

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

33129 Cole Grade Road
Pauma Valley, CA 92061
PHONE: (760) 742-1909 | FAX: (760) 742-1588

NOTICE OF REGULAR MEETING

DATE: Monday, November 27th, 2023
TIME: 10:00 AM – **Open Session**
VENUE: Robert Trent Jones Room, Pauma Valley Country Club
15835 Pauma Valley Drive, Pauma Valley, CA 92061

Pauma Valley Community Services District Mission

“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. **Pledge of Allegiance**
3. **Roll Call**
4. **Public Comment Period**

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. **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.**

-- CLOSED SESSION --

5. **The Board of Directors Will Meet in a Closed Session to Discuss:**
 - A. **CONFERENCE WITH LEGAL COUNSEL**
Potential/Threatened/Anticipated Litigation
Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(b) (One (1) Matter)

B. CONFERENCE WITH LEGAL COUNSEL

Existing Litigation

Pursuant to Government Code Section 54956.9(d)(1)
Rancho Pauma Mutual Water Company vs Pauma Valley Community Services District
(San Diego Superior Court Case No. 37-2023-00038164-CU-BC-NC)

C. PUBLIC EMPLOYMENT PERFORMANCE EVALUATION

Title: General Manager

Authority: Government Code section 54957

D. PUBLIC EMPLOYEE APPOINTMENT

Title: General Manager

Authority: Government Code Section 54957

Conference with Labor Negotiator

District Representative: President Jodie Lawston

Employee: General Manager

Authority: Government Code Section 54957.6

6. Open Session

A. Reportable Actions.

-- CONSENT ITEMS --

Items 7-13 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.

7. Minutes of the Special Board Meeting of September 18, 2023

The minutes are the permanent record of the Pauma Valley Community Services District (PVCSD) Board of Directors meeting held on September 18, 2023.

Staff Recommendation:

Approve and file the September 18, 2023, PVCSD Board of Directors Meeting Minutes.

8. Minutes of the Special Board Meeting of October 5, 2023

The minutes are the permanent record of the Pauma Valley Community Services District (PVCSD) Board of Directors meeting held on October 5, 2023.

Staff Recommendation:

Approve and file the October 5, 2023, PVCSD Board of Directors Meeting Minutes.

9. Minutes of the Special Board Meeting of November 3, 2023

The minutes are the permanent record of the Pauma Valley Community Services District (PVCSD) Board of Directors meeting held on November 3, 2023.

Staff Recommendation:

Approve and file the November 3, 2023, PVCSD Board of Directors Meeting Minutes.

10. Review of Balance Sheet, Revenue and Expense for the months of July through October 2023

These reports disclose PVCSD financial statements for the months of July through October 2023.

Staff Recommendation:

Receive and file the PVCSD Financial Statements for the months of July through October 2023.

11. PVCSD Security Reports

This report discloses security and gate activity for the months of September and October 2023.

Staff Recommendation:

Receive and file the PVCSD Security Report for the months of September and October 2023.

12. Mr. Larry Curtis's Notarized Oath of Office

This document comprises the notarized information pertaining to Mr. Larry Curtis's swearing-in ceremony following the appointment made by the Board of Directors.

Staff Recommendation:

Receive and file the Notarized Oath of Office.

13. Pauma Valley Country Club Storm Drain Maintenance Invoice

The PVCSD pays the Pauma Valley Country Club (PVCC) three hundred dollars (\$300) a month for the maintenance of a District Storm Drain near the eighth fairway. Due to the last heavy rain event the PVCC has requested reimbursement for the exceeding costs of maintenance.

Staff Recommendation:

Receive and file the paid invoice and supportive documentation.

-- DISCUSSION ITEM --

14. Long Range Financial Plan Presentation Recap – General Manager Steinlicht

-- ACTION ITEMS --

15. Employment Contract of the General Manager

The Board of Directors will review and consider endorsing an amendment to the General Manager's employment contract.

Staff Recommendation:

Discuss and take other action as appropriate.

16. Board of Directors Presidency Vacancy

President Lawston will step down as current Board President.

Staff Recommendation:

1. Entertain a motion for the position of Board President.
2. Discuss and take other action as appropriate.

17. Public Hearing for Security and Gate Rate Increases

The Board of Directors schedules a public hearing prior to approving Security and Gate rate increases.

Staff Recommendation:

1. Conduct a Public Hearing.
2. Authorize staff to increase rates for Security and Gate charges.
3. Discuss and take other action as appropriate.

18. Approval and Adoption of the District Calendar

The Board of Directors will consider approving and adopting a designated District Calendar that includes scheduling details for Regular Board Meetings and observed holidays.

Staff Recommendation:

Discuss and take other action as appropriate.

-- DISCUSSION ITEMS --

- 19. Financial Reporting Methodology and Discussion** – Vice President Esparza
- 20. Solar System Project Status Update** – General Manager Steinlicht
- 21. AED Compliance and County Guidelines** – Vice President Esparza
- 22. PVCSD and RPMWC Status Update** – Board President
- 23. PVCSD and PVRA Ad-Hoc Committee Update** – Treasurer Collins

-- INFORMATIONAL ITEMS --

24. General Manager’s Report

25. Miscellaneous Items

- A. Requested items for future agendas (**Directors and Staff Only**)
 - a) Email List
 - b) Website Revamp and Transparency Update
 - c) Cost of Living Adjustment for 2023
 - d) Employee Handbook Revisions
 - e) Agreement with RPMWC for SGMA
 - f) CHP Satellite Office and RPMWC
 - g) Tasers for Security
 - h) Analysis for Outsourcing Security and Gate Services
 - i) Salary Survey
 - j) Updates on District Policy Handbook
 - k) Criteria for Restricting RFID Access to Dangerous Individuals
 - l) Critical Spare Part Inventory Replacement Program
 - m) Computerized Management Maintenance System
 - n) Treatment Plant Rehabilitation and Improvement
- B. Board Comments
- C. Announcements
- D. Next Regular Meeting TBD by the Board of Directors.

26. Adjournment

In accordance with the requirements of California Government Code Section 54954.2, this agenda has been posted on the District's website as well as the main lobby of the District's Administrative Office no less than 72 hours prior to the meeting date and time listed above. All public records relating to each agenda item, including any public records distributed less than 72 hours, will be made available at 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 Marissa Fehling, at Marissa.Fehling@paumavalleycsd.ca.gov at least 48 hours before the meeting.

AGENDA POSTED: November 22nd, 2023.

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

Held on September 18, 2023

Directors Present: Jodie Lawston, Roland Skumawitz, & Richard Collins
Directors Absent: Michael Esparza
Also Present: Residents: Bill Winn, Bill Jacobs, Jack Crocker, Rick Levy, Larry Curtis, Charles Mathews, Vice President of RPMWC Laurie Kariya, Jeff Morris of DPMC, and General Manager Eric Steinlicht

1. Call to Order: Special Meeting was called to order at 2:02 p.m. by President Lawston.
2. Pledge of Allegiance: The Pledge of Allegiance was led by President Lawston.
3. Roll Call: Steinlicht verified that a quorum was present.
4. Public Comment Period:
No public comments.

-- ACTION ITEMS --

5. Pauma Valley Community Services District Board of Director Vacancy
The Board of Directors will consider applicants for the existing vacancy on the Pauma Valley Community Services District Board.

Staff Recommendation:

1. Discuss and take other action as appropriate.

Steinlicht explained the noticing process of the Board of Director Vacancy. Skumawitz requested an explanation of the election options. Steinlicht explained that the Board could vote to appoint or wait until the next Regular Meeting scheduled for September 25, 2023, or choose for the March 5th, 2024 election. Skumawitz suggested postponing this to give the community ample time for the possibility of more interest in the vacancy. Skumawitz expressed a concern about making a Board decision without the presence of Director Esparza. Morris explained that if the Board does not make a decision by October 6, 2023, the Board loses its authority to vote on a candidate and the County will make a selection during the March 2024 elections. Skumawitz motioned to postpone this process to the primary election. Lawston asked Morris if the Board could continue with the interview process today without making a vote today. Morris confirmed that that was an option. The Board continued with the interview process with candidate, Rick Levy. Collins motioned to appoint Rick Levy as a Director for the PVCSD. Lawston informed that she would like to postpone the voting process until Director Esparza is present. Crocker argued with a statement that was made that it was undemocratic to vote Rick Levy in without the community being involved and, stated that Rick Levy has a great number of supporters in this community. Crocker informed that believes most of the community was addressed regarding this vacancy, and Rick Levy was the only candidate interested. Crocker felt it was undemocratic to not appoint Levy at this time. Crocker explained why he felt there was no conflict of interest in a Board member being on two separate boards and asked the board to reconsider their decision. Crocker explained that he believes that the community will view the board pushing this decision off to the general election as the board trying to control who gets on the board on not listening to the community's wishes. Mathews commented stating he would like to support that decision due to the board facing a deadline of early October and at this point in time you lose control to appoint someone and cost the community funds for this election after the community has spoken on who'd they like on the

Board. Lawston asked Mathews to clarify who he was referring to when stating the “community” has spoken regarding choosing Rick Levy. Crocker clarified that he is not aware of any groups getting together to make this decision, but just conversations within the community. Morris continued to explain the conflict of interests in having a board member on both boards and explained the options the board has at this time with no motion pending. Skumawitz requested a Special Board Meeting be held on October 5, 2023, and verified the date worked for all.

6. Resolution for Financial Transaction Authorization
The Board of Directors will consider approving Resolution 116 for Financial Transaction Authorization.

Staff Recommendation:

1. Approve Resolution 116 granting the Interim Office Manager signing authority for Financial Transactions.
2. Discuss and take other action as appropriate.

Steinlicht explained Resolution 116. Collins requested that a monthly report be presented to him with a list of checks over \$5k. Kariya asked if the date on the Resolution will be corrected. Steinlicht confirmed. Mathews clarified the Resolution and made some comments regarding some discrepancies within the Resolution. Upon a motion by Lawston, seconded by Collins, and unanimously carried, Resolution 116 was approved and adopted.

--DISCUSSION ITEMS--

7. Status Update Between the PVCSD and RPMWC
Lawston informed that President Bandy of RPMWC has voted to go into mediation with PVCSD.

--CLOSED SESSION--

8. The Board of Directors Will Meet in a Closed Session to Discuss
 - A. **CONFERENCE WITH LEGAL COUNSEL**
Potential/Threatened/Anticipated Litigation
Significant Exposure to Litigation
Pursuant to Government Code Section 54956.9(b)
(Three (3) Matters)
 - B. **CONFERENCE WITH LEGAL COUNSEL**
Existing Litigation
Pursuant to Government Code Section 54956.9(d)(1)
Rancho Pauma Mutual Water Company vs Pauma Valley Community Services District
(San Diego Superior Court Case No. 37-2023-00038164-CU-BC-NC)
 - C. **PUBLIC EMPLOYMENT PERFORMANCE EVALUATION**
Title: General Manager
Authority: Government Code section 54957
 - D. **PUBLIC EMPLOYEE APPOINTMENT**
Title: General Manager
Authority: Government Code Section 54959
Conference with Labor Negotiator
District Representative: President Jodie Lawston
Employee: General Manager
Authority: Government Code Section 54957.6

Pauma Valley Community Services District
Minutes of the Board of Directors Meeting
September 18, 2023

The Board entered closed session at 2:43 p.m.

9. Open Session

A. Reportable Actions

The meeting was reconvened to open session at 3:33 p.m. with no reportable actions.

10. Adjournment

With nothing further to discuss, a motion was made by Director Lawston to adjourn at 3:34 p.m., seconded by Director Skumawitz, and unanimously approved.



Eric Steinlicht, Recording Secretary

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

Held on October 5, 2023

Directors Present: Jodie Lawston, Michael Esparza, Roland Skumawitz, & Richard Collins
Also Present: Residents: Rhonda Curtis, Larry Taylor, Charles Mathews, Bill Jacobs, Rick Levy, Ron Krohn, Pete Carter, Larry Curtis, Bill Winn, Darlene Shiley, Tom Cerruti, Nelson, President of PVRA Jack Crocker, Treasurer of RPMWC Bruce Knox, Secretary of RPMWC Linda Shoaff, Director of RPMWC Scott Shinner Jeff Morris of DPMC, and General Manager Eric Steinlicht

1. Call to Order: Special Meeting was called to order at 2:00 p.m. by President Lawston.
2. Pledge of Allegiance: The Pledge of Allegiance was led by President Lawston.
3. Roll Call: Fehling verified that a quorum was present.
4. Public Comment Period:
Jacobs inquired about the upcoming scheduled roadwork closures. Crocker explained where the roadwork would be taking place and that it would be 3 weeks of roadwork. Crocker informed that this was determined last week when learning that this schedule would save Pauma Valley Roadway Association (PVRA) about \$40K. Lawston questioned what Pauma Valley Drive resident's access issues would be. Crocker explained. Carter questioned if there would be a gate attendant guarding the rear gate during this time; Crocker informed us that that would be up to PVCSD to schedule. Steinlicht informed that the district is working on coordinating the rear gate schedule and sorting out any technology troubles there may be. Shoaff suggested setting up a phone line at the rear guard shack. Esparza questioned whether emergency vehicles would have access through the Front Gate if needed. Crocker explained the paving schedule. Jacobs inquired on the status of hole #8 ditch drainage cleaning. Steinlicht informed that they are collecting data on what the best method would be to get it cleaned out. Collins stated the Board is behind whatever overtime the General Manager approves for staff to man the gates during the roadwork projects.

--CONSENT ITEMS--

Items 5-11 appearing on the Consent Calendar may be voted on by 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.

5. Minutes of the Regular Board Meeting of July 24, 2023
6. Minutes of the Special Board Meeting of August 7, 2023
7. Minutes of the Special Board Meeting of August 28, 2023
8. Review of Balance Sheet, Revenue, and Expense for July Through August 2023
9. Accounts Receivable Report for July Through August 2023
10. Professional Services Agreement between PVCSD and Water Quality Specialists
11. PVCSD Security Reports for July Through August 2023

Knox informed that he would like to have items 8 and 10 pulled for further discussion. Mathews inquired on why there was no agenda item to provide an update on the solar project. Steinlicht informed that he would have an update on the solar project at the next Regular Meeting, reminding that this was a Special Meeting. Mathews noted that this agenda has items on it that are typically on a Regular Meeting Agenda. Morris informed that the next Regular Meeting is not scheduled until the end of November and that this Special Meeting was scheduled to address some items that were not addressed at the last canceled Regular Meeting. Mathews requested Morris to provide him with the government code to further explain this. Shiley questioned why the roadwork schedule was not relayed to the community in advance. Crocker explained that the bids and savings

just recently came through and the timing of the schedule was accepted in order to save funds. Steinlicht informed that there was some miscommunication between him and Crocker. Nelson referred to Ordinance 55, questioning whether the verification of driver's licenses and insurance was being done. Collins informed that he is trying to work with PVRA to get the process sorted out. Nelson mentioned a lawsuit between RPMWC and PVCSD. Morris informed that there has been no lawsuit served to PVCSD. Esparza pulled items 8 and 10 for further discussion. Upon a motion by Director Esparza, seconded by Director Skumawitz, and a unanimous vote, items 5,7, and 11 and were approved presented.

Collins made a dealership name correction to the Special Board Meeting Minutes of August 7, 2023. Upon a motion by Director Lawston, seconded by Esparza item number 6 was approved with corrections made herein.

Knox requested clarification on item 10 on whether Water Quality Specialists had already been hired. Steinlicht confirmed. Knox made some comments explaining his concerns with the presented financial statements. Esparza acknowledged the comments and informed that any needed corrections would be made. Steinlicht explained that during the separation between PVCSD and RPMWC, PVCSD lost staff so a new admin staff member was hired to assist, and corrections would be made to the financials as soon as possible. Esparza asked Knox to send him an email with his findings. Knox mentioned that RPMWC owes PVCSD money that they would like to get taken care of. Shoaff commented that once both Boards agree on the amounts, they will get it paid.

A motion was made by Esparza to approve item 10, seconded by Collins and a unanimous vote was approved.

Mathews commented that a simple solution for the RPMWC dues to PVCSD would be for RPMWC to pay the amount that is not in dispute. Mathews expressed that he was disappointed in the fact that the financial status was not discussed, and additional benefits were requested. Mathews inquired on how the District plans to get into a better financial position. Steinlicht explained that the recently approved Long Term Financial Plan included a planned rate increase which is the next plan. Esparza informed that there will be an update on financials at the next Regular Meeting.

--ACTION ITEMS--

12. Pauma Valley Community Services District Board of Directors Vacancy
The Board of Directors will consider applicants for the existing vacancy on the Pauma Valley Community Services District Board.

Staff Recommendation:

1. Discuss and take other action as appropriate.

Lawston explained the interview process. Lawston asked candidate Curtis a set of questions. Curtis explained why he would be an asset to the Board of Directors of PVCSD. Esparza asked candidate Levy a set of questions. Levy explained his knowledge of QuickBooks and gave some recommendations to the Board. Mathews asked for a clarification of the candidates on the ballot and the closure dates. Morris explained that there are no hard-set deadlines and with not a lot of interest the Board can decide on accepting candidates. Skumawitz asked Curtis for an explanation of this background in conditions analysis and negotiations. Curtis explained his experience being a small business owner. Director Collins made a motion to call a vote by hands, seconded by Director Lawston, and unanimously approved. The motion was to appoint a candidate as a new Board Member to the PVCSD Board of Directors. Candidate Larry Curtis was voted in with 4-0 outcome. The term for Larry Curtis will end in March 2024.

13. Halloween Event Authorization and Logistics at the Pauma Valley Country Club Estates 2023
The Board of Directors will consider options for Halloween 2023.

Staff Recommendation:

1. Provide authorization and logistical direction to staff for Halloween 2023.
2. Discuss and take other action as appropriate.

Steinlicht explained that this decision should be made with PVRA roadwork in mind. Shiley stated that this was a privacy and safety issue. Fehling explained the guidelines and procedures that the gate attendants would relay to the guests. Skumawitz explained the previous year's process. Esparza suggested having an additional Patrol on duty that night. Upon a motion by Lawston, seconded by Skumawitz, and unanimously carried, staff was authorized to all Trick or Treating on the evening of Halloween following the same guidelines as the previous year.

14. Districts Benefits Renewal
The Board of Directors will consider offering dental, vision, and additional healthcare benefits to District staff.

Staff Recommendation:

1. Authorize staff to offer enhanced healthcare options.
2. Authorize staff to offer District vision care benefits at an eighty percent District expense.
3. Authorize staff to offer District dental care benefits at an eighty percent District expense.
4. Discuss and take other action as appropriate.

Steinlicht explained the benefits historically offered to staff and explained the tier options. Steinlicht explained what the cost to the District would be to offer additional benefits like higher medical tiers, dental, and vision plans. Esparza expressed that given the District's financial status, this would not be a good time to increase the District's expenses. Collins communicated his agreement to refrain from increasing the District's expenses at this time, however, was in agreement that employees may have the option to incur additional expenses personally if they choose higher tiers or opt for dental and vision plans which would be available at the full cost to the employee. Skumawitz and Lawston agreed. Upon a motion by Collins, seconded by Lawston, and unanimously approved, staff were authorized to add dental, vision, and the Platinum level medical plan at the full expense of the employee.

--DISCUSSION ITEMS--

15. Status Update Between the PVCSD and RPMWC- President Lawston
Lawston informed that there was no status update at this time. Morris gave a proposed date for mediation.
16. Ordinance 55 Investigational Status Update- Treasurer Collins
Collins informed that this was discussed earlier in the meeting. Collins added that an ad hoc meeting is scheduled next week to work through some items and hopefully come to an agreement. Collins explained that some concerns to be addressed included, having PVCSD Patrolmen address speeding violations. Shoaff asked what the consequences are for those given a Notice of Violation. Collins informed that those details are also in the works. Crocker explained that PVRA needs to be in the know of what rules of the road PVCSD will not be enforcing. Lawston requested an update from the ad hoc committee at the next meeting.
17. Ordinance 54 and Private Sewer Lateral Liability- General Manager Steinlicht

Steinlicht explained the issues he found with the ordinance and how they can affect the District's financial situation and gave some modification suggestions. Esparza requested that Steinlicht come back to the Board with details. Crocker expressed his concerns with Steinlicht's modification requests to the Ordinance. Winn explained the history of this ordinance and why the District took on sewer lateral responsibilities.

--CLOSED SESSION--

18. The Board of Directors Will Meet in a Closed Session to Discuss
 - A. **CONFERENCE WITH LEGAL COUNSEL**
Potential/Threatened/Anticipated Litigation
Significant Exposure to Litigation
Pursuant to Government Code Section 54956.9(b)
(Three (3) Matters)
 - B. **CONFERENCE WITH LEGAL COUNSEL**
Existing Litigation
Pursuant to Government Code Section 54956.9(d)(1)
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 - C. **PUBLIC EMPLOYMENT PERFORMANCE EVALUATION**
Title: General Manager
Authority: Government Code section 54957
 - D. **PUBLIC EMPLOYEE APPOINTMENT**
Title: General Manager
Authority: Government Code Section 54957
Conference with Labor Negotiator
District Representative: President Jodie Lawston
Employee: General Manager
Authority: Government Code Section 54957.6

The Board entered closed session at 3:47 p.m.

19. Open Session

A. Reportable Actions

The meeting was reconvened to open session at 4:42 p.m. with no reportable actions.

20. Adjournment

With nothing further to discuss, a motion was made by Director Lawston to adjourn at 4:43 p.m., seconded by Director Skumawitz, and unanimously approved.

Marissa Fehling

Marissa Fehling, Recording Secretary

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

Held on November 3rd, 2023

Directors Present: Jodie Lawston, Michael Esparza, Roland Skumawitz, Larry Curtis & Richard Collins

Also Present: Jeff Morris of DPMC, and General Manager Eric Steinlicht

1. Call to Order: Special Meeting was called to order at 2:01 p.m. by President Lawston.
2. Pledge of Allegiance: The Pledge of Allegiance was led by President Lawston.
3. Roll Call: Steinlicht verified that a quorum was present.
4. Public Comment Period:
No public comments.

--CLOSED SESSION--

5. The Board of Directors Will Meet in a Closed Session to Discuss
 - A. **CONFERENCE WITH LEGAL COUNSEL**
Potential/Threatened/Anticipated Litigation
Significant Exposure to Litigation
Pursuant to Government Code Section 54956.9(b)
(Three (3) Matters)
 - B. **CONFERENCE WITH LEGAL COUNSEL**
Existing Litigation
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(San Diego Superior Court Case No. 37-2023-00038164-CU-BC-NC)
 - C. **PUBLIC EMPLOYMENT PERFORMANCE EVALUATION**
Title: General Manager
Authority: Government Code section 54957
 - D. **PUBLIC EMPLOYEE APPOINTMENT**
Title: General Manager
Authority: Government Code Section 54957
Conference with Labor Negotiator
District Representative: President Jodie Lawston
Employee: General Manager
Authority: Government Code Section 54957.6

The Board entered closed session at 2:02 p.m.

6. Open Session
 - A. Reportable Actions

The meeting was reconvened to open session at 3:37 p.m. with no reportable actions.

7. Adjournment
With nothing further to discuss, a motion was made by Director Lawston to adjourn at 3:37 p.m., seconded by Director Esparza, and unanimously approved.

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

Balance Sheet

As of July 31, 2023

Accrual Basis	<u>Jul 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash	
100 · Petty Cash	368
102 · Checking	233,613
110 · ResFunds/L.A.I.F.	621
Total Cash	<u>234,602</u>
111 · LAIF Fair Market Value	-8 ¹
Total Checking/Savings	<u>234,594</u>
Receivables ²	
120 · Dues Receivable	40,443
121 · Accounts Receivable	580
Total Receivables	<u>41,023</u>
Other Current Assets	
125 · Due from RPMWC	120,812
140 · Prepaid Insurance	15,519
140.6 · PrePaid Wkrs Comp Ins	1,952
140.7 · Prepaid Solar Rooftop Lease	23,250
141 · Prepaid Others	148
1499 · Undeposited Funds	342
Total Other Current Assets	<u>162,023</u>
Total Current Assets	<u>437,640</u>
Fixed Assets	2,622,700 ¹
Other Assets	<u> </u>
Deferred Outflows - Pension	-35,629 ¹
TOTAL ASSETS	<u><u>3,024,711</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	48,317
Other Current Liabilities	
457 Payable	-100
201.6 · Pre-Paid Customer Fees	34,740
205 · Accrued State Payroll Taxes	580
206.1 · Accrued Retirement	118
2100 · Payroll Liabilities	348
219 · Compensated Employees Absences	30,362
Total Other Current Liabilities	<u>66,048</u>
Total Current Liabilities	<u>114,365</u>
Total Liabilities	114,365
Equity	
460 · Retained Earnings	2,915,961
Net Income	-5,615
Total Equity	<u>2,910,346</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,024,711</u></u>

¹ Account adjusted at year-end.

