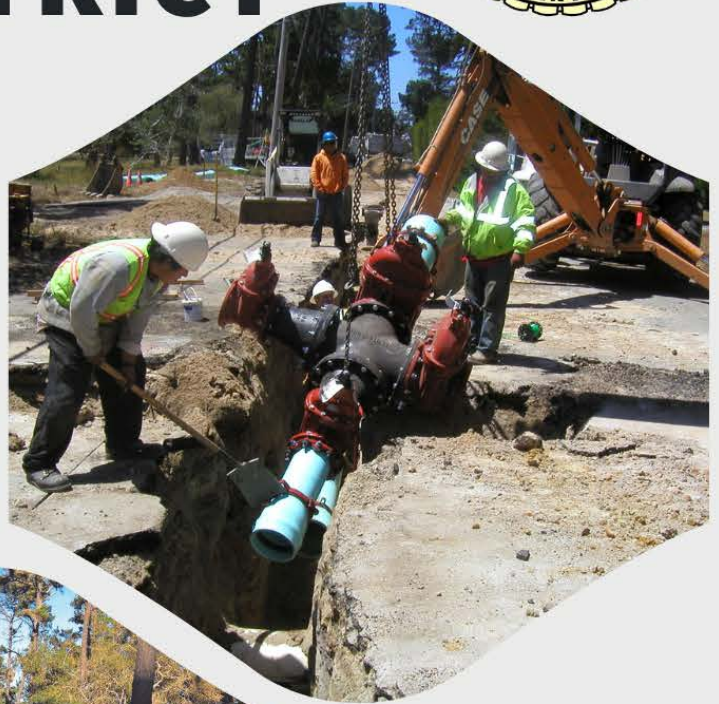


PEBBLE BEACH COMMUNITY SERVICES DISTRICT



2023-24 FINAL BUDGET

PEBBLE BEACH COMMUNITY SERVICES DISTRICT
2023-24 FINAL BUDGET
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2023-24 FINAL BUDGET
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BUDGET RESOLUTIONS

- **Res 23-11: 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 2023-24.**
- **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 2023-24.**
Res 23-12: 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 2023-24.
- **Res 23-13: Adopting Final Budget for Fiscal Year 2023-24.**
- **Res 23-14: Approving Positions, Classifications, and Pay Schedule for Fiscal Year 2023-24.**
- **Staff Report re: Appropriations Limit for Fiscal Year 2023-24.**
Res 23-15: Adopting the Appropriations Limit for Fiscal Year 2023-24.
- **Staff Report re: Sewer Connection, Inspection and Permit Fees for Fiscal Year 2023-24**
Res 23-16: Establishing the District Sewer Connection, Inspection and Permit fees for Fiscal Year 2023-24.

FINANCE DIRECTOR REPORT

June 30, 2023

TO: Board of Directors

FROM: Marianna Pimentel, Finance Director
Nancy Johnson, Senior Accountant

SUBJECT: **Fiscal Year 2023-24 Final Budget**

RECOMMENDATIONS

- 1) At 9:40 a.m. on June 30, 2023 following the staff's presentation, concurrently open the public hearings to receive and consider comments on:
 - The PBCSD Final Budget for fiscal year 2023-24;
 - 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. 23-11 approving service charges for garbage collection and disposal; sewer treatment and disposal services; and special tax for fire protection services for fiscal year 2023-24;
 - Resolution No. 23-12 certifying compliance with State law for levying general and special taxes, assessments, and property related fees and charges;
 - Resolution No. 23-13 adopting the Final Budget for fiscal year 2023-24;
 - Resolution No. 23-14 approving positions, classifications, and pay schedule for fiscal year 2023-24;
 - Resolution No. 23-15 determining the Appropriations Limit for fiscal year 2023-24; and,
 - Resolution No. 23-16 establishing the District sewer connection, inspection and permit fees for fiscal year 2023-24.

CHANGES FROM THE PRELIMINARY BUDGET

A Preliminary Budget was approved by the Board on April 28, 2023. In the Final Budget, there is a \$528,000 decrease in the total budget, from \$30,785,000 to \$30,257,000.

The amount budgeted for operating (O&M) expenses increased by \$242,000, (from \$17,685,000 to \$17,927,000). This is primarily due to increases in the CAL FIRE Schedule A contract.

The amount budgeted for capital outlays and construction projects decreased by \$770,000 (from \$13,100,000 to \$12,330,000). Changes in budgeted line items over \$30,000 are summarized below.

- Increases in the amounts budgeted since the adoption of the preliminary budget include:
 - \$100,000 to rehabilitate 2008 Pierce Arrow XT Mobile Command Unit per agreement with the Monterey Peninsula Airport District (MPAD).
 - \$50,000 to build a concrete pad near the fuel tanks for the two storage containers purchased in fiscal year 2022-23.
 - \$30,000 increase in the amount budgeted in Wastewater capital outlays for development of the Computer Maintenance Management System (CMMS).
 - \$25,000 increase for Wastewater sewer pump station P7 (18th Fairway at Pebble Beach Golf Links) underground fuel storage system rehabilitation.

- Reductions in amounts budgeted to reflect payments made since the adoption of the preliminary budget include:
 - \$340,000 reduction in the SCADA System Improvements project to reflect anticipated completion of this project prior to the end of fiscal year 2022-23.
 - \$275,000 reduction in the Sewer Line and Manhole Replacement project from (\$1,565,000 to \$1,290,000).
 - \$230,000 reduction in CAWD Treatment Plant Phase 2 Improvements project (from \$1,230,000 to \$1,000,000).
 - \$50,000 reduction to reflect the purchase of the Maintenance department utility vehicle PB-1.
 - \$40,000 reduction in the Pump Stations P1 (Cypress Point) & P2 (Fanshell Beach) Rehabilitation project (from \$1,455,000 to \$1,415,000).
 - \$35,000 reduction to reflect the purchase of Fire department All-terrain vehicle 22.

SUMMARY OF FY 2023-24 FINAL BUDGET

	Budget		Change from FY 2022-23 Budget
REVENUES			
Current Revenue:			
District	\$ 22,565,000	+ 11%	\$ 2,185,000
Reclamation Project	925,000	- 26%	(325,000)
Subtotal	\$ 23,490,000	+ 9%	\$ 1,860,000
Appropriations from / (to) Capital Reserves	-		
Carry-Over Appropriations	6,767,000		
Subtotal	\$ 6,767,000		
TOTAL	\$ 30,257,000		
EXPENSES			
Operations & Maintenance:			
District	\$ 17,165,000	+ 5%	\$ 798,000
Reclamation Project	600,000	+ 3%	20,000
Subtotal	\$ 17,765,000	+ 5%	\$ 818,000
Capital Outlays (Current Year):			
District	5,238,000	- 16%	(995,000)
Reclamation Project	325,000	- 51%	(345,000)
Subtotal	\$ 5,563,000	- 19%	\$ (1,340,000)
Capital Outlays (Prior Year Carry-Over)	6,767,000		
Appropriation to O&M Reserves	162,000		
TOTAL	\$ 30,257,000		

FY 2023-24 Current Revenue (Details on Page 23)

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

REVENUE	Budget	Change from FY 2022-23 Budget	
Property Tax	\$ 19,000,000	11%	\$ 1,900,000
Charges for Services	2,770,000	7%	170,000
Investment Income	250,000	56%	90,000
Other Revenue	545,000	5%	25,000
SUBTOTAL	\$ 22,565,000	11%	\$ 2,185,000
Reclamation Prj Contribution	925,000	-26%	(325,000)
TOTAL CURRENT REVENUE	\$ 23,490,000	9%	\$ 1,860,000

Property Taxes

The fiscal year 2023-24 property tax revenue increased by \$1.9 million, or 11%, from \$17.1 million in the prior year's budget to \$19 million. This budgeted amount is based on the prior year's estimated actual amount of \$17.9 million, which was \$800,000, or 5%, above the budgeted amount. Next year's property valuation information obtained from Monterey County estimates a 6%, or \$1.1 million, increase from the prior year's actual.

Charges for Services and Assessments

Sewer User Fees

The sewer user fees are proposed to be increased by 9%. The increase amounts to \$2.62 per month, from \$29.10 to \$31.72 for residential units effective July 1, 2023. 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 \$1,500,000. The budget includes \$8,050,000 for wastewater expenditures, excluding the carry-over amount from the prior year. The \$6,550,000 difference between the budgeted expenditures and the user fee revenue is proposed to be financed from property tax (\$2,850,000), capital outlay reserve (\$3,524,000), and investment income and other revenue (\$176,000).

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 2022-23 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.

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

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 \$8.2 million over the last eight fiscal years; and expects to pay approximately \$6.2 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 \$31.72 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 2023-24)	\$89.08
Pacific Grove (FY 2023-24)	\$77.94
Seaside/Del Rey Oaks (FY 2023-24)	\$60.52
Monterey (FY 2023-24)	\$60.21
Pebble Beach (Proposed 2023-24)	\$31.72
County Average (Last Published CY 2018):	\$34.58
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% 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 4.8% effective July 1, 2023. 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 \$1.48 per month, from \$30.92 to \$32.40.

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 4.8% rate increase includes additional costs due to increased tipping fees at the MRWMD landfill and cost of living adjustments.

At the proposed \$32.40 per month, PBCSD residential service fee remains in line with neighboring jurisdictions as displayed in the following table.

JURISDICTION	RESIDENTIAL 32-GALLON
Pacific Grove (FY 2022-23) includes one-way service	\$55.52
Carmel-by-the-Sea (FY 2022-23) includes two-way service	\$50.05
Carmel Valley and Other Monterey County Unincorporated (FY 2022-23) * (35-Gallon Container)	\$43.53
Santa Cruz County Unincorporated (FY 2022-23)	\$33.99
Pebble Beach (Proposed 2023-24) includes one-way service	\$32.40
Pebble Beach (FY 2022-23)	\$30.92
Salinas (FY 2022-23)	\$32.26
Del Rey Oaks (FY 2022-23)	\$31.68
Monterey (FY 2022-23)	\$25.56
Seaside (FY 2022-23)	\$25.35

Investment Income

The investment income is estimated at \$250,000. This amount was adjusted upward based on the last fiscal year’s actual revenue and the current higher rates on fixed income of investments.

