

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

NOTICE OF PUBLIC MEETING

Special Notice of Teleconference Accessibility

Pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom in response to the COVID-19 pandemic and in an effort to prevent the spread of the virus, Pauma Valley CSD will hold its board meeting via teleconference. This meeting is open to the public via virtual interface and can be accessed by clicking on the link below.

DATE: Monday, November 23, 2020
TIME: OPEN Session - 10:00 a.m.
PLACE: <https://us02web.zoom.us/j/82143037236>
Phone: (669) 900-6833 Passcode: 821 4303 7236

AGENDA

1. Call to Order
2. Open for Public Comments
 - a. Anyone wishing to address any matter pertaining to District business may do so at this time. If a comment pertains to an item on the agenda the comment will be heard during that agenda item. The public comment period is limited to three (3) minutes per person.
3. Approval of Previous Minutes
 - a. Regular Meeting October 26, 2020
4. Financial Report
 - a. Review of BS, P&L as of 10/31/2020
 - b. Accounts Receivable
5. Security Report
 - a. Daily Activity Report
 - b. Gate Penalty Assessment Report
6. General Manager's Report

7. Other Business

- a. Requested items for next or future agendas (Directors and Staff Only)
- b. Board comments

8. Adjournment

- a. Regular Meeting on December 28, 2020 at 10:00 a.m.



November 19, 2020

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

Held on October 26, 2020

Directors Present: William Schultz, Bill Jacobs, Laurie Kariya, and Michael Esparza
Directors Absent: Sam Logan
Also Present: Residents Jim Cipriano, Ron Krohn, Michael Casey, Michael Martello,
General Manager Bobby Graziano, Jeff Pape of Dudek, Office Manager
Amber Watkins, Administrative Assistant Marissa Fehling

- 10.1 Call to Order: Regular Meeting was called to order at 10:00 a.m. by Vice President Bill Schultz. Schultz informed that pursuant to the provisions of Executive Order N-29-20 issued by Governor Gavin Newsom in response to the COVID-19 pandemic and in an effort to prevent the spread of the virus, Pauma Valley CSD will hold its board meeting via teleconference. This meeting is open to the public via virtual interface and can be accessed by clicking on the link provided.
- 10.2 Open for Public Comments: Schultz informed that anyone wishing to address any matter pertaining to District business may do so at this time. Graziano took roll call. Cipriano informed that every few years there are resident concerns regarding coyotes and noted that he has noticed a lot of coyote activity in the last few weeks. Cipriano informed that he recently contacted the San Diego humane society, wildlife, and a couple other organizations and was given some helpful advice that he suggested sending out to the community with the next PVCSD invoices. Esparza agreed that it was a good idea to do so and advised him to pass this information on to the HOA's as well. Martello informed that Northern Lights sells predator lights that are also a good option.
- 10.3 Audit Report for Year Ending June 30, 2020:
 - a. Graziano reported that the final audit report for Fiscal Year Ending June 30, 2020 was finalized and ready for Board approval. Esparza made a motion to accept the Audit Report for Fiscal Year Ending June 30, 2020, seconded by Kariya and unanimously adopted.
- 10.4 Approval of Previous Minutes:
 - a. Regular Meeting September 28, 2020 - Jacobs made a correction on page 3, stating the new hire name for utility was missing. Esparza made a correction regarding the Fire authorities using a strobe light entry and not actual keys. Jacobs informed that he would like to meet with the gate company to see what it takes to manually open the gates in case of a power outage, Esparza informed he would also like to meet with them. Jacobs made a motion to approve the Regular Meeting Minutes of September 28, 2020 with the changes requested herein seconded by Schultz and unanimously adopted.
- 10.5 Financial Report:
 - a. Review of BS, P&L as of 9/30/2020 - Cash Assets as of 9/30/2020 reflect \$1,098,310, Accounts Receivable of \$32,392 and Accounts Payable of \$21,150. Watkins explained that item 664 on the P&L included service agreement dues, close of escrow fees, and other miscellaneous income. She informed that electrical was slightly higher due than budget. Watkins explained that the Drainage expense is due to the 8th fairway ditch cleanout. Watkins informed that the Board has a detailed aging report that includes the customer names and the public's version of the aging report has just account numbers. She reminded that all accounts over 90 days in age have been reported to the County Tax Roll for collection. Esparza inquired on how that process works; Watkins explained. Schultz inquired on the PVRA balance. Watkins informed it was their final invoice and they are settling in with the new management company. Esparza motioned to adopt the financial report as presented, seconded by Jacobs and unanimously adopted.
 - b. Accounts Receivable – Presented for review.

10.6 Security Report:

a. Daily Activity Report - Graziano presented the Security Report. Graziano explained the additional information now available in the report. Kariya inquired on Security overlap duration on the schedule, Graziano informed he would email her this information. Schultz commented that he has noticed Patrol vehicles have been very dirty; Kariya agreed. Graziano informed he would pass this information on to Security Supervisor Albert. Esparza stated that Patrol should be patrolling the smaller streets in the community more often; Graziano informed he would pass this request along as well in the monthly staff meeting. Graziano informed that the camera issue at the Front Gate is still being addressed, a severed wire was discovered which was fixed. This brought video feed back, but it is not fully resolved. He added that the scanner was also working properly per the Gate Attendant Supervisor. Graziano informed that during the last meeting, staff was asked to investigate restricting landscapers on holidays; Graziano informed that after investigating this we were informed it would not be possible since holidays land on different days of the week. Kariya inquired on why Torres was now doing the Vehicle Maintenance Reports. Graziano informed he believed it was so the workload was shared between all patrolmen; but would get back to her with a definite answer. Jacobs suggested looking into another company for gates if the current companies cannot give us a solution. Graziano suggested entertaining bids to replace the current gate system. Jacobs informed he was against that idea and suggested getting under one management team for gate management. Esparza informed he was not confident that the video cameras are working properly and suggested evaluating this. Jacobs asked who the new gate attendant was and who he was replacing. Graziano informed that the new hire was Ryan Willis and was replacing a gate attendant who was recently let go due to performance issues. Upon a motion by Kariya, seconded by Jacobs and unanimous vote, the Daily Activity Report was adopted as presented.

b. Gate Penalty Assessment Report - Presented for review.

10.7 Security Committee:

a. The Security Committee will provide an update on the surveys received - Jacobs informed that a questionnaire was sent out to the community and only a 15 % response was received. Jacobs asked the Board if they want to move forward with the analysis into staffing vs contract staffing the Security and Gates staff. Schultz stated that they should continue with the study to make the right decision. Graziano stated that he has learned that when people are neutral on a decision they are usually okay with not responding to such questionnaires. Esparza stated that he believes the right thing to do is to evaluate what we have now and look into how we can improve what we have. Kariya informed she would prefer ending the study at this point and would like to just make sure that staff is always well trained and understands what is expected from them. Schultz asked Martello what his views were on this. Martello informed he feels we currently have a very safe community, although he would like to see what the cost on contracting would be. Cipriano informed that PVCSD previously had a contract with Securitas and asked why there was a change. Esparza informed he would like to continue with improving our current situation. Jacobs informed that all elements would be looked at during the study. Esparza asked that examination of the current services be completed first. Jacobs informed he would look at what happened with Securitas first. Esparza suggested tabling this matter. Jacobs asked the Board for their decision on going forward with the study. The board did not reach a majority to move forward and the study was ended.

10.8 General Manager's Report: Graziano gave an update on SGMA, informing that the Executive Team met again on September 23rd. He informed that he was recently nominated to the Stakeholder Outreach Committee with Amy Reeh and a meeting with the engineer and their consultant was held on September 25th.

Graziano informed that the Oak Tree pump was selected, and the electrical upgrades are being developed. Graziano informed that jetting of trouble sections of the sewer collection network was done in October as preventive maintenance. He informed that utility staff also located a buried manhole and installed risers to bring the manhole lid to grade. He informed that the brow ditches and catch basins are clean and ready for the rains.

Graziano informed that Enrique Garcia was recently hired for the utility and gave a brief background description on him. He informed that all departments are now fully staffed.

He informed that the next security meeting is scheduled for this week October 28th and will report on this at the next meeting.

Graziano gave an updated summary on the Insurance Claim for the Hillside Fire.

Graziano informed that in regard to future projects he plans on awarding California Gate System with full rights to service and upkeep our gate system. Jacobs suggested having someone from CGS come out and do a thorough sight evaluation and give a list of recommendations and repairs prior to giving them full rights. He also suggested keeping a spare parts item list to keep stocked.

Graziano informed that PVCC will be making enhancements to the Wiskon Way bridge across the San Luis Rey River and they may ask the District to participate in funding in this project since there could be shared benefit. Doing so would make the bridge available to be used for vehicle traffic during an emergency and the District will be able to operate with two patrol vehicles, rather than the three we currently have. He informed that there are a lot of safety benefits in assisting with this project and will work on gathering information and cost details. Kariya inquired on what PVCC's timeline is; Jacobs stated it was about a year out. Esparza stated that he doesn't think that PVCSD should be funding a majority of the project and noted that PVCC should be responsible for the maintenance of it.

