

BOARD WORKSHOP AGENDA
February 23, 2022 – 4:00 P.M.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Via Conference Call (see below)

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF AB361, WHICH EFFECTIVE OCTOBER 1, 2021, MODIFIED CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT WITH RESPECT TO REMOTE TELECONFERENCE BOARD MEETINGS DURING PERIODS OF STATE-DECLARED EMERGENCIES.

The Phelan Pinon Hills Community Services District is continuing to hold Board meetings to conduct essential District business. Pursuant to AB361, members of the Board may attend the meeting via teleconference or video conference and will participate in the meeting to the same extent as if they were present. Members of the public may watch and participate electronically in the meetings via Zoom or telephone conference. Guidelines from the County of San Bernardino allow for in-person attendance.

REMOTE PARTICIPATION INFORMATION:

Dial-in

1-253-215-8782
Meeting ID: 867 8012 3204
Passcode: 098185

Zoom

<https://us06web.zoom.us/j/86780123204?pwd=UGtabVIXOEtWb0k1Y2ZDSFRUamlKOT09>
Meeting ID: 867 8012 3204
Passcode: 098185

One-Tap Mobile

+13462487799,,86780123204#

Remote Comment Procedure:

- You will be muted until you are called on during the public comment period.
- You will be recognized by the last 4 digits of your phone number or Zoom ID and asked if you have a comment.
 - If you do not have a comment, state “no comment.”
 - If you do have a comment, please state your name, where you live, and limit your comment to 5 minutes. After 5 minutes you may be muted so that others can comment.
- You may also email your public comment to the Board Secretary at kward@pphcsd.org by 4:00 p.m. on February 23, 2022. Your comment will be added to the record by the Board Secretary.

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



Mission Statement:

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

Authorized Services:

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

BOARD WORKSHOP – 4:00 P.M.

Call to Order – Pledge of Allegiance

Roll Call1) **Approval of Agenda**

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

3) **Discussion Regarding 2022/2023 Budget**

- a) Presentation on Smart Meter Program
- b) COLA Update
- c) Review of Draft Capital, Maintenance, & Program Plans

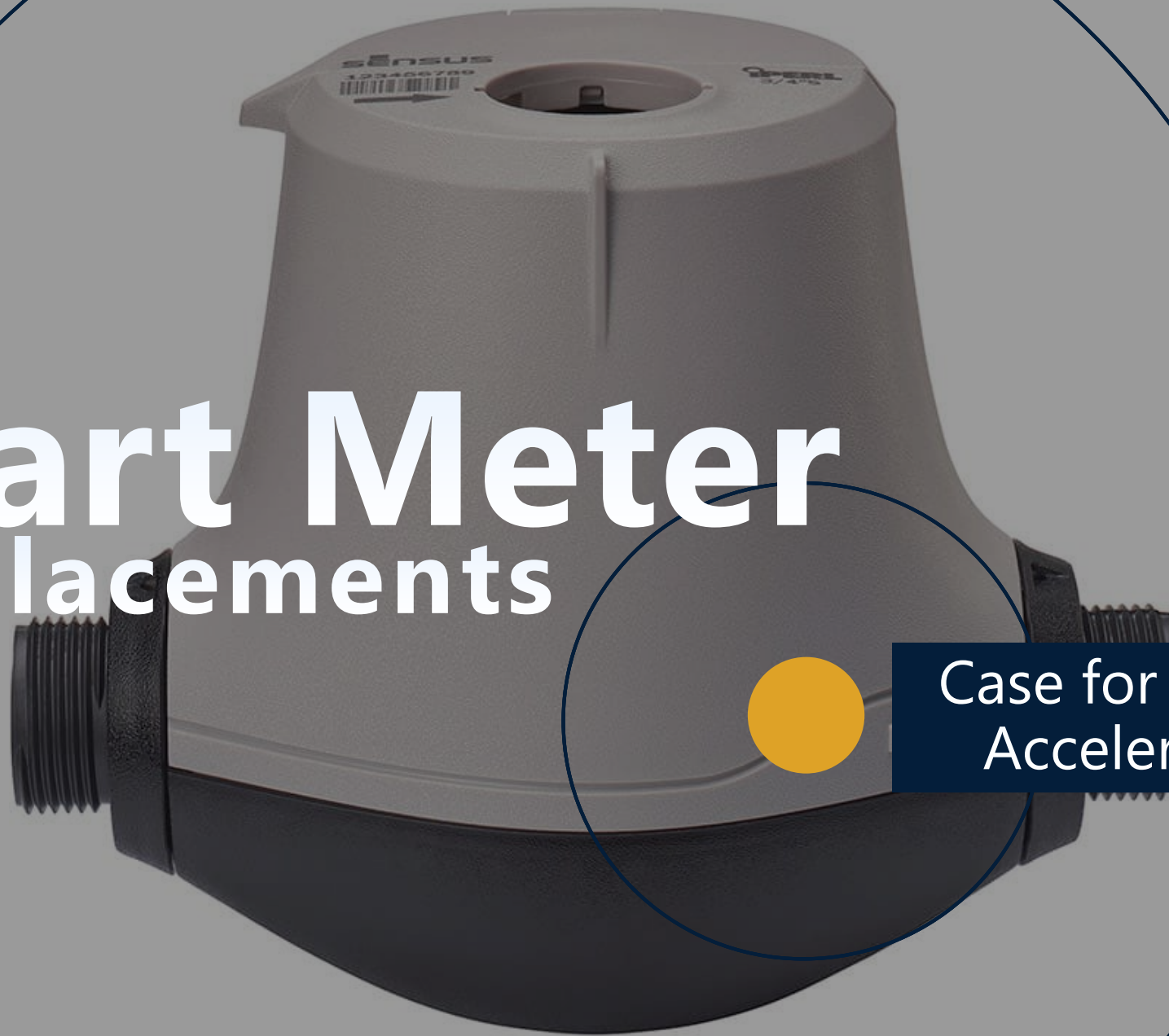
4) **Review of Action Items**5) **Adjournment**

