

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

NOTICE OF PUBLIC MEETING

DATE: Monday, March 28, 2022
TIME: OPEN Session - 10:00 a.m.
PLACE: 33129 Cole Grade Rd. Pauma Valley, CA 92061
<https://us02web.zoom.us/j/84807041833>
Phone: (669) 900-6833 Passcode: 848 0704 1833

Mission Statement

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

AGENDA

1. Call to Order
2. Roll Call
3. Public Comments
 - a. Any person may address the Board at this time upon any subject not identified on this Agenda, but within the jurisdiction of the District; however, State law precludes the Board from taking action on or engaging in extended deliberations concerning items of business which are not on the Agenda. Any matter not on the agenda that requires action will be referred to staff for a report and action at a subsequent Board meeting. As to matters on the Agenda, an opportunity will be given to address the Board when the matter is considered.
 - b. In the interest of public health and safety this meeting will be held as a hybrid (in-person and virtually). Please note, individuals have a limit of three (3) minutes to make comments and will have the opportunity when called upon by the presiding officer.

4. Consent Calendar: All items appearing on the Consent Calendar may be voted on by a single motion. Items shall be removed from the Consent Calendar if any member of the Board of Directors, or the public, requests removal prior to a vote on a motion to approve the items. Such items removed will be considered separately for action by the Board.
 - a. Minutes of the Regular Board Meeting of February 28, 2022
 - b. Review of BS, P&L as of Feb 28, 2022
 - c. Accounts Receivable
 - d. Notice of Violation Summary
 - e. Daily Activity Report
 - f. AB 361 - Hybrid Meetings
 - g. Employee Benefit Summary
5. Appoint Board of Director
 - a. The Board will consider appointing a director to fill one vacancy
6. Discussion on Gate Access & Road Usage Policies and Procedures
 - a. This item will be continued to the May meeting
7. General Manager's Report - GM Graziano
8. EDU Audit
 - a. The Board will consider action on the EDU audit.
9. Employee Cost of Living Adjustment (COLA) - President Martello
 - a. The Board will consider a cost of living adjustment for all employees.
10. Other Business
 - a. Requested items for next or future agendas (Directors and Staff Only)
 - b. Board comments
11. Announcements/Adjournment
 - a. Regular Meeting on May 23, 2022 at 10:00 a.m.

In accordance with the requirements of California Government Code Section 54954.2, this agenda has been posted in the main lobby of the District's Administrative office not less than 72 hours prior to the meeting date and time above. All public records relating to each agenda item, including any public records distributed less than 72 hours the office of the District Secretary, 33129 Cole Grade Road, Pauma Valley, California.

To request a disability-related modification or accommodation regarding agendas or attendance, contact Amber Watkins, at AmberWatkinspvcsd@hotmail.com at least 48 hours before the meeting.



March 24, 2022

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

Held on February 28, 2022

Directors Present: Michael Esparza, Michael Martello, Jodie Lawston, and Betty Potalivo
Also Present: Residents Andy Mathews, Rick Levy, Ronald Krohn and Director of RPMWC Bruce Knox, Paul Kaymark of Nigro and Nigro, General Manager Bobby Graziano, Office Manager Amber Watkins, and Administrative Assistant Marissa Fehling

- 2.1 Call to Order: Regular Meeting was called to order at 10:01 a.m. by President Esparza.
- 2.2 Roll Call: Esparza requested a Roll Call. Watkins verified that all directors were present at that time, to constitute a quorum.
- 2.3 Open for Public Comments:
 - a. Any person may address the Board at this time upon any subject not identified on this Agenda, but within the jurisdiction of the District; however, any matter not on the agenda that requires action will be referred to staff for a report and action at a subsequent Board meeting. As to matters on the agenda, an opportunity will be given to address the Board when the matter is considered– Krohn commented on the excessive turnover on the PVCSD board and challenged them to resolve this issue. Mathews inquired on how a discussion violating the Brown Act was permitted at the January 27, 2022 meeting. Esparza informed that no action was taken on the discussion Mathews was referring to and informed him that his comment was noted, and he would do his best to prevent any Brown Act violations in the future. Graziano explained how the conversation went. Knox also commented on the PVCSD Board high turnover. Knox suggested that PVCSD follow Rancho Pauma Mutual Water Company (RPMWC) in holding Board meetings every other month and gave a brief description on how RPMWC works with the administrative staff and how smooth that process goes for all.
- 2.4 Oath of Office
 - a. Staff will administer oath of office to newly appointed board member - Watkins delivered the Oath of Office to Martello.
- 2.5 Appoint Officer Positions for CY2022:
 - a. Nominate and Appoint officer positions of the Board – Potalivo motioned to nominate Martello as President and explained why she feels Martello’s experience and background would be great for the position, seconded by Martello, discussions began. Lawston asked Esparza on why he would like to stay as the President of the PVCSD Board. Esparza explained. Knox commented on how both Board members were great and explained why he thinks having a lawyer as the President of the Board would be a plus. Graziano informed on how Martello’s expertise and guidance has been extremely helpful to him as the General Manager. Krohn inquired on why Martello wanted to become President of the PVCSD Board. Martello explained. Esparza called for a vote for the motion on the floor, with a 3 to 1 vote motion was carried, opposed by Esparza. Potalivo motioned to nominate Esparza as the Vice President, seconded by Martello and upon unanimous vote was carried. Martello motioned to nominate Potalivo as Treasurer, seconded by Esparza and unanimously carried. Martello motioned to nominate Lawston as Secretary, seconded by Esparza and unanimously carried.
- 2.6 CalPERS Presentation – Paul Kaymark of Nigro & Nigro
 - a. Discussion of CalPERS – Paul Kaymark of Nigro & Nigro explained how CalPERS works for this district. Kaymark explained the difference between miscellaneous employees vs safety employees and the history on how it has all been calculated. Kaymark explained that the district

is currently super funded and would probably be for a few years. Potalivo asked for a clarification on RPMWC's contribution to the unfunded liability on the balance sheet. Kaymark explained. Kaymark explained the dynamics of the cashflow. Mathews clarified that the asset was understated. Kaymark explained. Mathews inquired if an update could be made to the Balance Sheet to show that the Unfunded Accrued Liability was paid off. Kaymark confirmed and explained that the true up happens once per year. Mathews suggested adding a foot note to explain the true position at the point in time of the financial report. Kaymark made some suggestions to true up the financial report. Staff and Kaymark will make that update.

- 2.7 Consent Calendar: All items appearing on the Consent Calendar may be voted on by a single motion. Items shall be removed from the Consent Calendar if any member of the Board of Directors, or the public, requests removal prior to a vote on a motion to approve the items. Such items removed will be considered separately for action by the Board.
- a. Minutes of the Regular Board Meeting of January 24, 2022-
 - b. Minutes of the Special Board Meeting of January 27, 2022-
 - b. Review of BS, P&L as of Dec 31, 2021
 - c. Review of BS, P&L as of Jan 31, 2022
 - d. Accounts Receivable
 - e. Notice of Violation Summary
 - f. Daily Activity Report
 - g. AB 361 – Hybrid Meetings

Martello pulled the January 24, 2022 Minutes and made a correction to section 1.8. Esparza motioned to approve the consent calendar with the changes made herein, seconded by Potalivo and upon a unanimous vote was adopted.

- 2.8 Discussion on Gate Access & Road Usage Policies and Procedures –
- a. The Board will discuss the Gate Access & Road Usage Policies and Procedures – Martello motioned to table this item, seconded by Potalivo and upon unanimous vote this item was tabled. Esparza inquired if RFID tags updated regularly, Graziano confirmed.
- 2.9 General Manager's Report – General Manager, Graziano – Graziano presented the report. Graziano noted that Jansing with Century Sun & Solar has been invited to meetings. Martello complimented Graziano on the idea of sharing the RFID transactions for PVCC members with the staff at PVCC.
- 2.10 General Manager Goals & Initiatives for 2022
- a. The General Manager will present 2022 G&I's – Graziano presented his 2022 G&I's.
 - b. Board to discuss goals and initiatives for 2022 – Knox suggested looking at Yuima's handbook as a model. Esparza gave a list of recommended items to add to Graziano's G&I's. Potalivo suggested adopting the presented G&I and together work on prioritizing a new list of G&I's for 2023. Martello advised to add the word "Initiate" to the Handbook update item. Upon a motion by Potalivo, seconded by Martello and upon unanimous vote the General Manager's 2022 G&I's were accepted and adopted with the amendments requested herein.
- 2.11 Board Vacancy Announcement – President Esparza –
- a. Board to discuss filling the board vacancy – Graziano informed that the Notice of Vacancy has been posted for the public and closes on March 9, 2022.
- 2.12 Other Business
- a. Requested items for next or future agendas (Directors and Staff Only) – Potalivo questioned if the public would be allowed to join in on the administrative retreat. Martello confirmed that they

would be able to join and informed that it would need to be held in a public place within the District. Potalivo inquired on when the budget process starts. Graziano informed that it starts in April. Martello suggested that with all of the inflation happening, the Board should consider taking action at the next meeting to implement a Cost of Living Adjustment (COLA) for all employees similar to what the Social Security Administration and CalPERS recently made. Graziano was tasked to research whether an additional up to 3.9% COLA would be possible for all employees and present at the next meeting. Upon a motion by Martello, second by Potalivo and upon unanimous vote, Graziano was authorized to work on the COLA analysis. Esparza informed that the last time this was discussed Graziano suggested the approved 2% COLA. Graziano clarified that he was asked if the budget could support a 2% COLA and he confirmed that the budget did allow for this amount but did not suggest that number. Graziano listed the items he has for the next agenda; discussion on setting a date for an administrative retreat, EDU audit discussion, discussion on Gate Access & Road Usage Policies and Procedures, and COLA analysis findings.

b. Board comments – Esparza requested that Graziano come back with information on the minimum requirements for an AED program and staying in compliance.

2.13 Adjournment:

a. Regular Meeting on March 28, 2022, at 10:00 a.m. – The next meeting date is scheduled for March 28, 2022, at 10:00 a.m. With nothing further to discuss and upon a motion from Martello, second by Potalivo and unanimous vote, the meeting adjourned at 11:52 a.m.

Marissa Fehling

Marissa Fehling, Recording Secretary

PV COMMUNITY SERVICES DISTRICT

Balance Sheet

As of February 28, 2022

Accrual Basis

	Feb 28, 22
ASSETS	
Current Assets	
Checking/Savings	
Cash	
100 <input type="checkbox"/> Petty Cash	368
102 <input type="checkbox"/> Checking	217,786
110 <input type="checkbox"/> ResFunds/L.A.I.F.	605
Total Cash	218,759
111 <input type="checkbox"/> LAIF Fair Market Value	89
Total Checking/Savings	218,847
Accounts Receivable	
120 <input type="checkbox"/> Accounts Receivable	41,312
Total Accounts Receivable	41,312
Other Current Assets	
125 <input type="checkbox"/> Due from RPMWC	32,844
140 <input type="checkbox"/> Prepaid Insurance	2,269
140.6 <input type="checkbox"/> PrePaid Wkrs Comp Ins	9,429
Total Other Current Assets	44,543
Total Current Assets	304,702
Fixed Assets	2,917,328
Other Assets	
196 <input type="checkbox"/> Deferred Outflows - Pension	319,508
Total Other Assets	319,508
TOTAL ASSETS	3,541,537
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201 <input type="checkbox"/> Accounts Payable	110,870
Total Accounts Payable	110,870
Other Current Liabilities	
201.6 <input type="checkbox"/> Pre-Paid Customer Fees	28,076
204 <input type="checkbox"/> Accrued Fed Payroll Taxes	18
205 <input type="checkbox"/> Accrued State Payroll Taxes	5
219 <input type="checkbox"/> Compensated Employees Absences	24,831
Total Other Current Liabilities	52,930
Total Current Liabilities	163,800
Total Liabilities	163,800
Equity	
460 <input type="checkbox"/> Retained Earnings	2,664,888
Net Income	712,849
Total Equity	3,377,737
TOTAL LIABILITIES & EQUITY	3,541,537