10.9 Other Business:

a. Requested items for next or future agendas (Directors and Staff only) - Cipriano suggested a review of PVCSD's Mission Statement on the website. Esparza suggested a customer service link to go on the website and stated he would send Graziano some ideas. Jacobs said the items Cipriano suggested in his email should be included in the next meeting.

b. Board comments – this item was not discussed.

10.10 Closed Session- Public Employee Performance Evaluation:

a. In accordance with Government Code Sections 54954.5(e), and 54957 the Board will discuss the performance of the General Manager - The Board went into closed session at 11:32 am.

10.11 Open Session:

a. Report any actions from Closed Session - Reconvened to open session at 11:54 am. Reportable actions were for Graziano to collect data by December 1, 2020 and to review 2021 goals and initiatives.

10.12 Adjournment:

a. Regular Meeting scheduled on November 23, 2020 at 10 a.m. - The next meeting date is scheduled for November 23rd, at 10:00 am. Upon a motion from Schultz, second by Esparza and unanimous vote, the meeting adjourned at 11:56 am.

Marissa Fehling Marissa Fehling, Recording Secretary

PV COMMUNITY SERVICES DISTRICT

Balance Sheet

As of October 31, 2020

Accrual Basis

	Oct 31, 20
ASSETS	
Current Assets	
Checking/Savings	
Cash	
100 □Petty Cash	249
102 □Checking	513,008
110 □ResFunds/L.A.I.F.	597,963
Total Cash	1,111,220
111 □LAIF Fair Market Value	2,921
Total Checking/Savings	1,114,141
Accounts Receivable	
120 □Accounts Receivable	47,617
Total Accounts Receivable	47,617
Other Current Assets	
125 □Due from RPMWC	26,065
140 □Prepaid Insurance	16,750
140.6 □PrePaid Wkrs Comp Ins	18,126
141 □Prepaid Others	0
Total Other Current Assets	60,941
Total Current Assets	1,222,699
Fixed Assets	2,652,681
Other Assets	
196 □Deferred Outflows of Resources	348,809
Total Other Assets	348,809
TOTAL ASSETS	4,224,189
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201 □Accounts Payable	12,418
Total Accounts Payable	12,418
Other Current Liabilities	
201.6 □Pre-Paid Customer Fees	13,636
Total Other Current Liabilities	13,636
Total Current Liabilities	26,054
Long Term Liabilities	1,495,952
Total Liabilities	1,522,006
Equity	
460 □Retained Earnings	2,687,259
Net Income	14,924
Total Equity	2,702,183
TOTAL LIABILITIES & EQUITY	4,224,189

PV COMMUNITY SERVICES DISTRICT
 Profit & Loss Budget Performance

October 2020

	Oct 20	Budget	Jul - Oct 20	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
661 ☐ Sewer Charges	36,543	36,543	146,172	146,172	438,515
661.5 ☐ Security Patrol Charges	44,829	44,829	179,316	179,316	537,949
662 ☐ Property Tax	2,527	1,250	5,946	5,000	102,000
662.1 ☐ Connection Fees	0	0	0	0	0
663 ☐ Interest	1,271	400	1,283	1,600	10,000
664 ☐ Other	693	2,117	9,228	8,467	25,400
665 ☐ Security Gate Charge	33,197	33,197	132,788	132,788	398,364
666.5 ☐ RFID Tags	600	458	3,300	1,833	5,500
667 ☐ Delinquent Charges	0	150	0	600	1,800
668 ☐ Vacant Lot/Sewer Availability	396	396	1,584	1,584	4,752
Total Income	120,055	119,340	479,618	477,360	1,524,280
Gross Profit	120,055	119,340	479,618	477,360	1,524,280
Expense					
Bad Debt Expense	0	0	0	0	0
Debt Service	0	0	0	0	0
Depreciation	10,123	10,123	40,493	40,493	121,478
Dwelling Live	675	683	2,701	2,733	8,200
Electrical Utilities	3,424	3,430	14,725	13,719	41,157
Equipment Rentals	0	42	0	167	500
Group Health Ins.	9,104	8,917	28,394	35,667	107,000
Liability Insurance	3,724	3,724	14,897	14,897	44,690
Miscellaneous Expense	239	550	578	2,200	6,600
Office Expense	2,559	2,100	6,885	8,400	25,200
Operator Contract Services	2,500	2,500	10,000	10,000	30,000
Payroll Taxes	3,603	4,349	14,562	20,302	58,000
PERS Retirement	3,455	4,275	74,352	81,971	119,021
Repairs & Maintenance	16,405	8,667	39,883	34,667	104,000
Salaries	45,148	46,500	161,081	217,000	620,000
Security Expense	1,238	1,463	6,089	5,850	17,550
Uniforms	179	433	757	1,733	5,200
Vehicles	1,649	2,408	8,900	9,633	28,900
Workers' Comp. Insurance	2,013	2,114	8,052	8,455	25,364
6560 ☐ Payroll Expenses	0	0	0	0	0
701 ☐ Drainage	0	833	8,979	3,333	10,000
712.1 ☐ State Maint. Fee	0	0	0	0	22,000
730 ☐ Water Tests & Analysis	418	683	2,391	2,733	8,200
815 ☐ Fees	300	242	1,755	967	2,900
816 ☐ Engineering	0	146	0	583	1,750
818 ☐ Schools & Meetings	1,545	575	2,765	2,300	6,900
819 ☐ Accounting	0	667	9,500	2,667	8,000
820 ☐ Legal	1,094	2,083	6,954	8,333	25,000
821.1 ☐ Security housing	0	0	0	0	0
821.2 ☐ SGMA Technical Study	0	0	0	50,000	50,000
921 ☐ Guard Houses /Roadway Lease	0	0	2	2	2
Total Expense	109,394	107,506	464,694	578,805	1,497,612
Net Ordinary Income	10,662	11,834	14,924	-101,445	26,668
Other Income/Expense					
Other Income					
Gains (Losses) -Disposal Assets	0	0	0	0	0
Total Other Income	0	0	0	0	0
Net Other Income	0	0	0	0	0
Net Income	10,662	11,834	14,924	-101,445	26,668

PV COMMUNITY SERVICES DISTRICT
A/R Aging Summary
 As of November 18, 2020

	<u>Current</u>	<u>1 - 60</u>	<u>61 - 120</u>	<u>121 - 180</u>	<u>> 180</u>	<u>TOTAL</u>
CSD-001	-200.00	-200.00	-400.00	-200.00	-160.00	-1,160.00
CSD-002	0.00	0.00	-844.00	0.00	0.00	-844.00
CSD-003	0.00	-806.23	0.00	0.00	0.00	-806.23
CSD-004	0.00	-772.00	0.00	0.00	0.00	-772.00
CSD-005	0.00	0.00	0.00	0.00	-602.00	-602.00
CSD-006	0.00	-354.00	0.00	0.00	0.00	-354.00
CSD-007	0.00	-304.00	0.00	0.00	0.00	-304.00
CSD-008	0.00	0.00	0.00	-301.00	0.00	-301.00
CSD-009	-289.00	0.00	0.00	0.00	0.00	-289.00
CSD-010	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-011	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-012	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-013	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-014	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-015	0.00	-289.00	0.00	0.00	0.00	-289.00
CSD-016	0.00	-279.00	0.00	0.00	0.00	-279.00
CSD-017	0.00	0.00	0.00	0.00	-276.50	-276.50
CSD-018	0.00	-225.00	0.00	0.00	0.00	-225.00
CSD-019	0.00	0.00	0.00	-200.00	0.00	-200.00
CSD-020	-200.00	0.00	0.00	0.00	0.00	-200.00
CSD-021	0.00	-88.00	0.00	0.00	0.00	-88.00
CSD-022	0.00	0.00	0.00	0.00	-50.00	-50.00
CSD-023	0.00	0.00	0.00	0.00	-48.00	-48.00
CSD-024	0.00	-41.00	0.00	0.00	0.00	-41.00
CSD-025	0.00	0.00	-24.00	0.00	0.00	-24.00
CSD-026	0.00	-23.00	0.00	0.00	0.00	-23.00
CSD-027	0.00	-15.54	0.00	0.00	0.00	-15.54
CSD-028	0.00	0.00	0.00	-12.00	0.00	-12.00
CSD-029	0.00	-2.50	0.00	0.00	0.00	-2.50
CSD-030	12.00	0.00	0.00	0.00	0.00	12.00
CSD-031	12.00	0.00	0.00	0.00	0.00	12.00
CSD-032	12.00	0.00	0.00	0.00	0.00	12.00
CSD-033	25.00	0.00	0.00	0.00	0.00	25.00
CSD-034	25.00	0.00	0.00	0.00	0.00	25.00
CSD-035	0.00	67.75	0.00	0.00	0.00	67.75
CSD-036	88.00	0.00	0.00	0.00	0.00	88.00
CSD-037	88.00	0.00	0.00	0.00	0.00	88.00
CSD-038	0.00	0.00	0.00	0.00	100.00	100.00
CSD-039	101.00	0.00	0.00	0.00	0.00	101.00
CSD-040	200.00	0.00	0.00	0.00	0.00	200.00
CSD-041	200.00	0.00	0.00	0.00	0.00	200.00
CSD-042	200.00	0.00	0.00	0.00	0.00	200.00
CSD-043	200.00	0.00	0.00	0.00	0.00	200.00
CSD-044	200.00	0.00	0.00	0.00	0.00	200.00
CSD-045	200.00	0.00	0.00	0.00	0.00	200.00
CSD-046	200.00	0.00	0.00	0.00	0.00	200.00
CSD-047	200.00	0.00	0.00	0.00	0.00	200.00
CSD-048	200.00	0.00	0.00	0.00	0.00	200.00
CSD-049	200.00	0.00	0.00	0.00	0.00	200.00
CSD-050	201.00	0.00	0.00	0.00	0.00	201.00
CSD-051	201.00	0.00	0.00	0.00	0.00	201.00
CSD-052	201.00	0.00	0.00	0.00	0.00	201.00
CSD-053	224.00	0.00	0.00	0.00	0.00	224.00
CSD-054	278.00	0.00	0.00	0.00	0.00	278.00
CSD-055	289.00	0.00	0.00	0.00	0.00	289.00
CSD-056	289.00	0.00	0.00	0.00	0.00	289.00
CSD-057	289.00	0.00	0.00	0.00	0.00	289.00
CSD-058	289.00	0.00	0.00	0.00	0.00	289.00
CSD-059	289.00	0.00	0.00	0.00	0.00	289.00
CSD-060	289.00	0.00	0.00	0.00	0.00	289.00
CSD-061	289.00	0.00	0.00	0.00	0.00	289.00
CSD-062	289.00	0.00	0.00	0.00	0.00	289.00

