

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, January 25, 2021

TIME: OPEN Session - 9:00 a.m.

PLACE: <https://us02web.zoom.us/j/86747365622>

Phone: (669) 900-6833 Passcode: 867 4736 5622

## AGENDA

1. Call to Order
2. Roll Call
3. 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.
4. Approval of Previous Minutes
  - a. Regular Meeting December 28, 2020
  - b. Special Meeting January 12, 2021
5. Financial Report
  - a. Review of BS, P&L as of 12/31/2020
  - b. Accounts Receivable
6. Security Report
  - a. Daily Activity Report
  - b. Gate Penalty Assessment Report
7. General Manager's Report
8. Capital Equipment Plan
  - a. The Capital Equipment Plan is being presented for the Board's review

9. Mission Statement
  - a. The Board will consider adopting an updated Mission Statement for the district
10. Closed Session - Public Employee Performance Evaluation
  - a. In accordance with Government Code Sections 54954.5(e), and 54957 the Board will discuss the performance of the General Manager
11. Open Session
  - a. Reportable actions from Closed Session
12. General Manager's 2021 Goals & Initiatives
  - a. The Board will review and consider the GM's 2021 Goals & Initiatives
13. Board of Directors 2021 Goals & Initiatives
  - a. The Board will review and consider the Goals and Initiatives for the Board
14. Roadway Report
  - a. Director Cipriano will provide a summary of the PVCSD / PVRA relationship.
15. Wiskon Way Bridge Enhancements
  - a. The Board will discuss the Wiskon Way Bridge.
16. Other Business
  - a. Requested items for next or future agendas (Directors and Staff Only)
  - b. Board comments
  - c. Form 700 Reporting Requirements
17. Adjournment
  - a. Regular Meeting on February 22, 2021 at 10:00 a.m.

**January 21, 2021**

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

Held on December 28, 2020

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

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- 12.1 Call to Order: Regular Meeting was called to order at 10:02 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. Esparza handed out a lockbox flyer from CalFire. Esparza explained the benefits of having one placed at residences in case of a fire emergency.
- 12.3 Board Member Appointment:  
a. Appoint New Board Member to Fill Vacant Seat – Logan reported that three candidates expressed interest in the vacancy. Cipriano began by reminding the Board that nominating a board member is a 4-step process and then made a motion to move the appointment of a new Board Member to a later meeting, motion was not seconded. Logan made a motion to appoint Schultz, seconded by Jacobs. Kariya made a motion to appoint Esparza, seconded by Cipriano. Graziano explained the process at this point with the deadlock and noted that this can be resolved at a future meeting.
- 12.4 Oath of Office:  
a. Staff will Swear in Appointed Board Member– This item was tabled.
- 12.5 Nomination of Officers:  
a. Nominate and Appoint Officer Positions- Graziano explained this process and the current positions available. Kariya asked for this to be postponed until the fifth director is appointed. Logan agreed with that idea. Cipriano made a motion to move the Nomination of Officers to when the fifth director is appointed, seconded by Logan and unanimously approved.
- 12.6 Approval of Previous Minutes:  
a. Regular Meeting November 23, 2020 – Jacobs made a motion to approve the Regular Meeting Minutes of November 23, 2020 seconded by Logan and unanimously adopted.  
b. Special Meeting November 30, 2020- Logan made a motion to approve the Special Meeting Minutes of November 30, 2020 seconded by Cipriano and unanimously adopted.  
c. Special Meeting December 22, 2020- Mathews made a correction informing that Schultz should not have been listed as a Board of Director on these minutes. Cipriano made a motion to approve the Special Meeting Minutes of December 22, 2020 with the changes requested herein seconded by Jacobs and unanimously adopted.
- 12.7 Financial Report:  
a. Review of BS, P&L as of 11/30/2020 - Cash Assets as of 11/30/2020 reflect \$1,140,153, Accounts Receivable of \$34,113 and Accounts Payable of \$11,790. Watkins informed that the checking account was reduced to be below FDIC limits. Funds were added to the LAIF account.

Cipriano inquired on how much was moved; Watkins informed that \$295,000 was transferred from checking to LAIF. Cipriano informed that there should never be more than \$250k in any of the bank accounts. Cipriano inquired on the long-term liability fund; Watkins explained. Mathews inquired on the deferred outflows for CalPERS on the Balance sheet. Graziano explained no changes were made to the Balance sheet, and this is a condensed version. Graziano informed he would send Mathews a copy of the expanded version. Watkins reported that Repairs and Maintenance on the P&L was up due to generator maintenance and the point-to-point system repairs. Watkins reported that uniforms was up due to an additional set of patrol uniforms being purchased and sweaters for gate attendants. Jacobs inquired on who the new hire for patrol was. Watkins explained that the uniform was purchased for the Gate Attendant that is trained as a half and half employee for patrol and gates. Kariya questioned whether Aerosurf charged us for the point-to-point repairs; Graziano explained. Kariya inquired on the State Maintenance Fees and asked if that was new amount; Watkins informed that was unknown at this time. Cipriano questioned if the Operator Contract Services are for Dudek; Graziano confirmed that was accurate. Jacobs requested for Graziano to ask PVCC when they will go into the ditch to remove the leaves that their staff placed there. Logan motioned to adopt the financial report as presented, seconded by Cipriano and unanimously adopted.

b. Accounts Receivable – Presented for review.

12.8 Security Report:

a. Daily Activity Report - Graziano presented the Security Report. Graziano started off complimenting staff on an outstanding job on this months report. Graziano notified that the dirt bike riders had finally been caught. Jacobs inquired where money is being put away for purchasing of new patrol vehicles. Graziano informed that it is on the CapEX schedule for next year. Jacobs informed that a resident recently had her political signage stolen off her property. Jacobs questioned whether it was a computer being replaced for the back-gate scanner; Graziano confirmed that that was correct and explained that the scanner is tied to the desktop computer. Graziano reminded that no gate work is done without his prior approval and he makes sure to be involved in each matter. Logan mentioned that Officer Watkins deserves a big thank you for the December 8<sup>th</sup> incident on the Security Report. Esparza added that he feels security is doing a great job on the Security Report. Esparza mentioned that he believes the Sheriff should've been contacted for the incident on November 29<sup>th</sup> at the North Coast Church. Kariya inquired on whether Colin was now patrolling by himself. Graziano informed that Colin is patrolling on his own and noted that he would discuss the November 29<sup>th</sup> incident with patrol at the next Security Meeting. Upon a motion by Logan, seconded by Cipriano and unanimous vote, the Daily Activity Report was adopted as presented.

b. Gate Penalty Assessment Report - Presented for review.

12.9 General Manager's Report: Graziano reported per Dwelling Live, there is no way to restrict access by specific holidays. Pass types can be restricted by weekdays and times, but not individually occurring holidays.

Graziano informed that he 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 on the RV parked on Temet.

Graziano reported that the issue with alternate hardware and tech support from Aerosurf has been resolved.

He informed that the Officer with the lapsed Guard Card was disciplined, moved to the gates, and had pay adjusted accordingly. He also informed that staff would keep a log to ensure these are managed and kept up to date.

Graziano informed that SDG&E cut the power on December 3, 4, 7, and 8th and all generators and transfer switches worked perfectly. He informed that the district maintains generators at the Front Gate, Center Gate, Back Gate, Main Office, and Wastewater Treatment Plant. Jacobs requested having patrol check on equipment inside the guard shacks periodically. Kariya questioned whether patrol manned the gates during the power outages when the gates were down. Graziano informed that an employee from the gates assisted in this and even stayed after hours to do so. Jacobs suggested having patrol check that all generators are functioning properly anytime there is a power outage. Esparza questioned if SCADA still works when there is a power outage. Graziano informed that it does since there is a battery backup. Graziano informed that a potential future improvement would be to install a dedicated generator the Oak Tree Lift Station for about \$5,000.

Graziano informed that the electrical backboard for the Oak Tree Lift Station is being assembled and SCADA controls in design.

He informed that Utility staff corrected a sluggish sewer line near Green's Maintenance December 14-15. Roto-Rooter was deployed to jet the line. Staff is monitoring flow rates, and everything is currently in good working order. Graziano added that he is looking into purchasing a trailer for jetting of sewer lines.

