

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

Held on May 30, 2017

Directors Present: Richard Nolan, Samuel Logan, William Schultz and Clarence Winn
Directors Absent: Heidi Person
Also Present: Residents Jim Cipriano, Son Do and Charles Mathews; PVCC GM Paul Devine; Steve Anderson of Best Best and Krieger; Administrator Mindy Houser, Security Captain Ray Ortiz and Office Manager Amber Watkins

- 5.1 Call to Order: Regular meeting was called to order at 10:00 a.m. by President Nolan.
- 5.2 Open for Public Comments: Cipriano asked to comment on agenda item 11 later in the meeting; he also reviewed the road work schedule, noting that it was mailed to all residents inside of the gates and work is set to begin on May 31st.
- 5.3 Approval of Previous Minutes:
A. Nolan asked that a description of the notice mentioned in Item 4.4 A be added and that Item 4.4 F be revised to state 'implied' rather than 'applied'. Winn asked Item 4.5 A be restated to reflect Winn explained that many residents etc. Winn moved to adopt the minutes of the board meeting held on April 24, 2017 pending the changes requested herein; motion was seconded by Schultz and unanimously adopted.
- 5.4 Public Hearing to Consider Adoption of Memorandum of Understanding for Development of GSP with San Diego County, Yuima MWD and Upper San Luis Rey RCD:
A. Adoption of Resolution No. 96 – President Nolan opened the Public Hearing at 10:09 a.m. and noted that the Public Notice ran for two consecutive weeks in the Valley Center Roadrunner. Nolan explained that the Groundwater Sustainability Plan is still 4+ years away from completion but this is a crucial step towards creating that plan with an Executive Team, formed by 6 public agencies – three of which are listed on the MOU - that will work with the County. Mathews noted that RPMWC is concerned about the opposition to its being involved in this process as the law states mutual water companies can be invited to join. Nolan explained that his intent is to allow RPMWC to assign an alternate, while maintaining veto power over the selection. Cost recovery is a concern of Logan's; Anderson noted that issue will be separate from the GSP. Nolan closed the Public Hearing at 10:37 a.m., noted that no written protests were received. Logan motioned to adopt Resolution No. 96 as presented with an exemption for CEQA; motion was seconded by Winn and unanimously approved. Nolan executed the document.
- 5.5 Other Business:
A. SGMA Update – Nolan reported that there may be an opportunity to obtain insurance for SGMA through membership with JPIA; more information will be provided once available. Nolan reported that the Indian tribes had a meeting with the State scheduled but cancelled due to a ruling made by the State. Their involvement and/or objections are not yet known.

B. Basin plan study proposal for GSP Involvement – Do presented a checklist for developing a basin plan study that would be a great tool for SGMA. Do suggested putting together a technical committee that he is happy to participate in, to focus on our piece of the GSP. Nolan thanked Do for the information and would like to revisit this at a later date when the timing is right.
- 5.6 Subsequent Actions:
A. Access for Uber type drivers (4.2) – Houser noted that a meeting has not yet been scheduled for Ortiz and Devine to discuss this item.

B. Keeley letter (4.4C) – Houser reported that she spoke to Karen Keeley on Friday and payment is on the way for the gate damages penalty assessment. RFID transponder for her guest will be reactivated upon receipt of funds.

C. PERS actuarial education (4.8A) – Houser informed that she is currently awaiting a call back from PERS Actuarial Services in Sacramento; Nolan noted that this is a very important topic.

Winn asked if any work has been done to correct the broken drainage culvert on the land owned by Pala Indians; Houser reported that no work has been done yet. The last communication was them stating they were waiting for a permit to travel on the private roads from the County.

5.7 Security Report:

A. Daily Activity Report – Capt. Ortiz provided a detailed report with a brief summary of the highlights. Ortiz noted that there has been a rise in speeding on Pauma Valley Drive but he has received positive feedback regarding the newly installed speedbumps at the STOP signs. Ortiz noted that many unlocked doors were uncovered at the school; Ortiz credited Officer Scialoia for speaking with school staff to determine that a new interim janitor was responsible. School principal asked Officer Scialoia to speak with the janitor. Ortiz also noted an increase in the number of “gate runners” who are arriving at the back gate and if a car with an RFID tag is directly behind them, they are gaining unauthorized access. It was suggested that an adjustment in the parameters of the reader might solve that problem. Winn motioned to adopt the Security Report as presented; seconded by Schultz and unanimously adopted.

