



PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT 2021/2022 Budget

Adopted June 2, 2021





2021 / 2022 Budget

For the Fiscal Year Ending

June 30, 2022

Adopted June 2, 2021

**PHELAN PIÑON HILLS
COMMUNITY SERVICES DISTRICT**

**4176 Warbler Road
Phelan, CA 92395
(760) 868-1212**

TABLE OF CONTENTS

GFOA Award1
CSFMO Award2
Resolution #2021-093

Introduction 5
 Budget Message from the General Manager 6
 Mission Statement10
 Officials 11
 District Profile 12
 By the Numbers Summary of District Information.....17
 Budget Process and Schedule18
 Budgetary Control and Financial Practices.....19
 Strategic Plan Vision to Action Table 22
 Financial Policies.....24
 Sources of Revenue.....26

Departmental Presentations 31
 Organizational Chart..... 32
 Staffing Levels and Summary of Personnel..... 33
 Salary Classifications 34
 Salary Ranges 35
 Employee Compensation and Benefits..... 37
 Department Overview..... 38
 Administration and Finance 39
 Engineering..... 42
 Water Operations..... 44
 Parks and Recreation..... 48
 Street Lighting..... 51
 Solid Waste and Recycling..... 52

Budget Financial Reports 53
 Financial History and Budget Comparison..... 54
 Budget Overview56
 Budget.....59
 Budget Summary Comparison67
 Budget Detail Comparison.....68
 Fund Balances and Cash Flow Projections..... 72
 Reserves..... 73
 Debt Service74
 Appropriations Limit76

<u>Capital Improvement Program</u>	77
Capital Projects	78
Capital Expenditure Budget.....	80
<u>Budget Forecast</u>	81
Budget Five Year forecast	82
<u>Statistics Trends and References</u>	83
Water System Statistics	84
Meters in Ground	85
Production.....	85
Phelan Piñon Hills Community Services District Water Rates	86
Water Rates Comparison to other Water Suppliers.....	87
Water Rights	88
Budget in Brief	89
<u>Glossary of Acronyms and Terms</u>	
Glossary of Acronyms.....	92
Glossary of Terms.....	93

GFOA DISTINGUISHED BUDGET PRESENTATION AWARD



GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

**Phelan Pinon Hills Community Services District
California**

For the Fiscal Year Beginning

July 1, 2020

Christopher P. Morill

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Phelan Piñon Hills Community Services District for its annual budget for the fiscal year beginning July 1, 2020. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This is the fifth year the District applied for and received an award with GFOA. This award is valid for a period of one year only. The District believes the current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

CSMFO OPERATING BUDGET EXCELLENCE AWARD



The California Society of Municipal Finance Officers (CSMFO) presented the Certificate of Award for Operating Budget Excellence to Phelan Piñon Hills Community Services District for the Fiscal Year beginning July 1, 2020. This is the fifth operating budget award the District has applied for and received from the CSMFO. This award is valid for a period of one year.

The District believes the 2021/2022 budget continues to conform to the standards set forth to be eligible for this award and will submit an application accordingly.

RESOLUTION NO. 2021-09 ADOPTING THE ANNUAL BUDGET

RESOLUTION NO. 2021-09
A RESOLUTION OF THE
BOARD OF DIRECTORS OF THE
PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT
ADOPTING THE ANNUAL BUDGET FOR THE
FISCAL YEAR ENDING JUNE 30, 2022

WHEREAS, the Phelan Piñon Hills Community Services District (“the District”) is a community services district organized and operating pursuant to California Government Code Section 61000 et seq., and a local government agency subject to the requirements of the Political Reform Act of 1974, California Government Code Section 81000 et seq.; and

WHEREAS, there has been presented to the District’s Board of Directors a proposed Annual Budget for the Fiscal Year Ending June 30, 2022 (“2022 Budget”) in accordance with the requirements of Government Code Section 61110; and

WHEREAS, the Board has conducted several budget workshops open to the public and has considered all comments received during those meetings regarding the proposed 2022 Budget; and

WHEREAS, on June 2, 2021, the Board conducted a public hearing regarding the proposed 2022 Budget in accordance with the requirements of Government Code Section 61110 and considered all comments received at said hearing; and

WHEREAS, the proposed 2022 Budget has been reviewed and considered by the Board of Directors and it has been determined to be in the best interest of the District to adopt said budget for the sound financial operation of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Phelan Piñon Hills Community Services District as follows:

1. The 2022 Budget, as detailed in the budget document entitled “2021/2022 Budget for the Fiscal Year Ending June 30, 2022,” is hereby adopted. A copy of the 2022 Budget is attached hereto and incorporated herein by reference.
2. The expenditure amounts designated for Fiscal Year 2021/2022, pursuant to the 2022 Budget, are hereby appropriated and may be expended by the departments or funds for which they are designated, in accordance with the District’s Purchasing Policy.
3. The Recitals set forth above are incorporated herein and made an operative part of this Resolution.
4. If any section, subsection, sentence, clause or phrase in this Resolution or the application thereof to any person or circumstances is for any reason held invalid, the validity of the remainder of this Resolution or the application of such provisions to

other persons or circumstances shall not be affected thereby. The Board of Directors hereby declares that it would have passed this Resolution and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses, or phrases or the application thereof to any person or circumstance be held invalid.

5. This Resolution will be effective immediately upon adoption.

Adopted this 2rd day of June, 2021.

AYES:
NOES:
ABSTAIN:
ABSENT:

Kathy Hoffman
President, Board of Directors

ATTEST: Kim Ward
Board Secretary



PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT

INTRODUCTION



PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT

MESSAGE FROM THE GENERAL MANAGER

June 2, 2021

Board of Directors
Citizens of the Phelan Piñon Hills Community Services District

On behalf of the Phelan Piñon Hills Community Services District and its staff, I am pleased to present the Budget for Fiscal Year 2021/2022. This Budget has been prepared to meet the many challenges facing the District, including increasing costs of water production, water quality, water supply, and unfunded state mandates. The Budget reflects the District's dedication to provide reasonable levels of service with a commitment to prudent fiscal management by developing policies and procedures that are efficient and cost effective. This Budget has been developed to be fiscally responsible in support of the District's 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.

Where We Have Been

Over the past several years, the District has been managing state directives for water, including ongoing communications with California legislators to mitigate the impacts to the District. District directors and management have attended virtual meetings with representatives and continued coalitions with other purveyors to represent our citizens with the Department of Water Resources to address numerous water related initiatives. Conservation initiatives were rolled back as the drought subsided and the new Chromium-6 regulations were rescinded, pending further investigation by the Department of Water Resources. The District was faced with state and federal orders in response to the COVID-19 pandemic and addressed those challenges with resourcefulness while meeting the needs of the community to provide safe, clean water and continue to operate and maintain District facilities while keeping our employees and customers safe by implementing new practices.

The revised Chromium-6 regulations have yet to be determined, meanwhile the District continues to collect a surcharge on the water bills to recover the costs of almost \$4 million dollars incurred to date for Chromium-6 related projects that resulted from the initial state mandates. The initial costs were recovered in the prior budget year. Additional costs, authorized by the Board, associated with meeting the state mandates will continue to be recovered with the surcharge for three to four years. Based upon the expenses necessary to meet the revised mandates, the surcharge may continue if necessary. In the event the new Chromium-6 levels do not require the District to install additional infrastructure or operating expenses, the surcharge will be removed.

Most recently, the District was faced with the impacts of the COVID-19 pandemic. In mid-March 2020, the State of California ordered all non-essential businesses to close and a stay-at-home order was issued. The District's services are considered essential and the District continued to operate. However, the District office closed to the public and cancelled all public meetings, gatherings, scheduled events and programs, and continued to operate following state and county guidelines. The District resumed public meetings in April, via Zoom. District offices were re-opened to the public in May, with limited access in order to adhere to COVID -19 requirements, closing to the public again in November and re-opening in January 2021. While there were many modifications necessary, the District as an essential business was required

to continue operating to provide water and maintain all facilities including wells, reservoirs, pipeline, booster pumps, parks, and community centers. Due to COVID -19 mandates and restrictions, community events were limited, moved into the park, were offered on Zoom, were or temporarily eliminated. Modifications were made to allow most programs, events, and services to continue to be offered to the community within state and local guidelines mandated.

In February 2018, the District adopted its first strategic plan and is currently in the process of updating that plan. The plan identifies strategic elements and goals with an action table to accomplish the goals. The goals outlined throughout this budget reference the Strategic Plan, identified as “SPG#” in this document. The action plan to achieve the goals are addressed and updated periodically, as noted at the bottom of the Vision to Action Table. The table is in the Budgetary Control and Financial Practices section of this document.

Accomplishments

The greatest challenge the District faced this year was the COVID-19 pandemic. The District was challenged with continuing to supply water to our customers, maintaining infrastructure, facilities, and essential services, while providing a safe environment for our employees. This was a tremendous accomplishment by the District. The District continued to respond to the pandemic by closing the office as was necessary, keeping parks and community centers closed to the public, while maintaining high levels of customer service via telephone and limited in-person service as required. District events were cancelled and all meetings were converted to online meetings, as was permitted. All meetings took place in compliance with new rules and regulations from state and county directives. As the District re-opened to the public, social distancing and other requirements continued to be necessary for the safety of our constituents and our staff, in compliance with county, state and federal requirements.

The Departmental Presentations (beginning on page 33) include details of accomplishments for 2020/2021 and their status, including:

- Responding to the COVID-19 pandemic’s ongoing and ever-changing mandates while continuing to provide essential services to the public
- Installation of Phase I of the District’s five-year meter replacement program. SPG 1.3, 3.6
- Cost reductions – the District saved over \$791,000 in 2020/2021 as a result of purchasing water rights. SPG 1.5
- Water system readiness for growth – the District identified and implemented plans to maintain and better utilize wells, resulting in increased productivity. SPG 1.4
- Development of Phelan Park expansion and civic center plans in compliance with the parks master plan and the strategic plan. SPG 2.4, 2.5 and 3.1
- Increased community outreach – the District continues to reach out to all the organizations within the community to promote understanding and cooperation. SPG 5.2
- Improved customer service – the District continues to work with staff to develop more positive customer service experiences. SPG 6.6
- Policy, procedures, and practices implemented to meet SB998 (Water Shut-off Protection Act) mandates.
- Water rate and fee study completed in compliance with proposition 218, recommending a multi-year rate change which will be reviewed and considered annually

Upcoming/Ongoing Challenges Facing the District in 2021/2022

The most significant issues facing the District in 2021/2022 continue to be unfunded state mandates.

State mandated challenges include the emergency order for COVID-19, Chromium-6, drought regulations, and AB401 - Low Income Water Rate Assistance Act, to name a few.

The Departmental Presentations (beginning on page 33) include details of goals for 2021/2022, including:

- Impacts of changes to the state water quality regulations: The state adopted new regulations for Chromium-6 in July 2014 and were later rescinded in August 2017. In 2014, the District's water had traces of Chromium-6, which exceed the maximum contaminant levels (MCL) under the new state regulations. The District began aggressive efforts to meet the state mandate in a timely manner. The District conducted a feasibility study, performed extensive testing, determined the best course of action, and completed preliminary design, environmental review, engineering reports and project design, costing the District approximately \$3.7 million dollars. The regulations were rescinded in August 2017 and the state is reconsidering the MCL for Chromium-6. The District halted all Chromium-6 mitigation work, pending the state's new regulations and resumed mitigation measures in 2020/2021. The state will move forward with new regulations. The District is working closely with the state and other agencies to recommend a less aggressive MCL for Chromium-6. The District will address this issue as it develops. The best outcome would be for the state to set the MCL above the trace levels found in the District's water, in which case the District will not need to implement a multi-million-dollar mitigation project. For more information, please visit the District's website.
- Impacts of state mandated water conservation measures: Executive Order B-29-15 and subsequent mandates, resulted in increased expenses for the District accompanied by reduced water sales resulting from conservation programs. Executive Order B-37-16 and SB 555, further specify and evolve conservation requirements and consequences of non-compliance, "making water conservation a California 'way of life'." In 2018/2019, due to excessive rainfall, the state declared the drought officially over. However, under existing mandates, the District continues to develop and implement water conservation programs to encourage conservation.
- Impacts of AB 401 Low Income Water Rate Assistance Act: This assembly bill was passed in 2015. The bill is aimed at offering rate assistance to low-income customers however, it is still unclear how this will occur. Initial estimates show that each District customer could pay \$7 per month on their water bill. The funds collected would likely be sent to the state and the state would determine how funds are utilized.
- No impacts to services in the coming year and no net impacts to staffing levels are expected.

Since the District's formation in 2008, the District has continued to look for cost saving measures and efficiencies. Despite these efforts, the cost of operating the District has continued to rise.

Due to the reduction in property tax values within the District, property tax revenue decreased by over 40% between 2008 and 2012, primarily due to the number of vacant properties within the District. Water revenue decreased by 16% between 2009 and 2012. The cost of pumping water out of the ground, the District's only water source, increased by 18% in 2013, 14% in 2014, 5% in 2015, and continued to increase annually, including a 9% increase in 2020, due to the Southern California Edison rate changes. These increases, along with the impacts of the state mandates, negated the rate increases that were adopted in 2013 and 2015, thus requiring a water rate study in 2020. The rate study outlined recommended water rate changes, which the District adopted in May 2020. The 2020 water rate study calls for a 6% increase in water rates effective July 1, 2020, however, the Board elected to defer the increase from July 1, 2020, to February 1, 2021, due to economic impacts resulting from the COVID-19 pandemic. As is

necessary, the District will transfer funds from reserves to cover the cost of operations during the deferral period. The District will receive another increase from Edison of 15% in the coming year, which along with increases in general costs of doing business, will necessitate the 6% increase in water rates that was approved by the Board in 2020.

The District continues to look for alternative ways to increase revenue and decrease expenses to minimize rate changes to customers. In 2012, the District purchased water rights which will result in a savings of reduced water production fees. The District is saving over \$840,700 (\$491,500 after loan payment) in the coming year due to water rights purchased (page 89). Even after repaying the \$7.5 million dollar loan, this purchase is estimated to save the District \$24 million dollars. In 2016, the District installed a solar project that results in credits against the District’s most costly and uncontrollable expense: electricity. After loan repayment, the estimated savings due to the solar project are \$7 million dollars. The combined results of these two measures are savings estimated to exceed \$31 million dollars over thirty years.

The Fiscal Year 2021/2022 Budget is based on Enterprise Fund revenues of \$9,134,787 and Government Fund revenues of \$1,641,044, totaling \$10,775,932; Enterprise Fund expenses of \$8,592,733, and Government Fund expenses of \$726,920, totaling \$9,319,653; for a total net revenue of \$1,456,179.

	2021 Budget	2021 Est YE	2022 Budget	% Over Prior Year Budget	% Over Est Yr End
Enterprise (Water) Revenue	\$8,660,933	\$8,857,418	\$9,134,787	5.5%	3.1%
Enterprise (Water)Expenses	\$8,618,716	\$8,483,778	\$8,524,341	-1.1%	0.5%
	\$42,217	\$373,640	\$610,446		
Government Revenue	\$1,592,928	\$1,527,528	\$1,641,044	3.0%	7.4%
Government Expenses	\$729,004	\$554,246	\$726,920	-0.3%	31.2%
	\$863,924	\$973,282	\$914,125		
Total Revenue	\$10,253,861	\$10,384,945	\$10,775,832	5.1%	3.8%
Total Expenses	\$9,347,721	\$9,038,023	\$9,251,261	-1.0%	2.4%
Total Net Revenue	\$906,140	\$1,346,922	\$1,524,571		

2021 2022 Budget Year - Finance and Budget Data/Budget Brief and Sum Tables

I would like to thank District staff for their conscientious efforts in prudent management of District resources, enabling the District to reduce expenses whenever possible without reducing the levels of service necessary to meet the demands of good customer service and responsible facilities maintenance.

I want to thank the Board of Directors for their leadership and continued interest in, and support of, the highest level of prudent fiscal management, and for providing the vision, policies, and resources to develop and implement this Budget.

Respectfully submitted,



Don Bartz
General Manager

MISSION STATEMENT

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

VISION STATEMENT

The Vision of the Phelan Piñon Hills Community Services District is to develop a Community Services District that enhances the living experience for all people within the District.

OFFICIALS

BOARD OF DIRECTORS

		Term Expires December
Kathleen Hoffman	President	2022
Rebecca Kujawa	Vice President	2024
Charlie Johnson	Director	2022
Deborah Philips	Director	2022
Mark Roberts	Director	2024

Note: Effective May 23, 2017, the election dates (and Directors terms) changed from odd years to even years as a result of SB415. County of San Bernardino Board of Supervisors voted to approve the change of election years in compliance with SB415 and in response to the District's resolution #2016-15.

DISTRICT MANAGEMENT

Donald Bartz	General Manager
Lori Lowrance	Administrative Services Manager
Kim Ward	Human Resources Manager/Executive Secretary
George Cardenas	Engineering Manager
Sean Wright	Water Operations Manager

District Officials can be reached by calling (760) 868-1212

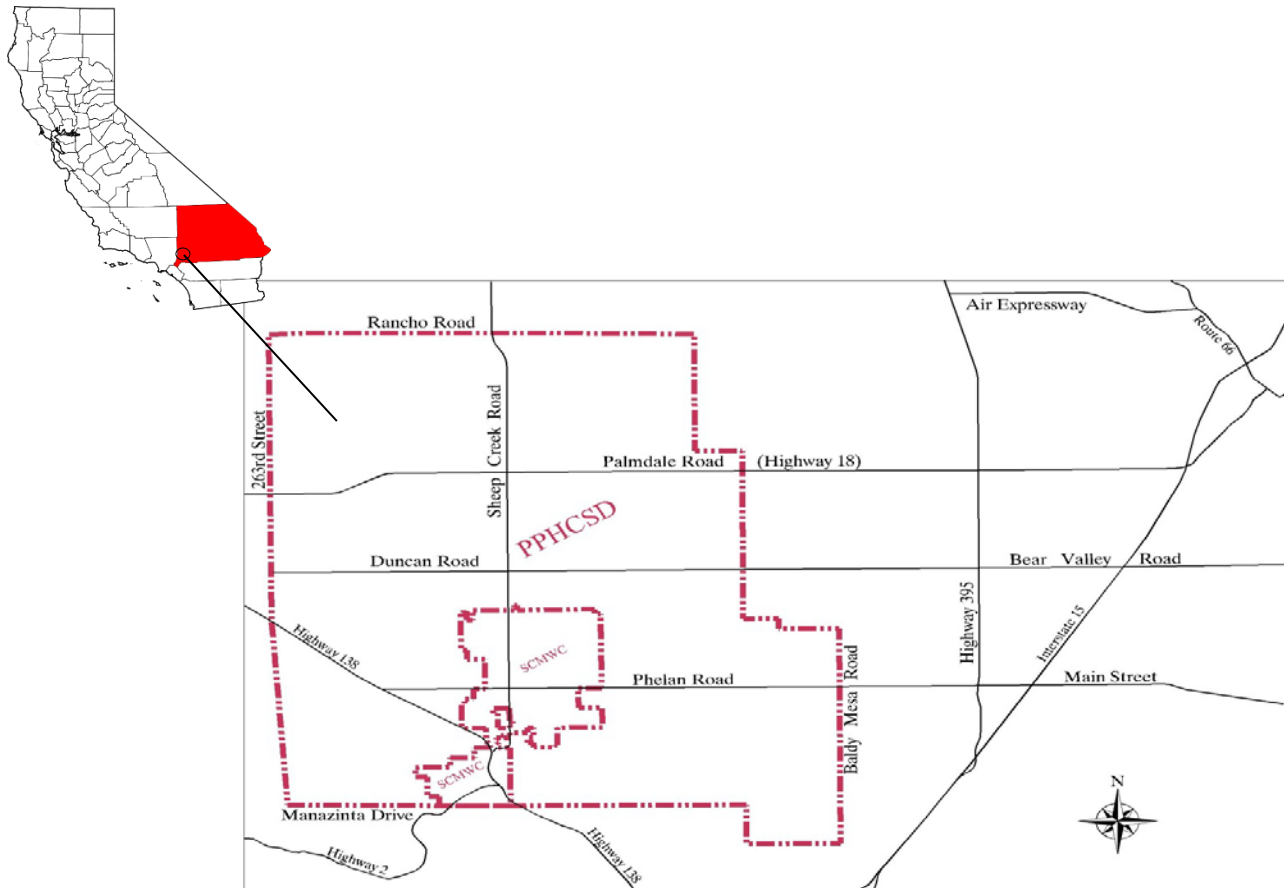
DISTRICT PROFILE

History

In February 2008, the citizens of Phelan and Piñon Hills overwhelmingly voted to separate the Water, Parks and Recreation, and Street Lighting Districts from the County and create a Community Services District. The Phelan Piñon Hills Community Services District was established through an election on February 5, 2008. With an 81% approval rating, the voters approved the formation of the District as a consolidation of three Special Districts: Zone-L70 Water, CSA-9 Phelan Parks and Street Lighting and CSA 56-F1 Piñon Hills Parks. This consolidation enabled the communities to establish a form of self-governance while maintaining their individual rural integrity. The 128 square mile District is the largest Community Service District in San Bernardino County. In March 2008, the Phelan Piñon Hills Community Services District was formed (LAFCO Resolution 2994), with a five-member Board of Directors elected to govern the District.

Between March 2008 and June 30, 2008, during the early stages of the transition, the District continued to be operated and maintained by County of San Bernardino Special Districts. From July 1, 2008, through October 2008, the Directors outsourced the operations and maintenance of the District and began the recruitment process. In August, a General Manager was hired and in October through November 2008, the majority of the remaining staff was employed.

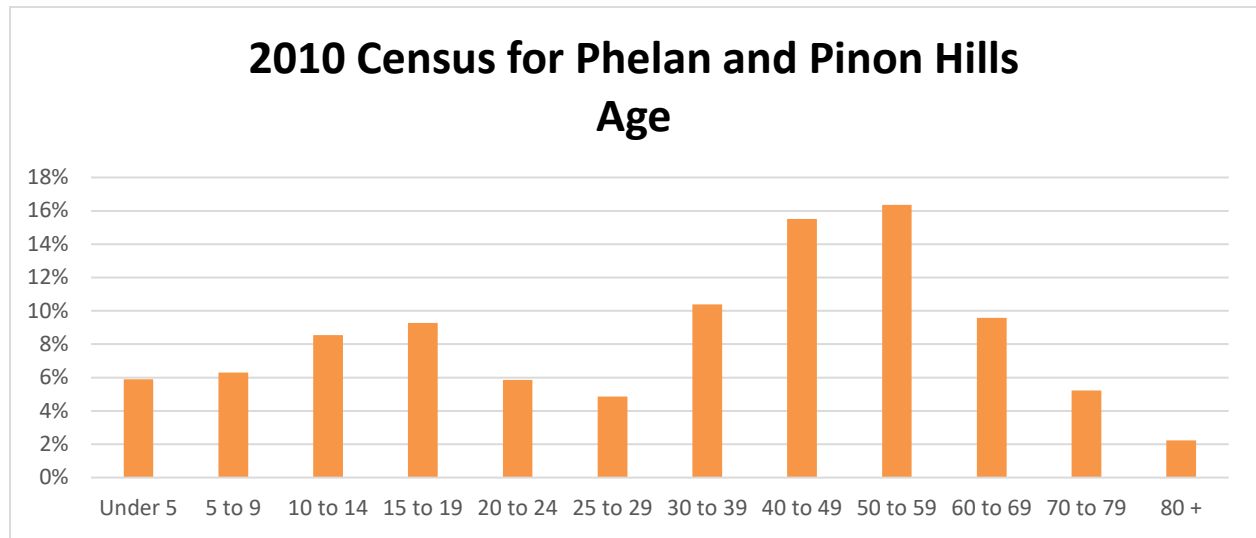
On November 16, 2011 LAFCO held a hearing on proposal 3167 and adopted resolution 3153 approving the activation of solid waste and recycling function and services for the District. On January 24, 2012, the Certificate of Completion was processed, formalizing the change in organization.



Local Economy

The District is located in Phelan and Piñon Hills, California, two unincorporated communities within San Bernardino County. During the first several years, San Bernardino County had witnessed a decrease in economic activity and a downturn in property values. Recent activity within the region, however, suggests a strengthening in home sale median prices and increased commercial activity. This past year, increased home sales and new building throughout the Inland Empire has provided an upward trend in housing costs.

People



Civic Engagement (Countywide)*

Voter turnout among registered voters (2020) 77%

Voting by mail (2020) 83%

Education (Countywide)*

Residents over age 25 with a Bachelor's degree (2019) 23%

High school graduation rate (2019) 80.7%

Economy (Countywide)*

Unemployment rate 3.7% (2019)

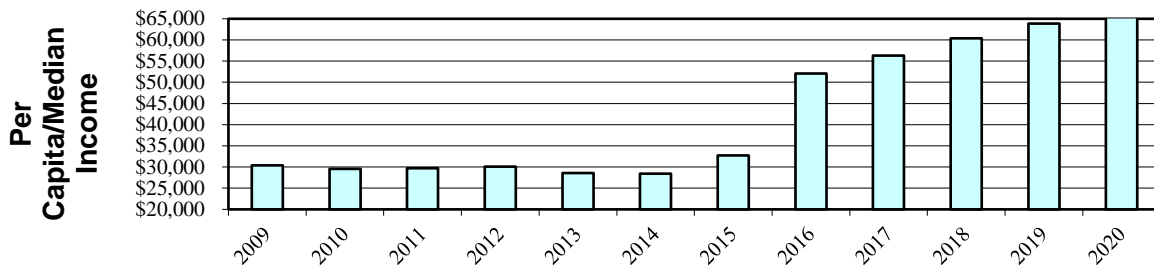
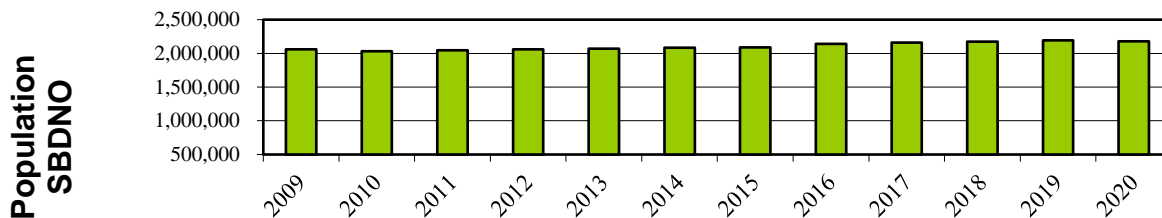
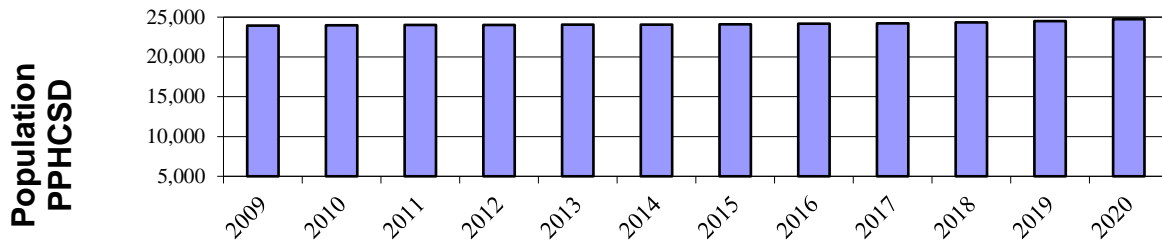
9.2% (December 2020)

*San Bernardino County Community Indicators Report 2019, 2020: <https://indicators.sbcounty.gov/economy/>

Demographic and Economic Statistics

County of San Bernardino ⁽²⁾					
Year	Phelan & Piñon Hills Population (1)	Unemployment Rate	Population	Median Single-Family Home Price	Personal Income per Capita / Median Household Income
2009	23,955	13.5%	2,060,950	123,526	30,363
2010	23,985	14.3%	2,033,141	144,627	29,555
2011	24,013	14.0%	2,046,619	133,950	29,703
2012	24,028	12.6%	2,059,699	145,710	30,081
2013	24,040	9.9%	2,068,610	180,270	28,583
2014	24,058	8.1%	2,085,669	216,570	28,454
2015	24,107	5.8%	2,088,371	230,180	32,747
2016	24,164	6.2%	2,140,096	248,000	52,041
2017	24,225	5.8%	2,160,256	266,250	56,337
2018	24,352	4.2%	2,174,938	290,000	60,420
2019	24,516	3.9%	2,192,203	315,000	63,857
2020	24,725	9.2%	2,180,537	380,250	67,903

Note: Beginning 2016, Personal Income Per Capita was not reported. Median Household Income is reported in County Community Indicators Report.



Sources: California Department of Finance and California Labor Market Info, 2010 US Census, California Association of Realtors, and San Bernardino County Community Indicators Report.

Notes:

(1) Data is derived from the 2010 census and adjusted for the average population per meter connection. The District has chosen to use this methodology since the District believes that it provides the best approximation of area population.

Governance

The District is governed by an elected, five-member Board of Directors. Board members are elected to a four-year term, participating in the election process, formerly during odd years, effective 2017 (per SB415) changed to even year election cycles. For the currently seated Board, three Directors were elected in November of 2018 and two Directors were elected in November of 2020. The elected Directors set the policies of the District and provide guidance and leadership to the management and staff of the District.

The Board of Directors' regularly scheduled meetings are on the first and third Wednesdays of each month at 6pm in the Phelan Community Center. Additionally, the Directors are assigned to at least two standing committees and some serve on ad hoc committees as needed. The committees have regularly scheduled monthly meetings for Engineering, and quarterly meetings for Parks, Recreation and Street Lighting, Solid Waste and Recycling, Government Affairs, and Finance. These meetings are open to the public who are encouraged to attend.

Resolution 2019-15, Section 1.1 states: The Board shall govern the District. The Board shall establish policies, direction, procedures, and oversight for the operation of the District. The Board shall provide for the implementation of those policies which is the responsibility of the District's General Manager.

The elected board members delegate management responsibility of the day-to-day operations of the District to an appointed General Manager who, in turn, employs all employees at the District, including department managers and supervisors. The District currently employs twenty-three full-time and three part-time employees. The District's General Manager, General Counsel, and external Auditor report directly to the Board of Directors.

District Services

As outlined by San Bernardino County LAFCO 3167 Staff Report, the District provides the following within its service area:

Water: Supply water for any beneficial use as outlined in the Municipal Water District Law of 1911 (commencing with Section 71000) of the Water Code.

Park and Recreation: Acquire, construct, improve, maintain, and operate recreation facilities, including, but not limited to, parks and open space in the same manner as a recreation and park district formed pursuant to the Recreation and Park District Law (commencing with Section 5780) of the Public Resources Code.

Street Lighting: Acquire, construct, improve, maintain, and operate street lighting and landscaping on public property, public right-of-way, and public easements.

Solid Waste and Recycling: Collect, transfer, and dispose of solid waste and provide solid waste handling service, including, but not limited to, source reduction, recycling, composting activities, pursuant to Division 30 (commencing with Section 40000), and consistent with Section 41821.2 of the Public Resources Code.

Water

The primary component of the District is water service. Being efficient in every aspect is essential and will help in improving fiscal responsibility as well as system integrity. Developing relationships with neighboring water companies, agencies, and resources will enable everyone to be more responsible and efficient; therefore, the District is looking at joint ventures whenever it is viable.

The District operates and maintains a considerable infrastructure in order to provide safe, good tasting water to the residents and businesses within a 128 square mile service area. The water service area is almost entirely residential, with approximately 99 percent of the water service

connections serving single-family residences. The water infrastructure consists of 11 wells (approximately 1,000 feet deep) in six well fields, and 35 reservoirs with a combined capacity of approximately 12,000,000 gallons, 4 de-sanding tanks, 24 booster stations, 63 booster pumps, and 32 pressure reducing stations in 15 pressure zones, with approximately 353 miles of pipeline ranging from 4-inches to 16-inches in diameter.

The District obtains its water supply from the local groundwater aquifer which is managed by Mojave Water Agency. If the District produces more than its allowance of groundwater, the District may purchase replacement water from MWA, who replenishes the used groundwater primarily with imported water from the State Water Project. As the District recently purchased additional water rights, it is unlikely the District will need to purchase water from MWA in the foreseeable future.

The District encourages water conservation and offers incentive programs in partnership with the Alliance for Water Awareness and Conservation (AWAC), through the Mojave Water Agency, plus resource material to promote desert landscape. The District is focused on providing service now and for future generations.

Parks and Recreation

The District operates and maintains community centers with senior centers and two parks. The District continues to expand and improve these facilities to promote use. The District partners with the seniors at the two facilities and throughout the District to create programs that are beneficial to the community at large. The District also partners with local sports organizations and service clubs to create sports programs and activities in the community.

Parks and recreation are a vital component to any community. It not only adds beauty, but provides safe areas for activities of individuals, families, and groups. As part of the District, there are two community centers. These centers are utilized for a wide range of activities and are available to the community for a small fee. The District currently offers several events and activities and continues to explore various recreation ideas for the community.

Adjacent to the centers, the parks have picnic tables, playgrounds, basketball courts and other activities. They are available from morning until dusk. The District is looking to develop a large park facility that will have athletic fields, as well as standard park integrity. The District owns vacant parcels throughout the District for future park and recreation facilities.

Street Lighting

The streetlights primarily service the business district of Phelan. There are also lights at strategic intersections to help in providing safety to the community. Expansion of the street lighting to other intersections is considered based upon a safety need, but the District does respect the San Bernardino County "Dark Sky" ordinance and encourages residents to do the same.

Solid Waste and Recycling

The District administers solid waste and recycling programs and is responsible for compliance with state and federal mandates. The District coordinates solid waste and recycling programs and provides a variety of events within the community. The District works closely with the contractual hauler, CR&R, to help accomplish these tasks.

