

# PEBBLE BEACH COMMUNITY SERVICES DISTRICT



**2016-17**

**FINAL BUDGET**

**June 24, 2016**

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
2016-17 FINAL BUDGET**

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2016-17 FINAL BUDGET**

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***BUDGET RESOLUTIONS***

- **Res 16-09: Approving Service Charges and Special Assessments for Sewer Treatment and Disposal, Garbage and Refuse Collection and Disposal, and Fire Protection Services within the District for the Fiscal Year 2016-17.**
  
- **Deputy General Manager/CFO Report re: Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-related fees and charges for Fiscal Year 2016-17.**  
**Res 16-10: Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-related fees and charges for Fiscal Year 2016-17.**
  
- **Res 16-11: Adopting Final Budget for Fiscal Year 2016-17.**
  
- **Res 16-12: Approving Positions, Classifications, and Pay Schedule for Fiscal Year 2016-17.**
  
- **Deputy General Manager/CFO Report re: Appropriations Limit for Fiscal Year 2016-17.**  
**Res 16-13: Adopting the Appropriations Limit for FY 2016-17.**
  
- **Deputy General Manager/CFO Report re: Reduction in CalPERS Employer Paid Member Contributions for Fiscal Year 2016-17.**  
**Res 16-14: Modifying Employer Paid Member Contributions to CalPERS Retirement Plan.**
  
- **Deputy General Manager/CFO Report re: FY 2016-17 Sewer Connection Fee.**  
**Res 16-15: Establishing the District Sewer Connection Fee for Fiscal Year 2016-17.**

## **DEPUTY GENERAL MANAGER/CFO REPORT**

**June 24, 2016**

TO: Board of Directors

FROM: Suha Kilic, Deputy GM/CFO  
Marianna Pimentel, Senior Accountant

SUBJECT: **Fiscal Year 2016-17 Final Budget**

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### **RECOMMENDATIONS**

1. At 9:40 a.m. on June 24, following the staff's presentation, concurrently open the public hearings to receive and consider comments on
  - The PBCSD Final Budget for Fiscal Year 2016-17,
  - Service charges for garbage collection and disposal,
  - Service charges for sewer collection, treatment and disposal,
  - Special tax for fire protection services.
  
2. After all interested persons have been heard, close the public hearings on the Final Budget and service charges, and consider adopting the following Resolutions:
  - Resolution No. 16-09 approving service charges for garbage collection and disposal; sewer treatment and disposal services; and special tax for fire protection services for Fiscal Year 2016-17;
  - Resolution No. 16-10 certifying compliance with State law for levying general and special taxes, assessments, and property related fees and charges;
  - Resolution No. 16-11 adopting the Final Budget for FY 2016-17;
  - Resolution No. 16-12 approving positions, classifications, and pay schedule for FY 2016-17; and
  - Resolution No. 16-13 determining the Appropriations Limit for FY 2016-17;
  - Resolution No. 16-14 modifying employer paid member contributions to CalPERS Retirement Plan; and
  - Resolution No. 16-15 approving sewer connection, inspection, and permit fees for FY 2016-17.

### **CHANGES FROM THE PRELIMINARY BUDGET**

A preliminary budget was approved by the Board on April 29, 2016. The total expenditures in the final budget are \$150,000 less than the preliminary budget due to removal of MPCC water

well project. This item was removed based on an analysis by the Reclamation Project Technical Advisory Committee and approved by the Management Committee. Because Reclamation Project expenses are reimbursed to the District, removal of this item has no financial impact.

Two other changes made in the budgeted capital outlays with no net financial impact. \$240,000 has been added for 2016-17 Sewer Replacement Projects. The Pebble Beach Company's recent infrastructure construction activity provides an opportunity for the District to undertake sewer line projects in collaboration. The addition of this amount has been offset by a \$240,000 reduction, from \$400,000 to \$160,000, in the Rehabilitation of Wastewater Pump Station P-4 located near Highway 68. It is anticipated the adjusted amount will be sufficient for the design work planned for the fiscal year 2016-17; and construction will be carried out in the following year.

The table below displays a summary of the FY 2016-17 final budget.

**SUMMARY OF PROPOSED FY 2016-17 BUDGET**

<b><u>EXPENSES</u></b>	<b><u>Budget</u></b>	<b><u>Change from FY 2015-16 Budget</u></b>	
Operations & Maintenance	\$ 12,722,000	4.0%	\$ 491,000
Capital Outlays (Current Year)	6,814,000	-29.4%	(2,833,000)
<b>Subtotal</b>	<b>\$ 19,536,000</b>	<b>-10.7%</b>	<b>\$ (2,342,000)</b>
Capital Outlays (Prior Year)	1,493,000		
Contribution to O&M Reserves	101,000		
<b>Total</b>	<b>\$ 21,130,000</b>		
<b><u>REVENUES</u></b>			
<b>Current Revenue</b>	<b>\$ 15,085,000</b>	<b>3.8%</b>	<b>\$ 548,000</b>
Appropriations from Capital Reserves	4,552,000		
Carry-Over Appropriations 2015-16	1,493,000		
<b>Total</b>	<b>\$ 21,130,000</b>		

**Summary of O&M Expenses**

*The total amount proposed for Operations and Maintenance (O&M) expenses is \$12,722,000 which is \$491,000 (or 4.0%) more than the previous year's budget. The proposed amount includes \$465,000 for the Recycled Water Distribution System O&M expenses, which will be reimbursed by the Reclamation Project.*

The table on the next page displays the amounts budgeted for O&M expenses including the changes from the previous year's budget:

The proposed O&M expenses are presented in detail on pages 25 through 32.

<b><u>Department</u></b>	<b><u>Budget</u></b>	<b><u>Change from FY 2015-16 Budget</u></b>	
Administration/Engineering	\$ 2,225,000	8.1%	\$ 167,000
Fire/Emergency Medical	6,258,000	2.4%	148,000
Supplemental Law Enforcement	231,000	2.7%	6,000
Wastewater/Maintenance	2,714,000	4.1%	106,000
Solid Waste	829,000	8.4%	64,000
<b>SUBTOTAL</b>	<b>\$ 12,257,000</b>	<b>4.1%</b>	<b>\$ 491,000</b>
Reclamation	465,000	0.0%	-
<b>TOTAL</b>	<b>\$ 12,722,000</b>	<b>4.0%</b>	<b>\$ 491,000</b>

**Cost-of-Living Salary Adjustment**

*The Final Budget includes a recommended Cost-of-Living salary adjustment (COLA) of 3.1% in staff salaries, effective July 1, 2016 (with the exception of the General Manager's salary which is normally considered in December). The Board's policy has been using the average of the annual changes for the months of December & February in the Consumer Price Index for the San Francisco-Oakland-San Jose region in determination of the COLA.*

**CalPERS Contribution Offset**

*An additional cost-neutral 2% adjustment is included, in return for employees assuming 2% contribution to CalPERS retirement system.*

The required member contribution to CalPERS is 8% of the regular payroll. This amount is currently shared between the employees and the District as 4% and 4%, respectively. With the proposed change employees will pay 6%, and the District contribution will be reduced to 2%. One new employee pays the entire required member contribution per the Public Employee Pension Reform Act.

### **Highlights of the O&M Appropriations and Changes from the Prior Year Budget**

#### ***Administration/Engineering:***

***The amount budgeted for Administration and Engineering operations increased by 8.1% or \$167,000, from \$2,058,000 to \$2,225,000.***

***5.5% or \$113,500 of the increase is due to addition of a new Finance and Information Systems Coordinator position and increasing the amount budgeted for the Assistant Engineer position from half year to a full year. The following are highlights of the changes (Page 25 and 26 provide a detail of all line items):***

- The amount budgeted for salaries and benefits (\$1,577,000) is proposed to increase by 12.6% or \$176,000 from prior year. Of that amount, \$113,500 is for the salaries and benefits of the new and the adjusted positions reported above.
- Of the total cost of budgeted salaries and benefits, \$25,000 is allocated to the Reclamation Project for the services of the District Administration and Engineering staff.
- Election expense decreased by \$16,000. There will not be a board member election in FY 2016-17.

#### ***Supplemental Law Enforcement:***

***The amount budgeted for Supplemental Law Enforcement program is \$231,000, which is \$6,000 or 2.7% more than the prior year. The following are highlights of some of the items budgeted (Line item detail can be reviewed on Page 26):***

- \$200,000 (\$5,000 or 2.6% more than prior year) is budgeted for the California Highway Patrol (CHP) supplemental law enforcement service. Includes one officer providing service 8 hours per day, 5 days a week, one sergeant (average of 10 hours per month), mileage, and a percentage of the cost for overhead.
- \$10,000 is included to support the “Every 15 Minutes” high school education program

coordinated by the California Highway Patrol and the California Office of Traffic Safety.

***Fire/Emergency Medical:***

***The amount budgeted for Fire and Emergency Medical services increased by 2.4% or \$148,000, from \$6,110,000 to \$6,258,000. The following are highlights of the changes (Pages 27 and 28 provide a detail of all line items):***

- The amount budgeted for the CAL FIRE Contractual Fire Protection and Emergency Medical Services increased by \$120,000 (or 2.3%) from \$5,230,000 to \$5,350,000. The significant changes to the agreement include:
  - 1) A 2.2% or \$55,000 increase in CAL FIRE firefighter benefits rate (from 81.25% to 83.07% of the payroll).
  - 2) A 0.6% or \$25,000 increase in personnel salaries mainly due to conversion of a fire captain position to a fire captain/paramedic position.
  - 3) A 14% or \$30,500 increase in the amount of Unplanned Overtime based on prior experience.
  - 4) An increase in the Administrative charges from 12.59% to 12.79% (\$10,500).
  - 4) A \$15,500 decrease in the amount budgeted for Support Staff due to elimination of Staff Service Analyst position.
- The budget includes \$190,000 for open space fire defense projects, the same as the prior year.
- The budget includes \$400,000 for all other O&M expenses related to fire stations operations, prevention program, cost-shared training, and medical programs. This amount is 5% or \$19,000 more than prior year. The increase is mainly due to increases in community events/Zombie run (\$6,000), paramedic equipment (\$6,000), self-contained breathing apparatus maintenance (\$4,000).

***Wastewater/Maintenance:***

***The amount budgeted for Wastewater and Maintenance operations increased by 4.1% or \$106,000, from \$2,608,000 to \$2,714,000. The following are highlights of the changes (Pages 29 and 30 provide a detail of all line items):***



- The amount budgeted for salaries and benefits increased by \$25,500 mainly due to the cost-of-living adjustment.
- Of the total budgeted salaries and benefits, \$85,000 is allocated to the Reclamation Project for the services of the District Maintenance employees.
- The amount budgeted for the Carmel Area Wastewater District (CAWD) treatment and disposal (T&D) services increased by 4.6% or \$60,000, from \$1,300,000 to \$1,360,000, to reflect the increase in CAWD's FY 2016-17 T&D operating budget. The amount budgeted was determined based on an estimated 31.5% wastewater flow ratio and 7.5% administrative charge.
- The amount budgeted for all other O&M expenses related to wastewater collections operations has increased by \$14,000 or (3.8%), from \$366,000 to \$380,000 mainly due to new California Association of Sanitation Agencies (CASA) membership and utility price increases.

***Solid Waste:***

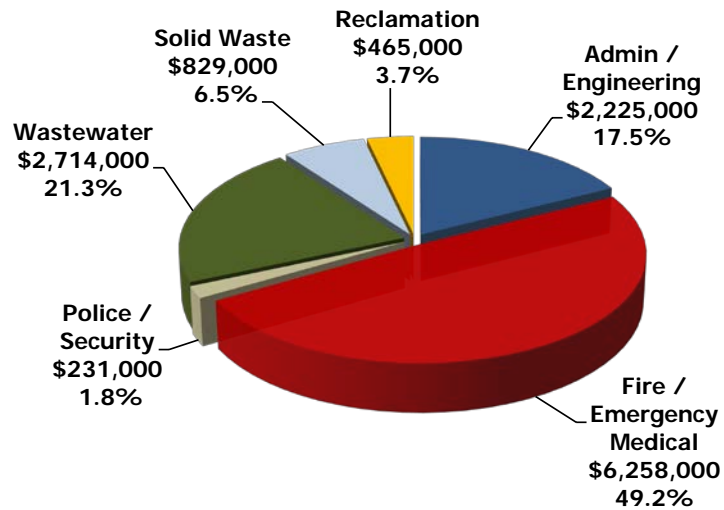
***The amount budgeted for Solid Waste operations increased by 8.4% or \$64,000, from \$765,000 to \$829,000. The following are highlights of the changes (Page 30 provides a detail of all line items):***

- The amount budgeted for garbage residential basic service increased by \$53,000 (or 7.6%), from \$698,000 to \$751,000. The District collects fees for this service on the property tax rolls and makes quarterly payments to the franchise holder. More information on the garbage fees has been provided under "Revenues" on Page 10.
- The budget includes \$21,000 for the annual hazardous material collection event, \$2,000 less than prior year.
- The budget also includes \$3,000 for the periodic services of the Medical Waste Take Back program instituted in FY 2014-15, as well as \$14,000 for the District contribution to Zero Waste and Recycling programs.

***Reclamation:***

***The amount budgeted for Reclamation operations remained the same as prior year, \$465,000. The line item detail can be reviewed on Pages 31 and 32.***

*The chart below displays budgeted O&M expenses (\$12,722,000).*



**FY 2016-17 Current Revenue (Details on Page 24)**

The following table summarizes the estimated current revenue, and the changes from the previous year's budget:

<b><u>REVENUE</u></b>	<b><u>Budget</u></b>	<b><u>Change from FY 2015-16 Budget</u></b>	
Property Taxes	\$ 12,240,000	5.5%	\$ 640,000
Charges for Services	1,838,000	7.6%	130,000
Interest Revenue	100,000	0.0%	-
Other Revenue	352,000	10.3%	33,000
<b>Subtotal</b>	<b>\$ 14,530,000</b>	<b>5.8%</b>	<b>\$ 803,000</b>
Reclamation Prj Contribution	555,000	-31.5%	(255,000)
<b>Total Current Revenue</b>	<b>\$ 15,085,000</b>	<b>3.8%</b>	<b>\$ 548,000</b>

### **Property Taxes**

The FY 2016-17 property tax revenue is increased by \$640,000 (or 5.5%), from \$11,600,000 to \$12,240,000 based on the prior year revenue and a conservative increase in property valuations.

### **Charges for Services and Assessments**

#### **Sewer User Fees**

*The sewer user fees are proposed to be increased by 9.0% effective July 1, 2016. The increase amounts to \$1.45 per month, from \$16.15 to \$17.60 for residential units. The commercial sewer user fees are based on multiples of equivalent residential units.*

*The estimated annual revenue that will be generated by the proposed fees is \$890,000. The budget includes \$5,279,000 for wastewater expenditures, excluding the carry-over amount. The \$4,389,000 difference between the budgeted expenditures and the user fee revenue is proposed to be financed from property taxes (\$2,693,000), investment and other revenues (\$96,000), and an allocation from the District's Capital Outlay Reserves (\$1,600,000) in accordance with the District Long-Term Capital Outlay and Financial Plans.*

The proposed fee will cover less than 20% of the cost of providing sewer service, the difference being financed with other available revenue. The District has the authority to increase the fees to five times the current amount to fully finance this service. During the 15-year period between the fiscal years 1997-98 thru 2012-13 sewer service fees were kept unchanged per Board policy due to availability of other revenue. Consequently, fees covered a lesser percentage of the cost each year.