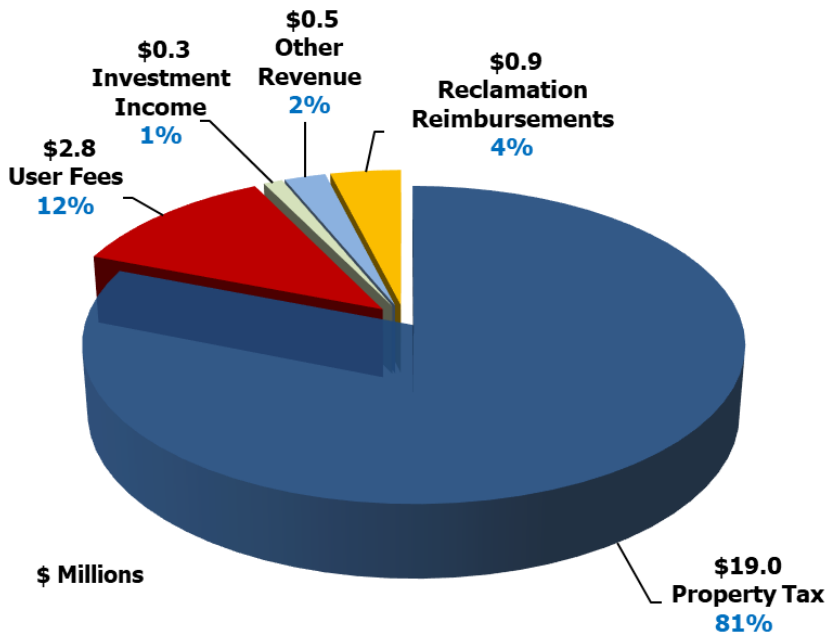
Other Revenue

The budget includes \$260,000 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.

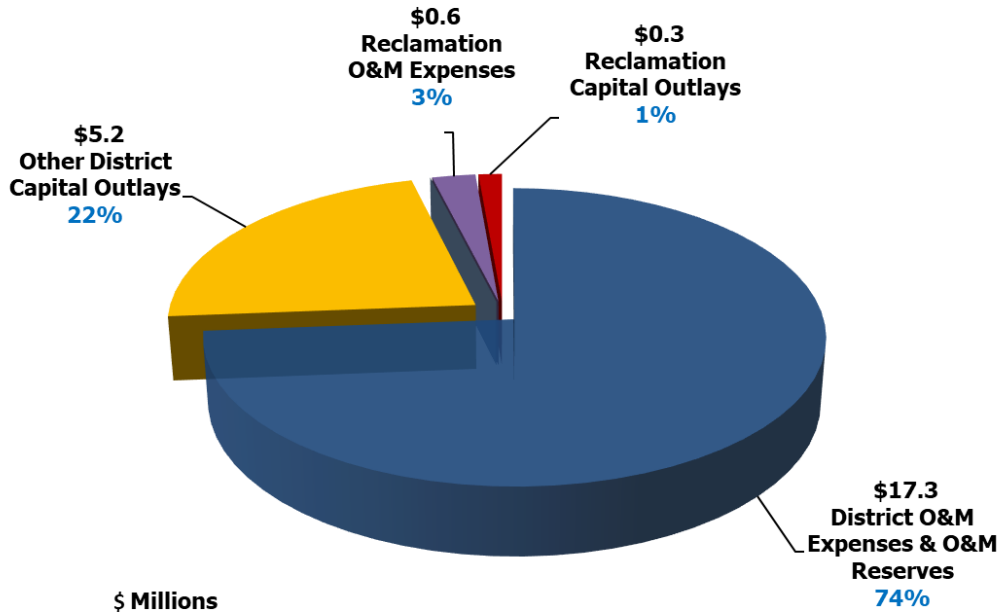
The budget also includes \$200,000 in solid waste franchise fees (9% of the franchise holder’s annual revenue); \$45,000 in sewer connection and permit fees; \$12,000 in support services provided by District staff; and \$28,000 in other miscellaneous revenue.

Revenue Summary and Conclusion

The following chart displays the District’s budgeted \$23,490,000 in current revenues.



The following chart displays the proposed allocation of current revenues (\$23,490,000). It is expected that current revenues will be sufficient to finance the budgeted O&M expenses (\$17,327,000, excluding depreciation). \$5,238,000 will be allocated to finance a portion of the District funded capital outlays and construction projects. Reclamation Project O&M expenses (\$600,000) and Capital Outlays (\$325,000) 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 \$17,927,000 which is \$689,000 (or 4%) more than the previous year’s budget. The proposed amount includes \$600,000 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 24 through 31.

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

<u>Department</u>	<u>Budget</u>	<u>Change from FY 2022-23 Budget</u>	
Administration/Engineering	\$ 3,040,000	8%	\$ 230,000
Fire/Emergency Medical	8,870,000	4%	345,000
Supplemental Law Enforcement	375,000	10%	35,000
Wastewater/Maintenance	3,660,000	4%	153,000
Solid Waste	1,220,000	3%	35,000
SUBTOTAL	\$ 17,165,000	5%	\$ 798,000
Reclamation	600,000	3%	20,000
TOTAL	\$ 17,765,000	5%	\$ 818,000
Allocation to O&M and Rate Stabilization Reserves	162,000	N/A	(129,000)
TOTAL	\$ 17,927,000	4%	\$ 689,000

Cost-of-Living Salary Adjustment

The Final Budget includes a recommended Cost-of-Living salary adjustment (COLA) of 5.1% in staff salaries, effective July 1, 2023. 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 8% or \$230,000, from \$2,810,000 to \$3,040,000.

The following are highlights of the changes (Pages 24 and 25 provide detail of all line items):

- The amount budgeted for Salaries, Payroll Taxes, and Benefits (\$2,180,000) increased by 6%, or \$125,000 from the prior year due to 5.1% COLA, the addition of an Accounting Technician position, merit/step increases, and completion of retirement incentive payments for retired Deputy General Manager/CFO.

- 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 25 provides detail of all line items):

The amount budgeted for the California Highway Patrol (CHP) supplemental law enforcement service contract increased by 11% or \$33,000 from \$307,000 to \$340,000. 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 26 and 27 provide detail of all line items):

The amount budgeted for Fire and Emergency Medical services increased by 4% or \$345,000, from \$8,525,000 to \$8,870,000. The following are highlights of the changes:

- The amount budgeted for the CAL FIRE contract for Fire Protection and Emergency Medical Services increased by \$300,000, or 4%, from \$7,100,000 to \$7,400,000. The increase is mainly due to an increase in the personnel benefits rate charged as a percentage of salaries to the contracting jurisdictions.
- The budget includes \$500,000 for open space fire defense projects, the same as the prior year.
- The budget includes \$548,000 for all other O&M expenses related to fire station operations, prevention program, and cost-shared programs. This amount is 6% or \$29,000 more than the prior year.

The amount budgeted for Wastewater and Maintenance operations increased by 4% or \$153,000 from \$3,507,000 to \$3,660,000. The following are highlights of the changes (Pages 28 and 29 provide detail of all line items):

- The amount budgeted for Salaries, Payroll Taxes, and Benefits increased by 0.4% or \$5,000 (from \$1,121,000 to \$1,126,000) from the prior year due to 5.1% COLA, merit/step increases, and changes in staffing.
- Of the total budgeted salaries and benefits, \$98,000 is allocated to the Reclamation Project for the services of the District's maintenance staff. This amount is \$8,000 more than the prior year.

- The \$1,850,000 budgeted for the Carmel Area Wastewater District (CAWD) Treatment Plant O&M expenses remained the same as the prior year. PBCSD cost has been budgeted as 40.5% of the anticipated Plant O&M expenses -- made up of an estimated 33% wastewater flow ratio plus a 7.5% administrative charge. PBCSD cost includes an estimated \$95,000 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 \$1,755,000.

Solid Waste:

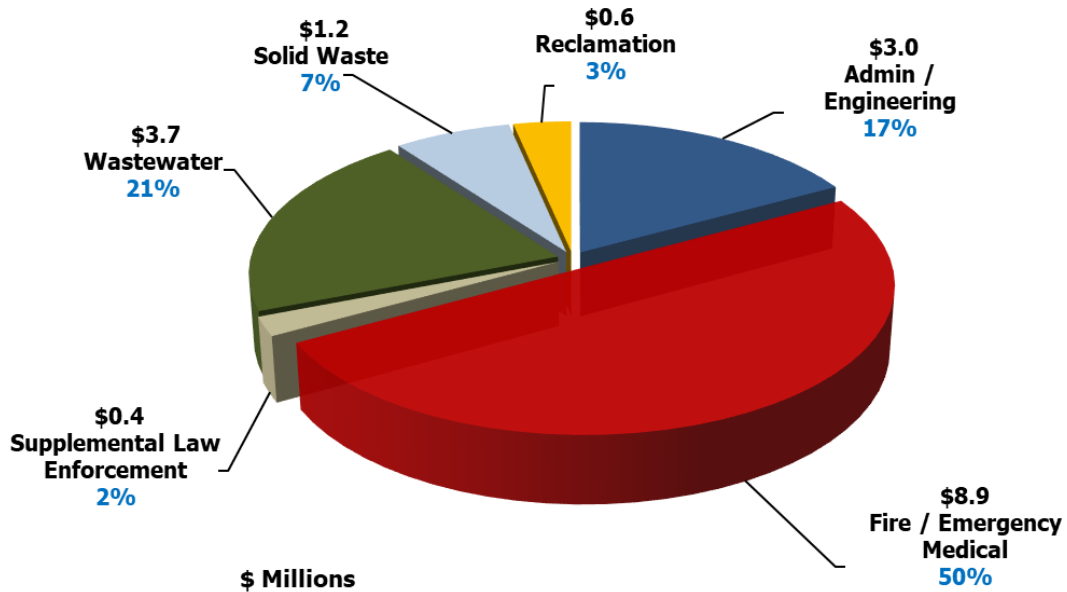
The amount budgeted for Solid Waste operations increased by 3% or \$35,000, from \$1,185,000 to \$1,220,000. The following are highlights of the changes (Page 29 provides a detail of all line items):

- The amount budgeted for garbage residential basic service increased by \$50,000, or 4.8%, from \$1,020,000 to \$1,070,000 mainly resulting from the proposed increase in service fee. 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 \$30,000 for SB 1383, food waste reduction act related costs, \$40,000 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:

The amount budgeted for Reclamation operations increased by 3% or \$20,000 from \$580,000 to \$600,000. (Pages 30 and 31 provide a detail of all line items).

The chart below displays budgeted O&M expenses (\$17,765,000).



Summary of Capital Outlays

A list of all capital outlays can be found on pages 32 through 36. Items over \$25,000 are summarized below.

Administration/Technical:

- \$575,000: Facility Improvement Project includes the following: addition of cubicles in the front office, new furnaces, ventilation improvements, replacement of carpet, window coverings, and furniture in the administrative offices, training room, and board room. Improvements will also be made in the maintenance shop training and operations rooms, bathroom, and kitchen. The entire amount budgeted is carried over from the prior year.
- \$175,000: Paving of the parking lot, adjacent to the administrative offices. Of the amount budgeted, \$100,000 is carried over from the prior year.
- \$50,000: Paint building exterior stucco including administrative offices, fire station, and apparatus bays.
- \$35,000: Expansion and enhancement of Geographic Information Systems (GIS) and database information systems for continued efficiency improvements in performance of day-to-day operations.

- \$25,000: Replace the InfoSys / GIS Server and the dedicated Backup / Security Server that serve the administration, fire, and maintenance departments, which are upgraded every four years.