BY THE NUMBERS: SUMMARY OF DISTRICT INFORMATION

Phelan Piñon Hills Community Services District Demographic Summary

Water System:

Number of Pressure Zones	11
Miles of Water Main	353
Reservoirs	35
Wells	11
Booster Stations	24
Booster Pumps	63
Pressure Reducing Stations	32
Service Connections (Meters)	7,104

Parks and Recreation Facilities:

Number of Parks	2
Number of Community Centers	2
Number of Senior Centers	2

Street Lighting:

Number of Street Lights	92
Number of Lights at RR Crossings	1

Solid Waste and Recycling:

Number of Residential Customers	4,480
Number of Commercial Customers	107

Misc. Statistical Information

Population	25,058
Service Area	128 square miles
Employees	26 Full Time
Enterprise Fund Budget	\$8,524,341
Government Fund Budget	\$726,920
Capital Budget - Funding with Operations	\$542,000

BUDGET PROCESS AND 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 opportunity for input on the budget process. These public meetings include workshops, committee meetings, and board meetings.

Beginning in January, managers and supervisors gather information in preparation for the budget. They consider the District goals, department goals, and state and federal mandates. They review various analysis for their areas of responsibility, such as water quality, customer service, conservation, production, and operations. They consider the age, wear and tear, and other impacts to assets in order to determine any repairs or replacements that need to occur. They review and consider operational needs in order to accomplish the tasks necessary to meet goals and mandates. After a complete review and analysis, considering all internal and external impacts, managers and supervisors provide their budgetary requirements for consideration. Board committees review and provide updates to long range capital and maintenance plans for inclusion in the budget. Staff identifies assumptions to be used based on the consumer price index and other economic factors. Considering these guidelines, staff begins the process of developing a Draft Budget. Staff incorporates the data received from managers and committees with the assumptions, as directed by the Board, to generate the Draft Budget. The Draft Budget is prepared by management and presented to the Finance Committee for consideration prior to being presented to the full Board for review. The Final Draft Budget is made available for review by the public and is presented to the Board during the public meeting for final review, consideration, and adoption. All of these meetings are open and public and the District encourages public attendance and participation.

The events listed below were scheduled to promote public participation and ensure the public has the opportunity to become familiar with and involved in the budget process. The Public is invited to all public meetings and encouraged to attend.

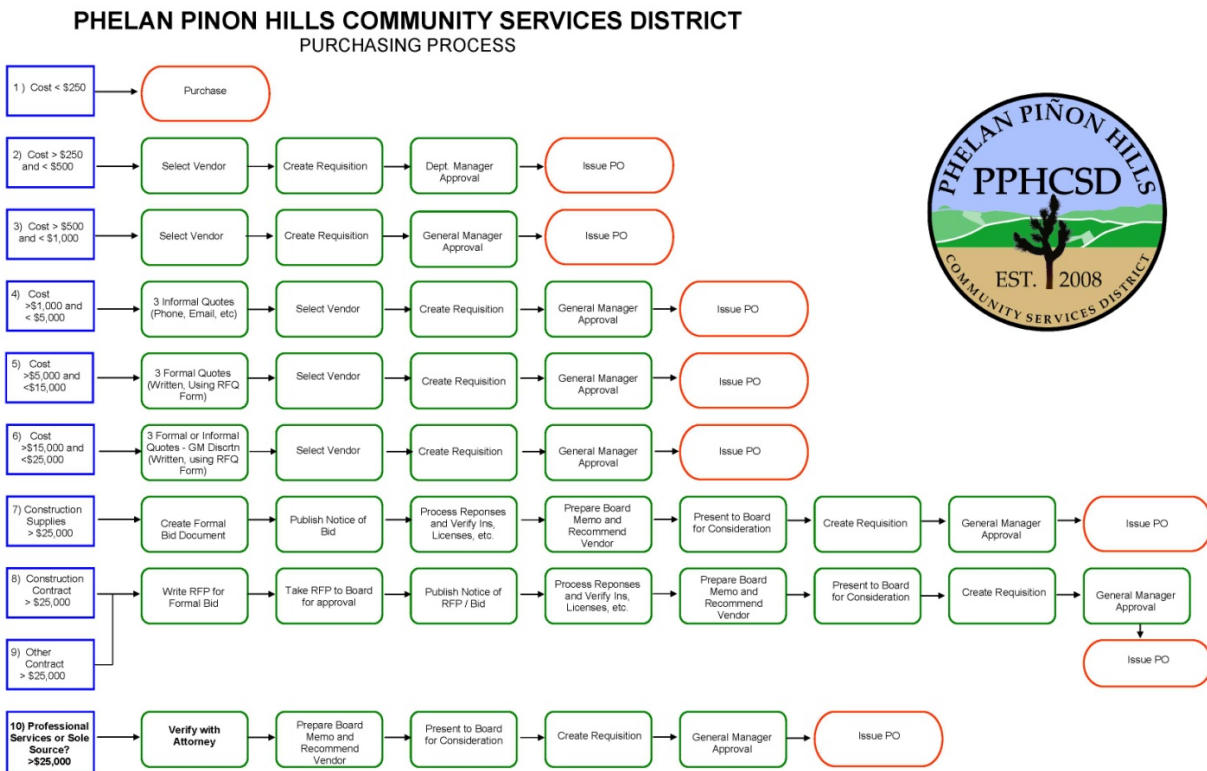
Date/Location	Time	Public Meeting
January & February, 2021	Various	Board Committees and staff develop long range plans and goals. Staff accumulates preliminary budget numbers, quotes and estimates
February 23, 2021 Tuesday Phelan Community Center & Zoom	4:00 PM	Special Board Workshop – Board reviews and approve Long Range Capital Plans, Capital Budgets, and Goals
March 23, 2021 Thursday Phelan Community Center & Zoom	4:00 PM	Special Finance Committee – Review Draft Budget
March 31, 2021 Wednesday Phelan Community Center & Zoom	5:00 PM	Special Board Workshop – Review Draft Budget
April 20, 2021 Tuesday Phelan Community Center & Zoom	4:00 PM	Finance Committee – Review final draft budget
May 12, 2021 Wednesday Phelan Community Center	5:00 PM 6:00 PM	Special Board Workshop – Review final draft budget (NOTE: This meeting is tentative and was deemed not necessary at the March 31, 2021 meeting) Regular Board Meeting – Review final draft budget and set hearing date
June 2, 2021 Wednesday Phelan Community Center	6:00 PM	Regular Board Meeting - Budget Hearing - Budget approval (with any modifications identified as a result of the hearing)

BUDGETARY CONTROL AND FINANCIAL PRACTICES

Budgetary Control

The Board of Directors adopts the Phelan Piñon Hills Community Services District (District) annual budget, after public workshops, public meetings, and a public hearing, by June 30 of each year. The budget is adopted on a basis that does not differ materially from Generally Accepted Accounting Principles (GAAP). The budget is in effect from July 1 of the current year to June 30 of the following year. The Board may modify the budget at any time with majority approval.

The General Manager maintains budgetary controls to ensure compliance with the appropriated budget approved by the Board of Directors. The Board approves the appropriation limit each year and the operational and capital budgets remain under the limit established by law (GANN Limit for appropriations) and approved by the voters in November 2008. The level of budgetary control (the level at which expenditures cannot exceed the adopted amount) is addressed in the District's Budget Policy, Resolution No. 2019-05, section 1122.09, where it states that the General Manager can go over or be under budget on a line item basis, with explanation, as authorized in the District Purchasing Policy, provided it does not impact the overall Budget. The General Manager is authorized to implement appropriations as approved in the adopted budget, within the parameters of the purchasing policy approved by the Board. It is the responsibility of the General Manager to establish adequate controls to ensure expenditures do not exceed the approved budget. The purchasing policy provides the standards and approval levels by which purchases can be made. Additionally, rules of procedure are established by the General Manager to ensure against abuse of public interest. Supplemental appropriations during the year must be approved by the Board of Directors. These appropriations, representing amendments to the budget during the year, could be significant in relationship to the original budget as adopted.



The Board reviews the budget and compares it to actual revenues and expenses at the Finance Committee quarterly. The financial reports are presented to the Board on a quarterly basis for consideration. Budget adjustments may be authorized by the Board of Directors.

Accounting and Financial Practices

The District's accounting and budgetary records are maintained using an accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used, such as unbilled but utilized utility services recorded at year end. The budget detailed in this document is used as a management tool for projecting and measuring revenues and expenses.

The accounts of the District are organized on the basis of funds, each of which is considered a separate accounting entity with a self-balancing set of accounts established for the purpose of carrying out specific activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Funds are organized into two major categories: Government and Enterprise (or proprietary) categories:

Government Funds Parks and Recreation, Street Lighting, and Solid Waste and Recycling.

Enterprise Funds Water
Note: Water activities represent 98% of District functions.

Financial Planning

Since formation in 2008, the District has continued to look for cost saving measures and efficiencies. The District was able to decrease expenses considerably over the County's costs of providing services. Despite the Board's efforts to maintain rates and fees, revenues decreased and the cost of operating the District continued to rise. Due to the economic downturn and housing vacancies within the District, water revenue decreased by over 15% between 2009 and 2012. The economy also caused a reduction in property tax values resulting in a loss of almost 40% of property tax revenue between 2008 and 2012. The cost of pumping water out of the ground, the District's only water source, increased by 18% in 2013, 14% in 2014, 5% in 2015, by another 5% in 2016, and continues to increase annually, including a 9% increase in 2020, due to the Southern California Edison rate changes. These increases, along with significant impacts of the conservation and water quality mandates, negated the rate increases that were adopted in 2013 and implemented each year thereafter, thus requiring a water rate study in 2015 and again in 2020. The rate study outlined recommended rate changes, which the District adopted accordingly. The cost of operations continues to rise, including costs of producing and delivering water, and providing clean, safe parks and community centers with programs and activities for the community.

The District continues to look for alternative ways to increase revenue and decrease expenses to minimize rate changes to customers. In 2012 and 2015, the District purchased water rights which result in a savings of reduced water rights fees. Even after repaying the \$7.5 million dollar loan, this purchase is estimated to save the District \$24 million dollars over the next thirty years. In 2016, the District installed a solar project that results in credits against the District's most costly (currently over \$760,000 per year) expense: electricity. After loan repayment, the estimated savings due to the solar were projected to be \$13 million dollars over thirty years. The combined results of these two measures are savings estimated to exceed \$37 million dollars over the next thirty years.

Current Financial Plans

In 2012, the District conducted the first water rate and fee study. The study was completed over a six-month period with several public workshops held throughout the process to garner public involvement and input. On February 20, 2013, after exceeding notification and meeting requirements of Proposition 218 (now Articles XII C & D of the California Constitution), the Board held a public hearing on the proposed multi-year rate change and adopted the rate schedule.

In 2015, after state mandated orders were issued to address the drought conditions in the state and state water quality mandates necessitated the plan for a \$17 million dollar blending project, the District completed a second water rate study. The District again exceeded the requirements of Proposition 218 by notification of customers, holding workshops, and conducting public outreach meetings. In January 2016, rate changes were approved that include increased charges to recover the lost revenues and additional costs to the District resulting from the state mandated conservation programs as well as a surcharge to cover the costs to blend water in order to meet the state mandated water quality changes. In 2020 the most recent rate study was completed. The Board of Directors reviews the approved rate changes each year to verify the necessity of the rate change, and to determine if the change can be reduced as a result of District efforts to lower expenses and obtain additional revenues to help mitigate the costs of operations.

The Chromium-6 mitigation project was implemented in response to requirements by the State of California which lowered the acceptable levels of Chromium-6 that can be detected in drinking water from 50 parts per billion (ppb) to 10 ppb. While the levels found in the District's water supply (at certain sources) remain significantly below the federal standards (100 ppb) and the former state standards (50 ppb), it slightly exceeded the state standards established on July 1, 2014 of 10 ppb. After significant review and consideration, it was determined that blending the District's water with water from a new source would meet the mandated water quality standards. The cost of the facilities that would enable blending was projected to be \$17 million dollars. The District was seeking grants and low interest loans to help reduce the impact to the customers. The District was in the process of implementing its compliance project when the State Water Resources Control Board reversed its ruling, changing the MCL back to 50 ppb. It is expected that the MCL will be reduced again, however the revised MCL is unknown at this time. The District has spent approximately \$4.8 million dollars toward the compliance project and will continue to collect the surcharge from customers to recover the funds expended.

In 2015/2016, the District completed installation of a 1.16-megawatt solar project, which is projected to save the District more than \$7 million dollars over a thirty-year period. The District receives credits for electricity produced from the solar project that to help offset the considerable electric costs.

Long-Term Financial Plans

The District has developed 10-year plans for infrastructure repair, replacement, and additions. The additional facilities for the Water Fund are projected based on the District's Water Master Plan as growth occurs. A Parks Master Plan was completed in 2019 outlining long range plans and priorities. Parks and Recreation and Solid Waste and Recycling plans are developed by staff and the Committees. The repairs and replacements for all funds are based on estimated useful life of District facilities. These plans are updated and reviewed by the Board of Directors each year.

District Strategic Plan

The District developed and adopted its first Strategic Plan in 2017/2018. The plan was developed by BHI Management Consulting. BHI had numerous meetings with the Board of Directors, management, staff, and the public, to bring forth a comprehensive plan that will help to focus development of the District. The plan's current Vision to Action Table is on the following pages. The full plan is available on the District's website and is sited throughout this document in reference to goals and plans for the coming year.

STRATEGIC PLAN VISION TO ACTION TABLE

Strategic Element	Strategic Goals	Completion Time Frame
1.0 Water System Infrastructure	1.1 Accurately Track System Water Loss 1.2 Implement 10-Year Capital Improvement Plan for Engineering 1.3 Fully Meet System and Infrastructure Inspection and Maintenance Schedules 1.4 System Readiness for Potential Growth 1.5 Reducing Costs 1.6 Fleet Management	Annually 2017/2018 2018/2019 2017/2018 Ongoing Ongoing
2.0 Parks & Recreation	2.1 Develop a Master Plan for Parks and Community Centers 2.2 Meet Community Center and Parks Inspection and Maintenance Schedule 2.3 Complete Phelan Park Expansion 2.4 Develop Plans for the Parks Portion of the Civic Complex Development 2.5 Public and Private Partnerships for Parks and Recreation Programs 2.6 Street Lighting	2018/2019 Annually 2021/2022 2018/2019 Ongoing Ongoing
3.0 Facility & Property Assets	3.1 Establish or Update Master Plans for All Authorized Services 3.2 Develop a Comprehensive Property Management Plan 3.3 Establish a Modern Asset Management Program 3.4 Implement Key Departmental CIP Projects 3.5 Prepare for Emergencies 3.6 Maintain and Update Maintenance Measures	2018/2019 2018/2019 2019/2020 Annually Ongoing Ongoing
4.0 Fiscal Planning	4.1 Annual Budget Process 4.2 Periodic Financial Studies 4.3 Connection Fee Analysis 4.4 Annual Audit	Annual As Needed As Needed Annual

	Annual Reporting Fiscal Policies Financing General Ledger Accounts	Annual Annual As Needed 2017/2018
5.0 Strategic Partners & Public Affairs	2.7 Increase Communication to the Public 2.8 Community Business and Organization Outreach 2.9 Involvement in Professional Organizations 2.10 Outreach to Legislators and Local Agencies	Ongoing Ongoing Ongoing Ongoing
6.0 Personnel Management	Succession and Retention Planning Increased Communication to Staff Team Building Update to Personnel Policies Continue Education and Training Program Customer Service	2018/2019 2017/2018 Ongoing 2018/2019 Ongoing Ongoing
7.0 Solid Waste & Recycling	4.5 Implement Commercial Recycling Program and Uniform Solid Waste Collection 4.6 Make a Determination Regarding the Disposition of Solid Waste Revenue 4.7 Increase Community Awareness of Recycling Opportunities & Solid Waste Events 4.8 Continue School Programs 4.9 Continue to Apply for Grant Funding Opportunities	2018/2019 2018/2019 Ongoing Ongoing Ongoing

FINANCIAL POLICIES

Phelan Piñon Hills Community Services District financial policies include many of the District's financial management practices that are used by District staff as guidelines for operational and strategic decision making related to current and future financial matters. The purpose of establishing these policies is to set parameters in which the District can operate to best serve its constituents. Some policies are flexible when they are utilized by District staff as management tools to monitor the District's finances, while others are restrictive to emphasize accountability.

These policies are drafted as living documents to maintain their effectiveness in order to accommodate changes. District staff and Board Members review these policies periodically to accommodate minor changes to the existing policy or major changes in financial priorities as approved by the Board of Directors at its sole discretion.

The District's primary financial policies encompass the following areas:

- Budget Policy
- Investment Policy
- Reserves Policy
- Revenue Policy
- Purchasing Policy

Budget Policy – Resolution 2019-05

The Budget Policy formally documents the budget goals and practices. The budget policy addresses legal requirements, balanced budget definition and goals, periodic reporting requirements, and assumption guidelines. The District considers a budget as balanced if there are sufficient net revenues to cover the cost of operations and debt service.

Investment Policy – Resolution 2020-01

The Investment Policy provides guidelines for ensuring the safety of funds invested while maximizing investment interest income to the District. The policy and procedures are written to be in accordance with California Government Code Sections 53600 et seq. and 53635 et seq. The three principle investment factors of Safety, Liquidity, and Yield are to be taken into consideration, in the specific order listed, when making investment decisions.

Reserves Policy – Resolution 2016-04

The District Reserves Policy was established to protect the District's customers, taxpayers, investments in various assets and commitments under numerous financial, regulatory, and contractual obligations. The efficient management of these reserves, when combined with their appropriate fortification, add additional assurance that current levels of safety, service reliability, and quality will continue.

Reserves are broken down into three areas: Operations, Property Plant and Equipment Replacement, and Disaster Response.

- Operating Reserves has a goal of six months, and no less than three months, of operations, based on the current budget, and includes a debt service reserve, as required by debt covenants.
- Property, Plant and Equipment (PPE) Reserves has a goal of 25% to 50% of accumulated depreciation. This is to assure there is adequate funding available to make major repairs (extending the useful life of the asset), and replace PPE as is necessary.

- Disaster Response Reserves has a goal of 10% to 20% of total assets (excluding Land and Water Rights). This is to help ensure that, in the event of a disaster, the District will have the funds necessary to repair and/or replace assets that are damaged.

Revenue Policy – Resolution 2016-07

The Revenue Policy establishes the District’s basic policies and procedures concerning revenues received by the District. The policy shall include guidelines to design, maintain and administer a revenue system that will assure a reliable, equitable, diversified, and sufficient revenue stream to support District services, in accordance with GAAP, and state and federal laws.

Revenue received by the District shall be utilized in accordance with this policy. Revenue received for specific funds within the District shall be utilized for expenses and obligations incurred by that fund. Revenue received into the Governmental Fund will be distributed in accordance with the Budget and the policies and approved by the Board of Directors.

Purchasing Policy – Resolution 2014-08

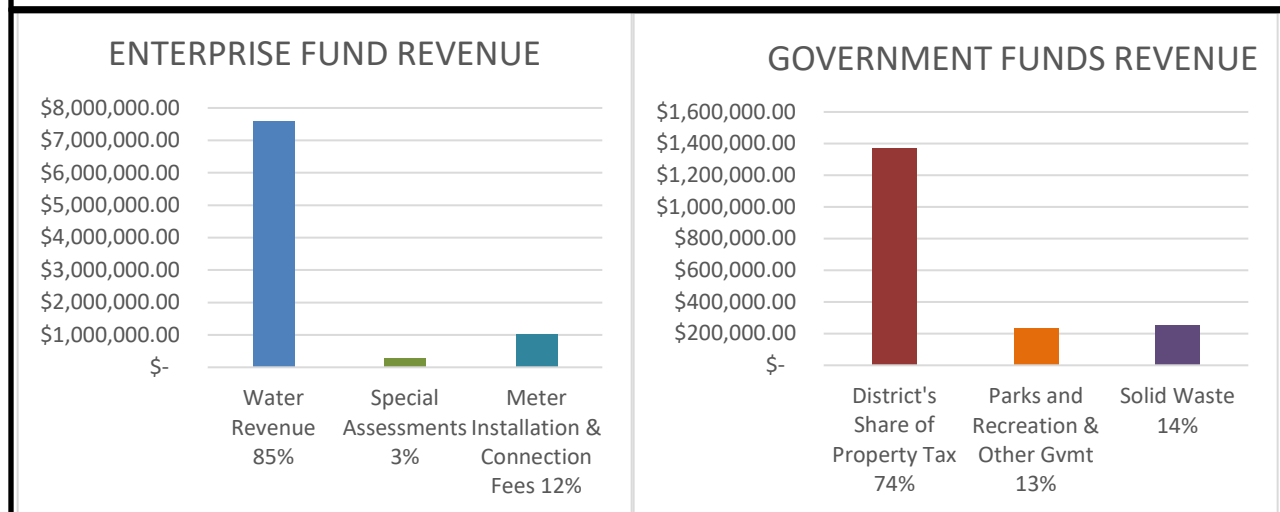
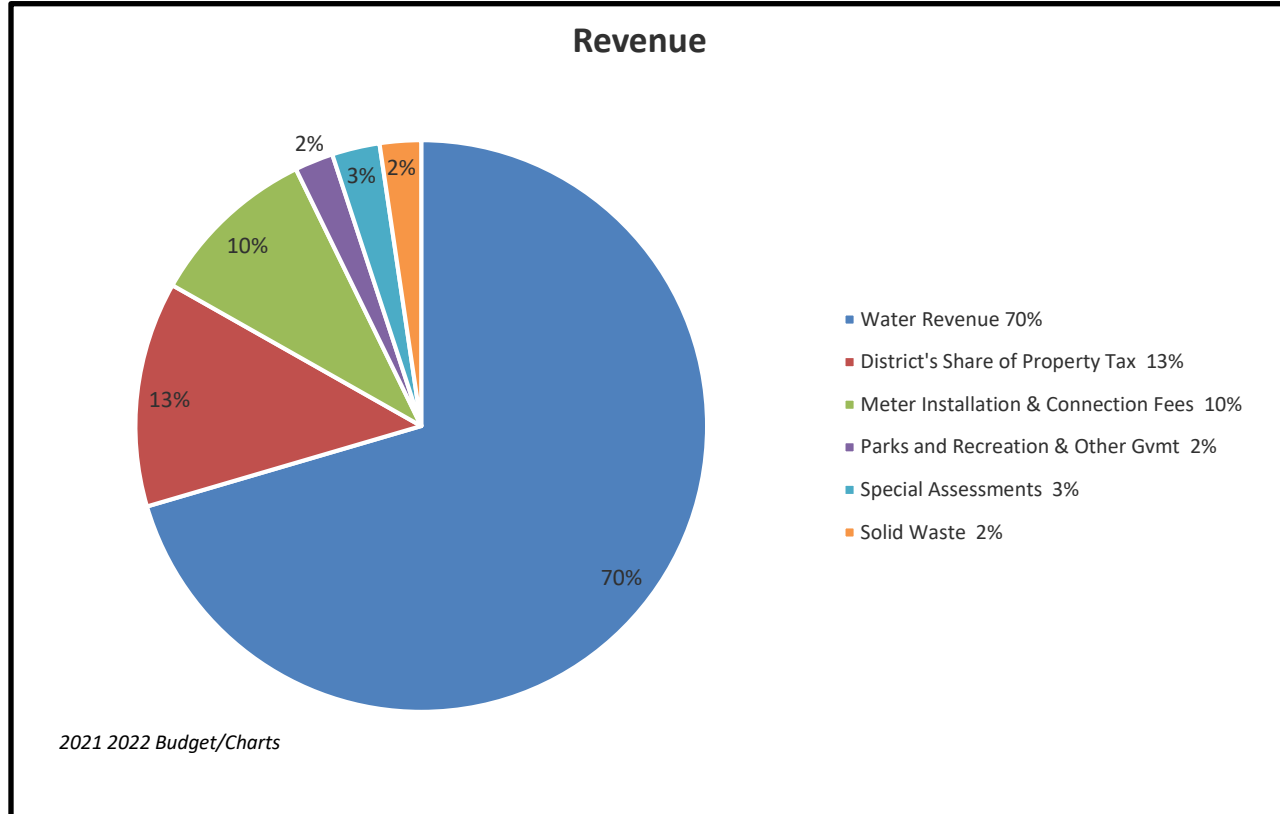
The Purchasing Policy standardizes the purchasing procedures of the District, thereby securing advantages of a uniform purchasing policy, saving the taxpayers money and increasing public confidence in the procedures for District purchasing; to promote the fair and equitable treatment of all customers and suppliers, and to set forth the duties and responsibilities of the General Manager and District staff. The purchasing policy is reviewed periodically and updated as deemed appropriate by the Board of Directors.

A summary of the Purchasing Policy, as adopted by Resolution #2014-08:

- Less than \$5,000 Managed by rules of procedures established by the General Manager
- \$5,000 - \$15,000 Requires three quotations and approval of the General Manager
- \$15,000-\$25,000 Requires price quotations and informal or formal bids and approval of the General Manager
- Exceeding \$25,000 Requires Board approval

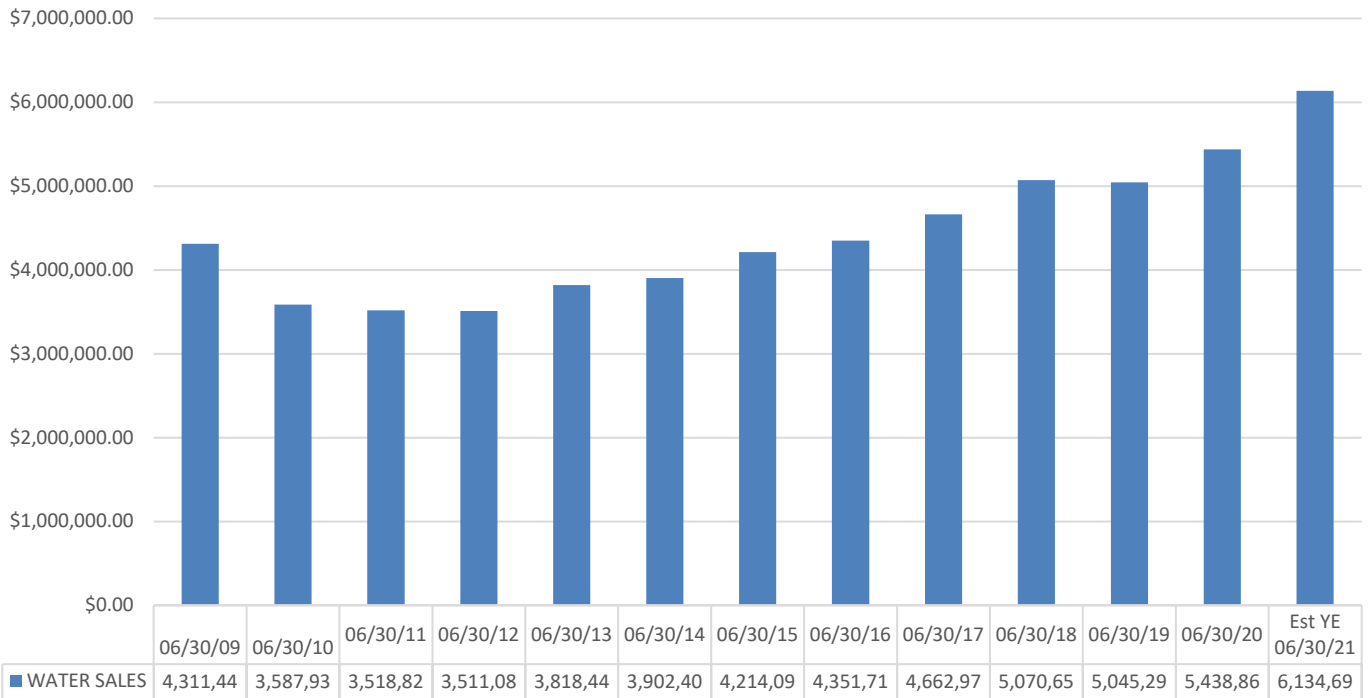
SOURCES OF REVENUE

The District receives revenue from two primary sources: Water sales and use fees, and property tax. The basis for budgeted water revenue is a 6% increase consumption and meter fees. Based on the water rate study, a rate change of 6% is scheduled to be effective July 1, 2021. The basis for property tax revenue budgeted is as reported from the County for the coming year. The District is projecting a resumption of most events and programs for the coming year.



Water Revenue: Sales and Use Fees (70% of total revenue) – Enterprise Fund – The District’s primary business activities are from the administration, production, treatment, and distribution of water through approximately 7,112 meters to approximately 25,725 residents.

Water Sales Revenue History



2021 2022 Budget/History Charts

Rates and fees are determined based on the costs of production, treatment, distribution, administration of water service, state and federal mandates, and debt service. In 2012, the District enlisted an outside consultant to prepare the District’s first rate and fee study. As a result of the study, the rate structure was modified and a multi-year rate change was approved in February 2013, after exceeding Proposition 218 requirements for public meetings, notification, and a protest hearing. In 2015, the District contracted for a new water rate study as a result of the impacts from the state mandated water conservation orders. The rate structure was reconfigured to address drought impacts and incorporate a drought surcharge. The Board approved the multi-year water rate structure which included water rate changes of approximately 6% per year beginning July 1, 2016. In 2019, the District entered into agreement for the most recent Water Rate and Fee Study. The Board approved the multi-year water rate structure which includes water rate changes of approximately 6% per year beginning July 1, 2020. The 2020 rate change was deferred to February 1, 2021 in response to the COVID-19 pandemic. Revenues necessary to meet operational requirements will be transferred from the Operations Reserve Fund.

Historical and Future (Pending Board Review) Water Rates

Water Rates - Approved January 20, 2016						Water Rates - Approved May 6, 2020				
	Effective 02/01/16	Effective 07/01/16	Effective 07/01/17	Effective 07/01/18	Effective 07/01/19	Effective 07/01/20	Effective 07/01/21	Effective 07/01/22	Effective 07/01/23	Effective 07/01/24
FIXED CHARGE										
PER METER						Monthly				
Meter Size										
3/4"	\$18.96	\$16.97	\$17.90	\$18.16	\$19.16	\$22.28	\$23.62	\$25.04	\$26.55	\$28.18
1"	\$29.22	\$25.91	\$27.46	\$27.89	\$29.56	\$32.06	\$33.99	\$36.03	\$38.20	\$40.50
1 1/2"	\$54.87	\$48.24	\$51.34	\$52.21	\$55.54	\$56.71	\$59.91	\$63.51	\$67.33	\$71.37
2"	\$85.65	\$75.04	\$80.00	\$81.39	\$86.72	\$85.85	\$91.01	\$96.48	\$102.27	\$108.41
3"	\$157.47	\$137.57	\$146.87	\$149.47	\$159.47	\$178.76	\$189.49	\$200.86	\$212.92	\$225.70
4"	\$260.07	\$226.91	\$242.41	\$246.74	\$263.41	\$315.68	\$334.63	\$354.71	\$376.00	\$398.56
CHROMIUM 6 SURCHARGE	N/A	\$9.71	\$9.71	\$9.71	\$9.71	\$9.71	\$9.71	\$9.71	\$9.71	\$9.71
CONSUMPTION										
Residential										
Tier 1	\$2.50	\$2.22	\$2.35	\$2.39	\$2.53	\$2.64	\$2.80	\$2.97	\$3.15	\$3.34
Tier 2	\$3.95	\$3.51	\$3.71	\$3.77	\$4.00	\$4.01	\$4.26	\$4.52	\$4.80	\$5.09
Commercial										
Tier 1	\$2.99	\$2.65	\$2.81	\$2.85	\$3.02	\$3.06	\$3.25	\$3.45	\$3.66	\$3.88
Tier 2	\$2.99	\$2.65	\$2.81	\$2.85	\$3.02	\$3.06	\$3.25	\$3.45	\$3.66	\$3.88
School										
Tier 1	\$3.17	\$2.82	\$2.98	\$2.03	\$3.21	\$3.53	\$3.75	\$3.98	\$4.22	\$4.48
Tier 2	\$3.17	\$2.82	\$2.98	\$3.03	\$3.21	\$3.53	\$3.75	\$3.98	\$4.22	\$4.48

Tier 1: 0 to 11 units

Tier 2: > 11 units

The Chromium-6 Surcharge is collected to recover Chromium-6 costs, including debt service on a loan that will be acquired when construction begins. In August 2017, the Chromium-6 regulation was rescinded, pending further review by the Department of Water Resources (DWR). The District has spent approximately \$4.8 million dollars to date and has projects pending of \$2.3 million dollars. The surcharge will continue until costs have been recovered.

Chromium-6 costs to date:	\$4,785,000
Additional project costs	<u>2,350,000</u>
Total costs, pending state mandate	\$7,135,000
Est. Surcharge collected through 06/30/21	<u>\$4,025,000</u>
Total remaining costs to be recovered	\$3,110,000

Beginning on 07/01/18 (or when the Chromium-6 project is added to the system) the surcharge was scheduled to increase to cover the increased operational expenses of the additional operating assets. This increase was deferred, pending completion of the project.

In 2012 the District conducted its first water rate study. The rates went into effect March 1, 2013.

July 1, 2015 the District converted to monthly billing. The above rates were divided by 2 for monthly billing.

The most current water rate study is available online. For additional information on the rate structure and the components driving the rate changes, please refer to this study at www.pphcsd.org.

Property Tax Revenue (13% of total revenue) – Government Fund - The District receives a small share (approximately 7%) of the General Tax Levy: the 1% Ad Valorem tax.

