

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

## NOTICE OF PUBLIC MEETING

DATE: Monday, June 29, 2020  
TIME: OPEN Session - 10:00 a.m.  
PLACE: <https://us02web.zoom.us/j/83096163657>  
Phone: (669) 900-6833 Passcode: 830 9616 3657

## AGENDA

1. Call to Order
2. Open for Public Comments
3. Public Hearing on 2020-21 Budget
  - a. Public comments
  - b. The Board will consider approving the FY2020-21 annual budget
4. Approval of Previous Minutes
  - a. Regular Meeting May 26, 2020
  - b. Special Meeting Jun 5, 2020
5. Security Report
  - a. Daily Activity Report
  - b. Gate Penalty Assessment Report
6. Financial Report
  - a. Review of BS, P&L as of 5/31/2020
  - b. Accounts Receivable
7. Operations
  - a. General Managers Report
8. Adjournment
  - a. Public Hearing on July 27, 2020 at 10 a.m.
  - b. Regular Meeting on July 27, 2020 at 10:15 a.m.



June 26, 2020

# Notes on FY2020-2021 Final Budget

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The following is a list of the primary assumptions related to the preparation of the FY2020-2021 Draft Budget:

1. A condensed version has been provided which shows the budget in a similar layout to the Profit & Loss Statement which the Board reviews monthly.
2. The expanded version of the budget shows the accounts split by cost center.
3. The ratio used in prior years to split administrative costs was kept the same at 32% Sanitation, 37% Patrol, 31% Gates.
4. Dwelling Live follows a 50/50 split among Patrol and Gate cost centers.
5. Alarm/Radio Repair follows a 50/50 split among Patrol and Gate cost centers. Although now zeroed out per Note 15h below.
6. Costs for Employees (salaries, payroll taxes, CalPERS) reflects 35% for Utility Workers, and 50% for Admin. Rancho Pauma pays the 65% and other 50% respectively.
7. Changes to the quantity of billing units (EDU's) for Sewer, Security, Gates, and Vacant Lot are as follows:
  - a. Sewer: Add Heyl and Simmons
  - b. Security: Add 2 for North Coast Church, Add 1 for Delorean property split into two owners
  - c. Gates: Add 1 for Delorean property split into two owners (EH Astin, and Gosselin)
  - d. Vacant Lot: Remove Heyl and Simmons
8. Insurance will see a \$8,490 reduction from last year primarily due to a change in the Security Umbrella Policy. Under the advice of our long time insurance agency we reduced the Umbrella Policy from \$14M to \$2M now that firearms and K9's have been eliminated.
9. Health Insurance saw a 14% increase due to health care premiums increasing and the mix of employees.
10. Security expense for K9's has been zeroed out.
11. Budget for legal has been reduced 50%. The current workforce is stable. SGMA legal costs should be primarily borne by Yuima and reimbursed by the grants. Legal costs follow a 60/20/20 split among cost centers.
12. A \$50,000 contribution to the development of the Groundwater Sustainability Plan (GSP) in support of the Sustainable Groundwater Management Act (SGMA) has been budgeted.
13. A \$36,000 budget has been set aside for capital projects. \$30,000 dedicated to Oak Tree lift station mods, \$6,000 to office and computer improvements.
14. The Reserve Policy in place requires \$2,119,678 in cash reserves. Through April 30, 2020 the District has \$1,043,402 in cash reserves.
15. Changes made May 26, 2020 draft budget presentation:
  - a. \$40K was removed from budget for Subdivision 3
  - b. Security Uniforms budget capped at \$2,000 instead of \$4,500 as proposed in draft budget
  - c. Gate Uniforms budget capped at \$1,200 instead of \$1,600 as proposed in draft budget
  - d. Gate Supplies budget capped at \$1,000 instead of \$3,500 as proposed in draft budget
  - e. Security Supplies budget capped at \$1,550 instead of \$2,400 as proposed in draft budget
  - f. Gate Repairs & Maintenance budget capped at \$20,000 vs \$38,000 proposed
  - g. Building Repairs & Maintenance budget capped at \$7,200 rather than \$11,100 proposed initially.
  - h. Alarm/Radio Repair & Maint zeroed out since County Call has been canceled, and a new repeater has been installed. Radios and alarms are working perfectly.
  - i. Budget for Security Vehicles set at \$22,000 rather than \$22,800. Prior budget \$20,000 and cost through April 30 were \$18,922.
  - j. Disposal of K9's taken in FY2019-2020 rather than next year. This adjusted depreciation for Patrol by \$11,835
  - k. The 3% cost of living adjustment was eliminated and individual pay rates were evaluated by the GM, President Logan, and Director Jacobs.
16. With the above stated notes and **no change to the monthly rates** \$85,478 will be added to reserves.

## PVCSD Draft Budget for FY 2020-2021 Condensed

	Annual Budget	Annual Budget	%
	Fiscal Yr 2019-20	Fiscal Yr 2020-21	Change
Ordinary Income/Expense			
Income			
661 · Sewer Charges	436,403	438,515	0.48%
661.5 · Security Patrol Charges	535,261	539,293	0.75%
662 · Property Tax	102,000	102,000	0%
663 · Interest	15,000	10,000	-33%
Total 664 · Other	21,140	25,400	20%
665 · Security Gate Charge	398,364	399,432	0.27%
666.5 · RFID Tags	5,500	5,500	0%
667 · Delinquent Charges	1,800	1,800	0%
668 · Vacant Lot/Sewer Availability	5,040	4,752	-5.7%
Total Income	1,520,508	1,526,692	0.41%
Gross Profit	1,520,508	1,526,692	0.41%
Expense			
Total Depreciation	132,625	121,478	-8%
Dwelling Live	8,200	8,200	0%
Total Electrical Utilities	41,157	41,157	0%
Total Equipment Rentals	500	500	0%
Total Group Health Ins.	93,800	107,000	14%
Total Liability Insurance	53,180	44,690	-16%
Total Miscellaneous Expense	5,929	6,600	11%
Total Office Expense	23,643	25,200	7%
Operator Contract Services	30,000	30,000	0%
Total Payroll Taxes	51,000	58,000	14%
Total PERS Retirement	117,390	119,021	1%
Total Repairs & Maintenance	107,525	104,000	-3%
Total Salaries	636,200	620,000	-2.55%
Total Security Expense	28,510	17,550	-38%
Total Uniforms	3,900	5,200	33%
Total Vehicles	27,300	28,900	6%
Total Workers' Comp. Insurance	27,431	25,364	-8%
701 · Drainage	15,000	10,000	-33%
712.1 · State Maint. Fee	15,000	22,000	47%
730 · Water Tests & Analysis	8,430	8,200	-3%
815 · Fees	4,800	2,900	-40%
816 · Engineering	1,000	1,750	75%
818 · Schools & Meetings	4,000	6,900	73%
819 · Accounting	7,000	8,000	14%
820 · Legal	50,000	25,000	-50%
821.2 SGMA Technical Study	1	50,000	4999900%
921 · Guard Houses /Roadway Lease	2	2	0%
Total Expense	1,493,523	1,497,612	0%
Net Ordinary Income	26,986	29,080	8%
Other Income/Expense	0	0	0%
Other Income	0	0	0%
Gains (Losses) -Disposal Assets	0	0	0%
Total Other Income	0	0	0%
Net Other Income	0	0	0%
Net Income	26,986	29,080	8%