Fire/Emergency Medical:

- \$1,130,000: Restoration of the driveway and parking lot at the Carmel Hill fire station (located near the Highway One gate). 50% of the cost will be reimbursed by the neighboring Cypress Fire Protection District (CFPD), resulting in a net cost to the District of \$565,000. The entire amount budgeted is carried over from the prior year.
- \$495,000: Replacement of three eight-year-old vehicles driven by the Prevention chief (B21), Operations chief (B22), and EMS chief (B26). Of the amount budgeted, 62.5% or \$310,000 will be reimbursed by the neighboring Cypress and Carmel Highlands Fire Protection Districts, resulting in a net cost to PBCSD of \$185,000.
- \$450,000: 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. The entire amount budgeted is carried over from the prior year.
- \$315,000: Replacement of three eight-year-old vehicles driven by two prevention captains (P25 & P28) and the battalion training program captain (T51). Of the amount budgeted, 62.5% or \$197,000 will be reimbursed by the neighboring Cypress and Carmel Highlands Fire Protection Districts, resulting in a net cost to PBCSD of \$118,000.
- \$155,000: Upgrade the server that manages the battalion-wide automatic vehicle locator (AVL) system, with newer satellite technology. Includes necessary hardware, software, and remote auto vehicle locator equipment. Based on the number of vehicles, \$110,000 of the amount budgeted will be reimbursed by five other agencies (Cypress FPD / Carmel Highlands FPD / Aromas / City of Soledad & South Monterey County). Net cost to PBCSD is \$45,000. The amount budgeted is being carried over from the prior year.
- \$150,000: 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 \$100,000 per station and 50% of the cost for the upgrade at the Carmel Hill fire station will be reimbursed by the neighboring Cypress Fire Protection District.
- \$100,000: Rehabilitate 2008 Pierce Arrow XT Mobile Command Unit per agreement with Monterey Peninsula Airport District (MPAD).

- \$50,000: Build a concrete pad near the gasoline and diesel fuel above ground storage tanks, located near the fire station, to place the two storage containers purchased in the prior fiscal year. Of the amount budgeted \$5,000 is being carried over from the prior year.
- \$50,000: Purchase two drones to assist in firefighting and water rescue activities. Cypress & Carmel Highlands Fire Protection Districts will reimburse PBCSD 66.5% of the total costs.
- \$30,000: Replacement of vehicle exhaust removal system installed in each apparatus bay within the Pebble Beach fire station.

Undergrounding:

- \$1,720,000: Construction, engineering and construction support services associated with completing the Undergrounding of Overhead Utilities Phase 3 project, and engineering design services to begin the Phase 4 project. The entire amount budgeted is being carried over from prior year.

Wastewater:

- \$1,415,000: Construction and engineering services associated with the rehabilitation of sewer pump stations P1 (Cypress Point pump station) and P2 (Fanshell Beach pump station). Of the amount budgeted, \$1,215,000 is being carried over from the prior year.
- \$1,370,000: CAWD Wastewater Treatment Plant Capital Outlays 1/3 PBCSD share including the following projects (over \$50,000 PBCSD share):

- 1) \$1,000,000: Phase 2 Improvements (Electrical / Sludge Holding Tank) Project (2.7% Reclamation). A multi-area 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 in existing buildings. This project is divided into the following components:

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

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

Chlorine Analyzer Building – Replace existing Motor Control Center (MCC) and electrical/controls equipment.

Effluent Building – Replace existing Motor Control Center (MCC) and electrical/controls equipment. Replace 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.

The entire amount budgeted is carried over from the prior year.

- 2) \$135,000: Plant vault and lids. Replace failing vault lids in various locations within the treatment plant grounds.
 - 3) \$103,000: Treatment Plant Perimeter Fencing. Replace deteriorated fencing around the Treatment Plant facility with 8 feet chain link fencing. Of the amount budgeted, \$76,000 is carried over from the prior year.
 - 4) \$95,000: Main Potable Water & Gas Main Replacement (5.5% Collections). Replace the potable water and natural gas feed into the treatment plant, which are about 40 years old, and not to current code. 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. Of the amount budgeted, \$17,000 is carried over from the prior year.
- \$1,290,000: The District has an on-going program to replace or rehabilitate wastewater lines and manholes, identified, and prioritized by condition. Of the amount budgeted, \$290,000 is being carried over from the prior year.
 - \$1,150,000: Engineering services and equipment purchases associated with rehabilitation of pump station P3 (Seal Rock) including replacement of one solids grinder (\$100,000), and two wet well mixers (\$50,000). Of the amount budgeted, \$200,000 is carried over from the prior year.
 - \$500,000: Sewer Line & Manhole CCTV (Condition Assessment) project to conduct CCTV assessment of gravity sewer mains, interceptor lines, and manholes throughout District.
 - \$450,000: Replace the line cleaning truck (PB-8) used daily to perform line cleaning activities.
 - \$400,000: Replace four portable 60kw generators mounted on trailers with noise reduction enclosures, which are used to serve the smaller pump stations (P1 - Cypress Point, P2 - Fanshell Beach, P4 – Highway 68 and P6 – Pescadero Point) during emergencies.
 - \$150,000: Replace the emergency power generator at pump station P5 (Sunset Lane).

- \$150,000: 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). The entire amount budgeted is being carried over from the prior year.
- \$150,000: Replace CCTV van used in sewer collection system maintenance activities. \$50,000 of the amount budgeted is being carried over from the prior year.
- \$120,000: Rehabilitation of the underground fuel storage system at sewer pump station P7 (18th Fairway at Pebble Beach Golf Links). Of the amount budgeted, \$95,000 is being carried over from the prior year.
- \$100,000: Replace 60hp sewer pumps at sewer pump station P7 (18th Fairway at Pebble Beach Golf Links).
- \$100,000: Replace the dump truck (PB-6) which transports bulk material and allows the crew to perform more field construction work. The entire amount budgeted is being carried over from the prior year.
- \$100,000: Replace the flatbed crane truck (PB-7) which has a lifting capacity of 10,000 lbs.
- \$60,000: Development of the Computer Maintenance Management System.
- \$50,000: Paint the exterior stucco of the maintenance shop and equipment bay buildings.
- \$25,000: Purchase a small utility vehicle with trailer jetter to be used for line cleaning and CCTV work activities along golf courses and easement areas. The entire amount budgeted is being carried over from the prior year.

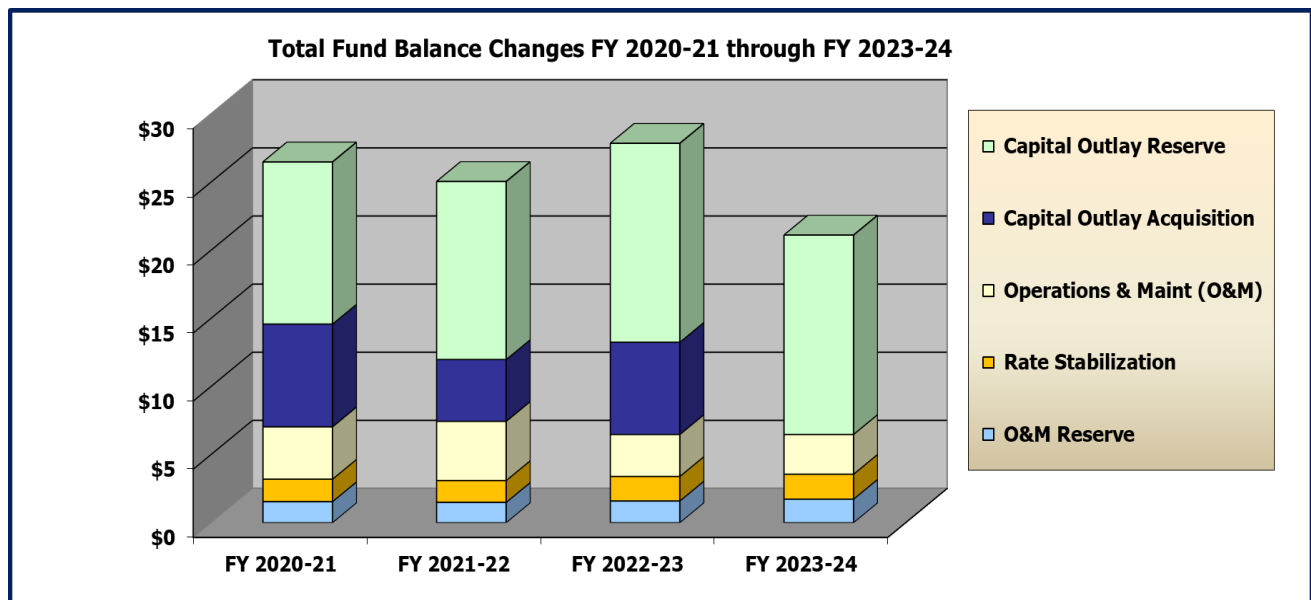
Reclamation:

- \$250,000: Construction and engineering services for 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: Replace two pumps and two motor starters at the Viscaino Rd. potable water station.
- \$25,000: Installation of irrigation meters and replacement of aging vault lids, piping, valves, and appurtenances within meter vaults.

Fund Balance / Working Capital

The following table and chart display the change in the District’s total fund balance for the FY 2020-21 through FY 2023-24 (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 2020-21	Actual FY 2021-22	Estimated FY 2022-23	Budget FY 2023-24
Beginning Fund Balance	\$ 22.9	\$ 26.5	\$ 25.0	\$ 27.9
Revenue	20.0	20.0	22.3	23.5
Expenditures	(16.4)	(21.4)	(19.5)	(30.3)
Change in Fund Balance	3.6	(1.4)	2.8	(6.8)
Ending Fund Balance	\$ 26.5	\$ 25.0	\$ 27.9	\$ 21.1
Designations				
O&M Reserve	\$ 1.6	\$ 1.5	\$ 1.6	\$ 1.7
Rate Stabilization	1.7	1.6	1.8	1.8
Operations & Maint (O&M)	3.8	4.3	3.1	2.9
Capital Outlay Acquisition	7.5	4.5	6.8	-
Capital Outlay Reserve	11.9	13.1	14.6	14.6
Special Project Reserve	-	-	-	-
Total	\$ 26.5	\$ 25.0	\$ 27.9	\$ 21.1



Budget Schedule

The Statutory deadline for adopting the Final Budget is September 1, 2023. It is recommended the final budget be adopted on June 30, 2023. 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. 23-11, 12, 13, 14, 15, 16

