

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

Held on November 23, 2020

Directors Present: Sam Logan, William Schultz, Bill Jacobs, Laurie Kariya, and Michael Esparza
Also Present: Residents Jim Cipriano, Ron Krohn, Michael Martello, Kevin Darroch,
Larry Taylor of PVCC, General Manager Bobby Graziano, Jeff Pape of
Dudek, Office Manager Amber Watkins, Administrative Assistant
Marissa Fehling

- 11.1 Call to Order: Regular Meeting was called to order at 10:03 a.m. by President Sam Logan. Logan informed that pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom in response to the COVID-19 pandemic and in an effort to prevent the spread of the virus, Pauma Valley CSD will hold its board meeting via teleconference. This meeting is open to the public via virtual interface and can be accessed by clicking on the link provided.
- 11.2 Open for Public Comments: Logan informed that anyone wishing to address any matter pertaining to District business may do so at this time. Graziano took roll call. Larry Taylor informed that the construction project at PVCC is almost complete and the goal is to use the PVCC as a hub and they would be able to provide food and drinks in case of emergency. Taylor made a proposal to CSD to get their assistance in upgrading the bridge that connects the Wiskon Ways to handle emergency vehicles. The estimated cost is \$90k. Taylor informed he is proposing for CSD to assist with half the cost and informed that PVCC will maintain the road. Esparza informed he likes the idea of this enhancing the safety of the community; Jacobs agreed. Graziano informed that they would put this topic as a future agenda item to further discuss. Darroch made an inquiry on adding an RFID reader to the airport gate entrance stating he believes it would be most beneficial to Utility staff and added that the hanger users would also find this especially useful. Jacobs questioned whether he thinks the airport committee would consider paying for this addition. Darroch informed that they might consider cost sharing this but Utility staff would use it the most so the cost should be borne by the District. Jacobs suggested that he ask the members of the Air Park their thoughts on this. Graziano informed that staff would get specifics on this matter and report back. Graziano added that it only takes employees 5-10 seconds to punch in the code and get through, so it would not be a huge gain for PVCSD/ RPMWC. Cipriano asked how the employee that recently tested positive for COVID was doing; Graziano informed the employee is recovering well. Cipriano expressed his wishes for a fast recovery to the employee.
- 11.3 Approval of Previous Minutes:
a. Regular Meeting October 26, 2020 – Esparza informed that he had some corrections on page 3 that were emailed to staff. Logan informed he was disappointed that the Security Committee Study was let go. Cipriano inquired on what data collection was to be done by Graziano by December 1st. Jacobs informed that Graziano was to put together his own self review and other Board members would also be collecting data as well. Cipriano informed that PVRA does specify that gardeners/ landscapers are not permitted in the community on Holidays. Graziano explained that staff was asked to reach out to DwellingLive regarding pre-programming Holiday days so that RFID's would not work for landscapers/gardeners on Holidays. Jacobs stated he found that hard to believe; Fehling informed Jacobs of her findings when investigating this matter. Graziano informed we would reach out again to make sure this is not an option. Logan made a motion to approve the Regular Meeting Minutes of October 26, 2020 with the changes requested herein seconded by Kariya and unanimously adopted.
- 11.4 Financial Report:
a. Review of BS, P&L as of 10/31/2020 - Cash Assets as of 10/31/2020 reflect \$1,111,220, Accounts Receivable of \$47,617 and Accounts Payable of \$12,418. Watkins informed that the P&L reflected the LAIF interest that was recently posted. Watkins informed that repairs and

maintenance included flood removal, new grinder pump for the Oak Tree Lift Station, and biannual jetting of sewer lines, Watkins also informed that Schools and Meetings was slightly higher due to wastewater training for Utility Staff, and CPR training for all of Security staff. Jacobs inquired on who does the training; Watkins explained. Jacobs inquired on why office expenses were so high; Watkins explained a majority of it was PPE supplies for Covid. Cipriano verified CSD's cost share between sanitation, security and gates. Graziano explained. Logan motioned to adopt the financial report as presented, seconded by Schultz and unanimously adopted.

b. Accounts Receivable – Presented for review.