**PVCSD Draft Budget for FY 2020-2021 Expanded**

	Annual Budget		Annual Budget		32% Admin	37% Admin	31% Admin
	Jul '19 - Apr 20	Fiscal Yr 2019-20	Fiscal Yr 2020-21	% Change			
Ordinary Income/Expense							
Income							
661 · Sewer Charges	365,541.30	436,403	438,515	0.48%	438,515		
661.5 · Security Patrol Charges	446,723.20	535,261	539,293	0.75%		539,293	
662 · Property Tax	103,602.51	102,000	102,000	0%	102,000		
663 · Interest	7,019.07	15,000	10,000	-33%	3,200	3,700	3,100
664 · Other							
664.2 · Admin Services	17,826.00	15,000	22,000	47%	7,040	8,140	6,820
664.6 · Hangar Land Lease	675.00	900	900	0%	288	333	279
664.8 · Gate Damages	3,800.00	5,000	2,500	-50%			2,500
664 · Other - Other	2,095.00	240	0	-100%			
Total 664 · Other	24,396.00	21,140	25,400	20%	7,328	8,473	9,599
665 · Security Gate Charge	331,970.00	398,364	399,432	0.27%			399,432
666.5 · RFID Tags	5,500.00	5,500	5,500	0%			5,500
667 · Delinquent Charges	4,218.27	1,800	1,800	0%	576	666	558
668 · Vacant Lot/Sewer Availability	4,140.00	5,040	4,752	-5.7%	4,752		
Total Income	1,304,110.67	1,520,508	1,526,692	0.41%	556,371	552,132	418,189
Gross Profit	1,304,110.67	1,520,508	1,526,692	0.41%	556,371	552,132	418,189
Expense							
Depreciation							
718 · Plant Depreciation	72,634.80	89,131	83,617	-6%	83,617		
824 · Bldg Depreciation	7,851.20	8,304	9,421	13%	3,015	3,486	2,921
918 · Security Depreciation	18,485.90	19,513	18,110	-7%		18,110	
958 · Gate Depreciation	8,609.00	15,677	10,330	-34%			10,330
Total Depreciation	107,580.90	132,625	121,478	-8%	86,632	21,596	13,251
Dwelling Live	6,751.50	8,200	8,200	0%		4,100	4,100
Electrical Utilities							
714 · Electricity	22,924.53	27,675	27,675	0%	27,675		
812.2 · Office Electricity	3,366.26	5,625	5,625	0%	1,800	2,081	1,744
956 · Gate Electricity	5,608.97	7,857	7,857	0%			7,857
Total Electrical Utilities	31,899.76	41,157	41,157	0%	29,475	2,081	9,601
Equipment Rentals							
713 Equipment Rental	0.00	500	500	0%	500	0	0
Total Equipment Rentals	0.00	500	500	0%	500	0	0
Group Health Ins.							
705 · Plant Group Health Ins.	4,390.94	10,600	7,000	-34%	7,000		
811.4 · Admin Group Health Ins.	11,868.69	14,400	15,000	4%	4,800	5,550	4,650
912 · Patrol Group Health Ins.	32,591.14	34,700	38,000	10%		38,000	
952.1 · Gate Group Health Ins.	20,546.28	34,100	47,000	38%			47,000
Total Group Health Ins.	69,397.05	93,800	107,000	14%	11,800	43,550	51,650
Liability Insurance							
717 · Plant Liability	16,388.20	19,940	16,760	-16%	16,760		
823 · E & O Liability Ins.	3,018.90	3,800	3,190	-16%	1,021	1,180	989
911 · Security Liability Ins.	18,544.50	22,790	19,150	-16%		19,150	
952 · Gate Liability Ins.	5,175.20	6,650	5,590	-16%			5,590
Total Liability Insurance	43,126.80	53,180	44,690	-16%	17,781	20,330	6,579
Miscellaneous Expense							
735 · Plant Miscellaneous	1,212.89	1,000	1,500	50%	1,500		
825 · Admin. Miscellaneous	3,097.55	3,429	3,800	11%	1,216	1,406	1,178
927 · Patrol Miscellaneous	240.10	750	300	-60%		300	
959.1 · Gate Miscellaneous	821.42	750	1,000	33%			1,000
Total Miscellaneous Expense	5,371.96	5,929	6,600	11%	2,716	1,706	2,178
Office Expense							
812 · Office Supplies	14,316.33	12,518	17,200	37%	5,504	6,364	5,332
813 · Telephones	5,307.43	6,925	6,400	-8%	2,048	2,368	1,984
814 · Postage	1,325.00	4,200	1,600	-62%	512	592	496
Total Office Expense	20,948.76	23,643	25,200	7%	8,064	9,324	7,812
Operator Contract Services	25,000.00	30,000	30,000	0%	30,000		
Payroll Taxes							
703 · Plant Payroll Taxes	4,423.15	7,000	6,000	-14%	6,000		
811.3 · Admin. Payroll Taxes	8,424.19	10,500	13,000	24%	4,160	4,810	4,030
916 · Patrol Payroll Taxes	17,111.70	19,500	23,000	18%		23,000	
951 · Gate Payroll Taxes	11,867.63	14,000	16,000	14%			16,000
Total Payroll Taxes	41,826.67	51,000	58,000	14%	10,160	27,810	20,030
PERS Retirement							
704 · Unfunded Fixed Cost	107,864.45	101,866	97,769	-4%	31,286	36,175	30,308
704.1 PERS Unfunded Liability Reimb.	-37,976.00	-37,976	-36,448	-4%	-11,663	-13,486	-11,299
707 · Plant PERS	6,095.24	9,900	6,000	-39%	6,000		
811.6 · Admin PERS	8,776.60	10,200	13,000	27%	4,160	4,810	4,030
925 · Patrol PERS	15,169.77	20,700	25,000	21%		25,000	
953 · Gate PERS	8,193.08	12,000	13,000	8%			13,000
PERS Retirement - Other	700.00	700	700	0%	224	259	217
Total PERS Retirement	108,823.14	117,390	119,021	1%	30,007	52,758	36,256
Repairs & Maintenance							
712 · Plant Repairs & Maintenance							
712.2 · Oak Tree Repair & Maint.	13,977.63	9,881	16,800	70%	16,800		
712.3 · Sewer line maintenance	5,514.00	5,000	6,700	34%	6,700		
712.4 · Sludge Removal	31,446.36	30,000	37,800	26%	37,800		
712.6 · SCADA maintenance	0.00	5,000	2,500	-50%	2,500		
712 · Plant Repairs & Maintenance - Other	10,046.25	20,000	12,100	-40%	12,100		
Total 712 · Plant Repairs & Maintenance	60,984.24	69,881	75,900	9%	75,900	0	0
814.5 · Building Repairs & Maintenance	9,223.54	7,200	7,200	0%	2,304	2,664	2,232
814.8 · Airpark maintenance	675.00	900	900	0%	288	333	279
920.1 · Alarm/Radio Repair & Maint.	5,088.85	5,192	0	-100%		0	0
954 · Gate Repairs & Maintenance	31,583.93	24,352	20,000	-18%			20,000
Total Repairs & Maintenance	107,555.56	107,525	104,000	-3%	78,492	2,997	22,511
Salaries							
702 · Plant Salaries	57,772.83	88,500	60,000	-32%	60,000		
811.1 · Admin Salaries	110,573.66	132,400	144,000	9%	46,080	53,280	44,640
915 · Patrol Salaries	210,320.13	243,200	248,000	2%		248,000	
950 · Gate Salaries	137,875.26	172,100	168,000	-2%			168,000
Total Salaries	516,541.88	636,200	620,000	-2.55%	106,080	301,280	212,640
Security Expense							
919 · Security Telephones	12,262.74	11,000	14,800	35%		14,800	
920 · Security Supplies	1,918.38	1,550	1,550	0%		1,550	
924 · Security Fees	140.00	1,500	200	-87%		200	
929 · Security K-9s	8,710.03	13,460	0	-100%		0	
959 · Gate Supplies	2,839.92	1,000	1,000	0%			1,000
Total Security Expense	25,871.07	28,510	17,550	-38%	0	16,550	1,000
Uniforms							
719 · Plant Uniforms	1,611.28	1,200	2,000	67%	2,000		
922 · Security Uniforms	3,741.07	1,500	2,000	33%		2,000	
954.1 · Gate Uniforms	1,281.60	1,200	1,200	0%			1,200
Total Uniforms	6,633.95	3,900	5,200	33%	2,000	2,000	1,200
Vehicles							
716 · Plant Vehicles	5,685.30	7,300	6,900	-5%	6,900		
917 · Security Vehicles	18,922.45	20,000	22,000	10%		22,000	
Total Vehicles	24,607.75	27,300	28,900	6%	6,900	22,000	0
Workers' Comp. Insurance							
706 · Plant Workers' Comp. Ins.	2,245.60	2,465	2,919	18%	2,919		
811.5 · Admin Workers' Comp. Ins.	341.73	384	440	15%	141	163	136
913 · Patrol Workers' Comp. Ins.	10,726.34	14,749	13,203	-10%		13,203	
952.2 · Gate Workers' Comp. Ins.	7,151.72	9,833	8,802	-10%			8,802
Total Workers' Comp. Insurance	20,465.39	27,431	25,364	-8%	3,060	13,366	8,938
701 · Drainage	34,036.68	15,000	10,000	-33%	10,000		
712.1 · State Maint. Fee	21,392.00	15,000	22,000	47%			22,000
730 · Water Tests & Analysis	6,801.40	8,430	8,200	-3%	8,200		
815 · Fees	2,358.75	4,800	2,900	-40%	2,900		
816 · Engineering	3,998.75	1,000	1,750	75%	1,750		
818 · Schools & Meetings	5,732.74	4,000	6,900	73%	2,208	2,553	2,139
819 · Accounting	9,788.84	7,000	8,000	14%	2,560	2,960	2,480
820 · Legal	34,007.82	50,000	25,000	-50%	15,000	5,000	5,000
821.2 SGMA Technical Study	0.00	1	50,000	4999900%	50,000		
### Contingency							
921 · Guard Houses /Roadway Lease	2.00	2	2	0%			2
Total Expense	1,280,521.12	1,493,523	1,497,612	0.27%	538,284	551,961	407,367
Net Ordinary Incon Net Income	23,589.55	26,986	29,080	8%	18,087	172	10,822
Other Income/Expense							
Other Income							
Gains (Losses) -Disposal Assets	0.00	0	0		0	0	0
Total Other Income	0.00	0	0		0	0	0
Net Other Income	0.00	0	0		0	0	0
Net Income	23,589.55	26,986	29,080	8%	18,087	172	10,822

## Cash Projection for FY 2020-21

	Cash Inflow	Cash Outflow	
Operating Surplus	\$0	\$0	
Depreciation	\$121,478		
Change in operating assets	\$0	\$0	
Capital Expenditure		\$36,000	
Change in operating liabilities	\$0		
Payment of debt principal		\$0	
Source of cash	\$121,478		Total of inflow
Use of cash		\$36,000	Total of outflow
Net Increase/(Decrease) cash	\$85,478		

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

Held on May 26, 2020

Directors Present: Sam Logan, William Schultz, Bill Jacobs, Heidi Person and Laurie Kariya;  
Also Present: Residents Charles Mathews, Bill Winn, Jim Cipriano, Patsy Fritz, Ron Krohn, Mary Boehm and Michael Esparza, General Manager Bobby Graziano, Jeff Pape of Dudek, Office Manager Amber Watkins, Administrative Assistant Marissa Fehling,