PV COMMUNITY SERVICES DISTRICT
Profit & Loss Budget Performance
February 2022

	Feb 22	Budget	Jul '21 - Feb 22	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
661 Sewer Charges	37,373	37,373	298,897	298,987	448,481
661.5 Security Patrol Charges	44,829	44,829	358,521	358,633	537,949
662 Property Tax	4,809	9,583	70,378	76,667	115,000
662.1 Connection Fees	0	0	0	0	0
663 Interest	48	417	672	3,333	5,000
663.1 LAIF Fair Market Value Revenue	0	0	0	0	0
664 Other	443	451	15,802	3,609	5,413
665 Security Gate Charge	35,062	35,062	280,402	280,496	420,744
666.5 RFID Tags	765	583	6,215	4,667	7,000
667 Delinquent Charges	595	0	2,068	0	0
668 Vacant Lot/Sewer Availability	396	396	3,168	3,168	4,752
670 Reimbursement Revenue	679		709,983		
Total Income	125,000	128,695	1,746,106	1,029,559	1,544,339
Gross Profit	125,000	128,695	1,746,106	1,029,559	1,544,339
Expense					
Depreciation	10,092	10,091	80,736	80,730	121,095
Dwelling Live	675	683	5,401	5,467	8,200
Electrical Utilities	4,404	517	32,619	20,120	22,189
Equipment Rentals	0	42	0	333	500
Group Health Ins.	8,364	7,049	56,128	56,393	84,590
Liability Insurance	3,908	3,753	31,265	30,027	45,040
Miscellaneous Expense	168	1,100	13,848	8,798	13,197
Office Expense	2,803	2,169	19,586	17,348	26,022
Operator Contract Services	5,500	5,500	44,000	44,000	66,000
Payroll Taxes	5,469	5,033	34,193	40,260	60,390
PERS Retirement	3,855	4,555	98,276	106,777	124,997
Repairs & Maintenance	11,492	9,724	104,405	77,788	116,682
Salaries	54,882	52,946	394,113	423,567	635,350
Security Expense	242	453	4,980	3,620	5,430
Uniforms	112	267	3,211	2,133	3,200
Vehicles	594	756	7,160	6,051	9,076
Workers' Comp. Insurance	1,328	1,577	11,122	12,613	18,920
6560 Payroll Expenses	0		0		
701 Drainage	3,113	833	6,413	6,667	10,000
712.1 State Maint. Fee	0	0	27,109	24,420	24,420
730 Water Tests & Analysis	764	720	6,713	5,760	8,640
815 Fees	0	222	4,823	1,777	2,666
816 Engineering	0	542	5,175	4,333	6,500
818 Schools & Meetings	100	575	4,301	4,600	6,900
819 Accounting	0	0	10,500	10,000	10,000
820 Legal	1,073	2,500	27,177	20,000	30,000
821.2 SGMA Technical Study	0	0	0	50,000	50,000
921 Guard Houses /Roadway Lease	0	0	2	2	2
Total Expense	118,938	111,606	1,033,257	1,063,584	1,510,006
Net Ordinary Income	6,062	17,089	712,849	-34,025	34,333
Net Income	6,062	17,089	712,849	-34,025	34,333

A/R Aging Summary

As of March 24, 2022

	<u>Current</u>	<u>1 - 60</u>	<u>61 - 120</u>	<u>121 - 180</u>	<u>> 180</u>	<u>TOTAL</u>
CSD-001	0.00	-592.00	-592.00	-592.00	-1,480.00	-3,256.00
CSD-002	0.00	0.00	-2,664.00	0.00	0.00	-2,664.00
CSD-003	0.00	-2,368.00	0.00	0.00	0.00	-2,368.00
CSD-004	0.00	-1,232.00	0.00	0.00	0.00	-1,232.00
CSD-005	0.00	0.00	0.00	0.00	-1,157.00	-1,157.00
CSD-006	0.00	-888.00	0.00	0.00	0.00	-888.00
CSD-007	0.00	-578.00	-226.00	0.00	0.00	-804.00
CSD-008	-296.00	-507.00	0.00	0.00	0.00	-803.00
CSD-009	0.00	-578.00	-172.00	0.00	0.00	-750.00
CSD-010	0.00	-568.00	-61.00	0.00	0.00	-629.00
CSD-011	-6.00	-12.00	-302.00	-296.00	0.00	-616.00
CSD-012	0.00	-585.00	0.00	0.00	0.00	-585.00
CSD-013	0.00	-543.00	0.00	0.00	0.00	-543.00
CSD-014	0.00	0.00	0.00	0.00	-533.00	-533.00
CSD-015	0.00	-364.94	0.00	0.00	0.00	-364.94
CSD-016	0.00	-349.54	0.00	0.00	0.00	-349.54
CSD-017	0.00	-338.00	0.00	0.00	0.00	-338.00
CSD-018	-296.00	0.00	0.00	0.00	0.00	-296.00
CSD-019	0.00	-296.00	0.00	0.00	0.00	-296.00
CSD-020	0.00	-296.00	0.00	0.00	0.00	-296.00
CSD-021	0.00	-296.00	0.00	0.00	0.00	-296.00
CSD-022	0.00	-296.00	0.00	0.00	0.00	-296.00
CSD-023	0.00	-296.00	0.00	0.00	0.00	-296.00
CSD-024	0.00	-296.00	0.00	0.00	0.00	-296.00
CSD-025	0.00	-296.00	0.00	0.00	0.00	-296.00
CSD-026	0.00	-296.00	0.00	0.00	0.00	-296.00
CSD-027	-296.00	0.00	0.00	0.00	0.00	-296.00
CSD-028	0.00	-294.00	0.00	0.00	0.00	-294.00
CSD-029	-289.00	0.00	0.00	0.00	0.00	-289.00
CSD-030	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-031	0.00	-282.00	0.00	0.00	0.00	-282.00
CSD-032	0.00	0.00	0.00	0.00	-264.00	-264.00
CSD-033	0.00	-246.00	0.00	0.00	0.00	-246.00
CSD-034	0.00	-212.00	0.00	0.00	0.00	-212.00
CSD-035	-206.00	0.00	0.00	0.00	0.00	-206.00
CSD-036	0.00	-202.00	0.00	0.00	0.00	-202.00
CSD-037	-202.00	0.00	0.00	0.00	0.00	-202.00
CSD-038	0.00	-190.00	0.00	0.00	0.00	-190.00
CSD-039	0.00	-101.00	0.00	0.00	0.00	-101.00
CSD-040	-100.00	0.00	0.00	0.00	0.00	-100.00
CSD-041	0.00	0.00	0.00	-44.23	0.00	-44.23
CSD-042	0.00	-20.00	0.00	0.00	0.00	-20.00
CSD-043	0.00	-14.00	0.00	0.00	0.00	-14.00
CSD-044	0.00	-8.00	0.00	0.00	0.00	-8.00
CSD-045	0.00	-8.00	0.00	0.00	0.00	-8.00
CSD-046	0.00	-7.00	0.00	0.00	0.00	-7.00
CSD-047	0.00	-4.00	0.00	0.00	0.00	-4.00

A/R Aging Summary

As of March 24, 2022

	<u>Current</u>	<u>1 - 60</u>	<u>61 - 120</u>	<u>121 - 180</u>	<u>> 180</u>	<u>TOTAL</u>
CSD-048	0.00	0.00	0.00	0.00	0.00	0.00
CSD-049	7.00	0.00	0.00	0.00	0.00	7.00
CSD-050	9.54	0.00	0.00	0.00	0.00	9.54
CSD-051	12.00	0.00	0.00	0.00	0.00	12.00
CSD-052	12.00	0.00	0.00	0.00	0.00	12.00
CSD-053	18.00	0.00	0.00	0.00	0.00	18.00
CSD-054	0.00	25.00	0.00	0.00	0.00	25.00
CSD-055	0.00	25.00	0.00	0.00	0.00	25.00
CSD-056	25.00	0.00	0.00	0.00	0.00	25.00
CSD-057	0.00	25.00	0.00	0.00	0.00	25.00
CSD-058	25.00	0.00	0.00	0.00	0.00	25.00
CSD-059	25.00	0.00	0.00	0.00	0.00	25.00
CSD-060	90.00	0.00	0.00	0.00	0.00	90.00
CSD-061	138.00	0.00	0.00	0.00	0.00	138.00
CSD-062	202.00	0.00	0.00	0.00	0.00	202.00
CSD-063	202.00	0.00	0.00	0.00	0.00	202.00
CSD-064	202.00	0.00	0.00	0.00	0.00	202.00
CSD-065	202.00	0.00	0.00	0.00	0.00	202.00
CSD-066	202.00	0.00	0.00	0.00	0.00	202.00
CSD-067	202.00	0.00	0.00	0.00	0.00	202.00
CSD-068	202.00	0.00	0.00	0.00	0.00	202.00
CSD-069	202.00	2.00	0.00	0.00	0.00	204.00
CSD-070	206.00	0.00	0.00	0.00	0.00	206.00
CSD-071	206.00	0.00	0.00	0.00	0.00	206.00
CSD-072	224.00	0.00	0.00	0.00	0.00	224.00
CSD-073	296.00	0.00	0.00	0.00	0.00	296.00
CSD-074	296.00	0.00	0.00	0.00	0.00	296.00
CSD-075	296.00	0.00	0.00	0.00	0.00	296.00
CSD-076	296.00	0.00	0.00	0.00	0.00	296.00
CSD-077	296.00	0.00	0.00	0.00	0.00	296.00
CSD-078	296.00	0.00	0.00	0.00	0.00	296.00
CSD-079	296.00	0.00	0.00	0.00	0.00	296.00
CSD-080	296.00	0.00	0.00	0.00	0.00	296.00
CSD-081	296.00	0.00	0.00	0.00	0.00	296.00
CSD-082	296.00	0.00	0.00	0.00	0.00	296.00
CSD-083	296.00	0.00	0.00	0.00	0.00	296.00
CSD-084	296.00	0.00	0.00	0.00	0.00	296.00
CSD-085	296.00	0.00	0.00	0.00	0.00	296.00
CSD-086	296.00	0.00	0.00	0.00	0.00	296.00
CSD-087	296.00	0.00	0.00	0.00	0.00	296.00
CSD-088	296.00	0.00	0.00	0.00	0.00	296.00
CSD-089	296.00	0.00	0.00	0.00	0.00	296.00
CSD-090	296.00	0.00	0.00	0.00	0.00	296.00
CSD-091	296.00	0.00	0.00	0.00	0.00	296.00
CSD-092	296.00	0.00	0.00	0.00	0.00	296.00
CSD-093	296.00	0.00	0.00	0.00	0.00	296.00
CSD-094	296.00	0.00	0.00	0.00	0.00	296.00

A/R Aging Summary

As of March 24, 2022

	<u>Current</u>	<u>1 - 60</u>	<u>61 - 120</u>	<u>121 - 180</u>	<u>> 180</u>	<u>TOTAL</u>
CSD-095	296.00	0.00	0.00	0.00	0.00	296.00
CSD-096	296.00	0.00	0.00	0.00	0.00	296.00
CSD-097	296.00	0.00	0.00	0.00	0.00	296.00
CSD-098	296.00	0.00	0.00	0.00	0.00	296.00
CSD-099	296.00	0.00	0.00	0.00	0.00	296.00
CSD-100	296.00	0.00	0.00	0.00	0.00	296.00
CSD-101	296.00	0.00	0.00	0.00	0.00	296.00
CSD-102	296.00	0.00	0.00	0.00	0.00	296.00
CSD-103	296.00	0.00	0.00	0.00	0.00	296.00
CSD-104	296.00	0.00	0.00	0.00	0.00	296.00
CSD-105	296.00	0.00	0.00	0.00	0.00	296.00
CSD-106	296.00	0.00	0.00	0.00	0.00	296.00
CSD-107	296.00	0.00	0.00	0.00	0.00	296.00
CSD-108	296.00	0.00	0.00	0.00	0.00	296.00
CSD-109	296.00	0.00	0.00	0.00	0.00	296.00
CSD-110	296.00	0.00	0.00	0.00	0.00	296.00
CSD-111	296.00	0.00	0.00	0.00	0.00	296.00
CSD-112	296.00	0.00	0.00	0.00	0.00	296.00
CSD-113	296.00	0.00	0.00	0.00	0.00	296.00
CSD-114	296.00	0.00	0.00	0.00	0.00	296.00
CSD-115	296.00	0.00	0.00	0.00	0.00	296.00
CSD-116	296.00	0.00	0.00	0.00	0.00	296.00
CSD-117	296.00	0.00	0.00	0.00	0.00	296.00
CSD-118	296.00	0.00	0.00	0.00	0.00	296.00
CSD-119	296.00	0.00	0.00	0.00	0.00	296.00
CSD-120	296.00	0.00	0.00	0.00	0.00	296.00
CSD-121	296.00	0.00	0.00	0.00	0.00	296.00
CSD-122	296.00	0.00	0.00	0.00	0.00	296.00
CSD-123	296.00	0.00	0.00	0.00	0.00	296.00
CSD-124	296.00	0.00	0.00	0.00	0.00	296.00
CSD-125	296.00	0.00	0.00	0.00	0.00	296.00
CSD-126	296.00	0.00	0.00	0.00	0.00	296.00
CSD-127	296.00	0.00	0.00	0.00	0.00	296.00
CSD-128	296.00	0.00	0.00	0.00	0.00	296.00
CSD-129	296.00	0.00	0.00	0.00	0.00	296.00
CSD-130	296.00	0.00	0.00	0.00	0.00	296.00
CSD-131	296.00	0.00	0.00	0.00	0.00	296.00
CSD-132	296.00	0.00	0.00	0.00	0.00	296.00
CSD-133	296.00	0.00	0.00	0.00	0.00	296.00
CSD-134	296.00	1.00	0.00	0.00	0.00	297.00
CSD-135	296.00	7.00	0.00	0.00	0.00	303.00
CSD-136	296.00	7.00	0.00	0.00	0.00	303.00
CSD-137	308.00	0.00	0.00	0.00	0.00	308.00
CSD-138	308.00	0.00	0.00	0.00	0.00	308.00
CSD-139	321.00	0.00	0.00	0.00	0.00	321.00
CSD-140	296.00	25.00	0.00	0.00	0.00	321.00
CSD-141	296.00	25.00	0.00	0.00	0.00	321.00

