

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

Held on September 26, 2016

Directors Present: Charles Mathews, Richard Nolan, Samuel Logan, Heidi Person and Clarence Winn
Also Present: Residents Jane Anderson, Hans Glaser, and Fred Nelson, Administrator Mindy Houser,
Jeff Pape of Dudek, Security Captain Clay Crowl and Office Manager Amber Watkins

- 9.1 Call to Order: Regular meeting was called to order at 10:00 a.m. by President Mathews.
- 9.2 Open for Public Comment: Nelson was frustrated with staff as two letters have been mailed in response to the Gate Damages letter he received. Nelson also felt that the tone of the letter was aggressive and unnecessary for an authorized vehicle. Nelson would like to talk with the gate company regarding re-programming the barrier arm to stay up for authorized vehicles to prevent damages in the future, and if not possible, then suggests that staff does and then heeds the advice given. Glaser feels that the District is trying to make money off the misfortune of others, pointing out that he has caused no damage to the gates nor received any letter. Glaser also noted that the scanner at the back gate is not working properly and informed that gate attendants/ patrol know about this issue. Glaser suggests softening the letter and consider providing a warning before charging an assessment for damages. Anderson stated that the letter needs to be softened. Winn who spearheaded the entire project, agreed that the letter could be softened and asked that this item be placed on the agenda for the next meeting.
- 9.3 Approval of Previous Minutes:
A. Winn asked that Section 8.2 include "PVCC" in front of the word "support" in the first sentence and that it be clearly stated that it was PVCC that asked Winn to resurrect the exploratory group. Logan moved to adopt the minutes of the board meeting held on August 22, 2016 pending the requested changes; motion was seconded by Person and unanimously approved.
- 9.4 Subsequent Actions:
A. RFID clinic (8.4A) – Houser reported that an RFID clinic has been scheduled with PVCC for Saturday November 5, 2016. As of August 31, 2016 vehicles displaying the old decals are no longer granted access and drivers are directed to the District Office for verification.

B. Audit (8.4D) – Houser reported that the audit report has been delayed due to CalPERS changing the availability of the GASB68 report. Houser is confident that the audit report will be completed for the October meeting.

C. Labor Costs breakdown (8.8A) – Houser reported that the current breakdown for utility labor still holds true with 65% of time dedicated to water operations and 35% dedicated to wastewater operations. Mathews requested that Houser prepare a labor analysis of costs per hour for the next meeting.
- 9.5 Administration Report:
A. PVRA letter on speed issues – Houser presented the response letter to speed data collected for PVRA. At this time PVRA decided it is inconclusive if speeding is, in fact, an ongoing issue throughout PVCCE. Capt. Crowl noted that his major area for concern is the area near the back gate when the pedestrians are out and about. After some discussion, Capt. Crowl was instructed to remove the automatic speed sign until January as the PVRA does not see any immediate threat.

B. Barrier Arm damages – Houser will present a spreadsheet each month which depicts gate damages, amount of assessment and payment status. Nolan feels that customers requesting proof of work completed should receive a copy of the Gate Access Policy along with the quote provided by California Gates and Entry Systems which indicates replacement costs by location. Many comments have been received regarding the assessment amounts; as earlier noted, this topic will be placed on October's agenda for discussion.

9.6 Security Report:

A. Daily Activity Report – Capt. Crowl reported the ongoing issues with some teenagers inside of PVCCE. Person and Crowl met to discuss these issues and decided that the Sheriff is to be contacted next time there is any disturbance. Upon Mathews suggestion, Person researched County curfew rules which state that all minors are subject to the following: Sunday – Thursday must be indoors by 10 p.m. and Friday – Saturday by 11 p.m. Person had met with a parent of one of the known teenagers and advised her that Sheriffs will be called if anymore incidences happen. Mathews inquired on an issue where a PVCC guest was escorted to their guest cottage, merely for assurance that the PVCC’s activities are not being burdened upon the patrol officers. Winn motioned to adopt the Security Report as written; seconded by Nolan and unanimously adopted.