PV COMMUNITY SERVICES DISTRICT
A/R Aging Summary
 As of November 18, 2020

	<u>Current</u>	<u>1 - 60</u>	<u>61 - 120</u>	<u>121 - 180</u>	<u>> 180</u>	<u>TOTAL</u>
CSD-063	289.00	0.00	0.00	0.00	0.00	289.00
CSD-064	289.00	0.00	0.00	0.00	0.00	289.00
CSD-065	289.00	0.00	0.00	0.00	0.00	289.00
CSD-066	289.00	0.00	0.00	0.00	0.00	289.00
CSD-067	289.00	0.00	0.00	0.00	0.00	289.00
CSD-068	289.00	0.00	0.00	0.00	0.00	289.00
CSD-069	289.00	0.00	0.00	0.00	0.00	289.00
CSD-070	289.00	0.00	0.00	0.00	0.00	289.00
CSD-071	289.00	0.00	0.00	0.00	0.00	289.00
CSD-072	289.00	0.00	0.00	0.00	0.00	289.00
CSD-073	289.00	0.00	0.00	0.00	0.00	289.00
CSD-074	289.00	0.00	0.00	0.00	0.00	289.00
CSD-075	289.00	0.00	0.00	0.00	0.00	289.00
CSD-076	289.00	0.00	0.00	0.00	0.00	289.00
CSD-077	289.00	0.00	0.00	0.00	0.00	289.00
CSD-078	289.00	0.00	0.00	0.00	0.00	289.00
CSD-079	289.00	0.00	0.00	0.00	0.00	289.00
CSD-080	289.00	0.00	0.00	0.00	0.00	289.00
CSD-081	289.00	0.00	0.00	0.00	0.00	289.00
CSD-082	289.00	0.00	0.00	0.00	0.00	289.00
CSD-083	289.00	0.00	0.00	0.00	0.00	289.00
CSD-084	289.00	0.00	0.00	0.00	0.00	289.00
CSD-085	289.00	0.00	0.00	0.00	0.00	289.00
CSD-086	289.00	0.00	0.00	0.00	0.00	289.00
CSD-087	289.00	0.00	0.00	0.00	0.00	289.00
CSD-088	289.00	0.00	0.00	0.00	0.00	289.00
CSD-089	289.00	0.00	0.00	0.00	0.00	289.00
CSD-090	289.00	0.00	0.00	0.00	0.00	289.00
CSD-091	289.00	0.00	0.00	0.00	0.00	289.00
CSD-092	289.00	0.00	0.00	0.00	0.00	289.00
CSD-093	289.00	0.00	0.00	0.00	0.00	289.00
CSD-094	289.00	0.00	0.00	0.00	0.00	289.00
CSD-095	289.00	0.00	0.00	0.00	0.00	289.00
CSD-096	289.00	0.00	0.00	0.00	0.00	289.00
CSD-097	289.00	0.00	0.00	0.00	0.00	289.00
CSD-098	289.00	0.00	0.00	0.00	0.00	289.00
CSD-099	289.00	0.00	0.00	0.00	0.00	289.00
CSD-100	289.00	0.00	0.00	0.00	0.00	289.00
CSD-101	289.00	0.00	0.00	0.00	0.00	289.00
CSD-102	289.00	0.00	0.00	0.00	0.00	289.00
CSD-103	289.00	0.00	0.00	0.00	0.00	289.00
CSD-104	289.00	0.00	0.00	0.00	0.00	289.00
CSD-105	289.00	0.00	0.00	0.00	0.00	289.00
CSD-106	289.00	0.00	0.00	0.00	0.00	289.00
CSD-107	289.00	0.00	0.00	0.00	0.00	289.00
CSD-108	289.00	0.00	0.00	0.00	0.00	289.00
CSD-109	289.00	0.00	0.00	0.00	0.00	289.00
CSD-110	289.00	0.00	0.00	0.00	0.00	289.00
CSD-111	289.00	0.00	0.00	0.00	0.00	289.00
CSD-112	289.00	0.00	0.00	0.00	0.00	289.00
CSD-113	289.00	0.00	0.00	0.00	0.00	289.00
CSD-114	289.00	0.00	0.00	0.00	0.00	289.00
CSD-115	289.00	0.00	0.00	0.00	0.00	289.00
CSD-116	289.00	0.00	0.00	0.00	0.00	289.00
CSD-117	289.00	0.00	0.00	0.00	0.00	289.00
CSD-118	289.00	0.00	0.00	0.00	0.00	289.00
CSD-119	289.00	0.00	0.00	0.00	0.00	289.00
CSD-120	289.00	0.00	0.00	0.00	0.00	289.00
CSD-121	289.00	0.00	0.00	0.00	0.00	289.00
CSD-122	289.00	0.00	0.00	0.00	0.00	289.00
CSD-123	289.00	0.00	0.00	0.00	0.00	289.00
CSD-124	289.00	0.00	0.00	0.00	0.00	289.00