A/R Aging Summary

As of March 24, 2022

	<u>Current</u>	<u>1 - 60</u>	<u>61 - 120</u>	<u>121 - 180</u>	<u>> 180</u>	<u>TOTAL</u>
CSD-142	296.00	32.56	0.00	0.00	0.00	328.56
CSD-143	332.00	0.00	0.00	0.00	0.00	332.00
CSD-144	202.00	199.87	0.00	0.00	0.00	401.87
CSD-145	206.00	205.14	0.00	0.00	0.00	411.14
CSD-146	206.00	206.00	0.00	0.00	0.00	412.00
CSD-147	202.00	222.21	0.00	0.00	0.00	424.21
CSD-148	502.00	0.00	0.00	0.00	0.00	502.00
CSD-149	592.00	0.00	0.00	0.00	0.00	592.00
CSD-150	296.00	296.00	0.00	0.00	0.00	592.00
CSD-151	296.00	296.00	0.00	0.00	0.00	592.00
CSD-152	296.00	296.00	0.00	0.00	0.00	592.00
CSD-153	296.00	296.00	0.00	0.00	0.00	592.00
CSD-154	592.00	0.00	0.00	0.00	0.00	592.00
CSD-155	296.00	328.56	0.00	0.00	0.00	624.56
CSD-156	296.00	328.56	0.00	0.00	0.00	624.56
CSD-157	202.00	449.56	202.00	0.00	0.00	853.56
CSD-158	296.00	599.44	0.00	0.00	0.00	895.44
CSD-159	296.00	624.56	0.00	0.00	0.00	920.56
CSD-160	618.00	618.00	0.00	0.00	0.00	1,236.00
CSD-161	202.00	455.15	455.12	304.59	0.00	1,416.86
CSD-162	1,438.00	0.00	0.00	0.00	0.00	1,438.00
CSD-163	112.00	260.15	264.24	261.61	672.07	1,570.07
CSD-164	296.00	662.05	624.56	0.00	0.00	1,582.61
CSD-165	202.00	460.58	456.22	451.59	404.00	1,974.39
CSD-166	296.00	718.26	661.63	582.00	0.00	2,257.89
CSD-167	202.00	464.80	480.65	471.64	1,201.99	2,821.08
CSD-168	296.00	673.03	668.35	661.71	592.00	2,891.09
CSD-169	9,249.00	1,000.00	0.00	0.00	0.00	10,249.00
	<u>40,006.54</u>	<u>-3,914.00</u>	<u>-204.23</u>	<u>1,800.91</u>	<u>-563.94</u>	<u>37,125.28</u>

Notice of Violation Records

Date:	Time of NOV:	Resident Name:	Violator Name:	Vehicle:	Location of Violation:	Type of Violation:	Letter Sent:	Prior Violations
11/8/21	2:02 AM	Hashim	Hashim	Blk Infiniti QX50	16041 El Tae Rd	No Pass Displayed/Overnight parking		
11/8/21	2:02 AM	Hashim	Hashim	Lexus NX300H	16041 El Tae Rd	No Pass Displayed/Overnight parking		Oct'20, Nov'20
11/8/21	2:28 AM	Peterson	Emma Peterson	Gray Hyundai	16033 Tukwut Ct	No Pass Displayed/Overnight parking		Oct'20
11/22/21	11:31 AM	PVCC	Michael Piraino	Red Porsche Macan	Luiseno Circle Drive	No Pass Displayed/Overnight parking		Jul'20
11/23/21	2:36 AM	Thomas MacMurray	Thomas MacMurray	White Chrysler 200	32567 Womsi Rd	No Pass Displayed/Overnight parking		Aug'20
11/30/21	1:15 AM	Anderson	Eric Gibson	Toyota Yaris	32515 Luiseno Drive	No Pass Displayed/Overnight parking	NOV Warning	
11/30/21	1:30 AM	Calac	Paul Calac	White Chevy Silverado	16025 El Tae Rd	No Pass Displayed/Overnight parking	NOV Warning	
12/3/21	2:11 AM	Peterson	Emma Peterson	Gray Hyundai	16033 Tukwut Ct	No Pass Displayed/Overnight parking	NOV Warning	
12/16/21	2:30 AM	Peterson	Emma Peterson	Gray Hyundai	16033 Tukwut Ct	No Pass Displayed/Overnight parking	NOV Warning	
12/19/21	2:28 AM	Esparza	Guest of Esparza	White Lincon	32204 Ushla	No Pass Displayed/Overnight parking	NOV Warning	
1/7/22	2:14 AM	Sturdivant	Sturdivant	Tan Beetle VW	16005 Tukwut	No Pass Displayed/Overnight parking	X	
1/14/22	2:45 AM	PVCC Employee	Melinda R. Garcia	Silver Jeep	Front Gate	Came in Contact w/ Barrier Arm	X	
1/15/22	2:13 AM	Peterson	Peterson	White Lexus	16033 Tukwut Ct	No Pass Displayed/Overnight parking	X	
1/22/22	10:30 PM	McGee	McGee	White F-250	16061 El Tae Rd	No Pass Displayed/Overnight parking	X	
1/24/22	7:53 AM	PVCC	Dial	Royal Cup Delivery Truck	Rear Gate	Gate Crasher	X	
2/4/22	7:27 AM	Unknown	Unknown	White Utility Truck	Rear Gate	Gate Crasher	Vehicle not located	
2/13/22	2:23 AM	Guest	Peterson	White Tyta Prius	16033 Tukwut Ct	Parked more than 7 days in 30 day period	Todd spoke to resident	
2/15/22	2:18 AM	Thomas MacMurray	Thomas MacMurray	White Chrysler 200	32567 Womsi Rd	No Pass Displayed/Overnight parking	X	Nov'21
2/20/22	12:44 AM	Robert Bullock	Robert Bullock	Gold Lexus RX350	32202 Taupa Way	No Pass Displayed/Overnight parking	X	
3/8/22	2:43 PM	Keith Haas	Keith Haas	White Lexus RX	32668 Taspas Ct	Gate Crasher	X	

**Letters sent out for all NOV's starting 1/1/2022

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

SECURITY REPORT

February 15 2022 – March 15 2022

Pauma Valley CSD Security Department Personnel		
Name	Call Sign	Billet
Officer Todd Albert	1L2	Patrolman / Department Supervisor
Officer Gerardo Gonzalez	1L3	Patrolman
Officer Bryan Chau	1L4	Patrolman
Officer German Colin	1L5	Patrolman
Officer Dale Easter	1L6	Patrolman
Officer Luis Orozco	1L7	Patrolman / Gate Attendant
Matthew Carson	C1	Gate Attendant Supervisor
Hector Figueroa	C1	Gate Attendant
Kenneth Thielke	C1	Gate Attendant
Eduardo Aguilar	C1	Gate Attendant
Christopher Phan	C1	Gate Attendant

Vehicle Maintenance Report

Both units passed visual inspections this reporting period. Unit 1 had fender tightened, and all interior panels put back into place on March 09, 2022, by Tesla. Two new tires were purchased for Unit 1 as well. Unit 2 will need the interior paneling serviced again as the steering wheel is starting to show signs of bubbling.

- Tesla 01 (13,909) – Passed all inspections this month.
- Tesla 02 (13,845) – Passed all inspections this month.

German Colin, Vehicle Maintenance Officer

Gate Report

Cleaning and sanitary supplies continue to be coordinated and received from the District Office. Front Gate Barrier Arm has been replaced. The Back and Front gates had issues with transponders not scanning properly this reporting period. California Gate and Entry Systems was contacted and now the equipment is working properly. Patrol continues actively watching and listening for any service or gardening noise violations during the restricted hours of Saturday and Sunday. Gate Attendants will continue to work on advising all potential violators of these rules.

Matthew Carson, Gate Supervisor

HIGHLIGHTS

- **February 17th 2022 at 1345 – Alarm.** Officer Easter responded to an alarm at Pauma School. Officer Easter made contact with the principal. Pauma School was doing practice fire drills.
- **February 18th 2022 at 0348 – Prowler Call.** Officer Albert was dispatched to a resident's home on Pauma Valley Dr for a report of possible prowler inside their house using the bathroom. Officer Albert arrived checked inside and outside of the property. UTL any signs of break in of any kind. Walked resident around the house to reassure it was safe. Advised to call Patrol if needed for anything.
- **February 19th 2022 at 1402- Service Workers.** While on routine patrol, Officer Easter came across some work being done after hours on Wiskon Way East. Officer Easter made contact with the contractors and informed of the Gate Access and Road Usage Policy which restricts contractor hours. Contractors complied and packed up.
- **February 20th 2022 at 0732 – 459 Burglary Alarm.** Officer Albert responded to a call for a burglary alarm at Saint Francis Church. Officer Albert arrived on scene and found it was accidental.
- **February 20th 2022 at 1652 – Saint Francis 11.53.** While on routine patrol, Officer Gonzalez found the main entrance door to the church unlocked. Officer Gonzalez set off the alarm, cleared the building, and secured the door. Cont.1 contacted the main contact.
- **February 20th 2022 at 1816 – North Coast Church 11.53.** While on a routine patrol, Officer Gonzalez and Officer Orozco found the double doors near the stairway unlocked. Officers were able to clear and secure the room. Cont.1 contacted the main contact.
- **February 21st 2022 at 0808 – Serratos Shop.** Tesla unit 1 was dropped off at Serratos for maintenance light for tire wear.
- **February 21st 2022 at 2303 – Medical.** Officer Chau and Albert responded to an unknown medical call near the North Coast Church on Highway 76. CalFire and Mercy medics both arrived on scene. The individual was having difficulty breathing. No one was transported.
- **February 22nd 2022 at 1916 – Medical.** Officer Chau responded to a medical for a possible fall on Pauma Valley Drive. The resident stated they were walking in their house when their dog came between their legs and caused them to fall. The resident didn't feel any pain but thinks they might need to get their ribs evaluated. Their doctor advised to get an x-ray, they will be transported.
- **February 22nd 2022 at 2206 – Resident Concern.** Officer Chau was dispatched to a resident's home on Tukwut. The resident wanted their family member escorted out of the house as they were yelling and throwing objects. The parents gave the option for them to leave on their own or to have the sheriff come and escort them off the property. The family member left willingly and will be staying at a friend's house for the mean time. Parents did give permission to come back to grab a few things. Parents stated that this family member has a history of throwing tantrums and putting holes in the walls. They also wanted their transponder to be removed. Officer Chau advised them to call the District Office first thing in the morning so they can deactivate the transponder. This family member is now put on the restricted list and parents will be contacted every time they arrive at the gate.

