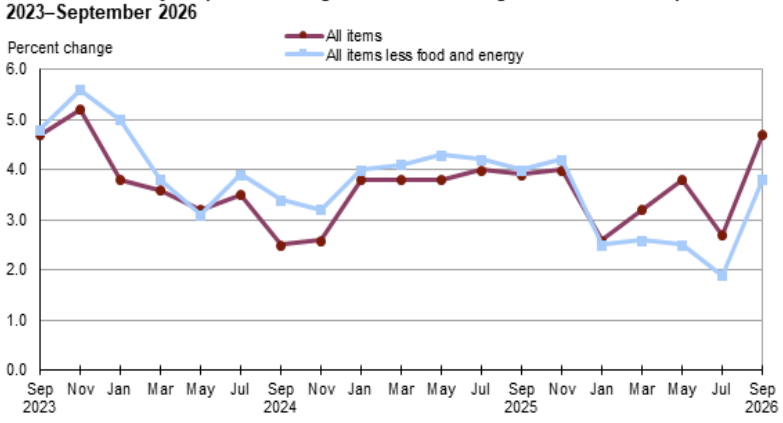
The District periodically considers Cost-of-Living Adjustments (COLA's) to preserve employee earnings, thus supporting both recruitment and retention. The Consumer Price Index for All Urban Consumers (CPI-U), published by the U.S. Bureau of Labor Statistics (BLS), provides a measure of changes in consumer prices. The San Diego–Carlsbad index covers San Diego County.

DISCUSSION

As of November 2nd, 2026, the latest available BLS release reports a **4.7% increase in San Diego–Carlsbad consumer prices over the 12 months ending September 2026**. This local inflation measure provides the benchmark for the proposed adjustment.

Three options are presented for Board consideration:

Chart 1. Over-the-year percent change in CPI-U, San Diego-Carlsbad, CA, September 2023–September 2026



Source: U.S. Bureau of Labor Statistics.

Option A	Option B	Option C
4.7 %	3.2%	2%

FISCAL IMPACT *Within Budget*

The fiscal impact associated with each option is as follows:

Does **NOT** include current staff vacancies	**Option A – Staff Recommendation**	**Option B**	**Option C**
Estimated Annual Fiscal Impact	**$46,678**	**$31,781**	**$19,863**

The above annual fiscal impacts are estimations based on current payroll information. True fiscal impact figures will be calculated when staff perform the next Fiscal Year Budget and ensure that any option selected will fall within budget.

THEREFORE, STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Adopt Resolution Number 143 authorizing a 4.7% Cost-of-Living Adjustment and accompanying Salary Schedule reflecting this same adjustment for Fiscal Year 2027-28.
2. Discuss and take other action as appropriate.

Attachments	*Supplemental Materials Packet Page Number/s*
1. Option A Resolution and Salary Schedule	30-31
2. Option B Resolution and Salary Schedule	32-33
3. Option C Resolution and Salary Schedule	34-35

Prepared by: Eric Steinlicht, General Manager
Reviewed by: Maritza Chaloux, Administrative Assistant
Approved by: Eric Steinlicht, General Manager

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

Item: 21

Date: November 16th, 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

Administrative priorities include maintaining operations during scheduled staff leave, recruiting for the Administrative Services Supervisor vacancy, and preparing for the new year. Interviews are scheduled following today's meeting and the next day.

Quarterly financial results have been reported, with a Variance and Accounts Receivable report to follow. Updated open-enrollment information resulted in savings of just over $2,000, compared with the previously anticipated cost increase.

Sanitation Operational Report

Staff continue wet-weather preparedness work across the wastewater collection, treatment, and storm drain systems.

Security Operational Report

Staff are implementing a new communications solution to restore network connectivity. Overtime staffing continues to ensure the back gate is monitored.

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

The SCADA project is nearing completion following substantial progress last week. Staff propose presenting the system's current capabilities and project completion early into calendar year 2027.

Attachments	*Supportive Materials Packet Page Number/s*
1. Executive Report (VC3)	**36**

Prepared by: Eric Steinlicht, General Manager
Reviewed by: Maritza Chaloux, Administrative Assistant
Approved by: Eric Steinlicht, General Manager