

PEBBLE BEACH COMMUNITY SERVICES DISTRICT

FINAL BUDGET 2024-25



June 28, 2024

PEBBLE BEACH COMMUNITY SERVICES DISTRICT
2024-25 FINAL BUDGET
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PEBBLE BEACH COMMUNITY SERVICES DISTRICT
2024-25 FINAL BUDGET
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BUDGET RESOLUTIONS

- **Res 24-17: Approving Service Charges and Special Assessments for Sewer Collection and Treatment, Solid Waste Collection and Disposal, and Fire Protection Services within the District for the Fiscal Year 2024-25.**
- **Staff 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 2024-25.**
Res 24-18: 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 2024-25.
- **Res 24-19: Adopting Final Budget for Fiscal Year 2024-25.**
- **Res 24-20: Approving Positions, Classifications, and Pay Schedule for Fiscal Year 2024-25.**
- **Staff Report re: Appropriations Limit for Fiscal Year 2024-25.**
Res 24-21: Adopting the Appropriations Limit for Fiscal Year 2024-25.
- **Staff Report re: Sewer Connection, Inspection and Permit Fees for Fiscal Year 2024-25**
Res 24-22: Establishing the District Sewer Connection, Inspection and Permit fees for Fiscal Year 2024-25.

CHIEF FINANCIAL OFFICER REPORT

June 28, 2024

TO: Board of Directors

FROM: Marianna Pimentel, Chief Financial Officer
Nancy Johnson, Senior Accountant

SUBJECT: **Fiscal Year 2024-25 Final Budget**

RECOMMENDATIONS

- 1) At 9:40 a.m. on June 28, 2024 following the staff's presentation, concurrently open the public hearings to receive and consider comments on:
 - The PBCSD Final Budget for fiscal year 2024-25;
 - 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. 24-17 approving service charges for garbage collection and disposal; sewer treatment and disposal services; and special tax for fire protection services for fiscal year 2024-25;
 - Resolution No. 24-18 certifying compliance with State law for levying general and special taxes, assessments, and property related fees and charges;
 - Resolution No. 24-19 adopting the Final Budget for fiscal year 2024-25;
 - Resolution No. 24-20 approving positions, classifications, and pay schedule for fiscal year 2024-25;
 - Resolution No. 24-21 determining the Appropriations Limit for fiscal year 2024-25; and,
 - Resolution No. 24-22 establishing the District sewer connection, inspection and permit fees for fiscal year 2024-25.

CHANGES FROM THE PRELIMINARY BUDGET

A Preliminary Budget was approved by the Board on April 26, 2024. In the Final Budget, there is a \$280,000 decrease in the total budget, from \$30,695,000 to \$30,415,000.

The amount budgeted for operating (O&M) expenses increased by \$13,000, (from \$18,818,000 to \$18,831,000). This is due to an increase in the District's election expenses for the November 2024 election.

The amount budgeted for capital outlays and construction projects decreased by \$293,000 (from \$11,647,000 to \$11,354,000). Changes in budgeted line items over \$30,000 are summarized below.

- \$148,000 reduction to reflect the vehicle purchases for two fire prevention captains (P25 and P26), the battalion training captain (T51), and two operations battalion chiefs (B21 and B22) prior to the end of fiscal year 2023-24. Per agreement, these vehicles are cost shared with the Cypress and Carmel Highlands Fire Protection Districts.
- \$50,000 increase in the amount budgeted for the Wastewater PB-7 crane truck to reflect updated costs.
- \$40,000 reduction to reflect the replacement of the sewer pump station P3 solids grinder prior to the end of fiscal year 2023-24.
- \$40,000 reduction to reflect payments made for the development of the Wastewater Computer Maintenance Management System (CMMS) software prior to the end of fiscal year 2023-24.

SUMMARY OF FY 2024-25 FINAL BUDGET

	Budget		Change from FY 2023-24 Budget
REVENUES			
Current Revenue:			
District	\$ 23,885,000	+ 6%	\$ 1,320,000
Reclamation Project	980,000	+ 6%	55,000
Subtotal	\$ 24,865,000	+ 6%	\$ 1,375,000
Appropriations from / (to) Capital Reserves	234,000		
Carry-Over Appropriations	5,316,000		
Subtotal	\$ 5,550,000		
TOTAL	\$ 30,415,000		
EXPENSES			
Operations & Maintenance:			
District	\$ 18,266,000	+ 6%	\$ 1,101,000
Reclamation Project	565,000	- 6%	(35,000)
Subtotal	\$ 18,831,000	+ 6%	\$ 1,066,000
Capital Outlays (Current Year):			
District	5,623,000	+ 7%	368,000
Reclamation Project	415,000	+ 28%	90,000
Subtotal	\$ 6,038,000	+ 8%	\$ 458,000
Capital Outlays (Prior Year Carry-Over)	5,316,000		
Appropriation to O&M Reserves	230,000		
TOTAL	\$ 30,415,000		

FY 2024-25 Current Revenue (Details on Page 22)

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

REVENUE	Budget	Change from FY 2023-24 Budget	
Property Tax	\$ 20,000,000	5%	\$ 1,000,000
Charges for Services	2,937,000	6%	167,000
Investment Income	350,000	40%	100,000
Other Revenue	598,000	10%	53,000
SUBTOTAL	\$ 23,885,000	6%	\$ 1,320,000
Reclamation Prj Contribution	980,000	6%	55,000
TOTAL CURRENT REVENUE	\$ 24,865,000	6%	\$ 1,375,000

Property Taxes

The fiscal year 2024-25 property tax revenue increased by \$1 million, or 5%, from \$19 million to \$20 million. Next year's property tax revenue increase is based on the projected 5.7% growth rate for fiscal year 2024-25 obtained from the Monterey County assessor's office.

Charges for Services and Assessments

Sewer User Fees

The sewer user fees are proposed to be increased by 9%. The increase amounts to \$2.86 per month, from \$31.72 to \$34.58 for residential units effective July 1, 2024. 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 \$1,635,000. The budget includes \$6,654,000 for wastewater expenditures, excluding the carry-over amount from the prior year. The \$5,019,000 difference between the budgeted expenditures and the user fee revenue is proposed to be financed from property tax (\$3,000,000), capital outlay reserve (\$1,798,000), and investment and other revenue (\$221,000).

During the 15-year period between the fiscal years 1997-98 through 2012-13 sewer fees were kept unchanged due to availability of other revenue. With the proposed 9% sewer service fees increase, the revenue generated by the fees would have covered the fiscal year 2023-24 actual cost of Wastewater O&M (excluding CAWD treatment plant O&M costs).

Over the past 10 fiscal years, sewer fees revenue covered approximately 23% of the actual total cost of wastewater service (including PBCSD and CAWD treatment plant O&M and capital outlays). Historically, combined (PBCSD and CAWD) Capital Outlays actual costs have varied from \$1 million to \$2.5 million per year.

In 2014, CAWD updated its Capital Outlay 15-year Master Plan identifying the renewal and replacement needs of the treatment plant; and started a major capital improvement project. PBCSD paid approximately \$9.3 million over the last nine fiscal years; and expects to pay approximately \$4.6 million over the next 15 fiscal years.

The District has the authority to increase the fees to finance 100% of the cost of Wastewater service.

The proposed single-family residential rate of \$34.58 per month is the lowest among the peninsula cities as displayed in the following table.

Residential Sewer Service Fee Comparison	
AREA	FEE / MONTH
Carmel (FY 2024-25)	\$89.08
Pacific Grove (FY 2024-25)	\$85.78
Seaside/Del Rey Oaks (FY 2024-25)	\$67.47
Monterey (FY 2024-25)	\$67.16
Pebble Beach (Proposed 2024-25)	\$34.58

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 generated by this special tax is approximately \$200,000. This revenue will finance approximately 2% 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 3.0% effective July 1, 2024. These services are provided by the District through a franchise agreement with Green Waste Recovery (GWR). Based on the rate adjustment, the fee for the basic residential garbage service will increase \$0.96 per month, from \$32.40 to \$33.36.

GWR has been serving the District as well as six other Monterey Peninsula cities since July 1, 2015 pursuant to a 15-year franchise agreement.

The 3.0% rate increase includes additional costs for cost of living adjustments and changes in tipping fees at the MRWMD landfill.

At the proposed \$33.36 per month, PBCSD residential service fee remains in line with neighboring jurisdictions as displayed in the following table.

Residential Garbage Service Fee Comparison	
JURISDICTION	RESIDENTIAL 32-GALLON
Pacific Grove (FY 2023-24) includes one-way service	\$57.06
Carmel-by-the-Sea (FY 2023-24) includes two-way service	\$51.91
Santa Cruz County Unincorporated (FY 2023-24)	\$36.37
Salinas (FY 2023-24)	\$33.47
Pebble Beach (Proposed 2024-25) includes one-way service	\$33.36
Pebble Beach (FY 2023-24)	\$32.40
Del Rey Oaks (FY 2023-24)	\$32.59
Seaside (FY 2023-24)	\$25.98
Monterey (FY 2023-24)	\$25.56

Investment Income

The investment income is estimated at \$350,000 based on current higher rates on fixed income of investments.

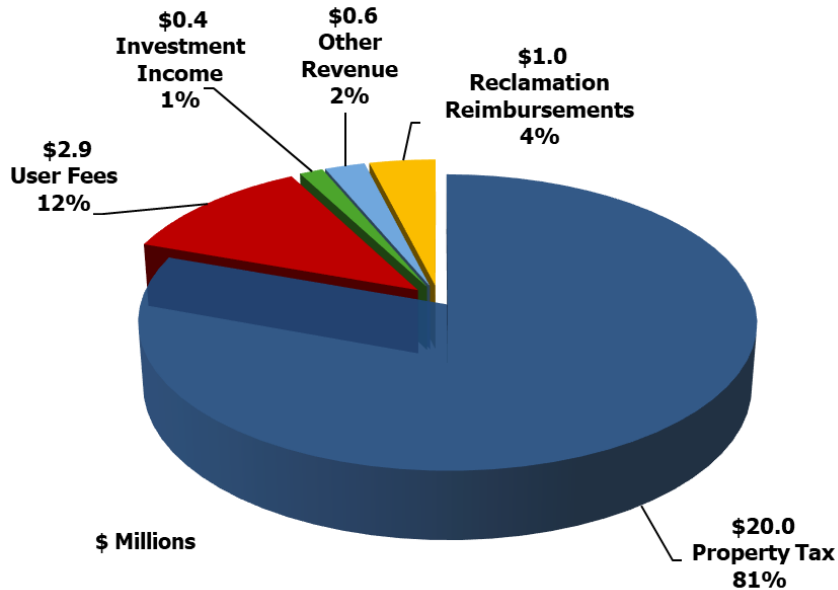
Other Revenue

The budget includes \$298,000 for Proposition 172 public safety sales tax revenue. Beginning fiscal year 1993-94, the State permanently shifted a portion of the property tax revenue from cities, counties, and special districts to schools. Proposition 172 was placed before the voters by the Legislature and the Governor as a partial mitigation for the property tax transfers. The measure approved by the California voters in November 1993 established a permanent statewide half-cent sales tax to support local public safety functions in cities and counties. Monterey County is the only county in the State which allocates a portion of the public safety sales tax to fire districts.

