

Pauma Valley Community Services District
33129 Cole Grade Road * Pauma Valley, CA 92061
(760) 742-1909 * (760) 742-1588

NOTICE OF PUBLIC MEETING

Special Notice of Teleconference Accessibility

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 below.

DATE: Monday, December 28, 2020

TIME: OPEN Session - 10:00 a.m.

PLACE: <https://us02web.zoom.us/j/87983372265>

Phone: (669) 900-6833 Passcode: 879 8337 2265

AGENDA

1. Call to Order
2. Open for Public Comments
 - a. Anyone wishing to address any matter pertaining to District business may do so at this time. If a comment pertains to an item on the agenda the comment will be heard during that agenda item. The public comment period is limited to three (3) minutes per person.
3. Board Member Appointment
 - a. Appoint New Board Member to Fill Vacant Seat
4. Oath of Office
 - a. Staff will Swear In Appointed Board Member
5. Nomination of Officers
 - a. Nominate and Appoint Officer Positions
6. Approval of Previous Minutes
 - a. Regular Meeting November 23, 2020
 - b. Special Meeting November 30, 2020
 - c. Special Meeting December 22, 2020
7. Financial Report
 - a. Review of BS, P&L as of 11/30/2020
 - b. Accounts Receivable

8. Security Report
 - a. Daily Activity Report
 - b. Gate Penalty Assessment Report
9. General Manager's Report
10. Air Park RFID Reader
 - a. The Board will consider the installation of a RFID reader at the Air Park gate.
11. Mission Statement
 - a. The Board will consider adopting an updated Mission Statement for the district.
12. Wiskon Way Bridge Enhancements
 - a. The Board will consider collaboration with PVCC on the Wiskon Way bridge upgrades to allow for emergency vehicle use and improve access and navigation throughout the community during an emergency.
13. Roadway Report
 - a. Director Cipriano will provide a summary of the PVCSD / PVRA relationship.
14. Investment Policy
 - a. The Board will consider updating the Investment Policy.
15. Closed Session - Per Government Code Section 54956.9
 - a. Conference with Legal Counsel-Anticipated Litigation: Significant exposure to litigation pursuant to paragraph (3) of subdivision (d) of Section 5456.9: 2 potential cases
16. Open Session
 - a. Reportable actions from Closed Session
17. Employee Appreciation
 - a. The Board will discuss and consider an employee appreciation and recognition gesture
18. Other Business
 - a. Requested items for next or future agendas (Directors and Staff Only)
 - b. Board comments
 - c. Form 700 Reporting Requirements
19. Adjournment
 - a. Regular Meeting on January 25, 2020 at 10:00 a.m.

December 23, 2020

vacancy on board

Bill Schultz <billschultz65@gmail.com>

Thu 12/10/2020 10:00 AM

To: Amber Watkins <amberwatkinspvcsd@hotmail.com>; Sam Logan <surferlogan70@gmail.com>

I would also like to be considered for the opening on the board.

Thank you,

Bill Schultz

Charles Mathews
P.O. Box 540
Pauma Valley, California 92061 USA
Tel: +1 760.481.4201 Email: mathews.charles@gmail.com

By USPS and email

December 10, 2020

Pauma Valley Community Services District
Attn: President Samuel Logan
33129 Cole Grade Road
Pauma Valley, CA 92061

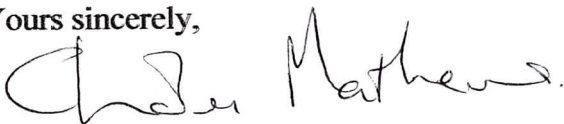
Lady and Gentlemen:

I respectfully submit my expression of interest in and application for consideration for an appointment by the board to the open seat on the board of directors of Pauma Valley Community Services District ("PVCSD"). The credentials that I offer include:

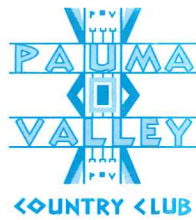
1. A strong desire and willingness to dedicate the time to put my skill set and expertise to use for the benefit of all members of the community in which we live.
2. Broad experience in board governance practices and pitfalls and knowledge of applicable law from having lead and contributed to the significant achievements of the boards of over 20 public entities and publicly held and private corporations.
3. Years of successful general management experience with particular emphasis upon employee motivation and marketing as President or Chairman of both life science and silicon science companies.
4. Extensive knowledge of finance and accounting in areas such as (i) revenue and pricing structures and modeling, (ii) planning and executing operating, financing and investment strategies for long term stability, (iii) pension funding and structures, and (iv) development and management of business and accounting systems.
5. A demonstrated commitment to public service with beneficial outcomes for the community having variously served over the past fourteen years as president, treasurer, and director of agencies such as: San Diego Tech Coast Angels, Palomar Hospital Foundation, Pala Pauma Community Sponsor Group, PVCCE Homeowners Association #1, Rancho Pauma Mutual Water Company, and PVCSD.
6. A depth of institutional knowledge of the infrastructure of our community and especially a significant base of knowledge of SGMA, and the skill set needed to not only monitor, but actively participate in the development of the proposed GSP, where PVCSD is a lead agency.

I look forward to appropriately discussing with the PVCSD board how these credentials can be put to use to benefit our community. Of course, I would welcome the opportunity if any director or staff member would like a separate discussion prior to a board discussion.

Yours sincerely,



Charles "Andy" Mathews.



Pauma Valley Community Services District
Attn: President Samuel Logan
33129 Cole Grade Road
Pauma Valley, CA 92061

Dear Mr. Logan,

Pauma Valley Country Club strongly supports the candidacy of Andy Mathews for appointment to the now open seat of the board of Pauma Valley Community Services District.

Mr. Mathews has served the community exceptionally well during the time that he served on the PVCSD Board as a director, treasurer and then as its President for two two-year terms. Additionally, his community service as president of the Rancho Pauma Mutual Water Company successfully maneuvered the served community through a difficult period of legal battles and groundwater water shortages. His work on the early stages of the development of a SIGMA plan also puts him in a unique position to further contribute now that PVCSD is a lead agency in the sustainability plan development and implementation.

As a result of his successful business career, having served on the boards of over twenty companies in five countries on three continents, Mr. Mathews has a depth and breadth of knowledge and understanding of business, financial and operating issues that have provided, and will again provide, significant benefits to PVCSD and its constituents.

Please contact me at 818 636-9232 if you have any questions or need further color on the degree of strong support that PVCC has for the candidacy of Andy Mathews for the now open position on your board.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Larry Taylor", is written over a horizontal line.

Larry Taylor

I married my high school sweetheart, Tammy, and have two sons, Austin and Darin. Austin is married and has blessed us with our first grandchild. Darin, our youngest son works for the United States Forest Service as a firefighter. Tammy is retired after working as a court reporter and after that a volunteer at the Loma Linda University Children's Hospital, Oncology Department. We purchased our Pauma Valley retirement home in September 2017.

My fire service career started at 20 years of age serving as a volunteer firefighter in the La Habra Heights Volunteer Fire Department. I worked on a wildland hand-crew for the Los Angeles County Fire department before being hired as a full-time firefighter with the City of Riverside Fire Department. After retiring from the City of Riverside, I served as a Retired Annuitant, in the capacity of an Assistant Chief for the Governor's Office of Emergency Services (OES), Fire & Rescue Branch. My primary job with OES was to help coordinate the master mutual aid system at large scale fires, ensuring the mutual assistance is operating within the parameters in the California Fire Assistance Agreement.

During my career with the City of Riverside, I promoted up the ranks from Firefighter, to Engineer, Fire Captain, Battalion Chief, Division Chief, Fire Marshal, Deputy Chief and Interim Fire Chief. As the Interim Fire Chief with the City of Riverside Fire Department, I had the responsibility for leadership and oversight of a \$40 million budget, 241 personnel, 14 stations, Prevention Division, Training Division, and Emergency Operations Center. As Interim Fire Chief, several initiatives were taken to improve the department. Emergency response and data collection was improved, advanced training was initiated for active shooter/domestic terrorism incidents, a bilingual public information and education program was initiated, an on-line public customer satisfaction survey program was added to the fire department website. I was also designated as the City's Ambulance Franchise Administrator. Under my leadership, the City Council approved my proposal to increase the number of non-emergency ambulance transportation companies operating in the city. The net effect is expected to improve the service to Riverside patients and reduce costs to the medical care system.

I was instrumental in helping the department establish the Riverside California Task Force 6 Urban Search and Rescue Team (USAR) in 1992. USAR is a Homeland Security asset for natural and man-made disaster responses. I was a certified Task Force Leader and Communications Specialist for the team. As such, I responded to the World Trade Center collapse and Hurricane Katrina disasters.

I was involved in the Riverside community having volunteered as a youth mentor in several programs, including Youth Education Mentoring Program (YEMP) for middle school students, La Sierra High School Business Academy and Riverside Community College's "Puente" program.

I served as the Vice-Chair of the California State Board of Fire Services, Director on the State's Office of Emergency Services FIRESCOPE Board and has also served on the Governor's Blue Ribbon Commission Taskforce which addresses protecting Californians from wildfires. I previously served as the President of the Riverside Fire Management Group, Deputy Director for the California State Firefighters' Association and am a member of the California Fire Chiefs' Association.

I graduated from Cogswell Polytechnical College with dual Bachelor degrees in Fire Administration and Fire Prevention Technology.

