

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

Held on July 25, 2016

Directors Present: Charles Mathews, Richard Nolan, Heidi Person and Clarence Winn
Directors Absent: Samuel Logan
Also Present: Resident Jim Cipriano, PVCC President David Mudgett, PVCC GM Paul Devine, Administrator Mindy Houser, Security Captain Clay Crowl and Office Manager Amber Watkins

- 7.1 Call to Order: Regular meeting was called to order at 10:02 a.m. by President Mathews.
- 7.2 Open for Public Comment: Cipriano advised that he has had no update on the front gate enhancement project. Winn will provide the information and apologized for the mistake. Cipriano asked for guidance on behalf of PVRA for determining annual dues for the recently acquired Pauma Valley Investors land. Houser explained that there are now two parcels owned by Pauma Valley Investors and that they have joined the PVRA and should be billed accordingly. Mudgett took a moment to thank PVCS D for their assistance throughout the Pauma Valley Investors transaction.
- 7.3 Approval of Previous Minutes:
A. Winn moved to adopt the minutes of the board meeting held on June 27, 2016; motion was seconded by Nolan and unanimously carried.
B. Mathews moved to adopt the minutes of the special board meeting held on June 13, 2016; motion was seconded by Nolan and unanimously carried.
- 7.4 Public Hearing on Placement of Delinquent Accounts on the County Tax Rolls: President Mathews opened the Public Hearing at 10:07 a.m.
A. Public comments – None. Houser noted that, as of today, four delinquent accounts are beyond 120 days past due and sure to be placed on the County Tax Rolls. There are three additional accounts that have indicated they will be paying the accounts in full but have not yet done so. If payments are not received by August 5th, they will be included on the paperwork to be sent to the County.
B. Consider Approval- Houser presented Resolution No. 93 authorizing placement of delinquent accounts on the County tax roll for collection. With a motion by Winn, followed by a second from Person and a unanimous vote, Resolution No. 93 was adopted. Houser will submit necessary documents to the County by August 10, 2016.
Mathews closed the Public Hearing at 10:10a.m.
- 7.5 Administration Report:
A. Discussion on community contributions to preservation of golf course –Discussions have been previously held regarding methods available and entities able to assess all properties within the gates for the expense of maintenance and upkeep of the landscaping. One such method would be to form a Parks and Recreation District, include amenities open to the public, and charge for maintenance, etc., of those amenities. With regard to the Parks and Recreation District, Devine advised that the designation of PVCC assets such as the tennis courts, swimming pool and doggie park area, has yet to be discussed with the PVCC board but Mudgett did not think that PVCC members would be favorable to opening those assets up for public use. Mudgett stated that several individuals have come together to discuss a variety of options after researching other private golf club communities. Mathews reported the Landscape and Lighting Act of 1972 is another option that could be considered and include uniformity for all street lights. Mathews suggested that HOA's could assess their members if a benefit is seen in the environment. With nearly 72 homes without an HOA, the most logical choice would be for the PVRA, as a mutual benefit corporation, to assess all its members for maintenance and upkeep of the golf course which adds value to each property inside of the gates. With more research needed, this topic was tabled until next meeting.
B. Progress on Access changes – The clinics held at the PVCC parking lot were successful in the distribution of RFID tags but not 100% attended. Houser suggested that a Saturday installation date be considered to allow PVCC members and residents with scheduling conflicts to obtain. Devine suggests another clinic be held in November as many members come back around this time. Devine offered to run a reminder in the PVCC Newsletter; Houser will draft the article. PVCC staff are still in need of training for use of dwellingLIVE, the new

software for gate access. Winn suggested that staff organize computer training to teach residents how to use dwellingLIVE as well.

Mathews questioned gate procedures as an unauthorized service person was granted access to his property without consent. Captain Crowl assured Mathews that the issue has been resolved and gate attendants will no longer be accepting the old service passes, effective Friday of the previous week. If a service person would like authorization, they are directed to the District Office for verification of entitlement. The gate attendant responsible for the Mathews' mistake received a verbal warning that will be placed in his personnel file. Mathews is concerned that, yet again today, an old service pass was spotted in a vehicle at the PVCC. Captain Crowl was asked to locate this vehicle. It was concluded yellow service passes would be immediately voided and the old PVCCE decal would not be accepted for admittance after August 31st.

