

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

Held on March 25, 2019

Directors Present: Samuel Logan, William Schultz, Clarence Winn, Heidi Person, and Bill Jacobs
Also Present: Customers Jim Cipriano; Andy Mathews; Warren and Andy Lyall;
General Manager Bobby Graziano, Jeff Pape of Dudek, Security Captain Ray Ortiz,
Office Manager Amber Watkins, Administrative Assistant Marissa Fehling,
Baron T. Willis LAFCO Candidate, and Larry Taylor CEO of Steele Canyon

- 3.1 Call to Order: Regular meeting was called to order at 9:34 a.m. by President Logan.
- 3.2 Open for Public Comments: Cipriano informed the Board that several HOA's had received a letter from Gomez Trial Attorneys regarding a recent dog injury and would like to know how PVCSD will respond to their letter. At this time Steve Anderson of Best Best & Krieger joined the meeting via telephone. Anderson informed that the closed session is to discuss a letter received from Gomez Trial Attorneys.
- 3.3 Closed Session- Per Government Code Section 54956.9:
 - a. Conference with Legal Counsel- Closed session began at 9:37 am.
- 3.4 Open Session:
 - a. Reportable Actions- Reconvened to open session at 10:02 am. The Board directed legal counsel to prepare a response letter to Gomez Trial Attorneys.
- 3.5 Approval of Previous Minutes:
 - a. Regular Meeting on February 15, 2019- Winn corrected a statement regarding the approval of the MOU by Yuima, stating he was the one who reported it. Upon a motion from Winn, second by Logan the minutes were approved pending the corrections requested herein.
- 3.2 Open for Public Comments: Warren Lyall asked the board to perform a review of their sewer and security fees. Willis the LAFCO candidate introduced himself and gave a brief explanation on why he was running for an open seat at LAFCO and explained how he felt he would be a strong advocate to help community services. Schultz asked when the election was; he replied that it was on April 12th, 2019. Pape explained the LAFCO voting process for CSD. Jacobs questioned what he had done during the 14 year gap on his resume; he informed the Board he was in the insurance industry during that time.
- 3.6 Financial Report:
 - a. Review of BS, P&L as of 2/28/19- Cash Assets reflect \$912,508, Accounts Receivable of \$80,649 and Accounts Payable of \$10,322. Watkins reported that there was a 3% increase in cash this month. Jacobs commented that the repairs and maintenance seemed high this month, Watkins explained that the grinder pumps were purchased for oak tree lift station. Logan questioned where the SGMA check would be placed under. Graziano informed it would be under the SGMA Technical Study Expense.
 - b. Accounts Receivable- Watkins presented the report.
Logan motioned to adopt the financial report as presented, seconded by Winn and unanimously adopted.
- 3.7 Security Report:
 - a. Daily Activity Report Feb- Captain Ortiz informed that the Adobe Home Tour was done on Sunday, March 24, 2019 and reported that there was one gate crasher. Person informed Captain Ortiz that she was informed that the gate attendant arrived late and was checking in the guest incorrectly. Ortiz informed that he will follow up on this matter with the gate attendant. Ortiz reported that in the last month he has had meetings with local agencies to coordinate an Emergency Response Contingency Plan for evacuating PVCCE. Ortiz informed that the Community Awareness Seminar will be held on Saturday,

April 13, 2019. Person questioned whether a quote for repairs has been received for the front exit gate issues. Ortiz responded, it is in the works and the gate company believes it is a loop issue. Winn commented that he was disappointed in the delay of repairing the gate issues and feels we should address the issues with the gate company's management department. Graziano explained that he and Ortiz have been in communication with management regarding these issues. Graziano then reported a letter received from an upset customer regarding the gate issues. Winn requested a follow up resolution from California Gates. Person questioned why the PVCSD Security turns on their sirens and lights in the community, when Fire Department and Ambulance does not feel the need to do so. Captain Ortiz explained that 99% of the time they are the first responders and the lights and sirens ensure the community that they are on their way. Person questioned why patrol would be driving outside of the district, giving a scenario on Vista De Pauma, Ortiz explained that that street is within the district and he was assisting CHP. Logan noted that it appears patrol is outside of the district often. Person stated that patrol should stay within the district boundaries. Ortiz informed the Board that if they prefer patrol to just patrol the LAFCO district boundaries, that's what they will do. Logan stated he was in favor of patrol staying in the LAFCO district boundaries. Winn complimented Security for informing them of coyotes and advising them to bring in their small dogs.

b. Gate Penalty Assessment Report- Staff presented the report for review.

3.8 Operations and Discussion Items

a. Analysis of Security Charges- Jacobs presented a power point presentation and gave a breakdown on his findings on gate usage, EDU's, and gate charges. Jacobs explained his idea on a new model for calculating security charges. Jacobs informed the Board that when one compares direct labor costs of gate and patrol salaries, what we pay is fair in comparison to industry standards. Jacobs added, the perception that these costs are high is only due to the fact that CSD's overhead is spread into these rates. Graziano noted that PVCC likely has more amenities than other country clubs since it has an airport, large reservoir, wood shop, cottages, open land, laundry facilities, and PVCSD Security monitors every square inch of PVCC. Winn informed that he has talked to other CSD's and there gates and security is run by a Roadway Association. Mathews advised that the cash basis should be reviewed and not the P&L. Larry with PVCC asked for the security fees to be reviewed. Jacobs gave an idea of creating a menu of security services for residents to choose from if allowed by LAFCO.

b. Ordinance 54- Graziano explained the edits on Ordinance 54. Upon a motion from Winn, second by Schultz and unanimous vote, Ordinance 54 has been adopted.

c. Employee Handbook Updates- This item has been tabled until the next meeting.

d. GM Goals and Initiatives- This item has been tabled until the next meeting.

3.9 Adjournment

a. The next meeting date is scheduled for April 29, 2019 at 10:00 a.m. Graziano reported that the website and alert system is in process. Jacobs suggest that a bid be obtained for the ACWA JPIA insurance for SGMA. Pape noted that the current policy may have coverage for GSA member, Graziano will verify and report back. Upon a motion from Person, second by Schultz and unanimous vote, the meeting adjourned at 12:12 p.m.

Marissa Fehling
Marissa Fehling, Recording Secretary