

SPECIAL BOARD MEETING AGENDA

April 3, 2024 – 5:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Via Conference Call (see below)

SPECIAL BOARD MEETING – 5:00 P.M.

Call to Order – Pledge of Allegiance

Roll Call

1) **Approval of Agenda**

2) **Public Comment** – Under this item, any member of the public wishing to directly address the Board on any item of interest that may or may not be within the subject matter jurisdiction of the Board, but not listed on the agenda, may do so at this time. However, the Board is prohibited by law from taking any action on any item not appearing on the agenda unless the action is otherwise authorized by the Brown Act. Any member of the public wishing to directly address the Board on any item listed on the agenda may do so when the item is being considered by the Board. Speakers are requested to be brief in their remarks. The Chair may limit each speaker to a comment period of five (5) minutes.

3) **Review of 2024/2025 Draft Budget**

4) **Review of 10-Year Capital Improvement & Maintenance Plans**

5) **Review of Action Items**

6) **Adjournment**

Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, that is sought in order to participate in the above-agendized public meeting should be directed to the District's General Manager at (760) 868-1212 at least 24 hours prior to said meeting.

Agenda materials can be viewed online at www.pphcsd.org



Mission Statement:

The Mission of the Phelan Piñon Hills Community Services District is to efficiently provide authorized services and maximize resources for the benefit of the community.

Authorized Services:

- Water
- Parks & Recreation
- Street Lighting
- Solid Waste & Recycling

Remote Viewing:

To watch the livestream (view only – nonparticipating), visit our YouTube channel:

[PPHCSD YouTube Channel Link](#)

Remote Participation:

To provide public comment, or otherwise participate remotely, select the meeting you wish to attend on the District's website and then click the "Join Remote Meeting" option.

<https://www.pphcsd.org/meetings>

Please be advised that remote participation and livestreaming options are provided as a courtesy to the public and technical issues could occur, resulting in delays or the inability to participate remotely or livestream. It is recommended that you attend in person to ensure you are able to participate.

Written Comments:

You may also email your public comment to the Board Secretary at ksevy@pphcsd.org by the meeting start time listed on this agenda. Your comment will be added to the record by the Board Secretary.

Please check the District website for updates on this meeting. We encourage you to sign up for our email notifications by emailing ksevy@pphcsd.org or by visiting our website and completing the signup form at www.pphcsd.org under the "Agendas and Minutes" tab.



A. 4176 Warbler Road
P.O. Box 294049
Phelan, CA 92329
P. (760) 868-1212
F. (760) 868-2323
W. www.pphcsd.org

MEMORANDUM

DATE: April 3, 2024
TO: Board of Directors
FROM: Don Bartz, General Manager
By: David Noland, Finance Supervisor
SUBJECT: 2024/2025 Draft Budget Detail

STAFF RECOMMENDATION

For the Board to review the draft 2024/2025 Budget Detail schedule, make recommendations for changes, if necessary, and authorize staff to continue by using these schedules to compile the final budget document for the Budget Hearing (June 26, 2024).

BACKGROUND

The committees have prepared their portions of the capital expenditure plans. The Board has reviewed the 10-year Capital schedule and has moved it forward for staff to include in the Budget. Staff has completed their projected budget scenarios and presented them to the accounting staff for inclusion in the budget.

The Draft 2024/2025 Budget Detail and Capital Expenditure schedules have been reviewed by the Finance Committee. The Finance Committee had no recommended changes.

Staff is recommending for the Board to review the Draft 2024/2025 Budget Detail and Capital Expenditure schedules for inclusion in the 2024/2025 Budget document that will be presented to the Board and Public at the public hearing scheduled for June 26, 2024.