Property Tax Revenue

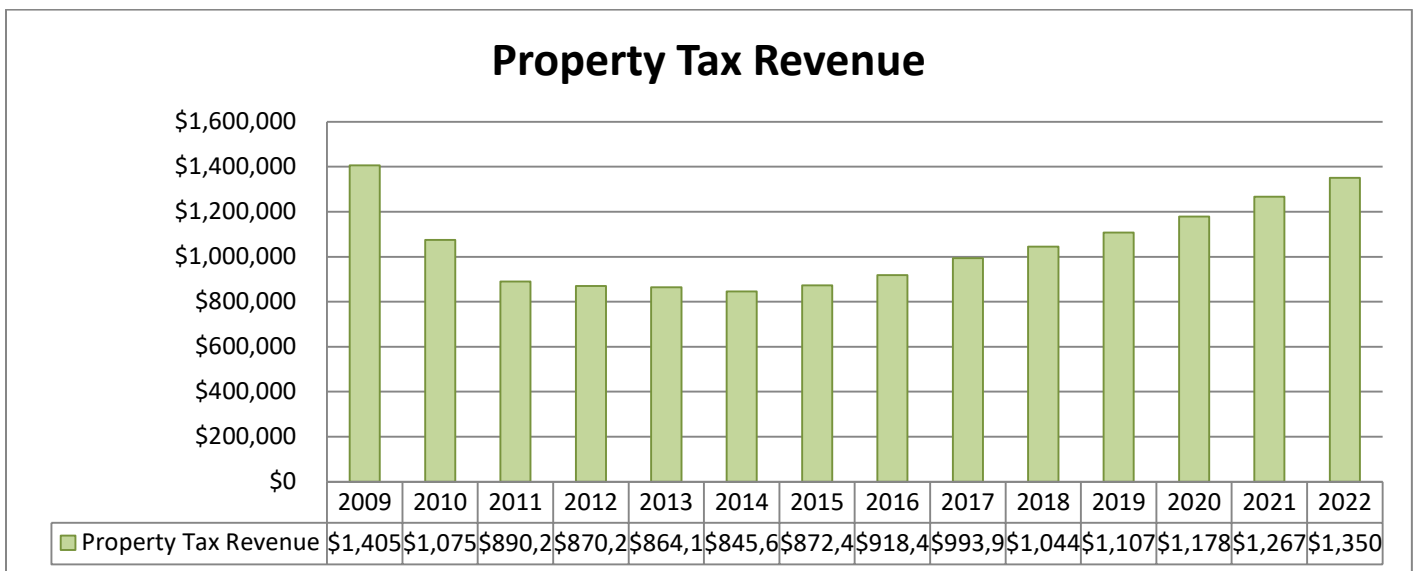


County's Share of General Tax Levy
\$17,276,250

PPHCSD's Share of General Tax Levy
\$1,350,202 = 7 cents of each dollar

2021 2022 Budget Year - Finance and Budget Data/Property Tax Revenue

Historical property tax revenue shows a significant decrease in property tax revenue between 2009 and 2014. This was due to the economic downturn that began in 2009 and leveled out in 2013: Property values dropped significantly, which impacted property tax revenue, stabilizing in 2014. Property values in the District have slowly begun rising, resulting in additional revenue, as indicated on the table below. Because the District was formed in 2008, and fund balances were at reasonable levels, impacts to service remained minimal throughout the economic downturn. Annual property tax allocation is provided by the County Auditor/Controller/Treasurer/Tax Collector each January. Net Agency Valuations are available on the County website under Property Tax Publications.



Special Assessments (aka: Standby Charge or Water Availability Fees) (3% of total revenue) – Enterprise Fund - This fee is applied to unmetered (undeveloped) properties within 660' of a water line. This charge is applied to the property tax roll. Once a meter is installed at a property, the standby charge stops as the property owner is then charged a monthly meter fee, the revenue from which is then water revenue. An engineer's report was completed in 2013, and an update is provided each year. The following is found on page 2 of the report:

The standby charge of the CSD may be used for any purpose pursuant to the Act, commencing with Government Code Section 54984.2, whether the water service is actually used or not. The standby charge may also vary according to land uses, benefit derived or to be derived from the use or availability of facilities to provide water, or the degree of availability or quantity of the use of the water to the affected lands. The charge may be imposed on an area, frontage, or parcel basis, or a combination thereof.

The standby charge methodology is employed throughout the CSD service area and is only levied against undeveloped parcels to provide equity between existing ratepayers and future customers, not currently connected to the system, by charging a portion of the cost to maintain the water system to undeveloped parcels that have the potential to develop in the future.

Solid Waste Revenue (2% of total revenue) – Government Fund - The District receives a small percent of the Solid Waste Fees collected by the authorized collection entity.

Meter Installation and Connection Fees (10% of total revenue) – Enterprise Fund - The charges associated with installing a new meter to a property that does not currently have water service. As building has been slow over the past five years, this revenue stream has been much lower than it was during the building boom. This year, there has been an increase in new homes being built and the upward trend is expected to continue in the coming year.

Meter Installation Fees are charged to recover the cost of purchasing and installing a meter to serve water to a property.

Connection Fees pay for that connection's share of wells, reservoirs, transmission pipeline, and other facilities necessary to bring water to the customer's property. Connection Fees are based on the size of the meter and the demand that size meter places on the system.

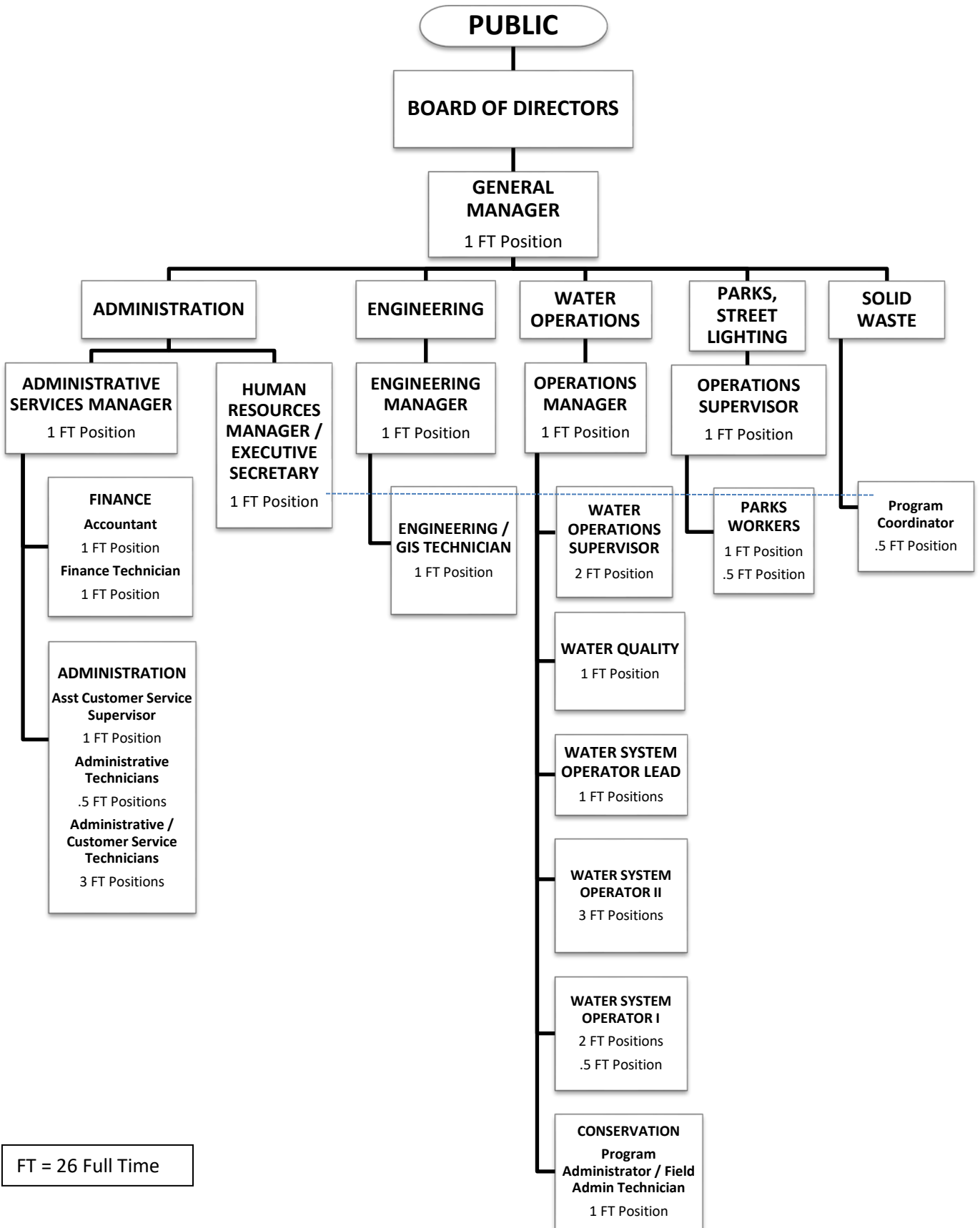
Parks and Recreation and Other Government Revenue (.14% of total revenue) – Government Fund - Fees charged for various program participation (classes, etc.), facility rental (community center rental fees, etc.), and other fees and charges for programs and events sponsored by the Parks and Recreation department (such as the Farmers Market and Senior Lunches). Additionally, this includes lease revenue from other government properties.



PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT

DEPARTMENTAL **PRESENTATIONS**

ORGANIZATIONAL CHART



FT = 26 Full Time

STAFFING LEVELS AND SUMMARY OF PERSONNEL

Fiscal Year Ending	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
General Manager	1	1	1	1	1	1	1	1	1	1	1	1	1	1
ADMINISTRATION	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Administrative Services														
Manager	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Human Resources														
Manager/Exec. Secretary	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Admin. & Customer Service														
Staff	4	4	3	3	3	3	3	5	5	5	4.5	4.5	4	4.5
Finance Staff	1	1	2	2	2	2	2	2	2	2	2	2	2	2
TOTAL	7	7	7	7	7	7	7	9	9	9	8.5	8.5	8	8.5
ENGINEERING	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Engineering Manager	1	1	1	1	1	1	1	1	1	1	1	1	1	1
GIS/CAD (Outside Contractor)	(1)	(1)	(1)	(1)	(1)	(1)	(1)	1	1	1	1	1	1	1
TOTAL	1	1	1	1	1	1	1	2	2	2	2	2	2	2
WATER OPERATIONS	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Water Operations Manager	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Water Quality														
Specialist/Technician							1	1	1	1	1	1	1	1
Water Operations Supervisor	2	2	2	2	2	2	2	1	1	1	1	2	2	2
Conservation Program														
Admin./Water Operations								1	1	1	1	1	1	1
Admin.														
Water Operators	6	6	6	6	6	6	6	8	8	8	8	7	7	6.5
TOTAL	9	9	9	9	9	9	10	12	12	12	12	12	12	11.5
PARKS AND RECREATION	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Park Supervisor	1	1	1	1	1	1	1	1	1	1	1	1	1	1
Park Workers (2 PT 2009-2020)	2	2	2	2	2	2	2	2	2	2	2	2	2	1.5
TOTAL	3	3	3	3	3	3	3	3	3	3	3	3	3	2.5
STREET LIGHTING	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Street Light Staff	0	0	0	0	0	0	0	0	0	0	0	0	0	0
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SOLID WASTE	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Solid Waste Staff (Outside Contractor)	0	0	0	0	0	(1)	(1)	(1)	(1)	(1)	0.5	0.5	0.5	0.5
TOTAL	0	0	0	0	0	0	0	0	0	0	0.5	0.5	0.5	0.5
TOTAL STAFF	21	21	21	21	21	21	22	27	27	27	27	27	27	26

NOTE: In 2007/2008 CSA70L, County Water, employed 31 full-time equivalent (FTE) to operate the water district.

2015/16: The District added 1 full-time and 1 part-time staff in administration to accommodate monthly billing + 2 part-time water operations staff for conservation enforcement (as per the state mandate).

2017/2018: One part-time position was converted to full-time to accommodate additional field work for monthly billing, disconnects and leak detection.

2018/2019: The Board approved converting two part-time positions to one full-time position to reduce turn-over and improve efficiencies.

2020/2021: One admin/customer service position is being changed to part-time and one parks position is being changed to full-time.

2021/2022: One admin/customer service position is reverting back to full time.

JOB CLASSIFICATIONS AND SALARY RANGES

2021/2022 Job Classifications

Class Title	Salary Range	Minimum Hourly Salary	Maximum Hourly Salary
ACCOUNTANT	28	\$32.82	\$44.25
ADMINISTRATIVE SERVICES MANAGER	52	\$59.37	\$81.00
ADMINISTRATIVE TECHNICIAN I	8	\$20.03	\$26.04
ADMINISTRATIVE TECHNICIAN II	12	\$22.11	\$28.74
ADMINISTRATIVE TECHNICIAN III	17	\$25.02	\$32.52
ASSISTANT CUSTOMER SERVICE SUPERVISOR	17	\$25.02	\$32.52
CUSTOMER SERVICE SUPERVISOR	24	\$29.74	\$38.66
ENGINEERING MANAGER	40	\$44.15	\$57.39
ENGINEERING TECHNICIAN	23	\$29.01	\$37.72
FINANCE SPECIALIST III	25	\$30.48	\$39.63
FINANCE TECHNICIAN I	15	\$23.81	\$30.96
FINANCE TECHNICIAN II	19	\$26.28	\$34.17
GENERAL MANAGER	66	\$83.89	\$112.60
HR MANAGER/EXECUTIVE SECRETARY	38	\$42.02	\$54.62
LEAD CUSTOMER SERVICE/WATER SYSTEM OPERATOR	21	\$27.61	\$35.90
PARKS MAINTENANCE I	2	\$17.27	\$22.46
PARKS MAINTENANCE II	6	\$19.07	\$24.79
PARKS OPERATIONS SUPERVISOR	28	\$32.82	\$44.25
WATER CONSERVATION SPECIALIST/WATER SYSTEM OPERATOR II	23	\$29.01	\$37.72
WATER OPERATIONS MANAGER	41	\$45.25	\$58.82
WATER OPERATIONS SUPERVISOR	27	\$32.02	\$41.63
WATER QUALITY TECHNICIAN	23	\$29.01	\$37.72
WATER SYSTEM OPERATOR I	13	\$22.66	\$29.46
WATER SYSTEM OPERATOR II	17	\$25.02	\$32.52
WATER SYSEM OPERATOR III	23	\$29.01	\$37.72

2021/2022 Salary Ranges

Salary Range	Monthly		Hourly	
	Minimum	Maximum	Minimum	Maximum
1	2,921	3,797	16.85	21.91
2	2,994	3,892	17.27	22.46
3	3,069	3,990	17.71	23.02
4	3,146	4,089	18.15	23.59
5	3,224	4,192	18.60	24.18
6	3,305	4,296	19.07	24.79
7	3,388	4,404	19.54	25.41
8	3,472	4,514	20.03	26.04
9	3,559	4,627	20.53	26.69
10	3,648	4,742	21.05	27.36
11	3,739	4,861	21.57	28.04
12	3,833	4,982	22.11	28.74
13	3,928	5,107	22.66	29.46
14	4,027	5,235	23.23	30.20
15	4,127	5,366	23.81	30.96
16	4,231	5,500	24.41	31.73
17	4,336	5,637	25.02	32.52
18	4,445	5,778	25.64	33.34
19	4,556	5,923	26.28	34.17
20	4,670	6,071	26.94	35.02
21	4,786	6,222	27.61	35.90
22	4,906	6,378	28.30	36.80
23	5,029	6,537	29.01	37.72
24	5,155	6,701	29.74	38.66
25	5,283	6,868	30.48	39.63
26	5,415	7,040	31.24	40.62
27	5,551	7,216	32.02	41.63
28	5,690	7,396	32.82	44.25
29	5,832	7,581	33.65	43.74
30	5,978	7,771	34.49	44.83
31	6,127	7,965	35.35	45.95
32	6,280	8,164	36.23	47.10
33	6,437	8,368	37.14	48.28
34	6,598	8,578	38.07	49.49
35	6,763	8,792	39.02	50.72
36	6,932	9,012	39.99	51.99

2021/2022 Salary Ranges - continued

Salary Range	Monthly		Hourly	
	Minimum	Maximum	Minimum	Maximum
37	7,106	9,237	40.99	53.29
38	7,283	9,468	42.02	54.62
39	7,465	9,705	43.07	55.99
40	7,652	9,947	44.15	57.39
41	7,843	10,196	45.25	58.82
42	8,039	10,451	46.38	60.29
43	8,240	10,712	47.54	61.80
44	8,446	10,980	48.73	63.35
45	8,657	11,255	49.95	64.93
46	8,874	11,536	51.20	66.55
47	9,096	11,824	52.48	68.22
48	9,323	12,120	53.79	69.92
49	9,556	12,423	55.13	71.67
50	9,795	12,734	56.51	73.46
51	10,040	13,052	57.92	75.30
52	10,291	13,378	59.37	81.00
53	10,548	13,713	60.86	79.11
54	10,812	14,056	62.38	81.09
55	11,082	14,407	63.94	83.12
56	11,359	14,767	65.53	85.19
57	11,643	15,136	67.17	87.32
58	11,934	15,515	68.85	89.51
59	12,233	15,903	70.57	91.75
60	12,539	16,300	72.34	94.04
61	12,852	16,708	74.15	96.39
62	13,173	17,125	76.00	98.80
63	13,503	17,553	77.90	101.27
64	13,840	17,992	79.85	103.80
65	14,186	18,442	81.84	106.40
66	14,541	18,903	83.89	112.60
67	14,904	19,376	85.99	111.78
68	15,277	19,860	88.14	114.58

EMPLOYEE COMPENSATION AND BENEFITS

Compensation

With the exception of the General Manager, who is under contract with the District, employees are compensated based on the salary ranges established by the District. Salary ranges are adjusted each year based on the Cost of Living Adjustment (COLA) rate. Employees may receive increases for COLA and/or performance-based merit within the parameters established by the Board during the budget process.

The Employee Personnel Manual addresses salary ranges, COLA and merit as follows:

Section 3.7 Salary Ranges - The District has established pay ranges for the various job classifications of employees. In doing this, several factors were considered, including: the prevailing rates for similar positions in other similar agencies; the level of responsibility, technical qualifications, and the relative degree of interaction and decision making. Salary ranges are guidelines for budgetary purposes only and may not be adhered to strictly. Employees will be placed in their salary ranges according to their education, experience, and performance. In some cases, employees may be paid at a rate below the listed salary range for their job classification.

Section 3.7.1 Cost of Living Adjustment (COLA) - It is the intent of the District to keep employee salaries and salary ranges at pace with inflation. The Consumer Price Index (CPI) for all urban consumers within Riverside and San Bernardino County is used as a guideline. The December to December time frame for the prior year establishes the Cost of Living Adjustment (COLA) rate each year. Employee salaries and salary ranges are adjusted accordingly, effective July 1st, and reflect the updated amount on the minimum and maximum salary rate for each position within the District.

Section 3.7.2 Merit Increase - Merit is based on an employees' performance evaluation. The allowable percentage for merit increases will be approved during the budget process.

Benefits

Retirement – The District contracts with CalPERS for employee retirement. There are three tiers: Classic Tier 1, Classic Tier 2 and PEPRRA. The District does not participate in Social Security.

Medical, Dental, Vision Insurance – The District contributes up to \$1,266 per month per employee for Medical, Dental, and Vision insurance premiums contracted through the Districts insurance providers.

Life Insurance – The District provides life insurance in an amount equal to the employee's annual salary.

Disability Insurance – The District provides State Disability Insurance and Long-Term Disability Insurance.

Tuition Reimbursement – The District provides reimbursement for authorized educational expenses.

DEPARTMENT OVERVIEW

The Phelan Piñon Hill Community Services District has two funds, Enterprise and Government, and six departments within those funds.

The Enterprise Fund includes the following departments:

Water Operations

The Government Fund includes the following departments:

Parks and Recreation
Street Lighting
Solid Waste and Recycling

The costs associated with the following departments are charged directly to the fund and department for which work, or services are performed, and/or materials are utilized:

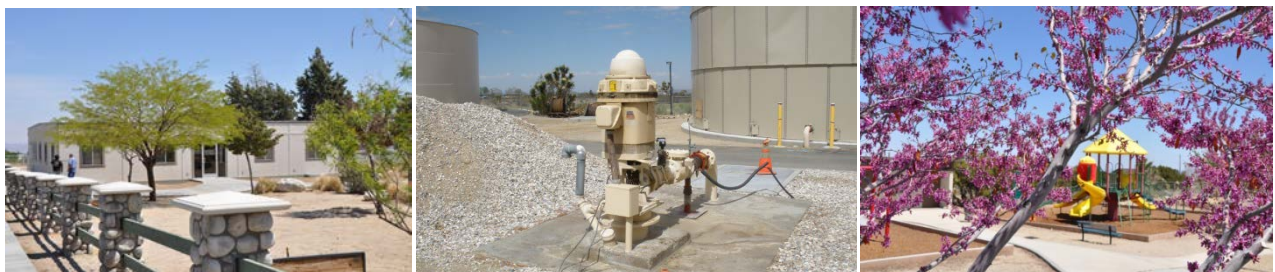
Administration
Engineering

The District allocates staff time based on the actual time employees spend in various fund in various departments within those funds. While there are designated staff for Water and Parks and Recreation, those staff members sometimes work in other departments and that labor and associated benefits are charged to those departments.

Administration and Engineering staff are shared amongst both funds and all departments as needed. Labor and benefits are allocated directly to the fund and department where the time is spent. All expenses are allocated in the same manner: directly to the fund and department to which it is being used.

A cost allocation study performed by the District in June 2014 indicates that 98% of all District functions are related to the production, distribution, customer service of water operations and billing and collections of water accounts. Of the remaining 2%, the majority is related to Parks and Recreation activities. Only a very small amount of resources is attributable to the administration and operation of Street Lighting and Solid Waste and Recycling.

The District completed its first Strategic Plan in February 2018. The plan is updated annually, or as needed, to provide current goals in the Vision to Action Plan. References to the plan are identified in the Message from the General Manager and in the following department goals with "SPG#" for each goal. The current year Vision to Action Plan can be found on page 22 of this document and the full document can be found at www.pphcsd.org.



ADMINISTRATION AND FINANCE

Administration and Finance is responsible for general administration and fiscal support to the Board, Management, Supervisors, and all departments within the District. These duties include complete financial and accounting support for all departments, providing great service to customers and staff, administrative duties to the Board, risk management, Human Resources, document management, public relations, facilities reservations, accounting, accounts payable, accounts receivable, payroll, debt service, water billing, and revenue collection.

Organization: The staff consists of nine employees (8.5 FTE): Two managers, four full-time plus one part time (FT position shared with solid waste) and two finance employees.

Primary Services:

- Implement District policies, pursuant to Board direction.
- Board Administration: notification of meetings, preparation of meeting packages, recording of minutes, assuring compliance with Brown Act and legal mandates.
- Risk Management: administration of safety programs, processing claims, identifying safety risks, and obtaining quotes.
- Human Resources: recruitment, retention & succession planning, compensation and benefits administration, employee development, orientation and training, employee and labor relations, HR process development.
- Customer Service: answering calls, receiving and processing payments, processing new, closing and changes to customer accounts, processing billing, current and past due account processing, assists customers with trouble shooting account problems, administering events reservations and community calendar.
- Accounting: accounts payable, accounts receivable, inventory, journal entries, payroll, financial statements, and audit preparation.
- Cash Management: investment of District funds.
- Budget: development, administration, and management of budget process and implementation.

Customer Service A/R Activities	Annual Quantity 2020/2021	Annual Quantity 2019/2020	Annual Quantity 2018/2019	Annual Quantity 2017/2018	Annual Quantity 2016/2017	Annual Quantity 2015/2016	Annual Quantity 2014/2015
Payments							
Cash	3,510	8,699	9,876	10,343	10,464	10,171	5,155
Check	7,506	9,078	10,805	10,013	11,552	10,187	6,938
Credit Cards	1,016	2,480	2,747	3,103	3,237	2,958	2,480
Mail	21,359	22,483	23,253	27,283	28,212	31,769	16,938
Online	32,170	24,256	21,790	18,606	16,328	14,474	8,697
TOTAL	65,561	66,996	68,471	69,348	69,793	69,559	40,208

Payments Received and Processed	Annual Quantity 2020/2021	Annual Quantity 2019/2020	Annual Quantity 2018/2019	Annual Quantity 2017/2018	Annual Quantity 2016/2017	Annual Quantity 2015/2016	Annual Quantity 2014/2015
Water	65,447	66,711	68,167	69,057	69,575	69,312	39,993
Government (Parks/Solid Waste, etc)	114	285	304	291	300	269	210
TOTAL	65,561	66,996	68,471	69,348	69,875	69,559	40,208

Customer Service Other Activities	Annual Quantity 2020/2021	Annual Quantity 2019/2020	Annual Quantity 2018/2019	Annual Quantity 2017/2018	Annual Quantity 2016/2017	Annual Quantity 2015/2016	Annual Quantity 2014/2015
Service Orders Processed	4,289	4,680	4,606	5,308	5,288	5,324	4,342
Assisted Customers at Counter	12,032	20,257	23,428	23,459	25,253	23,316	14,573

Accounting Activities	Annual Quantity 2020/2021	Annual Quantity 2019/2020	Annual Quantity 2018/2019	Annual Quantity 2017/2018	Annual Quantity 2016/2017	Annual Quantity 2015/2016	Annual Quantity 2014/2015
Checks Processed	2,448	2,476	2,076	1,911	3,030	2,405	2,510
Accounts Payable Transactions	10,612	12,135	12,054	14,245	16,182	18,912	16,625
Payroll Transactions	2,550	2,491	2,516	2,519	2,832	3,175	2,815
Journal Entries Transactions	1,600	1,378	1,464	2,448	2,490	2,337	2,489
Fixed Asset Transactions	269	240	265	247	254	282	303
Inventory Transactions	1,540	1,668	1,974	2,599	2,648	1,788	2,183
Water Bills Processed	85,015	83,984	83,225	82,139	82,091	82,043	41,207
Monthly Invoices Processed	168	220	222	186	184	173	144

Note: Beginning July 1, 2015, the District converted from bi-monthly billing to monthly billing, adding one full-time and one part-time staff to accommodate the additional work resulting from monthly billing.

From March 17, 2020 through May 15 and December 7 through January 4, 2021 the District offices were closed to the public due to the COVID-19 pandemic. Staff continued to work alternating work schedules, in some cases, and customers paid their bills via online, drop box and mail when they could not come into the office.

Projects in Progress and/or Completed in 2020/2021:

- Receive CAFR Award from GFOA (Government Finance Officers Association) – SPG 4.4, 4.5 - Complete
- Receive Budget Award from GFOA and CSMFO – SPG 4.1, 4.5 - Complete
- Maintain Transparency Certification from California Special District Association (CSDA) - Ongoing
- Continue providing outstanding customer service – SPG 6.6 - Ongoing
- Continue to explore and implement treasury options – SPG 4.7 - Ongoing
- Continue to update policies and procedures – SPG 4.6 - Ongoing
- Continue cross-training program – SPG 6.5 - Ongoing
- Continue development of Succession and Retention Planning Program – SPG 6.1 - Ongoing
- Finalize update to Employee Personnel Manual – SPG 6.4 – 80% Complete
- Implement Modern Asset Management Program – SPG 3.3 - Complete
- Implement Key CIP Projects – SPG 3.4 - Complete
- Review and update emergency preparedness plan– SPG 3.5 - Complete
- Maintain and update maintenance measures – SPG 3.6 - Ongoing

2021/2022 Goals:

- Receive CAFR Award from GFOA (Government Finance Officers Association) – SPG 4.4, 4.5
- Receive Budget Award from GFOA and CSMFO – SPG 4.1, 4.5
- Maintain Transparency Certification from California Special District Association (CSDA)
- Continue providing outstanding customer service – SPG 6.6
- Continue to explore and implement treasury options – SPG 4.7
- Continue to update policies and procedures – SPG 4.6
- Continue cross-training program – SPG 6.5
- Continue development of Succession and Retention Planning Program – SPG 6.1
- Finalize update to Employee Personnel Manual – SPG 6.4
- Implement Key CIP Projects – SPG 3.4
- Maintain and update maintenance measures – SPG 3.6
- Implement new meter reading software and customer service portal – SPG 1.3, 3.4 & 3.6



ENGINEERING

The Engineering Department provides professional planning and engineering services to customers, both internal and external. Further, it is charged with overseeing, planning, designing, and implementing numerous projects outlined by the District's adopted Water Master Plan and integrating and coordinating those projects in conjunction with outside programs and agencies. Additionally, it provides for quality development through customer service, and timely and effective management of development and compliance processes.

Organization: The staff consists of one manager and one technician (2 FTE).

Primary Services:

- Implement District policies pursuant to Board direction
- GIS and mapping system development and maintenance
 - Monthly data report extraction, from Sedaru and Tyler, for GIS facility updates.
 - Monthly web map updates.
- Project and contract management
- Capital Improvement Program (CIP) development
- Water resources planning
- Maintenance of facilities master plan and hydraulic models for water system
- Engineering analysis of new construction and development projects
- Plan check and permitting for construction
- As-built management
- Develop and coordinate Request for Proposal (RFP) for District projects
- Participate in Mojave Water Agency's Technical Advisory Committee
- Participate in various joint agency programs (County Utility Committee, Caltrans, etc.)
- Process water inquiries / water availability inquiries / fire flow letters
- Coordinate general IT services – servers and workstations
- State Annual Water Loss Audit
- District Staff Support: Maps, presentations, data management, analysis and reports, graphs, signage, etc.

Fiscal Year 2020/2021	
Project Management	
Total Projects (new to this FY)	7
In-House Design	
Water Pipeline Design	1
Field Verification and Documentation of Facilities (GPS/Mapping)	
Water Meters (new, relocated and stub outs)	107
Wells	1
Hydrants	6
Valves	2
Air Vac/Blow offs	1
Mainline Extension, Private	2
Mainline Repairs	2

GIS (Facility Mapping)	
Geodatabase Updates for Mobile Application	12
Base map (San Bernardino County Parcels) Download	2
Roads (San Bernardino County) Download	2
Imagery (MWA) Download	1
Meter Updates	624
Service Line Replacements	151
Valve Exercise Tracking	588
Fire Hydrant Servicing	34
Mainline Repairs	2
Maps/Exhibits/Graphs/Presentations - Created/Distributed	
Various Projects, District Events and System Analysis	53
Water Facility Information Distribution	
Roadway Projects: As-Built (proposed design projects)	2
Request for Public Records	6
Plan Check	
Mainline Extension, Private	6
Development Services	
Water Availability Inquiries	455
Will Serve Letters	274
Fire Flow Reports	86

Projects in Progress and/or Completed in 2020/2021:

- Expand GIS application and field data to include links to as-built, easements, etc. – SPG 1.3, 3.6 – 50% Complete
- Civic Center Complex - Consultants / County coordination – SPG 2.4 – 5% Complete
- Future Phelan Park Expansion Project – Planning; Consultants / County – SPG 2.4 – 10% Complete
- Pressure Zone 7 Expansion (Tank 6A capacity mitigation) pipeline projects - SPG 1.3, 3.4 to be addressed in WMP - 50% Complete
- Expand GIS platform – transfer to a server-based system (SQL Server configuration and data migration) - SPG 3.4 - Ongoing
- Thermal Imagery leak detection program - SPG 1.1 - Ongoing
- Chromium-6 Mitigation Project – Engineering Study of potential revised mandates pending State’s MCL - SPG 1.6 - Ongoing
- 2020 Water Master Plan (WMP) – Review, manage completion with consultant – SPG 3.1, 3.4 – 80% Complete estimated completion date July 2021
- 2020 Urban Water Management Plan (UWMP) – Review, manage completion with consultant - SPG 3.1 – Complete June 16, 2021
- Site 3C Booster “A” and “B” design & engineering coordination; pending WMP results / validation - SPG 1.3, 3.4 - Complete
- Smithson Springs – Tank and Pipeline Study/Design – SPG 1.4 - Ongoing
- Water meter replacement AMI GIS integration – SPG 3.4 – Phase I complete

2020/2021 Goals:

- Expand GIS application and field data to include links to as-built, easements, etc. – SPG 1.3, 3.6
- Civic Center Complex - Consultants / County coordination – SPG 2.4
- Future Phelan Park Expansion Project – Planning; Consultants / County – SPG 2.4
- Pressure Zone 7 Expansion (Tank 6A capacity mitigation) pipeline projects – study in 2020 WMP and field testing - SPG 1.3, 3.4
- Expand GIS platform – transfer to a server-based system (SQL Server configuration and data migration) - SPG 3.4
- Thermal Imagery leak detection program - SPG 1.1
- Chromium-6 Mitigation Project – Engineering Study of potential revised mandates pending State's MCL –SPG 1.6
- 2020 Water Master Plan (WMP) – Review, manage completion with consultant – to be complete by July 2021 – SPG 3.1, 3.4
- Smithson Springs – Tank and Pipeline Study/Design – SPG 1.4
- Water meter replacement AMI GIS integration – Phase II – SPG 3.4
- Deployment of single sign-on (SSO) GIS Portal/Enterprise server – SPG 1.4
- Wilson Ranch Road grading plan design – SPG 3.4
- Well equipping and pipeline design – SPG 3.4
- Sheep Creek Water Company consolidation management, coordination and projects – SPG 3.4

WATER OPERATIONS

Water Operations is responsible for the production, treatment, and distribution of reliable high-quality groundwater to the District’s customers in an efficient manner. Water Operations personnel focus on reliability and accountability in the operation and maintenance of a vast array of production, conveyance, distribution facilities, and processes and systems to protect public health and to maintain high quality water consistent with all regulations. Water Operations personnel also perform monitoring, implement processes, and conduct analysis to ensure the water delivered to the customers meets and exceeds all regulatory requirements.