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

Agenda materials can be viewed online at <http://www.pphcsd.org>



Smart Meter Replacements



Case for Project
Acceleration

Project Progress

Original Project Timeline

Integration and Customer Portal Launch 2020/2021

Original Meter Replacement Schedule

- Phase 1 (Cycles 4 & 6) – 2020/2021
Approx. 714 meters
- Phase 2 (Cycle 2) – 2020/2021/2022
Approx. 1,586 meters
- Phase 3 (Cycle 3) – 2022/2023
Approx. 1,617 meters
- Phase 4 (Cycle 5) – 2023/2024
Approx. 1,782 meters
- Phase 5 (Cycle 7) – 2024/2025
Approx. 1,202 meters

Actual Meter Replacement Stats

Meters are replaced/set as old meters fail and for new installations in addition to those replaced as part of the meter replacement program.

Phase 1 Cycles 4 & 6 <u>2020/2021</u>	Phase 2 Cycle 2 <u>2020/2021/2022</u>	Phase 3 Cycle 3 <u>2022/2023</u>	Phase 4 Cycle 5 <u>2023/2024</u>	Phase 5 Cycle 7 <u>2024/2025</u>
720 meters replaced of 737*	974 meters replaced of 1,640	505 meters replaced of 1,750	225 meters replaced of 1,832	138 meters replaced of 1,223

Total Meters Replaced To Date = 2,562

Projected Replacements Total By End of FY 2022 = 3,328**

Original Target Number for End of FY 2022 = 2,300

*Unreplaced meters include large meters and UTL meters

**Based upon materials and resource availability

Benefits

The District is already seeing great benefits from the replacement program including:

- Reduction in meter leaks
- Reduction in field staff time reading, data logging, and low/no flows
- Reduction in office staff time processing meter change-outs
- Reduced water loss
- Real time leak detection
- Customer portal and notifications

- ***No manufacturing defects or potential problems have surfaced with the 2,562 meters installed***
- ***Potential increase in material and labor installation costs as inflation continues to increase at record rates***

Water Loss Reduction

- Reduced water loss from meter leaks
- Reduced billed water loss
- Helps implementation of 55 gallons per person per day per SB 606 and AB 1668

Staff Time Savings

- Greatly reduced staff time meter reading
- Reduced staff time replacing meters
- Reduced staff time on data logs, meter accuracy issues, and other investigations

Better Customer Service

- Customer portal access to all customers for real time usage and estimated bills
- Customer leak notifications for all customers



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MEMORANDUM

DATE: February 23, 2022
TO: Board of Directors
FROM: Don Bartz, General Manager
By: David Noland, Accountant
SUBJECT: Cost-of-Living Adjustment for Employees for the 2022/23 Budget

STAFF RECOMMENDATION

This item is being brought to the Board for informational purposes only. Based on current policy, this calculation will be used in development of the budget.

