

# SAN ELIJO

JOINT POWERS AUTHORITY



ADOPTED ANNUAL BUDGET

2019 - 2020



SAN ELIJO | JOINT POWERS  
AUTHORITY

# WHO WE ARE

SEJPA is celebrating more than 50 years of service to our communities.



More than 50  
years of service



Creating lasting  
water solutions for  
our communities &  
environment



Delivering  
responsible &  
reliable service



Promoting  
opportunities for  
our communities

## Mission of the San Elijo Joint Powers Authority

To serve our communities by providing safe and reliable recycled water and wastewater services in order to protect the environment and public health.

## Vision

We pursue innovative practices to produce clean water in an environmentally, socially, and fiscally responsible manner.

As an organization, the San Elijo Joint Powers Authority values:

### HUMAN VALUE

Provide equal opportunity for all employees to succeed and grow professionally and personally.

### PUBLIC TRUST

Honor and promote public confidence through transparency, personal character, and the highest level of professional behavior.

### SAFETY

Ensure individual safety and the safety of co-workers and the public, without compromise.

### VALUE

Provide superior service to the community in a safe, reliable, and cost-effective manner.

### LOYALTY

Faithfully and reliably promote the best interests of the agency and fellow employees.

### COURTESY

Be respectful, considerate, aware, and caring.

### RESPONSIBILITY

Be accountable for one's conduct and actions.

### HONESTY & INTEGRITY

Be truthful and factual in upholding the values and ethics of the agency.

### COMMUNITY

Demonstrate leadership and stewardship in serving the community and protecting the environment.

# SAN ELIJO JOINT POWERS AUTHORITY

## ADOPTED ANNUAL BUDGET FISCAL YEAR 2019-20

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### BOARD OF DIRECTORS

DAVID ZITO, SOLANA BEACH MAYOR, CHAIRPERSON  
JODY HUBBARD, ENCINITAS DEPUTY MAYOR, VICE CHAIRPERSON  
CATHERINE BLAKESPEAR, ENCINITAS MAYOR, MEMBER  
KRISTI BECKER, SOLANA BEACH COUNCILMEMBER, MEMBER

### MANAGEMENT

MICHAEL T. THORNTON, P.E., GENERAL MANAGER  
CHRISTOPHER A. TREES, P.E., DIRECTOR OF OPERATIONS  
PAUL F. KINKEL, DIRECTOR OF FINANCE/ADMINISTRATION

### MEMBER AGENCIES

CITY OF ENCINITAS  
CITY OF SOLANA BEACH

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2695 Manchester Avenue  
Cardiff by the Sea, CA 92007  
[www.sejpa.org](http://www.sejpa.org)

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# TRANSMITTAL LETTER

Honorable Chairperson and Members of the Board of Directors:

I am pleased to present the Fiscal Year (FY) 2019-20 Adopted Budget for the San Elijo Joint Powers Authority (SEJPA). The agency has evolved over the years to meet some of our most complex regional water challenges—including addressing drought impacts to water supplies, protecting environmental resources, and developing multi-agency integrated water solutions. We continue to innovate and expand our services to provide safe and reliable treatment and water reuse, including the expansion of our water recycling program and creating new educational opportunities. Through collaborative efforts, we are working with regional water leaders to holistically and economically address our water needs. This budget report reflects the SEJPA's commitment to providing the best value to our partner agencies and community by balancing each decision using cost, performance, and timing criteria. Our goal is to deliver excellent service, meet or exceed environmental standards, maximize water recycling, and reduce ocean discharge, while maintaining agency assets, cost effectiveness, and transparency.

**At SEJPA we are water innovators, educators, and regional collaborators committed to delivering value-added solutions and proactive results.**

## OPERATING BUDGET OVERVIEW

The SEJPA Adopted Budget for FY 2019-20 is made up of 10 operational programs that are managed and operated by SEJPA. There are no new programs for FY 2019-20; however, SEJPA is continually seeking to increase services to the community and utilize innovative technology to maximize value and the benefits to our stakeholders.

For FY 2019-20, the total increase in Operating Costs year-over-year is \$504,709 or 7.8%. As shown in the budget table below, the majority of the cost increase is driven by new regulations, safety, and odor control measures. For example, the \$76,347 increase for Laboratory is primarily a result of laboratory standard updates by the California Water Boards related to Environmental Laboratory Accreditation Program. The Ocean Outfall Program is recommended to increase \$140,927 due to the California Regional Water Quality Control Board permit requirements establishing a new series of monitoring and reporting requirements with various workplans and studies to be submitted during the permit period. Cardiff Sanitary Division Pump Stations and Solana Beach Pump Stations are planned to increase \$42,467 and \$96,151 respectively as a result of odor control measures and electrical safety (arc flash) studies. Details for these increases are discussed in each program section.

Program	Adopted Budget 2018-19	Adopted Budget 2019-20	Budget Change	% Change
Wastewater Treatment	\$2,889,948	\$3,012,864	122,916	4.3%
Laboratory	489,018	565,365	76,347	15.6%
Ocean Outfall	694,998	835,925	140,927	20.3%
Cardiff Sanitary Division Pump Stations	240,987	283,454	42,467	17.6%
Encinitas Sanitary Division Pump Stations	149,056	141,940	(7,116)	-4.8%
City of Encinitas Urban and Storm Water Services	31,389	31,179	(210)	-0.7%
City of Solana Beach Pump Stations	375,483	471,634	96,151	25.6%
City of Solana Beach Generator Maintenance Services	16,763	13,151	(3,612)	-21.5%
City of Del Mar Pump Station	46,744	50,834	4,090	8.7%
Recycled Water	1,502,260	1,535,009	32,749	2.2%
Total Operating Costs	<u>\$6,436,646</u>	<u>\$6,941,355</u>	<u>\$504,709</u>	<u>7.8%</u>



## CAPITAL BUDGET OVERVIEW

The SEJPA Capital Improvement Program (CIP) was developed with consideration for regulatory compliance, risk assessment for system failure, environmental protection, and resource recovery. Staff bundled the projects into phases in order to prioritize capital spending, streamline project delivery, minimize community impacts, and reduce cost through economies of scale. The first three phases are planned to be constructed by 2023 for an estimated cost of \$45 million. Construction of the highest priority projects began in 2017.



The pay-as-you-go capital appropriation is budgeted at \$948,177 for Wastewater capital projects, \$288,800 for the Ocean Outfall, \$250,000 for Cardiff Sanitation District and \$20,000 for Solana Beach Pump Stations.

The Recycled Water capital project appropriations are budgeted to meet the needs of the Recycled Water Program.

These projects include continued investigation for a potable reuse project, contributions towards fleet vehicle replacement, and the replacement of aging recycled water distribution pumps. The estimated total appropriation is \$165,450. Grant funding of approximately \$40,000 from the Proposition 84 Integrated Regional Water Management (IRWM) program is anticipated in FY 2019-20 for projects completed in prior years.

**SEJPA is committed to providing the best value to our stakeholders by balancing each decision using a cost, performance, and schedule criteria.**

Phase I of the CIP includes the Land Outfall Replacement and Preliminary Treatment Upgrades and Odor Control Improvements projects. The Land Outfall Replacement project replaced critical regional water infrastructure beneath the San Elijo Lagoon, NCTD railroad, Coast Highway 101, and Cardiff State Beach. The project was successfully completed in June 2018 and recognized through multiple awards, including the American Society of Civil Engineers, Award of Excellence. The Preliminary Treatment Upgrades project has reached substantial completion, replacing the aging components that screen, dewater, and deodorize incoming wastewater from the cities of Solana Beach, Encinitas, and Del Mar. The project included rehabilitation of existing treatment facilities while maintaining normal operation and permit compliance.

Phase II of the CIP includes the Encinitas Ranch Recycled Water Expansion project, a component of a \$2.5 million IRWM grant project that will offset up to 100 acre-feet per year (AFY) of potable water currently used for irrigation. The project is substantially complete and expected to deliver recycled water to the Encinitas Ranch community, two agricultural users, and City of Encinitas trail system by mid-2019. The Building and Site Improvement project, the main component of Phase II, is currently in the design and permitting phase. The project includes a regional bike path that will connect the cities of Solana Beach and Encinitas with the San Elijo Lagoon Nature Center. The project is awaiting regulatory permit approvals, but anticipated to begin construction in 2019, with an 18-month duration.

## DEBT SERVICE OVERVIEW

The SEJPA's debt service will be decreasing from \$3,378,671 for FY 2018-19 to \$2,457,071 in FY 2019-20. This \$921,600 decrease is a result of a \$1,356,600 reduction for the 2011 Refunding Bonds and an increase of \$435,000 for the 2017 Revenue Bonds.

The Recycled Water debt service will remain the same at \$997,828. The zero-interest loan from San Diego Gas and Electric for energy efficient equipment will remain the same until it is paid in full in 2027. The resulting annual cost savings roughly equals the annual finance expense.

## CHALLENGES AND ACCOMPLISHMENTS

Southern California water management is among the most complex in the nation—from preparing for drought and diversifying water supplies, to protecting and enhancing our environment and meeting new regulatory standards. The challenges have fostered an opportunity to collaborate differently than in past decades, and develop new and innovative water treatment and management approaches. Through all of this, SEJPA recognizes the value of community involvement, water education, and public outreach. Our challenges for the future are met with solutions that are recognized across the state.

Highlights from the past year:

### **Regional Water Collaboration**

- SEJPA is built on partnership and collaboration. We're a founding member of the North San Diego Water Reuse Coalition that includes nine local agencies focused on the development and funding of local sustainable recycled water projects.
- For more than 10 years, SEJPA has served on the San Diego IRWM program Regional Advisory Committee—awarding more than \$96.4 million for water and environmental projects.

### **Water Education**

- In partnership with the San Elijo Lagoon Conservancy, we have conducted educational tours reaching more than 900 students and educators in 2018.
- SEJPA continues design and permitting work to help transform the water reclamation facility into a "Water Campus" that provides value beyond water treatment and environmental protection.
- SEJPA supports graduate level engineering research with San Diego State University.
- We also provide experiential learning through internships for students interested in water careers.

### **One Water and Recycled Water Development**

- SEJPA continues to demonstrate One Water leadership, integrating water resources and making the most of our local water assets.
- This year, we expanded our recycled water system to serve the Encinitas Ranch community; leveraging grant funding from the California Department of Water Resources.
- SEJPA and Olivenhain Municipal Water District continue the expansion of recycled water within the Village Park community of Encinitas.
- SEJPA partnered on a multi-agency engineering study examining potable reuse and recycled water opportunities.

### **Commitment to Continual Success**

- SEJPA is among leading California wastewater agencies that are closing water gaps through innovative solutions—SEJPA recycled more than 500 million gallons last year.
- San Elijo Water Reclamation Facility was recognized as the San Diego CWEA Plant of the Year.
- The Land Outfall Replacement was recognized for excellence by the APWA, CWEA, and ASCE.

Your San Elijo Joint Powers Authority team is pleased to present the FY 2019-20 Adopted Budget.

Respectfully submitted,



Michael T. Thornton, P.E.  
General Manager

# BOARD RESOLUTION NO. 2019-04

## APPROVING THE FY 2019-20 BUDGET

### RESOLUTION NO. 2019-04

#### RESOLUTION APPROVING THE SAN ELIJO JOINT POWERS AUTHORITY OPERATING AND CAPITAL IMPROVEMENT BUDGETS FOR FISCAL YEAR 2019-20

WHEREAS, the San Elijo Joint Powers Authority (SEJPA) General Manager has submitted for the consideration of the SEJPA Board of Directors proposed SEJPA Operating and Capital Projects Budgets for Fiscal Year 2019-20;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SAN ELIJO JOINT POWERS AUTHORITY HEREBY RESOLVES AS FOLLOWS:

1. The Board of Directors has reviewed the proposed Operating Budgets and Capital Projects Budget, and the funds included herein for the period of July 1, 2019 through June 30, 2020 and hereby finds that such budgets, as reviewed, are sound plans for the financing of required SEJPA operations and capital improvements during Fiscal Year 2019-20. Such budgets are hereby adopted.

San Elijo JPA Operations and Maintenance Fund	\$ 6,865,589
San Elijo JPA Water Reclamation Operating Fund	2,532,837
San Elijo JPA Capital Projects Fund	1,672,427
Total	<u>\$ 11,070,853</u>

2. The Board of Directors authorizes carrying forward unexpended capital project appropriations and encumbered operating funds for the Fiscal Year 2019-20.

PASSED AND ADOPTED this 10<sup>th</sup> day of June, 2019, by the following vote:

AYES: Boardmembers: Zito, Hubbard, Becker, Blakespear

NOES: Boardmembers:

ABSENT: Boardmembers:

ABSTAIN: Boardmembers:



David Zito, Chairperson  
SEJPA Board of Directors

ATTEST:



Michael T. Thornton, P.E.  
Secretary of the Board

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# SUCSESSES



## CREATING LASTING VALUE

The SEJPA is committed to delivering value in all that we do.

This commitment is exemplified in many ways including: intelligently planning, designing, and building water infrastructure | actively pursuing state and federal funding | promoting industry and university research | engaging the community and local schools to create greater environmental stewardship and understanding.



## BUILDING SUSTAINABLE SOLUTIONS

Since program inception, the SEJPA delivered 7.5 billion gallons of locally produced recycled water. We are expanding 20 miles of distribution piping serving the cities of Encinitas, Solana Beach, and Del Mar to provide recycled water for schools, parks, and greenbelts.

The SEJPA is collaborating with local water districts to evaluate potable reuse projects.



## LEADING ENVIRONMENTAL STEWARDSHIP

The SEJPA is developing innovative practices for energy efficient water treatment that includes protecting lagoon and beach water quality while developing new and sustainable water supplies.

# WHO WE ARE

## BACKGROUND

Prior to the early 1950s, the communities of Solana Beach and Cardiff-by-the-Sea relied on privately-owned septic systems for wastewater treatment and disposal. As the communities grew, two independent districts were formed—the Cardiff Sanitation District and the Solana Beach Sanitation District—to provide wastewater collection, treatment, and disposal. These districts constructed two independent treatment plants located in the San Elijo Lagoon that provided basic treatment and discharged directly into the lagoon. Within a decade, it was determined that these treatment plants provided insufficient treatment and that the lagoon water quality was deteriorating.

In 1963, the Cardiff Sanitation District and the Solana Beach Sanitation District created SEJPA under California Government Code Section 6502 to protect public health and the environment. Under this newly formed entity, a water pollution control facility and an ocean outfall 4,000 feet in length were built in 1965.

Since that time SEJPA has grown from preparing water for waste discharge into the ocean to an award-winning recycled water utility that produces more than 500 million gallons per year.

