

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, April 26, 2021

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

PLACE: <https://us02web.zoom.us/j/88918520367>

Phone: (669) 900-6833 Passcode: 889 1852 0367

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. CalPERS Q&A Session
 - a. For the general knowledge of the Board, staff and public, Paul Kaymark, CPA with Nigro and Nigro will participate in a question and answer session on CalPERS. No action will be taken.
5. Update on Pauma Valley Roadway Association (PVRA) and Pauma Valley CSD Agreement
 - a. Termination of Pauma Valley Roadway Association (PVRA) Agreement from 2009
 - i. The Board will consider terminating the Dec 2009 Agreement with Pauma Valley Roadway Association.
 - b. Ordinance 55 for Gate Access and Road Usage Within Pauma Valley Country Club Estates
 - i. The Board will consider adopting Ordinance 55: Gate Access and Road Usage Within Pauma Valley Country Club Estates.
 - c. Lease Agreement between Pauma Valley Community Services District and Pauma Valley Roadway Association
 - i. The Board will consider approving the Lease Agreement with the Pauma Valley Roadway Association to utilize the Front and Pauma Heights Gate House.
 - d. Memorandum of Understanding (MOU) between Pauma Valley Community Services District and Pauma Valley Roadway Association
 - i. The Board will consider approving the MOU with the Pauma Valley Roadway Association.

6. Approval of Previous Minutes
 - a. Regular Meeting March 29, 2021
7. Financial Report
 - a. Review of BS, P&L as of 3/31/2021
 - b. Accounts Receivable
8. Security Report
 - a. Daily Activity Report
 - b. Gate Penalty Assessment Report
9. General Manager's Report
10. Pauma Valley Community Services District Salary Schedule for Fiscal Year 2021 -2022
 - a. The Board will review the salary analysis created by the ad hoc committee and may refer this for adoption at the May 24, 2021 meeting.
11. District Calendar
 - a. The Board will consider the District Calendar for adoption. The District Calendar shows board meeting dates and district holidays.
12. Prop 218 Notice for Sewer Charges
 - a. Presented for review is the Prop 218 notice staff is recommending. The Notice will be mailed May 1, 2021 in order to meet the 45 day noticing requirement for the public hearing which will be held June 28, 2021.
13. Other Business
 - a. Requested items for next or future agendas (Directors and Staff Only)
 - b. Board comments
14. Adjournment
 - a. Regular Meeting on May 24, 2021 at 10:00 a.m.

April 22, 2021

Memorandum

To: Pauma Valley Community Services District
From: Legal Counsel
Date: April 19, 2021
Re: Road Usage and Gatehouse Procedure

QUESTIONS PRESENTED

Pauma Valley Community Services District (“CSD”) requested advice on how to best proceed in reevaluating and changing its policies and practices in regards to its agreement with Pauma Valley Road Association (“PVRA”). Below is a step-by-step process CSD can take in order to amend its security services within the Pauma Valley Country Club Estates.

ANALYSIS

In order to reexamine and transition CSD’s agreement with PVRA, there are several steps CSD should take. Each step should be taken in chronological order. :

1. CSD should, at the end of May 2021, terminate the previous agreement with PVRA in regards to the services CSD provided. To do this, we have prepared a draft termination letter for CSD to send to PVRA after the CSD ordinance referenced below goes in to effect.
2. Attached is a draft of the Rules and Policies (based upon the version forwarded to us) CSD can adopt and use to carry out roadway-related services within the gates. These rules should be adopted by ordinance, also attached.
3. A new agreement is needed for CSD to lease the PVRA-owned gatehouse. A draft of a revived lease agreement (based upon the early May 2009 version of a similar lease) is attached.
4. In order for CSD to adequately implement its own rules and policies in regards to road usage and security, PVRA should authorize CSD’s access to and use of the roadways within the gates. To do so, the two parties should enter into a short Memorandum of Understanding.

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

33129 Cole Grade Road ♦ Pauma Valley, California 92061

Telephone (760) 742-1909 ♦ Fax (760) 742-1588

May 25, 2021

Pauma Valley Roadway Association
33129 Cole Grade Road
Pauma Valley, CA 92061

Sent via email to: frednelson31@gmail.com

Re: Termination of 2009 Agreement between Pauma Valley Community Services District and the Pauma Valley Roadway Association

Dear Pauma Valley Roadway Association Board of Directors

This letter is in reference to the December 2009 agreement between Pauma Valley Community Services District ("CSD") and the Pauma Valley Roadway Association ("PVRA"). Among other things, the agreement authorized CSD to use certain roads and streets within the Pauma Valley Country Club Estates ("PVCCE"), along with the ingress to and egress from PVCCE. On May 24, 2021, the CSD Board of Directors voted to formally terminate the agreement in its entirety and any materials or publications related thereto, effective in late May 2021. In light of this termination, CSD wishes to propose a separate written understanding with PVRA in regards to road usage within the gates.

Though CSD has now terminated the 2009 agreement, CSD has also adopted its own procedures in order to provide roadway-related services within the gates. Of course, CSD will not be responsible for the maintenance and repair of roads, streets, curbs, medians, adjacent vegetation and signage within PVCCE.

If you have any questions or need additional information, please feel free to contact me by telephone at 760-742-1909, or via email at gm.pvcسد@gmail.com. Thank you for your time.

Sincerely,

Bobby Graziano
General Manager

Sam Logan
President

Mike Esparza
Vice President

Jim Cipriano
Treasurer

Bill Jacobs
Director

Bill Schultz
Secretary

SUMMARY OF ORDINANCE NO. 55

Ordinance No. 55 proposes the adoption and establishment of Pauma Valley Community Services District's "Gate Access and Road Usage Policies and Procedures." Specifically, this Ordinance sets forth policies and procedures for gate access management and the monitoring and enforcement of road usage within, along with the ingress to and egress from, the Pauma Valley Country Club Estates.

A full copy of Ordinance No. 55 is available for review in the Pauma Valley Community Services District office located at 33129 Cole Grade Road, Pauma Valley, CA 92061.

Ordinance No. 55 was introduced by the Pauma Valley Community Services District Board of Directors at its meeting held on April 26, 2021. Second reading and adoption of the ordinance are scheduled for May 24, 2021.



Bobby Graziano
General Manager, PVCSD

Published to District Website April 19, 2021.

ORDINANCE NO. 55

AN ORDINANCE OF THE PAUMA VALLEY COMMUNITY SERVICES DISTRICT ESTABLISHING POLICIES AND PROCEDURES FOR GATE ACCESS AND ROAD USAGE WITHIN PAUMA VALLEY COUNTRY CLUB ESTATES

WHEREAS, the Pauma Valley Community Services District (“District”) is a public agency organized under the Community Services District Law set forth in California Government Code section 61000 et seq.;

WHEREAS, under Government Code section 61100(j), the District is authorized to provide security services to protect lives and property;

WHEREAS, section 60160(a) of the California Government Code provides that community services districts, such as this District, have the power to adopt ordinances to establish policies and procedures; and

WHEREAS, with the concurrence of the Pauma Valley Roadway Association, the District provides gate access management and the monitoring and enforcement of road usage within, along with the ingress to and egress from, the Pauma Valley Country Club Estates (“PVCCE”), as depicted on the map attached as Exhibit “A”;

WHEREAS, the District has decided to separately articulate and adopt its own set of policies and procedures pertaining to PVCCE gate access and road usage; and

WHEREAS, it is the District’s desire and intent to adopt the Gate Access and Road Usage Policies and Procedures, as set forth in the attached Exhibit “B” (“Policies and Procedures”), in order to promote the orderly conduct of business in regards to gate access and road usage in PVCCE.

Now, therefore, BE IT ORDAINED BY THE BOARD OF DIRECTORS OF THE PAUMA VALLEY COMMUNITY SERVICES DISTRICT as follows:

Section 1: Policies and Procedures. The District formally establishes and adopts the Gate Access and Road Usage Policies and Procedures attached hereto as Exhibit “B”.

Section 2: Enforcement. The District and its employees are hereby authorized to implement enforce the rules and regulations presented in the Policies and Procedures.

Section 3: Recitals. The Recitals are incorporated herein and made an operative part of this Ordinance.

Section 4: Effective Date. This Ordinance shall become effective thirty (30) days after its adoption pursuant to California Government Code Sections 25123 and 61060(a).

This Ordinance shall be published within fifteen (15) days after its passage pursuant to California Government Code Section 25124.

ADOPTED this _____ day of _____, 2021.

President of the Board of Directors

ATTEST:

Secretary of the Board of Directors

CERTIFICATION

I, _____, Secretary of the Board of Directors of Pauma Valley Community Services District, certify that the foregoing ordinance was introduced at a regular meeting of the Board of Directors on the ____ day of _____, 2021 and was adopted by the Board of Directors at a regular meeting held on the ____ day of _____, 2021, by the following vote of the Directors:

AYES:

NOES:

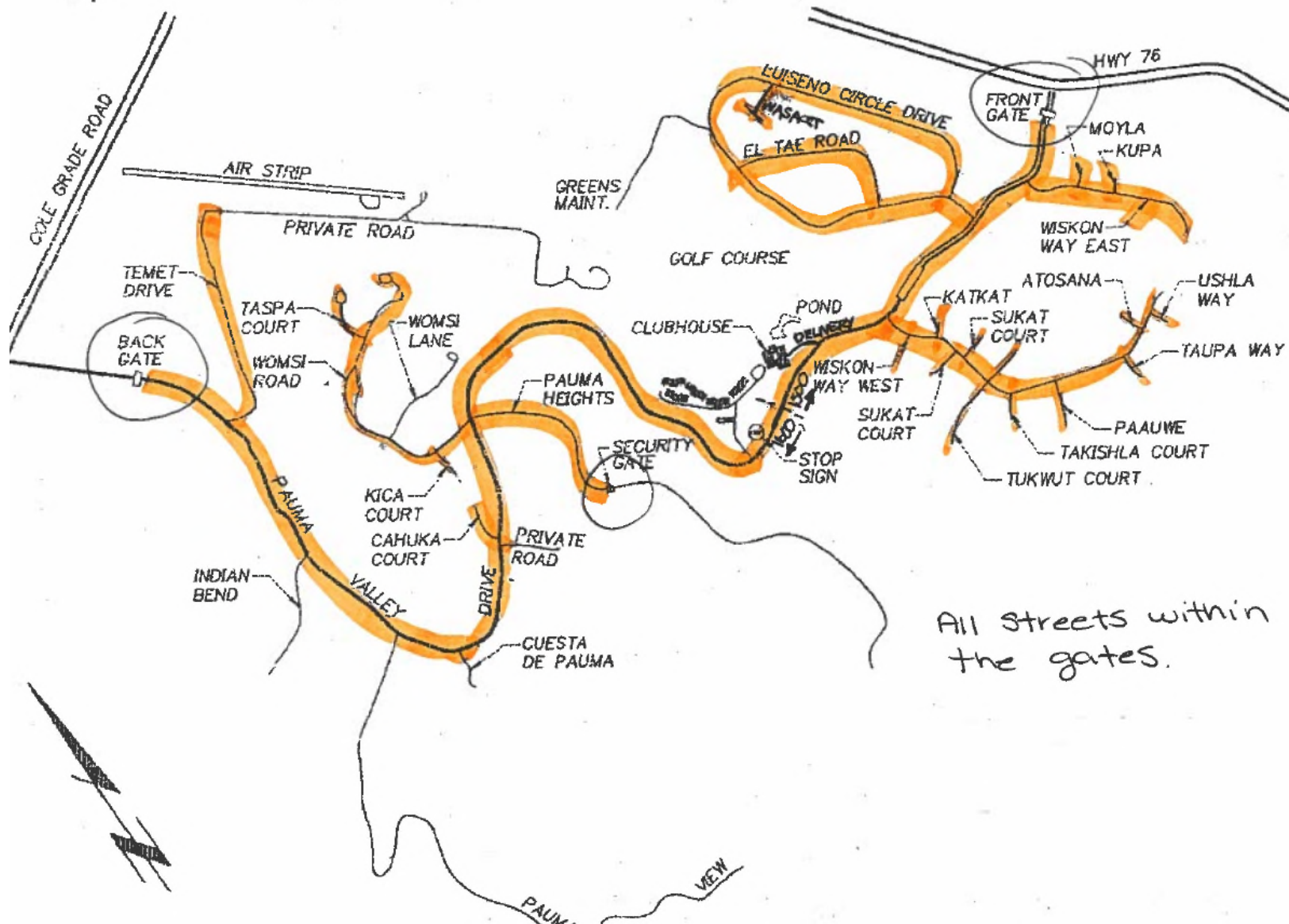
ABSENT:

ABSTAINED:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of Pauma Valley Community Services District this ____ day of _____, 2021.