- **February 23rd 2022 at 0224 – WWW Gate.** During a routine patrol, Officer Albert found the gate on Wiskon Way West to well 36 open. Officer Albert cleared the lot and secured the gate.
- **February 23rd 2022 at 1929 – Loose Pet.** Officer Chau responded to a loose dog call on Womsi road. A brown/tan dog with brown eyes and blue color with no tag was reported. A resident on Wiskon Way West will house the dog overnight. If the dog is not claimed by the next day, Humane Society will be called by the resident.
- **February 24th 2022 at 1209 – Process Server.** Officer Easter responded to a process server on Pauma Valley Drive. The resident's gate was closed. The agent was unable to make contact with the resident. Officer Easter successfully escorted the agent to and from the address.
- **February 24th 2022 – 1513 – Suspicious Activity.** During a routine patrol, Officer Easter spotted a couple of dirt bikers on Cole Grade Road. The description matched the previous dirt bikers that have been coming through the community in the past month. Officer Easter was UTL any signs of dirt biker's direction.
- **February 24th 2022 at 1600 – Other.** Officer Easter replaced two locks at the Pauma Heights walk out gates. There are two copies of the key to unlock the walk through gate. One copy was given to a resident the other copy is secured in the Patrol Office.
- **February 25th 2022 at 2159 – Unsecured Door.** On a routine patrol, Officer Gonzalez and Officer Orozco found a door at North Coast Church unlocked and unsecured. Officers cleared and secured the building. Cont.1 contacted their contact in the morning.
- **February 26th 2022 at 0113 – Suspicious Activity.** On a routine patrol, Officer Gonzalez and Officer Colin spotted two vehicles parked after hours at the El Rey Restaurant parking lot. Officers reported this activity to cont.1 to keep an alert throughout the night.
- **February 26th 2022 at 0831 – Process Server.** Officer Easter responded to a process server on Pauma Valley Drive. The resident's gate was closed. The agent was unable to make contact with the resident. Officer Easter successfully escorted the agent to and from the address.
- **February 26th 2022 at 0954 – Suspicious Activity.** On a routine patrol, Officer Easter received a call from Officer Colin who was off duty at the time. He reported that on his previous shift, he recognized a vehicle still parked at El Rey's restaurant from last night. Officer Easter arrived on scene and made contact with an individual sleeping in their car. The individual responded that they ate and drank alcohol at the restaurant last night and was not able to drive home. Officer Easter allowed the individual to stay in a parking lot; however, the individual left the parking lot on their own.
- **February 26th 2022 at 1410 – Service Worker.** While on routine patrol, Officer Easter came across some work being done after permitted hours on Wiskon Way East. Officer Easter made contact with contractors and informed them of the Gate Access and Road Usage Policy which restricts contractor hours. Contractors complied and packed up their gear and left the community.
- **February 26th 2022 at 2044 – Suspicious Activity.** During a routine patrol, Officer Colin spotted a vehicle parked in the lower lot of Saint Francis Church. Officer Colin noticed there was an individual sleeping in the back seat. Officer Colin knocked on the window and made contact, after

verifying all was well, informed the individual that this is private property. The individual complied and left the area.

- **February 27th 2022 at 0625 – Residential Alarm.** Officer Colin was dispatched to an alarm going off at a resident's home on Pauma Heights Road. The alarm company stated the alarm was coming from the master bathroom alarm. Officer Colin arrived on scene, tried to get in contact with the owner by ringing the doorbell/ knocking on the door as well. Officer Colin was unable to make contact and proceeded to check around the property. UTL signs of a break in of any kind. Informed cont.1 to contact the homeowner and leave a voicemail.
- **February 27th 2022 at 1416 – Resident Concern.** Officer Gonzalez was dispatched to a resident's home. The homeowner's family member reported they found the homeowner deceased in the backyard pond. Officer Gonzalez arrived on scene and made contact with the family member. Officer Gonzalez got a written statement from the family member and asked if they knew what happen. The family member informed that they were trying to get in contact with the homeowner since yesterday but had no luck. When the family member arrived the next day, they noticed the front door was unlocked. They searched around the house and noticed the back door was open and saw the homeowner lying in the pond. Mercy medic, Cal fire, Pauma Fire and Sheriffs all arrived on scene. Cal Fire pulled the body out of the water and placed a blanket over it. Sheriffs took the family member's statement.
- **February 27th 2022 at 1756 – Trespassing.** During pass down, Officer Chau and Officer Orozco spotted 3 dirt bikers that rode down Cole Grade Road. They stopped near the District Office then proceeded to ride towards the Back Gate. Officer Chau and Officer Orozco followed the dirt bikers to the Back Gate and tried to make contact with them. A vehicle approached the Back Gate, and the dirt bikers were able to enter inside the gated community. The last rider hit the arm barrier, and they all proceeded to head up Pauma View. UTL dirt bikers.
- **February 27th 2022 at 1851 - Resident Concern.** Officer Chau was dispatched to a resident's home on Wiskon Way West. Resident reported their sibling wandered off and they are UTL them. Resident stated their sibling has dementia and cannot be on their own. A description was given to Officer Chau and Officer Orozco who were patrolling that evening and remembered seeing someone matching that description at the Front Gate 20 minutes prior. Officer Orozco successfully located the sibling and returned them to their home.
- **March 1st 2022 at 0722 – Process Server.** Officer Albert responded to a process server on Pauma Valley Drive. The agent was unable to make contact with the resident. Officer Albert successfully escorted the agent to and from the address.
- **March 3rd 2022 at 0432 – Suspicious Activity.** Officer Albert was notified by a vendor that they spotted an individual walking with a flashlight outside on Tukwut Ct. Officer Albert searched all surrounding streets. UTL anyone walking around with a flashlight.
- **March 3rd 2022 at 0632 – Medical.** Officer Albert responded to a medical on Atosana. A resident arrived at another resident's home early in the morning reporting that they had been out in the cold all night. Officer Albert made contact with the individual. Officer Albert asked them a couple of

questions to see if they seemed to be coherent. Officer Albert advised medics to be called due to them being out in the cold all night. The individual gave permission for Officer Albert and the homeowner to call their family members. Mercy medic and Cal fire arrived on scene and they were transported.

- **March 3rd 2022 at 1333 – Gate Runner/Arm Barrier.** Cont.1 dispatched Officer Easter about a service truck that came in contact with the Center Gate. A white truck with a worker ladder on the top was described. Officer Easter was unable to locate the vehicle in the community.
- **March 3rd 2022 at 2115 – Alarm.** Officer Chau received a call from cont. 1 from a guest staying over at the country club cottages about an alarm going off in their room. The guest wanted the greens maintenance to come over and replace the battery, so they won't be woken up in the middle of the night again. Someone from maintenance arrived and replaced the battery for the guest.
- **March 3rd 2022 at 2222 – Noise Complaint.** Guest staying at the country club cottages called to report a noise complaint coming from next door to them. Officer Colin arrived on scene and made contact with the guest. Several individuals were drinking alcohol and playing beer pong in the room next door to the caller. Officer Colin informed that a noise complaint was made and that they needed to keep it down.
- **March 4th 2022 at 0820 – Gate Crasher.** Officer Easter responded to a gate crasher at the Back Gate. Cont.1 reported it was a Corky Pest Control vehicle. Officer Easter made contact with the driver. Officer Easter gave a warning to the driver and advised them to go directly to the Front Gate for proper access. The driver stated the had poor visibility due to the rain coming down so hard.
- **March 5th 2022 at 0742 – Medical.** Officer Colin was dispatched via scanner to a medical call on Happy Hollow Lane. No one was transported.
- **March 5th 2022 at 0750 – Process Server.** Officer Colin responded to a process server on Pauma Valley Drive. The resident's gate was closed. The agent was unable to make contact with the resident. Officer Colin successfully escorted the agent to and from the address.
- **March 5th 2022 at 0900 – Arm barrier issue.** Cont.1 dispatched Officer Easter about having issues at the Front Gate with the barrier arm not responding to any transponders. Officer Easter advised cont.1 to notify the District Office and California Gates to let them know what issues we are having with the barrier arm.
- **March 6th 2022 at 1020 – Unsecured door.** Officer Gonzalez was dispatched to a home on Pauma Valley Drive for an unsecured door. Cont. 1 received a call from a vendor that was delivering newspaper to a resident's home that stated they found an unsecured door. The vendor was on the phone with the homeowner who was currently out of town and gave permission for Officer Gonzalez to search the home. Officer Gonzalez cleared the whole house including the garage. UTL signs of break in of any kind. Officer Gonzalez secured the door.
- **March 6th 2022 at 1158 – Chlorine Tank.** On a routine patrol, Officer Gonzalez received a call from our utility department and asked if we could accompany them as they change out the chlorine cylinder as part of their safety protocols. Utility staff was able to safely replace the cylinder.

- **March 7th 2022 at 0951 – Process Server.** Officer Gonzalez responded to a process server on Pauma Valley Drive. The resident's gate was closed. The agent was unable to make contact with the resident. Officer Gonzalez successfully escorted the agent to and from the address.
- **March 8th 2022 at 1238 – Country Club.** Officer Albert was on a routine patrol to the country club and found room 2-c door left open partially. Officer Albert was able to secure the room and lock the door.
- **March 8th 2022 at 1240 – Jump Start.** During a routine patrol Officer Chau jump started an employee's vehicle at the country club. Vehicle was successfully started.
- **March 8th 2022 at 1520 – Gate crasher/Arm Barrier.** Officer Gonzalez was dispatched by cont.1 for a white Lexus RX that came in contact with the Back Gate barrier arm. Officer Gonzalez was unable to locate the vehicle at the time. Cont.1 informed Officer Gonzalez that the vehicle stopped by the Front Gate to notify of the incident. The owner stated that of all the years they have lived here; they do not recall the barrier arm ever coming down after each vehicle. They thought the barrier arm was stuck in the up position like it normally was. The barrier arm made contact with the vehicle and cracked the front windshield. Officer Gonzalez took pictures and had the Gate Attendant send the videos to the District Office. Officer Gonzalez told the resident that he would get their information and when he hears back from his supervisor, they would contact them and notify what actions would be taken.
- **March 9th 2022 at 1232 – Process Server.** Officer Easter responded to a process server on Pauma Valley Drive. The resident's gate was closed. The agent was unable to make contact with the resident. Officer Easter successfully escorted the agent to and from the address.
- **March 12th 2022 at 1120 – Process Server.** Officer Easter responded to a process server on Pauma Valley Drive. The resident's gate was closed. The agent was unable to make contact with the resident. Officer Easter successfully escorted the agent to and from the address.
- **March 12th 2022 at 1405 – Service Workers.** On a routine patrol, Officer Easter responded to a call from cont.1 about loud noise and heavy machinery being used after permitted hours on a Saturday from a resident. Officer Easter made contact with several contractors of a tree trimming company. The employee told Officer Easter they would be done in 15 minutes. Several tree branches were left on Sukat Court that needed to be cleaned up. Officer Easter checked back again 15 minutes later, and contractors were still working. Officer Easter spoke with the contractors several times about the work hours on the weekends. Officer Easter wrote down all license plates/company name/ phone number on the shirts the employees were wearing after they refused to stop working. At 1445 tree trimmers were finished. Officer Easter notified his supervisor of the incident.
- **March 12th 2022 at 2300 – Pauma School 11.53.** While doing a routine check Officer Colin and Officer Orozco found building C room 15 door open. Officers were able to clear and secure the room. Officers contacted cont.1 to make contact with Pauma School main contact in the morning.
- **March 13th 2022 at 1725 – Noise Complaint.** On a routine patrol, Officer Gonzalez responded to a noise complaint heard on Luiseno Circle Drive. A resident said they heard loud noises outside.

Officer Gonzalez drove down Luiseno Circle to the greens maintenance road and found nothing to report.

- **March 13th 2022 at 2322 – Unsecured door.** On a routine patrol Officer Chau and Officer Colin were patrolling the Pauma School and found an unsecured door at the boys bathroom. Officers were able to clear the room but were unable to secure the door. Contacted cont.1 to make contact with the Pauma School main contact in the morning.
- **March 14th 2022 at 0126 – Unsecured door. During a routine building check of North Coast Church,** Officer Chau and Officer Colin found the storage door under the stairway unsecure. Officers were able to clear the room and secure the door.
- **March 14th 2022 at 1444 – Process Server.** Officer Gonzalez responded to a process server on Pauma Valley Drive. The resident’s gate was closed. The agent was unable to make contact with the resident. Officer Gonzalez successfully escorted the agent to and from the address.
- **March 15th 2022 at 1514 – Noise Complaint.** Officer Gonzalez responded to a noise complaint heard on Pauma Valley Drive. UTL where the noise was coming from. Officer Gonzalez heard some music but wasn’t loud. Officer Gonzalez was unable to contact the resident who had called and made the complaint.
- **March 15th 2022 at 1613 – Suspicious Activity.** On a routine patrol, Officer Gonzalez found a vehicle parked in the back of the North Coast Church. No one was in the vehicle.
- **March 15th 2022 at 1715 – Service Workers.** On a routine patrol, Officer Gonzalez spotted a few service workers on Womsi road. Officer Gonzalez passed down the information to the next officer on duty to check on the workers.
- **March 15th 2022 at 2215 – Suspicious Activity.** Officer Chau was patrolling Saint Francis Church and found a suspicious vehicle parked at the lower lot of the church. As soon as Officer Chau arrived, the vehicle left.