*The proposed adjustment will help pay for the increased cost of CAWD Wastewater Treatment Plant capital improvements.*

In April 2014, CAWD updated its Capital Outlay 15-year Master Plan which identified the renewal and replacement needs of the Treatment Plant. The CAWD Master Plan includes capital projects of approximately \$40 million over 15 years which began in the 2015-16 fiscal year. Of this amount, approximately \$24 million is for capital projects recommended to be accomplished in the first five years. PBCSD is responsible for 1/3 of the Treatment Plant capital outlay costs. The magnitude of these costs are significantly higher than the resources dedicated for the Treatment Plant capital outlays in the PBCSD long-term plans prepared prior to adoption of the CAWD Master Plan.

The proposed single family residential rate of \$17.60 per month is the lowest among the peninsula cities and significantly below the State averages as displayed in the following table.

### Residential Sewer Service Fees in other Areas

Area	Fee / Month
<b>Pebble Beach (Proposed 2016-17)</b>	<b>\$17.60</b>
<b>Monterey (FY 2015-16)</b>	<b>\$31.61</b>
<b>Pacific Grove (FY 2015-16)</b>	<b>\$42.32</b>
<b>Carmel (FY 2015-16)</b>	<b>\$47.96</b>
<b>County Average (FY 2014-15):</b>	<b>\$31.01</b>
<b>State Averages (FY 2014-15):</b>	<b>\$52.74</b>
	<b>(Areas w/ Population &lt; 10,000)</b>
	<b>\$48.15</b>
	<b>(Tertiary Treatment Level)</b>

### Fire Protection Special Tax

*No changes are proposed to the annual fire protection assessment of \$51.20 per residence and \$25.60 per unimproved parcel.* The estimated amount of revenue to be generated by this special tax is approximately \$197,000. This revenue will finance approximately 3% of the fire protection and emergency medical service operations.

Pursuant to a District ordinance adopted in 1982, a special fire protection tax has been imposed based on assigned units of benefits for each type of property. According to the ordinance, developed parcels are assigned 20 units of benefit and undeveloped parcels are assigned 10 units of benefit, with a maximum authorized limit of \$5.23 per unit of benefit. The District Board has historically limited the annual assessment to \$2.56 per unit of benefit, which is approximately half of the amount permitted by the authorizing ordinance. The special tax was approved by more than two-thirds of District voters, and at the discretion of the Board, it can be levied up to the authorized limit without a confirming election.

### **Garbage Collection and Disposal Fees**

***The fees for garbage and recyclable material collection services are proposed to be increased by 7.6% effective July 1, 2016. These services are provided by the District through a franchise agreement with Green Waste Recovery. Based on the proposal, the fee for the basic residential garbage service will increase \$1.63 per month, from \$21.50 to \$23.13.***

The District's 20-year solid waste and recycling collection franchise agreement with Waste Management, Inc. expired on June 30, 2015. In order to obtain services on a competitive basis the District participated in a collaborative Request for Proposal (RFP) process together with the cities of Carmel-by-the-Sea, Del Rey Oaks, Marina, Pacific Grove, Sand City, and Seaside. This process marked the first time the franchise was subject to a competitive procurement process. Of the four participating companies, Green Waste Recovery (GWR) submitted the lowest cost proposal and has been awarded a 15-year franchise agreement by the District, as well as by the six cities which joined in the RFP process. GWR started serving the District beginning July 1, 2015.

The franchise agreement provides a comprehensive methodology for annual rate adjustments which takes into account the changes consumer price index, labor index, fuel index as well as changes in disposal/processing costs and tonnages of various types of collected materials- all applied at different weight factors- and amount of recyclables (applied as a credit at \$40 per ton). Because of lack of available accurate data, the garbage rates had been determined based on certain assumptions and estimates in the first year of service. Additionally, in fiscal year 2015-16, the District subsidized part of the cost with other available revenue to offset the impact of the otherwise required rate increases for the residential and commercial customers in the first year of service. The 7.6% rate increase is mainly due to three main factors:

- Annual adjustment based CPI, labor and fuel indexes (3.3%)
- Lower amount of recyclables - 1,568 ton as opposed to 2,300 tons - than the first year estimate (1.8%)
- Elimination of prior year PBCSD subsidy (2.5%)

Fiscal Year 2016-17 will be the first time such variables are incorporated in calculations with more accurate data.

The franchise agreement includes certain new requirements from the franchise holder including: 1) renting the publicly owned facilities that will be built at MRWMD, i.e. Compressed Natural Gas (CNG) truck fueling station which is planned to ultimately be supplied by landfill gas and anaerobic digestion system, a truck maintenance yard and

storage facility, and a local call center for improved service; 2) bulky item collection service that will allow residents to discard large items such as appliances, TVs, furniture, tires, carpets and mattresses three times a year at their request, on the curbside, free of charge; 3) allowing residents to discard 28 additional bags of garbage or yard waste per year on the curbside, at their convenience, free of charge; 4) provision for new CNG collection vehicles, new carts for residential customers, new bins and roll-off boxes for commercial customers; and 5) a commercial organics collection program. The current one-way free collection service (either pick-up from or return to a designated location within the property within 100ft of the curb) continues.

At the proposed \$23.13 per month, PBCSD residential service fee remains in line with neighbor jurisdictions as displayed in the following table.

### Regional Garbage Service Fee Comparison

Jurisdiction	Residential 32-GALLON	Commercial 2CY 1X/WK
Monterey	\$18.07	\$149.37
Seaside	\$18.77	\$170.64
Pacific Grove	\$20.36	\$163.72
Pebble Beach	\$21.50	\$181.09
<b>Pebble Beach Proposed 2016-17</b>	<b>\$23.13</b>	<b>\$194.84</b>
Salinas	\$23.21	\$323.70
Watsonville	\$25.61	\$187.51
Santa Cruz	\$26.05	\$239.11
Monterey County Unincorporated	\$28.54	\$169.86
Gilroy	\$29.20	\$195.65
Carmel-by-the-Sea	\$29.56	\$245.96

### Investment Revenue

The investment revenue has been estimated at \$100,000, the same as the previous year. The rates on short-term more secure fixed income investments, in which governmental agencies are authorized to invest, may gradually increase. The increase in rates may be offset by the

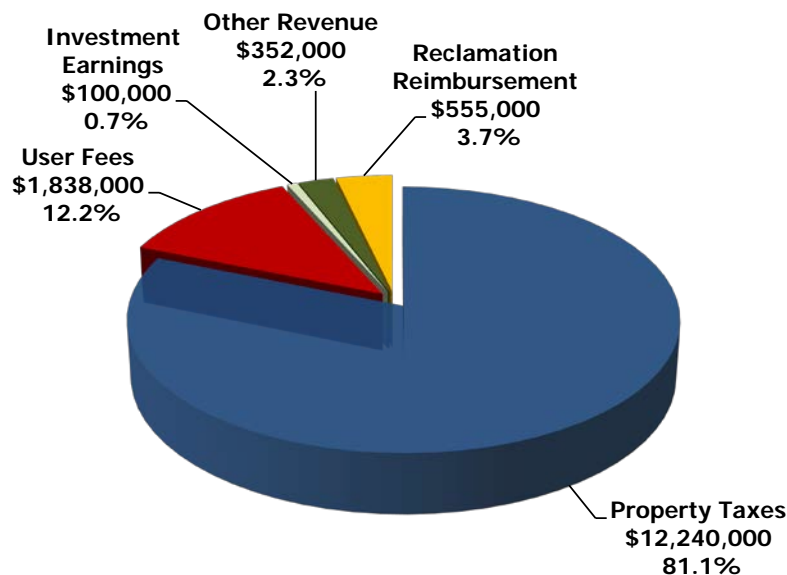
decrease in the District fund balances due to extensive capital outlay program included in the fiscal year 2016-17 budget.

### Other Revenue

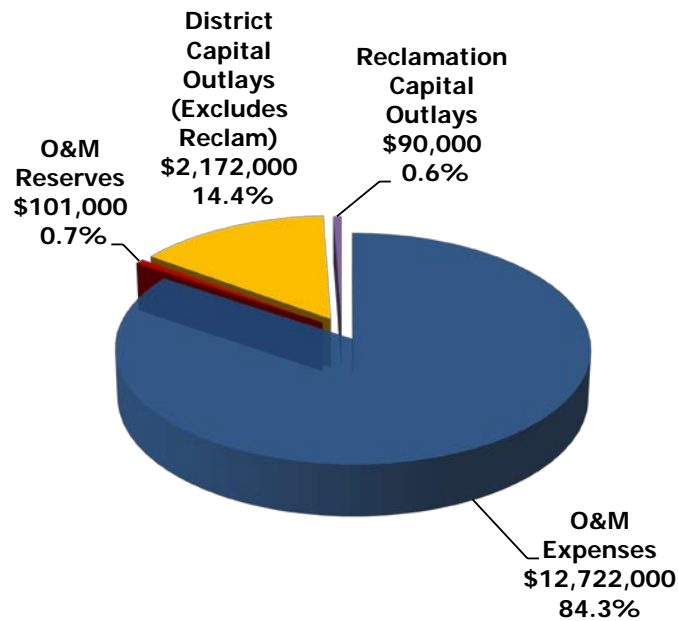
Proposition 172 public safety sales tax revenue is expected to be \$196,000 based on prior year receipts. Monterey County is the only county which allocates a portion of the public safety sales tax to fire districts. The budget also includes \$85,000 in solid waste franchise fee revenue; \$35,000 in sewer connection fees; \$11,000 in office rents and support services and \$25,000 in miscellaneous revenue.

### Revenue Summary and Conclusion

*The chart below displays the District's budgeted \$15,085,000 in Current Revenues.*



*The following chart displays the proposed allocation of current revenues (\$15,085,000). It is expected that current revenues will be sufficient to finance the budgeted O&M expenses (\$12,722,000, excluding depreciation) and \$101,000 in contributions to operating reserves summarized in the previous section. \$2,262,000 will be allocated to finance a portion of the budgeted capital outlays and construction projects (\$2,172,000 for the capital outlays financed by the District and \$90,000 for the Reclamation Project).*



### Summary of Capital Outlays

*A list of all capital outlays can be found on pages 34 through 39. Items over \$25,000 are summarized below.*

#### ***Administration/Technical:***

- \$35,000: Expansion and enhancement of Geographic Information Systems (GIS) and database information systems for continued efficiency improvements in performance of day-to-day operations.
- \$30,000: Carried over from the prior year to replace the carpeting in the administration offices, including the Board and Training rooms.

#### ***Fire/Emergency Medical:***

- \$90,000: Replace two cost-shared Battalion Chief command vehicles, including emergency communications systems, lights, sirens and command console. \$56,000 (or 62.5%) will be reimbursed by Cypress and Carmel Highlands Fire Protection Districts.
- \$60,000: Carried over from prior year for the CAL FIRE & County 911 Dispatch Systems



Connection. The project is expected to reduce the time required for the County to transfer an emergency 911 call to the CAL FIRE dispatch center.

- \$55,000: Replace portable radios (25). Current portable radios were purchased as part of a County-wide grant over ten years ago.
- \$45,000: Replace utility pickup truck used by PBCSD funded Fire Protection and Planning Captain, including emergency communications systems, lights, sirens and command console. \$40,000 is carried over from the prior year.
- \$45,000: Replace the cost-shared pickup truck used by the Battalion Chief/Paramedic Coordinator, including emergency communications systems, lights, sirens and command console. \$28,000 (or 62.5%) will be reimbursed by Cypress and Carmel Highlands Fire Protection Districts.
- \$25,000: Replace seven computer workstations used by the operations and prevention staff.

***Undergrounding:***

- \$4,000,000: Undergrounding of Overhead Utilities. Continue with Phase IIB undergrounding construction project to convert overhead electric, telephone and cable utilities to underground locations.

***Wastewater:***

- \$2,939,000: CAWD Wastewater Treatment Plant Capital Outlays 1/3 PBCSD share including the following projects over \$50,000:
  - 1) \$604,000: Digester Capacity Improvements. Construct a new approximately 360,000 gallon digester complete with ancillary equipment, including mixing system, digester gas equipment and sludge heating equipment. The new digester is planned to be integrated with existing Digester #1. New equipment will be placed inside a new Digester Control Building. The digesters provide solids retention time of over 15 days for anaerobic digestion. Equipment level of service is to heat and mix the digester sludge to facilitate mesophilic conditions and pathogen removal in order to meet Class B bio solids regulation.
  - 2) \$445,000: Standby & Main Power Integration, including upgrade of switchgear and main power feeders; and relocation of updated electrical equipment to optimize space in the Operations Building for a future SCADA control and monitoring station.

- 3) \$302,500: Treatment Plant Improvements Phase I construction management and engineering agreement with Kennedy/Jenks Engineering Consultants. This project is under construction with anticipated completion date of August 2017.
- 4) \$265,500: Dewatering Improvements. The dewatering equipment dewateres digested sludge to reduce its volume that needs to be transported for disposal. An existing non-operational belt filter press (BFP) will be demolished and replaced with a new screw press dewatering unit. The project will also address miscellaneous mechanical, electrical systems and controls upgrades to replace assets which are near the end of their useful life.
- 5) \$200,000: Hypochlorite/SBS Improvements (40% Reclamation). Convert the existing chlorine gas disinfection system to a bulk 12.5% liquid sodium hypochlorite disinfection system. A new tank storage double containment pad would be built with multiple polyethylene storage tanks to store sodium hypochlorite chemical. Chemical feed pumps would be located on the double containment pad and would pump sodium hypochlorite upstream of the chlorine contact channels for disinfection. A feed would also be provided for disinfection of the recycled water upstream of the recycled water chlorine contact channels. Construct an additional sodium bisulfite (SBS) storage tank to provide redundancy and increase reliability of the de-chlorination system.
- 6) \$141,500: Two oversized and inefficient standby blowers will be replaced with equipment that matches the present primary blower. This will result in two identical blowers properly sized for plant loading. Will include energy saving modifications to the existing blower such as inlet throttling or variable speed drives if financially efficient (i.e. acceptable payback on energy savings investment).
- 7) \$116,000: Storm Water Improvements. Includes installation of a wet well, electrical and SCADA equipment servicing two submersible pumps and the in ground piping required to return the plan drainage to the head of the plant.
- 8) \$112,500: Rehabilitation of the Dissolved Air Flotation Thickener (DAFT) (50% Reclamation). The existing DAFT will be rehabilitated with a complete overhaul replacing mechanical, electric, and control equipment. Improvements include pump replacement to utilize a Nikumi® pump which has been tested by the Treatment plant to increase performance and reduce power consumption by more than 35%.
- 9) \$108,500: Relocate and Replace Waste Gas Burner. Replace the existing methane flare (used to burn off excess waste methane prior to releasing it into the atmosphere) with a new technology consistent with the current State Air Board regulations.

