

# PEBBLE BEACH COMMUNITY SERVICES DISTRICT



**2020-21**

**FINAL BUDGET**

**June 26, 2020**

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
2020-21 FINAL BUDGET**

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**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
2020-21 FINAL BUDGET**

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***BUDGET RESOLUTIONS***

- **Res 20-11: 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 2020-21.**
- **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 2020-21.**  
**Res 20-12: 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 2020-21.**
- **Res 20-13: Adopting Final Budget for Fiscal Year 2020-21.**
- **Res 20-14: Approving Positions, Classifications, and Pay Schedule for Fiscal Year 2020-21.**
- **Staff Report re: Appropriations Limit for Fiscal Year 2020-21.**  
**Res 20-15: Adopting the Appropriations Limit for Fiscal Year 2020-21.**
- **Staff Report re: Fiscal Year 2020-21 Sewer Connection Fee.**  
**Res 20-16: Establishing the District Sewer Connection Fee for Fiscal Year 2020-21.**

**DEPUTY GENERAL MANAGER/CFO REPORT**  
**June 26, 2020**

TO: Board of Directors

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

SUBJECT: **Fiscal Year 2020-21 Final Budget**

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**RECOMMENDATIONS**

1. At 9:40 a.m. on June 26, 2020 following the staff's presentation, concurrently open the public hearings to receive and consider comments on:
  - The PBCSD Final Budget for Fiscal Year 2020-21;
  - 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. 20-11 approving service charges for garbage collection and disposal; sewer treatment and disposal services; and special tax for fire protection services for Fiscal Year 2020-21;
  - Resolution No. 20-12 certifying compliance with State law for levying general and special taxes, assessments, and property related fees and charges;
  - Resolution No. 20-13 adopting the Final Budget for FY 2020-21;
  - Resolution No. 20-14 approving positions, classifications, and pay schedule for FY 2020-21;
  - Resolution No. 20-15 determining the Appropriations Limit for FY 2020-21; and
  - Resolution No. 20-16 approving sewer connection, inspection, and permit fees for FY 2020-21.

## **CHANGES FROM THE PRELIMINARY BUDGET**

A Preliminary Budget was approved by the Board on April 24, 2020. In the Final Budget, there is a \$43,000 decrease in the expenses from \$27,962,000 to \$27,919,000.

### **Changes in Capital Outlay Expenses**

The amount budgeted for capital items and construction projects decreased by \$90,000, from \$12,060,000 to \$11,970,000. The decreases are due to deferring a project to a future year and changes in reclamation project expenses which are reimbursed to the District. Consequently, these changes presented below do not impact the District's long-term financial position:

- 1) Fire Department capital outlays decreased by \$40,000 due to deferring the Carmel Hill Fire Station pavement restoration to a future fiscal year.
- 2) The amount budgeted for Reclamation Project capital outlays decreased by \$50,000 due to removing \$100,000 for the Flow Meter Remote Measuring Systems and a \$50,000 addition for the Poppy Hills Storage Tank Rehabilitation Project. Corresponding reimbursement revenue was adjusted accordingly.

### **Changes in Operating Expenses**

The amount budgeted for operating expenses increased by \$47,000, from \$15,902,000 to \$15,949,000. Operating budget changes are as follows:

- 1) The Supplemental Law and Traffic Enforcement contract increased by \$67,000, from \$233,000 to \$300,000 to allow an extra CHP patrol shift in July and August 2020 and make shift adjustments as needed thereafter.
- 2) The Reclamation Project operating expenses decreased by \$20,000 since the perimeter fence replacement was budgeted as a capital expenditure.

The following table displays a summary of the FY 2020-21 Final Budget and changes from FY 2019-20 Budget:

**SUMMARY OF FY 2020-21 FINAL BUDGET**

	<b>Budget</b>		<b>Change from FY 2019-20 Budget</b>
<b><u>REVENUES</u></b>			
<b>Current Revenue:</b>			
District	\$ 18,760,000	+	6.6%
Reclamation Prj	890,000	-	63.3%
<b>Subtotal</b>	<b>\$ 19,650,000</b>	-	<b>1.9%</b>
Appropriations from Capital Reserves	3,666,000		
Carry-Over Appropriations	4,603,000		
<b>Subtotal</b>	<b>\$ 8,269,000</b>		
<b>TOTAL</b>	<b>\$ 27,919,000</b>		
<b><u>EXPENSES</u></b>			
<b>Operations &amp; Maintenance:</b>			
District	\$ 15,274,000	+	4.6%
Reclamation Prj	505,000	-	3.8%
<b>Subtotal</b>	<b>\$ 15,779,000</b>	+	<b>4.3%</b>
<b>Capital Outlays (Current Year):</b>			
District	6,982,000	+	95.7%
Reclamation Prj	385,000	-	79.7%
<b>Subtotal</b>	<b>\$ 7,367,000</b>	+	<b>34.8%</b>
<b>Capital Outlays (Prior Year Carry-Over)</b>			
Appropriation to O&M Reserves	170,000		
<b>TOTAL</b>	<b>\$ 27,919,000</b>		

**FY 2020-21 Current Revenue (Details on Page 21)**

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 2019-20 Budget</u></b>	
Property Tax	\$ 15,800,000	6.8%	\$ 1,000,000
Charges for Services	2,245,000	7.4%	155,000
Investment Revenue	280,000	0.0%	-
Other Revenue	435,000	1.2%	5,000
<b>SUBTOTAL</b>	<b>\$ 18,760,000</b>	<b>6.6%</b>	<b>\$ 1,160,000</b>
Reclamation Prj Contribution	890,000	-63.3%	(1,535,000)
<b>TOTAL CURRENT REVENUE</b>	<b>\$ 19,650,000</b>	<b>-1.9%</b>	<b>\$ (375,000)</b>

### **Property Taxes**

The fiscal year 2020-21 property tax revenue increased by \$1,000,000, or 6.8%, from \$14,800,000 to \$15,800,000. This budgeted amount is based on prior year's estimated actual amount and next year's property valuation information obtained from Monterey County.

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

#### **Sewer User Fees**

*The sewer user fees are proposed to be increased by 9.0%. The increase amounts to \$2.02 per month, from \$22.48 to \$24.50 for residential units effective July 1, 2020. 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 \$1,145,000. The budget includes \$5,861,000 for wastewater expenditures, excluding the carry-over amount from the prior year. The \$4,716,000 difference between the budgeted expenditures and the user fee revenue is proposed to be financed from property tax (\$2,370,000), capital outlay reserve (\$2,150,000), and investment and other revenue (\$196,000).*

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. Although fees have gradually increased since then, they still cover approximately 20% of the cost of providing sewer service. The District has the authority to increase the fees to finance 100% cost of this service.

*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 identifying the renewal and replacement needs of the Treatment Plant; and started a major capital improvement project. PBCSD paid approximately \$7,000,000 over the last five fiscal years; and expects to pay approximately \$9,200,000 over the next 15 fiscal years. The magnitude of the plant renewal/replacement costs are significantly higher than the amounts included in the PBCSD long-term plans prepared in the years prior to adoption of the CAWD Master Plan.

*The proposed single-family residential rate of \$24.50 per month is the lowest among the peninsula cities and significantly below the State averages as displayed in the following table.*

**Residential Sewer Service Fee Comparison**

AREA	FEE / MONTH
Carmel (FY 2020-21)	\$70.99
Pacific Grove (FY 2019-20)	\$51.65
Seaside/Del Rey Oaks (FY 2019-20)	\$36.03
Monterey (FY 2019-20)	\$35.36
<b>Pebble Beach (Proposed 2020-21)</b>	<b>\$24.50</b>
County Average (Last Published FY 2016-17):	\$35.03
State Averages (Last Published FY 2016-17):	\$48.79 (Areas w/ Population < 10,000)
	\$51.01 (Tertiary Treatment Level)

**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 2.5% 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 7.3% effective July 1, 2020. 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 \$1.88 per month, from \$25.68 to \$27.56.*



GWR has been serving to the District as well as six other Monterey Peninsula cities since July 1, 2015 pursuant to a 15-year franchise agreement. The components of the proposed rate increase are:

- Landfill fee for recyclables (2.6% - 67 cents): China’s ban on import of recyclables and changes in recycling market conditions required the landfill to charge \$40 per ton to help cover the cost of operating materials recovery facility. Currently recyclables are accepted at no charge.
- Changes in Cost of Living and other indexes according to the franchise agreement (2.4% - 62 cents).
- Landfill disposal fee increase: 5% for all types of materials - solid waste, yard waste, and other organic material (1.3% - 33 cents).
- GWR additional staff to meet new State reporting requirements (1% - 26 cents).

At the proposed \$27.56 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 2018-19) <i>includes one-way service</i>	<b>\$38.74</b>
Carmel-by-the-Sea (FY 2018-19) <i>includes two-way service</i>	<b>\$32.58</b>
Carmel Valley and Other Monterey County Unincorporated (FY 2018-19)	<b>\$31.04</b>
Santa Cruz County Unincorporated (FY 2018-19)	<b>\$29.22</b>
Del Rey Oaks (FY 2018-19)	<b>\$28.44</b>
<b>Pebble Beach (Proposed 2020-21) <i>includes one-way service</i></b>	<b>\$27.56</b>
Pebble Beach (FY 2019-20)	<b>\$25.68</b>
Salinas (FY 2019-20)	<b>\$26.35</b>
Monterey (FY 2019-20)	<b>\$21.85</b>
Seaside (FY 2018-19)	<b>\$20.79</b>

#### Investment Income

The investment income is estimated at \$280,000. This amount was determined based on the last year actual revenue adjusted down in light of current lower rates on fixed income investments.

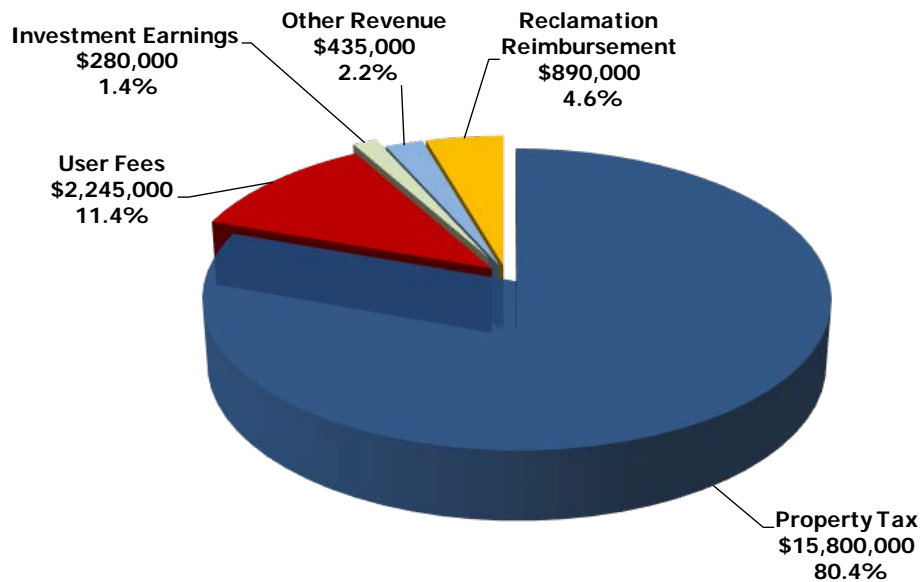
### Other Revenue

The budget includes \$220,000 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 \$125,000 in solid waste franchise fees (6% of the franchise holder's annual revenue); \$50,000 in sewer connection and permit fees; \$12,000 in support services provided by District staff; and \$28,000 in other miscellaneous revenues.