Secretary of the Board of Directors

EXHIBIT "A"



All streets within the gates.

EXHIBIT “B”

	<p style="text-align: center;">Pauma Valley Community Services District Administrative Procedures and Rules</p>	<p>Adoption Date:</p>
<p style="text-align: center;">GATE ACCESS & ROAD USAGE POLICY</p>		<p>Amended Date:</p>

ARTICLE 1 GENERAL PROVISIONS

- I. Introduction: Under its statutory authority, the Pauma Valley Community Services District (“PVCSD” or “District”) is authorized to provide a variety of services, including gate access management, security patrol services, and monitoring and enforcing road usage, including ingress to and egress from the Pauma Valley Country Club Estates (“PVCCE”). (See map attached as Exhibit “A”). It is PVCSD’s intent to establish policy and procedures that will be convenient for the public and contribute to the orderly conduct of business in regards to gate access and road usage.

- II. Purpose: The purpose of the Gate Access and Road Usage Policies and Procedures is to set forth certain policies and procedures by which the functions of the District are carried out. Other District procedures related to gate access and road usage may be set forth in specific rules, regulations, resolutions, or policies of the District, whether or not included as part of this document.

- III. Definitions: Except as otherwise provided in specific sections of these Policies and Procedures, the following words shall have the following meanings:
 - a. Commercial Activity means conduct that requires a Use Permit. Commercial activity include home offices, long-term rentals of Resident properties and the ongoing activities and events and of PVCC.

 - b. Main Gate means the entrance to PVCCE on Highway 76.

 - c. Not in Good Standing means a person having delinquent dues or fees owed to the District.

 - d. NOV means a Notice of Violation issued by a Security Officer.

 - e. PVCC means Pauma Valley Country Club.

 - f. PVCCE means Pauma Valley Country Club Estates.

 - g. PVCSD or District means the Pauma Valley Community Services District.

 - h. Resident means a PVCCE homeowner or individuals authorized to reside in or live on a homeowner’s property.

- i. RFID Transponder means a Radio Frequency ID tag for gate access issued by PVCSD.
- j. Roadway means the PVCCE roads and streets depicted on Exhibit A.
- k. Security Officer means an employee of PVCSD or its designee, authorized to affect the safety and security of property and persons within the PVCSD service area.
- l. Service Persons means those individuals or entities providing commercial or personal services to Residents, PVCSD, or PVCC.
- m. Signage means any printed information placed or posted on any Roadway, adjacent areas or curbs.
- n. Street Parking refers to vehicles or equipment parked on any Roadway.
- o. Street Legal refers to vehicles with current licenses and registration documentation.
- p. Written Authorization means a properly displayed printed pass or letter from PVCSD.
- q. Use Permit means a permit or license that is required to be issued by an authority having jurisdiction, prior to the commencement of activity that requires such permit or license.

ARTICLE 2 RESPONSIBILITIES

- I. Enforcement: PVCSD and its employees are authorized to enforce the rules and regulations presented in these Policies and Procedures.
 - II. Security Gate Attendants: PVCSD shall provide Security gate attendants at the main gatehouse to alarm monitored events, to take incoming calls, to monitor police and emergency radio traffic, and to provide visitor management to control ingress into PVCCE in accordance with the principles and specifics herein.
 - III. Passes: PVCSD shall provide for the issuance of Passes to those entitled to receive them, upon presentation of necessary documents. Individuals seeking an RFID tag or designation as a recognized contractor at a gatehouse will be referred to the PVCSD office.
 - a. Visitor Passes: PVCSD shall be responsible for an adequate supply of Visitor Passes that by their design can be reproduced on letter-sized paper in a conventional copying machine and gate-signaling devices. PVCSD shall be responsible for storing and safeguarding all supplies of Passes.
 - IV. Gatehouse Equipment: PVCSD shall be responsible for maintaining gatehouse equipment, inclusive of rolling gates, barrier arms and all control systems required for their proper operation.
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ARTICLE 3 ROADWAY USAGE WITHIN PVCCE

- I. Drivers: Drivers of vehicles, except golf carts, must hold a valid driver's license, registration and proof of insurance. Individuals under the age of 16 driving a golf cart within PVCCE must be accompanied by an adult.
- II. Recreational Activities: No part of any Roadway shall be used for recreational activities which present a potential safety hazard as reasonably determined by PVCSD.
- III. Speed Limits/Traffic Control Signs: Drivers of vehicles on any Roadway must obey posted speed limits and other traffic control signs.
- IV. Conformity: Drivers and their vehicles must conform to the California Vehicle Code and to the PVCSD Gate Access & Road Usage Policy and Procedures.
- V. Authorized Vehicles: Excluding golf carts, vehicles that are not street legal in California, such as motorized skateboards and motorized dirt bikes, will not be permitted access to, or use of, any Roadway.

ARTICLE 4 STREET PARKING

- I. Written Authorization: There shall be no parking on any Roadway of vehicles or equipment without PVCSD issued written authorization displayed on the dashboard of the vehicle or on said equipment. Without written approval of PVCSD, RV's, campers, trailers and trucks shall not park on any Roadway for a period exceeding 48 hours.
- II. Passenger vehicles: Passenger vehicles may not park on any Roadway for a period exceeding 7 days in any consecutive 30-day period per residence.
- III. Overnight Parking: There shall be no overnight parking on Pauma Valley Drive.

ARTICLE 5 GATE ACCESS

- I. Policy Inquiries: Inquiries regarding Gate Access policies and RFID transponders, shall be directed to the PVCSD offices or website at www.paumavalleycsd.com.
 - II. Gate Attendants: Gate attendants are authorized to request drivers' licenses, vehicle registration and insurance information of those seeking gate access.
 - III. Good Standing: Individuals who are Not in Good Standing with PVCSD or any Roadway Association may not be permitted to obtain and/or utilize RFID transponders. Said individuals must request a Guest Pass until their Good Standing is restored.
-

ARTICLE 6 SIGNAGE

- I. Permission: Without written approval of PVCSD, signage is not permitted on or adjacent to medians, any Roadway or PVCCE access gates.

ARTICLE 7 PASSES

- I. Gate Access Passes: Gate access passes can be electronically or manually generated and will be either a Guest Pass or a Service Pass. Those wishing to enter PVCCE without an RFID transponder or without a pass must register with a Gate Attendant. Individuals generating an electronic pass on their own computer may enter through the Rear Gate (using the Pass scanner) or through the GUEST LANE of the Main Gate where their pass will be scanned. Categories of passes include:
 - a. An Electronic Pass is one generated through an authorized individual's account on the gate access system. It can also be created by a Gate Attendant thus enabling the individual named on the Pass to retrieve, print and utilize it. Individuals authorized to create an "electronic pass" can do so only if said individual has no payment delinquencies. Said pass is valid only for the date indicated.
 - b. A Guest Pass, generated by a Gate Attendant, is for a guest of an authorized individual and is used only if the authorizing individual has advised the attendant of the guest's arrival, or responds to the attendant's phone call inquiring about the guest seeking entrance. Such a pass is valid for use by the party named on the pass and only for the date indicated.
 - c. A Service Pass, generated by a Gate Attendant, is for a service provider of an authorized individual and is issued only if the individual has advised the attendant of the service provider's arrival, or responds to the attendant's phone call inquiring about an individual seeking entrance. Such a pass is valid only for the party named on the pass and only for the date indicated.
 - II. Valid Driver's License: An individual wishing to utilize a pass to enter PVCCE may be asked to provide a valid California driver's license and proof of insurance.
 - III. Visibility: Passes must be clearly visible/readable on the vehicle's dashboard.
 - IV. Gardeners/Service Persons/Contractors: Without authorization by PVCSD, gardeners, Service Persons or contractors will not be permitted to enter PVCCE before 7:00 A.M. Monday through Saturday, or remain after 6:00 P.M. on week-days and 2:00 P.M. on Saturday. There will be no admittance on Sunday or on major holidays identified as New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. When an above-noted holiday occurs on a weekend, the day of observance shall be treated as the holiday. Emergency situations are considered exceptions to the above-noted rules.
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ARTICLE 8 VISITORS

- I. Notification: Residents, agents, PVCC members and PVCC staff must notify a Gate Attendant of the name and arrival time of a visitor requiring a Pass. In the absence of such notification, no individual will be admitted unless the Gate Attendant is immediately able to contact the individual requesting the admission.
- II. Guest Pass: Upon approved access, the Gate Attendant will issue a Guest Pass valid for up to seven (7) days, and will record appropriate information thereon. A Guest Pass may be authorized for a period longer than seven days. When issued, all passes are specific to the individual originally admitted when the pass was issued.

ARTICLE 9 REAL ESTATE ACTIVITY

- I. Real Estate Agents/Brokers/Appraisers: Real estate agents, brokers and appraisers who are not Residents or PVCC members will be issued a Guest Pass at the Main Gate after presenting identification and indicating the property to be visited. Individuals inquiring about real estate within PVCCE will not be admitted unless accompanied by a real estate agent, broker or appraiser.
- II. Open House: A resident, agent or real estate sales person must notify a Gate Attendant of the name and arrival time of visitors requiring a Pass. Absent such notification, the visitor will not be admitted. A Resident, agent or real estate sales person must abide by the signage restrictions of PVCSD. OPEN HOUSE signage shall not be permitted adjacent to PVCCE access gates or on any portion of the Roadway.

ARTICLE 10 PROPERTY USE PERMITS

- I. Commercial Activity: Gate Attendants shall not admit any person, and Security Officers shall not permit any person to use any Roadway to access a property for Commercial Activity unless all necessary Use Permits have been obtained and are available for inspection.
 - II. Applicable Permits: Each Resident shall be responsible for obtaining applicable Use Permits.
 - III. Estate Sales/Garage Sales/Yard Sales: Residents planning to engage in estate sales, garage sales or yard sales, where participation is invited from individuals not residing within PVCCE, must apply to PVCSD for a Use Permit and remit a non-refundable \$300 Roadway Use Fee to PVCSD. This fee shall be paid not less than 10 days prior to the said activity. Without a Use Permit (authorization letter) from PVCSD, and payment of Use Fees, individuals will not be permitted to hold garage sales or yard sales.
 - IV. Visitor Notification: A resident or agent must notify a Gate Attendant of the name and arrival time of any visitor who will require a Pass for Roadway usage. Individuals requesting admittance to attend a permitted activity must be on an approved list and will be issued a Pass good for one day only and for the single destination indicated on the Pass.
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ARTICLE 11 UNATTENDED GATES

- I. Access: Access at unmanned gates will be enabled by RFID transponders or by direct communication with the Gate Attendant at the Main Gate. Unmanned gates are equipped with video and two-way voice communication. Vehicles presenting at an unmanned gate without an RFID transponder or an electronic PASS will not be admitted and must present themselves to the Main Gate.

ARTICLE 12 EMERGENCY

- I. Emergency Vehicles: In the event of an emergency declared by a government agency or authority, California Highway Patrol, San Diego County Sheriff, Cal Fire, EMTs, ambulance service, and similar vehicles shall receive immediate access at any gate.