**Our focus is cost-effective solutions to provide highly efficient and reliable water treatment, as well as a viable and sustainable water supply to the local community for many years to come.**

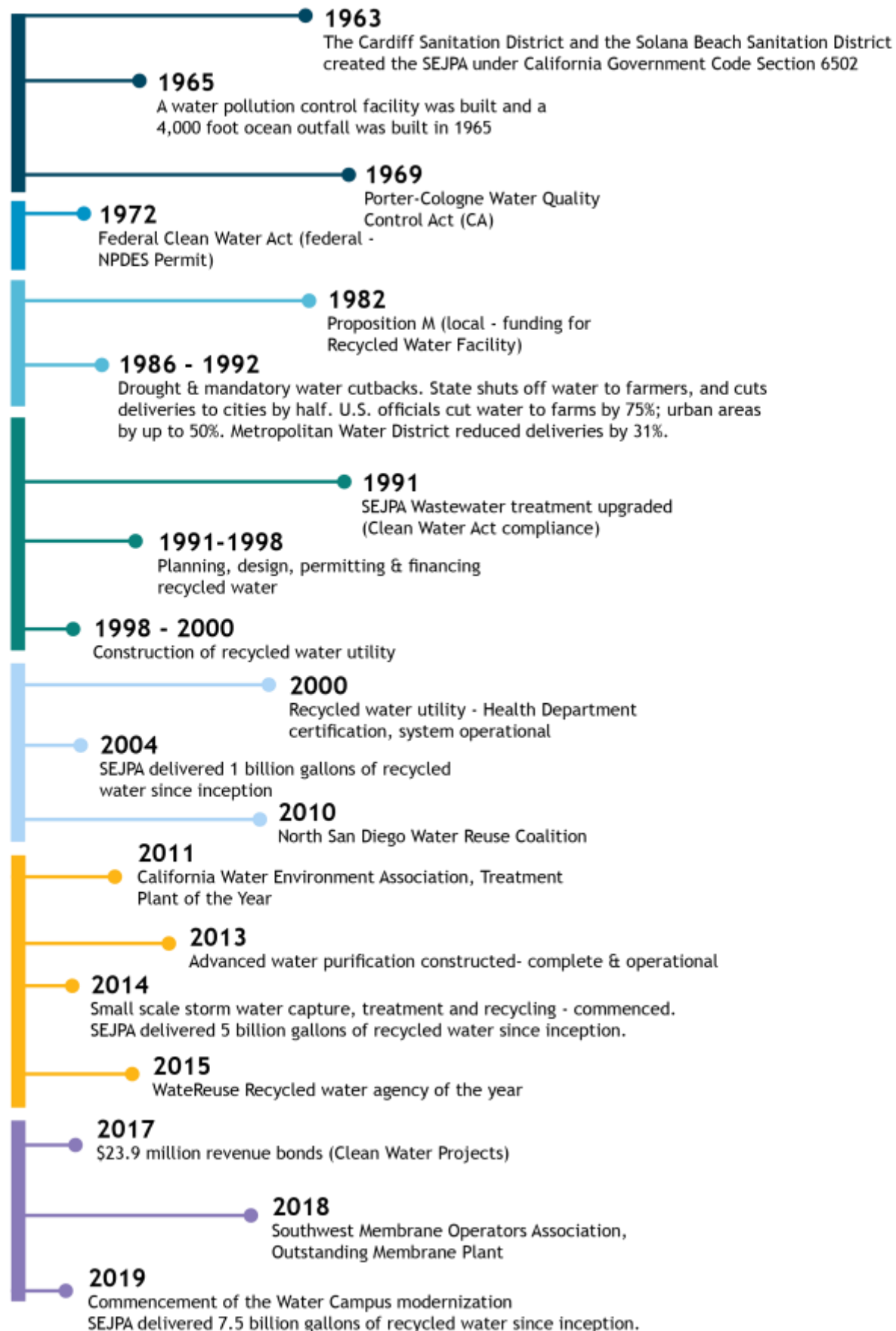
### SHARING OUR WATER STORY WITH OUR YOUTH

We have hosted more than 900 students and educators on facility tours to learn about wastewater and recycled water treatment.

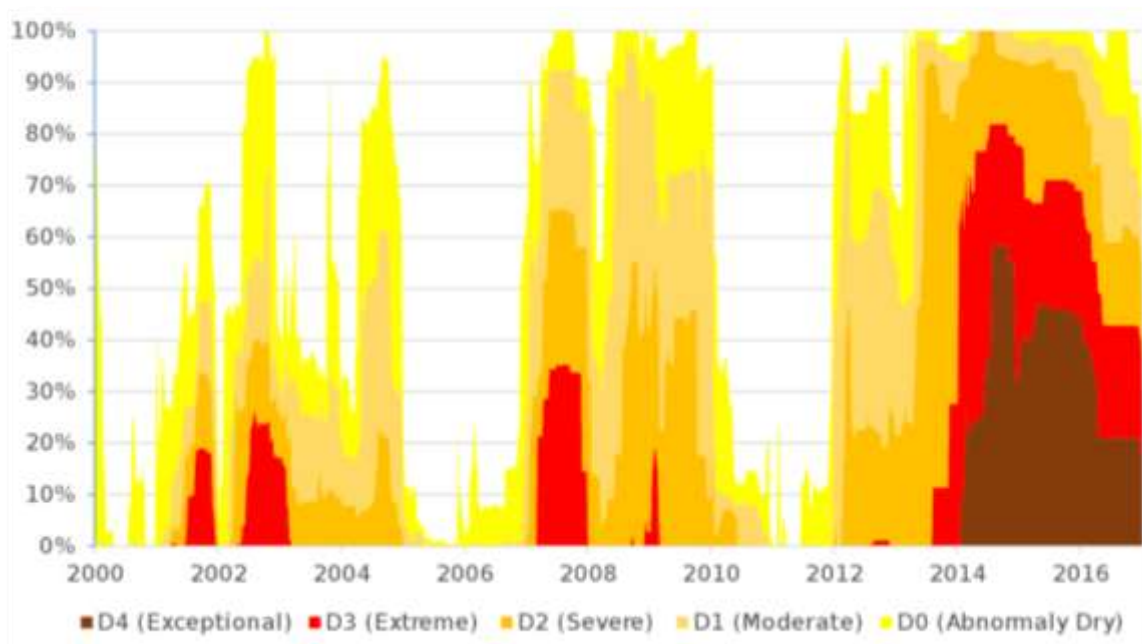
We take pride in sharing our state-of-the-art operations and offering learning opportunities for the next generation.



## Important dates that have defined, impacted, and given direction to the SEJPA:



## DROUGHT IN CALIFORNIA



From 2014-2016, the state endured one of the worst droughts on record that significantly impacted agriculture, residents, and businesses throughout much of California—altering the future water landscape. Mandatory water cutbacks and use restrictions heightened our region’s continued water challenges and presented an opportunity to advance sustainable water solutions for the future. The SEJPA, working collaboratively with its water district partners, has invested millions of dollars to develop local, reliable, water supplies in the face of these challenges.

## FUND SUMMARY

	<b>Wastewater Services</b>	<b>Recycled Water</b>	<b>State Revolving Fund Debt Reserve</b>	<b>Capital Projects</b>	<b>Total</b>
Revenues					
Operating	\$ 5,362,260	\$ 3,121,891	\$ -	\$ -	\$ 8,484,151
Capital	-	40,000	-	1,506,976	1,546,976
Debt	1,459,243	-	-	-	1,459,243
Other	44,085	10,000	-	120,000	174,085
Total Revenues	<u>6,865,589</u>	<u>3,171,891</u>	<u>-</u>	<u>1,626,976</u>	<u>11,664,456</u>
Expenses					
Operating	5,406,346	1,535,009	-	-	6,941,355
Capital	-	500,000	-	9,000,000	9,500,000
Debt Service	1,459,243	997,828	-	-	2,457,071
Total Expenses	<u>6,865,589</u>	<u>3,032,837</u>	<u>-</u>	<u>9,000,000</u>	<u>18,898,426</u>
Increase/(Decrease)	<u>-</u>	<u>139,054</u>	<u>-</u>	<u>(7,373,024)</u>	<u>(7,233,970)</u>
Fund Balance Beginning of the Year	3,593,960	1,090,731	630,000	22,849,038	28,163,729
Fund Balance End of the Year	<u>\$ 3,593,960</u>	<u>\$ 1,229,785</u>	<u>\$ 630,000</u>	<u>\$ 15,476,014</u>	<u>\$20,929,759</u>

Wastewater Services includes Wastewater Treatment, Laboratory Services, Ocean Outfall, Pump Station Operations, and other services.

State Revolving Fund ("SRF") Debt Reserve is restricted cash in accordance with the SRF Loan Agreement.

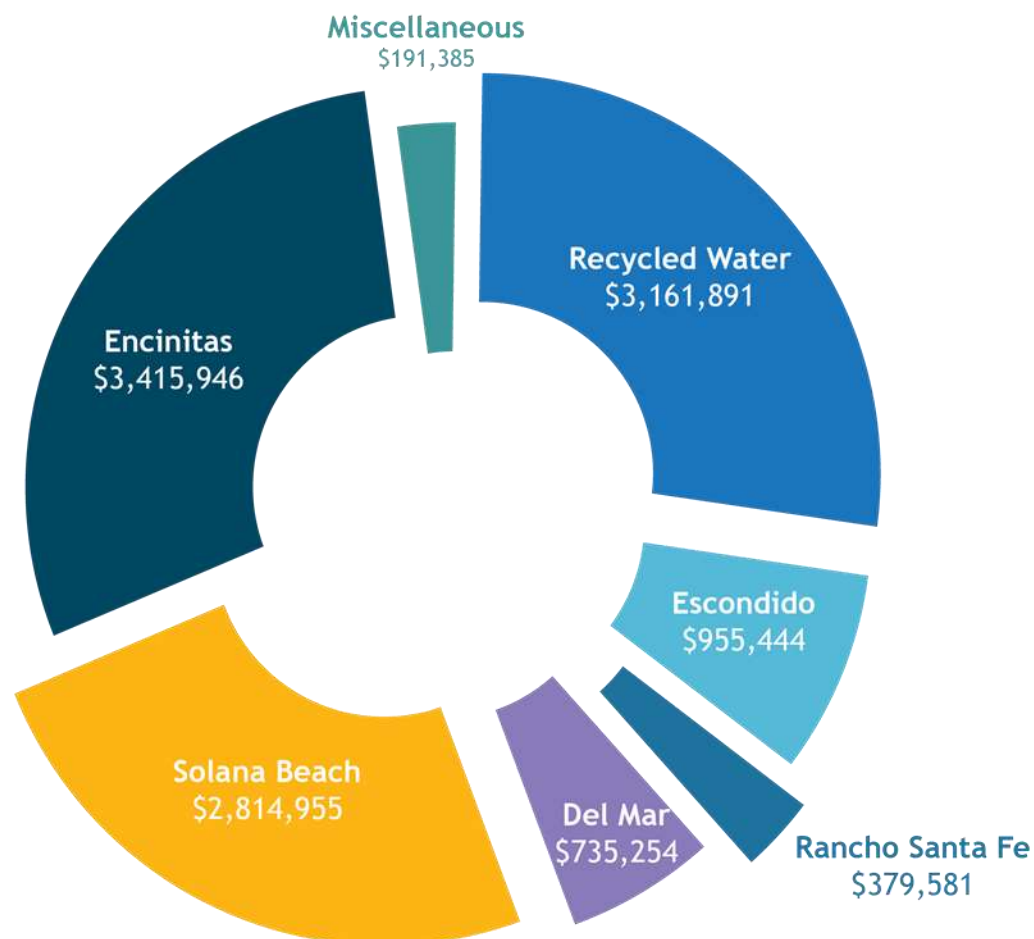
Capital Revenues are pay-as-you go; \$280,000 Miscellaneous Wastewater projects, \$470,000 Solids Treatment Project, \$236,977 for vehicle replacements (shared by multiple programs), \$250,000 for Ocean Outfall reserve, \$270,000 for access and realignment of sewer force mains at the San Elijo Water Reclamation Facility. \$40,000 is anticipated IRWM grant funding. Other income is related to investment income.

Wastewater and Recycled Water capital project expenses include the Building and Site Improvement Project, Electrical Upgrades and Improvements, and Solids Treatment and Handling Projects.



## REVENUE SUMMARY

Revenue Source	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
City of Encinitas	\$ 3,000,696	\$ 3,424,724	\$ 3,057,234	\$ 3,029,944	\$ 3,415,946
City of Solana Beach	2,762,243	2,773,325	2,774,137	2,898,850	2,814,955
City of Del Mar	2,609	162,144	537,834	587,512	735,254
Rancho Santa Fe CSD	370,292	308,491	303,493	323,838	379,581
City of Escondido	4,195,579	4,588,969	806,774	826,546	955,444
Laboratory Services	33,840	32,139	27,300	27,300	27,300
Recycled Water	2,802,365	2,858,054	2,959,164	2,975,393	3,161,891
T-Mobile Cell Site Lease	26,617	27,416	28,238	28,238	29,085
Other Revenue	55,637	1,526	472	1,000	-
Interest on Wastewater Operations	46,599	9,480	10,000	12,000	15,000
Interest on Water Reclamation	10,197	14,791	5,000	6,200	10,000
2017 Revenue Bonds		23,912,299		-	
2017 Revenue Bond Interest		-		140,000	120,000
Total Revenue Sources	\$ 13,306,674	\$ 38,113,357	\$ 10,509,646	\$ 10,856,820	\$ 11,664,456



## SEJPA STAFF ARE RECOGNIZED FOR THEIR AWARD -WINNING SERVICE



Casey Larsen, SEJPA SCADA manager, being recognized at the San Diego CWEA Awards Banquet.

### EDUCATION

**Susie Arredondo**

*Master's Degree, Environmental Management*

**Frankie Abeyta**

*A.S., Advanced Water Treatment Operator*

### CERTIFICATIONS

**Frankie Abeyta**

*Wastewater Treatment Operator Grade I*

**Tyler Cook**

*Wastewater Treatment Operator Grade II*

**James Barnett**

*Electrical/Instrumentation Grade I*

**Eric O'Riley**

*Laboratory Analyst Grade I*

### INDUSTRY RECOGNITION

**Casey Larsen**

*San Diego CWEA Local Instrumentation Person of the Year*

**Jose Garcia**

*San Diego CWEA Local Mechanical Technician of the Year*

# REVENUE BY SOURCE

## BASIS FOR REVENUE BY SOURCE

- Wastewater Treatment cost distribution is based on previous calendar year average influent flows. Calendar Year 2018 influent flows have been estimated based on historic flow data provided by Del Mar.
- The Rancho Santa Fe Community Services District (RSF CSD) and Del Mar Credits are based on capacity use agreements between the SEJPA, Encinitas, Solana Beach, and RSF CSD; this represents contributions to debt service related to capital improvements.
- Laboratory Service cost distribution is based on previous year average influent flows after outside laboratory services are subtracted.
- Outfall Program cost distribution is based on previous calendar year average effluent flows to the outfall.
- Cardiff Sanitary Division and Encinitas Sanitary Division are solely supported by the City of Encinitas.
- Capital projects are based on owned/leased capacity for both the Wastewater Treatment and the Ocean Outfall systems.