² Separated Customer "Dues Receivables" from Accounts Receivables

PAUMA VALLEY COMMUNITY SERVICES DISTRICT
 Revenue & Expense Budget Performance
 July 2023

11/17/2023
 Accrual Basis

	Jul 23	Year-to-Date	YTD % of Budget	Annual Budget
Operating Revenues/Expenses				
Revenues				
661 · Sewer Charges	44,756.58	44,756.58	8%	537,079.00
661.5 · Security Patrol Charges	46,541.64	46,541.64	8%	558,500.00
662 · Property Tax	1,343.09	1,343.09	1%	126,737.00
662.1 · Connection Fees	0.00	0.00	-	-
663 · Interest	6.90	6.90	-	-
663.1 · LAIF Fair Market Value Revenue	0.00	0.00	-	-
664.2 · Admin Services	300.00	300.00	-	-
664.6 · Hangar Land Lease	0.00	0.00	0%	1,020.00
664.8 · Gate Damages	480.00	480.00	-	-
664 · Other - Other	100.00	100.00	4%	2,400.00
Total 664 · Other	880.00	880.00	26%	3,420.00
665 · Security Gate Charge	37,500.00	37,500.00	8%	450,000.00
666.5 · RFID Tags	848.00	848.00	20%	4,200.00
667 · Delinquent Charges	617.14	617.14	9%	6,510.00
668 · Vacant Lot/Sewer Availability	396.00	396.00	8%	4,752.00
Total Revenues	132,889.35	132,889.35	8%	1,691,198.00
Expenses				
Depreciation	0.00	0.00 ¹	0%	135,975.00
Dwelling Live	708.91	708.91	8%	8,372.00
Electrical Utilities	5,251.27	5,251.27	9%	57,564.00
Equipment Rentals	0.00	0.00	0%	250.00
Group Health Ins.	5,424.30	5,424.30	6%	95,140.00
Liability Insurance	4,459.69	4,459.69	8%	54,810.00
Miscellaneous Expense				
735 · Plant Miscellaneous	115.50	115.50	11%	1,073.00
825 · Admin. Miscellaneous	240.15	240.15	2%	10,813.00
927 · Patrol Miscellaneous	70.03	70.03	10%	669.00
959.1 · Gate Miscellaneous	66.53	66.53	5%	1,298.00
Total Miscellaneous Expense	492.21	492.21	4%	13,853.00
Office Expense				
812 · Office Supplies	1,300.08	1,300.08	7%	18,643.00
813 · Telephones	820.83	820.83	11%	7,294.00
814 · Postage	704.67	704.67	15%	4,633.00
Total Office Expense	2,825.58	2,825.58	9%	30,570.00
Operator Contract Services	5,500.00	5,500.00	8%	72,800.00
Payroll Taxes	4,531.86	4,531.86	7%	68,400.00
PERS Retirement	4,088.33	4,088.33	7%	58,540.00
Repairs & Maintenance				
Total 712 · Plant Repairs & Maintenance	8,518.99	8,518.99	10%	88,779.00
814.5 · Building Repairs & Maintenance	2,856.12	2,856.12	21%	13,600.00
814.8 · Airpark maintenance	0.00	0.00	0%	900.00
954 · Gate Repairs & Maintenance	3,730.11	3,730.11	11%	35,450.00
Total Repairs & Maintenance	15,105.22	15,105.22	11%	138,729.00
Salaries	55,843.58	55,843.58	7%	756,400.00
Security Expense	558.02	558.02	8%	7,382.00
Uniforms				
719 · Plant Uniforms	197.93	197.93	18%	1,124.00
922 · Security Uniforms	0.00	0.00	0%	1,310.00
954.1 · Gate Uniforms	0.00	0.00	0%	954.00
Total Uniforms	197.93	197.93	6%	3,388.00
Vehicles				
716 · Plant Vehicles	731.90	731.90	8%	8,810.00
917 · Security Vehicles	50.00	50.00	0%	13,340.00
Total Vehicles	781.90	781.90	4%	22,150.00
Workers' Comp. Insurance	1,691.64	1,691.64	8%	22,290.00
701 · Drainage	518.02	518.02	5%	10,000.00
712.1 · State Maint. Fee	0.00	0.00	0%	28,421.00
730 · Water Tests & Analysis	567.23	567.23	5%	11,694.00
815 · Fees	897.83	897.83	10%	8,900.00
816 · Engineering	0.00	0.00	0%	25,000.00
818 · Schools & Meetings	154.64	154.64	1%	10,493.00
819 · Accounting				
819.1 · LTFP/Strategic Plan	7,500.00	7,500.00	-	-
819 · Accounting - Other	9,978.33	9,978.33	20%	50,789.00
Total Accounting	17,478.33	17,478.33	34%	50,789.00
820 · Legal	10,634.12	10,634.12	20%	53,880.00
821.2 · SGMA Technical Study	791.98	791.98	-	-
921 · Guard Houses /Roadway Lease	2.00	2.00	100%	2.00
Total Expenses	138,504.59	138,504.59	8%	1,745,792.00
Net Operating Revenues	-5,615.24	-5,615.24	10%	-54,594.00
Net Revenues	-5,615.24	-5,615.24	10%	-54,594.00

¹ Account adjusted at year-end.

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

Balance Sheet

As of August 31, 2023

Accrual Basis	<u>Aug 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash	
100 · Petty Cash	368
102 · Checking	213,240
110 · ResFunds/L.A.I.F.	621
Total Cash	<u>214,229</u>
111 · LAIF Fair Market Value	-8 ¹
Total Checking/Savings	<u>214,221</u>
Receivables ²	
120 · Dues Receivable	56,430
121 · Accounts Receivable	839
Total Receivables	<u>57,269</u>
Other Current Assets	
125 · Due from RPMWC	98,172
140 · Prepaid Insurance	12,097
140.6 · PrePaid Wkrs Comp Ins	0
140.7 · Prepaid Solar Rooftop Lease	23,250
141 · Prepaid Others	148
1499 · Undeposited Funds	-480
Total Other Current Assets	<u>133,187</u>
Total Current Assets	404,677
Fixed Assets	2,622,700 ¹
Other Assets	
Deferred Outflows - Pension	-35,629 ¹
Total Other Assets	<u>-35,629</u>
TOTAL ASSETS	<u><u>2,991,748</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	34,110
Other Current Liabilities	
457 Payable	50
201.6 · Pre-Paid Customer Fees	29,524
205 · Accrued State Payroll Taxes	1,068
206.1 · Accrued Retirement	118
2100 · Payroll Liabilities	348
219 · Compensated Employees Absences	30,362
Total Other Current Liabilities	<u>61,470</u>
Total Current Liabilities	<u>95,580</u>
Total Liabilities	95,580
Equity	
460 · Retained Earnings	2,915,961
Net Income	-19,793
Total Equity	<u>2,896,168</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,991,748</u></u>

¹ Account adjusted at year-end.

² Separated Customer "Dues Receivables" from Accounts Receivables

	Aug 23	Year-to-Date	YTD % of Budget	Annual Budget
Operating Revenues/Expenses				
Revenues				
661 - Sewer Charges	44,756.58	89,513.16	17%	537,079.00
661.5 - Security Patrol Charges	46,541.64	93,083.28	17%	558,500.00
662 - Property Tax	2,128.50	3,471.59	3%	126,737.00
662.1 - Connection Fees	0.00	0.00	-	-
663 - Interest	2.07	8.97	-	-
663.1 - LAIF Fair Market Value Revenue	0.00	0.00	-	-
664.2 - Admin Services	0.00	300.00	-	-
664.6 - Hangar Land Lease	0.00	0.00	0%	1,020.00
664.8 - Gate Damages	0.00	480.00	-	-
664 - Other -	200.00	300.00	13%	2,400.00
Total 664 - Other	200.00	1,080.00	32%	3,420.00
665 - Security Gate Charge	37,500.00	75,000.00	17%	450,000.00
666.5 - RFID Tags	709.00	1,557.00	37%	4,200.00
667 - Delinquent Charges	958.72	1,575.86	24%	6,510.00
668 - Vacant Lot/Sewer Availability	396.00	792.00	17%	4,752.00
Total Revenues	133,192.51	266,081.86	16%	1,691,198.00
Expenses				
Depreciation	0.00	0.00 ¹	0%	135,975.00
Dwelling Live	708.91	1,417.82	17%	8,372.00
Electrical Utilities	8,082.35	13,333.62	23%	57,564.00
Equipment Rentals	0.00	0.00	0%	250.00
Group Health Ins.	5,721.38	11,145.68	12%	95,140.00
Liability Insurance	4,459.69	8,919.38	16%	54,810.00
Miscellaneous Expense				
735 - Plant Miscellaneous	95.80	211.30	20%	1,073.00
825 - Admin. Miscellaneous	86.75	326.90	3%	10,813.00
927 - Patrol Miscellaneous	28.50	98.53	15%	669.00
959.1 - Gate Miscellaneous	23.25	89.78	7%	1,298.00
Total Miscellaneous Expense	234.30	726.51	5%	13,853.00
Office Expense				
812 - Office Supplies	4,384.08	5,684.16	30%	18,643.00
813 - Telephones	479.94	1,300.77	18%	7,294.00
814 - Postage	0.00	704.67	15%	4,633.00
Total Office Expense	4,864.02	7,689.60	25%	30,570.00
Operator Contract Services	5,500.00	11,000.00	15%	72,800.00
Payroll Taxes	7,462.68	11,994.54	18%	68,400.00
PERS Retirement	5,767.05	9,855.38	17%	58,540.00
Repairs & Maintenance				
712 - Plant Repairs & Maintenance				
712.2 - Oak Tree Repair & Maint.	0.00	0.00	0%	2,465.00
712.3 - Sewer line maintenance	0.00	0.00	0%	20,868.00
712.4 - Sludge Removal	0.00	6,540.10	13%	51,525.00
712.6 - SCADA maintenance	0.00	0.00	0%	4,900.00
712 - Plant Repairs & Maintenance - Other	4,216.47	6,195.36	69%	9,021.00
Total 712 - Plant Repairs & Maintenance	4,216.47	12,735.46	14%	88,779.00
814.5 - Building Repairs & Maintenance	538.74	3,394.86	25%	13,600.00
814.8 - Airpark maintenance	0.00	0.00	0%	900.00
954 - Gate Repairs & Maintenance	270.00	4,000.11	11%	35,450.00
Repairs & Maintenance - Other	23.85	23.85	-	-
Total Repairs & Maintenance	5,049.06	20,154.28	15%	138,729.00
Salaries	78,329.61	134,173.19	18%	756,400.00
Security Expense	1,047.93	1,605.95	22%	7,382.00
Uniforms				
719 - Plant Uniforms	81.58	279.51	25%	1,124.00
922 - Security Uniforms	0.00	0.00	0%	1,310.00
954.1 - Gate Uniforms	0.00	0.00	0%	954.00
Total Uniforms	81.58	279.51	8%	3,388.00
Vehicles				
716 - Plant Vehicles	0.00	731.90	8%	8,810.00
917 - Security Vehicles	282.74	332.74	2%	13,340.00
Total Vehicles	282.74	1,064.64	5%	22,150.00
Workers' Comp. Insurance	1,865.16	3,556.80	16%	22,290.00
701 - Drainage	300.00	818.02	8%	10,000.00
712.1 - State Maint. Fee	0.00	0.00	0%	28,421.00
730 - Water Tests & Analysis	849.40	1,416.63	12%	11,694.00
815 - Fees	200.00	1,097.83	12%	8,900.00
816 - Engineering	0.00	0.00	0%	25,000.00
818 - Schools & Meetings	870.73	1,025.37	10%	10,493.00
819 - Accounting				
819.1 - LTFP/STRATEGIC PLAN	7,500.00	15,000.00	-	-
819.2 - Audit	700.00	700.00	-	-
819 - Accounting - Other	1,929.26	11,907.59	23%	50,789.00
Total Accounting	10,129.26	27,607.59	54%	50,789.00
820 - Legal	5,564.05	16,198.17	30%	53,880.00
821.2 - SGMA Technical Study	0.00	791.98	-	-
921 - Guard Houses /Roadway Lease	0.00	2.00	100%	2.00
Total Expenses	147,369.90	285,874.49	16%	1,745,792.00
Net Operating Revenues	-14,177.39	-19,792.63	36%	-54,594.00
Net Revenues	-14,177.39	-19,792.63	36%	-54,594.00

¹ Account adjusted at year-end.

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

Balance Sheet

As of September 30, 2023

Accrual Basis	Sep 30, 23
ASSETS	
Current Assets	
Checking/Savings	
Cash	
100 · Petty Cash	368
102 · Checking	237,344
110 · ResFunds/L.A.I.F.	621
Total Cash	238,333
111 · LAIF Fair Market Value	-8 ¹
Total Checking/Savings	238,325
Receivables ²	
120 · Dues Receivable	69,424
121 · Accounts Receivable	409
Total Receivables	69,833
Other Current Assets	
125 · Due from RPMWC	69,116
140 · Prepaid Insurance	8,676
140.6 · PrePaid Wkrs Comp Ins	0
140.7 · Prepaid Solar Rooftop Lease	23,250
141 · Prepaid Others	148
Total Other Current Assets	101,190
Total Current Assets	409,348
Fixed Assets	2,622,700 ¹
Other Assets	
Deferred Outflows - Pension	-35,629 ¹
Total Other Assets	-35,629
TOTAL ASSETS	2,996,419
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	56,685
Other Current Liabilities	
457 Payable	100
201.6 · Pre-Paid Customer Fees	31,568
205 · Accrued State Payroll Taxes	1,136
206.1 · Accrued Retirement	118
2100 · Payroll Liabilities	348
219 · Compensated Employees Absences	30,362
Total Other Current Liabilities	63,632
Total Current Liabilities	120,317
Total Liabilities	120,317
Equity	
460 · Retained Earnings	2,915,961
Net Income	-39,858
Total Equity	2,876,103
TOTAL LIABILITIES & EQUITY	2,996,420

¹ Account adjusted at year-end.

² Separated Customer "Dues Receivables" from Accounts Receivables

PAUMA VALLEY COMMUNITY SERVICES DISTRICT
 Revenue & Expense Budget Performance
 September 2023

11/17/2023
 Accrual Basis

	Sep 23	Year-to-Date	YTD % of Budget	Annual Budget
Operating Revenues/Expenses				
Revenues				
661 · Sewer Charges	44,756.58	134,269.74	25%	537,079.00
661.5 · Security Patrol Charges	46,541.64	139,624.92	25%	558,500.00
662 · Property Tax	984.70	4,456.29	4%	126,737.00
662.1 · Connection Fees	0.00	0.00	-	-
663 · Interest	1.86	10.83	-	-
663.1 · LAIF Fair Market Value Revenue	0.00	0.00	-	-
664.2 · Admin Services	0.00	300.00	-	-
664.6 · Hangar Land Lease	225.00	225.00	22%	1,020.00
664.8 · Gate Damages	0.00	480.00	-	-
664 · Other - Other	300.00	600.00	25%	2,400.00
Total 664 · Other	525.00	1,605.00	47%	3,420.00
665 · Security Gate Charge	37,500.00	112,500.00	25%	450,000.00
666.5 · RFID Tags	579.50	2,136.50	51%	4,200.00
667 · Delinquent Charges	700.76	2,276.62	35%	6,510.00
668 · Vacant Lot/Sewer Availability	396.00	1,188.00	25%	4,752.00
Total Revenues	131,986.04	398,067.90	24%	1,691,198.00
Expenses				
Depreciation	0.00	0.00 ¹	0%	135,975.00
Dwelling Live	708.91	2,126.73	25%	8,372.00
Electrical Utilities	4,962.89	18,296.51	32%	57,564.00
Equipment Rentals	0.00	0.00	0%	250.00
Group Health Ins.	4,931.96	16,077.64	17%	95,140.00
Liability Insurance	4,459.69	13,379.07	24%	54,810.00
Miscellaneous Expense				
735 · Plant Miscellaneous	22.50	233.80	22%	1,073.00
825 · Admin. Miscellaneous	149.40	476.30	4%	10,813.00
927 · Patrol Miscellaneous	19.00	117.53	18%	669.00
959.1 · Gate Miscellaneous	15.50	105.28	8%	1,298.00
Total Miscellaneous Expenses	206.40	932.91	7%	13,853.00
Office Expense				
812 · Office Supplies	2,850.12	8,534.28	46%	18,643.00
813 · Telephones	437.82	1,738.59	24%	7,294.00
814 · Postage	443.08	1,147.75	25%	4,633.00
Office Expense - Other	229.30	229.30	-	-
Total Office Expense	3,960.32	11,649.92	38%	30,570.00
Operator Contract Services	5,500.00	16,500.00	23%	72,800.00
Payroll Taxes	4,690.64	16,685.18	24%	68,400.00
PERS Retirement	3,812.83	13,668.21	23%	58,540.00
Repairs & Maintenance				
712 · Plant Repairs & Maintenance				
712.2 · Oak Tree Repair & Maint.	0.00	0.00	0%	2,465.00
712.3 · Sewer line maintenance	6,210.00	6,210.00	30%	20,868.00
712.4 · Sludge Removal	4,350.00	10,890.10	21%	51,525.00
712.6 · SCADA maintenance	0.00	0.00	0%	4,900.00
712 · Plant Repairs & Maintenance - Other	2,589.52	8,784.88	97%	9,021.00
Total 712 · Plant Repairs & Maintenance	13,149.52	25,884.98	29%	88,779.00
814.5 · Building Repairs & Maintenance	5,617.93	9,012.79	66%	13,600.00
814.8 · Airpark maintenance	225.00	225.00	25%	900.00
954 · Gate Repairs & Maintenance	4,285.50	8,285.61	23%	35,450.00
Repairs & Maintenance - Other	0.00	23.85	-	-
Total Repairs & Maintenance	23,277.95	43,432.23	31%	138,729.00
Salaries	53,839.32	188,012.51	25%	756,400.00
Security Expense	519.17	2,125.12	29%	7,382.00
Uniforms				
719 · Plant Uniforms	213.16	492.67	44%	1,124.00
922 · Security Uniforms	0.00	0.00	0%	1,310.00
954.1 · Gate Uniforms	0.00	0.00	0%	954.00
Total Uniforms	213.16	492.67	15%	3,388.00
Vehicles				
716 · Plant Vehicles	140.43	872.33	10%	8,810.00
917 · Security Vehicles	50.00	382.74	3%	13,340.00
Total Vehicles	190.43	1,255.07	6%	22,150.00
Workers' Comp. Insurance	3,395.17	6,951.97	31%	22,290.00
701 · Drainage	0.00	818.02	8%	10,000.00
712.1 · State Maint. Fee	0.00	0.00	0%	28,421.00
730 · Water Tests & Analysis	899.42	2,316.05	20%	11,694.00
815 · Fees	0.00	1,097.83	12%	8,900.00
816 · Engineering	23,625.37	23,625.37	95%	25,000.00
818 · Schools & Meetings	479.43	1,504.80	14%	10,493.00
819 · Accounting				
819.1 · LTFP/Strategic Plan	0.00	15,000.00	-	-
819.2 · Audit	5,000.00	5,700.00	-	-
819 · Accounting - Other	334.00	12,241.59	24%	50,789.00
Total Accounting	5,334.00	32,941.59	65%	50,789.00
820 · Legal	7,044.37	23,242.54	43%	53,880.00
821.2 · SGMA Technical Study	0.00	791.98	-	-
921 · Guard Houses/Roadway Lease	0.00	2.00	100%	2.00
Total Expenses	152,051.43	437,925.92	25%	1,745,792.00
Net Operating Revenues	-20,065.39	-39,858.02	73%	-54,594.00
Net Revenues	-20,065.39	-39,858.02	73%	-54,594.00

¹ Account adjusted at year-end.

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

Balance Sheet

As of October 31, 2023

Accrual Basis	<u>Oct 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Cash	
100 · Petty Cash	368
102 · Checking	197,178
110 · ResFunds/L.A.I.F.	626
Total Cash	<u>198,172</u>
111 · LAIF Fair Market Value	-8 ¹
Total Checking/Savings	<u>198,164</u>
Receivables ²	
120 · Dues Receivable	80,370
121 · Accounts Receivable	459
Total Receivables	<u>80,829</u>
Other Current Assets	
125 · Due from RPMWC	83,859
140 · Prepaid Insurance	5,255
140.6 · PrePaid Wkrs Comp Ins	0
140.7 · Prepaid Solar Rooftop Lease	23,250
141 · Prepaid Others	148
Total Other Current Assets	<u>112,512</u>
Total Current Assets	391,505
Fixed Assets	
Other Assets	
Deferred Outflows - Pension	-35,629 ¹
TOTAL ASSETS	<u><u>2,981,901</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	22,196
Other Current Liabilities	
457 Payable	100
201.6 · Pre-Paid Customer Fees	28,419
205 · Accrued State Payroll Taxes	976
206.1 · Accrued Retirement	845
2100 · Payroll Liabilities	348
219 · Compensated Employees Absences	30,362
Total Other Current Liabilities	<u>61,050</u>
Total Current Liabilities	<u>83,246</u>
Total Liabilities	83,246
Equity	
460 · Retained Earnings	2,915,961
Net Income	-17,306
Total Equity	<u>2,898,655</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,981,901</u></u>

¹ Account adjusted at year-end.

² Separated Customer "Dues Receivables" from Accounts Receivables

PAUMA VALLEY COMMUNITY SERVICES DISTRICT
 Revenue & Expense Budget Performance
 October 2023

11/17/2023
 Accrual Basis

	Oct 23	Year-to-Date	YTD % of Budget	Annual Budget
Operating Revenues/Expenses				
Revenues				
661 · Sewer Charges	44,756.58	179,026.32	33%	537,079.00
661.5 · Security Patrol Charges	46,541.64	186,166.56	33%	558,500.00
662 · Property Tax	2,099.04	6,555.33	5%	126,737.00
662.1 · Connection Fees	0.00	0.00	-	-
663 · Interest	5.60	16.43	-	-
663.1 · LAIF Fair Market Value Revenue	0.00	0.00	-	-
664.2 · Admin Services	100.00	400.00	-	-
664.6 · Hangar Land Lease	0.00	225.00	22%	1,020.00
664.8 · Gate Damages	0.00	480.00	-	-
664 · Other - Other	1,450.00	2,050.00	85%	2,400.00
Total 664 · Other	1,550.00	3,155.00	92%	3,420.00
665 · Security Gate Charge	37,500.00	150,000.00	33%	450,000.00
666.5 · RFID Tags	675.00	2,811.50	67%	4,200.00
667 · Delinquent Charges	992.25	3,268.87	50%	6,510.00
668 · Vacant Lot/Sewer Availability	396.00	1,584.00	33%	4,752.00
Total Revenues	134,516.11	532,584.01	31%	1,691,198.00
Expenses				
Depreciation	0.00	0.00 ¹	0%	135,975.00
Dwelling Live	744.35	2,871.08	34%	8,372.00
Electrical Utilities	4,816.27	23,112.78	40%	57,564.00
Equipment Rentals	0.00	0.00	0%	250.00
Group Health Ins.	5,716.77	21,794.41	23%	95,140.00
Liability Insurance	4,459.69	17,838.76	33%	54,810.00
Miscellaneous Expense				
735 · Plant Miscellaneous	8.50	242.30	23%	1,073.00
825 · Admin. Miscellaneous	51.00	527.30	5%	10,813.00
927 · Patrol Miscellaneous	19.00	136.53	20%	669.00
959.1 · Gate Miscellaneous	15.50	120.78	9%	1,298.00
Total Miscellaneous Expense	94.00	1,026.91	7%	13,853.00
Office Expense				
812 · Office Supplies	1,867.18	10,401.46	56%	18,643.00
813 · Telephones	459.34	2,197.93	30%	7,294.00
814 · Postage	0.00	1,147.75	25%	4,633.00
Office Expense - Other	328.48	557.78	-	-
Total Office Expense	2,655.00	14,304.92	47%	30,570.00
Operator Contract Services	11,850.00	28,350.00	39%	72,800.00
Payroll Taxes	4,379.65	21,064.83	31%	68,400.00
PERS Retirement	4,594.08	18,262.29	31%	58,540.00
Repairs & Maintenance				
712 · Plant Repairs & Maintenance				
712.2 · Oak Tree Repair & Maint.	43.09	43.09	2%	2,465.00
712.3 · Sewer line maintenance	0.00	6,210.00	30%	20,868.00
712.4 · Sludge Removal	0.00	10,890.10	21%	51,525.00
712.6 · SCADA maintenance	0.00	0.00	0%	4,900.00
712 · Plant Repairs & Maintenance - Other	716.46	9,501.34	105%	9,021.00
Total 712 · Plant Repairs & Maintenance	759.55	26,644.53	30%	88,779.00
814.5 · Building Repairs & Maintenance	50.00	9,062.79	67%	13,600.00
814.8 · Airpark maintenance	0.00	225.00	25%	900.00
954 · Gate Repairs & Maintenance	4,469.00	12,754.61	36%	35,450.00
Repairs & Maintenance - Other	0.00	23.85	-	-
Total Repairs & Maintenance	5,278.55	48,710.78	35%	138,729.00
Salaries	54,797.36	242,809.87	32%	756,400.00
Security Expense	273.14	2,398.26	32%	7,382.00
Uniforms				
719 · Plant Uniforms	0.00	492.67	44%	1,124.00
922 · Security Uniforms	0.00	0.00	0%	1,310.00
954.1 · Gate Uniforms	0.00	0.00	0%	954.00
Total Uniforms	0.00	492.67	15%	3,388.00
Vehicles				
716 · Plant Vehicles	209.15	1,081.48	12%	8,810.00
917 · Security Vehicles	138.64	521.38	4%	13,340.00
Total Vehicles	347.79	1,602.86	7%	22,150.00
Workers' Comp. Insurance	1,697.61	8,649.58	39%	22,290.00
701 · Drainage	300.00	1,118.02	11%	10,000.00
712.1 · State Maint. Fee	0.00	0.00	0%	28,421.00
730 · Water Tests & Analysis	1,834.53	4,150.58	35%	11,694.00
815 · Fees	1,666.00	2,763.83	31%	8,900.00
816 · Engineering	0.00	23,625.37	95%	25,000.00
818 · Schools & Meetings	69.34	1,574.14	15%	10,493.00
819 · Accounting				
819.1 · LTFP/Strategic Plan	0.00	15,000.00	-	-
819.2 · Audit	1,200.00	6,900.00	-	-
819 · Accounting - Other	0.00	12,241.59	24%	50,789.00
Total Accounting	1,200.00	34,141.59	67%	50,789.00
820 · Legal	4,645.00	27,887.54	52%	53,880.00
821.2 · SGMA Technical Study	545.36	1,337.34	-	-
921 · Guard Houses /Roadway Lease	0.00	2.00	100%	2.00
Total Expenses	111,964.49	549,890.41	31%	1,745,792.00
Net Operating Revenues	22,551.62	-17,306.40	32%	-54,594.00
Net Revenues	22,551.62	-17,306.40	32%	-54,594.00

¹ Account adjusted at year-end.