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

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

Held on November 30, 2020

Directors Present: Sam Logan, William Schultz, Bill Jacobs, Laurie Kariya, and Michael Esparza
Also Present: General Manager Bobby Graziano,

- 11.1 Call to Order: Special Meeting was called to order at 2:00 p.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: There were no public comments.
- 11.3 Closed Session – Public Employee Performance Evaluation:
a. The board entered Closed Session at 2:05pm. Graziano left the meeting at 3:20pm.
- 11.4 Open Session –
a. Logan reopened the public session of the meeting at 5:15pm. The board members were asked to complete their respective interviews related to GM Graziano’s performance review. Jacobs was assigned the task of coordinating a meeting date later in December to further the compilation of Graziano’s performance review.
- 11.5 Adjournment:
a. The meeting was adjourned at 5:20pm

Bobby Graziano

Bobby Graziano, Acting Secretary

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

Held on December 22, 2020

Directors Present: Sam Logan, William Schultz, Bill Jacobs, Laurie Kariya, and Jim Cipriano
Also Present: Residents Michael Esparza, Charles Mathews, Rancho Pauma MWC
President Chuck Bandy, General Manager Bobby Graziano,
Administrative Assistant Marissa Fehling

- 12.1 Call to Order: Regular Meeting was called to order at 09:06 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.
- 12.2 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. Mathews mentioned that this is the second "Special Meeting" to discuss the GM's review process. He noted to the community it appears there may be issues with his performance with having a such a lengthy process and added he does not believe there is any performance issues. Mathews added that this can be demotivating to a GM. Mathews mentioned that he understands there is a number of applicants for the PVCSD Board vacancy and suggested the Board advise what the process will be to applicants. Logan informed that there is still time to make the decision. Cipriano reminded that next week's agenda has an item to appoint the new Board Member. Graziano clarified that there are no actual requirements to conduct interviews when appointing a new Board Member and no Special Meeting to conduct this type of activity is required. Cipriano suggested postponing the appointee of the new Board Member from December 28th's meeting. Graziano informed that three applications were received and all three are very well known by the board and therefore a Special Meeting to conduct interviews was not elected by the Board president. Logan mentioned that Cipriano and Mathews have been to many meetings and know how the process works. He added that the board will meet on December 28, 2020 and vote on nominating a new board member. Jacobs informed that the board does have an actual process that they could use and would be happy to share it with Cipriano if he wishes and added that it can be modified, and suggestions are welcome on the process. Cipriano informed that he would like a copy of how the process works. Esparza inquired on when the 60-day period starts; Graziano explained. Graziano informed that December 28th's meeting agenda is still just a draft. He added that any board member can make a motion to appoint a new board member at the next meeting and if the motion gets a second and subsequent vote the appointment may be accomplished. Cipriano mentioned that there was an email chain going around and a Special Meeting should have been scheduled to explain the process. Logan disagreed.
- 12.3 Oath of Office
a. Staff will Swear in Elected Board Member Jim Cipriano- The Registrar of Voters appointed candidate Jim Cipriano to the Pauma Valley Community Services District Board of Directors to serve a four-year term. Cipriano received the Oath of Office at 9:20 am by Fehling.
- 12.4 Closed Session- Public Employee Performance Evaluation
a. In accordance with Government Code Sections 54954.5, and 54957 the Board will discuss the performance of the General Manager- The board entered closed session at 9:22 am.
- 12.5 Open Session-
a. Report any actions from Closed Session- Reconvened to open session at 12:02 pm. No reportable actions were reported, Logan informed it was a great meeting.

12.6 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 Kariya, second by Logan and unanimous vote, the meeting adjourned at 12:03 pm

Marissa Fehling

Marissa Fehling, Recording Secretary

PV COMMUNITY SERVICES DISTRICT

Balance Sheet

As of November 30, 2020

Accrual Basis

	Nov 30, 20
ASSETS	
Current Assets	
Checking/Savings	
Cash	
100 □Petty Cash	449
102 □Checking	541,741
110 □ResFunds/L.A.I.F.	597,963
Total Cash	1,140,153
111 □LAIF Fair Market Value	2,921
Total Checking/Savings	1,143,074
Accounts Receivable	
120 □Accounts Receivable	34,113
Total Accounts Receivable	34,113
Other Current Assets	56,323
Total Current Assets	1,233,509
Fixed Assets	2,642,558
Other Assets	
196 □Deferred Outflows of Resources	348,809
Total Other Assets	348,809
TOTAL ASSETS	4,224,876
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201 □Accounts Payable	11,790
Total Accounts Payable	11,790
Other Current Liabilities	
201.6 □Pre-Paid Customer Fees	13,253
205 □Accrued State Payroll Taxes	-0
Total Other Current Liabilities	13,253
Total Current Liabilities	25,043
Long Term Liabilities	1,495,952
Total Liabilities	1,520,995
Equity	
460 □Retained Earnings	2,687,259
Net Income	16,623
Total Equity	2,703,881
TOTAL LIABILITIES & EQUITY	4,224,876

PV COMMUNITY SERVICES DISTRICT
Profit & Loss Budget Performance
November 2020

	Nov 20	Budget	Jul - Nov 20	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
661 Sewer Charges	36,543	36,543	182,714	182,715	438,515
661.5 Security Patrol Charges	44,829	44,829	224,146	224,145	537,949
662 Property Tax	6,545	1,250	12,491	6,250	102,000
662.1 Connection Fees	0	0	0	0	0
663 Interest	4	3,000	1,288	4,600	10,000
664 Other	1,074	2,117	10,302	10,583	25,400
665 Security Gate Charge	33,197	33,197	165,985	165,985	398,364
666.5 RFID Tags	875	458	4,175	2,292	5,500
667 Delinquent Charges	0	150	0	750	1,800
668 Vacant Lot/Sewer Availability	396	396	1,980	1,980	4,752
Total Income	123,463	121,940	603,080	599,300	1,524,280
Gross Profit	123,463	121,940	603,080	599,300	1,524,280
Expense					
Bad Debt Expense	0	0	0	0	0
Debt Service	0	0	0	0	0
Depreciation	10,123	10,123	50,616	50,616	121,478
Dwelling Live	675	683	3,376	3,417	8,200
Electrical Utilities	2,923	3,430	17,648	17,149	41,157
Equipment Rentals	0	42	0	208	500
Group Health Ins.	5,745	8,917	34,138	44,583	107,000
Liability Insurance	3,724	3,724	18,621	18,621	44,690
Miscellaneous Expense	182	550	781	2,750	6,600
Office Expense	1,792	2,100	8,677	10,500	25,200
Operator Contract Services	2,500	2,500	12,500	12,500	30,000
Payroll Taxes	3,713	4,349	18,275	24,651	58,000
PERS Retirement	3,675	4,275	78,028	86,246	119,021
Repairs & Maintenance	9,717	8,667	49,600	43,333	104,000
Salaries	46,510	46,500	207,591	263,500	620,000
Security Expense	626	1,463	6,715	7,313	17,550
Uniforms	1,062	433	1,819	2,167	5,200
Vehicles	1,885	2,408	10,785	12,042	28,900
Workers' Comp. Insurance	2,013	2,114	10,065	10,568	25,364
6560 Payroll Expenses	0	0	0	0	0
701 Drainage	0	833	8,979	4,167	10,000
712.1 State Maint. Fee	23,210	22,000	23,210	22,000	22,000
730 Water Tests & Analysis	478	683	2,869	3,417	8,200
815 Fees	0	242	1,755	1,208	2,900
816 Engineering	0	146	0	729	1,750

PV COMMUNITY SERVICES DISTRICT
 Profit & Loss Budget Performance
 November 2020

	Nov 20	Budget	Jul - Nov 20	YTD Budget	Annual Budget
818 ☐Schools & Meetings	350	575	3,115	2,875	6,900
819 ☐Accounting	500	667	10,000	3,333	8,000
820 ☐Legal	339	2,083	7,293	10,417	25,000
821.1 ☐Security housing	0	0	0	0	0
821.2 ☐SGMA Technical Study	0	0	0	50,000	50,000
921 ☐Guard Houses /Roadway Lease	0	0	2	2	2
Total Expense	121,743	129,506	586,458	708,311	1,497,612
Net Ordinary Income	1,720	-7,566	16,623	-109,011	26,668
Other Income/Expense					
Other Income					
Gains (Losses) -Disposal Assets	0	0	0	0	0
Total Other Income	0	0	0	0	0
Net Other Income	0	0	0	0	0
Net Income	1,720	-7,566	16,623	-109,011	26,668

	<u>Current</u>	<u>1 - 60</u>	<u>61 - 120</u>	<u>121 - 180</u>	<u>> 180</u>	<u>TOTAL</u>
CSD-001	-200.00	-200.00	-400.00	-200.00	-160.00	-1,160.00
CSD-002	0.00	-568.00	-199.00	0.00	0.00	-767.00
CSD-003	-289.00	-289.00	0.00	0.00	0.00	-578.00
CSD-004	0.00	-578.00	0.00	0.00	0.00	-578.00
CSD-005	0.00	0.00	0.00	-555.00	0.00	-555.00
CSD-006	0.00	-517.23	0.00	0.00	0.00	-517.23
CSD-007	-294.00	-65.00	0.00	0.00	0.00	-359.00
CSD-008	0.00	-304.00	0.00	0.00	0.00	-304.00
CSD-009	0.00	0.00	0.00	0.00	-301.00	-301.00
CSD-010	-289.00	0.00	0.00	0.00	0.00	-289.00
CSD-011	-289.00	0.00	0.00	0.00	0.00	-289.00
CSD-012	-289.00	0.00	0.00	0.00	0.00	-289.00
CSD-013	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-014	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-015	0.00	-279.00	0.00	0.00	0.00	-279.00
CSD-016	-234.00	0.00	0.00	0.00	0.00	-234.00
CSD-017	0.00	-225.00	0.00	0.00	0.00	-225.00
CSD-018	-168.00	0.00	0.00	0.00	-36.00	-204.00
CSD-019	0.00	-200.00	0.00	0.00	0.00	-200.00
CSD-020	0.00	-200.00	0.00	0.00	0.00	-200.00
CSD-021	-200.00	0.00	0.00	0.00	0.00	-200.00
CSD-022	0.00	-99.00	0.00	0.00	0.00	-99.00
CSD-023	0.00	-41.00	0.00	0.00	0.00	-41.00
CSD-024	0.00	-16.54	0.00	0.00	0.00	-16.54
CSD-025	0.00	0.00	0.00	-12.00	0.00	-12.00
CSD-026	0.00	-12.00	0.00	0.00	0.00	-12.00
CSD-027	12.00	0.00	0.00	0.00	0.00	12.00
CSD-028	12.00	0.00	0.00	0.00	0.00	12.00
CSD-029	12.00	0.00	0.00	0.00	0.00	12.00
CSD-030	12.50	0.00	0.00	0.00	0.00	12.50
CSD-031	12.00	12.00	0.00	0.00	0.00	24.00
CSD-032	25.00	0.00	0.00	0.00	0.00	25.00
CSD-033	89.00	0.00	0.00	0.00	0.00	89.00
CSD-034	0.00	0.00	0.00	0.00	100.00	100.00
CSD-035	200.00	0.00	0.00	0.00	0.00	200.00
CSD-036	200.00	0.00	0.00	0.00	0.00	200.00
CSD-037	200.00	0.00	0.00	0.00	0.00	200.00
CSD-038	200.00	0.00	0.00	0.00	0.00	200.00
CSD-039	200.00	0.00	0.00	0.00	0.00	200.00
CSD-040	200.00	0.00	0.00	0.00	0.00	200.00
CSD-041	200.00	0.00	0.00	0.00	0.00	200.00
CSD-042	200.00	0.00	0.00	0.00	0.00	200.00
CSD-043	200.00	0.00	0.00	0.00	0.00	200.00
CSD-044	200.00	0.00	0.00	0.00	0.00	200.00
CSD-045	200.00	0.00	0.00	0.00	0.00	200.00
CSD-046	200.00	0.00	0.00	0.00	0.00	200.00
CSD-047	200.00	0.00	0.00	0.00	0.00	200.00
CSD-048	201.00	0.00	0.00	0.00	0.00	201.00
CSD-049	201.00	0.00	0.00	0.00	0.00	201.00