Graziano informed that the brow ditches and catch basins are clean, in good working condition, and ready for the rain.

Graziano informed that all departments are currently fully staffed. Jacobs informed he would like to see hire dates and separation dates of all recent employees.

Graziano mentioned that his last meeting with Security was on December 16<sup>th</sup> and he discussed how lost dog cases should be handled, daily activity entries are to include conclusions to events, the enforcement of rules for landscapers, and discussed the renewal of Guard Cards. Kariya questioned what the currently policy is for lost dog cases. Graziano informed that patrol would assist with these cases when possible and would take it case by case.

#### 12.10 Air Park RFID Reader:

a. The Board will consider the installation of a RFID reader at the Air Park gate- Graziano explained that during the last meeting resident Kevin Darroch suggested the District consider installing an RFID reader at the Air Park Gate. Darroch mentioned there would be efficiencies gained for staff if they do not have to stop and enter the four digit code and then wait for the gate to open. Darroch suggested that the water company (RPMWC) pay most of the cost for the access system. Graziano confirmed with California Gate Systems that access through the Air Park could be granted to a subset of users and this would limit who has access to the private Air Park. He reported that to address the potential loss in efficiency from District staff while waiting for the gate to open he obtained remote controls for each District vehicle. Graziano reported he obtained a proposal from CGS to install a RFID reader and was quoted at \$9,796. Graziano recommended the cost be borne by the Air Park since the District vehicles now have remote controls and no longer stop at the keypad. Logan inquired on whether hanger users can purchase these remotes for their own use. Graziano informed that staff could assist them in doing so. Jacobs informed that he felt this was not a good idea and explained his reasoning. Kariya asked if the remotes will work during a power outage; Graziano confirmed that they will. Cipriano made a motion to not bear

any cost of an RFID reader for the Air Park Gate, second by Logan and by unanimous vote this item was declined.

12.11 Mission Statement:

a. The Board will consider adopting an updated Mission Statement for the District. Cipriano gave the Board three different suggested Mission Statements. Graziano informed he favored #2 on the list, Jacobs informed that he also favored #2 with some re-wording of the last sentence. Esparza explained why he also favored #2. Kariya informed she favored #2 and found no issues with the last sentence. Cipriano informed he would work on re-writing #2 and update the Board.

Larry Taylor joined the meeting at 11:30 am.

12.12 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. Taylor presented an opportunity to improve the quality of life of the community with a reinforcement of the bridge at hole #6. He informed that ultimately the bridge will hold the weight of a vehicle. Taylor informed that this was a great opportunity to use the bridge for patrol or evacuation purposes. Taylor asked for PVCSD to assist with \$45-50k with this project and informed that PVCSD would be granted a permanent easement. Taylor noted that PVCC would manage all maintenance work. Logan questioned if the bridge would be able to hold the weight of paramedics. Taylor informed he was confident it would hold the weight of a paramedic vehicle, and unsure of a fire truck. Taylor informed he made sure it would hold the weight of a Suburban. Esparza informed that paramedics are usually 10-14k pounds. Taylor informed that he would go back and make sure the final bridge will be able to hold the weight of a paramedic vehicle. Esparza confirmed that the bridge will be able to be used as needed by patrol and emergency personal, or for evacuation purposes; Taylor confirmed that this was correct and added that strong signage can be added if needed. Logan requested a follow up on the cost after the weight limit is verified. Jacobs mentioned that he feels strongly that PVCC and PVRA should be making their own easement contracts. Cipriano added that PVRA should be invited to share the cost of this project. Taylor stated that the more layers added on this project the less inclined he is to continue with the project. Cipriano added that if this project creates a new Roadway, he believes PVRA needs to be involved with this project. Taylor informed he does not want to invite a second entity and would like to just get the project completed. Kariya informed that she is in favor of moving forward after verifying the weight capacity.

Matthew Green with BB&K, Steve Anderson with BB& K, and Chuck Bandy joined the meeting at 11:52 am.

12.13 Roadway Report:

a. Director Cipriano will provide a summary of the PVCSD/ PVRA relationship- This item was tabled.

12.14 Investment Policy:

a. The Board will consider updating the Investment Policy- Cipriano made a motion to adopt the new Investment Policy as presented, second by Logan and by unanimous vote was adopted.

12.17 Employee Appreciation:

a. The Board will discuss and consider an employee appreciation and recognition gesture- Cipriano made a motion for PVCSD to move forward, with RPMWC, in awarding a gift card of \$50 per month of employment for the year of 2020 to every employee, second by Logan and by unanimous vote was approved.

12.15 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.

12.16 Open Session –

a. Reportable Actions from Closed Session: The meeting reconvened at 1:08 pm with no reportable actions.

12.18 Other Business:

a. Requested items for next or future agendas (Directors and Staff Only)- None

b. Board comments - None

c. Form 700 Reporting Requirements- This item was not discussed

12.19 Adjournment:

a. Regular Meeting scheduled on January 25, 2021 at 10 a.m. - The next meeting date is scheduled for January 25, 2021 at 10:00 am. Graziano informed that he will arrange for a Special Meeting to conduct his performance review and further discuss the appointing of a new Board Member. Upon a motion from Logan, second by Jacobs and unanimous vote, the meeting adjourned at 1:12 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 January 12, 2021

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

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- 1.1 Call to Order: Special Meeting was called to order at 09:02 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.
- 1.2 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. No public comments were made.
- 1.3 Board Member Appointment
  - a. Appoint New Board Member to Fill Vacant Seat- Logan made a motion to appoint Michael Esparza to fill the vacant seat, seconded by Kariya and unanimously approved to serve a four-year term.
- 1.4 Oath of Office
  - a. Staff will Swear in Appointed Board Member - Esparza received the Oath of Office at 9:05 a.m. by Fehling.
- 1.5 Election of Officers- Kariya moved to nominate Esparza as Vice President on the PVCSD Board, seconded by Logan and by a unanimous vote was approved. Logan moved to nominate Cipriano as Treasurer of the PVCSD Board, seconded by Jacobs and by a unanimous vote was approved. Graziano confirmed that the Board seats are as follows: President Sam Logan, Vice President Michael Esparza, Treasurer Jim Cipriano, Director Bill Jacobs, and Secretary Laurie Kariya.
- 1.6 Closed Session- Public Employee Performance Evaluation
  - a. In accordance with Government Code Sections 54954.5(e), and 54957 the Board will discuss the performance of the General Manager- The board entered into closed session at 9:10 a.m.
- 1.7 Open Session:
  - a. Report any actions from Closed Session- Reconvened to open session at 11:09 am. Jacobs informed that the board went over Graziano's review and informed that the board agreed they would deliver his review at the next meeting. Jacobs added that compensation was discussed and would be presented at the next meeting as well. Jacobs informed that Graziano's goals and initiatives will be reviewed, and the board will give their comments on them. Esparza inquired on whether a closed session would be needed for the next meeting; Logan informed all review discussion can be held in open session. Esparza suggested discussing Graziano's review in closed session and his compensation in open session.
- 1.8 Board Goals & Initiatives for 2021-
  - a. The Board will discuss goals and initiatives for the Board & Management- Cipriano suggested for the Board of Directors to also have a list of their own G&I's on a yearly basis and showed a draft list. Cipriano informed that he believes the outsourcing study is terribly important. Esparza asked about the depths of some items. Cipriano suggested that the board get as involved with SGMA as possible. Cipriano suggested taking a deep look at CalPERS exposure, adding that he



believes it is a huge burden for this organization. Jacobs noted that offering CalPERS is an extension of being a government agency. Graziano mentioned that he was supportive of this idea in the beginning but after spending more and more time engaged with the Security Department and observing their relationship to the community he is fearful that outsourcing would not provide the same level of customer service and loyalty the residents are currently accustomed to. Graziano explained his thoughts on keeping CalPERS and that our unfunded liability is managed. He encouraged consideration of small annual increases in monthly charges to keep up with the CalPERS commitment. Esparza suggested editing the Board's G&I's to "managing CalPERS cost" vs "reducing it". Jacobs suggested re-wording item 2 to "investigating" and suggested doing so in phases. Jacobs suggested looking at the positive and negative affects outsourcing would bring the community. Esparza suggested removing item 3 all together for now. Cipriano questioned whether a rebuild of the gate access system should be on the Board's G&I's also. Jacobs informed that he has added a G&I regarding the gate access system to Graziano's G&I list. Cipriano informed he would send a letter out to the board requesting their opinions.

