

RANCHO PAUMA MUTUAL WATER COMPANY ("RPMWC")
MINUTES OF THE
REGULAR MEETING OF THE BOARD OF DIRECTORS
HELD June 23, 2025

Directors Present: Chuck Bandy, Laurie Kariya, Bruce Knox, Linda Shoaff and Scott Shinner via zoom
Directors Absent: None

Also Present: Representative of the Pauma Band of Mission Indians Ruben Bentancourt; Shareholder Charles Mathews; Dudek Consultant Jeff Pape; Administrative Manager Amber Watkins and Office and Compliance Manager Kim Alvarado

1. **Call to Order:** Meeting was called to order at 3:00 p.m. by President Bandy. This meeting was held in person and via Zoom.
2. **Shareholder Comments:** None.
3. **Approval of Previous Minutes**
 - a. **Minutes of May 28, 2025 - Regular Meeting:** Upon a motion by Knox, seconded by Kariya, the minutes of the Regular Meeting held on May 28, 2025, were approved as presented by unanimous vote.
 - b. **Minutes of June 5, 2025 – Special Meeting:** Upon a motion by Knox, seconded by Kariya, the minutes of the Special Meeting held on June 5, 2025, were approved as presented by unanimous vote.
4. **Administrative Manager’s Report:** Watkins reported that the 2024 Consumer Confidence Report (“CCR”) was recently approved by the State Water Resources Control Board - Division of Drinking Water. Watkins noted the CCR has been added to the RPMWC website and a notice will be sent to all shareholders with the June billing explaining where the information can be located on our website and how to request a printed copy. Watkins reported that the entire RPMWC staff recently received CPR and first aid training. Watkins noted that the first aid training was tailored to the realistic situations the RPMWC employees may encounter in their daily duties. Watkins further stated that the training will be provided to all employees on a biannual basis and would like to coordinate the training with other nearby agencies that utilize this training course. Kariya questioned if the trainer was provided with a first aid kit currently used by staff to thoroughly provide feedback. Watkins stated yes and that the trainer provided a few links to research to obtain a more robust first aid kit. Knox inquired if the staff were able to be fully engaged with the hands-on training. Watkins stated all employees were fully engaged, working in pairs to assist as needed. Watkins provided a follow up report regarding the property owner that sits above the reservoir tank site currently disputing their portion of the backflow device installation costs. Watkins has been searching through historical records and has obtained further records from the County of San Diego that provide a confirmed timeline outlining the maintenance responsibilities for both property owners that sit above the reservoir tanks.
 - a. **Operations Report:** Watkins reported that the small reservoir tank rehab project is underway with a targeted finish date of mid-July, weather permitting.

Ruben Bentancourt arrived at 3:08 p.m.

Watkins proceeded to note the rehab work scheduled for this week consists of sandblasting the interior of the small tank. Pape noted that he met with the contractor to tour the inside of the drained tank and was pleased to see the interior of the tank is in great shape. Pape further noted that with the summer temperatures arriving, the contractor may need to work in the later evening or early morning hours for the coating work to adhere properly and avoid the peak heat hours. Kariya questioned the highest temperature work should be performed in before shutting down. Pape noted the work should not be performed in temperatures above 85 degrees. Knox asked Shinner if he could assist on behalf of the Pauma Valley Roadway Association to allow the contractor additional access to the community, Shinner stated yes. Bandy noted he would discuss with the