CSD-150	289.00	0.00	0.00	0.00	0.00	289.00
CSD-151	289.00	0.00	0.00	0.00	0.00	289.00
CSD-152	289.00	0.00	0.00	0.00	0.00	289.00
CSD-153	289.00	0.00	0.00	0.00	0.00	289.00
CSD-154	289.00	0.00	0.00	0.00	0.00	289.00
CSD-155	289.00	0.00	0.00	0.00	0.00	289.00
CSD-156	289.00	0.00	0.00	0.00	0.00	289.00
CSD-157	289.00	0.00	0.00	0.00	0.00	289.00
CSD-158	289.00	0.00	0.00	0.00	0.00	289.00
CSD-159	289.00	0.00	0.00	0.00	0.00	289.00
CSD-160	289.00	0.00	0.00	0.00	0.00	289.00
CSD-161	289.00	0.00	0.00	0.00	0.00	289.00
CSD-162	289.00	0.00	0.00	0.00	0.00	289.00
CSD-163	289.00	0.00	0.00	0.00	0.00	289.00
CSD-164	289.00	0.00	0.00	0.00	0.00	289.00
CSD-165	289.00	0.00	0.00	0.00	0.00	289.00
CSD-166	289.00	0.00	0.00	0.00	0.00	289.00
CSD-167	289.00	0.00	0.00	0.00	0.00	289.00
CSD-168	0.00	0.00	0.00	0.00	300.00	300.00
CSD-169	0.00	0.00	0.00	0.00	300.00	300.00
CSD-170	200.00	100.00	0.00	0.00	0.00	300.00
CSD-171	0.00	0.00	0.00	0.00	300.00	300.00
CSD-172	0.00	0.00	0.00	0.00	300.72	300.72
CSD-173	301.00	0.00	0.00	0.00	0.00	301.00
CSD-174	301.00	0.00	0.00	0.00	0.00	301.00
CSD-175	301.00	0.00	0.00	0.00	0.00	301.00
CSD-176	301.00	0.00	0.00	0.00	0.00	301.00
CSD-177	301.00	0.00	0.00	0.00	0.00	301.00
CSD-178	289.00	25.00	0.00	0.00	0.00	314.00
CSD-179	289.00	25.00	0.00	0.00	0.00	314.00
CSD-180	289.00	101.00	0.00	0.00	0.00	390.00
CSD-181	490.00	0.00	0.00	0.00	0.00	490.00
CSD-182	289.00	289.00	0.00	0.00	0.00	578.00
CSD-183	289.00	289.00	0.00	0.00	0.00	578.00
CSD-184	289.00	289.00	0.00	0.00	0.00	578.00
CSD-185	289.00	289.00	0.00	0.00	0.00	578.00
CSD-186	289.00	289.00	0.00	0.00	0.00	578.00
CSD-187	289.00	289.00	0.00	0.00	0.00	578.00
CSD-188	578.00	0.00	0.00	0.00	0.00	578.00
CSD-189	289.00	289.00	0.00	0.00	0.00	578.00
CSD-190	200.00	400.00	0.00	0.00	0.00	600.00
CSD-191	628.00	0.00	0.00	0.00	0.00	628.00
CSD-192	200.00	400.00	200.00	0.00	0.00	800.00
CSD-193	200.00	400.00	200.00	0.00	0.00	800.00
CSD-194	289.00	578.00	0.00	0.00	0.00	867.00
CSD-195	289.00	578.00	289.00	0.00	0.00	1,156.00
CSD-196	289.00	578.00	289.00	0.00	0.00	1,156.00
CSD-197	336.00	672.00	336.00	0.00	0.00	1,344.00
CSD-198	289.00	578.00	578.00	0.00	0.00	1,445.00
CSD-199	112.00	224.00	224.00	224.00	1,147.95	1,931.95

CSD-200	200.00	423.00	400.00	400.00	1,225.80	2,648.80
CSD-201	289.00	578.00	578.00	578.00	1,299.65	3,322.65
CSD-202	200.00	400.00	400.00	400.00	2,048.23	3,448.23
CSD-203	289.00	578.00	578.00	578.00	2,958.61	4,981.61
CSD-204	8,937.00	225.00	0.00	0.00	0.00	9,162.00
CSD-205	0.00	13,253.00	0.00	0.00	0.00	13,253.00
TOTAL	<u>53,099.77</u>	<u>17,979.23</u>	<u>3,473.00</u>	<u>1,413.00</u>	<u>9,483.96</u>	<u>85,448.96</u>

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

SECURITY REPORT

November 15 2020 – December 15 2020

Pauma Valley CSD Security Department Personnel		
Name	Call Sign	Billet
	1S1	
Officer Todd Albert	1L2	Patrolman / Department Supervisor
Officer Greg Watkins	1L3	Patrolman
Officer Bryan Chau	1L4	Patrolman
Officer Nick Florez	1L5	Patrolman
Officer Preston Torres	1L6	Patrolman
Matthew Carson	C1	Gate Supervisor
Dale Easter	C1	Gate Attendant
Ryan Willis	C1	Gate Attendant
German Colin	C1	Gate Attendant
Evan Chism	C1	Gate Attendant

Vehicle Maintenance Report

This reporting period, Unit 3 was taken in for an oil change. All units have tire wear and need an alignment in the near future.

- Unit 1 (106,703) - Pass all inspections this month.
- Unit 2 (101,017) - Pass all inspection this month.
- Unit 3 (85,082) - Pass all inspections this month.

Preston Torres, Vehicle Maintenance Officer

Gate Report

Corona Virus literature remains posted at the Front Gate. Cleaning and sanitary supplies continue to be coordinated and received from the District Office.

The image quality issue from the Center and Back Gates has been resolved by our internet provider and GM Bobby Graziano troubleshooting and adjusting the point to point service. All cameras are operational and providing good images. The scanner at the Back Gate is nonoperational, we are waiting on California Gate Systems to receive a part to fix it. During the power outage the gate generators all turned on and performed correctly.

Warnings regarding the community's speed limit continue to be issued to all service and delivery truck drivers as well as all truck information being recorded.

Matthew Carson, Gate Supervisor

HIGHLIGHTS

- **November 17th 2020 at 1445 – Medical.** Officer Torres and Officer Watkins responded to an unknown medical call at the Country Club. The call was for chest pains and dizziness from a guest staying at the cottages. The individual was transported to the hospital.
- **November 17th 2020 at 1552 – Snake Call.** Officer Torres and Officer Watkins responded to a snake call on Pauma Valley Drive. Both officers successfully caught and relocated the snake.
- **November 20th 2020 at 1721 – Suspicious Activity.** Officer Chau and Officer Florez responded to a call at The Pauma Building for a suspicious truck near an RV, which has also been an on-going situation. Officer Florez made contact with the driver, who was also the owner of the RV, and informed him his RV will be towed if he does not move it due to the owners of Serratos' not wanting his RV parked there. The driver complied and then moved his RV. Officer Chau took record of the plate information on the truck.
- **November 21st 2020 at 2003 – Lift Assist.** Officer Chau responded to a lift assist on Taspa Court. The resident slipped out of a chair and was unable to lift themselves up. Officer Chau successfully lifted the individual and no injuries occurred.
- **November 22nd 2020 at 1338 – Jump Start.** Officer Florez responded to a call for a jump start on Wiskon Way West. Officer Florez was unable to jump the vehicle and the resident will call their insurance company in the morning.
- **November 23rd 2020 at 0916 – Gate Crasher.** Officer Florez responded to a gate crasher. Officer Florez made contact with the driver and issued an NOV.
- **November 24th 2020 at 0226 – Alarm.** Officer Colin responded to an alarm call at Pauma School. Officer Colin did a full building check and saw no signs of forced entry. All doors were secured. Officer Colin was unable to find the cause for the alarm.
- **November 24th 2020 at 1715 – Welfare Check.** Officer Watkins responded to a call from a concerned family member asking to check on a resident on Luiseno Circle Drive. The resident was having issues with her phone but made contact with the family member to inform them that she was okay.
- **November 25th 2020 at 0020 – Suspicious Activity.** During normal patrol, Officer Colin and Officer Torres responded to a U-Haul Truck with the rear door open. Both officers found no signs of attempted vandalism or burglary and made contact with the owner of Pauma Valley Trading Center.
- **November 25th 2020 at 1303 – Lift Assist.** Officer Chau responded to a lift assist on El Tae Road. The resident and caretaker needed help lifting the individual into a wheelchair and into the house. Officer Chau successfully lifted the individual and the wheelchair. No injuries occurred.
- **November 25th 2020 at 1452 – Suspicious Activity.** During normal patrol of outside gates, Officer Chau responded to a suspicious vehicle parked close to a gate connecting to the gravel yard. The driver stated he was tired and falling asleep behind the wheel and pulled over to rest.

Officer Chau told the individual he cannot park there because he's blocking a gate we need access to. The driver complied and left the scene.

- **November 26th 2020 at 1650 – Trespassing.** Officer Chau responded to dirt bikers trying to gain access through the back gate. These dirt bikers have been an on-going situation and have found multiple ways to gain access into the community before. Officer Chau informed them that they were not allowed in and have to find another way around or Sheriffs will be called out for trespassing. The individuals complied and left the scene.
- **November 28th 2020 at 0055 – Notice Of Violation.** Officer Watkins issued an NOV on Taspa Court for a parking violation without written authorization.
- **November 28th 2020 at 1312 – Medical.** Officer Florez responded to a medical call on Pauma Valley Drive. The medical was for a person ill but further cause of illness was unknown. The individual was transported to the hospital.
- **November 29th 2020 at 0159 – Notice Of Violation.** Officer Chau and Officer Watkins issued an NOV on Luiseno Circle Drive for overnight parking more than seven days within a rolling thirty day period.
- **November 29th 2020 at 1800 – Suspicious Activity.** Officer Colin responded to a call for a suspicious person at North Coast Church. The individual said she was possibly being followed and drugged. Officer Colin asked if Sheriffs were needed and she declined. The individual was then directed to Highway 76. Officer Colin spoke with one of the members of the church and told him to call patrol back if she returns.
- **November 30th 2020 at 0300 – Notice Of Violation.** Officer Watkins issued an NOV on Luiseno Circle Drive for a parking violation without written authorization.
- **November 30th 2020 at 0900 – Suspicious Activity.** Officer Florez responded to a call on Pauma Valley Drive for theft of a banner off a resident's property. Officer Florez was unable to check any camera footage of the area and the cause of theft was unknown.
- **December 3rd 2020 at 0417 – Alarm.** Officer Albert responded to an alarm call at Saint Francis Church. Officer Albert did a full building check but found no cause for the alarm. All doors were secured and there were no signs of forced entry.
- **December 3rd 2020 at 0915 – Public Assist.** Officer Chau responded to a call for members taking a walk near the Pauma Heights Gate and unable to gain access into the community due to gate malfunctions. As Officer Chau was approaching, the members crawled underneath the gate to gain entry. Officer Chau informed them that it was extremely unsafe to do so and to contact the Front Gates in the future to dispatch a patrol officer. The members apologized and complied.
- **December 3rd 2020 at 0936 – Public Assist.** Officer Chau responded to a call on Cahuka Court for assisting in manually opening their garage due to the power outage and to plug in a generator. Officer Chau was unable to open the garage door due to missing components but was able to plug in the generator.
- **December 3rd 2020 at 1616 – Public Assist + Jump Start.** Officer Chau responded to a call on Wiskon Way East for assisting in manually opening their garage due to the power outage and to

jump start their vehicle. Officer Chau successfully opened the garage and jumped the resident's vehicle.

