

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

Held on April 24, 2017

Directors Present: Richard Nolan, Heidi Person, William Schultz and Clarence Winn  
Directors Absent: Samuel Logan  
Also Present: Residents Jim Cipriano and Charles Mathews; Steve Anderson of Best Best and Krieger; Administrator Mindy Houser, Jeff Pape of Dudek, Interim Security Captain Ray Ortiz and Office Manager Amber Watkins

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- 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: Mathews asked that clarification be provided on the Gate Access policy for Uber drivers and/or other pay to ride services; he explained an incident that happened this past weekend where guests requested an Uber to pick them up from the PVCC and the gate refused entry as no notice was given and the name provided to the gate was not authorized to admit anyone. Winn suggested that PVCC meet on this topic and determine a protocol for these instances. Nolan asked that this item be placed on the next agenda to follow up on PVCC action. Mathews also noted that cottage guests had issues obtaining keys; Houser explained that PVCC staff will give the keys to gate attendants in small batches in a clearly marked envelope when an afterhours check-in is needed.
- 4.3 Approval of Previous Minutes:  
A. Winn moved to adopt the minutes of the board meeting held on March 27, 2017 as written; motion was seconded by Person and unanimously adopted. Staff was asked to provide an update on the Pala drainage culvert progress at the next meeting.
- 4.4 Subsequent Actions:  
A. Community notice (3.2) – Houser sent out the notice to all residents within the gates reminding of the “Rules of the Road”; no response has been received as of yet.  
B. Back gate scanner (3.4B) – Houser reported the back gate scanner has been replaced and is now functioning properly for both printed and emailed passes.  
C. Donnelly letter (3.4E) – Houser informed that no response was received other than a lengthy phone call from Karen Keeley asking for explanation of costs charged to her guest. Donnelly’s RFID tag has been de-activated. Staff will prepare another letter for Keeley demanding payment to avoid her RFID tag being de-activated.  
D. Signage prior to gates (3.5B) – Houser reported that signs were posted on Friday at both the Back and Pauma Heights gates. Person suggested that the sign at the Front gate be relocated to the driver’s side instead of the passenger’s side which is the current location due to possible view blockage by another vehicle; the sign indicates that only one vehicle may enter at a time. Further discussion alluded to the esthetics of placing it just under the STOP sign on the driver’s side.  
E. Flyer included with Pass (3.5C) – Houser presented the flyer that is being distributed with passes at the Front gate to inform them of the basic Rules of the Road.  
F. Drainage reimbursement (3.6D) – Houser informed that payment in full was received from Pala Indians. Nolan noted that PVCS D has an applied-implied commitment to Thomas Cerruti; Houser has sent all of the contact information to him.  
G. Manhole installation (3.6D) – Houser reported that Utility has successfully installed a manhole near 15805 Pauma Valley Drive which will allow the vault, just below the Pala land, to be cleaned out easily.

H. Weed abatement-perc ponds (3.7C) – Houser provided pictures of before and after the ponds were cleared out. Winn asked that staff verify if any herbicides are allowed to keep the weeds down; Pape will research and report back.

4.5 Security Report:

A. Daily Activity Report – Interim Capt. Ortiz reported that last night Oak Tree Ranch’s gate was struck and damaged by a vehicle; CHP is involved in the incident. Winn noted that he receives questions from the public regarding the K-9’s; Winn explained that many residents do not realize that Security patrols outside of the gates as well; Ortiz revealed that his intent is to use the K-9’s more often. Winn noted that an incident on April 1st should have been reported to the Sheriff as it seems like trespassing. Ortiz was asked to include the officers involved names on the Security Report. Gate Damages were noted in the Security Report but not listed on the Gate Damages Report; Houser explained that the information was not submitted to the Office for processing. Winn motioned to adopt the Security Report as written; seconded by Schultz and unanimously adopted.

B. Gate Damages Report – Staff presented the report; Nolan noted that staff needs to clean up communication to accurately report damages. Houser noted that AT & T has paid in full.