FISCAL IMPACT

N/A

ATTACHMENT(S)

2024/2025 Budget Detail Comparison
2024/2025 Capital Expenditure Budget
Current CIP 10-year schedule
Budget Schedule

Phelan Pinon Hills Community Services District
BUDGET DETAIL COMPARISON 2024/2025

Assumes: Rates/Revenue Expenses	% Over Est Year End 16.00% 3.00%	TOTAL ENTERPRISE FUNDS				TOTAL GOVERNMENT FUNDS				TOTAL ALL FUNDS				Bud vs Bud	Bud vs Est YE	23/24 Budget vs. Actual Est YE	Line #	
		Prior Year 2022/2023 Budget	Prior Year 2023/2024 Budget	Actual Est YE 23/24	Proposed 2024/2025 BUDGET	Prior Year 2021/2022 Budget	Prior Year 2023/2024 Budget	Actual Est YE 23/24	Proposed 2024/2025 BUDGET	Prior Year 2022/2023 Budget	Prior Year 2023/2024 Budget	Actual Est YE 23/24	Proposed 2024/2025 BUDGET					
152	NON-OPERATIONAL EXPENSE																152	
153	796 - Other Expense																153	
154	91010 Interest Expense	255,065.00	512,710.00	510,484.59	485,000.00	0.00	0.00	0.00	0.00	255,065.00	512,710.00	510,484.59	485,000.00	-5.4%	-5.0%	Civic Ctr, 2012 (Water rights), & 2021 (Solar & Facility).	(25,484.59)	154
155	92010 Loan Administrator Fee	17,270.00	16,620.00	16,620.51	15,956.00	0.00	0.00	0.00	0.00	17,270.00	16,620.00	16,620.51	15,956.00	-4.0%	-4.0%			155
156	93010 Tax Deduction/Collection Charge	0.00	0.00	0.00	0.00	3,510.88	3,914.35	4,295.04	4,380.94	3,510.88	3,914.35	4,295.04	4,380.94	11.9%	2.0%	Property Tax Collection Charge and Processing Fee.		156
157	94010 Chromium 6 Expenses	833,584.08	843,022.20	848,515.27	850,596.00	0.00	0.00	0.00	0.00	833,584.08	843,022.20	848,515.27	850,596.00	0.9%	0.2%			157
158	95010 Net Incr/Decr in Fair Value	25,000.00	5,000.00	(39,319.43)	7,000.00	0.00	3,000.00	(32,766.13)	3,000.00	25,000.00	8,000.00	(72,085.56)	10,000.00	25.0%	-113.9%	Fluctuation of interest rates.		158
159	Total - Other Expense	1,130,919.08	1,377,352.20	1,336,300.94	1,358,552.00	3,510.88	6,914.35	(28,471.09)	7,380.94	1,134,429.96	1,384,266.55	1,307,829.85	1,365,932.94	-1.3%	4.4%		22,251.06	159
160	TOTAL NON-OPERATIONAL EXPENSE	1,130,919.08	1,377,352.20	1,336,300.94	1,358,552.00	3,510.88	6,914.35	(28,471.09)	7,380.94	1,134,429.96	1,384,266.55	1,307,829.85	1,365,932.94	-1.3%	4.4%			160
161	NET NON-OPERATIONAL INCOME	788,127.32	925,189.74	1,441,766.75	1,055,453.60	1,883,964.83	2,643,327.49	2,843,174.36	2,822,751.88	2,672,092.15	3,568,517.23	4,284,941.11	3,878,205.48	8.7%	-9.5%		(406,735.63)	161
162	NET INCOME	746,599.45	783,999.52	884,736.43	990,743.53	983,958.55	1,401,803.40	1,858,492.78	1,645,406.11	1,730,558.00	2,185,802.92	2,743,229.21	2,636,149.64	20.6%	-3.9%		(107,079.57)	162
163	Fund Depr @ 60% = add back 40%	708,431.68	711,134.40	703,986.56	671,737.92	37,104.00	37,104.00	37,073.74	37,104.00	745,535.68	748,238.40	741,060.30	708,841.92	-5.3%	-4.3%	Add back in 40% not Funded.		163
164	Principal Payments Due on Loan	654,615.30	829,514.00	829,573.71	834,632.76	0.00	0.00	0.00	0.00	654,615.30	829,514.00	829,573.71	834,632.76	0.6%	0.6%	Principal portion of loans increase as interest decreases each year.	5,059.05	164
165	TOTAL NET INCOME (AFTER DEPR AND PRIN)	800,415.83	665,619.92	759,149.28	827,848.69	1,021,062.55	1,438,907.40	1,895,566.52	1,682,510.11	1,821,478.38	2,104,527.32	2,654,715.80	2,510,358.80	19.3%	-5.4%			165
