

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

Held on September 24, 2018

Directors Present: Richard Nolan, Samuel Logan, William Schultz, Heidi Person and Clarence Winn
Also Present: Residents Jim Cipriano and Rick Levy; President of RPMWC Charles Mathews; General Manager Bobby Graziano, Jeff Pape of Dudek and Administrative Assistant Marissa Fehling

- 9.1 Call to Order: Regular meeting was called to order at 10:03 a.m. by President Nolan.
- 9.2 Open for Public Comments: Mr. Cipriano informed that the Wiskon East paving project is scheduled for next week. Mr. Cipriano reported that a sick tree fell on PVD last Friday and the trunk is to be removed to prevent root issues. Mr. Cipriano informed that he will be doing what he can to keep track of property ownership and maintenance records of the guard sheds. Winn informed that he sent out an email regarding the Warner Ranch development project. Nolan reported that Warren Lyle of the Pauma Mutual Water Company chartered an Assessment District to provide pest spraying services to larger citrus growers in Pauma Valley. The District will require regular treatment of citrus starting next year. . It was reported that there are two dead plants at the front gate entrance; Cipriano responded that he would have them taken care of.
- 9.3 Conflict of Interest Code Biennial Audit:
a. Presented by Dianna Marie Valdez BB&K- Dianna Marie Valdez joined the meeting via telephone at 10:19 am. Dianna explained the Biennial Review of the Conflict of Interest Code noting that the current code needed updates. Nolan mentioned that the write up was very confusing and questioned what the added value would be by adopting this. Dianna explained that the changes will update required filers to include correct employee titles and board of directors. Winn mentioned that three of the Board Members are up for re-election and questioned if there are any financial limits for flyers, signs, etc. Dianna informed Winn that election officials will provide such information. Motion was made by Nolan and seconded by Schultz to adopt the Conflict of Interest Code as presented, upon a unanimous vote it was approved. Staff will send the executed copy to BB&K for submission to the county of San Diego Board of Supervisors.
- 9.4 Fiscal Year 2017-2018 Audit
a. Presented by Michael Klein CPA- Klein discussed the audit process, reports and gave his qualified opinion on adjustments. Klein reviewed and explained the year-end adjustments made. Klein explained that CalPERS costs are adjusted each year based on the reporting results and audit findings. Graziano reported that Nigro and Nigro will assist with the fixed asset ledger and adjusts will be made by staff when needed. Logan feels that RPMWC should contribute towards the CalPERS unfunded liability, past and future payments. Mathews disagreed based on no mention in agreement previously. Mathews and Nolan commented and asked for clarification on parts of the draft. Upon a motion from Nolan, seconded by Heidi the draft was approved pending the changes discussed today and the final version will be reviewed by the Treasurer.
- 9.5 Financial Report:
a. Review of BS, P&L as of 8/31/18- Graziano presented the financial report. Graziano explained that the report and balance sheet capture enough information to eliminate the financial summary. Logan agreed that the summary sheet is no longer needed. Nolan suggested that Graziano provide a written or verbal format explanation each month of the financials. Klein explained that the 2015 prior period adjustments can be merged as Rick Levy recommended. Mathews agreed that it is a good idea to merge prior year adjustments. Upon a motion from Logan, seconded by Winn and unanimous vote the financials were adopted as presented.

b. Accounts Receivable– Presented for review.

9.6 Approval of Previous Minutes:

a. Regular Meeting on September 5, 2018– Winn noted that item C under 9.5 should be corrected to reflect Oak Tree staff instead of ranch staff. Winn motioned to adopt the minutes pending the change mentioned herein, seconded by Nolan and unanimously adopted.

9.7 Security Report/ RO

a. Daily Activity Report: In the absence of Capt. Ortiz, Graziano presented the security report. Person questioned an incident at Serratos Automotive and the unobservant gate staff, Graziano will follow up with Captain Ortiz. Person inquired on patrol vehicle outside of the district; Graziano informed that staff retrieves dog food for K-9's.

b. Gate Penalty Assessment Report: Winn questioned the quantity of gate failures within the security report. Graziano will obtain an explanation from Ortiz. Winn suggested that staff test the barcode scanner on the gate entry system. Winn reported that Levy volunteered to help residents register their pets in the Dwelling live system. Winn asked staff to send out a notice to customers with directions on how to input pet information on the Dwelling live website.

c. Halloween Trick or Treaters: Presented for review; trick or treaters will be granted access from 5:30-7:30pm; a notice will be sent with next billing invoices.

Winn motioned to adopt the security report as written, seconded by Nolan and upon a vote it was unanimously adopted.

9.8 Operations and Discussion Items

a. Graziano presented a draft ordinance. He explained that a resident requested an explanation of their responsibility with the sewer laterals. Upon review this item will be discussed further at the next meeting.

b. Plant Operations: Pape informed the board that the plant was running terrific and he will find more adjectives to describe how well the plant is running for future meetings.

9.9 Sustainable Groundwater Management Act: Nolan provided an update.

9.10 Adjournment

a. The next meeting date is scheduled for October 22, 2018 at 10:00 a.m. Upon a motion from Nolan, second by Person and unanimous vote, the meeting adjourned at 12:33 p.m.

Attest:

Bobby Graziano
General Manager

Marissa Fehling

Marissa Fehling, Recording Secretary