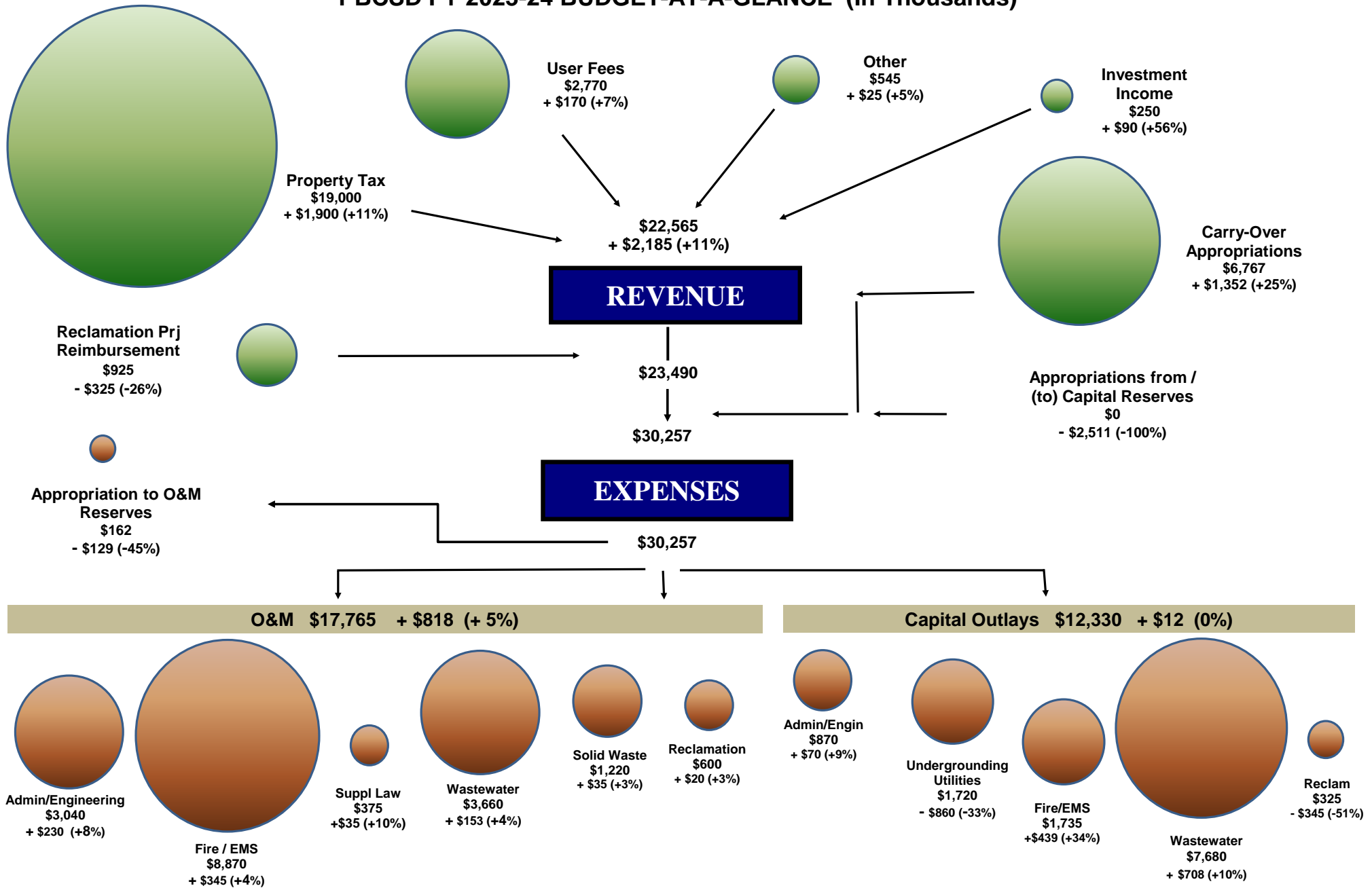
FINAL BUDGET

FY 2023-24

BUDGET SUMMARY



PBCSD FY 2023-24 BUDGET-AT-A-GLANCE (In Thousands)



**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET
SUMMARY
TOTAL - ALL FUNDS / DEPARTMENTS**

	ADMIN / ENGINEERING	FIRE PROTECTION	UNDERGROUND UTILITIES	POLICE PROTECTION	WASTEWATER / MAINTENANCE	SOLID WASTE	RECLAMATION	TOTAL FY 2023-24	BUDGET FY 2022-23	ESTIMATED ACTUAL FY 2022-23
REVENUES										
Property Tax	\$ 3,167,000	\$ 9,016,000	\$ 3,582,000	\$ 385,000	\$ 2,850,000			\$ 19,000,000	\$ 17,100,000	\$ 17,900,000
Charges for Services		200,000			1,500,000	\$ 1,070,000		2,770,000	2,600,000	2,586,000
Investment Income	34,000	91,000			125,000			250,000	160,000	438,000
Other	69,000	260,000			51,000	165,000		545,000	520,000	596,000
Subtotal Current Revenue	\$ 3,270,000	\$ 9,567,000	\$ 3,582,000	\$ 385,000	\$ 4,526,000	\$ 1,235,000	\$ -	\$ 22,565,000	\$ 20,380,000	\$ 21,520,000
Reclamation Reimbursements							925,000	925,000	1,250,000	819,000
Subtotal Current Revenues and Reimbursements	\$ 3,270,000	\$ 9,567,000	\$ 3,582,000	\$ 385,000	\$ 4,526,000	\$ 1,235,000	\$ 925,000	\$ 23,490,000	\$ 21,630,000	\$ 22,339,000
Appropriations from / (to) Capital Outlay Reserves	-	-	(3,582,000)	-	3,582,000	-	-	-	2,511,000	(1,535,000)
Carry-over Appropriations	685,000	1,085,000	1,720,000	-	3,277,000			6,767,000	5,415,000	3,094,000
TOTAL REVENUES	\$ 3,955,000	\$ 10,652,000	\$ 1,720,000	\$ 385,000	\$ 11,385,000	\$ 1,235,000	\$ 925,000	\$ 30,257,000	\$ 29,556,000	\$ 23,898,000
EXPENDITURES										
Operations	\$ 3,040,000	\$ 8,870,000		\$ 375,000	\$ 3,660,000	\$ 1,220,000	\$ 600,000	\$ 17,765,000	\$ 16,947,000	\$ 15,111,000
Capital Outlays	870,000	1,735,000	\$ 1,720,000	-	7,680,000		325,000	12,330,000	12,318,000	4,423,000
Subtotal	\$ 3,910,000	\$ 10,605,000	\$ 1,720,000	\$ 375,000	\$ 11,340,000	\$ 1,220,000	\$ 925,000	\$ 30,095,000	\$ 29,265,000	\$ 19,534,000
Appropriations to O&M Reserves	45,000	47,000		10,000	45,000	15,000		162,000	291,000	300,000
TOTAL EXPENDITURES	\$ 3,955,000	\$ 10,652,000	\$ 1,720,000	\$ 385,000	\$ 11,385,000	\$ 1,235,000	\$ 925,000	\$ 30,257,000	\$ 29,556,000	\$ 19,834,000

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET
SUMMARY**

1. OPERATIONS

	ADMIN / ENGINEERING	FIRE PROTECTION	UNDERGROUND UTILITIES	POLICE PROTECTION	WASTEWATER / MAINTENANCE	SOLID WASTE	RECLAMATION	TOTAL FY 2023-24	BUDGET FY 2022-23	ESTIMATED ACTUAL FY 2022-23
REVENUES										
Property Tax	\$ 3,001,000	\$ 8,422,000		\$ 385,000	\$ 2,104,000			\$13,912,000	\$13,478,000	\$15,619,000
Charges for Services		200,000			1,500,000	\$ 1,070,000		2,770,000	2,600,000	2,586,000
Investment Income	15,000	35,000			50,000			100,000	60,000	171,000
Other	69,000	260,000			51,000	165,000		545,000	520,000	596,000
Subtotal	\$ 3,085,000	\$ 8,917,000	\$ -	\$ 385,000	\$ 3,705,000	\$ 1,235,000	\$ -	\$17,327,000	\$16,658,000	\$18,972,000
Reclamation Reimbursements							600,000	600,000	580,000	503,000
TOTAL REVENUES	\$ 3,085,000	\$ 8,917,000	\$ -	\$ 385,000	\$ 3,705,000	\$ 1,235,000	\$ 600,000	\$17,927,000	\$17,238,000	\$19,475,000
EXPENDITURES										
Personnel	\$ 2,145,000				\$ 1,028,000		\$ 133,000	\$ 3,306,000	\$ 3,176,000	\$ 2,797,000
Other O&M	750,000	\$ 1,048,000		\$ 12,000	703,000	\$ 89,000	467,000	3,069,000	2,825,000	2,628,000
Contractual Services		7,400,000		345,000	1,755,000	1,070,000		10,570,000	10,167,000	9,686,000
Contingency - 5%	145,000	422,000		18,000	174,000	61,000		820,000	779,000	-
Subtotal	\$ 3,040,000	\$ 8,870,000	\$ -	\$ 375,000	\$ 3,660,000	\$ 1,220,000	\$ 600,000	\$17,765,000	\$16,947,000	\$15,111,000
Appropriations to O&M Reserves	45,000	47,000		10,000	45,000	15,000		162,000	291,000	300,000
TOTAL EXPENDITURES	\$ 3,085,000	\$ 8,917,000	\$ -	\$ 385,000	\$ 3,705,000	\$ 1,235,000	\$ 600,000	\$17,927,000	\$17,238,000	\$15,411,000

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET
SUMMARY**

2. CAPITAL OUTLAY

	ADMIN / ENGINEERING	FIRE PROTECTION	UNDERGROUND UTILITIES	POLICE PROTECTION	WASTEWATER / MAINTENANCE	SOLID WASTE	RECLAMATION	TOTAL FY 2023-24	BUDGET FY 2022-23	ESTIMATED ACTUAL FY 2022-23
REVENUES										
Property Tax Transfer from Operations Fund	\$ 166,000	\$ 594,000	\$ 3,582,000		\$ 746,000			\$ 5,088,000	\$ 3,622,000	\$ 2,281,000
Investment Income	19,000	56,000			75,000			150,000	100,000	267,000
Subtotal Current Revenue	\$ 185,000	\$ 650,000	\$ 3,582,000	\$ -	\$ 821,000	\$ -	\$ -	\$ 5,238,000	\$ 3,722,000	\$ 2,548,000
Reclamation Reimbursements							325,000	325,000	670,000	316,000
Subtotal Current Revenues and Reimbursements	\$ 185,000	\$ 650,000	\$ 3,582,000	\$ -	\$ 821,000	\$ -	\$ 325,000	\$ 5,563,000	\$ 4,392,000	\$ 2,864,000
Appropriations from / (to) Capital Outlay Reserves			(3,582,000)		3,582,000			-	2,511,000	(1,535,000)
Carry-over Appropriations	685,000	1,085,000	1,720,000	-	3,277,000			6,767,000	5,415,000	3,094,000
TOTAL REVENUES	\$ 870,000	\$ 1,735,000	\$ 1,720,000	\$ -	\$ 7,680,000	\$ -	\$ 325,000	\$ 12,330,000	\$12,318,000	\$ 4,423,000
EXPENDITURES										
Capital Outlay Expenditures	\$ 870,000	\$ 1,735,000	\$ 1,720,000	\$ -	\$ 7,680,000	\$ -	\$ 325,000	\$ 12,330,000	\$12,318,000	\$ 4,423,000
TOTAL EXPENDITURES	\$ 870,000	\$ 1,735,000	\$ 1,720,000	\$ -	\$ 7,680,000	\$ -	\$ 325,000	\$ 12,330,000	\$12,318,000	\$ 4,423,000