Cipriano inquired on directional signage for the lanes which might be helpful. Houser informed that wording is being critiqued and is trying hard not to "overdo" the signs. Houser also informed that the Back and Pauma Heights gate barrier arms have been struck multiple times. The security cameras allow identification of the vehicles responsible and those owners will be invoiced the cost of materials and labor for the replacement arm.

Houser was asked to include with the August billing a notice advising all that enter to observe and obey the posted signs to avoid damaging the barrier arms and possibly their vehicle. Houser will also request all those that rent/lease their home to provide tenant information for tighter security.

C. Staff title changes- Kim Alvarado's job title has been changed to the Water Quality Data Tech as she is working from home and is responsible for all water quality testing and required State and County reports. Amber Watkins has been promoted to Office Manager.

D. Director's terms/ November election- Houser reported that Mathews and Person are the two directors with term expirations this year. Both have decided to run for another four-year term and have completed the declaration of candidacy application. Houser will send required forms to the County by the August 12 deadline.

E. Liability Insurance renewal quotes- Houser received two options for the renewal of the general liability, professional liability and umbrella coverages. The opportunity to join a Joint Powers Authority (JPA) makes a lesser premium available but has 3-year obligations, 12-month termination notice, and Houser feels is too new to determine its benefit. A renewal of the same coverage as the current policy has a premium of \$22,941 which is a slightly less than the existing policy. Motion was made by Person to renew the current policy coverage; motion was seconded by Winn and vote was unanimously carried.

7.6 Security Report:

A. Daily Activity Report – Capt. Crowl reported that several strange events occurred this month. One issue discussed was keys being left inside of golf carts overnight and older children joyriding. Devine will follow up on this issue as it is against PVCC policy. Nolan motioned to adopt the Security Report as presented; motion was seconded by Winn and carried by unanimous vote.

B. Employee changes – Houser reported that a gate attendant has been released and the temporary employee has been hired as a permanent employee. Houser reported that the Back Gate is unmanned now so slight backups may be observed. Mathews noted that the gate attendant's primary responsibility is to dispatch patrol.

C. Community dog issue- Cipriano expressed his concerns – as a resident and as a director on the PV Roadway Association – for the safety of all when dogs are running, unleashed, down the roadways. He would like to see if there is any action Security could take beyond calling the County Animal Control persons. Following discussion, it was deemed that Security has no provisions for picking up loose dogs and that a call to Animal Control is the only recourse when a dog becomes aggressive.

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7.7 Utility Report:

A. Plant operations – In the absence of Pape, Houser reported that the plant is running great. A sludge removal is scheduled for August 2, 2016.

7.8 Financial Report:

A. The financial report as of 6/30/16 reflects \$615,450 in Cash Assets, Accounts Receivable of \$28,988, and Accounts Payable of \$53,608. Houser noted LAIF has increased its interest rate to 0.55% and that \$37,175 of the payables is the new gate entry system. Houser noted that a savings, over the past three months, of \$43,500 has been realized by employment of attendants over contract with Securitas. Houser will need to verify if Securitas has yet cashed the check for the last portion of labor costs as the June bank statement showed they had not. Houser reported that the CPA will be on-site beginning tomorrow. Mathews noted that the reserves are down from the budget and the reserve policy should be reviewed at the next board meeting for any needed updates. Motion was made by Person to adopt the financial report as presented, seconded by Nolan and unanimously carried.

B. Accounts Receivables- Houser reported that as of today, four customers will be placed on the county tax rolls as an attempt to collect fees. No transponders have been issued to these customers as of yet. The ability to deny expedited access for those with delinquent fees has proven to be useful in collecting long-standing debts from two residents.

7.9 Other Business

A. SGMA update- Mathews reported that the recommended change to divide Pauma Basin into two sub-basins, with our area stretching from La Jolla Reservation to Frey Creek, was accepted by DWR. Legal is to draft a letter to show PVCSD's support for DWR making this decision. County will have a public hearing on August 3, 2016 to determine if it intends to file to become the GSA for our area of the basin. Yuima GM Lori Johnson has announced her retirement the first of November, though she has plans to continue working on the formation of the GSA.

7.10 Adjournment:

A. The next meeting date is scheduled for August 22, 2016 at 10:00 a.m. Upon a motion, second and unanimous vote, the meeting adjourned at 11:55 a.m.

Amber Watkins

Amber Watkins, Recording Secretary

Attest:

Mindy Houser

Administrator