

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

Held on November 28, 2016

Directors Present: Charles Mathews, Richard Nolan, Samuel Logan, Heidi Person and Clarence Winn
Also Present: Residents Jim Cipriano and Bill Schultz, Administrator Mindy Houser, Jeff Pape of Dudek,
Security Captain Clay Crawl, Patrol Officer Patrick Leads and Office Manager Amber Watkins

- 11.1 Call to Order: Regular meeting was called to order at 10:00 a.m. by President Mathews.
- 11.3 Retirement Presentation- President Mathews asked that this agenda item be discussed at this time. Mathews took a moment to recognize Patrol Officer Patrick Leads and to thank him for his 30 years of service. Mathews presented Leads with a gift from the District and wished him well on his retirement effective December 3, 2016.
- 11.2 Public Comment - Cipriano noted that he has attended many CSD and RPM meetings over the past couple of years. Cipriano understands that most residents and voters do not understand the groundwater sustainability act as it is very complex. Cipriano is aware of the recent CSD election results and is disappointed in them as Mathews has been an instrumental party for SGMA to defend the water rights for RPMWC customers. Cipriano hopes that CSD/ RPM can continue to work together toward getting mutual water companies a voice in the JPA to avoid massive water rate increases.
- 11.4 Approval of Previous Minutes:
A. Nolan asked that Section 10.9A be rewritten to state "Nolan introduced himself to the new facilitator..." Winn asked that 10.6A be corrected to reflect Capt. Crawl has the picture of the helicopter and Winn will ask PVCC for an email blast. Nolan moved to adopt the minutes of the board meeting held on October 24, 2016 pending the requested changes; motion was seconded by Winn and unanimously adopted.
- 11.5 Subsequent Actions:
A. Front Gate upgrade (10.5D) – Houser reported that the Easement Grant Deed on the Boehm's property for the sliding gate has been prepared and just awaiting signature. The work should begin within the next week or two and upon completion, the gate will be painted to match the rear gate. Mathews inquired on the back gate issues discussed at the previous meeting to which Capt. Crawl reported that the arm has not had any other issues. Houser reported that bicycles have been one of the reasons the barrier arm was getting stuck in the upright position. California Gate and Entry Systems has installed a relay at the front gate that will allow the attendant to force the arm down. A shelf has been ordered for the back gate scanner which will indicate proper placement of passes for entry. Nolan reported that he did meet with Paul Devine, GM of PVCC, to inform of unannounced guests and the issue seems to be resolved for now. Staff will monitor and advise if that changes.
- 11.6 Security Report:
A. Daily Activity Report – Capt. Crawl presented the Security Report. Person inquired on the chlorine station leak detector issue; Houser reassured that it was a faulty sensor causing the alarm and that RPMWC has taken care of the repair. Crawl reported that a RPMWC fire hydrant was hit and sheared off by a work truck. The hydrant has been repaired and no injuries occurred. Person moved to adopt the Security Report as written; motion was seconded by Nolan and unanimously adopted.

B. Halloween activity – Capt. Crawl reported that everything went smoothly with a total of 37 cars entering the district. Crawl noted that fewer residents participated this year.
- 11.7 Administration Report:
A. Guardhouses – Houser reported that the back gate has been painted, and spike strips and tire damage sign have been removed. Houser received a request from Steve Wehr to allow landscaping upgrades and remove the guardhouse. Houser explained that this property belongs to the P.V. Terraces Association and that CSD has a lease agreement for the guardhouse. Mathews reminded that when the County vacated the roads, CSD agreed to have manned gates and that the present remote manning fulfills that obligation. After a brief discussion, Mathews made a motion that it was the policy of PVCSD to continue to maintain the guardhouses in order to

comply with the County requirement, provide for manning in the event of emergencies, and continue to provide shelter for communication equipment; motion was seconded by Person and unanimously approved.