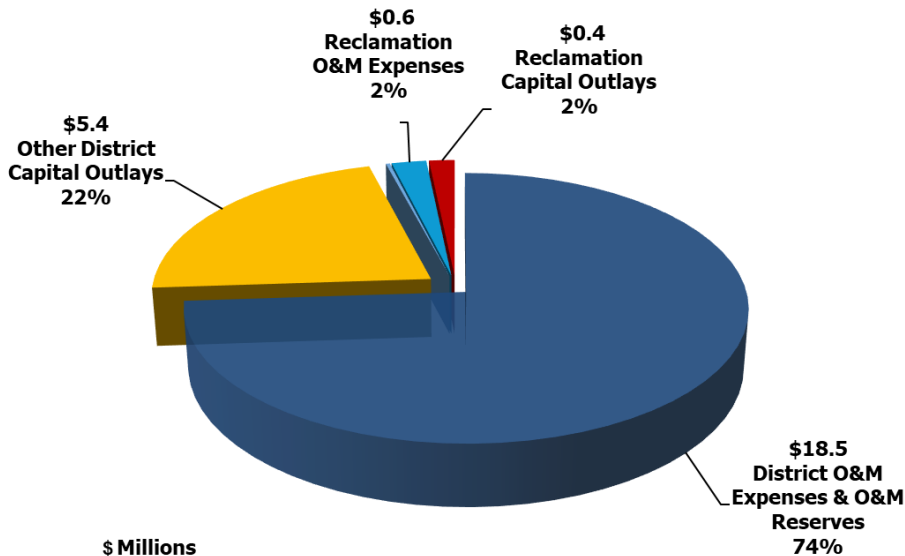
The budget also includes \$219,000 in solid waste franchise fees (9% of the franchise holder’s annual revenue); \$40,000 in sewer connection and permit fees; \$13,000 in support services provided by District staff; and \$28,000 in other miscellaneous revenues.

Revenue Summary and Conclusion

The following chart displays the District’s budgeted \$24,865,000 in current revenues.



The following chart displays the proposed allocation of current revenues (\$24,865,000). It is expected that current revenues will be sufficient to finance the budgeted O&M expenses (\$18,496,000, excluding depreciation). \$5,389,000 will be allocated to finance a portion of the District funded capital outlays and construction projects, Reclamation Project O&M expenses (\$565,000) and Capital Outlays (\$415,000) are financed by the Reclamation Project contributions.



Operations and Maintenance (O&M) Expenses

The total amount proposed for Operations and Maintenance (O&M) expenses is \$19,061,000 which is \$1,134,000 (or 6%) more than the previous year’s budget. The proposed amount includes \$565,000 for the Recycled Water Distribution System O&M expenses, which will be reimbursed by the Reclamation Project.

The proposed O&M expenses are presented in detail on pages 23 through 30.

The following table displays the amounts budgeted for O&M expenses including the changes from the previous year’s budget:

<u>Department</u>	Budget	Change from FY 2023-24 Budget	
Administration/Engineering	\$ 2,859,000	-6%	\$ (181,000)
Fire/Emergency Medical	9,957,000	12%	1,087,000
Supplemental Law Enforcement	398,000	6%	23,000
Wastewater/Maintenance	3,802,000	4%	142,000
Solid Waste	1,250,000	3%	30,000
SUBTOTAL	\$ 18,266,000	6%	\$ 1,101,000
Reclamation	565,000	-6%	(35,000)
TOTAL	\$ 18,831,000	6%	\$ 1,066,000
Allocation to O&M and Rate Stabilization Reserves	230,000	42%	68,000
TOTAL	\$ 19,061,000	6%	\$ 1,134,000

Cost-of-Living Salary Adjustment

The Final Budget includes a recommended Cost-of-Living salary adjustment (COLA) of 2.5% in staff salaries, effective July 1, 2024. The Board’s policy has been using the average of the annual changes for the months of December and February in the Consumer Price Index (CPI) for the San Francisco-Oakland-San Jose region in determination of the COLA.

Highlights of the O&M Appropriations and Changes from the Prior Year's Budget

Administration/Engineering:

The amount budgeted for Administration and Engineering operations decreased by 6% or \$181,000, from \$3,040,000 to \$2,859,000.

The following are highlights of the changes (Pages 23 and 24 provide detail of all line items):

- The amount budgeted for Salaries, Payroll Taxes, and Benefits (\$1,989,000) decreased by 9%, or \$191,000, from the prior year, primarily due to the net effect of a 2.5% COLA, merit/step increases, and the retirement of the General Manager.
- Of the total cost of budgeted salaries and benefits, \$35,000 is allocated to the Reclamation Project for the services of the Administration and Engineering staff.

Supplemental Law Enforcement (Page 24 provides detail of all line items):

The amount budgeted for the California Highway Patrol (CHP) supplemental law enforcement service contract increased by 6% or \$20,000 from \$340,000 to \$360,000. The service includes one officer providing service for 40 hours per week, one sergeant (average of 10 hours per month), mileage, and a percentage of the cost for overhead. The contract also includes an allocation for additional traffic support during special events.

Fire/Emergency Medical (Pages 25 and 26 provides detail of all line items):

The amount budgeted for Fire and Emergency Medical services increased by 12% or \$1,087,000, from \$8,870,000 to \$9,957,000. The following are highlights of the changes:

- The amount budgeted for the CAL FIRE contract for Fire Protection and Emergency Medical Services increased by \$800,000, or 11%, from \$7,400,000 to \$8,200,000. The increase is mainly due to an increase in the personnel costs charged by the State through a bargain unit memorandum of understanding to the contracting jurisdictions.
- The budget includes \$500,000 for open space fire defense projects, the same amount as budgeted in the prior year.
- The budget includes \$783,000 for all other O&M expenses related to fire station operations, prevention, and cost-shared programs. This amount is \$235,000, or 42%, more than the prior year. Approximately a third of this increase can be attributed to an increase in the amount budgeted for the District's comprehensive residential defensible space inspection program. In

addition, the proposed budget includes replacement of eight computers, upgrades to SCBA equipment (required by NFPA) to enable firefighters to plug into the breathing apparatus to share air if needed, and purchase of four drones which have a two-year replacement cycle. The proposed budget also includes an increase in the amounts budgeted for the annual safety open house and emergency preparedness fair “Zombie Run” based on increased attendance and participation.

Wastewater/Maintenance (Pages 27 and 28 provides detail of all line items):

The amount budgeted for Wastewater and Maintenance operations increased by 4% or \$142,000 from \$3,660,000 to \$3,802,000. The following are highlights of the changes:

- The amount budgeted for Salaries, Payroll Taxes, and Benefits increased by 2.0% or \$23,000 (from \$1,126,000 to \$1,149,000) from the prior year due to 2.5% COLA, merit/step increases, and termination of COBRA payments for two retired employees.
- Of the total budgeted salaries and benefits, \$113,000 is allocated to the Reclamation Project for the services of the District’s maintenance staff. This amount is \$15,000 more than prior year.
- The \$2,000,000 budgeted for the Carmel Area Wastewater District (CAWD) Treatment Plant O&M expenses are \$150,000 or 8% more than the prior year. PBCSD cost has been budgeted as 40.5% of the anticipated Plant O&M expenses (an estimated 33% wastewater flow ratio plus a 7.5% administrative charge). This increase is mainly due to an increase in salaries in the proposed budget submitted by CAWD. PBCSD cost includes an estimated \$85,000 for the inflow from alternative source water facilities (i.e. the water wells at MPCC and the dry weather diversion facilities); which will be reimbursed by the Reclamation Project. The net cost to PBCSD is estimated at \$1,915,000.

Solid Waste (Page 28 provides a detail of all line items):

The amount budgeted for Solid Waste operations increased by 3% or \$30,000, from \$1,220,000 to \$1,250,000. The following are highlights of the changes:

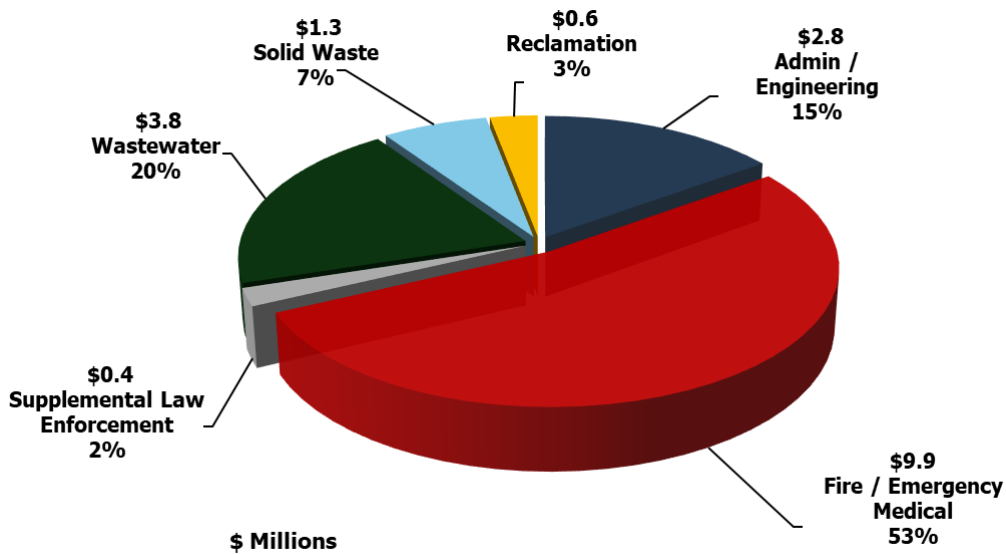
- The amount budgeted for garbage residential basic service increased by \$32,000, or 3.0%, from \$1,070,000 to \$1,102,000 mainly resulting from cost-of-living adjustments and changes in tipping fees. The District collects a fee for this service on the property tax rolls and makes quarterly payments to the franchise holder.

- The budget also includes \$23,000 for SB 1383 food waste reduction act related costs, \$45,000 for the annual household hazardous waste collection (HHW) event, and \$13,000 for the District contribution to Pebble Beach special events Zero Waste and Recycling. These expenses will be funded by the District’s franchise fee revenue.

Reclamation (Pages 29 and 30 provide a detail of all line items):

The amount budgeted for Reclamation operations decreased by 6% or \$35,000 from \$600,000 to \$565,000.

The chart below displays budgeted O&M expenses (\$18,831,000).



Summary of Capital Outlays

A list of all capital outlays can be found on pages 31 through 35. Items over \$50,000 are summarized below.

Administration/Technical:

- \$1,000,000: Facility Improvement Project includes the following: addition of cubicles in the front office, new furnaces, ventilation improvements, replacement of carpet, computer equipment, and furniture in the administrative offices, training room, and board room. Improvements will also be made in the maintenance shop, bathroom, and fire prevention offices. Of the amount budgeted, \$500,000 is carried over from the prior year.

- \$200,000: Paving of the parking lot, adjacent to the administrative offices. Of the amount budgeted, \$175,000 is carried over from the prior year.
- \$65,000: Replace the presentation systems in the board and training rooms every six years, including video digital display unit, controllers and presentation console. The presentation console includes a computer and other equipment connected to the District network.
- \$50,000: Paint building exterior stucco including administrative offices, fire station, and apparatus bays. The entire amount budgeted is carried over from the prior year.

