

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

Held on April 23, 2018

Directors Present: Richard Nolan, Samuel Logan, William Schultz and Clarence Winn
Directors Absent: Heidi Person
Also Present: Residents Jim Cipriano; President of RPMWC Charles Mathews; General Manager Bobby Graziano, Security Captain Ray Ortiz, Jeff Pape of Dudek and Office Manager Amber Watkins

- 4.1 Call to Order: Regular meeting was called to order at 10:00 a.m. by President Nolan.
- 4.2 Open for Public Comments: Logan inquired on the damage caused to Luiseno Circle Drive during an HOA driveway project; Cipriano reported that the HOA will have the asphalt repairs done the first week of May. Mathews reminded that weed abatement needs to be done regularly for the properties not located inside of an HOA. Winn informed Graziano that the areas to monitor are Pala Indian lands and the opposite side of the tennis courts which includes the brow ditch up above. Graziano will talk to PVCC/ Pauma Valley Investors to ensure they are aware that the area off of Wiskon Way East is completed as well. Mathews also reported that Yuima MWD has a Public Hearing scheduled for May 2, 2018 at 5:30 p.m. at the Pauma Valley Community Center to discuss transferring of fire protection rights to CalFire; ultimately if approved CalFire would become responsible for the area and the amount paid in property taxes could potentially decrease.
- 4.3 Approval of Previous Minutes:
a. Regular Meeting on March 26, 2018 - Winn motioned to adopt the minutes as presented; motion was seconded by Nolan and unanimously adopted.
- 4.4 Security Report:
a. Daily Activity Report – Ortiz noted that new items have been added to the report in an attempt to keep the board up to date with all aspects of the security department. Upon review of communications, Nolan noted that he is in favor of the County Call option to solve the issues with the radio; Ortiz noted that more information is still needed for this. Nolan asked that a proposal be provided at the next meeting. Ortiz referenced an incident that occurred on March 31st where property owner’s children were disrespectful and disregarded Patrol; Graziano will draft the letter with the help of Cipriano regarding the PVRA rules portion that needs to be included. Capt. Ortiz noted that many golf carts are not stopping at the PVCC entrance stop sign; Nolan asked that a notice be included in the next billing to remind golf cart drivers that the roads are subject to California Vehicle Codes. Ortiz reported that Officer Watkins is currently researching ways to reduce the amount of years between vehicle purchases. Nolan suggested to research CHP service and changeout policy for their vehicles; Pape noted that the other district he works for very seldom will maintain a vehicle for more than 4 years. Nolan asked that the vehicle research being done continue and is hopeful that a positive conclusion will be reached. Ortiz presented a proposal to have a PVCSD employee train to use a bite suit for our K9 program to be more self-reliant and as a cost savings to the district. Graziano reported that the insurance broker has been contacted and that for liability there is no issue; the broker did refer Graziano to check with Workers Compensation as those rates would likely be affected. Nolan asked that Graziano complete the research and come back to the next meeting with a recommendation.
- Schultz exited the meeting at 10:45 a.m., with a quorum still present the meeting was able to continue.
- b. Gate Penalty Assessment Report – Graziano presented for review it was noted that a date needs correction to correspond with the Daily Activity Report; Ortiz noted that it is probably just a typo.

4.5 Operations and Discussion Items:

a. Gate Upgrade, Repair & Maintenance – Graziano summarized his recommendation for the services that will get the gate entry system working correctly. The project will cost \$12,866 as proposed; Logan motioned to approve the summary of services as proposed by Graziano, seconded by Winn and unanimously approved.

b. Service Agreement- PVRA – Graziano presented an updated agreement to include website management; Cipriano asked that a scope of work and estimate be provided. Nolan motioned to approve the agreement as presented, seconded by Logan and unanimously approved.

c. Complaint Form – Graziano presented the form with a few recommendations that were received from Director Person who was unable to attend the meeting due to illness. Upon review Nolan motioned to approve the form with the changes recommended, seconded by Winn and unanimously approved. The forms will be given to Capt. Ortiz for distribution.

d. Back Gate Window Repair – Graziano reported that the guardhouse window has been replaced.

e. Bulb Replacement- Temet – Nolan asked PVCSD to go ahead and arrange for the street light bulb replacement to enhance the safety and security of the Back Gate area.

f. Gate Access Policy Discussion – Graziano presented the policy as written and suggested that the costs per location be spelled out in the wording. Graziano was asked to draft his recommendation and present at the next meeting.

g. Hemminger Letter – Staff was instructed to provide the information requested without any names listed; also a letter must be sent to the property owner informing that the balance must be paid or the amount will be placed on the County tax rolls. The check sent in by Hemminger will be returned to her and the information will be sent to legal for review.

h. Effluent Graph – Graziano presented the graph.

i. Plant Operations – Pape reported that the plant is running fine and that he recently reviewed the Quarterly Effluent Report. All results were within the range as specified by the permit.

4.6 Financial Report:

a. Review of BS, P&L as of 3/31/2018 - Cash Assets reflect \$803,696, Accounts Receivable of \$31,221 and Accounts Payable of \$3,686. Watkins noted that quarterly interest from LAIF has increased to 1.51%. Watkins noted that Property Tax payments in the amount of \$21,634 were received, and that the quarterly hanger lease payment from PVCC has been received. Watkins noted that Miscellaneous Expense was increased due to the CalPERS Actuarial costs.

b. Accounts Receivable – Watkins presented the report and explained that the delinquent accounts will be recommended for placement on the tax rolls along with any unpaid amounts for gate penalty assessments, if approved.

c. Cash Flow Statement – Watkins presented the report for review.

Logan motioned to adopt the financial report as presented, seconded by Winn and unanimously adopted.

- 4.7 Sustainable Groundwater Management Act: Nolan reported that a meeting was held by the County and the MOU that was reached last year is no longer valid and must be recreated. Major issues that need to be resolved are governance, allocation of payments and level of involvement from the County. Brad Smith VP for RPMWC has been selected to participate in a small group formed to create a statement of work. Mathews is very concerned about the weight for the votes and suggests that factors such as population, amount able to pay toward the GSP costs and how much ground water pumped should be used to measure votes. Yuima has a meeting scheduled for this afternoon and Graziano will be attending.
- 4.8 Adjournment:
a. The next meeting date is scheduled for May 21, 2018 at 10:00 a.m. Upon a motion from Logan, second by Nolan and unanimous vote, the meeting adjourned at 12:24 p.m.

Amber Watkins
Amber Watkins, Recording Secretary

Attest:

Bobby Graziano
General Manager