Below is a table of the calendar year 2018 average daily influent and effluent, and owned/leased capacity for each member and government agency:

Entity	Millions of Gallons Per Day (MGD)			
	Influent	Effluent	Capacity	Outfall Capacity
City of Encinitas	1.215	0.676	2.200	2.250
City of Solana Beach	0.931	0.519	2.200	2.250
Rancho Santa Fe CSD's	0.122	0.068	0.250	0.250
City of Del Mar	0.340	0.183	0.600	0.600
City of Escondido	-	8.900	-	20.150
Total	2.607	10.346	5.250	25.500

Influent and effluent percentages are used to estimate the operating and maintenance costs charged to each member and government agency for wastewater services; capacity percentages are used to estimate capital costs charged to each member and government agency.

## CITY OF ENCINITAS - REVENUE DETAIL

Revenue Source	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Wastewater Treatment	\$ 1,375,336	\$ 1,400,038	\$ 1,285,469	\$ 1,253,011	\$ 1,403,731
Interest Income Credit	(23,318)	(4,769)	(5,037)	(6,000)	(7,500)
RSF CSD Credit 1991 Refunding Bonds	(64,496)	(48,372)	(48,372)	(48,372)	(48,372)
RSF CSD Credit 2017 Revenue Bonds		(14,075)	(21,495)	(21,495)	(31,852)
Del Mar Credit 2017 Revenue Bonds			(51,587)	(51,587)	(76,444)
Del Mar Pipeline Credit		10,842	30,000	30,000	30,000
T-Mobile License Income	(13,309)	(13,708)	(14,119)	(14,119)	(14,543)
Other Income Credit	(27,819)	(764)	(236)	(501)	-
Total Wastewater Revenue	1,246,394	1,329,192	1,174,623	1,140,937	1,255,020
Laboratory Services	223,426	222,936	216,641	200,190	250,691
Ocean Outfall	28,924	35,196	43,298	45,606	54,651
Cardiff Sanitary Division Pump Stations	199,657	218,365	221,925	240,987	283,454
Encinitas Sanitary Division Pump Station	127,511	113,257	152,478	149,056	141,940
Encinitas Urban and Storm Water Services	25,886	26,915	26,490	31,389	31,179
2011 Refunding Bonds	691,225	695,754	693,634	693,634	60,734
2017 Revenue Bonds		294,656	451,388	451,388	668,888
Capital Projects	457,673	488,454	76,757	76,757	669,390
Total Revenue	<u>\$ 3,000,696</u>	<u>\$ 3,424,724</u>	<u>\$ 3,057,234</u>	<u>\$ 3,029,944</u>	<u>\$ 3,415,946</u>

## CITY OF SOLANA BEACH - REVENUE DETAIL

Revenue Source	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Wastewater Treatment	\$ 1,124,499	\$ 1,101,018	\$ 985,200	\$ 1,091,734	\$ 1,075,837
Interest Income Credit	(23,318)	(4,769)	(5,037)	(6,000)	(7,500)
RSF CSD Credit 1991 Refunding Bonds	(64,496)	(48,372)	(48,372)	(48,372)	(48,372)
RSF CSD Credit 2017 Revenue Bonds		(14,075)	(21,495)	(21,495)	(31,852)
Del Mar Credit 2017 Revenue Bonds			(51,587)	(51,587)	(76,444)
Del Mar Pipeline Credit		10,842	30,000	30,000	30,000
T-Mobile License Income	(13,309)	(13,708)	(14,119)	(14,119)	(14,543)
Other Income Credit	(27,819)	(764)	(236)	(501)	-
Total Wastewater Revenue	995,557	1,030,172	874,354	979,660	927,127
Laboratory Services	183,366	175,321	166,037	174,423	192,133
Ocean Outfall	23,424	27,749	33,195	39,942	41,899
Solana Beach Pump Stations	257,015	291,333	362,837	364,747	460,933
Solana Beach Urban and Storm Water Services	8,972	12,763	9,268	10,736	10,701
Solana Beach Generator Maintenance Services	7,555	9,688	15,869	16,763	13,151
2011 Refunding Bonds	781,593	786,914	784,434	784,434	60,734
2017 Revenue Bonds		295,580	451,388	451,388	668,888
Capital Projects	504,761	143,804	76,757	76,757	439,390
Total Revenue	<u>\$ 2,762,243</u>	<u>\$ 2,773,325</u>	<u>\$ 2,774,137</u>	<u>\$ 2,898,850</u>	<u>\$ 2,814,955</u>



## CITY OF DEL MAR - REVENUE DETAIL

Revenue Source	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Wastewater Treatment		\$ 122,450	\$ 359,353	\$ 398,625	\$ 392,413
Laboratory Services		19,498	60,562	63,687	70,081
Ocean Outfall		2,667	11,719	14,509	14,792
Del Mar Pipeline Credit			(60,000)	(60,000)	(60,000)
Del Mar Pump Station	2,609	17,527	42,253	46,744	50,834
2017 Revenue Bonds			103,174	103,174	152,889
Capital Projects			20,773	20,773	114,246
Total Revenue	\$ 2,609	\$ 162,144	\$ 537,834	\$ 587,512	\$ 735,254

## RANCHO SANTA FE COMMUNITY SERVICES DISTRICT - REVENUE DETAIL

Revenue Source	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Wastewater Treatment	\$ 168,935	\$ 141,274	\$ 129,014	\$ 146,578	\$ 140,883
Laboratory Services	19,415	22,496	21,743	23,418	25,160
Ocean Outfall	2,532	3,552	4,347	5,454	5,487
2011 Refunding Bonds	128,992	96,744	96,744	96,744	96,744
2017 Revenue Bonds		28,150	42,989	42,989	63,704
Capital Projects	50,418	16,274	8,655	8,655	47,602
Total Revenue	\$ 370,292	\$ 308,491	\$ 303,493	\$ 323,838	\$ 379,581

## CITY OF ESCONDIDO - REVENUE DETAIL

Revenue Source	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Ocean Outfall	\$ 458,520	\$ 461,973	\$ 569,715	\$ 589,487	\$ 719,095
Capital Projects	3,737,059	4,126,996	237,059	237,059	236,349
Total Revenue	\$ 4,195,579	\$ 4,588,969	\$ 806,774	\$ 826,546	\$ 955,444

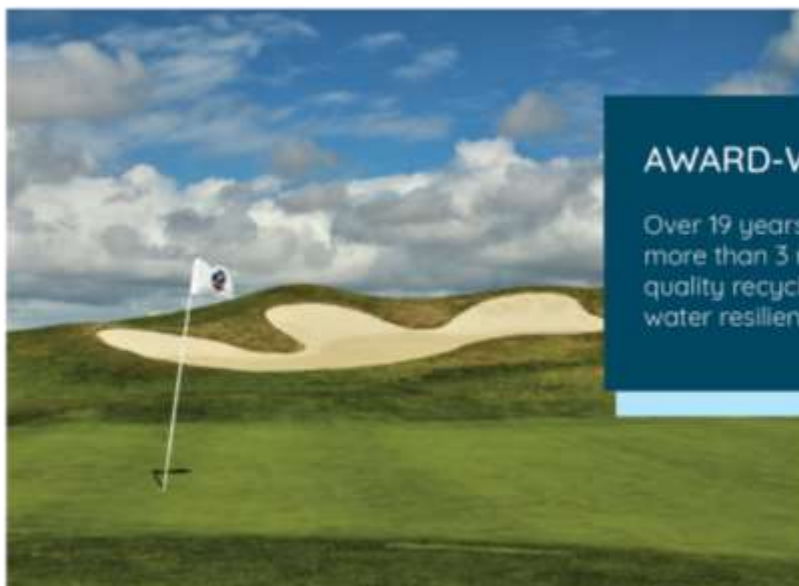
## LABORATORY SERVICES-REVENUE DETAIL

Revenue Source	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Fairbanks Ranch	\$ 7,808	\$ 7,632	\$ 7,000	\$ 7,000	\$ 7,000
Rancho Santa Fe CSD 1	9,864	9,864	8,500	8,500	8,500
Santa Fe Valley	3,878	3,845	3,400	3,400	3,400
Whispering Palms	9,944	9,944	8,400	8,400	8,400
Other Lab Service Income	2,346	854	-	-	-
Total Revenue	<u>\$ 33,840</u>	<u>\$ 32,139</u>	<u>\$ 27,300</u>	<u>\$ 27,300</u>	<u>\$ 27,300</u>

Laboratory services are contractual agreements with each agency for laboratory testing services.

## RECYCLED WATER - REVENUE DETAIL

Revenue Source	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Santa Fe Irrigation District	\$ 657,814	\$ 795,278	\$ 830,508	\$ 821,880	\$ 861,100
San Dieguito Water District	556,629	615,545	635,815	669,680	726,800
City of Del Mar	170,647	171,284	180,629	190,250	202,240
Encinitas Ranch Golf Course	248,876	258,832	269,183	269,183	279,951
Olivenhain Municipal Water District	196,209	297,114	330,278	304,400	331,800
Total Customers	<u>1,830,175</u>	<u>2,138,054</u>	<u>2,246,414</u>	<u>2,255,393</u>	<u>2,401,891</u>
MWD/CWA Subsidies	644,805	720,000	720,000	720,000	720,000
IRWM Grant	327,385	-	(7,250)	-	40,000
Total Revenue	<u>\$ 2,802,365</u>	<u>\$ 2,858,054</u>	<u>\$ 2,959,164</u>	<u>\$ 2,975,393</u>	<u>\$ 3,161,891</u>



### AWARD-WINNING OPERATIONS

Over 19 years, our system has grown to deliver more than 3 million gallons per day of high-quality recycled water—improving our region's water resiliency.

# COST SUMMARY

	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
<b>Operating Cost</b>					
Personnel	\$ 2,931,172	\$ 2,948,174	\$ 3,096,844	\$ 3,093,752	\$ 3,242,274
Supplies and Services	2,403,820	2,817,830	3,020,418	3,124,194	3,414,881
Capital Outlay	118,757	178,597	132,687	58,300	95,800
Contingency	-	-	-	160,400	188,400
Total Operating Cost	5,453,749	5,944,601	6,249,949	6,436,646	6,941,355
Capital Costs	5,159,000	5,893,587	2,327,250	2,295,000	1,672,427
Debt Service					
State Revolving Fund	834,675	834,675	834,675	834,675	834,675
2011 Refunding Bonds	1,472,818	1,482,668	1,478,068	1,478,068	121,468
Advanced Water Purification	148,153	148,153	148,153	148,153	148,153
SFID Pipeline Loan	11,719	11,996	15,000	15,000	15,000
2017 Revenue Bonds		589,311	902,775	902,775	1,337,775
Total Debt Service	2,467,365	3,066,803	3,378,671	3,378,671	2,457,071
Total Costs	<u>\$ 13,080,114</u>	<u>\$ 14,904,991</u>	<u>\$ 11,955,870</u>	<u>\$ 12,110,317</u>	<u>\$ 11,070,853</u>

## COST DETAIL

	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20	% Change
<b>Operating Cost</b>						
<b><u>Personnel</u></b>						
Direct Salaries and Wages	\$ 2,007,881	\$ 2,092,916	\$ 2,197,991	\$ 2,159,024	\$ 2,240,473	3.8%
FICA Tax	\$ -	\$ -	\$ 119	\$ -	\$ -	
Medicare Tax	29,824	31,118	32,990	31,001	31,440	1.4%
State Unemployment Tax	7,105	6,552	6,554	9,673	9,550	-1.3%
Standby Pay	14,733	14,022	14,983	14,504	14,229	-1.9%
Overtime Pay	44,672	43,391	38,178	43,297	39,321	-9.2%
Dental/Vision	19,188	24,392	24,230	25,186	27,131	7.7%
Employee Assistance Program	678	678	423	4,099	4,102	0.1%
Life Insurance/Disability	12,774	13,403	16,610	17,860	17,874	0.1%
Workers Comp. Insurance	37,122	25,758	40,465	44,225	45,764	3.5%
Medical Insurance - Pers	235,915	252,848	262,660	272,248	268,954	-1.2%
Retirement Plan - PERS	437,387	354,158	364,061	368,251	437,957	18.9%
Deferred Comp-employer	71,961	75,890	86,286	89,859	91,128	1.4%
Uniforms - Boots	2,156	3,193	1,686	4,022	3,850	-4.3%
Payroll Processing Fees	8,693	8,382	8,798	8,002	7,999	0.0%
Other Personnel Costs	1,082	1,475	810	2,501	2,502	0.0%
	<u>2,931,172</u>	<u>2,948,174</u>	<u>3,096,844</u>	<u>3,093,752</u>	<u>3,242,274</u>	<u>4.8%</u>
<b><u>Supplies and Services</u></b>						
Advertising	600	985	2,156	1,900	1,910	0.5%
Bank Service Charges	2,210	7,523	7,499	5,000	7,500	50.0%
Board Expense	287	851	355	200	300	50.0%
Dues & Memberships	24,924	31,997	31,800	30,049	27,775	-7.6%
Equipment Rental/Lease	6,499	42,102	19,384	42,200	8,000	-81.0%
Fees - Disposal	267	411	686	1,580	1,050	-33.5%
Fees - Permits	48,491	70,779	64,897	59,629	63,000	5.7%
Fines	3,000	-	400	-	-	
Fuel	8,505	12,239	11,714	13,428	13,965	4.0%
Insurance - Liability	32,067	29,387	37,020	37,144	39,001	5.0%
Insurance - Property	24,658	25,408	31,089	28,305	29,720	5.0%
Licenses	23,272	30,386	21,759	25,234	33,130	31.3%
Minor Equip - Shop & Field	9,672	15,336	11,732	10,696	13,129	22.8%
Miscellaneous	-	17,785	15,038	-	-	
Postage/Shipping	1,998	2,235	2,210	2,337	2,384	2.0%
Preemployment Screening	296	181	181	625	625	0.0%
Printing	1,274	1,317	1,301	2,040	1,366	-33.0%
Rent	64,549	98,826	103,448	107,061	103,925	-2.9%
Repair Parts Expense	253,335	154,235	187,482	197,870	198,351	0.2%
Retrofit Expenses	-	-	-	5,000	5,000	0.0%
Seminars/Education	9,908	3,040	2,488	15,492	14,992	-3.2%
Services - Accounting	19,500	25,750	28,500	28,500	26,000	-8.8%
Services - Alarm	8,235	7,773	6,191	10,800	10,800	0.0%
Services - Biosolids Hauling	154,682	169,727	174,160	175,000	180,000	2.9%