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- 5.1 Call to Order: Regular Meeting was called to order at 10:02 a.m. by President Logan. All participants joined the meeting via Zoom and were placed on mute by the host. Logan thanked everyone for attending the meeting and explained that because of COVID-19 this meeting was being held via teleconference. Logan gave a review of the guidelines and general instructions for the meeting.
- 5.2 Open for Public Comments: Cipriano complimented Fehling and Watkins for doing a great job on the May 8<sup>th</sup>, 2020 Minutes. Cipriano inquired on the status of the public comments request he made on May 8<sup>th</sup> that Logan said he would send out. Graziano informed that the PVCSD website is always a work in progress and that if the content on the website with regards to any topic is inaccurate staff make edits as needed. Cipriano inquired about the document package sent to all residents and why it was different than the one included in the April 27 packet. Graziano informed that the content was refined, clarified and minimized for the public. Fritz inquired on whether she would need to address the BOD with questions on items on the agenda at the time the item is up for discussion or if she should do so in open comments. Logan informed her that when we get to that item, she can make a public comment on that topic. Graziano informed that public comments are to be made on items not on the agenda. Krohn introduced himself as the owner of Lot 180 in Subdivision 3. He informed that he maintains the brow ditch behind his property and plans on continuing to do so and feels that his neighbors should do the same. Krohn stated that the prior Board from some years ago heard this issue and addressed it with decisive action. Krohn commented that it is improper for the current Board to reverse a decision that was studied in depth and acted on by a prior board. Krohn stated that the maintenance of the brow ditch within Subdivision 3 is the responsibility of the property owners. Logan informed that a property owner really pushed for this decision and explained that PVCSD would be happy to not have to take on the responsibility if all property owners agreed to maintain them themselves. Fritz stated that she feels this is an individual property owner responsibility matter and it would be inappropriate for the Board to move forward with spending the community's money on this. Logan informed that the Board will listen to all comments and concerns regarding this matter and take it all under consideration, adding that it may not even be legally allowed for the District to take on the responsibility of maintaining the brow ditches without proper legal access. Person informed that the District has very specific easements for the drainage system surrounding Wiskon Way West, but that is not the case within Subdivision 3. Logan suggested having a Special Meeting with the individuals who would like the brow ditches maintained to further discuss options. Graziano informed that PVCSD has budgeted 40K for this project out of the Sanitation cost center. Fritz expressed opposition to including \$40K in the budget for it was a gift of public funds to a small subset of the community. Fritz asked that it be removed as a budget item. Graziano informed that this was still just a draft budget and input like this was welcome. Winn agreed with Fritz stating that PVCSD should investigate what their actual responsibilities are and not just what homeowners request. Winn informed that the Board investigated this matter in the past and found that there were no easements for Subdivision 3, meaning PVCSD does not have the responsibility to maintain the brow ditches in that subdivision. Mathews added that if PVCSD takes on the responsibility of maintaining the brow ditches then the invoices should reflect the cost for those specific homeowners. Graziano informed that this item can be tabled and discussed in more detail at a later time.

- 5.3 Approval of Previous Minutes:
- a. Regular Meeting Feb 24, 2020- Person made a correction changing the “conceal” word used to “carry”. Kariya made a grammar correction. Jacobs motioned to adopt the Regular meeting minutes of February 24, 2020 with the corrections requested herein; seconded by Schultz and unanimously adopted.
  - b. Special Meeting May 8, 2020- Kariya made a grammar correction. Kariya motioned to adopt the Special meeting minutes of May 8, 2020 with the corrections requested herein; seconded by Jacobs and unanimously adopted.
- 5.4 Security Report:
- a. Daily Activity Report- Graziano informed that there are 3 months of reports. Person informed that there have been some issues where passes are not being issued to familiar faces and rather just waiving them in. Logan informed that they are making it a strong issue at the gates and big improvements should be seen. Winn questioned why the patrol officer did not escort a trespasser mentioned in the Security Report back to the Front Gate. Jacobs informed that the patrol officer needed to talk to the homeowner who was supposed to authorize the landscaper’s entrance. Winn questioned why an officer was not patrolling his street after speaking to Graziano regarding an issue he was having. Graziano informed that he requested the patrol officers to specifically stake out Winn’s property between 8 am to 8:30 am after learning about the incidents. Graziano apologized that it was not done and informed that this matter would be followed up on with the Security Supervisor. Logan informed that he agrees that every individual without an RFID should be given a guest pass. Jacobs informed that he would like to see a contractor’s analysis on the video loss matter for the back gate. Upon a motion by Schultz, second by Jacobs and unanimous vote, the Daily Activity Report was adopted as presented.
  - b. Gate Penalty Assessment Report- Presented for review.
- 5.5 Financial Report:
- a. Review of BS, P&L as of 2/29/2020 – Cash Assets as of 2/29/2020 reflect \$1,005,713, Accounts Receivable of \$72,537 and Accounts Payable of \$14,224. Watkins reported the reimbursement revenue item on the P&L included a refund for a dissolved oxygen meter purchased in error for the treatment plant. Watkins informed that the salaries item included some overtime costs due to vacations and sick days taken.
  - b. Review of BS, P&L as of 3/31/2020 – Cash Assets as of 3/31/2020 reflect \$1,051,136, Accounts Receivable of \$80,357, and Accounts Payable of \$9,810. Watkins reported that office expenses included an iPad for Utility to look at the GIS System. Watkins informed that it also included PPE for employees due to the pandemic.
  - c. Review of BS, P&L as of 4/30/2020 – Cash Assets as of 4/30/2020 reflect \$1,043,402, Accounts Receivable of \$46,189, and Accounts Payable of \$24,729. Watkins reported the dues from RPMWC were larger due to 3 pay periods.
  - d. Accounts Receivable – Logan noted that the PVCC had paid down their balance leaving less than one open invoice. Kariya motioned to adopt the financial report as presented, seconded by Logan and unanimously adopted.

5.6 Operations:

a. General Managers Report

i. Subdivision 3 Easement Project, Tukwut Drainage System & Insurance Claim, GIS, Updates on Goals & Initiative's, HR update- Graziano informed that he will now be presenting a written report for GM updates. Graziano informed that during the COVID-19 pandemic there has been zero interruption in PVCSD's services other than the office being closed to the public. He informed that staff have been able to keep up with the workflow. Graziano informed that Upper Pauwee was cleaned August 6 & 7, 2019 and is currently in working condition. Graziano noted that PVCC cleans the ditch along #8 Fairway and we reimburse them per the MOU signed in 1986. Winn inquired whether the hillside fire claim was all to be covered by the insurance. Graziano informed that the insurance claim had been submitted along with photos. Graziano informed that there was an overlap in coverage, and they are working it out as to who will pay. Winn requested a copy of the report. Graziano agreed to email that out and informed that the insurance claim should keep residents from bearing the cost. Esparza inquired on why the draft minutes were not available on the website. Graziano informed that once the Board approves the minutes they are published on the website. Graziano informed that the GIS system content is all being updated with all pipelines and anything important for the utility department. He noted that the iPad will be a very useful tool for this and informed that training is scheduled for next Thursday. Graziano reported that Supervisor of Utility, Pete Lopez is scheduled to retire September of this year. Person stated she was under the impression that Dudek was to do all the GIS work. Graziano informed that Dudek did a majority of the work and we are taking it over and noted that everything Dudek did was tremendous. Subdivision 3- Tabled at this time. Graziano informed that the gate works with 5 employees and is currently staffed with 4 employees and one open position available. Utility is currently fully staffed with 4 employees and gave a brief background explanation on the newest hire for Utility. Graziano informed that Admin is currently fully staffed with 4 employees in the office. He reported that Watkins and himself recently completed an online HR bootcamp seminar. Graziano informed that he has weekly standup meeting with Utility, monthly sit down meetings with Security to go over anything that needs to be addressed and Admin. Winn informed that while playing golf there were a group of dirt bike riders coming from Lazy H down to the riverbed. Kariya added she has seen them racing up and down Pauma Heights. Graziano informed that on May 13, 2020 he met with Sherriff Deputy Reynolds and informed them that PVCSD welcomes Sheriffs in the community and to ensure they feel welcomed, offered the use of our outdoor restroom at the District Office and the use of RFID's for their vehicles. Graziano also encouraged Sheriff to visit the office during business hours for bottomless coffee and water. Jacobs questioned whether they will be checking in at the Front Gate. Graziano informed that they will inform us if they are entering to conduct business. Kariya inquired on the number of vehicles that were equipped with RFID's; Graziano informed that 17 vehicles will have RFID's to enter the gates. Graziano informed that Supervisor Carson was informed to refrain from waiving anyone in and to be sure to check ID's for anyone entering the gates. Graziano gave a review of future project ideas for the District.