1.9 Adjourment:

a. Regular Meeting scheduled on January 25, 2021 at 10 a.m. - The next meeting date is scheduled for January 25, 2021 at 10:00 a.m. Upon a motion from Logan, second by Cipriano and unanimous vote, the meeting adjourned at 11:40 a.m.

*Marissa Fehling*

Marissa Fehling, Recording Secretary

PV COMMUNITY SERVICES DISTRICT

Balance Sheet

As of December 31, 2020

Accrual Basis

	Dec 31, 20
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Cash	
100 □ Petty Cash	477
102 □ Checking	260,252
110 □ ResFunds/L.A.I.F.	892,963
Total Cash	1,153,692
111 □ LAIF Fair Market Value	2,921
Total Checking/Savings	1,156,613
Accounts Receivable	
120 □ Accounts Receivable	39,387
Total Accounts Receivable	39,387
Other Current Assets	
125 □ Due from RPMWC	57,360
140 □ Prepaid Insurance	9,302
140.6 □ PrePaid Wkrs Comp Ins	13,169
Total Other Current Assets	79,831
Total Current Assets	1,275,831
Fixed Assets	2,632,434
Other Assets	
196 □ Deferred Outflows of Resources	348,809
Total Other Assets	348,809
<b>TOTAL ASSETS</b>	<b>4,257,075</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
201 □ Accounts Payable	22,228
Total Accounts Payable	22,228
Other Current Liabilities	
201.6 □ Pre-Paid Customer Fees	9,842
Total Other Current Liabilities	9,842
Total Current Liabilities	32,070
Long Term Liabilities	1,495,952
Total Liabilities	1,528,022
Equity	
460 □ Retained Earnings	2,687,259
Net Income	41,794
Total Equity	2,729,053
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,257,075</b>

PV COMMUNITY SERVICES DISTRICT  
Profit & Loss Budget Performance

December 2020

	Dec 20	Budget	Jul - Dec 20	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
661 Sewer Charges	36,543	36,543	219,257	219,257	438,515
661.5 Security Patrol Charges	44,829	44,829	268,975	268,974	537,949
662 Property Tax	34,619	35,000	47,110	41,250	102,000
662.1 Connection Fees	0	0	0	0	0
663 Interest	3	400	1,291	5,000	10,000
664 Other	753	2,117	11,054	12,700	25,400
665 Security Gate Charge	33,197	33,197	199,182	199,182	398,364
666.5 RFID Tags	700	458	4,875	2,750	5,500
667 Delinquent Charges	38	150	38	900	1,800
668 Vacant Lot/Sewer Availability	396	396	2,376	2,376	4,752
Total Income	151,077	153,090	754,158	752,390	1,524,280
Gross Profit	151,077	153,090	754,158	752,390	1,524,280
Expense					
Bad Debt Expense	0	0	0	0	0
Debt Service	0	0	0	0	0
Depreciation	10,123	10,123	60,740	60,739	121,478
Dwelling Live	675	683	4,051	4,100	8,200
Electrical Utilities	2,545	3,430	20,193	20,579	41,157
Equipment Rentals	0	42	0	250	500
Group Health Ins.	6,933	8,917	41,071	53,500	107,000
Liability Insurance	3,724	3,724	22,345	22,345	44,690
Miscellaneous Expense	312	550	1,093	3,300	6,600
Office Expense	3,568	2,100	12,245	12,600	25,200
Operator Contract Services	2,500	2,500	15,000	15,000	30,000
Payroll Taxes	3,656	4,349	21,931	29,000	58,000
PERS Retirement	3,369	4,275	81,397	90,521	119,021
Repairs & Maintenance	29,956	8,667	79,556	52,000	104,000
Salaries	45,925	46,500	253,516	310,000	620,000
Security Expense	-144	1,463	6,571	8,775	17,550
Uniforms	183	433	2,001	2,600	5,200
Vehicles	2,637	2,408	13,422	14,450	28,900
Workers' Comp. Insurance	2,013	2,114	12,078	12,682	25,364
6560 Payroll Expenses	0	0	0	0	0
701 Drainage	0	833	8,979	5,000	10,000
712.1 State Maint. Fee	0	0	23,210	22,000	22,000
730 Water Tests & Analysis	1,399	683	4,269	4,100	8,200
815 Fees	0	242	1,755	1,450	2,900
816 Engineering	648	146	648	875	1,750
818 Schools & Meetings	633	575	3,749	3,450	6,900
819 Accounting	0	667	10,000	4,000	8,000
820 Legal	5,251	2,083	12,543	12,500	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	125,906	107,506	712,364	815,818	1,497,612
Net Ordinary Income	25,171	45,584	41,794	-63,428	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	25,171	45,584	41,794	-63,428	26,668

PV COMMUNITY SERVICES DISTRICT  
A/R Aging Summary  
As of January 19, 2021

	Current	1 - 60	61 - 120	121 - 180	> 180	TOTAL
CSD-001	0.00	-1,505.00	0.00	0.00	0.00	-1,505.00
CSD-002	0.00	-400.00	-400.00	-360.00	0.00	-1,160.00
CSD-003	0.00	-1,000.00	0.00	0.00	0.00	-1,000.00
CSD-004	0.00	-568.00	-194.00	0.00	0.00	-762.00
CSD-005	0.00	-578.00	0.00	0.00	0.00	-578.00
CSD-006	0.00	-578.00	0.00	0.00	0.00	-578.00
CSD-007	0.00	-524.00	0.00	0.00	0.00	-524.00
CSD-008	0.00	-445.00	0.00	0.00	0.00	-445.00
CSD-009	0.00	-304.00	0.00	0.00	0.00	-304.00
CSD-010	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-011	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-012	0.00	-289.00	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	-279.00	0.00	0.00	0.00	-279.00
CSD-015	0.00	0.00	0.00	-266.00	0.00	-266.00
CSD-016	0.00	-239.00	0.00	0.00	0.00	-239.00
CSD-017	0.00	0.00	-228.23	0.00	0.00	-228.23
CSD-018	0.00	-218.00	0.00	0.00	0.00	-218.00
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	0.00	-200.00	0.00	0.00	0.00	-200.00
CSD-022	0.00	-168.00	0.00	0.00	-24.00	-192.00
CSD-023	0.00	-100.00	0.00	0.00	0.00	-100.00
CSD-024	0.00	-70.00	0.00	0.00	0.00	-70.00
CSD-025	0.00	-25.00	0.00	0.00	0.00	-25.00
CSD-026	0.00	-17.54	0.00	0.00	0.00	-17.54
CSD-027	0.00	-17.00	0.00	0.00	0.00	-17.00
CSD-028	0.00	-12.00	0.00	0.00	0.00	-12.00
CSD-029	0.00	-12.00	0.00	0.00	0.00	-12.00
CSD-030	0.00	-10.00	0.00	0.00	0.00	-10.00
CSD-031	0.00	0.00	0.00	0.00	0.00	0.00
CSD-032	12.00	0.00	0.00	0.00	0.00	12.00
CSD-033	12.00	0.00	0.00	0.00	0.00	12.00
CSD-034	25.00	0.00	0.00	0.00	0.00	25.00
CSD-035	25.00	0.00	0.00	0.00	0.00	25.00
CSD-036	12.00	12.00	12.00	0.00	0.00	36.00
CSD-037	88.00	0.00	0.00	0.00	0.00	88.00
CSD-038	0.00	0.00	0.00	0.00	100.00	100.00
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	200.00	0.00	0.00	0.00	0.00	200.00
CSD-049	200.00	0.00	0.00	0.00	0.00	200.00
CSD-050	200.00	0.00	0.00	0.00	0.00	200.00
CSD-051	201.00	0.00	0.00	0.00	0.00	201.00
CSD-052	201.00	0.00	0.00	0.00	0.00	201.00
CSD-053	201.00	0.00	0.00	0.00	0.00	201.00
CSD-054	224.00	0.00	0.00	0.00	0.00	224.00
CSD-055	265.00	0.00	0.00	0.00	0.00	265.00
CSD-056	289.00	0.00	0.00	0.00	0.00	289.00
CSD-057	289.00	0.00	0.00	0.00	0.00	289.00
CSD-058	289.00	0.00	0.00	0.00	0.00	289.00
CSD-059	289.00	0.00	0.00	0.00	0.00	289.00
CSD-060	289.00	0.00	0.00	0.00	0.00	289.00
CSD-061	289.00	0.00	0.00	0.00	0.00	289.00
CSD-062	289.00	0.00	0.00	0.00	0.00	289.00
CSD-063	289.00	0.00	0.00	0.00	0.00	289.00
CSD-064	289.00	0.00	0.00	0.00	0.00	289.00
CSD-065	289.00	0.00	0.00	0.00	0.00	289.00
CSD-066	289.00	0.00	0.00	0.00	0.00	289.00