Organization: The staff consists of one manager, two supervisors, one water quality specialist, one water conservation program/operations administrator, six water operators, and one part-time (FT position shared with parks operations) water operator (11.5 FTE). Water conservation enforcement is conducted by water operators.

Primary Services:

- Implement District policies pursuant to Board direction.
- Water Production: maintain and repair wells, boosters and reservoirs; read and record well meters and production facilities; monitor Supervising Control and Data Acquisition (SCADA) system and analyze production data to ensure adequate production.
- Water Quality: take samples for lab analysis, prepare DHS reports, prepare consumer confidence report, treat water (Chlorination), process and follow up on water quality complaints.
- Transmission and Distribution: repair leaks, replace damaged waterlines, maintain and repair and replace valves and hydrants, construction inspections, new service installations, USA markings, vehicle maintenance, and complete service orders for District facilities.
- Meter Services: read meters, disconnect/reconnect service, meter maintenance, relocate, replace, and data log meters, site analysis for water usage, and complete service orders for customer accounts.
- Water Conservation: develop and administer water conservation programs, participate in water conservation events, and work with other agencies on regional water conservation programs.
- General: inventory, facility maintenance, recording of GPS coordinates and updates of facilities on maps, participates in and assures compliance with safety programs and the Emergency Response Plan.

Water System	
Service Area	128 square miles
Number of Pressure Zones	11
Miles of Water Main	353
Wells (1,000’+ deep) - Active	13
Reservoirs	35
Booster Stations	25
Booster Pumps	66
Pressure Reducing Stations	32
Service Connections (Meters)	7,104
Water Operations Activities	
Water Quality Samples Taken	653
USA's Marked	3,001
Service Orders Completed	4,289
Services Disconnected/Reconnected Shut-off Cycle	0

Water Operations Activities	Annual
Main/Service Line Leaks repaired	351
Service Line Replacements	124
Hydrant Repairs	8

Projects in Progress and/or Completed in 2020/2021:

- Continue Valve Maintenance and Exercising Program - 2,200 a year goal – SPG 1.3, 3.6 - Ongoing
- Continue Hydrant Maintenance and Flushing Program 600 a year goal – SPG 1.3, 3.6 - Ongoing
- Continue Dead-end Flushing Program all flushed yearly no exceptions – SPG 1.3, 3.6 - Ongoing
- Continue Service Line Replacement Program 150 a year goal – SPG 1.1, 1.3, 1.5, 3.6 – Complete for the year
- Continue Cross Connection Prevention Program - Ongoing
- Continue Air-Vac Maintenance and Flushing Program 150 a year goal – SPG 1.3, 3.6 – Complete for the year
- Continue Monthly tank inspections and annual overflows to ensure good sanitary practices – SPG 1.3, 3.6 – Complete for the year
- Continue Quarterly sand testing of District wells and boosters – SPG 1.3, 3.6 – Complete for the year
- Continue PRV maintenance and repair program – SPG 1.3, 3.6 – Complete for the year
- Continue to provide training and education to all staff in OSHA regulations including trench shoring, confined space entry, fall protection, and traffic safety – SPG 6.5 - Ongoing
- Continue strict and accurate inventory standards - Ongoing
- Perform annual pump efficiency at District wells and boosters – SPG 1.3, 3.6 – Complete for the year
- Perform annual meter certifications at all District wells – SPG 1.3, 3.6 – Complete for the year
- Systematic and thorough cleaning of selected District reservoirs - SPG 1.3, 3.6 – Complete for the year
- Drop section water mains per the 10-Year Maintenance Plan- SPG 1.3, 3.6 – Complete for the year
- Interior coating of reservoirs per the 10-Year Maintenance Plan- SPG 1.3, 3.6 – Complete for the year
- Meter change-out program for meter system replacement, AMI- SPG 1.3, 3.6 – Complete for the year (phase 1 of 5)

2021/2022 Goals:

- Continue Valve Maintenance and Exercising Program - 2,200 a year goal – SPG 1.3, 3.6
- Continue Hydrant Maintenance and Flushing Program 600 a year goal – SPG 1.3, 3.6
- Continue Dead-end Flushing Program all flushed yearly no exceptions – SPG 1.3, 3.6
- Continue Service Line Replacement Program 150 a year goal – SPG 1.1, 1.3, 1.5, 3.6
- Continue Cross Connection Prevention Program
- Continue Air-Vac Maintenance and Flushing Program 150 a year goal – SPG 1.3, 3.6
- Continue Monthly tank inspections and annual overflows to ensure good sanitary practices – SPG 1.3, 3.6
- Continue Quarterly sand testing of District wells and boosters – SPG 1.3, 3.6
- Continue PRV maintenance and repair program – SPG 1.3, 3.6

2021/2022 Goals continued:

- Continue to provide training and education to all staff in OSHA regulations including trench shoring, confined space entry, fall protection, and traffic safety – SPG 6.5
- Continue to train all staff on SCADA system – SPG 6.5
- Continue strict and accurate inventory standards – SPG 3.3, 3.4, 3.6
- Perform annual pump efficiency at District wells and boosters – SPG 1.3, 3.6
- Perform annual meter certifications at all District wells – SPG 1.3, 3.6
- Systematic and thorough cleaning of selected District reservoirs - SPG 1.3, 3.6
- Drop section water mains per the 10-Year Maintenance Plan- SPG 1.3, 3.6
- Interior coating of reservoirs per the 10-Year Maintenance Plan- SPG 1.3, 3.6
- Phase 2 of 5 Meter change-out program for meter system replacement, AMI- SPG 1.3, 3.6
- Develop additional water production supply plan – SPG 1.3, 1.5



PARKS AND RECREATION

Parks and Recreation manages and maintains District owned parks and recreation facilities to provide quality and safe facilities to meet the needs of the community. It provides planning for facility development and improvement projects. Additionally, it provides development of projects and events for recreation, programs, and activities of the District.

Organization: The staff consists of one supervisor, one full-time parks and recreation worker and one part-time (FT position shared with water operations) parks and recreation worker (2.5 FTE).

Primary Services:

- Implement District policies pursuant to Board direction.
- Work collaboratively with local entities, including the Snowline School District, Phelan and Piñon Hills Chambers of Commerce, Phelan and Piñon Hills senior groups, various clubs and sports groups.
- Grounds keeping, tree service, facility clean-up: raking, weeding, picking up litter, emptying trash and recycling.
- Repair and maintenance park structures and playgrounds: inspect equipment for safety and vandalism; perform preventative maintenance and repairs as needed.
- Community Center and Senior Center reservations, repairs and maintenance; opening/closing centers; cleaning and supplying facilities daily.
- Develop and provide a variety of recreation programs.
- Develop, provide, and participate in community events.

Parks and Recreation Facilities:	
Number of Parks	2
Number of Community Centers	2
Number of Senior Centers	2

Parks and Recreation Activities	2020/2021	Phelan Community Center/Park	Piñon Hills Community Center/Park	Office
Phelan CC Rental/Parks Events	52	52		
Phelan PPHCSD Activities	57	57		
Board Meetings	24	24		
Committee Meetings	37	37		0
Piñon Hills CC Rental/Parks Events	22		22	
Piñon Hills PPHCSD Activities	0		0	
TOTAL	192	170	22	0*

*COVID-19 pandemic impacts: From March 17, 2020 through May 15 and December 7 through January 4, 2021 the District offices were closed to the public. From March 2020 through April 2021, activities in the parks were limited and the community centers were closed to the public.

The District was impacted by COVID-19 mandates beginning in March 2020. While there were many modifications necessary, the District is an essential business and was required to continue doing operating to provide water and maintain all facilities including wells, reservoirs, pipeline, booster pumps, parks, and community centers.

Due to COVID-19 mandates and restrictions, community center events were limited, moved into the park offered on Zoom, or temporarily eliminated. Modifications were made to allow most programs, events and services to continue to be offered to the community within the guidelines mandated.

Weekly Events:

- Phelan Farmers Market
- Senior Line Dancing

Monthly Events:

- Phelan Senior Lunch Program
- Piñon Hills Senior Lunch Program
- Teaching Garden Workshops (w/Michelle Hannon and Guests)

Annual Events:

- Desert Snakes and Animals Workshop (w/Forever Wild or Dr. Glassy)
- Composting Workshop (w/Don Woo, master composter)
- Archery – weekly summer activity (w/Mojave Archers)
- Kids Crafts – weekly summer activity (w/Phelan Seniors)
- Movie Nights – weekly summer activity(w/Kiwanis)
- Kids Gymnastics (w/High Desert Gymnastics)
- Dance Class (w/Tanya's Dance Studio)

Annual Events in Partnership with Other Agencies:

- Senior Health Fair (w/Snowline JUSD, Sheriff's Dept. and 1st District Supervisors Office)
- Get to Know Your Natives (partner with Transition Habitat Conservancy)
- Phelan Phun Days (w/Phelan Chamber)
- Various programs (w/Phelan Memorial Library)
- Music in the Park (w/Phelan Chamber)

Projects in Progress and/or Completed in 2020/2021:

- Continue to improve park operations – SPG 2.2, 3.6 - ongoing
- Continue to provide additional training for staff – SPG 6.5 - ongoing
- Continue pursuit of additional recreation programs in partnership with businesses, clubs, and local sports associations – SPG 2.5 - ongoing
- Continue pursuit of additional recreational programs to meet community needs – ongoing
- Continue to repair or replace approved equipment and facilities from the 10-year maintenance plan – SPG 3.4, 3.6 – ongoing
 - Replaced flooring at Piñon Hills CC
 - Basketball courts repaired and repainted at both parks
 - Interior repainted at Phelan CC
 - Parking lot repair and resealed at Piñon Hills CC
- Continue to use the parks master plan information as a guideline for all parks and recreation planning - SPG 2.1, 2.2, 2.3, 2.4, 2.5, 3.1, 3.4 - Ongoing
- Continue working on preparations of Phelan Park Expansion Project – SPG 2.3 - Ongoing

Goals: 2020/2021

- Continue to improve park operations – SPG 2.2, 3.6
- Continue to provide additional training for staff – SPG 6.5
- Continue pursuit of additional recreation programs in partnership with businesses, clubs, and local sports associations – SPG 2.5
- Continue pursuit of additional recreational programs to meet community needs – SPG 2.5
- Continue to repair or replace approved equipment and facilities from the 10-year maintenance plan – SPG 3.4, 3.6
- Continue to use the parks master plan information as a guideline for all parks and recreation planning - SPG 2.1, 2.2, 2.3, 2.4, 2.5, 3.1, 3.4
- Continue working on preparations of Phelan Park Expansion Project – SPG 2.3



STREET LIGHTING

Streetlights primarily service the business district of Phelan. The District does have some streetlights at strategic intersections to help in providing safety to the community. The District considers expansion of street lighting to other intersections based upon a safety need, but the District respects the San Bernardino County “Dark Sky” ordinance and encourages residents to do the same.

Organization: The administration of street lighting is performed by the administrative staff and the Board of Directors, as necessary.

Primary Services:

- Implement District policies pursuant to Board direction.
- Process requests for streetlights as received from the public.
- Identify areas where streetlights may be added to the system.

Street Lighting:	
Number of Street Lights	92
Number of Lights at RR Crossings	1

Projects in Progress and/or Completed in 2019/2020:

- There were no requests for streetlights in 2019/2020.

2020/2021 Goals:

- Identify additional locations that may benefit from streetlights – SPG 2.6
- Process requests for additional streetlights

SOLID WASTE AND RECYCLING

Solid Waste

The District administers solid waste and recycling programs. The solid waste and recycling services are contracted with CR&R. The District works closely with CR&R to coordinate various programs and provide a variety of recycling events within the community.

Organization: The administration of solid waste and recycling is performed by one administrative employee who works for administration and for Solid Waste (.5 FTE). The District staff perform tasks, and charge this department as necessary, to meet the needs accordingly.

Primary services:

- Implement District policies pursuant to Board direction.
- Monitor compliance with Franchise Agreement.
- Monitor compliance with state and local regulations
- Coordinate community events.

Solid Waste and Recycling:	
Number of Residential Customers	4,480
Number of Commercial Customers	107

Projects in Progress and/or Completed in 2020/2021:

- Two Community Clean Up Days – SPG 7.3 – Complete for the year
- Tire Recycling Program – SPG 7.3 – Ongoing
- School Recycling Contest – SPG 7.1 – Complete for the year
- School Outreach (Mr. Eco, Education, Partnerships) – SPG 7.4 – Ongoing
- Composting workshop – SPG 7.3 – Complete for the year
- Recycling workshop/outreach program – SPG 7.3 – Ongoing
- Earth Day contest – SPG 7.3 – Complete for the year
- Continue implementation of organic waste collection for required businesses – SPG 7.1 - Ongoing
- Expand voluntary residential collection participation – SPG 7.3 – Ongoing
- Develop new programs – SPG 7.3 – Ongoing
- Develop/expand new partnerships – SPG 7.3 – Ongoing

2021/2022 Goals:

- Two Community Clean Up Days – SPG 7.3
- One shred-fest event – SPG 7.3
- Tire Recycling Program – SPG 7.3
- School Recycling Contest – SPG 7.1
- School Outreach (Mr. Eco, Education, Partnerships) – SPG 7.4
- Composting workshop – SPG 7.3
- Recycling workshop/outreach program – SPG 7.3
- Earth Day contest – SPG 7.3
- Continue implementation of organic waste collection for required businesses – SPG 7.1
- Expand voluntary residential collection participation – SPG 7.3
- Develop/expand new partnerships – SPG 7.3



PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT

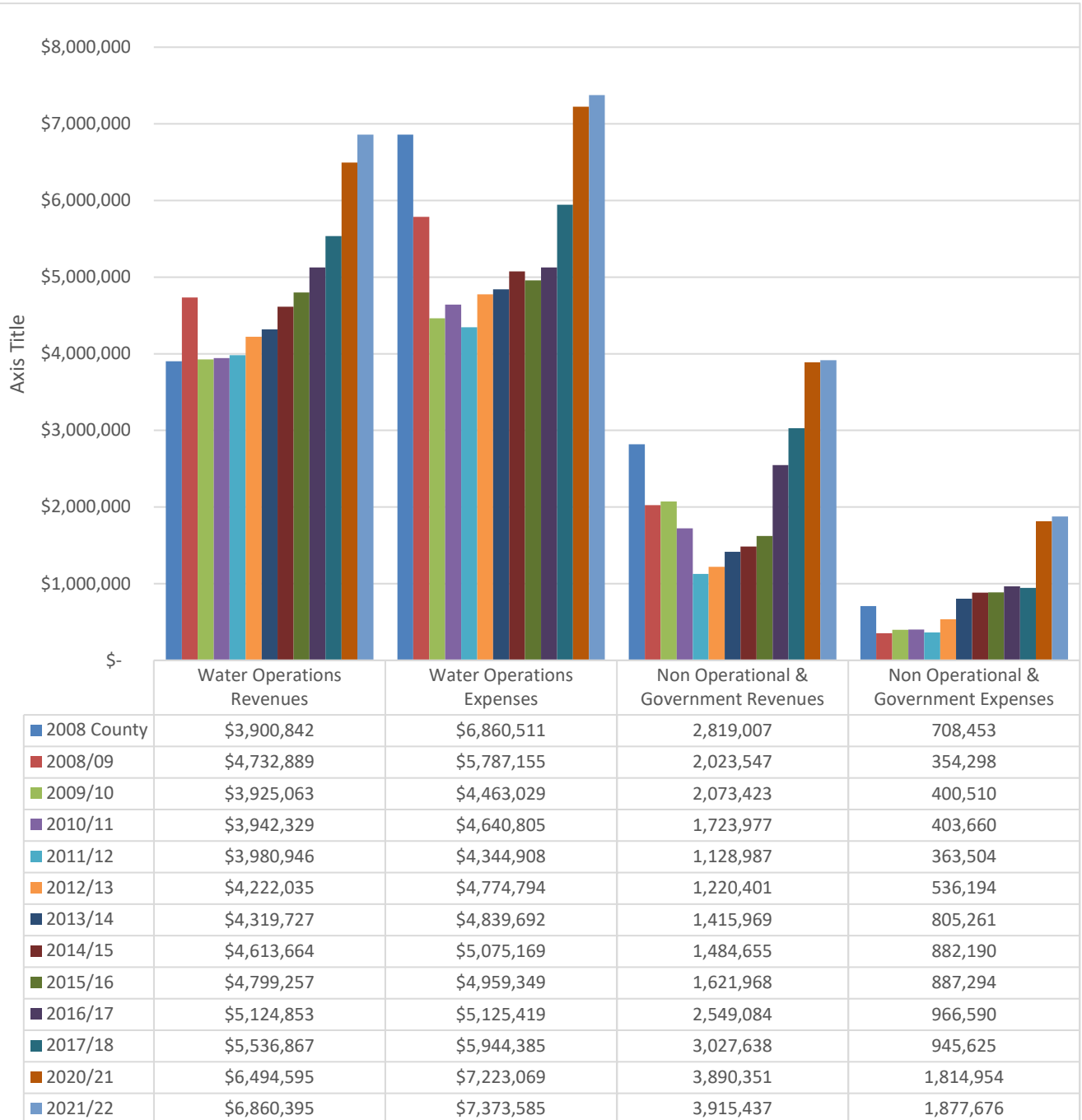
BUDGET FINANCIAL **REPORTS**

FINANCIAL HISTORY AND BUDGET COMPARISON

	HISTORICAL INFORMATION														
	COUNTY	PPHCSD	PPHCSD	PPHCSD	PPHCSD	PPHCSD	PPHCSD	PPHCSD	PPHCSD	PPHCSD	PPHCSD	PPHCSD	PPHCSD	PPHCSD	PPHCSD
	2007/08 Audited Actual	2008/09 Audited Actual	2009/10 Audited Actual	2010/11 Audited Actual	2011/12 Audited Actual	2012/13 Audited Actual	2013/14 Audited Actual	2014/15 Audited Actual	2015/16 Audited Actual	2016/17 Audited Actual	2017/18 Audited Actual	2018/19 Audited Actual	2019/20 Audited Actual	2020/21 Estimated Year End	2021/22 PROPOSED Budget
1 Operating Revenue - Enterprise Fund															
2 Water Sales	\$ 3,535,832	\$ 4,348,927	\$ 3,627,592	\$ 3,536,555	\$ 3,511,083	\$ 3,818,440	\$ 3,902,404	\$ 4,214,090	\$ 4,338,006	\$ 4,662,972	\$ 5,070,659	\$ 5,045,300	\$ 5,438,870	\$ 6,134,696	\$ 6,502,778
3 Special Assessments	307,104	283,142	219,623	324,650	355,749	303,841	299,818	295,257	309,682	299,385	296,438	290,188	288,221	294,011	291,071
4 Other Services	57,906	100,820	77,848	81,123	114,114	99,754	117,505	104,317	151,570	162,496	169,769	183,286	162,219	65,888	66,546
5 Total Operating Revenues	\$ 3,900,842	\$ 4,732,889	\$ 3,925,063	\$ 3,942,329	\$ 3,980,946	\$ 4,222,035	\$ 4,319,727	\$ 4,613,664	\$ 4,799,257	\$ 5,124,853	\$ 5,536,867	\$ 5,518,773	\$ 5,889,310	\$ 6,494,595	\$ 6,860,395
6															
7 Operating Expenses - Enterprise Fund															
8 Water Purchases	Incl Below	\$ 315,588	228,683	147,596	7,903	32,259	36,544	76,782	7,357	9,591	15,419	15,556	1,256,752	183,125	20,800
9 Salaries and Benefits	2,025,913	1,027,983	1,313,039	1,473,407	1,415,838	1,628,096	1,613,197	1,577,871	1,720,838	1,761,698	2,023,633	2,176,932	2,539,482	2,735,362	2,798,984
10 Board Compensation	Incl Below	32,469	40,453	49,153	52,115	92,764	94,526	96,363	93,767	83,182	81,723	85,960	80,290	50,271	95,641
11 Professional Services	176,635	401,008	273,866	309,171	246,374	309,590	254,622	260,084	364,927	331,858	403,027	315,853	393,463	417,467	426,030
12 Services and Supplies	1,128,024	1,839,640	694,474	572,750	604,586	742,780	722,763	846,674	770,652	861,307	1,052,525	1,362,110	1,367,232	1,179,780	1,224,535
13 Rents and Leases	602	45,944	57,254	62,166	-	-	-	-	-	-	-	-	-	-	-
14 Utilities	740,199	1,079,743	796,802	780,447	725,832	752,745	880,366	959,004	723,104	592,515	442,382	552,498	674,852	797,931	911,280
15 Depreciation (Ent Funds)	774,842	886,786	1,058,282	1,245,913	1,292,064	1,214,772	1,229,221	1,257,916	1,274,450	1,476,403	1,924,171	2,010,956	1,980,658	1,853,247	1,890,312
16 Other	2,014,296	157,996	176	202	196	1,789	8,453	474	4,254	8,865	1,505	9,739	2,523	5,887	6,004
17 Total Operating Expenses	\$ 6,860,511	\$ 5,787,155	\$ 4,463,029	\$ 4,640,805	\$ 4,344,908	\$ 4,774,794	\$ 4,839,692	\$ 5,075,169	\$ 4,959,349	\$ 5,125,419	\$ 5,944,385	\$ 6,529,604	\$ 8,295,252	\$ 7,223,069	7,373,585
18															
19 Net Operational Income Water	\$(2,959,669)	\$(1,054,267)	\$(537,966)	\$(698,477)	\$(363,962)	\$(552,759)	\$(519,965)	\$(461,505)	\$(160,092)	\$(566)	\$(407,518)	\$(1,010,831)	\$(2,405,942)	\$(728,474)	\$(513,190)
20															
21 Non-Operating Revenues (Expenses) - Enterprise Fund															
22 Property Taxes	930,019	-	14,631	-	-	4,930	520,785	548,350	669,385	448,000	427,907	379,279	328,234	271,104	218,549
23 Investment Earnings	\$ 762,732	\$ 455,757	147,916	81,883	51,488	29,375	13,916	15,827	18,687	42,201	85,216	239,036	251,562	86,810	87,678
24 Investment Expense	(164,934)	(140,689)	(157,407)	(115,933)	(109,373)	(262,681)	(282,344)	(406,151)	(430,178)	(421,596)	(404,655)	(388,182)	(371,174)	(442,143)	(325,561)
25 Other Income, Penalties, etc	202,410	-	105,652	103,017	122,988	120,814	122,755	164,193	197,048	930,276	1,104,990	1,299,557	2,196,345	982,473	935,505
26 Other Income, State, County, Grants	-	459,388	271,980	151,582	39,514	-	-	-	436,492	125,902	-	-	-	-	-
27 Connection Fees	440,970	80,698	59,692	-	23,649	33,317	64,184	114,813	146,037	208,601	337,088	510,490	687,634	1,022,436	1,032,660
28 Other Expense	(156,647)	(5,367)	-	-	-	-	-	-	-	(14,589)	(10,722)	-	-	(818,565)	(825,195)
29 Total Non-Operating Rev(Exp) Enterprise	\$ 2,014,550	\$ 849,788	\$ 442,464	\$ 220,549	\$ 128,267	\$ (74,244)	\$ 439,295	\$ 437,032	\$ 1,037,471	\$ 1,318,796	\$ 1,539,824	\$ 2,040,180	\$ 3,092,602	\$ 1,102,115	\$ 1,123,636
30															
31 Operating Revenue and Expense - Government Fund															
32 Ordinary Income Government Funds	Incl Below	19,109	13,046	20,622	36,405	24,772	13,065	19,758	35,196	24,220	25,098	23,105	17,143	121	15,000
33 Ordinary Expense Government Funds	Incl Below	(177,193)	(240,960)	(284,963)	(250,704)	(1,270,102)	(520,990)	(472,632)	(454,663)	(527,845)	(527,521)	(526,437)	(516,090)	(551,033)	(723,642)
34 Net Operational Income Government	\$ -	\$(158,085)	\$(227,914)	\$(264,341)	\$(214,299)	\$(1,245,331)	\$(507,925)	\$(452,875)	\$(419,467)	\$(503,625)	\$(502,424)	\$(503,332)	\$(498,948)	\$(550,911)	\$(708,642)
35															
36 Non-Operating Revenues (Expenses) - Government Fund															
37 Property Taxes	365,205	1,323,361	1,095,156	907,485	843,931	845,706	374,864	403,631	355,786	614,551	723,918	843,748	969,699	1,064,700	1,153,737
38 Investment Earnings	\$ 9,624	\$ 9,390	11,191	10,970	20,152	16,555	11,667	13,607	15,827	33,106	56,933	143,061	135,202	38,150	38,881
39 Other Income	108,047	135,232	143,101	-	500	405	5,296	63,481	26,792	67,848	62,821	138,720	175,075	180,078	181,614
40 Other Income State, County, Grants	-	-	483,038	600,000	-	-	140,000	-	-	-	-	-	-	-	-
41 Transfer	-	-	-	-	-	2,772,000	-	-	-	-	-	(91,389)	(141,109)	-	-
42 Income Solid Waste	-	-	-	-	29,874	144,527	149,437	140,996	157,210	180,281	203,667	226,024	252,094	244,478	251,813
43 Other Expense	(386,872)	(31,050)	(2,143)	(2,763)	(3,427)	(3,411)	(1,926)	(3,407)	(2,454)	(2,561)	(2,726)	(2,886)	(3,085)	(3,213)	(3,278)
44 Net Non-Operating Rev(Exp) Gvmt	\$ 96,004	\$ 1,436,933	\$ 1,730,343	\$ 1,515,692	\$ 891,029	\$ 3,775,782	\$ 679,338	\$ 618,308	\$ 553,161	\$ 893,226	\$ 1,044,612	\$ 1,257,279	\$ 1,387,877	\$ 1,524,193	\$ 1,622,767
45															
46 Net Income	(849,115)	1,074,370	1,406,927	773,423	441,035	1,903,448	90,743	140,960	1,011,074	1,707,831	1,674,495	1,783,297	1,575,589	1,346,922	1,524,571
47 Donated Property & Depreciation						(1,706,341)									
48 Depreciation Not Funded (40%)	\$ 309,937	\$ 375,114	\$ 443,713	\$ 518,765	\$ 516,826	\$ 485,909	\$ 491,689	\$ 503,166	\$ 509,780	\$ 590,561	\$ 769,668	\$ 804,383	\$ 792,263	\$ 774,915	790,414
49 Loan Principal Payments + C6 Exp.	(96,000)	(100,031)	(103,532)	(92,847)	(96,097)	(276,085)	(368,657)	(478,349)	(505,189)	(1,299,991)	(1,319,564)	(1,340,959)	(1,319,564)	(1,365,857)	(1,479,810)
50 Net Avail for Projects/Reserves	\$ (635,178)	\$ 1,349,454	\$ 1,747,108	\$ 1,199,341	\$ 861,764	\$ 406,931	\$ 213,775	\$ 165,778	\$ 1,015,666	\$ 998,400	\$ 1,124,599	\$ 1,246,720	\$ 1,048,288	\$ 755,980	835,174
51															
52 Beginning Cash in Bank															21,055,651
53 RESERVES															(11,724,247)
54 DEPRECIATION FUNDED (60%)															1,185,620
55 CIP PROJECTS															(1,052,000)
56 CAPITAL PURCHASES															(190,000)
57 TRANSFER TO RESERVES															(733,814)
58 CASH BALANCE = AVAILABLE CASH FOR PROJECTS															9,376,384

Note: Phelan Piñon Hills Community Services District was formed in March 2008 and began operating independently July 1, 2008.

FINANCIAL HISTORY AND BUDGET COMPARISON



BUDGET OVERVIEW

The 2021/2022 Budget was prepared with the following assumptions for increases as compared to estimated year-end figures: water revenues increase by 6%, and expenditures increase by 2%, except where certain increases/decreases are known and noted below. The lines (such as “line 2/20”) identified below are in the Budget Summary and Budget Detail, respectively.

2021/2022 Budget	Enterprise Fund	Government Fund	Total
Operational Revenues	\$6,860,395	\$15,000	\$6,875,395
Operational Expenses	-\$7,373,585	-\$723,642	-\$8,097,227
Net Revenue from Operations	-\$513,190	-\$708,642	-\$1,221,832
Non-Operational Revenues	\$2,274,392	\$1,626,044	\$3,900,437
Non-Operational Expenses	-\$1,150,756	-\$3,278	-\$1,154,034
Net Revenue from Non-Ops	\$1,123,636	\$1,622,767	\$2,746,403
Sub-Total Revenue	\$610,446	\$914,125	\$1,524,571
Unfunded Depreciation	\$756,125	\$34,289	\$790,414
Principal Payments on Loans	-\$654,615	\$0	-\$654,615
Sub-Total Revenue	\$711,955	\$948,413	\$1,660,369
Repayment of Reserves	-\$558,200	-\$175,614	-\$733,814
Capital Budget	-\$145,000	-\$397,000	-\$542,000
Total Net Revenue	\$8,755	\$375,800	\$384,555

OPERATIONAL INCOME:

Water revenue budgeted for 2021/2022 assumes a rate change that will provide an additional 6% in revenue from meter fees, and water consumption, plus assumes an additional 80 new meter connections. Water rate increases as proposed in the Water Rate Study in 2020 were approved pending budgetary demands, up to 6% per year. (Line 3/22)

Special Assessments, standby fees applied to vacant, unmetered, land, are expected to be slightly less in the coming year due to anticipated growth. (Line 4/25)

Parks fees reflect no change over 2020/2021 budget as scheduled programs and rental fees are expected to remain the same. (Line 5/28)

The total net operational income is projected to be \$6,860,695. This equates to an increase of \$365,800 compared to the current estimated year end operating revenue. (Line 7/33)

OPERATIONAL EXPENSES:

Water Purchases are expected to decrease in the coming year. This is due to an extraordinary expense in 2020/2021 for pumping water out of Well #14, as was necessary, which is not anticipated to reoccur in the coming year. There is an increase in fees by the Watermaster (Line 10/41). This expense remains steady as the District purchased water rights that eliminated the annual expense for replacement water of over \$840,000, producing a net savings of \$491,569 after the loan payment.

Salaries and Benefits reflect a 2.3% increase over the 2020/2021 estimated year end. The 2021/2022 Budget includes a 2.2% increase for COLA, a 2.5% potential increase for merit, if warranted, salary range adjustments, and an decrease in workers comp insurance expense. (Line 11/53)

Board Compensation is estimated to increase this year as education, training, and meetings are expected to resume. In 2020/2021 COVID-19 mandates restricted (or eliminated) attendance at various activities resulting in a 29.8% increase over the prior year estimated year end expenses. (Line 12/60)

Professional Fees are estimated to be 3.3% higher due to an increase in outside services resulting from ordinance updates that are necessary in the coming year and general increases in services. (Line 13/69)

Services and Supplies is 15% higher due to an increase in insurance costs, services and programs. Most of the programs were halted or significantly diminished in the prior year due to COVID-19 mandates. It is expected that these programs will resume in the coming year. (Line 14/101)

Utilities are 14% higher due to a projected increase of 15% by Edison in the coming year. (Line 15/107)

Depreciation and Amortization is based on the addition of assets as projects are completed and new assets are added. Property taxes are on District owned properties that are not within the District boundary. The District annexed most of the land, which has reduced property tax. (Line 16/113)

Total operational expenses are estimated to increase by 3.8% over estimated year end.