PV COMMUNITY SERVICES DISTRICT
A/R Aging Summary
 As of November 18, 2020

	<u>Current</u>	<u>1 - 60</u>	<u>61 - 120</u>	<u>121 - 180</u>	<u>> 180</u>	<u>TOTAL</u>
CSD-125	289.00	0.00	0.00	0.00	0.00	289.00
CSD-126	289.00	0.00	0.00	0.00	0.00	289.00
CSD-127	289.00	0.00	0.00	0.00	0.00	289.00
CSD-128	289.00	0.00	0.00	0.00	0.00	289.00
CSD-129	289.00	0.00	0.00	0.00	0.00	289.00
CSD-130	289.00	0.00	0.00	0.00	0.00	289.00
CSD-131	289.00	0.00	0.00	0.00	0.00	289.00
CSD-132	289.00	0.00	0.00	0.00	0.00	289.00
CSD-133	289.00	0.00	0.00	0.00	0.00	289.00
CSD-134	289.00	0.00	0.00	0.00	0.00	289.00
CSD-135	289.00	0.00	0.00	0.00	0.00	289.00
CSD-136	289.00	0.00	0.00	0.00	0.00	289.00
CSD-137	289.00	0.00	0.00	0.00	0.00	289.00
CSD-138	289.00	0.00	0.00	0.00	0.00	289.00
CSD-139	289.00	0.00	0.00	0.00	0.00	289.00
CSD-140	289.00	0.00	0.00	0.00	0.00	289.00
CSD-141	289.00	0.00	0.00	0.00	0.00	289.00
CSD-142	289.00	0.00	0.00	0.00	0.00	289.00
CSD-143	289.00	0.00	0.00	0.00	0.00	289.00
CSD-144	289.00	0.00	0.00	0.00	0.00	289.00
CSD-145	289.00	0.00	0.00	0.00	0.00	289.00
CSD-146	289.00	0.00	0.00	0.00	0.00	289.00
CSD-147	289.00	0.00	0.00	0.00	0.00	289.00
CSD-148	289.00	0.00	0.00	0.00	0.00	289.00
CSD-149	289.00	0.00	0.00	0.00	0.00	289.00
CSD-150	289.00	0.00	0.00	0.00	0.00	289.00
CSD-151	289.00	0.00	0.00	0.00	0.00	289.00
CSD-152	289.00	0.00	0.00	0.00	0.00	289.00
CSD-153	289.00	0.00	0.00	0.00	0.00	289.00
CSD-154	289.00	0.00	0.00	0.00	0.00	289.00
CSD-155	289.00	0.00	0.00	0.00	0.00	289.00
CSD-156	289.00	0.00	0.00	0.00	0.00	289.00
CSD-157	289.00	0.00	0.00	0.00	0.00	289.00
CSD-158	289.00	0.00	0.00	0.00	0.00	289.00
CSD-159	289.00	0.00	0.00	0.00	0.00	289.00
CSD-160	289.00	0.00	0.00	0.00	0.00	289.00
CSD-161	289.00	0.00	0.00	0.00	0.00	289.00
CSD-162	289.00	0.00	0.00	0.00	0.00	289.00
CSD-163	289.00	0.00	0.00	0.00	0.00	289.00
CSD-164	289.00	0.00	0.00	0.00	0.00	289.00
CSD-165	289.00	0.00	0.00	0.00	0.00	289.00
CSD-166	289.00	0.00	0.00	0.00	0.00	289.00
CSD-167	289.00	0.00	0.00	0.00	0.00	289.00
CSD-168	0.00	0.00	0.00	0.00	300.00	300.00
CSD-169	0.00	0.00	0.00	0.00	300.00	300.00
CSD-170	0.00	0.00	0.00	0.00	300.00	300.00
CSD-171	0.00	0.00	0.00	0.00	300.72	300.72
CSD-172	301.00	0.00	0.00	0.00	0.00	301.00
CSD-173	301.00	0.00	0.00	0.00	0.00	301.00
CSD-174	301.00	0.00	0.00	0.00	0.00	301.00
CSD-175	200.00	150.00	0.00	0.00	0.00	350.00
CSD-176	289.00	67.00	0.00	0.00	0.00	356.00
CSD-177	289.00	99.00	0.00	0.00	0.00	388.00
CSD-178	200.00	200.00	0.00	0.00	0.00	400.00
CSD-179	201.00	201.00	0.00	0.00	0.00	402.00
CSD-180	289.00	189.77	0.00	0.00	0.00	478.77
CSD-181	490.00	0.00	0.00	0.00	0.00	490.00
CSD-182	289.00	289.00	0.00	0.00	0.00	578.00
CSD-183	289.00	289.00	0.00	0.00	0.00	578.00
CSD-184	289.00	289.00	0.00	0.00	0.00	578.00
CSD-185	578.00	0.00	0.00	0.00	0.00	578.00
CSD-186	289.00	289.00	0.00	0.00	0.00	578.00

PV COMMUNITY SERVICES DISTRICT
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 As of November 18, 2020

	<u>Current</u>	<u>1 - 60</u>	<u>61 - 120</u>	<u>121 - 180</u>	<u>> 180</u>	<u>TOTAL</u>
CSD-187	200.00	400.00	0.00	0.00	0.00	600.00
CSD-188	200.00	400.00	0.00	0.00	0.00	600.00
CSD-189	289.00	314.00	0.00	0.00	0.00	603.00
CSD-190	289.00	578.00	0.00	0.00	0.00	867.00
CSD-191	289.00	578.00	0.00	0.00	0.00	867.00
CSD-192	289.00	578.00	0.00	0.00	0.00	867.00
CSD-193	289.00	578.00	0.00	0.00	0.00	867.00
CSD-194	289.00	578.00	0.00	0.00	0.00	867.00
CSD-195	952.00	0.00	0.00	0.00	0.00	952.00
CSD-196	0.00	1,000.00	0.00	0.00	0.00	1,000.00
CSD-197	289.00	578.00	289.00	0.00	0.00	1,156.00
CSD-198	336.00	672.00	336.00	0.00	0.00	1,344.00
CSD-199	112.00	224.00	224.00	224.00	1,035.95	1,819.95
CSD-200	200.00	400.00	400.00	400.00	1,848.23	3,248.23
CSD-201	200.00	400.00	400.00	400.00	1,848.80	3,248.80
CSD-202	289.00	578.00	578.00	578.00	1,285.65	3,308.65
CSD-203	289.00	578.00	578.00	578.00	2,669.61	4,692.61
CSD-204	8,937.00	25.00	0.00	0.00	0.00	8,962.00
CSD-205	0.00	13,635.77	0.00	0.00	0.00	13,635.77
TOTAL	<u>53,769.00</u>	<u>19,381.02</u>	<u>1,537.00</u>	<u>1,467.00</u>	<u>8,852.46</u>	<u>85,006.48</u>

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

SECURITY REPORT

October 15 2020 – November 15 2020

Pauma Valley CSD Security Department Personnel		
Name	Call Sign	Billet
	1S1	
Officer Todd Albert	1L2	Patrolman / Department Supervisor
Officer Greg Watkins	1L3	Patrolman
Officer Bryan Chau	1L4	Patrolman
Officer Nick Florez	1L5	Patrolman
Officer Preston Torres	1L6	Patrolman
Officer German Colin	1L7	Patrolman / Gate Attendant
Matthew Carson	C1	Gate Supervisor
Dale Easter	C1	Gate Attendant
Evan Chism	C1	Gate Attendant
Ryan Willis	C1	Gate Attendant

Vehicle Maintenance Report

Units 1 and 3 went to Serratos Auto for brake rotor resurfacing. Unit 3 also had a cabin air filter replaced, rear door panels installed, and tires rotated. Serratos recommends both units 1 and 3 get new tires soon. Unit 2 went in for an evaporator sensor replacement.

- Unit 1 (106,167) - Unit 1- Passed all inspections this month.
- Unit 2 (99,767) – Unit 2 – Passed all inspection this month.
- Unit 3 (83,356) - Unit 3 - Passed all inspections this month.

Preston Torres, Vehicle Maintenance Officer

Gate Report

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

The gatehouse continues to log all Gate technician activity, though CSD Office Staff has had to become involved in the “Point to Point/video quality” issues with Cal Gate Systems.

The frequency of the “Hard Resets” for completely unresponsive gate systems continues to be tracked by the guardhouse and has occurred fewer times than last month.

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

New employee Ryan Willis has started his shifts at the Front Gate. He works primarily on the C shift Saturday through Tuesday. Officer Colin continues to train as a half and half attendant with plans of him being ready and available to be on patrol in the next few weeks as needed.

Matthew Carson, Gate Supervisor

HIGHLIGHTS

- **October 15th 2020 at 0325 Loose Dog.** Officer Albert responded to a call for a missing dog. Dog was later found and returned to owner.
- **October 15th 2020 at 1714 Snake Call.** Officer Chau and Officer Torres responded to a snake call on Womsi Road. Snake was successfully removed and relocated.
- **October 16th 2020 at 1124 Jump Start.** Officer Florez was flagged down during normal patrol by a worker and was asked if he could jump start his vehicle. The vehicle was successfully jump started.
- **October 18th 2020 at 0807 Trespasser.** Officer Florez and Officer Watkins responded to a call for an individual sleeping at Pauma Village. Officer Florez made contact with the individual and asked him to leave. The individual complied.
- **October 18th 2020 at 0830 Resident Concern.** Officer Watkins responded to a call at Oak Tree Ranch for a trailer parked the opposite way. Officer Watkins informed the caller that we are not able to ticket it due to Oak Tree Ranch not being in the Roadway Association. Officer Watkins suggested contacting the HOA or law enforcement.
- **October 21st 2020 at 1210 Suspicious Activity.** During normal patrol, Officer Chau responded to a vehicle entering through the back exit gate of Oak Tree Ranch on the TY Nursery side. Vehicle was an AT&T work van. Officer Chau confirmed the address the driver was headed to and guided him to the correct location.
- **October 22nd 2020 at 0640 Alarm Call.** Officer Albert responded to a call for an alarm at the Pauma School. Officer Albert made contact with the custodian who stated a substitute teacher was working in the building.
- **October 22nd 2020 at 0716 Resident Concern.** Officer Albert responded to a call for a vehicle speeding inside the community. Officer Albert patrolled the community but saw no vehicles matching the description given.
- **October 22nd 2020 at 1550 Suspicious Activity/Jump Start.** Officer Chau responded to a couple yelling in the District Office parking lot. Female passenger was seen crying in the car. Officer Chau confronted both individuals separately and made sure everything was okay. There were no signs of abuse or forced abduction. Female said she was just sleeping and having nightmares. Male driver asked for a jumpstart and left the scene after vehicle was jumped. Information of vehicle was recorded.
- **October 23rd 2020 at 0715 Snake Call.** Officer Albert responded to a snake call on Atosana Drive. The snake had left the scene upon arrival.