166	Transfer to Reserves (Water Rights/Resources)		559,617.87	449,493.05	264,192.00								264,192.00			Line 6 & 142 (partial)		166
167	Repayment of Property Plant & Equip Reserves				279,100.00				97,212.00	Lease Revenue			376,312.00			Per Rate Study, Board wishes to repay reserves over 5 years		167
168	Repayment of Disaster Response Reserves				279,100.00				97,212.00	Lease Revenue			376,312.00			Total due Reserves for 2012 Water Rights	3,200,000.00	168
169	TOTAL NET INCOME (After Transfer to / Repayment of Reserves)				5,456.69				1,488,086.11				1,493,542.80			Total due Reserves for 2015 Water Rights	2,556,098.00	169
170	Capital Budget (Fund Depr @ 60%)				1,007,606.88				55,656.00				1,063,262.88			Total due AVW water	1,191,000.00	
171	Capital Project Spending				332,500.00				120,000.00				452,500.00					
172	Net Capital Surplus (Deficit)				675,106.88				(64,344.00)				610,762.88			Note: 2015 Water Rights are part of C6 and will be repaid with C6 funding		172
173	TOTAL NET CASH FLOW (After CIP)				680,563.57				1,423,742.11				2,104,305.68			Note: Dairy Lease Income is used on line 170/171 for reserves or to pay loans. Board will decide at 2nd meeting in June.		173
174																		174
175	2024/2025 C 2023 Civic Center Lease		Solar&Fac (ReFi)	2012 (Water)	Caltrans (HWY 1)	TOTAL LOANS												175
176	Principal	197,306.18	404,149.14	226,577.10	6,600.34	\$ 834,632.76												176
177	Interest	265,216.46	112,564.12	106,189.69	15.05	\$ 483,985.32												177
178	Fees	-	0.00	15,956.00	0.00	\$ 15,956.00												178
179		462,522.64	516,713.26	348,722.79	6,615.39	\$ 1,334,574.08												179
180	Solar Portion		338,964.38													AVW to be repaid over 5 years = annual repayment	238,200.00	180
181	Estimated Solar Credits:		-650,500.00													2012 Water Rights paid over 10 years = annual repayment	320,000.00	181
182																Total annual amount to repay reserves	558,200.00	182
183	Total Operating Revenue	8,287,548.92	8,262,070.27	8,215,232.31	9,495,007.55	16,639.67	20,027.07	24,840.00	24,840.00	8,304,188.59	8,282,097.34	8,240,072.31	9,519,847.55			1/2 to Replacement Reserves 1/2 to Disaster Reserves	279,100.00	183
184	Total Non-Operating Revenue	1,919,046.40	2,302,541.94	2,778,067.69	2,414,005.60	1,887,475.71	2,650,241.84	2,814,703.27	2,830,132.82	3,806,522.11	4,952,783.78	5,592,770.96	5,244,138.42			* Not able to repay reserves in 22/23 or 23/24		184
185	Total Revenue	10,206,595.32	10,564,612.21	10,993,300.00	11,909,013.15	1,904,115.38	2,670,268.91	2,839,543.27	2,854,972.82	12,110,710.70	13,234,881.12	13,832,843.27	14,763,985.97					185
186																		186
187	Total Operating Expense	8,329,076.79	8,403,260.49	8,772,262.63	9,559,717.62	916,645.95	1,261,551.16	1,009,521.57	1,202,185.77	9,245,722.74	9,664,811.65	9,781,784.21	10,761,903.39					187
188	Total Non-Operating Expense	1,130,919.08	1,377,352.20	1,336,300.94	1,358,552.00	3,510.88	6,914.35	(28,471.09)	7,380.94	1,134,429.96	1,384,266.55	1,307,829.85	1,365,932.94					188
189	Total Expense	9,459,995.87	9,780,612.69	10,108,563.57	10,918,269.62	920,156.83	1,268,465.51	981,050.48	1,209,566.71	10,380,152.70	11,049,078.20	11,089,614.06	12,127,836.33					189

