

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

Held on February 27, 2017

Directors Present: Richard Nolan, Samuel Logan, Heidi Person, William Schultz and Clarence Winn

Also Present: Residents Jim Cipriano, John Hon and Charles Mathews; Paul Devine representing the PVCC, Administrator Mindy Houser, Jeff Pape of Dudek, Security Captain Clay Crawl, and Office Manager Amber Watkins

2.1 Call to Order: Regular meeting was called to order at 10:00 a.m. by President Nolan.

2.2 Open for Public Comments: Mathews asked where on the agenda is the follow up for the storage facility item is to be discussed. Nolan explained that PVCSD just needs storage for documents, not equipment and does not see the beneficial use associated with the costs for PVCSD. Mathews explained that staff was instructed to present to RPMWC to split the costs between both entities and that PVCSD benefits from not having to obtain permits or pay property taxes. Pape cautioned that the need for utility personnel to have access to this equipment in the event of an emergency sewer spill is imperative. Nolan re-authorized the motion to direct staff to provide a cost analysis of the project, a scope of work and negotiate with RPMWC to obtain appropriate storage for equipment and documents.

Schultz requested that the Pilot's Association paving project be added to the next agenda. Houser will provide a copy of the agreement, entered into roughly 4 years ago, that states those costs are covered by the quarterly payments made to PVCC from PVCSD.

2.3 Approval of Previous Minutes:

A. Winn moved to adopt the minutes of the board meeting held on January 23, 2017 as written; motion was seconded by Person and unanimously adopted.

2.4 Subsequent Actions:

A. Keeley request (1.2) – Houser reported that an email was sent to Keeley explaining that the minutes she requested are located on the website and the dates to review were noted for her as well. Houser reported that both Keeley and her guest paid the gate damages; a refund was made to Keeley.

B. Caregiver gate damages (1.6A) – Houser stated that payment for the penalty assessment invoiced to the caregiver was made by Moravec, McMahan's family member.

Staff was instructed to leave the sliding gate open on the members' entrance during daylight hours to expedite entry and hopefully avoid any more damages.

C. Mailbox kiosk notice (1.6F) – Houser reported that the flyer was sent to all residents inside the gates; no comments have been received.

D. PERS liability (1.8D) – Houser is still looking for a consultant to talk about actuarial costs. Nolan wants options to manage costs in the future. Mathews, who understands the PERS actuarial information, volunteered to meet with Treasurer Logan to discuss the costs moving forward for CSD.

2.5 Security Report:

A. Daily Activity Report – Capt. Crawl explained a couple of reported incidents in more detail. Winn noted that two '911' calls initiated at his property in the middle of the night. Crawl reported that the back-gate scanner is working fine with no complaints reported lately. Winn motioned to adopt the Security Report as written; motion was seconded by Logan and unanimously adopted.

B. NOVs issued – Crowl explained that patrol officers have only recently begun to observe and pull over drivers that violate the STOP signs at the Club entrance. Second most common violation for the issuance of an NOV is overnight parking without a displayed Pass.

C. PVRA --Due to the number of NOVs being issued for violation of the STOP signs, Cipriano feels the following steps need to happen: 1) Officer issues a NOV, providing the driver with a copy; 2) PVRA will follow up with a letter stating the potential for a monetary fine if violation is repeated; 3) Special notice should be sent to all PVRA members reminding them of STOP requirement; and, 4) install speed bumps at the approach to the signs on PVD (approved by PVRA for June installation). Nolan made a motion that PVCSD support the installation of speed bumps with configuration to be decided by PVRA, and that Staff is authorized to draft and send to all PVRA members a special notice explaining the safety and security issues for violators. Motion was seconded by Person and unanimously approved.

2.6 Administration Report:

B. Hwy 76 traffic issues – Cipriano has contacted CHP for a traffic count on accidents along the stretch of Hwy. 76 that includes the commercial business strip and the entrance to PVCC Estates. He then contacted CalTrans and initiated the Request for Remedy process, looking for deterrent in speed through this area. A traffic investigation report will be conducted and Cipriano will report back once results are available. Nolan and Logan thanked Cipriano for getting the process started. Mathews suggested that Lori Burman be contacted as she is the head of CalTrans, District 11. Nolan and Cipriano will draft a letter to Lori and compile data to show that traffic has, in fact, increased in Pauma Valley.

C. Drainage – Houser reported that a new manhole is to be installed in the storm water drain that runs parallel to the shared Applegate/Giere driveway and along PVD to the front of the Cerruti property to allow for easier cleanout. Houser will compile cost of most recent cleanup and submit to Pala Indians for reimbursement as all the silt is coming from the broken culvert on their property.

A. Gate Damages – Houser presented the gate damages report noting that Janet Donnelly has sent a letter to all directors for review and discussion. Houser will respond and invite Ms. Donnelly to view the surveillance footage of the incident at our office; we are unable to make a copy of the tape.

D. Insurance renewal- Houser reported that the renewal quote for the Security policy is \$2,000 less than the current policy. The policy renews March 13th and carries its own \$9 MIL umbrella policy.

2.7 Utility Report:

A. Plant operations – Pape reported that the plant ran well with the rain storms and the effluent quality is good.

2.8 Financial Report:

A. The financial report as of 1/31/17 reflects \$662,348 in Cash Assets, Accounts Receivable of \$32,189 and Accounts Payable of \$12,505. Houser noted that cash flow is up and legal costs should decrease once the SGMA/MOU is completed. Winn moved to approve the financials as presented; seconded by Logan and unanimously adopted.

B. Accounts Receivables – This item was not discussed.

C. Cash Flow Statement – Houser presented a simplified Cash Flow Statement for review.

2.9 Other Business

A. SGMA update- Nolan reported that the liability and indemnification section of the MOU is incomplete. Nolan expects to receive a new draft around March 6, 2017 and will send to Houser and Mathews to review and present to RPMWC board for comment. Nolan asked that a special meeting be tentatively scheduled for March 13, 2017 at 9 a.m. to allow PVCSD board to review the MOU draft and provide feedback. Comments and finalization of MOU are expected at the SGMA group meeting on March 16th.

B. Legal counsel- Effective March 16, 2017, Rutan and Tucker will no longer be available to work with PVCSD. RPMWC has already contracted with Steve Anderson of Best Best and Krieger to replace Jeremy Jungreis. It was agreed that PVCSD will contract with the same attorney to handle the SGMA issue. Houser will set up a meeting for Nolan to meet Steve Anderson.

2.10 Adjournment:

A. The next meeting date is scheduled for March 27, 2017 at 10:00 a.m. Upon a motion by Person, seconded by Logan and unanimous vote, the meeting adjourned at 12:13 p.m.

Amber Watkins

Amber Watkins, Recording Secretary

Attest:

Mindy Houser
Administrator