BACKGROUND

The cost of living in the High Desert has increased exponentially in the past year. This is according to the United States Bureau of Labor Statistics Consumer Price Index (CPI) for the area.

In November 2021, the Board approved implementing a 4% COLA increase, effective November 1, 2021, to lessen the impact of the cost of inflation. This helped alleviate the consequences to staff and their families. The projected COLA increase for the upcoming budget year at the time was 8.3%.

The remaining COLA of 4.6%, is scheduled to be applied effective July 1, 2022, as per policy.

FISCAL IMPACT

N/A

ATTACHMENT(S)

US Bureau of Labor Statistics Data Jan. 2022



Databases, Tables & Calculators by Subject

Change Output Options:From: 2017 ▼ To: 2022 ▼  include graphs include annual averages[More Formatting Options](#) 

Data extracted on: February 10, 2022 (5:31:44 PM)

CPI for All Urban Consumers (CPI-U)**Series Id:** CUURS49CSA0, CUUSS49CSA0

Not Seasonally Adjusted

Series Title: All items in Riverside-San Bernardino-Ontario, CA, all urban consumers, not seasonally adjusted**Area:** Riverside-San Bernardino-Ontario, CA**Item:** All items**Base Period:** DECEMBER 2017=100**Download:**  [.xlsx](#)

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2017												100.000			
2018	100.916		101.897		102.929		103.139		103.241		103.616		102.732	102.023	103.441
2019	103.991		104.749		105.959		105.816		106.412		106.573		105.697	104.998	106.397
2020	107.143		107.162		106.899		107.640		108.201		108.626		107.672	107.068	108.275
2021	109.550		110.981		113.222		114.682		115.557		117.206		113.875	111.588	116.162
2022	118.963														

U.S. BUREAU OF LABOR STATISTICS Postal Square Building 2 Massachusetts Avenue NE Washington, DC 20212-0001

Telephone:1-202-691-5200_ Federal Relay Service:1-800-877-8339_ www.bls.gov [Contact Us](#)