C. NOVs issued – Staff presented the report. Cipriano noted that speed bumps were installed on Friday and that a warning sign will be stenciled on the road as soon as the seal coating project is completed.

4.6 Administration Report:

A. K-9 changes – Houser has assigned Todd Albert to be the K-9 Coordinator as he has 15 years of experience working with the dogs. Officers’ Carra and Scialoia are now working with the K-9’s and Officer Watkins continues to be a handler as well.

B. PVRA upcoming roadwork – Houser noted that PVRA will begin the seal coating project on May 31, 2017; flyers have been sent out to all residents inside of the gates; a second notice will be sent approximately one week before the work begins. PVRA has also purchased new boards to be placed at the gates days prior to make sure everyone is informed.

C. Resolution No. 95 – Houser presented the legal drafted resolution - Approval for Acquisition and Construction of a metal storage facility. Anderson explained that this document will trigger CEQA and provide for the exemption all in one. Winn motioned to adopt Resolution No. 95 as presented; motion was seconded by Schultz and unanimously adopted. Nolan executed the document. Houser noted that foundation work will begin this week and the whole project should be completed by May 31, 2017.

4.7 Utility Report:

A. Plant operations – Pape reported that the plant is running great. Pape noted that the increase in sludge removal is due to the change in temperature which occurs every year as the heat increases.

4.8 Financial Report:

A. The financial report as of 3/31/17 reflects \$702,369 in Cash Assets, Accounts Receivable of \$28,492 and Accounts Payable of \$30,793. Watkins explained that RPMWC has paid for March dues.

Nolan asked staff to continue researching the consultants to help better understand the costs of CalPERS unfunded liability. Houser will setup a meeting for Logan to meet with them. Motion was made by Person to adopt the financial statements as presented, seconded by Winn and unanimously adopted.

B. Accounts Receivables – Watkins presented the report for review.

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

#### 4.9 Other Business

A. SGMA update - Nolan began with explaining that a Special Meeting for this board to review the final draft of the MOU for the County and three other public agencies to become the GSA and to set a date for a Public Hearing may need to be scheduled. Nolan reviewed the final draft provisions, noting that even though those public agencies currently involved in discussions do not sign the MOU, they will still be included in the Executive Team and have a voice as the groundwater sustainability plan is created. Nolan took a moment to thank Mathews, Houser, Jungreis and Anderson for all of the efforts put forth to get to this point. Once PVCSD and all other signers approve the final draft MOU, the Board of Supervisors will meet in June to determine if they will approve the MOU or not. Mathews noted that RPMWC doesn't see the advantage to the MOU are signers if all parties have equal rights; Nolan informed that this was an effort to maintain local control. Mathews also noted that the cost recovery is not clear as to the definition of fee; Nolan noted that signers agreed to not collect fees and that if signers are not in agreement, a sort of Veto power is in there as well. Mathews noted that RPM is looking at updating the basin plan to refine available water within the basin. Son Do is researching qualified applicants to conduct the study which is estimated to cost \$50,000- \$100,000. Winn feels CSD should pay for some of this total; Mathews noted that RPM has not approved this as of yet.

B. MOU – CSD/RPM – Nolan presented the amended MOU between CSD and RPM. Both parties have indemnification; RPM has approved already. Nolan explained that this is the framework to memorialize the relationship between both companies and allow for future collaboration. Winn motioned to authorize Nolan to execute the amended MOU between CSD and RPM, seconded by Person and unanimously approved. Nolan executed the document.

#### 4.10 Adjournment:

A. Due to scheduling conflicts, the next meeting date is scheduled for Tuesday, May 30, 2017 at 10:00 a.m. Consultant Pape is excused from the May meeting. Upon a motion by Schultz, seconded by Winn and unanimous vote, the meeting adjourned at 11:35 a.m.

***Amber Watkins***

Amber Watkins, Recording Secretary

Attest:

***Mindy Houser***  
Administrator