CAPITAL EXPENDITURE BUDGET 2024/2025 Budget

		DESCRIPTION/LOCATION	ESTIMATE	FUNDING SOURCE
<u>CIP PROJECTS</u>				
1	Chromium 6 Mitigation	Study, Test, Design, Infrastructure, Construction	\$ 150,000	B
2	Future Civic Center	Site Dev/Engineering/Construction	\$ 8,000,000	D
3	Well Site (Well 18)	Land Acquisition	\$ 100,000	A
4	Master Plan Projects	Electrical Panel Replacement	\$ 135,000	A
5	Urban Water Management Plan	Update every 5 years	\$ 25,000	A
		Total Water Fund Projects	\$ 8,410,000	
6	Phelan Park Expansion	Site Development/Construction	\$ 4,915,000	H
7	Future Civic Center	Site Dev/Engineering/Construction (Gov't portion)	\$ 2,800,000	G
8	Parks Master Plan	Update every 5 years	\$ 20,000	F
9	P.H. Community Bldg	Rehabilitation of Old Fire sation	\$ 100,000	F
10	Solid Waste	Potential Capital Projects	\$ 40,000	G
		Total Government Fund Projects	\$ 7,875,000	
		TOTAL CIP PROJECTS	\$ 16,285,000	
 <u>CAPITAL PURCHASES</u>				
11	Vehicle	Trucks: Water Operations & Solid Waste	\$ 137,500	A/G
		TOTAL CAPITAL PURCHASES	\$ 137,500	
		TOTAL CIP PROJECTS AND CAPITAL PURCHASES	\$ 16,422,500	
 FUNDING SOURCES				
Ent	A Reserve and Depreciation Funded	60% of Depreciation	A \$ 332,500	
Ent	B Chromium 6 Surcharge		B \$ 150,000	
Ent	C Connection Fees		C \$ -	
Ent	D Loan and/or Grants		D \$ 8,000,000	
Gvt	F Reserve and Depreciation Funded	60% of Depreciation	F \$ 120,000	
Gvt	G Existing Funds Available or Operational Revenue		G \$ 2,905,000	
Gvt	H Loan and/or Grants		H \$ 4,915,000	
			\$ 16,422,500	

* Note: Board will identify how reserves will be replaced.