Fire/Emergency Medical:

- \$1,400,000: Replace the reserve ladder truck 122 with a new ladder truck every ten years.
- \$525,000: Replacement of wildland patrol 22, a Type IV wildland engine used for patrolling open space areas daily during peak fire conditions and for initial response to incidents in open spaces. It includes a 300-gallon water storage tank and 190-gpm pump. Of the amount budgeted, \$450,000 is carried over from the prior year.
- \$330,000: Replacement of three eight-year-old vehicles driven by the operations chief (B21), operations chief (B22), and EMS chief (B26). Of the amount budgeted, 62.5% or \$206,000 will be reimbursed by the neighboring Cypress and Carmel Highlands Fire Protection Districts, resulting in a net cost to PBCSD of \$124,000.
- \$267,000: Replacement of two eight-year-old prevention captains vehicles (P26 and P27). Of the amount budgeted, 62.5% or \$167,000 will be reimbursed by the neighboring Cypress and Carmel Highlands Fire Protection Districts, resulting in a net cost to PBCSD of \$100,000.
- \$200,000: Replacement of four 12-lead monitor EKGs, every five years, used by paramedics to monitor heart rhythms. A monitor is assigned to medic engine 22, medic truck 22, to the Carmel Hill medic engine at 50% cost-share, and to the paramedic vehicle at 37.5% cost-share. The total cost after reimbursements from the Cypress & Carmel Highlands Fire Protection Districts is \$144,000.
- \$140,000: Upgrade the base radio station equipment at the Pebble Beach and Carmel Hill fire stations with heart-saver alerting tones. The cost is estimated to be \$70,000 per station and 50% of the cost for the upgrade at the Carmel Hill fire station will be reimbursed by Cypress Fire Protection District. The entire amount budgeted is carried over from the prior year.

- \$85,000: Complete rehabilitation of a 2008 Pierce Arrow XT Mobile Command Unit per agreement with Monterey Peninsula Airport District (MPAD). This includes the purchase of a portable generator. The entire amount budgeted is carried over from the prior year.
- \$60,000: Replacement of five thermal imaging cameras which can detect dangerous, unseen obstacles and assist in rescue operations during low-visibility conditions. Cameras are assigned to: medic engine 22, reserve engine 122, ladder truck 122, reserve ladder truck 122, and to the Carmel Hill medic engine at 50% cost-share. The total cost after reimbursements from the Cypress & Carmel Highlands Fire Protection Districts is \$54,000.
- \$60,000: Replacement of two 20-year-old portable radio repeaters. The total cost to the District after reimbursements from the Cypress & Carmel Highlands Fire Protection Districts is \$22,500.
- \$50,000: Purchase one drone to assist in firefighting and water rescue activities. . The total cost after reimbursements from the Cypress & Carmel Highlands Fire Protection Districts is \$19,000.
- \$50,000: Replace hydraulic rescue tool set, every ten years, on ladder truck 22 used to provide access to damaged vehicles.

Undergrounding:

- \$1,250,000: Planning and engineering design services associated with the Phase 4 project. Of the amount budgeted, \$750,000 is being carried over from prior year.

Wastewater:

- \$2,235,000: The District has an on-going program to replace or rehabilitate wastewater lines and manholes, identified and prioritized by condition. \$1,235,000 is being carried over from the prior year to design and construct the replacement of approximately two miles of sewer mains.
- \$1,595,000: Engineering planning and design services and equipment purchases associated with rehabilitation of pump station P3 (Seal Rock) which includes replacement of hatches, vents, and covers of six wastewater pumps, six motor starters, a SCADA control cabinet, switch gear improvements, and replacement of an automatic transfer switch (\$1,495,000). Also included are improvements to the crane (\$100,000). Of the amount budgeted, \$995,000 is carried over from the prior year.

- \$500,000: Engineering planning and design services and equipment purchases associated with rehabilitation of pump station P4 (Highway 68).
- \$350,000: Replace PB-8 line cleaning truck used daily to perform line cleaning activities. The entire amount budgeted is carried over from the prior year.
- \$255,000: Replace the 10-inch, 3000-gpm portable wastewater pump, which allows the maintenance crew to bypass problem areas that require repair. The 10-inch diameter pump is sized to handle the expected wet weather flow for the 27-inch diameter interceptor line and to bypass pump station P3 (Seal Rock pump station). Of the amount budgeted, \$150,000 is carried over from the prior year.
- \$209,000: CAWD Wastewater Treatment Plant Capital Outlays 1/3 PBCSD share including the following projects (over \$50,000 PBCSD share):
 - 1) \$95,000: Main Potable Water & Gas Main Replacement (5.5% Collections). Replace the potable water and natural gas feed into the treatment plant. The pipes are about 40 years old, and the condition is unknown. The project will begin with an evaluation of alternatives for reinstalling new pipelines either under the river, or along the plant road to Highway 1.
 - 2) \$50,000: Artificial Intelligence Pilot Project. This project will start CAWD on a path to using artificial intelligence algorithms for SCADA monitoring and control. It is proposed that the pilot project be focused on “Anomaly Detection” which can detect outliers in SCADA data to alert operations staff of any parameter that is outside a statistically normal range.
- \$150,000: Replace the PB-7 flatbed crane truck which has a lifting capacity of 10,000 lbs. Of the amount budgeted, \$100,000 is carried over from the prior year.
- \$100,000: Improvements to the access road going into pump station P5 (Sunset Lane).
- \$75,000: Replace a trailer mounted 6-inch pump with sound-reducing enclosure capable of transporting wastewater will be purchased for smaller pump station bypass operations.
- \$50,000: Replace the 60hp sewer pumps at sewer pump station P7 (18th Fairway at Pebble Beach Golf Links). The entire amount budgeted is carried over from the prior year.
- \$50,000: Paint the exterior stucco of the maintenance shop and equipment bay buildings. The entire amount budgeted is carried over from the prior year.

- \$50,000: Replace the easement line cleaning equipment which extends the range of the line cleaning truck so that sewer lines located in areas with no vehicle accessibility can be reached without manually pulling hose.

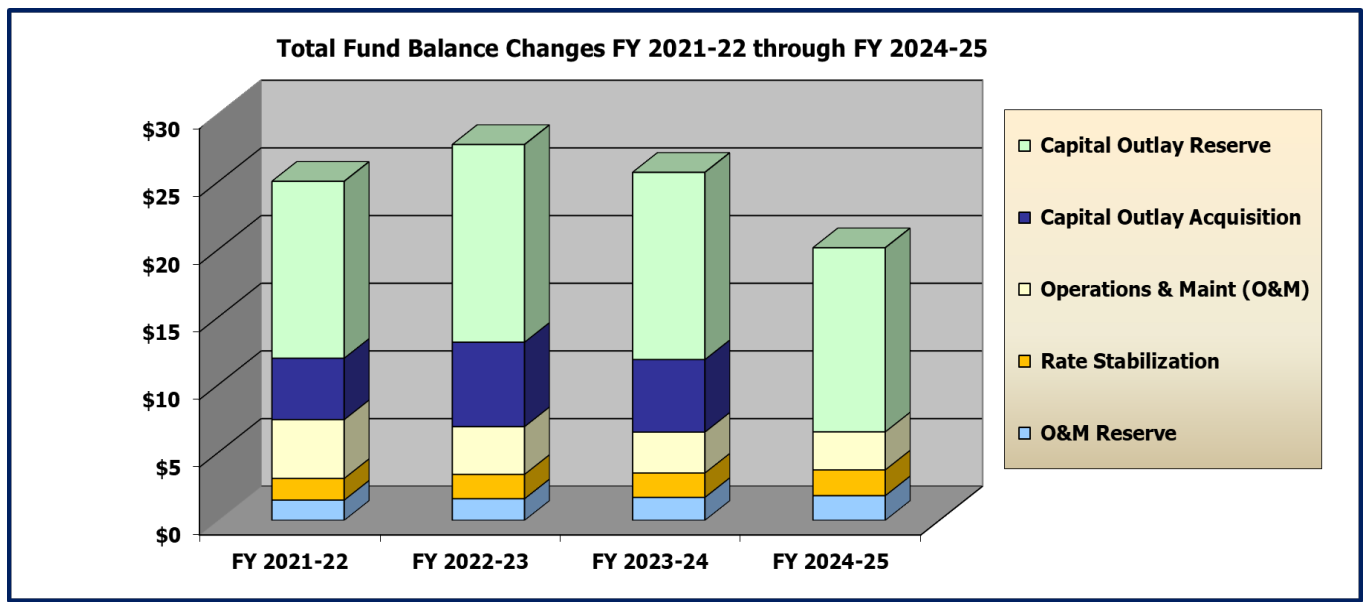
Reclamation:

- \$250,000: Replace three strainers that remove algae material prior to distribution at the Forest Lake reservoir.
- \$100,000: Rehabilitate the motor control cabinet at the Viscaino Rd. potable water station.

Fund Balance / Working Capital

The following table and chart display the change in the District’s total fund balance for the FY 2021-22 through FY 2024-25 (in millions) 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 FY 2021-22	Actual FY 2022-23	Estimated FY 2023-24	Budget FY 2024-25
Beginning Fund Balance	\$ 26.5	\$ 25.0	\$ 27.8	\$ 30.0
Revenue	20.0	22.9	24.0	24.9
Expenditures	(21.4)	(20.2)	(21.7)	(30.5)
Change in Fund Balance	(1.4)	2.7	2.3	(5.6)
Ending Fund Balance	\$ 25.0	\$ 27.8	\$ 30.0	\$ 24.5
Designations				
O&M Reserve	\$ 1.5	\$ 1.6	\$ 1.7	\$ 1.8
Rate Stabilization	1.6	1.8	1.8	1.9
Operations & Maint (O&M)	4.3	3.5	3.0	2.8
Capital Outlay Acquisition	4.5	6.2	5.4	-
Capital Outlay Reserve	13.1	14.6	13.8	13.6
Special Project Reserve	-	-	4.3	4.3
Total	\$ 25.0	\$ 27.8	\$ 30.0	\$ 24.5



Budget Schedule

The Statutory deadline for adopting the Final Budget is September 1, 2024. It is recommended the final budget be adopted on June 28, 2024. 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 was mailed to all District property owners 45 days in advance as required by State law.