B. Gate Damages Report – Staff presented the report; Houser noted that there are currently 3 assessment penalties outstanding.

C. Back gate scanner – Capt. Ortiz reported that the scanner is not working again; California Gates has been notified and is expected to come troubleshoot it this week.

D. Progress on SOPs creation – Ortiz reported that he is currently working on updating the SOPs, which according to his records were last updated 6 years ago.

E. K-9 program update – Officer Albert has been assigned as K-9 Coordinator and Officers Carra and Scialoia have been assigned as handlers, undergoing training. The dog trainers have advised that both Carra and Scialoia are cleared to use the K-9s more often.

Staff was instructed to move the sign indicating one vehicle at a time, from the passenger side to the driver’s side of the Member Lane at the Front Gate.

5.8 Administration Report:

A. PVRA roadwork update – Cipriano discussed this item earlier in the meeting.

B. Asphalt work- Airport, parking lot – After receiving the bid for the airport paving project, Houser contacted Eagle Paving to confirm the square footage as it intersects with the CSD easement area; PVCSD’s proportional cost will be \$8850. Houser will also coordinate the sealcoating of the office parking lots at this time. Winn motioned to authorize staff to move forward with the seal coating of the office parking lot using Houser’s knowledge of fair pricing, seconded by Schultz and approved with Logan abstaining from the vote.

C. Updated timeline for public hearings – Houser presented a revised timeline which includes the GSA/MOU dates.

D. Relocate drainage easement – Houser presented Tract Map 5743 which shows a 10’ drainage easement through Lot 95. This lot, currently owned by HOA 2-A, is undergoing boundary adjustments to divide the property between Lots 94 and 96. Lot 96 owners intend to do an expansion to their home and are requesting that the 10’ drainage easement and all appurtenants be moved to accommodate the structure. The homeowner will assume all costs associated with the re-location of the drainage easement. Logan motioned to approve the re-location of the 10 ‘ drainage easement as presented with the homeowner assuming all costs, seconded by Schultz and unanimously approved.

E. Administrator retirement – Houser officially announced that she will retire February 2, 2018. She created a job description to begin searching for her replacement. Houser will post the vacancy and begin the interview process, then pass possible candidates' information to both PVCSD and RPMWC Presidents for consideration.

5.9 Utility Report:

A. Plant operations – In Pape's absence, Houser reported that the plant is running great.

5.10 Financial Report:

A. The financial report as of 4/30/17 reflects \$734,489 in Cash Assets, Accounts Receivable of \$24,880 and Accounts Payable of \$167. Watkins explained that RPMWC has not yet paid for April dues. Watkins noted the highlights on the Financial Summary. Nolan and Winn would like to be notified upon the arrival of the steel storage building which is set to be delivered the week of July 2nd. Logan is concerned about the cost of legal; Nolan informed that legal expense is anticipated to decrease now that the MOU is complete. Motion was made by Logan 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.

5.11 2017-18 Draft Budget:

A. Projected Rate Increase – Houser presented the preliminary budget which includes the \$5 increase to Patrol services. Houser reminded that the survey sent out in 2015 asking residents if they agreed with the patrol cost increase was approved for a \$5 per month increase for each of the following three years. This would be the second year increase. Houser also noted that this budget includes a 3% increase in employee wages, the first increase since December 2014. Also included is the anticipated salary of her replacement. Houser noted the unfunded liability for CalPERS included for 2017-2018 total is \$70,000. The 2018-2019 projection is \$84,000. Nolan preliminarily approved the budget proposal as presented.

Cipriano asked that a cost recovery analysis be performed to determine if the projected 12-18 months for the new gate entry system has been achieved. Nolan asked staff to prepare for the June meeting.

5.12 Adjournment:

A. The next meeting date is scheduled for June 26, 2017 at 10:00 a.m. Capt. Ortiz informed that the next dog training has been scheduled for 9:30 a.m. that morning if anyone would like to watch. Upon a motion by Logan, seconded by Winn and unanimous vote, the meeting adjourned at 11:56 a.m.

Amber Watkins

Amber Watkins, Recording Secretary

Attest:

Mindy Houser
Administrator