NON-OPERATIONAL INCOME:

Property Tax revenue is projected to increase by 2.7% this year. After years of reductions due to foreclosures and a decline in property values, the economic forecast for the area shows that values are increasing. Property tax diverted to Water Operations is being reduced by 10% (\$52,000) each year to eliminate Water Operations reliance on non-operational income within ten years (by 2025). (Line 21/132)

Penalties and Other Fees are expected to increase in 2021/2022 over the prior year estimated year end revenues. Penalties and late fees were on hold for six months due to the COVID-19 pandemic. Those fees have resumed and the revenues are expected to return to normal levels in the coming year. (Line 22/135)

Solid Waste revenue is expected to have a 3% increase in the coming year. (Line 23/138)

Meter Installation and Connection Fees are expected to increase 1%. The meter installations for the coming year are estimated to be residential and consistent with current growth. (Line 24/143)

Other Income shows a .25% increase due to a new lease agreement, increase in property tax revenue, less the elimination of revenue that was due to a special project that is completed. (Line 25/154)

NON-OPERATIONAL EXPENSES:

Other Expenses and loan related expenses will decrease slightly this year due to aging loans and the refinance of two prior loans. (Line 29/163)

2021/2022 BUDGET

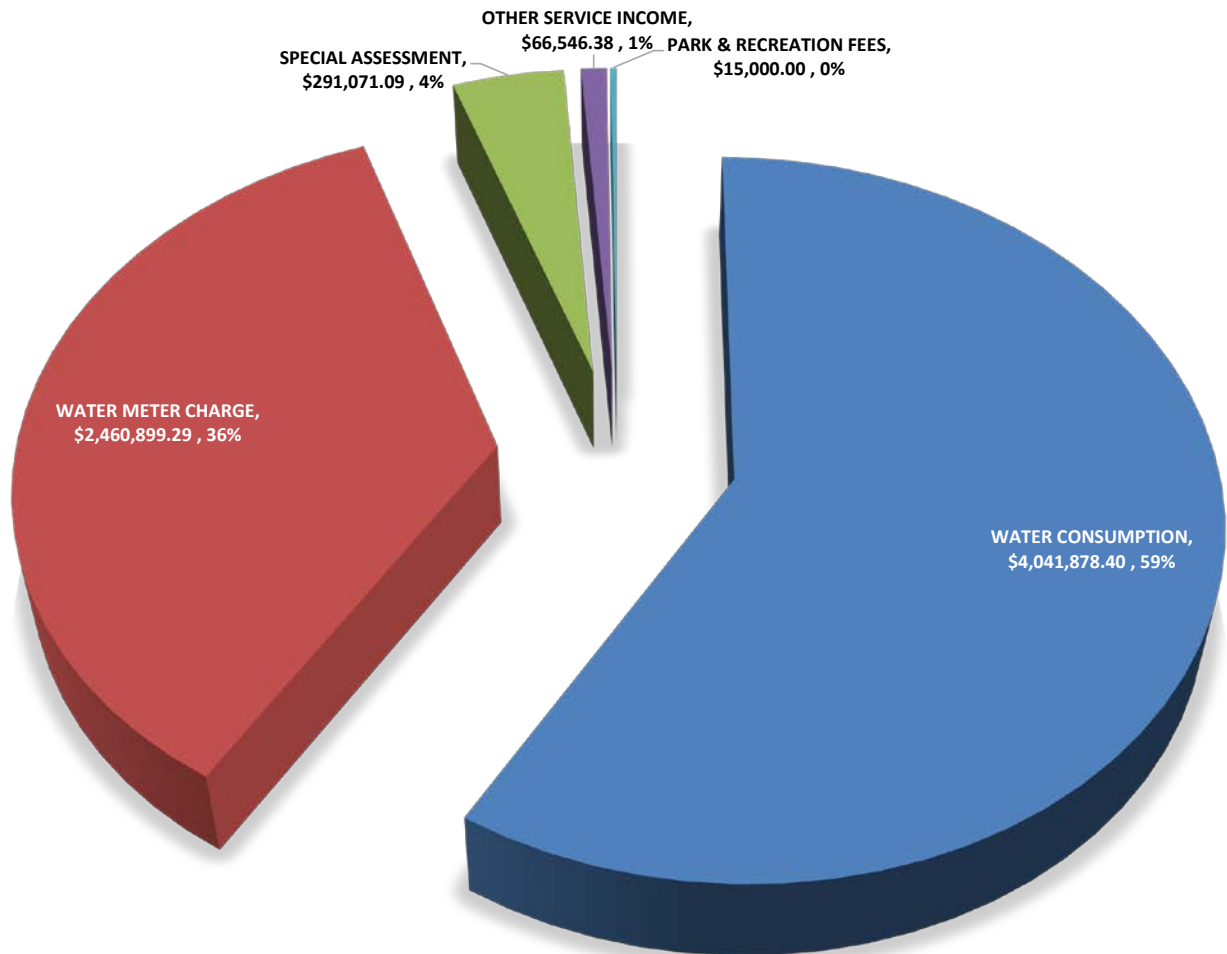
		TOTAL ENTERPRISE FUNDS	TOTAL GOVERNMENT FUNDS	TOTAL ALL FUNDS
		2021/2022 BUDGET	2021/2022 BUDGET	2021/2022 BUDGET
1	Operational Income/Expense			
2	Income			
3	WATER SALES			
4	WATER CONSUMPTION			
5	40010 Water Sales - Residential - C	3,550,750.29	0.00	3,550,750.29
6	40020 Water Sales - Commercial - C	25,972.98	0.00	25,972.98
7	40030 Water Sales - Fire Protection-C	0.00	0.00	0.00
8	40060 Water Sales - Multiple Res - C	3,609.35	0.00	3,609.35
9	40070 Water Sales - School - C	370,299.10	0.00	370,299.10
10	40090 Water Sales - Construction - C	88,738.77	0.00	88,738.77
11	40110 Water Sales - Non-Potable Water	2,507.92	0.00	2,507.92
12	Total WATER CONSUMPTION	4,041,878.40	0.00	4,041,878.40
13	WATER METER CHARGE			
14	41010 Water Sales - Residential - M	2,382,390.47	0.00	2,382,390.47
15	41020 Water Sales - Commercial - M	17,358.22	0.00	17,358.22
16	41030 Water Sales - Fire Protection-M	2,398.07	0.00	2,398.07
17	41060 Water Sales - Multiple Res - M	2,600.57	0.00	2,600.57
18	41070 Water Sales - School - M	33,166.45	0.00	33,166.45
19	41090 Water Sales - Construction - C	22,985.51	0.00	22,985.51
20	41090 Water Sales - Non-Potable Water	0.00	0.00	0.00
21	Total WATER METER CHARGE	2,460,899.29	0.00	2,460,899.29
22	Total - WATER SALES	6,502,777.69	0.00	6,502,777.69
23	SPECIAL ASSESSMENT			
24	74110 Special Assessments	291,071.09	0.00	291,071.09
25	Total - SPECIAL ASSESSMENT	291,071.09	0.00	291,071.09
26	PARKS			
27	47600 Park & Recreation Fee	0.00	15,000.00	15,000.00
28	Total - PARKS	0.00	15,000.00	15,000.00
29	OTHER SERVICE INCOME			
30	48200 Other Services Incomes	40,914.48	0.00	40,914.48
31	48700 Administrative Fees	25,631.89	0.00	25,631.89
32	Total - OTHER SERVICE INCOME	66,546.38	0.00	66,546.38
33	Total Income from Operations	6,860,395.15	15,000.00	6,875,395.15
34	Gross Profit	6,860,395.15	15,000.00	6,875,395.15
35	Expense			
36	WATER PURCHASES			
37	50010 MWA WM Admin. & Bio Fee	14,800.00	0.00	14,800.00
38	50020 MWA WM Make Up Water	1,000.00	0.00	1,000.00
39	50030 MWA WM Replacement Water	5,000.00	0.00	5,000.00
40	50040 Water Purchases - Other	0.00	0.00	0.00
41	Total - WATER PURCHASES	20,800.00	0.00	20,800.00
42	SALARIES & BENEFIT			

		TOTAL ENTERPRISE FUNDS	TOTAL GOVERNMENT FUNDS	TOTAL ALL FUNDS
		2021/2022 BUDGET	2021/2022 BUDGET	2021/2022 BUDGET
43	51110 Salaries & Wages	1,606,158.55	168,773.19	1,774,931.74
44	51120 Vacations	122,827.43	11,608.82	134,436.25
45	51130 Holiday	79,246.24	7,647.47	86,893.71
46	51140 Sick Pay	85,359.54	8,342.69	93,702.23
47	51150 Misc Earn	89,605.40	5,337.87	94,943.27
48	51170 Overtime	137,716.07	10,296.39	148,012.46
49	51210 Payroll Taxes	46,376.53	4,922.04	51,298.57
50	51220 Worker's Compensation	31,023.65	6,888.60	37,912.25
51	51230 Employee Group Insurance	352,657.93	36,843.96	389,501.89
52	51240 Retirement	248,012.36	23,839.55	271,851.91
53	Total - SALARIES & BENEFIT	2,798,983.72	284,500.57	3,083,484.29
54	BOARD COMPENSATIONS			
55	52110 Board Director's Fee	48,240.00	3,600.00	51,840.00
56	52210 Board Exp - Auto Expense	953.56	102.60	1,056.16
57	52220 Board Exp - Meals & Lodging	6,756.00	0.00	6,756.00
58	52230 Board Exp - Education/Training	8,288.00	0.00	8,288.00
59	52240 Board Exp - Insurance & Other Exp	31,403.90	4,319.52	35,723.43
60	Total - BOARD COMPENSATIONS	95,641.47	8,022.12	103,663.59
61	PROFESSIONAL FEE			
62	53110 Auditing & Accounting Fees	23,200.00	500.00	23,700.00
63	53120 Legal Services	51,109.09	8,025.48	59,134.57
64	53130 Engineering	0.00	0.00	0.00
65	53140 Laboratory Analysis	34,693.00	0.00	34,693.00
66	53150 Outside Service	87,668.44	2,100.00	89,768.44
67	53160 Permits & Fees	55,707.00	2,000.00	57,707.00
68	53170 Software Support	173,652.05	359.13	174,011.19
69	Total - PROFESSIONAL FEE	426,029.58	12,984.61	439,014.19
70	SERVICE AND SUPPLIES			
71	54110 Advertising	5,500.00	13,250.00	18,750.00
72	54140 Auto Expense	1,842.02	0.00	1,842.02
73	54170 Auto Allowance	0.00	0.00	0.00
74	54200 Credit Card Fee & Bank Charges	64,311.06	0.00	64,311.06
75	54230 Dues & Subscriptions	16,613.39	500.00	17,113.39
76	54260 Education & Training	38,200.00	3,200.00	41,400.00
77	54290 Employment Expense	3,384.43	0.00	3,384.43
78	57110 Equipment Rental/ Lease	9,609.30	927.13	10,536.42
79	54320 General Maintenance	3,453.52	313.96	3,767.47
80	54350 Insurance	161,462.71	4,752.17	166,214.88
81	54380 Insurance - Vehicle	42,504.17	2,752.43	45,256.60
82	54410 Fuel Costs	67,000.00	3,000.00	70,000.00
83	54440 Meeting, Seminar & Supplies	5,900.00	1,100.00	7,000.00
84	54470 Travel Expense	31,600.00	2,100.00	33,700.00
85	54500 Operating Supplies	66,242.41	12,500.00	78,742.41
86	54530 Office Supplies	31,927.75	1,500.00	33,427.75
87	54620 Repair & Maintenance	524,032.92	137,900.00	661,932.92
88	54650 Small Tools	15,893.49	1,300.00	17,193.49
89	54680 Uniforms	17,184.70	2,000.00	19,184.70
90	54710 Vehicle Maintenance	35,000.00	4,100.00	39,100.00
91	54740 Easement Lease	600.00	0.00	600.00

		TOTAL ENTERPRISE FUNDS	TOTAL GOVERNMENT FUNDS	TOTAL ALL FUNDS
		2021/2022 BUDGET	2021/2022 BUDGET	2021/2022 BUDGET
92	54770 Computer & Equipment Maint	14,693.66	0.00	14,693.66
93	54800 Programs (Wtr Cons, parks,etc)	10,200.00	46,830.00	57,030.00
94	54801 Senior Lunch Program	0.00	22,600.00	22,600.00
95	54802 Farmers Market	0.00	1,000.00	1,000.00
96	54803 Fall Festival	0.00	0.00	0.00
97	54830 State & County Fees & Services	14,500.00	400.00	14,900.00
98	54860 Postage & Mailing	19,490.95	0.00	19,490.95
99	54890 Printing	19,388.37	0.00	19,388.37
100	54920 Public Relation	4,000.00	22,500.00	26,500.00
101	Total - SERVICE AND SUPPLIES	1,224,534.83	284,525.68	1,509,060.51
102	UTILITIES - Electric/Phone/Gas			
103	58010 Telephone	28,853.31	3,629.54	32,482.85
104	58110 Utilities - Operations	1,132,501.77	22,775.45	1,155,277.21
105	58115 Utilities - Solar Credit	(250,075.50)	0.00	(250,075.50)
106	58111 Utilities - Street Lights	0.00	12,208.03	12,208.03
107	Total - UTILITIES - Electric/Phone/Gas	911,279.58	38,613.01	949,892.59
108	OTHER- Depreciation/Amort, etc.			
109	59310 Bad Debt	5,674.44	0.00	5,674.44
110	59110 Property Taxes	329.81	9,274.23	9,604.03
111	59120 Depreciation & Amortization	1,890,311.77	85,722.01	1,976,033.78
112	59310 Other Operating Expenses	0.00	0.00	0.00
113	Total - OTHER- Depreciation/Amort, etc.	1,896,316.02	94,996.24	1,991,312.26
114	Total Expense	7,373,585.19	723,642.24	8,097,227.44
115	Net Operational Income	(513,190.05)	(708,642.24)	(1,221,832.29)
116	Other Income/Expense			
117	Other Income			
118	PROPERTY TAXES			
119	71110 Property Taxes - Curr Sec	0.00	1,154,311.97	1,154,311.97
120	71120 Property Taxes - Curr Unsec	0.00	77,618.39	77,618.39
121	71130 Property Taxes - Curr Supplimen	0.00	7,663.42	7,663.42
122	71140 Property Taxes - Curr Unitary	0.00	47,530.26	47,530.26
123	71150 Property Taxes - Curr Other	0.00	20,223.34	20,223.34
124	72110 Property Taxes - Prior Sec	0.00	22,517.11	22,517.11
125	72120 Property Taxes - Prior Unsec	0.00	1,239.98	1,239.98
126	72130 Property Taxes - Prior Supplimn	0.00	12,461.00	12,461.00
127	72150 Property Taxes - Prior Other	0.00	1,811.47	1,811.47
128	73160 Property Taxes - Homeowner	0.00	8,859.28	8,859.28
129	73170 Tax Penalties & Others	10,548.74	7,500.29	18,049.03
130	SUB-TOTAL PROPERTY TAX REVENUE	10,548.74	1,361,736.52	1,372,285.26
131	71500 Property Tax	208,000.00	(208,000.00)	0.00
132	Total - PROPERTY TAXES	218,548.74	1,153,736.52	1,372,285.26
133	PENALTIES & OTHER FEE			
134	86120 Penalties & Other Fees	106,490.38	0.00	106,490.38
135	Total - PENALTIES & OTHER FEE	106,490.38	0.00	106,490.38
136	SOLID WASTE			

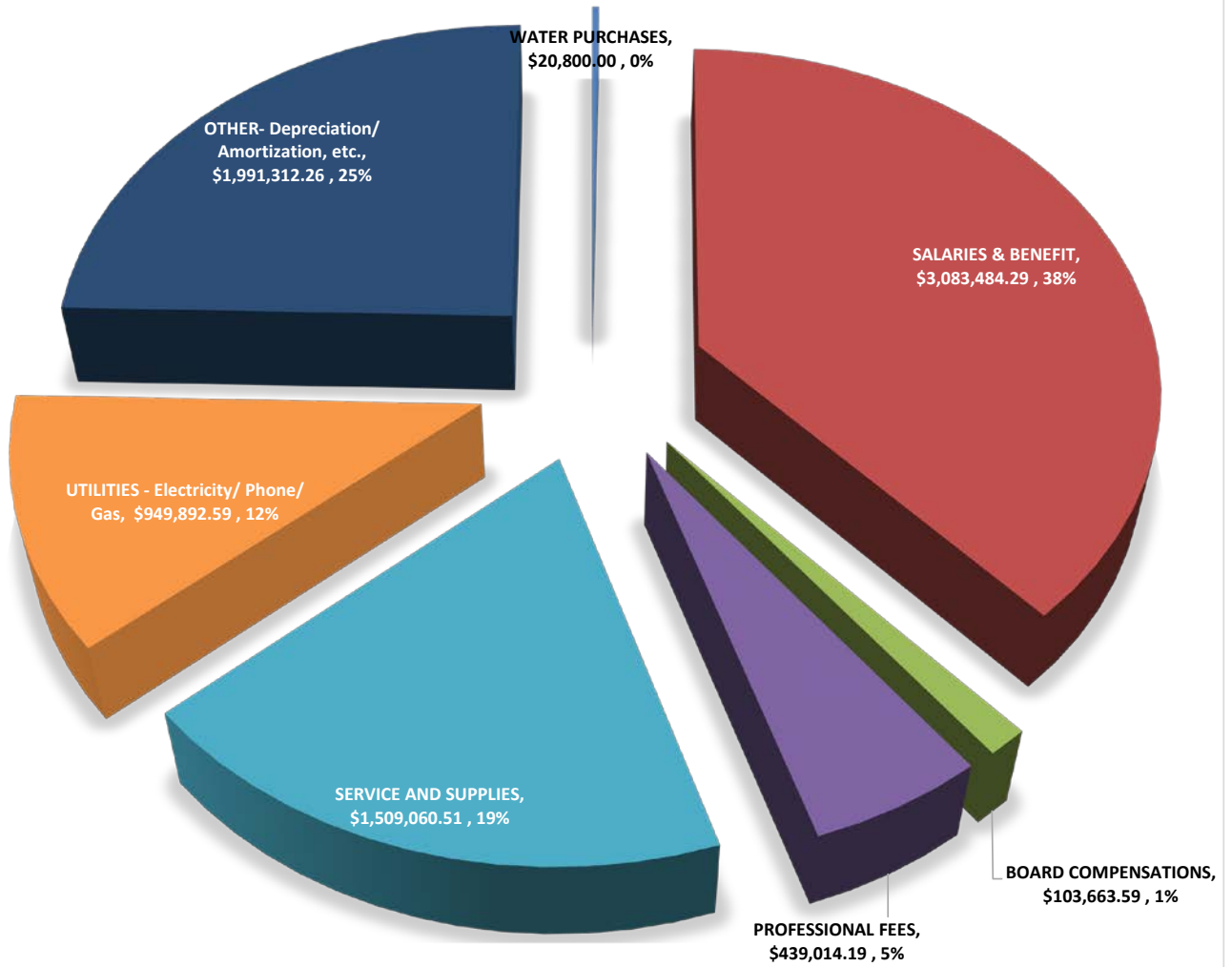
		TOTAL ENTERPRISE FUNDS	TOTAL GOVERNMENT FUNDS	TOTAL ALL FUNDS
		2021/2022 BUDGET	2021/2022 BUDGET	2021/2022 BUDGET
137	76100 Solid Waste Franchise Fee	0.00	251,812.69	251,812.69
138	Total · SOLID WASTE	0.00	251,812.69	251,812.69
139	METER INSTALLATION/FEES/CONNECTION			
140	45300 Meter Installation	248,605.59	0.00	248,605.59
141	45400 Permits & Inspections	9,170.90	0.00	9,170.90
142	45500 Connection Fee	774,883.63	0.00	774,883.63
143	Total · METER INSTALLATION/FEES/CONNECTION	1,032,660.12	0.00	1,032,660.12
144	OTHER INCOME			
145	88110 Interest Income	87,678.34	38,881.42	126,559.76
146	88120 Other Income - Water Other	2,303.20	0.00	2,303.20
147	88125 Other Income - Senior Lunch	0.00	1,000.00	1,000.00
148	88126 Other Income - Farmers Mkt	0.00	0.00	0.00
149	88126 Other Income - Fall Festival	0.00	0.00	0.00
150	88128 Other Income - Farmers Mkt MM	0.00	0.00	0.00
151	88150 Other Income	1,516.63	0.00	1,516.63
152	88170 Other Income	0.00	5,000.00	5,000.00
153	88175 Property Rental Income	0.00	168,623.98	168,623.98
153	88176 Property Other Income	0.00	6,989.88	6,989.88
153	88300 Chromium 6 Surcharge	825,194.64	0.00	825,194.64
154	Total · OTHER INCOME	916,692.81	220,495.28	1,137,188.09
155	Total Other Income	2,274,392.06	1,626,044.49	3,900,436.54
156	Other Expense			
157	Other Expense			
158	91010 Interest Expense	225,362.64	0.00	225,362.64
159	92010 Loan Administrator Fee	17,905.24	0.00	17,905.24
160	92500 Chromium 6 Expenses	825,194.64	0.00	825,194.64
161	93010 Tax Deduction	0.00	3,277.60	3,277.60
162	95010 Net Incr/Decr in Fair Value	82,293.43	0.00	82,293.43
163	Total · Other Expense	1,150,755.95	3,277.60	1,154,033.54
164	Total Other Expense	1,150,755.95	3,277.60	1,154,033.54
165	Net Other Income	1,123,636.11	1,622,766.89	2,746,403.00
166	Net Income	610,446.06	914,124.65	1,524,570.71
	Depr & Amort 40% (Fund = 60%)	756,124.71	34,288.81	790,413.51
	Principal Payments	(654,615.30)	0.00	(654,615.30)
	Net Profit (Loss) after depreciation & principal pmt on loans	711,955.47	948,413.46	1,660,368.93
	Repayment of Reserves	558,200.00	175,613.86	733,813.86
	Capital Projects/Purchases	145,000.00	397,000.00	542,000.00
	TOAL NET INCOME AFTER ALL OBLIGATIONS	8,755.47	375,799.60	384,555.07

OPERATIONAL REVENUES



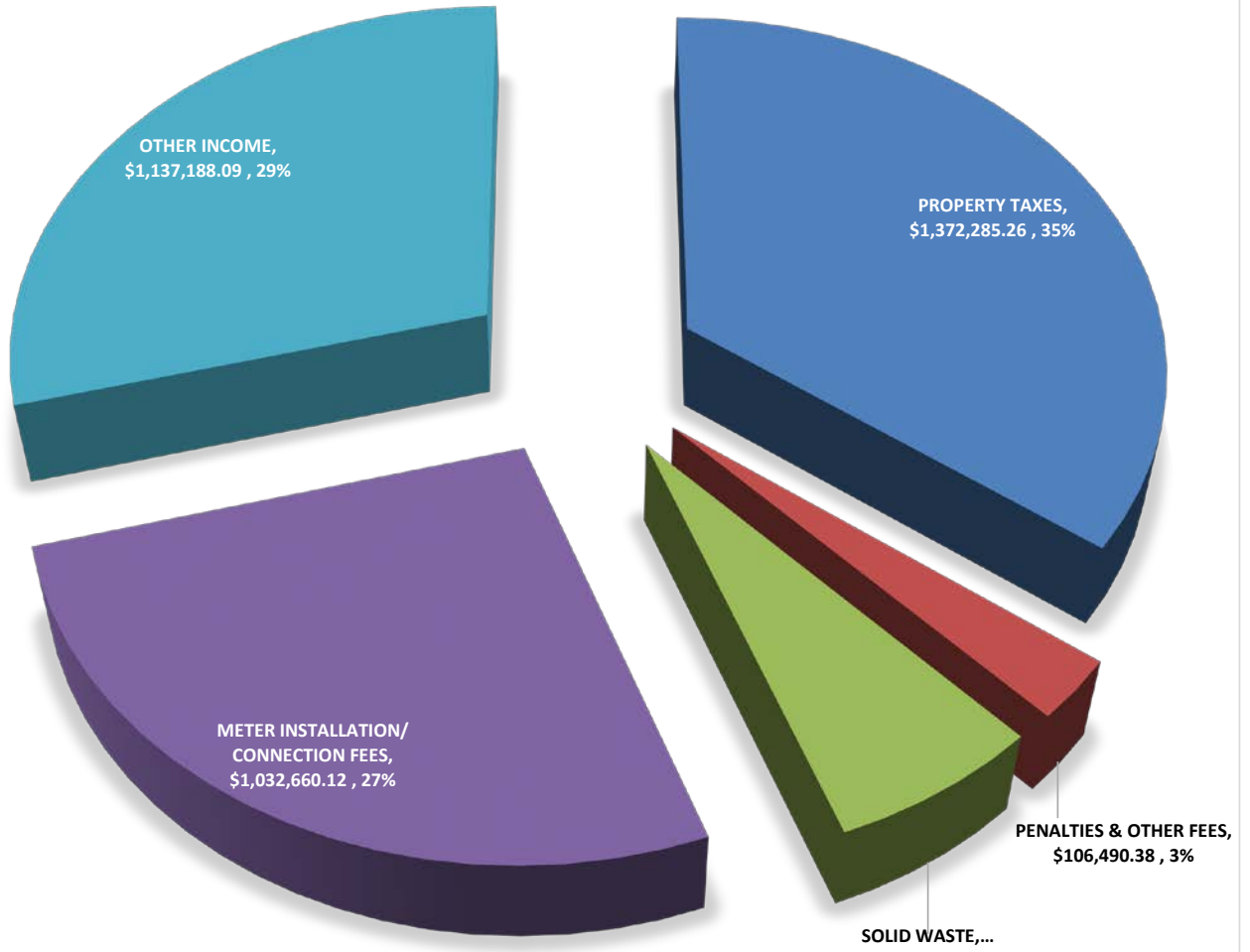
■ WATER CONSUMPTION ■ WATER METER CHARGE ■ SPECIAL ASSESSMENT ■ OTHER SERVICE INCOME ■ PARK & RECREATION FEES

OPERATIONAL EXPENSES



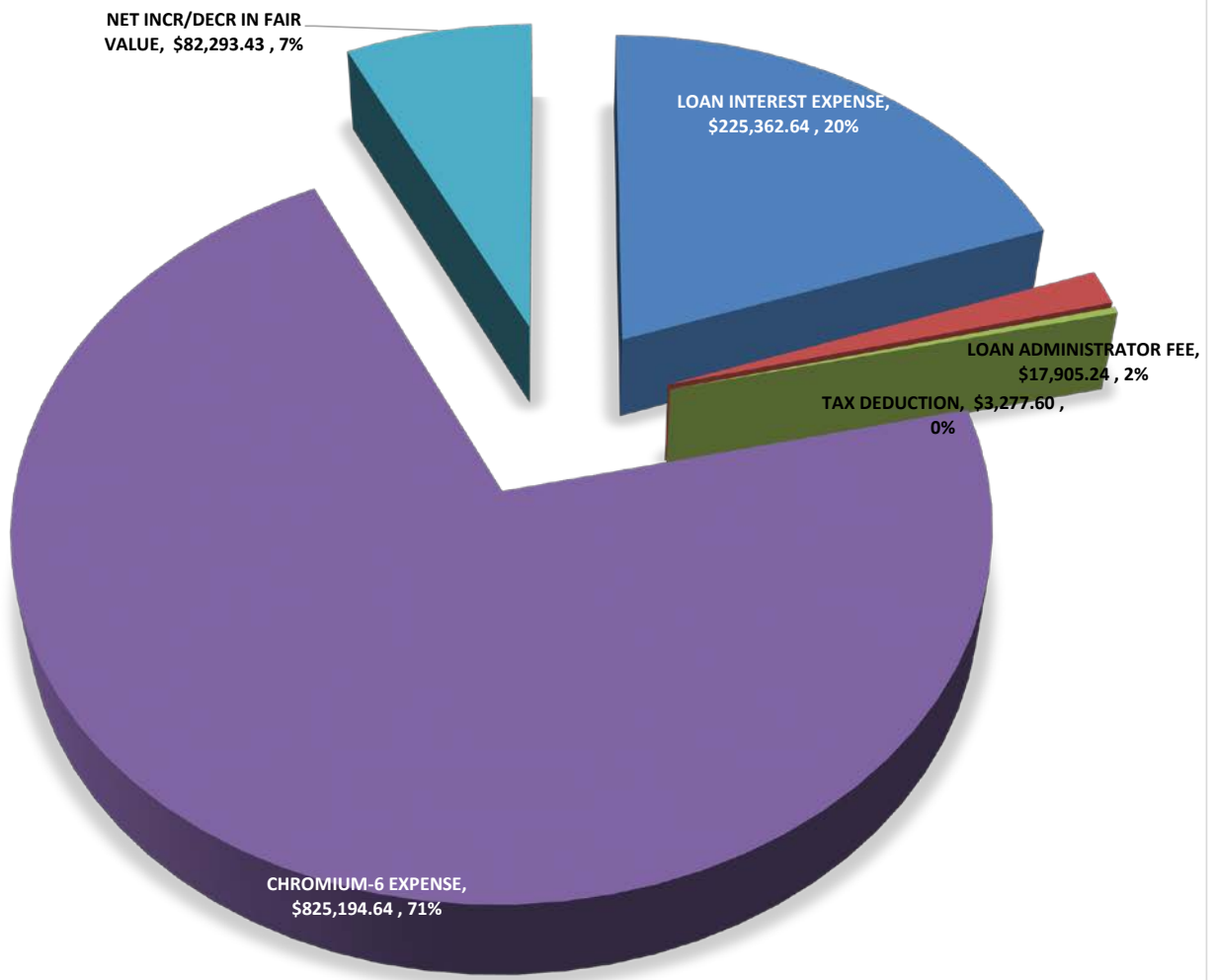
- WATER PURCHASES
- SALARIES & BENEFIT
- BOARD COMPENSATIONS
- PROFESSIONAL FEES
- SERVICE AND SUPPLIES
- UTILITIES - Electricity/ Phone/ Gas
- OTHER- Depreciation/ Amortization, etc.

NON-OPERATIONAL REVENUES



■ PROPERTY TAXES ■ PENALTIES & OTHER FEES ■ SOLID WASTE ■ METER INSTALLATION/ CONNECTION FEES ■ OTHER INCOME

NON-OPERATIONAL EXPENSES



■ LOAN INTEREST EXPENSE ■ LOAN ADMINISTRATOR FEE ■ TAX DEDUCTION ■ CHROMIUM-6 EXPENSE ■ NET INCR/DECR IN FAIR VALUE

Phelan Pinon Hills Community Services District

BUDGET SUMMARY COMPARISON 2021/2022

Assumes: % Over Est Year End Rates/Revenue Expense	TOTAL ENTERPRISE FUNDS				TOTAL GOVERNMENT FUNDS				TOTAL ALL FUNDS				Proposed Budget vs. Prior Year Budget	Proposed Budget vs. Est YE	Proposed Budget vs. Est YE	Line #	
	Prior Year 2019/2020 Budget	Prior Year 2020/2021 Budget	EST YE 20/21	Proposed 2021/2022 BUDGET	Prior Year 2019/2020 Budget	Prior Year 2020/2021 Budget	EST YE 20/21	Proposed 2021/2022 BUDGET	Prior Year 2019/2020 Budget	Prior Year 2020/2021 Budget	EST YE 20/21	Proposed 2021/2022 BUDGET					
1 OPERATIONAL INCOME/EXPENSE																	
2 INCOME																2	
3 Water Sales	5,513,994.53	5,745,722.73	6,134,695.93	6,502,777.69	0.00	0.00	0.00	0.00	5,513,994.53	5,745,722.73	6,134,695.93	6,502,777.69	13%	6%	Includes rate change approved (2015 rate study) + 55 new r	368,081.76	3
4 Special Assessment	293,439.30	286,353.88	294,011.20	291,071.09	0.00	0.00	0.00	0.00	293,439.30	286,353.88	294,011.20	291,071.09	2%	-1%	Assumes no change in standby rates.	(2,940.11)	4
5 Parks	0.00	0.00	0.00	0.00	25,898.93	27,355.73	121.41	15,000.00	25,898.93	27,355.73	121.41	15,000.00	-45%	12255%	Assumes community centers will resume rentals.	14,878.59	5
6 Other Service Income	187,822.93	215,371.78	65,887.50	66,546.38	0.00	0.00	0.00	0.00	187,822.93	215,371.78	65,887.50	66,546.38	-69%	1%	Assumes slight increase due to growth.	658.88	6
7 Total Income from Operations	5,995,256.76	6,247,448.39	6,494,594.63	6,860,395.15	25,898.93	27,355.73	121.41	15,000.00	6,021,155.69	6,274,804.12	6,494,716.04	6,875,395.15	10%	6%			7
8 Gross Profit	5,995,256.76	6,247,448.39	6,494,594.63	6,860,395.15	25,898.93	27,355.73	121.41	15,000.00	6,021,155.69	6,274,804.12	6,494,716.04	6,875,395.15	10%	6%		380,679.11	8
9 EXPENSE																9	
10 Water Purchases	12,727.88	12,261.35	183,125.32	20,800.00	0.00	0.00	0.00	0.00	12,727.88	12,261.35	183,125.32	20,800.00	70%	-89%	Project reduced pumping from water obligation well.	(162,325.32)	10
11 Salaries & Benefits	2,376,969.95	2,633,734.23	2,735,362.41	2,798,983.72	251,614.22	285,360.77	277,985.23	284,500.57	2,628,584.17	2,919,095.00	3,013,347.64	3,083,484.29	6%	2.3%	Assumes full staff, 2.2% COLA, 2.5% merit & adjustments.	70,136.65	11
12 Board Compensation	100,581.54	106,373.16	50,270.67	95,641.47	8,899.63	13,703.34	8,503.50	8,022.12	109,481.17	120,076.50	58,774.17	103,663.59	-14%	76.4%	Assumes normal activity will resume.	44,889.42	12
13 Professional Fees	291,008.48	350,000.46	417,466.75	426,029.58	24,232.02	7,446.63	7,714.75	12,984.61	315,240.50	357,447.09	425,181.50	439,014.19	23%	3.3%	Assumes online meetings will continue + ordinance update.	13,832.69	13
14 Service and Supplies	1,251,917.27	1,627,334.39	1,179,779.81	1,224,534.83	180,789.87	266,816.48	128,816.53	284,525.68	1,432,707.14	1,894,150.87	1,308,596.34	1,509,060.51	-20%	15.3%	Increase due to: Insurance, Repair and Maint., Programs.	200,464.17	14
15 Utilities - Electric/Phone/Gas	296,447.84	500,990.16	797,930.73	911,279.58	36,340.81	46,930.54	34,879.00	38,613.01	332,788.65	547,920.70	832,809.73	949,892.59	73%	14.1%	Assumes 15% incr in electrical costs & incr in solar credits.	117,082.86	15
16 Other- Depreciation/Amort, etc.	1,844,248.78	2,187,891.68	1,859,133.35	1,896,316.02	115,938.91	105,723.12	93,133.57	94,996.24	1,960,187.69	2,293,614.80	1,952,266.92	1,991,312.26	-13%	2.0%		39,045.34	16
17 Total Expense	6,173,901.74	7,418,585.43	7,223,069.04	7,373,585.19	617,815.46	725,980.88	551,032.58	723,642.24	6,791,717.20	8,144,566.31	7,774,101.62	8,097,227.44	-1%	4.2%		323,125.82	17
18 Net Operational Income	(178,644.98)	(1,171,137.04)	(728,474.41)	(513,190.05)	(591,916.53)	(698,625.15)	(550,911.17)	(708,642.24)	(770,561.51)	(1,869,762.19)	(1,279,385.58)	(1,221,832.29)	-35%	-4%		57,553.29	18
19 NON-OPERATIONAL INCOME/EXPENSE																19	
20 NON-OPERATIONAL INCOME																20	
21 Property Tax	331,455.95	278,691.56	271,103.94	218,548.74	898,174.72	1,055,163.09	1,064,699.84	1,153,736.52	1,229,630.67	1,333,854.65	1,335,803.78	1,372,285.26	3%	2.7%	Assumes increase per County estimates.	36,481.48	21
22 Penalties & Other Fees	113,668.37	180,905.53	55,382.73	106,490.38	0.00	0.00	0.00	0.00	113,668.37	180,905.53	55,382.73	106,490.38	-41%	92%	Increase due to cancelling waiver of late fees.	51,107.65	22
23 Solid Waste	0.00	0.00	0.00	0.00	212,845.18	215,872.49	244,478.34	251,812.69	212,845.18	215,872.49	244,478.34	251,812.69	100%	3%	Assumes 3% increase in Solid Waste fees.	7,334.35	23
24 Meter Installation/Connection	472,993.81	712,823.47	1,022,435.76	1,032,660.12	0.00	0.00	0.00	0.00	472,993.81	712,823.47	1,022,435.76	1,032,660.12	45%	1%	Assumes 80 additional meter connections, no large meters.	10,224.36	24
25 Other Income	1,310,385.87	1,241,063.94	1,013,900.60	916,692.81	260,457.60	294,536.93	218,227.99	220,495.28	1,570,843.47	1,535,600.87	1,232,128.59	1,137,188.09	-26%	-8%	Assumes decrease due to completion of RACE project.	(94,940.50)	25
26 Total Non-Operational Income	2,228,504.00	2,413,484.50	2,362,823.03	2,274,392.06	1,371,477.50	1,565,572.51	1,527,406.17	1,626,044.49	3,599,981.50	3,979,057.01	3,890,229.20	3,900,436.54	-2%	0.26%		10,207.34	26
27 NON-OPERATIONAL EXPENSE																27	
28 Other Expense	1,162,258.39	1,200,130.90	1,260,708.49	1,150,755.95	2,600.00	3,023.49	3,213.33	3,277.60	1,164,858.39	1,203,154.39	1,263,921.82	1,154,033.54	-4%	-9%	Decrease due to loan refinance and costs reducing as loan n	(109,888.28)	28
29 Total Non-Operational Expense	1,162,258.39	1,200,130.90	1,260,708.49	1,150,755.95	2,600.00	3,023.49	3,213.33	3,277.60	1,164,858.39	1,203,154.39	1,263,921.82	1,154,033.54	-4%	-9%		(109,888.28)	29
30 Net Non-Operational Income	1,066,245.61	1,213,353.60	1,102,114.54	1,123,636.11	1,368,877.50	1,562,549.02	1,524,192.84	1,622,766.89	2,435,123.11	2,775,902.62	2,626,307.38	2,746,403.00	-1%	5%		120,095.62	30
31 Net Income	887,600.63	42,216.56	373,640.13	610,446.06	776,960.97	863,923.87	973,281.67	914,124.65	1,664,561.60	906,140.43	1,346,921.80	1,524,570.71	68%	13%		177,648.91	31
32 Depr & Amort @ 60%	731,930.89	874,265.96	741,298.73	756,124.71	44,156.48	41,047.69	33,616.48	34,288.81	776,087.36	915,313.64	774,915.21	790,413.51			Add back in 40% not Funded.	15,498.30	32
33 Principal Payments Due on Loan	536,476.80	561,664.12	547,292.35	654,615.30	0.00	0.00	0.00	0.00	536,476.80	561,664.12	547,292.35	654,615.30			Principal portion of loans increase as interest decreases eac	107,322.95	33
34 Net Profit (Loss) Funds for CIP	1,083,054.72	354,818.40	567,646.51	711,955.47	821,117.45	904,971.56	1,006,898.15	948,413.46	1,904,172.16	1,259,789.95	1,574,544.66	1,660,368.93					34
35 Repayment of Reserves				558,200.00				175,613.86				733,813.86					35
36 Capital Projects/Purchases				145,000.00				397,000.00				542,000.00					36
37 TOTAL NET INCOME AFTER ALL OBLIGATIONS				8,755.47				375,799.60				384,555.07					37