Cost detail continued on next page

## Cost Detail Continued

	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20	% Change
<b>Operating Cost</b>						
Services - Engineering	62,906	172,135	230,037	242,400	273,000	12.6%
Service - Fire Control	-	5,550	4,400	-	-	
Services - Grease & Scum	17,359	12,668	22,073	32,220	32,300	0.2%
Services - Grit & Screenings	21,521	42,724	37,613	37,700	40,450	7.3%
Services - Janitorial	12,225	12,000	11,955	13,000	13,000	0.0%
Services - Laboratory	20,730	29,193	21,600	63,800	76,560	20.0%
Services - Landscape	37,047	71,938	41,561	44,500	55,000	23.6%
Services - Legal	40,566	77,652	63,307	72,089	71,152	-1.3%
Services - Lobbying	23,433	15,444	16,000	16,000	17,800	11.3%
Services - Maintenance	81,746	98,368	74,935	77,651	75,824	-2.4%
Services - Medical	1,137	2,248	643	1,803	1,803	0.0%
Services - Other	65	3,785	28	2,000	1,467	-26.6%
Services - Professional	44,226	148,134	130,280	83,393	189,000	126.6%
Services - Temp	32,464	35,387	67,731	52,200	55,623	6.6%
Services - IT/GIS Support	42,147	39,575	41,500	54,902	54,987	0.2%
Service - EWA Support	14,949	20,543	20,438	37,134	19,641	-47.1%
Services - Contractors	104,424	65,413	107,032	108,000	114,711	6.2%
Services - Testing	-	143	26	1,000	1,000	0.0%
Services - Uniforms	9,843	9,249	7,273	10,500	10,920	4.0%
Subsistence - Meals	660	835	1,837	2,725	2,720	-0.2%
Subsistence - Travel/Rm & Bd	4,150	3,551	9,025	8,525	9,600	12.6%
Supplies - Chem - Ferrous Chlo	40,851	49,095	67,850	48,809	78,028	59.9%
Supplies - Chem - Odor	22,465	22,075	84,578	25,605	120,568	370.9%
Supplies - Chem - Polymer	57,813	57,000	59,687	66,269	72,897	10.0%
Supplies - Chem - Sodium Hypo	40,282	55,320	54,796	48,000	82,653	72.2%
Supplies - Chemicals	58,828	45,008	52,056	64,311	69,759	8.5%
Supplies - Janitorial	2,519	3,334	2,647	3,000	3,000	0.0%
Supplies - Lab	24,046	27,923	33,961	21,000	30,075	43.2%
Supplies - Office	12,926	8,557	9,900	12,635	12,635	0.0%
Supplies - Safety	7,147	11,825	12,726	7,037	11,094	57.7%
Supplies - Shop & Field	10,864	13,547	17,141	22,211	22,211	0.0%
Training	-	35	2,746	6,367	14,998	135.5%
Training - Safety	5,779	4,519	3,790	9,604	9,604	0.0%
Utilities - Gas & Electric	665,515	781,784	836,379	855,759	855,655	0.0%
Utilities - Internet	4,812	5,598	5,028	7,341	5,218	-28.9%
Utilities - Telephone	28,984	30,414	26,624	29,000	27,955	-3.6%
Utilities - Trash	2,847	2,948	2,951	2,950	3,099	5.0%
Utilities - Water	130,357	51,770	50,862	109,800	74,632	-32.0%
Utilities - Water (Suppl.)	11,205	17,113	15,878	11,544	11,672	1.1%
Vehicle Maintenance	6,750	15,155	10,036	11,321	10,647	-5.9%
	<u>2,403,820</u>	<u>2,817,830</u>	<u>3,020,418</u>	<u>3,124,194</u>	<u>3,414,881</u>	<u>9.3%</u>
Capital Outlay	118,757	178,597	132,687	58,300	95,800	64.3%
Contingency	-	-	-	160,400	188,400	17.5%
<b>Total Operating Cost</b>	<u>\$ 5,453,749</u>	<u>\$ 5,944,601</u>	<u>\$ 6,249,949</u>	<u>\$ 6,436,646</u>	<u>\$ 6,941,355</u>	<u>7.8%</u>



# COST DETAIL BY PROGRAM

## ACHIEVING HIGHEST WATER QUALITY STANDARDS

The laboratory, located at the San Elijo Water Reclamation Facility, provides analytical laboratory services for the SEJPA's wastewater and recycled water programs as well as to other entities through contract agreements.



## STAFF ALLOCATION

Staff time is budgeted based on estimates of actual time required by each program. Actual program staff time is recorded daily. Administrative time is allocated to all programs. Below is a table showing the percentages of direct labor for each program by fiscal year:

Program	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Wastewater Treatment	46.1%	45.0%	42.9%	42.8%	42.0%
Laboratory	14.0%	13.4%	13.9%	13.7%	14.2%
Ocean Outfall	10.2%	10.5%	10.2%	10.6%	10.9%
Cardiff Sanitation District Pump Stations	4.1%	4.2%	4.5%	5.0%	4.6%
Encinitas Sanitation District Pump Station	1.7%	1.7%	2.0%	2.2%	2.2%
Encinitas Urban and Storm Water Services	0.5%	0.7%	0.7%	0.8%	0.7%
Solana Beach Pump Stations	4.3%	4.7%	5.6%	5.8%	6.3%
Solana Beach Urban and Storm Water Services	0.2%	0.2%	0.2%	0.2%	0.2%
Del Mar Pump Station	0.1%	0.5%	1.1%	1.1%	1.2%
Recycled Water	18.7%	19.1%	18.9%	17.9%	17.7%
Total	100.0%	100.0%	100.0%	100.0%	100.0%

# WASTEWATER TREATMENT

## PROGRAM DESCRIPTION

Wastewater Treatment is the cost center for all operation and maintenance activities at the San Elijo Water Reclamation Facility. Activities currently include full secondary wastewater treatment for the cities of Encinitas, Solana Beach, and Del Mar, as well as the Rancho Santa Fe Community Services District, with the effluent being recycled or disposed to the ocean. Wastewater biosolids are treated and dewatered, then hauled by a contractor to a privately-operated land application site in Arizona for beneficial reuse.

## 2018-19 ESTIMATED ACTUAL EXPENDITURES

Wastewater Treatment operations are projected to end the year approximately 4.5%, or roughly \$130,913 under budget. Major components of the Wastewater Treatment budget include personnel, insurances, chemicals, repair and maintenance parts, professional services, utilities, waste hauling and disposal, and capital outlay. The following tables show the budgets and estimated expenditures by classification.

Personnel costs for this program are forecast to be \$1,993 or 0.1% under budget this year. Direct Salaries and Wages are expected to be over budget; however, this was offset by employee benefits.

Non-personnel costs, including Supplies and Services, are expected to be 5.2% or \$75,291 under budget. This is due to a combination of multiple variances consisting of the following:

Operating Cost	Over/(Under) Budget	Explanation
Utilities - Water	(38,780)	New water efficient equipment
Equipment Rental/Lease	(20,216)	Crane and aerial lift requirements lower than planned
Supplies - Chemical - Ferrous Chloride	19,041	Supplier increase due to raw material cost
Miscellaneous	15,038	Insurance deductible claim
Utilities - Gas and Electric	14,607	Lower than planned increase
Service - EWA Support	(9,065)	Less than planned HR and self-directed safety
Services – Legal	(8,326)	Lower than planned
Services - IT/GIS Support	(7,682)	Delayed due to Building and Site Improvement project
Supplies - Chemical - Polymer	(7,152)	Usage less than budget
Services - Grease and Scum	(7,122)	Lower required services for secondary treatment
Repair Parts Expense	(7,098)	Repair parts lower this fiscal year
Seminars/Education	(7,056)	Lower than planned
Supplies - Shop and Field	(5,266)	Supplies required lower this fiscal year
Supplies - Safety	5,265	New fire extinguishers and eye wash station repair
All Others	(11,479)	
Net Supplies and Services	(75,291)	

Capital Outlay was spent on the replacement of mechanical systems in the secondary treatment tanks as well as a rebuild of a primary sludge pump. Contingency is not expected to be used for overall operating costs.

## 2019-20 ADOPTED BUDGET

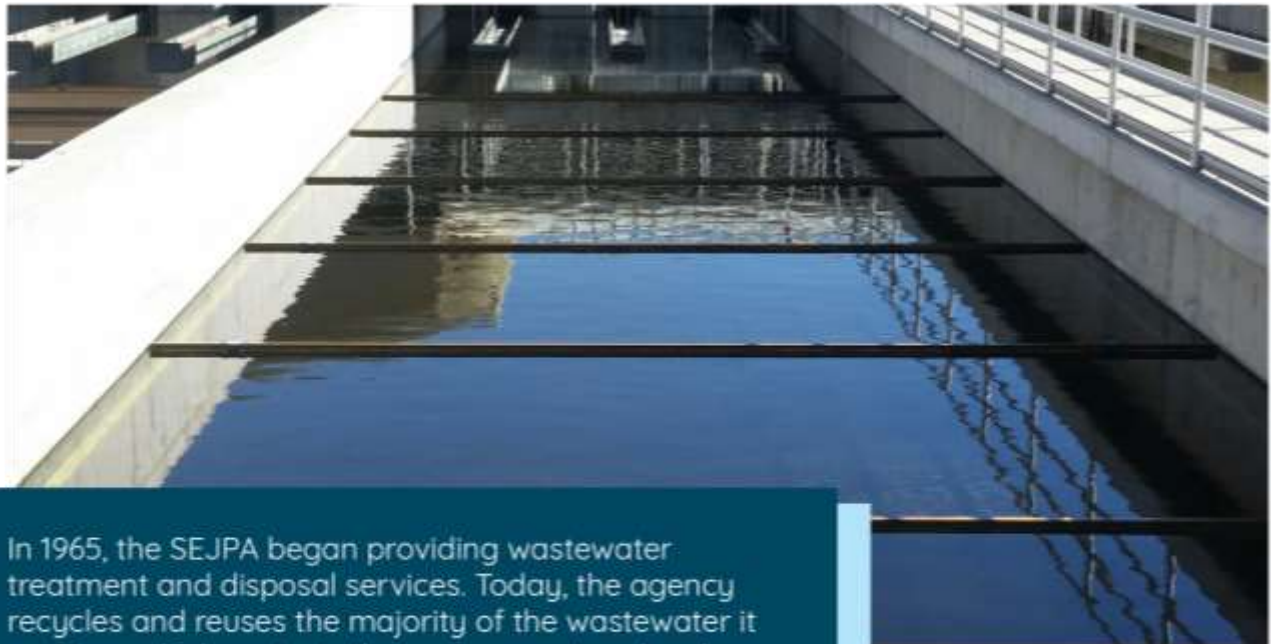
Overall, the Wastewater Treatment operating budget is proposed to increase by \$122,916, or 4.3%, from the prior year's budget. Personnel expense is planned to increase \$33,382 which is 2.5% over FY 2018-19 Budget. Supplies and Services is planned to increase \$67,094 or 4.7%. Other expenses have been adjusted from prior year's budget based on providing the required level of service:

<b>Operating Cost</b>	<b>Increase/(Decrease) Year over Year</b>	<b>Explanation</b>
<b>Utilities - Water</b>	(25,231)	New water efficient equipment
<b>Equipment Rental/Lease</b>	(32,600)	Duperon (headworks) lease complete
<b>Utilities - Gas &amp; Electric</b>	17,401	Planned increase
<b>Supplies - Chemical - Ferrous Chloride</b>	29,219	Supplier cost increase
<b>Supplies - Chemical - Sodium Hypochlorite</b>	25,000	Supplier cost increase
<b>Services - Professional</b>	19,000	Plant efficiency and public outreach
<b>Training</b>	5,753	New regulations
<b>Services - Landscape</b>	10,500	Plant tree trimming
<b>Service - EWA Support</b>	(8,848)	Self-directed safety program
<b>Repair Parts Expense</b>	8,662	Increase based on historical
<b>Services - Biosolids Hauling</b>	5,000	Supplier cost increase
<b>All Others</b>	13,238	
<b>Net Supplies and Services</b>	67,094	

Contingency funding has been set at \$75,300 which is approximately 5% of the budgeted Supplies and Services costs. This provides funding for unplanned additional expense impacting the Wastewater Program.

## Wastewater Treatment Cost Summary

	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
<b>Operating Cost</b>					
Personnel	\$ 1,355,349	\$ 1,334,967	\$ 1,356,050	\$ 1,354,057	\$ 1,387,439
Supplies and Services	1,235,625	1,396,160	1,363,700	1,438,991	1,506,085
Capital Outlay	77,798	86,654	39,285	25,000	44,040
Contingency	-	-	-	71,900	75,300
Total Operating Cost	2,668,771	2,817,781	2,759,036	2,889,948	3,012,864
Capital Costs	1,029,000	1,029,000	120,000	120,000	948,177
Debt Service					
2011 Refunding Bonds	1,472,818	1,482,668	1,478,068	1,478,068	121,468
2017 Revenue Bonds			902,775	902,775	1,337,775
Total Debt Service	1,472,818	1,482,668	2,380,843	2,380,843	1,459,243
Total Costs	\$ 5,170,589	\$ 5,329,449	\$ 5,259,879	\$ 5,390,791	\$ 5,420,284



In 1965, the SEJPA began providing wastewater treatment and disposal services. Today, the agency recycles and reuses the majority of the wastewater it receives, which protects the environment and makes efficient use of our natural resources.