FINAL BUDGET

FY 2023-24

REVENUE AND EXPENDITURE DETAIL



**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET**

REVENUE DETAIL

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	PROPOSED FY 2023-24	FY 2022-23 BUDGET
					\$	%
I. PROPERTY TAX						
Property Tax	\$ 17,100,000	\$ 17,900,000	\$ 19,000,000	\$ 1,900,000	11%	
SUBTOTAL	\$ 17,100,000	\$ 17,900,000	\$ 19,000,000	\$ 1,900,000	11%	
II. CHARGES FOR SERVICES						
Sewer Service Charges	\$ 1,380,000	\$ 1,364,000	\$ 1,500,000	\$ 120,000	9%	
Residential Garbage Basic Service Charges	1,020,000	1,020,000	1,070,000	50,000	5%	
Fire Service Special Tax	200,000	202,000	200,000	-	0%	
SUBTOTAL	\$ 2,600,000	\$ 2,586,000	\$ 2,770,000	\$ 170,000	7%	
III. INVESTMENT INCOME						
Operations	\$ 60,000	\$ 171,000	\$ 100,000	\$ 40,000	67%	
Capital Outlay	100,000	267,000	150,000	50,000	50%	
SUBTOTAL	\$ 160,000	\$ 438,000	\$ 250,000	\$ 90,000	56%	
IV. OTHER REVENUE						
Proposition 172 Funds	\$ 224,000	\$ 252,000	\$ 260,000	\$ 36,000	16%	
Garbage Franchise Fees	190,000	200,000	200,000	10,000	5%	
CalRecycle SB1383 Grant	20,000	-	-	(20,000)	-100%	
Sewer Connection and Permit Fees	46,000	47,000	45,000	(1,000)	-2%	
PBCSD Support Services / Office Rent	12,000	13,000	12,000	-	0%	
Other Miscellaneous Revenue & Refunds	28,000	84,000	28,000	-	0%	
SUBTOTAL	\$ 520,000	\$ 596,000	\$ 545,000	\$ 25,000	5%	
SUBTOTAL CURRENT REVENUES	\$ 20,380,000	\$ 21,520,000	\$ 22,565,000	\$ 2,185,000	11%	
V. REIMBURSEMENTS						
Reclamation Project Operations	\$ 580,000	\$ 503,000	\$ 600,000	\$ 20,000	3%	
Reclamation Project Capital Outlays	670,000	316,000	325,000	(345,000)	-51%	
SUBTOTAL	\$ 1,250,000	\$ 819,000	\$ 925,000	\$ (325,000)	-26%	
TOTAL CURRENT REVENUES	\$ 21,630,000	\$ 22,339,000	\$ 23,490,000	\$ 1,860,000	9%	
VI. ALLOCATIONS & OTHER APPROPRIATIONS						
Appropriations from / (to) Capital Outlay Reserves	\$ 2,511,000	\$ (1,535,000)	\$ -	\$ (2,511,000)	-100%	
Carry-over Appropriations	5,415,000	3,094,000	6,767,000	1,352,000	25%	
SUBTOTAL	\$ 7,926,000	\$ 1,559,000	\$ 6,767,000	\$ (1,159,000)	-15%	
TOTAL REVENUES	\$ 29,556,000	\$ 23,898,000	\$ 30,257,000	\$ 701,000	2%	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL
ADMINISTRATION / ENGINEERING**

	PROJECTED		CHANGE FROM		
	BUDGET FY 2022-23	ACTUAL FY 2022-23	PROPOSED FY 2023-24	FY 2022-23 BUDGET \$	%
I. PERSONNEL					
Salaries & Wages	\$ 1,391,000	\$ 1,245,000	\$ 1,491,000	\$ 100,000	7%
Payroll Taxes	131,000	106,000	137,000	6,000	5%
Benefits	533,000	441,000	552,000	19,000	4%
Subtotal	\$ 2,055,000	\$ 1,792,000	\$ 2,180,000	\$ 125,000	6%
Allocation to Reclamation Project	(42,000)	(25,000)	(35,000)	(7,000)	-17%
TOTAL PERSONNEL	\$ 2,013,000	\$ 1,767,000	\$ 2,145,000	\$ 132,000	7%
II. GENERAL OPERATIONS					
Programs & Charges					
Association Memberships & Support Contributions	\$ 29,000	\$ 37,000	\$ 35,000	\$ 6,000	21%
Director Fees	10,000	7,000	10,000	-	0%
Election	16,000	-	-	(16,000)	N/A
LAFCO Budget - PBCSD Share	30,000	30,000	32,000	2,000	7%
County Property Tax Admin Chgs	180,000	191,000	193,000	13,000	7%
Insurance - Liability & Property	20,000	20,000	24,000	4,000	20%
Training / Conference & Travel	21,000	13,000	21,000	-	0%
Subtotal	\$ 306,000	\$ 298,000	\$ 315,000	\$ 9,000	3%
Professional & Technical Services					
Newsletters, Notices, Advertisements Production & Mailing	\$ 37,000	\$ 40,000	\$ 41,000	\$ 4,000	11%
Legal	40,000	151,000	40,000	-	0%
Auditing & Accounting	38,000	38,000	40,000	2,000	5%
Administrative Support	15,000	15,000	15,000	-	0%
Other Professional Services	25,000	20,000	33,000	8,000	32%
Safety & Wellness	9,000	5,000	9,000	-	0%
Information Sys/ Network & Software	56,000	49,000	57,000	1,000	2%
Subtotal	\$ 220,000	\$ 318,000	\$ 235,000	\$ 15,000	7%
Materials / Supplies/ Equipment & Maintenance					
Housekeeping & Hospitality	\$ 19,000	\$ 21,000	\$ 23,000	\$ 4,000	21%
Building & Facilities Maintenance	47,000	41,000	53,000	6,000	13%
Office / Network & Subscriptions	32,000	29,000	80,000	48,000	150%
Network Hardware / Software Maintenance Subscriptions	9,000	9,000	10,000	1,000	11%
Postage	4,000	3,000	4,000	-	0%
Subtotal	\$ 111,000	\$ 103,000	\$ 170,000	\$ 59,000	53%
TOTAL GENERAL OPERATIONS	\$ 637,000	\$ 719,000	\$ 720,000	\$ 83,000	13%

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL
ADMINISTRATION / ENGINEERING**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	PROPOSED FY 2023-24	FY 2022-23 BUDGET \$ %
III. UTILITIES						
Gas & Electricity	\$ 9,000	\$ 9,000	\$ 10,000	\$ 1,000	11%	
Telephone / Communications & Internet	14,000	16,000	17,000	3,000	21%	
Water	3,000	3,000	3,000	-	0%	
TOTAL UTILITIES	\$ 26,000	\$ 28,000	\$ 30,000	\$ 4,000	15%	
5% CONTINGENCY	\$ 134,000	\$ -	\$ 145,000	\$ 11,000	8%	
TOTAL ADMIN & ENGINEERING	\$ 2,810,000	\$ 2,514,000	\$ 3,040,000	\$ 230,000	8%	

