

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

Held on March 28, 2022

Directors Present: Michael Martello, Michael Esparza, Jodie Lawston, and Betty Potalivo
Also Present: Residents Ronald Krohn, General Manager Bobby Graziano, Office
Manager Amber Watkins, and Administrative Assistant Marissa Fehling

- 3.1 Call to Order: Regular Meeting was called to order at 10:00 a.m. by President Martello.
- 3.2 Roll Call: Martello requested a Roll Call. Fehling verified that all directors were present at that time, to constitute a quorum.
- 3.3 Open for Public Comments:
 - a. Any person may address the Board at this time upon any subject not identified on this Agenda, but within the jurisdiction of the District; however, any matter not on the agenda that requires action will be referred to staff for a report and action at a subsequent Board meeting. As to matters on the agenda, an opportunity will be given to address the Board when the matter is considered- None.
- 3.4 Consent Calendar: All items appearing on the Consent Calendar may be voted on by a single motion. Items shall be removed from the Consent Calendar if any member of the Board of Directors, or the public, requests removal prior to a vote on a motion to approve the items. Such items removed will be considered separately for action by the Board.
 - a. Minutes of the Regular Board Meeting of February 28, 2022-
 - b. Review of BS, P&L as of Feb 28, 2022
 - c. Accounts Receivable
 - d. Notice of Violation Summary
 - e. Daily Activity Report
 - f. AB 361 – Hybrid Meetings
 - g. Employee Benefit Summary

Lawston motioned to approve the consent calendar with item G being pulled for further discussion by Esparza, seconded by Esparza and upon a unanimous vote was adopted.

Esparza pulled the Employee Benefit Summary and informed that he would like to address the employee Life Insurance Benefits. Esparza informed that he believes \$25k is low for the industry and he would like for the Board to consider doubling this amount and making it a benefit to employees effective after 30 days of employment rather than after 90 days of employment. Martello informed that he supports this suggestion and would like for staff to investigate this and report back at a future meeting. Esparza motioned to approve the Employee Benefit Summary item with the direction given to staff on investigating the increase option for Life Insurance, seconded by Martello and upon a unanimous vote was adopted.

- 3.5 Appoint Board of Director –
 - a. The Board will consider appointing a director to fill one vacancy – Martello informed that the Board received one application for the vacancy from Roland Skumawitz. Upon a motion by Lawston, seconded by Potalivo, and unanimous vote Roland Skumawitz was appointed as the new Board Member for the PVCSD Board of Directors.
- 3.6 Discussion on Gate Access & Road Usage Policies and Procedures –
 - a. This item will be continued to the May meeting. Martello informed that this item would be discussed at the next May meeting.

- 3.7 General Manager's Report – General Manager, Graziano – Graziano presented the report.
- 3.8 EDU Audit –
- a. The Board will consider action on the EDU audit. Graziano explained the recommended changes to the quantification of EDU's. Graziano explained how he came about his recommended actions and the process that was taken. Graziano informed that staff received and analyzed the responses from PVCC and The Pauma Building and re-evaluated the findings from the audit and based on this information the recommended EDU quantities were modified for both entities. Esparza inquired on if the missed calculations were made by the auditor. Graziano explained. Martello noted that it was great that staff reached out to all entities impacted to this prior to implementing any changes, giving the opportunity to further discuss and explain the findings. Potalivo inquired on what the actual cost is for these services to the district. Graziano informed that there will be some re-balancing during the budget process and that PVCSD builds their P&L to break even and contributes to reserves. Graziano mentioned that this may allow for a reduction in sewer rates or not needing to increase them next fiscal year. Upon a motion by Martello, seconded by Lawston and a unanimous vote the recommended changes to the quantifications of EDU's were accepted and to be implemented July 1, 2022.
- 3.9 Employee Cost of Living Adjustment (COLA) – President Martello
- a. The Board will consider a Cost of Living adjustment for all employees. Martello recommended the Board approve of a Cost of Living Adjustment of 3.9% for all district employees to begin the first full pay period in March 2022 and explained why he felt this was appropriate. Esparza inquired on whether there were funds available in the Salary Budget for this adjustment. Graziano informed that there was and that we are currently under budget. Upon a motion by Martello, seconded by Esparza and unanimous vote, the Cost of Living Adjustment of 3.9% for all district employees was approved effective the first pay period of March, 2022.
- 3.10 Other Business
- a. Requested items for next or future agendas (Directors and Staff Only) – None
- b. Board comments – None
- 3.11 Announcements/Adjournment:
- a. Regular Meeting on May 23, 2022, at 10:00 a.m. – The next meeting date is scheduled for May 23, 2022, at 10:00 a.m. With nothing further to discuss and upon a motion from Martello, second by Esparza and unanimous vote, the meeting adjourned at 10:32 a.m.

Marissa Fehling

Marissa Fehling, Recording Secretary