PV COMMUNITY SERVICES DISTRICT  
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	<u>Current</u>	<u>1 - 60</u>	<u>61 - 120</u>	<u>121 - 180</u>	<u>&gt; 180</u>	<u>TOTAL</u>
CSD-067	289.00	0.00	0.00	0.00	0.00	289.00
CSD-068	289.00	0.00	0.00	0.00	0.00	289.00
CSD-069	289.00	0.00	0.00	0.00	0.00	289.00
CSD-070	289.00	0.00	0.00	0.00	0.00	289.00
CSD-071	289.00	0.00	0.00	0.00	0.00	289.00
CSD-072	289.00	0.00	0.00	0.00	0.00	289.00
CSD-073	289.00	0.00	0.00	0.00	0.00	289.00
CSD-074	289.00	0.00	0.00	0.00	0.00	289.00
CSD-075	289.00	0.00	0.00	0.00	0.00	289.00
CSD-076	289.00	0.00	0.00	0.00	0.00	289.00
CSD-077	289.00	0.00	0.00	0.00	0.00	289.00
CSD-078	289.00	0.00	0.00	0.00	0.00	289.00
CSD-079	289.00	0.00	0.00	0.00	0.00	289.00
CSD-080	289.00	0.00	0.00	0.00	0.00	289.00
CSD-081	289.00	0.00	0.00	0.00	0.00	289.00
CSD-082	289.00	0.00	0.00	0.00	0.00	289.00
CSD-083	289.00	0.00	0.00	0.00	0.00	289.00
CSD-084	289.00	0.00	0.00	0.00	0.00	289.00
CSD-085	289.00	0.00	0.00	0.00	0.00	289.00
CSD-086	289.00	0.00	0.00	0.00	0.00	289.00
CSD-087	289.00	0.00	0.00	0.00	0.00	289.00
CSD-088	289.00	0.00	0.00	0.00	0.00	289.00
CSD-089	289.00	0.00	0.00	0.00	0.00	289.00
CSD-090	289.00	0.00	0.00	0.00	0.00	289.00
CSD-091	289.00	0.00	0.00	0.00	0.00	289.00
CSD-092	289.00	0.00	0.00	0.00	0.00	289.00
CSD-093	289.00	0.00	0.00	0.00	0.00	289.00
CSD-094	289.00	0.00	0.00	0.00	0.00	289.00
CSD-095	289.00	0.00	0.00	0.00	0.00	289.00
CSD-096	289.00	0.00	0.00	0.00	0.00	289.00
CSD-097	289.00	0.00	0.00	0.00	0.00	289.00
CSD-098	289.00	0.00	0.00	0.00	0.00	289.00
CSD-099	289.00	0.00	0.00	0.00	0.00	289.00
CSD-100	289.00	0.00	0.00	0.00	0.00	289.00
CSD-101	289.00	0.00	0.00	0.00	0.00	289.00
CSD-102	289.00	0.00	0.00	0.00	0.00	289.00
CSD-103	289.00	0.00	0.00	0.00	0.00	289.00
CSD-104	289.00	0.00	0.00	0.00	0.00	289.00
CSD-105	289.00	0.00	0.00	0.00	0.00	289.00
CSD-106	289.00	0.00	0.00	0.00	0.00	289.00
CSD-107	289.00	0.00	0.00	0.00	0.00	289.00
CSD-108	289.00	0.00	0.00	0.00	0.00	289.00
CSD-109	289.00	0.00	0.00	0.00	0.00	289.00
CSD-110	289.00	0.00	0.00	0.00	0.00	289.00
CSD-111	289.00	0.00	0.00	0.00	0.00	289.00
CSD-112	289.00	0.00	0.00	0.00	0.00	289.00
CSD-113	289.00	0.00	0.00	0.00	0.00	289.00
CSD-114	289.00	0.00	0.00	0.00	0.00	289.00
CSD-115	289.00	0.00	0.00	0.00	0.00	289.00
CSD-116	289.00	0.00	0.00	0.00	0.00	289.00
CSD-117	289.00	0.00	0.00	0.00	0.00	289.00
CSD-118	289.00	0.00	0.00	0.00	0.00	289.00
CSD-119	289.00	0.00	0.00	0.00	0.00	289.00
CSD-120	289.00	0.00	0.00	0.00	0.00	289.00
CSD-121	289.00	0.00	0.00	0.00	0.00	289.00
CSD-122	289.00	0.00	0.00	0.00	0.00	289.00
CSD-123	289.00	0.00	0.00	0.00	0.00	289.00
CSD-124	289.00	0.00	0.00	0.00	0.00	289.00
CSD-125	289.00	0.00	0.00	0.00	0.00	289.00
CSD-126	289.00	0.00	0.00	0.00	0.00	289.00
CSD-127	289.00	0.00	0.00	0.00	0.00	289.00
CSD-128	289.00	0.00	0.00	0.00	0.00	289.00
CSD-129	289.00	0.00	0.00	0.00	0.00	289.00
CSD-130	289.00	0.00	0.00	0.00	0.00	289.00
CSD-131	289.00	0.00	0.00	0.00	0.00	289.00
CSD-132	289.00	0.00	0.00	0.00	0.00	289.00

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CSD-133	289.00	0.00	0.00	0.00	0.00	289.00
CSD-134	289.00	0.00	0.00	0.00	0.00	289.00
CSD-135	289.00	0.00	0.00	0.00	0.00	289.00
CSD-136	289.00	0.00	0.00	0.00	0.00	289.00
CSD-137	289.00	0.00	0.00	0.00	0.00	289.00
CSD-138	289.00	0.00	0.00	0.00	0.00	289.00
CSD-139	289.00	0.00	0.00	0.00	0.00	289.00
CSD-140	289.00	0.00	0.00	0.00	0.00	289.00
CSD-141	289.00	0.00	0.00	0.00	0.00	289.00
CSD-142	289.00	0.00	0.00	0.00	0.00	289.00
CSD-143	289.00	0.00	0.00	0.00	0.00	289.00
CSD-144	289.00	0.00	0.00	0.00	0.00	289.00
CSD-145	289.00	0.00	0.00	0.00	0.00	289.00
CSD-146	289.00	0.00	0.00	0.00	0.00	289.00
CSD-147	289.00	0.00	0.00	0.00	0.00	289.00
CSD-148	289.00	0.00	0.00	0.00	0.00	289.00
CSD-149	289.00	0.00	0.00	0.00	0.00	289.00
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	289.00	0.00	0.00	0.00	0.00	289.00
CSD-169	289.00	0.00	0.00	0.00	0.00	289.00
CSD-170	0.00	0.00	0.00	0.00	300.00	300.00
CSD-171	0.00	0.00	0.00	0.00	300.00	300.00
CSD-172	200.00	100.00	0.00	0.00	0.00	300.00
CSD-173	0.00	0.00	0.00	0.00	300.00	300.00
CSD-174	0.00	0.00	0.00	0.00	300.72	300.72
CSD-175	301.00	0.00	0.00	0.00	0.00	301.00
CSD-176	289.00	12.00	0.00	0.00	0.00	301.00
CSD-177	301.00	0.00	0.00	0.00	0.00	301.00
CSD-178	301.00	0.00	0.00	0.00	0.00	301.00
CSD-179	314.00	0.00	0.00	0.00	0.00	314.00
CSD-180	289.00	25.00	0.00	0.00	0.00	314.00
CSD-181	289.00	112.50	0.00	0.00	0.00	401.50
CSD-182	289.00	128.00	0.00	0.00	0.00	417.00
CSD-183	490.00	0.00	0.00	0.00	0.00	490.00
CSD-184	289.00	267.77	0.00	0.00	0.00	556.77
CSD-185	289.00	286.50	0.00	0.00	0.00	575.50
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	289.00	289.00	0.00	0.00	0.00	578.00
CSD-189	289.00	289.00	0.00	0.00	0.00	578.00
CSD-190	578.00	0.00	0.00	0.00	0.00	578.00
CSD-191	289.00	289.00	0.00	0.00	0.00	578.00
CSD-192	289.00	289.00	0.00	0.00	0.00	578.00
CSD-193	289.00	289.00	0.00	0.00	0.00	578.00
CSD-194	289.00	289.00	0.00	0.00	0.00	578.00
CSD-195	289.00	339.00	0.00	0.00	0.00	628.00
CSD-196	200.00	500.00	100.00	0.00	0.00	800.00
CSD-197	289.00	578.00	0.00	0.00	0.00	867.00
CSD-198	289.00	578.00	0.00	0.00	0.00	867.00