**Phelan Pinon Hills Community Services District
Enterprise Capital Improvement Projects**

	Item No.	Location	Description										
				2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030
Chromium Mitigation Projects (Cr6 Funding Source)	1	Proposed Well Land	Land Acquisition / Pilot Test	\$200,000.00									
		Well 14 (6A & 6B complete 2021)	Well Profiling			\$450,000.00							
		Well 12	Equip with Cr6 packer			\$150,000.00							
		Well 9a (complete 2021)	Equip to increase production	\$130,000.00									
		Well No. 15 - Azalea Road	Well, Equip, 12" pipeline 6K LF (\$2.4mil)		\$830,000.00	\$1,555,000.00							
		Water Rights	Purchase (Alto vs. Oeste)			\$500,000.00							
		Chromium 6 Mitigation Project	Study / Design										
			Well No. 16						\$2,000,000.00				
			Well Modifications			\$150,000.00							
Sub-Total Cr6:					\$830,000.00	\$2,805,000.00							
Civic Center (Funding Source)	2	Civic Center Project (APN 3066-261-10)	TRLS / David Evans Services		\$145,400.00								
			Off Site Development (estimate)		\$336,086.00								
			Steenno / KTUA Services		\$161,902.00								
			Lilburn CEQA / RLB Cost Estimate		\$83,140.00								
			Construction (estimate)		\$2,000,000.00	\$3,000,000.00	\$4,000,000.00						
Sub-Total Civic Center:				\$0.00	\$2,726,528.00	\$3,000,000.00	\$4,000,000.00						
Master Plan (Reservoirs)	3	Future Reservoir Site	Land Aquisition				\$50,000.00						
		Reservoir 7A (1.1 MG)	7A-1 (79k) 7A-2 (79k)						\$1,793,000.00				
		Reservoir 6A (2.2 MG)	6A (412,971k)						\$3,586,000.00				
		Reservoir L1 (0.35 MG)	L1 (483k)						\$570,500.00				
		Other Cost	Design / Equipping / Studies						\$600,000.00				
Master Plan (Pipelines) 2022-2027	4	Sundown Road (Wilson Ranch/Roosevelt)	P1-1,900 LF (8") replace 6"				\$252,700.00						
		Phelan Road (Sheep Creek / Centola)	P3 -9,500 LF (12")							\$1,989,200.00			
		Pinon Hills Road (Nielson / Maria)	P13-1,300 LF (8")			\$157,300.00							
		Atsina Road (Mono / Solano)	P14-1,400 (8")					\$186,200.00					
		Fremontia Road (Glenview / Oasis)	P15-2,600 LF (8") replace 6"						\$314,600.00				
Master Plan (Pipelines) 2028-2042	5	Smoke Tree (Soledad / Highway)	P2-6,500 LF (12") replace 6"								\$1,358,500.00		
		Buckwheat / Phelan / Cholla / Minero	P4-14,750 LF (12") replace 6"-8"								\$3,082,750.00		
		Brawley Road (Eaby / Schlitz)	P5-1,400 LF (8") replace 6"							\$224,000.00			
		Phelan Road (Baldy Mesa / Shasta)	P6-9,300 LF (10") replace 6"							\$1,636,800.00			
		Highway 138 / Ponderosa / Pine Tree	P7-8,300 LF (10") replace 6"										
		Buckthorne Road (Highway 138)	P8-1,300 LF (12") replace 6"-8"										
		White Fox Trail (Minero / Pionero)	P9-1,300 LF (12") replace 6"										
		Acanthus Street (Bonaza / Palmdale)	P10-1,300 LF (12")										
		Pinero Road (Phelan Rd.)	P11-350 LF (10") replace 8"										
Mirage Road (Mango / Progress)	P12-2,500 LF (12")												
Sub-Total Master Plan CIP:						\$157,300.00	\$302,700.00	\$186,200.00	\$6,864,100.00	\$0.00	\$3,850,000.00	\$4,441,250.00	
Pressure Zone 6	6	PZ6 Expansion Improvement Project	Topographic Survey										
			Engineering										
			Pipeline Construction (Beekley Ct.)				\$81,000.00						
Smithson Springs	7	Smithson Springs Canyon Tank and Pipeline	Site Maintenance	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00						
			Construction (capture tank)						\$25,000.00				
Land	8	Future Expansion Sites (general)	Purchase				\$100,000.00						
Water	9	Adjudication	Cost	\$10,000.00									
Planning	10	Urban Water Management Plan	Report	\$15,000.00				\$25,000.00	\$15,000.00			\$25,000.00	
	11	Water Master Plan (update hydraulic model)	Report	\$15,000.00								\$88,000.00	
Sub-Total CIP (items 6-11):				\$45,000.00	\$5,000.00	\$5,000.00	\$186,000.00	\$25,000.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$113,000.00
Sub-Total CIP (items 1-11):				\$45,000.00	\$3,561,528.00	\$5,967,300.00	\$4,488,700.00	\$211,200.00	\$6,904,100.00	\$0.00	\$3,850,000.00	\$4,441,250.00	\$113,000.00

**Phelan Pinon Hills Community Services District
Enterprise Capital Purchases**

	No.	Item	Description										
				2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030
Vehicles	A	Operations Vehicles / Equipment	Vactor (2021)		\$45,000.00								
			GM Vehicle (80% Enterprise)		\$40,000.00								
			Field Truck	\$80,000.00	\$45,000.00	\$100,000.00	\$50,000.00	\$50,000.00	\$55,000.00	\$55,000.00	\$55,000.00	\$55,000.00	\$55,000.00
Software & Hardware	B	Servers / Computer Upgrades (certificate renewal / GIS Enterprise)	Software Applications		\$10,000.00	\$13,000.00	\$13,000.00	\$13,000.00	\$13,000.00				
			Workstations / Servers				\$3,500.00						
Sub-Total CIP:				\$80,000.00	\$140,000.00	\$113,000.00	\$66,500.00	\$63,000.00	\$68,000.00	\$55,000.00	\$55,000.00	\$55,000.00	\$55,000.00

