

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

Held on March 8, 2021

Directors Present: Sam Logan, Michael Esparza, Bill Jacobs, and Jim Cipriano  
Also Present: Residents Michael Martello, Charles Mathews, General Manager Bobby  
Graziano, Office Manager Amber Watkins, Administrative Assistant  
Marissa Fehling

---

- 3.1 Call to Order: Special Meeting was called to order at 1:32 p.m. by President Sam Logan.
- 3.2 Open for Public Comments: Cipriano informed that he wanted it to be recorded that PVCSD is fiscally in good shape and the fiscal liability is manageable. Graziano took roll call. Graziano informed that as of Friday March 5, 2021, Director Laurie Kariya gave her resignation notice. Graziano informed that the vacancy notice would be posted this week and a new director would need to be appointed within 60 days. Graziano asked the board how they wish to proceed on appointing a new director. Esparza mentioned that since this topic is not on the agenda, he is not prepared to discuss this matter. Logan informed that he would like to obtain resumes from anyone who has interest in being a board member. Jacobs mentioned that the board had previously decided that they would interview anyone if they do not personally know them. Cipriano suggested discussing what strengths the board is in need of from a new board member; Jacobs agreed.
- 3.3 Reserve Policy & Five-Year Financial Plan:  
a. The Board will discuss the Reserve Policy and Five-Year Financial Plan – Cipriano explained the proposed restated Reserve Policy and provided supporting information. Esparza clarified Cipriano’s revisions and agreed with his guidelines. Esparza suggested doing so in a process with gradual rate increases. Martello joined the meeting at 1:49 pm. Cipriano informed that the operating revenue trend has been flat or declining. Jacobs suggested rewording the language in section B; Esparza agreed. Esparza suggested taking photos of our facilities and assets. This is for the purpose of potential FEMA grant assistance for post incident recovery for an earthquake or other local emergency incident. Martello advised the board to add an employee reserve plan. Graziano explained how accrued vacation is paid out to employees when they terminate with the district. Graziano informed that he and Cipriano would discuss reserve amounts and present them to board. Cipriano made a motion to approve and adopt the restated Reserve Fund Policy with changes made herein, seconded by Esparza, and unanimously approved and adopted.
- Graziano informed they would have a roadmap for a five-year plan as they get going with the budget prep.
- Logan requested that the next meeting be changed from March 22, 2021 to March 29, 2021.
- 3.4 Adjournment:  
a. Special Meeting scheduled on March 29, 2021 at 10 a.m. - The next meeting date is scheduled for March 29, 2021 at 10:00 am. Upon a motion from Logan, second by Cipriano and unanimous vote, the meeting adjourned at 2:20 pm.

*Marissa Fehling*

Marissa Fehling, Recording Secretary