Phelan Pinon Hills Community Services District
BUDGET DETAIL COMPARISON 2021/2022

Assumes: Rates/Reve Expenses	% Over Est Year End 6.00% 2.00%	TOTAL ENTERPRISE FUNDS				TOTAL GOVERNMENT FUNDS				TOTAL ALL FUNDS				Bud vs Bud	Bud vs Est YE	21/22 Budget vs. Actual Est YE	Line#
		Prior Year 2019/2020 Budget	Prior Year 2020/2021 Budget	Actual EST YE 20/21	Proposed 2021/2022 BUDGET	Prior Year 2019/2020 Budget	Prior Year 2020/2021 Budget	Actual EST YE 20/21	Proposed 2021/2022 BUDGET	Prior Year 2019/2020 Budget	Prior Year 2020/2021 Budget	Actual EST YE 20/21	Proposed 2021/2022 BUDGET				
1	Operational Income/Expense																
2	Income																2
3	40 - WATER SALES																3
4	40A - WATER CONSUMPTION																4
5	40010 Water Sales - Residential - C	2,847,377.66	2,998,500.10	3,349,764.42	3,550,750.29	0.00	0.00	0.00	0.00	2,847,377.66	2,998,500.10	3,349,764.42	3,550,750.29	18.4%	6.0%	Includes rate change of 6% to Water and Meter effective 7/1/21.	5
6	40020 Water Sales - Commercial - C	45,696.65	19,509.85	24,502.81	25,972.98	0.00	0.00	0.00	0.00	45,696.65	19,509.85	24,502.81	25,972.98	33.1%	6.0%		6
7	40030 Water Sales - Fire Protection-C	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.0%	The Chromium 6 surcharge is listed below (Non-Op Revenue) .	7
8	40060 Water Sales - Multiple Res - C	2,662.87	2,748.58	3,405.05	3,609.35	0.00	0.00	0.00	0.00	2,662.87	2,748.58	3,405.05	3,609.35	31.3%	6.0%	as it is specifically for the Chromium 6 project not operations.	8
9	40070 Water Sales - School - C	318,854.99	325,776.49	349,338.77	370,299.10	0.00	0.00	0.00	0.00	318,854.99	325,776.49	349,338.77	370,299.10	13.7%	6.0%		9
10	40090 Water Sales - Construction - C	15,514.33	53,327.13	83,715.82	88,738.77	0.00	0.00	0.00	0.00	15,514.33	53,327.13	83,715.82	88,738.77	66.4%	6.0%		10
11	40095 Water Sales - Construction Non-Potabl	5,847.98	3,310.22	2,365.96	2,507.92	0.00	0.00	0.00	0.00	5,847.98	3,310.22	2,365.96	2,507.92	N/A	0.0%		11
12	TOTAL WATER CONSUMPTION	3,235,954.48	3,403,172.37	3,813,092.83	4,041,878.40	0.00	0.00	0.00	0.00	3,235,954.48	3,403,172.37	3,813,092.83	4,041,878.40	18.8%	6.0%	Includes rate change approved May 2020, effective 7/1/21.	12
13	40B - WATER METER CHARGE																13
14	41010 Water Sales - Residential - M	2,215,181.84	2,274,475.35	2,247,538.18	2,382,390.47	0.00	0.00	0.00	0.00	2,215,181.84	2,274,475.35	2,247,538.18	2,382,390.47	4.7%	6.0%	Includes rate change of 6% to Water and Meter effective 7/1/21.	14
15	41020 Water Sales - Commercial - M	15,705.34	15,697.03	16,375.68	17,358.22	0.00	0.00	0.00	0.00	15,705.34	15,697.03	16,375.68	17,358.22	10.6%	6.0%		15
16	41030 Water Sales - Fire Protection-M	2,404.08	2,318.89	2,262.33	2,398.07	0.00	0.00	0.00	0.00	2,404.08	2,318.89	2,262.33	2,398.07	3.4%	6.0%		16
17	41060 Water Sales - Multiple Res - M	2,454.32	2,514.70	2,453.37	2,600.57	0.00	0.00	0.00	0.00	2,454.32	2,514.70	2,453.37	2,600.57	3.4%	6.0%		17
18	41070 Water Sales - School - M	30,666.62	32,071.33	31,289.10	33,166.45	0.00	0.00	0.00	0.00	30,666.62	32,071.33	31,289.10	33,166.45	3.4%	6.0%		18
19	41090 Water Sales - Construction - M	11,627.85	15,473.06	21,684.44	22,985.51	0.00	0.00	0.00	0.00	11,627.85	15,473.06	21,684.44	22,985.51	48.6%	6.0%	Assumes similar amount of construction.	19
20	41095 Water Sales - Construction Non Potabl	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	N/A	0.0%		20
21	TOTAL WATER METER CHARGE	2,278,040.05	2,342,550.36	2,321,603.10	2,460,899.29	0.00	0.00	0.00	0.00	2,278,040.05	2,342,550.36	2,321,603.10	2,460,899.29	5.1%	6.0%	Includes rate change approved (2020 rate study)	21
22	Total - WATER SALES	5,513,994.53	5,745,722.73	6,134,695.93	6,502,777.69	0.00	0.00	0.00	0.00	5,513,994.53	5,745,722.73	6,134,695.93	6,502,777.69	13.2%	6.0%	Includes rate change of 6% effective 7/1/21.	22
23	44 - SPECIAL ASSESSMENT																23
24	44100 Special Assessments	293,439.30	286,353.88	294,011.20	291,071.09	0.00	0.00	0.00	0.00	293,439.30	286,353.88	294,011.20	291,071.09	1.6%	-1.0%	Assumes slight change due to Incr. in new meter sets.	24
25	TOTAL SPECIAL ASSESSMENT	293,439.30	286,353.88	294,011.20	291,071.09	0.00	0.00	0.00	0.00	293,439.30	286,353.88	294,011.20	291,071.09	1.6%	-1.0%	Assumes no change in standby rates.	25
26	46 - PARKS																26
27	47600 Park & Recreation Fee	0.00	0.00	0.00	0.00	25,898.93	27,355.73	121.41	15,000.00	25,898.93	27,355.73	121.41	15,000.00	-45.2%	12254.8%		27
28	TOTAL PARKS	0.00	0.00	0.00	0.00	25,898.93	27,355.73	121.41	15,000.00	25,898.93	27,355.73	121.41	15,000.00	-45.2%	12254.8%	Assumes community centers will resume rentals.	28
29	48 - OTHER SERVICE INCOME																29
30	48200 Other Services Incomes	128,423.57	144,232.71	40,509.39	40,914.48	0.00	0.00	0.00	0.00	128,423.57	144,232.71	40,509.39	40,914.48	-71.6%	1.0%		30
31	48700 Administrative Fees	59,399.36	71,139.07	25,378.11	25,631.89	0.00	0.00	0.00	0.00	59,399.36	71,139.07	25,378.11	25,631.89	-64.0%	1.0%		31
32	TOTAL OTHER SERVICE INCOME	187,822.93	215,371.78	65,887.50	66,546.38	0.00	0.00	0.00	0.00	187,822.93	215,371.78	65,887.50	66,546.38	-69.1%	1.0%	Assumes slight increase due to growth.	32
33	TOTAL INCOME FROM OPERATIONS	5,995,256.76	6,247,448.39	6,494,594.63	6,860,395.15	25,898.93	27,355.73	121.41	15,000.00	6,021,155.69	6,274,804.12	6,494,716.04	6,875,395.15	9.6%	5.9%		33
34	GROSS PROFIT	5,995,256.76	6,247,448.39	6,494,594.63	6,860,395.15	25,898.93	27,355.73	121.41	15,000.00	6,021,155.69	6,274,804.12	6,494,716.04	6,875,395.15	9.6%	5.9%		34
35		0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02							NOTE: FPA without water rights purchased = 1,133. Production = 2,252. Overproduction= 1,392 x \$604/AF = \$840,768 would be due MWA if we didn't buy Water Rights	35
36	50 - WATER PURCHASES															SAVINGS due to Water Rights purchased = \$840,768 this year.	36
37	50010 MWA Admin. & Bio Fee	11,727.88	11,011.35	14,125.32	14,800.00	0.00	0.00	0.00	0.00	11,727.88	11,011.35	14,125.32	14,800.00	34.4%	4.8%	Increase per Watermaster report.	37
38	50020 MWA Make Up Water	1,000.00	1,250.00	1,000.00	1,000.00	0.00	0.00	0.00	0.00	1,000.00	1,250.00	1,000.00	1,000.00	0.0%	0.0%	20 AF @ \$50/AF Make Up Obligation in Alto .	38
39	50030 MWA/AVW Replacement Water	0.00	0.00	168,000.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	168,000.00	5,000.00	0.0%	0.0%	Antelope Valley Watermaster Replacement Water (MWA repl = 0)	39
40	50040 Water Purchases - Other	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.0%	Assumes no water from other agencies.	40
41	TOTAL WATER PURCHASES	12,727.88	12,261.35	183,125.32	20,800.00	0.00	0.00	0.00	0.00	12,727.88	12,261.35	183,125.32	20,800.00	69.6%	-88.6%	Project reduced pumping from water obligation well.	41
42	51 - SALARIES & BENEFITS																42
43	51110 Salaries & Wages	1,385,765.65	1,543,812.12	1,526,516.62	1,606,158.55	163,682.60	176,982.75	160,686.49	168,773.19	1,549,448.25	1,720,794.87	1,687,203.11	1,774,931.74	3.1%	5.2%	Includes COLA and Merit Incr.	43
44	51120 Vacations	90,162.82	110,551.65	116,559.38	122,827.43	10,353.29	12,860.48	11,021.21	11,608.82	100,516.11	123,412.13	127,580.59	134,436.25	8.9%	5.4%	The budget is based on exact calculations of approved positions.	44
45	51130 Holiday	63,960.08	74,155.26	75,431.35	79,246.24	7,418.16	8,195.41	7,277.35	7,647.47	71,378.24	82,350.67	82,708.70	86,893.71	5.5%	5.1%	Vacation time increased for several staff due to longevity.	45
46	51140 Sick Pay	69,856.49	80,896.65	94,772.49	85,359.54	8,101.62	8,940.46	8,984.00	8,342.69	77,958.11	89,837.11	103,756.49	93,702.23	4.3%	-9.7%	NOTE: Sick & OT & Misc higher in 2020/2021 due to COVID	46
47	51150 Misc. Earn	68,274.77	73,331.49	99,996.65	89,605.40	1,840.00	3,443.53	5,389.71	5,337.87	70,114.77	76,775.02	105,386.36	94,943.27	23.7%	-9.9%	Total Reg/Vac/Hol/Sic/Misc	47
48	51170 Overtime	135,803.80	144,139.77	161,542.58	137,716.07	3,791.68	5,508.02	11,927.46	10,296.39	139,595.48	149,647.79	173,470.04	148,012.46	-1.1%	-14.7%		48
49	51210 Payroll Taxes	42,576.27	40,208.91	44,166.70	46,376.53	5,210.04	4,499.79	4,698.16	4,922.04	47,786.31	44,708.70	48,864.86	51,298.57	14.7%	5.0%	2,106,635.25 4% 78,271.96	49
50	51220 Worker's Compensation	36,396.56	39,105.84	41,915.65	31,023.65	10,312.76	9,793.08	9,686.57	6,888.60	46,709.32	48,898.92	51,602.22	37,912.25	-22.5%	-26.5%	SDRMA: Decrease due to 68% Exp Mod due to safety.	50
51	51230 Employee Group Insurance	281,988.41	283,641.43	337,398.91	352,657.93	20,049.34	29,586.56	35,003.03	36,843.96	302,037.75	313,227.99	372,401.94	389,501.89	24.4%	4.6%	Assumes an increase in Insurance premiums & employer contribution	51
52	51240 Retirement	202,185.10	243,891.11	237,062.08	248,012.36	20,854.73	25,550.69	23,311.25	23,839.55	223,039.83	269,441.80	260,373.33	271,851.91	0.9%	4.4%		52
53	TOTAL SALARIES & BENEFITS	2,376,969.95	2,633,734.23	2,735,362.41	2,798,983.72	251,614.22	285,360.77	277,985.23	284,500.57	2,628,584.17	2,919,095.00	3,013,347.64	3,083,484.29	5.6%	2.3%	Assumes full staff, 2.2% COLA, 2.5% merit & adjustments.	53
54	52 - BOARD COMPENSATIONS (Expenses)																54
55	52110 Board Director's Fee	39,600.00	46,080.00	19,904.40	48,240.00	1,736.91	5,760.00	4,309.20	3,600.00	41,336.91	51,840.00	24,213.60	51,840.00	0.0%	114.1%	Assumes a slight increase.	55

Phelan Pinon Hills Community Services District
BUDGET DETAIL COMPARISON 2021/2022

Assumes: Rates/Reve Expenses	% Over Est Year End 6.00% 2.00%	TOTAL ENTERPRISE FUNDS				TOTAL GOVERNMENT FUNDS				TOTAL ALL FUNDS				Bud vs Bud	Bud vs Est YE	21/22 Budget vs. Actual Est YE	Line#
		Prior Year 2019/2020 Budget	Prior Year 2020/2021 Budget	Actual EST YE 20/21	Proposed 2021/2022 BUDGET	Prior Year 2019/2020 Budget	Prior Year 2020/2021 Budget	Actual EST YE 20/21	Proposed 2021/2022 BUDGET	Prior Year 2019/2020 Budget	Prior Year 2020/2021 Budget	Actual EST YE 20/21	Proposed 2021/2022 BUDGET				
56	52210 Board Exp - Auto Expense	2,272.83	1,041.64	457.79	953.56	227.97	206.98	80.47	102.60	2,500.80	1,248.62	538.26	1,056.16	-15.4%	96.2%	Assumes increase in travel and in person meetings.	56
57	52220 Board Exp - Meals & Lodging	16,500.00	11,234.63	0.00	6,756.00	0.00	0.00	0.00	0.00	16,500.00	11,234.63	0.00	6,756.00	-39.9%	%	Assumes increase as in person sessions resume.	57
58	52230 Board Exp - Education/Training	10,000.00	9,452.58	0.00	8,288.00	0.00	0.00	0.00	0.00	10,000.00	9,452.58	0.00	8,288.00	-12.3%	%	Assumes increase as in person training resumes.	58
59	52240 Board Exp - Insurance & Other Expense	32,208.71	38,564.31	29,908.48	31,403.90	6,934.75	7,736.36	4,113.83	4,319.52	39,143.46	46,300.67	34,022.31	35,723.43	-22.8%	5.0%	Assumes an increase in Insurance.	1,701.12 59
60	TOTAL BOARD COMPENSATIONS (Expenses)	100,581.54	106,373.16	50,270.67	95,641.47	8,899.63	13,703.34	8,503.50	8,022.12	109,481.17	120,076.50	58,774.17	103,663.59	-13.7%	76.4%	Assumes normal activity will resume.	44,889.42 60
61	53 - PROFESSIONAL FEE																61
62	53110 Auditing & Accounting Fees	18,000.00	24,500.00	23,182.47	23,200.00	1,000.00	500.00	500.00	500.00	19,000.00	25,000.00	23,682.47	23,700.00	-5.2%	0.1%		62
63	53120 Legal Services	64,368.20	83,474.36	50,106.95	51,109.09	18,204.78	2,500.00	4,926.94	8,025.48	82,572.98	85,974.36	55,033.89	59,134.57	-31.2%	7.5%	Assumes \$3,000 in Solid Waste/Recycling Legal fees (Ordinance).	4,100.68 63
64	53130 Engineering	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.0%		64
65	53140 Laboratory Analysis	13,000.00	19,000.00	34,012.76	34,693.00	0.00	0.00	0.00	0.00	13,000.00	19,000.00	34,012.76	34,693.00	82.6%	2.0%	Required Water Quality testing varies from year to year.	680.24 65
66	53150 Outside Service	58,258.64	74,916.99	87,155.93	87,668.44	2,727.24	2,100.00	0.00	2,100.00	60,985.88	77,016.99	87,155.93	89,768.44	16.6%	3.0%		2,612.51 66
67	53160 Permits & Fees	37,448.57	55,205.00	54,394.67	55,707.00	1,800.00	2,000.00	1,935.72	2,000.00	39,248.57	57,205.00	56,330.39	57,707.00	0.9%	2.4%		1,376.61 67
68	53170 Software Support	99,933.07	92,904.11	168,613.97	173,652.05	500.00	346.63	352.09	359.13	100,433.07	93,250.74	168,966.06	174,011.19	86.6%	3.0%	Assumes online meetings will continue.	68
69	TOTAL PROFESSIONAL FEE	291,008.48	350,000.46	417,466.75	426,029.58	24,232.02	7,446.63	7,714.75	12,984.61	315,240.50	357,447.09	425,181.50	439,014.19	22.8%	3.3%	Assumes online meetings will continue + ordinance update.	13,832.69 69
70	54 - SERVICE AND SUPPLIES																70
71	54110 Advertising	6,788.22	5,500.00	6,639.19	5,500.00	4,500.00	6,500.00	5,113.76	13,250.00	11,288.22	12,000.00	11,752.95	18,750.00	56.3%	59.5%	Increased advertising due to Park and SW projects and activities.	6,997.05 71
72	54140 Auto Expense	3,443.64	2,889.22	1,805.90	1,842.02	0.00	0.00	0.00	0.00	3,443.64	2,889.22	1,805.90	1,842.02	-36.2%	2.0%		72
73	54170 Auto Allowance	7,800.00	1,683.92	0.00	0.00	0.00	0.00	0.00	0.00	7,800.00	1,683.92	0.00	0.00	-100.0%	%		73
74	54200 Credit Card Fee & Bank Charges	51,817.01	54,782.51	63,050.06	64,311.06	0.00	0.00	0.00	0.00	51,817.01	54,782.51	63,050.06	64,311.06	17.4%	2.0%	Increase in credit card activity.	74
75	54230 Dues & Subscriptions	19,891.07	23,600.00	16,288.42	16,613.39	645.75	1,200.00	458.75	500.00	20,536.82	24,800.00	16,747.17	17,113.39	-31.0%	2.2%	Increase in participation costs.	75
76	54260 Education & Training	44,653.33	43,344.60	21,337.80	38,200.00	3,100.00	3,200.00	957.60	3,200.00	47,753.33	46,544.60	22,295.40	41,400.00	-11.1%	85.7%	Assumes in person education and training will resume.	19,104.60 76
77	54290 Employment Expense	1,665.12	3,000.00	3,318.07	3,384.43	3,614.66	3,000.00	0.00	0.00	5,279.78	6,000.00	3,318.07	3,384.43	-43.6%	2.0%		77
78	54300 Equipment Rental/ Lease	11,310.89	10,900.00	9,526.76	9,609.30	1,578.71	2,500.00	908.95	927.13	12,889.60	15,787.71	13,400.00	10,536.42	-21.4%	1.0%		78
79	54320 General Maintenance	4,743.19	4,083.91	3,385.80	3,453.52	740.05	369.87	307.80	313.96	5,483.24	4,453.78	3,693.60	3,767.47	-15.4%	2.0%		79
80	54350 Insurance	95,708.19	139,992.19	134,552.26	161,462.71	2,051.40	2,335.46	3,960.14	4,752.17	97,759.59	142,327.65	138,512.40	166,214.88	16.8%	20.0%	20% increase in property, liability.	27,702.48 80
81	54380 Insurance - Vehicle	19,037.28	26,016.74	35,420.14	42,504.17	1,587.60	1,660.67	2,293.69	2,752.43	20,624.88	27,677.41	37,713.83	45,256.60	63.5%	20.0%	20% increase in vehicle insurance.	7,542.77 81
82	54410 Fuel Costs	57,637.94	66,175.56	55,815.67	67,000.00	1,752.50	2,685.26	2,617.53	3,000.00	59,390.44	68,860.82	58,433.20	70,000.00	1.7%	19.8%	Fuel cost are expected to raise slightly, and additional activity.	11,566.80 82
83	54440 Meeting, Seminar & Supplies	3,545.75	5,803.40	3,392.82	5,900.00	923.10	575.67	254.33	1,100.00	4,468.85	6,379.07	3,647.15	7,000.00	9.7%	91.9%	Activities are expected to resume.	3,352.85 83
84	54470 Travel Expense	28,941.42	40,897.05	0.00	31,600.00	898.09	2,100.00	0.00	2,100.00	29,839.51	42,997.05	0.00	33,700.00	-21.6%	100.0%	In-person activities are expected to resume.	33,700.00 84
85	54500 Operating Supplies	108,999.91	94,444.36	64,372.85	66,242.41	19,000.00	17,421.54	6,824.80	12,500.00	127,999.91	111,865.90	71,197.65	78,742.41	-29.6%	10.6%	Solid Waste & Parks activities are expected to resume.	7,544.76 85
86	54530 Office Supplies	28,121.51	29,491.99	30,218.35	31,927.75	500.00	750.00	0.00	1,500.00	28,621.51	30,241.99	30,218.35	33,427.75	10.5%	10.6%	Solid Waste & Parks activities are expected to resume.	3,209.40 86
87	54620 Repair & Maintenance	584,957.74	889,113.75	585,643.57	524,032.92	32,250.00	114,300.00	79,625.35	137,900.00	617,207.74	1,003,413.75	665,268.92	661,932.92	-34.0%	-0.5%	Well repair, booster repair, leak clamp repl., line repl, meter repl.	(3,336.00) 87
88	54650 Small Tools	17,322.05	18,850.00	15,522.99	15,893.49	1,200.00	1,300.00	1,236.90	1,300.00	17,222.05	17,150.00	16,759.89	17,193.49	0.3%	2.6%	Rep & Main: HVAC, paint, appliances, water heaters, etc for CC.	88
89	54680 Uniforms	10,891.62	10,000.00	16,803.90	17,184.70	1,718.01	2,000.00	1,917.24	2,000.00	12,609.63	12,000.00	18,721.14	19,184.70	59.9%	2.5%		89
90	54710 Vehicle Maintenance	49,750.80	54,725.00	34,457.30	35,000.00	4,000.00	4,100.00	3,267.58	4,100.00	53,750.80	58,825.00	37,724.88	39,100.00	-33.5%	3.6%		1,375.12 90
91	54740 Easement Lease	1,038.37	1,048.00	586.98	600.00	0.00	0.00	0.00	0.00	1,038.37	1,048.00	586.98	600.00	-42.7%	2.2%		91
92	54770 Computer & Equipment Maint	7,350.00	9,000.00	14,492.43	14,693.66	0.00	0.00	0.00	0.00	7,350.00	9,000.00	14,492.43	14,693.66	63.3%	1.4%	Upgrades to computer equipment.	92
93	54800 Programs (Wtr Cons, parks,etc)	12,555.58	10,000.00	10,003.89	10,200.00	44,630.00	44,900.00	10,691.57	46,830.00	57,185.58	54,900.00	20,695.46	57,030.00	3.9%	175.6%	Assumes normal activities will resume + new programs.	36,334.54 93
94	54801 Senior Lunch Program	0.00	0.00	0.00	0.00	22,500.00	22,600.00	0.00	22,600.00	22,500.00	22,600.00	0.00	22,600.00	100.0%	100.0%	Activities are expected to resume.	94
95	54802 Farmers Market	0.00	0.00	0.00	0.00	20,000.00	21,000.00	2,852.11	1,000.00	20,000.00	21,000.00	2,852.11	1,000.00	100.0%	-64.9%		95
96	54804 Farmers Market MM Program	0.00	0.00	0.00	0.00	800.00	800.00	911.43	0.00	800.00	800.00	911.43	0.00	100.0%	0.0%		96
97	54830 State & County Fees & Services	14,700.00	14,650.00	13,317.68	14,500.00	300.00	350.00	342.00	400.00	15,000.00	15,000.00	13,659.68	14,900.00	-0.7%	9.1%	Lafco, parcel & Lien fees etc.	97
98	54860 Postage & Mailing	47,414.64	57,782.19	19,108.77	19,490.95	0.00	668.01	0.00	0.00	47,414.64	58,450.20	19,108.77	19,490.95	-66.7%	2.0%	Postage increase.	382.18 98
99	54890 Printing	11,532.00	10,060.00	19,008.21	19,388.37	0.00	0.00	0.00	0.00	11,532.00	10,060.00	19,008.21	19,388.37	92.7%	2.0%		99
100	54920 Public Relation	300.00	2,500.00	1,710.00	4,000.00	12,500.00	10,500.00	4,275.00	22,500.00	12,800.00	13,000.00	5,985.00	26,500.00	103.8%	342.8%	Solid Waste & Parks partnerships.	20,515.00 100
101	TOTAL SERVICE AND SUPPLIES	1,251,917.27	1,627,334.39	1,179,779.81	1,224,534.83	180,789.87	266,816.48	128,816.53	284,525.68	1,432,707.14	1,894,150.87	1,308,596.34	1,509,060.51	-20.3%	15.3%	Increase due to: Insurance, Repair and Maint., Programs.	200,464.17 101
102	58 - UTILITIES - Electric/Phone/Gas																102
103	58010 Telephone	26,765.26	30,677.70	27,480.07	28,853.31	800.75	4,119.14	3,558.37	3,629.54	27,566.01	34,796.84	31,038.44	32,482.85	-6.6%	4.7%		103
104	58110 Utilities - Operations	682,332.16	880,012.46	985,553.12	1,132,501.77	26,971.72	29,801.13	20,704.95	22,775.45	709,303.88	909,813.59	1,006,258.07	1,155,277.21	27.0%	14.8%	Increase in Electric Costs of 15%.	149,019.14 104
105	58115 Utilities - Solar Credit	(412,649.58)	(409,700.00)	(215,102.46)	(250,075.50)	0.00	0.00	0.00	0.00	(412,649.58)	(409,700.00)	(215,102.46)	(250,075.50)	-39.0%	16.3%	Sixth year credits, Proforma dated Sept 2014, @ 50%	(34,973.04) 105
106	58210 Utilities - Street Lights	0.00	0.00	0.00	0.00	8,568.34	13,010.27	10,615.68	12,208.03	8,568.34	13,010.27						

Phelan Pinon Hills Community Services District
BUDGET DETAIL COMPARISON 2021/2022

Assumes: Rates/Reve Expenses	% Over Est Year End 6.00% 2.00%	TOTAL ENTERPRISE FUNDS				TOTAL GOVERNMENT FUNDS				TOTAL ALL FUNDS				Bud vs Bud	Bud vs Est YE	21/22 Budget vs. Actual Est YE	Line#
		Prior Year 2019/2020 Budget	Prior Year 2020/2021 Budget	Actual EST YE 20/21	Proposed 2021/2022 BUDGET	Prior Year 2019/2020 Budget	Prior Year 2020/2021 Budget	Actual EST YE 20/21	Proposed 2021/2022 BUDGET	Prior Year 2019/2020 Budget	Prior Year 2020/2021 Budget	Actual EST YE 20/21	Proposed 2021/2022 BUDGET				
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Phelan Pinon Hills Community Services District
BUDGET DETAIL COMPARISON 2021/2022

Assumes: Rates/Reve Expenses	% Over Est Year End 6.00% 2.00%	TOTAL ENTERPRISE FUNDS				TOTAL GOVERNMENT FUNDS				TOTAL ALL FUNDS				Bud vs Bud	Bud vs Est YE	21/22 Budget vs. Actual Est YE	Line#
		Prior Year 2019/2020 Budget	Prior Year 2020/2021 Budget	Actual EST YE 20/21	Proposed 2021/2022 BUDGET	Prior Year 2019/2020 Budget	Prior Year 2020/2021 Budget	Actual EST YE 20/21	Proposed 2021/2022 BUDGET	Prior Year 2019/2020 Budget	Prior Year 2020/2021 Budget	Actual EST YE 20/21	Proposed 2021/2022 BUDGET				
167	Fund Depr @ 60% = add back 40%	731,930.89	874,265.96	741,298.73	756,124.71	44,156.48	41,047.69	33,616.48	34,288.81	776,087.36	915,313.64	774,915.21	790,413.51	-13.6%	2.0%	Add back in 40% not Funded.	167
168	Principal Payments Due on Loan	536,476.80	561,664.12	547,292.35	654,615.30	0.00	0.00	0.00	0.00	536,476.80	561,664.12	547,292.35	654,615.30	16.5%	19.6%	Principal portion of loans increase as interest decreases each year.	107,322.95 168
169	TOTAL NET INCOME (AFTER DEPR AND PRIN)	1,083,054.72	354,818.40	567,646.51	711,955.47	821,117.45	904,971.56	1,006,898.15	948,413.46	1,904,172.16	1,259,789.95	1,574,544.66	1,660,368.93	31.8%	5.5%		169
170	Repayment of Property Plant & Equip Reserves				279,100.00	See Col. M & N Line 151 & 152			87,806.93	Lease Revenue			366,906.93			Per Rate Study, Board wishes to repay reserves over 5 years	4.4 170
171	Repayment of Disaster Response Reserves				279,100.00	See Col. M & N Line 151 & 152			87,806.93	Lease Revenue			366,906.93			Total due Reserves for 2012 Water Rights	3,200,000.00 171
172	TOTAL NET INCOME (After Repayment of Reserves)				153,755.47				772,799.60				926,555.07			Total due Reserves for 2015 Water Rights	2,556,098.00 172
173	Capital Budget				145,000.00				397,000.00				542,000.00			Total due AVW water	1,191,000.00 173
174	TOTAL NET INCOME (After CIP)				8,755.47				375,799.60				384,555.07			Note: 2015 Water Rights are part of C6 and will be repaid with C6 funding	174
175																Note: Dairy Lease Income is used on line 170/171 to pay down reserves	175
176	2021/2022 Debt Service	2021 Solar&Fac	2012 (Water)	Caltrans (HWY 1)	TOTAL LOANS											loans. Board will decide at 2nd meeting in June.	176
177	Principal	417,198.48	211,697.87	25,718.95	\$ 654,615.30												177
178	Interest	105,023.62	119,596.32	742.60	\$ 225,362.54												178
179	Fees	0.00	17,905.24	0.00	\$ 17,905.24												179
180		522,222.10	349,199.43	26,461.55	\$ 897,883.08												180
181	Solar Portion	338,964.38														AVW to be repaid over 5 years = annual repayment	238,200.00 181
182	Estimated Solar Credits:	-250,075.50														2012 Water Rights paid over 10 years = annual repayment	320,000.00
183																Total annual amount to repay reserves	558,200.00
184	Total Operating Revenue	5,995,256.76	6,247,448.39	6,494,594.63	6,860,395.15	25,898.93	27,355.73	121.41	15,000.00	6,021,155.69	6,274,804.12	6,494,716.04	6,875,395.15			1/2 to Replacement Reserves 1/2 to Disaster Reserves	
185	Total Non-Operating Revenue	2,228,504.00	2,413,484.50	2,362,823.03	2,274,392.06	1,371,477.50	1,565,572.51	1,527,406.17	1,626,044.49	3,599,981.50	3,979,057.01	3,890,229.20	3,900,436.54				
186	Total Revenue	8,223,760.76	8,660,932.89	8,857,417.66	9,134,787.21	1,397,376.43	1,592,928.24	1,527,527.58	1,641,044.49	9,621,137.19	10,253,861.13	10,384,945.24	10,775,831.69				
187																	
188	Total Operating Expense	6,173,901.74	7,418,585.43	7,223,069.04	7,373,585.19	617,815.46	725,980.88	551,032.58	723,642.24	6,791,717.20	8,144,566.31	7,774,101.62	8,097,227.44				
189	Total Non-Operating Expense	1,162,258.39	1,200,130.90	1,260,708.49	1,150,755.95	2,600.00	3,023.49	3,213.33	3,277.60	1,164,858.39	1,203,154.39	1,263,921.82	1,154,033.54				
190	Total Expense	7,336,160.13	8,618,716.33	8,483,777.53	8,524,341.14	620,415.46	729,004.37	554,245.91	726,919.84	7,956,575.59	9,347,720.70	9,038,023.44	9,251,260.98				