POLICE PROTECTION / SECURITY

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	PROPOSED FY 2023-24	FY 2022-23 BUDGET \$ %
I. GENERAL OPERATIONS						
Materials / Supplies & Equipment	\$ 6,000	\$ 1,000	\$ 6,000	\$ -	0%	
Educational Prg & Sober Grad Sponsorships	6,000	3,000	6,000	-	0%	
TOTAL GENERAL OPERATIONS	\$ 12,000	\$ 4,000	\$ 12,000	\$ -	0%	
II. CONTRACTUAL SERVICES						
Suppl Law & Traffic Enforcement Svc (CHP)	\$ 307,000	\$ 274,000	\$ 340,000	\$ 33,000	11%	
Other Law Enforcement Services (Mo County Sherriff)	5,000	-	5,000	-	0%	
TOTAL CONTRACTUAL SERVICES	\$ 312,000	\$ 274,000	\$ 345,000	\$ 33,000	11%	
5% CONTINGENCY	\$ 16,000	\$ -	\$ 18,000	\$ 2,000	13%	
TOTAL POLICE PROTECTION / SECURITY	\$ 340,000	\$ 278,000	\$ 375,000	\$ 35,000	10%	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL
FIRE / EMERGENCY MEDICAL**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	PROPOSED FY 2023-24	FY 2022-23 BUDGET \$ %
I GENERAL OPERATIONS						
Programs & Charges						
Insurance - Liability & Property	\$ 31,000	\$ 27,000	\$ 34,000	\$ 3,000	10%	
Subtotal	\$ 31,000	\$ 27,000	\$ 34,000	\$ 3,000	10%	
Professional & Technical Services						
Information Sys/Network & Software	\$ 31,000	\$ 31,000	\$ 31,000	\$ -	0%	
Subtotal	\$ 31,000	\$ 31,000	\$ 31,000	\$ -	0%	
Materials / Supplies/ Equipment & Maintenance						
Shop & Small Tools	\$ 5,000	\$ 5,000	\$ 5,000	\$ -	0%	
Housekeeping & Hospitality	19,000	18,000	20,000	1,000	5%	
Building & Facilities Maintenance	25,000	14,000	35,000	10,000	40%	
Office/Network & Software	13,000	12,000	14,000	1,000	8%	
Subtotal	\$ 62,000	\$ 49,000	\$ 74,000	\$ 12,000	19%	
TOTAL GENERAL OPERATIONS	\$ 124,000	\$ 107,000	\$ 139,000	\$ 15,000	12%	
II FIRE DEPT OPERATIONS (Supplies / Equip and R&M)						
Vehicles & Equipment	\$ 39,000	\$ 37,000	\$ 34,000	\$ (5,000)	-13%	
Fire Hose	47,000	45,000	9,000	(38,000)	-81%	
Self Contained Breathing Apparatus (SCBA)	10,000	10,000	10,000	-	0%	
Personnel & Safety	44,000	39,000	44,000	-	0%	
Uniform & Laundry Svc	3,000	3,000	3,000	-	0%	
TOTAL FIRE DEPT OPERATIONS	\$ 143,000	\$ 134,000	\$ 100,000	\$ (43,000)	-30%	
III FIRE PREVENTION PROGRAM						
District Public Safety Day & Open House	\$ 45,000	\$ 50,000	\$ 45,000	\$ -	0%	
Community Event (Zombie Race)	14,000	21,000	24,000	10,000	71%	
Pebble Beach Station Prevention O/M	19,000	6,000	19,000	-	0%	
Fire Hazard Inspection Program Expenses	5,000	7,000	7,000	2,000	40%	
Fire Hazard Abatement Clearance	10,000	-	10,000	-	0%	
Residential & Vacant Lot Clearance Reimb.	(10,000)	-	(10,000)	-	0%	
Fire Defense Projects	500,000	309,000	500,000	-	0%	
Fire Prevention Shared O&M	44,000	79,000	92,000	48,000	109%	
Fire Hydrant Testing & Maintenance Svc	70,000	85,000	100,000	30,000	43%	
Fire Defense Space Inspectors	89,000	92,000	89,000	-	0%	
Drone Program	4,000	8,000	8,000	4,000	100%	
Less: Cypress & C. Highlands Reimb	(214,000)	(191,000)	(262,000)	(48,000)	22%	
TOTAL FIRE PREVENTION PROGRAM	\$ 576,000	\$ 466,000	\$ 622,000	\$ 46,000	8%	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL
FIRE / EMERGENCY MEDICAL**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	PROPOSED	FY 2022-23 BUDGET
					FY 2023-24	\$ %
IV FIRE DEPT COST SHARE						
Water Rescue Program (33.5% PBCSD)	\$ 38,000	\$ 34,000	\$ 30,000	\$ (8,000)	-21%	
Paramedic Program (37.5% PBCSD)	80,000	74,000	83,000	3,000	4%	
Battalion Joint Training Prg (37.5% PBCSD)	73,000	66,000	73,000	-	0%	
Carmel Hill Station (50% PBCSD)	26,000	23,000	31,000	5,000	19%	
Command & Support Staff (37.5% PBCSD)	17,000	16,000	17,000	-	0%	
Less: Cypress & C. Highlands Reimb	(116,000)	(107,000)	(113,000)	3,000	-3%	
Automatic Vehicle Locator Prg	54,000	27,000	54,000	-	0%	
Less: Cypress / C. Highlands / Aromas / Soledad & So Monterey County Reimb (70.8%)	(38,000)	(19,000)	(38,000)	-	0%	
TOTAL FIRE DEPT COST SHARE	\$ 134,000	\$ 114,000	\$ 137,000	\$ 3,000	2%	
V UTILITIES						
Gas & Electricity	\$ 24,000	\$ 28,000	\$ 31,000	\$ 7,000	29%	
Telephone & Communications	11,000	11,000	11,000	-	0%	
Water	7,000	8,000	8,000	1,000	14%	
TOTAL UTILITIES	\$ 42,000	\$ 47,000	\$ 50,000	\$ 8,000	19%	
VI CONTRACTUAL SERVICES						
CAL FIRE Schedule A Fire Protection / Emerg Medical & Advanced Life Support Svc	\$ 7,100,000	\$ 6,572,000	\$ 7,400,000	\$ 300,000	4%	
TOTAL CONTRACTUAL SERVICES	\$ 7,100,000	\$ 6,572,000	\$ 7,400,000	\$ 300,000	4%	
5% CONTINGENCY	\$ 406,000	\$ -	\$ 422,000	\$ 16,000	4%	
TOTAL FIRE DEPARTMENT	\$ 8,525,000	\$ 7,440,000	\$ 8,870,000	\$ 345,000	4%	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL
WASTEWATER / MAINTENANCE**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	PROPOSED FY 2023-24	FY 2022-23 BUDGET \$ %
I. PERSONNEL						
Salaries & Wages	\$ 737,000	\$ 680,000	\$ 735,000	\$ (2,000)	0%	
Payroll Taxes	86,000	68,000	84,000	(2,000)	-2%	
Benefits	298,000	237,000	307,000	9,000	3%	
Subtotal	\$ 1,121,000	\$ 985,000	\$ 1,126,000	\$ 5,000	0%	
Allocation to Reclamation Project	(90,000)	(90,000)	(98,000)	(8,000)	9%	
TOTAL PERSONNEL	\$ 1,031,000	\$ 895,000	\$ 1,028,000	\$ (3,000)	0%	
II. GENERAL OPERATIONS						
Programs & Charges						
Association Memberships & Certifications	\$ 11,000	\$ 11,000	\$ 12,000	\$ 1,000	9%	
District Open House & Public Safety Day	6,000	6,000	6,000	-	0%	
Insurance - Liability & Property	27,000	27,000	31,000	4,000	15%	
Training / Conference & Travel	26,000	23,000	26,000	-	0%	
Subtotal	\$ 70,000	\$ 67,000	\$ 75,000	\$ 5,000	7%	
Professional & Technical Services						
Contractual Maintenance	\$ 10,000	\$ 12,000	\$ 15,000	\$ 5,000	50%	
Safety & Wellness	9,000	7,000	11,000	2,000	22%	
Professional Engineering & Consulting	35,000	30,000	35,000	-	0%	
Information Sys, Network & Software	17,000	10,000	17,000	-	0%	
Subtotal	\$ 71,000	\$ 59,000	\$ 78,000	\$ 7,000	10%	
Materials/Supplies/Equipment & Maintenance						
Shop & Small Tools	\$ 5,000	\$ 7,000	\$ 10,000	\$ 5,000	100%	
Housekeeping & Hospitality	4,000	3,000	5,000	1,000	25%	
Office / Network & Software	10,000	8,000	10,000	-	0%	
Personnel Protective & Safety	11,000	16,000	25,000	14,000	127%	
Laundry & Uniform Services	17,000	15,000	17,000	-	0%	
Subtotal	\$ 47,000	\$ 49,000	\$ 67,000	\$ 20,000	43%	
TOTAL GENERAL OPERATIONS	\$ 188,000	\$ 175,000	\$ 220,000	\$ 32,000	17%	
III. BUILDING & FACILITIES						
Gasoline & Diesel Fuel	\$ 80,000	\$ 76,000	\$ 80,000	\$ -	0%	
Less: CAL FIRE & Reclam Reimb.	(55,000)	(53,000)	(55,000)	-	0%	
Subtotal	\$ 25,000	\$ 23,000	\$ 25,000	\$ -	0%	
Materials/Supplies & Maintenance						
Buildings / Facilities Repairs & Maintenance	\$ 29,000	\$ 15,000	\$ 41,000	\$ 12,000	41%	
Subtotal	\$ 29,000	\$ 15,000	\$ 41,000	\$ 12,000	41%	
TOTAL BUILDING & FACILITIES	\$ 54,000	\$ 38,000	\$ 66,000	\$ 12,000	22%	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET**

**OPERATING EXPENDITURES DETAIL
WASTEWATER / MAINTENANCE**

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	PROPOSED FY 2023-24	FY 2022-23 BUDGET \$ %
IV. WASTEWATER OPERATIONS (Supplies / Equipment and R&M)						
Vehicles & Equipment	\$ 34,000	\$ 84,000	\$ 39,000	\$ 5,000	15%	
Sewer Pump Stations	118,000	90,000	126,000	8,000	7%	
Subsurface Lines & Equipment	50,000	66,000	100,000	50,000	100%	
Call Out Mileage Expense	1,000	2,000	1,000	-	0%	
TOTAL WASTEWATER OPERATIONS	\$ 203,000	\$ 242,000	\$ 266,000	\$ 63,000	31%	
V. UTILITIES						
Gas & Electricity	\$ 83,000	\$ 96,000	\$ 99,000	\$ 16,000	19%	
Telephone & Communications	41,000	40,000	46,000	5,000	12%	
Water	5,000	6,000	6,000	1,000	20%	
TOTAL UTILITIES	\$ 129,000	\$ 142,000	\$ 151,000	\$ 22,000	17%	
VI. CONTRACTUAL SERVICES						
CAWD Sewer Treatment & Disposal	\$ 1,850,000	\$ 1,900,000	\$ 1,850,000	\$ -	0%	
Allocation to Reclamation Prj (Source Water)	(115,000)	(80,000)	(95,000)	20,000	-17%	
TOTAL CONTRACTUAL SERVICES	\$ 1,735,000	\$ 1,820,000	\$ 1,755,000	\$ 20,000	1%	
5% CONTINGENCY	\$ 167,000	\$ -	\$ 174,000	\$ 7,000	4%	
TOTAL WASTEWATER / MAINTENANCE	\$ 3,507,000	\$ 3,312,000	\$ 3,660,000	\$ 153,000	4%	

SOLID WASTE

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	PROPOSED FY 2023-24	FY 2022-23 BUDGET \$ %
I. GENERAL OPERATIONS						
Programs & Charges						
Household Hazardous Waste Recycling Event	\$ 40,000	\$ 35,000	\$ 40,000	\$ -	0%	
Zero Waste & Recycling Programs Support	13,000	-	13,000	-	0%	
Franchise Contract Management Svcs	5,000	-	5,000	-	0%	
SB1383 Related Costs	50,000	8,000	30,000	(20,000)	-40%	
Medical Waste Take Back Program	1,000	1,000	1,000	-	0%	
TOTAL GENERAL OPERATIONS	\$ 109,000	\$ 44,000	\$ 89,000	\$ (20,000)	-18%	
II. CONTRACTUAL SERVICES						
Green Waste Recovery: Basic Residential Collection & Disposal Services	\$ 1,020,000	\$ 1,020,000	\$ 1,070,000	\$ 50,000	5%	
TOTAL CONTRACTUAL SERVICES	\$ 1,020,000	\$ 1,020,000	\$ 1,070,000	\$ 50,000	5%	
5% CONTINGENCY	\$ 56,000	\$ -	\$ 61,000	\$ 5,000	9%	
TOTAL SOLID WASTE	\$ 1,185,000	\$ 1,064,000	\$ 1,220,000	\$ 35,000	3%	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET**

OPERATING EXPENDITURES DETAIL

RECLAMATION

	PROJECTED		CHANGE FROM		
	BUDGET	ACTUAL	PROPOSED	FY 2022-23 BUDGET	
	FY 2022-23	FY 2022-23	FY 2023-24	\$	%
I. ADMINISTRATIVE & GENERAL EXPENSES					
Salaries / Benefits & Overhead (Admin & Engin.)					
Salaries	\$ 28,000	\$ 20,000	\$ 23,500	\$ (4,500)	-16%
Payroll Taxes / Benefits & Overhead	14,000	10,000	11,500	(2,500)	-18%
Subtotal	\$ 42,000	\$ 30,000	\$ 35,000	\$ (7,000)	-17%
Other Administrative & General Expenses					
Directors Fees	\$ 500	\$ -	\$ 500	\$ -	0%
Insurance - Property & Liability	7,500	8,000	9,000	1,500	20%
Insurance - Earthquake	26,000	26,000	31,000	5,000	19%
Insurance Forest Lake Dam Failure Liability	4,000	4,000	4,500	500	13%
Subtotal	\$ 38,000	\$ 38,000	\$ 45,000	\$ 7,000	18%
TOTAL ADMINISTRATIVE & GENERAL	\$ 80,000	\$ 68,000	\$ 80,000	\$ 0	0%
II. DISTRIBUTION SYSTEM O&M EXPENSES					
Salaries, Benefits & Overhead (Maintenance)					
Salaries	\$ 60,000	\$ 70,000	\$ 65,000	\$ 5,000	8%
Payroll Taxes / Benefits & Overhead	30,000	35,000	33,000	3,000	10%
Subtotal	\$ 90,000	\$ 105,000	\$ 98,000	\$ 8,000	9%
Energy & Utilities					
Gas & Electricity	\$ 33,500	\$ 32,500	\$ 34,000	\$ 500	1%
Telephone & Communications	13,000	12,500	14,500	1,500	12%
Forest Lake Eye Wash Station Water	1,500	1,000	1,500	-	0%
Subtotal	\$ 48,000	\$ 46,000	\$ 50,000	\$ 2,000	4%
Other Distribution System O&M					
Permits	\$ 30,000	\$ 27,000	\$ 30,000	\$ -	0%
Distribution Lines Repairs & Maint.	10,000	-	10,000	-	0%
Viscaino Pump Station Repairs & Maint.	4,000	2,000	14,000	10,000	250%
Forest Lake Reservoir Repairs & Maint.	25,000	56,000	35,000	10,000	40%
Storage Tank Repairs & Maint.	2,000	-	2,000	-	0%
Employee Call Out Mileage	2,000	1,000	2,000	-	0%
Fuel	4,000	4,000	4,000	-	0%
Training / Memberships & Certifications	2,500	2,000	2,500	-	0%
Forest Lake Reservoir Operating Expenses	23,000	28,000	35,000	12,000	52%
Forest Lake Chemicals	40,000	31,000	40,000	-	0%
Scada Software / Instrumentation	7,000	3,000	10,000	3,000	43%
Scada Platform Support Svcs Subscription	7,000	9,000	10,000	3,000	43%
Subtotal	\$ 156,500	\$ 163,000	\$ 194,500	\$ 38,000	24%