All above items are from the District 10-year CIP plan

Note: Items 1-5 are developed in the Engineering Committee

Items 6-10 were developed in the Engineering/Parks/Solid Waste Committee's

Phelan Pinon Hills Community Services District

Enterprise Capital Improvement Projects

	Item No.	Location	Description											Notes		
				2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032		2032-2042	
Chromium Mitigation Projects	1	Well 14 SP 1.1	Well Profiling <i>(Contingent on state ruling)</i>				\$450,000.00									
		Well 12 SP 1.1	Equip with Cr6 Packer			\$150,000.00										
		Well 18 SP 1.1 / 1.4	Additional Water Supply				\$2,000,000.00									
		Well No. 15 - Azalea Road SP 1.1	Well, Equip, 12" pipeline 6K LF (\$2.4mil)	\$1,555,000.00												
		Storage Tank - Reservoir 6A (Prop. 1.5 MG) SP 1.1	Existing 6A (0.4 MG) <i>(Contingent on Fed. Funding (HUD) \$2 milFed./\$700,000 District)</i>				\$2,700,000.00									Approps req. for \$2 m - Budgeted in 2025/2026 depending on approval
		Reservoir 6A Other Cost SP 1.1	Design / Studies		\$100,000.00											Design for 6A Tank
		Future Reservoir Site	Land Aquistition	\$50,000.00												
Sub-Total Cr6:				\$1,605,000.00	\$100,000.00	\$150,000.00	\$5,150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Civic Center	2	Civic Center Project (APN 3066-261-10) (See Government Funds, Civic Center Project for add. Costs)	Professional Services	\$100,000.00	\$237,958.05											
			Construction SP 1.7			\$8,000,000.00	\$500,000.00									Updated to reflect Steeno's 9-20-22 quote and additional contingency requirement
Sub-Total Civic Center:				\$100,000.00	\$237,958.05	\$8,000,000.00	\$500,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Master Plan (Reservoirs)	3	Reservoir 7A (1.1 MG) SP 1.4	7A-1 (.079 MG) 7A-2 (.079 MG)						\$2,035,000.00							
		Other Cost SP 1.4	Design / Equipping / Studies						\$100,000.00							
		Reservoir L1 (0.35 MG) SP 1.4	L1 (.483 MG)						\$647,500.00							
		Other Cost SP 1.4	Design / Equipping / Studies						\$100,000.00							
Master Plan (Pipelines) 2022-2027	4	Sundown Road (Wilson Ranch/Roosevelt)	P1-1,900 LF : Replace 6" with 8"				\$252,700.00									
		Phelan Road (Sheep Creek / Centola)	P3 -9,500 LF : New Install 12"						\$1,989,200.00							
		Pinon Hills Road (Nielson / Maria)	P13-1,300 LF : New Install 8"	\$157,300.00												
		Atsina Road (Mono / Solano)	P14-1,400 : New Install 8"					\$186,200.00								
		Fremontia Road (Glenview / Oasis)	P15-2,600 LF : Replace 6" with 8"						\$314,600.00							
Master Plan (Pipelines) 2032-2042	5	Smoke Tree (Soledad / Highway)	P2-6,500 LF : Replace 6" with 12"											\$1,358,500.00		
		Buckwheat / Phelan / Cholla / Minero	P4-14,750 LF : Replace 6"-8" with 12"											\$3,082,750.00		
		Brawley Road (Eaby / Schlitz)	P5-1,400 LF : Replace 6" with 8"											\$224,000.00		
		Phelan Road (Baldy Mesa / Shasta)	P6-9,300 LF : Replace 6" with 12"											\$1,636,800.00		
		Highway 138 / Ponderosa / Pine Tree	P7-8,300 LF : Replace 6" with 12"													
		Buckthorne Road (Highway 138)	P8-1,300 LF : Replace 6"-8" with 12"													
		White Fox Trail (Minero / Pionero)	P9-1,300 LF : Replace 6" with 12"													
		Acanthus Street (Bonaza / Palmdale)	P10-1,300 LF (12"): New Install 12"													
		Pinero Road (Phelan Rd.)	P11-350 LF : Replace 8" with 12"													
		Mirage Road (Mango / Progress)	P12-2,500 LF : New Install 12"													
Sub-Total Master Plan CIP:				\$157,300.00	\$0.00	\$0.00	\$252,700.00	\$186,200.00	\$3,197,100.00	\$1,989,200.00	\$0.00	\$0.00	\$0.00	\$6,302,050.00		
Smithson Springs	6	Smithson Springs Canyon Tank and Pipeline	Construction (Capture Tank)				\$25,000.00									
Land	7	Future Expansion Sites (general)	Purchase			\$100,000.00										
Wells	8	Well 16 SP 1.1 / 1.4	Additional Water Supply							\$2,800,000.00						
Meters	9	Meter Replacement Program SP 1.5	Infrastructure													
			O & M	\$1,000,000.00	\$700,000.00											
Boosters	10	Booster and Appurtenance Replacements	Electrical Panel Replacement			\$135,000.00	\$135,000.00	\$135,000.00	\$135,000.00	\$135,000.00	\$135,000.00	\$135,000.00	\$135,000.00	\$135,000.00		
			Building Replacement													
			Pump/Motor/Pipework Replacement													
Reservoirs	11	Storage Tank - Tank at Well 2 Tank 3 (Prop. .5 MG) SP 1.1	Infrastructure					\$1,000,000.00								
Planning	12	Urban Water Management Plan	Report			\$25,000.00	\$15,000.00			\$25,000.00						
	13	Water Master Plan (update hydraulic model)	Report							\$88,000.00						
Sub-Total CIP (Items 6-12):				\$1,000,000.00	\$700,000.00	\$260,000.00	\$175,000.00	\$1,135,000.00	\$135,000.00	\$248,000.00	\$2,935,000.00	\$135,000.00	\$135,000.00	\$135,000.00		
Sub-Total CIP (Items 1-12):				\$2,862,300.00	\$1,037,958.05	\$8,410,000.00	\$6,077,700.00	\$1,321,200.00	\$3,332,100.00	\$2,237,200.00	\$2,935,000.00	\$135,000.00	\$135,000.00	\$6,437,050.00		