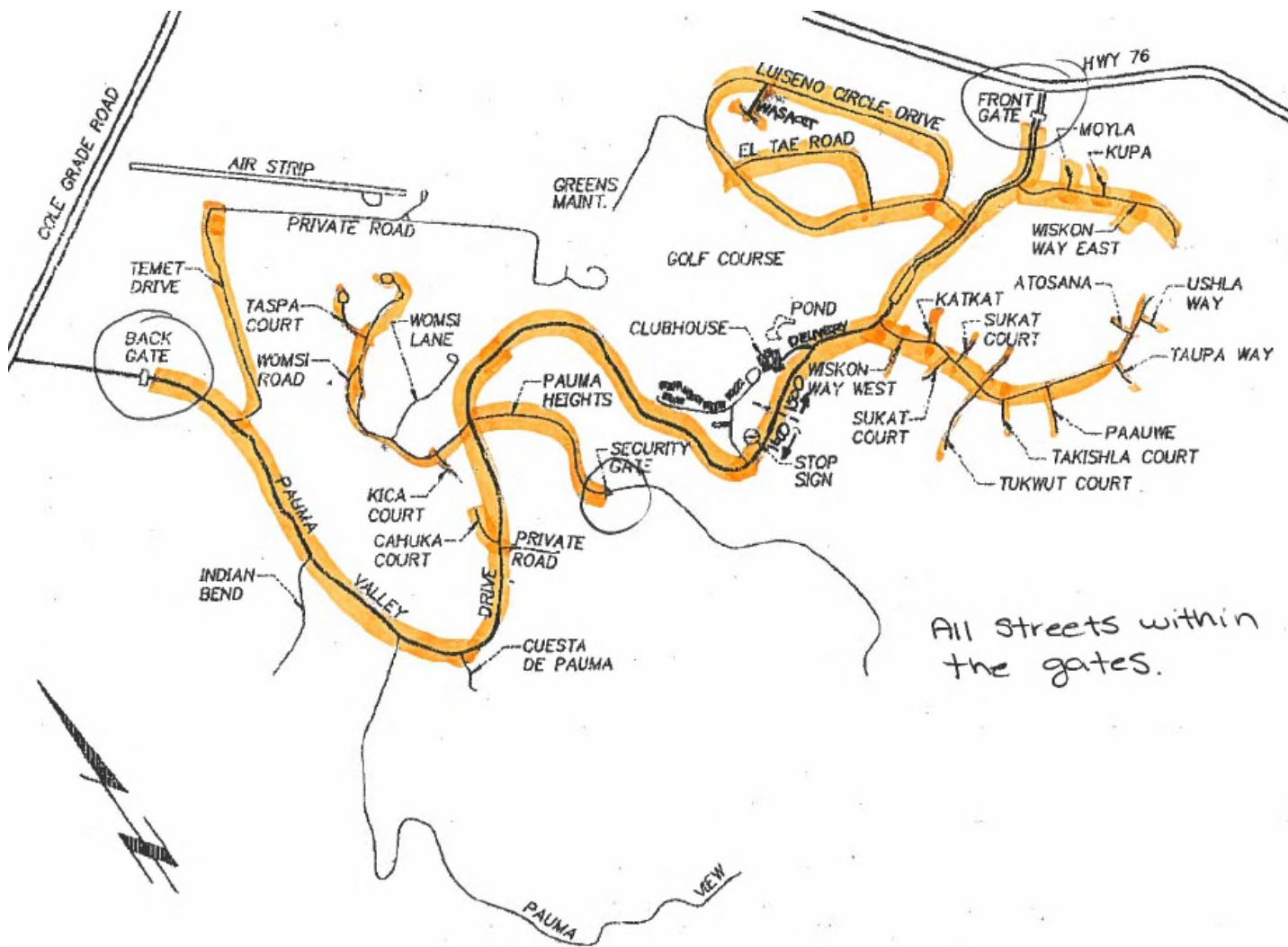
ARTICLE 13 VIOLATIONS

- I. Notice of Violation: A Notice of Violation (“NOV”) is a citation issued by a PVCSD Security Officer for infractions to the Gate Access & Road Usage Policy and Procedures. The cause of the penalty assessment shall be set forth in writing and mailed to the individual cited in the NOV. Property owners will be held responsible for the actions of their guests, visitors, tenants, service providers and family members and will be responsible for penalty assessments associated with their actions. Those issued an NOV may request a review by the PVCSD Board of Directors. If PVCSD determines that the NOV is reasonably founded, the following actions may apply:
 - a. Revocation or suspension of PVCCE gate access privileges for anyone other than residents seeking access to their residence or to PVCC, or a PVCC member seeking access to PVCC.
 - b. The NOV recipient may be subject to a monetary penalty assessment.
 - II. Notice of Violations: NOV offenses include:
 - a. tailgating through gate access barrier arms;
 - b. barrier arm contact and/or damage;
 - c. illegal parking on any Roadway;
 - d. pass violations;
 - e. illegal ingress to or egress from PVCCE;
 - f. STOP sign violations;
 - g. speeding violations
 - h. unsafe vehicle operation.
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- III. Monetary penalty: Monetary penalty assessments for verifiable NOVs are:
- a. 1st offense = Warning;
 - b. 2nd offense = \$100;
 - c. 3rd offense = \$300.
- IV. Damages: Damages to the PVCCE gate access system will be billed to the party responsible for said damage on an at-cost (plus labor) basis. Verifiable violations may warrant PVCSD's application to a court of law or to the County Tax Collector's office for collection.
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EXHIBIT "A"

MAP OF PAUMA VALLEY COUNTRY CLUB ESTATES



Pauma Valley Guardhouses

Lease Agreement

This Lease Agreement is made this ___ day of _____, 2021, by and between the PAUMA VALLEY ROADWAY ASSOCIATION, a California non-profit corporation (herein called "Lessor") and the PAUMA VALLEY COMMUNITY SERVICES DISTRICT, a California corporation (herein called "Lessee").

In consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

1. PROPERTY - Lessor hereby leases to Lessee and Lessee leases from Lessor two guardhouse structures: the main gate and the Pauma Heights gate. The main gate is located on a portion of Pauma Valley Drive with the physical address identified as 16270 Pauma Valley Drive. The Pauma Heights gate is located on a portion of Pauma Heights Road with the physical address identified as 32291 Pauma Heights Road.
2. USE - Lessee shall have the right to use the leased guardhouses for the purpose of monitoring the ingress and egress of persons wishing to enter and use said Pauma Valley Drive and Pauma Heights Road. Lessor hereby grants to Lessee, for the term of this lease, an easement over, under and upon said Pauma Valley Drive and Pauma Heights Road to install, maintain and operate such gates and all necessary support equipment such as telephone, audio and video conduits, wires and equipment, including electronic detection devices.
3. TERM - The term of this lease shall be ninety-nine (99) years, commencing as of the date first herein fore written and ending on the same date in August 2120; provided, however, that the term of this lease shall end automatically in the event Lessee notifies Lessor in writing of its intention to abandon use of the guardhouses or in the event Lessee fails to use the guardhouses for ninety (90) consecutive days.
4. RENT - Lessee agrees to pay Lessor as rent for the use of said guardhouses and in consideration for said easement, and Lessor agrees to accept, the annual sum of one dollar (\$1.00) payable in advance on the first day of the term of this lease and on each anniversary of the commencement of the term the term ends as provided herein.
5. MAINTENANCE AND ALTERATIONS - Lessee shall maintain the guardhouses in good condition and repair during the term of this lease and shall have the right to make alterations, additions and improvements to the interior only of the guardhouses without permission of the Lessor.
6. ASSIGNMENT - Lessee may not assign any interest in this lease or sublet all or any portion of the guardhouses without Lessor's prior written approval.
7. INSURANCE - Lessee shall maintain, at its expense, public liability and property damage insurance with coverage limits of not less than \$1,000,000 bodily injury liability and property damage liability per occurrence, with an aggregate coverage of \$1,000,000,

insuring against all liability of Lessee, its officers and employees arising out of or in connection with Lessee's use and occupancy of the guardhouses. Lessee also shall maintain, at its expense, standard fire and extended coverage against loss of or damage to said guardhouses and gates.

8. INDEMNITY - Lessee agrees to indemnify and hold harmless Lessor from and against any and all claims arising from Lessee's use of the guardhouses and the easement granted herein, or from any activity, work or thing done, permitted or suffered by Lessee in or about the guardhouses and the easement and shall further indemnify and hold harmless Lessor from and against any and all claims arising from any breach or default in the performance of any obligation on Lessee's part to be performed under the terms of this lease, or arising from any negligence of Lessee, or any of Lessee's agents, contractors or employees and from and against all costs, attorney's fees, expenses and liabilities incurred in the defense of any such claim or any action or proceeding brought thereon. In case any action or proceeding is brought against Lessor by reason of any such claim, Lessee, upon notice from Lessor, shall defend the claim at Lessee's expense. Lessee, as a material part of the consideration to Lessor, assumes all risk of damage to property or injury to persons in, upon or about the guardhouses and easement arising from the operation of the guardhouses or gates by Lessee.

IN WITNESS WHEREOF, this Lease Agreement has been executed as of the day and year first hereinabove written.

PAUMA VALLEY ROADWAY ASSOCIATION

By:

Title:

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

By:

Title:

**MEMORANDUM OF UNDERSTANDING
BETWEEN
PAUMA VALLEY COMMUNITY SERVICES DISTRICT
AND
PAUMA VALLEY ROADWAY ASSOCIATION**

This Memorandum of Understanding (hereinafter referred to as "MOU") is made between the Pauma Valley Community Services District, a public agency, (hereinafter referred as "PVCSD") and Pauma Valley Roadway Association, a nonprofit corporation (hereinafter referred as "PVRA").

This document is a statement of understanding and is not intended to create binding or legal obligations.

I. Overview

PVCSD and PVRA intend to work toward the common goal of providing security on roadways within Pauma Valley Country Club Estates ("PVCCE"), as depicted on the attached Exhibit "A".

II. Intent of Agreement

This MOU is to identify road usage, road and gatehouse responsibilities, and authorizations of each of these entities. PVCSD has the responsibility to provide security for certain roads and streets within PVCCE. PVRA acknowledges this usage and authorizes PVCSD to perform its services in regards to road usage and the gatehouse.

III. PVCSD Commitment

PVCSD will set forth separately its own gate access and road usage policies and procedures for roadways within PVCCE.

IV. PVRA Commitment

PVRA authorizes PVCSD to use the identified roads and streets along with the PVRA-owned gatehouse within PVCCE so that PVCSD may adequately implement its gate access and road usage policies and procedures, as well as any other duly-adopted PVCSD's policies and procedures.

V. Mutual Hold Harmless:

It is agreed that PVRA shall defend, save harmless, and indemnify PVCSD, its officers, agents and employees, from any and all claims for injuries or damages to persons and/or property which arise out of the terms and conditions of this MOU and which result from the negligent acts or omissions of the PVRA, its officers, agents and/or employees.

It is further agreed that PVCSD shall defend, save harmless and indemnify PVRA, its officers, agents and employees, from any and all claims for injuries or damages to persons and/or property which arise out of the terms and conditions of this MOU and which result from the negligent acts or omissions of PVRA, its officers, agents and/or employees.

In the event of concurrent negligence of PVRA, its officers, agents, or employees and PVCSD, its officers, agents or employees, then the liability for any and all claims for injuries or damages to persons and/or property which arise out of the terms and conditions of this MOU shall be apportioned under the California theory of comparative negligence as established presently, or as may be hereafter modified.

VI. Revision/Revocation of Understanding

This Memorandum of Understanding can be modified or revoked with thirty days' written notice by either party, and will remain in effect until written notice is given.