- **December 3rd 2020 at 1759 – Alarm.** Officer Torres responded to a call on Wiskon Way West for a possible fire alarm. No signs of a fire were seen and CAL-Fire arrived to show the resident how to turn off the alarm.
- **December 3rd 2020 at 1805 – Public Assist.** Officer Torres responded to a call on Temet Drive for assistance with opening a garage door. Officer Torres successfully opened the garage.
- **December 4th 2020 at 0120 – Public Assist.** During normal patrol at the District Office, Officer Albert noticed a door left open of one of the Highway Patrol vehicles. No CHP Officer was around and Officer Albert closed the door.
- **December 4th 2020 at 1657 – Public Assist.** Officer Torres responded to a call on Temet Drive with assistance closing a garage door. Officer Torres successfully closed the garage.
- **December 5th 2020 at 1406 – Medical.** Officer Torres responded to a medical call on El Tae Road. The medical was for a possible stroke. Officer Torres made contact with the residents and was informed that the medical call was canceled.
- **December 7th 2020 at 1358 – Lift Assist.** Officer Torres responded to a lift assist on Taspia Court. The resident slipped out of a chair and was unable to lift themselves up. Officer Torres successfully lifted the individual and no injuries occurred.
- **December 8th 2020 at 0105 – Public Assist.** During normal patrol, Officer Colin responded to a vehicle inside Oak Tree with the door left open. There were no signs of attempted vandalism or burglary. Officer Colin closed the door and informed Dispatch.
- **December 8th 2020 at 1050 – Public Assist.** Officer Watkins responded to a call on Temet Drive with assistance on a garage door not operating properly. Officer Watkins was unable to fix the garage door due to one side of the garage being jammed and off the tracks.
- **December 8th 2020 at 1334 – Suspicious Activity.** Officer Watkins responded to a call for a small fire on Luiseno Circle Drive between the Haciendas. The fire was put out by the residents with a hose and CAL-Fire was on scene to take a report of the incident.
- **December 8th 2020 at 1645 – Resident Concern.** Officer Watkins responded to multiple calls regarding reckless driving on Luiseno Circle Drive. The father of the driver agreed the situation was unacceptable and said he would go talk to his daughter. The situation started to deescalate, and the reporting parties did not want to press charges. As Officer Watkins was filling out the report, the driver got back into her vehicle and pulled up very close to the unit in an attempt to be intimidating. The daughter then started to act strangely, pacing in circles and took pictures of the unit Officer Watkins was in. Dispatch then received a call from the daughter sounding hysterical over the phone and not making sense. The daughter said she does not appreciate being threatened nor targeted and wants Officer Florez, who was not working at the time, to call her back. Officer Watkins did not make contact again as the situation was too volatile at the time.
- **December 8th 2020 at 1916 – Alarm.** Officer Colin responded to a call at Pauma School for the alarm not connecting. Officer Colin did a full building check and saw nothing unusual.

- **December 8th 2020 at 1938 – Public Assist.** Officer Colin responded to a call on Temet Drive with assistance closing a garage door. Officer Colin successfully closed the garage door.
- **December 9th 2020 at 1900 – Resident Concern.** During normal patrol within the community, Officer Colin was stopped by a resident and asked if anything is being done about the high volume of coyotes around the community. Officer Colin informed that he will bring it up to the Security Supervisor.
- **December 12th 2020 at 1610 – Suspicious Activity.** During normal patrol, Officer Colin noticed the gas cap was off of a U-Haul truck at Pauma Village. Officer Colin made contact with the owner of the Trading Center. Patrol will be more cautious and be on the lookout for any further activity.
- **December 12th 2020 at 2249 – Loose Dog.** During normal patrol, Officer Chau noticed a loose dog within the community. As Officer Chau was making contact with Dispatch, the owner came out due to the dog barking and realized their dog had gotten loose. The owner apologized and brought the dog back in.
- **December 13th 2020 at 0027 – Lift Assist.** Officer Chau responded to a lift assist on Taspas Court. The resident slipped coming out of bed and was unable to get back up. Officer Chau successfully lifted the resident back into a chair.
- **December 13th 2020 at 0350 – Lift Assist.** Officer Chau responded to a lift assist on Taspas Court. The resident slipped coming out of bed and was unable to get back up. Officer Chau successfully lifted the resident back into a chair.
- **December 13th 2020 at 0742 – Resident Concern.** Officer Chau responded to a call on Temet Drive for possible service workers on a Sunday, a day work is not permitted. Officer Chau patrolled Temet Drive and Womsi Road, but saw and heard no signs of any workers.
- **December 15th 2020 at 1456 – Resident Concern.** Officer Chau responded to a call on Pauma Valley Drive for two vehicles pulled over after a blind curve and almost causing an accident. Both vehicles were gone upon arrival.
- **December 15th 2020 at 1625 – Jump Start.** Officer Chau and Officer Colin responded to a call for a jump start on Wiskon Way West. The vehicle was successfully jumped.

PVCSD Patrol – Building Checks				
Location	Unsecured Door	Fire Alarm	Burglary Alarm	Officer Check
			459A	1153
Country Club(CC)				
Greens Maintenance(GM)				
Community Church(CO)	5		1	45
Gravel Yard(GY)	1			2
Saint Francis(SF)	1		1	62
Pauma School(PS)			1	26
Pauma Building(PB)	4			35
Airport Hangars(AH)				6
Treatment Plant(TP)				31
Pauma Village(PV)	1			6
Residential Houses/Other	5	1		

Patrol Activity				Gate Activity	
				Activity/Malfunctions	Totals
Medicals	3	Resident Concern	3		
Welfare Checks	1	Suspicious Activity	7	Unresponsive	8
Lift Assist	5	Noise Complaint		Will Not Close	6
Domestic Dispute		Process Server		False Signal	2
Traffic Collisions		911 Hang up Call		Loss of Controls	0
Gate Runner/ Gate Crashers	1	Loose Dogs	1	Video Loss	4
Public Assists	7	Snake Call	1	Device Entries	9,372
Jump Start	3	Trespassing	1	Passes Issued	2,514
Notice of Violation	3	Other		Pass Entries	3,813

RFID Entries				
Front Gate		Pauma Heights Gate		Rear Gate
5,869		224		3,279
Dispatch By Location				
Inside PVCCE	Oak Tree	School	Business District	PVCC
22	1	2	3	1
Highlights by Shift Periods				
A: 2200-0600		B: 0600-1400		C: 1400-2200
9		19		21
Acronym Legend				
Acronym	Definition	Acronym	Description	
459	Burglary penal code	AFA	Asian Female Adult	
AMA	Against Medical Advise	AMA	Asian Male Adult	
BOLO	Be on the Lookout	AFJ	Asian Female Juvenile	
CHP	California Highway Patrol	AMJ	Asian Male Juvenile	
DOB	Date of Birth	BFA	Black Female Adult	
DL	Driver License	BMA	Black Male Adult	
DV	Domestic Violence	BFJ	Black Female Juvenile	
EB	East Bound	BMJ	Black Male Juvenile	
FU	Follow Up	HFA	Hispanic Female Adult	
IVO	In Vicinity Of	HMA	Hispanic Male Adult	
LP	License Plate	HFJ	Hispanic Female Juvenile	
LCD	Luiseno Circle Drive	HMJ	Hispanic Male Juvenile	
NB	North Bound	MFA	Mexican Female Adult	
NLT	No Later Than	MMA	Mexican Male Adult	
PERT	Psychiatric Emergency Response Team	MFJ	Mexican Female Juvenile	
PT	Patient	MMJ	Mexican Male Juvenile	
PVD	Pauma Valley Drive	NAFA	Native American Female Adult	
PVRA	Pauma Valley Roadway Association	NAMA	Native American Male Adult	
ROTR	Rules of the Road	NAFJ	Native American Female Juvenile	
RP	Reporting Party	NAMJ	Native American Male Juvenile	
SB	South Bound	WFA	White Female Adult	
S/O	Sheriff's Office	WMA	White Male Adult	
SR 76	State Route 76/ Highway 76	WFJ	White Female Juvenile	
TC	Traffic Collision	WMJ	White Male Juvenile	
UTL	Unable to Locate			
WB	West Bound			
WWE	Wiskon Way East			
WWW	Wiskon Way West			
YOA	Years of Age			
Unresponsive	the gate does not open for an RFID			
Will Not Close	the gate does not close when it is supposed to			
False Signal	the alarm goes off in the Front Gate for no discernable reason			
Loss of Controls	gate attendant cannot open the gates remotely			
Video Loss	occurs when the gate attendant cannot see the feeds from the Center or Back Gates			

Key:	New	Payments	Disputing
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Date of incident:	Time:	Location:	Name:	1st (warning)	2nd Offense:	3rd Offense:	Paid:	Bal. Due:
1/3/2020	11:45 AM	Rear	Wanda Bye	X				\$0.00
1/3/2020	3:43 PM	Rear	Dan MacMurray	X				\$0.00
2/20/2020	2:28 PM	Rear	Sergio Resa	X				\$0.00
2/29/2020	2:56 PM	Rear	Julio Camarena	X				\$0.00
3/17/2020	9:55 AM	Rear	Cesar E. Tunchez	X				\$0.00
5/12/2020	11:53 AM	Rear	Miguel H. Guerrero	X				\$0.00
5/18/2020	10:47 AM	Rear	Zachary V. Noonan	X				\$0.00
6/5/2020	12:53 PM	Front	Charles Sale	X				\$0.00
6/19/2020	10:10 AM	Front	Julia Lovern	X				\$0.00
7/28/2020	3:59 PM	Rear	Ronald W. Miller	X				\$0.00
8/4/2020	8:45 AM	Rear	Martin Becerra	X				\$0.00
8/21/2020	3:15 PM	Rear	Felix Olmeda	X				\$0.00
8/21/2020	5:13 PM	Rear	Patricia Lockhart	X				\$0.00
8/25/2020	8:45 AM	Rear	Edgar Hernandez	X				\$0.00
8/27/2020	8:05 AM	Rear	Dominick Panameno	X				\$0.00
9/29/2020	8:30 AM	Rear	Henri Josue Merinocara	X				\$0.00
10/24/2020	12:26 PM	Front	Howard Morrow	X				\$0.00
11/23/2020	9:16 AM	Front	Mario Orozco	X				\$0.00

Gate Runners

Key:	New	Payments	Disputing
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Date of incident:	Time:	Location:	Name:	1st (warning)	2nd Offense:	3rd Offense:	Paid:	Bal. Due:
3/15/2020	8:17 AM	Front	Erik Michael Gloff	X				\$0.00
8/10/2020	9:22 AM	Front	Julia Ann Menas	X				\$0.00

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

General Manager's Report

December 28, 2020

Bobby Graziano, General Manager

Items of Note from Last Month's Meeting Minutes

Dwelling Live and Holiday Schedules: Per Dwelling Live "Unfortunately there is not a way to restrict access by specific holidays. Pass types can be restricted by weekdays and times, but not individually occurring holidays."