Phelan Pinon Hills Community Services District

Enterprise Capital Purchases

	No.	Item	Description											Notes		
				2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032		2032-2042	
Vehicles	14	Operations Vehicles / Equipment	Equipment													
			GM Vehicle (80% Enterprise)													
			Field Trucks	\$100,000.00	\$65,000.00	\$72,500.00	\$76,000.00	\$80,000.00	\$84,000.00	\$88,000.00	\$93,000.00	\$97,000.00	\$102,000.00			
Software & Hardware	15	Servers	Server						\$40,000.00					\$40,000.00	Updated from \$3,500 based on server and workstation upgrade recommendations	
Sub-Total (Capital Purchases):				\$100,000.00	\$65,000.00	\$72,500.00	\$76,000.00	\$80,000.00	\$124,000.00	\$88,000.00	\$93,000.00	\$97,000.00	\$102,000.00	\$40,000.00		
Total CIP and Capital Purchases:				\$2,962,300.00	\$1,102,958.05	\$8,482,500.00	\$6,153,700.00	\$1,401,200.00	\$3,456,100.00	\$2,325,200.00	\$3,028,000.00	\$232,000.00	\$237,000.00	\$6,477,050.00		

Enterprise 10-Year Repair and Maintenance Plan

	No.	Item	Description												Notes		
				2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	2032-2042			
Projects	1	Tank Maintenance STS 10-Year Contract (2021 to 2030)	*Cost included in Tank Contract - Blast and Recoat (10-Year STS Contract)	\$267,200.00	\$48,300.00	\$267,200.00	\$48,300.00	\$48,300.00	\$48,300.00	\$48,300.00	\$48,300.00	\$48,300.00	\$48,300.00	\$48,300.00		Contract amounts swapped in FY 23-24 and FY 24-25 due to budget constraints in FY 23-24	
			Exterior Tank Rehab (8A, 7A-1, 7A-2, 8B, 7B, 3C-2, 1C-1, 1C-2)	*	*		*										
			1.0 MG Tank Interior Rehab (1A-3, 1C-2, & 2C-2 (\$215K/per cost over 4-years)	*	*	*											
	2	Level Control/Pump Control/High Pressure Blow-off Control Valves / PRV Station maintenance. Well #14 PRV (164 valves total each year)	Maintenance	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00		
	3	Well Rehabilitation / Equipping / Maintenance	Emergency Well Rehab		\$125,000.00	\$115,000.00	\$115,000.00	\$115,000.00	\$115,000.00	\$115,000.00	\$115,000.00	\$115,000.00	\$115,000.00	\$115,000.00	\$115,000.00		
			Equip Mountain Well (Well 17)	\$120,000.00													Originally budgeted in 2023/2024
			Rehab Well 2A & Well5			\$200,000.00											Originally budgeted in 2022/2023
	4	Booster Rehabilitation (4 per year)	Rehabilitation	\$80,000.00	\$80,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$85,000.00		
	5	SCADA (System SCADA Upgrade completed 2015)	Site Upgrade	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00		Originally budgeted in 2023/2024
	6	PRV (Emergency By-Pass)	Rebuild / Replacement / Maintenance	\$10,000.00	\$15,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00		
	7	Leak Maintenance Program	Service Line Replacement (150/yr)	\$115,000.00	\$120,000.00	\$150,000.00	\$158,000.00	\$166,000.00	\$174,000.00	\$183,000.00	\$192,000.00	\$202,000.00	\$212,000.00	\$212,000.00	\$212,000.00		Increase due to increase of 184% in materials cost
		Water Pipeline Lowering/Covering	\$136,000.00	\$68,000.00	\$61,000.00	\$58,000.00	\$96,000.00	\$110,000.00	\$110,000.00	\$110,000.00	\$110,000.00	\$110,000.00	\$110,000.00				
8	Solar - Operation and Maintenance - SunPower	O & M Contract (2016-2026)	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00			
9	SCADA TESCO Maintenance Contract	Support Services & Training	\$15,000.00	\$6,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00			
10	Lab Analysis	UCMR5			\$15,000.00												
11	Site Maintenance	Vegetation Mitigation (CAL Fire)	\$10,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00			
Total Enterprise Repair and Maintenance Plan:				\$818,775.00	\$532,875.00	\$999,775.00	\$570,875.00	\$616,875.00	\$638,875.00	\$647,875.00	\$656,875.00	\$666,875.00	\$676,875.00	\$0.00			