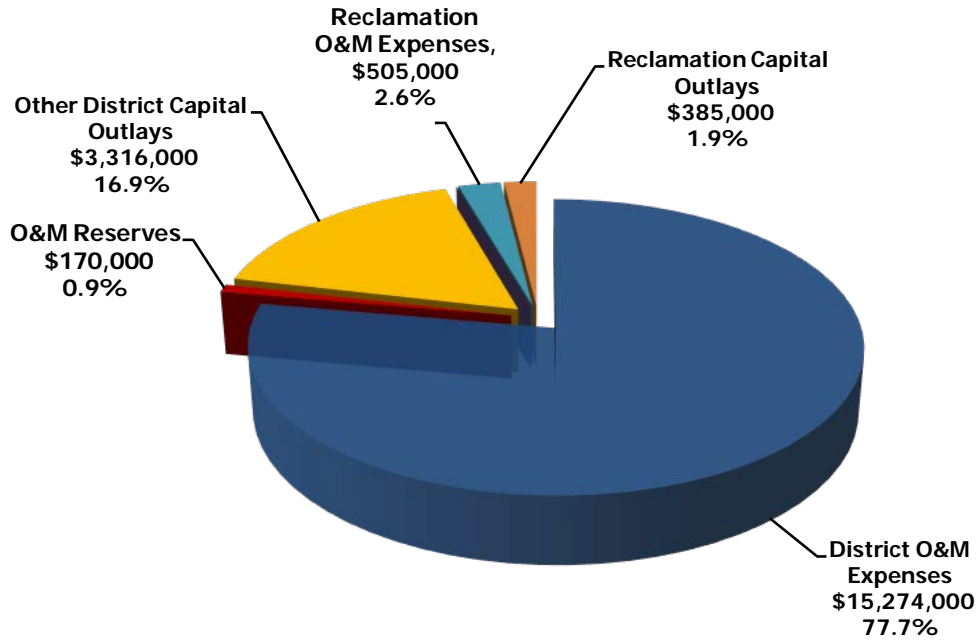
### Revenue Summary and Conclusion

*The chart below displays the District's budgeted \$19,650,000 in Current Revenues.*



*It is expected that current revenues will be sufficient to finance the budgeted O&M expenses (\$15,274,000, excluding depreciation) and \$170,000 in contributions to operating reserves summarized in the following section. \$3,316,000 will be allocated to finance a portion of the District funded capital outlays and construction projects. Reclamation Project O&M expenses (\$505,000) and Capital Outlays (\$385,000) are financed by the Reclamation Project contributions.*

*The following chart displays the proposed allocation of current revenues (\$19,650,000).*



### Operations and Maintenance Expenses

*The total proposed for Operations and Maintenance (O&M) expenses is \$15,779,000 which is \$649,000 (or 4.3%) more than the previous year's budget. This amount includes \$505,000 for the Recycled Water Distribution System, which will be reimbursed by the Reclamation Project.*

The following table displays the O&M expenses and the changes from the previous year's budget:

<u>Department</u>	<u>Budget</u>	<u>Change from FY 2019-20 Budget</u>	
Administration/Engineering	\$ 2,496,000	3.3%	\$ 80,000
Fire/Emergency Medical	8,157,000	4.6%	360,000
Supplemental Law Enforcement	331,000	8.5%	26,000
Wastewater/Maintenance	3,300,000	4.4%	140,000
Solid Waste	990,000	6.8%	63,000
<b>SUBTOTAL</b>	<b>\$ 15,274,000</b>	<b>4.6%</b>	<b>\$ 669,000</b>
Reclamation	505,000	-3.8%	(20,000)
<b>TOTAL</b>	<b>\$ 15,779,000</b>	<b>4.3%</b>	<b>\$ 649,000</b>
Allocation to O&M and Rate Stabilization Reserves	170,000	-9.6%	(18,000)
<b>TOTAL</b>	<b>\$ 15,949,000</b>	<b>4.1%</b>	<b>\$ 631,000</b>

### **Cost-of-Living Salary Adjustment**

*The Budget includes a recommended Cost-of-Living salary adjustment (COLA) of 2.7% in staff salaries, effective July 1, 2020.* 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 increased by 3.3% or \$80,000, from \$2,416,000 to \$2,496,000.*

*The following are highlights of the changes (Page 22 and 23 provide detail of all line items):*

- The amount budgeted for Salaries, Payroll Taxes, and Benefits (\$1,801,500) increased by 4.3%, or \$73,500 from prior year due to potential merit step increases and the COLA.
- Of the total cost of budgeted salaries and benefits, \$42,000 is allocated to the Reclamation Project for the services of the Administration and Engineering staff.

#### ***Supplemental Law Enforcement (Page 23 provides detail of all line items):***

The amount budgeted for the California Highway Patrol (CHP) supplemental law enforcement service contract is \$300,000 which is \$25,000, or 9.1%, more than the prior year. Normally the contract provides 5 days; 40 hours per week service by one officer. Due to raised concerns about potential increased criminal activity related to Covid-19 pandemic, the service has been increased to 70 hours per week in the months of July and August. The increased amount will also allow making adjustments as needed during the remainder of the fiscal year.

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

*The amount budgeted for Fire and Emergency Medical services increased by 4.6% or \$360,000, from \$7,797,000 to \$8,157,000. The following are highlights of the changes (Pages 24 and 25 provide detail of all line items):*

- The amount budgeted for the CAL FIRE contract for Fire Protection and Emergency Medical Services increased by \$300,000, or 4.7%, from \$6,450,000 to \$6,750,000. The significant changes include:

- 1) A \$243,000, or 4.3%, increase in salaries and benefits (from \$5,635,000 to \$5,878,000).
  - 2) A \$19,000, or 13.1%, increase in other expenses (from \$142,000 to \$161,000). Of that amount, \$13,500 is due to a new requirement for the contracting agencies to provide personnel protective equipment (wildland pants) for firefighters. The monthly rates charged for vehicle maintenance increased resulting in an \$11,000, or 15.2%, increase from \$70,000 to \$81,000.
- The budget includes \$500,000 for open space fire defense projects, the same as the prior year.
  - The budget includes \$483,000 for all other O&M expenses related to fire station operations, prevention program, and cost-shared programs. This amount is 8.4% or \$37,500 more than prior year. The increase is primarily due to planned purchase of new apparatus equipment, increase in cost of paramedic program and fire prevention public education materials and supplies, PBCSD share of new fire prevention remote office at Carmel Highlands Fire Protection District, and Carmel Hill station office remodel with new locks and security keypad entry system.

***Wastewater/Maintenance:***

***The amount budgeted for Wastewater and Maintenance operations increased by 4.4% or \$140,000 from \$3,160,000 to \$3,300,000. The following are highlights of the changes (Pages 26 and 27 provide detail of all line items):***

- The amount budgeted for Salaries, Payroll Taxes, and Benefits decreased by 3.2% or \$33,500 (from \$1,035,500 to \$1,002,000). The decrease is mainly due to new maintenance staff positions at lower salary and benefits.
- Of the total budgeted salaries and benefits, \$90,000 is allocated to the Reclamation Project for the services of the District's maintenance staff. This amount is \$10,500 less than prior year.
- The amount budgeted for the Carmel Area Wastewater District (CAWD) Treatment Plant operations increased by 9.0% or \$150,000, from \$1,675,000 to \$1,825,000, mainly to reflect the increase in CAWD's fiscal year 2020-21 preliminary budget. PBCSD's share was determined based on an estimated 33% wastewater flow ratio plus 7.5% administrative charge. It includes an estimated \$65,000 that will be paid to CAWD for the inflow from the water wells at MPCC and the dry weather diversion facility at Pebble Beach Golf Links; and will be reimbursed by the Reclamation Project. Thus, the net cost to PBCSD is estimated to be \$1,760,000.

***Solid Waste:***

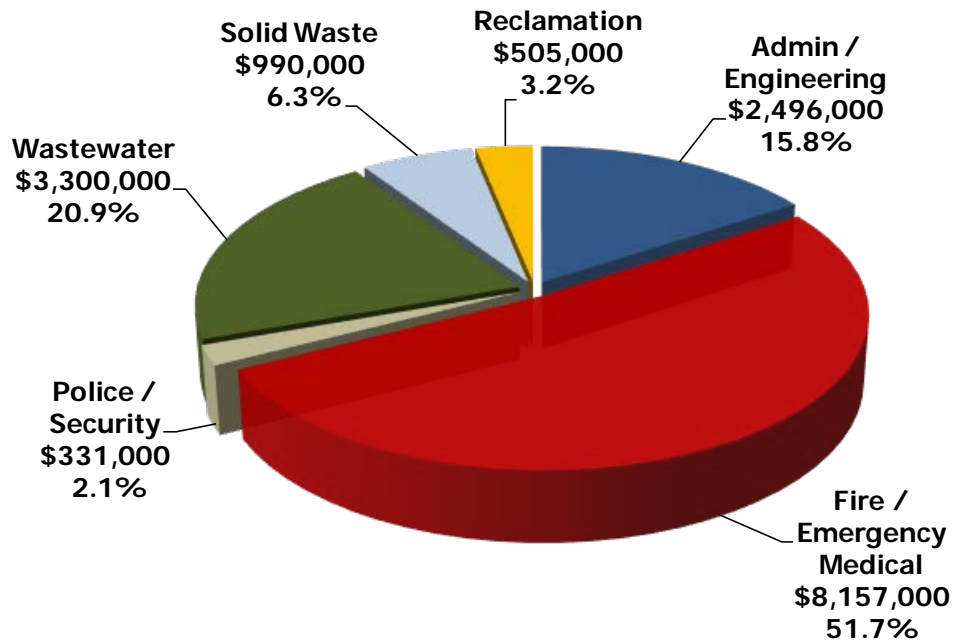
***The amount budgeted for Solid Waste operations increased by 6.8% or \$63,000, from \$927,000 to \$990,000. The following are highlights of the changes (Page 27 provides a detail of all line items):***

- The amount budgeted for garbage residential basic service increased by \$60,000, or 7.3%, from \$840,000 to \$900,000 mainly resulting from the proposed increase in service fees. The District collects fees for this service on the property tax rolls and makes quarterly payments to the franchise holder.
- The budget also includes \$23,000 for the annual household hazardous waste collection (HHW) event and \$14,000 for the District contribution to Pebble Beach special events Zero Waste and Recycling programs (the same as the prior year).

***Reclamation:***

***The amount budgeted for Reclamation operations is \$505,000, a \$20,000 decrease from prior year. (Pages 28 and 29 provide a detail of all line items):***

*The chart below displays budgeted O&M expenses (\$15,779,000).*



### **Summary of Capital Outlays**

*A list of all capital outlays can be found on pages 30 through 34. Items over \$25,000 are summarized below.*

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

- \$45,000: Expansion and enhancement of Geographic Information Systems (GIS) and database information systems for continued efficiency improvements in performance of day-to-day operations.
- \$40,000: Carried over from prior year to replace the District-wide telephone and voicemail system, purchased in 2004 with more current and efficient technology.
- \$30,000: Carried over from prior year to replace the carpet in the administration offices, including the board and training rooms.

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

- \$360,000: Replace Carmel Hill station first-line medic engine (ME28) with a pumping capacity of 1,500 gallons per minute at 50% cost share.
- \$143,000: Remodel fire station kitchen including replacement of appliances, cabinetry, and countertops. The last remodel was completed in 1999. The budgeted amount includes \$93,000 carried over from prior year.
- \$66,000: Replace parking bays overhead electric doors (8). The budgeted amount includes \$16,000 carried over from prior year.
- \$50,000: Carried over from prior year to replace twelve-year old office workstation furniture with ergonomically designed furniture.

#### ***Undergrounding:***

- \$5,100,000: Construction, engineering and construction support services associated with the Undergrounding of Overhead Utilities Phase III Project. \$1,100,000 of the amount budgeted is being carried over from prior year.

***Wastewater:***

- \$1,700,000: Sewer System Closed-Circuit Television (CCTV) Project. The District has retained a contractor to perform video inspection of District sewer lines using CCTV equipment to develop a condition assessment that will be used to prioritize future sewer repair/replacement projects. \$900,000 of the budgeted amount is being carried over from prior year.
- \$1,155,000: CAWD Wastewater Treatment Plant Capital Outlays 1/3 PBCSD share including the following projects (over \$50,000 PBCSD share):
  - 1) \$939,000: Electrical & Sludge Holding Tank Project (4% Reclamation). A multi-area capital improvement project at the treatment plant aimed at improving reliability of equipment in the Influent Pump Station, Headworks, Chlorine Analyzer Building, Effluent Building and Sludge Storage Tank. Most of the work involves replacing aged equipment electrical and mechanical work in existing buildings. This project is divided into the following components:

Influent Building - Replacement of existing Motor Control Center (MCC) and electrical/controls equipment. Replacement of one Influent pump with two smaller pumps.

Headworks Building - Replacement of existing Motor Control Center (MCC) and electrical/controls equipment. Replacement of existing auger screen with articulating rake screens. Replacement of existing grit tank collector mechanism in kind.