- 10) \$100,000: Outfall Crossing Rehabilitation. Engineering design, environmental evaluation/ studies, and construction of a new crossing for the outfall pipe currently crossing the South finger of the Carmel Lagoon. Includes replacement of approximately 200 feet of the existing outfall pipe by excavation and burying the pipe under the South finger of the lagoon.
- 11) \$80,000: Return Activate Sludge (RAS) Building Rehabilitation. Replace electrical equipment (wiring and breakers) in the RAS Pump Building. Includes installation of new dedicated sludge wasting pumps and an ultrasonic level sensor in the RAS wet well. Mechanical improvements include installation of permanent connections for portable pumps to the RAS wet well for emergency RAS pumping in the event of a failure of the RAS pumps, piping or valves.
- 12) \$75,000: Primary Clarifier Rehab. Rehabilitate the Primary Clarifier structures (by internal lining or concrete repair). Rehabilitate effluent launders (coating). Replace sludge collector mechanisms. Combination of in-house work and contractor labor.
- 13) \$57,500: Chlor/De-chlor Building #3 Water System Improvements. The #3 water system is the in-house recycled water supply. It was placed into service in the late 1980s and is located at the Chlor/De-chlor building (CDC). The system provides cooling to a number of key assets throughout the facility such as:
  - Influent Pumps (packing)
  - Effluent Pumps (packing)
  - Emergency Generator (Cooling system)
  - Waste Activated Sludge Pumps (packing)
  - Return Activated Sludge Pumps (packing)

The project includes replacement of existing 30 year old #3 Water System hydro pneumatic tank (which is beyond its useful life), strainer and, electrical controls and instrumentation systems.

- \$390,000: PBCSD Wastewater Pump Station Rehabilitations. The proposed budget includes:
  - 1) \$230,000 to rehabilitate Pump Station P3 (located at 17 Mile Drive at Spyglass Hill Rd) including: \$150,000 to replace two 75 horsepower pumps and motors; \$50,000 for a replacement solids grinder; \$30,000 to replace six sump pumps and ventilation fans. \$80,000 of the amount budgeted is being carried over from the prior year.

- 2) \$160,000 to design conversion of Wastewater Pump Station P4 (located at Highway 68/ Crest Road) to a submersible pump station, and increase storage capacity. Construction is planned to be accomplished in the following fiscal year and will include replacing existing dry and wet wells with a single wet well and valve vault, two submersible pumps, guide rail assembly; related piping and valves; and associated electrical and control instrumentation.
- \$240,000: Carried from prior year for 2016/17 Sewer Replacement Project which will include installation or replacement of wastewater lines and manholes.
  - \$45,000: PB-4 Utility Truck. Replace the existing 10 year old utility truck with a new heavy-duty four-wheel drive truck. Used primarily for wastewater pump station maintenance.

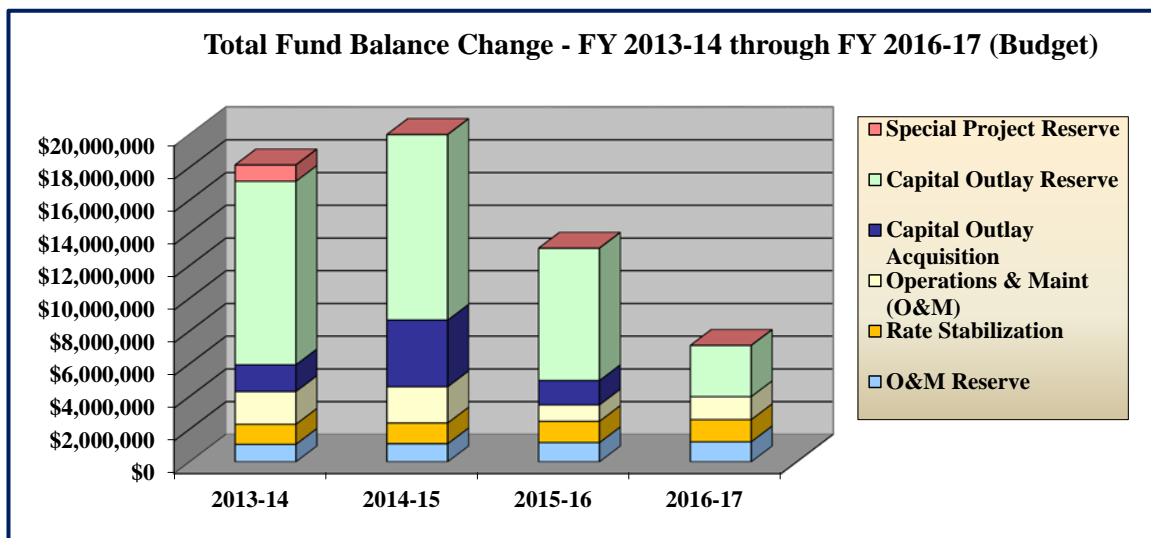
***Reclamation:***

- \$50,000: Forest Lake Acid Tank Rehabilitation. Replace acid storage tank and rehabilitate supporting concrete pedestal, inside the chemical building adjacent to the Forest Lake Reservoir.
- \$25,000: Storage Tank Cathodic Protection System. The cathodic protection system, which reduces the potential for corrosion on the interior surface of the Poppy Hills recycled water storage tank, will be rehabilitated.

### Fund Balance / Working Capital

The following table and chart display the change in the District’s total fund balance for the FY 2013-14 through FY 2016-17 based on the proposed budget. Board Designations of the fund balance are based on the District’s long-term capital outlay and financial plans.

	Actual 2013-14	Actual 2014-15	Estimated 2015-16	Budget 2016-17
<b>Beginning Fund Balance</b>	\$ 18,562,338	\$ 18,144,829	\$ 20,359,409	\$ 13,056,000
<b>Revenue</b>	13,361,751	14,010,046	15,851,574	15,085,000
<b>Expenditures</b>	(13,779,800)	(11,795,466)	(20,843,295)	(21,029,000)
<b>Change in Fund Balance</b>	(418,049)	2,214,580	(4,991,720)	(5,944,000)
<b>Transfers In / Out</b>	-	-	-	-
<b>Ending Fund Balance</b>	\$ 18,144,289	\$ 20,359,409	\$ 13,056,000	\$ 7,112,000
<b>Designations</b>				
O&M Reserve	\$ 1,074,000	\$ 1,109,000	\$ 1,177,000	\$ 1,226,000
Rate Stabilization	1,227,000	1,268,000	1,304,000	1,356,000
Operations & Maint (O&M)	1,994,945	2,212,602	1,000,000	1,405,000
Capital Outlay Acquisition	1,640,344	4,074,807	1,493,000	-
Capital Outlay Reserve	11,208,000	11,695,000	8,082,000	3,125,000
Special Project Reserve	1,000,000	-	-	-
<b>Total</b>	\$ 18,144,289	\$ 20,359,409	\$ 13,056,000	\$ 7,112,000



### **Budget Schedule**

*The Statutory deadline for adopting the Final Budget is September 1, 2016. It is recommended the final budget be adopted on June 24. This will allow placement of the fees for fire, sewer and garbage services on property tax statements prior to the County Auditor's August 1 deadline. A summary of the budget and notice of the final budget and user fees public hearing has been mailed to all District property owners 45 days in advance as required by State law.*

Enclosures: Resolution No. 16-09, 10, 11, 12, 13, 14 and 15.

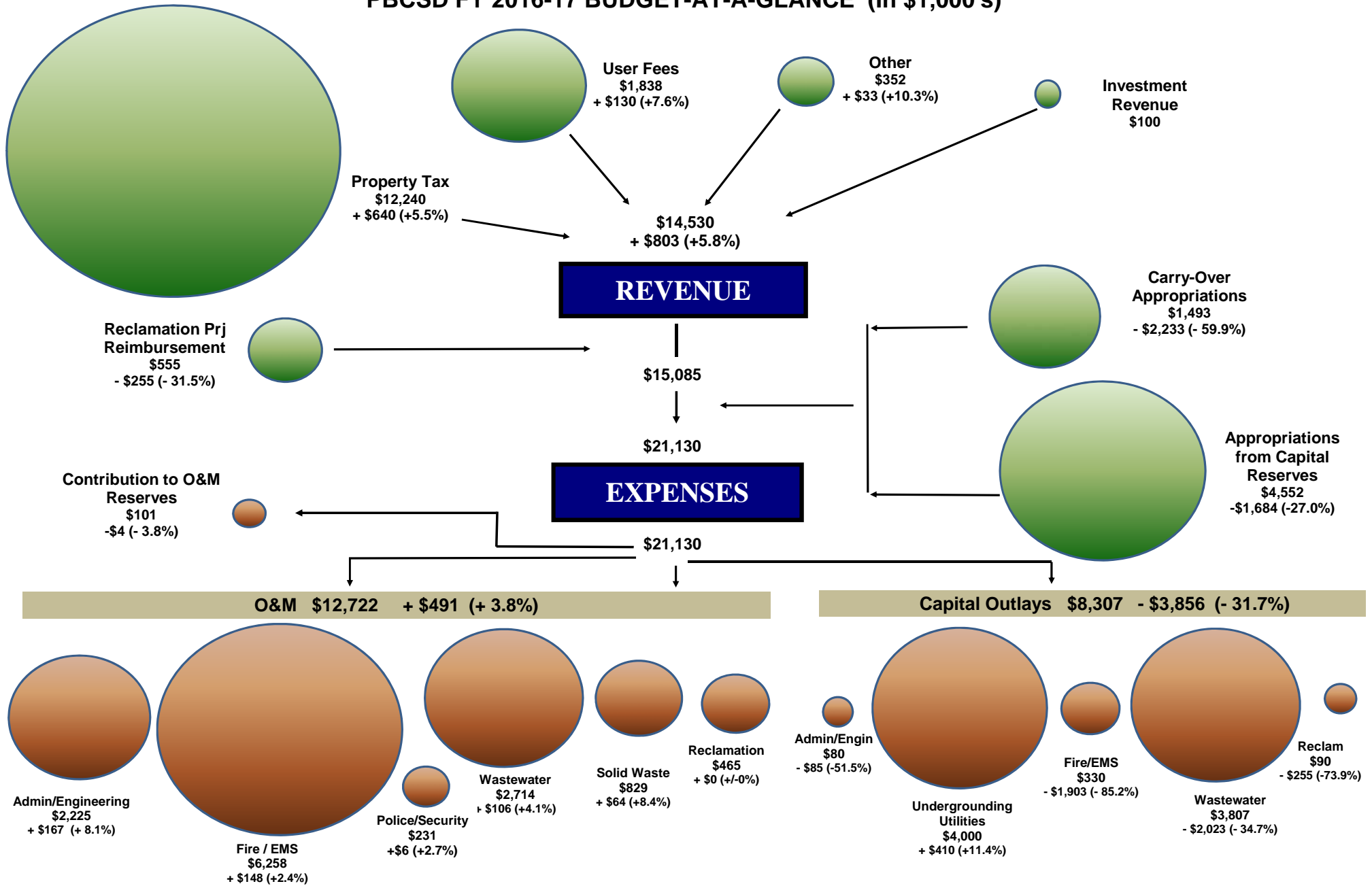
# FINAL BUDGET

FY 2016-17

## BUDGET SUMMARY



# PBCSD FY 2016-17 BUDGET-AT-A-GLANCE (In \$1,000's)





**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2016-17 FINAL BUDGET  
SUMMARY**

**TOTAL - ALL FUNDS / DEPARTMENTS**

	ADMIN / ENGINEERING	FIRE PROTECTION	UNDERGROUND UTILITIES	POLICE PROTECTION	WASTEWATER / MAINTENANCE	SOLID WASTE	RECLAMATION	TOTAL FY 2016-17	BUDGET FY 2015-16	ACTUAL FY 2015-16
<b>REVENUES</b>										
Property Taxes	\$ 2,240,000	\$ 6,027,000	\$ 1,048,000	\$ 232,000	\$ 2,693,000			\$ 12,240,000	\$ 11,600,000	\$ 12,132,512
Charges for Services		197,000			890,000	\$ 751,000		1,838,000	1,708,000	1,701,454
Investment Revenue	10,000	34,000			56,000			100,000	100,000	132,252
Other	32,000	196,000			40,000	84,000		352,000	319,000	314,591
Subtotal Current Revenue	\$ 2,282,000	\$ 6,454,000	\$ 1,048,000	\$ 232,000	\$ 3,679,000	\$ 835,000	\$ -	\$ 14,530,000	\$ 13,727,000	\$ 14,280,809
Reimb - Reclamation Prj							555,000	555,000	810,000	360,765
Reimb - LAUIP (PBCo & PG&E)									1,210,000	1,210,000
Subtotal Current Revenues and Reimbursements	\$ 2,282,000	\$ 6,454,000	\$ 1,048,000	\$ 232,000	\$ 3,679,000	\$ 835,000	\$ 555,000	\$ 15,085,000	\$ 15,747,000	\$ 15,851,573
Appropriations from Capital Outlay Reserves	-	-	2,952,000		1,600,000			4,552,000	6,236,000	-
Carry-over Appropriations	40,000	148,000	-		1,305,000			1,493,000	3,726,000	2,606,084
<b>TOTAL REVENUES</b>	<b>\$ 2,322,000</b>	<b>\$ 6,602,000</b>	<b>\$ 4,000,000</b>	<b>\$ 232,000</b>	<b>\$ 6,584,000</b>	<b>\$ 835,000</b>	<b>\$ 555,000</b>	<b>\$ 21,130,000</b>	<b>\$ 25,709,000</b>	<b>\$ 18,457,658</b>
<b>EXPENDITURES</b>										
Operations	\$ 2,225,000	\$ 6,258,000		\$ 231,000	\$ 2,714,000	\$ 829,000	\$ 465,000	\$ 12,722,000	\$ 12,231,000	\$ 10,941,759
Capital Outlays	80,000	330,000	\$ 4,000,000	-	3,807,000		90,000	8,307,000	13,373,000	9,901,535
Subtotal	\$ 2,305,000	\$ 6,588,000	\$ 4,000,000	\$ 231,000	\$ 6,521,000	\$ 829,000	\$ 555,000	\$ 21,029,000	\$ 25,604,000	\$ 20,843,294
Contribution to O&M Reserves	17,000	14,000		1,000	63,000	6,000		101,000	105,000	104,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,322,000</b>	<b>\$ 6,602,000</b>	<b>\$ 4,000,000</b>	<b>\$ 232,000</b>	<b>\$ 6,584,000</b>	<b>\$ 835,000</b>	<b>\$ 555,000</b>	<b>\$ 21,130,000</b>	<b>\$ 25,709,000</b>	<b>\$ 20,947,294</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2016-17 FINAL BUDGET  
SUMMARY**