RV on Temet: GM Graziano confirmed with long time Roadway board member, Jeff Peterson, that Temet is within the Roadway Association and directed Security to enforce the Rules of the Road.

Camera System Point to Point: Issue resolved with alternate hardware and tech support from Aerosurf (internet service provider).

Security Officer Guard Card Lapse: Officer was disciplined, moved to the gates, and pay was adjusted accordingly.

Power Outage

SDG&E cut power Dec 3-4 & Dec 7-8. All generators and transfer switches worked perfectly. The district maintains generators at the following locations:

- Front Gate
- Pauma Heights (Center Gate)
- Back Gate
- Main Office
- Wastewater Treatment Plant

Early Dec 3 GM Graziano met with Utility Supervisor Oehlert to review the status of the Treatment Plant and Lift Stations. Graziano assisted Oehlert in bringing the portable generator to the Oak Tree Lift Station and ensured its operation.

During the outage event the Back Gate initially had an issue with the RFID reader and would not grant access to vehicles with valid transponders. This was fixed by resetting the battery backup. Prior to the fix the on duty patrol officers used the tool kit recently obtained to manually open the gate. The officer on duty manned the gate until the problem was resolved.

By midday the Front Gate exit had a technical problem and would not open entirely.

Similarly, by midday on Dec 3 the Air Park gate would not respond to the entered gate code. This issue resolved itself when power was restored. We learned that the gate can lose the memorized four digit code temporarily when power is interrupted.

Potential Future Improvements

- Install a dedicated generator for Oak Tree Lift Station. Cost estimate \$5,000.

Oak Tree Lift Station

Electrical backboard being assembled. SCADA controls in design.

Sewer System

Utility staff corrected a sluggish sewer line near Green's Maintenance Dec 14-15. Roto Rooter was deployed to jet the line. Staff monitoring flow rates. Everything is currently in good working order.

Stormwater Management Systems

Brow ditches and catch basins are clean and in good working condition. We are ready for rain.

Human Resources

Patrol: Fully staffed with 5

Gates: Fully staffed with 5

Utility: Fully staff with 3.

Admin: Fully staffed with 4

Total employees: 17

Monthly Meeting with Security

December 16, 2020 at 8:00am. Discussed how lost dogs are handled. Daily activity entries to include conclusions to events. Enforcement of rules for landscapers. Discussed renewal of guard cards.

AGENDA ITEM

Air Park RFID Reader

Air Park Gate

During last meeting resident Kevin Darroch suggested the District consider installing a RFID reader at the air park gate. Darroch mentioned there would be efficiencies gained for the utility workers if they do not have to stop and enter the four digit code and then wait for the gate to open. Darroch suggested the water company (Rancho Pauma) pay most of the cost for the access system.

Graziano was tasked by the Board to study the situation and come back in the December meeting with some information.

Graziano confirmed with California Gate Systems (CGS) that access through the Air Park could be granted to a subset of users. This would limit who has access to the private Air Park.

To address the potential loss in efficiency from District staff while waiting for the gate to open Graziano obtained remote controls for each District vehicles.

Graziano obtained a proposal from CGS to install a RFID reader. The work was quoted at \$9,796.

Graziano recommends the cost be borne by the Air Park since the District vehicles now have remote controls and no longer stop at the keypad.

AGENDA ITEM

Mission Statement

The Board will consider adopting an updated Mission Statement for the district.

Existing Mission Statement:

“The Mission of the Pauma Valley Community Services District is to take a leadership role in responding to the needs of its customers, provide essential services and work to sustain the enhanced quality of life so many have worked hard to achieve. We will strive to provide all services in an efficient, economical, and reliable manner. The District Board of Directors, management and staff are committed to promoting a safe, courteous and positive attitude in accomplishing our mission.”

Qualities of a Good Mission Statement:

1. They are short, preferably one sentence, starting with an action verb. Examples include a. Tesla = “To accelerate the world’s transition to sustainable energy.”; b. Medtronic = “To contribute to human welfare by application of biomedical engineering in the research, design, manufacture, and sale of instruments or appliances that alleviate pain, restore health, and extend life.”; c. Patagonia = “Build the best product, cause no unnecessary harm, use business to inspire and implement solutions to the environmental crisis”.; d. Nordstrom = “To give customers the most compelling shopping experience possible.”; e. Susan Komen Breast Cancer Foundation = “To eradicate breast cancer as a life-threatening disease by advancing research, education, screening, and treatment.”
2. They define WHAT an organization does and WHY it does it. They do not state HOW the organization does things. That’s the role of a business plan.
3. They reflect the organization’s core values and personality.
4. They are specific in terms of targeted audiences.
5. They are revisited every few years.

Samples for Consideration:

“The mission of the Pauma Valley Community Services District is to enhance and maintain the quality of life of those who reside, visit or work in the District by providing essential services including effective wastewater management and drainage control, life safety assistance, and security services, all with the highest standards of excellent customer service.”

“To protect public health and the environment by providing effective Waste Water management, Drainage control, Life Safety assistance, and Security services. The Board of Directors, management and staff are committed to promoting safe, courteous, and positive attitudes in accomplishing the mission.”

“The mission of the Pauma Valley Community Services District is to enhance and maintain the quality of life of residents, visitors and business owners, in a safe and secure manner, by providing essential services including reliable wastewater management, effective security and patrol services, and an efficient gate access system for Pauma Valley Country Club Estates, all with the highest standards of excellent customer service.”

NOTE:

1. GOALS are outcomes you intend to achieve. They are general guidelines that explain what you want to achieve.

2. OBJECTIVES are the actions that help achieve your goals. They define strategies or implementation steps to obtain identified goals.

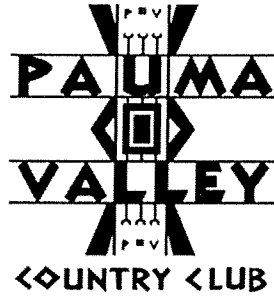
3. Unlike goals, objectives are specific, measurable and have defined timelines.

4. VISION STATEMENTS focus on tomorrow and what the organization wants to become. MISSION STATEMENTS focus on today and what the organization does to achieve it. Differences between the two are often blurred.

AGENDA ITEM

Wiskon Way Bridge Enhancements

See attached letter from Larry Taylor and subsequent business case.



December 15,2020

Pauma Valley CSD
Board of Directors

Dear Board Members,

This letter will serve as the formal request to help fund the re-enforcement of the bridge on hole #6 to allow emergency vehicles and a evacuation route for our residents. I have attached a summary of the reasons why this would benefit our community. My proposal is a follow:

1. CSD will provide \$50,000 for their portion of the project. Pauma Valley Country Club (PVCC) has already contributed \$40,000 for prior reinforcement.
2. PVCC will pay for the cost of building a gravel road between the bridge and the Cul-de -Sac on West Wiskon Way.
3. PVCC will pay for linking East Wiskon Way to the bridge
4. PVCC will grant CSD a permanent easement through this portion of the golf course
5. PVCC and CSD will share equally in all future maintenance of the road and bridge.

Please review and let me know your decision.

Sincerely Yours

A handwritten signature in black ink, appearing to read "Larry Taylor", is written over the typed name.

Larry Taylor
General Manager

CASE FOR CONTRIBUTIONS TO #6 BRIDGE CONSTRUCTION

Question: Should PVCSD contribute to the enhancing the construction of #6 bridge?

Purpose: The project would provide safe vehicle access across the #6 bridge. Roadway construction would be modified to enhance the paths, curbs and walkways. Additionally, residents could access the dirt road behind the reservoir and exit onto hwy 76.

History: At least 1x per year, Pauma Valley Drive is closed due to river flooding or the Lake Henshaw control release.

This inhibits residents from exiting to hwy 76.

At least 1x per year, Cole Grade Rd is closed due to river flooding or the Lake Henshaw control release.

This inhibits residents from exiting to hwy 76.

In June 2019, the hillside behind the homes on Wiskon Way West caught fire. Residents on Wiskon Way West and the ancillary streets were nearly caught in an unescapable predicament. These hills are owned by the Pala Tribe and are not maintained for fire mitigation; therefore, this situation is likely to occur again.

Advantages: The project would add a secondary emergency exit path for residents living on the main roads of Wiskon Way East and Wiskon Way West. The residents living on the ancillary streets of Katkat Ct, Sukat Trail, Sukat Ct, Tukwut Ct, Takishla Pl, Paauwe Dr, Taupa Way, Atosana Dr, Ushla Way, Moyla Dr, and Kupa Dr. would also be served.

In the event of a fire, flood, or other natural disaster, the above residents would have 100% greater emergency evacuation routes than they have today.

The project also allows emergency responders to reach the area in a more expeditious manner.

The project would allow our Security Patrol service to respond quicker to any of the homes and residents in this area.

The project would allow PVCSD to eliminate 1 patrol vehicle, it's insurance, and maintenance costs.

Today, Google Maps does not denotate Wiskon Way East. It calls it out as Wiskon Way. Having 2 paths would assist new 1st responders who are unfamiliar with the 2 streets.

CASE FOR CONTRIBUTIONS TO #6 BRIDGE CONSTRUCTION

Case: Under our charter of providing services to the community and under the latent powers of security, which includes safety, PVCSD has the right to contribute in the funding of additional physical support construction.