PVCSD Representative Title, PVCSD

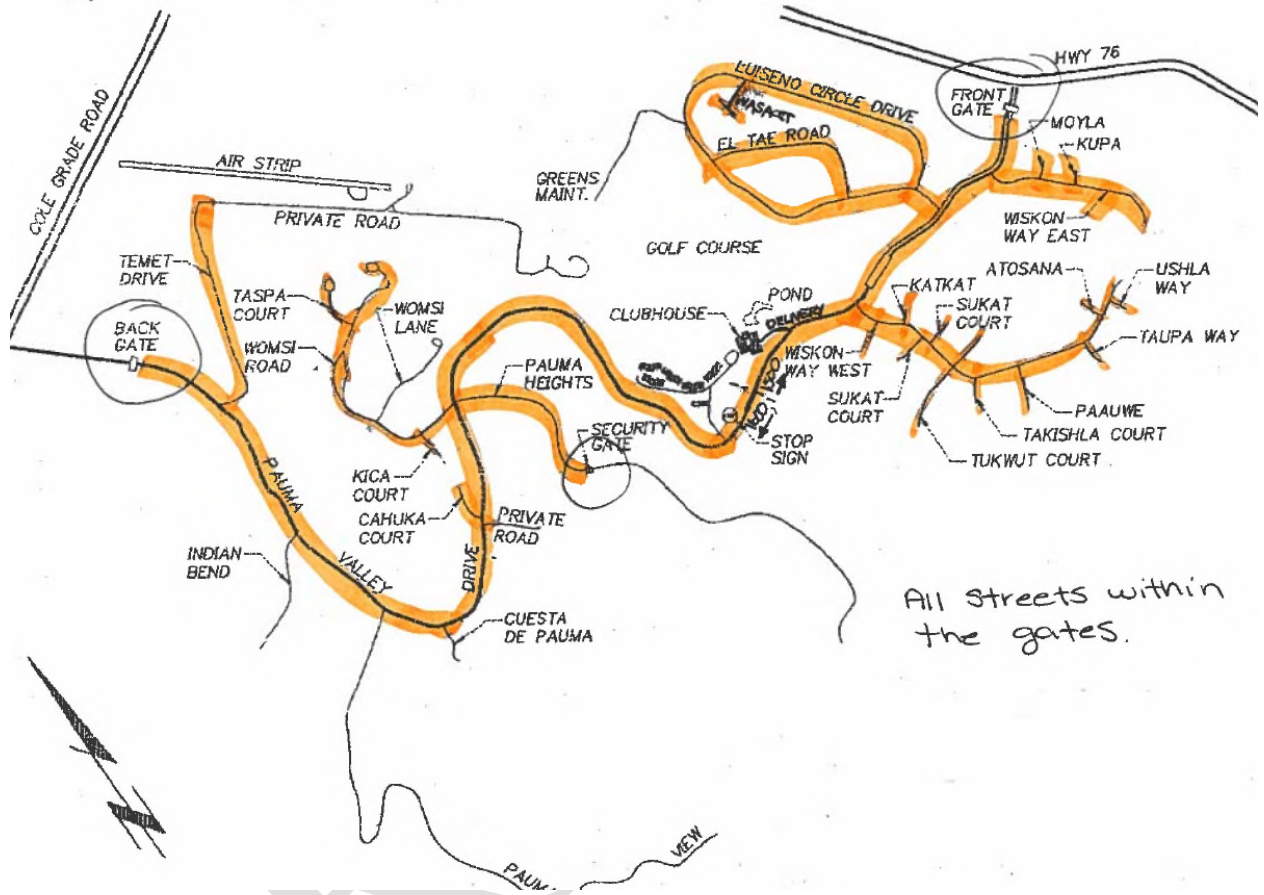
Date

PVRA Representative Title, PVRA

Date

EXHIBIT "A"

MAP OF PAUMA VALLEY COUNTRY CLUB ESTATES



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

Held on March 29, 2021

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

- 3.1 Call to Order: Regular Meeting was called to order at 10:04 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.
- 3.2 Roll Call: Graziano took roll call.
- 3.3 Open for Public Comments: Kariya thanked the Board for her time on the board. Mathews informed he would like to comment on the salary ranges later in the meeting.
- 3.4 Board Appointment:
 - a. The Board will review qualified applicants for the open position and make an appointment to fill the vacant seat: Logan informed that there were two applicants interested in the vacant seat on the Board; Bill Schultz and Charles Mathews. Cipriano inquired with Schultz on the values he would bring to the Board if appointed. Schultz gave a brief background of himself and explained his reasoning for wanting to be on the PVCSD Board. Esparza asked the applicants what their future views are. Schultz informed he would only be finishing out the current term available and would like to assist with the current projects being worked on. Mathews informed he would like to assist in the 5-year financial plan and believes he has the background, education, knowledge, and experience in financial planning. Logan made a motion appoint Bill Schultz, seconded by Jacobs and upon a vote with three in favor of the appointment, Cipriano abstained. Motion was carried.
- 3.5 Oath of Office:
 - a. Staff will swear in appointed Board Member - Fehling administered the Oath of Office to Schultz.
- 3.6 Appointment of Board Secretary:
 - a. The Board will appoint the Board Secretary - Schultz volunteered to be the Board Secretary. Logan motioned, seconded by Jacobs and upon unanimous vote Schultz was appointed Secretary.
- 3.7 Approval of Previous Minutes:
 - a. Regular Meeting February 22, 2021 – Jacobs inquired on a statement made on the February 22, 2021 minutes stating that PVRA is an HOA. Cipriano informed that PVRA reported that they checked with their attorney and they are not a CID and they have never applied for it, therefore they are not an HOA. Esparza made a correction in section 2.6 accepting and filing the Security Report rather than adopting it. Cipriano made a motion to approve the Regular Meeting Minutes of February 22, 2021, with the corrections mentioned herein, seconded by Logan and unanimously adopted.
 - b. Special Meeting March 8, 2021 – Esparza made a correction to his statement in section 3.3 and informed that the corrected statement has been emailed to staff. Logan made a motion to approve

the Special Meeting Minutes of March 8, 2021, with the corrections mentioned herein, seconded by Cipriano and unanimously adopted.

3.8 Financial Report:

a. Review of BS, P&L as of 02/28/2021 - Cash Assets reflect \$1,264,498, Accounts Receivable of \$39,082 and Accounts Payable of \$21,535. Watkins informed that in effort to keep the bank balance below FDIC limits, a \$100k transfer in LAIF will be completed this week. Watkins noted that Account 662 shows the 1% revenue from San Diego County Property Taxes received this period. Watkins informed that Repairs and Maintenance Account 712 includes sludge removal costs for hauling and discharging, Vehicles includes the emergency brake repair costs for Unit 1, and Account 820 Legal includes 50% of SGMA costs and additional charges for Mediacom. Jacobs inquired on the Operator Contract Services expense. Watkins informed it is an ongoing monthly fee. Esparza inquired why the Payroll expenses were at zero on the P&L; Watkins informed it is there as a placeholder and is reconciled at the end of each month. Logan motioned to adopt the financial report as presented, seconded by Cipriano and unanimously adopted.

b. Accounts Receivable – Presented for review.

3.9 Security Report:

a. Daily Activity Report - Graziano presented the Security Report. Cipriano inquired on what can be done to help with the common issues like speeding and after hour landscaping issues in the community. Graziano informed that Security has increased their monitoring of speeding and landscapers to help with this issue. Cipriano informed that the incident on March 13th was not an HOA issue; Krohn explained why he disagreed. Jacobs suggested adding a contractor and landscaper field for guest passes in DwellingLive. Cipriano inquired on whether Notice of Violations (NOV's) are being tracked. Fehling informed that we do keep a report with all NOV's issued and explained that since it is a PVRA document it is not included in the PVCSD meeting materials. Cipriano suggested sending out a notice to the community regarding the pellet gun issue mentioned in the Security Report. Jacobs informed that he witnessed the individuals shooting pellet guns on the golf club but not into the trees. Logan informed that these individuals were given permission from the club to do so. Esparza inquired on the gate crasher information from the March 13th; Fehling informed that there was no video footage available for this incident, and patrol was not able to track down the vehicle. Esparza inquired on what the current guidelines are for pulling over speeding violators; Graziano explained. Krohn explained that PVCSD is a government agency and the streets within the gates are private property and owned by PVRA and PVCSD has no jurisdiction. Logan explained patrol issues NOV's, not actual tickets. Cipriano inquired on the gate access issues. Graziano informed that California Gate Systems is here today to fix the video footage issues. Upon a motion by Esparza, seconded by Cipriano and unanimous vote, the Daily Activity Report was accepted and ordered filed.

b. Gate Penalty Assessment Report - Presented for review.

3.10 General Manager's Report: Graziano presented the report. Jacobs complimented Graziano and Utility Staff on the increased maintenance of the burned hillside and brow ditches. Esparza expressed that he believes radios vs cell phones would be a better option for security. Jacobs informed that he also believes having radios has much greater benefits when it comes to point to point signals vs having to deal with the possibility of cell phone towers going down. Esparza expressed that he likes the idea of switching to electric vehicles for patrol and believes the district should move forward with the idea. Graziano suggested the district go with Teslas since they are clearly the frontrunner in the EV market and are the most widely used and have the longest track record. Graziano also modified the recommendation in his report from Model Y's to Model 3's. Graziano highlighted that the Model 3 is the mid \$30K range, while the Model Y is in the mid

\$50K range. Graziano showed the proposed charging stations on an aerial map. Esparza suggested inquiring on “piggy backing” on a previous buyer for a better rate or inquiring on government pricing. Graziano presented the Salary Analysis Report showing nine districts and their associated salaries. Steve Anderson with Best Best & Krieger joined the meeting at 11:55 am. Jacobs complimented Graziano on the report and informed he would like to see the current salary rates vs proposed rates. Graziano informed he would like to adopt a salary schedule at the April meeting so the 2021-2022 budget projections and 5 year proforma that will be prepared in May is the most accurate. Graziano suggested having a special meeting or creating a committee to further discuss this. Martello informed he was very impressed with this project and informed that when a company has employees who multitask, losing them is a big deal. Graziano commented that the staff at hand is worth keeping for the long run.

3.11 Capital Equipment Plan:

a. The Capital Equipment Plan is being presented for the Board’s review – Graziano presented the Capital Equipment Expense Plan including \$50,000 allocated for upgrading the electrical panel to a 400amp service and adding charging stations for the security vehicles and staff, \$1,500 for a generator for the Oak Tree Lift Station, \$120,000 for two security vehicles, and \$5,000 for office improvements. Graziano informed that the expenditure for the security vehicles could be dropped to \$50k vs \$60k given the cost of the Tesla Model 3 compared to the Model Y. Esparza suggested leaving the proposed cost at \$60k to include the light bar, graphics, and anything else needed to equip the vehicles. A motion was made by Esparza to approve the Capital Plan as proposed, and seconded by Schultz. Cipriano asked for further discussion to address the price budgeted for the two security vehicles. Cipriano made a motion to change the proposed vehicle expenditure from \$60k to \$50k, seconded by Logan and upon a vote with four in favor of the reduction, Esparza voted no. Motion was carried. Esparza suggested looking into battery pack-ups for the solar system in case the grid ever goes down.

3.12 Closed Session – Conference with Legal Counsel:

a. Significant exposure to litigation pursuant to Government Code Section 54956 (d)(2) - The Board entered closed session at 12:17 pm.

b. Existing Litigation (Government Code Section 54956.9 (d)(1))

i. Pauma Valley CSD v Mediacom LLC, San Diego Superior Court Case No. 37-2021-00001175

3.13 Open Session:

a. Reportable actions from Closed Session- The meeting reconvened at 1:15 pm with no reportable actions.

3.14 Joint Exercise of Powers Agreement Establishing the Upper San Luis Rey Groundwater Management Authority (USLRGMA) :

a. The Board will consider adopting Resolution 104 approving the Joint Exercise of Powers Agreement Establishing the Upper San Luis Rey Groundwater Management Authority (USLRGMA) – Graziano suggested the item be tabled for one more month since no official word was received from Yuima regarding their board adoption of the JPA.

3.15 Pauma Valley Roadway Association (PVRA) Report:

a. Director Cipriano and Jacobs will provide an update on PVRA and PVCSD - Cipriano informed that PVRA has mentioned that they wish to do away with everything but road work. Cipriano informed that he has drafted a replacement Rules of the Road and has sent it to the Board for review and consideration of adoption. Graziano inquired with Steve Anderson of Best Best & Krieger whether PVCSD can have its own roadway policy. Anderson informed that PVCSD can adopt a policy and have sections of it delegated to certain areas of the district. Mathews

questioned if they adopt the policy how PVCSD would differ from California Vehicle Code rules. Esparza informed they would enforce their own rules. Logan informed that Security only gives out notice of violations for speeding and stop sign violations. Krohn informed that PVCSD does not have authority to write and execute rules on private property. Anderson informed that special districts have authority to adopt and set policy in their district and that CSD's are extensions of the State legislature. Esparza read a statement from the LAFCO website from PVCSD's profile stating Security Services involve guard and patrol services, alarm system monitoring, and vehicle traffic control. Logan asked Krohn to obtain his own attorney for this matter. Anderson left the meeting at 1:35 pm.