RFID Entries					
Front Gate		Center Gate		Back Gate	
5,413		568		2,495	
Dispatch By Location					
Inside PVCCE	Oak Tree	School	Business Dist.	PVCC	HWY 76
33	1	3	11	4	0
Highlights by Shift Periods					
A: 2200-0600		B: 0600-1400		C: 1400-2200	
11		21		21	

PVCSD Patrol – Building Checks					
Location	Unsecured Door	Fire Alarm	Burglary Alarm		Officer Check
			459A		1153
Country Club(CC)	1		1		
Greens Maintenance(GM)					
Community Church(CO)	3				24
Gravel Yard(GY)					18
Saint Francis(SF)			3		
Pauma School(PS)	2	1			32
Pauma Building(PB)					27
Airport Hangars(AH)	1				
Treatment Plant(TP)					25
Pauma Village(PV)					19
Residential Houses/Other	1		1		
Patrol Activity				Gate Activity	
Medicals	5	Resident Concern	3	Activity/Malfunctions	Totals
Welfare Checks		Suspicious Activity	9	Unresponsive	Continuous during scanner issues
Lift Assist		Noise Complaint	4	Will Not Close	3
Domestic Dispute		Process Server	6	False Read	4
Traffic Collisions		911 Hang up Call		Loss of Controls	2 Hard Resets
Gate Runner/ Gate Crashers	3	Loose Pets		Video Loss	0
Public Assists		Snake Call		Device Entries	8,476
Jump Start		Trespassing		Passes Issued	2,181
Notice of Violation		Other	2	Pass Entries	3,663

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		

PAUMA VALLEY COMMUNITY SERVICES DISTRICT EMPLOYEE BENEFITS SUMMARY

HEALTH INSURANCE: The District currently offers a choice of HMO Gold Plans through California Choice Administrators. The District pays 80% of the premium for health insurance for employees and their dependents. Employees can choose plans annually during the open enrollment period in December or anytime there are major life changing events (i.e. marriage, birth, death). Employees become eligible for this optional benefit the first day of the month following 60 days of employment.

HEALTH REIMBURSEMENT ACCOUNT: Full time employees will receive an annual Health Reimbursement Account based on their family status. The approved annual amount will commence on January 1 of each year and expire December 31 of each year. The amount is available to all full-time employees regardless if health insurance benefits have been elected through the District or not. This amount can be used to offset the employee contribution paid each pay period, and/ or receipts for medical services to be reimbursed can be submitted with the completed Request for Reimbursement Form. New hires will receive a prorated amount based on the number of remaining months in the year.

- \$1,000 is provided to an individual
- \$1,500 is provided to legal partners/ single parent with child
- \$2,000 is provided to an individual/legal partnership with a child/children

LIFE INSURANCE: Group Term Life Insurance is provided by Principal Life Insurance Company with a benefit amount of \$25,000 at no cost to the employee. Employees become eligible for this benefit the first day of the month following 90 days of employment for the duration of their employment.

PENSION PLAN: The District contracts with the California Public Employees Retirement System (CalPERS):

- 3% @ 60 benefit formula for Classic Members – eligible existing members only
(Employee contribution rates as of 7/1/2021: 8%)
- 2% @ 62 benefit formula for PEPRAs members – any employee hired after 1/1/2013
(Employee contributes 6.75% as of 7/1/2021)

SOCIAL SECURITY:

The District participates in the Social Security System. The current employee contribution rate is 6.2%.

DEFERRED COMPENSATION: The district offers an IRS Section 457 Deferred Compensation Plan with CalPERS. The CalPERS 457 is on an individual voluntary basis. Employees are eligible to begin making contributions at any point in their employment and may adjust contribution amounts at any time.

HOLIDAYS: The District observes the following paid holidays. Any employee that works any portion of a shift on the following days shall be paid Double Time for the entire shift worked.

New Year's Day - January 1

Presidents Day - third Monday in February

Memorial Day - Last Monday in May

Independence Day - July 4

Veterans' Day – November 11

Thanksgiving Day - fourth Thursday in November

Labor Day - First Monday in September

One Floating Holiday - to be selected by employee per calendar year

Christmas Day - December 25th

PAUMA VALLEY COMMUNITY SERVICES DISTRICT EMPLOYEE BENEFITS SUMMARY

For Administrative Staff and Utility Staff only: If a holiday falls on a Saturday, the preceding Friday will be observed. If any holiday falls on a Sunday, the following Monday will be observed.

VACATIONS: Regular full-time employees accrue vacation hours from date of hire. The annual accumulation is based on completed years of service. Vacation may be taken at any time provided the employee has completed the Vacation Request and submitted to their supervisor for approval or denial.

From hire date, but less than 5 years of continuous employment: 3.08 hours per pay period (80 hours per year)

More than 5 years, but less than 15 years of continuous employment: 4.62 hours per pay period (120 hours per year)

More than 15 years of continuous employment: 6.16 hours per pay period (160 hours per year)

Employees are permitted to take all or a portion of their vacation each year and to accumulate vacation time up to a maximum of 160 hours. Accumulated hours above 160 will be automatically paid out with payroll. Employees may choose to sell back any unused portion of their vacation accrual. Any employee that has vacation accrual at the time of separation from the District will be paid the balance of the vacation accrual on their final pay check.

SICK LEAVE: The District offers sick leave accrual of 78 hours per calendar year. Unused sick leave is accumulated from year to year up to a maximum of 160 hours. This may be used to cover employees time off due to illness, injury, attending medical and/ or dental appointments and to care for an immediate family member with any of the aforementioned issues.

WORKERS COMPENSATION: The district is insured with The Zenith for work related injuries. Medical Provider Notices are posted in the District Office for review by any employee.

STATE DISABILITY PROGRAM: Disability Insurance is administered by State of California (SDI) to help protect against wage loss because of a non-occupational illness or injury in which all accrued sick time has been exhausted. More information is available on the EDD website.

UNEMPLOYMENT INSURANCE: Unemployment insurance is payable to employees who have met all of the eligibility requirements of the law. No cost to employee. Please visit the EDD website for more information.

USE OF PERSONAL PHONE: In some cases employees are required to use their personal phone while conducting District business. If this is deemed necessary for your position by the General Manager, a cell phone reimbursement is available in the amount of \$40 per month. If the employee chooses not to use their personal phone a District phone will be issued.

ELECTRIC VEHICLE CHARGING: Employees are permitted to use the electric vehicle charging stations located at the District Office.

ADMINISTRATIVE EMPLOYEES ALSO RECEIVE:

SCHEDULE: Administrative Employees work five 8 hour shifts per week during the office hours of 8:00 am to 4:00 pm, unless modified by management.

PAUMA VALLEY COMMUNITY SERVICES DISTRICT EMPLOYEE BENEFITS SUMMARY

UTILITY EMPLOYEES ALSO RECEIVE:

SAFETY BOOTS: Utility employees are reimbursed up to a maximum of \$100.00 per calendar year for steel toe safety boots and insoles. Proof of purchase required.

UNIFORMS: It is the District's policy that utility employees shall wear complete uniforms during regular working hours and while on duty. Employees are encouraged to appear neat in appearance, especially when dealing with the public. All utility employees are supplied with tee shirts. Blue denim pants will be reimbursed by the District up to \$100 per calendar year per utility employee with proof of purchase.

STAND-BY PAY: Utility Employees assigned stand-by duty shall receive a daily rate of \$10 for weekdays; \$50 for weekends; \$50 for District observed holidays.

SCHEDULE: Utility Employees work a 9/80 schedule as follows 7:00 am to 4:00 pm four days a week and have every other Friday off; working Fridays have a schedule of 7:00 am to 3:00 pm, unless modified by management.

GATE EMPLOYEES ALSO RECEIVE:

UNIFORMS: It is the District's policy that gate employees shall wear complete uniforms during regular working hours and while on duty. Employees are encouraged to appear neat in appearance, especially when dealing with the public. All gate employees are supplied with shirts, name tag, sweater, jacket and a beanie.

SHIFT DIFFERENTIAL PAY: Due to the round the clock nature of this department the following differentials will be paid on top of the regular pay rate:

Shift A – 12 midnight to 8 am - \$4.50/ per shift

Shift B – 8 am to 4 pm - \$0 / per shift

Shift C – 4 pm to 12 midnight - \$3.50 / per shift

SCHEDULE: Gate Employees work five 8 hour shifts per week, unless modified by management.

SECURITY EMPLOYEES ALSO RECEIVE:

UNIFORMS: It is the District's policy that security employees shall wear complete uniforms during regular working hours and while on duty. Employees are encouraged to appear neat in appearance, especially when dealing with the public. All security employees are supplied with blouses, matching pants, a badge, all weather jacket and a beanie.

SHIFT DIFFERENTIAL PAY: Due to the round the clock nature of this department the following differentials will be paid on top of the regular pay rate:

Shift A – 12 midnight to 8 am - \$4.50/ per shift

Shift B – 8 am to 4 pm - \$0 / per shift

Shift C – 4 pm to 12 midnight - \$3.50 / per shift

SCHEDULE: Security Employees work four 10 hour shifts per week, unless modified by management.

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

General Manager's Report

March 28, 2022

Bobby Graziano, General Manager

Cash Flow

The table below shows a projection of the District's cash position.

	Mar	Apr	May	Jun	FY2022-23	FY2023-24	FY2024-25
Total Revenue	\$128,695	\$128,695	\$128,695	\$128,695	\$1,575,226	\$1,606,730	\$1,638,865
Depreciation Add Back	\$10,091	\$10,091	\$10,091	\$10,091			
Annual SDG&E Savings					\$17,500	\$17,500	\$17,500
Annual UAL (Savings from Paying Off)					\$86,331	\$92,272	\$96,132
Total Expenses	-\$115,864	-\$115,864	-\$115,864	-\$115,864	-\$1,432,084	-\$1,475,047	-\$1,519,298
Solar Project			-\$44,600	-\$21,300			
Balance on Charging Stations				-\$13,537			
SGMA			-\$50,000				
Sewer Line Cleaning and Video				-\$53,872	-\$25,000	-\$25,000	-\$25,000
Cash at End of Prior Period	\$218,847	\$241,769	\$264,691	\$193,013	\$127,225	\$349,198	\$565,654
Total Cash	\$241,769	\$264,691	\$193,013	\$127,225	\$349,198	\$565,654	\$773,852

Solar Project

Panel and electrical component installation near complete. Century Solar is working with the County to finalize the permit.

Date	Milestone	Amount	Check No
8/17/2021	Down payment per Proposal	\$1,000	38168
8/17/2021	20% Upon Commencement per Proposal	\$44,600	38168
12/16/2021	Due upon delivery of equipment	\$111,500	38487
	Due at installation commencement	\$44,600	
	Due upon completion	\$21,300	
		\$223,000	

Human Resources

Patrol: Fully staffed with 6, one Gate Attendant will transfer to Patrol April

Gates: Fully staffed with 5

Utility: Fully staffed with 3

Admin: Fully staffed with 4

System Wide Sewer Line Jetting

All work has been completed. The work has been very beneficial and necessary. Staff now has a much greater level of knowledge about the system layout and condition.

Payment Drop Box

Staff installed a payment drop box in the parking lot to make it more convenient for customers to deliver payments. A flyer will go out with the April invoices to inform the community.

Employee Handbook

Initial survey of tools available to update our Employee Handbook are as follows:

- \$2,575 annual subscription to XpertHR, verbally reduced the price to \$2,000 to improve offer
 - o XpertHR is an online platform that provides access to a wide range of tools designed to support all aspects of HR. Staff would have access to online tools, but would need to extract information and create the handbook manually
- \$2,750 one time estimate from BB&K (CSD's legal firm)

AGENDA ITEM 08: EDU Audit

PREPARED BY: General Manager Bobby Graziano

DISCUSSION: During prior meetings resident Andy Mathews suggested the District perform a sewer EDU audit to determine if the amount assigned to each commercial operation is still accurate with respect to their business makeup. No historical records of a formal audit ever being performed have been located by staff. Modifications to some of the commercial entities such as construction at the Country Club have not been tracked. Additionally, the El Rey Restaurant modified its dining arrangements in recent years. The board agreed and authorized staff to contract with Housen & Associates to perform this audit. There are 4 commercial properties and 1 school. A letter was sent to each entity in advance of the site inspection. The letter included a questionnaire which all entities provided responses. Site inspections were conducted by Housen & Associates on November 15.