5.7 Draft Budget:

a. A draft budget for FY 2020-21 will be presented- Graziano provided the split explanation for administrative costs, DwellingLive, Security and Patrol, and Utility costs. He informed that Subdivision 3 costs were removed. He explained the employee costs and differences on different percentage breakdowns per department. Graziano gave a review of noted changes from the draft budget including the COLA adjustment made to employee wages, insurance reduction due to a change in the Security Umbrella to \$2M now that firearms and K9's have been eliminated, increase in health insurance due to an increase in premiums, K9 expense zeroed out for Security. He

informed that a proposal was set to reduce legal cost by 50%. Pape mentioned that the Oaktree lift station issues could be reduced by swapping out the pump for a larger pump that can gobble up the cotton swaps and wipes being flushed down the toilet from Oaktree. He informed the cost would be around \$30k which would include installation. Person suggested maybe asking Fritz to send out an email to her HOA community. Kariya inquired on how much of a reduction should be expected on the security expenses from eliminating the firearms and K9s. Graziano informed that from a firearm standpoint the cost was minimal since Patrol Officers provided their own guns and ammunition. The firearm cards being renewed every 6 months was reduced, but costs like uniforms and vehicles will remain the same. Person questioned the \$5K increase in the budget for security. Kariya questioned how much of a savings the community would see in the security fee. Graziano explained the savings is approximately \$21,000 per year, but given the other budget assumptions the patrol cost center is operating at a deficit. Mathews stated that the presentation given appears to show budget vs budget and not budget vs actual. He added it appears no attempts have been made to save adding that the gates and security costs are operating at a loss. Mathews informed that you cannot subsidize one cost center with another, and that each cost center must at least break even. Mathews stated that he is concerned that the community is now looking for a savings in their monthly invoice when really the district should be increasing the security fees to break even. Graziano informed that there is some needling in the budget that will be done. Person questioned why there is no savings in security when the Security Captain along with cost of living for the Security Captain has been currently eliminated. Graziano informed that the cost of living for the Security Captain went away May of 2019 which was then factored into the FY2019-2020 budget which is the current fiscal year, and the district still operates with 5 employees for Security including one Supervisor. Jacobs informed that they need to figure out what will be needed for this cost center to break even. Person inquired on the income that came from the sales of the K9's. Graziano explained that they were unsuccessful in selling the K9's and they were donated to an employee of Pro Train who will use them to train other K9s. Mathews informed that security fees would need to be increased by \$9 a month to break even and the Board should consider the increase. Logan informed that they would consider this increase when finalizing the budget. Graziano noted that getting on a more gradual annual increase is a good idea and that what was presented was a draft budget. A final budget will be presented in June 2020.

5.8 SGMA MOU:

a. The Board will consider approving the SGMA Memorandum of Understanding (MOU)- Logan informed that there is an Amendment to the 2017 MOU currently being put together between RCD, PVCSD, and Yuima. Graziano informed that the 2019 MOU is not valid and that the state still recognizes the 2017 MOU. Bandy informed that they cannot progress on this at this time and this item should be tabled for now to give time to clear things up. Graziano informed that he would distribute the information he has to the Board and schedule a future meeting on this topic.

5.9 Closed Session

a. Significant Exposure to Litigation pursuant to subdivision (d) of Section 54956.9 (1 case)- This item was tabled for a later time.

5.10 Adjournment

a. Upon a motion from Schultz, second by Kariya and unanimous vote, the meeting adjourned at 1:06 p.m.

*Marissa Fehling*

Marissa Fehling, Recording Secretary

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

Held on June 5, 2020

Directors Present: Sam Logan, William Schultz, Bill Jacobs, Heidi Person and Laurie Kariya

Also Present: Residents Patsy Fritz; Andy Mathews; Jim Cipriano and Ron Krohn  
General Manager Bobby Graziano

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- 6.1 Call to Order: Special Meeting was called to order at 10:03 a.m. by President Logan. All participants joined the meeting via Zoom and were placed on mute by the host. Logan thanked everyone for attending the meeting and explained that because of COVID-19 this meeting was being held via teleconference. Logan gave a review of the guidelines and general instructions for the meeting.
- 6.2 Open for Public Comments: Logan informed that as permitted under the Brown Act, and in accordance with the rules for our state for CSD meetings, the Board will hear the public comments during the public comments portion of the meeting regarding non-agenda items. Patsy Fritz asked if LAFCO authorized the District to provide wastewater and security services and not groundwater extraction then why is the District involved in SGMA. Mathews explained that the law did not allow Rancho Pauma to be a legal member of a GSA and that our community was being represented by CSD. Mathews went on further to state that CSD does not extract groundwater, but it replenishes it and is acting within its charter. Fritz asked the Board if they sought LAFCO approval. Mathews noted that counsel advised CSD at the time and it was within their charter. Mathews complimented GM Graziano on the information reports supplied with the CSD board package and asked why GM Graziano was excluded from the May 29 SGMA meeting. Logan commented it was important to move forward.
- 6.3 Discussion and Possible Action Related to the 2017 SGMA MOU Amendment: Logan introduced the topic. Graziano reviewed his report highlighting the arguments in favor and against signing the Amendment. After discussion, the Board agreed the Amendment should be signed, but a letter should be drafted spelling out the basis for this decision. Fritz asked why CSD is contemplating financial contribution if Yuima stated there is plenty of money in the grants. Jacobs explained contributions pledged from the past. Mathews remarked on the 2019 MOU and the need for working capital. Logan reiterated the need to get things going. Mathews noted the State would be better suited to confront legal action by the Tribes. Kariya motioned to approve the Amendment with the inclusion of a letter stating CSD's understandings to the MOU; seconded by Logan and unanimously approved.
- 6.4 Adjournment
  - a. Upon a motion from Logan, second by Jacobs and unanimous vote, the meeting adjourned at 11:14 a.m.

**Bobby Graziano**

Acting Secretary

PAUMA VALLEY COMMUNITY SERVICES DISTRICT

SECURITY REPORT

May 15 – June 15 2020

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

**Vehicle Maintenance Report**

This month there were numerous repairs made to the units. Unit 3 had the water pump replaced and all other parts associated with it. Unit 1 had brakes, rotors, and calipers changed as well.

- Unit 1 (miles 97,923.8) - Unit 1- Unit one brakes, rotors, and calipers changed.
- Unit 2 (miles 96,252.1) - Unit 2 - Unit two passed all components of the vehicle inspection test.
- Unit 3 (miles 77,436.4) - Unit 3 - Unit three had the water pump replaced as well as the spark plugs, engine mount, belt tensioner, and coolant.

Nicholas Florez, Vehicle Maintenance Officer

**Gate Report**

Corona Virus literature remains posted in the guardhouse and the new procedures of disinfecting all surfaces and not handling expired passes or drivers' licenses are still in effect. We are staying in contact with the office regarding supply of cleaning materials that are being heavily used. Gate and barrier arm malfunction numbers continue to be very low, though "Video loss" occurrences are on the rise. Maintenance to remedy the issue of video loss and loss of control to the Back Gate is to be performed by California Gate and Entry Systems. New practice at the gatehouse of issuing passes to pedestrians entering the neighborhood has been implemented. Gate Attendants are also issuing warnings to all service drivers reminding of the 25mph speed limit. A new Gate Attendant has been hired, which now has the Gate Department fully staffed.

Matthew Carson, Gate Supervisor

## HIGHLIGHTS

- **May 15<sup>th</sup> 2020 at 0130 Suspicious Activity.** Officer Albert found the homeless individual from the prior call at Saint Francis Church. Due to his aggressive behavior before, Sheriff Deputies were called to come out and remove the individual.
- **May 16<sup>th</sup> 2020 at 0130 Traffic Collision.** Officer Andraca and Officer Torres responded to a traffic collision for a vehicle that went off the road on Cole Grade near the riverbed. Both Officers made contact with the driver who refused medical attention. Officer Andraca notified law enforcement about the crash, CHP come out to conduct their investigation.
- **May 18<sup>th</sup> 2020 at 1034 Gate Crasher.** Officer Florez responded to a vehicle who hit the Back Gate Barrier Arm. He found the individual on Womsi Rd, got all of the information, and issued the individual NOV# 2152.
- **May 18<sup>th</sup> 2020 at 1813 Medical Call.** Officer Watkins responded to an unknown medical call at El Rey Restaurant. The patient was experiencing leg and back pain. After the patient was evaluated by medics he denied transport.
- **May 18<sup>th</sup> 2020 at 2122 Resident Concern.** Officer Watkins responded to a concern about a possible fire near Wiskon Way West. The fire was out of our area and smoke was drifting over the community.
- **May 19<sup>th</sup> 2020 at 1924 Welfare Check.** Officer Torres received information from a resident on Luiseno Circle about another resident; the caller was worried about the well being of the other resident because they left their dog behind at their property, which is very out of the ordinary for them. Officer Torres conducted a welfare check eventually making contact with the resident and everything was fine.
- **May 21<sup>st</sup> 2020 at 1120 Snake Call.** Officer Torres responded to a snake call on Luiseno. After figuring out it was a gopher snake the resident said he did not want it relocated.
- **May 21<sup>st</sup> 2020 at 1250 Suspicious Person.** Officer Torres responded to a call about a suspicious person at the Pauma Market. Officer Torres made contact with the individual who said he was waiting for a ride. Officer Torres instructed him to wait at the bus stop.
- **May 21<sup>st</sup> 2020 at 2256 Noise Complaint.** Officer Watkins responded to a noise complaint off of Womsi Rd. He made contact with the individuals and informed them security was receiving complaints about the noise.
- **May 22<sup>nd</sup> 2020 at 0425 Suspicious Activity.** Officer Albert received an email about a newspaper possibly getting stolen at an address on Wiskon Way East. Officer Albert watched the property for 30 minutes when the newspaper was dropped off and no paper was stolen.
- **May 22<sup>nd</sup> 2020 at 1439 Rattlesnake Call.** Officer Florez responded to a rattlesnake call and he successfully removed the snake.
- **May 24<sup>th</sup> 2020 at 0821 Trespassing Call.** Officer Florez responded to a call about a trespasser who was walking behind multiple homes on their way to Luiseno. Officer Florez made contact with the resident to inform them that their worker would need to go through the Front Gate to obtain a pass for authorized entry.