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

SECURITY REPORT

October 10 2023 – November 10 2023

Pauma Valley CSD Security Department Personnel		
Name	Call Sign	Billet
Officer Todd Albert	1L2	Patrolman / Security Supervisor
Officer German Colin	1L5	Patrolman
Officer Dale Easter	1L6	Patrolman
Officer Luis Orozco	1L4	Patrolman
Eduardo Aguilar	1L7	Patrolman
Matthew Carson	C1	Gate Attendant Supervisor
Christopher Phan	C1	Gate Attendant/ Patrol
Zachary Meyer	C1	Gate Attendant
Brandon Wilson	C1	Gate Attendant
Blake McGinley	C1	Gate Attendant

Vehicle Maintenance Report

START---

- Tesla 01 (51,203) – Did not pass visual inspection.
- Tesla 02 (57,301) – Did not pass visual inspection.

Unit 01 key card is missing, tire rotation is needed soon, wrap on trunk and quarter panel is sun faded, the vehicle was serviced by Tesla on 10-12-23, safety restraining issue was fixed, cabin air filter replaced and the auto park issue was also fixed, everything else is in good working condition. Unit 02 windshield washer fluid is low, front left tire had a nail and was repaired by Serrato Auto on 11-4-23, wrap on trunk and quarter panel is sun faded, driver seat cover is ripped, everything else is in good working condition.

- German Colin, Vehicle Maintenance Officer

Gate Report

The American Asphalt road work with the Roadway Association on new curbs and a resurfacing of the streets has come to an end. Regarding gate operation at the front gate, Quality Gate Co. has said that the asphalt company placed the ground safety loops too close to the inside of the gates and damaged them as well during installation. Quality Gate has got them adjusted to work for now. The switch panel control for the rear and center gates located at the front guardhouse remains shorted out and requires further electrical work beyond the switching unit to remedy. We have one rear gate camera offline currently.

Matthew Carson, Gate Supervisor

ACTIVITY LOG

October 11th, 2023 at 1235 – Other. Officer Albert followed up with a guest regarding an incident that happened yesterday. The guest said he was at the back gate with a pass and waved his pass to the gatehouse but no one was inside the booth. He then tried to back up but a vehicle was behind him. The vehicle eventually backed up to give way for the guest. The vehicle then drove by him and struck his vehicle. The guest began to follow the other vehicle through the gate but was struck by the arm barrier. The vehicle was damaged. Officer Albert said he would check out the video footage and get back to the guest.

October 12th, 2023 at 0900 – Other. Officer Albert returned a call to a guest whose vehicle was struck by the arm barrier. After reviewing the video footage. It shows the guest tailgating another vehicle from that back gate. The barrier arm hits the vehicle. This is the result of the damages done to the guest's vehicle.

October 13th, 2023 at 1748 – Other. A large tree had fallen on Wiskon Way East. Officer Phan Put cones out and warned residents to proceed with caution.

October 13th, 2023 at 2247 – Suspicious Activity. Officer Colin received multiple calls about a man walking on Cole Grade Rd. Officer Colin made contact with the individual. The man said he wanted a ride to Pauma Casino. Officer Colin told the man he could not give him a ride, the man got upset and continued walking towards the highway. The Sheriffs were called but never showed up. Officer Colin watched the man until he was out of the area.

October 15th, 2023 at 0917 – Snake Call. Officer Orozco was dispatched to Tukwut for a snake call. UTL the snake.

October 16th, 2023 at 1941 – Suspicious Activity. A resident on Womsi Rd. reported seeing flashing lights on Temet Dr. She requested for the patrol to investigate. Officer Aguilar was unable to locate the flashing light.

October 16th, 2023 at 2128 – Unsecured Door. Officer Aguilar found two garage doors inside PVCCE. Control1 to make contact with the residents.

October 17th, 2023 at 2128 – Unsecured Door. Officer Aguilar found one garage door open inside PVCCE. Control 1 to make contact with the resident.

October 18th, 2023 at 1030 – Snake Call. Officer Easter was dispatched to Pauma Valley Dr. for a snake call. UTL snake.

October 18th, 2023 at 1430 – Altercation. An RPM worker contacted Patrol to inform him that he was in an altercation with an individual. He said there was a green van that blew past the stop sign. The RPM worker honked his horn to get the driver's attention. The driver started yelling profanity words. The van turned around and continued to follow the RPM worker around Pauma Valley Dr. The Officer on duty tracked down the vehicle to a house on Wiskon Way West. Officer Easter made contact with the driver. He immediately started yelling at the Officer telling him to get off the property and that he didn't even know why the Officer was there. The driver continued to blame the RPM worker for not stopping at the stop sign, and that it wasn't him who was at fault. The Officer tried to explain why he was there at the house.

The driver then slammed the door and locked it. Officer Easter reported this issue to upper management and will be documented.

October 19th, 2023 at 1840 – Process Server. Officer Phan was dispatched to escort a process server to Taspa Ct. The Agent made contact with the resident. Officer Phan successfully escorted the agent out of the community.

October 21st, 2023 at 2127 – Unsecured Door. Officer Aguilar found one garage door open inside PVCCE. Control 1 to make contact with the resident.

October 22nd, 2023 at 1718 – Medical. Officer Aguilar was dispatched for a medical on PVD. Officer Aguilar made contact with the resident. He said he wasn't feeling very well but was very alert. The medics and Cal Fire arrived at 1726. One was transported to Palomar Hospital.

October 23rd, 2023 at 2131 – Unsecured Door. Officer Aguilar found one garage door open inside PVCCE. Control 1 to make contact with the resident.

October 26th, 2023 at 0031 – Saint Francis 11.53. Officer Albert found a silver Dodge Caravan parked in the lot. One WMA sleeping in his vehicle. The Officer made contact with the individual. Informed him that he could not sleep here and needed to move. The individual complied and left.

October 26th, 2023 at 1130 – Resident Concern. A resident stated that a big truck did damage to her cement on the driveway and to the water lines. She wanted to know how this could be prevented next time. Officer Albert informed her to call Google Maps and have them update the maps so the vehicle would stop making the same mistake every time. The Officer also said he would speak with the GM and see what could be done as well to stop this from happening again. Officer Albert spoke with the asphalt company and gave them the address of the damaged cement so they could speak with the owner.

October 26th, 2023 at 1325 – Suspicious Activity. A large RV was found parked at Saint Francis. The vehicle information was logged. Saint Francis was notified.

October 26th, 2023 at 1846 – North Coast Church 11.53. Officer Phan found the lights on in the children's room. The building was secured. Contact to be notified.

October 26th, 2023 at 2121 – Pauma Building 11.53. Officer Phan found building 200 and 300 doors unsecured. The Officer cleared the building, unable to secure the door. Contact to be notified in the morning.

October 27th, 2023 at 0630 – Gate Crasher. A vehicle came in contact with the back gate. The cameras were unable to pick up the vehicle description. The barrier arm was put back into the working position.

October 27th, 2023 at 2100 – Unsecured Door. Officer Phan found one garage door open inside the PVCCE. Control 1 to make contact with the resident.

October 28th, 2023 at 1146 – Pauma School 11.53. Officer Easter found classroom #13 unsecured, and cleared the building, unable to secure the door. The book room unsecured, cleared the room, unable to secure the door. The chemical storage room was unsecured, cleared the room, but was unable to secure the door. The Officer found the boy's and girls'

bathroom open, cleared and secured both doors. The library room unsecured, cleared the room, unable to secure the door. The Pauma School garage storage was open, cleared the building, but was unable to secure the door. The cafeteria building was found open, and the Officer cleared and secured the building. The boy's and girl's bathroom on the primary building was open. The Officer cleared and secured the doors. Contact to be notified.

October 28th, 2023 at 2217 – Unsecured Door. Officer Aguilar found two garage doors inside PVCCE. Control1 to make contact with the residents.

October 29th, 2023 at 0615 – Pauma School 11.53. Pauma School alarm went off while checking the Admin building. The alarm was not set. Contact to be notified.

October 29th, 2023 at 1310 – Pauma School 11.53. Officer Orozco found classroom #13 unsecured. The Officer cleared the building but was unable to secure the door. Pauma School Faculty members entered the school shortly after.

October 30th, 2023 at 1115 – Gate Malfunction. Officer Orozco found the rear exit gate on PVD off the rails. The Officer was able to put the gate back into the working position.

October 30th, 2023 at 2230 – Pauma School 11.53. Pauma School alarm went off while checking the Admin building. The alarm was not set. Contact to be notified.

October 31st, 2023 at 0202 – Resident Concern. A resident on Luiseno Circle Dr. called to report bright lights coming from her property and requested patrol, Officer Albert and Officer Aguilar arrived on the scene. Both Officers were UTL the lights. Officer Albert advised the resident to call again if these lights were seen again.

October 31st, 2023 at 0900 – Resident Concern. A resident reached out to Officer Albert in regard to an incident that happened last week Friday. The resident said his wife was driving home on Cole Grade Rd when she was run off the road by a white BMW. She followed the vehicle to the back gate on PVD. The owner of the BMW was let in by the gate attendant. The husband also stated that the vehicle drove by his wife's house later that evening. The husband was very upset and concerned that the only way the driver would have known where his wife lived was if that gate attendant had given out her information. Officer Albert told the husband that he would get more information from all parties who were working that day. Officer Albert reached out to the gate attendant who was working at the back gate that day, the employee said he did not give out any information and also, he didn't have any way of looking up information. Officer Albert also reached out to the front gate attendant to see if he had given out the resident's information. The front gate attendant denied giving out the resident's information that day. The front gate attendant did say he reached out to the white BMW owner who is an employee at the C.C. to see if he can give his information to the resident. The attendant did get permission from the C.C. employee.

October 31st, 2023 at 1100 – Loose Pet. A resident contacted Patrol to inform that a neighbor in Temet always lets her large white dog out of the house to run around. The dog always digs holes in the grass and can seem very intimidating to other dogs. Officer Albert told the resident if the neighbor lets the dog out again, give us a call.

October 31st, 2023 at 2231 – Pauma School 11.53. Pauma School alarm went off while checking the Admin building. The alarm was not set. Contact to be notified.

November 1st, 2023 at 0900 – Other. Officer Albert tried making contact with a resident regarding an issue that happened last week with her being run off the road on Cole Grade Rd. The Officer was unable to make contact, left a voicemail, and didn't receive a callback.

November 1st, 2023 at 1056 – Resident Concern. A resident on Wiskon Way West contacted the front gate to report an incident regarding a guest picking olives from her tree in the yard. Officer Easter made contact with the resident; she said she confronted the older woman on why she was picking olives from her tree. The trespasser said she thought it was okay and then drove off. The resident asked for the patrol to find the lady and speak to her about not coming back onto her property. Officer Easter found the woman down the street. She said she was trying to find an address but was lost. The Officer spoke to her about someone stealing olives from a tree. She confessed and apologized that it wouldn't happen again. She then asked if she could be escorted to a house because she was lost. The Officer escorted the woman the next-door neighbor's house from the olive tree.

November 1st, 2023 at 1245 – Residential 459A. An alarm was set off at a house inside PVD. The owner of the house is out of town. The caretakers set off the alarm by accident. The alarm was accidental.

November 3rd, 2023 at 0215 – Pauma Building 11.53. Officer Colin found a white Chevy Traverse parked in the lot. The vehicle information was documented. Control 1 was contacted.

November 3rd, 2023 at 0645 – Gate Crasher. A white truck came in contact with the airstrip hangar gate. The officer notified the airstrip director.

November 4th, 2023 at 2117 – Unsecured Door. Officer Aguilar found one garage door open inside the PVCCE. Control 1 to make contact with the resident.

November 6th, 2023 at 1204 – Medical. Officer Orozco was dispatched to El Tae Rd for a medical. No transmission was received over the scanner. Cal Fire and Mercy Medics arrived on scene 1206. A resident was suffering from low blood pressure. One was transported to Palomar Hospital.

November 6th, 2023 at 2128 – Unsecured Door. Officer Aguilar found one garage door open inside the PVCCE. Control 1 to make contact with the resident.

November 7th2023 at 0830 – Gate Malfunction. The front guest gate has been having issues closing. Quality Gates said the Asphalt Company damaged the loops and put them too close together. Quality Gates fixed the issue and readjusted the sensitivity.

November 8th, 2023 at 0820 – Other. Officer Albert tried following up with a resident regarding an issue that happened last week with her being run off the road on Cole Grade Rd. The Officer was unable to make contact. The Officer Left a voicemail for the resident and the husband to call back to go over the incident.

November 9th, 2023 at 2030 – Unsecured Door. Officer Easter found two garage doors inside PVCCE. Control1 to make contact with the residents.

November 9th, 2023 at 2051 – Pauma School 11.53. Officer Easter found the multipurpose room unsecure. The Officer cleared the building, unable to secure the door. The cafeteria door was unsecure; the Officer cleared the building but was unable to secure the door. The primary 1 building was found unsecured. The Officer cleared and secured the door. Contact to be notified.

November 10th, 2023 at 0112 – Medical. Officer Colin was dispatched to PV for a medical. The resident was having a seizure. One was transported to Palomar Hospital.

November 10th, 2023 at 0431 – Residential 459A. Officer Colin was dispatched to Luiseno Circle Dr. A resident was experiencing her house alarm going off randomly. The Officer was able to disarm the alarm by taking off the wires from the system. The alarm was accidental. The resident will call her alarm company to fix the issue.

RFID Entries						
Front Gate		Center Gate			Back Gate	
7508		1832			13,875	
Dispatch By Location						
Inside PVCCE	Oak Tree	School	Business Dist.	St. Francis	PVCC	Hwy 76
34	0	6	3	2	0	0
Highlights by Shift Periods						
A: 2200-0600		B: 0600-1400			C: 1400-2200	
10		20			17	

PVCSD Patrol – Building Checks				
Location	Unsecured Door	Fire Alarm	Burglary Alarm	Officer Check
			459A	1153
Country Club(CC)				
Greens Maintenance(GM)				
Community Church(CO)	2			51
Gravel Yard(GY)				35
Saint Francis(SF)				75
Pauma School(PS)	4			27
Pauma Building(PB)	1			42
Airport Hangars(AH)				30
Treatment Plant(TP)				45
Pauma Village(PV)				24
Residential Houses/Other	13		2	2

Patrol Activity				Gate Activity	
Medicals	3	Resident Concern	4	Activity/Malfunctions	Totals
Welfare Checks		Suspicious Activity	3	Unresponsive	10
Lift Assist		Noise Complaint		Will Not Close	7
Domestic Dispute		Process Server	1	False Read	1
Traffic Collisions		911 Hang-up Call		Loss of Controls	Mutiple
Gate Runner/ Gate Crashers	3	Loose Pets	1	Video Loss	Two cameras down
Public Assists		Snake Call	2	Device Entries	29,503
Jump Start		Trespassing		Passes Issued	1,819
Notice of Violation		Other	8	Pass Entries	2,854

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

SECURITY REPORT

September 10 2023 – October 10 2023

Pauma Valley CSD Security Department Personnel		
Name	Call Sign	Billet
Officer Todd Albert	1L2	Patrolman / Security Supervisor
Officer German Colin	1L5	Patrolman
Officer Dale Easter	1L6	Patrolman
Officer Luis Orozco	1L4	Patrolman
Eduardo Aguilar	1L7	Patrolman
Matthew Carson	C1	Gate Attendant Supervisor
Christopher Phan	C1	Gate Attendant/ Patrol
Zachary Meyer	C1	Gate Attendant
Brandon Wilson	C1	Gate Attendant
Blake McGinley	C1	Gate Attendant

Vehicle Maintenance Report

- Tesla 01 (49,059)– Did not pass visual inspection.
- Tesla 02 (54,704)– Did not pass visual inspection.

Tesla 01 went in for service, the cabin air filter was changed along with the passenger vehicle restraint fault, and auto parking issue. There is fading on the wrap, everything else is working properly. Tesla 02 has Fading on the wrap and the driver seat cover is ripped, everything else is working properly. Both Tesla’s will need a tire rotation soon.

- German Colin, Vehicle Maintenance Officer

Gate Report

American Asphalt has been working with the Roadway Association on new curbs and a resurfacing of the street in the front third of the neighborhood. This ongoing work has required the front gate to be closed several days each week culminating in an entire week of closures at the end of October. General confusion over the days, reasons for, and method of the work. Complaints and comments are being logged at the front gate. The switch panel control for the rear and center gates located at the front guardhouse remains shorted out and requires further electrical work beyond the switching unit to remedy. We have one rear and one center gate camera offline, the “Rear Gate License Plate” and “Center Gate Intercom” Cameras are reading offline and the standard diagnostic test has not been able to remedy this. The front gate has had ongoing electrical issues as previously stated, this now has caused the front “main” guest gate to hold open. It looks like the plan to remedy these issues will come with Quality Gates addressing the larger electrical issue later this month at the time when they connect new ground loops for American Asphalt toward the end of the roadwork. The rear “Exit” gate has had new wheels installed and appears to be working well. The switching system at the rear gate guardhouse could use some attention as the switch will open but not bring down the barrier arm. This has only been noticed because of the presence of security personnel at the back gate due to front gate roadwork closures. Modifications to the guardhouse schedules now reflect the new hire as he completes his training and first weeks on the job. He has been placed at the rear gate for most all of the road closure issues at the front gate. El Rey restaurant and market caught fire and having burnt down has been a great loss to the family owners and the local community. The area continues to be patrolled. Program glitches noticed within the Dwelling Live program used at the gates have been reported to the technical support email. Patrol officers continue to actively watch and listen for any

service or gardening noise violations during the restricted hours of Saturday and Sunday. Patrol is looking to take a stricter stance with some of these “work hours” sound violations as there have recently been repeat offenders. All activity of this type that is observed by the gates will be entered into D.A.R. The gates will continue to advise all potential violators of these rules.

- Matthew Carson, Gate Supervisor

ACTIVITY LOG

September 11th, 2023 at 1521 – Medical. Officer Orozco was dispatched to Wasa Ct for a medical. The Officer arrived on the scene at 1527. Made contact with the homeowner. She said she called 911 because her friend had fallen inside the kitchen. She didn’t witness what happened. The Officer tried asking the victim some questions. She was unable to answer any questions due to her back pain. Cal Fire and Medics arrived at 1539. One was transported to Palomar Hospital.

September 11th, 2023 at 2127 – Unsecured Door. Officer Aguilar found one garage door open inside PVCCE. Control 1 to make contact with the resident.

September 14th, 2023 at 1755 – Unsecured Door. Officer Colin found TY gate # 8 still open. Control 1 to make contact.

September 14th, 2023 at 2114 – Unsecured Door. Officer Colin found one garage door open inside PVCCE. Control 1 to make contact with the resident.

September 16th, 2023 at 0906 – Saint Francis 459A. Officer Easter was dispatched to Saint Francis for a 459A. Officer Easter arrived on the scene and made contact with the Priest. The alarm was accidental.

September 16th, 2023 at 2128 – Unsecured Door. Officer Aguilar found one garage door open inside PVCCE. Control 1 to make contact with the resident.

September 17th, 2023 at 1304 – Lift Assist. Officer Orozco was dispatched to W.W.W. for a lift assist. The Officer arrived on the scene and could see the resident on the floor near the kitchen. The Officer asked what had happened. The resident said he was getting ready to eat breakfast and missed his chair. He did not hit his head or hurt his back. The Officer asked if he needed any medical assistance. The resident declined the offer. The caretaker was there but did not witness what had happened. The caretaker said to call 911. Cal Fire and Mercy medics arrived on the scene. They asked if the resident wanted to be transported. He declined the offer and sat back down on the chair.

September 17th, 2023 at 1517 – Resident Concern. A resident contacted Control 1 to report smoke coming from their neighbor's Chimney. Officer Orozco arrived on the scene and made contact with the neighbor. She said she was cold, so she wanted to use the chimney to get warm. Nothing else to report.

September 17th, 2023 at 175 – Medical. Officer Orozco was dispatched to W.W.W. for a medical. The Officer arrived on the scene. Found the resident sitting on his bottom. He said he was trying to pick up a sandal and couldn’t get back up. The caretaker called 911. Cal Fire and Medics arrived on the scene. One was transported.

September 17th, 2023 at 2043 – Resident Concern. A resident was concerned about their neighbor next door. They heard yelling coming from inside the neighbor's house, they asked for the patrol to come and check on them. The Sheriff was contacted and arrived inside the community. The patrol officer made contact with the yelling neighbor. She said she had lost her temper but was okay now. The Sheriff asked to check the houses to see if everything was okay. Nothing to report.

September 18th, 2023 at 2127 – Unsecured Door. Officer Aguilar found four garage doors open inside PVCCE. Control 1 to make contact with the residents.

September 19th, 2023 at 1100 – Resident Concern. Officer Orozco was dispatched to Luiseno Circle Dr. for reports of smelling smoke from the neighbor's house. The Officer arrived on the scene and made contact with a guest staying over at the house. He said she was using the chimney to keep warm. Nothing else to report.

September 19th, 2023 at 2126 - Officer Aguilar found one garage door open inside PVCCE. Control 1 to make contact with the resident.

September 20th, 2023 at 0233 – Unsecured Door. Officer Aguilar found hangar # 10 unsecured. The Officer cleared the hangar, unable to secure the doors. Control 1 to make contact with the owner.

September 20th, 2023 at 1020 – Other. A white Toyota Tacoma was broken down on Pauma Heights Rd. The driver-side axle broke off from the truck. The vehicle belonged to a service worker doing work on a pool for a resident. A tow truck was called to pick up the vehicle.

September 21st, 2023 at 0735 – Medical. Officer Albert was dispatched to W.W.E. for a medical. Cal Fire arrived on the scene. The medical was for a seizure. One was transported.

September 21st, 2023 at 1756 – Unsecured Door. Officer Colin found TY gate # 8 still open. Control 1 to make contact.

September 21st, 2023 at 2040 – North Coast Church 11.53. Officer Colin found that the double doors to the chapel were unsecured. The Officer cleared and secured the building. Contact to be notified.

September 21st, 2023 at 2300 – Pauma Village 11.53. Officer Colin found a white Honda Civic parked in the lot unoccupied. The vehicle information was passed on to Control 1.

September 22nd, 2023 at 1930 – Collision. A resident contacted the front gate to report that he hit a tree with his SUV on PVD. Officer Easter arrived on the scene and made contact with the resident and two other friends. An older man in his seventies said he wasn't paying attention and hit the tree on the right side of his tire. The passenger's tire was torn off the wheel. The vehicle was inoperable. Officer Easter asked if any of them had been injured and needed medical attention. They all said they were fine and had a driver to pick them up. A tow truck was called. Officer Colin arrived on the scene and waited with the resident for the tow truck.

September 23rd, 2023 at 0643 – Village Fire. A small fire started behind the market. Cal Fire and Rincon arrived at 0655. The firefighters tried to put out the fire. The fire became larger and burned down the market and the restaurant.

September 23rd, 2023 at 1625 – Pauma School 459A. Officer Aguilar and Officer Easter were dispatched to the Pauma School Admin building for an alarm going off. The Officers found no signs of forced entry. Control 1 is to notify the contact.

September 23rd, 2023 at 1736 – North Coast Church 11.53. Officer Aguilar and Officer Easter found that the double doors to the chapel were unsecured. The Officers cleared and secured the building. Contact to be notified.

September 23rd, 2023 at 1855 – Fire. Control 1 dispatched both Officer Easter and Officer Aguilar to report smoke coming from El Rey's market again. Both Officers arrived on the scene. Cal Fire was contacted to come and check out the smoke again.

September 23rd, 2023 at 2130 – Unsecured Door. Officer Aguilar found one garage door open inside PVCCE. Control 1 to make contact with the resident.

September 23rd, 2023 at 2205 – Noise Complaint. Officer Aguilar was dispatched to the John Wayne house for a noise complaint. Officer Aguilar made contact with the DJ and told him about the rules of noise inside the community. The DJ complied and turned off the music.

September 24th, 2023 at 0634 – Noise Complaint. A resident reported two kids yelling at each other at the tennis courts. Officer Albert arrived on the scene and made contact with a male and female. He informed them there was a report of yelling and asked if everything was okay. They both said yes and would keep it down.

September 24th, 2023 at 2110 – Unsecured Door. Officer Colin found one garage door open inside PVCCE. Control 1 to make contact with the resident.

September 24th, 2023 at 2341 – Village Fire. A fire started behind the market for the second time. Cal Fire was dispatched. Cal Fire put out the fire.

September 25th, 2023 at 0152 – North Coast Church 11.53. Officer Colin found both rooms upstairs unsecured. The Officer cleared and secured both doors. Contact to be notified.

September 25th, 2023 at 2129 – Unsecured Door. Officer Aguilar found two garage doors open inside PVCCE. Control 1 to make contact with the residents.

September 26th, 2023 at 1035 – North Coast Church 11.53. Offer Orozco found the security room unsecured. The Officer cleared and secured the door. Contact to be notified.

September 27th, 2023 at 1526 – Other. A resident contacted Patrol to escort his son inside the gates to pick up his belongings and then out of the community. Officer Easter arrived at the back gate entrance to escort the son to Temet Dr to pick up belongings and out the back gate.

September 27th, 2023 at 2218 – Pauma School 11.53. Officer Colin found the multi-purpose room unsecured and the girl's bathroom unsecured. The Officer cleared and secured the multi-purpose room. The girl's bathroom was cleared, unable to secure the room. Contact to be notified.

September 28th, 2023 at 1710 – Lost Dog. Officer Easter found two lost dogs on PVD. The Officer was able to call the number on the dog tag to report the lost dogs. The owner near Cuesta De Camilla came to pick up his dogs.