The audit findings were presented at the January 24, 2022.

During the January meeting the Board directed Staff to prepare and send letters to each of the entities impacted by the sewer EDU audit. This was done, and responses were received from Pauma Valley Country Club and The Pauma Building.

Staff received and analyzed the responses from PVCC and The Pauma Building, and re-evaluated the findings from the audit. Based on this information the audit findings were modified for both entities.

Key Note: it should be noted that Resolution 101 adopted May 13, 2019 ties Security EDU's to Sewer EDU's at prorated amount. Along with updating the Sewer EDU count as set forth in this agenda item the Security EDU count will also be updated. The Fiscal Impact below captures the changes.

RECOMMENDED ACTION: Based on Staff's analysis of the responses the quantification of EDU's is as follows. The Board should consider accepting these changes and implementing July 1, 2022.

Pauma Valley Country Club – adjust the EDU count to 58.3 July 1, 2022

7 EDU's for apartments without kitchen (remain with EDU audit)

9 EDU's for apartments with kitchens (remain with EDU audit)

21.6 EDU's for the full service restaurant (updated from EDU audit, based on PVCC survey response of 275 seating capacity less bar/terrace capacity of 124 as published <https://clubandresortbusiness.com/club-patio/pauma-valley-cc/>)

17.7 EDU's for the bar/patio (remain with EDU audit, 124 seats as published in the link above)

1 EDU for the commercial laundry (remain with EDU audit)

1 EDU for administrative office space (remain with EDU audit)

1 EDU for additional restroom at Holes 4 and 13, and the utility worker facility (remain with EDU audit)

The Pauma Building – adjust the EDU count to 4.75 July 1, 2022

The Pauma Building has 18 units, but in actuality there are only 6 units with sanitary fixtures. Based on this information and what is specified in Ordinance 50 ("a unit shall

be described as any individual office with private sanitary fixtures”) therefore 1 EDU is assigned for the first unit and .75 EDU’s assigned to the next five. Equaling 4.75.

Pauma Village – adjust the EDU count to 14 July 1, 2022

Pauma School – adjust the EDU count to 11.3 July 1, 2022

FISCAL IMPACT: Should the Board concur with the recommendations from the audit, and resulting analysis the fiscal impact is as follows.

Current				EDU Audit Recommendations (in Red)				Monthly	Staff Analysis of Audit and Responses (in Red)				Monthly
Service	EDU's	\$ / EDU	Monthly	Service	EDU's	\$ / EDU	Monthly	Impact	Service	EDU's	\$ / EDU	Monthly	Impact
Sewer				Sewer					Sewer				
Homes	346	\$90	\$31,140	Homes	346	\$90	\$31,140	\$0	Homes	346	\$90	\$31,140	\$0
Serrato	1	\$90	\$90	Serrato	1	\$90	\$90	\$0	Serrato	1	\$90	\$90	\$0
Pauma Building	7	\$90	\$630	Pauma Building	14	\$90	\$1,260	\$630	Pauma Building	4.75	\$90	\$428	-\$203
PVCC	41	\$90	\$3,690	PVCC	70	\$90	\$6,300	\$2,610	PVCC	58.3	\$90	\$5,247	\$1,557
Pauma Village	11	\$90	\$990	Pauma Village	14	\$90	\$1,260	\$270	Pauma Village	14	\$90	\$1,260	\$270
Pauma School	5.26	\$90	\$473	Pauma School	11.3	\$90	\$1,017	\$544	Pauma School	11.3	\$90	\$1,017	\$544
													\$0
Pools				Pools					Pools				
HOA 2-A	1	\$90	\$90	HOA 2-A	1	\$90	\$90	\$0	HOA 2-A	1	\$90	\$90	\$0
HOA 2-B	1	\$90	\$90	HOA 2-B	1	\$90	\$90	\$0	HOA 2-B	1	\$90	\$90	\$0
Haciendas	1	\$90	\$90	Haciendas	1	\$90	\$90	\$0	Haciendas	1	\$90	\$90	\$0
Terraces	1	\$90	\$90	Terraces	1	\$90	\$90	\$0	Terraces	1	\$90	\$90	\$0
	415.26		\$37,373		460.3		\$41,427	\$4,054		439.35		\$39,542	\$2,168
Security				Impact from Resolution 101 - 34.6% of Sewer EDU					Impact from Resolution 101 - 34.6% of Sewer EDU				
Homes	346	\$112	\$38,752	Homes	346	\$112	\$38,752	\$0	Homes	346	\$112	\$38,752	\$0
Serrato	1	\$112	\$112	Serrato	1	\$112	\$112	\$0	Serrato	1	\$112	\$112	\$0
Pauma Building	3	\$112	\$336	Pauma Building	5.1	\$112	\$571	\$235	Pauma Building	1.7	\$112	\$194	-\$142
PVCC	15	\$112	\$1,680	PVCC	25.5	\$112	\$2,854	\$1,174	PVCC	21.2	\$112	\$2,377	\$697
Pauma Village	4	\$112	\$448	Pauma Village	5.1	\$112	\$571	\$123	Pauma Village	5.1	\$112	\$571	\$123
Pauma School	5.26	\$112	\$589	Pauma School	5.26	\$112	\$589	\$0	Pauma School	5.26	\$112	\$589	\$0
** Security Only	26	\$112	\$2,912	** Security Only	26	\$112	\$2,912	\$0	** Security Only	26	\$112	\$2,912	\$0
	400.26		\$44,829		413.93		\$46,360	\$4,531		406.31		\$45,506	\$677

ALTERNATIVE(S):

- Implement the EDU change effective immediately.
- Implement the EDU change immediately and retroactively charge customers for some period of time in the past.
- Make no changes to the EDU quantity assigned.

ATTACHMENTS:

PVCSD Non-Domestic Waste Discharge Audit dated December 15, 2021

Survey responses from PVCC and The Pauma Building (Lyall)

Letters from PVCC and The Pauma Building (Lyall)

Resolution 101 - A RESOLUTION OF THE BOARD OF DIRECTORS OF PAUMA VALLEY COMMUNITY SERVICES DISTRICT APPROVING THE VARIATION OF SECURITY CHARGES FOR PROFIT GENERATING BUSINESSES



MEMORANDUM

DATE: December 15, 2021

TO: Bobby Graziano, General Manager
Pauma Valley Community Services District

FROM: Vivian Housen, P.E., RCE No. 46324

SUBJECT: Pauma Valley Community Services District Non-Domestic Wastewater Discharger Audit

1.0 BACKGROUND AND INTRODUCTION

Pauma Valley Community Services District (“District” or “PVCSD”) is an unincorporated, special district located in Pauma Valley in San Diego County, California. The District provides wastewater collection, treatment, and disposal services to approximately 408 residential properties, as well as a country club, school, and a small number of commercial and agricultural establishments within its 1,445 acres. Sewage is conveyed to the District’s wastewater treatment plant, located southeast of the corner of Spring Valley Road and Cole Grade Road.

The District has requested a facility inspection and audit of the sewer service charges that are assessed to the District’s non-domestic wastewater customers. On October 13, 2021, the District sent a survey to five facilities that requested general information on their wastewater-producing facilities. These facilities included:

1. Serratos Automotive and Tire, 16168 Highway 76
2. Pauma Building, 16160 Highway 76
3. Pauma Village, 16220 Highway 76
4. Pauma School, 33168 Cole Grade Road
5. Pauma Valley Country Club, 15835 Pauma Valley Drive

On November 15, 2021, V. W. Housen & Associates (“VWHA”) completed inspections of these five facilities. This report summarizes the findings from the surveys and inspections, and also recommends actions and sewer service charges that should be considered for each facility in accordance with the District’s wastewater ordinance, Ordinance No. 50.

2.0 DISTRICT ORDINANCE NO. 50

District Ordinance No. 50, “Sewer Rules and Regulations,” establishes requirements related to the wastewater collection system. The sections of Ordinance No. 50 that are relevant to this assessment are listed below and also referenced as part of the findings where applicable. These

sections include Articles II (Definitions), IV (Connection, Permits), VII (Establishment of Sewer Service Charges), and XIII (Use of Sewer System).

ARTICLE II – DEFINITIONS

This Article includes 30 definitions, including the following:

- Section 5, Building Sewer is a wastewater facility conveying wastewater from the Premises of Customer to the Sewer System.
- Section 10, Equivalent Dwelling Unit or EDU, is the unit of measure that is based on the flow characteristics of an average single family residence in terms of sewage quantity and constituent quality.

ARTICLE IV – CONNECTION, PERMITS

This Article defines requirements for connecting to the District’s sewer system, including:

- Section 8, Prohibited Connections. No Person shall make connection of any Storm Drain, roof down spouts, exterior foundation drains or other sources of surface runoff or groundwater to a Building Sewer, nor directly or indirectly to the Sewer System.

ARTICLE VII – ESTABLISHMENT OF SEWER SERVICE CHARGES

This Article includes eight sections related to the assignment of sewer service charges.

- Section 3, Determination of EDUs, defines how EDUs are determined for various premises.
- Section 5, Payment of Charges Upon Commencement of Service, includes a table assigning Equivalent Dwelling Units for non-residential customers. This table has been reproduced as Table 1 on the following page.

ARTICLE XIII – USE OF SEWER SYSTEM

This Article includes ten sections defining components that are not allowed in the public sewer system. The following sections are referenced later in this memo:

- Section 3(e) prohibits the discharge of any solid or viscous substances which will for deposits or obstructions in sewers.

**Table 1. Table from Ordinance No. 50, Article VII, Section 5,
 Payment of Charges Upon Commencement of Service**

Property Class	EDUs
(a) Single Family Residence up to 3 bedrooms Thereafter, each additional bedroom unit shall equal an additional	1.0 0.25
(b) Condominium Unit	1.0
(c) Hotels, Motels, Auto Courts Per living unit without kitchen Per living unit with kitchen	0.50 1.0
(d) Churches, theaters and auditoriums per unit of seating capacity (a unit being 150 Persons or any fraction thereof)	1.50
(e) Restaurants No seating Less than 80 seats per each unit of 7 seats or fraction thereof More than 80 seats per each unit of 7 seats or fraction thereof	2.5 1.00* 1.00*
(f) Automobile service stations Not more than 4 gasoline pumps More than 4 gasoline pumps	2.00 3.00
(g) Self service laundries per each washer	0.75*
(h) Mobile home and trailer parks Per each trailer space: - Mobile home - Trailer court Recreational vehicle park: - Per each space, occupied or not	1.0* 0.75** 0.75**
(i) Stores, offices, small industrial and business establishments not listed above First unit Each additional unit	1.0# 0.75#
(k) Schools Elementary schools For each 60 pupils or fraction thereof Junior High schools For each 50 pupils or fraction thereof High schools For each 30 pupils or fraction thereof	1.00## 1.00## 1.00##

* Based upon the volume of water consumption and quality of discharge, an additional Service Charge may be assessed in accordance with this Article.

** Any accessory facilities such as laundry, dining, recreational area, residence, etc. shall be considered separately in addition to trailer spaces as per this Ordinance.

For the purposes of this subsection a unit shall be described as:

- (1) Any individual office, store, or small industrial establishment with private sanitary fixtures and gross floor area not exceeding 1000 square feet; or
- (2) With 1,000 square feet of gross floor area in buildings with public sanitary fixtures only.

The number of pupils shall be based on average daily attendance of pupils at the school during the preceding fiscal year computed in accordance with the Education Code of the State of California; provided, however, where the school has had no attendance during the previous fiscal year, the Manager shall estimate the average daily attendance for the fiscal year for which the fee is to be paid and compute the fee based on such estimate.

- Section 5 provides the District with authority to require pretreatment, at the Customer's expense, to an acceptable condition for discharge to the Sewer System; require control, at the Customer's expense, over the quantities and rates of discharge; require payment to the District to cover the added cost of handling and treating the wastes; and/or require semi-annual hydraulic vactoring of sewer lines from facilities without grease interceptors to the first manhole.
- Section 7 authorizes the District to require a grease interceptor if necessary for the proper handling of liquid wastes containing grease in excessive amounts.

3.0 FINDINGS AND RECOMMENDATIONS

This section summarizes inspection results and presents recommendations for future actions and the allocation of sewer service charges.

3.1 Serratos Automotive and Tire, 16168 Highway 76

Serratos Automotive and Tire (“Serratos”) operates an automotive repair shop that includes a shop area, small office, and two private restrooms. The business also leases additional shop area/garage space from Pauma Village to the east. The inspection of the leased space is described further under Pauma Village, below.