**1. OPERATIONS**

	ADMIN / ENGINEERING	FIRE PROTECTION	UNDERGROUND UTILITIES	POLICE PROTECTION	WASTEWATER / MAINTENANCE	SOLID WASTE	RECLAMATION	TOTAL FY 2016-17	BUDGET FY 2015-16	ACTUAL FY 2015-16
<b>REVENUES</b>										
Property Taxes	\$ 2,206,000	\$ 5,869,000		\$ 232,000	\$ 1,836,000			\$ 10,143,000	\$ 9,819,000	\$ 6,188,858
Charges for Services		197,000			890,000	\$ 751,000		1,838,000	1,708,000	1,701,454
Investment Revenue	4,000	10,000			11,000			25,000	25,000	36,277
Other	32,000	196,000			40,000	84,000		352,000	319,000	314,591
Subtotal	\$ 2,242,000	\$ 6,272,000	\$ -	\$ 232,000	\$ 2,777,000	\$ 835,000	\$ -	\$ 12,358,000	\$ 11,871,000	\$ 8,241,181
Reimbursements							465,000	465,000	465,000	314,942
<b>TOTAL REVENUES</b>	\$ 2,242,000	\$ 6,272,000	\$ -	\$ 232,000	\$ 2,777,000	\$ 835,000	\$ 465,000	\$ 12,823,000	\$ 12,336,000	\$ 8,556,123
<b>EXPENDITURES</b>										
Personnel	\$ 1,552,000				\$ 844,000		\$ 110,000	\$ 2,506,000	\$ 2,304,500	\$ 2,224,837
Other O&M	567,500	\$ 590,000		\$ 20,000	380,000	\$ 38,000	355,000	1,950,500	1,935,500	1,602,374
Contractual Services		5,370,000		200,000	1,360,000	751,000		7,681,000	7,443,000	7,114,548
Contingency - 5%	105,500	298,000		11,000	130,000	40,000		584,500	548,000	-
Subtotal	\$ 2,225,000	\$ 6,258,000	\$ -	\$ 231,000	\$ 2,714,000	\$ 829,000	\$ 465,000	\$ 12,722,000	\$ 12,231,000	\$ 10,941,759
Contribution to / (from) O&M Reserves	17,000	14,000		1,000	63,000	6,000		101,000	105,000	104,000
<b>TOTAL EXPENDITURES</b>	\$ 2,242,000	\$ 6,272,000	\$ -	\$ 232,000	\$ 2,777,000	\$ 835,000	\$ 465,000	\$ 12,823,000	\$ 12,336,000	\$ 11,045,759

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2016-17 FINAL BUDGET  
SUMMARY**

**2. CAPITAL OUTLAY**

	ADMIN / ENGINEERING	FIRE PROTECTION	UNDERGROUND UTILITIES	POLICE PROTECTION	WASTEWATER / MAINTENANCE	SOLID WASTE	RECLAMATION	TOTAL FY 2016-17	BUDGET FY 2015-16	ACTUAL FY 2015-16
<b>REVENUES</b>										
Property Tax Transfer from Operations Fund	\$ 34,000	\$ 158,000	\$ 1,048,000		\$ 857,000			\$ 2,097,000	\$ 1,781,000	\$ 5,943,654
Investment Revenue	6,000	24,000			45,000			75,000	75,000	95,974
Subtotal Current Revenue	\$ 40,000	\$ 182,000	\$ 1,048,000	\$ -	\$ 902,000	\$ -	\$ -	\$ 2,172,000	\$ 1,856,000	\$ 6,039,628
Reclamation Reimbursements							90,000	90,000	345,000	45,823
LAUIP Reimbursements (PBCo & PG&E)									1,210,000	1,210,000
Subtotal Current Revenues and Reimbursements	\$ 40,000	\$ 182,000	\$ 1,048,000	\$ -	\$ 902,000	\$ -	\$ 90,000	\$ 2,262,000	\$ 3,411,000	\$ 7,295,451
Appropriations (to) / from Capital Outlay Reserves			2,952,000		1,600,000			4,552,000	6,236,000	-
Carry-over Appropriations	40,000	148,000	-		1,305,000			1,493,000	3,726,000	2,606,084
<b>TOTAL REVENUES</b>	<b>\$ 80,000</b>	<b>\$ 330,000</b>	<b>\$ 4,000,000</b>	<b>\$ -</b>	<b>\$ 3,807,000</b>	<b>\$ -</b>	<b>\$ 90,000</b>	<b>\$ 8,307,000</b>	<b>\$ 13,373,000</b>	<b>\$ 9,901,535</b>
<b>EXPENDITURES</b>										
Capital Outlay Expenditures	\$ 80,000	\$ 330,000	\$ 4,000,000	\$ -	\$ 3,807,000	\$ -	\$ 90,000	\$ 8,307,000	\$ 13,373,000	\$ 9,901,535
<b>TOTAL EXPENDITURES</b>	<b>\$ 80,000</b>	<b>\$ 330,000</b>	<b>\$ 4,000,000</b>	<b>\$ -</b>	<b>\$ 3,807,000</b>	<b>\$ -</b>	<b>\$ 90,000</b>	<b>\$ 8,307,000</b>	<b>\$ 13,373,000</b>	<b>\$ 9,901,535</b>

# FINAL BUDGET

FY 2016-17

## REVENUE AND EXPENDITURE DETAIL



**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2016-17 FINAL BUDGET**

**REVENUE DETAIL**

	<b>BUDGET FY 2015-16</b>	<b>PROJECTED ACTUAL FY 2015-16</b>	<b>PROPOSED FY 2016-17</b>	<b>CHANGE FROM FY 2015-16 BUDGET \$</b>	<b>%</b>
<b>I. PROPERTY TAXES</b>					
Property Taxes	\$ 11,600,000	\$ 12,132,512	\$ 12,240,000	\$ 640,000	5.5%
<b>SUBTOTAL</b>	<b>\$ 11,600,000</b>	<b>\$ 12,132,512</b>	<b>\$ 12,240,000</b>	<b>\$ 640,000</b>	<b>5.5%</b>
<b>II. CHARGES FOR SERVICES</b>					
Sewer Service Charges	\$ 814,000	\$ 810,564	\$ 890,000	\$ 76,000	9.3%
Residential Garbage Basic Service Charges	698,000	695,436	751,000	53,000	7.6%
Fire Service Special Tax	196,000	195,454	197,000	1,000	0.5%
<b>SUBTOTAL</b>	<b>\$ 1,708,000</b>	<b>\$ 1,701,454</b>	<b>\$ 1,838,000</b>	<b>\$ 130,000</b>	<b>7.6%</b>
<b>III. INVESTMENT REVENUE</b>					
Operations Fund 631	\$ 25,000	\$ 36,277	\$ 25,000	\$ -	0.0%
Capital Outlay Fund 632	75,000	95,974	75,000	-	0.0%
<b>SUBTOTAL</b>	<b>\$ 100,000</b>	<b>\$ 132,252</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>0.0%</b>
<b>IV. OTHER REVENUE</b>					
Proposition 172 Funds	\$ 190,000	\$ 192,782	\$ 196,000	\$ 6,000	3.2%
Garbage Franchise Fees	77,000	34,946	85,000	8,000	10.4%
Sewer Connection and Permit Fees	13,000	50,119	35,000	22,000	169.2%
PBCSD Support Services / Office Rent	11,000	10,868	11,000	-	0.0%
Other Miscellaneous Revenue and Refunds	28,000	25,876	25,000	(3,000)	-10.7%
<b>SUBTOTAL</b>	<b>\$ 319,000</b>	<b>\$ 314,591</b>	<b>\$ 352,000</b>	<b>\$ 33,000</b>	<b>10.3%</b>
<b>SUBTOTAL CURRENT REVENUES (EXCLUDING REIMBURSEMENTS)</b>	<b>\$ 13,727,000</b>	<b>\$ 14,280,809</b>	<b>\$ 14,530,000</b>	<b>\$ 803,000</b>	<b>5.8%</b>
<b>V. REIMBURSEMENTS</b>					
Reclamation Project Operations	\$ 465,000	\$ 314,942	\$ 465,000	\$ -	0.0%
Reclamation Project Capital Outlays	345,000	45,823	90,000	(255,000)	-73.9%
LAUIP Capital Outlays (PBC & PG&E)	1,210,000	1,210,000	-	-	-100.0%
<b>SUBTOTAL</b>	<b>\$ 2,020,000</b>	<b>\$ 1,570,765</b>	<b>\$ 555,000</b>	<b>\$ (1,465,000)</b>	<b>-72.5%</b>
<b>TOTAL CURRENT REVENUES</b>	<b>\$ 15,747,000</b>	<b>\$ 15,851,573</b>	<b>\$ 15,085,000</b>	<b>\$ (662,000)</b>	<b>-4.2%</b>
<b>VI. ALLOCATIONS &amp; OTHER APPROPRIATIONS</b>					
Appropriations from / (to) Capital Outlay Reserves	\$ 6,236,000	\$ -	\$ 4,552,000	\$ (1,684,000)	-27.0%
Carry-over Appropriations	3,726,000	2,606,084	1,493,000	(2,233,000)	-59.9%
<b>SUBTOTAL</b>	<b>\$ 9,962,000</b>	<b>\$ 2,606,084</b>	<b>\$ 6,045,000</b>	<b>\$ (3,917,000)</b>	<b>-39.3%</b>
<b>TOTAL REVENUES</b>	<b>\$ 25,709,000</b>	<b>\$ 18,457,658</b>	<b>\$ 21,130,000</b>	<b>\$ (4,579,000)</b>	<b>-17.8%</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2016-17 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL  
ADMINISTRATION / ENGINEERING**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	PROPOSED FY 2016-17	FY 2015-16 BUDGET \$ %
<b>I. PERSONNEL</b>						
Salaries & Wages	\$ 857,000	\$ 840,704	\$ 992,500	\$ 135,500	15.8%	
Payroll Taxes	78,000	68,070	88,500	10,500	13.5%	
Benefits	466,000	432,856	496,000	30,000	6.4%	
Subtotal	<b>\$ 1,401,000</b>	<b>\$ 1,341,630</b>	<b>\$ 1,577,000</b>	<b>\$ 176,000</b>	<b>12.6%</b>	
Allocation to Reclamation Prj	(25,500)	(21,146)	(25,000)	(500)	-2.0%	
TOTAL PERSONNEL	<b>\$ 1,375,500</b>	<b>\$ 1,320,484</b>	<b>\$ 1,552,000</b>	<b>\$ 176,500</b>	<b>12.8%</b>	
<b>II. GENERAL OPERATIONS</b>						
<b>Programs &amp; Charges</b>						
Association Memberships & Support Contributions	\$ 21,000	\$ 19,388	\$ 21,000	\$ -	0.0%	
Director Fees	10,000	7,400	10,000	-	0.0%	
Election	16,000	150	-	(16,000)	N/A	
LAFCO Budget - PBCSD Share	25,000	24,232	26,000	1,000	4.0%	
County Property Tax Administrative Chgs	160,000	155,218	160,000	-	0.0%	
Insurance - Liability & Property	19,000	17,526	19,000	-	0.0%	
Training / Conference & Travel	20,000	11,205	20,000	-	0.0%	
Subtotal	<b>\$ 271,000</b>	<b>\$ 235,120</b>	<b>\$ 256,000</b>	<b>\$ (15,000)</b>	<b>-5.5%</b>	
<b>Professional &amp; Technical Services</b>						
Newsletters, Notices, Advertisements Production & Mailing	\$ 30,000	\$ 25,677	\$ 30,000	\$ -	0.0%	
Legal	35,000	31,571	35,000	-	0.0%	
Auditing & Accounting	26,500	32,699	28,000	1,500	5.7%	
Administrative Support	17,500	37,465	17,500	-	0.0%	
Other Professional Services	20,000	23,456	17,000	(3,000)	-15.0%	
Safety & Wellness	7,000	6,115	10,000	3,000	42.9%	
General Engineering Consulting	15,000	8,913	15,000	-	0.0%	
Information Sys/ Network & Software	49,500	36,303	49,500	-	0.0%	
Janitorial	20,000	15,000	20,000	-	0.0%	
Subtotal	<b>\$ 220,500</b>	<b>\$ 217,198</b>	<b>\$ 222,000</b>	<b>\$ 1,500</b>	<b>0.7%</b>	
<b>Materials / Supplies/ Equipment &amp; Maintenance</b>						
Housekeeping & Hospitality	\$ 14,000	\$ 11,723	\$ 14,000	\$ -	0.0%	
Building & Facilities Maintenance	27,000	21,178	25,500	(1,500)	-5.6%	
Office Supplies / Small Equipment & Furniture	16,500	22,375	15,500	(1,000)	-6.1%	
Network Computers / Printers & Software	15,500	10,924	13,500	(2,000)	-12.9%	
Postage	3,500	3,109	3,500	-	0.0%	
Subscriptions - Trade Journals & Books	2,500	1,019	2,500	-	0.0%	
Subtotal	<b>\$ 79,000</b>	<b>\$ 70,328</b>	<b>\$ 74,500</b>	<b>\$ (4,500)</b>	<b>-5.7%</b>	
TOTAL GENERAL OPERATIONS	<b>\$ 570,500</b>	<b>\$ 522,646</b>	<b>\$ 552,500</b>	<b>\$ (18,000)</b>	<b>-3.2%</b>	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2016-17 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL  
ADMINISTRATION / ENGINEERING**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	PROPOSED	FY 2015-16 BUDGET
					FY 2016-17	\$ %
<b>III. UTILITIES</b>						
Gas & Electricity	\$ 5,500	\$ 5,294	\$ 5,500	\$ -	0.0%	
Telephone & Communications	6,000	5,722	7,000	1,000	16.7%	
Water	2,500	1,966	2,500	-	0.0%	
<b>TOTAL UTILITIES</b>	<b>\$ 14,000</b>	<b>\$ 12,982</b>	<b>\$ 15,000</b>	<b>\$ 1,000</b>	<b>7.1%</b>	
CONTINGENCY - 5%	\$ 98,000	\$ -	\$ 105,500	\$ 7,500	7.7%	
<b>TOTAL ADMIN &amp; ENGINEERING</b>	<b>\$ 2,058,000</b>	<b>\$ 1,856,111</b>	<b>\$ 2,225,000</b>	<b>\$ 167,000</b>	<b>8.1%</b>	