Chlorine Analyzer Building - Replacement of existing Motor Control Center (MCC) and electrical/controls equipment.

Effluent Building - Replacement of existing Motor Control Center (MCC) and electrical/controls equipment. Replacement of motors on existing Effluent Pumps.

Sludge-Holding Tank - Demolition of three old digesters/sludge holding tanks and replacement with one steel sludge-holding tank. Work in this area includes piping demolition for piping associated with old tanks.
  - 2) \$100,000: Standby Power Reliability Project. This project would involve purchasing a trailer mounted 500kw generator to serve as a backup to the existing standby system in case the existing 750kw generator were to fail. The main switchgear would be reprogrammed to run off one generator with a standby (instead of the current split bus system). This would allow removal of the existing 450kW generator (which has obsolete controls and needs to be removed to facilitate construction of new motor control equipment for the Influent Pump Station).



- \$1,000,000: Rehabilitation of Pump Station P3 (Seal Rock) consists of pump replacement (1 of 3) in addition to electrical, instrumentation, and pump control replacement and improvements. The total amount budgeted is being carried over from prior year.
- \$1,000,000: Wastewater SCADA System Rehabilitation Improvement Project. The Supervisory Control and Data Acquisition (SCADA) system that is used to control the District's wastewater pump stations is past its service life and in need of replacement. The most important function of the SCADA system is its ability to "call-out" when abnormal parameters are observed (i.e. high or low water level in a pump station) notifying staff of these issues and allowing staff to quickly respond to make corrective actions. Staff can check and adjust the system remotely. The SCADA system reduces the risk of unwanted circumstances especially during non-business hours. The total amount budgeted is being carried over from prior year.
- \$450,000: Vacuum truck (PB-2) used to remove blockages, roots, and debris from the collection system using a vacuum & water jetting system. It contains a water storage tank, a water pump, vacuum fan, and debris storage tank.
- \$100,000: 60kw portable generator (G4) mounted on trailers with noise reduction enclosures (used to serve Pump Station P4).
- \$50,000: Rehabilitation of Pump Station P1 (Cypress Grove) engineering design services.
- \$50,000: Rehabilitation of Pump Station P2 (Fanshell Beach) engineering design services.

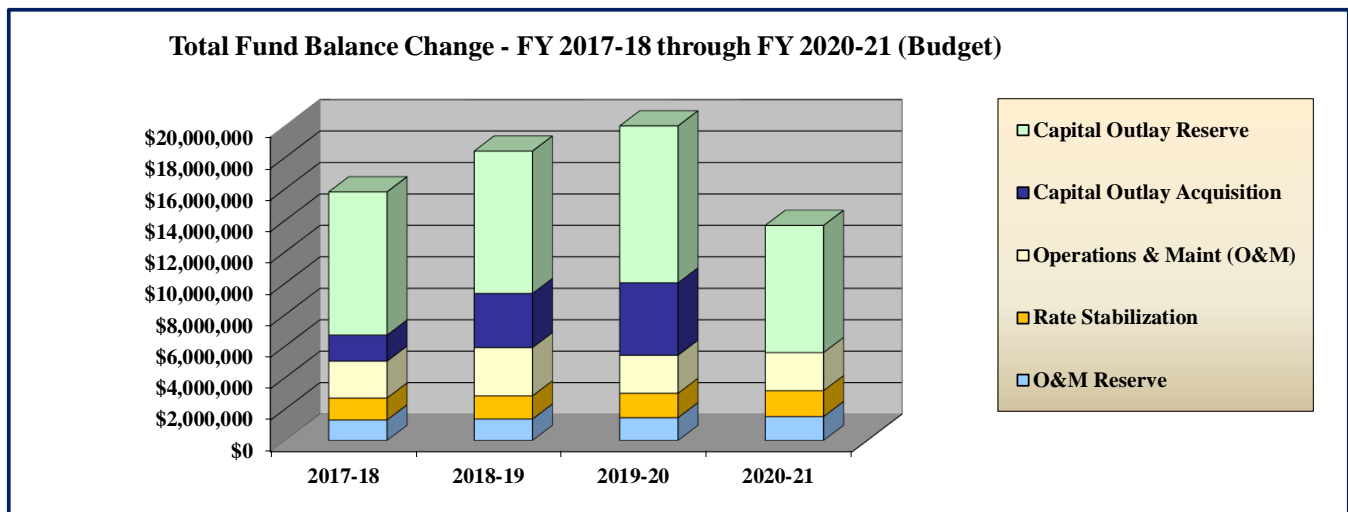
***Reclamation:***

- \$250,000: Design and installation of a cathodic protection system to reduce the potential for corrosion and extend the useful life of the recycled water transmission line throughout the City of Carmel.
- \$50,000: Poppy Hills Storage Tank Rehabilitation Project includes 1) security fence improvements to enclose new bypass control tank along with new access gate; and 2) pavement restoration to areas on adjacent access road that were impacted by recent tank rehabilitation activities.
- \$50,000: Replacement of chemical feed equipment for the chlorine and pH chemical feed systems at Forest Lake Reservoir.
- \$35,000: Replacement of damaged sections of Forest Lake fence.

### Fund Balance / Working Capital

The following table and chart display the change in the District’s total fund balance for the FY 2017-18 through FY 2020-21 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 2017-18	Actual 2018-19	Estimated 2019-20	Budget 2020-21
<b>Beginning Fund Balance</b>	\$ 15,363,878	\$ 15,803,796	\$ 18,401,111	\$ 21,814,040
Revenue	17,112,683	19,100,138	20,500,008	19,650,000
Expenditures	(16,672,765)	(14,923,648)	(17,087,079)	(27,749,000)
Transfer to Pension Trust	-	(1,579,175)	-	-
<b>Change in Fund Balance</b>	<b>439,918</b>	<b>2,597,315</b>	<b>3,412,929</b>	<b>(8,099,000)</b>
<b>Ending Fund Balance</b>	<b>\$ 15,803,796</b>	<b>\$ 18,401,111</b>	<b>\$ 21,814,040</b>	<b>\$ 13,715,040</b>
<b>Designations</b>				
O&M Reserve	\$ 1,304,000	\$ 1,365,000	\$ 1,450,000	\$ 1,520,000
Rate Stabilization	1,393,000	1,475,000	1,550,000	1,650,000
Operations & Maint (O&M)	2,345,347	3,065,694	2,461,040	2,461,040
Capital Outlay Acquisition	1,661,291	3,445,401	4,603,000	-
Capital Outlay Reserve	9,100,158	9,050,016	11,100,000	8,084,000
Special Project Reserve	-	-	650,000	-
<b>Total</b>	<b>\$ 15,803,796</b>	<b>\$ 18,401,111</b>	<b>\$ 21,814,040</b>	<b>\$ 13,715,040</b>



**Budget Schedule**

***The Statutory deadline for adopting the Final Budget is September 1, 2020. It is recommended the final budget be adopted on June 26, 2020. 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. 20-11, 12, 13, 14, 15, 16