September 28th, 2023 at 2123 – Pauma School 459A. The Pauma School Admin building alarm was not set. Control 1 is to be notified.

September 29th, 2023 at 1100 – Mail Box lock replacement. Officer Easter met with the postmaster to replace two mailbox locks. One lock was for Wiskon Way West, the other on Luiseno Circle Dr.

October 1st, 2023 at 0023 – North Coast Church 11.53. Officer Colin found the K-2nd room unsecured. The Officer cleared and secured the building. Contact to be notified.

October 1st, 2023 at 1641 – Medical. Officer Orozco followed Cal Fire and Mercy Medics to PVD for a medical. No scanner or pulse point was alerted. A resident was worried they were going to have a seizure. The medics checked out the resident's vitals. No transport was needed.

October 2nd, 2023 at 2128 – Unsecured Door. Officer Aguilar found one garage door open inside PVCCE. Control 1 to make contact with the resident.

October 2nd, 2023 at 2206 – Saint Francis 11.53. Officer Aguilar found a white RV parked in the lot of Saint Francis. The vehicle information was notified to Control 1.

October 3rd, 2023 at 1003 – Welfare Check. Officer Orozco was dispatched to Atosona for a welfare check. A friend called to check up on her. The Officer made contact with the resident. She said she would give a call to her friend.

October 5th, 2023 at 1104 – Medical. The District Officer reported Cal Fire and San Diego County Medical arrived at the air pad. Officer Easter arrived to unlock the gate. The helicopter dropped off supplies for the ambulance. One was transported to Oceanside.

October 5th, 2023 at 2140 – Unsecured Door. Officer Colin found two garage doors open inside PVCCE. Control 1 to make contact with the residents.

October 6th, 2023 at 1200 – Other. Officer Albert made contact with a church member regarding an RV parked at Saint Francis. The Officer told the church member that the owner of the RV was contacted and would be moving the RV right away.

October 6th, 2023 at 1203 – Welfare Check. Officer Easter was dispatched to Temet Dr. for a welfare check. A family member reported that she received an alert on the Apple watch stating her mom had a fall. The Officer arrived at the house and made contact with the GM from the Country Club. The front door was unlocked, and they both entered the house stating their presence. No one was home. Officer Albert found the resident at the Country Club pool. She said she accidentally hit the SOS button on the watch. The alarm was accidental. Nothing to report.

October 9th, 2023 at 0103 - Unsecure Door. Officer Collin found the kitchen door unsecured. The Officer cleared and secured the building, but the alarm was not set. Control 1 will notify the Church contact.

October 10th, 2023 at 1449 – Gate Crasher. A guest followed another vehicle in the rear gate making contact with the barrier arm. The video clip and all other information were sent to the District Office.

October 10th, 2023 at 1733 – Pauma School 459A Alarm. Officer Collin was dispatched to the Pauma School admin building for a motion sensor, front door, and fire alarm keypad. The Officer spoke with the custodian, and it was accidental.

RFID Entries						
Front Gate		Center Gate			Back Gate	
9236		1541			10,130	
Dispatch By Location						
Inside PVCCE	Oak Tree	School	Business Dist.	St. Francis	PVCC	Hwy 76
10	0	3	9	3	18	2
Highlights by Shift Periods						
A: 2200-0600		B: 0600-1400			C: 1400-2200	
7		15			27	

PVCSD Patrol – Building Checks				
Location	Unsecured Door	Fire Alarm	Burglary Alarm	Officer Check
			459A	1153
Country Club(CC)				
Greens Maintenance(GM)				
Community Church(CO)	7			39
Gravel Yard(GY)				39
Saint Francis(SF)			1	83
Pauma School(PS)	2	1	2	40
Pauma Building(PB)				50
Airport Hangars(AH)	1			49
Treatment Plant(TP)				55
Pauma Village(PV)				37
Residential Houses/Other	18			5

Patrol Activity				Gate Activity	
Medicals	9	Resident Concern	3	Activity/Malfunctions	Totals
Welfare Checks	1	Suspicious Activity	1	Unresponsive	18
Lift Assist		Noise Complaint	2	Will Not Close	9
Domestic Dispute		Process Server		False Read	3
Traffic Collisions	1	911 Hang-up Call		Loss of Controls	Multiple
Gate Runner/ Gate Crashers		Loose Pets		Video Loss	Two cameras down
Public Assists		Snake Call		Device Entries	26,316
Jump Start		Trespassing		Passes Issued	2,003
Notice of Violation		Other	10	Pass Entries	3,106

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 Board of Directors

Oath of Office, California Constitution, Art. 20, § 3

I, LARRY CURTIS, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.



Signature


Larry Curtis

Printed Name of Director

The above oath was taken and subscribed to before me on this 2nd day of NOV., 2023, in Bonsall, California.

Signature

Printed Name of District Secretary or Designee

SEE ATTACHED CA. JURAT


CALIFORNIA JURAT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA

COUNTY OF SAN DIEGO

Subscribed and sworn to (or affirmed) before me on this 2nd day of November 2023
Date Month Year

by Larry Curtis

Name of Signers

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Signature:

[Handwritten Signature]
Signature of Notary Public



Seal
Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent attachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: _____

Document Date: _____

Number of Pages: _____

Signer(s) Other Than Named Above: _____

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

Item: 13

Date: November 27th, 2023

From: General Manager, Eric Steinlicht

Issue: Pauma Valley Country Club Storm Drain Maintenance Invoice

STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Receive and file the paid invoice and supportive documentation.

BACKGROUND

Pauma Valley Community Services District (District) has historically paid the Pauma Valley Country Club (PVCC) three hundred dollars (\$300) per month for the maintenance of a storm drain that is the responsibility of the District to maintain. This storm drain is located on the PVCC golf course at the eighth fairway.

DISCUSSION

The local area has been faced with significant wet weather events that have increased the costs of the Country Club to maintain this specific storm drain. I've met with Mr. Scott Shinner, General Manager of the PVCC, and Mr. Larry Taylor, Chief Executive Officer of the PVCC and they've requested reimbursement for the recent substantial cleanup that was required for this specific storm drain.

Both Mr. Shinner and Mr. Taylor had made it clear that this cleanup was substantially more expensive than what the monthly amount covers. I've asked Mr. Shinner to provide all invoices and receipts that illustrate the PVCC costs so that I may attach them to the packet for the next Board meeting. All invoices provided by Mr. Shinner have been attached to this Board letter.

FISCAL IMPACT

The fiscal impact for this one-time reimbursement cost due to the wet weather events will cost the District four thousand seven hundred and fifty dollars (\$4,750).

THEREFORE, STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Receive and file the paid invoice and supportive documentation.

Attachments

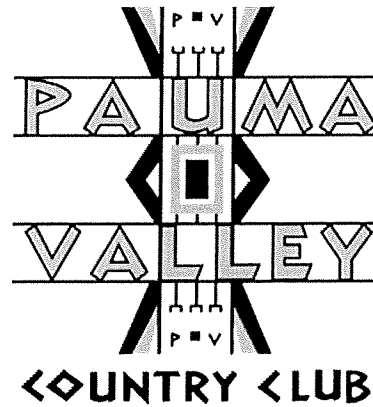
1. PVCC Invoice to PVCSD
2. PVCC Supportive Receipts Received by PVCSD

Pauma Valley Country Club

15835 Pauma Valley Drive
 Pauma Valley, CA 92061
 Phone: (760) 742-3721

INVOICE

INVOICE #	DATE
237942	11/6/2023



BILL TO

Pauma Valley Community
 Service District

DESCRIPTION	AMOUNT
Labor to clean up Canal from Gustavo Zepeda	4,750.00
<i>Thank you for your business!</i>	TOTAL \$ 4,750.00

ay CC

11/2/2023

7942

Original Amt.	Balance Due	Discount	Payment
900.00	900.00		900.00
2,050.00	2,050.00		2,050.00
1,290.00	1,290.00		1,290.00
510.00	510.00		510.00
		Check Amount	4,750.00

4,750.00

ay CC

11/2/2023

7942

Original Amt.	Balance Due	Discount	Payment
900.00	900.00		900.00
2,050.00	2,050.00		2,050.00
1,290.00	1,290.00		1,290.00
510.00	510.00		510.00
		Check Amount	4,750.00

4,750.00



104741

10474

Statement

987347

DATE 9/21/23

TO Country Club

TERMS

IN ACCOUNT WITH

Mrs. Zepeda
28218 Queensbridge Rd
Valley Center, CA 92082



760-207-9922

Clean up
canal

1290-

DATE: 9/27/23
EXPENSE CODE:
APPROVED BY:

Thank you
Mrs Zepeda

CURRENT

OVER 30 DAYS

OVER 60 DAYS

TOTAL AMOUNT

1290-

987338

ement

DATE 7-21-23

Country Club

TERMS



Zepeda
28218 Queensbridge Rd
Valley Center, CA 92082

POSTED
76-2-2011 - 9922

cleanup weed
and canal

175

98

Maintenance
labor

Thank you
Gus Zepeda

CURRENT

OVER 30 DAYS

OVER 60 DAYS

TOTAL AMOUNT

175

01-11

Zepeda **Gustavo**
 218 Queensbridge Rd.
 Valley Center, CA 92082

559696

760-749-0757

Statement DATE TERMS

Country Club

COUNT WITH

[Signature]
 Construction of
 New Cart Paths

Cleanup water and SAND TRAIL	36 hrs. + 25¢	900	-
Demol	1525	1525	-
Concrete		1620	-
Thank you			
Gustavo Zepeda			
OVER 30 DAYS	OVER 60 DAYS	TOTAL AMOUNT	4,045 -

3/3/21
 Disc
 amount

00

DC5812

01-11

10/28/27

TERMS

TO Country Club

IN ACCOUNT WITH

POSTED

119 hrs - 25 +

2975 -

Removal Sland and Canal and yard work

50-1000
98

Thank you
Gus Zepeda

CURRENT	OVER 30 DAYS	OVER 60 DAYS	TOTAL AMOUNT	2975 -
---------	--------------	--------------	--------------	--------

987348

Statement

DATE 9/21/23

TO country club

TERMS

ACCOUNT WITH Zepeda
 28218 Queensbridge Rd
 Valley Center, CA 92082



760-207-9099

CLEAN UP
CANAL

2050 -

DATE: 9/27/23

EXPENSE CODE:

APPROVED BY: 

THANK YOU
JAVIER ALVA

CURRENT	OVER 30 DAYS	OVER 60 DAYS	TOTAL AMOUNT	2050 -
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BACKGROUND AND PURPOSE

Background

Community Services Districts were initially authorized by the State of California in 1955 as a form of independent local government to provide a variety of services in unincorporated areas of a county. When residents and property owners in an unincorporated area desire public services, which would promote the public safety, health, and welfare of the community, they can form a special district.

The Pauma Valley Community Services District (PVCSD/District) was created in 1961, through California government Code §61000, to specifically provide for the collection, treatment, and disposal of locally generated wastewater. In 1996, PVCSD was authorized by the San Diego County Local Agency Formation Commission ("LAFCO") to provide security services as a latent power. Activation of the latent power was subsequently confirmed by a vote of the PVCSD constituents.

The Pauma Valley Community Services District currently provides the following services:

- Security and Patrol Services
- Gate Access Services for Pauma Valley Country Club Estates
- Sewer and Wastewater Services

Under its enabling act, Pauma Valley Community Services District can provide many other municipal services when requested by its residents, property owners, and businesses and when authorized by its Board of Directors and approved by the LAFCO.

Ten-Year Financial Plan

The 2023 Long Range Financial Plan (LRFP) represents the District's first LRFP. This report incorporates projected results of operations, anticipated capital improvements as well as reserve funding requirements over the next ten years. The purpose of the LRFP is to ensure sound fiscal planning so that District's financial requirements are achieved.

The results of the financial plan indicate the annual increases in service charges that are projected to fund the District's operation, capital expenditure, and reserves requirements.

Report Format

The District has three distinct service Divisions, which include sanitation, patrol, and gate services. Each of these Divisions has its own operating, capital, reserve, and rate requirements. This report is organized with sections to address each Divisions LRFP and recommendations individually. There is also a consolidated rate recommendation & overall monthly bill impact summary included after the Divisional sections.

Revenue Requirement

The LRFP model was developed to derive revenue requirements for a ten-year planning period, FY 2024-25 through FY 2033-34. The revenue requirements represent the costs that must be covered by revenue from rates and other sources. The District’s budget for FY 2023-24 served as the starting point for projecting the District’s expenses and revenues. PVCSD provided the assumptions for projecting all future revenues and expenses used in the model. These assumptions were used for each Division and the factors are summarized in the table below:

Key Model Assumptions:	<u>24-25</u>	<u>25-26</u>	<u>26-27</u>	<u>27-28</u>	<u>28-29</u>	<u>29-30</u>	<u>30-31</u>	<u>31-32</u>	<u>32-33</u>	<u>33-34</u>
Inflation Rate	6.0%	5.5%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
Salary Growth	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
Benefits Rate	6.0%	5.5%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
PERS Rate	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
Contract Operator	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
Utilities	6.0%	5.5%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%	5.0%
Depreciation	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Property Tax	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Interest Earnings	3.5%	3.5%	3.5%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%	3.0%
Capital Expenditures	Per Plan	Per Plan	Per Plan	Per Plan	Per Plan	Per Plan	Per Plan	Per Plan	Per Plan	Per Plan

Sanitation Division

The Sanitation (Sewage and Wastewater) services program of the Pauma Valley Community Services District (PVCSD) was authorized in 1969. The authorization provided for the installation and use of several miles of sewer lines and for the operation and maintenance of facilities for the collection, treatment, and disposal of sewage and waste.

Operations & Maintenance Cost of Service

The Sewage and Wastewater Services program has over 400 service connections, 144 manholes, and 3 economically efficient wastewater pumping stations, which move wastewater from one elevation to another. Vital components of the program include regular video inspections of underground pipelines, back-up generators for power stations in the event of electrical outages, enhanced wastewater treatment plant facilities, and an active sewer system management program.

The District plans and budgets to provide this service in the most efficient manner possible while ensuring the highest level of customer satisfaction and continuity of service. Operations & Maintenance comprise the most significant component of the cost of service. The LRFP utilizing the method describe above under Revenue Requirements, projects the various Operations & Maintenance cost elements over the next ten years.

Expenses:	2023-2024	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Depreciation	97,547	99,498	101,488	103,518	105,588	107,700	109,854	112,051	114,292	116,578	118,910
Dwelling Live	-	-	-	-	-	-	-	-	-	-	-
Utilities	44,136	45,680	47,279	48,934	50,402	51,914	53,471	55,075	56,728	58,430	60,182
Equipment Rentals	250	265	280	294	308	324	340	357	375	393	413
Group Health Insurance	13,227	13,756	14,307	14,879	15,474	16,093	16,737	17,406	18,102	18,826	19,579
Liability Insurance	21,804	23,113	24,384	25,603	26,883	28,227	29,639	31,121	32,677	34,311	36,026
Miscellaneous Expense	4,533	4,805	5,069	5,323	5,589	5,869	6,162	6,470	6,794	7,133	7,490
Office Expense	9,782	10,369	10,940	11,487	12,061	12,664	13,297	13,962	14,660	15,393	16,163
Operator Contract Services	72,800	75,712	78,740	81,890	85,166	88,572	92,115	95,800	99,632	103,617	107,762
Payroll Taxes	10,580	11,004	11,444	11,902	12,378	12,873	13,388	13,923	14,480	15,059	15,662
PERS Retirement	8,681	9,028	9,389	9,765	10,155	10,562	10,984	11,423	11,880	12,355	12,850
Repairs & Maintenance	93,419	99,024	104,470	109,694	115,179	120,938	126,985	133,334	140,000	147,000	154,350
Salaries	119,018	123,779	128,730	133,880	139,235	144,804	150,596	156,620	162,885	169,400	176,176
Security Expense	-	-	-	-	-	-	-	-	-	-	-
Uniforms	1,124	1,191	1,257	1,320	1,386	1,455	1,528	1,604	1,684	1,769	1,857
Vehicles	8,810	9,339	9,852	10,345	10,862	11,405	11,975	12,574	13,203	13,863	14,556
Workers Compensation Insurance	1,444	1,502	1,562	1,624	1,689	1,757	1,827	1,900	1,976	2,055	2,137
Drainage	10,000	10,600	11,183	11,742	12,329	12,946	13,593	14,273	14,986	15,736	16,522
State Maint. Fee	28,421	30,126	31,783	33,372	35,041	36,793	38,633	40,564	42,593	44,722	46,958
Water Tests & Analysis	11,694	12,396	13,077	13,731	14,418	15,139	15,896	16,690	17,525	18,401	19,321
Fees	8,900	9,434	9,953	10,451	10,973	11,522	12,098	12,703	13,338	14,005	14,705
Engineering	25,000	26,500	27,958	29,355	30,823	32,364	33,983	35,682	37,466	39,339	41,306
Schools & Meetings	3,358	3,559	3,755	3,943	4,140	4,347	4,564	4,792	5,032	5,284	5,548
Accounting	16,252	17,228	18,175	19,084	20,038	21,040	22,092	23,197	24,356	25,574	26,853
Legal	17,242	18,276	19,281	20,245	21,258	22,320	23,437	24,608	25,839	27,131	28,487
Guard House/Roadway Lease	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	628,024	656,185	684,357	712,379	741,375	771,627	803,192	836,130	870,503	906,375	943,815

Capital Expenditure Cost of Service

The District has made significant capital investments in the collection system, lift stations, and treatment facilities to provide the community with this service. The District is largely built out so future capital facility requirements are primarily for repair, replacement, and betterment of existing facilities. The District is embarking on a condition assessment program, which will better forecast capital expenditure in the future. The District funds these capital needs on a PAYGo

basis and are therefore recovered through monthly rates. The current capital expenditure forecast below was used to determine the revenue requirement for this element of the rate.

Pauma Valley CSD Capital Expenditure Plan	FISCAL YEAR									
	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Treatment Plant Related	\$20,000	\$20,000	\$25,000	\$25,000	\$30,000	\$30,000	\$35,000	\$35,000	\$35,000	\$40,000
Security Vehicle Unit 1 (Inc graphics, equipment)	\$0	\$70,000	\$0	\$0	\$0	\$0	\$80,000	\$0	\$0	\$0
Security Vehicle Unit 2 (Inc graphics, equipment)	\$0	\$0	\$0	\$70,000	\$0	\$0	\$0	\$0	\$0	\$80,000
Office, IT, Computers & Facility Improvements	\$20,000	\$20,000	\$20,000	\$25,000	\$25,000	\$25,000	\$25,000	\$30,000	\$30,000	\$30,000
Total	\$40,000	\$110,000	\$45,000	\$120,000	\$55,000	\$55,000	\$140,000	\$65,000	\$65,000	\$150,000
Allocation to Divisions	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Sanitation	\$26,200	\$26,200	\$31,200	\$32,750	\$37,750	\$37,750	\$42,750	\$44,300	\$44,300	\$49,300
Patrol	\$7,400	\$77,400	\$7,400	\$79,250	\$9,250	\$9,250	\$89,250	\$11,100	\$11,100	\$91,100
Gate	\$6,400	\$6,400	\$6,400	\$8,000	\$8,000	\$8,000	\$8,000	\$9,600	\$9,600	\$9,600
Total	\$40,000	\$110,000	\$45,000	\$120,000	\$55,000	\$55,000	\$140,000	\$65,000	\$65,000	\$150,000

Reserve Funds

In addition to covering annual operating expenses and PAYGo Capital expenditures, rates need to generate revenue to maintain adequate operations and capital reserves. The District’s reserve policy defines six categories of reserves each with minimum funding targets. Currently, reserve levels do not meet minimum target levels. To begin reaching the target reserve amounts this study will focus on the Operating Reserve Fund and a Capital Reserve Fund (Asset Replacement & Capital Improvement). The other reserve categories (Contingency, Loss Liability, Debt Service) will be addressed in future studies.

Operating Reserve Fund

The Operating Reserve Fund provides working capital for monthly O&M expenses. The District has an established Reserve Policy that expresses the goals to: ensure the viability of the organization and effectively manage cash flows, reduce impacts of unplanned and adverse financial events, and to invest in the future by considering opportunities of strategic importance. To achieve this, the District has set a minimum target level for this fund equal to 3 months of annual budgeted O&M expenses and a maximum target level equal to 6 months of annual budgeted O&M expenses. Maintaining the minimum balance for the Operations Reserve is recommended as a highest priority for the District’s reserve accounts.

Capital Reserve Fund

The Capital Reserve Fund (Asset Replacement & Capital Improvement) provides liquidity to fund Capital Expenditures that are funded on a PAYGo basis. For this study a joint reserve is being used as the District is not in a position yet to address each fund individually. The District does not currently issue debt for capital purposes; therefore, adequate capital reserves are essential to achieve the goals of the District’s Reserve Policy. The District has set a reserve target for this fund at an amount equal to Accumulated Depreciation plus 25% (Asset Replacement) and an amount equal to the next five years CIP (Capital Improvement). For this study the minimum

target level for this reserve will be equal to the Asset Replacement target. Achieving the target balance for the Capital Reserve Fund is recommended as a priority in conjunction with achieving minimum balance for the Operations Reserve Fund. The Capital Improvement Reserve will be addressed after reaching the Asset Replacement Reserve target.

Other Reserve Funds

Once the reserve levels are achieved for the Operating Reserve Fund and the Capital Reserve Fund then future studies will address the remaining funds identified in the District’s policy (Contingency, Loss Liability, Debt Service).

SANITATION - Reserve Fund Target Funding Levels										
Operating Reserve Fund	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Minimum Target	139,172	145,717	152,215	158,947	165,982	173,334	181,020	189,053	197,449	206,226
Maximum Target	278,343	291,434	304,431	317,893	331,963	346,669	362,039	378,105	394,899	412,453
Capital Reserve Fund	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Minimum Target	2,041,778	2,163,710	2,271,896	2,385,490	2,504,765	2,630,003	2,761,503	2,899,578	3,044,557	3,196,785

Results and Recommendations

Projected Rate Increases During Ten-Year Planning Period

The LRPD determines the annual rate increases projected for the ten-year planning period beginning with FY 2024-25. Utilizing a ten-year planning horizon provides insights and identifies trends that inform near term decisions. However, recommendations for rate changes are only for the next three years. The LRPD and rate study should be updated at least every three years to reflect actual results and refine future assumptions. The rate increases indicated below reflect the rate requirement data from above including Key Model Assumptions, Operations & Maintenance Expenses, Capital Expenditures, and Reserve Funding.

The following table shows the resulting rate projections for the ten-year planning period.

	2023-2024	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Operating Rate Requirement	628,024	656,185	684,357	712,379	741,375	771,627	803,192	836,130	870,503	906,375	943,815
Less: Misc Revenues	(129,914)	(146,454)	(158,926)	(171,609)	(184,811)	(198,842)	(212,210)	(226,424)	(241,495)	(257,433)	(274,249)
Less: Depreciation	(97,547)	(99,498)	(101,488)	(103,518)	(105,588)	(107,700)	(109,854)	(112,051)	(114,292)	(116,578)	(118,910)
Add: Working Capital Reserve	45,000	35,000	35,000	30,000	30,000	15,000	15,000	15,000	15,000	15,000	15,000
Add: Paygo Capital	42,900	26,400	26,400	31,400	33,000	58,000	58,000	58,000	59,600	59,600	59,600
Add: Repair & Replacement Reserve	53,350	85,000	85,000	95,000	105,000	105,000	115,000	125,000	135,000	145,000	155,000
Total Rate Requirement	541,812	556,633	570,343	593,652	618,975	643,085	669,128	695,655	724,315	751,964	780,257
Vacant Lot/Sewer Availability - EDU's	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00	33.00
Current/Project Rate per EDU per Month	\$ 12.00	\$ 12.72	\$ 13.48	\$ 14.29	\$ 15.15	\$ 16.06	\$ 17.02	\$ 18.04	\$ 19.13	\$ 20.27	\$ 21.49
Vacant Lot/Sewer Availability Revenue	4,752.00	5,037.12	5,339.35	5,659.71	5,999.29	6,359.25	6,740.80	7,145.25	7,573.97	8,028.40	8,510.11
Net Rate Requirement											
Net Total Rate Requirement	537,060	551,596	565,004	587,993	612,976	636,725	662,387	688,510	716,741	743,936	771,747
EDU's	439.35	439.35	439.35	439.35	439.35	439.35	439.35	439.35	439.35	439.35	439.35
Monthly Rate Requirement per EDU	\$ 101.87	\$ 104.62	\$ 107.17	\$ 111.53	\$ 116.27	\$ 120.77	\$ 125.64	\$ 130.59	\$ 135.95	\$ 141.11	\$ 146.38
Rate Components											
Operating	\$ 83.61	\$ 83.49	\$ 86.04	\$ 87.55	\$ 90.09	\$ 89.85	\$ 92.82	\$ 95.88	\$ 99.04	\$ 102.30	\$ 105.68
Repair & Replacement	\$ 18.26	\$ 21.13	\$ 21.13	\$ 23.97	\$ 26.18	\$ 30.92	\$ 32.81	\$ 34.71	\$ 36.91	\$ 38.81	\$ 40.70
Total	\$ 101.87	\$ 104.62	\$ 107.17	\$ 111.53	\$ 116.27	\$ 120.77	\$ 125.64	\$ 130.59	\$ 135.95	\$ 141.11	\$ 146.38
		2.7%	2.4%	4.1%	4.2%	3.9%	4.0%	3.9%	4.1%	3.8%	3.7%

Rate Recommendation

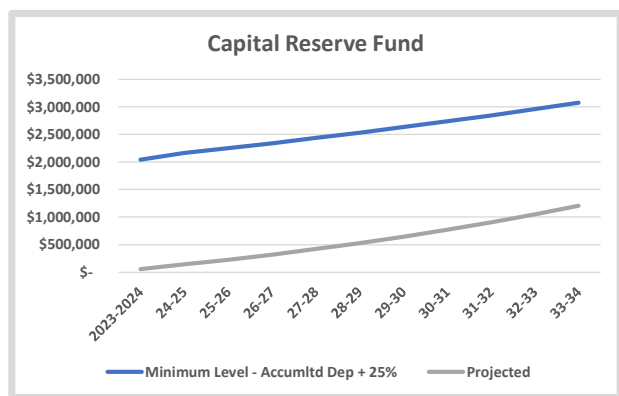
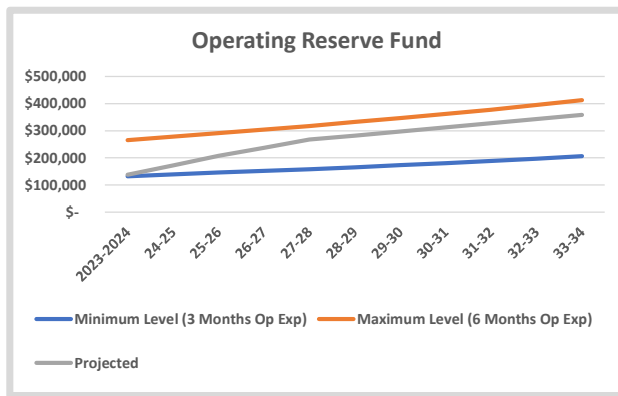
Rate recommendations, as discussed above, are only being made for the next three-year period. These recommendations are set to recover operating, capital and reserve requirements. The table below details the recommended rates for sewer services.