B. Updated SOP’s for Gate Operations- Capt. Crowl reported that currently he and Gate Attendant Supervisor Aslanian are working to develop the SOP’s which will include the new entry system. Houser noted that PVCC employees have been trained on using DwellingLIVE; however, service people are still coming to the gates unannounced. Winn and Nolan will discuss with PVCC GM Paul Devine.

C. PVCC Security Issues- Crowl reported a Club employee lost a set of master keys for PVCC; GM Devine has been notified.

9.7 Utility Report:

A. Plant operations – Pape presented the Quarterly Effluent Report, which is submitted to the State, noting that everything looks great. Pape explained that Total Dissolved Solids vary based on which wells are running.

9.8 Financial Report:

A. The financial report as of 8/31/16 reflects \$601,431 in Cash Assets, Accounts Receivable of \$29,307 and Accounts Payable of \$12,836. Houser noted that an offset of \$28,174 appears on the Balance Sheet and explained this was a RPMWC deposit that was mistakenly stamped with the incorrect account information. A check was issued to correct the problem as it became apparent when the bank statement was reconciled. Houser noted that all gate improvements will be capitalized. Houser notified the HOA’s still under agreement with PVCSD, that no further services will be offered after their fiscal year is completed. Mathews asked that PVRA be included in the labor analysis requested earlier in the meeting. Logan questioned why legal expense is budgeted so high; Houser explained that the SGMA costs are estimated in that amount. Houser is hopeful that RPMWC will begin to pay these costs in the near future. Motion was made by Nolan to adopt the financial report as presented, seconded by Logan and unanimously adopted.

B. Accounts Receivables- Houser had no issues to report.

9.9 Other Business

A. SGMA update- Mathews reported that municipals are against mutual water companies joining the JPA. Mathews is pushing hard to get voting proportionality for all agencies involved in the JPA. CSD/RPM have the largest area of roughly 400 meters and service a population of roughly 800 people. Mathews feels that should be taken into account for voting rights within the JPA. Mathews asked that Jeremy Jungreis be considered as the alternate director for PVCSD as it is unclear if Chuck Bandy the current alternate will be able to continue. Mathews explained that many unknowns are still unclear such as all water west of Frey Creek is exempt from SGMA but the SGMA regulations state that the entire basin must be addressed. DPW still needs to address tribal lands as well and determine how to be addressed in any GSP. Nolan will attend the meetings in Mathews absence as well and asked that meeting schedules be sent to him for planning. Winn researched the grant topic brought up at the last meeting and was able to confirm with DWR that Yuima did receive a grant for \$250,000 for facilitation to start a GSA. Yuima will prioritize grant money. Winn would like to set up another meeting with Ron Watkins from YMWD to discuss items and hold him accountable. Winn would like to meet with Mathews and Houser before that meeting occurs. Nolan wants PVCSD to push as hard as possible to get mutual water companies into the JPA. Mathews motioned to designate Jeremy Jungreis as the alternate director for the SGA Working Group; motion was seconded by Person and unanimously adopted.

B. Exploratory group update- Winn informs that the group is making progress but is not part of an active program as of yet. The PVCC is in full support of this group's actions and the group is looking at a multitude of programs. Winn reported that the group is not yet ready to make public the programs under consideration, but assures that PVRA and PVCSD are not ~~being considered for management involved in the implementation~~ of any of them. Winn confirms that information has been sent to HOA presidents.

9.10 Adjournment:

A. The next meeting date is scheduled for October 24, 2016 at 10:00 a.m. Upon a motion by Person, seconded by Nolan and unanimously voted, the meeting adjourned at 12:09 p.m.

Amber Watkins

Amber Watkins, Recording Secretary

Attest:

Mindy Houser

Administrator