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CSD-199	952.00	0.00	0.00	0.00	0.00	952.00
CSD-200	200.00	400.00	400.00	0.00	0.00	1,000.00
CSD-201	1,052.00	0.00	0.00	0.00	0.00	1,052.00
CSD-202	289.00	578.00	289.00	0.00	0.00	1,156.00
CSD-203	112.00	224.00	224.00	224.00	518.01	1,302.01
CSD-204	336.00	672.00	336.00	0.00	0.00	1,344.00
CSD-205	289.00	578.00	578.00	0.00	0.00	1,445.00
CSD-206	200.00	400.00	423.00	400.00	101.40	1,524.40
CSD-207	289.00	578.00	578.00	258.32	0.00	1,703.32
CSD-208	200.00	400.00	400.00	400.00	924.11	2,324.11
CSD-209	289.00	578.00	578.00	578.00	1,334.80	3,357.80
CSD-210	8,937.00	0.00	0.00	0.00	0.00	8,937.00
TOTAL	<u>57,355.00</u>	<u>833.23</u>	<u>3,095.77</u>	<u>1,234.32</u>	<u>4,155.04</u>	<u>66,673.36</u>

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

SECURITY REPORT

December 15 2020 – January 15 2021

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
Officer German Colin	1L7/C1	Patrolman / Gate Attendant
Matthew Carson	C1	Gate Supervisor
Dale Easter	C1	Gate Attendant
Evan Chism	C1	Gate Attendant
Ryan Willis	C1	Gate Attendant

**Vehicle Maintenance Report**

All Units passed the monthly inspection and are up to date on the vehicle maintenance.

- Unit 1 (107,471) – The parking brake is temporarily not working, the part was ordered by Serratos and is on back order, the vehicle is still drivable in the meantime. Received an oil change and new tires.
- Unit 2 (101,692) – Passed all inspections this month.
- Unit 3 ( 87,101) – Passed 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. A server issue took the cameras offline for a weekend but has been reinstalled and we have since seen increased image quality. The Center Gate exit side had "failure to close" issues several times this month. The Center Gate is currently operating normally. The Center and Back gates backup batteries have been replaced. The computer for the Back Gate scanner has also been replaced. Warnings regarding the 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

- **December 15<sup>th</sup> 2020 at 1340 - Gate Runner.** Officer Chau responded to a vehicle at the Back Gate that looked like it was going to tailgate another vehicle through. Officer Chau made contact with the driver and directed him to the Front Gate.
- **December 15<sup>th</sup> 2020 at 1353 - Suspicious Activity.** During normal patrol, Officer Chau checked on a vehicle that was parked on the side of Highway 76 near the Front Gate. He asked the driver if he needed any assistance, but they declined and said they were just doing a photoshoot using the white fence as a backdrop.
- **December 15<sup>th</sup> 2020 at 1456 – Resident Concern.** Officer Chau and Officer Colin 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 15<sup>th</sup> 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 started.
- **December 16<sup>th</sup> 2020 at 0215 – Notice Of Violation.** Officer Albert issued an NOV for a vehicle parked with no pass displayed on Wiskon Way West.
- **December 16<sup>th</sup> 2020 at 0813 - Loose Dog.** Officer Chau responded to a loose dog call on Pauma Valley Drive. As he arrived, the owner of the dog was retrieving the dog.
- **December 16<sup>th</sup> 2020 at 1617 - Suspicious Vehicle.** During normal patrol, Officer Chau noticed a vehicle parked outside of the gravel yard gate on Highway 76. As Officer Chau turned around to make contact, S&R Towing arrived on scene and assisted the driver who ran out of fuel.
- **December 17<sup>th</sup> 2020 at 0816 - Lift Assist.** Officer Chau responded to a lift assist on Taspas Court. No medical assistance was needed and the resident was successfully lifted.
- **December 17<sup>th</sup> 2020 at 1707 - Medical.** Officer Chau and Officer Colin responded to a medical call for a possible stroke on El Tae Road. The resident started to feel better and declined transportation to the hospital.
- **December 18<sup>th</sup> 2020 at 2143 - Noise Complaint.** Officer Chau responded to a noise complaint on El Tae Road. When he arrived, it was silent out. No further action was taken.
- **December 19<sup>th</sup> 2020 at 0730 - Suspicious Vehicle.** Officer Chau responded to a suspicious vehicle parked in a resident’s driveway on Pauma Valley Drive. The vehicle belonged to a worker for the Country Club. Officer Chau called the Sheriff and was informed the resident would have to place the call for a tow, since it was on private property. The resident decided to just record the vehicle license plate. Later that day the worker came back and moved the car.
- **December 19<sup>th</sup> 2020 at 1303 – Medical.** Officer Torres responded to a medical call on El Tae Road for possible stroke. Resident declined transport to hospital.
- **December 21<sup>st</sup> 2020 at 1214 – Resident Concern.** Officer Torres responded to a call on Luiseno Circle Drive for an uninvited neighbor walking into a resident’s house. The resident wanted an incident report written up in case of any future incidents but did not want the Sheriff called.

- **December 22<sup>nd</sup> 2020 at 1111 - Gate Crasher.** Officer Chau responded to a gate crasher at the Back Gate. They were unable to get the vehicle information because the camera system was down at the time. Officer Chau fixed the gate barrier arm.
- **December 22<sup>nd</sup> 2020 at 1204 - Resident Concern.** Officer Chau responded to a call on Taspa Court about a package delivered to the wrong address. A USPS Employee came to re-deliver the package to the correct address.
- **December 22<sup>nd</sup> 2020 at 1449 - Resident Complaint.** Officer Chau responded to a call in Oak Tree regarding a child moving and vandalizing their koi pond. The resident stated the President of Oak Tree could not do anything until a report was written. Officer Chau informed that if she would like to do something right away, then the best option is to call the Sheriff for the property damage. Officer Chau wrote up an Incident Report and passed it along to the District Office.
- **December 23<sup>rd</sup> 2020 at 1540 - Loose Dog.** Officer Chau responded to a call for a loose dog near the Back Gate. The dog and reporting party were gone upon arrival.
- **December 24<sup>th</sup> 2020 at 0116 – Suspicious Activity.** Officer Colin responded to a call at The Pauma Village for a suspicious vehicle. The vehicle was gone upon arrival. Officer Colin did a building check and saw nothing out of order.
- **December 28<sup>th</sup> 2020 at 1823 – Traffic Collision.** Officer Colin responded to a traffic collision on Highway 76 near TY Nursery. CalFire and Paramedics were already on scene directing traffic. Both drivers from the collision were transported to the hospital.
- **December 29<sup>th</sup> 2020 at 0945 – Public Assist.** Officer Watkins responded to a call for a dead bird on Wiskon Way West. The resident gave Officer Watkins a shovel and the bird was removed and disposed of.
- **December 29<sup>th</sup> 2020 at 1147 – Public Assist.** Officer Watkins responded to a person lying down on the side of Highway 76 near Saint Francis Church. The individual did not need any medical attention and was just resting while waiting for the bus.
- **December 29<sup>th</sup> 2020 at 1435 – Medical.** Officer Watkins responded to a medical call on Luiseno Circle Drive for complications following a recent surgery. The resident was transported to the hospital.
- **December 31<sup>st</sup> 2020 at 1024 - Welfare Check.** Officer Chau responded to a welfare check from Life Alert for a resident on Wiskon Way West. Officer Chau was given permission to enter the home from a family member. Officer Chau and the Sheriff eventually located the resident on the golf course in fine health. The resident left their Life Alert at home.
- **January 1<sup>st</sup> 2021 at 1710 – Resident Concern.** Officer Watkins responded to a call on Luiseno Circle Drive for dirt bikers on a vacant lot. Officer Watkins checked the surrounding areas but saw no signs of dirt bikers. The riders were gone upon arrival.
- **January 2<sup>nd</sup> 2021 at 1300 – Resident Concern.** Officer Watkins responded to a call on Pauma Valley Drive regarding a vehicle parked with a “for-sale” sign. Control One left a message for the owners of the vehicle and asked them to move the car.
- **January 2<sup>nd</sup> 2021 at 1615 – Resident Concern.** Officer Watkins responded to a call on Pauma Valley Drive for possible fire/smoke in the area. Officer Watkins patrolled around and confirmed a resident was using their grill in the backyard.