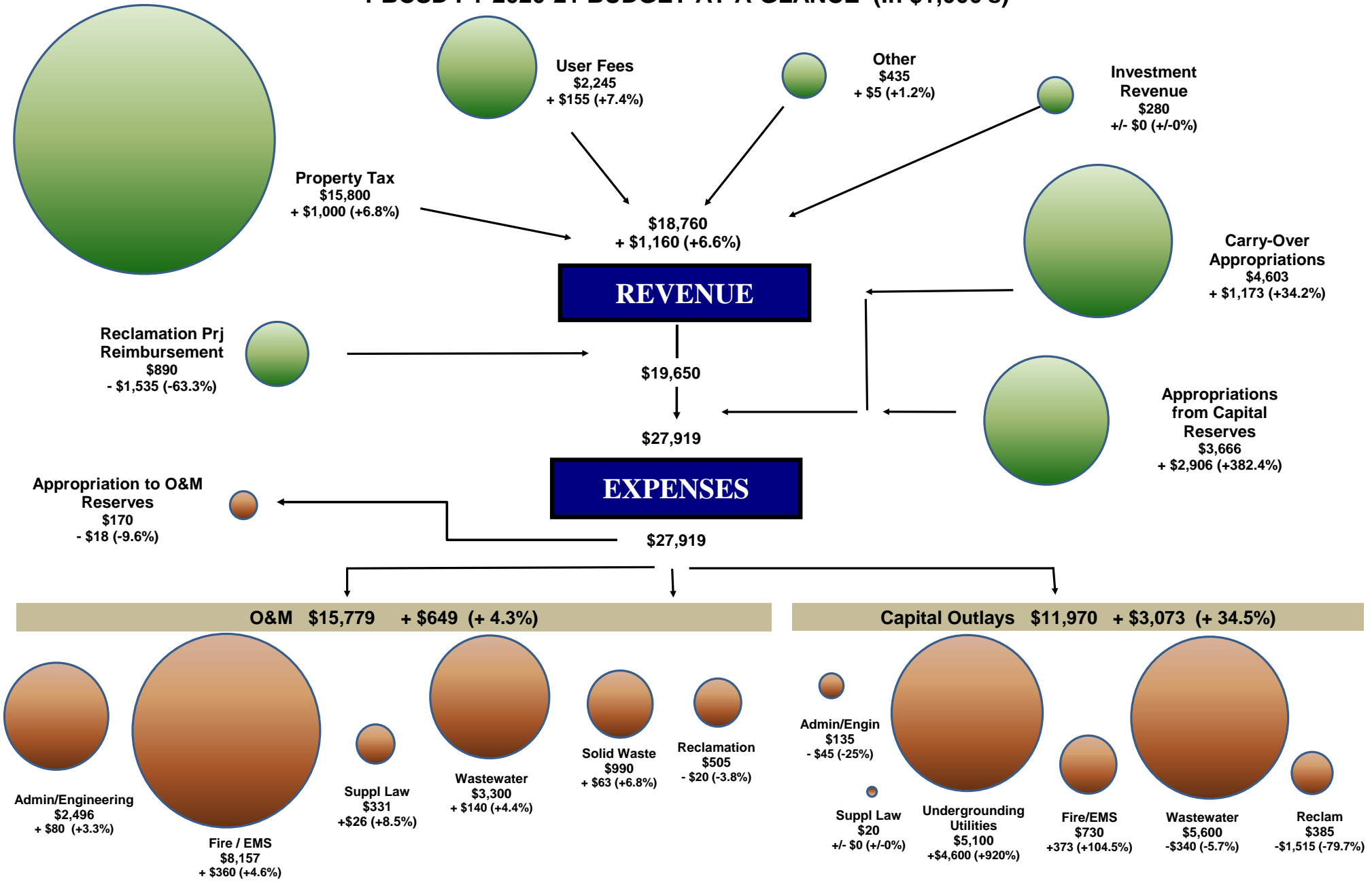
# FINAL BUDGET

FY 2020-21

## BUDGET SUMMARY



# PBCSD FY 2020-21 BUDGET-AT-A-GLANCE (In \$1,000's)



**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET  
SUMMARY  
TOTAL - ALL FUNDS / DEPARTMENTS**

	ADMIN / ENGINEERING	FIRE PROTECTION	UNDERGROUND UTILITIES	POLICE PROTECTION	WASTEWATER / MAINTENANCE	SOLID WASTE	RECLAMATION	TOTAL FY 2020-21	BUDGET FY 2019-20	ESTIMATED FY 2019-20
<b>REVENUES</b>										
Property Tax	\$ 2,444,000	\$ 8,170,000	\$ 2,484,000	\$ 332,000	\$ 2,370,000			\$ 15,800,000	\$ 14,800,000	\$ 15,377,843
Charges for Services		200,000			1,145,000	\$ 900,000		2,245,000	2,090,000	2,084,225
Investment Revenue	17,000	123,000			140,000			280,000	280,000	445,448
Other	63,000	220,000			56,000	96,000		435,000	430,000	477,393
Subtotal Current Revenue	\$ 2,524,000	\$ 8,713,000	\$ 2,484,000	\$ 332,000	\$ 3,711,000	\$ 996,000	\$ -	\$ 18,760,000	\$ 17,600,000	\$ 18,384,909
Reclamation Reimbursements							890,000	890,000	2,425,000	2,115,099
Subtotal Current Revenues and Reimbursements	\$ 2,524,000	\$ 8,713,000	\$ 2,484,000	\$ 332,000	\$ 3,711,000	\$ 996,000	\$ 890,000	\$ 19,650,000	\$ 20,025,000	\$ 20,500,008
Appropriations from Capital Outlay Reserves	-	-	1,516,000	-	2,150,000	-	-	3,666,000	760,000	-
Carry-over Appropriations	115,000	214,000	1,100,000	20,000	3,154,000			4,603,000	3,430,000	1,036,444
<b>TOTAL REVENUES</b>	<b>\$ 2,639,000</b>	<b>\$ 8,927,000</b>	<b>\$ 5,100,000</b>	<b>\$ 352,000</b>	<b>\$ 9,015,000</b>	<b>\$ 996,000</b>	<b>\$ 890,000</b>	<b>\$ 27,919,000</b>	<b>\$ 24,215,000</b>	<b>\$ 21,536,452</b>
<b>EXPENDITURES</b>										
Operations	\$ 2,496,000	\$ 8,157,000		\$ 331,000	\$ 3,300,000	\$ 990,000	\$ 505,000	\$ 15,779,000	\$ 15,130,000	\$ 13,470,705
Capital Outlays	135,000	730,000	\$ 5,100,000	20,000	5,600,000		385,000	11,970,000	8,897,000	3,456,373
Subtotal	\$ 2,631,000	\$ 8,887,000	\$ 5,100,000	\$ 351,000	\$ 8,900,000	\$ 990,000	\$ 890,000	\$ 27,749,000	\$ 24,027,000	\$ 16,927,078
Appropriations to O&M Reserves	8,000	40,000		1,000	115,000	6,000		170,000	188,000	160,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,639,000</b>	<b>\$ 8,927,000</b>	<b>\$ 5,100,000</b>	<b>\$ 352,000</b>	<b>\$ 9,015,000</b>	<b>\$ 996,000</b>	<b>\$ 890,000</b>	<b>\$ 27,919,000</b>	<b>\$ 24,215,000</b>	<b>\$ 17,087,078</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET  
SUMMARY**

**1. OPERATIONS**

	ADMIN / ENGINEERING	FIRE PROTECTION	UNDERGROUND UTILITIES	POLICE PROTECTION	WASTEWATER / MAINTENANCE	SOLID WASTE	RECLAMATION	TOTAL FY 2020-21	BUDGET FY 2019-20	ESTIMATED FY 2019-20
<b>REVENUES</b>										
Property Tax	\$ 2,428,000	\$ 7,735,000		\$ 332,000	\$ 2,159,000			\$ 12,654,000	\$ 12,163,000	\$ 14,906,461
Charges for Services		200,000			1,145,000	\$ 900,000		2,245,000	2,090,000	2,084,225
Investment Revenue	13,000	42,000			55,000			110,000	110,000	170,241
Other	63,000	220,000			56,000	96,000		435,000	430,000	477,393
Subtotal	\$ 2,504,000	\$ 8,197,000	\$ -	\$ 332,000	\$ 3,415,000	\$ 996,000	\$ -	\$ 15,444,000	\$ 14,793,000	\$ 17,638,321
Reclamation Reimbursements							505,000	505,000	525,000	441,758
<b>TOTAL REVENUES</b>	\$ 2,504,000	\$ 8,197,000	\$ -	\$ 332,000	\$ 3,415,000	\$ 996,000	\$ 505,000	\$ 15,949,000	\$ 15,318,000	\$ 18,080,079
<b>EXPENDITURES</b>										
Personnel	\$ 1,759,500				\$ 912,000		\$ 132,000	\$ 2,803,500	\$ 2,763,500	\$ 2,589,915
Other O&M	617,500	\$ 983,000		\$ 18,000	471,000	\$ 43,000	373,000	2,505,500	2,474,000	2,059,744
Contractual Services		6,785,000		300,000	1,760,000	900,000		9,745,000	9,200,000	8,821,046
Contingency - 5%	119,000	389,000		13,000	157,000	47,000		725,000	692,500	-
Subtotal	\$ 2,496,000	\$ 8,157,000	\$ -	\$ 331,000	\$ 3,300,000	\$ 990,000	\$ 505,000	\$ 15,779,000	\$ 15,130,000	\$ 13,470,705
Appropriations to O&M Reserves	8,000	40,000		1,000	115,000	6,000		170,000	188,000	160,000
<b>TOTAL EXPENDITURES</b>	\$ 2,504,000	\$ 8,197,000	\$ -	\$ 332,000	\$ 3,415,000	\$ 996,000	\$ 505,000	\$ 15,949,000	\$ 15,318,000	\$ 13,630,705

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET  
SUMMARY**

**2. CAPITAL OUTLAY**

	ADMIN / ENGINEERING	FIRE PROTECTION	UNDERGROUND UTILITIES	POLICE PROTECTION	WASTEWATER / MAINTENANCE	SOLID WASTE	RECLAMATION	TOTAL FY 2020-21	BUDGET FY 2019-20	ESTIMATED FY 2019-20
<b>REVENUES</b>										
Property Tax Transfer from Operations Fund	\$ 16,000	\$ 435,000	\$ 2,484,000		\$ 211,000			\$ 3,146,000	\$ 2,637,000	\$ 471,382
Investment Revenue	4,000	81,000			85,000			170,000	170,000	275,207
Subtotal Current Revenue	\$ 20,000	\$ 516,000	\$ 2,484,000	\$ -	\$ 296,000	\$ -	\$ -	\$ 3,316,000	\$ 2,807,000	\$ 746,589
Reclamation Reimbursements							385,000	385,000	1,900,000	1,673,341
Subtotal Current Revenues and Reimbursements	\$ 20,000	\$ 516,000	\$ 2,484,000	\$ -	\$ 296,000	\$ -	\$ 385,000	\$ 3,701,000	\$ 4,707,000	\$ 2,419,929
Appropriations from Capital Outlay Reserves			1,516,000		2,150,000			3,666,000	760,000	-
Carry-over Appropriations	115,000	214,000	1,100,000	20,000	3,154,000			4,603,000	3,430,000	1,036,444
<b>TOTAL REVENUES</b>	<b>\$ 135,000</b>	<b>\$ 730,000</b>	<b>\$ 5,100,000</b>	<b>\$ 20,000</b>	<b>\$ 5,600,000</b>	<b>\$ -</b>	<b>\$ 385,000</b>	<b>\$ 11,970,000</b>	<b>\$ 8,897,000</b>	<b>\$ 3,456,373</b>
<b>EXPENDITURES</b>										
Capital Outlay Expenditures	\$ 135,000	\$ 730,000	\$ 5,100,000	\$ 20,000	\$ 5,600,000	\$ -	\$ 385,000	\$ 11,970,000	\$ 8,897,000	\$ 3,456,373
<b>TOTAL EXPENDITURES</b>	<b>\$ 135,000</b>	<b>\$ 730,000</b>	<b>\$ 5,100,000</b>	<b>\$ 20,000</b>	<b>\$ 5,600,000</b>	<b>\$ -</b>	<b>\$ 385,000</b>	<b>\$ 11,970,000</b>	<b>\$ 8,897,000</b>	<b>\$ 3,456,373</b>



# FINAL BUDGET

FY 2020-21

## REVENUE AND EXPENDITURE DETAIL



**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET**

**REVENUE DETAIL**

	<b>BUDGET FY 2019-20</b>	<b>PROJECTED ACTUAL FY 2019-20</b>	<b>PROPOSED FY 2020-21</b>	<b>CHANGE FROM FY 2019-20 BUDGET \$</b>	<b>%</b>
<b>I. PROPERTY TAXES</b>					
Property Tax	\$ 14,800,000	\$ 15,377,843	\$ 15,800,000	\$ 1,000,000	6.8%
<b>SUBTOTAL</b>	<b>\$ 14,800,000</b>	<b>\$ 15,377,843</b>	<b>\$ 15,800,000</b>	<b>\$ 1,000,000</b>	<b>6.8%</b>
<b>II. CHARGES FOR SERVICES</b>					
Sewer Service Charges	\$ 1,050,000	\$ 1,045,416	\$ 1,145,000	\$ 95,000	9.0%
Residential Garbage Basic Service Charges	840,000	836,985	900,000	60,000	7.3%
Fire Service Special Tax	200,000	201,823	200,000	-	0.0%
<b>SUBTOTAL</b>	<b>\$ 2,090,000</b>	<b>\$ 2,084,225</b>	<b>\$ 2,245,000</b>	<b>\$ 155,000</b>	<b>7.4%</b>
<b>III. INVESTMENT REVENUE</b>					
Operations Fund 631	\$ 110,000	\$ 170,241	\$ 110,000	\$ -	0.0%
Capital Outlay Fund 632	170,000	275,207	170,000	-	0.0%
<b>SUBTOTAL</b>	<b>\$ 280,000</b>	<b>\$ 445,448</b>	<b>\$ 280,000</b>	<b>\$ -</b>	<b>0.0%</b>
<b>IV. OTHER REVENUE</b>					
Proposition 172 Funds	\$ 215,000	\$ 224,109	\$ 220,000	\$ 5,000	2.3%
Garbage Franchise Fees	120,000	146,715	125,000	5,000	4.2%
Sewer Connection and Permit Fees	55,000	45,482	50,000	(5,000)	-9.1%
PBCSD Support Services / Office Rent	12,000	13,315	12,000	-	0.0%
Other Miscellaneous Revenue and Refunds	28,000	47,772	28,000	-	0.0%
<b>SUBTOTAL</b>	<b>\$ 430,000</b>	<b>\$ 477,393</b>	<b>\$ 435,000</b>	<b>\$ 5,000</b>	<b>1.2%</b>
<b>SUBTOTAL CURRENT REVENUES (EXCLUDING REIMBURSEMENTS)</b>	<b>\$ 17,600,000</b>	<b>\$ 18,384,909</b>	<b>\$ 18,760,000</b>	<b>\$ 1,160,000</b>	<b>6.6%</b>
<b>V. REIMBURSEMENTS</b>					
Reclamation Project Operations	\$ 525,000	\$ 441,758	\$ 505,000	\$ (20,000)	-3.8%
Reclamation Project Capital Outlays	1,900,000	1,673,341	385,000	(1,515,000)	-79.7%
<b>SUBTOTAL</b>	<b>\$ 2,425,000</b>	<b>\$ 2,115,099</b>	<b>\$ 890,000</b>	<b>\$ (1,535,000)</b>	<b>-63.3%</b>
<b>TOTAL CURRENT REVENUES</b>	<b>\$ 20,025,000</b>	<b>\$ 20,500,008</b>	<b>\$ 19,650,000</b>	<b>\$ (375,000)</b>	<b>-1.9%</b>
<b>VI. ALLOCATIONS &amp; OTHER APPROPRIATIONS</b>					
Appropriations from Capital Outlay Reserves	\$ 760,000	\$ -	\$ 3,666,000	\$ 2,906,000	382.4%
Carry-over Appropriations	3,430,000	1,036,444	4,603,000	1,173,000	34.2%
<b>SUBTOTAL</b>	<b>\$ 4,190,000</b>	<b>\$ 1,036,444</b>	<b>\$ 8,269,000</b>	<b>\$ 4,079,000</b>	<b>97.4%</b>
<b>TOTAL REVENUES</b>	<b>\$ 24,215,000</b>	<b>\$ 21,536,452</b>	<b>\$ 27,919,000</b>	<b>\$ 3,704,000</b>	<b>15.3%</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL  
ADMINISTRATION / ENGINEERING**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20	PROPOSED FY 2020-21	FY 2019-20 BUDGET \$ %
<b>I. PERSONNEL</b>						
Salaries & Wages	\$ 1,174,000	\$ 1,155,071	\$ 1,211,500	\$ 37,500	3.2%	
Payroll Taxes	99,000	86,249	103,000	4,000	4.0%	
Benefits	455,000	432,867	487,000	32,000	7.0%	
Subtotal	<b>\$ 1,728,000</b>	<b>\$ 1,674,187</b>	<b>\$ 1,801,500</b>	<b>\$ 73,500</b>	<b>4.3%</b>	
Allocation to Reclamation Prj	(42,000)	(52,330)	(42,000)	-	0.0%	
<b>TOTAL PERSONNEL</b>	<b>\$ 1,686,000</b>	<b>\$ 1,621,857</b>	<b>\$ 1,759,500</b>	<b>\$ 73,500</b>	<b>4.4%</b>	
<b>II. GENERAL OPERATIONS</b>						
<b>Programs &amp; Charges</b>						
Association Memberships & Support Contributions	\$ 29,000	\$ 26,884	\$ 29,000	\$ -	0.0%	
Director Fees	10,000	6,050	10,000	-	0.0%	
LAFCO Budget - PBCSD Share	29,500	28,029	29,500	-	0.0%	
County Property Tax Administrative Chgs	165,000	153,683	165,000	-	0.0%	
Insurance - Liability & Property	20,000	17,762	20,000	-	0.0%	
Training / Conference & Travel	21,000	9,935	21,000	-	0.0%	
Subtotal	<b>\$ 274,500</b>	<b>\$ 242,343</b>	<b>\$ 274,500</b>	<b>\$ -</b>	<b>0.0%</b>	
<b>Professional &amp; Technical Services</b>						
Newsletters, Notices, Advertisements Production & Mailing	\$ 30,000	\$ 28,510	\$ 30,000	\$ -	0.0%	
Legal	38,500	32,884	38,500	-	0.0%	
Auditing & Accounting	31,000	29,300	32,000	1,000	3.2%	
Administrative Support	14,000	13,538	14,000	-	0.0%	
Other Professional Services	25,000	1,901	25,000	-	0.0%	
Safety & Wellness	9,000	4,666	9,000	-	0.0%	
General Engineering Consulting	15,000	-	15,000	-	0.0%	
Information Sys/ Network & Software	47,500	49,003	47,500	-	0.0%	
Janitorial	20,000	25,200	20,000	-	0.0%	
Subtotal	<b>\$ 230,000</b>	<b>\$ 185,002</b>	<b>\$ 231,000</b>	<b>\$ 1,000</b>	<b>0.4%</b>	
<b>Materials / Supplies/ Equipment &amp; Maintenance</b>						
Housekeeping & Hospitality	\$ 18,500	\$ 16,951	\$ 18,500	\$ -	0.0%	
Building & Facilities Maintenance	29,500	67,406	29,500	-	0.0%	
Office / Network Supplies & Small Equipment	31,500	30,224	31,500	-	0.0%	
Network Hardware / Software	6,500	11,282	8,000	1,500	23.1%	
Maintenance Subscriptions	3,500	2,938	3,500	-	0.0%	
Postage	2,000	1,323	2,000	-	0.0%	
Subscriptions - Trade Journals & Books						
Subtotal	<b>\$ 91,500</b>	<b>\$ 130,124</b>	<b>\$ 93,000</b>	<b>\$ 1,500</b>	<b>1.6%</b>	
<b>TOTAL GENERAL OPERATIONS</b>	<b>\$ 596,000</b>	<b>\$ 557,469</b>	<b>\$ 598,500</b>	<b>\$ 2,500</b>	<b>0.4%</b>	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL  
ADMINISTRATION / ENGINEERING**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20	PROPOSED FY 2020-21	FY 2019-20 BUDGET \$ %
<b>III UTILITIES</b>						
Gas & Electricity	\$ 6,500	\$ 7,377	\$ 6,500	\$ -	0.0%	
Telephone & Communications	10,000	9,270	10,000	-	0.0%	
Water	2,500	3,296	2,500	-	0.0%	
<b>TOTAL UTILITIES</b>	<b>\$ 19,000</b>	<b>\$ 19,942</b>	<b>\$ 19,000</b>	<b>\$ -</b>	<b>0.0%</b>	
CONTINGENCY - 5%	\$ 115,000	\$ -	\$ 119,000	\$ 4,000	3.5%	
<b>TOTAL ADMIN &amp; ENGINEERING</b>	<b>\$ 2,416,000</b>	<b>\$ 2,199,268</b>	<b>\$ 2,496,000</b>	<b>\$ 80,000</b>	<b>3.3%</b>	