3.16 General Manager's Compensation Update:

a. The Board will consider and act on an adjustment to the General Manager's compensation- Jacobs informed that the board is moving forward with the General Manager's compensation package previously discussed and it will be retro effective to January 1, 2021. Graziano asked that the minutes reflect a 3% increase in salary as well as an additional \$1,200 in health reimbursement.

3.17 Other Business:

a. Requested items for next or future agendas (Directors and Staff Only)- Graziano informed of the items he has for the next agenda are the SSMP, answering Esparza question about a discharge permit, completing the Roadway/CSD updates, and presenting a solar project package for the board to approve.

b. Board comments- None

3.18 Adjournment:

a. Regular Meeting scheduled on April 26, 2021 at 10 a.m. - The next meeting date is scheduled for April 26, 2021 at 10:00 am. Upon a motion from Logan, second by Schultz and unanimous vote, the meeting adjourned at 1:37 pm.

Marissa Fehling

Marissa Fehling, Recording Secretary

PV COMMUNITY SERVICES DISTRICT

Balance Sheet

As of March 31, 2021

Accrual Basis

	Mar 31, 21
ASSETS	
Current Assets	
Checking/Savings	
Cash	1,225,908
111 □LAIF Fair Market Value	2,921
Total Checking/Savings	1,228,829
Accounts Receivable	
120 □Accounts Receivable	31,671
Total Accounts Receivable	31,671
Other Current Assets	
125 □Due from RPMWC	40,525
140 □Prepaid Insurance	1,708
140.6 □PrePaid Wkrs Comp Ins	9,612
141 □Prepaid Others	-940
Total Other Current Assets	50,905
Total Current Assets	1,311,405
Fixed Assets	
160 □Land	94,768
161 □Easements & Rights of Way	100
162 □Fences	3,339
163 □Buildings	219,242
164 □Machinery	2,321
165 □Sewer Lines & Lateral Lines	173,170
165.1 □Oak Tree Lift Station	63,500
166 □Treatment Plant	16,767
166.5 □New Treatment Plant	2,865,803
167 □Equipment	21,624
168 □Leasehold Improvements	18,025
168.1 □Drains	285,468
168.3 □Channels	130,993
175 □Accum. Depr. / Plant	-1,515,291
180 □Security	398,260
181 □Acc Dep - Security	-234,480
193 □Information Systems	58,456
Total Fixed Assets	2,602,065
Other Assets	
196 □Deferred Outflows of Resources	348,809
Total Other Assets	348,809
TOTAL ASSETS	4,262,278
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201 □Accounts Payable	2,568
Total Accounts Payable	2,568
Other Current Liabilities	
201.6 □Pre-Paid Customer Fees	18,035
Total Other Current Liabilities	18,035
Total Current Liabilities	20,603
Long Term Liabilities	
220 □Net Pension	1,430,765
221 □Deferred Inflows - Pensions	65,187
Total Long Term Liabilities	1,495,952
Total Liabilities	1,516,555
Equity	
460 □Retained Earnings	2,687,259
Net Income	58,465
Total Equity	2,745,723
TOTAL LIABILITIES & EQUITY	4,262,278

PV COMMUNITY SERVICES DISTRICT
Profit & Loss Budget Performance

March 2021

Accrual Basis

	Mar 21	Budget	Jul '20 - Mar 21	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
661 Sewer Charges	36,543	36,543	328,886	328,886	438,515
661.5 Security Patrol Charges	44,829	44,829	403,462	403,462	537,949
662 Property Tax	3,627	25,000	70,543	83,500	102,000
662.1 Connection Fees	0		0	0	0
663 Interest	23	400	2,434	8,800	10,000
664 Other	893	2,117	13,283	19,050	25,400
665 Security Gate Charge	33,197	33,197	298,773	298,773	398,364
666.5 RFID Tags	975	458	7,375	4,125	5,500
667 Delinquent Charges	0	150	38	1,350	1,800
668 Vacant Lot/Sewer Availability	396	396	3,564	3,564	4,752
670 Reimbursement Revenue	0		1,625		
Total Income	120,482	143,090	1,129,983	1,151,510	1,524,280
Gross Profit	120,482	143,090	1,129,983	1,151,510	1,524,280
Expense					
Bad Debt Expense	0		0	0	0
Debt Service	0		0	0	0
Depreciation	10,123	10,123	91,110	91,109	121,478
Dwelling Live	675	683	6,076	6,150	8,200
Electrical Utilities	2,841	3,430	28,629	30,868	41,157
Equipment Rentals	0	42	473	375	500
Group Health Ins.	5,172	8,917	56,114	80,250	107,000
Liability Insurance	3,724	3,724	33,517	33,518	44,690
Miscellaneous Expense	437	550	8,633	4,950	6,600
Office Expense	2,595	2,100	19,249	18,900	25,200
Operator Contract Services	5,500	2,500	31,500	22,500	30,000
Payroll Taxes	5,986	6,455	38,551	44,953	58,000
PERS Retirement	5,439	7,125	94,083	106,196	119,021
Repairs & Maintenance	15,965	8,667	117,191	78,000	104,000
Salaries	70,758	77,500	415,535	480,500	620,000
Security Expense	0	1,463	6,645	13,163	17,550
Uniforms	85	433	2,240	3,900	5,200
Vehicles	2,700	2,408	21,016	21,675	28,900
Workers' Comp. Insurance	1,576	2,114	15,056	19,023	25,364
6560 Payroll Expenses	0		0	0	0
701 Drainage	0	833	8,979	7,500	10,000
712.1 State Maint. Fee	0		23,210	22,000	22,000
730 Water Tests & Analysis	1,405	683	6,480	6,150	8,200
815 Fees	0	242	2,000	2,175	2,900
816 Engineering	0	146	833	1,313	1,750
818 Schools & Meetings	1,560	575	5,517	5,175	6,900
819 Accounting	0	667	10,000	6,000	8,000
820 Legal	10,665	2,083	28,880	18,750	25,000
821.1 Security housing	0		0	0	0
821.2 SGMA Technical Study	0		0	50,000	50,000
921 Guard Houses /Roadway Lease	0		2	2	2
Total Expense	147,207	143,462	1,071,518	1,175,093	1,497,612
Net Ordinary Income	-26,724	-372	58,465	-23,583	26,668
Other Income/Expense					
Other Income					
Gains (Losses) -Disposal Assets	0		0	0	0
Total Other Income	0		0	0	0
Net Other Income	0	0	0	0	0
Net Income	-26,724	-372	58,465	-23,583	26,668

PV COMMUNITY SERVICES DISTRICT
A/R Aging Summary
 As of April 22, 2021

	<u>Current</u>	<u>1 - 60</u>	<u>61 - 120</u>	<u>121 - 180</u>	<u>> 180</u>	<u>TOTAL</u>
CSD-01	0.00	0.00	-2,709.00	0.00	0.00	-2,709.00
CSD-02	0.00	-2,000.00	0.00	0.00	0.00	-2,000.00
CSD-03	0.00	-1,399.00	0.00	0.00	0.00	-1,399.00
CSD-04	0.00	-400.00	-400.00	-360.00	0.00	-1,160.00
CSD-05	0.00	0.00	-896.00	0.00	0.00	-896.00
CSD-06	0.00	-813.00	0.00	0.00	0.00	-813.00
CSD-07	0.00	-568.00	-179.00	0.00	0.00	-747.00
CSD-08	0.00	0.00	-602.00	0.00	0.00	-602.00
CSD-09	0.00	-578.00	0.00	0.00	0.00	-578.00
CSD-10	0.00	-578.00	0.00	0.00	0.00	-578.00
CSD-11	0.00	0.00	-400.00	0.00	0.00	-400.00
CSD-12	0.00	-240.00	0.00	-156.00	0.00	-396.00
CSD-13	0.00	-361.23	0.00	0.00	0.00	-361.23
CSD-14	0.00	-309.00	0.00	0.00	0.00	-309.00
CSD-15	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-16	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-17	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-18	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-19	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-20	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-21	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-22	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-23	0.00	-264.00	0.00	0.00	0.00	-264.00
CSD-24	0.00	-201.00	-57.86	0.00	0.00	-258.86
CSD-25	0.00	-200.00	0.00	0.00	0.00	-200.00
CSD-26	0.00	-43.00	0.00	0.00	0.00	-43.00
CSD-27	0.00	-40.00	0.00	0.00	0.00	-40.00
CSD-28	0.00	-20.54	0.00	0.00	0.00	-20.54
CSD-29	0.00	-15.00	0.00	0.00	0.00	-15.00
CSD-30	0.00	-12.00	0.00	0.00	0.00	-12.00
CSD-31	0.00	-12.00	0.00	0.00	0.00	-12.00
CSD-32	0.00	-9.00	0.00	0.00	0.00	-9.00
CSD-33	0.00	0.00	0.00	0.00	0.00	0.00
CSD-34	0.00	125.00	0.00	-125.00	0.00	0.00
CSD-35	12.00	0.00	0.00	0.00	0.00	12.00
CSD-36	12.00	0.00	0.00	0.00	0.00	12.00
CSD-37	12.00	0.00	0.00	0.00	0.00	12.00
CSD-38	24.00	0.00	0.00	0.00	0.00	24.00
CSD-39	0.00	25.00	0.00	0.00	0.00	25.00
CSD-40	0.00	25.00	0.00	0.00	0.00	25.00
CSD-41	25.00	0.00	0.00	0.00	0.00	25.00
CSD-42	25.00	0.00	0.00	0.00	0.00	25.00
CSD-43	88.00	0.00	0.00	0.00	0.00	88.00
CSD-44	0.00	0.00	0.00	0.00	100.00	100.00
CSD-45	0.00	100.00	0.00	0.00	0.00	100.00
CSD-46	167.24	0.00	0.00	0.00	0.00	167.24
CSD-47	200.00	0.00	0.00	0.00	0.00	200.00
CSD-48	200.00	0.00	0.00	0.00	0.00	200.00
CSD-49	200.00	0.00	0.00	0.00	0.00	200.00
CSD-50	200.00	0.00	0.00	0.00	0.00	200.00
CSD-51	200.00	0.00	0.00	0.00	0.00	200.00
CSD-52	200.00	0.00	0.00	0.00	0.00	200.00
CSD-53	200.00	0.00	0.00	0.00	0.00	200.00
CSD-54	200.00	0.00	0.00	0.00	0.00	200.00
CSD-55	200.00	0.00	0.00	0.00	0.00	200.00
CSD-56	200.00	0.00	0.00	0.00	0.00	200.00
CSD-57	200.00	0.00	0.00	0.00	0.00	200.00
CSD-58	200.00	0.00	0.00	0.00	0.00	200.00

