

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

Held on May 21, 2018

Directors Present: Richard Nolan, Samuel Logan, Heidi Person and Clarence Winn  
Also Present: Residents Jim Cipriano; General Manager Bobby Graziano, Security Captain Ray Ortiz,  
Jeff Pape of Dudek and Office Manager Amber Watkins

---

- 5.1 Call to Order: Regular meeting was called to order at 10:02 a.m. by President Nolan.
- 5.2 Open for Public Comments: Cipriano reported that the front gate area and green belt looks terrible; Cipriano met with landscapers and told them to correct by tomorrow or PVRA will hire another landscaping company. Cipriano reported that PVRA will be reviewing revisions to the Rules of the Road at the PVRA June 12<sup>th</sup> meeting; a copy of the revisions has been provided to Graziano. Cipriano reported that the builder for the Turnbull property has been notified that a damage bond is required before the work begins. Cipriano raised a question to determine if other entities can make use of deactivating RFID tags for non-payment of dues. Cipriano suggested that PVCSD consider this and handle requests on a case by case basis with a written request from the entity. Nolan asked that Cipriano prepare a policy statement for this suggestion; staff was asked to include on the next agenda. Cipriano noted that speeding continues to be an issue inside of the gated community; Cipriano explained that when an NOV is issued a letter is drafted by PVRA and sent to the driver of the vehicle. Cipriano asked if PVCSD would consider allowing the use of speed guns by Patrol if he is able to raise the funds for the purchase; Nolan asked that PVCSD and PVRA create a joint proposal for this suggestion. Nolan informed that a neighbor witnessed a painting contractor, for a new owner, disposing of paint in a creek near the property. Graziano has reported this incident to the County; Cipriano noted that this is an HOA issue as well; staff was instructed to notify homeowner of the incident. Person provided a follow up on the street signs for Hwy 76, noting that another department is now handling the request.
- 5.3 Approval of Previous Minutes:  
a. Regular Meeting on April 23, 2018 – Graziano reported that nothing has been confirmed with the Pala Indians regarding weed abatement or culvert project; Graziano believes that PVCC and Pauma Valley Investors will handle weed abatement for their property. Winn motioned to adopt the minutes, seconded by Nolan and unanimously adopted.
- 5.4 Security Report:  
a. Daily Activity Report –Ortiz presented the report. Ortiz noted that security is creating a good foundation for dog training. Ortiz reported that the test radios worked well with no dead spots noted. Ortiz continues to compile information on the County Call system. Ortiz and Pauma Police have met and discussed assisting each other as needed; Ortiz explained approval would be needed. Winn asked for an explanation why a unit was taken to Hemet for service; Ortiz explained that the tires were purchased there and are still under warranty; it is also on the way home for an officer making it easier to drop off and pick up. Ortiz explained that the County Call system requires a monthly subscription and that we will need to purchase our radios. Winn motioned to move forward with the radio proposal as presented, seconded by Logan, and unanimously approved. Ortiz explained that this will take roughly 30-60 days to complete.  
  
b. Dog Training Program – Graziano is in favor of the training program that was presented a couple of meetings ago. Ortiz explained that Pro Train would still come about 6 times per year and the repetitive bite training would be scheduled more frequently. Nolan asked that an SOP for dog training be presented for review. Nolan asked that Graziano review and revise the capital expenditures plan to include the suggested vehicle lifespan changes; and for additional gate improvements; provide at the next meeting.  
  
c. Gate Penalty Assessment Report – Presented for review.
- 5.5 Operations and Discussion Items:

a. Gate Upgrade, Repair & Maintenance – Graziano reported that the loops are set to be installed tomorrow; the remaining approved items will be completed soon.

b. Service Agreement- PVRA – Graziano reported that the agreement modifies the scope of work will follow up at the next meeting. Graziano noted that the administrative assistant position is still open and we are working hard to fill it.

c. Bulb Replacement- Temet – The fixture has an electrical problem the parts have been ordered and will be installed upon receipt.

d. Gate Access Policy-Draft– The revisions were reviewed and a few other revisions were noted; staff was asked to make the corrections and present at a future meeting.

e. Plant Operations – Pape reported that the plant is running fantastic. Winn suggested that PVCC be contacted to check the cleaning schedule for the grease interceptor outside of the restaurant.

5.6 Financial Report:

a. Review of BS, P&L as of 4/30/2018 - Cash Assets reflect \$873,681 Accounts Receivable of \$20,621 and Accounts Payable of \$14,542. Watkins reported \$535 for RFID tag purchases were recorded as well as \$160 for escrow closing transfer fees. Watkins noted gate entry program software monthly subscription is \$675 Watkins noted that repairs and maintenance costs include the back gate window repair, treatment plant maintenance and sludge removal.

b. Accounts Receivable – Watkins presented the report explaining that the oldest balances will be recommended for placement on the County Tax Rolls.

c. Cash Flow Statement – Watkins presented the report for review.

Logan motioned to adopt the financial report as presented, seconded by Nolan and unanimously adopted.

5.7 Budget Review for Fiscal Year 2018-19 – Graziano presented the proposed budget reminding that this will be the final year of the survey conducted in 2015 for a 3 year increase for patrol services. Graziano is proposing a 3% wage increase for all employees and noted that the number proposed for Administration and Utility employees are just the PVCSD portions. Graziano will meet with Logan to discuss the items in more detail in the near future.

5.8 Sustainable Groundwater Management Act: Nolan reported that progress is being made. A technical review committee has been created to collect data for the whole basin. Nolan explained that grants will be sent to Yuima to create the working plan. Legislation for the boundary adjustment is moving along; if approved, Rainbow will have to be included in the MOU.

5.9 Adjournment:

a. The next meeting date is scheduled for June 20, 2018 at 9:30 a.m. Upon a motion from Person, second by Winn and unanimous vote, the meeting adjourned at 1:39 p.m.

**Amber Watkins**

Amber Watkins, Recording Secretary

Attest:

**Bobby Graziano**  
General Manager