Enclosure: Resolution No. 24-17, 18, 19, 20, 21, 22

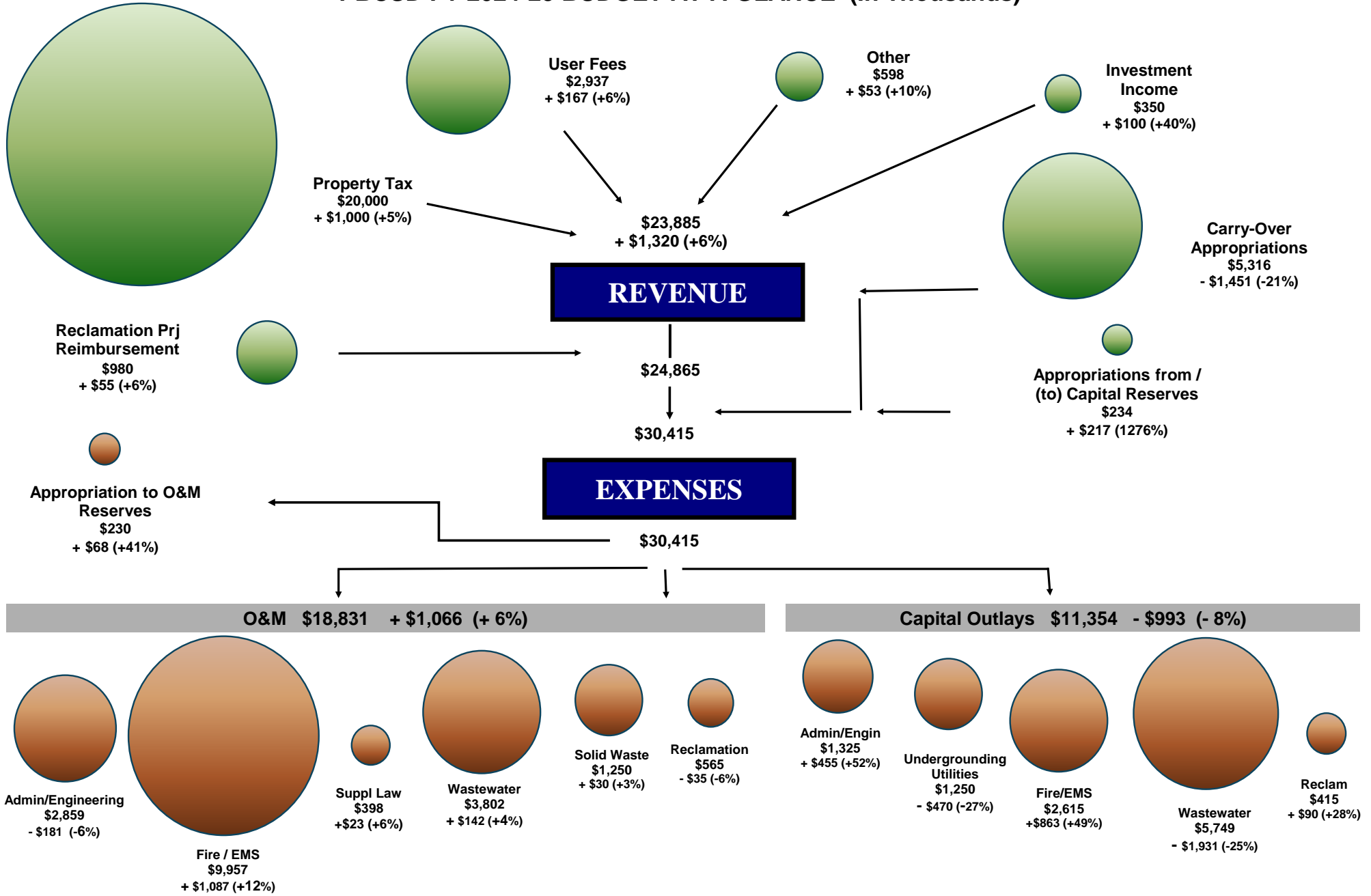
FINAL BUDGET

FY 2024-25

BUDGET SUMMARY



PBCSD FY 2024-25 BUDGET-AT-A-GLANCE (In Thousands)



**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2024-25 FINAL BUDGET**

TOTAL - ALL FUNDS / DEPARTMENTS

	ADMIN / ENGINEERING	FIRE PROTECTION	UNDERGROUND UTILITIES	POLICE PROTECTION	WASTEWATER / MAINTENANCE	SOLID WASTE	RECLAMATION	TOTAL FY 2024-25	BUDGET FY 2023-24	ESTIMATED ACTUAL FY 2023-24
REVENUES										
Property Tax	\$ 3,307,000	\$ 11,231,000	\$ 2,064,000	\$ 398,000	\$ 3,000,000			\$ 20,000,000	\$ 19,000,000	\$ 19,300,000
Charges for Services		200,000			1,635,000	\$ 1,102,000		2,937,000	2,770,000	2,736,000
Investment Income	42,000	134,000			174,000			350,000	250,000	659,000
Other	100,000	298,000			47,000	153,000		598,000	545,000	573,000
Subtotal Current Revenue	\$ 3,449,000	\$ 11,863,000	\$ 2,064,000	\$ 398,000	\$ 4,856,000	\$ 1,255,000	\$ -	\$ 23,885,000	\$ 22,565,000	\$ 23,268,000
Reclamation Reimbursements							980,000	980,000	925,000	681,000
Subtotal Current Revenues and Reimbursements	\$ 3,449,000	\$ 11,863,000	\$ 2,064,000	\$ 398,000	\$ 4,856,000	\$ 1,255,000	\$ 980,000	\$ 24,865,000	\$ 23,490,000	\$ 23,949,000
Appropriations from / (to) Capital Outlay Reserves	-	-	(1,564,000)	-	1,798,000	-	-	234,000	17,000	(6,211,000)
Carry-over Appropriations	735,000	814,000	750,000	-	3,017,000			5,316,000	6,767,000	4,166,000
TOTAL REVENUES	\$ 4,184,000	\$ 12,677,000	\$ 1,250,000	\$ 398,000	\$ 9,671,000	\$ 1,255,000	\$ 980,000	\$ 30,415,000	\$ 30,274,000	\$ 21,904,000
EXPENDITURES										
Operations	\$ 2,859,000	\$ 9,957,000		\$ 398,000	\$ 3,802,000	\$ 1,250,000	\$ 565,000	\$ 18,831,000	\$ 17,765,000	\$ 16,778,000
Capital Outlays	1,325,000	2,615,000	\$ 1,250,000	-	5,749,000		415,000	11,354,000	12,347,000	5,026,000
Subtotal	\$ 4,184,000	\$ 12,572,000	\$ 1,250,000	\$ 398,000	\$ 9,551,000	\$ 1,250,000	\$ 980,000	\$ 30,185,000	\$ 30,112,000	\$ 21,804,000
Appropriations to O&M Reserves	-	105,000		-	120,000	5,000		230,000	162,000	100,000
TOTAL EXPENDITURES	\$ 4,184,000	\$ 12,677,000	\$ 1,250,000	\$ 398,000	\$ 9,671,000	\$ 1,255,000	\$ 980,000	\$ 30,415,000	\$ 30,274,000	\$ 21,904,000

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2024-25 FINAL BUDGET**

1. OPERATIONS

	ADMIN / ENGINEERING	FIRE PROTECTION	UNDERGROUND UTILITIES	POLICE PROTECTION	WASTEWATER / MAINTENANCE	SOLID WASTE	RECLAMATION	TOTAL FY 2024-25	BUDGET FY 2023-24	ESTIMATED ACTUAL FY 2023-24
REVENUES										
Property Tax	\$ 2,745,000	\$ 9,515,000		\$ 398,000	\$ 2,178,000			\$14,836,000	\$13,912,000	\$12,882,000
Charges for Services		200,000			1,635,000	\$ 1,102,000		2,937,000	2,770,000	2,736,000
Investment Income	14,000	49,000			62,000			125,000	100,000	236,000
Other	100,000	298,000			47,000	153,000		598,000	545,000	573,000
Subtotal	\$ 2,859,000	\$10,062,000	\$ -	\$ 398,000	\$ 3,922,000	\$ 1,255,000	\$ -	\$18,496,000	\$17,327,000	\$16,427,000
Reclamation Reimbursements							565,000	565,000	600,000	451,000
TOTAL REVENUES	\$ 2,859,000	\$10,062,000	\$ -	\$ 398,000	\$ 3,922,000	\$ 1,255,000	\$ 565,000	\$19,061,000	\$17,927,000	\$16,878,000
EXPENDITURES										
Personnel	\$ 1,954,000				\$ 1,036,000		\$ 148,000	\$ 3,138,000	\$ 3,306,000	\$ 3,633,000
Other O&M	769,000	\$ 1,283,000		\$ 14,000	670,000	\$ 89,000	417,000	3,242,000	3,069,000	2,680,000
Contractual Services		8,200,000		365,000	1,915,000	1,102,000		11,582,000	10,570,000	10,465,000
Contingency - 5%	136,000	474,000		19,000	181,000	59,000		869,000	820,000	-
Subtotal	\$ 2,859,000	\$ 9,957,000	\$ -	\$ 398,000	\$ 3,802,000	\$ 1,250,000	\$ 565,000	\$18,831,000	\$17,765,000	\$16,778,000
Appropriations to O&M Reserves	-	105,000		-	120,000	5,000		230,000	162,000	100,000
TOTAL EXPENDITURES	\$ 2,859,000	\$10,062,000	\$ -	\$ 398,000	\$ 3,922,000	\$ 1,255,000	\$ 565,000	\$19,061,000	\$17,927,000	\$16,878,000

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2024-25 FINAL BUDGET**

2. CAPITAL OUTLAY

	ADMIN / ENGINEERING	FIRE PROTECTION	UNDERGROUND UTILITIES	POLICE PROTECTION	WASTEWATER / MAINTENANCE	SOLID WASTE	RECLAMATION	TOTAL FY 2024-25	BUDGET FY 2023-24	ESTIMATED ACTUAL FY 2023-24
REVENUES										
Property Tax Transfer from Operations Fund	\$ 562,000	\$ 1,716,000	\$ 2,064,000		\$ 822,000			\$ 5,164,000	\$ 5,088,000	\$ 6,418,000
Investment Income	28,000	85,000			112,000			225,000	150,000	423,000
Subtotal Current Revenue	\$ 590,000	\$ 1,801,000	\$ 2,064,000	\$ -	\$ 934,000	\$ -	\$ -	\$ 5,389,000	\$ 5,238,000	\$ 6,841,000
Reclamation Reimbursements							415,000	415,000	325,000	230,000
Subtotal Current Revenues and Reimbursements	\$ 590,000	\$ 1,801,000	\$ 2,064,000	\$ -	\$ 934,000	\$ -	\$ 415,000	\$ 5,804,000	\$ 5,563,000	\$ 7,071,000
Appropriations from / (to) Capital Outlay Reserves			(1,564,000)		1,798,000			234,000	17,000	(6,211,000)
Carry-over Appropriations	735,000	814,000	750,000	-	3,017,000			5,316,000	6,767,000	4,166,000
TOTAL REVENUES	\$ 1,325,000	\$ 2,615,000	\$ 1,250,000	\$ -	\$ 5,749,000	\$ -	\$ 415,000	\$ 11,354,000	\$12,347,000	\$ 5,026,000
EXPENDITURES										
Capital Outlay Expenditures	\$ 1,325,000	\$ 2,615,000	\$ 1,250,000	\$ -	\$ 5,749,000	\$ -	\$ 415,000	\$ 11,354,000	\$12,347,000	\$ 5,026,000
TOTAL EXPENDITURES	\$ 1,325,000	\$ 2,615,000	\$ 1,250,000	\$ -	\$ 5,749,000	\$ -	\$ 415,000	\$ 11,354,000	\$12,347,000	\$ 5,026,000