- **January 6<sup>th</sup> 2021 at 1412 - Traffic Collision.** Officer Chau responded to a traffic collision for a water tanker rollover on Highway 76 in front of the Pauma Building. Officer Chau assisted in directing traffic until the tanker was towed away.
- **January 6<sup>th</sup> 2021 at 1455 - Public Assist.** Officer Chau responded to the Back Gate for packages that were left. Officer Chau looked at the addresses and had the Dispatch call the resident to inform them where their packages were left.
- **January 6<sup>th</sup> 2021 at 1834 – Resident Concern.** Officer Torres responded to a call on Pauma View Drive for a RV Camper parked on a resident’s property. The owner of the RV had gotten permission from the neighbor to park there but did not realize it was still within the reporting party’s property. Officer Torres requested that they moved the RV and they complied.
- **January 7<sup>th</sup> 2021 at 1315 - Other.** Officer Chau responded to an RV parked at Saint Francis. After making contact with the driver, he was informed that he was given permission to stay for a few days by the pastor of the church, due to a flat tire. Two days later, the pastor received multiple complaints regarding the individual and informed patrol that he wanted the RV off the property. The driver complied and left the scene.
- **January 7<sup>th</sup> 2021 at 1625 - Public Assist.** Officer Chau responded to packages that were left at the Back Gate. Officer Chau brought the packages up to the Front Gate and had Control One contact the resident as well as OnTrac about the unattended packages.
- **January 8<sup>th</sup> 2021 at 0215 – Notice Of Violation.** Officer Albert issued an NOV for a vehicle parked with no pass displayed on Taspas Ct.
- **January 8<sup>th</sup> 2021 at 1200 – Domestic Dispute.** Officer Watkins responded to a domestic disturbance at The Pauma Village. Sheriffs were called due to a possible restraining order but since the extension was not served to the husband, Deputies were legally unable to do anything.
- **January 9<sup>th</sup> 2021 at 1913 - Public Assist.** Officer Chau responded to a call for a vehicle parked in the middle of the parking lot at The Pauma Village. Officer Chau made contact with the driver who said it was out of gas and helped the driver push it out of the way.
- **January 11<sup>th</sup> 2021 at 1253 – Trespassing.** Officer Florez responded to a call on Indian Bend Drive for possible trespasser walking around the road. Officer Florez made contact with the individual who was confirmed as a resident walking their dog.
- **January 12<sup>th</sup> 2021 at 1108 – Gate Runner.** Officer Watkins responded to a call for a gate runner at the Back Gate. Officer Watkins patrolled the whole community but was unable to locate the vehicle.
- **January 12<sup>th</sup> 2021 at 1430 – Medical.** Officer Torres and Officer Watkins responded to a medical call on El Tae Road for a stroke. The resident declined transportation after the paramedics ran tests on the individual.
- **January 13<sup>th</sup> 2021 at 1138 – Resident Concern.** Officer Chau responded to a call for possible gunshots at the Country Club. Officer Chau made contact with the Pro Shop and was informed they had a company exterminating gophers on the golf course causing the loud noises.
- **January 14<sup>th</sup> 2021 at 2045 – Public Assist.** Officer Torres responded to a vehicle broken down on Highway 76. The driver stated the transmission was going out but was able to push

the vehicle into The Pauma Village. The driver also requested to park the vehicle overnight and have it towed in the morning. Officer Torres logged the information of the driver and vehicle.

- **January 15<sup>th</sup> 2021 at 0724 – Alarm.** Officer Albert responded to burglary alarm at the Pauma School. Officer Albert did a complete building check and found that an employee had accidentally set off the alarm.
- **January 15<sup>th</sup> 2021 at 1401 – Gate Crasher.** Officer Florez responded to a gate crasher at the Back Gate. Vehicle information was taken from Control One but was not logged in the system. Officer Florez patrolled the whole community but was unable to locate the vehicle.

<b>PVCSD Patrol – Building Checks</b>					
Location	Unsecured Door	Fire Alarm	Burglary Alarm	Officer Check	
			459A	1153	
Country Club(CC)					
Greens Maintenance(GM)					
Community Church(CO)	2				49
Gravel Yard(GY)					
Saint Francis(SF)	1				63
Pauma School(PS)			1		23
Pauma Building(PB)	1				38
Airport Hangars(AH)					2
Treatment Plant(TP)					35
Pauma Village(PV)					18
Residential Houses/Other					
<b>Patrol Activity</b>				<b>Gate Activity</b>	
Medicals	3	Resident Concern	7	Activity/Malfunctions	Totals
Welfare Checks	1	Suspicious Activity	3	Unresponsive	7
Lift Assist	1	Noise Complaint	1	Will Not Close	7
Domestic Dispute	1	Process Server		False Signal	2
Traffic Collisions	2	911 Hang up Call		Loss of Controls	1
Gate Runner/ Gate Crashers	4	Loose Dogs	2	Video Loss	1
Public Assists	6	Snake Call		Device Entries	9,156
Jump Start	1	Trespassing		Passes Issued	2,229
Notice of Violation	2	Other	1	Pass Entries	3,343
<b>RFID Entries</b>					
Front Gate		Center Gate		Back Gate	
5,745		426		2,985	

Dispatch By Location					
Inside PVCCE	Oak Tree	School	Business Dist.	PVCC	HWY 76
30	0	1	4	1	6
Highlights by Shift Periods					
A: 2200-0600		B: 0600-1400		C: 1400-2200	
2		21		19	
Acronym Legend					
Acronym	Definition	Acronym	Description		
<b>459</b>	Burglary penal code	<b>AFA</b>	Asian Female Adult		
<b>AMA</b>	Against Medical Advise	<b>AMA</b>	Asian Male Adult		
<b>BOLO</b>	Be on the Lookout	<b>AFJ</b>	Asian Female Juvenile		
<b>CHP</b>	California Highway Patrol	<b>AMJ</b>	Asian Male Juvenile		
<b>DOB</b>	Date of Birth	<b>BFA</b>	Black Female Adult		
<b>DL</b>	Driver License	<b>BMA</b>	Black Male Adult		
<b>DV</b>	Domestic Violence	<b>BFJ</b>	Black Female Juvenile		
<b>EB</b>	East Bound	<b>BMJ</b>	Black Male Juvenile		
<b>FU</b>	Follow Up	<b>HFA</b>	Hispanic Female Adult		
<b>IVO</b>	In Vicinity Of	<b>HMA</b>	Hispanic Male Adult		
<b>LP</b>	License Plate	<b>HFJ</b>	Hispanic Female Juvenile		
<b>LCD</b>	Luiseno Circle Drive	<b>HMJ</b>	Hispanic Male Juvenile		
<b>NB</b>	North Bound	<b>MFA</b>	Mexican Female Adult		
<b>NLT</b>	No Later Than	<b>MMA</b>	Mexican Male Adult		
<b>PERT</b>	Psychiatric Emergency Response Team	<b>MFJ</b>	Mexican Female Juvenile		
<b>PT</b>	Patient	<b>MMJ</b>	Mexican Male Juvenile		
<b>PVD</b>	Pauma Valley Drive	<b>NAFA</b>	Native American Female Adult		
<b>PVRA</b>	Pauma Valley Roadway Association	<b>NAMA</b>	Native American Male Adult		
<b>ROTR</b>	Rules of the Road	<b>NAFJ</b>	Native American Female Juvenile		
<b>RP</b>	Reporting Party	<b>NAMJ</b>	Native American Male Juvenile		
<b>SB</b>	South Bound	<b>WFA</b>	White Female Adult		
<b>S/O</b>	Sheriff's Office	<b>WMA</b>	White Male Adult		
<b>SR 76</b>	State Route 76/ Highway 76	<b>WFJ</b>	White Female Juvenile		
<b>TC</b>	Traffic Collision	<b>WMJ</b>	White Male Juvenile		
<b>UTL</b>	Unable to Locate				
<b>WB</b>	West Bound				
<b>WWE</b>	Wiskon Way East				
<b>WWW</b>	Wiskon Way West				
<b>YOA</b>	Years of Age				
<b>Unresponsive</b>	the gate does not open for an RFID				
<b>Will Not Close</b>	the gate does not close when it is supposed to				
<b>False Signal</b>	the alarm goes off in the Front Gate for no discernable reason				
<b>Loss of Controls</b>	gate attendant cannot open the gates remotely				
<b>Video Loss</b>	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