Phelan Pinon Hills Community Services District

Government Funds Capital Improvement Projects

	No.	Location	Description										Notes	
				2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031		2031/2032
Phelan Park Exp.	1	Design/Engineering SP 2.1	Phase 3 & 4											Note: \$4 million is a tentative placeholder for grants/grant match should the District be awarded one, remainder to be funded by District - \$8.5 remain. balance of project
		Construction SP 2.1				\$ 4,000,000.00	\$ 8,500,000.00							
		Construction SP 2.1				\$915,000.00								
Civic Center Bldg.	2	Government Portion of Phase I (See Enterprise Funds, Civic Center Project for add. Costs)	Design / Engineering (5%)											
			Site Dev./Improvements (30%)			\$2,800,000.00								
			Building Const. (5%) SP 2.3											
Com Cent./Gym	3	Community Center / Gymnasium SP 2.1	Design / Engineering											
			Buildout										\$4,300,000.00	
			Remaining Buildout											
Leg.	4		Poll	\$10,000.00		\$15,000.00								
Rehab.	5	Pinon Hills Community Building (Old Fire Station)	Rehabilitation			\$100,000.00								
Plans	6	Solid Waste Rate Study	Report			\$35,000.00								
Solid Waste & Rec.	7		Potential Capital Projects	\$35,000.00	\$35,000.00	\$40,000.00	\$40,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	
			Sub-Total Projects:	\$45,000.00	\$35,000.00	\$7,905,000.00	\$8,540,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$4,345,000.00

Government Funds Capital Purchase

	No.	Item	Description										Notes	
				2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031		2031/2032
Vehicles	8	Vehicles / Equipment	Equipment											
			GM Vehicle (20%)											
			Vehicle (Solid Waste)			\$65,000.00								
			Truck (Parks)				\$76,000.00							
Sub-Total Purchases:				\$0.00	\$0.00	\$65,000.00	\$76,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Government Funds CIP & Capital Purchases				\$45,000.00	\$35,000.00	\$7,970,000.00	\$8,616,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$4,345,000.00	

Government Funds - Repair and Maintenance Plan

Items in Orange are Placeholder Items.