## Wastewater Treatment Operating Cost Detail

<b>Operating Cost</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Estimated Actual 2018-19</b>	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>
<b><u>Personnel</u></b>					
Direct Salaries and Wages	\$ 926,548	\$ 942,326	\$ 943,292	\$ 924,297	\$ 941,595
Medicare Tax	13,620	13,918	14,836	14,337	14,030
State Unemployment Tax	3,525	3,305	3,237	4,473	4,261
Standby Pay	7,977	7,586	7,983	7,888	7,679
Overtime Pay	18,152	14,097	16,077	16,325	14,995
Dental/Vision	8,941	11,410	11,285	11,647	12,106
Employee Assistance Program	316	678	319	1,896	1,830
Life Insurance/Disability	5,953	6,269	7,690	8,259	7,977
Workers Comp. Insurance	16,497	12,052	18,715	20,453	20,424
Medical Insurance - Pers	109,933	118,307	121,480	125,905	120,025
Retirement Plan - PERS	206,468	165,709	168,171	170,303	195,446
Deferred Comp-employer	31,961	33,340	37,711	41,557	40,667
Uniforms - Boots	919	1,355	789	1,861	1,718
Payroll Processing Fees	4,050	3,922	4,069	3,700	3,570
Other Personnel Costs	488	695	397	1,156	1,116
	<u>1,355,349</u>	<u>1,334,967</u>	<u>1,356,050</u>	<u>1,354,057</u>	<u>1,387,439</u>
<b><u>Supplies and Services</u></b>					
Advertising	600	727	581	700	700
Bank Service Charges	2,210	7,523	7,499	5,000	5,000
Board Expense	287	851	355	200	300
Dues & Memberships	12,655	13,088	13,040	18,070	14,500
Equipment Rental/Lease	6,426	42,102	19,384	39,600	7,000
Fees - Disposal	267	411	686	1,300	1,000
Fees - Permits	24,654	28,278	29,422	27,500	28,500
Fines	3,000	-	-	-	-
Fuel	3,580	5,428	5,010	5,304	5,516
Insurance - Liability	16,013	14,693	18,510	19,081	20,035
Insurance - Property	11,434	12,704	15,545	14,610	15,340
Licenses	7,008	9,807	9,617	8,383	11,220
Minor Equip - Shop & Field	6,817	8,865	8,602	7,593	8,233
Miscellaneous	-	17,785	15,038	-	-
Postage/Shipping	1,163	1,535	1,496	1,500	1,530
Preemployment Screening	138	85	84	300	300
Printing	585	743	710	1,250	745
Rent	1,076	1,264	1,264	1,300	1,325
Repair Parts Expense	158,865	74,219	92,902	100,000	108,662

*Cost detail continued on next page*



## Wastewater Treatment Operating Cost Detail Continued

<b>Operating Cost</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Estimated Actual 2018-19</b>	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>
Seminars/Education	1,924	1,074	695	7,750	7,750
Services - Accounting	10,500	12,875	14,250	14,250	13,000
Services - Alarm	2,393	1,572	786	2,500	2,500
Services - Biosolids Hauling	154,682	169,727	174,160	175,000	180,000
Services - Engineering	41,655	132,261	58,005	60,000	60,000
Service - Fire Control	-	5,550	4,400	-	-
Services - Grease & Scum	14,235	9,788	20,028	27,150	27,200
Services - Grit & Screenings	5,939	25,078	20,322	20,000	20,000
Services - Janitorial	12,225	12,000	11,955	13,000	13,000
Services - Laboratory	310	3,528	2,790	3,000	3,600
Services - Landscape	31,500	64,956	39,061	39,500	50,000
Services - Legal	27,818	45,475	35,061	43,387	43,000
Services - Maintenance	31,673	47,915	29,617	30,000	30,900
Services - Medical	803	1,103	304	950	950
Services - Other	16	718	6	700	247
Services - Professional	19,535	54,565	29,926	30,000	49,000
Services - Temp	16,232	17,693	30,445	28,000	28,000
Services - IT/GIS Support	14,755	14,774	14,569	22,251	22,250
Service - EWA Support	6,972	9,548	7,935	17,000	8,152
Services - Contractors	70,479	80	45,804	50,000	50,000
Services - Testing	-	117	-	1,000	1,000
Services - Uniforms	4,586	4,328	3,753	4,922	5,119
Subsistence - Meals	338	447	1,191	1,500	1,500
Subsistence - Travel/Rm & Bd	1,339	1,249	3,950	6,000	6,000
Supplies - Chem - Ferrous Chlo	40,851	49,095	67,850	48,809	78,028
Supplies - Chem - Odor	17,062	16,887	22,376	20,386	21,591
Supplies - Chem - Polymer	54,209	57,000	57,618	64,769	70,522
Supplies - Chem - Sodium Hypo	-	-	-	-	25,000
Supplies - Chemicals	3,875	2,612	3,404	4,630	4,427
Supplies - Janitorial	2,519	3,334	2,647	2,750	2,750
Supplies - Lab	1,880	5,266	5,721	2,000	4,503
Supplies - Office	10,710	7,480	8,978	11,000	11,000
Supplies - Safety	4,312	9,068	10,265	5,000	8,276
Supplies - Shop & Field	8,460	8,434	12,234	17,500	17,500
Training	-	16	1,347	2,732	6,435
Training - Safety	2,754	2,241	1,858	4,290	4,290
Utilities - Gas & Electric	213,189	279,135	306,741	292,134	309,535
Utilities - Internet	2,312	2,876	2,371	4,260	2,427
Utilities - Telephone	14,684	16,003	16,078	14,917	16,881
Utilities - Trash	2,847	2,948	2,951	2,950	3,099
Utilities - Water	124,800	47,532	46,454	85,234	60,003
Vehicle Maintenance	4,473	9,702	6,055	6,081	6,743
	<u>1,235,625</u>	<u>1,396,160</u>	<u>1,363,700</u>	<u>1,438,991</u>	<u>1,506,085</u>
Capital Outlay	77,798	86,654	39,285	25,000	44,040
Contingency	-	-	-	71,900	75,300
Total Operating Cost	<u>\$ 2,668,771</u>	<u>\$ 2,817,781</u>	<u>\$ 2,759,036</u>	<u>\$ 2,889,948</u>	<u>\$ 3,012,864</u>

## LABORATORY SERVICES

### PROGRAM DESCRIPTION

The laboratory located at the San Elijo Water Reclamation Facility provides analytical services for SEJPA's Wastewater and Recycled Water Programs as well as to other entities through contract agreements. The FY 2019-20 contract agreements include the Fairbanks Ranch Community Services District, the Rancho Santa Fe Community Services District, the Santa Fe Valley Community Services District, and the Whispering Palms Community Services District.

### 2018-19 ESTIMATED ACTUAL EXPENDITURES

Laboratory Services are expected to be approximately \$3,264 over budget. Personnel expenses and Supplies and Services are expected to be \$8,458 and \$5,106 respectively as a result of additional management time spent addressing upcoming Environmental Laboratory Accreditation Program (ELAP) regulatory changes and leadership transition due to a recent retirement of the Senior Laboratory Analyst. Contingency of \$4,500 will be used to offset a portion of the overrun.

### 2019-20 ADOPTED BUDGET

The Laboratory Services budget for FY 2019-20 will be \$76,347 or 15.6% higher than last year's budgeted level. Personnel expense will increase \$32,787 or 7.9% and Supplies and Services will increase \$46,160 or 72.1%. This increase is primarily due to the upcoming ELAP requirement, which includes an increase of \$24,000 for Professional Services and outsourced analytical testing as a result of an increase in required water quality monitoring.

Contingency funding has been set at \$7,700, which is approximately 7% of the budgeted Supplies and Services expense.

### Laboratory Cost Summary

Operating Cost	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Personnel	\$ 404,714	\$ 391,597	\$ 423,134	\$ 414,675	\$ 447,462
Supplies and Services	53,910	65,410	69,149	64,043	110,203
Capital Outlay	1,424	15,384	-	5,800	-
Contingency	-	-	-	4,500	7,700
Total Operating Cost	\$ 460,047	\$ 472,390	\$ 492,282	\$ 489,018	\$ 565,365

## Laboratory Operating Cost Detail

<b>Operating Cost</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Estimated Actual 2018-19</b>	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>
<b>Personnel</b>					
Direct Salaries and Wages	\$ 281,831	\$ 281,311	\$ 306,588	\$ 295,290	\$ 317,092
FICA Tax	-	-	98	-	-
Medicare Tax	4,285	4,187	4,689	4,092	4,199
State Unemployment Tax	1,081	831	911	1,277	1,275
Overtime Pay	5,717	1,709	4,976	3,625	3,717
Dental/Vision	2,671	3,316	3,179	3,325	3,623
Employee Assistance Program	94	-	-	541	548
Life Insurance/Disability	1,778	1,824	2,198	2,357	2,388
Workers Comp. Insurance	5,375	3,495	5,341	5,838	6,113
Medical Insurance - Pers	32,839	34,311	34,671	35,939	35,923
Retirement Plan - PERS	56,637	48,059	48,018	48,612	58,496
Deferred Comp-employer	10,580	10,546	11,049	11,862	12,171
Uniforms - Boots	459	690	190	531	514
Payroll Processing Fees	1,210	1,137	1,161	1,056	1,069
Other Personnel Costs	155	180	65	330	334
	<u>404,714</u>	<u>391,597</u>	<u>423,134</u>	<u>414,675</u>	<u>447,462</u>

Cost detail continued on next page

## Laboratory Operating Cost Detail Continued

<b>Operating Cost</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Estimated Actual 2018-19</b>	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>
<b><u>Supplies and Services</u></b>					
Advertising	-	66	26	-	-
Dues & Memberships	535	525	495	900	525
Fees - Permits	-	-	5,294	-	6,000
Fuel	180	301	303	390	406
Insurance - Liability	84	-	-	86	90
Licenses	4,092	7,241	666	4,950	7,200
Minor Equip - Shop & Field	1,816	430	841	1,110	1,179
Postage/Shipping	307	392	486	350	357
Preemployment Screening	41	25	24	85	85
Printing	315	146	146	275	154
Rent	-	-	-	25	-
Repair Parts Expense	822	4,249	944	1,000	2,005
Seminars/Education	2,538	65	-	2,500	3,000
Services - Laboratory	18,640	21,192	15,810	20,000	24,000
Services - Legal	-	254	-	94	-
Services - Maintenance	496	635	600	2,000	2,060
Services - Alarm	324	-	-	350	350
Services - Medical	30	290	63	279	279
Services - Other	5	2,703	2	1,000	903
Services - Professional	271	-	13,581	1,000	25,000
Services - Temp	-	-	3,341	-	5,000
Service - EWA Support	2,049	3,059	2,061	5,000	2,390
Services - Uniforms	1,370	1,255	786	1,422	1,479
Services - IT/GIS Support	4,364	4,285	4,158	4,500	4,500
Subsistence - Meals	-	-	100	250	250
Subsistence - Travel/Rm & Bd	-	-	-	500	500
Supplies - Lab (Outsourced)	11,503	14,219	14,445	9,000	14,059
Supplies - Office	265	187	143	300	300
Supplies - Safety	718	776	801	466	803
Supplies - Shop & Field	478	197	7	659	659
Supplies - Janitorial	-	-	-	250	250
Training	-	5	5	825	1,944
Training - Safety	788	562	211	1,500	1,500
Utilities - Internet	495	619	665	500	698
Utilities - Telephone	1,357	1,551	1,621	1,277	1,702
Vehicle Maintenance	25	181	1,523	1,200	576
	<u>53,910</u>	<u>65,410</u>	<u>69,149</u>	<u>64,043</u>	<u>110,203</u>
Capital Outlay	1,424	15,384	-	5,800	-
Contingency	-	-	-	4,500	7,700
<b>Total Operating Cost</b>	<u><b>\$ 460,047</b></u>	<u><b>\$ 472,390</b></u>	<u><b>\$ 492,282</b></u>	<u><b>\$ 489,018</b></u>	<u><b>\$ 565,365</b></u>

# OCEAN OUTFALL

## PROGRAM DESCRIPTION

This program is the cost center for all operation and maintenance services related to the Ocean Outfall system. These activities include effluent pump station operations and maintenance; ocean monitoring; sampling and testing; and annual outfall inspection. Outfall capacity is shared through an agreement between SEJPA and the City of Escondido; all operation and maintenance costs are shared on the basis of actual usage (measured by discharged flows). Capital improvement project costs are shared based on leased/owned capacity (79% City of Escondido and 21% SEJPA).

## 2018-19 ESTIMATED ACTUAL EXPENDITURES

The Ocean Outfall Program is expected to be approximately \$32,722 or 4.7% under budget this year. Personnel costs are projected to be \$7,722 under budget; Supplies and Services are projected to be \$8,803 under budget. Capital Outlay is forecasted to be at \$7,803 over budget due to an effluent pump rebuild. Contingency funding of \$17,400 is not planned to be used.

## 2019-20 ADOPTED BUDGET

The Ocean Outfall Program budget for Fiscal Year 2019-20 will increase \$140,927 or 20.3%. Personnel Costs are expected to increase \$30,440 or 9.7%. Supplies and Services are expected to increase \$103,267 or 30.1%. This significant increase is a result of the new ocean outfall monitoring requirements and initiation of a plume tracking study related to SEJPA's discharge permit for treated municipal water mandated by the California Regional Water Quality Control Board.

Contingency funding is set at \$31,200, which is approximately 7% of the budgeted Supplies and Services costs. This provides funding for unforeseen events or repairs for facilities within the Ocean Outfall Program.





## Ocean Outfall Cost Summary

<b>Operating Cost</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Estimated Actual 2018-19</b>	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>
Personnel	\$ 289,903	\$ 298,651	\$ 307,693	\$ 315,415	\$ 345,855
Supplies and Services	149,954	221,583	334,280	343,083	446,350
Capital Outlay	3,679	10,904	20,303	12,500	12,520
Contingency	-	-	-	24,000	31,200
Total Operating Cost	443,535	531,138	662,276	694,998	835,925
Capital Costs	3,800,000	4,189,937	300,000	300,000	288,800
Total Costs	<u>\$ 4,243,535</u>	<u>\$ 4,721,075</u>	<u>\$ 962,276</u>	<u>\$ 994,998</u>	<u>\$ 1,124,725</u>

## Ocean Outfall Operating Cost Detail

<b>Operating Cost</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Estimated Actual 2018-19</b>	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>
<b><u>Personnel</u></b>					
Direct Salaries and Wages	\$ 205,365	\$ 219,768	\$ 223,202	\$ 228,332	\$ 244,944
FICA Tax	-	-	21	-	-
Medicare Tax	3,034	3,275	3,227	2,982	3,243
State Unemployment Tax	541	574	578	930	985
Standby Pay	1,590	1,486	1,660	1,540	1,533
Overtime Pay	1,008	2,690	1,786	1,201	1,550
Dental/Vision	1,782	2,237	2,317	2,422	2,799
Employee Assistance Program	63	-	-	394	423
Life Insurance/Disability	1,186	1,230	1,591	1,718	1,844
Workers Comp. Insurance	3,587	2,359	3,893	4,254	4,722
Medical Insurance - Pers	21,913	23,161	25,268	26,185	27,747
Retirement Plan - PERS	41,135	32,441	34,920	35,418	45,183
Deferred Comp-employer	7,605	8,245	8,088	8,643	9,401
Uniforms - Boots	183	266	188	387	397
Payroll Processing Fees	808	768	846	769	825
Other Personnel Costs	103	151	107	240	258
	<u>289,903</u>	<u>298,651</u>	<u>307,693</u>	<u>315,415</u>	<u>345,855</u>