Financial: The combined contributions of PVCSD and PVCC toward this project has numerous benefits for the entire community.

What value can you place on adding a 100% improvement to our emergency evacuation routes in this area of the community?

References:

OSHA

https://www.osha.gov/OshDoc/data/General_Facts/emergency-exit-routes-factsheet.pdf

SB 135, Division 3, Part 1, 61001.2

The residents and property owners in California's diverse communities desire public facilities and services that promote the public peace, health, safety, and welfare.

SB 135, Division 3, 61040 (c)

(c) All members of the board of directors shall exercise their independent judgment on behalf of the interests of the entire district, including the residents, property owners, and the public as a whole in furthering the purposes and intent of this division. Where the members of the board of directors have been elected by divisions or from divisions, they shall represent the interests of the entire district and not solely the interests of the residents and property owners in their divisions

SB 135, Division 3, 61045 (b)

The board of directors shall act only by ordinance, resolution, or motion.

SB 135, Division 3, 61045 (c)

Except as otherwise specifically provided by law, a majority vote of the total membership of the board of directors is required for the board of directors to take action.

SB 135, Division 3, 61045 (g)

The board of directors shall adopt policies for the operation of the district, including, but not limited to, administrative policies, fiscal policies, personnel policies, and the purchasing policies required by this division.

AGENDA ITEM

Roadway Report

Director Cipriano will provide a summary of the PVCSD / PVRA relationship. See subsequent documents.

OWNERSHIP AND MAINTENANCE RESPONSIBILITIES FOR
SELECT ASSETS WITHIN THE PVCCE COMMUNITY
JANUARY 1, 2019

FRONT GATE AREA(16370 Pauma Valley Drive)

Pauma Valley Country Club(PVCC)

- Owns the guard house
- Is responsible for the external, cosmetic maintenance of guard house
- Owns the PVCC sign monument and is responsible for its lighting and upkeep
- Owns property/parking lot on east side of gate entrance and is responsible for maintenance of parking lot and security lighting

Pauma Valley Community Services District(PVCSD)

- Owns all gate ingress and egress equipment, security equipment and lighting attached to the guard house
- Is responsible for maintenance of gate ingress and egress equipment, all security equipment and all lighting attached to the guard house

Ranchos HOA Lot #2

- Owns property on west side of entrance per County Map #12740 and per PVCC Ranchos Map #6790

Pauma Valley Roadway Association(PVRA)

- Owns ingress and egress to roadways
- Under an MOU with PVCC, manages landscaping maintenance for all planted and grass areas

BACK GATE AREA(15100 PAUMA VALLEY DRIVE)

Terraces HOA

- Owns the property encompassing entire back gate area
- Owns guard house and leases it to PVCSD
- Owns and maintains the street light at PVD and Temet Dr.
- Works with PVRA on maintenance of roadside hedges

PVCSD

- is responsible for maintenance of guard house, gate egress and ingress equipment, all security equipment and all lighting in, on

and immediately adjacent to the guard house.

PVCC

- Is responsible for the upkeep and lighting of the PVCC sign monument.

PVRA and Terraces

- Work together on maintenance of plant beds, roadside hedges and all irrigation equipment related thereto.
- PVRA is responsible for pillar lights and hedge lights along PVD

PAUMA HEIGHTS GATE AREA(32291 PAUMA HEIGHTS RD.)

Rancho Pauma Mutual Water Co.(RPMWC)

- Owns land and guard house
- PVCSD is responsible for maintenance of guard house, gate egress and ingress equipment, all security equipment and all lighting in, on and immediately adjacent to the guard house.
- PVRA owns roadway egress approach to guard house and was granted an easement by RPMWC "...for road purposes over, under, along and across the electric gate area..."

Pauma Valley Country Club(PVCC)

- Owns APN 132-480-08 on which Pauma Heights Road is constructed.
- Has granted PVRA a free and clear easement across real property APN 132-480-08.

GRASS MEDIAN AREAS on PAUMA VALLEY DRIVE

PVRA

- Owns the grass median strips on Pauma Valley Drive from the front gate area to Luiseno.
- Has entered into an MOU with PVCC to maintain the landscaped areas at the front gate, back gate and grass medians along PVD in exchange for an annual water subsidy payable to PVCC.

PVCC

- Owns the grass median strip from Luiseno to the river bridge

CHRONOLOGICAL EVENTS IN THE HISTORY OF PAUMA VALLEY COUNTRY CLUB ESTATES AND SELECT INFORMATION ON RELATED ORGANIZATIONS

2-27-1956 - Rancho Pauma Mutual Water Co.(RPMWC) was incorporated.

1957- Development of Pauma Valley Country Club Estates(PVCCE) began.

11-01-1960 - Pauma Valley Country Club opened for play.

1961 - Pauma Valley Community Services District(PVCSD) was created to collect, treat and dispose of locally generated wastewater.

1963 - The San Diego Local Agency Formation Commission(LAFCO)) was created to provide assistance to local agencies, like community service districts, in overseeing jurisdictional boundary changes.

1966 - PVCCE HOA #1, HOA #2-A, and HOA #2-B created.

1970(August) - PVCC Ranchos HOA created.

1971(March) - Condominiums HOA created.

11-07-1972 - Utah International, Inc., as owner of lots 96 through 108, as delineated on a map entitled Pauma Valley Country Club Estates Re-subdivision # 1(aka Sukat Trail HOA), adopts Declaration of CC&Rs for said development.(Sukat Trail HOA is a development within HOA # 1 and is subject to existing CC&Rs of HOA # 1.)

1979(July) - PVCC Terraces HOA created.

1980(August) - Haciendas HOA created.

7-15-1981 - Pauma Valley Roadway Assn.(PVRA) Articles of Incorporation adopted as a 501(c)(6) not-for-profit organization.

1982 - PVRA submits to County of San Diego application for vacation of certain streets and roads within the PVCCE development.

7-20-1983 - County Board of Supervisors approves PVRA application for road vacation, contingent upon execution of an Indemnity Agreement.

3-12-1984 - PVRA By-Laws created and executed; PVRA Master Declaration of CC&Rs accepted by certain owners of real property within PVCCE to which ingress and egress to roads and streets is granted in exchange for continuing maintenance and repair of roads and streets by PVRA.

3-20-1984 - Indemnity Agreement between PVRA and County of San Diego is executed resulting in: 1. transfer of ownership and public easement of "certain roads" within PVCCE subdivision from the County to PVRA, excluding back 7/10 mile of Pauma Valley Drive; 2. PVRA Members, owning property abutting the roads being vacated, granted easements to PVRA for road maintenance after the vacation of public easements; and 3. vacated, public County roads become private roads owned by PVRA. (Therefore, who owns the Roadway? I met with a "Mapper" at the County Recorder's office in Sept. 2017 to review property lines of my residence and others adjacent. Said property lines do NOT extend into Pauma Valley Drive. This implies that at least some lot owners do not own any part of Pauma Valley Dr. and the grass median. However, this may conflict with citation dated 8-25-2008, and may be subject to a legal opinion).

1985 - Records doc # 85-095474(Grant of Easement) was executed. The doc consists of 228 PVCCE property owners granting an easement to PVRA for egress, ingress and maintenance of the Roadway. It specifically references an "84' easement". (This suggests that PVRA owns all 84' of the Roadway including, in the case of Pauma Valley Dr., the entire grass medians.)

1985 - Records doc # 85-095476 is an agreement executed between PVRA and the County, holding the County harmless in the event of any road-related litigation.

6-2-1986 - LAFCO approved a sphere-of-influence for PVCSD that is larger than the district boundary.

6-15-1987 - PVRA and Terraces HOA enter into an agreement in which Terraces, as owner, agrees to lease to PVRA certain described real estate that is adjacent to Pauma Valley Drive for the planting and maintenance of landscaping. Lease Agreement was to expire on 6-14-1992. **((This implies, under said Lease Agreement, that PVRA is responsible for planting and maintenance of shrubs/hedges along the road outside of the gate. Lease agreement, dated 6-15-1987, was renewed on 6-09-1992 and “extended for an indefinite period.”**

6-22-1987 - PVCC Terraces Assn. amends its CC&Rs(Article IV. Section 1 to read: “The Association may grant easements in the common areas to the Pauma Valley Roadway Association for the installation and maintenance of landscaping and water lines and to Rancho Pauma Mutual Water Company for the installation and maintenance of water lines.”

8-24-1990 - PVRA and PVCSD enter into a 99-year Lease Agreement whereby PVRA(Lessor) leases to PVCSD(Lessee) “...the two guardhouse structures located on the portion of Pauma Valley Drive... that was vacated by the County of San Diego, CA, and is now a private road.” **(Implies that PVRA owned the 2 guard houses and leased both to PVCSD. This conflicts with the 7-1-2004 lease agreement between Terraces HOA and PVCSD re the back gate guard house and conflicts with the fact that PVCC has carried the front gate guard house on its balance sheet since 2004-2005, according to PVCC General Manager on 8-31-2018.)**

Additional language in this Lease Agreement states “Lessee acknowledges that Lessor promised the County of San Diego not to install unmanned electronically operated gates on the portion of Pauma Valley Dr. as a condition to the vacation. The same promise was made to property owners along Pauma Valley Dr. as a condition to the owners’ grant of an easement to Lessor and others. Lessee covenants and agrees that, in the event the County of San Diego or any one or more of the aforesaid property owners alleges that any act of Lessee causes Lessor to be in default of its said promise, Lessee, upon Lessor’s written request, shall forthwith terminate such action.” **(PVCSD may wish to review this in light of the currently “unmanned electronically operated gates...” to determine if there exists a violation of the 1990 Lease Agreement.)**

3-20-1991 - Terraces HOA(“Applicant”) and SDG&E(“Utility”) enter into a contract regarding the street light located at Temet Dr. and Pauma Valley

Drive. Said Contract states that while the “Utility” shall provide electric service to the street light, “This is a customer(“Applicant”) installed, owned and maintained light”. Therefore, Terraces HOA is responsible for not only maintaining the street light fixture, but also for paying for the electricity provided.

7-17-1995 - The County of San Diego grants to PVCSD an Administrative Permit to construct and install the Pauma Heights guardhouse.

1996 - PVCSD was authorized to provide security services as a latent power. Activation of the latent power was subsequently confirmed by CSD voters.