Enterprise 10-Year Repair and Maintenance Plan

	No.	Item	Description											
				2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	
Projects	12	Tank Maintenance STS 10-Year Contract (2021 to 2030)	Maintenance	\$267,200.00	\$267,200.00	\$267,200.00	\$267,200.00	\$48,300.00	\$48,300.00	\$48,300.00	\$48,300.00	\$48,300.00	\$48,300.00	
	13	Exterior Tank Rehab (8A, 7A-1, 7A-2, 8B, 7B-1 7B-2, 3C-1, 3C-2, 1C-1, 1C-2)	* Cost included in Item No. 16 Blast and Recoat (10-Year STS Contract)	*		*	*		*					
	14	1.0 MG Tank Interior Rehab (1A-3, 2A-2 & 2C-2 (\$215K/per cost over 4-year))	* Cost included in Item No. 16 Blast and Recoat (10-Year STS Contract)			*	*	*						
	15	Level Control/Pump Control/High Pressure Blow-off Control Valves / PRV Station maintenance. Well #14 PRV (164 valves total each year)	Maintenance	\$20,000.00	\$20,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	
	16	Well Rehabilitation / Equipping / Maintenance (one well every 4th year after)	Equip Well No. 8 (2020)	\$120,000.00										
			Equip Well No. 3 (2019)											
			Equip Mountain Well			\$120,000.00								
			Rehab Well No.6A (2021)	\$150,000.00										
	17	Booster Rehabilitation (4 per year)	Rehab Well 1B (2022) & 2A (2022)			\$200,000.00		\$200,000.00			\$200,000.00			
			Rehabilitation	\$60,000.00	\$65,000.00	\$80,000.00	\$80,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$85,000.00	\$85,000.00	
	18	SCADA (System SCADA Upgrade completed 2015)	Mountain Well (Oak Springs)			\$5,000.00								
	19	PRV (Emergency By-Pass)	Site Upgrade	\$10,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	
			rebuilt / replacement / maintenance	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	
	20	Leak Maintenance Program	Service Line Replacement (150/yr)	\$200,000.00	\$100,000.00	\$115,000.00	\$120,000.00	\$120,000.00	\$120,000.00	\$120,000.00	\$120,000.00	\$120,000.00	\$120,000.00	
			Water Pipeline Lowering	\$100,000.00	\$75,000.00	\$136,000.00	\$127,000.00	\$127,000.00	\$220,000.00	\$110,000.00	\$110,000.00	\$110,000.00	\$110,000.00	
	21	Solar - Operation and Maintenance Contact SunPower (10-year 2016-2026)	O & M	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00	\$35,575.00	
	22	SCADA TESCO Maintenance Contract	support services & training	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	
	23	Meter Replacement Program	Infrastructure											
			O & M	\$700,000.00	\$700,000.00	\$1,700,000.00	\$0.00	\$0.00						
	24	Lab Analysis	UCMR5			\$25,000.00								
	25	Site Maintenance	Vegetation Mitigation (CAL Fire)	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	
	Sub-Total R & M:				\$1,692,775.00	\$1,297,775.00	\$2,743,775.00	\$689,775.00	\$675,875.00	\$568,875.00	\$458,875.00	\$658,875.00	\$458,875.00	\$458,875.00
	Total CIP, Capital Purchases and R & M:				\$1,817,775.00	\$4,999,303.00	\$8,824,075.00	\$5,244,975.00	\$950,075.00	\$7,540,975.00	\$513,875.00	\$4,563,875.00	\$4,955,125.00	\$626,875.00