- **May 24<sup>th</sup> 2020 at 1340 Public Assist.** Officer Florez assisted family members of a resident by escorting them to the home.
- **May 25<sup>th</sup> 2020 at 0628 Snake Call.** Officer Andraca responded to a snake call on PVD and successfully removed the snake.
- **May 25<sup>th</sup> 2020 at 1132 Public Assist.** Officer Florez responded to a possible gas leak with Cal-Fire on Womsi Rd. He assisted in clearing out some of the houses near the gas leak.
- **May 26<sup>th</sup> 2020 at 1936 Resident Concern.** Control 1 received a resident concern about a resident sitting in their own yard with a rifle. Officer Watkins drove by and saw the resident sitting in a chair on his property, but no rifle. Officer Watkins drove by again and witnessed the resident walking inside with what looked like a pellet gun. Control 1 made contact with the resident who confirmed it was a pellet gun, he apologized for accidentally scaring people, and said he was using it to kill gophers on his property.
- **May 27-28 2020 at 0730 + Resident Concern.** Officer Albert made contact with multiple residents in regards to a concern a week prior about a worker walking through the community behind houses on his way to work. The worker was not checking in at the Front Gate before entering the community.
- **May 27<sup>th</sup> 2020 at 1726 Gate Runner.** A black sedan LP# 8NWC812 ran the Back Gate. Officer Torres searched the community and was unable to locate the vehicle.
- **May 28<sup>th</sup> 2020 at 1115 Snake Call.** Officer Torres responded to a snake call on Luiseno. Officer Torres located the snake under a potted plant, but could not catch it because it went down a nearby drain.
- **May 28<sup>th</sup> 2020 at 1748 Medical Call.** Officer Watkins responded to a possible overdose at the Country Club. The call was for an employee who had been drinking all day and passed out. The employee was not transported to the hospital.
- **May 29<sup>th</sup> 2020 at 1315 Public Assist.** Officer Florez responded to a tree down near Cuesta de Camellia. He located the tree but another resident had already informed the home owner of the downed tree.
- **May 30<sup>th</sup> 2020 at 1253 Rattlesnake Call.** Officer Florez responded to a rattlesnake call off of El Tae Rd. The resident did not watch the snake and when Officer Florez arrived the snake was gone.
- **May 31<sup>st</sup> 2020 at 0124 NOV Issued.** Officer Andraca issued NOV# 2180 for a parking violation on Luiseno Circle.
- **May 31<sup>st</sup> 2020 at 1925 Domestic Dispute.** Officer Florez received a call for a domestic dispute on Luiseno. Sheriffs were notified but were unable to come due to all their units being occupied by a plane crash. The sheriff dispatcher contacted the resident who called about the domestic dispute. Upon receiving this call, the other individual involved in the domestic dispute left the property and left the community.
- **June 1<sup>st</sup> 2020 at 1614 Public Assist.** While Officer Florez was checking Saint Francis Church he noticed somebody had dumped a large amount of trash on the property. He notified the contact of the church about it and assisted them in putting some of the debris into a pile.

- **June 2<sup>nd</sup> 2020 at 0918 Suspicious Person.** Officer Andraca responded to a call about a suspicious person at the Pauma Market. Officer Andraca observed the individual walk by the realtor's office and then he continued walking eastbound down Highway 76.
- **June 2<sup>nd</sup> 2020 at 1114 Snake Call.** Officer Andraca responded to a snake call off Wiskon Way West. He successfully relocated the snake.
- **June 3<sup>rd</sup> 2020 at 1323 Public Assist.** The Country Club contacted Dispatch to have Patrol on standby because they were going to fire an employee. Officer Torres was ready to respond, but the situation was handled without incident.
- **June 3<sup>rd</sup> 2020 at 1427 Resident Concern.** Officer Torres took a complaint from a resident on Taspas about Media Com workers working on her property. She did not want anybody let in for her address.
- **June 3<sup>rd</sup> 2020 at 1728 Snake Call.** Officer Torres and Officer Watkins responded to a snake call off Wiskon Way West. They caught the snake initially, it then sprung out of the bucket, and then it went through a slotted fence. They were unable to get the snake at that point.
- **June 3<sup>rd</sup> 2020 at 1915 Medical Call.** Officer Watkins responded to a medical call off Katkat Court for difficulty breathing and choking. One patient was transported to Palomar Hospital.
- **June 5<sup>th</sup> 2020 at 1253 Gate Crasher.** A gate crasher hit the Front Gate Barrier Arm. The crasher was a resident, the information and video footage was sent to the District Office.
- **June 5<sup>th</sup> 2020 at 2112 Resident Concern.** Officer Torres responded to a resident who reported hearing yelling coming from the Gravel Yard. Officer Torres located the residents who had crashed their golf cart. Officer Torres helped them flip their golf cart and none of them needed medical attention. Some of the residents appeared to have been drinking. Sheriffs came through the gates, they were not called by Security; they left shortly after no DUIs.
- **June 6<sup>th</sup> 2020 at 0852 Suspicious Vehicle.** Officer Florez responded to a call about a suspicious vehicle driving around Pauma Heights. Officer Florez was unable to locate the vehicle.
- **June 6<sup>th</sup> 2020 at 0930 Public Assist.** Officer Florez responded to a call about an owl in a resident's house on Tukwut. The owl made its way outside the house when Officer Florez arrived on scene.
- **June 7<sup>th</sup> 2020 at 1223 Public Assist.** Officer Torres responded to a stuck vehicle at the Pauma Heights Gate. He assisted in pushing the vehicle so it could make a U-turn and leave.
- **June 8<sup>th</sup> 2020 at 0205 Traffic Collision.** Officer Watkins responded to a traffic collision on Womsi Rd. for a resident who hit a lamp post. Officer Watkins gathered all the information about the resident and passed it on to the District Office to pass onto the HOA.
- **June 11<sup>th</sup> 2020 at 0950 Snake Call.** Officer Albert responded to a snake call on PVD. The snake went into a drainage hole and Officer Albert was unable to get the snake.
- **June 11<sup>th</sup> 2020 at 1056 Snake Call.** Officer Albert responded to a snake call at the same address he had about an hour earlier. He successfully caught and relocated the snake.
- **June 12<sup>th</sup> 2020 at 0057 Suspicious Vehicle.** While on routine patrol, Officer Andraca noticed a strange vehicle parked at Saint Francis Church. The ignition in the vehicle was damaged, but the vehicle was unoccupied. Officer Andraca reported the vehicle to the Sheriff.

- **June 12<sup>th</sup> 2020 at 1358 Resident Concern.** A resident arrived at the District Office asking for a rule book of what rules security enforces on the golf course. Officer Florez met with the resident and explained there is no rule book specifically in regards to the golf course, but he did highlight verbally what things we would enforce. The resident was appreciative of the information he received.
- **June 13<sup>th</sup> 2020 at 1822 Medical Call.** Officer Torres responded to a medical call for difficulty breathing on PVD. One patient was transported to the hospital.
- **June 14<sup>th</sup> 2020 at 1549 Lift Assist.** Officer Florez responded to a lift assist for a resident on Wiskon Way West. Cal-Fire and medics were already in route. The resident was transported to Palomar Hospital.
- **June 14<sup>th</sup> 2020 at 1739 Gate Runner.** Officer Florez responded to a gate runner who ran the Front Gate. Officer Florez was unable to locate the vehicle inside the community.
- **June 15<sup>th</sup> 2020 at 1112 Suspicious Vehicle.** Officer Florez responded to a suspicious vehicle parked in a resident's driveway. Officer Florez made contact with the vehicle driver, which was another resident. No further assistance was required.

PVCSD Patrol – Building Checks				
Location	Unsecured Door	Fire Alarm	Burglary Alarm	Officer Check
			459A	1153
Country Club(CC)				
Greens Maintenance(GM)				
Community Church(CO)	1			47
Gravel Yard(GY)				8
Saint Francis(SF)				66
Pauma School(PS)	5			33
Pauma Building(PB)				37
Airport Hangars(AH)				6
Treatment Plant(TP)				14
Pauma Village(PV)	1			11
Residential Houses/Other				

Patrol Activity				Gate Activity	
				Activity/Malfunctions	Totals
Medicals	5	Resident Concern	5	Unresponsive	3
Welfare Checks	1	Suspicious Activity	6	Will Not Close	5
Traffic Collisions	2	Noise Complaint	1	False Signal	18
Domestic Dispute	1	Process Server		Loss of Controls	3
Gate Runners	2	911 Hang up Call		Video Loss	30
Gate Crashers	2	Loose Dogs		Device Entries	24,412
Public Assists	7	Snake Call	9	Passes Issued	2,691
Jump Start		Trespassing	1	Pass Entries	5,038
Notice of Violation	2	Other			