A/R Aging Summary

As of April 22, 2021

	<u>Current</u>	<u>1 - 60</u>	<u>61 - 120</u>	<u>121 - 180</u>	<u>> 180</u>	<u>TOTAL</u>
CSD-59	201.00	0.00	0.00	0.00	0.00	201.00
CSD-60	201.00	0.00	0.00	0.00	0.00	201.00
CSD-61	201.00	0.00	0.00	0.00	0.00	201.00
CSD-62	201.00	0.00	0.00	0.00	0.00	201.00
CSD-63	224.00	0.00	0.00	0.00	0.00	224.00
CSD-64	200.00	50.00	0.00	0.00	0.00	250.00
CSD-65	278.00	0.00	0.00	0.00	0.00	278.00
CSD-66	289.00	0.00	0.00	0.00	0.00	289.00
CSD-67	289.00	0.00	0.00	0.00	0.00	289.00
CSD-68	289.00	0.00	0.00	0.00	0.00	289.00
CSD-69	289.00	0.00	0.00	0.00	0.00	289.00
CSD-70	289.00	0.00	0.00	0.00	0.00	289.00
CSD-71	289.00	0.00	0.00	0.00	0.00	289.00
CSD-72	289.00	0.00	0.00	0.00	0.00	289.00
CSD-73	289.00	0.00	0.00	0.00	0.00	289.00
CSD-74	289.00	0.00	0.00	0.00	0.00	289.00
CSD-75	289.00	0.00	0.00	0.00	0.00	289.00
CSD-76	289.00	0.00	0.00	0.00	0.00	289.00
CSD-77	289.00	0.00	0.00	0.00	0.00	289.00
CSD-78	289.00	0.00	0.00	0.00	0.00	289.00
CSD-79	289.00	0.00	0.00	0.00	0.00	289.00
CSD-80	289.00	0.00	0.00	0.00	0.00	289.00
CSD-81	289.00	0.00	0.00	0.00	0.00	289.00
CSD-82	289.00	0.00	0.00	0.00	0.00	289.00
CSD-83	289.00	0.00	0.00	0.00	0.00	289.00
CSD-84	289.00	0.00	0.00	0.00	0.00	289.00
CSD-85	289.00	0.00	0.00	0.00	0.00	289.00
CSD-86	289.00	0.00	0.00	0.00	0.00	289.00
CSD-87	289.00	0.00	0.00	0.00	0.00	289.00
CSD-88	289.00	0.00	0.00	0.00	0.00	289.00
CSD-89	289.00	0.00	0.00	0.00	0.00	289.00
CSD-90	289.00	0.00	0.00	0.00	0.00	289.00
CSD-91	289.00	0.00	0.00	0.00	0.00	289.00
CSD-92	289.00	0.00	0.00	0.00	0.00	289.00
CSD-93	289.00	0.00	0.00	0.00	0.00	289.00
CSD-94	289.00	0.00	0.00	0.00	0.00	289.00
CSD-95	289.00	0.00	0.00	0.00	0.00	289.00
CSD-96	289.00	0.00	0.00	0.00	0.00	289.00
CSD-97	289.00	0.00	0.00	0.00	0.00	289.00
CSD-98	289.00	0.00	0.00	0.00	0.00	289.00
CSD-99	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

PV COMMUNITY SERVICES DISTRICT
A/R Aging Summary
 As of April 22, 2021

	<u>Current</u>	<u>1 - 60</u>	<u>61 - 120</u>	<u>121 - 180</u>	<u>> 180</u>	<u>TOTAL</u>
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
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	292.00	0.00	0.00	0.00	0.00	292.00
CSD-153	0.00	0.00	0.00	0.00	300.00	300.00
CSD-154	0.00	0.00	0.00	0.00	300.00	300.00
CSD-155	0.00	0.00	0.00	0.00	300.00	300.00
CSD-156	0.00	0.00	0.00	0.00	300.72	300.72
CSD-157	301.00	0.00	0.00	0.00	0.00	301.00
CSD-158	301.00	0.00	0.00	0.00	0.00	301.00
CSD-159	314.00	6.00	0.00	0.00	0.00	320.00
CSD-160	200.00	200.00	0.00	0.00	0.00	400.00
CSD-161	490.00	0.00	0.00	0.00	0.00	490.00
CSD-162	578.00	0.00	0.00	0.00	0.00	578.00
CSD-163	289.00	289.00	0.00	0.00	0.00	578.00
CSD-164	289.00	289.00	0.00	0.00	0.00	578.00
CSD-165	289.00	289.00	0.00	0.00	0.00	578.00
CSD-166	289.00	289.00	0.00	0.00	0.00	578.00
CSD-167	289.00	289.00	0.00	0.00	0.00	578.00
CSD-168	289.00	289.00	0.00	0.00	0.00	578.00
CSD-169	289.00	289.00	0.00	0.00	0.00	578.00
CSD-170	289.00	289.00	0.00	0.00	0.00	578.00
CSD-171	289.00	289.00	0.00	0.00	0.00	578.00
CSD-172	200.00	400.00	0.00	0.00	0.00	600.00
CSD-173	289.00	470.00	0.00	0.00	0.00	759.00
CSD-174	200.00	400.00	200.00	0.00	0.00	800.00

PV COMMUNITY SERVICES DISTRICT
A/R Aging Summary
 As of April 22, 2021

	<u>Current</u>	<u>1 - 60</u>	<u>61 - 120</u>	<u>121 - 180</u>	<u>> 180</u>	<u>TOTAL</u>
CSD-175	289.00	578.00	0.00	0.00	0.00	867.00
CSD-176	289.00	578.00	0.00	0.00	0.00	867.00
CSD-177	952.00	0.00	0.00	0.00	0.00	952.00
CSD-178	289.00	578.00	578.00	0.00	0.00	1,445.00
CSD-179	289.00	578.00	578.00	169.32	0.00	1,614.32
CSD-180	112.00	224.00	224.00	224.00	854.01	1,638.01
CSD-181	200.00	400.00	400.00	423.00	701.40	2,124.40
CSD-182	289.00	578.00	578.00	578.00	289.00	2,312.00
CSD-183	200.00	400.00	400.00	400.00	1,524.11	2,924.11
CSD-184	289.00	578.00	578.00	578.00	2,201.80	4,224.80
CSD-185	8,937.00	990.00	0.00	0.00	0.00	9,927.00
TOTAL	<u>47,026.24</u>	<u>-490.77</u>	<u>-1,707.86</u>	<u>1,731.32</u>	<u>6,871.04</u>	<u>53,429.97</u>

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

SECURITY REPORT

March 15 2021 – April 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
Officer Evan Chism	1L8/C1	Patrolman / Gate Attendant
Matthew Carson	C1	Gate Supervisor
Dale Easter	C1	Gate Attendant
Ryan Willis	C1	Gate Attendant
	C1	

Vehicle Maintenance Report

Unit two and three went to Serrato’s Automotive & Tire for oil changes. Unit one went to Serrato’s Automotive & Tire for a headlight bulb replacement.

- Unit 1 (110,966) – Passed all inspections this month.
- Unit 2 (103,428) – Passed all inspections this month.
- Unit 3 (91,094) – 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 CSD office. Center Gate “Exit” license plate camera is awaiting warranty repair. Front Gate resident side barrier arm has had sensors replaced and is operating normally. Center and rear gate video feed and connectivity was an issue for several weeks but Bobby, working with Aerosurf and Cal Gate Systems has brought the connectivity back online. All other gate equipment and systems operating normally. Regarding the issues with service workers and gardeners we have added “Landscaper” and “Contractor” pass options into DwellingLive. These passes will have the weekend service worker time restrictions built in. Patrol will be actively watching and listening for any service or gardening noise

violations during the restricted hours as well. The gates will work on switching over known landscapers and gardeners to these new passes. 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. The importance of consistently verifying all unknown guests that come into the neighborhood has remained a top priority and is weekly reiterated to gate attendants. This policy includes checking all new guest's driver's licenses and verifying through our guest lists and DwellingLive system that visitors and service workers are expected and to be granted access.

Matthew Carson, Gate Supervisor

HIGHLIGHTS

- **March 15th 2021 at 0200 – Lift Assist.** Officer Watkins and Officer Colin responded to a lift assist on Taspas Court. No injuries occurred and medical attention was not needed. Both officers successfully lifted the resident into a chair.
- **March 15th 2021 at 2055 – Other.** During a routine check, Officer Chau found a key to a post office box at the Post Office. Officer Chau put the key inside the proper box and had Control One call the Post Office in the morning to let them know where the key was placed.
- **March 16th 2021 at 1817 – Process Server.** Officer Torres responded to a call for a process server at Womsi Road. The agent was escorted to the address and successfully made contact with the resident. No complications occurred and Officer Torres escorted the agent out of the community.
- **March 17th 2021 at 1551 – Resident Concern.** During routine patrol, Officer Chau was flagged down at Saint Francis Church by a resident stating an individual was walking on Highway 76 and slowing traffic down. Officer Chau made contact with the individual and after making sure he was not trying to harm himself, informed him that Sheriffs would be called out if he continues to walk into the highway. The individual complied and continued down the side of Highway 76.
- **March 18th 2021 at 1045 – Resident Concern.** Officer Chau responded to a call on El Tae Road for a resident needing assistance with returning personal belongings to an individual who was recently let go. Officer Chau made contact with the individual at the front gate and returned his belongings.
- **March 18th 2021 at 1534 – Traffic Collision.** Officer Chau responded to a traffic collision at the corner of Cole Grade Road and Highway 76. Officer Chau assisted in directing traffic as Pauma Police were already on scene. One individual was transported to the hospital.
- **March 18th 2021 at 1639 – Traffic Collision.** Officer Chau responded to a traffic collision at the corner of Cole Grade Road and Highway 76. Pauma Fire was already on scene and directing traffic was not needed. One individual was transported to the hospital.
- **March 19th 2021 at 0300 – Notice Of Violation.** Officer Albert issued an NOV on Luiseno Circle Drive for a violation of exceeding seven days of overnight parking within a thirty day period.
- **March 19th 2021 at 1318 – Resident Concern.** Officer Florez responded to a call on Luiseno Circle Drive for a possible propane leak. Officer Florez checked the surrounding houses but was unable to smell any strong gas-like odors.
- **March 20th 2021 at 0250 – Suspicious Activity.** Officer Chau and Officer Watkins responded to an individual screaming on Cole Grade Road. The individual stated she was stranded and needed a ride back home. Sheriffs were called and gave her a ride out of the area.
- **March 20th 2021 at 0938 – Medical.** Officer Florez responded to a medical call on Pauma Valley Drive. The resident had dropped glass and had minor cuts to his leg. Officer Florez bandaged and wrapped the resident's leg and advised him to go to urgent care if he would like stitches.
- **March 20th 2021 at 1430 – Notice Of Violation.** Officer Florez issued an NOV on Luiseno Circle Drive for service workers working after community hours. Officer Florez explained the curfew for service workers as per rules of the road.

- **March 20th 2021 at 1900 – Suspicious Activity.** During routine patrol, Officer Chau was flagged down at Saint Francis Church by a landscaper who stated that he was held at knifepoint and had his truck taken. Officer Chau advised them to call the Sheriffs as we were unable to do anything. Sheriffs arrived to take down information from the individual and left to the scene.
- **March 21st 2021 at 0131 – Medical.** Officer Chau and Officer Watkins responded to a medical call on Luiseno Circle Drive. The resident was having chest pain and was transported to the hospital.
- **March 21st 2021 at 1425 – Suspicious Activity.** During routine patrol, Officer Florez noticed an individual at Saint Francis Church pulling branches off trees. Control One contacted the church employees who confirmed there should be no landscapers that day. Officer Florez informed the individual he had to leave and the man was compliant.
- **March 22nd 2021 at 0803 – Gate Crasher.** Officer Florez responded to a gate crasher through the rear gates. Officer Florez found the vehicle matching the description on Temet Drive and made contact with the driver. The guest was compliant and an NOV was issued.
- **March 22nd 2021 at 1201 – Medical.** Officer Florez responded to a medical call on Luiseno Circle Drive. The resident was having blood clots and was transported to the hospital.
- **March 22nd 2021 at 1428 – Other.** Officer Florez assisted in directing paramedics from the previous medical call back to the address because they had forgotten a medical case. The resident granted access and the medical case was successfully recovered.
- **March 22nd 2021 at 1717 – Suspicious Activity.** Officer Florez and Officer Torres responded to a resident at the front gate reporting an intoxicated individual causing a scene on Highway 76. No vehicles matching the description were found.
- **March 23rd 2021 at 1100 – Gate Crasher.** Officer Watkins responded to a gate crasher through the front gates. Officer Watkins made contact with the driver and an NOV was issued.
- **March 24th 2021 at 1557 – Public Assist.** Officer Chau responded to a guest lost inside the community and needed assistance to an address on Pauma Valley Drive. Officer Chau confirmed the address and guided the individual to the house.
- **March 25th 2021 at 0633 – Medical.** Officer Albert responded to an unknown medical call on Pauma Valley Drive. The resident was dizzy and lost consciousness but was not transported to the hospital as she started feeling better.
- **March 25th 2021 at 2230 – Suspicious Activity.** During routine patrol, Officer Torres found an abandoned vehicle on Spring Valley Road. Highway Patrol was notified and the truck was towed away.
- **March 26th 2021 at 1335 – Gate Crasher.** Officer Florez responded to a gate crasher through the rear gates. The resident waited at the rear gates until Officer Florez arrived on scene. The resident was compliant and an NOV was issued.
- **March 27th 2021 at 0915 – Suspicious Activity.** Officer Florez responded to a call on Temet Drive for a piece of meat taped to a tree. The resident thinks the meat is related to another resident's dog leash being cut at night. Officer Florez said it was possible that someone is trying to lure or poison coyotes.