- **October 23rd 2020 at 1747 Resident Concern.** Officer Chau responded to a call on Temet Drive for an unknown man sleeping in his vehicle near the caller's house. The individual wasn't feeling good and pulled over to sleep after working at another resident's house on Pauma Valley Drive. Officer Chau confirmed he had a valid pass and informed him he can sleep in the District Office parking lot instead.
- **October 23rd 2020 at 2110 Suspicious Activity.** Officer Chau responded to a motor home parked on the side of Cole Grade by Oak Tree Ranch. The driver said he pulled over just to take some medicine and left the scene shortly after.
- **October 24th 2020 at 0206 Notice of Violation.** Officer Chau and Officer Watkins issued an NOV for overnight parking with no pass displayed on Luiseno Circle Drive.
- **October 24th 2020 at 0206 Notice of Violation.** Officer Chau and Officer Watkins issued an NOV for overnight parking with no pass displayed on Ushla Way.
- **October 24th 2020 at 1230 Medical.** Officer Florez responded to a medical call for a resident having difficulty breathing. Medics transported the resident to the hospital.
- **October 24th 2020 at 1256 Gate Crasher.** Officer Florez responded to a call for a gate crasher at the Front Gate. Vehicle was registered to a resident and information was passed onto the District Office.
- **October 24th 2020 at 1736 Snake Call.** Officer Chau and Officer Florez responded to a snake call on Wiskon Way East. Snake was successfully removed and relocated.
- **October 24th 2020 at 1837 Traffic Collision.** Officer Chau responded to a traffic collision and possible medical on the side of Cole Grade Road by Vista De Pauma. Sheriffs were already on scene and no one was injured.
- **October 24th 2020 at 2124 Public Assist.** Officer Chau and Officer Colin during normal patrol noticed a vehicle door left open on Womsi Road. Resident came out and stated he forgot to close the door. There were no signs of forced entry and nothing was stolen.
- **October 25th 2020 at 2200 Suspicious Activity.** Officer Watkins responded to a call for an individual at Pauma Village Market near the propane cages. There were signs of tampering with a lock box that information was given to the owner of the market. The owner of the Pauma Village Market stated nothing was stolen but wants us to keep an eye out.
- **October 26th 2020 at 0915 Suspicious Activity.** Officer Florez responded to a call for vehicles being vandalized at Serratos Auto. The handles of two vehicles were tampered with but nothing was stolen.
- **October 27th 2020 1942 Snake Call.** Officer Torres responded to a snake call on Happy Hollow Lane. Officer Torres successfully removed and relocated the snake.
- **October 28th 2020 at 0730 Gate Crasher.** Officer Chau responded to a call for a gate crasher at the Back Gate.
- **October 29th 2020 at 0122 Suspicious Activity.** Officer Albert and Officer Torres responded to a motorhome parked in the dirt lot of the Pauma Buildings. The vehicle was unoccupied and information was given to the contact of the Pauma Buildings.

- **October 29th 2020 at 1440 Resident Concern.** Officer Chau responded to a call on Pauma Valley Drive for request to check on the house. Resident was getting doorbell alerts via phone with no footage. Officer Chau cleared the outside of the property and saw no signs of forced entry.
- **October 30th 2020 at 0200 Notice of Violation.** Officer Albert issued an NOV for overnight parking with no pass displayed.
- **November 3rd 2020 at 0938 Medical.** Officer Albert and Officer Watkins responded to a medical call on Taspa Court. Resident had fallen and was in pain. Medics transported resident to the hospital.
- **November 3rd 2020 at 1440 Gate Crasher.** Officer Watkins responded to a call for a gate crasher at the Back Gate.
- **November 4th 2020 at 0200 Notice of Violation.** Officer Albert issued an NOV for overnight parking with no pass displayed.
- **November 4th 2020 at 1457 Lift Assist.** Officer Chau responded to a lift assist on Taspa Court. Officer Chau successfully lifted the resident back into a chair. Medical was not needed.
- **November 5th 2020 at 1430 Alarm Call.** Officer Chau responded to a burglary alarm on Temet Drive. Control 1 made contact with the resident who stated his landscapers should still be there. Officer Chau walked the whole property and saw no signs of forced entry. The landscapers said they might have triggered the alarm on accident while doing yardwork.
- **November 5th 2020 at 2021 Alarm Call.** Officer Torres responded to an alarm call at Pauma School. No signs of forced entry were seen and all doors were secured. Unable to locate cause of alarm.
- **November 5th 2020 at 2206 Medical.** Officer Torres responded to a medical call on Luiseno Circle Drive. Medics transported the resident to the hospital.
- **November 6th 2020 at 0659 Alarm Call.** Officer Albert responded to an alarm at Pauma School. The alarm was accidentally set off by an employee.
- **November 6th 2020 at 1442 Snake Call.** Officer Florez responded to a snake call on Wiskon Way West. Officer Florez was unable to locate the snake.
- **November 7th 2020 at 0830 Resident Concern.** Officer Watkins responded to a call for a suspicious vehicle on Pauma Valley Drive. Officer Watkins drove down Pauma Valley Drive but did not see any vehicles matching the description given.
- **November 7th 2020 at 0838 Resident Concern.** Officer Florez and Officer Watkins responded to a call for a vehicle on Pauma Valley Drive with someone possibly sleeping in it. Both units arrived and saw no matching description of the vehicle.
- **November 7th 2020 at 0838 Public Assist.** Officer Florez and Officer Watkins responded to a resident with a vehicle stuck on his front yard. Both officers informed the resident we did not have the necessary tools to pull a vehicle.

- **November 7th 2020 at 1354 Traffic Collision.** Officer Florez responded to a traffic collision on Pauma Valley Drive. The driver accepted fault and damages and insurance information was exchanged.
- **November 8th 2020 at 0030 911 Hang up Call.** Officer Chau and Officer Watkins responded to two sheriffs heading into the community for a 911 Hang up Call at the Country Club. Both units arrived at the country club but sheriffs were not on scene. Sheriffs left the community as Officer Chau and Officer Watkins were patrolling the community.
- **November 9th 2020 at 0805 Resident Concern.** Control 1 took report from Pauma Farm at the rear gate about dirt bikers destroying their fences. Control 1 informed them we have received other reports about them and are on the lookout.
- **November 9th 2020 at 1824 Snake Call.** Officer Torres responded to a snake call on Mill Creek Lane. The snake had crawled underneath the refrigerator but Officer Torres was unable to locate the snake.
- **November 11th 2020 at 2346 Resident Concern.** Officer Albert and Officer Torres responded to a call from a resident stating her guest was lost inside the community and wanted patrol assistance. Both units were unable to locate the guest at the time. The resident called back stating her guest was now on Cole Grade Road and Highway 76. Officer Albert made contact with the driver and escorted them to the resident's address.
- **November 12th 2020 at 1214 Medical.** Officer Chau responded to a medical call on El Tae Road. Medics transported the resident to the hospital.
- **November 12th 2020 at 2315 Public Assist.** Officer Albert and Officer Torres responded to a call for a suspicious person walking around the Country Club. The individual was a resident who happened to be out walking late. Both Officers contacted this resident's wife who confirmed he was okay and nothing was wrong with him at this time.
- **November 13th 2020 at 2129 Suspicious Vehicle.** Officer Colin made contact with a suspicious vehicle at Saint Francis Church. He found the driver outside of his vehicle who stated that he was just walking his dog and that he was leaving.
- **November 14th 2020 at 0027 Unsecured Gate.** Officer Watkins and Officer Colin found the gate at the end of Wiskon Way West unlocked and open. They checked the area and found nothing suspicious then secured the gate.
- **November 14th 2020 at 1622 Noise Complaint.** Officer Chau and Officer Colin responded to a noise complaint about people arguing on the golf course near the bathrooms on the corner of PVD and Luiseno. The individuals left before Officer Chau and Colin arrived.
- **November 14th 2020 at 2010 Lift Assist.** Officer Colin assisted lifting a resident off of Wiskon Way East. No medical attention was necessary.