Pauma Valley Community Services District (“PVCSD”) Board President Nelson for assistance if needed. Watkins moved on to note the semi-annual fire hydrant inspection / maintenance is currently being conducted by the utility staff. Watkins noted that the utility staff have replaced two fire hydrants and determined if the two removed fire hydrants are repairable so that they can be placed back into inventory. Watkins further noted that two additional fire hydrants have been ordered for inventory and should arrive in mid-July. Knox questioned if Mediacom completed their work in the community. Watkins noted the contractor is still in the community at a different location. Watkins reported that Well 32 was recently experiencing intermittent communication failures via the Supervisory Control and Data Acquisition (“SCADA”) system. Watkins noted the issue was resolved with a new radio and antenna at the well. Bandy inquired if the RPMWC staff have met the new Pauma Valley Country Club Superintendent. Watkins has reached out to request an introduction meeting. Shinner noted he can meet anytime. Watkins reported that Well 43’s motor has failed, the motor is under the manufacturer’s warranty and Stehly will be out this week to pull the motor and replace it with a new motor. Watkins lastly noted that Well 14R is currently offline awaiting Hydrocurrent to install a new Amiad filter and they will remove the outdated globe filters currently in place. Shinner questioned a sign near Doggy Park referencing the Yuima Municipal Water District (“YMWD”) and why it was placed there. Pape stated that the sign is placed in that area to note the location of the YMWD high pressure line valve.

b. Account Totals: Watkins presented the May Revenue of \$186,946 with 81,173 units sold. Watkins noted the year-to-date units sold are roughly 130,000 more units sold from the same period in 2023-2024. Watkins also noted that the largest water user has exhausted their annual allocation and has hit the tier 3 pricing.

c. Water Report: Watkins reported that the year-to-date total units lost percentage of 0.34% is attributed to the replacement of faulty customer meters, well meters, leaks, hydrant flushing etc. Bandy requested that the committee conduct a revenue projection after the June water sales are calculated.

5. Financials

a. B/S, R&E, 2-year Comparison as of May 31, 2025: Watkins presented the financials for May 31, 2025, noting a cash total of \$1,538,447. Watkins stated the Accounts Receivable of \$203,823 and noted that it includes all invoices dated for 5/31 and all past due invoices. Watkins noted the Accounts Payable of \$27,760. Watkins stated that the monthly payables due to PVCSD for May of \$864.89 have been settled and paid. Watkins made note of the recently renewed Certificate of Deposit which required an adjustment to the balance to stay within the Federal Deposit Insurance Corporation limit. Watkins referenced line item 603.3 Well Repairs noting the expense includes a level transducer for Well 7R2. Line item 603.9 Chlorination/Disinfection includes the purchase of 3 new chlorine scales as the prior scales were outdated, repair parts are no longer available. Watkins noted the current employee costs of \$336,244 at the 7-month mark for the fiscal year are well within the annual budget of \$664,000. Knox noted that with the arrival of Summer the next few months water sales should reflect an increase due to much warmer temperatures. Mathews questioned the low year-to-date recovery total for the Yuima MWD Fixed Charges. Watkins noted this as well as the USLRGMA Charges are to be reviewed by the Finance Committee as the recovery charges were set solely on water units sold. Upon a motion by Kariya, seconded by Shoaff and unanimous vote, the May 31, 2025, financials were approved as presented.

6. RPMWC and PVCSD Update: Bandy reported that a joint committee meeting with the PVCSD is scheduled for Wednesday, June 25th at 8 a.m.

7. Upper San Luis Rey Groundwater Management Authority Update (SGMA Update): Bandy reported that the JPA held a meeting last week to further discuss the collection of funds primarily from the non-water

purveyors recently invoiced. Bandy noted that other agencies are also receiving the same non-response, payments not submitted. Mathews questioned the percentage due from the non-water purveyors. Bandy stated two thirds. Bandy lastly noted that the collection of funds is crucial as the JPA is still responsible for the costly continued reporting updates.

8. Closed Session

a. Pursuant to California Corporations Code Section 14305(b)(2) – Potential Litigation, 1 case: The Board entered into Closed Session at 3:37 p.m.

9. Open Session

a. Reportable Actions: The Board reconvened to open session at 4:25 p.m. Bandy and Knox will attend a joint committee meeting with the committee members from the PVCSD on Wednesday.

10. Adjournment

a. Regular Meeting Date at 2:00 pm – Monday, July 21, 2025: With the next meeting dates set and no further business to discuss, Bandy motioned to adjourn the meeting, motion was seconded by Knox and upon unanimous vote the meeting adjourned at 4:26 p.m.

Kim Alvarado

Kim Alvarado, Recording Secretary