- **March 28th 2021 at 0836 – Resident Concern.** Officer Florez responded to a call on Pauma Valley Drive for a propane tank that had rolled down a hill and started leaking. CalFire was called as Officer Florez was notifying surrounding houses. AmeriGas was able to shut the propane tank off and removed it off the scene.
- **March 28th 2021 at 1913 – Jump Start.** Officer Colin responded to a call for a jump start at Saint Francis Church. The resident stated the battery died while she was listening to the radio. Officer Colin successfully jumped the car.
- **March 29th 2021 at 1517 – Suspicious Activity.** During routine patrol, Officer Florez noticed an RV parked at Saint Francis Church. The driver asked if he could stay there for a couple hours. Officer Florez permitted the individual two hours and logged the RV information down. The RV complied and left shortly after.
- **March 30th 2021 at 1730 – Traffic Collision.** Officer Watkins responded to a report of a possible traffic collision east of Highway 76. Upon arrival, Officer Watkins noticed there were only minor injuries and assisted in directing traffic.
- **March 31st 2021 at 1030 – Suspicious Activity.** Officer Chau responded to a call at The Pauma Village for an individual stumbling around and looking into cars. Officer Chau arrived on scene but the individual was already walking down Highway 76. Information regarding the individual's description was logged.
- **March 31st 2021 at 1233 – Gate Crasher.** Officer Chau responded to a gate crasher through the front gates. Officer Chau patrolled the community and found the vehicle matching the description on Luiseno Circle Drive. The resident was compliant and an NOV was issued.
- **April 1st 2021 at 1340 – Gate Crasher.** Officer Chau responded to a call for a possible gate crasher through the rear gates. Due to the camera system being down, Control One was unable to obtain any footage or details regarding the car. Officer Chau successfully fixed the barrier arm.
- **April 1st 2021 at 1407 – Alarm.** Officer Chau responded to an alarm call at Saint Francis Church. Upon arrival, one of the church employees stated he put in the wrong code by accident causing the alarm to be set off. Officer Chau did a building check and nothing seemed to be out of the ordinary.
- **April 3rd 2021 at 1555 – Snake Call.** Officer Florez responded to a snake call on Kica Court. Due to the size and positioning of the snake, CalFire was called on scene. The snake was successfully caught and relocated.
- **April 3rd 2021 at 2221 – Gate Crasher.** During routine patrol, Officer Watkins noticed the center gate barrier arm had been hit. Due to the camera system being down, Control One was unable to obtain any footage or details regarding the car. Officer Watkins successfully fixed the barrier arm.
- **April 4th 2021 at 0245 – Resident Concern.** Officer Watkins responded to a call on Sukat Court for raccoons making noise and possibly fighting. The resident wanted patrol to drive through and shine our lights to scare away the raccoons. Officer Watkins patrolled the area but did not hear nor see any signs of raccoons.

- **April 4th 2021 at 0828 – Resident Concern.** Officer Florez responded to a call on Pauma Heights for possible landscapers working after community hours. Officer Florez patrolled around and found the landscapers on Pauma View, which does not apply to the rules of the road.
- **April 5th 2021 at 0147 – Lift Assist.** Officer Colin and Officer Watkins responded to a call for a lift assist on Taspa Court. No injuries occurred and medical attention was not needed. Both officers successfully lifted the resident into a chair.
- **April 6th 2021 at 0130 – Suspicious Activity.** During routine patrol, Officer Albert noticed an RV parked next to Serrato’s Automotive. Officer Albert made contact with the driver and was informed he had permission to stay there from the owner. Officer Albert confirmed with the owner of Serrato’s in the morning.
- **April 6th 2021 at 0140 – Suspicious Activity.** During routine patrol, Officer Albert noticed a vehicle pull up to a fence near Serrato’s Automotive. Officer Albert made contact with the driver who stated he was waiting to get his truck fixed but drove away shortly after.
- **April 6th 2021 at 1328 – Snake Call.** Officer Torres responded to a snake call on Mill Creek Road. Upon arrival, Officer Torres noticed it was an alligator lizard and not a snake. The lizard was successfully removed and relocated.
- **April 7th 2021 at 1830 – Medical.** Officer Torres responded to a medical call at El Rey’s Restaurant. A guest was choking and was transported to the hospital.
- **April 7th 2021 at 2344 – Medical.** Officer Torres responded to a medical call on Wiskon Way East. The resident was having chest pain but was not transported to the hospital.
- **April 8th 2021 at 0730 – Process Server.** Officer Albert responded to a process server on Pauma Heights Road. The agent was escorted to the address and successfully made contact with the resident. No complications occurred and Officer Albert escorted the agent out the community.
- **April 9th 2021 at 2100 – Jump Start.** Officer Chau responded to a call on Luiseno Circle Drive for a jump start. The resident wanted to move the vehicle off the street and into the driveway. Officer Chau successfully jumped the car.
- **April 10th 2021 at 0922 – Snake Call.** Officer Florez responded to a snake call on Luiseno Circle Drive. The snake was stuck on a sticky trap for rodents and CalFire was called for assistance in separating the snake apart. The snake was successfully removed and relocated.
- **April 10th 2021 at 1900 – Medical.** Officer Chau responded to a medical on Womsi Road. The resident was having a problem with a leg infection but was not transported to the hospital as his family insisted on taking him themselves.
- **April 10th 2021 at 1919 – Other.** Officer Chau responded to the rear gates malfunctioning due to a brief power outage in the area. Officer Chau was unable to reset the rear entry gate and had locked them open.
- **April 10th 2021 at 2205 – Resident Concern.** Officer Chau responded to a resident on Womsi Road stating that she heard screaming in the distance towards Temet Drive possibly across the Airport Strip. The screaming could be located at the houses of TY Nursery. Officer Chau patrolled the area but did not hear any screaming.

- **April 11th 2021 at 1402 – Suspicious Activity.** Officer Florez responded to a call at El Rey's Restaurant. An individual started yelling and cursing at the staff for denying him access to the restroom. The individual drove off as Officer Florez arrived on scene. Vehicle information was logged.
- **April 11th 2021 at 1427 – Other.** Officer Florez responded to a call from the Federal Aviation Administration for a missing plane that could be at our airport. Officer Florez patrolled around the hangars and spoke to a member about the missing plane. The member stated that the description of the plane given was his plane and that his radio had lost connection. Officer Florez gave the member the contact information to the FAA.
- **April 11th 2021 at 1748 – Alarm.** Officer Florez responded to an alarm at the Pauma School. Upon arrival, Officer Florez logged two vehicles and spoke to the drivers. One of the vehicle owners was a teacher moving a table into the building and accidentally set off the alarm. Officer Florez did a quick building check and saw nothing was out of the ordinary.
- **April 14th 2021 at 1455 – Suspicious Activity.** Officer Chau responded to a call at the front gates for dirt bikers riding through the community and using the turnaround at the front gates. Officer Chau attempted to cut the riders off through the rear gates but Control One reported they left through the center gates.
- **April 15th 2021 at 1523 – Snake Call.** Officer Chau responded to a snake call on Pauma Valley Drive. Officer Chau checked the surrounding bushes and trees but did not hear nor see any signs of the snake. The snake was gone upon arrival.
- **April 15th 2021 at 1842 – Loose Dogs.** Officer Torres responded to a call for two loose dogs running around El Rey's Restaurant parking lot, with one being slightly injured after being hit by a vehicle. Control One contacted animal control but had to cancel due to Officer Torres finding the owner.

RFID Entries					
Front Gate		Center Gate		Back Gate	
6,381		59		3,194	
Dispatch By Location					
Inside PVCCE	Oak Tree	School	Business Dist.	PVCC	HWY 76
33	1	1	12	0	5
Highlights by Shift Periods					
A: 2200-0600		B: 0600-1400		C: 1400-2200	
10		18		27	

PVCSD Patrol – Building Checks				
Location	Unsecured Door	Fire Alarm	Burglary Alarm	Officer Check
			459A	1153
Country Club(CC)				
Greens Maintenance(GM)				
Community Church(CO)	17			44
Gravel Yard(GY)				6
Saint Francis(SF)	1		1	66
Pauma School(PS)			1	29
Pauma Building(PB)				45
Airport Hangars(AH)				13
Treatment Plant(TP)				32
Pauma Village(PV)				34
Residential Houses/Other	2			

Patrol Activity				Gate Activity	
				Activity/Malfunctions	Totals
Medicals	7	Resident Concern	7	Unresponsive	1
Welfare Checks		Suspicious Activity	12	Will Not Close	23
Lift Assist	2	Noise Complaint			

PVCSD SECURITY REPORT March 15, 2021 – April 15, 2021

Domestic Dispute		Process Server	2	False Read	1
Traffic Collisions	3	911 Hang up Call		Loss of Controls	1
Gate Runner/ Gate Crashers	6	Loose Dogs	1	Video Loss	6
Public Assists	1	Snake Call	4	Device Entries	9,634
Jump Start	2	Trespassing		Passes Issued	3,040
Notice of Violation	2	Other	4	Pass Entries	5,324

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
2/9/2021	2:35 PM	Front	James R. Price	X				\$0.00
3/2/2021	7:43 AM	Rear	Salvador Pantoja (Sunny Slope Trees)	X				\$0.00
3/22/2021	9:12 AM	Rear	Joel E. Hernandez-Centeno	X				\$0.00
3/23/2021	11:03 AM	Front	Teresa Prestwood	X				\$0.00
3/26/2021	1:35 PM	Rear	Robert E. Dorsey	X				\$0.00
3/31/2021	12:33 PM	Rear	James Sullivan	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
2/20/2021		Rear	Blk Tyta RAV 4- 3WLV158					\$0.00

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

General Manager's Report

April 26, 2021

Bobby Graziano, General Manager

2021 Goals & Initiatives

Updates from March meeting

- Salary Analysis and related work to be presented to board
- Gate schematics complete
- Well 7R2 progress being made (pump and motor, electrical, and chlorine system)
- Oak Tree Lift Station upgrades 90% complete

Items of Note from Last Month's Meeting Minutes

Email from Esparza Re: NPDES Permit: The NPDES Program is a federal program which has been delegated to the State of California for implementation through the State Water Resources Control Board (State Water Board) and the nine Regional Water Quality Control Boards (Regional Water Boards), collectively Water Boards. In California, NPDES permits are also referred to as waste discharge requirements (WDRs) that regulate discharges to waters of the United States.

The NPDES permit is handled at the local level by the State Water Resource Control Board known as the San Diego Region Water Quality Control Board. The District's Waste Discharge Requirement Permit from 2006 remains valid.

Adding a Landscaper Field to DwellingLive: This has been completed.

Sewer System Management Plan (SSMP): The Sewer System Management Plan (SSMP) is in work. A major update is underway. Staff anticipates having a final version by the May board meeting.

Sewer System

There are no issues to report.

Stormwater Management Systems

All infrastructure in good condition.

Human Resources

Patrol: Fully staffed with 5

Gates: Two gate attendants gave notice in April 2021. One replacement hired.

Utility: Fully staffed with 3

Admin: Fully staffed with 4

Monthly Meeting with Security

April 14, 2021 at 8:00am. Gate repairs. Performance reviews. Guard cards. Keeping up on landscaper activity on weekends.

EV Procurement and Charging Stations

Staff is finalizing the specs for the office electrical panel and developing the conduit runs for the charging stations. Vehicle graphics being designed.

Solar Project

March 29, 2021 Update

Staff proposes the District consider solar to offset the electrical costs of running the treatment plant and office.

- As a point of reference:
 - The District spends approximately \$8,500 per year for electricity at the Office
 - The District spends approximately \$25,200 per year for electricity at the Treatment Plant

The District may have a great opportunity to take advantage of the expansive roof top of the club owned airport hangar. Subject to the final approval of Larry Taylor and an agreement b/n the District and Pauma Valley Country Club there is the opportunity to utilize the ~4,000 ft² of southwest facing roof top for solar. Preliminary discussions with Larry have taken place and all indicators thus far are positive.