FUND BALANCES AND CASH FLOW PROJECTIONS

	Enterprise Fund	Government Funds	Total
CASH FLOW PROJECTION			
Est. Cash in Bank Beginning Balance 07/01/21	\$ 13,244,297.06	\$ 7,811,353.69	\$ 21,055,650.75
Board Approved Reserves	<u>(11,084,650.00)</u>	<u>(639,595.00)</u>	<u>(11,724,245.00)</u>
Total Fund Balance (Cash Available)	\$ 2,159,647.06	\$ 7,171,758.69	\$ 9,331,405.75
OPERATIONAL ACTIVITIES			
Net Profit (Loss)	\$ 542,054.01	\$ 914,124.65	\$ 1,456,178.66
Depreciation @ 40% (not funding 40%)	756,124.71	34,288.81	790,413.51
Depreciation @ 60% (funding 60%)	<u>1,134,187.06</u>	<u>51,433.21</u>	<u>1,185,620.27</u>
Cash available from operations	\$ 2,432,365.78	\$ 999,846.66	\$ 3,432,212.44
INVESTMENT ACTIVITIES			
Projects	\$ (705,000.00)	\$ (347,000.00)	\$ (1,052,000.00)
Capital Purchases	<u>(140,000.00)</u>	<u>(50,000.00)</u>	<u>\$ (190,000.00)</u>
Total Investment Activity	\$ (845,000.00)	\$ (397,000.00)	\$ (1,242,000.00)
FINANCE ACTIVITIES			
Loans (Principal)	<u>\$ (586,968.97)</u>	<u>\$ -</u>	<u>\$ (586,968.97)</u>
Total Finance Activity	\$ (586,968.97)	\$ -	\$ (586,968.97)
NET CASH FROM ACTIVITIES			
	\$ 1,000,396.81	\$ 602,846.66	\$ 1,603,243.47
Transfer of funds or Reserves	<u>(558,200.00)</u>	<u>(175,613.86)</u>	<u>(733,813.86)</u>
Net Cash Available for Future Projects	\$ 2,601,843.87	\$ 7,598,991.50	\$ 10,200,835.37
Estimated Ending Fund Balance at 06/30/22			

RESERVES

Phelan Piñon Hills Community Service District 2020/2021 Schedule Adopted February 3, 2021

BOARD DESIGNATED RESERVES	ENTERPRISE	GOVERNMENT	Total
	Fund 01	Fund 20/22/24/25	
1. UNRESTRICTED RESERVES			
1A. Contingency and Operations (Goal = 6 mo. No less than 3 mo.)			
2020/21 Budget Total	\$8,618,216	\$729,004	\$9,347,221
Less:			
Depreciation	2,185,665	102,619	2,288,284
Debt Service (Interest)	336,495		336,495
	6,096,056	626,385	6,722,441
Reserve @ Three Months =	x 3/12	x 3/12	x 3/12
Contingency and Operating Reserve	1,524,014	156,596	1,680,610
Debt Service Reserve - Loans (1 yr P&I)	930,160		930,160
TOTAL RESERVE FOR OPERATIONS	\$2,454,174	\$156,596	\$2,610,771
1B. Property, Plant, and Equipment Replacement Reserve (Goal = 2 to 4 Years of Depreciation)			
Annual Depreciation YE 06/30/20	1,980,658	109,260	2,089,918
Reserve = (Goal = 4x Annual Depreciation. No less than 2x)	5,941,974	3 273,149	6,215,123
Reserves used for WRAP project funding 2012	-1,138,751	*	-1,138,751
Reserves used for Water Rights funding 2015	-70,710	*	-70,710
TOTAL RESERVE FOR REPLACEMENT	\$4,732,513	\$273,149	\$5,005,662
1C. Disaster Response Reserve (Goal = 10% of Depreciable Asset Value)			
Total Assets (Excluding Land& Wtr Rts) 06/30/20	48,201,377	2,098,500	50,299,877
Reserve @ 10% =	4,820,138	209,850	5,029,988
Reserves used for WRAP project funding 2012	-1,138,751	*	-1,138,751
Reserves used for Water Rights funding 2015	-70,710	*	-70,710
TOTAL RESERVE FOR DISASTER	\$3,610,677	7% \$209,850	\$3,820,527
1D. Rate Stabilization Reserves (Goal 5% to 10% of Water Revenue)			
2020/2021 Budget for Water Meter and Consumption	\$5,745,723		5,745,723
Reserve = (Goal = 10%. No less than 5%)	\$287,286	5%	\$287,286
TOTAL RESERVES	\$11,084,650	\$639,595	\$11,724,245
2. ADDITIONAL RESERVES IDENTIFIED BY THE BOARD			
Capital, Projects*, & Replacement Budget Current Year	945,000	1,186,000	2,131,000
TOTAL FUNDS NEEDED FOR CAPITAL PROJECTS	\$945,000	\$1,186,000	\$2,131,000

* WRAP = Water Rights Acquisition Project. The Board elected to borrow reserve funds to provide the cash necessary to fund this project. Dairy lease revenue is used to reimburse for 2012 WRAP funding and Chromium-6 revenue is used to reimburse for 2015 Water Rights funding.

DEBT SERVICE

The District currently has one loan with California Infrastructure and Economic Development Bank (CIEDB or I-Bank), one loan with Municipal Finance Corporation and one loan with Caltrans. All of these loans are for the Enterprise Fund, specifically water facilities.

2012 CIEDB Loan titled “Water Rights” consists of the acquisition of 2,335 acre feet of water rights in the Oeste subarea of the Mojave Groundwater Basin. Original loan = \$7,500,000 @ 2.04%.

2021 Municipal Finance Corporation Loan is a refinancing of the 2002 CIEDB Loan, which had an interest rate of 3.5%, for water facilities constructed under the County prior to 2008, and the 2014 MUNI Loan, which had an interest rate of 3.75%, for the construction of 1.16 megawatt solar field. Refinancing Loan = \$5,567,100 @ 2.7%.

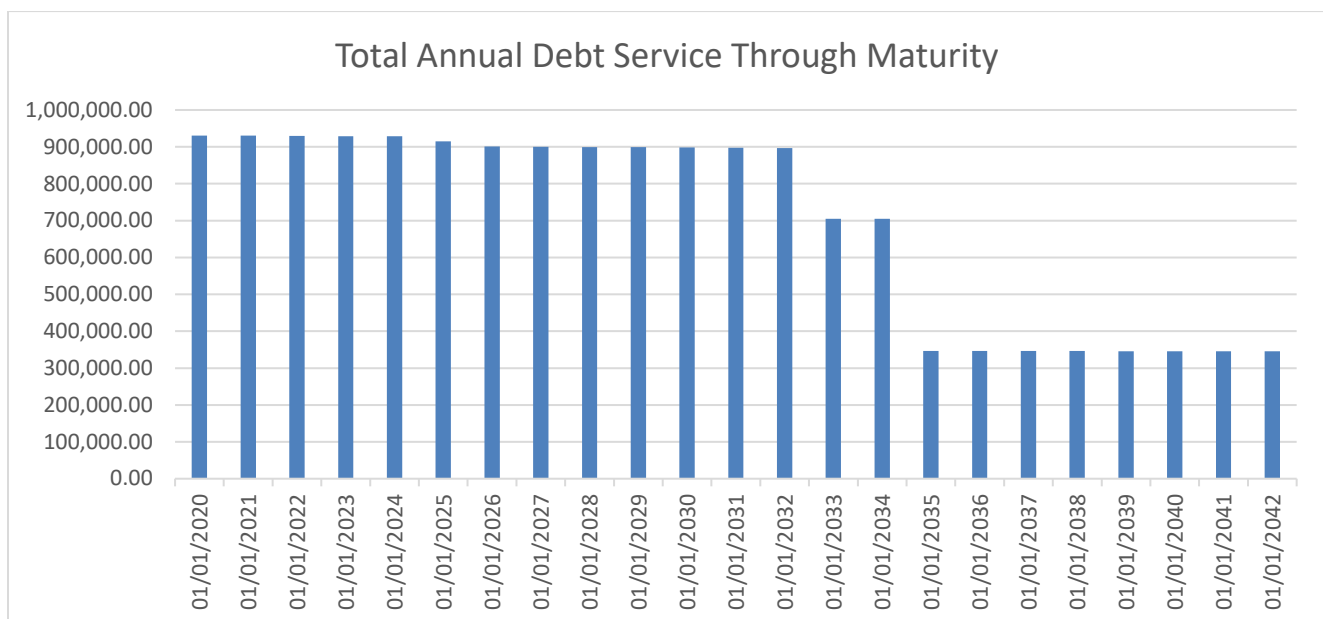
2014 Caltrans Highway 138 Loan for the lowering of waterlines along Highway 138 in preparation of the Highway 138 expansion. Loan = \$252,633 @ .912%.

Payment Date	Ending Principal Balance	Principal Payment	Interest Payment	Total Principal & Interest	Annual Fee	Total Payment	Total Payment Fiscal Year Ending June 30
2012 I-Bank Loan (Water Rights) Year 9 of 30 2.04% Interest Rate							
08/01/21	\$5,756,716	\$211,698	\$60,878	\$272,576	\$17,905	\$290,481	
02/01/22			\$58,719	\$58,719		\$58,719	\$349,199
2021 Muni Loan (Solar/Facilities) Year 1 of 14 2.7% Interest Rate							
08/01/21	\$5,567,101	\$147,792	\$30,900	\$178,693		\$178,693	
02/01/22		\$269,406	\$74,123	\$343,530		\$343,530	\$522,222
2015 CalTrans Loan (Hwy 138 project) Year 6 of 10 .912% Interest Rate							
07/01/21	\$91,051	\$6,408	\$208	\$6,615		\$6,615	
10/01/21	\$84,643	\$6,422	\$193	\$6,615		\$6,615	
01/01/22	\$78,221	\$6,437	\$178	\$6,615		\$6,615	
04/01/22	\$71,784	\$6,452	\$164	\$6,615		\$6,615	\$26,462
Total		\$654,615	\$225,363	\$879,978	\$17,905	\$897,883	\$897,883

Note: May 18, 2021 the District refinanced the 2002 I-Bank and the 2014 Muni Loans. These two loans were replaced with the 2021 Muni Loan, saving the District approximately \$338,971 over the remaining 13 years.

REVENUE COVERAGE:

	Actual 2013/2014	Actual 2014/2015	Actual 2015/2016	Actual 2016/2017	Actual 2017/2018	Actual 2018/2019	Actual 2019/2020	Est YE 2020/2021	Budget 2021/2022
Gross Revenues									
Water Fund Revenues	\$4,275,300	\$4,907,466	\$5,647,864	\$5,528,945	\$6,259,044	\$6,522,410	\$8,002,745	\$7,778,853	\$8,101,593
Property Tax & other Revenue	562,080	548,350	659,452	467,845	427,907	379,279	336,234	260,000	208,000
Total Revenue	4,837,380	5,455,816	6,307,316	5,996,790	6,686,951	6,901,689	8,338,979	8,038,853	8,309,593
Operating Expenses									
Water Fund Expenses	\$5,121,970	\$5,104,705	\$5,083,277	\$5,561,306	\$6,349,040	\$6,891,795	\$8,666,425	\$7,223,069	\$7,373,585
Less Depreciation	1,229,221	1,257,916	1,273,292	1,476,403	1,924,171	2,010,956	1,980,658	1,853,247	1,890,312
Total Water Fund Expenses	\$3,892,749	\$3,846,789	\$3,809,985	\$4,084,903	\$4,424,869	\$4,880,839	\$6,685,767	\$5,369,822	\$5,483,273
Net Revenues Water Fund	\$944,631	\$1,609,027	\$2,497,331	\$1,911,886	\$2,262,082	\$2,020,850	\$1,653,212	\$2,669,030	\$2,826,319
Senior and Parity Debt Service									
2002 Water Facilities	\$199,077	\$198,779	\$198,470	\$198,151	\$197,820	\$197,477	\$197,123	\$196,756	\$0
2014 Solar Project		150,150	357,591	357,591	357,591	357,591	357,591	357,591	0
2012 Water Rights	368,852	351,719	350,061	349,925	349,787	349,645	349,500	349,351	349,199
2021 Refinancing Loan									522,222
2014 Hwy 138		13,231	26,462	26,462	26,462	26,462	26,462	26,462	26,462
Combined Total Annual Debt	\$567,930	\$713,879	\$932,584	\$932,129	\$931,660	\$931,175	\$930,676	\$930,160	\$897,883
Debt Service Coverage	166%	225%	268%	205%	243%	217%	178%	287%	315%



APPROPRIATIONS LIMIT

The 2021/2022 appropriations limit was set by Resolution #2021-12 and approved by the Board of Directors on June 16, 2021.

PHELAN PINON HILLS COMMUNITY SERVICES DISTRICT APPROPRIATIONS LIMIT CALCULATION		
FISCAL YEAR 2021/2022		
1	PRICE FACTOR U.S. CAPITA PERSONAL INCOME CPI	5.73%
2	POPULATION PERCENT CHANGE	0.17%
3	PER CAPITA CONVERTED TO A RATIO:	1.05730
4	POPULATION CONVERTED TO A RATIO:	1.00170
5	CALCULATION FACTOR FOR RATIO OF CHANGE:	1.05910
6	PRIOR YEAR (20/21) APPROPRIATION LIMIT	\$4,045,608
7	CURRENT YEAR APPROPRIATION LIMIT	\$4,284,693

The appropriations limit was implemented by Propositions 4 and 111, which produced restrictions on the amount of revenue that can be appropriated in any fiscal year. The limit applies only to revenue received from the General Tax Levy, and excludes any funds spent on capital improvement projects. All Tax Revenue is received to the Government Funds and part is distributed to the Enterprise Fund, as determined each year in the budget process. The total amount of Tax Revenue received is well below the current appropriation limit.

The appropriations limit must be reviewed and calculated each year to assure compliance. This action is a formality for Phelan Piñon Hills Community Services District, at this time, for two reasons: 1) the tax revenues the District receives are less than the appropriations limit, and 2) the tax revenue received can be designated to be spent on capital improvement projects, which would exclude the revenues from limitation.

Pursuant to Condition No. 17 of LAFCO Resolution No. 2994, the District's permanent appropriations limit was established at the first District election held November 8, 2011. Measure G passed by an overwhelming majority, establishing the base appropriations limit.

The District establishes the appropriations limit each year, based on the prior year limit calculated by the means identified by the Department of Finance each year for the unincorporated area of San Bernardino County.

Each year, in compliance with Government Code Section 61113, the Board adopts a resolution to set the annual appropriations limit for the District. All of the documentation used for the determination of the proposed appropriations limit was available to the public in the Board Package for the meeting at which the resolution is considered and adopted.



PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT

CAPITAL IMPROVEMENT **PROGRAM**

CAPITAL IMPROVEMENT PROJECTS

Capital projects and expenditures at the Phelan Piñon Hills Community Services District are purchased in accordance with the District's Purchasing Policy. The cost must exceed \$5,000 and have an expected life of more than one year to be capitalized. (The District carefully reviews all equipment before determining if a replacement is necessary and does not solely consider age, but also the cost to keep in service and the anticipated remaining usefulness). To determine the priority of construction projects, the District evaluates the needs of all the departments and prioritizes the requests with the available funding. The 2010 Water Master Plan has been used as a resource in the development of the Ten Year Capital Plan that is utilized for budgeting purposes.

Smithson Springs – Tank and Pipeline updated topographic survey

The project proposes to capture water flow, from Smithson Springs, utilizing a tank at the site allowing overflow when tank has reached its capacity. The project is to monitor the amount of recharge water into the Oeste Basin. With the change in terrain over time, due to site maintenance, an updated topographic survey is recommended to design a pipeline alignment and proposed tank location. The completed project construction will consist of approximately 600 LF of 4" pipeline and proposed storage tank.

\$5,000 budgeted for the topographic survey

\$0 impact on future operating budgets

Chromium-6 Mitigation to meet revised mandates

The proposed \$17M Chromium-6 Mitigation project contract with Infrastructure Engineering Corporation (IEC), initiated in January of 2017 was suspended in late of 2017. On May 31, 2017, the Superior Court of Sacramento County issued a judgment invalidating the hexavalent chromium maximum contaminant level (MCL) for drinking water. In March of 2020, the State released its proposed MCL. Due to the COVID pandemic there has been a pause in the announcement. State Water Board is evaluating comments received regarding treatment technologies and cost estimating methodology. Publication of a Notice is projected for late spring or early summer 2021. The projects proposed include well modifications with further testing and validations.

\$2,350,000 budgeted for Study, Testing, Construction

Impact on future operating budgets TBD

Future Civic Center and Park Expansion – Design/Engineering

Design plan preparation for a revision to the existing county approved CUP, followed by full design/construction for Phase I that includes off-site development and on-site utilities, plan submittal, studies, reports and CEQA completion prior to approval and permitting.

Design plan preparation for a revision to the existing county approved CUP for Phase 2, Community Building layout design and site development for county approval.

The Phelan Park Expansion portion has been designed, presented to and vetted by the community. The plan has been submitted for possible grant funding.

\$3,570,000 budgeted for site dev/eng/const

Impact on future operating budgets TBD

Meter Replacement – Phase 2

The Districts water meters are aging out and it is necessary to replace them to provide the utmost accuracy as well as prevent water loss and minimize unaccountable water events. Additionally, new technology is available that provides greater customer service options to help customers become aware of leaks in a more timely manner as well as providing better accessibility for water consumption tracking by the customer. The full meter change out is schedule to take place in five phases over a five year period.

\$700,000 budgeted for phase 2

\$0 impact on future operating budgets

Solid Waste Projects

The Solid Waste Committee has requested funds be allocated for the Solid Waste and Recycling demands of the District. These projects will be brought before the Board as the need is identified.

\$30,000 budgeted for projects

\$TBD impact on future operating budgets

Vehicle Replacement – Three Trucks and one Vector

The District has several vehicles that are nearing the end their projected life cycle. As the mileage has increased, the maintenance issues have increased, costing the District additional funds as well as employee efficiency when the vehicles break down or are out of service. The District has looked at other options for vehicles (natural gas, various types and models, etc.) and will continue to do so as opportunities arise. This is a place holder for possible replacement of two trucks that are similar to the vehicles currently in service, one new vehicle and one Vector. Purchases are made if the need arises and only after Board approval.

\$180,000 budgeted for vehicle replacement

\$0 impact on future operating budgets

Computers and Equipment

The District is scheduled to upgrade all Windows software and perform certain computer upgrades to accommodate the mandatory upgrade. Additionally, there are two computers and equipment that is nearing the end of its life expectancy and will need to be replaced this year. The District replaces computers and equipment as is necessary to meet operational demands.

\$10,000 budgeted for computers and equipment

\$0 impact on future operating budgets

Note: All purchases are made within the provisions set forth in the Purchasing Policy. The above items that exceed \$25,000 will be brought to the Board for approval prior to authorizing the purchase.

CAPITAL EXPENDITURE BUDGET

2021/2022 Budget

		ESTIMATE	FUNDING SOURCE
<u>CIP PROJECTS</u>			
1	Smithson Springs Vegetation Mitigation	5,000.00	A
2	Chromium 6 Mitigation Study, Test, Design, Infrastructure, Construction	2,350,000.00	B
3	Future Civic Center Site Dev/Engineering/Construction	3,570,000.00	E
4	Meter Replacement Phase 2 (of 5) of meter replacement program	700,000.00	D
	Total Water Fund Projects	\$ 6,625,000.00	
5	Future Civic Center Parks and Recreation portion	5,317,000.00	H/I
6	Solid Waste Potential Capital Projects	30,000.00	H
	Total Government Fund Projects	\$ 5,347,000.00	
	TOTAL CIP PROJECTS	\$ 11,972,000.00	
 <u>CAPITAL PURCHASES</u>			
7	Vehicle Trucks: One Water, one Parks/GM Veh/Vactor	180,000.00	A/H
8	Computers & Software Replace computers, purchase software, etc.	10,000.00	A/H
	TOTAL CAPITAL PURCHASES	\$ 190,000.00	
	TOTAL CIP PROJECTS AND CAPITAL PURCHASES	\$ 12,162,000.00	
 <u>FUNDING SOURCES</u>			
Ent	A Reserve and Depreciation Funded 60% of Depreciation	A \$ 145,000.00	
Ent	B Chromium 6 Surcharge	B 2,350,000.00	
Ent	C Connection Fees	C	
Ent	D Reserves and Grants	D 700,000.00	
Ent	E Loan and/or Grants	E 3,570,000.00	
Gvt	F Reserve and Depreciation Funded 60% of Depreciation	F	
Gvt	G *Property Plant and Equipment Replacement Reserve	G	
Gvt	H Existing Funds Available or Operational Revenue	H 397,000.00	
Gvt	I Loan and/or Grants	I 5,000,000.00	
		\$ 12,162,000.00	

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

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

Note: Items 1-4 are developed in the Engineering Committee
 Item 5-6 were developed in the Parks and Recreation Committee
 Item 8 is from IT Annual Recommendations



PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT

BUDGET FORECAST

BUDGET FIVE YEAR FORECAST

PPHCSD Forecast Model						
Assumptions	2022/23	2023/24	2024/25	2025/2026	2026/2027	
Rate Increase	6.0%	6.0%	6.0%	6.0%	6.0%	
COLA/Merit	5.0%	5.0%	5.0%	5.0%	5.0%	
Expenses	2.5%	2.5%	2.5%	2.5%	2.5%	
PROPOSED						
	2021/2022	2022/23	2023/24	2024/25	2025/2026	2026/2027
1 Operating Revenue - Enterprise Fund						
2 Water Sales	\$ 6,502,778	\$ 6,892,944	\$ 7,306,521	\$ 7,744,912	\$ 8,209,607	\$ 8,702,183
3 Special Assessments	291,071	288,160	285,279	282,426	279,602	276,806
4 Other Services	66,546	70,539	74,772	79,258	84,013	89,054
5 Total Operating Revenues	<u>\$ 6,860,395</u>	<u>\$ 7,251,644</u>	<u>\$ 7,666,571</u>	<u>\$ 8,106,596</u>	<u>\$ 8,573,222</u>	<u>\$ 9,068,043</u>
7 Operating Expenses - Enterprise Fund						
8 Water Purchases	20,800	21,320	21,853	22,399	22,959	23,533
9 Board Compensation	95,641	98,033	100,483	102,995	105,570	108,210
10 Professional Services	426,030	436,680	447,597	458,787	470,257	482,013
11 Salaries and Benefits - Enterprise	2,798,984	2,938,933	3,085,880	3,240,174	3,402,182	3,572,291
12 Services and Supplies - Enterprise	1,224,535	1,255,148	1,286,527	1,318,690	1,351,657	1,385,449
13 Rents and Leases	-	-	-	-	-	-
14 Utilities	911,280	934,062	957,413	981,348	1,005,882	1,031,029
15 Depreciation	1,890,312	1,983,978	2,129,312	2,260,112	2,390,278	2,453,778 ^A
16 Other	6,004	6,154	6,308	6,466	6,628	6,793
17 Total Operating Expenses	<u>\$ 7,373,585</u>	<u>\$ 7,674,308</u>	<u>\$ 8,035,373</u>	<u>\$ 8,390,972</u>	<u>\$ 8,755,414</u>	<u>\$ 9,063,097</u>
18						
19 Net Operational Income Water	\$ (513,190)	\$ (422,664)	\$ (368,802)	\$ (284,376)	\$ (182,192)	\$ 4,946
20						
21 Operating Revenue and Expense - Government Fund						
22 Ordinary Income Government Funds	15,000	15,000	15,000	15,000	15,000	15,000
23 Ordinary Expense Government Funds	(723,642)	(741,733)	(760,277)	(779,284)	(798,766)	(818,735)
24 Net Operational Income Government	\$ (708,642)	\$ (726,733)	\$ (745,277)	\$ (764,284)	\$ (783,766)	\$ (803,735)
25						
26 Non-Operating Revenues (Expenses) - Enterprise Fund						
27 Investment Earnings	87,678	92,062	96,665	101,499	106,574	111,902
28 Investment Expense	(325,561)	(360,565)	(342,390)	(324,171)	(305,078)	(285,375)
29 Property Taxes	218,549	166,549	114,549	62,549	10,549	(41,451)
30 Other Income, Penalties, etc	935,505	982,280	281,394	295,464	310,237	325,749
31 Other Income, Grants, etc	-	384,174	399,882	416,177	433,082	433,082
32 Connection Fees	1,032,660	1,094,620	1,160,297	1,229,915	1,303,710	1,381,932
33 Other Expense	(825,195)	(833,447)	(196,656)	(201,572)	(206,612)	(211,777)
34 Net Non-Operating Revenues (Expenses)	\$ 1,123,636	\$ 1,525,673	\$ 1,513,741	\$ 1,579,860	\$ 1,652,462	\$ 1,714,062
35						
36 Non-Operating Revenues (Expenses) - Government Fund						
37 Investment Earnings	38,881	40,825	42,867	45,010	47,261	49,624
38 Property Taxes	1,153,737	1,211,423	1,271,995	1,335,594	1,402,374	1,472,493
39 Other Income	181,614	187,062	192,674	198,454	204,408	210,540
40 Income Solid Waste	251,813	259,367	267,148	275,163	283,417	291,920
41 Other Expense	(3,278)	(3,441)	(3,614)	(3,794)	(3,984)	(4,183)
42 Net Non-Operating Revenues (Exp) Gvmt	\$ 1,622,767	\$ 1,695,237	\$ 1,771,070	\$ 1,850,427	\$ 1,933,476	\$ 2,020,393
43						
44 Net Income	\$ 1,524,571	\$ 2,071,512	\$ 2,170,733	\$ 2,381,627	\$ 2,619,980	\$ 2,935,667
45						
46 Depreciation Unfunded (40%)	\$ 790,414	\$ 793,591	\$ 851,725	\$ 904,045	\$ 956,111	\$ 981,511
47 Loan Principal Payments	(1,479,810)	(569,596)	(1,391,969)	(1,409,910)	(1,428,438)	(1,434,326)
48 Net Cash Avail for Projects/Reserves	\$ 835,174	\$ 2,295,508	\$ 1,630,488	\$ 1,875,762	\$ 2,147,654	\$ 2,482,852
Beginning Cash in Bank (1)	\$ 21,055,651	\$ 21,834,445	\$ 22,355,341	\$ 20,748,416	\$ 19,901,245	\$ 19,468,066
RESERVES	(11,724,247)	(12,254,647)	(13,136,647)	(14,328,647)	(15,433,447)	(16,534,447) ^B
FUNDED DEPRECIATION (60%)	1,185,620	1,190,387	1,277,587	1,356,067	1,434,167	1,472,267
CIP PROJECTS	(1,052,000)	(2,810,000)	(4,360,000)	(3,924,000)	(3,905,000)	(1,905,000) ^C
CAPITAL PURCHASES	(190,000)	(155,000)	(155,000)	(155,000)	(110,000)	(110,000)
CASH BALANCE = AVAILABLE CASH	\$ 10,110,198	\$ 10,100,694	\$ 7,611,769	\$ 5,572,598	\$ 4,034,619	\$ 4,873,738

NOTES:

(1) Beginning Cash in Bank (in Forecast Years = Cash Balance from Prior Year + Reserves Prior Year)

A: Depreciation changes based on the additional assets (CIP Projects) added in the prior year.

B: Based on average of reserve levels recommended by Directors + Assumes additional assets each year x .08 = additional reserves + reimbursement for reserve loans

C: From 10-year CIP Plan



PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT

STATISTICS AND TRENDS

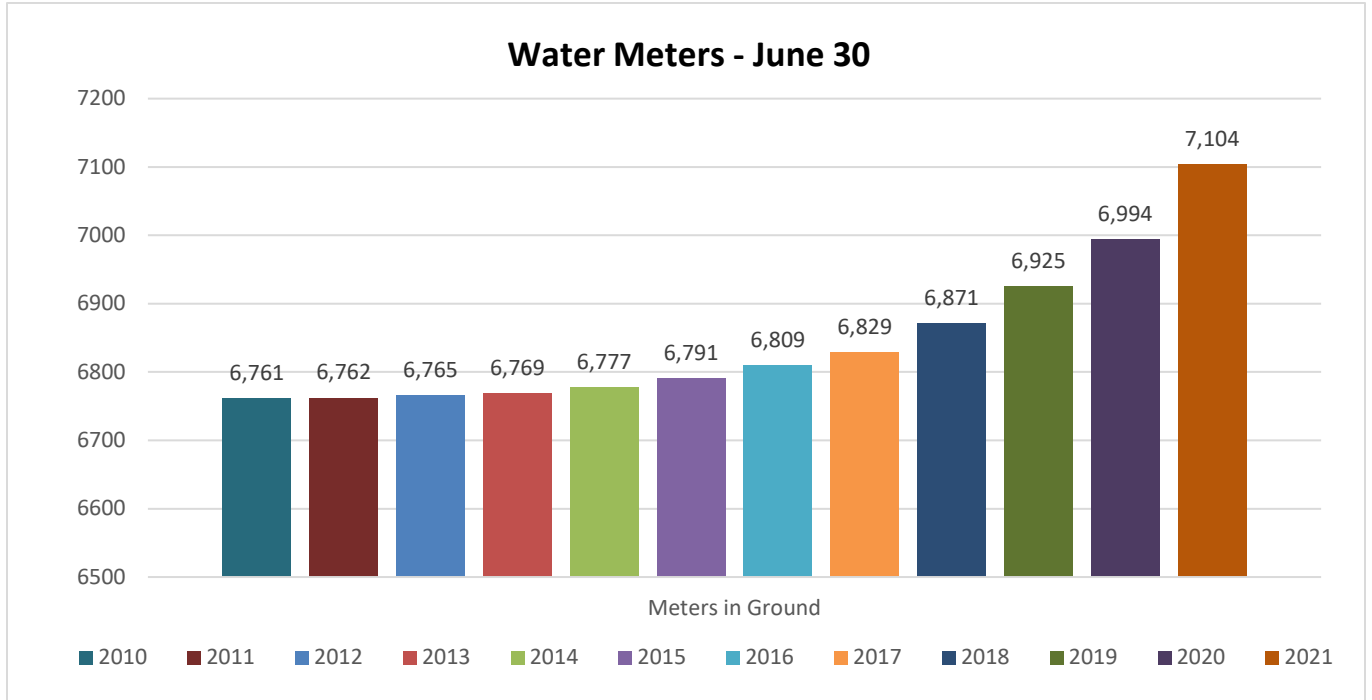
WATER SYSTEM STATISTICS AND HISTORICAL INFORMATION

NUMBER OF WATER CUSTOMERS as of June 30 each year												
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	Current Fiscal Year 2021
Residential	6,708	6,709	6,712	6,714	6,719	6,735	6,753	6,756	6,817	6,847	6,925	7,013
Commercial	50	50	50	51	51	51	49	49	50	71	74	77
Industrial				3	4	4	4	4	4	7	11	14
Other	2	2	2									
TOTAL	6,760	6,761	6,764	6,768	6,774	6,790	6,806	6,809	6,871	6,925	7,010	7,104

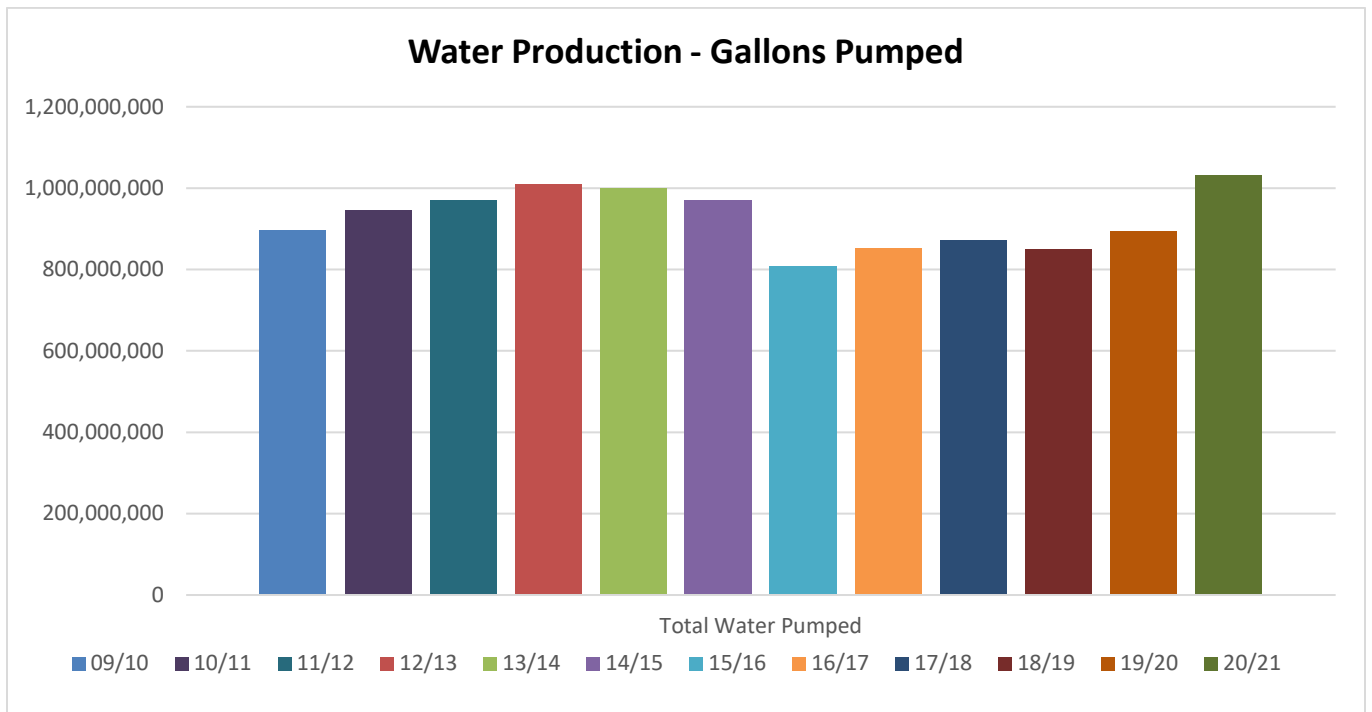
CURRENT AND HISTORICAL AVERAGE MONTHLY USER CHARGE PER RESIDENTIAL ACCOUNT (includes minimum + 15 HCF of water for 3/4" meter)											
06/30/2011	06/30/2012	06/30/2013	06/30/2014	06/30/2015	06/30/2016	06/30/2017	06/30/2018	06/30/2019	06/30/2020	06/30/2021	Current Fiscal Year
41.76	41.76	41.69	45.95	49.12	60.81	63.85	66.94	67.86	71.23	77.07	

TEN LARGEST SYSTEM USERS as of 06/30/2021					
User	Annual Usage	% of System Use	Annual Gross Revenues	% of System Revenues	Customer Class (Residential/Institutional/ Industrial/Other)
SNOWLINE JUSD	94,876	8.33%	\$327,883	4.81%	INSTITUTIONAL
WENDY'S WATER TRUCK COMPANY	10,567	0.93%	\$55,583	0.82%	INDUSTRIAL (HYD)
BAOMING HUANG	4,000	0.35%	\$16,284	0.24%	RESIDENTIAL
MYONG CHA (GRACE) PAK	2,798	0.25%	\$11,471	0.17%	RESIDENTIAL
COUNTY OF SAN BERNARDINO	2,740	0.24%	\$16,384	0.24%	INDUSTRIAL (HYD)
BARRY TUCK	2,268	0.20%	\$9,350	0.14%	RESIDENTIAL
THEODORE THOMPSON JR	2,163	0.19%	\$9,096	0.13%	RESIDENTIAL
JOHN R & MARTHA J BROWNE	2,070	0.18%	\$8,556	0.13%	RESIDENTIAL
DANIEL & KARLA BETCHER	2,045	0.18%	\$8,459	0.12%	RESIDENTIAL
CONAN TRUST	1,761	0.15%	\$7,320	0.11%	RESIDENTIAL
TOTAL	125,287	11.00%	\$470,387	6.90%	

HISTORICAL METERS IN GROUND AND PRODUCTION



The District experienced slow growth between 2009 and 2015 due to the economic conditions in the County. This has improved in recent years and continues to show upward economic trends.