Phelan Pinon Hills Community Services District

Government Funds Capital Improvement Projects

	No.	Location	Description										
				2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030
Phelan Park Exp.	1	Design/Engineering Construction	Phase 3 & 4	\$100,000.00	\$100,000.00								
					\$3,000,000.00		\$4,000,000.00						
Civic Center Bldg.	2	Government Portion of Phase I	Design / Engineering (5%)		\$7,000.00								
			Site Dev./Improvements (30%)		\$105,000.00								
			Building Const. (5%)										
Multi-Purp. Bldg.	3	Phelan Park - Phase 2	Design / Engineering										
			Buildout		\$5,000,000.00								
			Remaining Buildout										
Leg.	4		Ballot Measure			\$0.00		\$100,000.00					
Solid Waste & Rec.	5		Emergency Compliance	\$30,000.00	\$30,000.00	\$35,000.00	\$35,000.00	\$40,000.00	\$40,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00
Sub-Total Projects:				\$30,000.00	\$5,142,000.00	\$35,000.00	\$35,000.00	\$140,000.00	\$40,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00

Government Funds Capital Purchase

	No.	Item	Description										
				2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030
Vehicles	6	Operations Vehicles / Equipment	Equipment										
			GM Vehicle (20%)		\$10,000.00								
			Truck (Parks)		\$40,000.00		\$80,000.00						
Sub-Total Purchases:				\$0.00	\$50,000.00	\$0.00	\$80,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Government Funds 10-Year Repair and Maintenance Plan & Programs

	No.	Item	Description										
				2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030
Parks and Recreation	7	Community Centers	Roof				\$50,000.00					\$40,000.00	
			HVAC	\$6,500.00	\$7,500.00	\$8,000.00	\$8,000.00	\$8,000.00					
			Paint Exterior						\$20,000.00	\$18,000.00			
			Paint Interior	\$4,500.00	\$11,000.00	\$11,000.00			\$11,000.00				
			Ceiling Tiles		\$10,000.00								
			Vinyl Floors	\$12,000.00									\$15,000.00
			Carpet				\$5,000.00						
			Doors									\$32,000.00	
			Drinking Fountains	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00					
			Tables and Chairs	\$5,000.00	\$1,500.00	\$1,500.00	\$1,500.00						
			Storage Shed				\$7,000.00						
			Kitchen Appliances	\$8,000.00	\$6,000.00	\$7,000.00	\$7,000.00	\$7,000.00				\$17,500.00	
			Water Heaters		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00					
			Kitchen Floors and Paint	\$6,000.00									\$6,500.00
			Bathroom Fixtures	\$600.00		\$7,500.00			\$22,800.00				
			Bathroom Floors and Paint	\$5,200.00									\$5,000.00
			8	Parking Lots	Parking Lots	\$20,000.00				\$5,000.00			
9	Street Light Décor												

Phelan Pinon Hills Community Services District

Parks and Recreation	10	Parks	Play Equipment	\$15,500.00				\$15,000.00				
			Shelters					\$130,000.00				
			Walkways/Table Pads		\$20,000.00							
			Landscape	\$8,700.00	\$11,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
			Hardscape			\$10,000.00						
			Amenities (Tables, Benches, etc)		\$3,600.00	\$17,200.00	\$4,000.00	\$48,100.00				\$50,100.00
			Bathroom Facilities	\$2,800.00	\$2,800.00	<i>\$2,800.00</i>	<i>\$2,800.00</i>	<i>\$2,800.00</i>				
			Sub-Total Repair & Maintenance Parks & Rec.:	\$96,300.00	\$79,900.00	\$83,500.00	\$103,800.00	\$257,200.00	\$43,000.00	\$30,000.00	\$12,000.00	\$151,600.00