Acronym Legend			
Acronym	Definition	Acronym	Description
<b>459</b>	Burglary penal code	<b>AFA</b>	Asian Female Adult
<b>AMA</b>	Against Medical Advise	<b>AMA</b>	Asian Male Adult
<b>BOLO</b>	Be on the Lookout	<b>AFJ</b>	Asian Female Juvenile
<b>CHP</b>	California Highway Patrol	<b>AMJ</b>	Asian Male Juvenile
<b>DOB</b>	Date of Birth	<b>BFA</b>	Black Female Adult
<b>DL</b>	Driver License	<b>BMA</b>	Black Male Adult
<b>DV</b>	Domestic Violence	<b>BFJ</b>	Black Female Juvenile
<b>EB</b>	East Bound	<b>BMJ</b>	Black Male Juvenile
<b>FU</b>	Follow Up	<b>NAFA</b>	Native American Female Adult
<b>IVO</b>	In Vicinity Of	<b>NAMA</b>	Native American Male Adult
<b>LP</b>	License Plate	<b>NAFJ</b>	Native American Female Juvenile
<b>LCD</b>	Luiseno Circle Drive	<b>NAMJ</b>	Native American Male Juvenile
<b>NB</b>	North Bound	<b>WFA</b>	White Female Adult
<b>NLT</b>	No Later Than	<b>WMA</b>	White Male Adult
<b>PERT</b>	Psychiatric Emergency Response Team	<b>WFJ</b>	White Female Juvenile
<b>PT</b>	Patient	<b>WMJ</b>	White Male Juvenile
<b>PVD</b>	Pauma Valley Drive		
<b>PVRA</b>	Pauma Valley Roadway Association		
<b>ROTR</b>	Rules of the Road		
<b>RP</b>	Reporting Party		
<b>SB</b>	South Bound		
<b>S/O</b>	Sheriff's Office		
<b>SR 76</b>	State Route 76/ Highway 76		
<b>TC</b>	Traffic Collision		
<b>UTL</b>	Unable to Locate		
<b>WB</b>	West Bound		
<b>WWE</b>	Wiskon Way East		
<b>WWW</b>	Wiskon Way West		
<b>YOA</b>	Years of Age		
<b>Unresponsive</b>	the gate does not open for an RFID		
<b>Will Not Close</b>	the gate does not close when it is supposed to		
<b>False Signal</b>	the alarm goes off in the Front Gate for no discernable reason		
<b>Loss of Controls</b>	gate attendant cannot open the gates remotely		
<b>Video Loss</b>	occurs when the gate attendant cannot see the feeds from the Center or Back Gates		

Key:	New	Payments	Disputing
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Date of incident:	Time:	Location:	Name:	1st (warning)	2nd Offense:	3rd Offense:	Paid:	Bal. Due:
1/3/2020	11:45 AM	Rear	Wanda Bye	X				\$0.00
1/3/2020	3:43 PM	Rear	Dan MacMurray	X				\$0.00
2/20/2020	2:28 PM	Rear	Sergio Resa	X				\$0.00
2/29/2020	2:56 PM	Rear	Julio Camarena	X				\$0.00
3/17/2020	9:55 AM	Rear	Cesar E. Tunchez	X				\$0.00
5/12/2020	11:53 AM	Rear	Miguel H. Guerrero	X				\$0.00
5/18/2020	10:47 AM	Rear	Zachary V. Noonan	X				\$0.00
6/5/2020	12:53 PM	Front	Charles Sale	X				\$0.00
6/19/2020	10:10 AM	Front	Julia Lovern	X				\$0.00



PV COMMUNITY SERVICES DISTRICT

Balance Sheet

As of May 31, 2020

Accrual Basis

	May 31, 20
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Cash	
100 □ Petty Cash	345.13
102 □ Checking	493,784.11
110 □ ResFunds/L.A.I.F.	591,549.46
Total Cash	1,085,678.70
111 □ LAIF Fair Market Value	994.31
Total Checking/Savings	1,086,673.01
Accounts Receivable	
120 □ Accounts Receivable	41,707.37
Total Accounts Receivable	41,707.37
Other Current Assets	
125 □ Due from RPMWC	29,616.14
140 □ Prepaid Insurance	43,803.20
140.6 □ PrePaid Wkrs Comp Ins	12,038.75
Total Other Current Assets	85,458.09
Total Current Assets	1,213,838.47
Fixed Assets	2,709,699.92
Other Assets	
196 □ Deferred Outflows of Resources	371,778.00
Total Other Assets	371,778.00
<b>TOTAL ASSETS</b>	<b>4,295,316.39</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
201 □ Accounts Payable	16,731.91
Total Accounts Payable	16,731.91
Other Current Liabilities	15,523.27
Total Current Liabilities	32,255.18
Long Term Liabilities	1,431,003.82
Total Liabilities	1,463,259.00
Equity	
460 □ Retained Earnings	2,782,452.18
Net Income	49,605.21
Total Equity	2,832,057.39
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>4,295,316.39</b>

PV COMMUNITY SERVICES DISTRICT  
Profit & Loss Budget Performance

May 2020

	May 20	Budget	Jul '19 - May 20	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
661 Sewer Charges	36,454.88	36,366.92	401,996.18	400,036.08	436,403.00
661.5 Security Patrol Charges	44,829.12	44,605.08	491,552.32	490,655.92	535,261.00
662 Property Tax	2,073.08	8,500.00	105,675.59	93,500.00	102,000.00
662.1 Connection Fees	0.00	0.00	0.00	0.00	0.00
663 Interest	3.77	1,250.00	7,022.84	13,750.00	15,000.00
664 Other	2,192.75	1,761.67	26,588.75	19,378.33	21,140.00
665 Security Gate Charge	33,197.00	33,197.00	365,167.00	365,167.00	398,364.00
666.5 RFID Tags	500.00	458.33	6,050.00	5,041.67	5,500.00
667 Delinquent Charges	0.00	150.00	4,218.27	1,650.00	1,800.00
668 Vacant Lot/Sewer Availability	408.00	420.00	4,548.00	4,620.00	5,040.00
670 Reimbursement Revenue	1,026.00		11,976.32		
Total Income	120,684.60	126,709.00	1,424,795.27	1,393,799.00	1,520,508.00
Gross Profit	120,684.60	126,709.00	1,424,795.27	1,393,799.00	1,520,508.00
Expense					
Bad Debt Expense	0.00	0.00	0.00	0.00	0.00
Debt Service	0.00	0.00	0.00	0.00	0.00
Depreciation	10,758.09	11,052.08	118,338.99	121,572.92	132,625.00
Dwelling Live	675.15	683.33	7,426.65	7,516.67	8,200.00
Electrical Utilities	2,448.31	3,429.75	34,348.07	37,727.25	41,157.00
Equipment Rentals	0.00	41.67	0.00	458.33	500.00
Group Health Ins.	6,146.86	7,816.67	75,543.91	85,983.33	93,800.00
Liability Insurance	4,312.68	4,431.68	47,439.48	48,748.32	53,180.00
Miscellaneous Expense	201.46	494.08	5,573.42	5,434.92	5,929.00
Office Expense	1,422.73	1,970.25	22,371.49	21,672.75	23,643.00
Operator Contract Services	2,500.00	2,500.00	27,500.00	27,500.00	30,000.00
Payroll Taxes	3,613.35	4,250.00	45,437.14	46,750.00	51,000.00
PERS Retirement	3,361.85	4,458.33	112,184.99	112,931.67	117,390.00
Repairs & Maintenance	1,516.93	8,960.43	109,072.49	98,564.57	107,525.00
Salaries	45,585.53	53,016.67	562,127.41	583,183.33	636,200.00
Security Expense	1,497.71	2,375.84	27,368.78	26,134.16	28,510.00
Uniforms	343.57	325.00	6,977.52	3,575.00	3,900.00
Vehicles	3,194.06	2,275.00	27,801.81	25,025.00	27,300.00
Workers' Comp. Insurance	2,013.03	2,285.92	22,478.42	25,145.08	27,431.00
6560 Payroll Expenses	60.25	0.00	60.25	0.00	0.00
701 Drainage	0.00	1,250.00	34,036.68	13,750.00	15,000.00
712.1 State Maint. Fee	0.00	1,250.00	21,392.00	13,750.00	15,000.00
730 Water Tests & Analysis	478.40	702.50	7,279.80	7,727.50	8,430.00
815 Fees	0.00	400.00	2,358.75	4,400.00	4,800.00
816 Engineering	878.75	83.33	4,877.50	916.67	1,000.00
818 Schools & Meetings	521.36	333.33	6,254.10	3,666.67	4,000.00
819 Accounting	0.00	583.33	9,788.84	6,416.67	7,000.00
820 Legal	3,141.75	4,166.67	37,149.57	45,833.33	50,000.00
821.1 Security housing	0.00	0.00	0.00	0.00	0.00
821.2 SGMA Technical Study	0.00	0.00	0.00	0.00	0.00
921 Guard Houses /Roadway Lease	0.00		2.00	2.00	2.00
Total Expense	94,671.82	119,135.86	1,375,190.06	1,374,386.14	1,493,522.00
Net Ordinary Income	26,012.78	7,573.14	49,605.21	19,412.86	26,986.00
Other Income/Expense					
Other Income					
Gains (Losses) -Disposal Assets	0.00	0.00	0.00	0.00	0.00
Total Other Income	0.00	0.00	0.00	0.00	0.00
Net Other Income	0.00	0.00	0.00	0.00	0.00
Net Income	26,012.78	7,573.14	49,605.21	19,412.86	26,986.00