Cost detail continued on next page

## Ocean Outfall Operating Cost Detail Continued

	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
<b>Operating Cost</b>					
<b><u>Supplies and Services</u></b>					
Advertising	-	44	84	800	800
Dues & Memberships	2,695	11,232	11,206	2,130	5,050
Fees - Permits	(50)	1,440	-	6,600	5,000
Fuel	662	747	893	936	973
Insurance - Liability	6,349	5,877	7,404	7,633	8,014
Insurance - Property	5,290	5,082	6,218	5,844	6,136
Licenses	1,440	3,546	4,379	2,284	3,700
Postage/Shipping	45	31	52	50	51
Preemployment Screening	28	17	17	60	60
Printing	90	99	99	40	104
Rent	-	-	-	15	-
Repair Parts Expense	131	4,505	1,440	5,000	2,025
Seminars/Education	82	264	178	100	100
Minor Equip - Shop & Field	274	2,784	2,200	207	1,605
Services - Accounting	3,300	5,150	5,700	5,700	5,200
Services - Engineering	2,819	8,682	99,761	100,400	118,000
Services - Laboratory	-	-	-	36,800	44,160
Services - Legal	5,164	9,722	6,886	5,825	5,000
Services - Maintenance	10	919	900	2,000	2,060
Services - Medical	107	199	65	175	175
Services - Other	33	3	16	-	18
Services - Professional	5,886	16,952	47,488	22,000	96,600
Services - IT/GIS Support	2,912	2,892	3,030	4,161	4,200
Services - Contractors	33,946	61,687	44,500	40,000	46,711
Services - Temp	6,493	7,077	12,678	11,200	8,749
Services - Uniforms	914	847	573	984	1,024
Services - Alarm	216	-	-	300	300
Service - EWA Support	1,413	1,665	2,797	3,600	1,958
Subsistence - Meals	68	1	63	20	20
Subsistence - Travel/Rm & Bd	531	116	436	25	100
Supplies - Lab	9,535	8,006	13,362	9,000	10,816
Supplies - Office	612	96	89	300	300
Supplies - Safety	479	287	221	300	346
Supplies - Shop & Field	435	133	143	442	442
Training	-	3	3	600	1,413
Training - Safety	526	409	504	942	942
Utilities - Gas & Electric	55,819	59,038	59,183	64,800	62,142
Utilities - Internet	330	417	467	501	490
Utilities - Telephone	906	1,047	1,126	719	1,182
Vehicle Maintenance	463	568	120	590	383
	<u>149,954</u>	<u>221,583</u>	<u>334,280</u>	<u>343,083</u>	<u>446,350</u>
Capital Outlay	3,679	10,904	20,303	12,500	12,520
Contingency	-	-	-	24,000	31,200
<b>Total Operating Cost</b>	<u>\$ 443,535</u>	<u>\$ 531,138</u>	<u>\$ 662,276</u>	<u>\$ 694,998</u>	<u>\$ 835,925</u>

# CARDIFF SANITARY DIVISION PUMP STATIONS

## PROGRAM DESCRIPTION

Under this program, SEJPA provides pump station operation and maintenance services to the City of Encinitas' Cardiff Sanitary Division (CSD). These facilities include the Cardiff, Coast Highway, and Olivenhain Pump Stations. The actual costs incurred are borne solely by the CSD.

## 2018-19 ESTIMATED ACTUAL EXPENDITURES

The CSD Pump Stations are expected to be \$19,061 under budget, or 8.6%. Personnel expense is projected to be under budget; however, Supplies and Services are over budget primarily due to the implementation of odor control chemicals.

## 2019-20 ADOPTED BUDGET

Overall, the CSD's Pump Station budget operating expense will increase \$42,467 or 17.6%. Although Personnel expense will decrease \$5,438 or 3.5%; Supplies and Services will be increasing \$39,905 as a result of a full year of the new odor control chemical (Bioxide). This new odor control chemical system at the Olivenhain Pump Station is to offset the unforeseen biological effects of lower flows in the sewer conveyance system which contributes to longer detention time between the sewer source point and the SEWRF.

Contingency funding has been set at \$22,200, which is approximately 20% of budgeted Supplies and Services costs that is consistent with contingency funding for prior years. This provides sufficient funding for unforeseen events and repairs at any of the CSD Pump Stations.

## Cardiff Sanitary Division Cost Summary

	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
<b>Operating Cost</b>					
Personnel	\$ 128,266	\$ 131,548	\$ 141,867	\$ 155,630	\$ 150,192
Supplies and Services	71,392	71,959	80,058	71,157	111,062
Capital Outlay	-	14,857	-	-	-
Contingency	-	-	-	14,200	22,200
Total Operating Cost	199,657	218,365	221,925	240,987	283,454
Capital Costs		344,650			250,000
Total Costs	\$ 199,657	\$ 563,015	\$ 221,925	\$ 240,987	\$ 533,454
Cardiff Pump Station	90,236	102,617	95,402	113,923	97,386
Coast Blvd Pump Station	45,174	44,283	40,418	51,838	53,239
Olivenhain Pump Station	64,247	71,464	86,105	75,226	132,828
Total Operating Cost	\$ 199,657	\$ 218,365	\$ 221,925	\$ 240,987	\$ 283,454

## Cardiff Sanitary Division Operating Cost Detail

	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
<b>Operating Cost</b>					
<b>Personnel</b>					
Direct Salaries and Wages	\$ 81,947	\$ 87,773	\$ 98,612	\$ 108,013	\$ 103,398
Medicare Tax	1,227	1,336	1,209	1,575	1,461
State Unemployment Tax	324	332	324	491	444
Standby Pay	868	833	876	864	841
Overtime Pay	2,136	3,042	619	2,194	1,879
Dental/Vision	976	1,250	1,223	1,280	1,261
Employee Assistance Program	35	-	-	209	191
Life Insurance/Disability	650	687	844	908	831
Workers Comp. Insurance	1,962	1,321	2,056	2,247	2,127
Medical Insurance - Pers	11,998	12,971	13,343	13,833	12,501
Retirement Plan - PERS	22,534	18,168	18,483	18,712	20,356
Deferred Comp-employer	3,011	3,188	3,732	4,566	4,235
Uniforms - Boots	100	148	73	204	179
Payroll Processing Fees	442	430	447	407	373
Other Personnel Costs	57	68	25	127	115
	128,266	131,548	141,867	155,630	150,192

Cost detail continued on next page

## Cardiff Sanitary Division Operating Cost Detail Continued

<b>Operating Cost</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Estimated Actual 2018-19</b>	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>
<b><u>Supplies and Services</u></b>					
Equipment Rental/Lease	73	-	-	-	-
Fees - Disposal	-	-	-	115	-
Fees - Permits	1,567	14,217	1,919	1,835	2,000
Fuel	504	891	654	1,030	1,071
Insurance - Liability	31	-	-	34	36
Licenses	917	736	422	869	895
Minor Equip - Shop & Field	146	2,275	89	111	1,271
Postage/Shipping	9	8	8	11	11
Preemployment Screening	15	9	9	30	30
Printing	46	55	55	25	58
Rent	-	-	-	12	-
Repair Parts Expense	18,209	12,677	13,476	13,000	14,787
Seminars/Education	45	25	-	50	50
Services - Alarm	1,318	1,440	1,470	1,500	1,500
Services - Grease & Scum	3,125	2,880	1,245	4,170	4,200
Services - Grit & Screenings	-	-	1,044	-	1,050
Services - Landscape	4,627	-	-	-	-
Services - Legal	-	34	-	36	-
Services - Maintenance	6,351	2,455	4,460	4,530	4,666
Services - Medical	11	110	24	90	90
Services - Other	2	2	1	-	-
Services - Professional	99	-	-	195	-
Services - IT/GIS Support	1,593	1,620	1,600	1,700	1,700
Services - Uniforms	500	474	502	547	569
Service - EWA Support	748	1,157	1,766	1,814	1,223
Subsistence - Meals	-	-	25	-	-
Subsistence - Meals	105	-	-	-	-
Supplies - Chemicals	2,244	1,463	1,455	2,681	2,310
Supplies - Chem - Odor	1,138	966	21,997	1,219	42,000
Supplies - Office	9	47	-	20	20
Supplies - Safety	262	351	243	171	300
Supplies - Shop & Field	192	393	82	752	752
Training	-	2	2	338	796
Training - Safety	288	213	80	531	531
Utilities - Gas & Electric	21,608	21,922	22,737	27,535	23,874
Utilities - Internet	181	233	254	457	266
Utilities - Telephone	1,324	1,455	1,525	1,265	1,601
Utilities - Water	3,855	2,877	2,842	3,997	2,984
Vehicle Maintenance	253	949	63	487	422
	<u>71,392</u>	<u>71,934</u>	<u>80,048</u>	<u>71,157</u>	<u>111,062</u>
Capital Outlay	-	14,857	-	-	-
Contingency	-	-	-	14,200	22,200
Total Operating Cost	<u>\$ 199,657</u>	<u>\$ 218,340</u>	<u>\$ 221,915</u>	<u>\$ 240,987</u>	<u>\$ 283,454</u>



# ENCINITAS SANITARY DIVISION PUMP STATION

## PROGRAM DESCRIPTION

Under this program, SEJPA provides pump station operation and maintenance services to the Encinitas Sanitary Division (ESD), for the Moonlight Beach Pump Station, located in the City of Encinitas. The actual costs incurred are borne solely by the ESD.

## 2018-19 ESTIMATED ACTUAL EXPENDITURES

It is anticipated that the ESD Pump Station will be \$3,422 or 2.3% above budget for FY 2018-19. \$30,000 has been reserved in Capital Outlay to fund the replacement of a mechanical grinder that failed. The planned savings of \$2,297 and \$10,781 for Personnel and Supplies and Services, plus Contingency of \$13,500 will offset most of the Capital Outlay expense.

## 2019-20 ADOPTED BUDGET

For FY 2019-20, the ESD Pump Station budget is planned to be \$7,116 lower than FY 2018-19 due to lower than anticipated energy costs. Contingency funding has been set to \$12,000, which is approximately 20% of budgeted supplies and services costs that is consistent with contingency funding for prior years. This provides sufficient funding for unforeseen events and repairs at the pump station.

## Encinitas Sanitary Division Pump Station Cost Summary

	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
<b>Operating Cost</b>					
Personnel	\$ 53,889	\$ 55,306	\$ 65,915	\$ 68,211	\$ 69,967
Supplies and Services	62,178	57,951	56,563	67,344	59,973
Capital Outlay	11,444	-	30,000	-	-
Contingency	-	-	-	13,500	12,000
Total Operating Cost	<u>\$ 127,511</u>	<u>\$ 113,257</u>	<u>\$ 152,478</u>	<u>\$ 149,056</u>	<u>\$ 141,940</u>
Capital Costs					
Total Costs	<u>\$ 127,511</u>	<u>\$ 113,257</u>	<u>\$ 152,478</u>	<u>\$ 149,056</u>	<u>\$ 141,940</u>

Encinitas Sanitary Division includes the Moonlight Beach Pump Station.

## Encinitas Sanitary Division Pump Station Operating Cost Detail

	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Estimated Actual 2018-19</b>	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>
<b>Operating Cost</b>					
<b><u>Personnel</u></b>					
Direct Salaries and Wages	\$ 33,703	\$ 35,766	\$ 44,284	\$ 47,369	\$ 48,211
Medicare Tax	504	551	486	698	688
State Unemployment Tax	163	114	112	218	209
Standby Pay	379	376	388	378	371
Overtime Pay	1,084	1,367	1,822	731	626
Dental/Vision	424	564	542	567	594
Employee Assistance Program	15	-	-	92	90
Life Insurance/Disability	282	309	375	402	391
Workers Comp. Insurance	853	598	910	995	1,002
Medical Insurance - Pers	5,214	5,866	5,910	6,126	5,888
Retirement Plan - PERS	9,788	8,217	8,276	8,286	9,587
Deferred Comp-employer	1,219	1,287	2,568	2,022	1,995
Uniforms - Boots	44	67	32	91	84
Payroll Processing Fees	192	195	198	180	175
Other Personnel Costs	25	31	11	56	55
	<u>53,889</u>	<u>55,306</u>	<u>65,915</u>	<u>68,211</u>	<u>69,967</u>
<b><u>Supplies and Services</u></b>					
Advertising	-	11	5	-	-
Fees - Disposal	-	-	-	50	-
Fees - Permits	1,318	1,677	1,677	1,900	1,000
Fines	-	-	400	-	-
Fuel	462	543	749	468	487
Insurance - Liability	13	-	-	14	15
Licenses	756	333	114	675	695
Minor Equip - Shop & Field	63	110	-	127	91
Postage/Shipping	221	225	118	230	235
Preemployment Screening	7	4	4	15	15
Printing	20	25	25	10	26
Repair Parts Expense	1,981	3,134	3,542	4,000	2,886
Seminars/Education	20	11	-	36	36
Services - Alarm	851	960	480	900	900
Services - Grit & Screenings	-	-	94	-	100
Services - Legal	-	15	-	16	-
Services - Maintenance	7,569	3,558	2,886	3,000	3,090
Services - Medical	5	50	11	35	35
Services - Other	1	1	0	-	-
Services - Professional	43	-	-	40	-
Services - IT/GIS Support	693	733	709	990	990
Service - EWA Support	325	523	96	789	315
Services - Uniforms	218	215	134	219	228
Subsistence - Meals	-	-	11	-	-
Supplies - Office	4	21	-	5	5
Supplies - Safety	114	165	54	78	117
Supplies - Shop & Field	76	69	1	303	303
Training	-	1	1	142	334
Training - Safety	125	96	36	223	223
Utilities - Gas & Electric	46,889	44,672	45,000	52,648	47,250
Utilities - Internet	79	105	114	17	119
Utilities - Telephone	216	265	277	206	291
Vehicle Maintenance	110	429	28	209	189
	<u>62,178</u>	<u>57,951</u>	<u>56,563</u>	<u>67,344</u>	<u>59,973</u>
Capital Outlay	11,444	-	30,000	-	-
Contingency	-	-	-	13,500	12,000
<b>Total Operating Cost</b>	<b><u>\$ 127,511</u></b>	<b><u>\$ 113,257</u></b>	<b><u>\$ 152,478</u></b>	<b><u>\$ 149,056</u></b>	<b><u>\$ 141,940</u></b>

# CITY OF ENCINITAS URBAN AND STORM WATER SERVICES

## PROGRAM DESCRIPTION

Under this program, SEJPA provides operation and maintenance services to the City of Encinitas. These services include the Urban Runoff Treatment Facility, the Phoebe Storm Water Pump Station, Cardiff Storm Water Diversion Structure, and the Storm Drain Sediment Drying and Disposal Program.

The Phoebe Storm Drain and Urban Runoff Station provide services to the City of Encinitas Clean Water Program for the protection of local creek, beach, and lagoon water quality.

Under the Storm Drain Sediment Drying and Disposal Program, Member Agencies deliver sediment to the San Elijo Water Reclamation Facility, where the sediment is dewatered, dried, tested, and disposed at a local landfill. This program is designed to comply with current storm water best management practices, and is intended to reduce the overall disposal cost associated with wet sediment.

The actual costs incurred are borne solely by the City of Encinitas.

