

Minutes of a Regular Meeting of the Board of Directors of the
PAUMA VALLEY COMMUNITY SERVICES DISTRICT (PVCSD)

Held on February 28, 2022

Directors Present: Michael Esparza, Michael Martello, Jodie Lawston, and Betty Potalivo
Also Present: Residents Andy Mathews, Rick Levy, Ronald Krohn and Director of RPMWC Bruce Knox, Paul Kaymark of Nigro and Nigro, General Manager Bobby Graziano, Office Manager Amber Watkins, and Administrative Assistant Marissa Fehling

- 2.1 Call to Order: Regular Meeting was called to order at 10:01 a.m. by President Esparza.
- 2.2 Roll Call: Esparza requested a Roll Call. Watkins verified that all directors were present at that time, to constitute a quorum.
- 2.3 Open for Public Comments:
 - a. 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, 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– Krohn commented on the excessive turnover on the PVCSD board and challenged them to resolve this issue. Mathews inquired on how a discussion violating the Brown Act was permitted at the January 27, 2022 meeting. Esparza informed that no action was taken on the discussion Mathews was referring to and informed him that his comment was noted, and he would do his best to prevent any Brown Act violations in the future. Graziano explained how the conversation went. Knox also commented on the PVCSD Board high turnover. Knox suggested that PVCSD follow Rancho Pauma Mutual Water Company (RPMWC) in holding Board meetings every other month and gave a brief description on how RPMWC works with the administrative staff and how smooth that process goes for all.
- 2.4 Oath of Office
 - a. Staff will administer oath of office to newly appointed board member - Watkins delivered the Oath of Office to Martello.
- 2.5 Appoint Officer Positions for CY2022:
 - a. Nominate and Appoint officer positions of the Board – Potalivo motioned to nominate Martello as President and explained why she feels Martello’s experience and background would be great for the position, seconded by Martello, discussions began. Lawston asked Esparza on why he would like to stay as the President of the PVCSD Board. Esparza explained. Knox commented on how both Board members were great and explained why he thinks having a lawyer as the President of the Board would be a plus. Graziano informed on how Martello’s expertise and guidance has been extremely helpful to him as the General Manager. Krohn inquired on why Martello wanted to become President of the PVCSD Board. Martello explained. Esparza called for a vote for the motion on the floor, with a 3 to 1 vote motion was carried, opposed by Esparza. Potalivo motioned to nominate Esparza as the Vice President, seconded by Martello and upon unanimous vote was carried. Martello motioned to nominate Potalivo as Treasurer, seconded by Esparza and unanimously carried. Martello motioned to nominate Lawston as Secretary, seconded by Esparza and unanimously carried.
- 2.6 CalPERS Presentation – Paul Kaymark of Nigro & Nigro
 - a. Discussion of CalPERS – Paul Kaymark of Nigro & Nigro explained how CalPERS works for this district. Kaymark explained the difference between miscellaneous employees vs safety employees and the history on how it has all been calculated. Kaymark explained that the district

is currently super funded and would probably be for a few years. Potalivo asked for a clarification on RPMWC's contribution to the unfunded liability on the balance sheet. Kaymark explained. Kaymark explained the dynamics of the cashflow. Mathews clarified that the asset was understated. Kaymark explained. Mathews inquired if an update could be made to the Balance Sheet to show that the Unfunded Accrued Liability was paid off. Kaymark confirmed and explained that the true up happens once per year. Mathews suggested adding a foot note to explain the true position at the point in time of the financial report. Kaymark made some suggestions to true up the financial report. Staff and Kaymark will make that update.

- 2.7 Consent Calendar: All items 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.
- a. Minutes of the Regular Board Meeting of January 24, 2022-
 - b. Minutes of the Special Board Meeting of January 27, 2022-
 - b. Review of BS, P&L as of Dec 31, 2021
 - c. Review of BS, P&L as of Jan 31, 2022
 - d. Accounts Receivable
 - e. Notice of Violation Summary
 - f. Daily Activity Report
 - g. AB 361 – Hybrid Meetings

Martello pulled the January 24, 2022 Minutes and made a correction to section 1.8. Esparza motioned to approve the consent calendar with the changes made herein, seconded by Potalivo and upon a unanimous vote was adopted.

- 2.8 Discussion on Gate Access & Road Usage Policies and Procedures –
- a. The Board will discuss the Gate Access & Road Usage Policies and Procedures – Martello motioned to table this item, seconded by Potalivo and upon unanimous vote this item was tabled. Esparza inquired if RFID tags updated regularly, Graziano confirmed.
- 2.9 General Manager's Report – General Manager, Graziano – Graziano presented the report. Graziano noted that Jansing with Century Sun & Solar has been invited to meetings. Martello complimented Graziano on the idea of sharing the RFID transactions for PVCC members with the staff at PVCC.
- 2.10 General Manager Goals & Initiatives for 2022
- a. The General Manager will present 2022 G&I's – Graziano presented his 2022 G&I's.
 - b. Board to discuss goals and initiatives for 2022 – Knox suggested looking at Yuima's handbook as a model. Esparza gave a list of recommended items to add to Graziano's G&I's. Potalivo suggested adopting the presented G&I and together work on prioritizing a new list of G&I's for 2023. Martello advised to add the word "Initiate" to the Handbook update item. Upon a motion by Potalivo, seconded by Martello and upon unanimous vote the General Manager's 2022 G&I's were accepted and adopted with the amendments requested herein.
- 2.11 Board Vacancy Announcement – President Esparza –
- a. Board to discuss filling the board vacancy – Graziano informed that the Notice of Vacancy has been posted for the public and closes on March 9, 2022.
- 2.12 Other Business
- a. Requested items for next or future agendas (Directors and Staff Only) – Potalivo questioned if the public would be allowed to join in on the administrative retreat. Martello confirmed that they

would be able to join and informed that it would need to be held in a public place within the District. Potalivo inquired on when the budget process starts. Graziano informed that it starts in April. Martello suggested that with all of the inflation happening, the Board should consider taking action at the next meeting to implement a Cost of Living Adjustment (COLA) for all employees similar to what the Social Security Administration and CalPERS recently made. Graziano was tasked to research whether an additional up to 3.9% COLA would be possible for all employees and present at the next meeting. Upon a motion by Martello, second by Potalivo and upon unanimous vote, Graziano was authorized to work on the COLA analysis. Esparza informed that the last time this was discussed Graziano suggested the approved 2% COLA. Graziano clarified that he was asked if the budget could support a 2% COLA and he confirmed that the budget did allow for this amount but did not suggest that number. Graziano listed the items he has for the next agenda; discussion on setting a date for an administrative retreat, EDU audit discussion, discussion on Gate Access & Road Usage Policies and Procedures, and COLA analysis findings.

b. Board comments – Esparza requested that Graziano come back with information on the minimum requirements for an AED program and staying in compliance.

2.13 Adjournment:

a. Regular Meeting on March 28, 2022, at 10:00 a.m. – The next meeting date is scheduled for March 28, 2022, at 10:00 a.m. With nothing further to discuss and upon a motion from Martello, second by Potalivo and unanimous vote, the meeting adjourned at 11:52 a.m.

Marissa Fehling

Marissa Fehling, Recording Secretary