The Serratos sewers flow to the back of the building. Two accessible cleanouts were located on the back patio. The building downspouts discharge to atmosphere (i.e., are not connected to the sewer system).

The building has no food preparation facilities, laundry facilities, or living or formal gathering areas, and has no service station.

The structure has no visible site drains or washdown areas. Based on the site inspection, this facility does not have a means to unknowingly discharge materials into the sewer in violation of Article XIII.

Recommendations

The Serratos property most closely fits item (i) of the Article VII, Section 5 Payment of Charges table (stores, offices, small industrial and business establishments), and should be assigned one (1) EDU for billing purposes.

3.2 PAUMA BUILDING, 16160 HIGHWAY 76

The Pauma Building is located west of Serratos Automotive and Tire and includes 18 office units including the Post Office. The small office complex includes two restrooms in a breezeway, one restroom in the Post Office, and one restroom in a single office suite.

The Pauma Building sewers flow to the east side of the building. One accessible cleanout was located near the midpoint of the east wall. Downspouts at the northwest, southwest, and southeast corner terminated below ground. The Building Manager confirmed that these downspouts flow to a drainage ditch, and are not connected to the sanitary sewer.

The building has no food preparation facilities, laundry facilities, or living or formal gathering areas. The structure has no visible site drains or washdown areas. Based on the site inspection, this facility does not have a means to unknowingly discharge materials into the sewer in violation of Article XIII.

Recommendations

The Pauma Building most closely fits item (i) of the Article VII, Section 5 Payment of Charges table, and should be assigned 14 EDUs for billing purposes, as follows:

- 1 EDU for the first unit
- and $17 \times 0.75 = 12.75$ EDUs for the remaining units

3.3 PAUMA VILLAGE, 16220 HIGHWAY 76

Pauma Village is located east of Serratos Automotive and Tire and includes a grocery store, restaurant, three offices, and approximately nine small (i.e., approximately 10' X 12') detached buildings. Pauma Village also owns shop area/garage space that is rented to Serratos Automotive and Tire.

The grocery store includes a small kitchen area for butchering meat, and a small office and restroom. There are no grease-capturing devices installed in the grocery store kitchen. The restaurant has seating for 74 and includes restroom facilities and a full kitchen with a multi-compartment sink, hand sinks, and floor sinks. A small (15" X 18") below-ground grease trap is installed behind the restaurant. The grease trap is manually cleaned once per week. There are no additional grease-capturing devices in the kitchen area.

The Pauma Village sewers flow to the back of the building. One accessible cleanout was found near the back patio, behind the restaurant. The building downspouts discharge to atmosphere (i.e., are not connected to the sewer system).

The building has no laundry facilities. Aside from the grocery store and restaurant, the building has no other formal gathering areas. An inspection of the two southeastern detached structures showed that the structures do not have water service and would therefore not discharge flow to the sewer system.

The facility has no visible site drains or washdown areas. Based on the site inspection, this facility does not have a means to unknowingly discharge materials into the sewer in violation of Article XIII.

Recommendations

The Pauma Building most closely fits items (e), Restaurants, and (i) of the Article VII, Section 5 Payment of Charges table, and should be assigned 14 EDUs for billing purposes, as follows:

- 10.6 EDUs for the 74-seat restaurant. This is calculated by dividing the seating capacity of 7.
- 1 EDU for the grocery store
- 2.5 EDUs for the 3 offices (1 EDU for the first unit and 2 X 0.75 EDUs for the remaining units)

Further, the grocery store kitchen requires a properly-sized grease-handling device per Article XIII, Section 7. In addition, the existing small grease trap behind the restaurant is significantly undersized for the size of the restaurant.

Installation of a properly-sized grease interceptor that captures water from all 3-compartment sinks, hand sinks, and floor sinks from the grocery store and restaurant is recommended. Existing plumbing may not support the installation of a single grease interceptor, in which case multiple interceptors would be needed. Under-sink grease traps could also improve grease management if the installation of one or more grease interceptors is not feasible.

Alternatively, the District should consider implementing one or more of the measures discussed in Article XIII, Section 5 as discussed above.

3.4 PAUMA SCHOOL, 33168 COLE GRADE ROAD

Pauma School is a Transitional Kindergarten through 8th grade school with 235 students. The school includes an administrative building, several main classroom buildings, and several portable classroom structures. The plumbing for each building exits the building and continues to a common underground storage tank in a central location on the school property. Cleanouts are visible where the plumbing exits each building. The building downspouts discharge to atmosphere.

The administrative building includes a food preparation area with seating capacity of 50. Currently, pre-prepared food is received and heated in the kitchen, then distributed to the students. However, the kitchen is equipped to cook food, and includes a 3-compartment sink, hand sinks, and floor sinks. There is no grease interceptor installed onsite.

The Maintenance and Operations Director and maintenance staff indicated that the school uses a septic system. However, the District has confirmed that the school discharges to the Oak Tree Lift Station, which is shared by the Oak Tree Ranch community located approximately 1,500 feet west of the school. Further, the District has provided sewer service to Pauma School per an agreement that was established in 1985.

The school has no laundry facilities. Aside from the food preparation area, the building has no other formal gathering areas involving food preparation. According to maintenance staff, the facility has no site drains or washdown areas that are connected to the sewer system. Anecdotally, Oak Tree Lift Station maintenance staff have found numerous items in the lift station that appeared to have originated from the school classrooms. These items have become lodged in the pumps, requiring

unplanned pump maintenance and rehabilitation. It is likely that these items were discharged into the sewer via the student bathrooms.

Recommendations

Pauma School most closely fits items (e), Restaurants, and (k), Schools, of the Article VII, Section 5 Payment of Charges table, and should be assigned 11.3 EDUs for billing purposes, as follows:

- 7.1 EDUs for the 50-seat food preparation area. This is calculated by dividing the seating capacity by 7.
- 2.6 EDUs per count of elementary school students, assuming 2/3 of the students are in elementary school. This is calculated by dividing the number of students by 60.
- 1.6 EDUs per count of middle school students, assuming 1/3 of the students are in middle school. This is calculated by dividing the number of students by 50.

Further, the food preparation area will require a properly-sized grease-handling device per Article XIII, Section 7 if the school decides to prepare food in-house in lieu of heating up prepared meals in the future. Additional under-sink grease traps would also improve grease capturing, if the installation of one or more grease interceptors is not feasible. Alternatively, the District could consider implementing one or more of the measures discussed in Article XIII, Section 5 as discussed above.

In addition, the school should develop a plan to monitor and control the disposal of solid materials into the wastewater system via student bathrooms. It would be beneficial for the Pauma School Maintenance and Operations department to convene with the District and Oak Tree Ranch maintenance staff to try to develop a feasible solution to this ongoing challenge.

3.5 PAUMA VALLEY COUNTRY CLUB, 15835 PAUMA VALLEY DRIVE

The Pauma Valley Country Club is a destination private club with an 18-hole Robert Trent Jones course and approximately 400 members. The club restaurant has a seating capacity of 235. An outdoor bar area provides additional food service to the club patrons.

Country Club facilities includes a main clubhouse, pool area, and tennis and swimming club area. In addition, the Country Club includes several administrative offices, 1 full-serve laundry facility with a single commercial washer and dryer, 14 apartments without kitchens, and 9 apartments with kitchens. Additional restroom facilities are located at Holes 4 and 13, and restrooms are also available at the utility workers' facility.

The onsite sewer system is complex, and the Country Club reports that some laterals have backflow prevention devices to protect the attached building from potential sewage backups. Cleanouts are present where the laterals exit the buildings. The building downspouts discharge to atmosphere.

The clubhouse includes a full-service restaurant with multiple food preparation areas, multi-compartment sinks, hand sinks, and floor sinks. There is no grease interceptor installed downstream

of the full-service restaurant and no other grease-management devices within the food preparation areas.

The secondary bar area was constructed in 2019 and seats 124. This area has a new grease interceptor according to the Club Manager.

The pool area includes a barbecue with sink but no other food preparation areas. The sink does not have a garbage disposal. Therefore, it is unlikely that large amounts of food or fats, oils, or grease are discharged to the sewer from this location.

According to the Club Manager, the facility has no site drains or washdown areas that are connected to the sewer system.

Recommendations

Pauma Valley Country Club most closely fits items (c), Hotels, Motels and Auto Courts, (e), Restaurants, and (i) of the Article VII, Section 5 Payment of Charges table, and should be assigned 70 EDUs for billing purposes, as follows:

- 7 EDUs for apartments without kitchens. This number is calculated by multiplying the number of units by 0.50.
- 9 EDUs for apartments with kitchens. This number is calculated by multiplying the number of units by 1.0.
- 33.6 EDUs for the full-service restaurant. This number is calculated by dividing the seating capacity by 7.
- 17.7 EDUs for the bar/patio. This number is calculated by dividing the seating capacity by 7.
- 1 EDU for the commercial laundry
- 1 EDU for administrative office space
- 1 EDU for additional restrooms at Holes 4 and 13, and the utility workers' facility.

Further, the main dining room area requires one or more properly-sized grease-handling devices per Article XIII, Section 7. Additional under-sink grease traps could improve grease capturing, if the installation of one or more grease interceptors is not feasible. Alternatively, the District could consider implementing one or more of the measures discussed in Article XIII, Section 5 as discussed above.

Please contact me at (925) 518-3487 or vhousen@housenassociates.com if you have questions or would like additional information regarding this audit.

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

33129 Cole Grade Road ♦ Pauma Valley, California 92061

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

www.paumavalleycsd.com

October 13, 2021

Pauma Valley Country Club
Attn: Larry Taylor & Scott Shiner
15835 Pauma Valley Drive
Pauma Valley, CA 92061

Sam Logan
President

Michael Esparza
Vice President

Jim Cipriano
Treasurer

Bill Jacobs
Director

Bill Schultz
Secretary

Bobby Graziano
General Manager

To Property Manager or Designee:

The Pauma Valley Community Services District provides wastewater collection services to approximately 400 residential properties, four commercial properties, and one school. The Board of Directors have directed me to engage an independent consultant to conduct an audit of the current non-residential rates and fees, including the fees that are currently assessed to your property. Our rate and fee structure is described in the District's Ordinance No. 50, which is accessible through the District website under the tab labeled, "Transparency."

Ordinance No. 50 regulates, among other items, the nature of connections that are allowed to the wastewater collection system, materials that can be discharged to the system, and fees required for connection to the system. The District's consultant will provide a report of findings and recommendations, but will not have authority to advise the property owner or enforce any variances from Ordinance No. 50.

We are planning to complete an in-person audit with the appropriate member(s) of your staff on Monday, November 15, 2021. Our consultant will require access to all areas of your facility that include plumbing, including but not limited to indoor and outdoor restrooms and shower areas, and food preparation facilities.

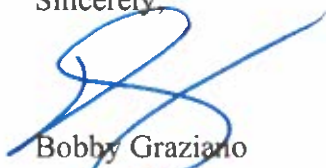
To help to prepare us both for this interview, we have included a questionnaire for you to complete in advance.

Please complete and return the attached questionnaire to my attention at the email below by MONDAY, NOVEMBER 8, 2021.

GM.PVCSD@gmail.com

We look forward to working with you on the upcoming audit. Feel free to contact me at the email above if you have questions or would like additional information.

Sincerely,



Bobby Graziano
General Manager

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

2021 PVCSD NON-RESIDENTIAL AUDIT
QUESTIONNAIRE

The Pauma Valley Community Services District will be conducting an audit of your property on Monday, November 15, 2021 as related to District Ordinance No. 50 (Wastewater Collection and Treatment). To assist us in this process, please complete the following to the best of your knowledge.

Please complete and return the attached questionnaire to the email below by MONDAY, NOVEMBER 8, 2021.

GM.PVCSD@gmail.com

GENERAL

1. Name, email, and cell phone number of Contact Person during in-person audit. This person(s) must be available between 8:30 a.m. and 4:00 p.m. to provide access to and escort the District's consultant to your sewer-generating facilities.

Name and Title:

Scott Shimer

Mobile (include area code):

619-942-6452

Email:

sshimer@paumavalleycc.com

2. Preferred audit window on Monday, November 15, 2021 (we will do our best to accommodate this schedule):

8:30 a.m. to 10:00 a.m.

10:00 a.m. to 11:30 a.m.

1:00 p.m. to 2:30 p.m.

2:30 p.m. to 4:00 p.m.

DISCHARGE REQUIREMENTS

1. Please have your Industrial Discharge Permit on file and available during the audit.
2. Does your building sewer connect to the building at an elevation that is 1) above the basement floor and 2) above the street elevation?