Water production dropped in 09/10 due to economic impacts. It continued to rise through 12/13 and then dropped again in 15/16 due to the statewide drought and conservation mandates implemented by the District.

HISTORICAL AND FUTURE (PENDING BOARD REVIEW) WATER RATES

		Water Rates Approved February 20, 2013				Water Rates - Approved January 20, 2016				Water Rates - Approved May 6, 2020			
Effective	Effective	Effective	Effective	Effective	Effective	Effective	Effective	Effective	Effective	Effective	Effective	Effective	Effective
03/01/2008	03/01/2013*	01/01/2014	01/01/2015**	01/01/2016	02/01/2016	07/01/2016	07/01/2017	07/01/2018	07/01/2019	02/01/2020	07/01/2021	07/01/2022	07/01/2024
FIXED CHARGES PER METER													
		Bi-Monthly				Monthly				Monthly			
Meter Size													
3/4"	\$26.02	\$31.37	\$33.75	\$35.77	\$18.96	\$16.97	\$17.90	\$18.16	\$19.16	\$22.28	\$23.62	\$25.04	\$28.15
1"	\$37.20	\$41.65	\$44.81	\$47.49	\$29.22	\$25.91	\$27.46	\$27.89	\$29.56	\$32.06	\$33.99	\$36.03	\$40.50
1 1/2"	\$64.20	\$67.35	\$72.45	\$76.80	\$40.70	\$48.24	\$51.34	\$52.21	\$55.54	\$56.51	\$59.91	\$63.51	\$71.37
2"	\$93.50	\$98.19	\$105.63	\$111.97	\$59.34	\$75.04	\$80.00	\$81.39	\$86.72	\$85.85	\$91.01	\$96.48	\$108.41
3"	\$159.64	\$170.14	\$183.05	\$194.03	\$102.83	\$137.57	\$146.87	\$149.47	\$159.47	\$178.76	\$189.49	\$200.86	\$225.70
4"	\$245.64	\$272.94	\$293.64	\$311.26	\$164.96	\$226.91	\$242.41	\$246.74	\$263.41	\$315.68	\$334.63	\$354.71	\$398.56
Chromium 6 Surcharge	N/A	N/A	N/A	N/A	N/A	\$9.71	\$9.71	\$12.12 \$9.71	\$9.71	\$9.71	\$9.71	\$9.71	\$9.71
CONSUMPTION													
Residential													
Tier 1	\$1.81	\$1.69	\$1.89	\$2.02	\$2.17	\$2.50	\$2.35	\$2.39	\$2.53	\$2.64	\$2.80	\$2.97	\$3.34
Tier 2	\$2.01	\$1.95	\$2.18	\$2.33	\$2.50	\$3.95	\$3.71	\$3.77	\$4.00	\$4.01	\$4.26	\$4.52	\$5.09
Tier 3	\$2.08												
Commercial													
Tier 1	\$1.81	\$1.69	\$1.89	\$2.02	\$2.17	\$2.99	\$2.81	\$2.85	\$3.02	\$3.06	\$3.25	\$3.45	\$3.88
Tier 2	\$2.01	\$1.95	\$2.18	\$2.33	\$2.50								
Tier 3	\$2.08												
School Institutional													
Tier 1	\$1.81	\$1.69	\$1.89	\$2.02	\$2.17	\$3.17	\$2.98	\$3.03	\$3.21	\$3.53	\$3.75	\$3.98	\$4.48
Tier 2	\$2.01	\$1.95	\$2.18	\$2.33	\$2.50								
Tier 3	\$2.08												

2021 2022 Budget Draft

Tier 1 = 0 to 11 units Tier 2 = 11 plus units

The most current water rate study is available online. For additional information on the rate structure and the components driving the rate changes, please refer to this study at www.pphcsd.org.

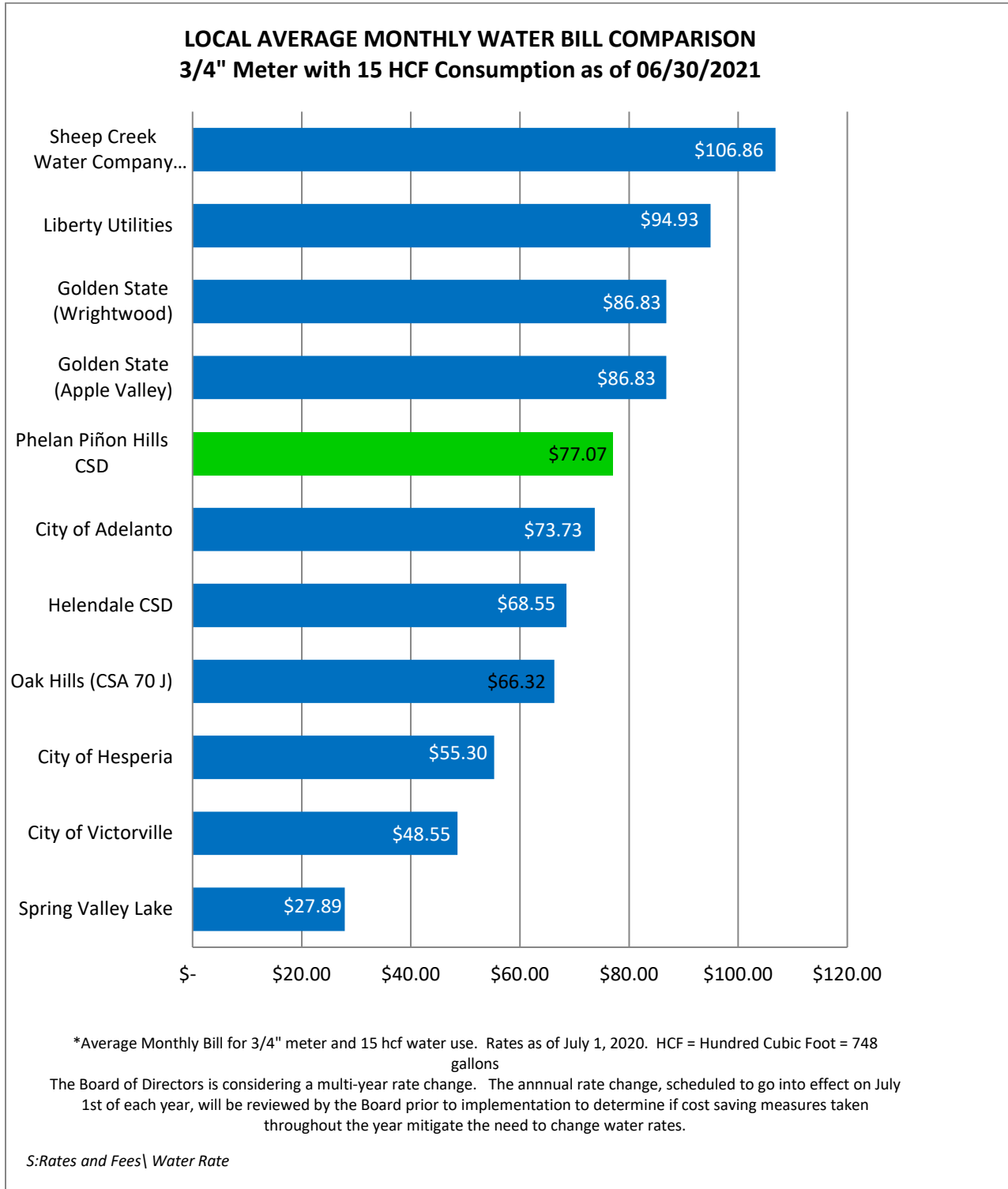
In 2012 the District conducted its first water rate study. The rates went into effect March 1, 2013.

July 1, 2015 the District converted to monthly billing. The above rates were divided by 2 for monthly billing.

Beginning on 07/01/18 (or when the Chromium-6 project is added to the system) the surcharge was scheduled to increase to cover the increased operational expenses of the additional operating assets. This increase was deferred, pending completion of the project.

The Chromium-6 Surcharge is collected to recover Chromium-6 related costs which began in 2015, including debt service on a loan that will be acquired when construction begins. In August 2017, the Chromium-6 regulation was rescinded, pending further review by the Department of Water Resources (DWR). The District resumed Chromium-6 mitigation projects in 2020. The District has expended approximately \$4.8 million dollars to date and has projects pending of \$2.3 million dollars. The surcharge will continue for approximately 7 additional years, or until costs have been recovered.

WATER BILL COMPARISON TO LOCAL WATER PROVIDERS



Average monthly bill for ¾" meter and 15 HCF (748 gallons per hundred cubic foot) water usage.

WATER RIGHTS

The District's water comes from deep aquifers within the Mojave Basin Area. Mojave Water Agency (MWA), specifically the Watermaster, is responsible for the adjudicated basin from which the District pumps water. Through the adjudication water purveyors within the basin were assigned water rights, based on the amount of water they pumped historically. The water rights were ramped down to the "Free Production Allowance" (FPA), currently 80%. Water purveyors, such as the District, have the right to produce (pump) the FPA water each year. Any amount of water pumped in excess of the FPA is considered overproduction and must be replaced to maintain a balanced water basin. Replacement water is paid for through MWA*.

The District owns water rights in two of the sub-areas within the MWA's jurisdiction. Most of the rights are in the OESTE subarea. When the District was formed, it owned 1,416 acre feet of water rights in the OESTE subarea. The District has since purchased additional 3,164 acre feet of water rights. As water production increases due to growth, and the FPA is reduced due to ramp down, the District ultimately have water replacement obligations. In the meantime the water rights we have purchased mitigate replacement water costs, thus providing a significant savings to the rate payers.

Historical Water Rights , Production and Water Replacement OSEST Subarea													
Water Year End	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Sept 30: PPHCSD Water Rights OESTE	1,416	1,416	1,416	1,416	1,416	3,751	3,751	4,680	4,680	4,680	4,680	4,680	4,680
Free Production %	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%
PPHCSD Free Production Allowance	1,133	1,133	1,133	1,133	1,133	3,001	3,001	3,744	3,744	3,744	3,744	3,744	3,744
Production	2,669	2,394	1,790	1,662	1,720	2,133	2,076	1,957	1,539	1,834	2,451	2,472	2,525
Overproduction	1,536.2	1,261.2	657.2	529.2	587.2	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Cost per AF MWA	\$337	\$386	\$395	\$395	\$405	\$425	\$448	\$484	\$515	\$556	\$578	\$591	\$604
Amount due to MWA	\$517,699	\$486,823	\$259,594	\$209,034	\$237,816	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
<i>If the District had not purchased additional water rights:</i>													
Overproduction						1,000	943	824	406	701	1,318	1,339	1,392
Amount due to MWA (savings due to purchase of additional water rights)						\$425,000	\$422,464	\$398,816	\$209,090	\$389,756	\$761,804	\$791,349	\$840,768
12/2012 Purchased water rights from Meadowbrook Dairy						2,235							
07/2015 Purchased water rights from Aqua Capital						929							
Total additional water rights purchased						3,164							

Data obtained from Mojave Water Agency: <http://www.mojavewater.org/downloads.html> Main Volume, Attachment B

2021 2022 Budget Draft/MWA

*Note: Sometimes other purveyors have unused FPA that they either carry-over for future use or can lease to other purveyors who may need the water that year.

DISTRICT PROFILE

History

In February 2008, the citizens of Phelan and Piñon Hills overwhelmingly voted to separate the Water, Parks and Recreation, and Street Lighting Districts from the County and create a Community Services District. The Phelan Piñon Hills Community Service District was established through an election on February 5, 2008. With an 81% approval rating. The voters approved the formation of the District as a consolidation of three Special Districts: Zone-L70 Water, CSA-9 Phelan Parks and Street Lighting and CSA56-F1 Piñon Hills Parks. In 2012 the District activated Solid Waste and Recycling services.

The consolidation enabled the communities to establish a form of self-governance while maintaining their individual rural integrity. The 128 square mile District is the largest Community Service District in San Bernardino County. In March 2008, the Phelan Piñon Hills Community Services District was formed (LAFCO Resolution 2994), with a five-member Board of Directors elected to govern the District.

Governance

The District is governed by an elected, five-member Board of Directors. Board members are elected to a four year term, participating in the election process during odd years.

The Board of Directors' regularly scheduled meetings are on the first and third Wednesdays of each month at 6pm in the Phelan Community Center. Additionally, the Directors are assigned to at least two standing committees and some serve on ad hoc committees as needed. The committees have regularly scheduled monthly meetings for Engineering, Parks & Recreation, Government Affairs, and Finances. These meetings are open to the Public whom are encouraged to attend.

District Services

The District provides the following within its service area:

- ◆ Water
- ◆ Park and Recreation
- ◆ Street Lighting
- ◆ Solid Waste and Recycling

BOARD OF DIRECTORS

	Term Expires	December
Kathleen Hoffman President	2022	
Rebecca Kujawa Vice President	2024	
Charlie Johnson Director	2022	
Deborah Philips Director	2022	
Mark Roberts Director	2024	

DISTRICT MANAGEMENT

Donald Bartz General Manager	
Lori Lowrance Administrative Services Manager	
Kim Ward Human Resources Manager/Executive Secretary	
George Cardenas Engineering Manager	
Sean Wright Water Operations Manager	

MISSION STATEMENT

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

Please visit the District's website at PPHCSD.ORG for additional information and upcoming events.



**Phelan Piñon Hills
Community Services District**

2021/2022 BUDGET



**WATER
PARKS AND RECREATION
STREET LIGHTING
SOLID WASTE AND RECYCLING**



Phelan Piñon Hills Community Services District
4176 Warbler Road, Phelan, CA 92371
760-868-1212

Budget in Brief

By the Numbers

Phelan Piñon Hills Community Services District

Water System:

Number of Pressure Zones	11
Miles of Water Main	353
Reservoirs	35
Wells	11
Booster Stations	24
Booster Pumps	63
Pressure Reducing Stations	32
Service Connections (Meters)	7,104

Parks and Recreation Facilities:

Number of Parks	2
Number of Community Centers	2
Number of Senior Centers	2

Street Lighting

Number of Street Lights	92
Number of Lights at RR Crossings	1

Solid Waste and Recycling:

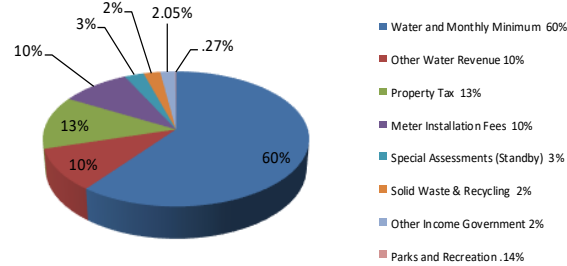
Number of Residential Customers	4,480
Number of Commercial Customers	107

Misc. Statistical Information

Population	25,058
Service Area	128 square miles
Employees	26 Full Time ,
Enterprise Fund Budget	\$8,524,341
Government Fund Budget	\$ 726,920
Capital Budget	\$ 542,000

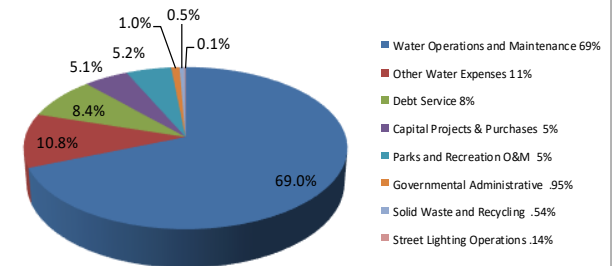
FY 2021/2022 Budget in Brief

Resources



"Where the Money Comes From"

Expenditures



"Where the Money Goes"

Revenue	2021/2022
Water and Monthly Minimum 60%	\$6,502,778
Other Water Revenue 10%	\$1,089,730
Property Tax 13%	\$1,372,285
Meter Installation Fees 10%	\$1,032,660
Special Assessments (Standby) 3%	\$291,071
Solid Waste & Recycling 2%	\$251,813
Other Income Government 2%	\$220,495
Parks and Recreation .14%	\$15,000
TOTAL REVENUE	\$10,775,832

Expenditures	2021/2022
Water Operations and Maintenance 69%	\$7,373,585
Other Water Expenses 11%	\$1,150,756
Debt Service 8%	\$897,883
Capital Projects & Purchases 5%	\$542,000
Parks and Recreation O&M 5%	\$552,459
Governmental Administrative .95%	\$101,769
Solid Waste and Recycling .54%	\$58,154
Street Lighting Operations .14%	\$14,538
TOTAL EXPENDITURES	\$10,691,144

Property Tax Revenue



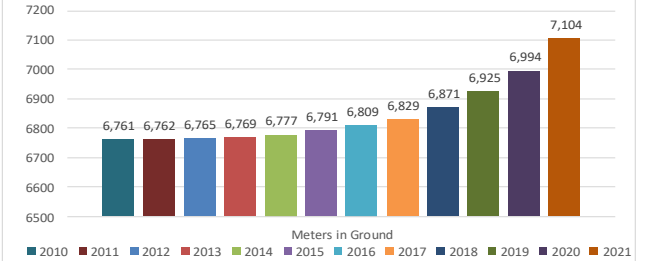
County's Share of General Tax Levy \$17,276,250
 PPHCSD's Share of General Tax Levy \$1,350,202 = 7 cents of each dollar

2021 2022 Budget Year - Finance and Budget Data/Property Tax Revenue

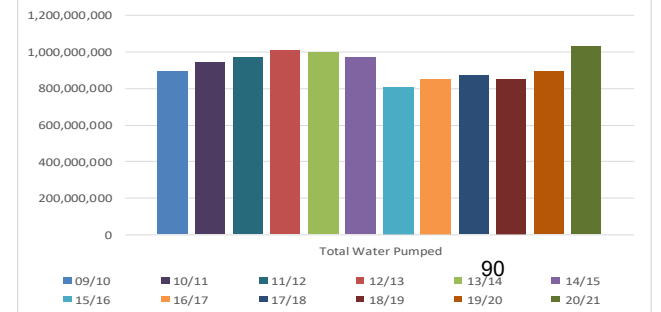
Property Tax Revenue



Water Meters - June 30



Water Production - Gallons Pumped





PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT

GLOSSARY OF ACRONYMS

AND TERMS

GLOSSARY OF ACRONYMS

AF	Acre-Foot (of water)
CAFR	Comprehensive Annual Financial Report
CalPERS	California Employees Public Retirement System
CIP	Capital Improvement Program
COLA	Cost of Living Adjustment
CPI	Consumer Price Index
CSMFO	California Society of Municipal Finance Officers
FTE	Full Time Equivalent
GAAP	Generally Accepted Accounting Principles
GASB	Governmental Accounting Standards Board
GIS	Geographic Information System
GFOA	Governmental Finance Officers of America
HCF	Hundred Cubic Feet (of water)
SCADA	Supervisory Control and Data Acquisition System

GLOSSARY OF TERMS

Accrual - The recognition of a revenue or expense in a current period even though the actual cash may not be received or paid until a following period.

Accrual Basis of Accounting - The accounting basis used by Phelan Piñon Hills Community Services District under which transactions are recognized when they occur, regardless of the timing of cash receipts and disbursements.

Acre-foot (AF) of Water - The volume of water that covers one acre to a depth of one foot; 43,560 cubic feet; 1,233.5 cubic meters; 325,872 gallons.

Amortization - Gradual reduction, redemption, or liquidation of the balance of an account according to a specified times and amounts.

Appropriation - An authorization granted by a legislative body to incur obligations and to make expenditures for specific purposes. This is usually time sensitive and must be used by a specific deadline.

Assets - Resources owned or controlled by the District with the expectation that it will provide future benefit. District assets include cash, receivables, inventory, water rights, and utility infrastructure.

Audit - An examination of the books and records of Phelan Piñon Hills Community Services District to determine financial status and results of operations (excess or loss).

Balanced Budget - The District considers a budget as balanced if there are sufficient net revenues to cover the cost of operations and debt service. The District will always adopt a budget that is balanced. The District considers a budget as fully funded if the budget is balanced and there is sufficient cash from operations to contribute the amounts necessary to fund the Operating Funds, the Capital Improvement Funds and the Rate Stabilization Funds as outlined in the District's Cash Reserve Policy. The District will strive toward a fully funded budget. If there is a revenue gap, the budget will indicate how and when this gap will be eliminated.

Board of Directors - The Phelan Piñon Hills Community Services District is governed by a Board, the members of which are elected by the voters within the District boundaries. The Board sets policy and provides overall leadership for Phelan Piñon Hills Community Services District including the mission, goals, priorities, and resource allocation.

Budget - A balanced financial plan for a given period of time, which includes appropriations and revenues which finance the various District funds. The District's budget is considered to be a spending plan and a policy guide.

Budget Calendar - The schedule of key dates or milestones which the District follows in the preparation, adoption, and administration of the budget.

Budgetary Control - The control of management in accordance with the approved budget to keep expenditures within the limitations of available appropriations and available revenues.

California Society of Municipal Finance Officers (CSMFO) – CSMFO is the preeminent resource for promoting excellence in government finance. Their mission is to serve all government finance professionals through innovation, collaboration, continuing education and professional development.

CalPERS - California Employees Public Retirement System.

Capital Assets - Physical assets used in operations that have initial useful lives of more than one year. District capital assets include land, buildings, improvements, vehicles, equipment, and infrastructure.

Capital Contributions - Amounts received that are often restricted for building or purchasing capital assets, or the receipt of an actual capital asset.

Capital Equipment (Assets) - Fixed assets such as vehicles, computers, equipment, technical instruments, etc., which have a life expectancy of more than one year and a value over \$5,000.

Capital Improvement Program (CIP) - A long range construction plan to be incurred each year over a number of years to meet the capital needs of the Phelan Piñon Hills Community Services District for the benefit of the community as a whole.

Capital Improvement Projects - Projects related to the construction, acquisition, and renovation of capital assets.

Capital Project - Major construction, acquisition, or renovation which increases the useful life of the District's assets or adds to the value of physical assets.

Cash - Legal tender held in bank accounts and marketable securities. Cash as reported on the balance sheet may also include assets that can be converted into cash immediately.

Change in Fund Balance - The increase or decrease from year to year in cash for a specific fund.

Change in Net Assets - The increase or decrease from year to year in Net Assets which are the sum total of assets less liabilities plus the change in the Statement of Revenues, Expenses and Changes in Net Assets.

Charges for Services - Fees and other charges to the users or recipients of goods and services the District provides, such as water service.

Consumer Price Index (CPI) - A statistical description of price levels provided by the U.S. Department of Labor. The index is used as a measure of the increase in the cost of living or doing business (i.e. economic inflation).

Debt Service - The payment of interest and principal on amounts borrowed.

Enterprise Fund - A type of fund that separately accounts for goods and services provided by the District, generally on a user-charge basis. The District has a Water Enterprise.

Expenditures - The outflow of cash, a promise to pay, or other financial resources in return for goods and services that have been received.

Expense - The recognition on the Statement of Revenues, Expenses and Changes in Net Assets of a use of resources. Expenses may not match expenditures due to the accrual basis of accounting utilized by the District.

Financial Statement - A set of summary documents which pertain to financial information that consist of the following: Balance Sheet, Schedule of Revenues and Expenses, Statement of Cash Flows, and, in the District's case, various supplements, schedules, etc.

Fiscal Year - The typical period covered by an agency's budget and financial statements. The District operates on the 12-month fiscal year beginning July 1st and ending June 30th of every year.

Fixed Asset - An item of long term character and/or of a significant set value. These include buildings, vehicles, certain office equipment, etc.

Full-Time Equivalent (FTE) – The sum of employees, including part-time staff, which total one full-time position. For example, two part-time employees who work 20 hours each, would equal one full-time equivalent.

Fund - A fiscal and accounting entity created by an agency for the purpose of tracking the finances of a particular activity or group of activities.

Fund Balance - Cash remaining after expenditures (including debt payments, capital expenditures and changes in working capital) are subtracted from receipts.

Generally Accepted Accounting Principles (GAAP) - Uniform minimum standards for guidelines for external financial accounting including the reporting of financial statements. GAAP encompasses the conventions, rules, and procedures that define accepted accounting principles. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB).

Geographic Information System (GIS) - An organized collection of computer hardware, software and geographic data designed to efficiently capture, store, update, manipulate, analyze, and display all forms of geographically referenced information.

Government Fund - A type of fund that separately accounts for goods and services provided by the District, generally on a user-charge basis. The District has Parks and Recreation, Street Lighting, and Solid Waste activities that are in the Government Fund.

Governmental Accounting Standards Board (GASB) - Their mission is to establish and improve standards of state and local governmental accounting and financial reporting that will result in useful information for users of financial reports.

Governmental Finance Officers of America (GFOA) - Their purpose is to enhance and promote the professional management of governments for the public benefit. The GFOA accomplishes this mission by identifying and developing financial policies and practices, and promoting them through education, training and leadership.

Groundwater - Water produced by pumping from underground.

Hundred Cubic Feet (HCF) - The unit measure that is used for water billing purposes. 1 HCF = Approximately 748 gallons.

Infrastructure - Especially long-lasting capital assets that are stationary, can be preserved for significantly greater periods than most capital assets, and typically are part of a large system of assets, such as water mains and sewers.

Interest Expense - The cost of using borrowed money; it is typically a percentage of principal. Interest costs paid by the Phelan Piñon Hills Community Services District on interest and debt service.

Interest Income - Income received by the District from cash and investments.

Maintenance - Activities that keep assets in good working order, but do not significantly increase the capacity or life of an asset.

Meter - An instrument of measuring the flow of water and providing service to an account.

Net Change in Cash - The remainder after expenditures (including debt payments, fund transfers, capital expenditures and changes in working capital) are subtracted from receipts; a positive number indicates an increase in cash, while a negative number indicates a decrease in cash.

Net Revenue - Revenue less expenses for the purpose of calculating the District's Pledged Revenue Coverage. This calculation does not include depreciation, amortization or interest expense related to external debt.

Non-Operational Expense - Expenses that are not attributed to operations, such as loan fees, interest expense, etc.

Non-Operational Revenue - Revenues that are not a result of revenue received for service provided or facilities utilized, such as interest income.

Operating Expenses (or Expenditures) - The costs of producing and providing goods and services. Electricity to pump water out of the ground, wages for personnel operating the system, fuel for vehicles assisting with customer accounts, etc.

Operating Revenues (or Receipts) - Fees and charges generated by the production and provision of goods and services to customers of the District. Water, community center rental fees, etc.

Operational Expenses - Same as Operating Expenses (or Expenditures) above.

Operational Revenue - Same as Operating Revenues (or Receipts) above.

Pledged Revenue Coverage - The ratio of net revenue to annual debt service. The District's debt obligations require that the District maintain at least a 1.10 ratio. New debt requires a 1.15 to 1.20 ratio.

Policy - Statement of principle or of guiding actions that imply clear commitment. Directional orders that set forth guidelines to meet goals and objectives.

Principal – The original amount borrowed, or the amount remaining after payments are made, for bonds, loans, or other debt instrument.

Property Taxes - The District receives approximately 7% (7 cents of each dollar) of the 1% property tax levied against parcels of land within the Phelan Piñon Hills Community Services District.

Proprietary Funds – There are two types of proprietary funds: enterprise funds and internal service funds. References in this document to proprietary fund(s) are enterprise fund(s). The District has one enterprise fund at this time: Water.

Proposition 218 (aka Prop 218) - The legislation that was approved by California voters, in November of 1996 (now Articles XIII C and D of the California Constitution), that mandated certain rules, notification requirements, and protest hearings take place in order to implement or change taxes, assessments, and certain rates and fees. For the Phelan Piñon Hills Community Services

District, it set forth certain notification and protest hearing requirements in order to change water rates. The District exceeded these requirements in 2012 and 2013, when the District established multi-year rate changes after an extensive water rate study, multiple public meetings, multiple notices, and a protest hearing in February 2013.

Recreation Fees - Revenue received from day use and special events within the Parks & Recreation District.

Reserve - Amount in a fund used to meet cash requirements, emergency expenditures or other future defined requirements.

Reserve Balance - Current balance of specific funds that are set aside for future purposes and therefore cannot or should not be appropriated for general uses.

Resolution - Special or temporary order of a legislative body requiring less formality than a statute or ordinance.

Revenue - Income received to finance the operations of the Phelan Piñon Hills Community Services District.

Salary & Benefits - Salary and wage expenses paid by the District to employees for regular pay, sick pay, vacation pay, holiday pay, safety pay, overtime pay, and other miscellaneous pay. Benefits include payroll taxes (such as Medicare), workers compensation, group insurance (such as medical, dental, vision, and disability insurance) and retirement (such as CalPERS). This section also includes temporary, seasonal, and part time pay expenses. Note: The District does not participate in Social Security for employees who are members of CalPERS.

Services & Supplies - Accounts established that cover expenditures for most operating costs for departments and their programs.

Special District - Independent unit of local government organized to perform special & specific functions.

Supervisory Control and Data Acquisition System (SCADA) - The computer system that collects data, processes the data and allows operating personnel to take corrective actions. For the District, this system is used to track and monitor well activity, tank levels.

Useful Life - Period during which a capital asset is expected to be usable for District operations.

Water Conservation - Reducing the demand for water through activities that alter water use practices, e.g., improving efficiency in water use, and reducing losses of water from leaks.

Water Quality - The chemical, physical and biological characteristics of water with respect to its suitability for a particular purpose. The same water may be of good quality for one purpose or use, and bad for another, depending on its characteristics and the requirements for the particular use.

Well - A vertical drilled hole into an underground formation to obtain a source of water, to monitor ground water quality or to determine the position of the water table.