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## General Manager's Report

January 25, 2021

Bobby Graziano, General Manager

### Items of Note from Last Month's Meeting Minutes

PVCC and Hole #8 Ditch: GM Graziano confirmed with Scott Shinner that PVCC will maintain the cleanliness of the ditch and submit a reimbursement to CSD.

Wiskon Way Bridge: We received notification from Larry Taylor that the potential to collaborate on the Wiskon Way Bridge no longer exists. The Club has decided to move forward with the plank renewal only and continue using it for its current purpose.

### Oak Tree Lift Station

Electrical work continues.

### Sewer System

Roto Rooter was called out to clear a blocked sewer line (different instance than what was reported on last month). They did not arrive until midnight. When staff discovers a blocked sewer main it is absolutely critical that the blockage is cleared in a timely manner. Historically speaking, service providers do not respond quickly to calls due to our location and we are small district compared to other larger districts.

GM Graziano strongly recommends the district own its own jetting equipment and become self sufficient. The estimated cost of a system is \$25,000.



### **Stormwater Management Systems**

Utility staff worked to clear out the Pauwee catch basin in preparation of the forecasted rains. GM Graziano is proud to see staff handling a task which is normally subcontracted. This shows high initiative and ownership of district responsibilities. New hire Garcia has demonstrated proficiency on a skid steer. Having these skills in house will help the district save money and keep on top of maintenance.



### **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**

January 13, 2021 at 8:00am. Recognition gift cards. Review of recent highlights. Review of Nov 29<sup>th</sup> event regarding calling the Sheriff in those instances.

Pauma Valley CSD Capital Expenditure Plan		Updated: 1/18/2021					FY2020-21	Proposed				
	FY2014-15	FY2015-16	FY2016-17	FY2017-18	FY2018-19	FY2019-20	Approved	FY2021-22	FY2022-23	FY2023-24	FY2024-25	FY2025-26
<b>FACILITY</b>												
Charging Stations								\$25,000				
Sewer Line Jetting System								\$25,000				
Oak Tree Lift Station Mods							\$30,000					
Oak Tree Generator								\$5,000				
<b>SECURITY</b>												
Security Vehicle Unit 1								\$50,000				
Security Vehicle Unit 1									\$50,000			
Security Vehicle Unit 3										\$5,000	\$5,000	\$5,000
Computers							\$1,000					
<b>ADMIN</b>												
Computer Network System												
Office Improvements							\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Computers									\$2,500			
	actual	actual	actual	actual	actual	actual						
<b>TOTALS</b>	\$122,892	\$249,449	\$21,193	\$81,886	\$35,062	\$0	\$36,000	\$110,000	\$57,500	\$10,000	\$10,000	\$10,000

## AGENDA ITEM

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### Mission Statement

The Board will consider adopting the following Mission Statement for the district.

#### Mission Statement:

“The Mission of the Pauma Valley Community Services District is to protect the public health and environment of its community by providing effective wastewater management and stormwater drainage control, life safety assistance, security services and excellent customer care.”

2021 GM G+'s (revised 01/13/21)

**Goal #1: HR**

- A. ~~Meet with each board member once per quarter for a one-on-one. By 02/01/21, establish schedules for a 20 min GM one-on-one's with each staff and board member per quarter.~~
- B. By 03/15/21, work with your 3 supervisors (Amber, Todd, and Jake) to develop 1 ~~to 2~~ achievable goals ~~for their career growth.~~
  - i. Review with both Boards before 04/01/21.
- C. By 03/15/21, research comparable salary ranges per job classification.
  - i. Review with both Boards before 04/01/21.
- D. By 03/15/21, review existing employee salary ranges.
  - i. Review differences with the Board(s) before 04/01/21.
  - ii. Modify based on Board approval, if applicable, for the April review.
- E. By 06/01/21, increase community awareness and out-reach (especially in Safety + Security).
  - i. Poll the community on their view of CSD's effectiveness in providing services to them.
  - ii. Measure and increase CSD's community service rating.
    - a. Survey
    - ~~b. Town Halls~~
- F. Ongoing - increase harmony (less conflict).
  - i. Improve ~~employee and constituent relations.~~
- G. Ongoing - increase the security staff's sense of urgency when technical issues aren't working.
- H. Ongoing - decrease annual turn-over rates by investigating and making recommendations to retain the existing staff.
  - i. Patrol staff turn-over has been 17%.
  - ii. Gate staff turn-over has been 44%.
  - iii. Utility staff turn-over has been 33%.

Result:

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**Goal #2: Knowledge Growth**

- A. Ongoing - demonstrate a measured reduction in the reliance on Dudek, as based on your growth.
- B. Ongoing - ensure "Licenses of Record" are in maintained.

Result:

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Commented [RG1]: Not possible.

Commented [RG2]: Based on survey response Employees feel cared for.

The employee issues were related to prior employees.

2021 GM G+'s (revised 01/13/21)

**Goal #3: SGMA**

A. Ongoing - with Yuima and the team, be a participant in SGMA GSA process to protect the water interests of the community and RPMWC.

Result:

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**Goal #4: Financial**

A. By 03/15/21, before the ~~April~~ May '21 Budget Review, provide recommendations to the Board that could reduce expenses.

B. Ongoing - keep the expenses under the 2021 CSD budget.

C. Ongoing - continue to reduce Dudek's involvement in CSD.

i. Quantify \$\$ saved.

a. \$57,600 to be reduced to RPMWC by 04/14/21.

D. Ongoing - continue to reduce legal involvement in CSD.

i. Quantify \$\$ saved.

E. Ongoing - demonstrate increased operational efficiencies resulting in financial savings that can be applied to our reserves.

F. Ongoing - ensure that our reserves are adequate and not excessive.

Result:

Commented [RG3]: First budget review is May.

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**Goal #5: Security**

~~A. By 03/15/21, research alternate vendors for repairs and maintenance, including costs.~~

~~B.A.~~ By 05/31/21, have the existing vendor(s) document the complete security system. Have them provide block diagrams and as-built point-to-point wiring diagrams for each listed below ~~at NO cost to us.~~

i. Network communication diagrams

ii. Access control system diagrams

iii. Gates and barrier arm controls

iv. Scanner system

v. Intercom system

vi. CCTV system

vii. Back-up power systems

~~E.B.~~ By 08/01/21, review and provide recommendations on hiring a dedicated Security manager to oversee the Gate staff, Patrol staff, and the technology.

~~D.C.~~ Ongoing - keep records of all staff licenses and certificates. Ensure no lapses.

~~E.D.~~ Ongoing - Increase management over the Security Vendors.

i. Increase timely reporting and follow-up of Security maintenance issues.

a. Increase documentation related to problem descriptions and resolutions.

ii. Hold the Vendors accountable for "great" service.