7-1-2004 - Terraces HOA and PVCSD enter into a Lease Agreement whereby Terraces(Lessor) leases to PVCSD(Lessee) rights of use of the real property “ located at the terminal end of West Pauma Valley Drive, commencing at the sign stating “End of County Road”, extending to and beyond the controlled access gate for a distance of 100 feet, and including the guard house structure located at the access gate”. Under the “Maintenance & Alterations” section of the Agreement, it states “Lessee shall maintain the guard house in good condition and repair during the term of the lease”. Also, “All alterations, changes and improvements built, constructed or placed on the Premises by Lessee, shall be the property of the Lessor and remain on the property.” (This implies that Terraces HOA not only owns the guard house, but also the land upon which it sits. While Lease Agreement appears straightforward, no specific mention is made regarding maintenance responsibilities for guard house plant beds, irrigation system and roadside hedges.)

10-06-2006 - Legal opinion from White & Bright, entitled “Ownership Status of Pauma Heights Road”, states that APN 132-480-08 is owned by Pauma Valley Country Club, which has been paying property taxes on said parcel since 6-12-1975.

1-22-2007 - PVCC, which historically has maintained the grass median strip from the front gate area to the “river”, seeks final assistance from PVRA for said upkeep. PVRA agrees to provide an annual subsidy.

5-10-2007 - Memo from law firm White & Bright (file #6478.01) captioned “Ownership of Pauma Heights Road”, states “Based one a review of the

plat maps and Parcel Map 13159, Pauma Heights Road is considered by the County Assessor to be part of APN 132-480-08 which is owned by Pauma Valley Country Club.”

8-25-2008 - PVRA enters into Agreement of Acceptance of its CC&Rs for APNs 132-360-85-00 & 132-250-49-00, in exchange for commitment to repair and maintain the adjacent roadway. (Property lines of these APNs may well extend to the center line of Pauma Valley Dr., questioning the actual ownership of the roads in said locations.)

10-22-2008 - PVRA enters into Agreement of Acceptance of its CC&Rs for APN 132-040-34-00(15128 Pauma Valley Dr.), in exchange for commitment to repair and maintain the adjacent roadway. (Language in Agreement, under RECITALS, refers to “..; the real property, described in the attached that is adjacent to/or extends to the center line of the Roadway”. This further suggests that some APNs, along the western end of Pauma Valley Dr., may well extend to the center line of the Roadway.

10-31-2008 - RPMWC grants to PVRA an Easement for road purposes over, under, along and across the electric gate area on Pauma Heights Rd. within APN 132-060-58-00.

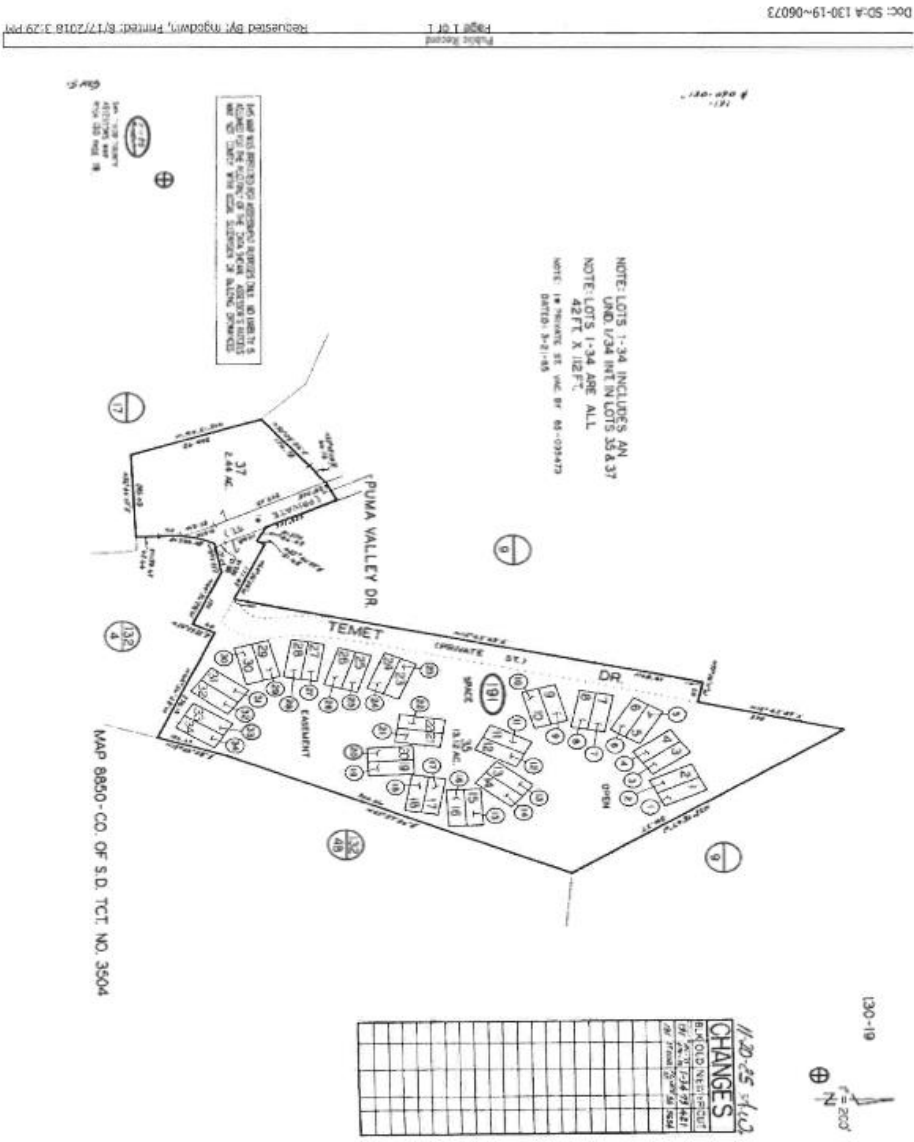
(The assessed owner of this property, guard house and gate area land included, is RPMWC, per a 2018 title search. This, in spite of the 7-17-1995 citation whereby PVCSD was granted a permit to construct and install the Pauma Heights guard house. Also of note is 7-22-2018, e. citation and 8-03-2018 citation which present conflicting information. More definitive evidence re ownership is invited.)

11-01-2008 - Pauma Valley Club(PVCC) grants Pauma Valley Roadway Assn.(PVRA) a free and clear easement across real property(APN 132-480-08) owned by PVCC on which Pauma Heights

Rd. is constructed.

1-1-2009 - PVRA enters into a ROADWAY MAINTENANCE AGREEMENT with Harlan Beck, as owner of 13 different APNs, to provide maintenance of roads in exchange for the payment of annual PVRA dues.

5-27-2009 - PVRA and PVCSD enter into a 99-year Lease Agreement whereby PVRA(Lessor) leases to PVCSD(Lessee) the “three guard house structures” located within the PVCCE development. Under terms of the



Agreement, Lessee shall maintain the guard houses and have the right to make alterations to the interior only, without permission of the Lessor. Alterations to the exterior require permission of the Lessor. (This appears to contradict both the Lease Agreement, dated 7-01-2004, between Terraces HOA and PVCSD re back gate and the 10-31-2008 citation which indicated that RPMWC owns the Pauma Heights guard house. Also, note the 8-24-1990 citation where PVRA and PVCSD enter into a 99-year Lease Agreement for the "...two guard house structures located...on Pauma Valley Drive..." Confusing, at best!)

1-30-2010 - PVRA and PVCC Terraces enter into Agreement amending Terraces CC&Rs "...for roadway maintenance, asphalt overlay and related maintenance and repair of Temet Drive and other roadway areas within the Project..., but excluding other improvements such as driveways, walkways and landscaping."

PV Roadway Association
Balance Sheet
As of May 31, 2018

	May 31, 18
ASSETS	
Current Assets	
Checking/Savings	
Operating Funds/CB&T	158,840.38
Reserve Funds	
Harbor Fund	87.58
Vanguard Funds	129,968.46
Total Reserve Funds	130,056.04
Total Checking/Savings	288,896.42
Accounts Receivable	
Accounts Receivable	40,033.98
Total Accounts Receivable	40,033.98
Total Current Assets	328,930.40
Fixed Assets	
Allowance for Depreciation	-958,601.80
Capital Improvements	1,938,696.45
Total Fixed Assets	980,094.65
TOTAL ASSETS	1,309,025.05
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payables	209.79
Total Accounts Payable	209.79
Total Current Liabilities	209.79
Total Liabilities	209.79
Equity	
Retained Earnings	1,210,057.73
Net Income	98,757.53
Total Equity	1,308,815.26
TOTAL LIABILITIES & EQUITY	1,309,025.05

5-10-2017 - Owner of Lot 2(APN 132-470-09-00) of Pauma Valley Country Club Ranchos(adjacent to front gate), grants to PVCSD an easement for electric gate, appurtenances, and maintenance purposes over, under, along and across that portion of Lot 2 designated on EASEMENT PLAT MAP # 6790.

Summer - 2017 - PVCCE volunteers raise funds for implementing front gate and back gate area landscaping and lighting project. PVRA accepted the ongoing maintenance responsibilities for landscaping and lighting.

12-01-2017 - PVRA and PVCC enter into an MOU whereby PVRA takes on the landscaping maintenance of the front gate, back gate and grass median areas, in exchange

for paying an annual water subsidy to PVCC.

7-22-2018 - Mindy Houser writes the following:

- a. "The true ownership of the guard house structures has always been complex."
- b. "Originally, PVCC built the front gate and then, in 2005, a combined effort for labor and expense was undertaken by PVCSD, PVRA and PVCC—each absorbing division of costs. Oversight of design and construction was

handled by PVRA(Burt Larson) The rock work was donated by Kendall Jennings as an upgrade to the PVCC entrance.”

c. “The back gate was constructed in 1991 and paid in full by Aubrey Tilley as a donation, but unspecified as whether donation was made to PVCC(which I believe) or to PVCSD. The land it was built on is owned by Terraces HOA and the subsequent lease agreement with PVCSD was created to define responsibility for operation and upkeep.”

d. “The Pauma Heights structure was entirely paid for by PVCSD with no input from PVCC or PVRA.” (Is there a Lease Agreement between RPMWC and PVCSD regarding the guard house and land?)

e. “PVCSD carries, covers and insures all three structures. Pauma Heights is listed as an asset on PVCSD’s books but they do not claim either of the other two on their books.” (This appears to contradict both the 8-03-2018 citation{see below}and the 10-31-2008 citation.)

8-03-2018 - Amber Watkins writes “I do not see any of the guard houses on our(PVCSD) fixed asset ledger”. (Conflicting information, given e. above.)

8-31-2018 - Paul Devine reports “We show 2004/2005 funds on our balance sheet for the front guard house.”(Clear evidence that PVCC owns this structure.)

9-1-2018 - Property on immediate west side of front-gate entrance is part of privately owned PVCC Ranchos Lot # 2 per County Map #12740 and per PVCC Ranchos Map #6790.