**POLICE PROTECTION**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	PROPOSED	FY 2015-16 BUDGET
					FY 2016-17	\$ %
<b>I. GENERAL OPERATIONS</b>						
Materials / Supplies & Equipment	\$ 10,000	\$ 4,400	\$ 10,000	\$ -	0.0%	
Educational Program: "Every 15 Minutes"	10,000	-	10,000	-	0.0%	
<b>TOTAL GENERAL OPERATIONS</b>	<b>\$ 20,000</b>	<b>\$ 4,400</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>0.0%</b>	
<b>II. CONTRACTUAL SERVICES</b>						
Supplemental Law & Traffic Enforcement Svc	\$ 195,000	\$ 195,000	\$ 200,000	\$ 5,000	2.6%	
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 195,000</b>	<b>\$ 195,000</b>	<b>\$ 200,000</b>	<b>\$ 5,000</b>	<b>2.6%</b>	
CONTINGENCY - 5%	\$ 10,000	\$ -	\$ 11,000	\$ 1,000	10.0%	
<b>TOTAL POLICE PROTECTION</b>	<b>\$ 225,000</b>	<b>\$ 199,400</b>	<b>\$ 231,000</b>	<b>\$ 6,000</b>	<b>2.7%</b>	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2016-17 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL  
FIRE / EMERGENCY MEDICAL**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	PROPOSED FY 2016-17	FY 2015-16 BUDGET \$ %
<b>I GENERAL OPERATIONS</b>						
<b>Programs &amp; Charges</b>						
Insurance - Liability & Property	\$ 27,000	\$ 26,536	\$ 28,000	\$ 1,000	3.7%	
Subtotal	\$ 27,000	\$ 26,536	\$ 28,000	\$ 1,000	3.7%	
<b>Professional &amp; Technical Services</b>						
Information Sys/Network & Software	\$ 23,000	\$ 21,021	\$ 23,000	\$ -	0.0%	
Vehicle Map Updates	1,000	5,156	1,000	-	0.0%	
Subtotal	\$ 24,000	\$ 26,177	\$ 24,000	\$ -	0.0%	
<b>Materials / Supplies/ Equipment &amp; Maintenance</b>						
Shop & Small Tools	\$ 2,000	\$ 4,207	\$ 3,000	\$ 1,000	50.0%	
Housekeeping & Hospitality	16,000	13,368	16,000	-	0.0%	
Building & Facilities Maintenance	18,500	9,238	18,000	(500)	-2.7%	
Office, Network & Software	13,000	7,319	13,000	-	0.0%	
Subscriptions - Trade Journals & Books	500	325	500	-	0.0%	
Subtotal	\$ 50,000	\$ 34,457	\$ 50,500	\$ 500	1.0%	
<b>TOTAL GENERAL OPERATIONS</b>	<b>\$ 101,000</b>	<b>\$ 87,170</b>	<b>\$ 102,500</b>	<b>\$ 1,500</b>	<b>1.5%</b>	
<b>II FIRE DEPT OPERATIONS (Supplies / Equipment and R&amp;M)</b>						
Vehicles & Equipment	\$ 19,500	\$ 22,243	\$ 21,500	\$ 2,000	10.3%	
Fire Hose	8,500	8,932	8,500	-	0.0%	
Self Contained Breathing Apparatus	8,000	14,158	12,000	4,000	50.0%	
Personnel & Safety	23,000	16,266	23,000	-	0.0%	
Uniform & Laundry Svc	4,000	1,026	4,000	-	0.0%	
Medical - Pebble Beach Station	2,000	1,142	2,000	-	0.0%	
Paid Call Firefighters	20,000	6,826	20,000	-	0.0%	
<b>TOTAL FIRE DEPT OPERATIONS</b>	<b>\$ 85,000</b>	<b>\$ 70,593</b>	<b>\$ 91,000</b>	<b>\$ 6,000</b>	<b>7.1%</b>	
<b>III FIRE PREVENTION PROGRAM</b>						
Memberships & Subscriptions	\$ 2,500	\$ 2,540	\$ 2,500	\$ -	0.0%	
Professional Services - Other	10,000	3,640	10,000	-	0.0%	
Fire Hydrant Testing & Maintenance Svc	15,000	11,105	15,000	-	0.0%	
Training, Conferences & Travel	7,000	8,091	7,000	-	0.0%	
Supplies & Equipment; Repairs & Maintenance	15,000	15,759	15,000	-	0.0%	
District Open House & Public Safety Day	35,000	34,738	35,000	-	0.0%	
Fire Defense Projects	190,000	166,068	190,000	-	0.0%	
Community Events	2,000	8,137	8,000	6,000	N/A	
Fire Hazard Inspection Program Expenses	6,500	9,747	6,500	-	0.0%	
Fire Hazard Abatement Clearance	11,000	4,100	11,000	-	0.0%	
Residential & Vacant Lot Clearance Reimb	(11,000)	(4,100)	(11,000)	-	0.0%	
<b>TOTAL FIRE PREVENTION PROGRAM</b>	<b>\$ 283,000</b>	<b>\$ 259,824</b>	<b>\$ 289,000</b>	<b>\$ 6,000</b>	<b>2.1%</b>	



**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2016-17 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL  
FIRE / EMERGENCY MEDICAL**

	<b>BUDGET FY 2015-16</b>	<b>PROJECTED ACTUAL FY 2015-16</b>	<b>PROPOSED FY 2016-17</b>	<b>CHANGE FROM FY 2015-16 BUDGET \$ %</b>
<b>IV FIRE DEPT COST SHARE AGREEMENTS</b>				
<b>PBCSD Serving as Lead Agency</b>				
Multi-Agency Paramedic Program O&M	\$ 38,000	\$ 26,798	\$ 55,000	\$ 17,000 44.7%
Less: Cypress & C. Highlands Reimb (62.5%)	(24,000)	(16,749)	(34,000)	(10,000) 41.7%
Multi-Agency Joint Training Program O&M	48,000	50,020	48,000	- 0.0%
Less: Cypress & C. Highlands Reimb (55%)	(23,500)	(19,421)	(26,000)	(2,500) 10.6%
Division Chief O&M	3,000	-	3,000	- 0.0%
Less: Cypress & C. Highlands Reimb (62.5%)	(2,000)	-	(2,000)	- 0.0%
Prevention Battalion Chief O&M (37.5%)	4,000	949	4,000	- 0.0%
Less: Cypress & C. Highlands Reimb (62.5%)	(2,500)	(593)	(2,500)	- 0.0%
<b>Subtotal</b>	<b>\$ 41,000</b>	<b>\$ 41,004</b>	<b>\$ 45,500</b>	<b>\$ 4,500 11.0%</b>
<b>Cypress FPD Serving as Lead Agency</b>				
Carmel Hill Station O&M (50% PBCSD Share)	\$ 20,000	\$ 10,159	\$ 20,000	\$ - 0.0%
Operations Battalion Chiefs (2) O&M (37.5% PBCSD Share)	3,000	3,230	3,000	- 0.0%
<b>Subtotal</b>	<b>\$ 23,000</b>	<b>\$ 13,389</b>	<b>\$ 23,000</b>	<b>\$ - 0.0%</b>
<b>TOTAL FIRE DEPT COST SHARE</b>	<b>\$ 64,000</b>	<b>\$ 54,393</b>	<b>\$ 68,500</b>	<b>\$ 4,500 7.0%</b>
<b>V UTILITIES</b>				
Gas & Electricity	\$ 15,000	\$ 14,444	\$ 16,000	\$ 1,000 6.7%
Telephone & Communications	17,000	15,953	17,000	- 0.0%
Water	6,000	4,540	6,000	- 0.0%
<b>TOTAL UTILITIES</b>	<b>\$ 38,000</b>	<b>\$ 34,938</b>	<b>\$ 39,000</b>	<b>\$ 1,000 2.6%</b>
<b>VI CONTRACTUAL SERVICES</b>				
CAL FIRE Sch A Fire Protection / Emerg Medical & Advanced Life Support Svc	\$ 5,230,000	\$ 4,905,000	\$ 5,350,000	\$ 120,000 2.3%
Property Fire Hazard Inspection Program	30,000	30,000	30,000	- 0.0%
Less: CSUMB Command / Support Reimb	(10,000)	(10,374)	(10,000)	- 0.0%
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 5,250,000</b>	<b>\$ 4,924,626</b>	<b>\$ 5,370,000</b>	<b>\$ 120,000 2.3%</b>
CONTINGENCY - 5%	\$ 289,000	\$ -	\$ 298,000	\$ 9,000 3.1%
<b>TOTAL FIRE DEPT</b>	<b>\$ 6,110,000</b>	<b>\$ 5,431,543</b>	<b>\$ 6,258,000</b>	<b>\$ 148,000 2.4%</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2016-17 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL  
WASTEWATER / MAINTENANCE**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2015-16	FY 2015-16	FY 2015-16	FY 2015-16	FY 2016-17	FY 2015-16 BUDGET
					\$	%
<b>I. PERSONNEL</b>						
Salaries & Wages	\$ 524,000	\$ 516,789	\$ 550,000	\$ 26,000	5.0%	
Payroll Taxes	64,000	56,844	66,000	2,000	3.1%	
Benefits	315,500	309,574	313,000	(2,500)	-0.8%	
Subtotal	\$ 903,500	\$ 883,207	\$ 929,000	\$ 25,500	2.8%	
Allocation to Reclamation Prj	(85,500)	(73,895)	(85,000)	(500)	-0.6%	
<b>TOTAL PERSONNEL</b>	<b>\$ 818,000</b>	<b>\$ 809,312</b>	<b>\$ 844,000</b>	<b>\$ 26,000</b>	<b>3.2%</b>	
<b>II. GENERAL OPERATIONS</b>						
<b>Programs &amp; Charges</b>						
Association Memberships & Certifications	\$ 3,500	\$ 7,384	\$ 8,000	\$ 4,500	128.6%	
District Open House	5,500	5,832	6,500	1,000	18.2%	
Insurance - Liability & Property	24,000	21,115	24,000	(0)	0.0%	
Training / Conference & Travel	5,000	375	5,000	-	0.0%	
Subtotal	\$ 38,000	\$ 34,707	\$ 43,500	\$ 5,500	14.5%	
<b>Professional &amp; Technical Services</b>						
Contractual Maintenance	\$ 16,000	\$ 11,500	\$ 16,000	\$ -	0.0%	
Safety & Wellness	7,000	6,225	8,500	1,500	21.4%	
SCADA, Information Sys, Network & Software	10,000	383	10,000	-	0.0%	
Subtotal	\$ 33,000	\$ 18,107	\$ 34,500	\$ 1,500	4.5%	
<b>Materials / Supplies/ Equipment &amp; Maintenance</b>						
Shop & Small Tools	\$ 5,000	\$ 2,018	\$ 5,000	\$ -	0.0%	
Housekeeping & Hospitality	1,500	2,152	1,500	-	0.0%	
Office & Network	2,500	451	2,000	(500)	-20.0%	
Personnel/ Safety & Traffic Control	8,500	3,720	9,000	500	5.9%	
Laundry & Uniform Services	11,500	11,831	12,000	500	4.3%	
Subtotal	\$ 29,000	\$ 20,171	\$ 29,500	\$ 500	1.7%	
<b>TOTAL GENERAL OPERATIONS</b>	<b>\$ 100,000</b>	<b>\$ 72,985</b>	<b>\$ 107,500</b>	<b>\$ 7,500</b>	<b>7.5%</b>	
<b>III. BUILDING &amp; FACILITIES</b>						
Gasoline & Diesel Fuel	\$ 45,000	\$ 31,947	\$ 45,000	\$ -	0.0%	
Gasoline & Diesel Fuel Reimb (CAL FIRE / Reclamation)	(29,000)	(18,354)	(29,000)	-	0.0%	
Subtotal	\$ 16,000	\$ 13,593	\$ 16,000	\$ -	0.0%	
<b>Materials/Supplies/Equipment &amp; Maintenance</b>						
Buildings & Facilities Repairs & Maintenance	\$ 58,500	\$ 34,627	\$ 56,500	\$ (2,000)	-3.4%	
Allocation to Admin for Building & Facilities Maintenance	(27,000)	(21,178)	(25,500)	1,500	-5.6%	
Allocation to Fire for Building & Facilities Maintenance	(18,500)	(9,238)	(18,000)	500	-2.7%	
Subtotal	\$ 13,000	\$ 4,210	\$ 13,000	\$ -	0.0%	
<b>TOTAL BUILDING &amp; FACILITIES</b>	<b>\$ 29,000</b>	<b>\$ 17,803</b>	<b>\$ 29,000</b>	<b>\$ -</b>	<b>0.0%</b>	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2016-17 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL  
WASTEWATER / MAINTENANCE**

	<b>BUDGET FY 2015-16</b>	<b>PROJECTED ACTUAL FY 2015-16</b>	<b>PROPOSED FY 2016-17</b>	<b>CHANGE FROM FY 2015-16 BUDGET</b>	
				<b>\$</b>	<b>%</b>
<b>IV. WASTEWATER OPERATIONS (Supplies / Equipment and R&amp;M)</b>					
Vehicles & Equipment	\$ 30,000	\$ 28,187	\$ 31,000	\$ 1,000	3.3%
Sewer Pump Stations	81,000	70,234	82,000	1,000	1.2%
Subsurface Lines & Equipment	18,000	10,814	18,000	-	0.0%
Call Out Mileage Expense	1,000	752	1,000	-	0.0%
<b>TOTAL WASTEWATER OPERATIONS</b>	<b>\$ 130,000</b>	<b>\$ 109,987</b>	<b>\$ 132,000</b>	<b>\$ 2,000</b>	<b>1.5%</b>
<b>V. UTILITIES</b>					
Gas & Electricity	\$ 71,000	\$ 62,695	\$ 71,000	\$ -	0.0%
Telephone & Communications	32,500	35,366	37,000	4,500	13.8%
Water	3,500	2,869	3,500	-	0.0%
<b>TOTAL UTILITIES</b>	<b>\$ 107,000</b>	<b>\$ 100,930</b>	<b>\$ 111,500</b>	<b>\$ 4,500</b>	<b>4.2%</b>
<b>VI. CONTRACTUAL SERVICES</b>					
CAWD Sewer Treatment & Disposal Agreement	\$ 1,300,000	\$ 1,296,000	\$ 1,360,000	\$ 60,000	4.6%
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 1,300,000</b>	<b>\$ 1,296,000</b>	<b>\$ 1,360,000</b>	<b>\$ 60,000</b>	<b>4.6%</b>
CONTINGENCY - 5%	\$ 124,000	\$ -	\$ 130,000	\$ 6,000	4.8%
<b>TOTAL WASTEWATER / MAINTENANCE</b>	<b>\$ 2,608,000</b>	<b>\$ 2,407,017</b>	<b>\$ 2,714,000</b>	<b>\$ 106,000</b>	<b>4.1%</b>