SEWER CHARGES												
Customer Classification	EDU's	FY 23-24	Proposed FY 24-25			Proposed FY 25-26			Proposed FY 26-27			
		Rate	Rate	Increase	% Inc	Rate	Increase	% Inc	Rate	Increase	% Inc	
Single Family Residence	1.00	\$ 101.87	\$ 104.62	\$ 2.76	2.7%	\$ 107.17	\$ 2.54	2.4%	\$ 111.53	\$ 4.36	4.1%	
Apartment house and duplex:												
(1) A 1 bedroom unit	1.00	\$ 101.87	\$ 104.62	\$ 2.76	2.7%	\$ 107.17	\$ 2.54	2.4%	\$ 111.53	\$ 4.36	4.1%	
(2) A 2 bedroom unit	1.00	\$ 101.87	\$ 104.62	\$ 2.76	2.7%	\$ 107.17	\$ 2.54	2.4%	\$ 111.53	\$ 4.36	4.1%	
(3) A 3 bedroom unit	1.00	\$ 101.87	\$ 104.62	\$ 2.76	2.7%	\$ 107.17	\$ 2.54	2.4%	\$ 111.53	\$ 4.36	4.1%	
(4) Thereafter each additional bedroom unit shall equal an additional .25 EDU per additional bedroom plus added to the base 1 EDU.	0.25	\$ 25.47	\$ 26.16	\$ 0.69	2.7%	\$ 26.79	\$ 0.64	2.4%	\$ 27.88	\$ 1.09	4.1%	
Condominiums:												
Each individual unit	1.00	\$ 101.87	\$ 104.62	\$ 2.76	2.7%	\$ 107.17	\$ 2.54	2.4%	\$ 111.53	\$ 4.36	4.1%	
Hotels, motels, auto courts:												
(1) Per living unit without kitchen	0.50	\$ 50.93	\$ 52.31	\$ 1.38	2.7%	\$ 53.58	\$ 1.27	2.4%	\$ 55.76	\$ 2.18	4.1%	
(3) Per living unit with kitchen	1.00	\$ 101.87	\$ 104.62	\$ 2.76	2.7%	\$ 107.17	\$ 2.54	2.4%	\$ 111.53	\$ 4.36	4.1%	
Churches, theaters and auditoriums												
Per each unit of seating capacity (a unit being 150 persons or any fraction thereof)	1.50	\$ 152.80	\$ 156.94	\$ 4.14	2.7%	\$ 160.75	\$ 3.81	2.4%	\$ 167.29	\$ 6.54	4.1%	
Restaurants												
(1) No seating	2.50	\$ 254.67	\$ 261.56	\$ 6.89	2.7%	\$ 267.92	\$ 6.36	2.4%	\$ 278.82	\$ 10.90	4.1%	
(2) Less than 80 seats per each unit of 7 Seats or fraction thereof	1.00	\$ 101.87	\$ 104.62	\$ 2.76	2.7%	\$ 107.17	\$ 2.54	2.4%	\$ 111.53	\$ 4.36	4.1%	
(3) More than 80 seats per each unit of 7 Seats or fraction thereof	1.00	\$ 101.87	\$ 104.62	\$ 2.76	2.7%	\$ 107.17	\$ 2.54	2.4%	\$ 111.53	\$ 4.36	4.1%	
Automobile service stations												
(1) Not more than 4 gasoline pumps	2.00	\$ 203.73	\$ 209.25	\$ 5.51	2.7%	\$ 214.33	\$ 5.09	2.4%	\$ 223.05	\$ 8.72	4.1%	
(2) More than 4 gasoline pumps	3.00	\$ 305.60	\$ 313.87	\$ 8.27	2.7%	\$ 321.50	\$ 7.63	2.4%	\$ 334.58	\$ 13.08	4.1%	
Self service laundries												
Per each washer	0.75	\$ 76.40	\$ 78.47	\$ 2.07	2.7%	\$ 80.37	\$ 1.91	2.4%	\$ 83.65	\$ 3.27	4.1%	
Mobile home and trailer parks												
Per each trailer space:												
Mobile home	1.00	\$ 101.87	\$ 104.62	\$ 2.76	2.7%	\$ 107.17	\$ 2.54	2.4%	\$ 111.53	\$ 4.36	4.1%	
Trailer court	0.75	\$ 76.40	\$ 78.47	\$ 2.07	2.7%	\$ 80.37	\$ 1.91	2.4%	\$ 83.65	\$ 3.27	4.1%	
Recreational vehicle park:												
Per each space, occupied or not	0.75	\$ 76.40	\$ 78.47	\$ 2.07	2.7%	\$ 80.37	\$ 1.91	2.4%	\$ 83.65	\$ 3.27	4.1%	
Vacant lots within subdivision containing a developed system of sewer mains	0.50	\$ 50.93	\$ 52.31	\$ 1.38	2.7%	\$ 53.58	\$ 1.27	2.4%	\$ 55.76	\$ 2.18	4.1%	
Stores, offices, small industrial and business establishments not listed above												
First unit	1.00	\$ 101.87	\$ 104.62	\$ 2.76	2.7%	\$ 107.17	\$ 2.54	2.4%	\$ 111.53	\$ 4.36	4.1%	
Each additional unit	0.75	\$ 76.40	\$ 78.47	\$ 2.07	2.7%	\$ 80.37	\$ 1.91	2.4%	\$ 83.65	\$ 3.27	4.1%	
Schools												
Elementary Schools	1.00	\$ 101.87	\$ 104.62	\$ 2.76	2.7%	\$ 107.17	\$ 2.54	2.4%	\$ 111.53	\$ 4.36	4.1%	
For each 60 pupils or fraction thereof												
Junior High Schools	1.00	\$ 101.87	\$ 104.62	\$ 2.76	2.7%	\$ 107.17	\$ 2.54	2.4%	\$ 111.53	\$ 4.36	4.1%	
For each 50 pupils of fractin thereof												
High Schools	1.00	\$ 101.87	\$ 104.62	\$ 2.76	2.7%	\$ 107.17	\$ 2.54	2.4%	\$ 111.53	\$ 4.36	4.1%	
For each 30 pupils or fraction thereof												

Fund Balance

Incorporating Reserve Fund needs per District policy into the rate recommendation results in reserve levels growing over the ten-year planning period. The tables and graphs below demonstrate the projected fund balances compared to policy target levels.

Operating Reserve Fund	2023-2024	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Minimum Level (3 Months Op Exp)	\$ 132,619	\$ 139,172	\$ 145,717	\$ 152,215	\$ 158,947	\$ 165,982	\$ 173,334	\$ 181,020	\$ 189,053	\$ 197,449	\$ 206,226
Maximum Level (6 Months Op Exp)	\$ 265,238	\$ 278,343	\$ 291,434	\$ 304,431	\$ 317,893	\$ 331,963	\$ 346,669	\$ 362,039	\$ 378,105	\$ 394,899	\$ 412,453
Projected	\$ 137,819	\$ 172,819	\$ 207,819	\$ 237,819	\$ 267,819	\$ 282,819	\$ 297,819	\$ 312,819	\$ 327,819	\$ 342,819	\$ 357,819
Capital Reserve	2023-2024	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Minimum Level - Accumltd Dep + 25%	\$ 2,041,778	\$ 2,163,710	\$ 2,250,258	\$ 2,340,269	\$ 2,433,879	\$ 2,531,235	\$ 2,632,484	\$ 2,737,783	\$ 2,847,295	\$ 2,961,187	\$ 3,079,634
Projected	\$ 53,350	\$ 138,350	\$ 223,350	\$ 318,350	\$ 423,350	\$ 528,350	\$ 643,350	\$ 768,350	\$ 903,350	\$ 1,048,350	\$ 1,203,350



Patrol Division

The Security and Patrol Services program of the Pauma Valley Community Services District (PVCSD) is comprised of officers trained as first responders in basic first aid, Cardiopulmonary Resuscitation (CPR), Automated External Defibrillation (AED), Infant CPR, Lift-Assist and Oxygen Administration.

Operations & Maintenance Cost of Service

The Security and Patrol Services program is available to District residents, business owners and visitors 24-hours a day and 7 days a week. PVCSD officers respond to all calls in a prompt, courteous, and highly professional manner and are committed to the protection of life and property throughout the District.

The District plans and budgets to provide this service in the most efficient manner possible while ensuring the highest level of customer satisfaction and continuity of service. Security personnel comprise the most significant component of the cost of service for this Division amounting to approximately 78% its expenses. The LRFPP utilizing the method describe above under Revenue Requirements, projects the various Operations & Maintenance cost elements over the next ten years.

Expenses:	2023-2024	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Depreciation	22,460	22,909	23,368	23,835	24,312	24,798	25,294	25,800	26,316	26,842	27,379
Dwelling Live	4,186	4,437	4,681	4,915	5,161	5,419	5,690	5,975	6,273	6,587	6,916
Utilities	3,251	3,365	3,482	3,604	3,712	3,824	3,938	4,057	4,178	4,304	4,433
Equipment Rentals	-	-	-	-	-	-	-	-	-	-	-
Group Health Insurance	43,263	44,993	46,793	48,665	50,611	52,636	54,741	56,931	59,208	61,576	64,039
Liability Insurance	24,940	26,437	27,891	29,285	30,750	32,287	33,902	35,597	37,376	39,245	41,207
Miscellaneous Expense	4,670	4,950	5,222	5,483	5,758	6,045	6,348	6,665	6,998	7,348	7,716
Office Expense	11,311	11,990	12,649	13,281	13,945	14,643	15,375	16,144	16,951	17,798	18,688
Operator Contract Services	-	-	-	-	-	-	-	-	-	-	-
Payroll Taxes	32,706	34,015	35,375	36,790	38,262	39,792	41,384	43,039	44,761	46,551	48,413
PERS Retirement	30,465	31,684	32,951	34,269	35,640	37,066	38,548	40,090	41,694	43,362	45,096
Repairs & Maintenance	5,365	5,687	6,000	6,300	6,615	6,945	7,293	7,657	8,040	8,442	8,864
Salaries	363,047	377,569	392,672	408,378	424,714	441,702	459,370	477,745	496,855	516,729	537,398
Security Expense	5,199	5,511	5,814	6,105	6,410	6,730	7,067	7,420	7,791	8,181	8,590
Uniforms	1,310	1,389	1,465	1,538	1,615	1,696	1,781	1,870	1,963	2,061	2,164
Vehicles	13,340	14,140	14,918	15,664	16,447	17,270	18,133	19,040	19,992	20,991	22,041
Workers Compensation Insurance	9,602	9,986	10,385	10,800	11,232	11,682	12,149	12,635	13,140	13,666	14,213
Drainage	-	-	-	-	-	-	-	-	-	-	-
State Maint. Fee	-	-	-	-	-	-	-	-	-	-	-
Water Tests & Analysis	-	-	-	-	-	-	-	-	-	-	-
Fees	-	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-	-
Schools & Meetings	3,882	4,115	4,342	4,559	4,787	5,026	5,277	5,541	5,818	6,109	6,415
Accountinig	18,792	19,919	21,015	22,066	23,169	24,328	25,544	26,821	28,162	29,570	31,049
Legal	19,936	21,132	22,294	23,409	24,579	25,808	27,098	28,453	29,876	31,370	32,938
Guard House/Roadway Lease	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	617,725	644,227	671,317	698,948	727,719	757,697	788,932	821,479	855,394	890,734	927,560

Capital Expenditure Cost of Service

This Division has capital investments primarily in patrol vehicles, headquarters, and technology systems to provide the community with this 24/7 level of service. The future capital investment requirements are primarily for repair, replacement, and betterment of these assets. The District is embarking on a condition assessment program, which will better forecast capital expenditure in the future. The District funds these capital needs on a PAYGo basis and are therefore

recovered through monthly rates. The current capital expenditure forecast below was used to determine the revenue requirement for this element of the rate.

Pauma Valley CSD Capital Expenditure Plan	FISCAL YEAR									
	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Treatment Plant Related	\$20,000	\$20,000	\$25,000	\$25,000	\$30,000	\$30,000	\$35,000	\$35,000	\$35,000	\$40,000
Security Vehicle Unit 1 (Inc graphics, equipment)	\$0	\$70,000	\$0	\$0	\$0	\$0	\$80,000	\$0	\$0	\$0
Security Vehicle Unit 2 (Inc graphics, equipment)	\$0	\$0	\$0	\$70,000	\$0	\$0	\$0	\$0	\$0	\$80,000
Office, IT, Computers & Facility Improvements	\$20,000	\$20,000	\$20,000	\$25,000	\$25,000	\$25,000	\$25,000	\$30,000	\$30,000	\$30,000
Total	\$40,000	\$110,000	\$45,000	\$120,000	\$55,000	\$55,000	\$140,000	\$65,000	\$65,000	\$150,000
Allocation to Divisions	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Sanitation	\$26,200	\$26,200	\$31,200	\$32,750	\$37,750	\$37,750	\$42,750	\$44,300	\$44,300	\$49,300
Patrol	\$7,400	\$77,400	\$7,400	\$79,250	\$9,250	\$9,250	\$89,250	\$11,100	\$11,100	\$91,100
Gate	\$6,400	\$6,400	\$6,400	\$8,000	\$8,000	\$8,000	\$8,000	\$9,600	\$9,600	\$9,600
Total	\$40,000	\$110,000	\$45,000	\$120,000	\$55,000	\$55,000	\$140,000	\$65,000	\$65,000	\$150,000

Reserve Funds

In addition to covering annual operating expenses and PAYGo Capital expenditures, rates need to generate revenue to maintain adequate operations and capital reserves. The District’s reserve policy defines six categories of reserves each with minimum funding targets. Currently, reserve levels do not meet minimum target levels. To begin reaching the target reserve amounts, this study will focus on the Operating Reserve Fund and a Capital Reserve Fund (Asset Replacement & Capital Improvement). The other reserve categories (Contingency, Loss Liability, Debt Service) will be addressed in future studies.

Operating Reserve Fund

The Operating Reserve Fund provides working capital for monthly O&M expenses. The District has an established Reserve Policy that expresses the goals to: ensure the viability of the organization and effectively manage cash flows, reduce impacts of unplanned and adverse financial events, and to invest in the future by considering opportunities of strategic importance. To achieve this, the District has set a minimum target level for this fund equal to 3 months of annual budgeted O&M expenses and a maximum target level equal to 6 months of annual budgeted O&M expenses. Maintaining the minimum balance for the Operations Reserve is recommended as a highest priority for the District’s reserve accounts.

Capital Reserve Fund

The Capital Reserve Fund (Asset Replacement & Capital Improvement) provides liquidity to fund Capital Expenditures that are funded on a PAYGo basis. For this study, a joint reserve is being used as the District is not in a position yet to address each fund individually. The District does not currently issue debt for capital purposes; therefore, adequate capital reserves are essential to achieve the goals of the District’s Reserve Policy. The District has set a reserve target for this fund at an amount equal to Accumulated Depreciation plus 25% (Asset Replacement) and an amount equal to the next five years CIP (Capital Improvement). For this study the minimum

target level for this reserve will be equal to the Asset Replacement target. Achieving the target balance for the Capital Reserve Fund is recommended as a priority in conjunction with achieving minimum balance for the Operations Reserve Fund. The Capital Improvement Reserve will be addressed after reaching the Asset Replacement Reserve target.

Other Reserve Funds

Once the reserve levels are achieved for the Operating Reserve Fund and the Capital Reserve Fund then future studies will address the remaining funds identified in the District’s policy (Contingency, Loss Liability, Debt Service).

PATROL - Reserve Fund Target Funding Levels										
Operating Reserve Fund	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Minimum Target	155,329	161,987	168,778	175,852	183,225	190,910	198,920	207,269	215,973	225,045
Maximum Target	310,659	323,975	337,556	351,704	366,449	381,819	397,840	414,539	431,946	450,091
Capital Reserve Fund	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Minimum Target	162,094	168,578	175,321	182,333	189,627	197,212	205,100	213,304	221,836	230,710

Results and Recommendations

Projected Rate Increases During Ten-Year Planning Period

The LRPD determines the annual rate increases projected for the ten-year planning period beginning with FY 2024-25. Utilizing a ten-year planning horizon provides insights and identifies trends that inform near term decisions. However, recommendations for rate changes are only for the next three years. The LRPD and rate study should be updated at least every three years to reflect actual results and refine future assumptions. The rate increases indicated below reflect the rate requirement data from above, including Key Model Assumptions, Operations & Maintenance Expenses, Capital Expenditures, and Reserve Funding.

The following table shows the resulting rate projections for the ten-year planning period.

	2023-2024	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Operating Rate Requirement	617,725	644,227	671,317	698,948	727,719	757,697	788,932	821,479	855,394	890,734	927,560
Less: Misc Revenues	(3,674)	(5,241)	(5,841)	(7,041)	(9,141)	(11,241)	(13,641)	(16,341)	(19,041)	(21,741)	(24,741)
Less: Depreciation	(22,460)	(22,909)	(23,368)	(23,835)	(24,312)	(24,798)	(25,294)	(25,800)	(26,316)	(26,842)	(27,379)
Add: Working Capital Reserve	(55,551)	5,000	15,000	20,000	20,000	25,000	35,000	35,000	35,000	40,000	45,000
Add: Paygo Capital	48,100	10,000	10,000	10,000	15,000	15,000	15,000	15,000	20,000	20,000	20,000
Add: Repair & Replacement Reserve	(25,640)	5,000	5,000	15,000	15,000	15,000	10,000	10,000	10,000	10,000	10,000
Total Rate Requirement	558,500	636,077	672,109	713,072	744,267	776,658	809,998	839,339	875,037	912,151	950,441
Net Rate Requirement											
Net Total Rate Requirement	558,500	636,077	672,109	713,072	744,267	776,658	809,998	839,339	875,037	912,151	950,441
EDU's	408.26	408.26	408.26	408.26	408.26	408.26	408.26	408.26	408.26	408.26	408.26
Rate Requirement	\$ 114.00	\$ 129.83	\$ 137.19	\$ 145.55	\$ 151.92	\$ 158.53	\$ 165.34	\$ 171.32	\$ 178.61	\$ 186.19	\$ 194.00
Rate Components											
Operating	\$ 109.42	\$ 126.77	\$ 134.13	\$ 140.45	\$ 145.79	\$ 152.41	\$ 160.23	\$ 166.22	\$ 172.49	\$ 180.06	\$ 187.88
Repair & Replacement	\$ 4.58	\$ 3.06	\$ 3.06	\$ 5.10	\$ 6.12	\$ 6.12	\$ 5.10	\$ 5.10	\$ 6.12	\$ 6.12	\$ 6.12
Total	\$ 114.00	\$ 129.83	\$ 137.19	\$ 145.55	\$ 151.92	\$ 158.53	\$ 165.34	\$ 171.32	\$ 178.61	\$ 186.19	\$ 194.00
		13.9%	5.7%	6.1%	4.4%	4.4%	4.3%	3.6%	4.3%	4.2%	4.2%

Rate Recommendation

Rate recommendations, as discussed above, are only being made for the next three-year period. These recommendations are set to recover operating, capital, and reserve requirements. There are two alternatives presented. The first, “Study Results,” is the resulting rate recommendation

from the LRFP. The second, "Alternative #1," is an alternative that contemplates a mid-year rate adjustment in FY 23-24. Alternative #1 is being presented to reduce the budget deficit anticipated in FY 23-24 and to reduce the spike in the FY 24-25 rate increase.

Study Results										
FY 23-24	Proposed FY 24-25			Proposed FY 25-26			Proposed FY 26-27			
	Rate	Rate	Increase	% Inc	Rate	Increase	% Inc	Rate	Increase	% Inc
Patrol	\$114.00	\$129.83	\$ 15.83	13.9%	\$137.19	\$ 7.35	5.7%	\$145.55	\$ 8.36	6.1%

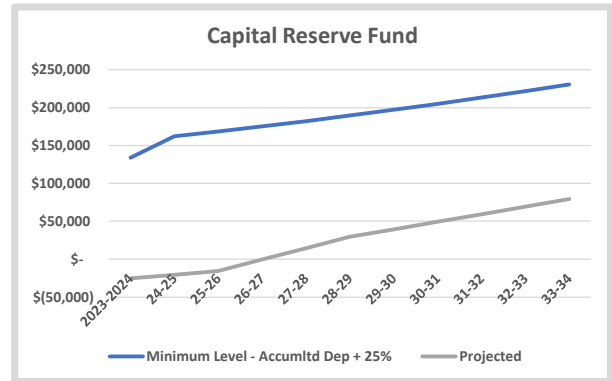
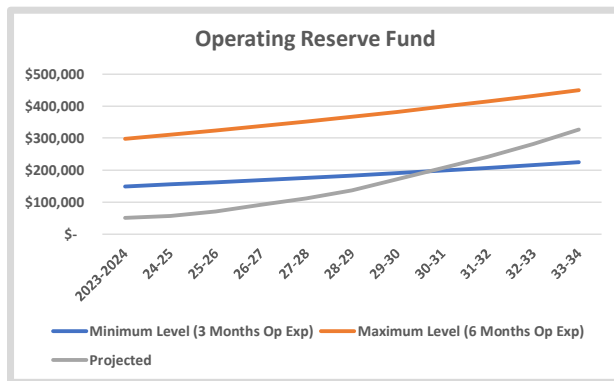
Alternative #1													
FY 23-24	Mid-Year FY 23-24			Proposed FY 24-25			Proposed FY 25-26			Proposed FY 26-27			
	Rate	Rate	Increase	% Inc	Rate	Increase	% Inc	Rate	Increase	% Inc	Rate	Increase	% Inc
Patrol	\$114.00	\$122.00	\$ 8.00	7.0%	\$129.83	\$ 7.83	6.4%	\$137.19	\$ 7.35	5.7%	\$145.55	\$ 8.36	6.1%

Fund Balance

Incorporating Reserve Fund needs, per District policy, into the rate recommendation results in reserve levels growing over the ten-year planning period. The tables and graphs below demonstrate the projected fund balances compared to policy target levels.

Operating Reserve Fund	2023-2024	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Minimum Level (3 Months Op Exp)	\$ 148,816	\$ 155,329	\$ 161,987	\$ 168,778	\$ 175,852	\$ 183,225	\$ 190,910	\$ 198,920	\$ 207,269	\$ 215,973	\$ 225,045
Maximum Level (6 Months Op Exp)	\$ 297,632	\$ 310,659	\$ 323,975	\$ 337,556	\$ 351,704	\$ 366,449	\$ 381,819	\$ 397,840	\$ 414,539	\$ 431,946	\$ 450,091
Projected	\$ 51,749	\$ 56,749	\$ 71,749	\$ 91,749	\$ 111,749	\$ 136,749	\$ 171,749	\$ 206,749	\$ 241,749	\$ 281,749	\$ 326,749

Capital Reserve	2023-2024	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Minimum Level - Accumltd Dep + 25%	\$ 134,020	\$ 162,094	\$ 168,578	\$ 175,321	\$ 182,333	\$ 189,627	\$ 197,212	\$ 205,100	\$ 213,304	\$ 221,836	\$ 230,710
Projected	\$ (25,640)	\$ (20,640)	\$ (15,640)	\$ (640)	\$ 14,360	\$ 29,360	\$ 39,360	\$ 49,360	\$ 59,360	\$ 69,360	\$ 79,360



Gate Division

The Gate Access Services program of the Pauma Valley Community Services District (PVCSD) is a highly controlled, monitored, and photographed egress and ingress system for the Pauma Valley Country Club Estates development. Three access gates are monitored while the main gate is manned 24 hours per day, 7 days per week.

Operations & Maintenance Cost of Service

Radio Frequency Identification (RFID) tags are used to access each gate and can be purchased at the District office with proof of a valid driver’s license, proof of vehicle insurance, and vehicle registration. The Gate Division provides the community with security services through access control to the community.

The District plans and budgets to provide gate services in the most efficient manner possible, while ensuring the highest level of customer satisfaction and continuity of service. Gate personnel comprise the most significant component of the operations & maintenance cost for this Division, amounting to approximately 74% of its expenses. This Division also operates three entry access facilities to the community of which only one is currently maned. The LRFP utilizing the method describe above under Revenue Requirements, projects the various Operations & Maintenance cost elements over the next ten years.