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET**

OPERATING EXPENDITURES DETAIL

RECLAMATION

	BUDGET		PROJECTED		CHANGE FROM	
	FY 2022-23	FY 2022-23	FY 2022-23	FY 2022-23	FY 2023-24	FY 2022-23 BUDGET
					\$	%
Professional Services						
Engineering Consulting	\$ 80,000	\$ 30,000	\$ 70,000	\$ (10,000)	-13%	
Other Professional Services	1,500	1,500	1,500	-	0%	
Subtotal	\$ 81,500	\$ 31,500	\$ 71,500	\$ (10,000)	-12%	
TOTAL DISTRIBUTION SYSTEM	\$ 376,000	\$ 345,500	\$ 414,000	\$ 38,000	10%	
III. ALTERNATIVE SOURCE WATER O&M						
Water Wells Supplies / Equip. / Repairs & Maint.	\$ 3,000	\$ -	\$ 4,000	\$ 1,000	33%	
Dry-weather Diversion Facilities Supplies / Equip. / Repairs & Maint.	2,000	1,500	3,000	1,000	50%	
Remote Monitoring	4,000	3,000	4,000	-	0%	
Water Treatment Cost	115,000	85,000	95,000	(20,000)	-17%	
TOTAL SOURCE WATER	\$ 124,000	\$ 89,500	\$ 106,000	\$ (18,000)	-15%	
TOTAL RECLAMATION PRJ	\$ 580,000	\$ 503,000	\$ 600,000	\$ 20,000	3%	

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET
CAPITAL OUTLAYS SUMMARY**

	BUDGET FY 2022-23	PROJECTED ACTUAL FY 2022-23	PROPOSED FY 2023-24	CHANGE FROM FY 2022-23 BUDGET		Information Only Carry Over FY 2022-23
				\$	%	
<u>ADMINISTRATION / ENGINEERING</u>						
Office Equipment	\$ 60,000	\$ 14,000	\$ 60,000	\$ -	0%	
Facility Improvement Project	730,000	75,000	800,000	70,000	10%	\$ 675,000
Emergency Replacement Reserve	10,000	-	10,000	-	0%	10,000
Subtotal	\$ 800,000	\$ 89,000	\$ 870,000	\$ 70,000	9%	\$ 685,000
<u>FIRE</u>						
Fire Department Capital Projects & Equipment	\$ 1,276,000	\$ 227,000	\$ 1,715,000	\$ 439,000	34%	\$ 1,065,000
Emergency Replacement Reserve	20,000	-	20,000	-	0%	20,000
Subtotal	\$ 1,296,000	\$ 227,000	\$ 1,735,000	\$ 439,000	34%	\$ 1,085,000
<u>UNDERGROUNDING UTILITIES</u>						
Undergrounding Utilities Phases 3 & 4 Projects	\$ 2,580,000	\$ 860,000	\$ 1,720,000	\$ (860,000)	-33%	\$ 1,720,000
Subtotal	\$ 2,580,000	\$ 860,000	\$ 1,720,000	\$ (860,000)	-33%	\$ 1,720,000
<u>WASTEWATER / MAINTENANCE</u>						
Treatment Plant Capital Outlays	\$ 2,612,000	\$ 878,000	\$ 1,370,000	\$ (1,242,000)	-48%	\$ 1,102,000
Pump Stations Rehabilitation	1,875,000	352,000	2,970,000	1,095,000	58%	1,510,000
Sewer Replacement	1,435,000	1,101,000	1,790,000	355,000	25%	290,000
SCADA System Rehabilitation	565,000	492,000	-	(565,000)	-100%	-
PBCSD Facilities Improvements	50,000	41,000	50,000	-	0%	-
Wastewater Equipment	385,000	67,000	1,450,000	1,065,000	277%	325,000
Emergency Replacement Reserve	50,000	-	50,000	-	0%	50,000
Subtotal	\$ 6,972,000	\$ 2,931,000	\$ 7,680,000	\$ 708,000	10%	\$ 3,277,000
<u>RECLAMATION</u>						
Distribution System Improvements	\$ 250,000	\$ -	\$ 250,000	\$ -	0%	
Forest Lake Improvements	170,000	66,000	-	(170,000)	-100%	
Source Water Projects	250,000	250,000	-	(250,000)	-100%	
Reclamation Vehicles & Equipment	-	-	75,000	75,000	N/A	
Subtotal	\$ 670,000	\$ 316,000	\$ 325,000	\$ (345,000)	-51%	
TOTAL CAPITAL ITEMS	\$ 12,318,000	\$ 4,423,000	\$ 12,330,000	\$ 12,000	0%	\$ 6,767,000

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET**

**CAPITAL OUTLAY DETAIL
ADMINISTRATION / ENGINEERING**

	PROPOSED FY 2023-24	<i>Information Only</i> CARRY OVER FY 2022-23
ADMIN FACILITIES IMPROVEMENTS / OFFICE EQUIPMENT		
Facility Improvement Project	\$ 575,000	\$ 575,000
Parking Lot Pavement	175,000	100,000
Admin Offices & Fire Station Exterior Painting	50,000	
GIS / Information Systems Development	35,000	
Network Servers (2) - Information Sys/GIS & Backup/Security	25,000	
TOTAL IMPROVEMENTS AND EQUIPMENT	\$ 860,000	\$ 675,000

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET**

**CAPITAL OUTLAY DETAIL
FIRE / EMERGENCY MEDICAL**

	PROPOSED FY 2023-24	<i>Information Only</i> CARRY OVER FY 2022-23
FIRE DEPARTMENT CAPITAL PROJECTS & EQUIPMENT		
<u>Pebble Beach Fire Station</u>		
Wildland Patrol Vehicle 22	\$ 450,000	\$ 450,000
Base Radio Station Alerting System Upgrades	100,000	
Mobile Command Unit Rehabilitation	100,000	
Gas House Shed	55,000	5,000
Vehicle Exhaust Removal System	30,000	
SUBTOTAL	\$ 735,000	\$ 455,000
<u>Carmel Hill Station</u>		
Pavement Restoration	\$ 1,130,000	\$ 1,130,000
Base Radio Station Alerting System Upgrades	100,000	
Less 50%: Cypress FPD Share	(615,000)	(565,000)
SUBTOTAL	\$ 615,000	\$ 565,000
<u>Shared Battalion Programs (PBCSD Serving as Lead Agency):</u>		
Automatic Vehicle Locator (AVL) Program Equipment	\$ 155,000	\$ 155,000
Less 70.8%: Cypress FPD / Carmel Highlands FPD / Aromas FPD / Soledad & So Monterey County Reimbursement	(110,000)	(110,000)
Fire Command Vehicles: Prevention Chief B21 & EMS Chief B26	330,000	
Fire Prevention Captains (P25 & P28) Vehicles	210,000	
Battalion Training Captain (T51) Vehicle	105,000	
Drones (2)	50,000	
Less: Cypress FPD & Carmel Highlands FPD Reimbursement	(435,000)	
SUBTOTAL	\$ 305,000	\$ 45,000
<u>Shared Battalion Programs Cypress FPD Serving as Lead Agency (PBCSD 37.5%):</u>		
Fire Command Vehicles: Operations Chief B22	\$ 165,000	
Less: Cypress FPD & Carmel Highlands FPD Reimbursement	(105,000)	
SUBTOTAL	\$ 60,000	\$ -
TOTAL CAPITAL PROJECTS & EQUIPMENT	\$ 1,715,000	\$ 1,065,000

UNDERGROUNDING UTILITIES

CAPITAL IMPROVEMENT PROJECTS		
Undergrounding Utilities Phase 3 & Phase 4 Projects	\$ 1,720,000	\$ 1,720,000
TOTAL CAPITAL IMPROVEMENTS	\$ 1,720,000	\$ 1,720,000

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET**

**CAPITAL OUTLAY DETAIL
WASTEWATER / MAINTENANCE**

	PROPOSED FY 2023-24	<i>Information Only</i> CARRY OVER FY 2022-23
CAPITAL IMPROVEMENT PROJECTS		
Sewer Line & Manhole Replacement Projects	\$ 1,290,000	\$ 290,000
Sewer Line & Manhole CCTV (Condition Assessment) Project	500,000	
TOTAL CAPITAL IMPROVEMENTS	\$ 1,790,000	\$ 290,000
CAPITAL PBCSD FACILITIES IMPROVEMENT PROJECTS		
Maintenance Shop & Equipment Bays Exterior Painting	\$ 50,000	
TOTAL CAPITAL FACILITIES IMPROVEMENTS	\$ 50,000	\$ -
PUMP STATIONS REHABILITATION PROJECTS		
Pump Station P1 & P2 Rehabilitation	\$ 1,415,000	\$ 1,215,000
Pump Station P3 Rehabilitation	1,000,000	200,000
Pump Station P5 Emergency Power Generator (60KW)	150,000	
Pump Station P7 Underground Diesel Fuel Storage Tank Rehabilitation	120,000	95,000
Pump Station P7 Pumps (60HP)	100,000	
Pump Station P3 Solids Grinder Replacement	100,000	
Pump Station P3 Wetwell Mixers (2)	50,000	
Pump Station P7 Wetwell Mixer	20,000	
Pump Station P7 Flow Meter	15,000	
TOTAL PUMP STATIONS REHABILITATION	\$ 2,970,000	\$ 1,510,000
MAINTENANCE DEPARTMENT EQUIPMENT		
PB-8 Line Cleaning Truck	\$ 450,000	
Portable Generators (G1 / G2 / G3 & G4)	400,000	
10" Portable Pump	150,000	\$ 150,000
PB-3 CCTV Camera Van	150,000	50,000
PB-6 Dump Truck	100,000	100,000
PB-7 Crane Truck	100,000	
GIS / CMMS Development	60,000	
Sewer Line Cleaning Light Utility Vehicle (UTV)	25,000	25,000
Portable Sewer Rodder	15,000	
TOTAL MAINTENANCE DEPT EQUIPMENT	\$ 1,450,000	\$ 325,000