**SOLID WASTE**

	<b>BUDGET FY 2015-16</b>	<b>PROJECTED ACTUAL FY 2015-16</b>	<b>PROPOSED FY 2016-17</b>	<b>CHANGE FROM FY 2015-16 BUDGET</b>	
				<b>\$</b>	<b>%</b>
<b>I. GENERAL OPERATIONS</b>					
<b>Programs &amp; Charges</b>					
Hazardous Material Recycling Event	\$ 23,000	\$ 19,771	\$ 21,000	\$ (2,000)	-8.7%
Zero Waste and Recycling Programs Support Contribution	14,000	13,500	14,000	-	0.0%
Medical Waste Take Back Program	3,000	552	3,000	-	0.0%
<b>TOTAL GENERAL OPERATIONS</b>	<b>\$ 40,000</b>	<b>\$ 33,823</b>	<b>\$ 38,000</b>	<b>\$ (2,000)</b>	<b>-5.0%</b>
<b>II. CONTRACTUAL SERVICES</b>					
GWR Basic Residential Collection & Disposal Svc	\$ 698,000	\$ 698,922	\$ 751,000	\$ 53,000	7.6%
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 698,000</b>	<b>\$ 698,922</b>	<b>\$ 751,000</b>	<b>\$ 53,000</b>	<b>7.6%</b>
CONTINGENCY - 5%	\$ 27,000	\$ -	\$ 40,000	\$ 13,000	48.1%
<b>TOTAL SOLID WASTE</b>	<b>\$ 765,000</b>	<b>\$ 732,745</b>	<b>\$ 829,000</b>	<b>\$ 64,000</b>	<b>8.4%</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2016-17 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL**

**RECLAMATION**

	PROJECTED		CHANGE FROM		
	BUDGET FY 2015-16	ACTUAL FY 2015-16	PROPOSED FY 2016-17	FY 2015-16 BUDGET \$	%
<b>I. ADMINISTRATIVE &amp; GENERAL EXPENSES</b>					
<b>Salaries, Benefits &amp; Overhead</b>					
Salaries - Admin & Engineering	\$ 17,000	\$ 14,271	\$ 16,600	\$ (400)	-2.4%
Payroll Taxes/Benefits - Admin & Engineering	8,500	6,876	8,400	(100)	-1.2%
<b>Subtotal</b>	<b>\$ 25,500</b>	<b>\$ 21,146</b>	<b>\$ 25,000</b>	<b>\$ (500)</b>	<b>-2.0%</b>
<b>Other Administrative &amp; General Expenses</b>					
Directors Fees	\$ 500	\$ 400	\$ 500	\$ -	0.0%
Insurance - Property & Liability	6,500	4,845	6,000	(500)	-7.7%
Insurance - Earthquake	14,500	12,346	13,500	(1,000)	-6.9%
Insurance Forest Lake Dam Failure Liability	6,500	5,072	6,000	(500)	-7.7%
<b>Subtotal</b>	<b>\$ 28,000</b>	<b>\$ 22,663</b>	<b>\$ 26,000</b>	<b>\$ (2,000)</b>	<b>-7.1%</b>
<b>TOTAL ADMINISTRATIVE &amp; GENERAL</b>	<b>\$ 53,500</b>	<b>\$ 43,809</b>	<b>\$ 51,000</b>	<b>\$ (2,500)</b>	<b>-4.7%</b>
<b>II. DISTRIBUTION SYSTEM O&amp;M EXPENSES</b>					
<b>Salaries, Benefits &amp; Overhead</b>					
Salaries - Maintenance	\$ 57,000	\$ 49,263	\$ 56,500	\$ (500)	-0.9%
Payroll Taxes/Benefits - Maintenance	28,500	24,632	28,500	-	0.0%
<b>Subtotal</b>	<b>\$ 85,500</b>	<b>\$ 73,895</b>	<b>\$ 85,000</b>	<b>\$ (500)</b>	<b>-0.6%</b>
<b>Energy &amp; Utilities</b>					
Gas & Electricity	\$ 34,000	\$ 37,247	\$ 39,000	\$ 5,000	14.7%
Telephone & Communications	11,500	11,953	12,500	1,000	8.7%
Forest Lake Eye Wash Sys Standby Water	1,000	692	1,000	-	0.0%
<b>Subtotal</b>	<b>\$ 46,500</b>	<b>\$ 49,891</b>	<b>\$ 52,500</b>	<b>\$ 6,000</b>	<b>12.9%</b>
<b>Other Distribution O&amp;M Expenses</b>					
Permits	\$ 12,500	\$ 12,100	\$ 14,000	\$ 1,500	12.0%
Repairs & Maintenance - Distribution Lines	20,000	267	10,000	(10,000)	-50.0%
Repairs & Maintenance - Pump Stations	2,500	2,865	3,000	500	20.0%
Repairs & Maintenance - Forest Lake Reservoir	30,000	16,517	30,000	-	0.0%
Repairs & Maintenance - Poppy Hills Storage Tank	92,000	50,000	100,000	8,000	8.7%
Call Out Mileage	2,000	1,778	2,000	-	0.0%
Fuel	2,500	2,040	2,500	-	0.0%
Training & Tuitions / Assoc Memberships & Certifications	3,000	1,033	2,000	(1,000)	-33.3%
Materials & Supplies - Forest Lake Reservoir	25,000	13,527	25,000	-	0.0%
Rescue & Safety Supplies / Equipment	2,000	500	2,000	-	0.0%
Forest Lake Chemicals	48,000	33,380	47,000	(1,000)	-2.1%
Scada System Supplies / Equipment / Repairs & Maintenance	2,000	-	2,000	-	0.0%
Scada Sys Software / Instrumentation Consulting	12,000	405	8,000	(4,000)	-33.3%
<b>Subtotal</b>	<b>\$ 253,500</b>	<b>\$ 134,412</b>	<b>\$ 247,500</b>	<b>\$ (6,000)</b>	<b>-2.4%</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2016-17 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL**

**RECLAMATION**

	<b>BUDGET FY 2015-16</b>	<b>PROJECTED ACTUAL FY 2015-16</b>	<b>PROPOSED FY 2016-17</b>	<b>CHANGE FROM FY 2015-16 BUDGET</b>	
				<b>\$</b>	<b>%</b>
<b>Professional Services</b>					
Engineering Consulting	\$ 25,000	\$ 12,185	\$ 25,000	\$ -	0.0%
Other Professional Services	1,000	750	1,000	-	0.0%
Subtotal	<b>\$ 26,000</b>	<b>\$ 12,935</b>	<b>\$ 26,000</b>	<b>\$ -</b>	<b>0.0%</b>
<b>TOTAL DISTRIBUTION SYSTEM</b>	<b>\$ 411,500</b>	<b>\$ 271,133</b>	<b>\$ 411,000</b>	<b>\$ (500)</b>	<b>-0.1%</b>
<b>III. SOURCE WATER O&amp;M EXPENSES</b>					
<b>Source Water</b>					
Water Wells Materials & Supplies	\$ -	\$ -	\$ 3,000	\$ 3,000	N/A
Subtotal	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>N/A</b>
<b>TOTAL DISTRIBUTION SYSTEM</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>N/A</b>
<b>TOTAL RECLAMATION PRJ</b>	<b>\$ 465,000</b>	<b>\$ 314,942</b>	<b>\$ 465,000</b>	<b>\$ -</b>	<b>0.0%</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
2016-17 FINAL BUDGET**

**CAPITAL OUTLAYS**

	BUDGET FY 2015-16	PROJECTED ACTUAL FY 2015-16	PROPOSED FY 2016-17	CHANGE FROM FY 2015-16 BUDGET		Information Only Carry Over FY 2015-16
				\$	%	
<b><u>A. ADMINISTRATION / ENGINEERING</u></b>						
Office & Community Room Equip	\$ 125,000	\$ 30,000	\$ 40,000	\$ (85,000)	-68.0%	\$ -
Facilities Improvements	30,000	2,550	30,000	-	0.0%	30,000
Emergency Replacement Reserve	10,000	-	10,000	-	0.0%	10,000
Subtotal	<b>\$ 165,000</b>	<b>\$ 32,550</b>	<b>\$ 80,000</b>	<b>\$ (85,000)</b>	<b>-51.5%</b>	<b>\$ 40,000</b>
<b><u>B. FIRE</u></b>						
Lodge Area Utility Improvement Prj*	\$ 1,970,000	\$ 1,947,200	\$ -	\$ (1,970,000)	-100.0%	\$ -
Fire Department Equipment	1,211,000	1,042,157	281,000	(930,000)	-76.8%	108,000
PBCSD Facilities Improvements	242,000	102,015	29,000	(213,000)	-88.0%	20,000
Emergency Replacement Reserve	20,000	-	20,000	-	0.0%	20,000
Subtotal	<b>\$ 3,443,000</b>	<b>\$ 3,091,372</b>	<b>\$ 330,000</b>	<b>\$ (3,113,000)</b>	<b>-90.4%</b>	<b>\$ 148,000</b>
<b><u>C. UNDERGROUNDING UTILITIES</u></b>						
Undergrounding Utilities Phase IIB	\$ 3,590,000	\$ 3,482,300	\$ 4,000,000	\$ 410,000	11.4%	\$ -
Subtotal	<b>\$ 3,590,000</b>	<b>\$ 3,482,300</b>	<b>\$ 4,000,000</b>	<b>\$ 410,000</b>	<b>11.4%</b>	<b>\$ -</b>
<b><u>D. WASTEWATER / MAINTENANCE</u></b>						
Treatment Plant Capital Outlays	\$ 3,494,000	\$ 2,120,990	\$ 2,939,000	\$ (555,000)	-15.9%	\$ 764,000
Lodge Area Utility Improvement Prj	1,050,000	1,018,500	-	(1,050,000)	-100.0%	-
Sewer Replacement Projects	350,000	110,000	240,000	(110,000)	-31.4%	240,000
Pump Stations Rehabilitation Project	705,000	-	390,000	(315,000)	-44.7%	240,000
Wastewater Department Equipment	181,000	-	88,000	(93,000)	-51.4%	11,000
Wastewater Capital Improvements	-	-	75,000	75,000	N/A	-
PBCSD Facilities Improvements	-	-	25,000	25,000	N/A	-
Emergency Replacement Reserve	50,000	-	50,000	-	0.0%	50,000
Subtotal	<b>\$ 5,830,000</b>	<b>\$ 3,249,490</b>	<b>\$ 3,807,000</b>	<b>\$ (2,023,000)</b>	<b>-34.7%</b>	<b>\$ 1,305,000</b>
<b><u>E. RECLAMATION</u></b>						
Forest Lake Capital Improvements	\$ 70,000	\$ -	\$ 65,000	\$ (5,000)	-7.1%	N/A
Well Water Projects	250,000	45,823	-	(250,000)	-100.0%	N/A
Distribution Sys Capital Improvements	25,000	-	25,000	-	0.0%	N/A
Subtotal	<b>\$ 345,000</b>	<b>\$ 45,823</b>	<b>\$ 90,000</b>	<b>\$ (255,000)</b>	<b>-73.9%</b>	<b>\$ -</b>
<b>TOTAL CAPITAL ITEMS</b>	<b>\$ 13,373,000</b>	<b>\$ 9,901,535</b>	<b>\$ 8,307,000</b>	<b>\$ (5,066,000)</b>	<b>-37.9%</b>	<b>\$ 1,493,000</b>

The Proposed \$8,307,000 for Capital Outlays includes \$1,493,000 in carry-over items from the previous Fiscal Year 2015-16 Budget and \$90,000 in reimbursements.

\* \$1,210,000 will be reimbursed by Pebble Beach Company and PG&E for the Lodge Area private water line and gas line replacements.

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
2016-17 FINAL BUDGET**

**CAPITAL OUTLAY DETAIL**

**ADMINISTRATION / ENGINEERING**

	<b>PROPOSED FY 2016-17</b>	<i>Information Only</i> <b>CARRY OVER FY 2015-16</b>
<b>ADMIN OFFICE EQUIPMENT / FACILITIES IMPROVEMENTS</b>		
GIS / Information Systems Development	\$ 35,000	
Replace Administration Building Carpet	30,000	\$ 30,000
Miscellaneous Equipment	5,000	
<b>TOTAL EQUIPMENT</b>	<b>\$ 70,000</b>	<b>\$ 30,000</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
2016-17 FINAL BUDGET**

**CAPITAL OUTLAY DETAIL**

**FIRE / EMERGENCY MEDICAL**

	<b>PROPOSED FY 2016-17</b>	<i>Information Only</i> <b>CARRY OVER FY 2015-16</b>
<b>CAPITAL PBCSD FACILITIES IMPROVEMENT PROJECTS</b>		
Replace Fire Station Carpet	\$ 20,000	\$ 20,000
Personal Protective Equipment (PPE) Lockers	9,000	
<b>TOTAL CAPITAL FACILITIES IMPROVEMENTS</b>	<b>\$ 29,000</b>	<b>\$ 20,000</b>
<b>FIRE DEPT EQUIPMENT</b>		
<u>Pebble Beach Fire Station</u>		
Monterey County / Cal Fire Dispatch Sys Connection Prj	\$ 60,000	\$ 60,000
Portable Radios (25)	55,000	
Replace Fire Protection and Planning Command Vehicle 4624	45,000	40,000
Workstation Computers (7)	25,000	
Physical Fitness Equipment	10,000	
High-Pressure Airbag Kits (2)	7,000	
Truck 22 Rescue Struts	4,000	
Radio Repeater Equipment	3,000	
<b>SUBTOTAL</b>	<b>\$ 209,000</b>	<b>\$ 100,000</b>
<u>Carmel Hill Station (PBCSD 50% Share)</u>		
Carmel Hill Station Equipment	\$ 10,000	
<b>SUBTOTAL</b>	<b>\$ 10,000</b>	<b>\$ -</b>
<u>Shared Battalion Programs (PBCSD Serving as Lead Agency)</u>		
Replace Battalion Chief Vehicles 4612/4618	\$ 90,000	
Replace Battalion Chief/Paramedic Coordinator Vehicle 4652	45,000	
Radio Repeaters (3)	24,000	
Battalion Training Program Capital Equipment (SCBA Fit Tester / Forcible Entry Prop / Fire Extinguisher Simulator)	21,500	\$ 21,500
Less: Cypress FPD & Carmel Highlands FPD Share (62.5%)	(102,500)	(13,500)
Less: State Reimbursement for Radio Repeaters (2)	(16,000)	
<b>SUBTOTAL</b>	<b>\$ 62,000</b>	<b>\$ 8,000</b>
<b>TOTAL EQUIPMENT</b>	<b>\$ 281,000</b>	<b>\$ 108,000</b>

**UNDERGROUNDING UTILITIES**

<b>CAPITAL IMPROVEMENT PROJECTS</b>		
Undergrounding Utilities Phase IIB	\$ 4,000,000	\$ -
<b>TOTAL CAPITAL IMPROVEMENTS</b>	<b>\$ 4,000,000</b>	<b>\$ -</b>