11.5 Security Report:

a. Daily Activity Report - Graziano presented the Security Report. Graziano pointed out the number of snake calls. Esparza asked whether Serrato's has security cameras and if the incident on October 6th was passed onto the Sheriff's. Graziano informed that this incident was reported to the Sheriff's. Esparza informed that he would like the reports to include the final actions security took on incidents like these in their DAR's. Esparza also requested for staff to include the location when an NOV is reported. Esparza stated it was nice to see that patrol goes out to assist pets when they can. Kariya mentioned that there was a comment on the internet stating that patrol does not handle loose dog cases and inquired on what the policy for this is. Graziano informed that if they can identify the dog, they do assist in connecting lost dogs with their owners. Graziano informed that patrol does not enforce leash laws. Jacobs mentioned that PVCC's policy is to contact Jeremy via cell phone when a loose dog is on the golf course. He also mentioned that there have been sightings of a brave coyote on the golf course recently. Schultz inquired on the RV parked on Temet and asked whether PVCSO gave them authorization to park there and if so, how long they are permitted to do so. Graziano informed he would investigate this and report back. Logan noted that vehicles with permission to park on the streets should have a pass displayed on their dashboard. Schultz noted he has not seen patrol much on Temet in the last couple weeks. Esparza noted that he has noticed they drive down Temet and make a U-turn halfway through instead of driving all the way down. Esparza inquired whether the dirt road at the end of Temet was part of PVRA. Cipriano stated that to his recollection it was not. Jacobs asked for the status on the service request. Graziano informed him that Matt at the gates keeps a log. Jacobs informed that he would like a monthly update. Jacobs informed that he wanted an update on the camera issue; Graziano informed that the camera problem is a point-to-point issue and California Gates has been unsuccessful at fixing the problem, so he has now reached out to our internet provider to assist. Jacobs stated this was unacceptable and suggested Graziano reach out to a video company or another provider all together. Esparza agreed and stated that this repair is taking too long to perform and would like to see some solutions by the next meeting. Graziano informed he would have some solutions by the next meeting. Jacobs requested a weekly update on this. Graziano informed how the point to point over Wi-Fi currently functions and all his findings in working with the gate companies on these issues. Jacobs requested an update on the motion detectors at the Pauma Heights Gate; Graziano informed that Bergelectric was there now fixing the problem. Jacobs asked for an update on the push button at the Pauma Heights Gate; Graziano informed that Quality Gates was out to diagnose the issue and informed him of the problem and cost and Graziano informed he felt it was best to hold off on this repair at this time. Jacobs asked for an update on the scanner. Graziano informed he would get back to him on this issue. Jacobs asked Graziano if he spoke to Schultz regarding the trash at the back gate. Graziano informed that the Terraces HOA owns the land and it was not something CSD monitors or enforces and did not speak to Schultz. Schultz informed he would talk to Nelson about this tonight. Esparza mentioned that it looked as if someone had taking care of it already. Upon a motion by Kariya, seconded by Esparza and unanimous vote, the Daily Activity Report was adopted as presented.

b. Gate Penalty Assessment Report - Presented for review.

- 11.6 General Manager's Report: Cipriano mentioned that he, Graziano, and Watkins met they discussed PVCSD's Investment Policy and practices. Cipriano inquired on whether PVCSD has a Reserve Policy; Graziano informed that there is a Reserve Policy. Cipriano suggested revising the Mission Statement, informing he felt it too long and not strong. Esparza asked if having a workshop to discuss this prior to the next meeting would be a good idea. Esparza stated that it is very important that employees give their input on the mission statement, so they fully understand and are held accountable. Graziano stated that Cipriano has a nice historical timeline on Roadway that he would like to include in the next meeting packet.

Graziano informed that a chopper pump was ordered for the Oak Tree Lift Station and informed that the design upgrade is in the works. Graziano informed that the Office Lift Station pump failed on November 6th and utility replaced it with a spare on hand, replacement has been ordered. Graziano informed that after a thorough review of the existing setup he and Utility discussed electrical repairs needed. These repairs will be made after the Oak Tree project is complete.

Graziano informed that the brow ditches and catch basins are clean and in good working condition.

Graziano informed that all departments are currently fully staffed. Graziano mentioned that Jake Oehlart in Utility has been recently promoted to Supervisor. Kariya inquired on if worst case scenario additional staff gets COVID, is there a plan on hand. Graziano informed we will have to take that into consideration if it happens, noting that all employees are essential. Graziano informed Dudek would be able to assist if needed. He also noted that Watkins has been doing a great job at keeping PPE on hand for staff. Graziano informed that during his monthly meetings with Patrol and Gates highlights were reviewed. Graziano informed that they are keeping vehicles cleaned and washed and keeping their distance from residents during medical calls. Esparza asked if patrol uses N95 mask; Graziano informed they do not currently but will have staff investigate ordering these.

Graziano gave an update on the current gate issues. He informed that he conducted a review of the of gate telemetry system with a CGS Engineer on November 6th to try and identify the root cause of the poor video feed. CGS Engineer could not determine a solution. Graziano informed he has requested support from Aerosurf, our internet provider, that has expertise in point-to-point systems. They are currently trying to find time in their schedule to send us a technician.

Graziano gave a brief update on the Hillside fire matter. Esparza suggested putting the litigation discussion on this on the next agenda.

Jacobs asked for an update on SGMA. Graziano informed that everyone in the basin will be getting a letter regarding the next stakeholder meeting and people will be asked to register for regular updates. He informed that meetings are the 4th Wednesday of each month.

- 11.7 Other Business:

a. Requested items for next or future agendas (Directors and Staff only) – Graziano informed that his list of items for the next agenda are the Wiskon Way bridge topic, Airport RFID scanner, mission statement, and possible litigation. Mathews mentioned that two of the board members terms will be up and suggested putting this on this the agenda. Graziano informed that the notice of vacancy will be posted on the website and post office very soon. Jacobs suggested setting a date for Graziano's review. Graziano asked the board if November 30, 2020 would work to follow up on his review; all agreed to hold a Special Meeting on November 30, 2020 at 2 pm. Cipriano asked

the board if they would like a PVRA relationship background at the next meeting; Logan stated that was a great idea.

b. Board comments – this item was not discussed.

11.8 Adjournment:

a. Regular Meeting scheduled on December 28, 2020 at 10 a.m. - The next meeting date is scheduled for December 28th, at 10:00 am. Upon a motion from Schultz, second by Logan and unanimous vote, the meeting adjourned at 12:06 pm

Marissa Fehling

Marissa Fehling, Recording Secretary