## PV COMMUNITY SERVICES DISTRICT

## A/R Aging Summary

As of May 31, 2020

	Current	1 - 60	61 - 120	121 - 180	> 180	TOTAL
Ortiz, Raymond	0.00	0.00	0.00	-2,408.00	0.00	-2,408.00
Bryant, J.	0.00	-1,784.00	0.00	0.00	0.00	-1,784.00
Smith, James	0.00	-880.00	-280.00	0.00	0.00	-1,160.00
Harney, Gerard & Allyson	0.00	-578.00	-289.00	0.00	0.00	-867.00
Mortensen, Daniel	0.00	-568.00	-234.00	0.00	0.00	-802.00
Carter, Donald	0.00	-653.00	0.00	0.00	0.00	-653.00
Strong, Donald	0.00	0.00	0.00	-578.00	0.00	-578.00
Lucas, P & J	0.00	-289.00	-289.00	0.00	0.00	-578.00
Johnson, Jeffrey	0.00	0.00	0.00	-540.23	0.00	-540.23
Cederquist, Terry	0.00	-450.00	0.00	0.00	0.00	-450.00
Anthony, Tom	0.00	-364.00	0.00	0.00	0.00	-364.00
Mendoza, Sam & Jem	0.00	-324.00	0.00	0.00	0.00	-324.00
Giere, Robert	0.00	-304.00	0.00	0.00	0.00	-304.00
Orcutt, Dennis and Michelle	0.00	-289.00	0.00	0.00	0.00	-289.00
Phillips, David	0.00	-289.00	0.00	0.00	0.00	-289.00
Lee, Richard and Pamela	0.00	-289.00	0.00	0.00	0.00	-289.00
Adderson, Royal & Debbie	0.00	-289.00	0.00	0.00	0.00	-289.00
Swinehart, Eleanor	0.00	-289.00	0.00	0.00	0.00	-289.00
Garman, Jim	0.00	-289.00	0.00	0.00	0.00	-289.00
Bair, Jeff	0.00	-289.00	0.00	0.00	0.00	-289.00
Crowe/Kilduff, David	0.00	-289.00	0.00	0.00	0.00	-289.00
Jamaledin, Nabil	0.00	-279.00	0.00	0.00	0.00	-279.00
Clark, Kristine & Ross	0.00	-279.00	0.00	0.00	0.00	-279.00
Kuyumcu, Artin	0.00	-257.00	0.00	0.00	0.00	-257.00
Jansing, Nicholas	0.00	-255.23	0.00	0.00	0.00	-255.23
Serrato, Al	0.00	-201.00	0.00	0.00	0.00	-201.00
Smith, Trevor A.	0.00	0.00	0.00	-200.00	0.00	-200.00
Slack, Brian	0.00	-200.00	0.00	0.00	0.00	-200.00
Fritz, Patsy	0.00	-200.00	0.00	0.00	0.00	-200.00
Barile, Marian	0.00	-150.00	0.00	0.00	0.00	-150.00
Yurich, Patricia	0.00	-133.00	0.00	0.00	0.00	-133.00
Drakulich, Elizabeth	0.00	0.00	-120.00	0.00	0.00	-120.00
Person, H.	0.00	-33.00	0.00	0.00	0.00	-33.00
Beck, Harlan	0.00	-25.00	0.00	0.00	0.00	-25.00
Hinds, Thomas	0.00	-24.00	0.00	0.00	0.00	-24.00
Sudak, Keith	0.00	-15.00	0.00	0.00	0.00	-15.00
Hashim, Nancy	0.00	-9.54	0.00	0.00	0.00	-9.54
McAndrews, Tom	0.00	-5.00	0.00	0.00	0.00	-5.00
Givan, Elizabeth	0.00	-5.00	0.00	0.00	0.00	-5.00
Lucas, Judie (Jacobs)	0.00	-5.00	0.00	0.00	0.00	-5.00
Koch, Colin	0.00	-0.50	0.00	0.00	0.00	-0.50
Whittaker, Michelle	0.00	0.00	0.00	0.00	0.00	0.00
Pauma Municipal Water District	0.00	0.00	0.00	0.20	0.00	0.20
Hoyt, Marcia	0.00	5.00	0.00	0.00	0.00	5.00
Gushing, Deep Well & Increase, LLC	0.00	12.00	0.00	0.00	0.00	12.00
Hagey, Bill	0.00	12.00	0.00	0.00	0.00	12.00
Valentine, Richard	0.00	15.00	0.00	0.00	0.00	15.00
McWherter, Jerry	0.00	20.00	0.00	0.00	0.00	20.00
Fed'l Nat'l Mortgage Assoc.	0.00	24.23	0.00	0.00	0.00	24.23
Benincasa, Emily	25.00	0.00	0.00	0.00	0.00	25.00
Fjelland, A.	0.00	25.00	0.00	0.00	0.00	25.00
P. Whittet	0.00	0.00	0.00	0.00	100.00	100.00
Kells, Bruce	0.00	200.00	0.00	0.00	0.00	200.00
Macy, Edwin	0.00	200.00	0.00	0.00	0.00	200.00
Pontsler, Steve	0.00	200.00	0.00	0.00	0.00	200.00
Dalrymple, Kursten	0.00	200.00	0.00	0.00	0.00	200.00
DeWalt, Charles W.	0.00	200.00	0.00	0.00	0.00	200.00
Sale, Charles	0.00	201.00	0.00	0.00	0.00	201.00
EH Astin Farm, LLC	0.00	201.00	0.00	0.00	0.00	201.00
E.H. Astin Farms LLC	0.00	201.00	0.00	0.00	0.00	201.00
SIMPRO, LLLP	0.00	213.00	0.00	0.00	0.00	213.00
Vuytowecz, Pamela	0.00	289.00	0.00	0.00	0.00	289.00
Link, John	0.00	289.00	0.00	0.00	0.00	289.00
Vuytowecz, C.	0.00	289.00	0.00	0.00	0.00	289.00
Kariya, L.	0.00	289.00	0.00	0.00	0.00	289.00
Gonzalez, Oscar	0.00	289.00	0.00	0.00	0.00	289.00

06/23/20

## PV COMMUNITY SERVICES DISTRICT

## A/R Aging Summary

As of May 31, 2020

	Current	1 - 60	61 - 120	121 - 180	> 180	TOTAL
Do, Son	0.00	289.00	0.00	0.00	0.00	289.00
McCloskey, Kevin	0.00	289.00	0.00	0.00	0.00	289.00
McCurdy, Dan	0.00	289.00	0.00	0.00	0.00	289.00
Jordan, Peter and Sally	0.00	289.00	0.00	0.00	0.00	289.00
Jordan, Peter & Sally	0.00	289.00	0.00	0.00	0.00	289.00
Metz, Alan	0.00	289.00	0.00	0.00	0.00	289.00
Turnbull, Sue	0.00	289.00	0.00	0.00	0.00	289.00
Day, David	0.00	289.00	0.00	0.00	0.00	289.00
Givan, Max	0.00	289.00	0.00	0.00	0.00	289.00
Everly, Marlene	0.00	289.00	0.00	0.00	0.00	289.00
Buckles, Kathryn J.	0.00	289.00	0.00	0.00	0.00	289.00
Buskuhl, Judge	0.00	289.00	0.00	0.00	0.00	289.00
Skumawitz, Roland	0.00	289.00	0.00	0.00	0.00	289.00
Hoogervorst, Richard	0.00	289.00	0.00	0.00	0.00	289.00
Sebastian, David	0.00	289.00	0.00	0.00	0.00	289.00
Perez, Benjamin	0.00	289.00	0.00	0.00	0.00	289.00
Casper, Garth	0.00	289.00	0.00	0.00	0.00	289.00
Casey, Michael	0.00	289.00	0.00	0.00	0.00	289.00
Pilant, Darrell	0.00	289.00	0.00	0.00	0.00	289.00
Polak, Harold	0.00	289.00	0.00	0.00	0.00	289.00
Prescott, Darrell	0.00	289.00	0.00	0.00	0.00	289.00
Rodriguez, Ramon	0.00	289.00	0.00	0.00	0.00	289.00
Ault, James and Mirna	0.00	289.00	0.00	0.00	0.00	289.00
Larson, Diana	0.00	289.00	0.00	0.00	0.00	289.00
Ellison, William	0.00	289.00	0.00	0.00	0.00	289.00
Kazmar, William	0.00	289.00	0.00	0.00	0.00	289.00
C. Breth	0.00	0.00	0.00	0.00	300.00	300.00
R.S. Michael	0.00	0.00	0.00	0.00	300.00	300.00
J. Jonqua	0.00	0.00	0.00	0.00	300.00	300.00
Belinda Quesada	0.00	0.00	0.00	0.00	300.72	300.72
Meyers, Richard	0.00	301.00	0.00	0.00	0.00	301.00
Sullivan, Michael	0.00	578.00	0.00	0.00	0.00	578.00
Mannon, Brenda	0.00	578.00	51.00	0.00	0.00	629.00
Pauma Indians	0.00	672.00	0.00	0.00	0.00	672.00
Caithness, J. Trevor	0.00	578.00	314.00	0.00	0.00	892.00
PV Roadway Association	1,000.00	0.00	0.00	0.00	0.00	1,000.00
Rancho Estate MWC	1,037.40	0.00	0.00	0.00	0.00	1,037.40
Pauma Valley Country Club	0.00	1,074.14	0.00	0.00	0.00	1,074.14
Eastman, Betty	0.00	224.00	261.57	266.79	395.59	1,147.95
Herbert, Robert	0.00	578.00	578.00	0.00	0.00	1,156.00
Dockweiler, Garth	0.00	578.00	578.00	0.00	0.00	1,156.00
Pauma Village	0.00	1,416.00	0.00	0.00	0.00	1,416.00
Turner, Tishmall	0.00	400.00	466.95	476.18	705.10	2,048.23
Simmons, Sarah	0.00	400.00	467.01	476.30	705.49	2,048.80
Nassir, Aidin	0.00	578.00	651.37	644.91	750.00	2,624.28
Lee, Andrea	0.00	578.00	672.88	684.49	1,014.28	2,949.65
Bernshaw(BANK)	0.00	578.00	674.53	687.67	1,018.41	2,958.61
Fairfax Property Group	0.00	578.00	682.94	676.16	3,867.06	5,804.16
Credit Balances	0.00	0.00	1,135.00	5,000.44	9,385.06	15,520.50
<b>TOTAL</b>	<b>2,062.40</b>	<b>9,995.10</b>	<b>5,321.25</b>	<b>5,186.91</b>	<b>19,141.71</b>	<b>41,707.37</b>

# PAUMA VALLEY COMMUNITY SERVICES DISTRICT

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## General Managers Report

June 29, 2020

Bobby Graziano, General Manager

### **COVID-19**

Other than the district office being closed to the public there has been no interruption in services due to COVID-19. Staff has remained healthy and is keeping up with tasks.