Yes No

If the answer to No. 2 above is "No", do you have a backflow prevention device OR pumping device at the building?

Yes No Describe Backflow

3. Are any drains, roof down spots, exterior foundation drains, or any other sources of surface runoff or groundwater connected either directly or indirectly to the sanitary sewer system?

Yes No Describe _____

4. If your sewer discharge is greater than 50,000 gallons per day, please be prepared to provide documentation on average flow volumes that are discharged to the sewer (winter water usage records are acceptable) and any testing results conducting on discharge characteristics within the past 5 years.
5. If your property has food preparation and/or food serving areas:
 - a. Seating Capacity 225
 - b. Is a grease interceptor installed? yes No
If yes, please provide copies of inspection/servicing reports for the prior 3 inspections/service calls.
6. If your property has a self-service or full-service laundry facility:
 - a. Number of washers 1
7. If your property is a hotel, motel, or auto court:
 - a. Number of living rooms without Kitchen 14
 - b. Number of living rooms with kitchen 9
8. If your property is a church, theater or auditorium:
 - a. Seating Capacity N/A
9. If your property is a service station:
 - a. Number of pumps N/A
10. If your property is a mobile home, trailer, and/or RV park.
 - a. Number of spaces N/A
11. If your property is a store, office or small business establishment not described above:
 - a. Number of offices/units N/A
12. If your property is a school
 - a. Type of school (elementary, junior high, high school) _____
 - b. Number of students N/A

Thank you in advance for completing and returning this survey. We will let you know by Friday, November 12 our expected arrival time and meeting duration. Please let us know if you have any questions prior to the audit.

Mens + Womens
Bathroom

at Hole #4 + #13

Restrooms at utility workers facility

2021 PVCSD NON-RESIDENTIAL AUDIT
QUESTIONNAIRE

The Pauma Valley Community Services District will be conducting an audit of your property on Monday, November 15, 2021 as related to District Ordinance No. 50 (Wastewater Collection and Treatment). To assist us in this process, please complete the following to the best of your knowledge.

Please complete and return the attached questionnaire to the email below by MONDAY, NOVEMBER 8, 2021.

GM.PVCSD@gmail.com

GENERAL

1. Name, email, and cell phone number of Contact Person during in-person audit. This person(s) must be available between 8:30 a.m. and 4:00 p.m. to provide access to and escort the District's consultant to your sewer-generating facilities.

Name and Title:

ANDY LYALL BUILDING MANAGER ^{PAUMA}

Mobile (include area code):

(760) 212-3166

Email:

LYALLRANCH@GMAIL.COM

2. Preferred audit window on Monday, November 15, 2021 (we will do our best to accommodate this schedule):

8:30 a.m. to 10:00 a.m.

10:00 a.m. to 11:30 a.m.

1:00 p.m. to 2:30 p.m.

2:30 p.m. to 4:00 p.m.

DISCHARGE REQUIREMENTS

1. Please have your Industrial Discharge Permit on file and available during the audit.
2. Does your building sewer connect to the building at an elevation that is 1) above the basement floor and 2) above the street elevation?

Yes No

If the answer to No. 2 above is "No", do you have a backflow prevention device OR pumping device at the building?

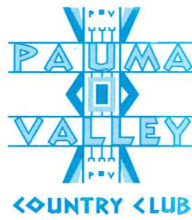
Yes No Describe _____

3. Are any drains, roof down spots, exterior foundation drains, or any other sources of surface runoff or groundwater connected either directly or indirectly to the sanitary sewer system?

Yes No Describe _____

4. If your sewer discharge is greater than 50,000 gallons per day, please be prepared to provide documentation on average flow volumes that are discharged to the sewer (winter water usage records are acceptable) and any testing results conducting on discharge characteristics within the past 5 years.
5. If your property has food preparation and/or food serving areas:
 - a. Seating Capacity _____
 - b. Is a grease interceptor installed? _____
If yes, please provide copies of inspection/servicing reports for the prior 3 inspections/service calls.
6. If your property has a self-service or full-service laundry facility:
 - a. Number of washers _____
7. If your property is a hotel, motel, or auto court:
 - a. Number of living rooms without Kitchen _____
 - b. Number of living rooms with kitchen _____
8. If your property is a church, theater or auditorium:
 - a. Seating Capacity _____
9. If your property is a service station:
 - a. Number of pumps _____
10. If your property is a mobile home, trailer, and/or RV park.
 - a. Number of spaces _____
11. If your property is a store, office or small business establishment not described above:
 - a. Number of offices/units 18 OFFICE UNITS
12. If your property is a school
 - a. Type of school (elementary, junior high, high school) _____
 - b. Number of students _____

Thank you in advance for completing and returning this survey. We will let you know by Friday, November 12 our expected arrival time and meeting duration. Please let us know if you have any questions prior to the audit.



Date: February 17, 2022

To: Bobby Graziano, General Manager and PVCSD Board of Directors

From: Scott Shinner, General Manager

Subject: Pauma Valley Community Services District Non-Domestic Wastewater Discharger Audit

Hello Mr. Graziano and Board of Directors,

Thank you for providing the audit from V.W. Housen & Associates. We would like to address the recommendations made by them with our comments in **RED**:

- 7 EDUs for apartments without kitchens. This number is calculated by multiplying the number of units by 0.50. **We operate at a 48% occupancy rate. The average industry standard for hotels is 75%. Therefore we are 27% less than what the assumption should be. (Total EDU 5.1)**
- 9 EDUs for apartments with kitchens. This number is calculated by multiplying the number of units by 1.0. **(Total EDU 6.6)**
- 33.6 EDUs for the full-service restaurant. This number is calculated by dividing the seating capacity by 7. **The appropriate seating capacity for this category would include the main dining room and the dukes room which we have capacity for 47. (Total EDU 6.7)**
- 17.7 EDUs for the bar/patio. This number is calculated by dividing the seating capacity by 7. **The appropriate seating capacity for this category is 21 seats in the bar. 16 seats surrounding the bar and 70 outdoor seats for dining. A capacity of 107. (Total EDU 15.3)**
- 1 EDU for the commercial laundry
- 1 EDU for administrative office space
- 1 EDU for additional restrooms at Holes 4 and 13, and the utility workers facility. **Since these restrooms are used more than half of the time by the landscape workers inside the community we feel it is fair for the club to be charged half the EDUs (Total EDU .5)**

We have 3 multi purpose and event rooms (Great Hall, Pauma Room and RTJ room) that are not used as a restaurant and should not be factored into the seating capacity. As many members will attest for dining during breakfast, lunch and dinner, we offer seating in the Dining Room, Bar and Outside Terrace only.

We appreciate the board conducting this audit. Our interpretation is that the fair number of EDU's for Pauma Valley Country Club is less than what we are being billed as it is actually 33.2 based off the findings. Please let me know if you would like for me to attend the meeting in person to answer any questions that you may have.

Regards,

A handwritten signature in blue ink, appearing to read "Scott Shinner", is written over a light blue horizontal line.

Scott Shinner
General Manager



15524 Highway 76
Pauma Valley, CA 92061

February 28, 2022

Pauma Valley Community Services District
33129 Cole Grade Road
Pauma Valley, CA 92061

Dear Board of Directors and General Manager,

Thank you for the opportunity to respond to the sewer audit conducted on non-residential entities within your district. The Pauma Building was included in this audit, and I believe periodic audits and evaluations are important.

I have two main points. The first is that the auditor incorrectly counted units in the Pauma Building. According to Ordinance 50 the definition of a unit in an office building is a space with a private sanitary fixture not exceeding 1,000 square feet. The Pauma Building has two locked restrooms in the breezeway that require a key to enter, therefore they are not public restrooms. There are four other units in the building with private sanitary fixtures, two of which only have sinks. The unit count according to Ordinance 50 is six. The correct number EDU's for the Pauma Building is 4.75 (1 for the first unit and 0.75 for each additional unit).

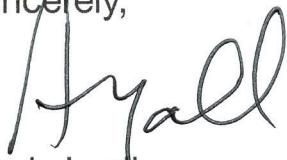
The second point is that the method for calculating EDU's in an office environment according to Ordinance 50 is not realistic or reasonable. If one takes a step back and looks logically at the water usage of the Pauma Building he or she would realize it is not a large contributor to the sewer system. According to Rancho Pauma Mutual Water Company's records an average house on Wiskon Way East uses 504 HCF in one year. In 2021 the Pauma Building used 519 HCF. The building is currently 62.5% occupied, so even with 100% occupancy it is much more similar in water use and sewer input to one or two houses.

Another discrepancy within Ordinance 50 is between offices (section i) and schools (section k). It is not logical or rational to compare 60 elementary students or 30 high school students at school all day to one office unit with a restroom. According to the Staff report titled Agenda Item 12: EDU Audit, the Pauma Building is currently being billed for 7 EDU's and Pauma School is being billed for 5.26. It is unreasonable to think that the Pauma Building's tenants contribute more to the sewer system than 315 elementary students (60 students x 5.26 EDU's) plus teachers and administration at Pauma School.

Since taking over ownership of the Pauma Building the sewer charge has been based on a calculation of 7 EDU's, which is excessive and inequitable. Please reevaluate Ordinance 50 and the EDU calculation of office buildings in your district.

Thank you for the opportunity to respond to this audit process and I look forward to meeting with the board at the March meeting.

Sincerely,

A handwritten signature in black ink that reads "Lyall". The signature is written in a cursive style with a large, prominent "L" and "y".

Andy Lyall
Pauma Building Manager

RESOLUTION NO. 101

A RESOLUTION OF THE BOARD OF DIRECTORS OF PAUMA VALLEY COMMUNITY SERVICES DISTRICT APPROVING THE VARIATION OF SECURITY CHARGES FOR PROFIT GENERATING BUSINESSES

WHEREAS, the Pauma Valley Community Services District (“District”) is a community services district formed pursuant to Government Code section 61000 *et seq.* and the laws of the State of California situated in San Diego County; and

WHEREAS, the District proposes to reduce the Security Charges by 63.6% rounded up to the nearest whole EDU for profit generating businesses.

WHEREAS, District staff evaluated the current variance offered to one for profit business within the District and has determined a similar variance shall be applied to all others.

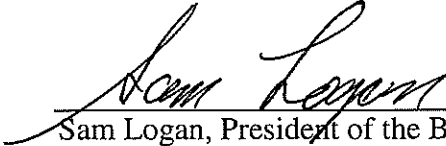
WHEREAS, this resolution shall only apply to for profit businesses with more than three (3) EDU’s.

WHEREAS, this resolution supersedes any other resolution or action taken by the District.

WHEREAS, this change shall become effective July 1, 2019.

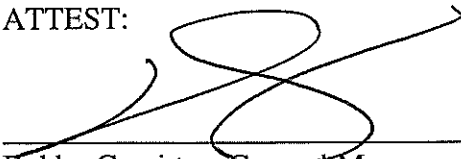
NOW, THEREFORE, the Board of Directors of the Pauma Valley Community Services District does hereby resolve, determine, and order as follows:

PASSED, ADOPTED, AND APPROVED this 13 day of May 2019.



Sam Logan, President of the Board of Directors of
the Pauma Valley Community Services District

ATTEST:



Bobby Graziano, General Manager of the Board of Directors
of the Pauma Valley Community Services District

AYES: Logan, Jacobs, Schultz, Winn

NOES:

ABSTAIN:

ABSENT: Person

AGENDA ITEM 09: Employee Cost of Living Adjustment (COLA)

PREPARED BY: President Michael Martello, fiscal impact assistance provided by Staff.

DISCUSSION: The proposed COLA adjustment for 2022 is based on the Social Security Administration, and Consumer Price Index.

The Social Security Administration implemented a 5.9% Cost of Living Adjustment (COLA) for all Social Security beneficiaries starting January 2022.

Reference: <https://www.ssa.gov/news/cola/>

The Bureau of Labor Statistics published a Consumer Price Index Summary on March 10, 2022 stating the following:

Over the last 12 months, the all items index increased 7.9 percent before seasonal adjustment.

Reference: <https://www.bls.gov/news.release/cpi.nr0.htm>

RECOMMENDED ACTION: Board approval of a Cost of Living Adjustment (COLA) of 3.9% for all district employees to begin the first full pay period in March 2022.

FISCAL IMPACT: Implementing a 3.9% COLA effective the first pay period in March will fall within budget. The per pay period impact is \$1,106. There are 8 pay periods remaining this fiscal year and the budget for FY2022-2023 will be proposed to include salaries as forecast.

ALTERNATIVE(S):

a: Keep salary schedule at current rate