PVCSD Patrol – Building Checks				
Location	Unsecured Door	Fire Alarm	Burglary Alarm	Officer Check
			459A	1153
Country Club(CC)				
Greens Maintenance(GM)				
Community Church(CO)	3			44
Gravel Yard(GY)				3
Saint Francis(SF)				60
Pauma School(PS)	7		1	28
Pauma Building(PB)	1			40
Airport Hangars(AH)				13
Treatment Plant(TP)				29
Pauma Village(PV)				9
Residential Houses/Other	2			

Patrol Activity				Gate Activity	
				Activity/Malfunctions	Totals
Medicals	4	Resident Concern	7		
Welfare Checks		Suspicious Activity	7	Unresponsive	8
Lift Assist	2	Noise Complaint	1	Will Not Close	4
Domestic Dispute		Process Server	1	False Signal	2
Traffic Collisions	2	911 Hang up Call	1	Loss of Controls	3 Hard Reset
Gate Runner/ Gate Crashers	3	Loose Dogs	1	Video Loss	3
Public Assists	3	Snake Call	6	Device Entries	10,031
Jump Start	2	Trespassing	1	Passes Issued	1,718
Notice of Violation	4	Other	4	Pass Entries	4,373

RFID Entries				
Front Gate		Pauma Heights Gate		Rear Gate
5,859		484		3,687
Dispatch By Location				
Inside PVCCE	Oak Tree	School	Business District	PVCC
32	6	3	6	3
Highlights by Shift Periods				
A: 2200-0600		B: 0600-1400		C: 1400-2200
10		19		19
Acronym Legend				
Acronym	Definition	Acronym	Description	
459	Burglary penal code	AFA	Asian Female Adult	
AMA	Against Medical Advise	AMA	Asian Male Adult	
BOLO	Be on the Lookout	AFJ	Asian Female Juvenile	
CHP	California Highway Patrol	AMJ	Asian Male Juvenile	
DOB	Date of Birth	BFA	Black Female Adult	
DL	Driver License	BMA	Black Male Adult	
DV	Domestic Violence	BFJ	Black Female Juvenile	
EB	East Bound	BMJ	Black Male Juvenile	
FU	Follow Up	HFA	Hispanic Female Adult	
IVO	In Vicinity Of	HMA	Hispanic Male Adult	
LP	License Plate	HFJ	Hispanic Female Juvenile	
LCD	Luiseno Circle Drive	HMJ	Hispanic Male Juvenile	
NB	North Bound	MFA	Mexican Female Adult	
NLT	No Later Than	MMA	Mexican Male Adult	
PERT	Psychiatric Emergency Response Team	MFJ	Mexican Female Juvenile	
PT	Patient	MMJ	Mexican Male Juvenile	
PVD	Pauma Valley Drive	NAFA	Native American Female Adult	
PVRA	Pauma Valley Roadway Association	NAMA	Native American Male Adult	
ROTR	Rules of the Road	NAFJ	Native American Female Juvenile	
RP	Reporting Party	NAMJ	Native American Male Juvenile	
SB	South Bound	WFA	White Female Adult	
S/O	Sheriff's Office	WMA	White Male Adult	
SR 76	State Route 76/ Highway 76	WFJ	White Female Juvenile	
TC	Traffic Collision	WMJ	White Male Juvenile	
UTL	Unable to Locate			
WB	West Bound			
WWE	Wiskon Way East			
WWW	Wiskon Way West			
YOA	Years of Age			
Unresponsive	the gate does not open for an RFID			
Will Not Close	the gate does not close when it is supposed to			
False Signal	the alarm goes off in the Front Gate for no discernable reason			
Loss of Controls	gate attendant cannot open the gates remotely			
Video Loss	occurs when the gate attendant cannot see the feeds from the Center or Back Gates			

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

Gate Runners

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

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

General Manager's Report

November 23, 2020

Bobby Graziano, General Manager

Items Requested by Jim Cipriano

1. A brief public discussion of PVCSD's investment policies and practices, including the need for a policy for custodial credit risk for demand deposits, and an explanation of PMIA and LAIF.

The District maintains an Investment Policy. Original release 10/27/2009 with the most recent revision being 12/18/2017. The policy addresses custodial credit risk for demand deposits.

Through the Pooled Money Investment Account (PMIA), the State Treasurer invests taxpayers' money to manage the State's cash flow and strengthen the financial security of local governmental entities. PMIA policy sets as primary investment objectives safety, liquidity and yield. <https://www.treasurer.ca.gov/pmia-laif/pmia/program.asp>

The PMIA has three primary sources of funds: the State general fund; special funds held by State agencies; and moneys deposited by cities, counties and other entities into the Local Agency Investment Fund (LAIF). At the end of September 2020, the PMIA portfolio totaled approximately \$109.2 billion. <https://www.treasurer.ca.gov/pmia-laif/pmia/program.asp>

Participating agencies can withdraw their funds from the LAIF at any time. At the end of September 2020, the LAIF had 2,376 participating agencies and a balance of \$32.4 billion. <https://www.treasurer.ca.gov/pmia-laif/pmia/program.asp>

2. The written articulation of a mutually acceptable relationship between PVCSD and the Pauma Valley Roadway Assn., including a restatement and/or revision of the "Rules of the Road" publication.

The Agreement between PVCSD and PVRA was adopted December 22, 2009. See attached.

The most recent update to Rules of the Road was signed by CSD and PVRA on July 10, 2018.

3. Discussion of the need to restate and/or revise sections of the PVCSD material presented on its website, including the Mission Statement and the Services Provided sections.

CURRENT:

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

RECOMMENDED RESTATEMENT (written by Jim Cipriano)

“The Mission Statement of the Pauma Valley Community Services District is to enhance and maintain the quality of life of District residents, businesses and visitors, in a safe and secure manner, by providing essential services including reliable wastewater collection, treatment and storage, effective security and patrol services, and an efficient gate access system for Pauma Valley Country Club Estates, all with a customer-centric service philosophy.”

Oak Tree Lift Station

Chopper pump ordered. Design of electrical upgrades in work.

Office Lift Stations

Pump failed on Nov 6th. Utility staff replaced with a spare. Replacement on order. After thorough review of the existing setup GM Graziano and Utility discussed electrical repairs needed. These repairs will be made after the Oak Tree project is complete.

Sewer System

Sewer lines in good working order.

Stormwater Management Systems

Brow ditches and catch basins are clean and in good working condition.

Human Resources

Patrol: Fully staffed with 5

Gates: Fully staffed with 5

Utility: Fully staff with 3. Jake Oehlart promoted to Supervisor.

Admin: Fully staffed with 4

Total employees: 17

Monthly Meeting with Security

October 28, 2020 at 7:30am. Reviewed monthly highlights.

November 18, 2020 at 8:00am. Keeping vehicles clean and washed. Monthly highlights. Emergency kits for opening the gates during a power loss and generator failure. Keeping distance from residents during medical calls.

Gates

GM Graziano conducted a review of the gate telemetry system with a CGS Engineer on Nov 6th to try and identify the root cause of the poor video feed. Troubleshooting efforts did not remedy the issue and CGS's Engineer could not determine a solution.

GM Graziano has requested support from Aerosurf (our internet provider who has expertise in point-to-point systems). They are still trying to find time in their schedule to send a technician. Our point-to-point system is not something they are responsible for, but they offered to help as a courtesy. Unfortunately this means we are not a priority and they already have a busy schedule. We anticipate getting on their schedule the week of Nov 30th.

There was a positive outcome of this review. GM Graziano observed the complete system of telemetry for the gates, and determined that the AT&T phone and circuit lines we have been paying for are obsolete. This was an oversight in 2016 when the Dwelling Live system was installed. Graziano asked staff to terminate these accounts immediately, which was done by Amber, and the savings amounts to approximately \$8,000 annually.

Graziano obtained a quote from CGS for the following items identified during a site visit with Board Members Jacobs and Esparza.

Front Gate

Install a breakaway barrier arm.

\$4,961.30

Rear Gate

Add timer to close barrier arm if no vehicle is detected on the safety loop.

\$374.45

Insurance Claim for Hillside Fire

See prior report for more detail.

The Sr. Claims Adjuster acknowledged receipt of our claim on May 14, 2020. In his email back he stated
“At this time, I do not have an estimate of the time frame for my investigation. Please feel free to contact me for status as needed, or to provide any other information you believe would be helpful to our investigation.”

The Sr. Claims Adjuster responded to a request for update on June 24, 2020.
“We are still reviewing coverage for this claim. As part of our investigation, I have requested the contract between Lineworks (Mediacom’s subcontractor) and our insured, Fiberline. I just sent a follow-up request to our insured Diego Moya today, who confirmed to me in a recent conversation that he has the contract and can send it to me.”

The Sr. Claims Adjuster responded to a request for update on July 22, 2020.
“The carrier, Houston Specialty Insurance Company, did not have coverage for this claim and coverage was denied July 2, 2020 to Fiberline Communications. You will need to follow-up with Fiberline directly concerning the pending claims.”

After the July 22 message I asked BB&K to get involved and suggested we go directly to Fiberline with our claim.

BB&K sent a demand letter on August 7, 2020 to Fiberline.

BB&K sent a follow up letter on August 21, 2020 to Fiberline.