## 2018-19 ESTIMATED ACTUAL EXPENDITURES

The City of Encinitas facilities, which include the Phoebe Storm Drain, the Urban Runoff Station, and the Storm Drain Sediment Drying and Disposal program, are anticipated to end the year \$4,900 below budget.

## 2019-20 ADOPTED BUDGET

These programs will be about the same as last year's budgeted level; there is no contingency funding designated for these programs.

## City of Encinitas Urban and Storm Water Services Cost Summary

<b>Operating Cost</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Estimated Actual 2018-19</b>	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>
Personnel	\$ 16,871	\$ 20,292	\$ 21,738	\$ 23,711	\$ 23,676
Supplies and Services	9,015	6,623	4,752	7,678	7,503
Capital Outlay	-	-	-	-	-
Contingency	-	-	-	-	-
Total Operating Cost	<u>\$ 25,886</u>	<u>\$ 26,915</u>	<u>\$ 26,490</u>	<u>\$ 31,389</u>	<u>\$ 31,179</u>
Phoebe Storm Drain	\$ 2,493	\$ 2,955	\$ 2,268	\$ 4,039	\$ 3,920
Urban Runoff Station	13,591	17,490	18,176	18,158	18,054
Storm Drain Sediment Drying	9,802	6,470	6,046	9,193	9,205
Total Operating Cost	<u>\$ 25,886</u>	<u>\$ 26,915</u>	<u>\$ 26,490</u>	<u>\$ 31,389</u>	<u>\$ 31,179</u>

## City of Encinitas Urban and Storm Water Services Operating Cost Detail

	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
<b>Operating Cost</b>					
<b><u>Personnel</u></b>					
Direct Salaries and Wages	\$ 10,650	\$ 13,945	\$ 15,000	\$ 16,445	\$ 16,322
Medicare Tax	160	207	225	243	235
State Unemployment Tax	29	31	31	76	71
Standby Pay	128	128	138	127	127
Overtime Pay	164	131	128	260	159
Dental/Vision	144	190	188	198	202
Employee Assistance Program	5	-	-	31	31
Life Insurance/Disability	96	104	130	141	133
Workers Comp. Insurance	290	201	316	347	341
Medical Insurance - Pers	1,769	1,972	2,049	2,135	2,005
Retirement Plan - PERS	2,953	2,762	2,866	2,888	3,265
Deferred Comp-employer	394	522	585	704	679
Uniforms - Boots	15	23	11	31	28
Payroll Processing Fees	65	65	69	64	59
Other Personnel Costs	8	10	4	20	19
	<u>16,871</u>	<u>20,292</u>	<u>21,738</u>	<u>23,711</u>	<u>23,676</u>
<b><u>Supplies and Services</u></b>					
Fuel	53	64	74	156	162
Insurance - Liability	5	-	-	5	6
Licenses	29	112	38	43	44
Minor Equip - Shop & Field	5	-	-	7	3
Postage/Shipping	1	1	1	-	-
Preemployment Screening	2	1	1	-	-
Printing	7	8	8	5	9
Rent	-	-	-	1	-
Repair Parts Expense	415	1,301	-	570	572
Seminars/Education	7	4	-	-	-
Services - Grit & Screenings	7,791	4,369	4,120	5,700	5,700
Services - Legal	-	5	-	5	-
Services - Maintenance	1	-	-	25	26
Services - Medical	2	17	4	6	6
Services - Other	0	0	0	-	-
Services - Professional	15	-	-	21	-
Services - Uniforms	74	72	46	109	114
Service - EWA Support	110	176	33	268	106
Subsistence - Meals	-	-	4	-	-
Supplies - Office	1	-	-	-	-
Supplies - Safety	39	24	18	23	29
Supplies - Shop & Field	26	11	0	30	30
Training	-	0	0	49	114
Training - Safety	42	32	12	77	77
Services - IT/GIS Support	235	246	246	336	335
Utilities - Internet	27	36	39	103	41
Utilities - Telephone	73	89	94	90	99
Vehicle Maintenance	37	49	10	48	32
	<u>8,998</u>	<u>6,619</u>	<u>4,751</u>	<u>7,678</u>	<u>7,503</u>
<b>Total Operating Cost</b>	<u>\$ 25,868</u>	<u>\$ 26,911</u>	<u>\$ 26,488</u>	<u>\$ 31,389</u>	<u>\$ 31,179</u>

# SOLANA BEACH PUMP STATIONS

## PROGRAM DESCRIPTION

Under this program, SEJPA provides pump station operation and maintenance services to the City of Solana Beach (SB). These facilities include the Eden Gardens, Solana Beach, San Elijo Hills, and Fletcher Cove Pump Stations, Low Flow Diverters located at Fletcher Cove and Seascape Sur, as well as the Storm Drain Sediment Drying and Disposal Program.

Under the Storm Drain Sediment Drying and Disposal program, Member Agencies deliver sediment to the San Elijo Water Reclamation Facility, where the sediment is dewatered, dried, tested, and disposed at a local landfill. This program is designed to comply with current storm water best management practices, and is intended to reduce the overall disposal cost associated with wet sediment.

The actual costs incurred are paid for by the City of Solana Beach.

## 2018-19 ESTIMATED ACTUAL EXPENDITURES

The SB Pump Stations are forecasted to be below budget this year by \$3,379 or 0.9%. Personnel costs are nearly on target; however, Supplies and Services exceeds budget by \$11,840 primarily due to the implementation of odor control (bioxide). In addition, a pump was replaced at the Solana Beach Pump Station which was not budgeted. Contingency is planned to be used to offset both the overruns in Supplies and Services and Capital Outlay.

## 2019-20 ADOPTED BUDGET

Overall, the SB Pump Stations operating expense is recommended to increase \$96,151 or 25.6% from the prior year's budget. This increase is primarily for additional costs to be incurred for an Arc Flash Study and the increase of odor control chemical usage. Contingency funding has been set to \$37,200, which is approximately 17% of budgeted Supplies and Services costs for the pump stations. This provides sufficient funding for unforeseen events and repairs.



## Solana Beach Pump Stations Cost Summary

<b>Operating Cost</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Estimated Actual 2018-19</b>	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>
Personnel	\$ 137,412	\$ 148,005	\$ 179,903	\$ 180,839	\$ 206,306
Supplies and Services	119,478	127,685	177,585	165,744	228,128
Capital Outlay	9,098	28,406	14,617	-	-
Contingency	-	-	-	28,900	37,200
Total Operating Cost	265,988	304,096	372,104	375,483	471,634
Capital Costs	-	-	-	-	20,000
Total Costs	<u>\$ 265,988</u>	<u>\$ 304,096</u>	<u>\$ 372,104</u>	<u>\$ 375,483</u>	<u>\$ 491,634</u>
Eden Gardens Pump Station	80,938	103,966	110,952	91,606	132,153
Solana Beach Pump Station	109,682	123,903	174,394	186,683	221,754
San Elijo Hills Pump Station	46,111	40,970	56,086	61,929	83,282
Fletcher Cove Pump Station	16,147	15,359	15,314	18,100	16,916
Storm Drain Sediment Drying	8,972	12,763	9,267	10,736	10,701
Seascape Sur Low Flow Diverter	2,436	5,427	3,086	3,216	3,414
Fletcher Cove Low Flow Diverter	1,702	1,710	3,005	3,212	3,413
Total Operating Cost	<u>\$ 265,988</u>	<u>\$ 304,096</u>	<u>\$ 372,104</u>	<u>\$ 375,483</u>	<u>\$ 471,634</u>

## Solana Beach Pump Stations Operating Cost Detail

<b>Operating Cost</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Estimated Actual 2018-19</b>	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>
<b>Personnel</b>					
Direct Salaries and Wages	\$ 86,829	\$ 98,791	\$ 123,867	\$ 124,962	\$ 141,734
Medicare Tax	1,304	1,476	1,516	1,837	2,027
State Unemployment Tax	319	302	299	574	616
Standby Pay	959	967	1,024	956	954
Overtime Pay	2,262	2,336	2,960	2,933	2,513
Dental/Vision	1,075	1,445	1,428	1,493	1,750
Employee Assistance Program	38	-	-	244	264
Life Insurance/Disability	715	793	985	1,060	1,151
Workers Comp. Insurance	2,162	1,533	2,400	2,620	2,948
Medical Insurance - Pers	13,211	15,045	15,576	16,140	17,330
Retirement Plan - PERS	24,689	21,072	21,747	21,831	28,220
Deferred Comp-employer	3,187	3,498	7,465	5,327	5,873
Uniforms - Boots	111	171	85	237	249
Payroll Processing Fees	487	498	521	475	515
Other Personnel Costs	62	79	29	149	162
	<u>137,412</u>	<u>148,005</u>	<u>179,903</u>	<u>180,839</u>	<u>206,306</u>

Cost detail continued on next page

## Solana Beach Pump Stations Operating Cost Detail Continued

	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
<b>Operating Cost</b>					
<b><u>Supplies and Services</u></b>					
Advertising	-	29	12	-	-
Fees - Disposal	-	-	-	115	-
Fees - Permits	3,351	9,210	9,210	3,600	3,000
Fuel	762	1,596	871	1,158	1,204
Insurance - Liability	34	-	-	34	36
Licenses	1,574	854	292	1,424	1,467
Minor Equip - Shop & Field	431	271	-	338	368
Postage/Shipping	9	10	10	11	11
Preemployment Screening	17	11	11	35	35
Printing	51	64	64	35	67
Rent	-	6,361	10,983	11,208	-
Repair Parts Expense	19,298	12,500	21,707	16,500	17,835
Seminars/Education	50	29	-	56	56
Services - Alarm	930	1,337	1,600	2,000	2,000
Services - Grit & Screenings	7,791	11,731	9,230	9,000	10,600
Services - Legal	-	235	-	40	-
Services - Maintenance	5,820	4,513	5,570	5,635	5,804
Services - Medical	12	127	28	96	96
Services - Other	2	2	1	-	-
Services - Professional	109	-	-	127	-
Services - Uniforms	551	550	473	547	569
Services - IT/GIS Support	1,755	1,878	1,868	2,508	2,492
Services - Engineering	-	-	-	-	45,000
Service - EWA Support	824	1,341	1,102	1,999	1,089
Services - Laboratory	-	1,604	-	-	-
Services - Testing	-	-	26	-	-
Subsistence - Meals	-	132	29	55	50
Supplies - Chem - Odor (bioxide)	-	-	35,711	-	52,000
Supplies - Office	9	52	-	10	10
Supplies - Safety	289	229	589	195	388
Supplies - Shop & Field	257	172	797	893	893
Training	-	2	2	379	894
Training - Safety	317	247	93	596	596
Utilities - Gas & Electric	70,519	68,289	73,747	103,332	77,434
Utilities - Internet	199	270	295	247	310
Utilities - Telephone	2,536	1,614	1,624	1,782	1,705
Utilities - Water	1,701	1,361	1,567	1,269	1,645
Vehicle Maintenance	279	1,068	74	521	474
	<u>119,478</u>	<u>127,685</u>	<u>177,585</u>	<u>165,744</u>	<u>228,128</u>
Capital Outlay	9,098	28,406	14,617	-	-
Contingency	-	-	-	28,900	37,200
<b>Total Operating Cost</b>	<u>\$ 265,988</u>	<u>\$ 304,096</u>	<u>\$ 372,104</u>	<u>\$ 375,483</u>	<u>\$ 471,634</u>

# SOLANA BEACH GENERATOR MAINTENANCE SERVICES

## PROGRAM DESCRIPTION

Under this program, SEJPA provides generator maintenance services to the City of Solana Beach. The generators are located at the Solana Beach City Hall and the Lomas Santa Fe Fire Station. The actual costs incurred are borne solely by the City of Solana Beach.

## 2018-19 ESTIMATED ACTUAL EXPENDITURES

The Solana Beach Generator Maintenance Services are forecasted to be \$895 or 5.3% below budget.

## 2019-20 ADOPTED BUDGET

The current year budget is planned to be \$3,612 lower than FY 2018-19. The prior year budget included a one-time cost to replace a radiator at the fire station.

## Solana Beach Generator Maintenance Services Cost Summary

<b>Operating Cost</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Estimated Actual 2018-19</b>	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>
Personnel	\$ 4,719	\$ 5,516	\$ 5,566	\$ 6,328	\$ 6,570
Supplies and Services	2,836	4,172	10,302	10,435	6,581
Total Operating Cost	<u>\$ 7,555</u>	<u>\$ 9,688</u>	<u>\$ 15,869</u>	<u>\$ 16,763</u>	<u>\$ 13,151</u>
SB City Hall Generator	3,803	4,165	7,178	7,553	5,984
SB Lomas SF Fire Generator	3,752	5,523	8,691	9,210	7,168
Total Operating Cost	<u>\$ 7,555</u>	<u>\$ 9,688</u>	<u>\$ 15,869</u>	<u>\$ 16,763</u>	<u>\$ 13,151</u>

## Solana Beach Generator Maintenance Services Operating Cost Detail

	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
<b>Operating Cost</b>					
<b><u>Personnel</u></b>					
Direct Salaries and Wages	\$ 3,201	\$ 3,900	\$ 3,780	\$ 4,474	\$ 4,592
Medicare Tax	48	56	58	64	64
State Unemployment Tax	12	18	18	20	20
Standby Pay	29	34	36	27	31
Overtime Pay	24	4	38	17	19
Dental/Vision	35	48	48	52	56
Employee Assistance Program	1	-	-	8	8
Life Insurance/Disability	23	26	33	36	36
Workers Comp. Insurance	70	52	81	92	92
Medical Insurance - Pers	425	506	525	562	546
Retirement Plan - PERS	709	708	754	760	890
Deferred Comp-employer	121	139	172	186	186
Uniforms - Boots	4	6	3	8	8
Payroll Processing Fees	16	17	18	16	16
Employee Rewards Program	2	3	1	6	6
	<u>4,719</u>	<u>5,516</u>	<u>5,566</u>	<u>6,328</u>	<u>6,570</u>
<b><u>Supplies and Services</u></b>					
Alarm	4	-	-	-	-
Fuel	12	17	19	19	19
Insurance - Liability	1	-	-	2	2
Licenses	7	29	10	8	8
Printing	2	2	2	-	2
Repair Parts Expense	140	607	231	100	326
Seminars/Education	2	1	-	-	-
Training	-	0	0	11	26
Training - Safety	10	8	3	18	18
Minor Equip - Shop & Field	1	-	-	2	1
Services - Maintenance	2,503	3,321	9,909	9,861	6,000
Services - Uniforms	18	18	12	-	-
Services - Medical	0	4	1	2	2
Services - Professional	4	-	-	10	-
Services - Professional IT Support	56	63	63	81	80
Service - EWA Support	27	45	9	64	27
Supplies - Shop & Field	8	6	3	20	20
Supplies - Safety	9	6	5	204	7
Utilities - Internet	6	9	10	5	11
Utilities - Telephone	18	23	24	22	25
Vehicle Maintenance	9	13	3	8	8
	<u>2,836</u>	<u>4,172</u>	<u>10,303</u>	<u>10,435</u>	<u>6,581</u>
<b>Total Operating Cost</b>	<u>\$ 7,555</u>	<u>\$ 9,689</u>	<u>\$ 15,869</u>	<u>\$ 16,763</u>	<u>\$ 13,151</u>

## DEL MAR SERVICES

### PROGRAM DESCRIPTION

Under this program, SEJPA provides pump station operation and maintenance services that includes PLC programming, instrumentation installation, and wet well cleaning disposal of wastewater collection sediment for the City of Del Mar. FY 2018-19 is the first full year of operation.