**POLICE PROTECTION**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20	PROPOSED FY 2020-21	FY 2019-20 BUDGET \$ %
<b>I. GENERAL OPERATIONS</b>						
Materials / Supplies & Equipment	\$ 8,000	\$ -	\$ 8,000	\$ -	0.0%	
Educational Program: "Every 15 Minutes"	10,000	3,000	10,000	-	0.0%	
<b>TOTAL GENERAL OPERATIONS</b>	<b>\$ 18,000</b>	<b>\$ 3,000</b>	<b>\$ 18,000</b>	<b>\$ -</b>	<b>0.0%</b>	
<b>II. CONTRACTUAL SERVICES</b>						
Supplemental Law & Traffic Enforcement Svc	\$ 275,000	\$ 275,000	\$ 300,000	\$ 25,000	9.1%	
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 275,000</b>	<b>\$ 275,000</b>	<b>\$ 300,000</b>	<b>\$ 25,000</b>	<b>9.1%</b>	
CONTINGENCY - 5%	\$ 12,000	\$ -	\$ 13,000	\$ 1,000	8.3%	
<b>TOTAL POLICE PROTECTION</b>	<b>\$ 305,000</b>	<b>\$ 278,000</b>	<b>\$ 331,000</b>	<b>\$ 26,000</b>	<b>8.5%</b>	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL  
FIRE / EMERGENCY MEDICAL**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20	PROPOSED	FY 2019-20 BUDGET
					FY 2020-21	FY 2019-20 BUDGET
					\$	%
<b>I GENERAL OPERATIONS</b>						
<b>Programs &amp; Charges</b>						
Insurance - Liability & Property	\$ 31,000	\$ 26,086	\$ 31,000	\$ -	0.0%	
Subtotal	\$ 31,000	\$ 26,086	\$ 31,000	\$ -	0.0%	
<b>Professional &amp; Technical Services</b>						
Information Sys/Network & Software	\$ 26,000	\$ 20,918	\$ 23,000	\$ (3,000)	-11.5%	
Subtotal	\$ 26,000	\$ 20,918	\$ 23,000	\$ (3,000)	-11.5%	
<b>Materials / Supplies/ Equipment &amp; Maintenance</b>						
Shop & Small Tools	\$ 4,500	\$ 4,368	\$ 4,500	\$ -	0.0%	
Housekeeping & Hospitality	26,500	20,019	26,500	-	0.0%	
Building & Facilities Maintenance	29,500	27,577	29,500	-	0.0%	
Office, Network & Software	10,000	4,100	10,000	-	0.0%	
Subscriptions - Trade Journals & Books	500	-	500	-	0.0%	
Subtotal	\$ 71,000	\$ 56,064	\$ 71,000	\$ -	0.0%	
<b>TOTAL GENERAL OPERATIONS</b>	<b>\$ 128,000</b>	<b>\$ 103,069</b>	<b>\$ 125,000</b>	<b>\$ (3,000)</b>	<b>-2.3%</b>	
<b>II FIRE DEPT OPERATIONS (Supplies / Equipment and R&amp;M)</b>						
Vehicles & Equipment	\$ 23,000	\$ 16,325	\$ 37,500	\$ 14,500	63.0%	
Fire Hose	7,500	7,972	7,500	-	0.0%	
Self Contained Breathing Apparatus	9,000	7,197	9,000	-	0.0%	
Personnel & Safety	38,000	19,736	25,500	(12,500)	-32.9%	
Uniform & Laundry Svc	2,000	-	7,500	5,500	275.0%	
Medical - Pebble Beach Station	-	-	11,000	11,000	N/A	
<b>TOTAL FIRE DEPT OPERATIONS</b>	<b>\$ 79,500</b>	<b>\$ 51,230</b>	<b>\$ 98,000</b>	<b>\$ 18,500</b>	<b>23.3%</b>	
<b>III FIRE PREVENTION PROGRAM</b>						
Memberships & Subscriptions	\$ 10,500	\$ 4,742	\$ 10,500	\$ -	0.0%	
Professional Services	27,000	27,616	27,000	-	0.0%	
Fire Hydrant Testing & Maintenance Svc	15,000	-	15,000	-	0.0%	
Training, Conferences & Travel	24,500	11,642	19,500	(5,000)	-20.4%	
Supplies / Equipment; Repairs & Maintenance	18,000	18,673	43,500	25,500	141.7%	
Less: Fire Prevention Cost Share Prg Reimb (Cypress & C. Highlands)	(34,000)	(29,956)	(46,500)	(12,500)	36.8%	
District Open House & Public Safety Day	43,000	37,888	43,000	-	0.0%	
Fire Defense Projects	500,000	491,015	500,000	-	0.0%	
Emergency Preparedness Fair (Zombie Run)	14,000	19,881	14,000	-	0.0%	
Fire Hazard Inspection Program Expenses	7,000	8,412	7,000	-	0.0%	
Fire Hazard Abatement Clearance	10,000	5,907	10,000	-	0.0%	
Residential & Vacant Lot Clearance Reimb	(10,000)	-	(10,000)	-	0.0%	
<b>TOTAL FIRE PREVENTION PROGRAM</b>	<b>\$ 625,000</b>	<b>\$ 595,820</b>	<b>\$ 633,000</b>	<b>\$ 8,000</b>	<b>1.3%</b>	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL  
FIRE / EMERGENCY MEDICAL**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20	PROPOSED	FY 2019-20 BUDGET
					FY 2020-21	FY 2019-20 BUDGET
					\$	%
<b>IV FIRE DEPT COST SHARE AGREEMENTS</b>						
<b>PBCSD Serving as Lead Agency</b>						
Water Rescue Program	\$ 26,000	\$ 23,084	\$ 26,000	\$ -	0.0%	
Less: Cypress & C. Highlands Reimb (66.5%)	(17,000)	(15,351)	(17,000)	-	0.0%	
Multi-Agency Paramedic Program O&M	37,000	56,216	48,500	11,500	31.1%	
Less: Cypress & C. Highlands Reimb (62.5%)	(23,500)	(35,135)	(30,000)	(6,500)	27.7%	
Multi-Agency Joint Training Program O&M	59,000	18,526	59,000	-	0.0%	
Less: Cypress & C. Highlands Reimb (62.5%)	(34,000)	(11,578)	(34,000)	-	0.0%	
Division Chief O&M	3,000	1,111	3,000	-	0.0%	
Less: Cypress & C. Highlands Reimb (62.5%)	(2,000)	(694)	(2,000)	-	0.0%	
Prevention Battalion Chief O&M	4,000	2,690	4,000	-	0.0%	
Less: Cypress & C. Highlands Reimb (62.5%)	(2,500)	(1,681)	(2,500)	-	0.0%	
<b>Subtotal</b>	<b>\$ 50,000</b>	<b>\$ 37,186</b>	<b>\$ 55,000</b>	<b>\$ 5,000</b>	<b>10.0%</b>	
<b>Cypress FPD Serving as Lead Agency</b>						
Carmel Hill Station O&M (50% PBCSD Share)	\$ 20,000	\$ 13,219	\$ 30,000	\$ 10,000	50.0%	
Operations Battalion Chiefs O&M (37.5% PBCSD Share)	3,000	786	3,000	-	0.0%	
<b>Subtotal</b>	<b>\$ 23,000</b>	<b>\$ 14,005</b>	<b>\$ 33,000</b>	<b>\$ 10,000</b>	<b>43.5%</b>	
<b>TOTAL FIRE DEPT COST SHARE</b>	<b>\$ 73,000</b>	<b>\$ 51,192</b>	<b>\$ 88,000</b>	<b>\$ 15,000</b>	<b>20.5%</b>	
<b>V UTILITIES</b>						
Gas & Electricity	\$ 19,500	\$ 19,310	\$ 19,500	\$ -	0.0%	
Telephone & Communications	14,500	11,959	13,500	(1,000)	-6.9%	
Water	6,000	6,554	6,000	-	0.0%	
<b>TOTAL UTILITIES</b>	<b>\$ 40,000</b>	<b>\$ 37,823</b>	<b>\$ 39,000</b>	<b>\$ (1,000)</b>	<b>-2.5%</b>	
<b>VI CONTRACTUAL SERVICES</b>						
CAL FIRE Sch A Fire Protection / Emerg Medical & Advanced Life Support Svc	\$ 6,450,000	\$ 6,127,500	\$ 6,750,000	\$ 300,000	4.7%	
Property Fire Hazard Inspection Program	30,000	41,798	35,000	5,000	16.7%	
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 6,480,000</b>	<b>\$ 6,169,298</b>	<b>\$ 6,785,000</b>	<b>\$ 305,000</b>	<b>4.7%</b>	
CONTINGENCY - 5%	\$ 371,500	\$ -	\$ 389,000	\$ 17,500	4.7%	
<b>TOTAL FIRE DEPT</b>	<b>\$ 7,797,000</b>	<b>\$ 7,008,431</b>	<b>\$ 8,157,000</b>	<b>\$ 360,000</b>	<b>4.6%</b>	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL  
WASTEWATER / MAINTENANCE**