BB&K heard back from Mediacomm’s counsel on September 23, 2020. He said he will get on top it and see what he can do. Mediacomm’s counsel mentioned withholding money from its contractor’s invoice if Fiberline does not cooperate.

Our counsel provided the following update on October 21, 2020 at 11:02am
I just reached out to Bruce at Mediacomm again to get an update and will get back to you as soon as I hear back. It has been roughly four weeks since I first spoke to Bruce, so hopefully he has been able to make some progress. Given the costs involved in elevating the matter to litigation, it makes the most sense to continue trying to resolve the matter without litigation if possible.

Our counsel provided the following update on October 21, 2020 at 12:23pm
I just spoke to Bruce. He has been working through the matter with Lineworks, Mediacomm’s general contractor, who was under the mistaken impression that the issue had been resolved. Bruce has also received the insurance paperwork and has been sifting through that as well, but understands that the District’s right to damages is not dependent on whether or not there is insurance coverage. Bruce expects to receive more information soon, and I will be speaking with him again next week, if not sooner, for a status update.

Our counsel provided the following update on November 11, 2020
Unfortunately, I have not heard anything further from Mediacomm’s counsel since I last spoke to him nearly three weeks ago. I have reached out to him for a status update. In my message, I also informed him that if this matter is not concluded by November 23 (the date of the next Board meeting), that I expected the District to proceed with litigation. I will let you know once I hear back.

Long Term / Future Projects - Ideas

Gate System Overhaul: It may be advantageous to consider a ground up design/build for the gate access system.

Wiskon Bridge Improvements: PVCC will be making enhancements to the Wiskon Way bridge across the San Luis Rey River. The District may choose to participate in this project. If the bridge can be used for vehicle traffic during an emergency the District will be able to operate with two patrol vehicles, rather than the three we currently have. Additionally, this will enhance emergency response measures capable by the District and local emergency services.

AGREEMENT BETWEEN
PAUMA VALLEY COMMUNITY SERVICES DISTRICT
and
PAUMA VALLEY ROADWAY ASSOCIATION

REGARDING RULES OF THE ROAD

This Agreement is made and entered into effective as of this 22 day of DEC, 2009 ("Effective Date"), with regard to the following recitals, by and between the Pauma Valley Community Services District, a community services district organized and operating pursuant to Government Code section 61000 *et seq.* ("PVCSD") and the Pauma Valley Roadway Association, a non-profit, California mutual benefit corporation ("PVRA"). PVCSD and PVRA are sometimes individually referred to herein as a "Party" and collectively as "Parties."

RECITALS

WHEREAS, PVRA has determined that the use of, including ingress to and egress from, the pavement, or any right of way, over which PVRA has jurisdiction or control shall be subject to certain rules as set forth as Rules of the Road (as defined below); and

WHEREAS, PVCSD within its sphere of influence, which area includes the area served by PVRA, provides services to provide for public safety and health; and

WHEREAS, the Parties desire to establish the basis upon which they will cooperate so that the public safety activities of PVCSD are effected in a way that is consistent with the authority of PVRA set forth in the Rules of the Road.

NOW, THEREFORE, in consideration of the mutual promises set forth herein, the Parties agree as follows:

I. Definitions.

1. Unless such shall be inconsistent with the context, the following shall be the meaning of capitalized terms expressed herein:
 - a. "Complaint" shall mean a document in a form determined by PVCSD issued by a Security Officer in the event of observed circumstances believed to be a contravention of the Rules of the Road, including any part of the Vehicle Code of the State of California.
 - b. "Decals" shall mean a semi-permanent identification attached to a vehicle under the terms set forth in the Rules of the Road.
 - c. "Duty Number" shall mean the 24-hour valid telephone number determined by PVRA for use by PVCSD as the communication point for matters of urgency.
 - d. "Gate Attendant" shall mean an employee or contractor of PVCSD (who may be a Security Officer) stationed at an entry gate to PVCCE.
 - e. "Gatehouse" shall mean the structure of the real property and its fixtures, including the pavement, erected at an entrance to PVCCE.

- f. "Gatehouse Equipment" shall mean the furniture and removable electrical or electronic equipment, including the gates and their activation mechanisms, installed in or at a Gatehouse.
 - g. "Homeowners Association" shall mean any association of beneficial owners of property located within PVCCE, provided that such association has been established under the terms of recorded Conditions, Covenants and Restrictions.
 - h. "Pass" shall mean one of a "One-day Guest Pass"; "Guest Pass"; "One-day Pass"; "Single Entry One-day Pass"; "Service Pass"; "Contractor Pass"; or "Overnight Pass"; each of which being defined as set forth in the Rules of the Road.
 - i. "Pavement" shall mean the Roadway surface covering which PVRA has an obligation to maintain.
 - j. "PVCC" shall mean the Pauma Valley Country Club, which is a member of PVRA.
 - k. "PVCCE" shall mean that geographical area of the Pauma Valley Country Club Estates Development.
 - l. "Property" shall mean real property, whether or not developed, located in PVCCE.
 - m. "Recognized Contractor" shall mean a contractor recognized as such by PVCSD in accordance with the Rules of the Road.
 - n. "Roadway" shall mean the streets, or any other right of way, over which PVRA has jurisdiction or control.
 - o. "Rules of the Road" shall mean those rules as set forth in a certain document dated 4-16-2010, as such may be subsequently amended as therein provided, to which PVRA has determined that the use of, including ingress to and egress from, the Roadway shall be subject.
 - p. "Security Captain" shall mean that employee of PVCSD responsible for the supervision of the Gate Attendants and the Security Officers, or an alternate.
 - q. "Security Officer" shall mean an employee or contractor of PVCSD who patrols the sphere of influence of PVCSD.
 - r. "SSTC" shall mean the Safety, Security and Traffic Committee as established and operating as set forth in the Rules of the Road.
 - s. "Use Permit" with regard to any property shall mean all and any zoning determinations required to be made and/or all and any permits or licenses required to be issued by any competent authority prior to the commencement of commercial activity at or upon such property.
2. The use herein of any gender shall be interpreted to include all genders, including no gender.
 3. The use herein of the singular case shall be interpreted to include the plural case, and vice versa.
 4. The use of a paragraph structure with headings is for convenience only and shall not be interpreted to have any other influence on the content hereof.

II. Responsibilities of PVCSD.

1. Security Officers. In accordance with its ordinances, PVCSD shall provide Security Officers to patrol its area of influence (including PVCCE) as reasonably necessary in its judgment, and as provided for in its budgets, to monitor use of the Roadway and to issue Complaints in the event of contraventions of the principles and specific rules set forth in the Rules of the Road.
2. Gate Attendants. In accordance with its ordinances, PVCSD shall provide Gate Attendants at manned gates and remote coverage at unmanned gates reasonably necessary in its judgment, and as provided for in its budgets, to monitor and control ingress into PVCCE in accordance with the principles and specific rules set forth in the Rules of the Road.
3. Pavement Defects. PVCSD shall have no obligation to inspect the Roadway, but when a Security Officer detects a circumstance (such as a Roadway obstruction or damage to the Pavement) that could be a hazard to users of the Roadway that individual shall take action reasonably available to attempt to provide a safeguard for the short term and, if the circumstances continue for a period greater than twelve (12) hours, the Security Captain shall report them to the Duty Number and PVRA shall be responsible for ensuring that longer term corrective action is taken.
4. Supply of Passes and Decals. Using colored paper provided by PVRA, PVCSD shall be responsible for the adequate supply of Passes that by their design can be reproduced on letter-sized paper in a conventional office copying machine and gate signaling devices. PVCSD shall be responsible for storing and safeguarding all supplies of Decals, Passes and gate signaling devices.
5. Decals. PVCSD shall, at its offices and within its customary business hours, provide for the issuance of Decals and gate signaling devices to those individuals entitled to receive them in accordance with the Rules of the Road and upon payment of any fee due.
6. Office-issued Passes. PVCSD shall, at its offices and within its customary business hours, provide for the issuance of Passes to those entitled to receive them, and designating Recognized Contractors, all in accordance with the Rules of the Road and presentation of any necessary documents. Individuals seeking the issue of Decals or designation as a Recognized Contractor at a Gatehouse will be referred to the PVCSD office.
7. Gate-issued Passes. PVCSD shall, at a manned Gatehouse, provide for the issuance of One-day Guest Passes, Guest Passes, One-day Passes, Overnight Passes, Single Entry One-day Passes, Contractor Passes and Service Passes to those individuals entitled to receive them in accordance with the Rules of the Road and upon presentation of any necessary documents. Other than in the case of an emergency in the opinion of a Gate Attendant, individuals seeking the issue of such Passes at an unmanned Gatehouse will be required to present themselves at a manned Gatehouse.
8. Installation and Maintenance of Gatehouse Equipment. PVCSD shall be responsible for installing and maintaining Gatehouse Equipment to the reasonable satisfaction of

PVRA. PVCSD shall be responsible for providing all risks insurance coverage on a replacement cost basis for all Gatehouse Equipment.