B. Gate Damages – Houser reported that only three vehicles stuck the barrier arms in the month of November, and that two RFID tags have been deactivated due to non-payment. Staff was asked to include the time of day and gate location with future reports. Houser received two letters from residents regarding gate damages. One letter states that more action needs to be taken to prevent cars from striking the barrier arms and the other letter protested the charges for a resident’s guest that struck the back gate barrier arm. The general consensus was that as Invitors are required to notify gates and authorize visitors, and as the Rules of the Road holds them responsible for their guests’ actions, if payment is not received, the Invitor’s RFID tag will be deactivated. After discussion, Mathews moved that the policy of PVCSD should be that the Invitor is responsible for damages caused by Invitee and subject to withdrawal of RFID privileges if damage or penalty assessments are not timely paid; motion was seconded by Person and unanimously approved.

C. Sewer line cleanout – Houser reported that PVCC has jetted the sewer lines from the kitchen to Pauma Valley Drive. PVCC agreed to do this quarterly in lieu of installing a grease trap.

D. Tukwut drainage cleanout – Houser reported that she had contracted with Bart Dixon to clear out the drainage area on Tukwut Court. Now it is ready for any rain that may come this winter. Staff was asked to clear weeds at the Paauwe drain as well.

E. 2017 Calendar of Meetings – Houser presented the anticipated meeting dates for 2017.

11.8 Utility Report:

A. Plant operations – Pape reported that everything is running great based on the most recent Quarterly Effluent Report. Pape was pleased to report that Utility staff is completely comfortable with using the SCADA system to monitor lift stations and plant blowers. Pape reminded that in the event of a major rain event the plant needs to be monitored carefully as only one digester is being used at this time to prevent surging and/or overflow.

11.9 Financial Report:

A. The financial report as of 10/31/16 reflects \$594,714 in Cash Assets, Accounts Receivable of \$24,332 and Accounts Payable of \$39,035. Houser noted that RPMWC has paid in full and that Office Supplies are over budget due to the election deposit that was made. Mathews noted that payment of unfunded pensions is an ongoing high cost as is the fulfillment of the requirements of the Reserve Policy. Mathews suggested that the board should retain consulting advice as to the lowest long term cost way of settling the large and potentially growing unfunded pension liability. Houser reported that if the District were to elect an alternate retirement plan such as 401K, the current employees would remain on the CalPERS system with only new hires assigned the 401K plan.

B. Accounts Receivables- Houser has two customers that were placed on the tax rolls that have not paid as of yet.

C. Cash Flow Statement- Houser presented the Statement which reflects a YTD decrease in cash by \$20,736. Mathews noted that this is after the pension liability payment of \$58,511 for this year. A motion made by Logan to adopt the financial report as presented was seconded by Nolan and unanimously adopted.

11.10 Other Business

A. SGMA update- Mathews reported that the working group has not yet agreed to allow RPMWC to participate in the JPA. Ron Watkins’ objection to mutual water companies joining the JPA is that the JPA would not then be eligible for tax free bonds as if only public agencies were parties. County Counsel and Attorney Jeremy Jungreis are jointly researching this statement as it is not yet proven to be accurate. Mathews reported that the County feels the process of formation is moving too slowly and that if an agreement is not reached by the January meeting, the County will begin the process of becoming the sole GSA for the basin. As Mathews will not be attending any working group meetings moving forward, board discussion approved Nolan as the CSD representative with Jeremy Jungreis continuing as the alternate representative.

B. 2016 Election results- Houser noted that final certification has not yet been received, but it appears that Bill Schultz will replace Charles Mathews, effective 12/1/16. If elected, Schultz will be confirmed at the next CSD board meeting.

C. Nomination/Election for positions effective 12/1/16- Mathews nominated Nolan to serve as president for a 2 year term effective December 1, 2016 or upon his earlier death, resignation or the election of a successor; which nomination was seconded by Logan and unanimously approved. Nolan accepted the nomination and nominated Logan to serve as Vice President and Treasurer, which nomination was seconded by Winn and unanimously approved.

D. Other/Misc. - Nolan thanked Mathews for his years of dedicated service to the district and presented Mathews with an award from the board honoring his time serving with PVCSO.

11.11 Adjournment:

A. It was noted that no meeting will take place in December. The next meeting date is scheduled for January 23, 2017, at 10:00 a.m. Upon a motion by Nolan, seconded by Logan and unanimous approved the meeting adjourned at 11:40 a.m.

Amber Watkins

Amber Watkins, Recording Secretary

Attest:

Mindy Houser

Administrator