**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
2016-17 FINAL BUDGET**

**CAPITAL OUTLAY DETAIL**

**WASTEWATER / MAINTENANCE**

	<b>PROPOSED FY 2016-17</b>	<i>Information Only</i> <b>CARRY OVER FY 2015-16</b>
<b>CAPITAL IMPROVEMENT PROJECTS</b>		
2016/17 Sewer Replacement Prj	\$ 240,000	\$ 240,000
Carmel Gate Flume Metering Station	75,000	
<b>TOTAL CAPITAL IMPROVEMENTS</b>	<b>\$ 315,000</b>	<b>\$ 240,000</b>
<b>CAPITAL PBCSD FACILITIES IMPROVEMENT PROJECTS</b>		
Fueling Station Rehabilitation	\$ 25,000	
<b>TOTAL CAPITAL FACILITIES IMPROVEMENTS</b>	<b>\$ 25,000</b>	<b>\$ -</b>
<b>PUMP STATIONS REHABILITATION PROJECTS</b>		
Pump Station P-4 Rehabilitation Design	\$ 160,000	\$ 160,000
P-3 75HP Pumps (4)	150,000	
P-3 Solids Grinder	50,000	50,000
P-3 Rehabilitation: Replace Sump Pumps (6) & Ventilation Fans	30,000	30,000
<b>TOTAL PUMP STATIONS</b>	<b>\$ 390,000</b>	<b>\$ 240,000</b>
<b>MAINTENANCE DEPT EQUIPMENT</b>		
Replace PB-4 Utility Truck	\$ 45,000	
Confined Space Safety Equipment	20,000	
Sewer Line Push Camera	15,000	\$ 3,000
Replace Computer Workstations (2)	8,000	8,000
<b>TOTAL EQUIPMENT</b>	<b>\$ 88,000</b>	<b>\$ 11,000</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
2016-17 FINAL BUDGET**

**WASTEWATER TREATMENT PLANT  
(1/3 PBCSD Share)**

	<b>PROPOSED FY 2016-17</b>	<i>Information Only</i> <b>CARRY OVER FY 2015-16</b>
<b>CAWD LONG-TERM CAPITAL PROJECTS</b>		
Digester Capacity Improvements	\$ 604,000	
Standby & Main Power Integration	445,000	
Treatment Plant Improvements Phase I Construction Management	302,500	
Sludge Dewatering Improvements	265,500	
Hypochlorite / SBS Improvements (40% Recl)	200,000	
Standby Blower Replacement	141,500	
Storm Water Improvements	116,000	
Dissolved Air Flotation Thickener (DAFT) Repl (50% Recl)	112,500	
Replace and Relocate Waste Gas Burner (Flare)	108,500	
Outfall Crossing Rehabilitation	100,000	
Return Activated Sludge (RAS) Building Rehabilitation	80,000	
Primary Clarifier Rehab	75,000	
Chlor / Dechlor Building # 3 Water System Improvements	57,500	
Program Logic Control (PLC) Programming	33,500	
WWTPO O&M Manual	33,500	
Plant Grading and Paving	33,500	
Yard Piping Rehabilitations (Annual)	29,500	
Influent Conveyance and Screening	25,500	
Operations Building Improvements	25,000	
SCADA Network - Phase II	20,000	
#1 Water Improvements	17,000	
Sea Level Rise Analysis & Planning	16,500	
Capital Improvements Engineering Studies	15,000	
Headworks	13,000	
<b>TOTAL CAWD LONG-TERM CAPITAL PRJ</b>	<b>\$ 2,870,000</b>	<b>\$ 739,000</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
2016-17 FINAL BUDGET**

**WASTEWATER TREATMENT PLANT**

**(1/3 PBCSD Share)**

	<b>PROPOSED FY 2016-17</b>	<i>Information Only</i> <b>CARRY OVER FY 2015-16</b>
<b>CAWD MAINTENANCE PROJECTS</b>		
SCADA Modifications	\$ 8,500	
Outfall Inspection	3,000	
Chlorine Gas System Annual Service	2,500	
LIMS Software Updates/Support (50% Recl)	2,000	
Liquid Flow Meter Calibration	1,500	
Aeration Station Suspended Solids Probes Hach Svc Contract	1,500	
Moisture Analyzer Annual Service	800	
Polymer Injection Units	700	
TOC Annual Svc (50% Recl)	700	
Air Flow Meter Calibration (66% Recl)	500	
Hach LDO Probe Annual Maintenance	500	
ENPDES Software Updates/Support	500	
Pressure Transducer Calibration	300	
Balances Annual Service	300	
Microscope Annual Service	200	
<b>TOTAL CAWD MAINTENANCE PRJ</b>	<b>\$ 23,500</b>	<b>\$ -</b>
<b>CAWD EQUIPMENT</b>		
Modeling Software	\$ 25,000	\$ 25,000
Outfall Flow Meter	4,900	
Lab-Industrial Dishwasher (50% Recl)	3,500	
Lab Computers	3,500	
SC2000 Controller	2,500	
LIMS Server	2,000	
Dissolved Oxygen Probes	2,000	
Chlorine Analyzer Micro 2000 (50% Recl)	1,500	
Quanti-tray Coliform Sealer (50% Recl)	600	
<b>TOTAL CAWD EQUIPMENT</b>	<b>\$ 45,500</b>	<b>\$ 25,000</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
2016-17 FINAL BUDGET**

**RECLAMATION**

**CAPITAL IMPROVEMENT PROJECTS**

Forest Lake Acid Tank Rehabilitation	\$	50,000
Storage Tank Cathodic Protection System		25,000
Forest Lake Air Diffuser Membrane Replacement		15,000
TOTAL CAPITAL IMPROVEMENTS PRJ	<b>\$</b>	<b>90,000</b>

# FINAL BUDGET

## FY 2016-17

### FINAL BUDGET RESOLUTIONS

- 1) **No. 16-09** Approving Service Charges and Special Assessments for Sewer Treatment and Disposal, Garbage and Refuse Collection and Disposal, and Fire Protection Services within the District for the Fiscal Year 2016-17.
- 2) **No. 16-10** Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property-related fees and charges for Fiscal Year 2016-17.
- 3) **No. 16-11** Adopting Final Budget for Fiscal Year 2016-17.
- 4) **No. 16-12** Approving Positions, Classifications, and Pay Schedule for Fiscal Year 2016-17.
- 5) **No. 16-13** Adopting the Appropriations Limit for FY 2016-17.
- 6) **No. 16-14** Modifying Employer Paid Member Contributions to CalPERS Retirement Plan.
- 7) **No. 16-15** Establishing the District Sewer Connection Fee for Fiscal Year 2016-17.



**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 16-09**

**APPROVING SERVICE CHARGES FOR SEWER TREATMENT AND  
DISPOSAL AND GARBAGE COLLECTION AND DISPOSAL SERVICES; AND  
A SPECIAL TAX FOR FIRE PROTECTION SERVICES WITHIN THE  
DISTRICT FOR THE FISCAL YEAR 2016-17**

-o0o-

**WHEREAS**, on June 2, 1981 the voters of former Monterey County Service Area (“CSA”) No. 42 approved a proposition entitled, "*Ordinance No. 2703, An Ordinance of The County of Monterey Imposing A Special Tax For Fire Protection And Prevention In Monterey County Service Area No. 42*"; and

**WHEREAS**, this District, as successor in interest to CSA No. 42, subsequently adopted Ordinance No. 2 ratifying and adopting all ordinances and resolutions of said CSA; and

**WHEREAS**, this District adopted Ordinances No. 3 and 13 providing for collection of sewer treatment and disposal, and garbage and refuse collection and disposal services provided by the District on the County property tax roll; and

**WHEREAS**, it is necessary to fix rates for sewer treatment and disposal services, garbage and refuse collection and disposal services and to determine and levy the amount of the annual special tax for fire protection and prevention services.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Pebble Beach Community Services District as follows:

1. The annual rates for District services are approved as follows:
  - a) sewer treatment and disposal services as displayed in the “Exhibit A” attached hereto,
  - b) basic residential garbage and refuse collection and disposal services: \$277.56,
  - c) special tax for fire protection and prevention services: \$51.20 for residential units, \$25.60 for unimproved parcels and for other properties as prescribed in CSA No. 42 Ordinance No. 2703.
  
2. The service charges and special tax are hereby adopted in full and ordered to be listed, along with any changes approved by the Board, in a report to be prepared by the General Manager/Secretary or his designated representative, and said charges and special tax are to be collected on the tax rolls of the County of Monterey for fiscal year 2016-17 in the manner provided by law.

3. The Board Secretary is instructed to file with the Auditor of Monterey County, on or before the 1st day of August 2016, an electronic list of said service charges and special tax levied on each separate parcel, and a certified copy of this Resolution.

**PASSED AND ADOPTED** by the Board of Directors of the Pebble Beach Community Services District, Pebble Beach, Monterey County, California, at a regular meeting held on **June 24, 2016** by the following vote:

AYES: Directors:

NOES: Directors:

ABSENT: Directors:

ATTEST:

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Richard B. Gebhart, Board President

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Michael A. Niccum, Board Secretary

Exhibit A

**RATE SCHEDULE FOR FY 2016-17 SEWER SERVICE CHARGES**

**Rate Schedule.** Sewer Service Charges are hereby prescribed for all premises within the District, and for all undeveloped residential lots of record for which the sewer system is being maintained in order to provide for eventual connection for the said residential lots of record. The Local System charges paid by current users will be adjusted by 2%. The annual rates for operation and maintenance of sewage treatment and local collection facilities shall be as follows:

<u>SOURCE</u>	<u>2016-17 RATES FOR SYSTEM-WIDE USER CHARGE</u>	<u>LOCAL SYSTEM CHARGE</u>
<u>Residential</u> (\$/Unit) .....	\$211.20	
<u>Motel/Hotel</u> (\$/Unit)		
Private.....	42.24	
Commercial.....	105.60	
 <u>School &amp; Child Day Care</u>		
\$/Boarding Student.....	52.80	\$89.07
\$/Day Student .....	10.56	17.81
 <u>Restaurant/Bar</u> (\$/Seat/Seating).....	14.08	
 <u>Dining Rooms</u> (\$/Seat/Seating)		
Private.....	4.22	
Commercial.....	10.56	
 <u>Gas Station</u> (\$/Unit).....	422.40	
 <u>Miscellaneous Commercial</u>		
\$/ 1-10 Employees.....	211.20	
\$/ 11-20 Employees.....	422.40	
\$/ 21-30 Employees.....	633.60	
 <u>Post Office</u> (\$/Unit).....	211.20	
 <u>Large Commercial Users</u> (\$/1000 Gallons).....	3.66	6.18
 <u>Miscellaneous</u>		
Restroom (\$/Toilet).....	26.40	
 Availability Fee: Undeveloped Residential Lots of Record.....	70.40	



**DEPUTY GENERAL MANAGER/CFO REPORT**

June 24, 2016

To: Board of Directors

From: Suha Kilic, Deputy GM/CFO

Subject: **Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments and Property Related Fees and Charges.**

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**RECOMMENDATION**

It is recommended that the Board Adopt Resolution 16-10 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments and Property Related Fees and Charges for the FY 2016-17.

**DISCUSSION**

The District's sewer service charges, garbage basic service charges, and fire service special taxes are collected on the Monterey County's secured property tax rolls. Proposition 218, adopted in 1996, imposes specific legal procedures and requirements on local governments to raise revenue. The County requires a resolution certifying compliance with law, including a hold harmless and indemnification provision, to collect the District's services charges on property tax bills. This certification is required to be submitted by August 1, 2016.

Agenda Item No 6B.

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 16-10**

**RESOLUTION CERTIFYING COMPLIANCE WITH STATE LAW WITH  
RESPECT TO THE LEVYING OF GENERAL AND SPECIAL TAXES,  
ASSESSMENTS, AND PROPERTY-RELATED FEES AND CHARGES**

**-oOo-**

**WHEREAS**, Pebble Beach Community Services District (“District”) requests that the Monterey County Auditor-Controller enter those general or special taxes, assessments, or property-related fees or charges identified in Exhibit “A” on the tax roll for collection and distribution by the Monterey County Treasurer-Tax Collector commencing with the property tax bills for fiscal year 2016-17.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. The District hereby certifies that it has, without limitation, complied with all legal procedures and requirements necessary for the levying and imposition of the general or special taxes, assessments or property-related fees or charges identified in Exhibit "A", regardless of whether those procedures and requirements are set forth in the Constitution of the State of California, in State statutes, or in the applicable decisional law of the State of California.

2. The District further certifies that, except for the sole negligence or misconduct of the County of Monterey, its officers, employees, and agents, with regards to the handling of the Cd or electronic file identified as Exhibit “A”, the District shall be solely liable and responsible for defending, at its sole expense, cost and risk, each and every action, suit or other proceeding brought against the County of Monterey, its officers, employees and agents for every claim, demand, or challenge to the levying or imposition of the general or special

taxes, assessments or property-related fees or charges identified in Exhibit “A” and that it shall pay or satisfy any judgment rendered against the County of Monterey, its officers, employees, and agents on every such action, suit or other proceeding, including all claims for refunds and interest thereon, legal fees, court costs and administrative expenses of the County of Monterey to correct the tax rolls.

**PASSED AND ADOPTED** this 24<sup>th</sup> day of **June, 2016**, upon motion of

\_\_\_\_\_, seconded by \_\_\_\_\_, and carried by the following vote, to wit:

AYES:        Directors:

NOES:        Directors:

ABSENT:     Directors:

ATTEST:

\_\_\_\_\_  
Richard B. Gebhart, Board President

\_\_\_\_\_  
Michael A. Niccum, Board Secretary

**EXHIBIT "A"**

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 16-10  
CERTIFYING COMPLIANCE WITH STATE LAW WITH  
RESPECT TO THE LEVYING OF GENERAL AND SPECIAL TAXES,  
ASSESSMENTS, AND PROPERTY-RELATED FEES AND CHARGES**

**FISCAL YEAR 2016-17**

GENERAL TAXES: None.

SPECIAL TAXES: Fire Service Special Tax.

ASSESSMENTS: None.

PROPERTY-RELATED FEES AND CHARGES:

1. Levied as an incident of property ownership: Sewer availability fee.
2. Other: Sewer Service Charges.

Garbage Basic Residential Service Charges.

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 16-11**

**ADOPTING FINAL BUDGET FOR FISCAL YEAR 2016-17**

**-o0o-**

**WHEREAS**, on April 29, 2016, the Board of Directors of the Pebble Beach Community Services District ("District") has received, reviewed and approved a Preliminary Budget for the District for Fiscal Year 2016-17; and

**WHEREAS**, the District has provided notification to the public and disseminated information about the Preliminary Budget, and has held a public hearing on this date to receive any questions, comments and requested changes to be considered in the adoption of a Final Budget for the District for Fiscal Year 2016-17.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Pebble Beach Community Services District, Monterey County, California, as follows:

1. The District's Final Budget for FY 2016-17, attached hereto as Exhibit A, is hereby approved.
2. The Final Budget for FY 2016-17 includes the following anticipated revenues and expenditures:

**REVENUES:**

Property Taxes	\$12,240,000
User Fees	1,838,000
Interest	100,000
Other	352,000
Reimbursements	555,000
From Fund Balance/Reserves:	6,045,000
<b>Total Revenues</b>	<b>\$21,130,000</b>

**EXPENDITURES:**

Operations	\$12,823,000
Capital Items	8,307,000
<b>Total Expenditures</b>	<b>\$21,130,000</b>

3. The Board Secretary is instructed to transmit to the Monterey County Auditor-Controller a certified copy of this Resolution and the Fiscal Year 2016-17 Final Budget.