FINAL BUDGET

FY 2024-25

REVENUE AND EXPENDITURE DETAIL



**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2024-25 FINAL BUDGET**

REVENUE DETAIL

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	PROPOSED FY 2024-25	FY 2022-23 BUDGET \$ %
I. PROPERTY TAX						
Property Tax	\$ 19,000,000	\$ 19,300,000	\$ 19,300,000	\$ 19,300,000	\$ 20,000,000	\$ 1,000,000 5%
SUBTOTAL	\$ 19,000,000	\$ 19,300,000	\$ 19,300,000	\$ 19,300,000	\$ 20,000,000	\$ 1,000,000 5%
II. CHARGES FOR SERVICES						
Sewer Service Charges	\$ 1,500,000	\$ 1,463,000	\$ 1,463,000	\$ 1,463,000	\$ 1,635,000	\$ 135,000 9%
Residential Garbage Basic Service Charges	1,070,000	1,073,000	1,073,000	1,073,000	1,102,000	32,000 3%
Fire Service Special Tax	200,000	200,000	200,000	200,000	200,000	- 0%
SUBTOTAL	\$ 2,770,000	\$ 2,736,000	\$ 2,736,000	\$ 2,736,000	\$ 2,937,000	\$ 167,000 6%
III. INVESTMENT INCOME						
Operations	\$ 100,000	\$ 236,000	\$ 236,000	\$ 236,000	\$ 125,000	\$ 25,000 25%
Capital Outlay	150,000	423,000	423,000	423,000	225,000	75,000 50%
SUBTOTAL	\$ 250,000	\$ 659,000	\$ 659,000	\$ 659,000	\$ 350,000	\$ 100,000 40%
IV. OTHER REVENUE						
Proposition 172 Funds	\$ 260,000	\$ 289,000	\$ 289,000	\$ 289,000	\$ 298,000	\$ 38,000 15%
Garbage Franchise Fees	200,000	216,000	216,000	216,000	219,000	19,000 10%
Sewer Connection and Permit Fees	45,000	33,000	33,000	33,000	40,000	(5,000) -11%
PBCSD Support Services / Office Rent	12,000	13,000	13,000	13,000	13,000	1,000 8%
Other Miscellaneous Revenue & Refunds	28,000	22,000	22,000	22,000	28,000	- 0%
SUBTOTAL	\$ 545,000	\$ 573,000	\$ 573,000	\$ 573,000	\$ 598,000	\$ 53,000 10%
SUBTOTAL CURRENT REVENUES	\$ 22,565,000	\$ 23,268,000	\$ 23,268,000	\$ 23,268,000	\$ 23,885,000	\$ 1,320,000 6%
V. REIMBURSEMENTS						
Reclamation Project Operations	\$ 600,000	\$ 451,000	\$ 451,000	\$ 451,000	\$ 565,000	\$ (35,000) -6%
Reclamation Project Capital Outlays	325,000	230,000	230,000	230,000	415,000	90,000 28%
SUBTOTAL	\$ 925,000	\$ 681,000	\$ 681,000	\$ 681,000	\$ 980,000	\$ 55,000 6%
TOTAL CURRENT REVENUES	\$ 23,490,000	\$ 23,949,000	\$ 23,949,000	\$ 23,949,000	\$ 24,865,000	\$ 1,375,000 6%
VI. ALLOCATIONS & OTHER APPROPRIATIONS						
Appropriations from / (to) Capital Outlay Reserves	\$ 17,000	\$ (6,211,000)	\$ (6,211,000)	\$ (6,211,000)	\$ 234,000	\$ 217,000 1276%
Carry-over Appropriations	6,767,000	4,166,000	4,166,000	4,166,000	5,316,000	(1,451,000) -21%
SUBTOTAL	\$ 6,784,000	\$ (2,045,000)	\$ (2,045,000)	\$ (2,045,000)	\$ 5,550,000	\$ (1,234,000) -18%
TOTAL REVENUES	\$ 30,274,000	\$ 21,904,000	\$ 21,904,000	\$ 21,904,000	\$ 30,415,000	\$ 141,000 0%

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2024-25 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL
ADMINISTRATION / ENGINEERING**

	PROJECTED		CHANGE FROM		
	BUDGET FY 2023-24	ACTUAL FY 2023-24	PROPOSED FY 2024-25	FY 2023-24 BUDGET \$	%
I. PERSONNEL					
Salaries & Wages	\$ 1,491,000	\$ 1,369,000	\$ 1,331,000	\$ (160,000)	-11%
Payroll Taxes	137,000	127,000	130,000	(7,000)	-5%
Benefits	552,000	946,000	528,000	(24,000)	-4%
Subtotal	\$ 2,180,000	\$ 2,442,000	\$ 1,989,000	\$ (191,000)	-9%
Allocation to Reclamation Project	(35,000)	(32,000)	(35,000)	-	0%
TOTAL PERSONNEL	\$ 2,145,000	\$ 2,410,000	\$ 1,954,000	\$ (191,000)	-9%
II. GENERAL OPERATIONS					
Programs & Charges					
Association Memberships & Support Contributions	\$ 35,000	\$ 33,000	\$ 35,000	\$ -	0%
Director Fees	10,000	9,000	10,000	-	0%
Election	-	-	30,000	30,000	N/A
LAFCO Budget - PBCSD Share	32,000	32,000	33,000	1,000	3%
County Property Tax Admin Chgs	193,000	156,000	200,000	7,000	4%
Insurance - Liability & Property	24,000	25,000	26,000	2,000	8%
Training / Conference & Travel	21,000	12,000	21,000	-	0%
Subtotal	\$ 315,000	\$ 267,000	\$ 355,000	\$ 40,000	13%
Professional & Technical Services					
Newsletters, Notices, Advertisements Production & Mailing	\$ 41,000	\$ 36,000	\$ 41,000	\$ -	0%
Legal	40,000	32,000	40,000	-	0%
Auditing & Accounting	40,000	32,000	42,000	2,000	5%
Administrative Support	15,000	33,000	20,000	5,000	33%
Other Professional Services	33,000	10,000	33,000	-	0%
Safety & Wellness	9,000	5,000	9,000	-	0%
Information Sys/ Network & Software	57,000	54,000	57,000	-	0%
Subtotal	\$ 235,000	\$ 202,000	\$ 242,000	\$ 7,000	3%
Materials / Supplies/ Equipment & Maintenance					
Housekeeping & Hospitality	\$ 23,000	\$ 27,000	\$ 23,000	\$ -	0%
Building & Facilities Maintenance	53,000	35,000	52,000	(1,000)	-2%
Office / Network & Subscriptions	84,000	41,000	48,000	(36,000)	-43%
Network Hardware / Software Maintenance Subscriptions	10,000	11,000	12,000	2,000	20%
Subtotal	\$ 170,000	\$ 114,000	\$ 135,000	\$ (35,000)	-21%
TOTAL GENERAL OPERATIONS	\$ 720,000	\$ 583,000	\$ 732,000	\$ 12,000	2%

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2024-25 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL
ADMINISTRATION / ENGINEERING**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	PROPOSED FY 2024-25	FY 2023-24 BUDGET \$ %
III UTILITIES						
Gas & Electricity	\$ 10,000	\$ 10,000	\$ 11,000	\$ 1,000	10%	
Telephone / Communications & Internet	17,000	25,000	22,500	5,500	32%	
Water	3,000	3,000	3,500	500	17%	
TOTAL UTILITIES	\$ 30,000	\$ 38,000	\$ 37,000	\$ 7,000	23%	
5% CONTINGENCY	\$ 145,000	\$ -	\$ 136,000	\$ (9,000)	-6%	
TOTAL ADMIN & ENGINEERING	\$ 3,040,000	\$ 3,031,000	\$ 2,859,000	\$ (181,000)	-6%	

POLICE PROTECTION / SECURITY

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	PROPOSED FY 2024-25	FY 2023-24 BUDGET \$ %
I. GENERAL OPERATIONS						
Materials / Supplies & Equipment	\$ 6,000	\$ 7,000	\$ 8,000	\$ 2,000	33%	
Educational Prg & Sober Grad Sponsorships	6,000	3,000	6,000	-	0%	
TOTAL GENERAL OPERATIONS	\$ 12,000	\$ 10,000	\$ 14,000	\$ 2,000	17%	
II. CONTRACTUAL SERVICES						
Suppl Law & Traffic Enforcement Svc (CHP)	\$ 340,000	\$ 259,000	\$ 360,000	\$ 20,000	6%	
Other Law Enforcement Services (Mo County Sherriff)	5,000	-	5,000	-	0%	
TOTAL CONTRACTUAL SERVICES	\$ 345,000	\$ 259,000	\$ 365,000	\$ 20,000	6%	
5% CONTINGENCY	\$ 18,000	\$ -	\$ 19,000	\$ 1,000	6%	
TOTAL POLICE PROTECTION / SECURITY	\$ 375,000	\$ 269,000	\$ 398,000	\$ 23,000	6%	

PEBBLE BEACH COMMUNITY SERVICES DISTRICT

FY 2024-25 FINAL BUDGET

OPERATING EXPENDITURES DETAIL

FIRE / EMERGENCY MEDICAL

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	PROPOSED FY 2024-25	FY 2023-24 BUDGET \$ %
I GENERAL OPERATIONS						
Programs & Charges						
Insurance - Liability & Property	\$ 34,000	\$ 32,000	\$ 35,000	\$ 1,000	3%	
Subtotal	\$ 34,000	\$ 32,000	\$ 35,000	\$ 1,000	3%	
Professional & Technical Services						
Information Sys/Network & Software	\$ 31,000	\$ 30,000	\$ 31,000	\$ -	0%	
Subtotal	\$ 31,000	\$ 30,000	\$ 31,000	\$ -	0%	
Materials / Supplies/ Equipment & Maintenance						
Shop & Small Tools	\$ 5,000	\$ 8,000	\$ 6,000	\$ 1,000	20%	
Housekeeping & Hospitality	20,000	21,000	36,000	16,000	80%	
Building & Facilities Maintenance	35,000	19,000	25,000	(10,000)	-29%	
Office/Network & Software	14,000	14,000	41,000	27,000	193%	
Subtotal	\$ 74,000	\$ 62,000	\$ 108,000	\$ 34,000	46%	
TOTAL GENERAL OPERATIONS	\$ 139,000	\$ 124,000	\$ 174,000	\$ 35,000	25%	
II FIRE DEPT OPERATIONS (Supplies / Equip and R&M)						
Vehicles & Equipment	\$ 34,000	\$ 39,000	\$ 50,000	\$ 16,000	47%	
Fire Hose	9,000	4,000	9,000	-	0%	
Self Contained Breathing Apparatus (SCBA)	10,000	10,000	34,000	24,000	240%	
Personnel & Safety	44,000	50,000	50,000	6,000	14%	
Uniform & Laundry Svc	3,000	-	13,000	10,000	333%	
TOTAL FIRE DEPT OPERATIONS	\$ 100,000	\$ 103,000	\$ 156,000	\$ 56,000	56%	
III FIRE PREVENTION PROGRAM						
District Public Safety Day & Open House	\$ 45,000	\$ 60,000	\$ 65,000	\$ 20,000	44%	
Community Event (Zombie Race)	24,000	29,000	35,000	11,000	46%	
Pebble Beach Station Prevention O/M	19,000	34,000	23,000	4,000	21%	
Fire Hazard Inspection Program Expenses	7,000	6,000	7,000	-	0%	
Fire Hazard Abatement Clearance	10,000	-	10,000	-	0%	
Residential & Vacant Lot Clearance Reimb.	(10,000)	-	(10,000)	-	0%	
Fire Defense Projects	500,000	422,000	500,000	-	0%	
Fire Prevention Shared O&M	92,000	98,000	129,000	37,000	40%	
Fire Hydrant Testing & Maintenance Svc	100,000	96,000	100,000	-	0%	
Fire Defense Space Inspectors	89,000	110,000	174,000	85,000	96%	
Less: Cypress & C. Highlands Reimb	(257,000)	(212,000)	(302,000)	(45,000)	18%	
TOTAL FIRE PREVENTION PROGRAM	\$ 619,000	\$ 643,000	\$ 731,000	\$ 112,000	18%	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2024-25 FINAL BUDGET
OPERATING EXPENDITURES DETAIL
FIRE / EMERGENCY MEDICAL**

	BUDGET FY 2023-24	PROJECTED ACTUAL FY 2023-24	PROPOSED FY 2024-25	CHANGE FROM FY 2023-24 BUDGET	
				\$	%
IV FIRE DEPT COST SHARE					
Water Rescue Program (33.5% PBCSD)	\$ 30,000	\$ 37,000	\$ 33,000	\$ 3,000	10%
Drone Program	8,000	7,000	44,000	36,000	450%
Paramedic Program (37.5% PBCSD)	83,000	102,000	100,000	17,000	20%
Battalion Joint Training Prg (37.5% PBCSD)	73,000	77,000	77,000	4,000	5%
Carmel Hill Station (50% PBCSD)	31,000	23,000	26,000	(5,000)	-16%
Command & Support Staff (37.5% PBCSD)	17,000	11,000	20,500	3,500	21%
Less: Cypress & C. Highlands Reimb	(118,000)	(136,000)	(157,500)	(39,500)	33%
Automatic Vehicle Locator Prg	54,000	37,000	58,000	4,000	7%
Less: Cypress / C. Highlands / Aromas / Soledad & So Monterey County Reimb (70.8%)	(38,000)	(24,000)	(41,000)	(3,000)	8%
TOTAL FIRE DEPT COST SHARE	\$ 140,000	\$ 134,000	\$ 160,000	\$ 20,000	14%
V UTILITIES					
Gas & Electricity	\$ 31,000	\$ 30,000	\$ 34,000	\$ 3,000	10%
Telephone & Communications	11,000	12,000	18,000	7,000	64%
Water	8,000	9,000	10,000	2,000	25%
TOTAL UTILITIES	\$ 50,000	\$ 51,000	\$ 62,000	\$ 12,000	24%
VI CONTRACTUAL SERVICES					
CAL FIRE Schedule A Fire Protection / Emerg Medical & Advanced Life Support Svc	\$ 7,400,000	\$ 7,380,000	\$ 8,200,000	\$ 800,000	11%
TOTAL CONTRACTUAL SERVICES	\$ 7,400,000	\$ 7,380,000	\$ 8,200,000	\$ 800,000	11%
5% CONTINGENCY	\$ 422,000	\$ -	\$ 474,000	\$ 52,000	12%
TOTAL FIRE DEPARTMENT	\$ 8,870,000	\$ 8,435,000	\$ 9,957,000	\$ 1,087,000	12%

PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2024-25 FINAL BUDGET
OPERATING EXPENDITURES DETAIL
WASTEWATER / MAINTENANCE

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	PROPOSED FY 2024-25	FY 2023-24 BUDGET \$ %
I. PERSONNEL						
Salaries & Wages	\$ 735,000	\$ 705,000	\$ 790,000	\$ 55,000	7%	
Payroll Taxes	84,000	71,000	89,000	5,000	6%	
Benefits	307,000	415,000	270,000	(37,000)	-12%	
Subtotal	\$ 1,126,000	\$ 1,191,000	\$ 1,149,000	\$ 23,000	2%	
Allocation to Reclamation Project	(98,000)	(100,000)	(113,000)	(15,000)	15%	
TOTAL PERSONNEL	\$ 1,028,000	\$ 1,091,000	\$ 1,036,000	\$ 8,000	1%	
II. GENERAL OPERATIONS						
Programs & Charges						
Association Memberships & Certifications	\$ 12,000	\$ 10,000	\$ 13,000	\$ 1,000	8%	
District Open House & Public Safety Day	6,000	4,000	-	(6,000)	-100%	
Insurance - Liability & Property	31,000	33,000	36,000	5,000	16%	
Training / Conference & Travel	26,000	17,000	26,000	-	0%	
Subtotal	\$ 75,000	\$ 64,000	\$ 75,000	\$ (0)	0%	
Professional & Technical Services						
Contractual Maintenance	\$ 15,000	\$ 8,000	\$ 10,000	\$ (5,000)	-33%	
Safety & Wellness	11,000	10,000	13,000	2,000	18%	
Professional Engineering & Consulting	35,000	-	35,000	-	0%	
Information Sys, Network & Software	17,000	2,000	17,000	-	0%	
Subtotal	\$ 78,000	\$ 20,000	\$ 75,000	\$ (3,000)	-4%	
Materials/Supplies/Equipment & Maintenance						
Shop & Small Tools	\$ 10,000	\$ 10,000	\$ 15,000	\$ 5,000	50%	
Housekeeping & Hospitality	5,000	5,000	5,000	-	0%	
Office / Network & Software	10,000	8,000	9,000	(1,000)	-10%	
Personnel Protective & Safety	25,000	25,000	25,000	-	0%	
Laundry & Uniform Services	17,000	17,000	17,000	-	0%	
Subtotal	\$ 67,000	\$ 65,000	\$ 71,000	\$ 4,000	6%	
TOTAL GENERAL OPERATIONS	\$ 220,000	\$ 149,000	\$ 221,000	\$ 1,000	0%	
III BUILDING & FACILITIES						
Gasoline & Diesel Fuel	\$ 80,000	\$ 80,000	\$ 82,000	\$ 2,000	3%	
Less: CAL FIRE & Reclam Reimb.	(55,000)	(57,000)	(57,000)	(2,000)	4%	
Subtotal	\$ 25,000	\$ 23,000	\$ 25,000	\$ -	0%	
Materials/Supplies & Maintenance						
Buildings / Facilities Repairs & Maintenance	\$ 38,500	\$ 19,000	\$ 44,000	\$ 5,500	14%	
Subtotal	\$ 38,500	\$ 19,000	\$ 44,000	\$ 5,500	14%	
TOTAL BUILDING & FACILITIES	\$ 63,500	\$ 42,000	\$ 69,000	\$ 5,500	9%	

PEBBLE BEACH COMMUNITY SERVICES DISTRICT

FY 2024-25 FINAL BUDGET

OPERATING EXPENDITURES DETAIL

WASTEWATER / MAINTENANCE

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	PROPOSED FY 2024-25	FY 2023-24 BUDGET \$ %
IV. WASTEWATER OPERATIONS (Supplies / Equipment and R&M)						
Vehicles & Equipment	\$ 36,500	\$ 38,000	\$ 46,000	\$ 9,500	26%	
Permits	14,500	17,000	16,000	1,500	10%	
Sewer Pump Stations	124,000	122,000	112,000	(12,000)	-10%	
Subsurface Lines & Equipment	101,000	110,000	69,000	(32,000)	-32%	
Call Out Mileage Expense	1,000	1,000	1,000	-	0%	
TOTAL WASTEWATER OPERATIONS	\$ 277,000	\$ 288,000	\$ 244,000	\$ (33,000)	-12%	
V. UTILITIES						
Gas & Electricity	\$ 99,000	\$ 101,000	\$ 112,000	\$ 13,000	13%	
Telephone & Communications	37,500	31,000	16,000	(21,500)	-57%	
Water	6,000	6,000	8,000	2,000	33%	
TOTAL UTILITIES	\$ 142,500	\$ 138,000	\$ 136,000	\$ (6,500)	-5%	
VI. CONTRACTUAL SERVICES						
CAWD Sewer Treatment & Disposal	\$ 1,850,000	\$ 1,810,000	\$ 2,000,000	\$ 150,000	8%	
Allocation to Reclamation Prj (Source Water)	(95,000)	(55,000)	(85,000)	10,000	-11%	
TOTAL CONTRACTUAL SERVICES	\$ 1,755,000	\$ 1,755,000	\$ 1,915,000	\$ 160,000	9%	
5% CONTINGENCY	\$ 174,000	\$ -	\$ 181,000	\$ 7,000	4%	
TOTAL WASTEWATER / MAINTENANCE	\$ 3,660,000	\$ 3,463,000	\$ 3,802,000	\$ 142,000	4%	

SOLID WASTE

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	PROPOSED FY 2024-25	FY 2023-24 BUDGET \$ %
I. GENERAL OPERATIONS						
Household Hazardous Waste Recycling Event	\$ 40,000	\$ 42,000	\$ 45,000	\$ 5,000	13%	
Zero Waste & Recycling Programs Support	13,000	-	13,000	-	0%	
Franchise Contract Management Svcs	5,000	6,000	7,000	2,000	40%	
SB1383 Related Costs	30,000	9,000	23,000	(7,000)	-23%	
Medical Waste Take Back Program	1,000	1,000	1,000	-	0%	
TOTAL GENERAL OPERATIONS	\$ 89,000	\$ 58,000	\$ 89,000	\$ -	0%	
II. CONTRACTUAL SERVICES						
Green Waste Recovery: Basic Residential Collection & Disposal Services	\$ 1,070,000	\$ 1,071,000	\$ 1,102,000	\$ 32,000	3%	
TOTAL CONTRACTUAL SERVICES	\$ 1,070,000	\$ 1,071,000	\$ 1,102,000	\$ 32,000	3%	
5% CONTINGENCY	\$ 61,000	\$ -	\$ 59,000	\$ (2,000)	-3%	
TOTAL SOLID WASTE	\$ 1,220,000	\$ 1,129,000	\$ 1,250,000	\$ 30,000	3%	

PEBBLE BEACH COMMUNITY SERVICES DISTRICT

FY 2024-25 FINAL BUDGET

OPERATING EXPENDITURES DETAIL

RECLAMATION

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	PROPOSED FY 2024-25	FY 2023-24 BUDGET \$ %
I. ADMINISTRATIVE & GENERAL EXPENSES						
Salaries / Benefits & Overhead (Admin & Engin.)						
Salaries	\$ 23,500	\$ 20,000	\$ 23,500	\$ -	0%	
Payroll Taxes / Benefits & Overhead	11,500	12,000	11,500	-	0%	
Subtotal	\$ 35,000	\$ 32,000	\$ 35,000	\$ -	0%	
Other Administrative & General Expenses						
Directors Fees	\$ 500	\$ 500	\$ 500	\$ -	0%	
Insurance - Property & Liability	9,000	9,500	11,000	2,000	22%	
Insurance - Earthquake	31,000	32,000	36,500	5,500	18%	
Insurance Forest Lake Dam Failure Liability	4,500	4,000	5,000	500	11%	
Subtotal	\$ 45,000	\$ 46,000	\$ 53,000	\$ 8,000	18%	
TOTAL ADMINISTRATIVE & GENERAL	\$ 80,000	\$ 78,000	\$ 88,000	\$ 8,000	10%	
II. DISTRIBUTION SYSTEM O&M EXPENSES						
Salaries, Benefits & Overhead (Maintenance)						
Salaries	\$ 65,000	\$ 67,000	\$ 75,000	\$ 10,000	15%	
Payroll Taxes / Benefits & Overhead	33,000	33,000	38,000	5,000	15%	
Subtotal	\$ 98,000	\$ 100,000	\$ 113,000	\$ 15,000	15%	
Energy & Utilities						
Gas & Electricity	\$ 34,000	\$ 39,000	\$ 44,000	\$ 10,000	29%	
Telephone & Communications	14,500	11,500	2,000	(12,500)	-86%	
Forest Lake Eye Wash Station Water	1,500	1,000	1,500	-	0%	
Subtotal	\$ 50,000	\$ 51,500	\$ 47,500	\$ (2,500)	-5%	
Other Distribution System O&M						
Permits	\$ 30,000	\$ 29,000	\$ 32,000	\$ 2,000	7%	
Distribution Lines Repairs & Maint.	10,000	-	15,000	5,000	50%	
Viscaino Pump Station Repairs & Maint.	14,000	4,000	5,000	(9,000)	-64%	
Forest Lake Reservoir Repairs & Maint.	35,000	27,000	35,000	-	0%	
Storage Tank Repairs & Maint.	2,000	1,000	2,000	-	0%	
Employee Call Out Mileage	2,000	2,000	2,000	-	0%	
Fuel	4,000	3,000	4,000	-	0%	
Training / Memberships & Certifications	2,500	4,500	5,000	2,500	100%	
Forest Lake Reservoir Operating Expenses	35,000	19,000	35,000	-	0%	
Forest Lake Chemicals	40,000	29,000	35,000	(5,000)	-13%	
Scada Software / Instrumentation	10,000	2,000	5,000	(5,000)	-50%	
Scada Platform Support Svcs Subscription	10,000	1,000	5,000	(5,000)	-50%	
Subtotal	\$ 194,500	\$ 121,500	\$ 180,000	\$ (14,500)	-7%	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
 FY 2024-25 FINAL BUDGET
 OPERATING EXPENDITURES DETAIL
 RECLAMATION**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2023-24	FY 2023-24	FY 2023-24	FY 2023-24	PROPOSED FY 2024-25	FY 2023-24 BUDGET \$ %
Professional Services						
Engineering Consulting	\$ 70,000	\$ 35,000	\$ 35,000	\$ (35,000)	-50%	
Other Professional Services	1,500	1,000	1,500	-	0%	
Subtotal	\$ 71,500	\$ 36,000	\$ 36,500	\$ (35,000)	-49%	
TOTAL DISTRIBUTION SYSTEM	\$ 414,000	\$ 309,000	\$ 377,000	\$ (37,000)	-9%	
III. ALTERNATIVE SOURCE WATER O&M						
Water Wells Supplies / Equip. / Repairs & Maint.	\$ 4,000	\$ 4,000	\$ 5,000	\$ 1,000	25%	
Dry-weather Diversion Facilities Supplies / Equip. / Repairs & Maint.	3,000	1,000	6,000	3,000	100%	
Remote Monitoring	4,000	4,000	4,000	-	0%	
Water Treatment Cost	95,000	55,000	85,000	(10,000)	-11%	
TOTAL SOURCE WATER	\$ 106,000	\$ 64,000	\$ 100,000	\$ (6,000)	-6%	
TOTAL RECLAMATION PRJ	\$ 600,000	\$ 451,000	\$ 565,000	\$ (35,000)	-6%	

PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2024-25 FINAL BUDGET
CAPITAL OUTLAYS SUMMARY

	BUDGET FY 2023-24	PROJECTED ACTUAL FY 2023-24	PROPOSED FY 2024-25	CHANGE FROM FY 2023-24 BUDGET		Information Only Carry Over FY 2023-24
				\$	%	
<u>ADMINISTRATION / ENGINEERING</u>						
Office Equipment	\$ 60,000	\$ 40,000	\$ 65,000	\$ 5,000	8%	\$ -
Facility Improvements	800,000	78,000	1,250,000	450,000	56%	725,000
Emergency Replacement Reserve	10,000	-	10,000	-	0%	10,000
Subtotal	\$ 870,000	\$ 118,000	\$ 1,325,000	\$ 455,000	52%	\$ 735,000
<u>FIRE</u>						
Fire Department Capital Projects & Equipment	\$ 1,732,000	\$ 805,000	\$ 2,595,000	\$ 863,000	50%	\$ 794,000
Emergency Replacement Reserve	20,000	-	20,000	-	0%	20,000
Subtotal	\$ 1,752,000	\$ 805,000	\$ 2,615,000	\$ 863,000	49%	\$ 814,000
<u>UNDERGROUNDING UTILITIES</u>						
Undergrounding Utilities Phase 4 Project	\$ 1,720,000	\$ 969,000	\$ 1,250,000	\$ (470,000)	-27%	\$ 750,000
Subtotal	\$ 1,720,000	\$ 969,000	\$ 1,250,000	\$ (470,000)	-27%	\$ 750,000
<u>WASTEWATER / MAINTENANCE</u>						
Treatment Plant Capital Outlays	\$ 1,370,000	\$ 845,000	\$ 209,000	\$ (1,161,000)	-85%	\$ 2,000
Pump Stations Rehabilitation	2,970,000	1,427,000	2,260,000	(710,000)	-24%	1,060,000
Sewer Replacement	1,790,000	58,000	2,235,000	445,000	25%	1,235,000
PBCSD Facilities Improvements	50,000	-	50,000	-	0%	50,000
Wastewater Equipment	1,450,000	574,000	945,000	(505,000)	-35%	620,000
Emergency Replacement Reserve	50,000	-	50,000	-	0%	50,000
Subtotal	\$ 7,680,000	\$ 2,904,000	\$ 5,749,000	\$ (1,931,000)	-25%	\$ 3,017,000
<u>RECLAMATION</u>						
Distribution System Improvements	\$ 300,000	\$ 225,000	\$ -	\$ (300,000)	-100%	
Reclamation Vehicles & Equipment	25,000	5,000	415,000	390,000	1560%	
Subtotal	\$ 325,000	\$ 230,000	\$ 415,000	\$ 90,000	28%	
TOTAL CAPITAL ITEMS	\$12,347,000	\$ 5,026,000	\$11,354,000	\$ (993,000)	-8%	\$ 5,316,000

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2024-25 FINAL BUDGET**

**CAPITAL OUTLAY DETAIL
ADMINISTRATION / ENGINEERING**

	PROPOSED FY 2024-25	<i>Information Only</i> CARRY OVER FY 2023-24
ADMIN FACILITIES IMPROVEMENTS / OFFICE EQUIPMENT		
Facility Improvement Project	\$ 1,000,000	\$ 500,000
Parking Lot Pavement	200,000	175,000
Board & Training Rooms Presentation Systems (2)	65,000	
Admin Offices & Fire Station Exterior Painting	50,000	50,000
TOTAL IMPROVEMENTS AND EQUIPMENT	\$ 1,315,000	\$ 725,000

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2024-25 FINAL BUDGET
CAPITAL OUTLAY DETAIL
FIRE / EMERGENCY MEDICAL**

	PROPOSED FY 2024-25	<i>Information Only</i> CARRY OVER FY 2023-24
FIRE DEPARTMENT CAPITAL PROJECTS & EQUIPMENT		
<u>Pebble Beach Fire Station</u>		
Ladder Truck 22	\$ 1,400,000	
Wildland Patrol Vehicle 22	525,000	\$ 450,000
Mobile Command Unit Rehabilitation	85,000	85,000
Base Radio Station Alerting System Upgrades	70,000	70,000
Thermal Imaging Cameras (5)	60,000	
Ladder Truck 22 Hydraulic Rescue Tools	50,000	
Gas House Shed Concrete Pad	30,000	30,000
SUBTOTAL	\$ 2,220,000	\$ 635,000
<u>Carmel Hill Station</u>		
Carmel Hill Station Base Radio Station Alerting System Upgrades	\$ 70,000	\$ 70,000
Less 50%: Cypress FPD Share	(35,000)	(35,000)
SUBTOTAL	\$ 35,000	\$ 35,000
<u>Shared Battalion Programs (PBCSD Serving as Lead Agency):</u>		
Fire Prevention Captains Vehicles (P26 / P27)	\$ 267,000	
Paramedic EKG Monitors (4)	200,000	
EMS Chief Vehicle (B26)	165,000	\$ 165,000
Portable Repeaters (2)	60,000	
Drone	50,000	
Less: Cypress FPD & Carmel Highlands FPD Share (62.5%)	(464,000)	(103,000)
SUBTOTAL	\$ 278,000	\$ 62,000
<u>Shared Battalion Programs Cypress FPD Serving as Lead Agency (PBCSD 37.5%):</u>		
Fire Operations Chief Vehicles (B21 / B22)	\$ 62,000	\$ 62,000
SUBTOTAL	\$ 62,000	\$ 62,000
TOTAL CAPITAL PROJECTS & EQUIPMENT	\$ 2,595,000	\$ 794,000

UNDERGROUNDING UTILITIES

CAPITAL IMPROVEMENT PROJECTS		
Undergrounding Utilities Phase 4 Project	\$ 1,250,000	\$ 750,000
TOTAL CAPITAL IMPROVEMENTS	\$ 1,250,000	\$ 750,000

PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2024-25 FINAL BUDGET
CAPITAL OUTLAY DETAIL
WASTEWATER / MAINTENANCE

	PROPOSED FY 2024-25	<i>Information Only</i> CARRY OVER FY 2023-24
CAPITAL IMPROVEMENT PROJECTS		
Sewer Line & Manhole Replacement Projects	\$ 2,235,000	\$ 1,235,000
TOTAL CAPITAL IMPROVEMENTS	\$ 2,235,000	\$ 1,235,000
CAPITAL PBCSD FACILITIES IMPROVEMENT PROJECTS		
Maintenance Shop & Equipment Bays Exterior Painting	\$ 50,000	\$ 50,000
TOTAL CAPITAL FACILITIES IMPROVEMENTS	\$ 50,000	\$ 50,000
PUMP STATIONS REHABILITATION PROJECTS		
Pump Station P3 Rehabilitation	\$ 1,495,000	\$ 995,000
Pump Station P4 Rehabilitation	500,000	
Pump Station P5 Access Rd. Improvement	100,000	
Pump Station P3 Crane Improvements	100,000	
Pump Station P7 Pumps (60HP)	50,000	50,000
Pump Station P7 Flow Meter	15,000	15,000
TOTAL PUMP STATIONS REHABILITATION	\$ 2,260,000	\$ 1,060,000
MAINTENANCE DEPARTMENT EQUIPMENT		
PB-8 Line Cleaning Truck	\$ 350,000	\$ 350,000
10" Portable Pump	255,000	150,000
PB-7 Crane Truck	150,000	100,000
6" Portable Pump	75,000	
GIS / CMMS Development	20,000	20,000
Easement Line Cleaning Equipment	50,000	
SCADA Servers (WW 75% / Reclam 25%)	45,000	
TOTAL MAINTENANCE DEPT EQUIPMENT	\$ 945,000	\$ 620,000

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2024-25 FINAL BUDGET**

**CAPITAL OUTLAY DETAIL
WASTEWATER TREATMENT PLANT**

(CAWD 1/3 PBCSD Share)

	PROPOSED FY 2024-25	<i>Information Only</i> CARRY OVER FY 2023-24
CAWD LONG-TERM CAPITAL PROJECTS		
Main Potable Water & Gas Main Repl (5.5% Collections)	\$ 95,000	
Artificial Intelligence Pilot Project	50,000	
Treatment Plant Perimeter Fencing	8,000	
TOTAL CAWD LONG-TERM CAPITAL PRJ	\$ 153,000	\$ -
CAWD EQUIPMENT		
Effluent Pump Impeller Parts	\$ 20,000	
Plant Utility Carts (2)	16,000	
Slide Gates for Secondary Clarifier D-Box	10,000	
SCADA Data Server Upgrade	8,000	
Laboratory Ion Chromatograph (90% Reclam)	2,000	\$ 2,000
TOTAL CAWD EQUIPMENT	\$ 56,000	\$ 2,000

RECLAMATION

EQUIPMENT (FOREST LAKE & DISTRIBUTION SYSTEM)		
Forest Lake Strainer Replacement	\$ 250,000	
Viscaino Rd Pump Station Pump Controls	100,000	
Viscaino Rd Pump Station Pump & Motor Starter (1)	25,000	
Poppy Hills Emergency Power Supply	25,000	
Scada System Servers & Software	15,000	
TOTAL CAPITAL EQUIPMENT	\$ 415,000	

FINAL BUDGET

FY 2024-25

FINAL BUDGET RESOLUTIONS

- 1) **No. 24-17** Approving Service Charges and Special Assessments for Sewer Collection and Treatment, Solid Waste Collection and Disposal, and Fire Protection Services within the District for the Fiscal Year 2024-25.
- 2) **No. 24-18** 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 2024-25.
- 3) **No. 24-19** Adopting Final Budget for Fiscal Year 2024-25.
- 4) **No. 24-20** Approving Positions, Classifications, and Pay Schedule for Fiscal Year 2024-25.
- 5) **No. 24-21** Adopting the Appropriations Limit for FY 2024-25.
- 6) **No. 24-22** Establishing the District Sewer Connection, Inspection and Permit Fee for Fiscal Year 2024-25



**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 24-17**

**APPROVING SERVICE CHARGES FOR SEWER COLLECTION AND
TREATMENT, SOLID WASTE COLLECTION AND DISPOSAL SERVICES;
AND A SPECIAL TAX FOR FIRE PROTECTION SERVICES WITHIN THE
DISTRICT FOR THE FISCAL YEAR 2024-25**

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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 sewer collection and treatment and solid waste collection and disposal services provided by the District on the County property tax roll; and

WHEREAS, it is necessary to fix rates for sewer collection and treatment services, solid waste 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 collection and treatment services* as displayed in the “**Exhibit A**” attached hereto,
 - b) basic residential *solid waste collection and disposal services*: **\$400.32**
 - 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 2024-25 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 2024, 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 28, 2024** by the following vote:

AYES: Directors:

NOES: Directors:

ABSENT: Directors:

ATTEST:

Leo M. Laska, Board President

Michael A. Niccum, Board Secretary

Exhibit A

RATE SCHEDULE FOR FY 2024-25 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 annual rates for operation and maintenance of sewage treatment and local collection facilities shall be as follows:

<u>SOURCE</u>	<u>2024-25 RATES FOR SYSTEM-WIDE USER CHARGE</u>
Residential (\$/Unit)	\$ 414.96
Motel / Hotel (\$/Unit)	
Private	82.99
Commercial	207.48
School & Child Day Care	
\$/Boarding Student	103.74
\$/Day Student	20.75
Restaurant/Bar (\$/Seat/Seating)	27.66
Dining Rooms (\$/Seat/Seating)	
Private	8.30
Commercial	20.75
Gas Station (\$/Unit)	829.92
Miscellaneous Commercial	
\$/ 1-10 Employees	414.96
\$/ 11-20 Employees	829.92
\$/ 21-30 Employees	1,244.88
Post Office (\$/Unit)	414.96
Large Commercial Users (\$/1000 Gallons)	7.18
Miscellaneous	
Restroom (\$/Toilet)	51.87
Availability Fee: Undeveloped Residential Lots of Record	138.32

CHIEF FINANCIAL OFFICER REPORT

June 28, 2024

To: Board of Directors

From: Marianna Pimentel, Chief Financial Officer

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

RECOMMENDATION

Adopt Resolution 24-18 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property Related Fees and Charges for the fiscal year 2024-25.