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
FY 2023-24 FINAL BUDGET**

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

	PROPOSED FY 2023-24	<i>Information Only</i> CARRY OVER FY 2022-23
CAWD LONG-TERM CAPITAL PROJECTS		
Phase 2 Improvements: Electrical & Sludge Holding Tank (2.7% Reclam)	\$ 1,000,000	\$ 1,000,000
Plant Vaults & Lids Replacement	135,000	
Treatment Plant Perimeter Fencing	103,000	76,000
Main Potable Water & Gas Main Repl (5.5% Collections)	95,000	14,000
Artificial Intelligence Pilot Project	25,000	
Fish Passage on CAWD Carmel River Sewer Crossing	10,000	10,000
TOTAL CAWD LONG-TERM CAPITAL PRJ	\$ 1,368,000	\$ 1,100,000
CAWD EQUIPMENT		
Laboratory Ion Chromatograph (90% Reclam)	\$ 2,000	\$ 2,000
TOTAL CAWD EQUIPMENT	\$ 2,000	\$ 2,000

RECLAMATION

CAPITAL IMPROVEMENT PROJECTS		
Pipeline Cathodic Protection (Carmel)	\$ 250,000	
TOTAL CAPITAL IMPROVEMENTS	\$ 250,000	
EQUIPMENT (FOREST LAKE & DISTRIBUTION SYSTEM)		
Viscaino Rd Pump Station Pumps & Motor Starters (2)	\$ 50,000	
Flow Meters Remote Measuring System (12) Installation	25,000	
TOTAL CAPITAL EQUIPMENT	\$ 75,000	

FINAL BUDGET

FY 2023-24

FINAL BUDGET RESOLUTIONS

- 1) **No. 23-11** **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 2023-24.**
- 2) **No. 23-12** **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 2023-24.**
- 3) **No. 23-13** **Adopting Final Budget for Fiscal Year 2023-24.**
- 4) **No. 23-14** **Approving Positions, Classifications, and Pay Schedule for Fiscal Year 2023-24.**
- 5) **No. 23-15** **Adopting the Appropriations Limit for FY 2023-24.**
- 6) **No. 23-16** **Establishing the District Sewer Connection, Inspection and Permit Fee for Fiscal Year 2023-24**



**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 23-11**

**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 2023-24**

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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: \$388.80
 - 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 2023-24 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 2023, 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 30, 2023** 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 2023-24 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>2023-24 RATES FOR SYSTEM-WIDE USER CHARGE</u>
Residential (\$/Unit)	\$ 380.64
Motel / Hotel (\$/Unit)	
Private	76.13
Commercial	190.32
School & Child Day Care	
\$/Boarding Student	95.16
\$/Day Student	19.03
Restaurant/Bar (\$/Seat/Seating)	25.38
Dining Rooms (\$/Seat/Seating)	
Private	7.61
Commercial	19.03
Gas Station (\$/Unit)	761.28
Miscellaneous Commercial	
\$/ 1-10 Employees	380.64
\$/ 11-20 Employees	761.28
\$/ 21-30 Employees	1,141.92
Post Office (\$/Unit)	380.64
Large Commercial Users (\$/1000 Gallons)	6.59
Miscellaneous	
Restroom (\$/Toilet)	47.58
Availability Fee: Undeveloped Residential Lots of Record	126.88

FINANCE DIRECTOR REPORT

June 30, 2023

To: Board of Directors

From: Marianna Pimentel, Finance Director

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 23-12 Certifying Compliance with State Law with Respect to the Levying of General and Special Taxes, Assessments, and Property Related Fees and Charges for the fiscal year 2023-24.

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, 2023.

Agenda Item No 6B.

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 23-12**

**RESOLUTION CERTIFYING 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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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 2023-24.

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 duly held on **June 30, 2023** by the following vote:

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. 23-12
CERTIFYING COMPLIANCE WITH STATE LAW WITH
RESPECT TO THE LEVYING OF GENERAL AND SPECIAL TAXES,
ASSESSMENTS, AND PROPERTY-RELATED FEES AND CHARGES**

FISCAL YEAR 2023-24

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. 23-13**

ADOPTING FINAL BUDGET FOR FISCAL YEAR 2023-24

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WHEREAS, on April 28, 2023, 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 2023-24; 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 2023-24.

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 2023-24, attached hereto as Exhibit A, is hereby approved.
2. The Final Budget for fiscal year 2023-24 includes the following anticipated revenues and expenditures:

REVENUES:

Property Taxes	\$19,000,000
User Fees	2,770,000
Investment Income	250,000
Other	545,000
Reimbursements	925,000
From Fund Balance/Reserves:	6,767,000
Total Revenues	\$30,257,000

EXPENDITURES:

Operations	\$17,927,000
Capital Items	12,330,000
Total Expenditures	\$30,257,000

3. The Board Secretary is instructed to transmit to the Monterey County Auditor-Controller a certified copy of this Resolution and the fiscal year 2023-24 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 30, 2023** 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. 23-14**

**APPROVING POSITIONS, CLASSIFICATIONS,
AND PAY SCHEDULE FOR FISCAL YEAR 2023-24**

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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 2023-24, as shown on Exhibit "A" hereto, and the same is hereby adopted as this District's personnel and pay plan for fiscal year 2023-24.

2. This Resolution shall be entered upon the minutes of this Board, and its provisions shall become effective on July 1, 2023.

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 30, 2023** 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	\$258,000/yr
1.0	Deputy General Manager	16,756/mo - 20,367/mo
1.0	Chief Financial Officer	14,448/mo - 17,562/mo
1.0	Senior Accountant	10,227/mo - 12,431/mo
1.0	Accountant	8,394/mo - 10,203/mo
1.0	Accounting Technician	5,655/mo - 6,872/mo
1.0	Administrative Coordinator	8,394/mo - 10,203/mo
1.0	Associate Engineer	10,227/mo - 12,431/mo
1.0	Assistant Engineer	7,989/mo - 9,711/mo
1.0	Environmental Compliance Coordinator	7,989/mo - 9,711/mo
1.0	Maintenance Manager	10,227/mo - 12,431/mo
3.0	Maintenance Technician	8,394/mo - 10,203/mo
2.0	Maintenance Worker I	5,655/mo - 6,872/mo
<u>16.0</u>		

FINANCE DIRECTOR REPORT

June 30, 2023

To: Board of Directors

From: Marianna Pimentel, Finance Director

Subject: **Appropriations Limit**

RECOMMENDATION

Adopt Resolution 23-15 adopting the District Appropriations Limit for fiscal year 2023-24.

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 2023-24 appropriation limit has been calculated at \$26,201,240 and the appropriations subject to the limit has been calculated at \$15,652,000. Therefore, the appropriations in the proposed Final Budget are \$10,549,240 below the Appropriations Limit and are in compliance with the law. The exhibits of the attached Resolution No. 23-15 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 January 31 with the Annual Statement of Annual Transactions.

Agenda Item No 6E.

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
RESOLUTION NO. 23-15**

ADOPTING THE FISCAL YEAR 2023-24 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 2023-24 to be \$26,201,240
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 30, 2023** 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 2032-24

<u>Revenue Source</u>	<u>Proceeds of Tax</u>	<u>Nonproceeds of Tax</u>	<u>Total</u>
<u>ADMINISTRATION/ENGINEERING</u>			
Property Tax Allocation	\$3,167,000		\$3,167,000
Investment Revenue	34,000		34,000
Other		\$69,000	69,000
<u>WASTEWATER</u>			
Property Tax Allocation	2,850,000		2,850,000
Investment Revenue	125,000		125,000
Sewer User Service Fees		1,500,000	1,500,000
Other		51,000	51,000
<u>FIRE/EMERGENCY MEDICAL</u>			
Property Tax Allocation	9,016,000		9,016,000
Investment Revenue	91,000		91,000
Fire Service Special Tax	200,000		200,000
Other		260,000	260,000
<u>POLICE PROTECTION/SECURITY</u>			
Property Tax Allocation	385,000		385,000
<u>UNDERGROUND UTILITIES</u>			
Property Tax Allocation	3,582,000		3,582,000
<u>SOLID WASTE DISPOSAL</u>			
Property Tax Allocation			-
Garbage Basic Service Fees		1,070,000	1,070,000
Other		165,000	165,000
Fund Balance\Reserves	6,767,000		6,767,000
Reimbursements		925,000	925,000
Subtotal	<u>\$ 26,217,000</u>	<u>\$ 4,040,000</u>	<u>\$ 30,257,000</u>

Schedule B

**PEBBLE BEACH COMMUNITY SERVICES DISTRICT
Appropriations Limit Calculation
Fiscal Year 2032-24**

Appropriations subject to limit:

Fiscal Year 2023-24 total appropriations	\$30,257,000
Less:	
Nonproceeds of tax	(4,040,000)
Less:	
Appropriations to Qualified Capital Outlays	(10,565,000)
Plus:	
User Fees in excess of costs	0
Total Appropriations Subject to Limit	\$15,652,000

Appropriation Limit:

Fiscal Year 2022-23 appropriation limit	\$25,076,912
Factor Change	
A. Cost of Living Adjustment CPI*:	1.0440
B. Population Adjustment **::	1.0008
= Change Factor (A x B)	1.044835
Increase in appropriation limit	\$1,124,328
Fiscal Year 2023-24 appropriation limit	\$26,201,240
Remaining appropriation capacity	\$10,549,240
Available capacity as a percent of appropriation limit	40.26%

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.

FINANCE DIRECTOR REPORT

June 30, 2023

To: Board of Directors

From: Marianna Pimentel, Finance Director

Subject: **PBCSD FY 2023-24 Sewer Connection Fee**

RECOMMENDATION

It is recommended the Board consider approving the attached Resolution No. 23-16 which sets the fiscal year 2023-24 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 \$4,928; \$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 2023-24 has been calculated as \$5,075 which is \$147 or 3% 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. 23-16**

**ESTABLISHING THE DISTRICT SEWER CONNECTION, INSPECTION AND
PERMIT FEES FOR THE FISCAL YEAR 2023-24**

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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 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, 2023; 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 2023-24.
2. The District's sewer inspection and permit fees are hereby determined to be \$125 and \$25, respectively, per connection for the Fiscal Year 2023-24.

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 30, 2023** 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 2023-24**

Based on fixed asset values on June 30, 2023

CAWD Treatment Plant PBCSD Share

CAWD Applicable Assets Replacement Value	\$101,827,998
Local Value- After Grant Funds	99,683,171
Excluded Assets	<u>(54,021,178)</u>
Subtotal	45,661,993

PBCSD 1/3 Share **\$15,220,663**

PBCSD other Applicable Assets

	\$14,506,316
Depreciated Value	4,598,183

ENR Updated Value **7,575,780**

Add Applicable Current Assets at 6/30/23 **9,550,445**

(A) Total Value of all Applicable District Assets 6/30/23 **\$32,346,888**

(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)		\$32.35
Connection fee per Equivalent Residential Unit (B) x (D)	(See Note 2)	<u>\$5,075</u>

CONNECTION FEE FY 2023-24 **\$5,075**

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