Staff has met with Palomar Solar (Mike Robles) and Century Sun and Solar (Nick Jansing) to understand more about the feasibility of such a project.

Staff has also connected with SDG&E and received a positive determination on Net Metering and aggregating the meters shown below.

April 26, 2021 Update

Staff met with Larry Taylor on April 7 to further discuss the use of the rooftop of the club owned hangar. Larry and staff are working on terms of a proposed agreement. The agreement will be presented to the board upon completion.

The solar project is expected to zero out the electrical expenses for the Treatment Plan, Office (including vehicle charging).

Staff is working to obtain estimates from Century Solar, Palomar Solar, Solar Optimum, Sunline Solar.



Representative solar array



Pauma Valley
Community Services
District

Salary Survey & Recommendations

Overall Goals

- Attract high quality and diverse candidates
- Provide a fair and consistent pay framework job classifications
- Comply with applicable laws and regulations
- Inspire employee excellence
- Operate within the constraints of our fiscal resources
- Ensure fair and consistent pay practices
- Maintain a market competitive salary structure
- Reward and retain qualified employees

Research

- <https://transparentcalifornia.com/>
- <https://www.calpublicagencylaboremploymentblog.com/retirement/the-importance-of-posting-a-salary-schedule/>
- <https://www.labormarketinfo.edd.ca.gov/data/oes-employment-and-wages.html#OES>
- Reviewed nine comparable agencies to develop our pay ranges
- Reviewed local comparable agencies and local job markets
- Determined average pay & salary steps
- Considered economic and fiscal responsibility
- Set recommendations that are near the midpoint of comparable agencies

2021-2022 Salary Ranges

Step Method	Pay	Min*	*	Midpoint *	*	Max*	Current Pay
General Manager (FLSA Exempt)	annual	\$ 115,000		\$ 162,500		\$ 185,000	\$ 128,544
Office Manager (FLSA Exempt)	annual	\$ 52,000		\$ 68,500		\$ 85,000	\$ 62,504
Admin Assistant	hourly	\$ 24.04		\$ 26.50		\$ 29.22	\$ 25.46
Water Quality Data Tech	part time hourly	\$ 23.00		\$ 25.36		\$ 27.96	\$ 25.84
Security Supervisor	hourly	\$ 23.92		\$ 26.37		\$ 29.07	\$ 26.25
Sr. Patrol Officer	hourly	\$ 21.70		\$ 22.81		\$ 23.92	\$ 22.30
Patrol Officer	hourly	\$ 17.02		\$ 18.76		\$ 20.69	\$ 18.00
Sr. Gate Attendant	hourly	\$ 17.85		\$ 19.68		\$ 21.70	\$ 19.00
Gate Attendant	hourly	\$ 14.00		\$ 15.44		\$ 17.02	\$ 14.50
Utility Supervisor	hourly	\$ 29.71		\$ 32.76		\$ 36.11	\$ 27.00
Utility Worker II	hourly	\$ 24.44		\$ 26.95		\$ 29.71	n/a
Utility Worker I	hourly	\$ 19.15		\$ 21.11		\$ 23.28	\$ 18.50

Notes: The proposed changes for 2021-2022 are based on 2021 research comparisons of similar CSD's. * Employees eligible for 3-5% merit increase.

Performance Review Policy

- New employees are subject to a probation and performance evaluation set at 6 months from the date of hire
 - New hire employee starts at minimum scale
 - GM can hire at 3-5% above min for skilled/experienced candidate
 - BOD approval required if GM recommends a higher pay rate
 - Employee performance will be evaluated, with 3 possible outcomes:
 - Fails probation and released from employment
 - Probation extended due to extenuating circumstances with GM approval
 - Passes probation
- Performance Review Guidelines
 - Work Performance
 - Measurable Goals
 - Productivity
 - Experience

Performance Review Policy cont.

- GM will be evaluated by the BOD annually, in Dec, with increases effective Jan 1st
 - Additional Merit, COLA, Incentive and/or Bonus is paid at the discretion of the BOD
- Employees will be evaluated annually in April, with increases effective July 1st
 - Employee performance is evaluated by the GM or their Supervisor w/GM approval
 - Exempt employees eligible for Merit. COLA, Incentive and/or Bonus at the recommendation of the GM, with approval of the BOD
 - Non-exempt eligible for Merit increases annually
 - GM can approve 3% for satisfactory performance 4% for above standard performance and 5% for exceptional performance
- BOD may freeze Merit increases due to the economic or other financial constraints
- Merit or bonus pay is not guaranteed

Actions

- Board to approve the 2021-2022 Salary Range – 04/26/21
 - Adopt by resolution - 05/24/21
- Board to approve the Performance Review methodology – 04/26/21
- GM to update the Performance Review Policy & Performance Eval form
 - Review with Bill & Mike - 05/24/21
 - Board to approve - 06/28/21
- GM to write the new Sr. Patrol & Sr. Gate job classifications
 - Board to approve - 06/28/21
- GM to develop G+I's for all employees annually - 07/01/21
- GM to publish Salary Range schedules per State requirements



DRAFT**Pauma Valley Community Services District****Pay Range Salary Schedule - Effective July 1, 2021**

Job Title	hourly min	PVCSD	hourly max	annual min	PVCSD	annual max		Salary as of 2/15/2021	Salary as of 2/15/2021
General Manager (FLSA Exempt)		-----		\$115,000	-----	\$185,000		\$61.80	\$128,544.00
Office Manager (FLSA Exempt)		-----		\$52,000	-----	\$85,000		\$30.05	\$62,504.00
Water Quality Data Tech & Compliance Administrator	\$23.00	-----	\$27.96	\$47,840	-----	\$58,157		\$25.84	\$53,747.00
Administrative Assistant	\$24.04	-----	\$29.22	\$50,003	-----	\$60,778		\$25.46	\$52,960.00
Utility Department Supervisor	\$29.71	-----	\$36.11	\$61,797	-----	\$75,109		\$27.00	\$56,160.00
Water/Wastewater Worker II	\$24.44	-----	\$29.71	\$50,835	-----	\$61,797		n/a	n/a
Water/Wastewater Worker I	\$19.15	-----	\$23.28	\$39,832	-----	\$48,422		\$18.00	\$37,440.00
Security Department Supervisor	\$23.92	-----	\$29.07	\$49,754	-----	\$60,466		\$26.25	\$54,600.00
Senior Security Patrol Officer	\$21.70	-----	\$23.92	\$45,136	-----	\$49,754		\$22.30	\$46,384.00
Patrol Officer	\$17.02	-----	\$20.69	\$35,402	-----	\$43,035		\$22.30	\$46,384.00
Senior Gate Attendant	\$17.85	-----	\$21.70	\$37,128	-----	\$45,136		\$17.00	\$35,360.00
Security Gate Attendant	\$14.00	-----	\$17.02	\$29,120	-----	\$35,402		\$14.50	\$30,160.00

2021

JANUARY

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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY

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28						

MARCH

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28	29	30	31			

APRIL

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24	25	26	27	28	29	30

MAY

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30	31					

JUNE

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27	28	29	30			

JULY

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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST

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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER

s	m	t	w	t	f	s
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

OCTOBER

s	m	t	w	t	f	s
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

NOVEMBER

s	m	t	w	t	f	s
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

DECEMBER

s	m	t	w	t	f	s
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Meetings are typically held the 4th Monday of the month at 10 a.m. in the PVCSD Office located at 33129 Cole Grade Rd., Pauma Valley, CA 92061 – agendas and meeting packets are posted 72 hours prior to the meeting.

Key:
Holidays Observed
Meeting Date

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

NOTICE OF PUBLIC HEARING

BEFORE THE PAUMA VALLEY COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS TO CONSIDER THE ADOPTION OF AN ORDINANCE AUTHORIZING INCREASES TO THE RATE FOR SEWER SERVICE CHARGES

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Board of Directors (“Board of Directors”) of the Pauma Valley Community Services District (“District”) on June 28, 2021 at 10:00 a.m., or as soon thereafter as the matter can be heard, at 33129 Cole Grade Road, Pauma Valley, CA 92061. District meetings are currently closed to the public, but members of the public may attend via virtual teleconference (meeting access information posted at www.paumavalleycsd.com). Should the District determine to allow members of the public to attend the hearing in person, information will be provided on the agenda for the public hearing. At the public hearing, the Board of Directors will consider the adoption of an ordinance authorizing increases to the rate for the District’s Sewer Service Charges.

PROPOSED RATE INCREASES TO SEWER SERVICE CHARGES

The rate for the District’s Sewer Service Charges has not been increased since July 2014. In order to fund increases in the costs of operations and maintenance of the sewer system and the capital infrastructure improvements needed to repair, replace, and update the District’s sewer system, the District has determined that it is necessary to increase the rate for its Sewer Service Charges. The Sewer Service Charges imposed on each parcel of property within the District are determined on the basis of the number of equivalent dwelling units (“EDUs”) assigned to such parcels. The number of EDUs assigned to a parcel is determined on the basis of its land use and the estimated amount or type of sewage generated (“customer classification”). One EDU is equivalent to a wastewater flow of 250 gallons per day and constituent levels of 300 parts per million of biochemical oxygen demand. The Sewer Service Charges are calculated to proportionately allocate the cost of providing sewer service to each property owner on a parcel basis. The rate of the Sewer Service Charges is proposed to be increased to \$92.00 per EDU. The number of EDUs assigned to each customer classification are set forth in the attached Exhibit A. If adopted, the ordinance will authorize the proposed rate increase to be in effect for sewer service beginning on July 1, 2021.

Because the District anticipates that there will be additional increases in the costs of providing sewer service in the future, the ordinance will also authorize the District to impose an annual adjustment to the rate for its Sewer Service Charges. Such annual adjustments may be imposed for a five-year period, beginning July 1, 2021, and each July 1 thereafter through and including July 1, 2025. The proposed rate increases shall be in accordance with the table below.

Current Rate	Effective Date	July 1, 2021	July 1, 2022	July 1, 2023	July 1, 2024	July 1, 2025
\$88	Maximum Rate	\$92.40	\$97.02	\$101.87	\$106.96	\$112.31

PUBLIC HEARING AND PROTESTS

Any property owner may submit a written protest to the proposed rates increases to the District's Sewer Service Charges; provided, however, only one protest will be counted per identified parcel. Any written protest must: (1) state that the identified property owner is in opposition to the proposed rate increase to the Sewer Service Charges; (2) provide the location of the identified parcel (by assessor's parcel number or street address); and (3) include the name and signature of the property owner submitting the protest. Written protests may be submitted by mail, e-mail, or in person to the District Clerk at 33129 Cole Grade Road, Pauma Valley, CA 92061, provided they are received prior to the conclusion of the public comment portion of the Public Hearing. Please identify on the front of the envelope for any protest or in the subject line of the e-mail; Attn: Public Hearing on Rate Increases. E-mails should be sent to pvcassistant@gmail.com. Protests submitted via e-mail must include an image of the signature of the property owner submitting the protest, including by scan or photograph.

The Board of Directors will hear and consider all written and oral protests to the proposed rate increases at the Public Hearing. Oral comments at the Public Hearing will not qualify as formal protests unless accompanied by a written protest. Upon conclusion of the Public Hearing, the Board of Directors will consider adoption of an ordinance authorizing the rate increases to the District's Sewer Service Charges as described herein. If written protests against the proposed rate increases to the Sewer Service Charges as outlined above are not present by a majority of property owners of the identified parcels upon which the rates are proposed to be imposed, the Board of Directors will be authorized to impose the respective rate increases and to increase the rates in future years as discussed above. If adopted, the proposed rate increase to Sewer Service Charges will be in effect for sewer service beginning July 1, 2021. The rates may also be increased annually as described herein beginning July 1, 2022, and each July 1 thereafter through and including July 1, 2025. Prior to implementing any such price adjustment, however, the District must provide written notice of the increase to property owners not less than 30 days prior to the effective date of the increase.

For further details regarding the bases and reasons for the proposed rate increases to the District's Sewer Service Charges, or for any questions you may have regarding your customer classification or the proposed Sewer Service Charges to be imposed on your parcel, please contact the District Office at (760)742-1909.