Expenses:	2023-2024	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Depreciation	15,967	16,287	16,612	16,945	17,283	17,629	17,982	18,341	18,708	19,082	19,464
Dwelling Live	4,186	4,437	4,681	4,915	5,161	5,419	5,690	5,975	6,273	6,587	6,916
Utilities	10,178	10,534	10,903	11,284	11,623	11,971	12,330	12,700	13,081	13,474	13,878
Equipment Rentals	-	-	-	-	-	-	-	-	-	-	-
Group Health Insurance	38,650	40,196	41,804	43,476	45,215	47,024	48,905	50,861	52,895	55,011	57,212
Liability Insurance	8,065	8,549	9,019	9,470	9,944	10,441	10,963	11,511	12,087	12,691	13,326
Miscellaneous Expense	4,650	4,929	5,200	5,460	5,733	6,020	6,321	6,637	6,969	7,317	7,683
Office Expense	9,477	10,045	10,598	11,128	11,684	12,268	12,882	13,526	14,202	14,912	15,658
Operator Contract Services	-	-	-	-	-	-	-	-	-	-	-
Payroll Taxes	25,113	26,118	27,162	28,249	29,379	30,554	31,776	33,047	34,369	35,744	37,174
PERS Retirement	19,394	20,170	20,976	21,815	22,688	23,596	24,539	25,521	26,542	27,604	28,708
Repairs & Maintenance	39,945	42,342	44,670	46,904	49,249	51,712	54,297	57,012	59,863	62,856	65,999
Salaries	274,335	285,308	296,720	308,589	320,933	333,770	347,121	361,006	375,446	390,464	406,082
Security Expense	2,183	2,314	2,441	2,563	2,691	2,826	2,967	3,116	3,272	3,435	3,607
Uniforms	954	1,011	1,067	1,120	1,176	1,235	1,297	1,362	1,430	1,501	1,576
Vehicles	-	-	-	-	-	-	-	-	-	-	-
Workers Compensation Insurance	11,245	11,694	12,162	12,649	13,154	13,681	14,228	14,797	15,389	16,004	16,645
Drainage	-	-	-	-	-	-	-	-	-	-	-
State Maint. Fee	-	-	-	-	-	-	-	-	-	-	-
Water Tests & Analysis	-	-	-	-	-	-	-	-	-	-	-
Fees	-	-	-	-	-	-	-	-	-	-	-
Engineering	-	-	-	-	-	-	-	-	-	-	-
Schools & Meetings	3,253	3,448	3,638	3,820	4,010	4,211	4,422	4,643	4,875	5,119	5,374
Accountinig	15,745	16,689	17,607	18,488	19,412	20,383	21,402	22,472	23,595	24,775	26,014
Legal	16,703	17,705	18,679	19,613	20,593	21,623	22,704	23,839	25,031	26,283	27,597
Guard House/Roadway Lease	2	2	2	2	2	3	3	3	3	3	3
Total Expenses	500,043	521,778	543,943	566,490	589,933	614,365	639,828	666,368	694,030	722,862	752,915

Capital Expenditure Cost of Service

This Division has capital investments primarily in community access facilities and technology systems to provide the community with this 24/7 level of service. The future capital investment requirements are primarily for repair, replacement, and betterment of these assets. The District funds these capital needs on a PAYGo basis and are therefore recovered through monthly rates.

The current capital expenditure forecast below was used to determine the revenue requirement for this element of the rate.

Pauma Valley CSD Capital Expenditure Plan	FISCAL YEAR									
	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Treatment Plant Related	\$20,000	\$20,000	\$25,000	\$25,000	\$30,000	\$30,000	\$35,000	\$35,000	\$35,000	\$40,000
Security Vehicle Unit 1 (Inc graphics, equipment)	\$0	\$70,000	\$0	\$0	\$0	\$0	\$80,000	\$0	\$0	\$0
Security Vehicle Unit 2 (Inc graphics, equipment)	\$0	\$0	\$0	\$70,000	\$0	\$0	\$0	\$0	\$0	\$80,000
Office, IT, Computers & Facility Improvements	\$20,000	\$20,000	\$20,000	\$25,000	\$25,000	\$25,000	\$25,000	\$30,000	\$30,000	\$30,000
Total	\$40,000	\$110,000	\$45,000	\$120,000	\$55,000	\$55,000	\$140,000	\$65,000	\$65,000	\$150,000
Allocation to Divisions	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Sanitation	\$26,200	\$26,200	\$31,200	\$32,750	\$37,750	\$37,750	\$42,750	\$44,300	\$44,300	\$49,300
Patrol	\$7,400	\$77,400	\$7,400	\$79,250	\$9,250	\$9,250	\$89,250	\$11,100	\$11,100	\$91,100
Gate	\$6,400	\$6,400	\$6,400	\$8,000	\$8,000	\$8,000	\$8,000	\$9,600	\$9,600	\$9,600
Total	\$40,000	\$110,000	\$45,000	\$120,000	\$55,000	\$55,000	\$140,000	\$65,000	\$65,000	\$150,000

Reserve Funds

In addition to covering annual operating expenses and PAYGo Capital expenditures, rates need to generate revenue to maintain adequate operations and capital reserves. The District’s reserve policy defines six categories of reserves, each with minimum funding targets. Currently reserve levels do not meet minimum target levels. To begin reaching the target reserve amounts, this study will focus on the Operating Reserve Fund and a Capital Reserve Fund (Asset Replacement & Capital Improvement). The other reserve categories (Contingency, Loss Liability, Debt Service) will be addressed in future studies.

Operating Reserve Fund

The Operating Reserve Fund provides working capital for monthly O&M expenses. The District has an established Reserve Policy that expresses the goals to: ensure the viability of the organization and effectively manage cash flows, reduce impacts of unplanned and adverse financial events, and to invest in the future by considering opportunities of strategic importance. To achieve this, the District has set a minimum target level for this fund equal to 3 months of annual budgeted O&M expenses and a maximum target level equal to 6 months of annual budgeted O&M expenses. Maintaining the minimum balance for the Operations Reserve is recommended as a highest priority for the District’s reserve accounts.

Capital Reserve Fund

The Capital Reserve Fund (Asset Replacement & Capital Improvement) provides liquidity to fund Capital Expenditures that are funded on a PAYGo basis. For this study, a joint reserve is being used as the District is not in a position yet to address each fund individually. The District does not currently issue debt for capital purposes; therefore, adequate capital reserves are essential to achieve the goals of the District’s Reserve Policy. The District has set a reserve target for this fund at an amount equal to Accumulated Depreciation plus 25% (Asset Replacement) and an amount equal to the next five years CIP (Capital Improvement). For this study the minimum

target level for this reserve will be equal to the Asset Replacement target. Achieving the target balance for the Capital Reserve Fund is recommended as a priority in conjunction with achieving a minimum balance for the Operations Reserve Fund. The Capital Improvement Reserve will be addressed after reaching the Asset Replacement Reserve target.

Other Reserve Funds

Once the reserve levels are achieved for the Operating Reserve Fund and the Capital Reserve Fund then future studies will address the remaining funds identified in the District’s policy (Contingency, Loss Liability, Debt Service).

PATROL - Reserve Fund Target Funding Levels										
Operating Reserve Fund	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Minimum Target	126,373	131,833	137,386	143,162	149,184	155,462	162,007	168,830	175,945	183,363
Maximum Target	379,119	395,498	412,159	429,487	447,552	466,385	486,020	506,491	527,835	550,088
Capital Reserve Fund	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Minimum Target	226,920	246,879	256,754	267,024	277,705	288,813	300,366	312,380	324,876	337,871

Results and Recommendations

Projected Rate Increases During Ten-Year Planning Period

The LRPD determines the annual rate increases projected for the ten-year planning period beginning with FY 2024-25. Utilizing a ten-year planning horizon provides insights and identifies trends that inform near term decisions. However, recommendations for rate changes are only for the next three years. The LRPD and rate study should be updated at least every three years to reflect actual results and refine future assumptions. The rate increases indicated below reflect the rate requirement data from above including Key Model Assumptions, Operations & Maintenance Expenses, Capital Expenditures, and Reserve Funding.

The following table shows the resulting rate projections for the ten-year planning period.

	2023-2024	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Operating Rate Requirement	500,043	521,778	543,943	566,490	589,933	614,365	639,828	666,368	694,030	722,862	752,915
Less: Misc Revenues	(7,278)	(9,690)	(10,590)	(12,090)	(13,590)	(15,390)	(17,190)	(18,990)	(20,790)	(22,590)	(24,090)
Less: Depreciation	(15,967)	(16,287)	(16,612)	(16,945)	(17,283)	(17,629)	(17,982)	(18,341)	(18,708)	(19,082)	(19,464)
Add: Working Capital Reserve	(42,765)	10,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Add: Paygo Capital	40,300	5,000	5,000	10,000	10,000	10,000	15,000	15,000	20,000	20,000	20,000
Add: Repair & Replacement Reserve	(24,333)	5,000	5,000	5,000	10,000	10,000	10,000	10,000	10,000	5,000	5,000
Total Rate Requirement	450,000	515,801	546,740	572,455	599,059	621,345	649,656	674,036	704,531	726,189	754,361
Net Rate Requirement											
Net Total Rate Requirement	450,000	515,801	546,740	572,455	599,059	621,345	649,656	674,036	704,531	726,189	754,361
EDU's	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00	375.00
Rate Requirement	\$ 100.00	\$ 114.62	\$ 121.50	\$ 127.21	\$ 133.12	\$ 138.08	\$ 144.37	\$ 149.79	\$ 156.56	\$ 161.38	\$ 167.64
Rate Components											
Operating	\$ 108.00	\$ 112.40	\$ 119.28	\$ 123.88	\$ 128.68	\$ 133.63	\$ 138.81	\$ 144.23	\$ 149.90	\$ 155.82	\$ 162.08
Repair & Replacement	\$ 3.55	\$ 2.22	\$ 2.22	\$ 3.33	\$ 4.44	\$ 4.44	\$ 5.56	\$ 5.56	\$ 6.67	\$ 5.56	\$ 5.56
Total	\$ 111.55	\$ 114.62	\$ 121.50	\$ 127.21	\$ 133.12	\$ 138.08	\$ 144.37	\$ 149.79	\$ 156.56	\$ 161.38	\$ 167.64
		2.8%	6.0%	4.7%	4.6%	3.7%	4.6%	3.8%	4.5%	3.1%	3.9%

Rate Recommendation

Rate recommendations, as discussed above, are only being made for the next three-year period. These recommendations are set to recover operating, capital and reserve requirements. There are two alternatives presented. The first, “Study Results”, is the resulting rate recommendation

from the LRRF. The second, "Alternative #1", is an alternative that contemplates a mid-year rate adjustment for FY 23-24. Alternative #1 is being presented to reduce the budget deficit anticipated in FY 23-24 and to reduce the spike in the FY 24-25 rate increase.

Study Results										
FY 23-24	Proposed FY 24-25				Proposed FY 25-26			Proposed FY 26-27		
	Rate	Rate	Increase	% Inc	Rate	Increase	% Inc	Rate	Increase	% Inc
Gate	\$100.00	\$114.62	\$ 14.62	14.6%	\$121.50	\$ 6.88	6.0%	\$127.21	\$ 5.71	4.7%

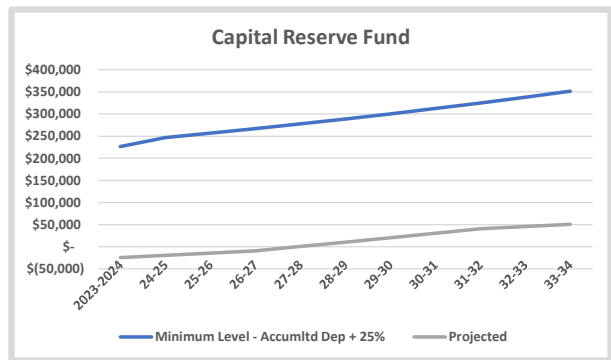
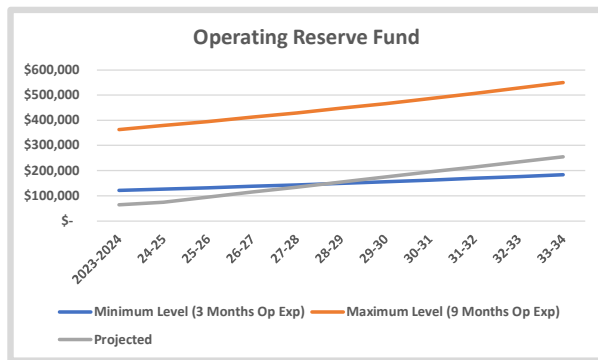
Alternative #1													
FY 23-24	Mid-Year FY 23-24				Proposed FY 24-25			Proposed FY 25-26			Proposed FY 26-27		
	Rate	Rate	Increase	% Inc	Rate	Increase	% Inc	Rate	Increase	% Inc	Rate	Increase	% Inc
Gate	\$100.00	\$107.00	\$ 7.00	7.0%	\$114.62	\$ 7.62	7.1%	\$121.50	\$ 6.88	6.0%	\$127.21	\$ 5.71	4.7%

Fund Balance

Incorporating Reserve Fund needs per District policy into the rate recommendation results in reserve levels growing over the ten-year planning period. The tables and graphs below demonstrate the projected fund balances compared to policy target levels.

Operating Reserve Fund	2023-2024	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Minimum Level (3 Months Op Exp)	\$ 121,019	\$ 126,373	\$ 131,833	\$ 137,386	\$ 143,162	\$ 149,184	\$ 155,462	\$ 162,007	\$ 168,830	\$ 175,945	\$ 183,363
Maximum Level (9 Months Op Exp)	\$ 363,057	\$ 379,119	\$ 395,498	\$ 412,159	\$ 429,487	\$ 447,552	\$ 466,385	\$ 486,020	\$ 506,491	\$ 527,835	\$ 550,088
Projected	\$ 64,535	\$ 74,535	\$ 94,535	\$ 114,535	\$ 134,535	\$ 154,535	\$ 174,535	\$ 194,535	\$ 214,535	\$ 234,535	\$ 254,535

Capital Reserve	2023-2024	24-25	25-26	26-27	27-28	28-29	29-30	30-31	31-32	32-33	33-34
Minimum Level - Accumltd Dep + 25%	\$ 226,920	\$ 246,879	\$ 256,754	\$ 267,024	\$ 277,705	\$ 288,813	\$ 300,366	\$ 312,380	\$ 324,876	\$ 337,871	\$ 351,385
Projected	\$ (24,333)	\$ (19,333)	\$ (14,333)	\$ (9,333)	\$ 667	\$ 10,667	\$ 20,667	\$ 30,667	\$ 40,667	\$ 45,667	\$ 50,667



RECOMMENDED RATE ACTIONS

Summary of Recommended Rates & Overall Monthly Bill Impact

The LRFP incorporates projected results of operations, anticipated capital improvements, as well as reserve funding requirements over the next ten years. The purpose of the LRFP is to ensure sound fiscal planning so that District financial requirements are met. While the plan projects monthly service rates over this period, we understand that actual results will vary. The further out in the plans years we expect the actual results to vary greater than in the first few years of the plan. Therefore, our recommendations for monthly service rates are only for the next three years. This plan should be updated periodically, and service rates adjusted from future LRFP reports.

Below are the recommended rates for the next three fiscal years as well as the overall bill impact. Two options are being presented. The first option, "Study Results," is the result of this study assuming rate adjustments will occur only at the beginning of each fiscal year. The second option, "Alternative #1," provides a mid-year rate adjustment in FY 23-24 to reduce the budgeted operating loss for the Patrol and Gate Divisions. Neither of these Divisions had a rate adjustment at the beginning of FY 23-24. Alternative #1 does not impact the other fiscal year rate recommendation from the study.

Study Results

Study Results										
	FY 23-24	Proposed FY 24-25			Proposed FY 25-26			Proposed FY 26-27		
	Rate	Rate	Increase	% Inc	Rate	Increase	% Inc	Rate	Increase	% Inc
Sanitation	\$101.87	\$104.62	\$ 2.76	2.7%	\$107.17	\$ 2.54	2.4%	\$111.53	\$ 4.36	4.1%
Patrol	\$114.00	\$129.83	\$ 15.83	13.9%	\$137.19	\$ 7.35	5.7%	\$145.55	\$ 8.36	6.1%
Gate	\$100.00	\$114.62	\$ 14.62	14.6%	\$121.50	\$ 6.88	6.0%	\$127.21	\$ 5.71	4.7%
Total	\$315.87	\$349.08	\$ 33.21	10.5%	\$365.85	\$ 16.77	4.8%	\$384.29	\$ 18.44	5.0%

Alternative #1

Alternative #1													
	FY 23-24	Mid-Year FY 23-24			Proposed FY 24-25			Proposed FY 25-26			Proposed FY 26-27		
	Rate	Rate	Increase	% Inc	Rate	Increase	% Inc	Rate	Increase	% Inc	Rate	Increase	% Inc
Sanitation	\$101.87	\$101.87	\$ -	0.0%	\$104.62	\$ 2.76	2.7%	\$107.17	\$ 2.54	2.4%	\$111.53	\$ 4.36	4.1%
Patrol	\$114.00	\$122.00	\$ 8.00	7.0%	\$129.83	\$ 7.83	6.4%	\$137.19	\$ 7.35	5.7%	\$145.55	\$ 8.36	6.1%
Gate	\$100.00	\$107.00	\$ 7.00	7.0%	\$114.62	\$ 7.62	7.1%	\$121.50	\$ 6.88	6.0%	\$127.21	\$ 5.71	4.7%
Total	\$315.87	\$330.87	\$ 15.00	4.7%	\$349.08	\$ 18.21	5.5%	\$365.85	\$ 16.77	4.8%	\$384.29	\$ 18.44	5.0%

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

Item: 15

Date: November 27th, 2023

From: General Manager, Eric Steinlicht

Issue: Employment Contract of the General Manager

STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Discuss and take other action as appropriate.

BACKGROUND

Pauma Valley Community Services District (District) appointed the current General Manager, Mr. Eric Sternlicht, and entered into an employment contract with Mr. Steinlicht on the 19th day of December of 2022. By design of the contract, the notice to not renew this employment contract has not been issued by the District Board of Directors thereby defaulting on this contract to renew for one additional year.

DISCUSSION

The Board of Directors will consider approving and signing an amendment to this current contract stipulating newly agreed terms between the District and the current General Manager, Eric Steinlicht.

FISCAL IMPACT

The fiscal impact is to be determined by the Board of Directors.

THEREFORE, STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Discuss and take other action as appropriate.

Attachments

1. Previously Signed and Approved General Manager's Contract
2. Amendment of the Contract

EMPLOYMENT AGREEMENT

General Manager

THIS AGREEMENT is made and entered into this 19th day of December 2022, by and between the PAUMA VALLEY COMMUNITY SERVICES DISTRICT ("PVCSD"), an independent community services district of the State of California, hereinafter referred to as "DISTRICT", and Eric Steinlicht, the GENERAL MANAGER OF THE PAUMA VALLEY COMMUNITY SERVICES DISTRICT, hereinafter referred to as "Employee", and both, hereinafter referred to as "Parties", whom understand as follows;

RECITALS

- A) Pauma Valley Community Services District is duly organized and-existing under the laws of the State of California with the power to carry on its business as it is now being conducted under the statutes of the State of California.
- B) Employee desires to serve in the capacity of the PVCSD General Manager.
- C) Employee understands, acknowledges, and agrees to serve at the will and pleasure of the PVCSD Board of Directors, and expressly agrees that the District Board is the appointing authority.
- D) The District desires to have Employee serve in the position of General Manager.
- E) The District and Employee mutually agree that this form of Agreement reflects the terms and conditions under which the Parties intend and desire to continue Employee' s employment, and that upon execution of this Agreement, any prior oral, written, or implied Employee Agreements shall have no force or effect.
- F) The District and Employee mutually agree that this Agreement is the sole and exclusive basis for an employment relationship between General Manager and the District.

NOW, THEREFORE, it is mutually agreed by and between the undersigned Parties as follows:

SECTION 1: Duties and Authority

- A) District agrees to employ Employee as General Manager to exercise the powers and authority and to perform the functions and duties specified by the District and all relevant resolutions, codes, rules, regulations, policies, procedures, applicable job description(s) and state codes, as they currently or may in the future exist. Employee shall exercise such power and authority and perform such other functions and duties, not inconsistent with this Agreement, as Employer, by its District Board, may legally assign.

SECTION 2: Term and Notice of Non -Renewal

- A) This Agreement shall become effective on January 1st, 2023 ("Effective Date"), and, is subject to the District's right to terminate Employee's employment at any time as provided for in this Agreement. The term of this agreement is 1 year from the Effective Date of the Agreement.
- B) Any modification of this Agreement will be effective only if it is in writing and signed by the District and Employee.
- C) This Agreement shall automatically be extended for one additional 12-month period unless the District Board notifies Employee of its intent not to extend the Agreement at least ninety (90) days prior to expiration of the original Term.
- D) The District's election not to extend this Agreement shall not entitle Employee to Severance pursuant to *Section 7* of this Agreement.

SECTION 3: Compensation and Performance Evaluation

- A) The District agrees to pay Employee an annual base salary of \$115,000 ("Base Salary") over twenty-six two week pay periods. The Base Salary shall be subject to deductions and withholdings of any and all sums required for federal or state income tax, pension contributions, and all other taxes, deductions or withholdings required by current state, federal or local law. District shall also deduct sums Employee is obligated to pay because of participation in plans or programs described in Section 4 of this Agreement.
- B) Future base salary adjustment is solely determined by the District Board. In considering the level of increase of Employee base salary, the District Board shall consider; (1) Employee overall performance (including, but not limited to, the attainment of Board directed goals and objectives; interaction with the Board, District staff, public and private agencies, and members of the public; and timely completion of projects specified by the Board). (2) The District shall also consider the District's current and anticipated fiscal position and any other relevant criteria. (3) Additional benefits or incentive pay may be awarded by the District Board solely at the discretion of the District Board.
- C) The District, by the Board, and Employee may set mutually agreed upon goals and objectives for each year under this Agreement. The District, by the Board, may elect to conduct an evaluation of Employee's performance at any time or times during the period in which this Agreement remains in effect. The District, by the Board, may assign goals, objectives or initiatives to the employee within the duties and responsibilities of a General Manager and existing law.

SECTION 4: Employee Benefits

- A) Employee Benefits. Unless otherwise specified below in this Section of the Agreement, Employee shall receive the same benefits as are available to full time general employees of the PVCSD. Benefits may be paid separately from payroll or distributed equally over twenty-six two week pay periods.
- B) Vehicle Allowance. Employee shall be entitled to \$300.00 per month.
- C) Health Reimbursement Arrangements (HRA). Employee shall be entitled to an additional \$100 per month HRA benefit from the rate paid to general employees.
- D) Employee leave and benefit balances shall accrue under the terms of applicable District policies provided to general employees of the PVCSD.

SECTION 5: General Business Expenses

- A) District encourages the professional growth and development of Employee. District agrees to budget and pay for professional dues and membership of Employee necessary to maintain membership in the California Special District Association (CSDA), San Diego subdivision of the CSDA and the California Association of Sanitation Agencies (CASA).
- B) District agrees to budget and pay for Employee attendance at the annual CSDA conference or CSDA Leadership conference.
- C) Subject to approval of District Board and budget constraints, District agrees to budget and pay for attendance by Employee to other professional conferences, conventions, seminars, and or

short courses related to Employees professional growth and or District mission, goals and objectives.

- D) District recognizes that Employee may incur expenses of a non -personal, job-related nature that are reasonably necessary to Employee's service to the District. District agrees to either pay such expenses in advance or to reimburse the expenses, so long as the expenses are incurred and submitted according to District's normal expense reimbursement procedures, or such other procedure as may be designated by the District Board. To be eligible for reimbursement, all expenses must be supported by documentation.

SECTION 6: At-Will Employment Relationship

- A) Employee is appointed by and serves at the pleasure of the PVCSD Board. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the District to terminate this Agreement and the employment of Employee at any time, with or without Cause (as defined below), and with or without notice. There is no express or implied promise made to Employee for any form of continued employment.
- B) Employee understands, acknowledges and agrees that employment "At-Will" status cannot be changed except in a writing signed by the president of the PVCSD Board after majority approval of the PVCSD Board.
- C) The District shall pay Employee for all services through the Effective Date of termination and Employee shall have no right to any additional compensation or payment except as provided in Section 7, entitled Severance and benefit Payoff at Termination and General Release.
- D) Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign from District employment, subject to the Employee providing a minimum of forty-five (45) calendar days prior written notice to the District Board President of the effective date of Employee's resignation. The forty-five day notification may be waived if mutually agreed upon by both the District and the Employee.
- E) Upon termination or resignation of employment, Employee forfeits all compensation and benefits owing for the remainder of the term of this Agreement, as well as any potential "Severance" pay per Section 7 of this Agreement.

SECTION 7: Severance and benefit Payoff at Termination and General Release

- A) Termination Without Cause. If Employer terminates this Agreement (thereby terminating Employee's employment) Without Cause, prior to the expiration of the Terms of this Agreement, as determined by the affirmative votes of a majority of the members of the District Board at a Board meeting, and the Employee is willing and able to perform duties under this Agreement, Employee shall be entitled to a cash payment of compensation equal to six (6) months base salary or the number of months left in the Agreement whichever is less. . Employee shall also be entitled to continued medical insurance coverage for six (6) months or the number of months left in the Agreement whichever is less, but in no case shall the District's contribution for insurance exceed the contribution rate provided to the Employee prior to termination. The payment of any such severance benefit shall be conditioned upon Employee executing a general release agreement containing a general release of all claims Employee may have against Employer, in a form that is reasonably required by Employer's attorney. Such severance shall not be payable unless and until Employee executes such general release.
- B) Employee shall be entitled to cash compensation for accrued vacation benefits of the District.