	BUDGET FY 2019-20	PROJECTED ACTUAL FY 2019-20	PROPOSED FY 2020-21	CHANGE FROM FY 2019-20 BUDGET \$	%
<b>I. PERSONNEL</b>					
Salaries & Wages	\$ 668,000	\$ 620,625	\$ 657,000	\$ (11,000)	-1.6%
Payroll Taxes	75,500	58,828	75,500	-	0.0%
Benefits	292,000	236,276	269,500	(22,500)	-7.7%
Subtotal	\$ 1,035,500	\$ 915,728	\$ 1,002,000	\$ (33,500)	-3.2%
Allocation to Reclamation Prj	(100,500)	(88,303)	(90,000)	10,500	-10.4%
<b>TOTAL PERSONNEL</b>	<b>\$ 935,000</b>	<b>\$ 827,425</b>	<b>\$ 912,000</b>	<b>\$ (23,000)</b>	<b>-2.5%</b>
<b>II. GENERAL OPERATIONS</b>					
<b>Programs &amp; Charges</b>					
Association Memberships & Certifications	\$ 11,500	\$ 10,487	\$ 11,500	\$ -	0.0%
District Open House	6,000	6,283	6,000	-	0.0%
Insurance - Liability & Property	25,000	21,093	25,000	-	0.0%
Training / Conference & Travel	5,000	850	5,000	-	0.0%
Subtotal	\$ 47,500	\$ 38,713	\$ 47,500	\$ -	0.0%
<b>Professional &amp; Technical Services</b>					
Contractual Maintenance	\$ 15,000	\$ 5,936	\$ 15,000	\$ -	0.0%
Safety & Wellness	7,500	7,516	7,500	-	0.0%
Professional Consulting Services	40,000	-	40,000	-	0.0%
SCADA, Information Sys, Network & Software	27,000	4,802	27,000	-	0.0%
Subtotal	\$ 89,500	\$ 18,255	\$ 89,500	\$ -	0.0%
<b>Materials/Supplies/Equipment &amp; Maintenance</b>					
Shop & Small Tools	\$ 5,000	\$ 6,267	\$ 5,000	\$ -	0.0%
Housekeeping & Hospitality	2,000	1,501	2,000	-	0.0%
Office & Network	1,500	940	1,500	-	0.0%
Personnel/ Safety & Traffic Control	9,000	5,869	11,000	2,000	22.2%
Laundry & Uniform Services	19,000	12,651	17,000	(2,000)	-10.5%
Subtotal	\$ 36,500	\$ 27,229	\$ 36,500	\$ -	0.0%
<b>TOTAL GENERAL OPERATIONS</b>	<b>\$ 173,500</b>	<b>\$ 84,196</b>	<b>\$ 173,500</b>	<b>\$ -</b>	<b>0.0%</b>
<b>III. BUILDING &amp; FACILITIES</b>					
Gasoline & Diesel Fuel	\$ 48,000	\$ 41,595	\$ 46,500	\$ (1,500)	-3.1%
Gasoline & Diesel Fuel Reimb (CAL FIRE / Reclamation)	(32,500)	(40,772)	(32,500)	-	0.0%
Subtotal	\$ 15,500	\$ 824	\$ 14,000	\$ (1,500)	-9.7%
<b>Materials/Supplies &amp; Maintenance</b>					
Buildings & Facilities Repairs & Maintenance	\$ 78,000	\$ 99,590	\$ 79,500	\$ 1,500	1.9%
Allocation to Admin for Building & Facilities Maintenance	(29,500)	(67,406)	(29,500)	-	0.0%
Allocation to Fire for Building & Facilities Maintenance	(29,500)	(27,577)	(29,500)	-	0.0%
Subtotal	\$ 19,000	\$ 4,607	\$ 20,500	\$ 1,500	7.9%
<b>TOTAL BUILDING &amp; FACILITIES</b>	<b>\$ 34,500</b>	<b>\$ 5,431</b>	<b>\$ 34,500</b>	<b>\$ -</b>	<b>0.0%</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL  
WASTEWATER / MAINTENANCE**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20	PROPOSED	FY 2019-20 BUDGET
					FY 2020-21	\$ %
<b>IV. WASTEWATER OPERATIONS (Supplies / Equipment and R&amp;M)</b>						
Vehicles & Equipment	\$ 39,000	\$ 22,758	\$ 34,000	\$ (5,000)	-12.8%	
Sewer Pump Stations	93,000	49,820	93,000	-	0.0%	
Subsurface Lines & Equipment	16,000	30,114	20,000	4,000	25.0%	
Call Out Mileage Expense	1,000	586	1,000	-	0.0%	
<b>TOTAL WASTEWATER OPERATIONS</b>	<b>\$ 149,000</b>	<b>\$ 103,279</b>	<b>\$ 148,000</b>	<b>\$ (1,000)</b>	<b>-0.7%</b>	
<b>V. UTILITIES</b>						
Gas & Electricity	\$ 72,000	\$ 77,100	\$ 72,000	\$ -	0.0%	
Telephone & Communications	36,500	37,764	38,500	2,000	5.5%	
Water	4,500	5,500	4,500	-	0.0%	
<b>TOTAL UTILITIES</b>	<b>\$ 113,000</b>	<b>\$ 120,363</b>	<b>\$ 115,000</b>	<b>\$ 2,000</b>	<b>1.8%</b>	
<b>VI. CONTRACTUAL SERVICES</b>						
CAWD Sewer Treatment & Disposal	\$ 1,675,000	\$ 1,596,388	\$ 1,825,000	\$ 150,000	9.0%	
Allocation to Reclamation Prj	(70,000)	(65,000)	(65,000)	5,000	-7.1%	
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 1,605,000</b>	<b>\$ 1,531,388</b>	<b>\$ 1,760,000</b>	<b>\$ 155,000</b>	<b>9.7%</b>	
CONTINGENCY - 5%	\$ 150,000	\$ -	\$ 157,000	\$ 7,000	4.7%	
<b>TOTAL WASTEWATER / MAINTENANCE</b>	<b>\$ 3,160,000</b>	<b>\$ 2,672,082</b>	<b>\$ 3,300,000</b>	<b>\$ 140,000</b>	<b>4.4%</b>	

**SOLID WASTE**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20	PROPOSED	FY 2019-20 BUDGET
					FY 2020-21	\$ %
<b>I. GENERAL OPERATIONS</b>						
<b>Programs &amp; Charges</b>						
Hazardous Material Recycling Event	\$ 23,000	\$ 22,544	\$ 23,000	\$ -	0.0%	
Zero Waste and Recycling Programs Support Contribution	14,000	-	14,000	-	0.0%	
Franchise Contract Management Svcs	5,000	2,674	5,000	-	0.0%	
Medical Waste Take Back Program	1,000	589	1,000	-	0.0%	
<b>TOTAL GENERAL OPERATIONS</b>	<b>\$ 43,000</b>	<b>\$ 25,806</b>	<b>\$ 43,000</b>	<b>\$ -</b>	<b>0.0%</b>	
<b>II. CONTRACTUAL SERVICES</b>						
GWR Basic Residential Collection & Disposal Svc	\$ 840,000	\$ 845,360	\$ 900,000	\$ 60,000	7.3%	
<b>TOTAL CONTRACTUAL SERVICES</b>	<b>\$ 840,000</b>	<b>\$ 845,360</b>	<b>\$ 900,000</b>	<b>\$ 60,000</b>	<b>7.3%</b>	
CONTINGENCY - 5%	\$ 44,000	\$ -	\$ 47,000	\$ 3,000	6.8%	
<b>TOTAL SOLID WASTE</b>	<b>\$ 927,000</b>	<b>\$ 871,166</b>	<b>\$ 990,000</b>	<b>\$ 63,000</b>	<b>6.8%</b>	



**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL  
RECLAMATION**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20	PROPOSED FY 2020-21	FY 2019-20 BUDGET \$ %
<b>I. ADMINISTRATIVE &amp; GENERAL EXPENSES</b>						
<b>Salaries, Benefits &amp; Overhead</b>						
Salaries - Admin & Engineering	\$ 28,000	\$ 34,887	\$ 28,000	\$ -	0.0%	
Payroll Taxes/Benefits - Admin & Engineering	14,000	17,443	14,000	-	0.0%	
<b>Subtotal</b>	<b>\$ 42,000</b>	<b>\$ 52,330</b>	<b>\$ 42,000</b>	<b>\$ -</b>	<b>0.0%</b>	
<b>Other Administrative &amp; General Expenses</b>						
Directors Fees	\$ 500	\$ 400	\$ 500	\$ -	0.0%	
Insurance - Property & Liability	5,500	5,358	8,500	3,000	54.5%	
Insurance - Earthquake	17,000	17,790	18,000	1,000	5.9%	
Insurance Forest Lake Dam Failure Liability	5,500	8,722	10,000	4,500	81.8%	
<b>Subtotal</b>	<b>\$ 28,500</b>	<b>\$ 32,270</b>	<b>\$ 37,000</b>	<b>\$ 8,500</b>	<b>29.8%</b>	
<b>TOTAL ADMINISTRATIVE &amp; GENERAL</b>	<b>\$ 70,500</b>	<b>\$ 84,600</b>	<b>\$ 79,000</b>	<b>\$ 8,500</b>	<b>12.1%</b>	
<b>II. DISTRIBUTION SYSTEM O&amp;M EXPENSES</b>						
<b>Salaries, Benefits &amp; Overhead</b>						
Salaries - Maintenance	\$ 67,000	\$ 58,869	\$ 60,000	\$ (7,000)	-10.4%	
Payroll Taxes/Benefits - Maintenance	33,500	29,434	30,000	(3,500)	-10.4%	
<b>Subtotal</b>	<b>\$ 100,500</b>	<b>\$ 88,303</b>	<b>\$ 90,000</b>	<b>\$ (10,500)</b>	<b>-10.4%</b>	
<b>Energy &amp; Utilities</b>						
Gas & Electricity	\$ 49,000	\$ 38,258	\$ 44,000	\$ (5,000)	-10.2%	
Telephone & Communications	14,000	12,067	13,000	(1,000)	-7.1%	
Forest Lake Eye Wash Sys Standby Water	1,000	873	1,000	-	0.0%	
<b>Subtotal</b>	<b>\$ 64,000</b>	<b>\$ 51,198</b>	<b>\$ 58,000</b>	<b>\$ (6,000)</b>	<b>-9.4%</b>	
<b>Other Distribution O&amp;M Expenses</b>						
Permits	\$ 25,500	\$ 26,575	\$ 29,000	\$ 3,500	13.7%	
Distribution Lines Repairs & Maint.	10,000	10,000	10,000	-	0.0%	
Viscaino Pump Station Repairs & Maint.	3,000	2,176	6,000	3,000	100.0%	
Forest Lake Reservoir Repairs & Maint.	25,000	24,135	25,000	-	0.0%	
Reclaimed Storage Tank Repairs & Maint.	5,000	1,728	2,500	(2,500)	-50.0%	
Call Out Mileage	2,000	1,812	2,000	-	0.0%	
Fuel	2,500	2,114	2,500	-	0.0%	
Training & Tuitions / Assoc Memberships & Certifications	6,000	3,205	5,000	(1,000)	-16.7%	
Forest Lake Reservoir Materials & Supplies	30,000	14,262	30,000	-	0.0%	
Rescue & Safety Supplies / Equipment	1,000	-	1,000	-	0.0%	
Forest Lake Chemicals	45,000	35,444	40,000	(5,000)	-11.1%	
Scada System Supplies / Equipment / Repairs & Maintenance	1,000	684	1,000	-	0.0%	
Scada Sys Software / Instrumentation Consulting	5,000	2,885	5,000	-	0.0%	
Scada Platform Support Services	-	1,134	2,000	2,000	N/A	
<b>Subtotal</b>	<b>\$ 161,000</b>	<b>\$ 126,154</b>	<b>\$ 161,000</b>	<b>\$ -</b>	<b>0.0%</b>	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL  
RECLAMATION**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20	PROPOSED	FY 2019-20 BUDGET
					FY 2020-21	\$ %
<b>Professional Services</b>						
Engineering Consulting	\$ 50,000	\$ 15,296	\$ 40,000	\$ (10,000)		-20.0%
Other Professional Services	1,000	490	1,000	-		0.0%
Subtotal	\$ 51,000	\$ 15,786	\$ 41,000	\$ (10,000)		-19.6%
<b>TOTAL DISTRIBUTION SYSTEM</b>	\$ 376,500	\$ 281,441	\$ 350,000	\$ (26,500)		-7.0%
<b>III. SOURCE WATER O&amp;M EXPENSES</b>						
Water Wells Materials & Supplies	\$ 5,000	\$ 10,716	\$ 6,000	\$ 1,000		20.0%
Dry-weather Diversion Facilities Materials & Supplies	3,000	-	2,000	(1,000)		-33.3%
Remote Flow Monitoring	-	-	3,000	3,000		N/A
Water Treatment Cost	70,000	65,000	65,000	(5,000)		-7.1%
<b>TOTAL SOURCE WATER</b>	\$ 78,000	\$ 75,716	\$ 76,000	\$ (2,000)		-2.6%
<b>TOTAL RECLAMATION PRJ</b>	\$ 525,000	\$ 441,758	\$ 505,000	\$ (20,000)		-3.8%