Government Funds 10-Year Repair and Maintenance Plan & Programs

	No.	Item	Description	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	
Solid Waste Programs	11	Community Clean-ups	2 per year	\$10,000.00	\$11,000.00	\$13,200.00	\$13,200.00	\$15,400.00	\$15,400.00	\$17,600.00	\$17,600.00	\$17,600.00	\$17,600.00	
	12	Tire Clean-ups	4 per year	\$8,000.00	\$8,800.00	\$11,000.00	\$11,000.00	\$13,200.00	\$13,200.00	\$15,400.00	\$15,400.00	\$15,400.00	\$15,400.00	
	13	Workshops	Composting		\$2,500.00	\$2,500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
			Art Contest		\$2,500.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00
			Recycling		\$1,000.00	\$2,500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
			10% Contingency		\$600.00	\$530.00	\$630.00	\$630.00	\$630.00	\$630.00	\$630.00	\$630.00	\$630.00	\$630.00
	14	Commercial Trash & Recycling Program	Marketing		\$2,500.00	\$2,500.00	\$2,500.00	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00	\$4,000.00
			Software				<i>\$5,000.00</i>							
			10% Contingency		\$250.00	\$250.00	\$250.00	\$300.00	\$300.00	\$350.00	\$350.00	\$400.00	\$400.00	\$400.00
	15	Household Hazardous Waste Program in Cooperation with San Bernardino County	Staff		\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
			Advertising		\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
			10% Contingency		\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00
			Special PPHCSD Hosted HHW Event		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	16	Miscellaneous Marketing (Adverstising, printing, etc)		\$4,000.00	\$4,000.00	\$10,000.00	\$15,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	
	17	School Outreach Program	Assemblies		\$4,750.00	\$4,750.00	\$5,000.00	\$5,000.00	\$5,250.00	\$5,250.00	\$5,500.00	\$5,500.00	\$5,500.00	\$5,500.00
			Marketing		\$2,250.00	\$2,250.00	\$2,500.00	\$2,500.00	\$2,750.00	\$2,750.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
			Contests		\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
	18	Service Organization Donations		\$8,500.00	\$8,500.00	\$1,500.00	\$1,500.00	\$2,000.00	\$2,000.00	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00	
Sub-Total Solid Waste Programs				\$53,150.00	\$54,180.00	\$59,680.00	\$70,230.00	\$65,630.00	\$66,180.00	\$73,080.00	\$73,630.00	\$74,130.00	\$74,130.00	
Total Government Funds Repair, Maintenance, & Programs				\$149,450.00	\$134,080.00	\$143,180.00	\$174,030.00	\$322,830.00	\$109,180.00	\$103,080.00	\$85,630.00	\$225,730.00	\$112,630.00	
Total Government Funds CIP & Capital Purchases				\$30,000.00	\$5,192,000.00	\$35,000.00	\$115,000.00	\$140,000.00	\$40,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$45,000.00	
Total Government Fund CIP, Capital Purchases, Repairs, Maintenance, & Programs				\$179,450.00	\$5,326,080.00	\$178,180.00	\$289,030.00	\$462,830.00	\$149,180.00	\$148,080.00	\$130,630.00	\$270,730.00	\$157,630.00	

Items in blue italics are placeholder items



PRESS RELEASE - 01/06/2022

PHELAN PIÑON HILLS COMMUNITY SERVICES DISTRICT 2022/2023 BUDGET PROCESS & SCHEDULE

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

The events listed below have been scheduled to promote public participation and ensure the public has the opportunity to become familiar with the budget process. **The Public is invited to ALL of these sessions and is encouraged to attend.**



SCHEDULE OF EVENTS PUBLIC MEETINGS AND HEARING 2022/2023 BUDGET PROCESS

January and February

Committees meet, review and update long range capital, maintenance plans, programs, and District goals. Committee meeting agendas are posted on the District Calendar, in the office, online, and at the community centers. The public is invited and encouraged to attend and participate in this process.

February 23, 2022, 4:00 pm
Wednesday
Phelan Community Center

Special Board Workshop - Review and approval of committee proposed long range capital, maintenance plans, programs and goals.

March 22, 2022, 4:00 pm
Tuesday
Phelan Community Center

Special Finance Committee - Review draft budget.

March 30, 2022, 4:00 pm
Wednesday
Phelan Community Center

Special Board Workshop - Review draft budget.

April 19, 2022, 4:00 pm
Tuesday
Phelan Community Center

Finance Committee - Review final draft budget.

May 4, 2022, 5:00 pm
Wednesday
Phelan Community Center

Special Board Workshop - Review final draft budget. Note: This meeting is tentative. The meeting of March 30 will determine whether or not this meeting will be necessary.

June 1, 2022, 6:00 pm
Wednesday
Phelan Community Center

Regular Board Meeting
- **BUDGET HEARING**
- Budget approval (with any modifications identified as a result of the hearing).

NOTE: Due to COVID-19 restrictions, any or all of the above meetings may be held via Zoom. All meetings have an agenda posted in advance which will tell how the meeting will be conducted.