**PASSED AND ADOPTED** by the Board of Directors of Pebble Beach Community Services District, Pebble Beach, Monterey County, California, at a regular meeting held on **June 24, 2016** by the following vote:

AYES:           Directors:

NOES:           Directors:

ABSENT:        Directors:

ATTEST:

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Richard B. Gebhart, Board President

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Michael A. Niccum, Board Secretary

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 16-12**

**APPROVING POSITIONS, CLASSIFICATIONS,  
AND PAY SCHEDULE FOR FISCAL YEAR 2016-17**

**-o0o-**

**RESOLVED**, by the Board of Directors of the Pebble Beach Community Services District, Monterey County, California, that:

1. The number of employee positions, classifications, and pay schedule for fiscal year 2016-17, as shown on Exhibit "A" hereto, and the same is hereby adopted as this District's personnel and pay plan for fiscal year 2016-17.

2. This Resolution shall be entered upon the minutes of this Board, and its provisions shall become effective on July 1, 2016.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Pebble Beach Community Services District, Pebble Beach, Monterey County, California, duly held on **June 24, 2016** by the following vote:

AYES:           Directors:

NOES:           Directors:

ABSENT:        Directors:

ATTEST:

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Richard B. Gebhart, Board President

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Michael A. Niccum, Board Secretary

"Exhibit A"

FY 2016-17

Effective: July 1, 2016

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT**

**PAY AND CLASSIFICATION PLAN**

<b><u>No. of Positions</u></b>	<b><u>Classification</u></b>	<b><u>Range</u></b>	<b><u>Salary</u></b>
1.0	General Manager/District Engineer	Flat	\$198,000/yr
1.0	Deputy General Manager/CFO	67	13,171/mo-16,009/mo
2.0	Senior Accountant	46	7,841/mo-9,531/mo
	Accountant	40	6,763/mo-8,220/mo
	Accounting Technician	31	5,416/mo-6,584/mo
1.0	Finance and Information Systems Coordinator	31	5,416/mo-6,584/mo
1.0	Administrative Assistant	32	5,550/mo-6,746/mo
1.0	Principal Engineer	54	9,555/mo-11,615/mo
1.0	Assistant Engineer	40	6,763/mo-8,220/mo
1.0	Field Maintenance Supervisor	45	7,650/mo-9,299/mo
	Maintenance Worker I	25	4,669/mo-5,674/mo
	Maintenance Worker II	29	5,155/mo-6,266/mo
	Maintenance Technician I	34	5,831/mo-7,088/mo
<u>4.0</u>	Maintenance Technician II	38	6,436/mo-7,824/mo
<u>13.0</u>			



**DEPUTY GENERAL MANAGER/CFO REPORT**

June 24, 2016

To: Board of Directors

From: Suha Kilic, Deputy GM/CFO

Subject: **Appropriations Limit**

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**RECOMMENDATION**

It is recommended that the Board Adopt Resolution 16-13 adopting the District Appropriations Limit for FY 2016-17.

**DISCUSSION**

The appropriations limit (also known as the “Gann Limit”), which was established by the State Constitution, places a limit on the amount of tax proceeds that State and local governmental agencies can appropriate and spend each year. It is calculated based on the limit adopted in the prior fiscal year, modified to reflect changes in cost-of-living and population according to a methodology provided by State law. The District’s fiscal year 2016-17 appropriation limit has been calculated at \$18,242,928 and the appropriations subject to the limit has been calculated at \$11,636,500. Therefore, the appropriations in the proposed Final Budget are \$6,606,428 below the Appropriations Limit and are in compliance with the law. The exhibits of the attached Resolution No. 16-13 include the calculations for the appropriations limit.

The State law requires adoption of the annual appropriations limit by July 1. The adopted appropriations limit is subject to an annual independent audit review and must be submitted to the State Controller by September 30.

Agenda Item No 6E.

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 16-13**

**ADOPTING THE FISCAL YEAR 2016-17 APPROPRIATIONS LIMIT  
-o0o-**

**WHEREAS**, Article XIII B of the California Constitution places a limit on the amount of tax proceeds that State and local governmental agencies can appropriate in a given year and provides a methodology for the calculation of said appropriations limit; and

**WHEREAS**, California Constitution requires a local entity adopt its annual appropriations limit by July 1 of each year and also requires the calculation of the appropriations limit to be part of that entity's annual financial audit.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Pebble Beach Community Services District that:

1. The District on the basis of appropriations limit calculations included in the attached Schedules "A" and "B" adopts the maximum limit applicable to the appropriation of tax proceeds for the fiscal year 2016-17 to be \$18,242,928.
2. The District reserves the right to change or revise adjustment factors associated with the calculation of the appropriations limit.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Pebble Beach Community Services District, Pebble Beach, Monterey County, California, duly held on **June 24, 2016** by the following vote:

AYES:           Directors:

NOES:           Directors:

ABSENT:        Directors:

ATTEST:

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Richard B. Gebhart, Board President

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Michael A. Niccum, Board Secretary

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT**  
**Appropriations Limit Calculation**  
**Fiscal Year 2016-17**

<u>Revenue Source</u>	<u>Proceeds of Tax</u>	<u>Nonproceeds of Tax</u>	<u>Total</u>
<b><u>ADMINISTRATION/ENGINEERING</u></b>			
Property Tax Allocation	2,240,000		2,240,000
Interest	10,000		10,000
Other		32,000	32,000
<b><u>WASTEWATER</u></b>			
Property Tax Allocation	2,693,000		2,693,000
Interest	56,000		56,000
Sewer User Service Fees		890,000	890,000
Other		40,000	40,000
<b><u>FIRE/EMERGENCY MEDICAL</u></b>			
Property Tax Allocation	6,027,000		6,027,000
Interest	34,000		34,000
Fire Service Special Tax	197,000		197,000
Other		196,000	196,000
<b><u>POLICE PROTECTION/SECURITY</u></b>			
Property Tax Allocation	232,000		232,000
<b><u>UNDERGROUND UTILITIES</u></b>			
Property Tax Allocation	1,048,000		1,048,000
<b><u>SOLID WASTE DISPOSAL</u></b>			
Property Tax Allocation			-
Garbage Basic Service Fees		751,000	751,000
Other		84,000	84,000
Fund Balance\Reserves	6,045,000		6,045,000
Reimbursements		555,000	555,000
Subtotal	<u>18,582,000</u>	<u>2,548,000</u>	<u>21,130,000</u>

Schedule B

PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
Appropriations Limit Calculation  
Fiscal Year 2016-17

Appropriations subject to limit:

Fiscal Year 2016-17 total appropriations	21,130,000
Less:	
Nonproceeds of tax	(2,548,000)
Less:	
Appropriations to Qualified Capital Outlays	(6,945,500)
Plus:	
User Fees in excess of costs	0
Total Appropriations Subject to Limit	<u><u>11,636,500</u></u>

Appropriation Limit:

Fiscal Year 2015-16 appropriation limit	\$17,148,582
A. Cost of Living Adjustment CPI*:	1.0537
B. Population Adjustment **:	1.0096
= Change Factor (A x B)	1.063816
Increase in appropriation limit	<u>\$1,094,346</u>
Fiscal Year 2016-17 appropriation limit	<u><u>\$18,242,928</u></u>
Remaining appropriation capacity	\$6,606,428
Available capacity as a percent of appropriation limit	<u><u>36.21%</u></u>

Notes:

\* Based on percentage change in per capita personal income as published by State Department of Finance.

\*\* Based on annual population change percentage in Monterey County.

**DEPUTY GENERAL MANAGER/CFO REPORT**

June 24, 2016

TO: Board of Directors

FROM: Suha Kilic, Deputy GM/CFO

SUBJECT: **Reduction in CalPERS Employer Paid Member Contributions**

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**RECOMMENDATION**

Adopt Resolution 16-14 reporting CalPERS the change in District policy related to employer paid member contributions.

**DISCUSSION**

The District currently pays 4% employee contributions to CalPERS retirement system and employees pay the remaining 4%. A District policy adopted with the Fiscal Year 2016-17 budget requires employees to contribute an additional 2% of their pay to the system, reducing the portion paid by the employer to 2%, effective July 1, 2016. CalPERS requires the District to submit a Board resolution in the attached format to implement this change.

Agenda Item No 6F.

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 16-14**

**RESOLUTION FOR EMPLOYER PAID MEMBER CONTRIBUTIONS**

**-o0o-**

**WHEREAS**, the governing body of the Pebble Beach Community Services District (PBCSD) has the authority to implement Government Code Section 20691;

**WHEREAS**, the governing body of the PBCSD has a policy which specifically provides for the normal member contributions to be paid by the employer;

**WHEREAS**, one of the steps in the procedures to implement Section 20691 is the adoption by the governing body of the PBCSD of a Resolution to commence said Employer Paid Member Contributions (EPMC);

**WHEREAS**, the governing body of the PBCSD has identified the following conditions for the purpose of its election to pay EPMC:

- This benefit shall apply to all employees of the PBCSD.
- This benefit shall consist of paying 2% of the normal member contributions as EPMC.
- The effective date of this Resolution shall be July 1, 2016.

**NOW, THEREFORE, BE IT RESOLVED** that the governing body of the PBCSD elects to pay EPMC, as set forth above.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Pebble Beach Community Services District, Pebble Beach, Monterey County, California, duly held on **June 24, 2016** by the following vote:

AYES:

NOES:

ABSENT:

ATTEST:

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Richard B. Gebhart, Board President

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Michael A. Niccum, Board Secretary

## **DEPUTY GENERAL MANAGER/CFO REPORT**

June 24, 2016

To: Board of Directors

From: Suha Kilic, Deputy GM/CFO

Subject: **FY 2016-17 Sewer Connection Fee**

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### **RECOMMENDATION**

It is recommended the Board consider approving the attached Resolution No. 16-15 which sets the FY 2016-17 sewer connection, inspection and permit fees at \$4,361, \$75 and \$15, respectively.

### **ISSUE**

PBCSD Ordinance No.18 adopted March 31, 1989 requires the District to “annually or otherwise deemed as appropriate” adopt fees for: 1) making a connection to the District’s sewer collection system (connection fee); 2) inspecting the physical installation of the connection (inspection fee); and 3) administrative cost of issuing a permit for the connection (permit fee). The above-mentioned fees are \$4,361; \$75; and \$15, respectively, at present.

The ordinance also provides a formula for calculation of the connection fee. The connection fee for the FY 2016-17 has been calculated as \$4,361 which is \$39 or 0.9% more than the prior year. No change is recommended on the inspection and permit fees. The ordinance requires the above-mentioned fees to be adopted by a resolution of the Board.

### **DISCUSSION**

#### **Sewer Connection Fee**

The connection fee is intended to represent a fair share of the District wastewater assets to be paid when a new residential unit makes a connection to wastewater system. The formula was originally developed by Kennedy/Jenks/Chilton Engineering Consultants in the 1970s. The calculation is based on certain variables including: current value of the District’s applicable wastewater assets adjusted by depreciation and the Engineering News Record (ENR) construction cost index (which is also a variable), average daily flow per capita, and capita per residential Unit (ERU).

### **Sewer Inspection and Permit Fee**

When a new building is connected to the sewer system or a sewer lateral is replaced, the District requires the owner or the contractor to obtain a permit from the District office. In addition to preparing the permit, the staff verifies the plumbing contractor's license and insurances. After that, the District maintenance crew inspects the physical connection in the field, including preparation of a sketch of the connection and the house lateral which is added to District database. The District charges a fixed \$15 fee for issuance of the permit and \$75 for the inspection. These fees have remained unchanged for over 20 years and no change is recommended in the current year.

Encl.

Agenda Item No. 6G



**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 16-15**

**ESTABLISHING THE DISTRICT SEWER CONNECTION, INSPECTION AND  
PERMIT FEES FOR THE FISCAL YEAR 2016-17**

**-o0o-**

**WHEREAS**, Ordinance No. 18 provides a formula for the determination of sewer connection fees for the Pebble Beach Community Services District with said fees to be adjusted annually, or more frequently, based upon certain determinations to be made by the General Manager, including the current value of District assets; and

**WHEREAS**, the Deputy General Manager has submitted his report to this Board, attached hereto as Exhibit A, with revised information as to the District's assets, based on determination of applicable assets on June 30, 2016; and

**WHEREAS**, said ordinance also requires adoption of appropriate fees for the costs of inspection of the physical connection to the District sewer system (Inspection Fee), and issuance of a permit (Permit Fee).

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of the Pebble Beach Community Services District that:

1. The District's sewer connection fee, as established per Ordinance No. 18, is hereby determined to be \$4,361 per equivalent residential unit for the Fiscal Year 2016-17.
2. The District's sewer inspection and permit fees are hereby determined to be \$75 and \$15, respectively, per connection for the Fiscal Year 2016-17.

**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Pebble Beach Community Services District, Pebble Beach, Monterey County, California, duly held on **June 24, 2016** by the following vote:

AYES: Directors:

NOES: Directors:

ABSENT: Directors:

ATTEST:

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Richard B. Gebhart, Board President

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Michael A. Niccum, Board Secretary

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
CONNECTION FEE CALCULATIONS  
FY 2016-17**

*Based on fixed asset values on June 30, 2016*

**CAWD Treatment Plant PBCSD Share:**

CAWD Applicable Assets Replacement Value	\$69,060,079	
Local Value- After Grant Funds	65,868,400	
Excluded Assets	(48,751,021)	
<b>PBCSD Share</b>		<b>5,700,087</b>

PBCSD other Applicable Assets	\$14,224,853	
Depreciated Value	5,729,407	
<b>ENR Updated Value</b>		<b>7,412,230</b>

Add Applicable Current Assets at 6/30/16		11,615,412
Subtotal		\$24,727,729
Total Value of all Applicable Assets on 6/30/15		\$24,384,245
Applicable portion of change since 6/30/15		228,989
<b>(A) Total Value of all Applicable District Assets 6/30/16</b>		<b><u><u>\$24,613,234</u></u></b>

(B) Average Daily Flow per Residential Usage (gpd) (See Note 1)		177 gpd
(C) PBCSD share of Authorized Flows (1/3 x 3mgd) = 1mgd		
(D) Connection fee per gallon per day (A) divided by (C)		\$24.61
Connection fee per Equivalent Residential Unit (B) x (D) (See Note 2)		<u>\$4,361</u>
<b>CONNECTION FEE FY 2016-17</b>		<b><u><u>\$4,361</u></u></b>

**NOTES:**

- (1) Following method was used in the calculation of average daily flow per residential usage:  
 Estimated average number of persons per residential unit = 1.77 (PBCSD Information Systems)  
 Average Daily Flow per Capita = 100 gpd (Wastewater Treatment Facility Design Criteria)  
 Average Daily Flow per Residential Usage = 1.77 x 100 = 177 gpd

- (2) Calculated using the formula specified in PBCSD Ordinance No.18 adopted March 31, 1989