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET**

**CAPITAL OUTLAYS SUMMARY**

	BUDGET		PROJECTED		CHANGE FROM		Information Only Carry Over FY 2019-20
	FY 2019-20	FY 2019-20	FY 2019-20	FY 2019-20	PROPOSED FY 2020-21	FY 2019-20 BUDGET \$ %	
<b><u>A. ADMINISTRATION / ENGINEERING</u></b>							
Office & Community Room Equip	\$ 140,000	\$ 77,109	\$ 95,000	\$ (45,000)	-32.1%	\$ 75,000	
Facilities Improvements	30,000	-	30,000	-	0.0%	30,000	
Emergency Replacement Reserve	10,000	-	10,000	-	0.0%	10,000	
Subtotal	<b>\$ 180,000</b>	<b>\$ 77,109</b>	<b>\$ 135,000</b>	<b>\$ (45,000)</b>	<b>-25.0%</b>	<b>\$ 115,000</b>	
<b><u>B. POLICE PROTECTION</u></b>							
Traffic Control Equipment	\$ 20,000	\$ -	\$ 20,000	\$ -	0.0%	\$ 20,000	
Subtotal	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 20,000</b>	
<b><u>C. FIRE</u></b>							
Fire Department Equipment	\$ 181,000	\$ 110,689	\$ 481,000	\$ 300,000	165.7%	\$ 65,000	
PBCSD Facilities Improvements	156,000	13,871	229,000	73,000	46.8%	129,000	
Emergency Replacement Reserve	20,000	-	20,000	-	0.0%	20,000	
Subtotal	<b>\$ 357,000</b>	<b>\$ 124,560</b>	<b>\$ 730,000</b>	<b>\$ 373,000</b>	<b>104.5%</b>	<b>\$ 214,000</b>	
<b><u>D. UNDERGROUNDING UTILITIES</u></b>							
Undergrounding Utilities Phase III	\$ 500,000	\$ 71,154	\$ 5,100,000	\$ 4,600,000	920.0%	\$ 1,100,000	
Subtotal	<b>\$ 500,000</b>	<b>\$ 71,154</b>	<b>\$ 5,100,000</b>	<b>\$ 4,600,000</b>	<b>920.0%</b>	<b>\$ 1,100,000</b>	
<b><u>E. WASTEWATER / MAINTENANCE</u></b>							
Sewer Replacement	\$ 1,550,000	\$ 497,701	\$ 1,700,000	\$ 150,000	9.7%	\$ 900,000	
Treatment Plant Capital Outlays	843,000	653,039	1,155,000	312,000	37.0%	169,000	
Pump Stations Rehabilitation	1,200,000	200,000	1,100,000	(100,000)	-8.3%	1,000,000	
SCADA System Rehabilitation	2,105,000	105,000	1,000,000	(1,105,000)	-52.5%	1,000,000	
Wastewater Equipment	157,000	4,359	550,000	393,000	250.3%	-	
Emergency Replacement Reserve	50,000	-	50,000	-	0.0%	50,000	
PBCSD Facilities Improvements	35,000	50,111	45,000	10,000	28.6%	35,000	
Subtotal	<b>\$ 5,940,000</b>	<b>\$ 1,510,210</b>	<b>\$ 5,600,000</b>	<b>\$ (340,000)</b>	<b>-5.7%</b>	<b>\$ 3,154,000</b>	
<b><u>F. RECLAMATION</u></b>							
Distribution System Improvements	\$ 1,600,000	\$ 1,409,271	\$ 300,000	\$ (1,300,000)	-81.3%		
Forest Lake Improvements	-	-	85,000	85,000	N/A		
Well Water Projects	300,000	255,296	-	(300,000)	-100.0%		
SCADA System Rehabilitation	-	8,774	-	-	N/A		
Subtotal	<b>\$ 1,900,000</b>	<b>\$ 1,673,341</b>	<b>\$ 385,000</b>	<b>\$ (1,515,000)</b>	<b>-79.7%</b>		
<b>TOTAL CAPITAL ITEMS</b>	<b>\$ 8,897,000</b>	<b>\$ 3,456,373</b>	<b>\$ 11,970,000</b>	<b>\$ 3,073,000</b>	<b>34.5%</b>	<b>\$ 4,603,000</b>	

The proposed \$11,970,000 for Capital Outlays includes \$4,603,000 in carry-over items from the previous fiscal year budget and \$385,000 in reimbursements.

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET**

**CAPITAL OUTLAY DETAIL  
ADMINISTRATION / ENGINEERING**

	<b>PROPOSED FY 2020-21</b>	<i>Information Only</i> <b>CARRY OVER FY 2019-20</b>
<b>ADMIN OFFICE EQUIPMENT / FACILITIES IMPROVEMENTS</b>		
GIS / Information Systems Development	\$ 45,000	\$ 35,000
Telephone & Voicemail System	40,000	40,000
Replace Administration Building Carpet	30,000	30,000
Fire Alarm System Replacement	10,000	
<b>TOTAL EQUIPMENT</b>	<b>\$ 125,000</b>	<b>\$ 105,000</b>

**POLICE PROTECTION / SECURITY**

<b>TRAFFIC CONTROL EQUIPMENT</b>		
Traffic Monitoring Radar Units (4)	\$ 20,000	\$ 20,000
<b>TOTAL EQUIPMENT</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET**

**CAPITAL OUTLAY DETAIL  
FIRE / EMERGENCY MEDICAL**

	<b>PROPOSED FY 2020-21</b>	<i>Information Only</i> <b>CARRY OVER FY 2019-20</b>
<b>CAPITAL PBCSD FACILITIES IMPROVEMENT PROJECTS</b>		
Fire Station Kitchen Remodel	\$ 143,000	\$ 93,000
Apparatus Bay Doors	66,000	16,000
Replace Fire Station Carpet	20,000	20,000
<b>TOTAL CAPITAL FACILITIES IMPROVEMENTS</b>	<b>\$ 229,000</b>	<b>\$ 129,000</b>
<b>FIRE DEPT EQUIPMENT</b>		
<u>Pebble Beach Fire Station</u>		
Ergonomic Office Furniture	\$ 50,000	\$ 50,000
Dormitory Furniture	12,000	
Kitchen & Living Room Furniture	9,000	9,000
Replace Fire Station Base Radio Station	6,000	6,000
<b>SUBTOTAL</b>	<b>\$ 77,000</b>	<b>\$ 65,000</b>
<u>Carmel Hill Station (PBCSD 50% Share)</u>		
Medic Engine 28	\$ 360,000	
Utility Truck 22	20,000	
<b>SUBTOTAL</b>	<b>\$ 380,000</b>	<b>\$ -</b>
<u>Shared Battalion Programs (PBCSD Serving as Lead Agency)</u>		
Prevention Captain P4624 Vehicle	\$ 50,000	
Prevention Public Education Fire Extinguisher Prop	13,500	
Less: Cypress FPD & Carmel Highlands FPD Share	(39,500)	
<b>SUBTOTAL</b>	<b>\$ 24,000</b>	<b>\$ -</b>
<b>TOTAL EQUIPMENT</b>	<b>\$ 481,000</b>	<b>\$ 65,000</b>

**UNDERGROUNDING UTILITIES**

<b>CAPITAL IMPROVEMENT PROJECTS</b>		
Undergrounding Utilities Phase III	\$ 5,100,000	\$ 1,100,000
<b>TOTAL CAPITAL IMPROVEMENTS</b>	<b>\$ 5,100,000</b>	<b>\$ 1,100,000</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET**

**CAPITAL OUTLAY DETAIL  
WASTEWATER / MAINTENANCE**

	<b>PROPOSED FY 2020-21</b>	<i>Information Only</i> <b>CARRY OVER FY 2019-20</b>
<b>CAPITAL IMPROVEMENT PROJECTS</b>		
2019/20 Sewer System CCTV Project	\$ 1,700,000	\$ 900,000
SCADA System Rehabilitation Improvement Project	1,000,000	1,000,000
<b>TOTAL CAPITAL IMPROVEMENTS</b>	<b>\$ 2,700,000</b>	<b>\$ 1,900,000</b>
<b>CAPITAL PBCSD FACILITIES IMPROVEMENT PROJECTS</b>		
Fiberglass Bay Doors (5)	\$ 35,000	\$ 35,000
Fire Alarm System Replacement	10,000	
<b>TOTAL CAPITAL FACILITIES IMPROVEMENTS</b>	<b>\$ 45,000</b>	<b>\$ 35,000</b>
<b>PUMP STATIONS REHABILITATION PROJECTS</b>		
Pump Station P3 Rehabilitation	\$ 1,000,000	\$ 1,000,000
Pump Station P1 Rehabilitation	50,000	
Pump Station P2 Rehabilitation	50,000	
<b>TOTAL PUMP STATIONS</b>	<b>\$ 1,100,000</b>	<b>\$ 1,000,000</b>
<b>MAINTENANCE DEPT EQUIPMENT</b>		
Line Cleaning Truck (PB-2)	\$ 450,000	
60KW Quiet Portable Generator (G4)	100,000	
<b>TOTAL EQUIPMENT</b>	<b>\$ 550,000</b>	<b>\$ -</b>

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
FY 2020-21 FINAL BUDGET**

**CAPITAL OUTLAY DETAIL  
WASTEWATER TREATMENT PLANT  
(1/3 PBCSD Share)**

	<b>PROPOSED FY 2020-21</b>	<i>Information Only</i> <b>CARRY OVER FY 2019-20</b>
<b>CAWD LONG-TERM CAPITAL PROJECTS</b>		
Electrical & Sludge Holding Tank Project (4% Reclam)	\$ 939,000	
Standby Power Reliability Project	100,000	\$ 98,000
Microturbine Integration Project	33,000	33,000
Aeration Basin Improvements	13,000	13,000
Critical Process Minor Onsite Flood Adaptations (30% Reclam)	12,000	7,000
Cathodic Protection Testing & Maintenance	10,000	10,000
Treatment Plant Landscaping	5,000	
<b>TOTAL CAWD LONG-TERM CAPITAL PRJ</b>	<b>\$ 1,112,000</b>	<b>\$ 161,000</b>
<b>CAWD SHORT TERM CAPITAL IMPROVEMENT PROJECTS</b>		
Cart Charging Area and Parking	\$ 8,000	\$ 8,000
<b>TOTAL CAWD MAINTENANCE PRJ</b>	<b>\$ 8,000</b>	<b>\$ 8,000</b>
<b>CAWD EQUIPMENT</b>		
Influent Chopper Pump	\$ 18,500	
Versatile Titrator (50% Reclam)	6,500	
Food Waste Receiving Pump	6,000	
Dissolved Air Flotation Poly Blend Unit Repl (50% Reclam)	4,000	
<b>TOTAL CAWD EQUIPMENT</b>	<b>\$ 35,000</b>	<b>\$ -</b>

