

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

Held on January 22, 2018

Directors Present: Richard Nolan, Samuel Logan, Heidi Person, William Schultz and Clarence Winn

Also Present: Residents Jim Cipriano, Tom Cerruti, Hans Glaser, Mark Guevara; General Manager of PVCC Paul Devine, President of RPMWC Charles Mathews; Administrator Mindy Houser, General Manager Bobby Graziano, Security Captain Ray Ortiz, Jeff Pape of Dudek and Office Manager Amber Watkins

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1.1 Call to Order: Regular meeting was called to order at 10:00 a.m. by President Nolan. Nolan asked for a motion to switch Items 3 and 4 on the agenda; motion was made by Person, seconded by Winn and unanimously approved.

1.2 Open for Public Comments: Glaser was redirected to the water board meeting at 2 p.m. to discuss his issue.

Guevara voiced his concerns with the unsecured PVCCE access points which have previously been discussed by PVCSD board. Guevara noted that GPS location services are directing guests to these dangerous access points to reach specific addresses within the PVCCE. Houser informed that proposals to install a gate close to PVD on Pauma View Drive have been rejected in years past due to property owner's concerns. Signs have been placed near multiple access points to inform drivers that they are entering a private community. Winn stressed that all guests should be provided the address for the front gate to avoid this issue and then upon arrival at the gate they can navigate to the desired property; Nolan suggested that this information be distributed to residents regularly. Guevara also voiced his concerns with security's responsiveness. He informed that a trespassing incident occurred on his property and feels that security did not follow up properly. It was brought to his attention prior to the start of the meeting that the trespasser was, in fact, part of Pala Fire Department checking on land owned by the tribe which sits directly behind Guevara's property. Nolan explained that he was aware of the issue and apologized for the miscommunication. Nolan noted that ~~resolutions results should need to be over~~better communicated in the future to prevent any further frustrations. Guevara's final question was regarding the hiring process for the General Manager position; Nolan informed that the first candidate did not work out and the position was reopened and filled by the board.

Devine noted that Capt. Ortiz has been assisting to customize notifications on Dwelling Live to better fit the needs of the PVCC.

Cipriano reported that new road signs have been installed by Caltrans on Highway 76 near the front gate entrance. Cipriano feels that the danger is still very present and suggested that PVCSD look into additional signs to warn about stopped traffic. Cipriano also reported that another dinner is planned at the previously discussed supper club within PVCCE. Although this has been identified as an HOA issue, Cipriano suggested a joint letter from PVCSD and PVRA to the HOA requesting their intervention. It was understood months earlier that the HOA determined this was not an issue. Winn noted that alcohol is included in the price and suggested contacting the County. Nolan asked for volunteers to assist Winn and himself in their efforts to contact the County; Graziano volunteered. Nolan suggested a letter to the property owner first to notify that an inquiry is being made; Graziano is to draft then send to the board. Cipriano was pleased to report that fundraising efforts for the back gate project raised \$3,500. Lighting on the guard shack has been completed; Cipriano noted that the street light mentioned at the last meeting may be part of the PVCSD/ Terraces Leasehold Agreement with further investigation still needed. Schultz reported that the Terraces will take care of the tree trimming that needs to be done. Cipriano noted that the gate entry kiosk lighting is still under review; it was suggested that solar be considered as an option. Cipriano reported that the landscaping will be installed and maintained by a few volunteers; should be completed in the next 4-6 weeks. Lastly, Cipriano reported that misinformation has been spread through the community. Cipriano has been identified by someone in the room of sharing Closed Session information from the last meeting. Cipriano proclaimed his innocence and assured that he was not in the building for the entire Closed Session and was, in fact, holding a conversation with Admin. Asst. Erin Lindquist and then left after 15 minutes or so of waiting. Cipriano assures that confidential information was shared with others in the community but not by him.

1.4 Discussion on Closed Session Protocol:

a. Overview by BB&K - General Counsel Steve Anderson was called for this item. Anderson informed that the meetings are conducted under the Brown Act which includes Closed Session confidentiality. Anderson outlined the consequences of sharing confidential information discussed while in Closed Session; Anderson noted that the District

Attorney typically assumes that a violation occurs for some sort of financial gain, even if it was inadvertently shared. Anderson also explained that an employment matter was discussed and that sharing any information can be compromising personal information of the employee. Winn expressed his belief that Cipriano would not share this information due to his integrity. Guevara asked who can participate in the Closed Session; legal informed that anyone with pertinent information regarding the topic may be asked to participate.

1.3 Approval of Previous Minutes:

a. Regular Meeting on 12/18/2017- Winn moved to adopt the minutes of the board meeting held on December 18, 2017 as presented; motion was seconded by Nolan and unanimously adopted. Graziano reported that meeting packets will be emailed moving forward and noted that hard copies will be available upon request prior to the start of the meeting. The use of computer tablets is being researched.