III. Responsibilities of PVRA.

1. Maintenance of Pavement. PVRA shall be responsible for maintaining the Pavement and for ensuring that it is maintained in a condition safe for all anticipated uses.
2. Maintenance of the Gatehouses. PVRA shall be responsible for maintaining the structure of the gatehouses in good condition to the reasonable satisfaction of PVCSD. PVRA shall be responsible for providing all risks insurance coverage on a replacement cost basis for every Gatehouse.
3. Supply of Passes and Decals. Subject to the approval of PVCSD with regard to their practicality, PVRA shall be responsible for the design of Passes and Decals. PVRA shall be responsible for the ordering and adequate provision of Decals and all Passes that by their design cannot be reproduced on letter-sized paper in a conventional office copying machine.
4. Maintenance of the Rules of the Road. PVRA shall be responsible for maintaining the Rules of the Road current with applicable law, reviewing them not less than annually and revising and reissuing them as may be necessary, subject to the agreement of PVCSD as to their practicality.

IV. Lease of Real Property.

1. For the Term and for the purposes hereof PVRA hereby leases to PVCSD and PVCSD hereby leases from PVRA three (3) Gatehouse structures identified as 16270 Pauma Valley Drive, 15100 Pauma Valley Drive, and 32291 Pauma Heights Road.
2. PVCSD shall have the right to install gates at or near the Gatehouses and PVRA hereby grants to PVCSD, for the Term, an easement over, under and upon said Pauma Valley Drive and Pauma Heights Road to install, maintain and operate such gates and all necessary support equipment such as telephone, audio and video conduits, wires and equipment, including electronic detection devices and Gatehouse Equipment.
3. PVCSD shall pay PVRA as rent for the use of said Gatehouses and in consideration for said easement, and PVRA agrees to accept, the annual sum of \$1.00 payable in advance on the first day of each year subsequent to the Effective Date.

V. Additional Gatehouses and/or places of ingress and egress.

1. The Parties recognize that there may be a future requirement to provide and operate additional Gatehouses and/or places of ingress to and egress from PVCCE and, in such event, they agree that they will negotiate in good faith to provide for such additional facilities in a manner consistent with the concepts hereof.
2. In the event that PVRA desires PVCSD to operate a Gatehouse as a manned Gatehouse in addition to those manned gatehouse(s) that it can accommodate in its budget as conformed to the laws of the State of California, then PVCSD shall only be obligated to operate such manned Gatehouse(s) in the event that PVRA is able to secure additional funding for PVCSD in a way consistent with applicable law.

VI. Commercial Activity.

1. Notwithstanding anything else herein or in the Rules of the Road, no Gate Attendant shall admit any person or vehicle seeking access to a Property for a purpose or use that PVCSD has been advised by PVRA, or other authority competent in the judgment of PVCSD, is not in accord with an existing Use Permit which is available for review and inspection by a Security Officer..

VII. Safety, Security and Traffic Committee.

1. PVRA shall be responsible for the administration of SSTC and shall call regular meetings as may be reasonably required for the conduct of SSTC business. In the event that PVRA fails to call a meeting to address an issue of concern of PVCSD, then PVCSD shall be entitled to call a special meeting.
2. Each Party shall be entitled to appoint one member to the SSTC and the Parties shall cooperate to ensure that additional members are appointed by PVCC and a least the majority of Homeowners Associations.
3. The SSTC shall monitor and review Complaints issued hereunder and shall take or authorize action in accordance with the procedures that it has from time to time established under the terms of its charter set forth in the Rules of the Road.

VIII. Service Fees and Costs.

1. Unless otherwise specifically set forth herein, each Party shall be responsible for the costs of performing the entirety of its obligations and responsibilities hereunder.
2. PVCSD shall be responsible for obtaining payment, in a form satisfactory in its sole judgment, from an individual or entity prior to issuing any thing for which a fee is to be charged.
3. Where any fee is charged or levied under the terms of the Rules of the Road, then such fee shall be divided equally between PVRA and PVCSD.

IX. Term.

1. Term. This Agreement shall be in force and effect for a period of time ("Term") consisting of one or more forty-year periods subsequent to the Effective Date.
2. Renewal. On the last day of each forty-year period this Agreement shall automatically renew for a then subsequent forty-year period without action on the part of any Party unless a notice hereunder of an intent to terminate this Agreement at the end of the then exiting forty-year period shall have been served by a Party not less than twelve (12) months prior to the last day of the then current forty-year period.

- X. Indemnification. Each Party (the "Indemnitor") shall indemnify and hold the other and its respective directors, officers and employees (collectively the "Indemnitees") harmless from any liability, claim, demand, or judgment, including the costs of defense, arising from the Indemnitor's performance or failure to perform under the terms of this Agreement except for the negligence or misconduct of Indemnitees.

XI. Insurance. Each Party shall maintain, at its expense, public liability and property damage insurance coverage with limits of not less than \$1,000,000 bodily injury liability and property damage liability per occurrence, with an aggregate coverage of \$1,000,000, and naming the other party as a coinsured, insuring against all of its liabilities and those of its directors, officers and employees.

XII. Notice. Any notice or instrument required to be given or delivered by this Agreement may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed to:

PAUMA VALLEY COMMUNITY
SERVICES DISTRICT:
P. O. Box 434
Pauma Valley, California 92061

PAUMA VALLEY ROADWAY
ASSOCIATION
P. O. Box 774
Pauma Valley, California 92061

Attn: Administrator

Attn: President

XIII. Agreement Terms.

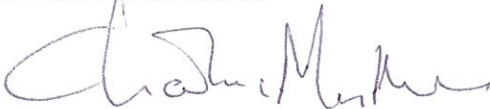
1. Assignment. No Party shall assign, sublet, or transfer this Agreement or any rights under or interest in this Agreement without the written consent of the other party, which may be withheld for any reason.
2. Precedence of Documents. In the event of any conflict between the terms of this Agreement and the Rules of the Road, then the terms of the Rules of the Road shall govern.
3. Drafting of Agreement. The Parties agree that this Agreement shall not be construed in favor of, or against, any party by reason of the extent to which any party or its counsel participated in the drafting of this Agreement. The Parties represent that they have consulted legal counsel prior to the execution of this Agreement and have executed this Agreement with full knowledge of its meaning and effect.
4. Applicable Law. This Agreement shall be interpreted in accordance with the laws of the State of California.
5. Independent entities. Each Party is an independent entity operating at arms length and, other than as specifically set forth herein, neither Party has any obligation to the other. In no case shall either Party have any right to commit, bind or speak for the other nor pretend to so do.
6. Third Party Rights. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than PVRA and PVCSD.
7. Arbitration. Other than to seek injunctive relief or for actions in the Small Claims division of a Superior Court having jurisdiction regarding amounts of money due hereunder, in the event any dispute between the Parties arising in any way regarding the interpretation, applicability, enforcement, desired modification, or any other aspect hereof, shall be resolved only by binding arbitration to be held in San Diego, California, under the then rules of the Judicial Arbitration and Mediation Service, or other entity by

agreement of the parties, provided that (i) adequate time shall be permitted for discovery as provided by the California Code of Civil Procedure, (ii) the arbitrator(s) shall be free to make an award of costs, including the expenses and fees of counsel, (iii) all decisions of the arbitrator(s) shall not be subject to further review by any court, arbitrator or any other governmental or quasi-governmental body or other entity, and (iv) that any award of the arbitrator(s) may be entered into any court of competent jurisdiction. To seek arbitration hereunder, a Party shall serve a notice hereunder on the other setting forth the issue at dispute and the resolution(s) thereof acceptable to the Party serving the notice. The Party receiving such notice shall have a period of thirty (30) calendar days to reach a resolution acceptable to the other Party and, in the event that no such resolution is achieved, then, at the election of the one first serving such notice, the matter may be referred to arbitration at any subsequent time.

8. Amendment and Severability. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by the Parties. The unenforceability, invalidity or illegality of any provision(s) of this Agreement shall not render the other provisions unenforceable, invalid or illegal.
9. Integration. This is an integrated Agreement and represents the entire understanding of the Parties as to those matters contained herein, without limitation including both that certain Memorandum of Understanding between the Parties dated April 28, 2009, and that certain Lease Agreement between the Parties dated May 27, 2009, and supersedes and cancels any prior oral or written understanding, promises, representations or agreements with respect to those matters covered hereunder.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

PAUMA VALLEY COMMUNITY
SERVICES DISTRICT



By: Charles Mathews, President

Date: 12/22/09

PAUMA VALLEY ROADWAY
ASSOCIATION



By: Neil McKinnon, President

Date: 1-12-10