**RECLAMATION**

<b>CAPITAL IMPROVEMENT PROJECTS</b>		
Pipeline Cathodic Protection (Carmel)	\$ 250,000	
Poppy Hills Storage Tank Rehabilitation Project	50,000	
Forest Lake Chemical Feed System	50,000	
Forest Lake Fence Replacement	35,000	
<b>TOTAL CAPITAL IMPROVEMENTS PRJ</b>	<b>\$ 385,000</b>	

# FINAL BUDGET

## FY 2020-21

### FINAL BUDGET RESOLUTIONS

- 1) **No. 20-11**      **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 2020-21.**
- 2) **No. 20-12**      **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 2020-21.**
- 3) **No. 20-13**      **Adopting Final Budget for Fiscal Year 2020-21.**
- 4) **No. 20-14**      **Approving Positions, Classifications, and Pay Schedule for Fiscal Year 2020-21.**
- 5) **No. 20-15**      **Adopting the Appropriations Limit for FY 2020-21.**
- 6) **No. 20-16**      **Establishing the District Sewer Connection Fee for Fiscal Year 2020-21.**





**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 20-11**

**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 2020-21**

**-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 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: \$330.72,
  - 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 2020-21 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 2020, 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 26, 2020** by the following vote:

AYES: Directors:

NOES: Directors:

ABSENT: Directors:

ATTEST:

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Peter B. McKee, Board President

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Michael A. Niccum, Board Secretary

Exhibit A

**RATE SCHEDULE FOR FY 2020-21 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:

<b><u>SOURCE</u></b>	<b><u>2020-21 RATES FOR SYSTEM-WIDE USER CHARGE</u></b>
Residential (\$/Unit)	\$ 294.00
Motel / Hotel (\$/Unit)	
Private	58.80
Commercial	147.00
School & Child Day Care	
\$/Boarding Student	73.50
\$/Day Student	14.70
Restaurant/Bar (\$/Seat/Seating)	19.60
Dining Rooms (\$/Seat/Seating)	
Private	5.88
Commercial	14.70
Gas Station (\$/Unit)	588.00
Miscellaneous Commercial	
\$/ 1-10 Employees	294.00
\$/ 11-20 Employees	588.00
\$/ 21-30 Employees	882.00
Post Office (\$/Unit)	294.00
Large Commercial Users (\$/1000 Gallons)	5.09
Miscellaneous	
Restroom (\$/Toilet)	36.75
Availability Fee: Undeveloped Residential Lots of Record	98.00

**DEPUTY GENERAL MANAGER/CFO REPORT**

June 26, 2020

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**

Adopt Resolution 20-12 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 2020-21.

**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, 2020.

Agenda Item No 6B.

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 20-12**

**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 2020-21.

**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** 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 26, 2020** by the following vote:

AYES: Directors:

NOES: Directors:

ABSENT: Directors:

ATTEST:

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Peter B. McKee, Board President

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Michael A. Niccum, Board Secretary

**EXHIBIT “A”**

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 20-12  
CERTIFYING COMPLIANCE WITH STATE LAW WITH  
RESPECT TO THE LEVYING OF GENERAL AND SPECIAL TAXES,  
ASSESSMENTS, AND PROPERTY-RELATED FEES AND CHARGES**

**FISCAL YEAR 2020-21**

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. 20-13**

**ADOPTING FINAL BUDGET FOR FISCAL YEAR 2020-21**

**-o0o-**

**WHEREAS**, on April 24, 2020, 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 2020-21; 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 2020-21.

**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 2020-21, attached hereto as Exhibit A, is hereby approved.
2. The Final Budget for FY 2020-21 includes the following anticipated revenues and expenditures:

**REVENUES:**

Property Taxes	\$15,800,000
User Fees	2,245,000
Investment Revenue	280,000
Other	435,000
Reimbursements	890,000
From Fund Balance/Reserves:	8,269,000
<b>Total Revenues</b>	<b><u>\$27,919,000</u></b>

**EXPENDITURES:**

Operations	\$15,949,000
Capital Items	11,970,000
<b>Total Expenditures</b>	<b><u>\$27,919,000</u></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 2020-21 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 26, 2020** by the following vote:

AYES:           Directors:

NOES:           Directors:

ABSENT:        Directors:

ATTEST:

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Peter B. McKee, Board President

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Michael A. Niccum, Board Secretary

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 20-14**

**APPROVING POSITIONS, CLASSIFICATIONS,  
AND PAY SCHEDULE FOR FISCAL YEAR 2020-21**

**-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 2020-21, as shown on Exhibit "A" hereto, and the same is hereby adopted as this District's personnel and pay plan for fiscal year 2020-21.

2. This Resolution shall be entered upon the minutes of this Board, and its provisions shall become effective on July 1, 2020.

**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 26, 2020** by the following vote:

AYES: Directors:

NOES: Directors:

ABSENT: Directors:

ATTEST:

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Peter B. McKee, Board President

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Michael A. Niccum, Board Secretary

**Effective: July 1, 2020**

**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	Flat	\$236,000/yr
1.0	Deputy General Manager/CFO	67	15,332/mo - 18,636/mo
2.0	Senior Accountant	46	9,130/mo - 11,097/mo
	Accountant	40	7,872/mo - 9,569/mo
	Accounting Technician	31	6,304/mo - 7,663/mo
1.0	Finance and Information Systems Coordinator	31	6,304/mo - 7,663/mo
1.0	Administrative Assistant	32	6,462/mo - 7,854/mo
1.0	District Engineer	62	13,551/mo - 16,471/mo
	Senior Engineer	54	11,124/mo - 13,521/mo
	Associate Engineer	47	9,358/mo - 11,375/mo
1.0	Assistant Engineer	40	7,872/mo - 9,569/mo
1.0	Field Maintenance Supervisor	45	8,906/mo - 10,826/mo
5.0	Maintenance:		
	Maintenance Worker I	22	5,048/mo - 6,135/mo
	Maintenance Worker II	26	5,572/mo - 6,774/mo
	Maintenance Technician I	32	6,462/mo - 7,854/mo
	Maintenance Technician II	38	7,493/mo - 9,108/mo
<b><u>14.0</u></b>			

**DEPUTY GENERAL MANAGER/CFO REPORT**

June 26, 2020

To: Board of Directors

From: Suha Kilic, Deputy GM/CFO

Subject: **Appropriations Limit**

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**RECOMMENDATION**

Adopt Resolution 20-15 adopting the District Appropriations Limit for FY 2020-21.

**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 2020-21 appropriation limit has been calculated at \$20,633,452 and the appropriations subject to the limit has been calculated at \$13,457,000. Therefore, the appropriations in the proposed Final Budget are \$7,176,452 below the Appropriations Limit and are in compliance with the law. The exhibits of the attached Resolution No. 20-15 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. 20-15**

**ADOPTING THE FISCAL YEAR 2020-21 APPROPRIATIONS LIMIT  
-o0o-**

**WHEREAS**, Article XIIB 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 2020-21 to be \$20,633,452.
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 26, 2020** by the following vote:

AYES:           Directors:

NOES:           Directors:

ABSENT:       Directors:

ATTEST:

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Peter B. McKee, Board President

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Michael A. Niccum, Board Secretary

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT**  
**Appropriations Limit Calculation**  
**Fiscal Year 2020-21**

<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	\$2,444,000		\$2,444,000
Investment Revenue	17,000		17,000
Other		\$63,000	63,000
<b><u>WASTEWATER</u></b>			
Property Tax Allocation	2,370,000		2,370,000
Investment Revenue	140,000		140,000
Sewer User Service Fees		1,145,000	1,145,000
Other		56,000	56,000
<b><u>FIRE/EMERGENCY MEDICAL</u></b>			
Property Tax Allocation	8,170,000		8,170,000
Investment Revenue	123,000		123,000
Fire Service Special Tax	200,000		200,000
Other		220,000	220,000
<b><u>POLICE PROTECTION/SECURITY</u></b>			
Property Tax Allocation	332,000		332,000
<b><u>UNDERGROUND UTILITIES</u></b>			
Property Tax Allocation	2,484,000		2,484,000
<b><u>SOLID WASTE DISPOSAL</u></b>			
Property Tax Allocation			-
Garbage Basic Service Fees		900,000	900,000
Other		96,000	96,000
Fund Balance\Reserves	8,269,000		8,269,000
Reimbursements		890,000	890,000
Subtotal	<u>24,549,000</u>	<u>\$3,370,000</u>	<u>27,919,000</u>

**Schedule B**

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
Appropriations Limit Calculation  
Fiscal Year 2020-21**

**Appropriations subject to limit:**

Fiscal Year 2020-21 total appropriations	\$27,919,000
Less:	
Nonproceeds of tax	(3,370,000)
Less:	
Appropriations to Qualified Capital Outlays	(11,092,000)
Plus:	
User Fees in excess of costs	0
Total Appropriations Subject to Limit	\$13,457,000

**Appropriation Limit:**

Fiscal Year 2019-20 appropriation limit	\$21,467,596
Factor Change	
A. Cost of Living Adjustment CPI*:	1.0373
B. Population Adjustment **:	-1.0015
= Change Factor (A x B)	-1.038856
Decrease in appropriation limit	(\$834,144)
Fiscal Year 2020-21 appropriation limit	\$20,633,452
Remaining appropriation capacity	\$7,176,452
Available capacity as a percent of appropriation limit	34.78%

**Notes:**

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

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

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

June 26, 2020

To: Board of Directors

From: Suha Kilic, Deputy GM/CFO

Subject: **PBCSD FY 2020-21 Sewer Connection Fee**

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### **RECOMMENDATION**

It is recommended the Board consider approving the attached Resolution No. 20-16 which sets the FY 2020-21 sewer connection, inspection and permit fees at \$4,789, \$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 \$4,658; \$125; and \$25, respectively, at present.

The ordinance also provides a formula for calculation of the connection fee. The connection fee for the FY 2020-21 has been calculated as \$4,789 which is \$131 or 2.8% more than the prior year. No change is 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

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
RESOLUTION NO. 20-16**

**ESTABLISHING THE DISTRICT SEWER CONNECTION, INSPECTION AND  
PERMIT FEES FOR THE FISCAL YEAR 2020-21**

**-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, 2020; 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 \$4,789 per equivalent residential unit for the Fiscal Year 2020-21.
2. The District's sewer inspection and permit fees are hereby determined to be \$125 and \$25, respectively, per connection for the Fiscal Year 2020-21.

**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 26, 2020** by the following vote:

AYES: Directors:

NOES: Directors:

ABSENT: Directors:

ATTEST:

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Peter B. McKee, Board President

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Michael A. Niccum, Board Secretary

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT  
CONNECTION FEE CALCULATIONS  
FY 2020-21**

*Based on fixed asset values on June 30, 2020*

**CAWD Treatment Plant PBCSD Share:**

CAWD Applicable Assets Replacement Value	\$65,233,187	
Local Value- After Grant Funds	62,897,022	
Excluded Assets	(48,714,667)	
<b>PBCSD Share</b>		<b>4,722,724</b>
PBCSD other Applicable Assets	\$14,666,670	
Depreciated Value	4,959,569	
<b>ENR Updated Value</b>		<b>7,042,191</b>
Add Applicable Current Assets at 6/30/20		18,522,439
Subtotal		\$30,287,354
Total Value of all Applicable Assets on 6/30/19		\$27,028,262
Applicable portion of change since 6/30/19		2,172,728
<b>(A) Total Value of all Applicable District Assets 6/30/20</b>		<b><u>\$29,200,990</u></b>

(B) Average Daily Flow per Residential Usage (gpd) (See Note 1)		164 gpd
(C) PBCSD share of Authorized Flows (1/3 x 3mgd) = 1mgd		
(D) Connection fee per gallon per day (A) divided by (C)		\$29.20
Connection fee per Equivalent Residential Unit (B) x (D) (See Note 2)		<u>\$4,789</u>
<b>CONNECTION FEE FY 2020-21</b>		<b><u><u>\$4,789</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 = 1.64 (PBCSD Information Systems)
  - Average Daily Flow per Capita = 100 gpd (Wastewater Treatment Facility Design Criteria)
  - Average Daily Flow per Residential Usage = 1.64 x 100 = 164 gpd
  
- (2) Calculated using the formula specified in PBCSD Ordinance No.18 adopted March 31, 1989