- C) In accordance with Government Code Section 53260(a), in no event shall Employee receive a cash settlement that is greater than the monthly Base Salary of Employee multiplied by the number of months left on the unexpired term of the Agreement.
- D) In the event of Employee is unable to perform the duties and functions consistent with the position of General Manager due to serious illness, injury, impairment, or physical or mental condition for a period of three (3) consecutive months, beyond Employees full use of any provided or earned leave, the Employee may be terminated due to incapacity. Upon termination due to incapacity, Employee shall be entitled to three (3) months base salary minus any District provided disability insurance proceeds received by the Employee.
- E) Termination With Cause. If the District terminates this Agreement (thereby terminating Employee' s employment) with Cause, as determined by the affirmative votes of a majority of the members of the District Board at a meeting of the PVCSD Board, Employee shall not be entitled to any additional compensation or payment, including Severance and any District contribution towards medical insurance. If the District Board intends to terminate with Cause, based on reason or reasons set forth below, the Board shall first, in good faith and effort, deliver to Employee a written Notice of Intent to Terminate, stating the reason or reasons for the proposed termination, and providing a thirty (30) day period for Employee to cure. If, in the Boards independent judgment, Employee cures the identified reason or reasons for Cause termination, Employee shall not be terminated. Therefore, as used in this Agreement, Cause shall only mean any of the following:
- a. Conviction or plea of nolo contendere to of a felony;
 - b. Conviction or plea of nolo contendere of a misdemeanor arising out of Employee' s duties under this Agreement and involving a willful or intentional violation of law;
 - c. Conviction or plea of nolo contendere of any crime involving an "abuse of office or position," as that term is defined in Government Code Section 53243.4;
 - d. Actions of fraud, embezzlement, bribery, or other similar serious acts in connection with Employee's employment with Employer.
 - e. Conviction or plea of nolo contendere to any crime or offense which is likely to have a material adverse impact on the District, excepting minor traffic violations or minor infraction offenses;
 - f. Continued failure of Employee to observe or perform any duties and obligations of General Manager, if after notice by the District Board, that failure continues after receipt of notice by the District Board President specifying acts or omissions deemed to amount to that failure;
 - g. Willful abandonment of duties; including failure or inability to perform Employee's duties in a competent manner;
 - h. Abandonment of job; defined as Employee failing to report to work for three continuous work days without Employee making satisfactory arrangements and notification to the President of the District Board;
 - i. Repeated failure to carry out a directive or directives of the PVCSD Board of Directors as a body;
 - j. Any dishonest acts or grossly negligent action or inaction by Employee that materially and adversely: (a) impedes or disrupts the operations of Employer or its organizational units; (b) is detrimental to employees or public safety or (c) violates properly established policy, rules or procedures of Employer.

SECTION 8: Records

- A) All books, files, records, charts, agreements, documents, emails and other written or electronic data, and any other similar items relating to the operations of the District, whether prepared by Employee or otherwise coming into Employee or District possession shall remain the property of the District.
- B) In the event this Agreement is terminated, Employee agrees to immediately surrender to the District property of the District. Such items included but not limited to the items referenced above and all written or printed writings containing information relating to the conduct of District business prepared, owned, used or retained by Employee regardless of physical form or characteristics; and any and all passwords, equipment, tools, or other materials of whatever nature provided to Employee by the District.

SECTION 9: Employee's Obligations and Hours of Work

- A) Employee shall devote Employee's full energies, interests, abilities and productive time to the performance of this Agreement and utilize Employee's best efforts to promote the District's interests. Employee's duties may involve expenditures of time in excess of the regularly established workday or in excess of a forty (40) hour workweek and may also include time outside normal office hours, including attendance Board or Community meetings.
- B) Employee's Base Salary includes compensation for all hours worked and Employee shall be classified as an exempt employee for purposes of overtime and shall not be entitled to any form of compensation for overtime.
- C) Employee is permitted to exercise a flexible work schedule. However, consistent with this flexibility and Employee's participation in activities out of the office, Employee will generally be expected to keep office hours at District Office, Monday through Friday, during normal business hours, sufficient to fully discharge Employee's duties under this Agreement. Employee shall keep the Administration Office Staff aware of his office schedule.
- D) Employee shall provide written notice to the District Board President when Employee anticipates an absence from the work office for two or more business days.
- E) Employee may engage in outside employment, but only to the extent that such activities do not interfere with the Employee's duties set forth in this agreement. As determined by the District Board, Employee shall not engage in any employment, activity, consulting service or enterprise for compensation, or otherwise, which is, actually or potentially, inconsistent, incompatible, in conflict, inimical to or which materially interferes with Employee's duties and responsibilities to District. (GOV § 1125 - 1129) In order to avoid perceived or actual conflicts of interest that may arise from outside employment, Employee must obtain written approval from the Board of Directors prior to undertaking any outside employment. Thereafter, Employee shall advise the Board annually during the month of January of any such continued previously approved employment. The District Board reserves the right to rescind such previously approved outside employment based on criteria set forth in this section of the Agreement.

SECTION 10: Other Terms and Conditions of Employment

- A) District may fix other terms and conditions of employment, as it may determine from time to time, relating to the performance of the Employee, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement or applicable law.

- B) No Party's failure to enforce any provision or provisions of this agreement will be construed in any way as a waiver of any such provision or provisions, or prevent that party thereafter from enforcing each and every other provision of this agreement.
- C) The District Board can exercise its own discretion in imposing discipline short of termination when, in the Boards sole discretion, deems it appropriate. Nothing in this provision is intended to change or alter Employee's at-will status.

SECTION 11: Indemnification

- A) To the extent mandated by the California Government Code, the District shall defend, hold harmless, and indemnify Employee against any tort, professional liability, claim or demand, or other legal action arising out of an alleged act or omission occurring in the performance of employee' s services under this Agreement. This section shall not apply to any intentional tort or crime committed by Employee, to any action outside the course and scope of the services provided by employee under this Agreement, or any other intentional or malicious conduct or gross negligence of Employee. (GOV § 810, 825, 995, et. seq.)
- B) Notwithstanding the foregoing, and consistent with Sections 53243 through 53243. 3 of the Government Code, Employee shall be required, if convicted of a crime involving an abuse of Employee' s office or position, to fully reimburse the District for: (1) any paid leave salary offered by the District to the Employee; (2) any funds provided for the legal criminal defense of the Employee; (3) any cash settlement related to the termination that Employee may receive; and (4) any other payments received by Employee from City that in any way relate to the foregoing

SECTION 12: Non-Discrimination

- A) In the performance of Employee's functions and duties, Employee agrees to uphold State and Federal non-discrimination laws to prevent workplace discrimination.

SECTION 13: Code of Ethics

- A) Employee agrees to create excellence in local governance by developing and fostering professional local government management. To further this goal, Employee agrees to the following code of ethics:
 - a. Support the District Board approved mission, vision, values, goals and objectives of the District.
 - b. Understand that professional management is essential to efficient and democratic local government by elected officials.
 - c. Demonstrate, by word and action, the highest standards of ethical conduct and integrity in all public, professional, and personal relationships in order that the member may merit the trust and respect of the elected and appointed officials, employees, and the public.
 - d. Serve the best interests of the people.
 - e. Submit work product and proposals, including but not limited to, resolutions, ordinances, codes, policies, procedures, quality improvement/initiative proposals, to Board members; provide the Board with facts, and technical and professional advice about policy options; and collaborate with the Board in setting goals for the community and organization.

- f. Recognize that elected representatives are accountable to their community for the decisions they make; Employee is responsible for implementing those decisions.
- g. Refrain from all political activities which undermine public confidence in Board members or professional administrators. Refrain from political activities that involve the campaigning for or against persons of the office of the PVCSD Board.
- h. Keep the community informed on local government affairs; encourage communication between the citizens and all District Board members; emphasize friendly and courteous service to the public; and seek to improve the quality and image of public service.
- i. Handle all matters of personnel on the basis of merit so that fairness and impartiality govern Employee's decisions pertaining to appointments, pay adjustments, promotions, and discipline.
- j. Public office is a public trust. Employee shall not leverage his or her position for personal gain or benefit.

SECTION 14: General Provisions

- A) This Agreement shall constitute the exclusive entire agreement between the Employee and the District. Any prior discussions or representations by or between the Parties are rendered null and void. The Parties by mutual written agreement may amend any provision of this Agreement during the life of the Agreement. Such amendments shall be incorporated and made a part of this Agreement.
- B) The foregoing notwithstanding, Employee acknowledges that, except as expressly provided in this Agreement, Employee's employment is subject to District's generally applicable codes, ordinances, policies, and rules pertaining to employment matters, such as those addressing equal employment opportunity, sexual harassment and violence in the workplace, as they currently or may in the future exist, and Employee's employment is, and will continue to be, at the will of the District Board of Directors.
- C) This Agreement shall be binding on the District and the Employee as well as their heirs, assigns, executors, personal representatives, and successors in interest.
- D) This Agreement shall be interpreted and construed pursuant to and in accordance with the laws of the State of California and all applicable District Codes, Ordinances, Policies and Resolutions.
- E) If any provision of this Agreement is held invalid or unenforceable, the remainder of this Agreement shall nevertheless remain in full force and effect. If any provision is held invalid or unenforceable with respect to particular circumstances, it shall nevertheless remain in full force and effect in all other circumstances.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the dates reflected below each signature.

EMPLOYEE:

Eric Steinlicht

Eric Steinlicht

Date: 12-19-2022

DISTRICT:

Michael Esparza

Michael Esparza, Board Vice President

Date: 12-19-22

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

AMENDMENT 1

This Amendment is made and entered into this 27th day of November 2023, by and between the Pauma Valley Community Services District (District) and Eric Steinlicht (Employee) as per the contract dated December 19, 2022 for at-will employment services, encompassing all terms and conditions contained therein, except as specifically modified herein.

The above-described contract shall be amended as follows:

1. Page 1, Section 2-A, Term and Notice of Non-Renewal
 - A) This agreement shall become effective on January 1st, 2024 ("Effective Date"), and is subject to the District's right to terminate Employee's employment at any time as provided or in this Agreement. The term of this agreement is 3 years from the Effective Date of the Agreement.

2. Page 2, Section 3-A, Compensation and Performance Evaluation
 - A) Effective January 1, 2024, the District agrees to pay Employee an annual base salary of \$ _____ ("Base Salary") (to be voted on by the Board in public) over twenty-six two week pay periods. Employee shall receive any cost of living adjustments provided to all employees of the District during the term of this amendment. The Base Salary shall be subject to deductions and withholdings of any and all sums required for federal or state income tax, pension contributions, and all other taxes, deductions or withholdings required by current state, federal or local law. District shall also deduct sums Employee is obligated to pay because of participation in plans or programs described in Section 4 of this Agreement.

3. Page 2, section 4-B, Vehicle Allowance
 - A) Effective January 1, 2024, the District agrees to increase the vehicle allowance to \$450 per month.

4. Page 3, Section 7-A, Severance and Benefit Payoff at Termination and General Release
 - A) Termination Without Cause. If Employer terminates this Agreement (thereby terminating Employee's employment) Without Cause, prior to the expiration of the Terms of this Agreement, as determined by the affirmative votes of a majority of the members of the District Board at a Board meeting, and the Employee is willing and able to perform duties under this Agreement, Employee shall be entitled to a cash

payment of compensation equal to six (6) months base salary or the number of months left in the Agreement whichever is less. Employee shall also be entitled to continued medical insurance coverage for six (6) months or the number of months left in the Agreement whichever is less, but in no case shall the District's contribution for insurance exceed the contribution rate provided to the Employee prior to termination. The payment of any such severance benefit shall be conditioned upon Employee executing a general release agreement containing a general release of all claims Employee may have against Employer, in a form that is reasonably required by Employer's attorney. Such severance shall not be payable unless and until Employee executes such general release. The Employee shall not be removed during the ninety (90) days following any election for membership on the Board of Directors, or during the 90-day period following any change in membership of the Board of Directors.

Except as specifically modified herein, all of the terms and conditions of Eric Steinlicht's employee agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have entered into this Amendment as of the day and year first written above.

By: _____

Jodie Lawston, President of the Board of Directors

By: _____

Eric Steinlicht

APPROVED AS TO FORM:

By: _____

Jeffery Morris, General Counsel

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

Item: 16

Date: November 27th, 2023

From: General Manager, Eric Steinlicht

Issue: Board of Directors Presidency Vacancy

STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Entertain a motion for the position of Board President.
2. Discuss and take other action as appropriate.

BACKGROUND

On January 23rd, 2023, elections for Officers of the Board took place. Dr. Jodie Lawston was nominated and unanimously approved to be the Board President for the Pauma Valley Community Services District (PVCSD).

DISCUSSION

President Jodie Lawston will officially announce her decision to resign from the position of the PVCSD Board President. President Lawston intends to remain a member of the Board in her capacity as a Board Director. President Lawston will then introduce a proposal to formally endorse her recommended successor. The Board of Directors will entertain a motion concerning this proposal, followed by a discussion and take any action deemed appropriate.

FISCAL IMPACT

There is no fiscal impact associated with this item.

THEREFORE, STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Entertain a motion for the position of Board President.
2. Discuss and take other action as appropriate.

Attachments

1. N/A

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

Item: 17

Date: November 27th, 2023

From: General Manager, Eric Steinlicht

Issue: Public Hearing for Security and Gate Rate Increases

STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Conduct a Public Hearing.
2. Authorize staff to increase rates for Security and Gate charges.
3. Discuss and take other action as appropriate.

BACKGROUND

Pauma Valley Community Services District (District) has historically increased the rates for both the Security Patrol and Gates Sub-Divisions at the beginning of the fiscal year inconsistently for the past six years. Below illustrates this consistency and amounts relating to these increases.

	Security	Gates
7/1/2022	114	100
7/1/2021	112	94
7/1/2020	112	89
7/1/2019	112	89
7/1/2018	112	84
7/1/2017	107	8

DISCUSSION

The District presented the fiscal year 2023 to 2024 budget to showcase a significant operating deficit for the Security Division. The operating loss for the Security Patrol Sub-Division is \$55,551. The operating loss for the Security Gates Sub-Division is \$47,765. In total, the deficit is \$103,316. The budget accounted for this loss and ultimately depicted a \$54,595 operating loss for this fiscal year.

The prior year’s fiscal budget projected a \$31,037 gain due to a number of incorrect assumptions such as the Solar System Project completion and power savings, not needing to maintain the Tesla vehicles, and increased legal expenses. The organization has also undergone a substantial restructuring which has also increased District expenses. Ultimately, when considering the organizational change and current loss of the Security Division, raising the rates is a matter of sustainability.

The rates presented are congruent with a Long-Term Financial Plan developed by Mr. Jeff Armstrong that considers many factors such as inflation, CalPERS, and funding capital expenditure projects, just to name a few. On August 7th, 2023, at a Special Board Meeting, the Board of Directors was presented with a Long-Range Financial Plan and the alternative solution presented in that plan was approved. The goal of the alternative solution provided was to reduce the gap of the deficit the organization currently faces for this Division. The bottom line of this alternative is presented below as an excerpt taken directly out of this Long-Range Financial Plan that was presented at this Special Meeting.

Alternative #1

Alternative #1													
	FY 23-24	Mid-Year FY 23-24			Proposed FY 24-25			Proposed FY 25-26			Proposed FY 26-27		
	Rate	Rate	Increase	% Inc	Rate	Increase	% Inc	Rate	Increase	% Inc	Rate	Increase	% Inc
Sanitation	\$101.87	\$101.87	\$ -	0.0%	\$104.62	\$ 2.76	2.7%	\$107.17	\$ 2.54	2.4%	\$111.53	\$ 4.36	4.1%
Patrol	\$114.00	\$122.00	\$ 8.00	7.0%	\$129.83	\$ 7.83	6.4%	\$137.19	\$ 7.35	5.7%	\$145.55	\$ 8.36	6.1%
Gate	\$100.00	\$107.00	\$ 7.00	7.0%	\$114.62	\$ 7.62	7.1%	\$121.50	\$ 6.88	6.0%	\$127.21	\$ 5.71	4.7%
Total	\$315.87	\$330.87	\$ 15.00	4.7%	\$349.08	\$ 18.21	5.5%	\$365.85	\$ 16.77	4.8%	\$384.29	\$ 18.44	5.0%

FISCAL IMPACT

The fiscal impact is a seven percent (7%) increase to both Sub-Divisions rates, effective immediately upon the Board of Directors’ approval. The immediate resulting fiscal impact from adopting these rate increases will bring the District \$5,858 additional monthly revenue and ultimately \$41,005 by the end of the fiscal year. This will begin the process of equalizing the operating reserves deficit and ultimately begin the process of reducing the substantial capital reserves deficit.

THEREFORE, STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Conduct a Public Hearing.
2. Authorize staff to increase rates for Security and Gate charges.
3. Discuss and take other action as appropriate.

Attachments

1. N/A

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

Item: 18

Date: November 27th, 2023

From: Marissa Fehling, Interim Office Manager

Issue: Approval and Adoption of the District Calendar

STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Discuss and take other action as appropriate.

BACKGROUND

Historically, the Pauma Valley Community Services District (District) has determined its calendar of Regular Meeting dates in advance. The District maintains a “District Calendar” that covers a regular calendar year and posts it to the District website.

DISCUSSION

The Board of Directors will review and consider the calendar options presented by staff or make any alterations as deemed appropriate. Adopting a District Calendar in advance offers several key benefits that contribute to the effectiveness of the District. Additionally, a preapproved calendar provides transparency to the community; by publishing meeting dates well in advance, District constituents can be aware of when decisions or discussions will take place. It also facilitates the alignment of meetings with the strategic goals and initiatives of the District, ensuring that agenda items are in line with the overall direction of the District.

FISCAL IMPACT

There is no fiscal impact associated with this item.

THEREFORE, STAFF RECOMMENDS THE BOARD OF DIRECTORS:

1. Discuss and take other action as appropriate.

Attachments

1. 2024 PVCSD Board of Directors District Calendar- Version A
2. 2024 PVCSD Board of Directors District Calendar- Version B

2024

IMPORTANT DATES

JANUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

MARCH						
SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
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31						

APRIL						
SUN	MON	TUE	WED	THU	FRI	SAT
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28	29	30				

MAY						
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JUNE						
SUN	MON	TUE	WED	THU	FRI	SAT
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JULY						
SUN	MON	TUE	WED	THU	FRI	SAT
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AUGUST						
SUN	MON	TUE	WED	THU	FRI	SAT
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SEPTEMBER						
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29	30					

OCTOBER						
SUN	MON	TUE	WED	THU	FRI	SAT
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NOVEMBER						
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DECEMBER						
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- JANUARY 1
NEW YEAR'S DAY
- JANUARY 15
MARTIN LUTHER KING JR. DAY
- JANUARY 22
PVCSD REGULAR BOARD MEETING
- FEBRUARY 19
PRESIDENT'S DAY
- MARCH 25
PVCSD REGULAR BOARD MEETING
- MAY 27
MEMORIAL DAY
- MAY 28
PVCSD REGULAR BOARD MEETING
- JUNE 24
PVCSD REGULAR BOARD MEETING
- JULY 4
INDEPENDENCE DAY
- JULY 22
PVCSD REGULAR BOARD MEETING
- SEPTEMBER 2
LABOR DAY
- SEPTEMBER 23
PVCSD REGULAR BOARD MEETING
- NOVEMBER 11
VETERAN'S DAY
- NOVEMBER 25
PVCSD REGULAR BOARD MEETING
- NOVEMBER 28
THANKSGIVING DAY
- NOVEMBER 29
DAY AFTER THANKSGIVING
- DECEMBER 25
CHRISTMAS DAY

Meetings are typically held on the 4th Monday of every other month at 10 a.m. in the Robert Trent Jones Room at the Pauma Valley Country Club, located at 15835 Pauma Valley Drive, Pauma Valley, CA 92061. Agendas and meeting packets are posted 72 hours prior to the meeting.

Key:
Holidays Observed
Meeting Dates



2024

IMPORTANT DATES

JANUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
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28	29	30	31			

FEBRUARY						
SUN	MON	TUE	WED	THU	FRI	SAT
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MARCH						
SUN	MON	TUE	WED	THU	FRI	SAT
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31						

APRIL						
SUN	MON	TUE	WED	THU	FRI	SAT
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MAY						
SUN	MON	TUE	WED	THU	FRI	SAT
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26	27	28	29	30	31	

JUNE						
SUN	MON	TUE	WED	THU	FRI	SAT
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SEPTEMBER						
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DECEMBER						
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- JANUARY 1
NEW YEAR'S DAY
- JANUARY 15
MARTIN LUTHER KING JR. DAY
- JANUARY 22
PVCSD REGULAR BOARD MEETING
- FEBRUARY 19
PRESIDENT'S DAY
- FEBRUARY 26
PVCSD REGULAR BOARD MEETING
- MARCH 25
PVCSD REGULAR BOARD MEETING
- APRIL 22
PVCSD REGULAR BOARD MEETING
- MAY 27
MEMORIAL DAY
- MAY 28
PVCSD REGULAR BOARD MEETING
- JUNE 24
PVCSD REGULAR BOARD MEETING
- JULY 4
INDEPENDENCE DAY
- JULY 22
PVCSD REGULAR BOARD MEETING
- AUGUST 26
PVCSD REGULAR BOARD MEETING
- SEPTEMBER 2
LABOR DAY
- SEPTEMBER 23
PVCSD REGULAR BOARD MEETING
- OCTOBER 28
PVCSD REGULAR BOARD MEETING
- NOVEMBER 11
VETERAN'S DAY
- NOVEMBER 25
PVCSD REGULAR BOARD MEETING
- NOVEMBER 28
THANKSGIVING DAY
- NOVEMBER 29
DAY AFTER THANKSGIVING
- DECEMBER 25
CHRISTMAS DAY

Meetings are typically held on the 4th Monday of every other month at 10 a.m. in the Robert Trent Jones Room at the Pauma Valley Country Club, located at 15835 Pauma Valley Drive, Pauma Valley, CA 92061. Agendas and meeting packets are posted 72 hours prior to the meeting.

Key:
Holidays Observed
Meeting Dates



PAUMA VALLEY COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

Item: 24

Date: November 27th, 2023

From: General Manager, Eric Steinlicht

Issue: General Manager's Report

BACKGROUND

I began my role as the General Manager of the Pauma Valley Community Services District (District) on January 3rd, 2023. As I approach nearly a year within the District, I am proud to note our sustained progress towards key District objectives despite encountering various challenges along the way.

DISCUSSION

Despite numerous challenging circumstances, I maintain a steadfast confidence in our ability to accomplish the District's goals and uphold its mission. I wish to express sincere gratitude to the District Board of Directors, the dedicated staff, and to the residents for their unwavering support and invaluable feedback. Despite the array of challenges that have confronted our exceptional and charming community, our determination remains unwavering. We are continually committed to resolving outstanding issues and consistently fulfilling the District's mission.

Sanitation Operational Report

Effective October 1st, 2023, Dudek's contract operations for the Wastewater Treatment Plant (WWTP) ceased, and Water Quality Specialists (WQS) assumed full responsibility for all WWTP duties. Upon WQS's commencement, I hosted a productive meeting with two WQS managers, Carollo, the Utility Supervisor, and the Interim Office Manager. This session was marked by positive progress and a display of professionalism. Carollo provided a comprehensive briefing to WQS on the collected WWTP data, aiming to establish trends for better understanding and utilization of the facility. A future meeting is planned where Carollo will present the gathered data and its potential benefits for the District.

The transition with WQS in October was seamless, allowing us to maintain compliance without encountering any issues. Moreover, we achieved cost reduction by eliminating redundant testing practices previously in place. The switch to a different laboratory for testing not only contributed to cost savings but also resulted in quicker response times and improved turnaround for results. These improvements better position the District to meet compliance expectations.

On the following page, you will find some progress pictures of Mr. Justin O'Brien of Carollo, alongside the Utility Division Supervisor installing probes at various locations at the WWTP.

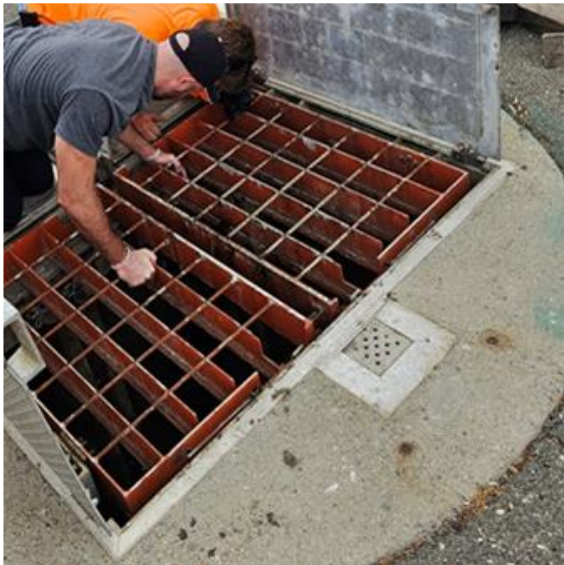
Analyzing Probe Data



Establishing WWTP Probe Location



Installing WWTP Lift Station Probe



WWTP Lift Station Probe Installed



Workman's Comp Insurance Policy

I instructed the District insurance broker to acquire Workers Comp Insurance rates to cover the Board of Directors during District activities, following advice from an Alliant corporate executive to mitigate liability. This coverage prevents potential lawsuits if a Board Director is injured during official District business. The entire Board is now covered under this plan at a minimal expense of \$42 per month.

Supervisory Control and Data Acquisition (SCADA)

The District relies on SCADA, a vital program used to remotely monitor sanitation assets and issue emergency alerts for critical equipment failures. Presently, the District's SCADA is integrated into RPMWC's system, which historically a payment of \$28,628 to incorporate its sanitation assets. I've acquired a proposal from "Freedom Automation," recommended by Rainbow Municipal and Encina

Wastewater Authority, outlining the cost for the District to acquire its standalone SCADA system. The essential equipment and installation would amount to \$63,300, significantly less expensive than the cost of the RPMWC system.