9-1-2018 - Property on east side of front-gate entrance is owned by PVCC according to all plat maps.(Suggests, therefore, that PVCC is responsible for maintenance of parking lot and light fixtures within the parking lot.)

9-11-2018 - Mindy states “ PVCSD never put it(rear gate guard house) on its asset books since they did not want the full responsibility for the building and never inquired as to the cost of the structure.”

9-15-2018 - Cipriano discussed with Miguel(Terraces) ongoing upkeep for hedges around the rear gate. Miguel indicated that Terraces was responsible for maintenance, including irrigation. Invited him to verify with Terraces HOA Pres.(Fred Nelson). Fred agreed with Miguel. (6-15-1987 citation suggests, under that Lease Agreement, that PVRA is responsible for maintaining this area and that Terraces currently does it as a courtesy.)

9-28-2018 - Fred Nelson reports "I am not aware of any docket that covers the back gate area besides the 2004 Lease Agreement between PVCSD and the Terraces. I have authorized Miguel to do some trimming in the area although Terraces has no formal responsibility to do so. We also pay for the electricity in the light that is just inside the gate." (See 3-20-1991 and 9-15-2018 citations.)

SUMMARY COMMENTARY

Subject to verifiable information to the contrary, it appears as though the following conclusions are reasonable:

1. Front gate area - PVCC owns the guard house and is responsible for its cosmetic maintenance and the maintenance of the PVCC monument. PVCC also owns the land on the east side of the entrance, and is responsible for the maintenance of the adjacent parking lot and security lighting. PVRA owns the land, from curb to curb, and has accepted responsibility for maintenance of plant beds, grass areas, lighting and landscaping along the curbs outside of the gates. The west side of the entrance is part of privately owned PVCC Ranchos Lot # 2.

2. Grass median area - PVRA owns the 84' easement upon which Pauma Valley Drive runs and includes the grass median. However, parcel and tract maps indicate that PVCC has always owned the grass median from Luiseno west toward the PVD bridge, approximately 563 linear feet, or 35% of the total grass median along PVD. PVRA, under a MOU with PVCC, is responsible for maintenance of said grass median area and provides an annual water subsidy to PVCC.

3. Pauma Heights gate area - While the guard house does not appear on the balance sheet of any organization, in spite of the 7-22-2018, item e. citation, it appears that RPMWC owns the land and structure, and PVCSD is responsible for its maintenance. (Ownership remains unclear.)

4. Back gate area - The evidence is that a) Terraces HOA owns the land encompassing the entire back gate area; b) Citation of 7-1-2004 and 7-22-2018(c.) implies that Terraces is the owner of the guard house and leases it to PVCSD; c) PVCSD is responsible for maintaining the back gate guard

house and all related equipment and lighting; d) PVRA is responsible for maintaining plant beds, roadside hedges outside of the gate and irrigation related thereto; e) SDG&E is responsible for maintaining the street light at Temet and PVD, while Terraces HOA pays for the electricity.

CSD-PVRA RELATIONSHIP

ROADWAY'S GENERAL PURPOSE = "To promote the health, safety and welfare of the residents within the Pauma Valley Country Club Estates development."

ROADWAY'S SPECIFIC PURPOSE = "Maintenance and repair of the streets within the development."

BACKGROUND

In 2008-2009, the De Lorean house was regularly rented out for large parties and events. Each occasion resulted in 200-300 folks entering our gates, using and parking on our roads, and engaging in loud, uncontrolled activities well into the late hours. There were parking, traffic, and noise problems as well as public safety issues. Residents complained loudly.

In response, PVCSD/PVRA developed a 2009-2010 "AGREEMENT" and the first version of "Rules of the Road". Those docs articulated 1. PVRA roadway repair and maintenance responsibilities, 2. Road usage requirements and restrictions (who can use the roads, how they can be used, and for what purpose), and 3. The assignment of authority for enforcing violations.

"Road Usage", in the Rules of the Road publication, refers to 1. Adherence to California Vehicle Code regulations, 2. Gate access for estate sales, real estate activity, commercial activity on private property, private parties/events, 3. on-street parking, 4. contractors, 5. recreational equipment/activities(basketball stations), 6. trash cans, and 7. prohibited days/hours.

"Rules of the Road" also deals with 1. the NOV process, 2. Property Use Permits, and 3. activities which can adversely affect the nature and ambience of the entire community.

ROADWAY ASSOCIATION'S CURRENT POSITION

The current position of the BOD of PVRA is:

1. They wish to only be involved with maintenance of roads/curbs, signage, PVD median and bridge, and roadside foliage.
2. They do not wish to be involved with any aspect of “road usage”, including who can use it, how it can be used, and for what purpose it can be used. They do not wish to be involved with any aspect of enforcing “Rules of the Road”, including the NOV process for traffic violations, parking violations, gate access polices, nuisance signage, or commercial use permits. They feel these are the responsibilities of PVCSD.
3. They think “Rules of the Road” should be rewritten as a PVCSD document.

PVCSD QUESTIONS TO BE ANSWERED

1. Is PVRA’s position acceptable to PVCSD? - **BOD to decide.**
2. Will LAFCO permit PVCSD(a public entity) to take on those things PVRA(a private entity) no longer wishes to do? For example, can PVCSD legally charge a “Roadway Use Permit Fee” for commercial activity at a primate residence? - **Staff to ascertain.**
3. Should a new “AGREEMENT” between PVCSD and PVRA be prepared? - **BOD to decide.**
4. Should “Rules of the Road” be rewritten as a PVCSD doc? - **BOD to decide.**
5. How does PVCSD mitigate a repeat of the De Lorean situation? **BOD to decide.**
6. Is PVCSD prepared to enforce a new version of “Rules of the Road”? - **BID to decide.**

ACTIONS ITEMS

1. Ongoing liaison with PVRA - **JEC to do.**
2. Place on PVCSD January for vote:
 - a. Should a new AGREEMENT with PVRA be created?
 - b. Can “Rules of the Road” legally be a PVCSD document?
 - c. Should “Rules of the Road” be rewritten?

AGENDA ITEM

Investment Policy

The Board will consider updating the Investment Policy.



Pauma Valley Community Services District
Administrative Procedures and Rules

10/27/09

INVESTMENTS POLICY

Revision Date:
03/24/14; 12/18/17

1. It is the policy of the Board that funds surplus to the immediate requirements of the district shall be invested with the objectives, in priority order, of:
 - A. Ensuring safety and preservation of principal;
 - B. Maintaining adequate liquidity of investments and availability of funds sufficient to meet operating and investment cash requirements;
 - C. Invest funds to Rancho Pauma Mutual Water Company;
 - D. Maximizing returns subject to the guidelines set forth in this Investment Policy.
2. Under the terms of this APR, the Administrator of the District is authorized to open accounts with investment institutions and safekeeping accounts for the custody of securities and make deposits therein and withdrawals there from as may be required by the affairs of the District, as such affairs are authorized by the Board.
3. No funds may be invested in any way that provide for liquidity without sacrifice of principal and accrued interest only with a period of notice greater than 32 days.
4. Funds that are designated to repay any debt of the District shall be segregated from other funds and shall be separately accumulated on a monthly basis so that at the date of any obligated payment of debt principal and accrued interest there shall be sufficient funds so accumulated that the amount of such payment obligation shall be provided for. Monthly accumulation of such funds shall be in equal monthly installments ratably over the period between the date of the then previous payment made and the date of the then next payment due.
5. Funds of the District shall be held and invested only in the following types of investments and subject to the following concentration limits:
 - A. Current accounts in State or Federally chartered banks up to the limit of FDIC insurance provided (currently \$250,000).
 - B. Money market funds of State or Federally chartered banks or brokerage houses of standing up to the limit of insurance provided (currently \$250,000).
 - C. Certificates of Deposit of State or Federally chartered banks or brokerage houses of standing up to the limit of insurance provided (currently \$250,000).
 - D. Entities providing joint investment of funds of public entities (such as LAIF) up to the limit of \$1,500,000 per investment entity or such higher limit as may be covered by insurance.



Pauma Valley Community Services District
Administrative Procedures and Rules

10/27/09

INVESTMENTS POLICY

Revision Date:
03/24/14; 12/18/
12/28/20

The Board of Directors determines the criteria for establishing policies for investment and cash management practices and procedures. The Investments Policy will be reviewed at least annually to ensure consistency with the objectives of preservation of principal, liquidity, yield, and its relevance to current law. The Investments Policy shall be presented to and approved by the Board of Directors on an annual basis.

INVESTMENT PHILOSOPHY

The basic principles of the investment philosophy of the Pauma Valley Community Services District(PVCSD) is to ensure the safety of public funds, provide that sufficient funds are available to meet current expenditures, and realize a reasonable rate of return on its investments.

INVESTMENT OBJECTIVES

1. SAFETY: Safety and preservation of principal is the foremost objective of the investments program
2. LIQUIDITY: The investment portfolio shall remain sufficiently liquid to meet operating and investment cash requirements.
3. YIELD: The investment portfolio shall be designed to obtain a market rate of return that reflects the authorized investments, risk constraints, and liquidity needs outlined in the District's Investments Policy.

GENERAL INVESTMENT GUIDELINES

1. The General Manager of the District is authorized to open accounts with financial institutions and investment firms and to make deposits therein and withdraws therefrom as may be required in the ongoing operation of the District.

2. The District shall maintain a minimum of two month's net cash needs in demand deposits at a State or Federally chartered financial institution with FDIC insurance.
3. Funds of the District shall be held and invested only in the following types of accounts and subject to the following limits:
 - A. Current accounts in State or Federally chartered financial institutions up to the limit of FDIC insurance of \$250,000 for each ownership category, including savings, checking or money market accounts as well as certificates of deposit. No more than \$250,000 shall be deposited in any one category in any one financial institution.
 - B. Entities providing investment of public entity funds, such as LAIF, up to the limit of \$1.5 million per investment entity or such higher level as may be covered by insurance.
4. Surplus District cash, as determined by the General Manager and the Treasurer of the Board, shall be invested according to the guidelines of the Investments Policy. Decisions on investment of excess cash shall be made on a monthly basis. The amount of excess cash to be held in demand deposits will be determined by:
 - A. The opportunity costs of not investing.
 - B. Cash-flow forecasts of District operations.
 - C. Cap-ex requirements

ETHICS AND CONFLICTS OF INTEREST

Board members and employees involved in the investment process shall refrain from personal business activity that conflicts with proper execution of the investment program of the District or impairs their ability to make impartial investment decisions. Additionally, the General Manager and members of the board of directors are required to annually file a Statement of Economic Interest(Form 700) as mandated by Government Code Section 91013.

CLOSED SESSION ITEM

Potential Litigation – 2 cases