• Result:

Commented [RG4]: I disagree with finding a new vendor. We will pay for all the time for them to come down the learning curve, and we will be dealing with the same level of proficiency as we have now.

2021 GM G+'s (revised 01/13/21)

**Goal #6: Complete the installation of the Golf Course Emergency Connection for Supply Reliability**

- Specific: Complete the piping and manifold for this project. Run test with golf course management.
- Measurable: When irrigation of critical golf course areas can be done without SDG&E.
- Achievable: Done with internal and external resources.
- Relevant: Important to golf course supply reliability.
- Time-Bound: Complete by June 2021.

Result:

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**Goal #7: Recover Costs Incurred by the District from the Hillside Fire**

- Specific: Pursue insurance company claims on Mediacom (or sub) for costs we incurred.
- Measurable: Dollard recovered.
- Achievable: Done this calendar year.
- Relevant: Important to the district's budget.
- Time-Bound: Complete within calendar year 2021.

Result:

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**Goal #8: Water**

- Specific: Complete the installation of Well #7R2.
- Time-Bound: By 01/31/21, modify the Dudek/RPMWC agreement.
- Time-Bound: By 02/01/21, provide RPMWC pumping data to GSA per SGMA.
- Time-Bound: By 09/20/21, update basin-draw and 2021-22 budget model.

Result:

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**Goal #9: Complete the re-piping of the main line located under the proposed Country Club snack bar**

- Specific: ~~Complete~~ ~~Coordinate~~ the re-piping of the mainline under the snack bar
- Measurable: Pipeline section is ~~replaced with high strength system before snack bar is built.~~ ~~rerouted around the snack bar.~~
- Achievable: Done with internal and external resources.
- Relevant: Important to ensuring there are no pipeline ruptures and/or property damage.
- Time-Bound: Complete by ~~March-October~~ 2021.

Result:

**Commented [RG5]:** Per Larry Taylor's letter the work will be done by PVCC and completed by October 2021

2021 GM G+'s (revised 01/13/21)

**Goal #10: Drainage**

- Specific: Working with the Club, advise the CSD Board on whether a drainage pipe on the 8<sup>th</sup> hole is a project that merits moving forward with, in partnership with the Club.

Result:

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**Goal #11: Collections**

- Specific: Complete the upgrades of Oak Tree Lift Station
- Time-Bound: Complete by June 30, 2021

Result:

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**Goal #12: Safety - Bridge 6 Upgrade**

- Working with the Club, advise the CSD Board on whether a proposed bridge upgrade on the 6<sup>th</sup> hole is a project that merits moving forward with, in partnership with the Club.
  - i. If the project is approved, work with Roadway, the Club, and CSD to create a shared plan for improvements to the #6 bridge.

Result:

**Commented [RG6]:** Larry Taylor notified the District they are moving forward with just the replanking for golf carts.



## Discussion Paper for Adoption of Board of Directors Goals, Initiatives and Priorities (G+I+Ps) for 2021

It is proposed that the Board of Directors of PVCSD annually adopts a statement of its Goals, Initiatives and Priorities (GIPs) at the beginning of each calendar year.

Together with the General Manager's G & I's, the Board's annual priorities should be clearly delineated in order to measure its own performance as a governance team, and to achieve organizational success. Each Board member should be able to understand and articulate the Board's priorities for the year ahead and beyond, enabling the Board to focus on what really matters.

Board GIPS may or may not differ from those of the General Manager. Combined, however, they will add significant value to the organization and better serve the entire PVCSD community. Board input helped identify and prioritize the following Goals, Initiatives and Priorities for 2021.

### PROPOSED 2021 BOARD GIPS

1. Highest level of priority.
  - A. SGMA, GSA AND GSP Focus
    - i. Inform constituents of issues, discussions and decisions.
  - B. Financial planning
    - i. Develop 5-year financial plan.
    - ii. Realize an operational surplus equal to a minimum of 5% of annual budget. Recommend operational and financial efficiencies.
    - iii. Analyze CALPERS exposure and consider revisions.
  - C. Support the GM and work as a team in building a highly effective, service-oriented operation.
2. Secondary level of priority.
  - A. Ongoing adherence to Brown Act
  - B. Regular communication with District community.
  - C. Maintain customer fees. Fiscal & operational transparency.

## AGENDA ITEM

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### 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.

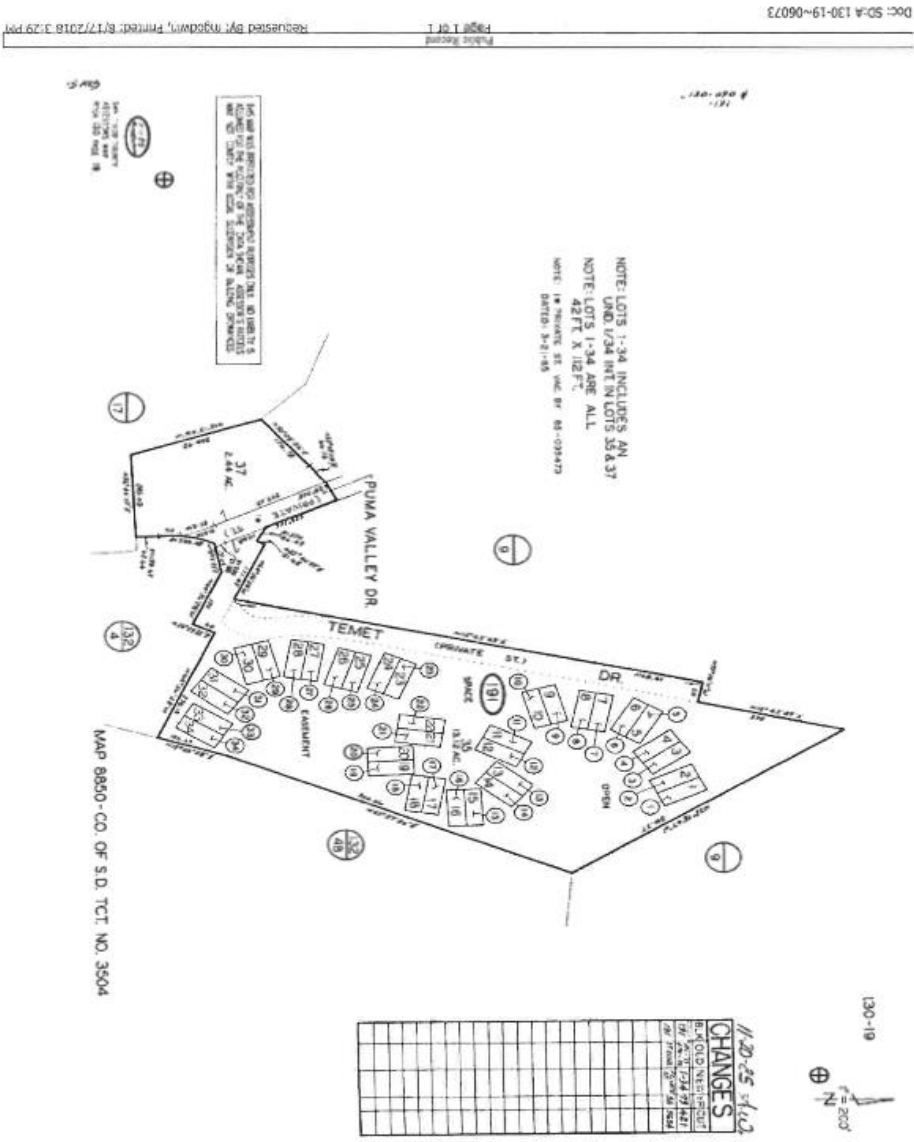
(The assessed owner of this property, guard house and gate area land included, is RPMWC, per a 2018 title search. This, in spite of the 7-17-1995 citation whereby PVCSD was granted a permit to construct and install the Pauma Heights guard house. Also of note is 7-22-2018, e. citation and 8-03-2018 citation 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
<b>ASSETS</b>	
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
<b>TOTAL ASSETS</b>	<b>1,309,025.05</b>
<b>LIABILITIES &amp; EQUITY</b>	
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
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,309,025.05</b>

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."

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### 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?