Information Technology (IT)

I assessed two distinct IT teams viable for the District's budget. Following negotiations spanning weeks, I secured a significantly reduced cost as well as higher-quality services with "Triune IT Consulting". Initially priced at over \$2,600 monthly, I successfully lowered the expense to \$500 per month, prioritizing robust cybersecurity for our IT infrastructure. I modified the contract from an annual commitment to a month-to-month basis, to be renegotiated post this fiscal year.

Previously, managing IT on my own consumed considerable time, including antivirus installation, system management, and the acquisition/installation of two new computer workstations. Absent a dedicated IT team, we encountered issues such as inadequate password management, lack of cloud back-up, and a vulnerability to cyber threats.

Having established a dedicated team, the District is now equipped to combat modern-world cyber threats and navigate routine staff changes, emphasizing the critical importance of robust IT management in both scenarios.

Truck Leasing Options

I've conducted research on various truck leasing options, per the Board of Directors' request. Despite multiple emails, there was no follow-up from Toyota of Escondido or Temecula Nissan. However, I did secure two distinct options for Patrol and Utility vehicles:

- A 2023 Chevrolet Colorado, four-wheel drive, crew cab
 - Monthly Payment of \$942.78
 - 60-month term
 - \$4,397.50 upfront
- A 2023 Toyota Tacoma, two-wheel drive, stripped version
 - Monthly Payment of \$577.68
 - 36-month term
 - \$1,300.00 upfront

Enterprise Catalog Update

The staff has successfully updated the Enterprise Catalog on the District website to ensure an accurate reflection of all programs and software utilized to maintain District reporting compliance.

Financials

The staff has been diligently reworking the District's financials to present accurate information in a more accessible format. Through their efforts, alongside consultants, several long-standing errors have been identified and addressed. This endeavor marks a transition toward more precise, compliant, and efficient reporting methods.

CalPERS Errors

A comprehensive compilation of data spanning the past decade has been completed to analyze the remedy process and its associated costs.

- CalPERS Owed Amount Due to Reporting Errors: \$32,129
- Identification and Remedial Process, Actuals and Total Projected: \$19,552.81
- **Total Cost to District: \$51,681.81**

Employee Appreciation

I recently met with Mr. Scott Shinner from the Pauma Valley Country Club (PVCC) to explore the possibility of hosting an Employee Recognition Dinner and event in December. Mr. Shinner expressed PVCC's willingness to offer the District a competitive price for this occasion. I see this as a wonderful opportunity to enhance morale and acknowledge the outstanding achievements of our staff throughout the year.

General Manager Development

I attended an event on November 15th, 2023, that was hosted by the California Water Environment Water Association for Wastewater Collection System Maintenance classes. This event provided four contact hours that are required to maintain the validity of the CWEA Collection System Maintenance Grade II certification. I met several vendors that are interested in the District and provided critical tools to help achieve the District's mission, such as a Computerized Maintenance Management System (CMMS) that was around \$20,000 cheaper than the last alternative I researched. This works in unison with the District's GIS and could be a major benefit to the District when and if the budget has room for this project.

Commendations

Marissa Fehling, Interim Office Manager	√ I commend the efforts and resolve Ms. Fehling has shown throughout this difficult and transitional time.
	√ I commend the skill and resolve demonstrated by Ms. Fehling, in addition to consistently taking the initiative and absorbing a great deal of new information to better serve the District.
Todd Albert, Security Division Supervisor	√ I commend the expertise and temperament of Mr. Albert for continually demonstrating a professional and resolution-oriented mindset when faced with challenging scenarios.
	√ I commend Mr. Albert for imparting his wisdom and District knowledge on all staff ultimately leading to a more effective Security Division team.
Jake Oehlert, Utility Division Supervisor	√ I commend Mr. Oehlert for his ability to adapt and solve complex issues in the field during this confusing and transitional time.
	√ Mr. Oehlert has shown a great deal of patience being utilized by both the PVCSD and RPMWC during this confusing traditional time.
Dale Easter, Patrol Officer	√ I commend Mr. Easter for his positive energy, professionalism, and tact.
	√ I commend Mr. Easter for his willingness to take on job tasks that are not typical, and the determination he shows to get the job done.

CONCLUSION

The challenges are significant, but we are making progress in the right direction. I am confident our team will remain vigilant and capable and would like to wish all staff, the honorable Board of Directors, as well as all residents to have very wonderful holidays and hope that everyone stays safe in the event of travel.

Attachments

1. General Manager's Prioritization Schedule
2. Freedom Automation Proposal
3. Truck Leasing Proposals

Prepared by: General Manager, Eric Steinlicht
Reviewed by: Interim Office Manager, Marissa Fehling
Approved by: General Manager, Eric Steinlicht

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

Item: 24

Date: November 27th, 2023

From: General Manager, Eric Steinlicht

Issue: General Manager’s Report: Prioritization Schedule

PRIORITIZATION SCHEDULE

Below is a table illustrating the General Manager’s current priorities categorized by criticality as it singularly relates to the Pauma Valley Community Services District (PVCSD). Prioritization items are to be amended, added, or eliminated at the discretion of the board.

High Priority Items

ITEM	STATUS
Employee Handbook Update (Remove Job Descriptions)	In Progress
Maintain Daily District Operations/Execute & Maintain Policy Adherence and Assist Board Members as Needed	Ongoing
Update and Renew Reporting Data as the LRO (Legally Responsible Official)	Ongoing
Identify Legal and Financial Implications of Restructuring for PVCSD and RPMWC	In Progress
Identify and facilitate GIS transition immediately with deadline approaching due to Dudek potential contract breach	Completed
Develop Professional Services Agreement For Carollo and addendum for GIS/Solar so time sensitive work can begin	Completed
Identify new IT team ASAP	Completed
Identify On-Call Engineering Firm	Completed
Identify Contract Wastewater Treatment Operations, Acquire Proposals, Have Objective View on Operations	Completed
Develop New Budget with Justification	Completed
Renew Grade II Cert	In Progress
Prop 218 Rate Study/Gates/Patrol (Cost of Service Study)	In Progress
Execute Strategic Planning Session	In Progress
Salary Survey	In Progress
Update Employee Review Sheets	In Progress
Solar Project Completion (Extensive)	In Progress
Investigate And Implement Criteria for Restricting RFID/Gate Access When Major Threat Exists	In Progress
Review/Establish Emergency Contracted Assistance (WW Operators/Engineers/WW Collection System Operators)	In Progress
Develop Critical Failure Contact Binder	In Progress
Create Long Term Financial Plan & Update Reserve Policy	In Progress
Update Job Descriptions as Needed	In Progress
Update PVCSD Employment Application	In Progress
Develop Criteria for Justification of Full Time Employee	In Progress

Ascertain Whether or Not PVCSD Is Providing Services to Residents Outside of The Sphere of Influence	In Progress
Weigh Options for Selling Tesla's to Get Trucks with Lights to Put Patrol in Compliance	In Progress
Review Positions and Contract Operational Costs for Comparison	In Progress
Investigate a Third Option for Solar Project Completion	In Progress
Conduct many conference calls pertaining to the community misinformation, and organizational restructuring	In Progress
Respond to Board Requests for reports and additional Information	In Progress
Use NBS to Collect Fees Via Tax Roll	Paused
Acquire Low Interest Loan/Line of Credit to Replenish Reserves and Working Capital for District Needs	Paused
Meet with financial consultant and remedy financial reporting issues, provide training to Interim Office Manager in addition to the General Manager	Completed
Work with General Counsel and submit a letter to the CA Department of Industrial Relations to ascertain prevailing wage	Completed
Acquire proposal from Carollo for as needed oversight and from Water Quality Specialist, as well as other contractors if possible	Completed
Amend and Reformat Sampling and Analysis Plan, Contact SWRCB and Reassure Oversight is Corrected, and Relay New Instructions to Staff	Completed
Identify Solutions Via MOU for PVCSD to Satisfy Needs of Both PVCSD and RPMWC	Completed
Reach Out to Firm Who Can Potentially Provide a Loan	Completed
Create New Sampling and Analysis Form Due to Oversight and Report to SWRCB to Show Transparency that Incorrect Sampling Method has Ended and Form Updated	Completed
Attend Event for Adan Ortega and Advocate for RPMWC, Network with Professionals to Assist RPMWC	Completed
Identify New Vendor for Wastewater Collections and Rehab Needs	Completed
Conduct Employee Reviews of Management	Completed
Incorporate Cross Training of Admin Staff	Completed
Move Venue for Board Meetings to The Country Club: Robert Trent Jones Room Indefinitely	Completed
Develop/Locate Financial Data to Supply to Board Members Fully Burdened Rates	Completed
Require New Employees to Drug Screen/Background Check, Figure Out Logistics for This to Occur	Completed
Create 23/24 Fiscal Year Budget	Completed
Become Board Representative for SGMA JPA	Completed
Reformat PVCSD Agenda & Board Letters/Reports	Completed
Create Calendar System for Admin, & All Other Divisions (Shifts/Deadlines/Overtime Tracking Etc.)	Completed
Realign Staff with Certain District Policy	Completed
Review Policy & Ask Legal as It Relates to RFID Access	Completed

Update 22/23 PVCSD Budget To Accurately Reflect Allocations (Overdrawn in Power/Legal Etc.) (Delegate Office Manager to Illustrate the Loss)	Completed
List Priorities for Board	Completed
Create Employee Assistance Program (EAP)	Completed
Ascertain Where PVCSD Board Meetings Take Place (Schedule out for year)	Completed
Identify SGMA JPA As It Relates to PVCSD (Consult Literature/Lawyer/Staff)	Completed
Add "Reportable Action" To Agenda Post Closed Session	Completed
Acquire Gas Detector for Utility & Calibration Equipment/Calibration Assistance (Major Safety Item)	Completed
Automate Separation of Expenses for PVCSD And Rancho Pauma Mutual Water Company	Withdrawn
Post Open Position for New Utility Worker, Interview, Communicate, Verify Who Pays for Position	Withdrawn/Completed

Mid Priority Items

ITEM	STATUS
Investigate 15 Property Sewer Connection Purchase (find paperwork, speak with buyer, find out condition of main)	In Progress
Investigate easement at 32979 Temet, if an Easement was obtained, or not	In Progress
Complete General Manager Certification, Training Events, & Grant Writing Training	In Progress
Complete General Manager Certification as It Relates to Wastewater and Water Distribution/Treatment	In Progress
Implement CMMS To Capture Inventory and Ensure We Have Spare Parts Program Implemented for Pumps/SCADA/Misc. and Provide Work Order System for Utility so that All Tasks are Accounted for	In Progress
Ascertain how to Efficiently Back-up Former Employees Emails for Public Records Request Rather than Maintaining Pricey Subscription	In Progress
New Radio's for Patrol/Gates, Meeting w/ Mike Esparza and Security/Gates Supervisor	In Progress
Find New Gate System Preventative Maintenance and Repair Company	In Progress
Refund or Ascertain Next Step with Oak Tree Purchaser for New Homes (Paid for Sewer Connections in Advance, or so told)	In Progress
Create Injury and Illness Prevention Plan	In Progress
Investigate Potential for New Accounting Firm	In Progress
Major Website Revamp with Transparency/Compliance Updates (Extensive if Done in House/Costly if Outsourced)	In Progress
Allow PVCSD Residents to Pay Bills Via Website or Link/or Use NBS Tax Roll Collection	In Progress
Community Outreach, Introduce New Gm (Letter)	In Progress
Research And Investigate Outsourcing Gates and Patrol	In Progress
New Law Requires Update for SSMP (Step Process) - Read and Review SSMP (Become Familiar) Update as Needed	In Progress

Discuss W/ Board Cost of Living Adjustment to All Staff	In Progress
Discuss W/ Board & General Counsel Tasers for Security Patrol	In Progress
Expand Professional Network for the Benefit (Shared Resources) of the District (Local Municipal GM's)	In Progress
Meet With Current Contractors Providing Essential Services and Contractors Who Can Provide the Same Service for Less or Provide Additional Value to the District	In Progress
Public Outreach – Meet Residents	In progress
Collect All CSD Resident's Emails	In Progress
Update PVCSD Policy's W/ Legal (BB&K Or New Firm)	In Progress
Procure Grants For PVCSD	In Progress
Discuss With Board Building Depreciation and Electrical Lighting Issues	In Progress
Create new organizational chart for Board review	Completed
Analyze Need for CHP Satellite Office and PVCSD Needs	Completed
Review Legislative Updates for PVCSD Board Members by Investigating Online, and Speaking with Lawyer and Staff	Completed
Quantify Data to Understand Costs as it Relates to Certain Activities/Tasks at Board Request	Completed
Speak With Scott Shinner Country Club GM about Communication When Utilizing PVCSD Utility Crew	Completed
Require Drug Screening and Background Check	Completed
Renew CWEA Grade II Collections Certification	Completed
Discuss W/ Legal, and Resident the Possibility for Oak Tree to Pull Out of PVCSD Patrol (Not Possible Without Board Approval, Special Tax)	Completed
Add Ab 557 As Action Item to CSD Agenda and Research with Board Letter (Understand Law and Legislation)	Completed
Communicate with Resident Needing to Temporarily Close Road for Crane Access to Property (Communicate with Roadway, Residents, staff)	Completed
Meet With All Board Members Individually	Completed
Investigate Need for PVCSD To Remain in SGMA JPA	Completed
Assist With Junk in The Trunk Garage Sale Event	Completed

Low Priority Items

ITEM	STATUS
Investigate the new law for water conservation for resident wanting to know the rules for an HOA (Sukat Trail HOA President)	In Progress
Contact King Benefits Regarding Form Needed on File, and if Legal Needs to Be Consulted	In Progress
Fix Phone System Issues, and Upgrade System	In Progress
Provide Treatment Plant Tour to The PVCSD Board	In Progress
Look Into Welding/CWEA/Training Classes for Utility to Upkeep Certification	In Progress
Meet With Van Of El Rey Regarding New Laws for Maintaining Grease Interceptor	In Progress
Develop Policy with Board Regarding Access to Sewer System Access Points for Critical Needs, And Right of Access (Easement)	In Progress

Identify and Potentially Create a Policy for Public Records Request	In Progress
Meet with Former Board Member: Dick Nolan with Mike Esparza for Historical Information on District	In Progress
Read Through Most Recent Compliance Inspections	In Progress
Investigate Best Solution for Weed Abatement for PVCSD Easements/Assets/Access	In Progress
Learn More About Dudek and Reach Out for Potential Tour	Completed/Withdrawn
Work with Resident Who'd Like Manhole in Backyard to Blend in with Grass (Ordered and Installed AstroTurf to Manhole)	Completed
Create Letter for Parking Permit, Discuss with Residents the Policy, (Ongoing, Residents Have Issue w/ Policy)	Completed
Meet With Tom Tran, Scada Technician for Training on The Software, and Request New Proposal Exclusively for PVCSD	Completed
Approve New Building Permit Post Fees and Permit Completion	Completed
Research and Review Potential for PVCSD Office Being a UPS Drop Off Point	Completed
Participate In Multiple Webinars (Brown Act, Finance, Grant Writing Etc.)	Completed
Draft And Finalize New Sewer Service Permit Application	Completed
Ron Krohn Request to Have the Helipad Be Certified Via Caltrans as A Medivac Helipad, Send Letter to Confirm that is its Sole Use	Completed
Draft Letter to Provide Gate Attendant Pay Raise/New Hire/Reinforce District Policy	Completed
Draft Letters for New Hires/Promotions	Completed
Meet With CPA/Nigro & Nigro to Address Financial Situation Of PVCSD	Completed
Investigate Current Rent for Hangars Due from Country Club To PVCSD/Deal for Road Use for Treatment Plant	Completed
Relay Board Election Forms (LAFCO/Roadway/RPMWC)	Completed
Acquire Approval from RPMWC President For Including PVCSD Staff on Insurance for Vehicles in The Event of Emergencies	Completed
Sign Up for Alerts for Regulatory Bodies/Resources for GM/Special Districts	Completed
Check In with Aerosurf Internet for Slowness of Internet Speed at Guard Shack	Completed
Install SCADA Connectivity on Phone and GM Laptop	Completed
Create Grease Interceptor Inspection Form	Completed
Discuss With President Barry Willis LAFCO Incumbent on Next Board Meeting as Agenda Item	Completed
Alter Financial Reports to Expenses/Revenues	Completed
Review Current Percentage Split Costs For PVCSD/RPMWC Assets/Employees and How Organizational Relationship Works	Withdrawn

Prepared by: General Manager, Eric Steinlicht
Reviewed by: Interim Office Manager, Marissa Fehling
Approved by: General Manager, Eric Steinlicht



PROJECT PROPOSAL LETTER (FA 9000-171)

PROJECT: Pauma Valley Community Services District – Base Level SCADA System

REV: 01

BID DATE: Tuesday, September 26, 2023

I am writing on behalf of Freedom Automation, Inc. (FAI) to present a proposal for the design and creation of a base level SCADA (Supervisory Control and Data Acquisition) System using Inductive Automation's Ignition HMI Software, integrating with your existing installed PLC base. Our team is excited to collaborate with Pauma Valley Community Services District (PVCSD) on this project, which we believe will significantly enhance the efficiency and reliability of your operations.

Project Overview:

FAI proposes to undertake the following key activities to ensure the successful implementation of the SCADA System:

Communication Network Assessment:

Our expert team will spend several days studying the communication infrastructure at your facilities to identify the most optimal locations for mounting radios. This will enable us to establish a robust Ethernet network between the Main Office and each of the district sites, ensuring seamless data transfer and control.

PLC Program Upload:

FAI will upload all PLC programs relevant to your operations. This will involve a meticulous transfer of control logic and data acquisition protocols, ensuring a smooth transition from your existing system to the new SCADA System.

Database Migration:

Our team will extract and migrate the database from your existing joint SCADA System InTouch application. This process will involve the careful preservation and transfer of historical data, ensuring uninterrupted access to critical information.

Freedom Automation, Inc. – 1334 Melrose Drive, Suite D, Vista, CA 92083
Mail: P.O Box 5416, Oceanside, CA 92052-5416
760-639-4100 tel - 760-639-4101 fax

www.freedomautomation.com

CA LIC 838567/C10

Data Requirement Analysis:

Utilizing the data acquired from the existing system and input from your team, FAI will create a comprehensive and organized list of the data requirements for the new SCADA System. This list will serve as the foundation for the design and configuration of the Ignition HMI Software.

Benefits:

By partnering with FAI for this project, PVCSD can expect the following benefits:

Enhanced Operational Efficiency:

The new SCADA System will provide real-time monitoring and control capabilities, enabling quicker decision-making and reducing downtime.

Improved Data Accessibility:

Historical data preservation and organized data structures will make it easier for your team to access and analyze critical information, leading to better-informed decisions.

Scalability:

The system will be designed to accommodate future expansions and technology upgrades, ensuring a long-term solution for your evolving needs.

Reliability:

FAI's expertise in SCADA System design and implementation guarantees a robust and dependable solution that can withstand the demands of your operations.

Budget and Timeline:

A detailed budget estimate and project timeline will be provided upon acceptance of this proposal. Our team is committed to completing the project efficiently and within the agreed-upon timeframe.

We look forward to the opportunity to work closely with PVCSD on this important project. Please do not hesitate to reach out if you have any questions or require further information.

Thank you for considering our proposal. We are eager to contribute to the success of your operations through the implementation of an advanced SCADA System.

FAI shall provide the Following:

1. Inductive Automation - Ignition HMI Software (Single non-redundant)
 - a. Historian Module
 - b. Voice Notification Module
 - c. Reporting Module
 - d. Web Module

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2. Dell OptiPlex Computer with Flat Screen Monitor
3. Ubiquiti Ethernet Radios
4. MikroTik L3 Ethernet Switches
5. Misc. Conduit, Wire, Brackets, etc.

Base SCADA System:

- System Overview Screen
- Lift Station Screens (2)
- Treatment Plant Screen
- Trend Screens
- Alarm screens (Historical and Current)
- Historical Logging System
- Alarm Notification System
- Reporting (one basic report, i.e. Pump Runtimes and Starts, Flows, etc.)

FAI will install and program the Radios and Ethernet Network equipment to establish a stable SCADA network.

FAI shall perform Testing and Startup of new SCADA System.

Option #1

- **Add Blower Control** to Treatment Plant PLC and SCADA, for monitoring and Control of the Blowers.

Option #2

- **Replace existing PLC's** with new manufacturer supported equipment. Upgrade the Micrologix 1100 PLC with a Supported Micrologix 1400 PLC. *As of April 2022 the current controllers have been discontinued by the manufacturer.*

Option #3

- **Remove existing Flight Controllers.** FAI would remove the wiring from the existing Flight Controller and add the control of the Lift Station to the existing Lift Station PLC. This will give all Lift Station Control to the SCADA System and the Operators. And can be modified in any way to accommodate the districts desired operation.

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CA LIC 838567/C10

EXCLUSIONS:

- All permits and bonds.
- Purchase of any hardware, cabling or other devices not already specified.
- Purchase of any software or software components not already specified.
- Any labor and materials not specifically mention above.

BASE SCADA COST:	\$63,300.00
OPTION #1 COST:	+\$4,000.00
OPTION #2 COST:	+\$8,400.00
OPTION #3 COST:	+\$6,250.00

Sincerely,

Dino Grillo
President/CEO
Freedom Automation, Inc. (FAI)

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CA LIC 838567/C10

Deal#: 60989

2023 Toyota Tacoma 2WD

Ice Cap | 1 mi

SR/SR5

VIN: 3TYRX5GN8PT089197 | Stock#: 236072

Lease

36 Mo

Customer Cash

20,000 mi | 0.00265 MF |
51.94% RES

\$1,300.00

\$577.68

\$5,000.00

\$461.57

\$10,000.00

\$304.64

Payment Details

Lease

Selling Price

\$29,625.00

Accessories

\$0.00

Your Price

\$29,625.00

Fees

\$1,243.75

Unpaid Cash Balance

\$31,463.62

Cash Down

\$1,300.00

Amount Financed

\$30,163.62

X

Customer Signature & Date

X

Joaquin Gonzalez | Manager Signature & Date

Payments offered here are all subject to final credit approval from the lending institution. Vehicle Price does not include accessories and is before Taxes and/or applicable fees. Leases in some cases require additional cash for Security Deposit, and at Lease's End, Lessee is responsible for \$0.15 per Mile over 10000 Miles per year and a Disposition Fee of \$495.00. Wear and tear guidelines apply. All prices, specifications, and availability subject to change without notice

9/19/2023,02:15 PM

Ally



ComTRAC Quick Quote Tool

9/19/2023

Ally Financial appreciates the opportunity to provide the following ComTRAC Quick Quote, which is based on estimated values.

This calculation does not consider all of the factors used to determine a monthly payment amount. To generate a full quote, or to complete ComTRAC documentation, use the ComTRAC Quote and Document Tool under **Retail Sales & Services** in the Ally Dealer Portal.

Selling Price	\$43,975.00
Upfit/Dealer Installed Options	\$0.00
Capitalized Taxes and Other Fees	\$719.75
Administrative Fee	\$250.00
Rebates	\$0.00
Cap Cost Reduction	\$0.00
Trade-in Equity	\$0.00
Term	60
Residual	10%
Sales/Use Tax	7.75%
Total Cap Cost Reduction	\$0.00
Net Cap Cost	\$44,944.75
Residual Amount	\$4,397.50

Base Monthly Payment	\$865.69
Monthly Sales Tax	\$67.09
Estimated Monthly Payment	\$932.78

Please note the following information:

This is not a credit approval or an offer of credit. All transactions are subject to credit review and approval by the Ally Commercial Services Group. All transactions must meet Ally Financial program requirements. If a transaction results, the dealership is responsible for ensuring the final contract terms, including rate and taxes, are accurate and in compliance with program requirements. Contract terms are subject to validation by the Ally Commercial Services Group.

LED mo

10% Residual

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Ally



ComTRAC Quick Quote Tool

9/19/2023

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Selling Price	\$43,975.00
Upfit/Dealer Installed Options	\$0.00
Capitalized Taxes and Other Fees	\$719.75
Administrative Fee	\$250.00
Rebates	\$0.00
Cap Cost Reduction	\$0.00
Trade-in Equity	\$0.00
Term	36
Residual	30%
Sales/Use Tax	7.75%
Total Cap Cost Reduction	\$0.00
Net Cap Cost	\$44,944.75
Residual Amount	\$13,192.50

Base Monthly Payment	\$1,097.69
Monthly Sales Tax	\$85.07
Estimated Monthly Payment	\$1,182.76

Please note the following information:

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36 mo
30% Residual

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Ally



ComTRAC Quick Quote Tool

9/19/2023

Ally Financial appreciates the opportunity to provide the following ComTRAC Quick Quote, which is based on estimated values.

This calculation does not consider all of the factors used to determine a monthly payment amount. To generate a full quote, or to complete ComTRAC documentation, use the ComTRAC Quote and Document Tool under **Retail Sales & Services** in the Ally Dealer Portal.

Selling Price	\$43,975.00
Upfit/Dealer Installed Options	\$0.00
Capitalized Taxes and Other Fees	\$719.75
Administrative Fee	\$250.00
Rebates	\$0.00
Cap Cost Reduction	\$0.00
Trade-in Equity	\$0.00
Term	36
Residual	10%
Sales/Use Tax	7.75%
Total Cap Cost Reduction	\$0.00
Net Cap Cost	\$44,944.75
Residual Amount	\$4,397.50

Base Monthly Payment	\$1,310.18
Monthly Sales Tax	\$101.54
Estimated Monthly Payment	\$1,411.72

Please note the following information:

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36 mo

10% Residual