	No.	Item	Description	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	Notes		
Parks and Recreation	8	Community Centers	Roof				\$60,000.00			\$40,000.00						
			HVAC	\$8,000.00	\$8,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00			
			Paint Exterior				\$20,000.00	\$18,000.00								
			Paint Interior	\$11,000.00			\$11,000.00									
			Ceiling Tiles		\$20,000.00											
			Vinyl Floors									\$18,000.00	\$18,000.00	\$18,000.00		
			Carpet				\$6,000.00									
			Drinking Fountains	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00		
			Tables and Chairs	\$1,500.00	\$2,000.00		\$2,000.00									
			Storage Shed													
			Kitchen Appliances	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$22,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00		Note: \$15,000 in 27/28 for commercial stove if needed
			Water Heaters	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00		
			Kitchen Floors									\$6,500.00	\$6,500.00	\$6,500.00		
	Bathroom Fixtures/Partitions	\$7,500.00	\$20,000.00													
	Bathroom Floors									\$5,000.00	\$5,000.00	\$5,000.00				
	9	Parking Lots	Parking Lots													
	10	Street Light Décor														
	11	Existing Parks	Play Equipment				\$15,000.00	\$25,000.00							Note: \$15k for painting basketball courts in 25/26 and \$25k for swing set in 26/27	
			Shelters								\$50,000.00					
			Walkways/Table Pads													
Landscape			\$12,000.00	\$12,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00				
Hardscape			\$10,000.00													
Amenities (Tables, Benches, etc)			\$17,200.00		\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00	Note: \$2,500 for drinking fountain		
Bathroom Facilities	\$2,800.00	\$2,800.00	\$3,500.00	\$6,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	Note: \$3,000 in 25/26 for paint in addition to \$3,500 placeholder amount				
Total Repair & Maintenance Parks & Rec.:				\$83,500.00	\$78,300.00	\$44,500.00	\$161,500.00	\$87,500.00	\$59,500.00	\$134,500.00	\$74,000.00	\$74,000.00	\$74,000.00			

PRESS RELEASE - 1/16/2024

**PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT
2024/2025 BUDGET PROCESS & SCHEDULE**

Each year, staff is tasked with preparing a budget for consideration at an annual Public Hearing in June. The process leading up to the hearing includes several public meetings to provide the Board and the public with information for consideration and opportunities for input into the budget process. These public meetings include workshops, committee, and Board meetings. Beginning in January, committees review and update their respective Long-Range Plans including the 10-year Capital Improvement Plan (CIP) and Maintenance plans. In February, staff gathers information in preparation for the budget. February through March, the Board reviews and approves the Long-Range Capital Plans. Staff utilizes budget assumptions based on the consumer price index and other economic factors. Considering these guidelines, staff begins the process of preparing a draft budget. Staff works with department managers and supervisors to obtain budget information and incorporates the data with the assumptions as directed by the Board. The draft budget is reviewed by management and presented to the Finance Committee for consideration prior to being presented to the full Board. The Final Draft Budget is made available for review and a public hearing is held in June. The Final Draft Budget is presented to the Board during the public meeting for final review, consideration, and adoption. All of these are public meetings, and the District encourages public attendance and participation. The events listed below have been scheduled to promote public participation and ensure the public has the opportunity to become familiar with the budget process. **The Public is invited to ALL of these sessions and is encouraged to attend.**

SCHEDULE OF EVENTS

PUBLIC MEETINGS AND HEARING FOR 2024/2025 BUDGET PROCESS

January & February	Committees meet, review, and update long range capital, maintenance plans, programs, and District goals. Committee meeting agendas are posted on the District calendar, in the office, online, and at the community centers. The public is invited and encouraged to attend and participate in this process.
Wednesday – 5:00 p.m. February 21, 2024	Special Board Workshop – Review and approval of committee proposed long range capital, maintenance plans, programs, and goals.
Rescheduled to Thursday – 4:00 p.m. March 28, 2024	Special Finance Committee – Review Draft Budget
Wednesday – 5:00 p.m. April 3, 2024	Special Board Workshop – Review Draft Budget
Tuesday – 4:00 p.m. April 16, 2024	Finance Committee – Review Final Draft Budget
Wednesday – 5:00 p.m. May 1, 2024	Special Board Workshop – Review Final Draft Budget. Note: This meeting is tentative. The meeting of April 3, 2024, will determine whether or not this meeting will be necessary.
Wednesday – 5:00 p.m. June 26, 2024	Regular Board Meeting Budget Hearing & possible Budget approval (with any modifications identified as a result of the hearing).

Meetings are subject to change. Visit the District's website at www.PPHCSD.org/meetings for more information.