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, 2024.

Agenda Item No 6B.

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 24-18**

**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 County of Monterey 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 by the County of Monterey Treasurer-Tax Collector and distribution by the County of Monterey Auditor-Controller commencing with the property tax bills for fiscal year 2024-25.

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 USB thumb drive 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 at a regular meeting of the Board of Directors of the Pebble Beach Community Services District, Pebble Beach, Monterey County, California, this 28th day of June, 2024, upon motion of _____, seconded by _____, and carried by the following vote, to wit:

AYES: Directors:

NOES: Directors:

ABSENT: Directors:

ATTEST:

Leo M. Laska, Board President

Michael A. Niccum, Board Secretary

EXHIBIT “A”

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 24-18
CERTIFYING COMPLIANCE WITH STATE LAW WITH
RESPECT TO THE LEVYING OF GENERAL AND SPECIAL TAXES,
ASSESSMENTS, AND PROPERTY-RELATED FEES AND CHARGES**

FISCAL YEAR 2024-25

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. 24-19**

ADOPTING FINAL BUDGET FOR FISCAL YEAR 2024-25

-o0o-

WHEREAS, on April 26, 2024, 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 2024-25; 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 2024-25.

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 fiscal year 2024-25, attached hereto as Exhibit A, is hereby approved.
2. The Final Budget for fiscal year 2024-25 includes the following anticipated revenues and expenditures:

REVENUES:

Property Taxes	\$20,000,000
User Fees	2,937,000
Investment Income	350,000
Other	598,000
Reimbursements	980,000
From Fund Balance/Reserves:	5,550,000
Total Revenues	\$30,415,000

EXPENDITURES:

Operations	\$19,061,000
Capital Items	11,354,000
Total Expenditures	\$30,415,000

3. The Board Secretary is instructed to transmit to the Monterey County Auditor-Controller a certified copy of this Resolution and the fiscal year 2024-25 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 28, 2024** by the following vote:

AYES: Directors:

NOES: Directors:

ABSENT: Directors:

ATTEST:

Leo M. Laska, Board President

Michael A. Niccum, Board Secretary

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 24-20**

**APPROVING POSITIONS, CLASSIFICATIONS,
AND PAY SCHEDULE FOR FISCAL YEAR 2024-25**

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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 2024-25, as shown on Exhibit "A" hereto, and the same is hereby adopted as this District's personnel and pay plan for fiscal year 2024-25.

2. This Resolution shall be entered upon the minutes of this Board, and its provisions shall become effective on July 1, 2024.

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 28, 2024** by the following vote:

AYES: Directors:

NOES: Directors:

ABSENT: Directors:

ATTEST:

Leo M. Laska, Board President

Michael A. Niccum, Board Secretary

PEBBLE BEACH COMMUNITY SERVICES DISTRICT
PAY AND CLASSIFICATION PLAN

<u>No. of Positions</u>	<u>Classification</u>	<u>Salary</u>
1.0	General Manager	\$270,000/yr
1.0	Chief Financial Officer	14,809/mo - 18,001/mo
1.0	Senior Accountant	10,483/mo - 12,742/mo
2.0	Accountant	8,604/mo - 10,458/mo
1.0	Administrative Coordinator	8,604/mo - 10,458/mo
1.0	Associate Engineer	10,483/mo - 12,742/mo
1.0	Assistant Engineer	8,189/mo - 9,954/mo
1.0	Environmental Compliance Coordinator	8,189/mo - 9,954/mo
1.0	Maintenance Manager	10,483/mo - 12,742/mo
3.0	Maintenance Technician	8,604/mo - 10,458/mo
2.0	Maintenance Worker II	7,061/mo - 8,584/mo
<u>15.0</u>		

CHIEF FINANCIAL OFFICER REPORT

June 28, 2024

To: Board of Directors

From: Marianna Pimentel, Chief Financial Officer

Subject: **Appropriations Limit**

RECOMMENDATION

Adopt Resolution 24-21 adopting the District Appropriations Limit for fiscal year 2024-25.

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 2024-25 appropriation limit has been calculated at \$27,404,932 and the appropriations subject to the limit has been calculated at \$16,580,000. Therefore, the appropriations in the proposed Final Budget are \$10,824,932 below the Appropriations Limit and are in compliance with the law. The exhibits of the attached Resolution No. 24-21 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 January 31 with the Annual Statement of Annual Transactions.

Agenda Item No 6E.

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 24-21**

ADOPTING THE FISCAL YEAR 2024-25 APPROPRIATIONS LIMIT

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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 2024-25 to be \$27,404,932
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 28, 2024** by the following vote:

AYES: Directors:
NOES: Directors:
ABSENT: Directors:

ATTEST:

Leo M. Laska, Board President

Michael A. Niccum, Board Secretary

PEBBLE BEACH COMMUNITY SERVICES DISTRICT
Appropriations Limit Calculation
Fiscal Year 2024-25

<u>Revenue Source</u>	<u>Proceeds of Tax</u>	<u>Nonproceeds of Tax</u>	<u>Total</u>
<u>ADMINISTRATION/ENGINEERING</u>			
Property Tax Allocation	\$3,307,000		\$3,307,000
Investment Revenue	42,000		42,000
Other		\$100,000	100,000
<u>WASTEWATER</u>			
Property Tax Allocation	3,000,000		3,000,000
Investment Revenue	174,000		174,000
Sewer User Service Fees		1,635,000	1,635,000
Other		47,000	47,000
<u>FIRE/EMERGENCY MEDICAL</u>			
Property Tax Allocation	11,231,000		11,231,000
Investment Revenue	134,000		134,000
Fire Service Special Tax	200,000		200,000
Other		298,000	298,000
<u>POLICE PROTECTION/SECURITY</u>			
Property Tax Allocation	398,000		398,000
<u>UNDERGROUND UTILITIES</u>			
Property Tax Allocation	2,064,000		2,064,000
<u>SOLID WASTE DISPOSAL</u>			
Property Tax Allocation			-
Garbage Basic Service Fees		1,102,000	1,102,000
Other		153,000	153,000
Fund Balance\Reserves	5,590,000		5,590,000
Reimbursements		980,000	980,000
Subtotal	<u>\$ 26,140,000</u>	<u>\$ 4,315,000</u>	<u>\$ 30,455,000</u>

Schedule B

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
Appropriations Limit Calculation
Fiscal Year 2024-25**

Appropriations subject to limit:

Fiscal Year 2024-25 total appropriations	\$30,455,000
Less:	
Nonproceeds of tax	(4,315,000)
Less:	
Appropriations to Qualified Capital Outlays	(9,560,000)
Plus:	
User Fees in excess of costs	0
Total Appropriations Subject to Limit	\$16,580,000

Appropriation Limit:

Fiscal Year 2023-24 appropriation limit	\$26,201,240
Factor Change	
A. Cost of Living Adjustment CPI*:	1.0362
B. Population Adjustment **::	1.0094
= Change Factor (A x B)	1.045940
Increase in appropriation limit	\$1,203,692
Fiscal Year 2024-25 appropriation limit	\$27,404,932
Remaining appropriation capacity	\$10,824,932
Available capacity as a percent of appropriation limit	39.50%

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.

CHIEF FINANCIAL OFFICER REPORT

June 28, 2024

To: Board of Directors

From: Marianna Pimentel, Chief Financial Officer

Subject: **PBCSD FY 2024-25 Sewer Connection Fee**

RECOMMENDATION

It is recommended the Board consider approving the attached Resolution No. 24-22 which sets the fiscal year 2024-25 sewer connection, inspection and permit fees at \$5,075, \$125 and \$25, 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 \$5,075; \$125; and \$25, respectively, at present.

The ordinance also provides a formula for calculation of the connection fee. The connection fee for the fiscal year 2024-25 has been calculated as \$5,075 which is the same as the prior year. No change is also recommended for 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 staff inspects the physical connection in the field, including preparation of a sketch of the connection and the house lateral which is added to District's database. The District currently has a fixed \$25.00 fee for issuance of the permit and \$125.00 for the inspection.

Encl.

Agenda Item No. 6F

**\$5PEBBLE BEACH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 24-22**

**ESTABLISHING THE DISTRICT SEWER CONNECTION, INSPECTION AND
PERMIT FEES FOR THE FISCAL YEAR 2024-25**

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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 Chief Financial Officer has submitted her 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, 2024; 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 \$5,075 per equivalent residential unit for the Fiscal Year 2024-25.
2. The District's sewer inspection and permit fees are hereby determined to be \$125 and \$25, respectively, per connection for the Fiscal Year 2024-25.

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 28, 2024** by the following vote:

AYES: Directors:

NOES: Directors:

ABSENT: Directors:

ATTEST:

Leo M. Laska, Board President

Michael A. Niccum, Board Secretary

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
CONNECTION FEE CALCULATIONS
FY 2024-25**

Based on fixed asset values on June 30, 2024

CAWD Treatment Plant PBCSD Share

CAWD Applicable Assets ENR Value	\$103,055,314
Local Value- After Grant Funds	100,908,960
Excluded Assets	<u>(55,080,434)</u>
Subtotal	45,828,526

PBCSD 1/3 Share **\$15,276,174**

PBCSD other Applicable Assets

	\$17,616,755
Depreciated Value	7,428,704

ENR Updated Value **10,192,293**

Add Applicable Current Assets at 6/30/24 **6,910,462**

(A) Total Value of all Applicable District Assets 6/30/24 **\$32,378,930**

(B) Average Daily Flow per Residential Usage (gpd)	(See Note 1)	157 gpd
(C) PBCSD share of Authorized Flows (1/3 x 3mgd) = 1mgd		
(D) Connection fee per gallon per day (A) divided by (C)		\$32.38
Connection fee per Equivalent Residential Unit (B) x (D)	(See Note 2)	<u>\$5,075</u>
CONNECTION FEE FY 2024-25		<u><u>\$5,075</u></u>

NOTES:

(1) Following method was used in the calculation of average daily flow per residential usage:
 Estimated average number of persons per residential unit = 1.57 (PBCSD Information Systems)
 Average Daily Flow per Capita = 100 gpd (Wastewater Treatment Facility Design Criteria)
 Average Daily Flow per Residential Usage = 1.57 x 100 = 157 gpd

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