

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

Held on October 27, 2014

Directors Present: Bill Winn, Charles Mathews, Richard Nolan, Heidi Person
Directors Absent: Roger Warburton
Also Present: Administrator Houser, Jeff Pape of Dudek, Capt. Crowl and Admin. Asst. Watkins

- 10.1 Call to Order: Regular meeting was called to order at 10:02 a.m. by President Winn.
- 10.2 Open for Public Comment: None.
- 10.3 Approval of Previous Minutes:
A. Director Person moved to adopt the minutes of the board meeting held on September 29, 2014; motion was seconded by Nolan and carried with President Winn abstaining from the vote.
- 10.4 Subsequent Actions:
A. Unsecured buildings (9.5A) – Administrator Houser reports that she spoke with the PVCC General Manager Vlahos to make him aware of the continuing problem with unsecured doors at his facility. Mathews suggested writing a letter to PVCC board of directors, putting them on notice of the problem and your communication with the GM. This would serve to release CSD from any liability should there be a major incident due to unsecured buildings. President Winn requested a copy of the letter so that he could meet with one PVCC board member to further discuss..
- B. UHF monitoring (9.5C) – Houser has spoken with the owner of Knight Security to negotiate UHF monitoring services for our current customers. Knight Security agreed to honor our monthly rate of \$22 for a minimum of 1 year. In addition, the owner has agreed to provide a consultation to each customer to determine if the technology at each property is sufficient to connect to his service and/or advise of costs for replacement equipment. UHF monitoring is set to terminate from CSD on June 30, 2015.
- C. Pauma Village (9.6D) - Administrator Houser will communicate the increase in monthly security fees to Servando Cueva, owner of the commercial strip. Director Mathews motioned to send a letter, along with the existing ordinance, explaining the increase. Motion was seconded by Nolan and, upon vote, was approved.
- D. Paauwe Drive basin support (9.7B) – Houser and Pape are currently collecting bids from contractors for the reinforcement of the basin and will update the board once more information is available.
- 10.5 Security Report:
A. Daily Activity Report – Capt. Crowl presented the security report and explained 2 incidents in more detail to the board. The first incident was the Pauma Heights Gate which was struck by a commercial truck. Capt. Crowl contacted the owner of the company and they have agreed to pay for damages. The second incident explained was a resident within the gates that was on vacation and returned home to find that an unknown person tried unsuccessfully to enter their residence; the only items missing were newspapers from the driveway but all sliding screens were opened. Upon a motion by Mathews, seconded by Person and unanimously carried, the security report was adopted as written.
- B. SOPs for Gate Attendants – Capt. Crowl presented the final rough draft of the SOPs for review. Many modifications were discussed. Director Person volunteered to meet with Capt. Crowl to review and make amendments before final submittal to the board. Person motioned not to accept the SOPs as presented and to help rewrite them; motion seconded by Nolan and unanimously approved.

10.6 Administration Report:

A. HOA contracts accepted – Houser reported that both the Condos and Ranchos homeowner associations have accepted the contracts presented and will begin using the services of the CSD on November 1, 2014. Homeowner Association #1 and Terraces Association will meet soon to discuss the contract.

B. Oceanside Cycle Ride – Houser advised that Saturday November 1, 2014 Mountain High Cycling will hold its annual race and have again requested use of our facilities and had [provided a certificate of insurance naming PVCSD as coinsured. They will set up a refreshment stand in the parking lot and need access to the outside restroom. Security was made aware as well.

10.7 Utility Report:

A. Plant operations – Pape reports that the plant is running very well and that the nitrates continue to stabilize; no changes are needed. Pape advised that once the weather begins to cool down, sludge reduction options can be reviewed.

B. Oak Tree expansion - Pape was contacted by an engineer working on finalizing the second phase development of Oak Tree Ranch. Pape laid out the needed information to be submitted for our review. This phase will construct another 70 housing units, mostly in multiple unit construction. They have already purchased 46 sewer connection but will need another 24 connections. Pape will update as more information becomes available.

With no further information to add, Capt. Crowl exited the meeting at 11:17 a.m.

10.8 Financial Report

A. The financial report as of 9/30/14 reflects \$571,686 in Cash Assets, Account Receivable of \$46,364 and Account Payable of \$83,151. Nolan reviewed the itemized breakdown and advised that it was very helpful. Nolan moved to adopt the financial report as presented; motion was seconded by Winn and unanimously adopted.

B. Delinquent Account Review - Houser reports that all delinquent accounts have been placed on tax rolls for collection.

10.9 Adjournment:

A. The next meeting date is scheduled for Monday, November 24, 2014 at 10:00 a.m.

B. There will be no meeting in the month of December 2014. The next meeting date is scheduled for January 26, 2015. Upon a motion, second and unanimous vote, this meeting adjourned at 11:29 a.m.

Attest:

Mindy Houser
Administrator

Amber Watkins

Amber Watkins, Admin. Assistant
Recording Secretary