### **Stormwater Management Systems**

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

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Drainage Ditch Parallel to 8<sup>th</sup> Fairway: Currently being cleaned by PVCC. Per the MOU dated May 1986 PVCCSD will reimburse the Club for its actual costs. \$1,640 has been paid to PVCC so far.

PVCC has suggested a permanent modification to the drainage channel and a cost share to complete the project. PVCC's proposal is to install a culvert pipe and fill in the ditch and cover with grass. Preliminary ideas for cost share are being discussed. Once complete the MOU from 1986 would be terminated, and full responsibility for maintenance of the culvert pipe and surrounding areas will fall on PVCC.

### **Insurance Claim for Hillside Fire**

See prior report for more detail.

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

The Sr. Claims Adjuster responded to a request for update on June 24, 2020.

"We are still reviewing coverage for this claim. As part of our investigation, I have requested the contract between Lineworks (Mediacom's subcontractor) and our insured, Fiberline. I just sent a follow-up request to our insured Diego Moya today, who confirmed to me in a recent conversation that he has the contract and can send it to me."

### **Subdivision 3 Easement**

Based on the discussions during the May 26, 2020 board meeting (see minutes for detail) the attached letter has been drafted. GM Graziano is seeking authorization from the Board to distribute the attached letter to the 6 property owners.

### **Human Resources**

Patrol: Fully staffed with 5

Gates: Fully staff with 5

Utility: Staffed with 4

Admin: Fully staffed with 4

Total employees: 18

### **Weekly Meeting with Utility**

Tank overflow pipe screen, Tukwut drainage system (new weir structure), drainage channel near PVCC laundromat, June meter reads, Well 43 meter, weekly water sampling, treatment plant operational status, Well 40 flow rate, potable take-out to the golf course reservoir, Well 7R static level

### **Monthly Meeting with Security**

Held on June 17, 2020 at 8am: Dirt bikers, allowing visitors in without phoning resident, radios, laptops, significant patrol officer incidents for the month

### **2020 Goals & Initiatives**

SGMA: GM Graziano has helped coordinate the local pumpers group and given support as needed to Yuima in taking the lead for our basin. Although not in this calendar year it should be noted that GM Graziano was instrumental in preventing the SOW presented in July 2019 from moving forward. After reviewing the SOW at that time, GM Graziano directed BB&K to attend the GSA meeting and argue why the topic of water rights should be removed from the SOW. That meeting was the pivot point for many actions to follow which has protected the local pumpers from a GSP being developed which would be detrimental to interests of the locals.

I believe it is our goal to oppose any threat to the status quo of water rights within Pauma Valley.

Most recently PVCSD has signed the 2017 MOU Amendment to restart the GSP process with Yuima, and RCD. The workgroup is currently providing input on the contractor request for proposal (RFP). The Yuima Team hopes to send out the RFP to three contractors within the next week or two. The goal of the workgroups is to review the bids before July 27 (Yuima's regular board meeting) and select the contractor. Yuima will then authorize the contract at their July 27<sup>th</sup> board meeting. If this timeline is met this would represent a major advancement in the SGMA process.

Assist PVCC in the Irrigation Project: GM Graziano has met with PVCC a handful of times to discuss the irrigation improvement plan. Support has been provided as needed. Various options have been discussed and evaluated from an infrastructure standpoint. The preliminary path forward, which still needs to be studied further, is to develop a water supply that can pump directly to the back nine.

Well 40 for Golf Course Irrigation: Project is complete and Well 40 is now supplying the golf course reservoir at a steady 180gpm. This is a major milestone and completes another infrastructure project that was on the "wish list" of past management.

Recover Costs Incurred by District from Hillside Fire: This G&I is explained above.

HR: In development and ongoing.

Knowledge Growth Related to Dudek: See note from prior staff report. Re-write Dudek SOW is in work which is a part of GM Graziano's 3 Month Review.

Financial: In work. Some details on cost savings will be included in the budget briefing within this meeting (June 29, 2020 board meeting).

### **Long Term / Future Projects - Ideas**

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

EV Charging Initiative: With the car revolution moving towards EV's and many public agencies offering charging a capital project could be planned to install charging stations. Staff is researching options for EV's for patrol vehicles. EV's have far fewer moving parts, and have been forecasted to have much lower maintenance costs. The patrol officers spend hours idling which burns more fuel. Charging stations would be an employee benefit which does not come at the same overhead cost to the district as compensation. Charging could be available to the public as well.

# PAUMA VALLEY COMMUNITY SERVICES DISTRICT

33129 Cole Grade Road ♦ Pauma Valley, California 92061

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

June \_\_, 2020

Mr. Homeowner

#### Pauma Valley Drive

Pauma Valley, CA 92061

Subject: Proposal to Integrate Subdivision 3 Stormwater Management System under PVCSD

Dear Mr. Cerruti

Thank you for your response to our letter dated March 31, 2020, voting positively for the Pauma Valley Community Services District (the District) to take responsibility for maintenance of the private storm water drainage system on your property.

Since the storm water drainage system on your property is private, and the District is a public agency, the District will first need to create a mechanism to charge you for your share of the cost of maintaining the water drainage system. This could be accomplished through a number of ways, including through formation of a special taxing district, assessment district, or a homeowners' association that would contract directly with the District.

The District will need to recover all of the costs associated with maintaining the private storm water drainage system. These costs include, without limitation, any costs associated with acquiring necessary interests in property to provide this service (including easements), administrative costs to complete the transfer of responsibility, and any costs to acquire any necessary authorization or permitting from the State or other local, statewide, or federal agencies as required. To the extent the District will be required to improve the private storm water drainage system to a level that will allow us to maintain the system on your behalf, those costs must also be recovered by you and your neighbors using the private storm water drainage system. Finally, any ongoing maintenance and administrative costs associated with providing this service must be recovered from the benefitting property owners.

There are a number of reasons that the District will need to recover these costs from the benefitting property owners. First, the District is considered a "special district" under California law, meaning the District is only authorized to provide specific services and has limited revenue sources. For the most part, the District's limited revenue sources can only be used for specific purposes. For example, revenues from sewer rates can only be used for providing services, and cannot exceed the cost of providing those services. Additionally, the District is legally prohibited under the California constitution from making a gift of public funds in aid of a private person. Using District public funds to maintain private storm water improvements would constitute a gift of public funds in violation of this prohibition.

Within Subdivision 3 there are 14 separate parcels. Based on the responses received there are 6 property owners who wish to transfer maintenance responsibility of the private storm water management system to the District.

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*President/Treasurer-Sam Logan*

*Vice President-Bill Schultz*

*Director-Heidi Person*

*Director-Laurie Kariya*

*Director-Bill Jacobs*

# PAUMA VALLEY COMMUNITY SERVICES DISTRICT

33129 Cole Grade Road ♦ Pauma Valley, California 92061

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

We anticipate the following costs:

1. \$40,000 one time charge divided among the six (6) properties to survey the properties, locate the drainage ditches, legally describe the location of the drainage ditches, develop easements, coordinate the signing and recording of easements with property owners, create and execute subordination agreements with lenders on all Lots that have mortgages, complete brush clearing, clean the brow ditches, and for Lot 174 locate, engineer and grade a road to access the brow ditches on Lot 171, and 172. This is an estimate and the actual cost will be borne by the six property owners (Lots 170, 171, 172, 173, 174, and 176).
2. \$5,000 annually for maintenance. This is an estimate and will be updated annually based on actual costs. The cost will be divided equally among Lots 170, 171, 172, 173, 174, and 176.

The breakdown set forth above is an estimate. Actual costs may be higher depending upon the cost to the District to maintain the drainage improvements.

Prior to starting work on this project, we would like to meet with the property owners, answer any questions, verify commitment to pay for these services, and discuss the impact it will have on your property (in particular Lot 174). Please call PVCSD and indicate your further desire for us to set-up this next phase and be a part of the group of 6.

Sincerely,

Bobby Graziano  
General Manager  
Pauma Valley Community Services District

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*President/Treasurer-Sam Logan*

*Vice President-Bill Schultz*

*Director-Heidi Person*

*Director-Laurie Kariya*

*Director-Bill Jacobs*