1.5 Security Report:

a. Daily Activity Report – Ortiz provided a detailed report with a summary of the highlights for the past month's activities. Ortiz noted that many medical calls were for flu-like symptoms. Winn asked that the report have a bit more consistency when listing names of gate crashers. Winn also asked that people who do not want to be transported to the hospital during a medical call be informed of the availability of the health clinic on Highway 76; Ortiz will pass this information to the officers. Cipriano was asked to clarify the Estate Sales rule on behalf of PVRA. Cipriano noted that the name of every person that is going to attend (who will need a pass for access) is required to be provided to the front gate, that no signs can be posted inside of the community and that collection of sales tax is considered a commercial transaction and permits must be obtained from the PVRA to hold the event. Upon a motion by Nolan, second by Winn and unanimous vote, the daily activity report was adopted as presented.

b. Gate Penalty Assessment Report – Upon review of the report Nolan asked that the policy be followed for the Hemminger violation and to move ahead with the deactivation of the RFID tag effective February 3, 2018.

1.6 Operations and Discussion Items:

a. Calendar & Timeline for 2018 – Graziano presented for review, noting that the meeting dates will allow for Graziano to attend Yuima MWD monthly meetings.

b. Quality Gate Proposal – Nolan asked that a written analysis be completed to better understand the work that needs to be done and the costs. Logan asked to be included in any additional meetings that take place with the owner.

c. CalPERS analysis meeting – Graziano reported that several met with the consultant from Bartel Associates last week to discuss their analysis of CSD's position with the growing unfunded liability for pension costs. A few revisions are being made and the report finalized within the next couple of weeks. Mathews suggested that a 15-year internal [rising review](#) be set in place to help smooth out this cost; Nolan agreed and asked that Graziano included this in the next budget.

d. Quit Claim Sewer Easement – Graziano presented the quit claim for the sewer easement that goes right through the middle of vacant lot owner Heyl's property which he intends to build on. This item was discussed previously and staff was awaiting the prepared document for consideration. Upon a motion by Winn, second by Person and unanimous vote, the quit claim was approved as presented; Nolan executed the document.

e. Service Agreement – REMWC- After some discussion, staff was asked to revise the agreement to reflect a variable charge rate based on hours worked. The draft should be presented to legal for review before presentation to the board for review and decision.

f. Service Agreement – PVRA- After some discussion, staff was asked to revise the agreement to reflect a variable charge rate based on hours worked. The draft should be presented to legal for review before presentation to the board for review and decision.

g. Culvert, Pauma Heights – Graziano reported that the broken culvert belongs to Pala Indians and they are aware of the issue and will repair it; contact information was passed along to Cerruti so he can discuss his concerns with his brow ditch on his property as that is not part of PVCSD's drainage system. Graziano noted that the PVRA did not

previously grant access through the back gate to the large trucks which caused the repair to get stalled; PVRA has now agreed to allow access at the back gate for these large trucks with a deposit for any damage the trucks may cause. Cerruti asked to be included in the conversations. Winn noted that he stopped to check the drains at Paauwe and Tukwut, after the recent rain, and they are working wonderfully.

h. Influent Graph – Graziano presented a revised report to show capacity availability for the treatment plant which is rated 175,000 gallons per day but permitted for 150,000 gallons per day.

i. Plant Operations – Pape reported that SCADA is working exactly as designed. Pape noted that the alarm indicated on the compressor is actually a relay that has failed and a replacement part has been ordered. Pape reported that, otherwise, the plant is running great.

1.7 Financial Report:

a. Review of BS, P&L as of 12/31/2017- Cash Assets reflect \$676,400, Accounts Receivable of \$56,014 and Accounts Payable of \$13,859. Watkins noted that \$919 for gate penalty assessments were invoiced this period. Watkins reported that RPMWC has paid in full for December, that drainage expense was to clean out the Tukwut drain, and that legal costs were minimal and related to SGMA. Person motioned to approve the financial report as presented, seconded by Logan and unanimously adopted.

b. Accounts Receivable – Watkins presented the report for review, noting that the 1<sup>st</sup> half of the FCSA payments from the tax rolls has been received and will appear on the January financial report.

c. Signature Policy on Checks – Graziano asked that the current policy that all checks require one signature from an authorized signer and anything \$5,000 or greater requires two authorized signatures be continued. Graziano presented the updated signature card for California Bank and Trust which has authorized signers of Richard Nolan, Samuel Logan, Robert Graziano and Amber Watkins. Motion was made by Nolan to authorize the change of signers as described and to keep the check signing policy as presented; motion was seconded by Winn and unanimously approved.

d. Resolution on LAIF Signatory – Graziano presented Resolution 98 to update the LAIF account signers to match the above listed names. Motion was made by Winn to adopt Resolution 98 as presented and submit to LAIF for processing; motion was seconded by Nolan and unanimously adopted.

1.8 Other Business:

a. SGMA update – Nolan explained that the boundary adjustment that the tribes so desperately want will combine Pauma and Pala into a single basin covered under SGMA. Nolan noted that the deadline was met for legislation and that nobody's water rights are changed with this legislation. The next meeting is scheduled in about a week when the group will begin working on the fact sheet to accompany the legislation; Counsel has already reviewed a copy.

1.9 Adjournment:

a. The next meeting date is scheduled for February 26, 2018 at 10:00 a.m. Upon a motion from Person, second by Logan and unanimous vote, the meeting adjourned at 12:30 p.m.

**Amber Watkins**  
Amber Watkins, Recording Secretary

Attest:

**Bobby Graziano**  
General Manager