### 2018-19 ESTIMATED ACTUAL EXPENDITURES

The program is forecast to be under budget by \$4,491 or 10.0% primarily due to unused contingency of \$3,400. The actual costs incurred will be paid for by the City of Del Mar.

### 2019-20 ADOPTED BUDGET

The budget for FY 2019-20 is recommended to increase \$4,090 or 8.7% as a result of planned Personnel costs related to increased support of the City of Del Mar's staff at the pump station. Lower repair parts expense is the major contributor to the reduction in Supplies and Services resulting in the lower Contingency funding, which is approximately 30% of budgeted Supplies and Services costs.

### Del Mar Services Cost Summary

Operating Cost	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Personnel	\$ 2,584	\$ 10,821	\$ 31,136	\$ 32,088	\$ 38,867
Supplies and Services	26	6,706	11,117	11,256	9,167
Contingency	-	-	-	3,400	2,800
Total Operating Cost	<u>\$ 2,609</u>	<u>\$ 17,527</u>	<u>\$ 42,253</u>	<u>\$ 46,744</u>	<u>\$ 50,834</u>



## Del Mar Services Operating Cost Detail

	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
<b>Operating Cost</b>					
<b><u>Personnel</u></b>					
Direct Salaries and Wages	\$ 2,460	\$ 10,219	\$ 23,305	\$ 23,137	\$ 26,919
Medicare Tax	33	146	233	291	374
State Unemployment Tax	1	12	12	91	114
Overtime Pay		64	58	731	626
Dental/Vision			226	236	323
Employee Assistance Program			-	38	49
Life Insurance/Disability			143	167	213
Workers Comp. Insurance			380	415	544
Medical Insurance - Pers			2,469	2,552	3,200
Retirement Plan - PERS			3,395	3,452	5,210
Standby Pay			162	-	40
Deferred Comp-employer	89	380	651	842	1,084
Uniforms - Boots			14	38	46
Payroll Processing Fees			83	75	95
Other Personnel Costs			5	23	30
	<u>2,584</u>	<u>10,821</u>	<u>31,136</u>	<u>32,088</u>	<u>38,867</u>
<b><u>Supplies and Services</u></b>					
Advertising	-	-	2	-	-
Fuel	-	-	437	468	487
Licenses	-	-	3	-	-
Postage/Shipping	-	-	2	-	-
Preemployment Screening	-	-	1	-	-
Repair Parts Expense	26	-	2,346	2,700	790
Services - Alarm	-	-	750	750	750
Services - Grit & Screenings	-	1,546	2,803	3,000	3,000
Services - Legal	-	-	200	208	-
Services - Maintenance	-	5,160	1,550	1,600	1,648
Services - IT/GIS Support	-	-	296	40	40
Service - EWA Support	-	-	390	400	130
Services - Grease & Scum	-	-	800	900	900
Services - Medical	-	-	5	-	-
Services-Other	-	-	0	-	-
Services - Uniforms	-	-	56	-	-
Subsistence - Meals	-	-	5	-	-
Supplies - Safety	-	-	12	50	4
Supplies - Shop & Field	-	-	400	400	400
Training	-	-	130	131	308
Training - Safety	-	-	203	206	206
Utilities - Internet	-	-	23	3	25
Utilities - Telephone	-	-	342	-	359
Vehicle Maintenance	-	-	362	400	121
	<u>26</u>	<u>6,706</u>	<u>11,117</u>	<u>11,256</u>	<u>9,167</u>
Contingency	-	-	-	3,400	2,800
Total Operating Cost	<u>\$ 2,609</u>	<u>\$ 17,527</u>	<u>\$ 42,253</u>	<u>\$ 46,744</u>	<u>\$ 50,834</u>

# RECYCLED WATER

## PROGRAM DESCRIPTION

SEJPA owns and operates a recycled water utility which wholesales recycled water to Santa Fe Irrigation District (SFID), San Dieguito Water District (SDWD), City of Del Mar, and Olivenhain Municipal Water District (OMWD), as well as a direct sales agreement with Encinitas Ranch Golf Authority (ERGA). SEJPA financed, permitted, and constructed the recycled water utility which became operational in September 2000. Since the addition of the Advanced Water Purification (AWP) system in 2013, SEJPA's Recycled Water Program is capable of delivering between 1,800 and 2,000 acre-feet per year (AFY) of recycled water to its retail partners. Local customers that use the recycled water for landscape irrigation include the Encinitas Ranch Golf Course, Lomas Santa Fe Executive and Country Club Golf Courses, Ecke YMCA, Del Mar Fairgrounds, Village Park, local schools, parks, businesses, and street/freeway landscape. Industrial use customers include Scripps Hospital, the Del Mar Fairgrounds, and the San Elijo Water Reclamation Facility. The SEJPA can currently produce up to 3.02 million gallons per day of recycled water.

## 2018-19 ESTIMATED ACTUAL EXPENDITURES

FY 2018-19 is the 18<sup>th</sup> full year of the Recycled Water Program. This program receives revenue from different customers with different levels of service. Beginning in FY 2014-15, SEJPA decoupled the rates from the water purveyors' potable water rates. In May 2018, the Board accepted an updated Cost of Service Study, and approved the water rates for FY 2018-19, FY 2019-20, and FY 2020-21. By using the Cost of Service Study to support the rates, all water purveyors are invoiced the same rate rather than 85% of each of the water purveyors' potable rates. The Recycled Water Program also receives performance incentives in the amount of \$250 per AF from the Metropolitan Water District of Southern California (MWD) and \$200 per AF from the San Diego County Water Authority (SDCWA).

Budgeted revenue for FY 2018-19 was \$2,975,393 while actual revenues are anticipated to be \$2,959,164. This is \$16,229 lower than planned. FY 2018-19 weather provided more rain than expected resulting in lower recycled water sales.

Budgeted operating expenditures for FY 2018-19 total \$1,502,260 and estimated expenditures are projected to be \$1,505,236 or \$2,976 greater than planned. The lower than planned revenues (\$16,229) and higher expenses results in \$19,205 lower funding towards the Recycled Water Program Unrestricted Reserves. Infrastructure debt service for the Water Recycling Program consists of the State Revolving Fund (\$834,675), Advanced Water Treatment loan (\$148,153), and the Santa Fe Irrigation District Pipeline loan (\$15,000) for a total of \$997,828.

## 2019-20 ADOPTED BUDGET

Budgeted water sales revenue for this program is planned to be \$2,401,891, which is \$146,498 or 6.5% greater than prior year budget. This revenue is based on a cost of service rate review and update to determine the recycled water rates for FY 2018-19, FY 2019-20, and FY 2020-21, coupled with planned increases in water sales. For example, the Encinitas Ranch Recycled Water Expansion is anticipated to increase demand by 45 AFY and new customers are available in Solana Beach along the recently completed Via de la Valle pipeline.

The Recycled Water operating cost budget is planned to be \$1,535,009, an increase of \$32,749 or 2.2% from prior year budget. Personnel costs for the FY 2019-20 budget are based on projections of estimated staff effort required to operate the program and is planned to increase \$23,142 or 4.3%. Supplies and Services are planned to decrease by \$14,633 or 1.5%. This decrease is due to lower planned engineering and professional services; however, chemicals and utilities are expected to increase as a result of the planned increase in recycled water

production and anticipated increases in chemical costs. Capital Outlay is a budgeted expense for repair and replacement parts that are capitalized for financial statement reporting.

Capital Project expenses are planned to be \$75,000 for a potable reuse study, \$58,200 to fund the F-750 truck replacement, and \$32,250 for the replacement of a recycled water distribution pump.

Debt service is planned to be \$997,828; detailed information on this program can be found in the Debt Service section of this budget.

Contingency funding is not budgeted for the Recycled Water Program because the agency retains reserves for this program.

### *Recycled Water Cost Summary*

<b>Operating Cost</b>	<b>Actual 2016-17</b>	<b>Actual 2017-18</b>	<b>Estimated Actual 2018-19</b>	<b>Adopted Budget 2018-19</b>	<b>Adopted Budget 2019-20</b>
Personnel	\$ 537,467	\$ 551,470	\$ 563,842	\$ 542,798	\$ 565,939
Supplies and Services	699,408	859,581	912,911	944,462	929,830
Capital Outlay	15,315	22,391	28,483	15,000	39,240
Total Operating Cost	1,252,189	1,433,442	1,505,236	1,502,260	1,535,009
Capital Costs	330,000	330,000	1,907,250	1,875,000	165,450
Debt Service					
State Revolving Fund	834,675	834,675	834,675	834,675	834,675
Advanced Water Purification	148,153	148,153	148,153	148,153	148,153
SFID Pipeline Loan	11,719	11,996	15,000	15,000	15,000
Total Debt Service	994,547	994,824	997,828	997,828	997,828
Total Costs	\$ 2,576,736	\$ 2,758,266	\$ 4,410,314	\$ 4,375,088	\$ 2,698,287

### **SEJPA CONTINUES TO PROMOTE SUSTAINABLE WATER PRACTICES**

We continue to expand our recycled water services—most recently adding the Encinitas Ranch community, Foxpoint Farms, and Encinitas hiking trails.



## Recycled Water Operating Cost Detail

	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
<b>Operating Cost</b>					
<b><u>Personnel</u></b>					
Direct Salaries and Wages	\$ 375,346	\$ 399,117	\$ 416,063	\$ 386,705	\$ 395,666
Medicare Tax	5,610	5,967	6,512	4,882	5,119
State Unemployment Tax	1,108	1,033	1,031	1,523	1,555
Standby Pay	2,804	2,612	2,715	2,723	2,652
Overtime Pay	14,125	17,951	9,713	15,278	13,236
Dental/Vision	3,141	3,932	3,793	3,966	4,417
Employee Assistance Program	110	-	104	646	668
Life Insurance/Disability	2,090	2,162	2,621	2,812	2,910
Workers Comp. Insurance	6,325	4,147	6,373	6,964	7,451
Medical Insurance - Pers	38,613	40,708	41,369	42,871	43,789
Retirement Plan - PERS	72,472	57,021	57,431	57,989	71,304
Deferred Comp-employer	13,794	14,745	14,264	14,150	14,837
Uniforms - Boots	322	468	301	634	627
Payroll Processing Fees	1,424	1,349	1,386	1,260	1,302
Other Personnel Costs	182	258	167	394	407
	<u>537,467</u>	<u>551,470</u>	<u>563,842</u>	<u>542,798</u>	<u>565,939</u>
<b><u>Supplies and Services</u></b>					
Advertising	-	78	1,434	400	410
Bank Charges	-	-	-	-	2,500
Dues & Memberships	9,039	7,152	7,059	8,949	7,700
Equipment Rental/Lease	-	-	-	2,600	1,000
Fees - Disposal	-	-	-	-	50
Fees - Permits	17,651	15,957	17,375	18,194	17,500
Fuel	2,290	2,652	2,704	3,500	3,640
Insurance - Liability	9,538	8,816	11,106	10,254	10,767
Insurance - Property	7,934	7,623	9,327	7,851	8,244
Licenses	7,448	7,728	6,216	6,598	7,900
Minor Equip - Shop & Field	119	600	-	1,200	378
Postage/Shipping	243	33	36	185	189
Preemployment Screening	49	29	29	100	100
Printing	158	174	191	400	201
Rent	63,473	91,202	91,202	94,500	102,600
Repair Parts Expense	53,449	41,044	50,895	55,000	48,463
Retrofit Expenses	-	-	-	5,000	5,000
Seminars/Education	5,241	1,568	1,616	5,000	4,000
Services - Accounting	5,700	7,725	8,550	8,550	7,800
Services - Landscape	920	6,983	2,500	5,000	5,000
Services - Alarm	2,182	2,464	1,105	2,500	2,500

Cost detail continued on next page



## Recycled Water Operating Cost Detail Continued

	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
<b>Operating Cost</b>					
Services - Engineering	18,432	31,192	72,271	82,000	50,000
Services - Laboratory	1,780	2,870	3,000	4,000	4,800
Services - Legal	7,584	21,911	21,161	22,477	23,152
Services - Lobbying	23,433	15,444	16,000	16,000	17,800
Services - Maintenance	27,322	29,893	19,444	19,000	19,570
Services - Medical	166	349	138	170	170
Services - Other	6	356	2	300	300
Services - Professional	18,264	76,617	39,286	30,000	18,400
Services - IT/GIS Support	15,785	13,084	14,961	18,336	18,400
Service - EWA Support	2,479	3,029	4,251	6,200	4,251
Services - Contractors	-	3,646	16,728	18,000	18,000
Services - Temp	9,739	10,616	21,267	13,000	13,874
Services - Testing	-	26	-	-	-
Services - Uniforms	1,612	1,489	938	1,750	1,820
Subsistence - Meals	254	255	409	900	900
Subsistence - Travel/Rm & Bd	2,175	2,186	4,638	2,000	3,000
Supplies - Chem - Odor	4,266	4,222	4,494	4,000	4,976
Supplies - Chem - Polymer	3,604	-	2,069	1,500	2,375
Supplies - Chem - Sodium Hypo	40,282	55,320	54,796	48,000	57,653
Supplies - Chemicals	52,708	40,933	47,197	57,000	63,022
Supplies - Lab	1,128	432	432	1,000	697
Supplies - Office	1,316	674	690	1,000	1,000
Supplies - Safety	925	918	519	550	826
Supplies - Shop & Field	934	4,136	3,477	1,213	1,213
Training	-	6	1,256	1,161	2,734
Training - Safety	928	711	789	1,223	1,223
Utilities - Gas & Electric	257,491	308,728	328,972	315,310	335,421
Utilities - Internet	1,183	1,034	791	1,247	831
Utilities - Telephone	7,871	8,368	3,915	8,722	4,110
Utilities - Water	-	-	-	19,300	10,000
Utilities - Water (Suppl.)	11,205	17,113	15,878	11,544	11,672
Vehicle Maintenance	1,102	2,197	1,799	1,778	1,699
	<u>699,408</u>	<u>859,581</u>	<u>912,911</u>	<u>944,462</u>	<u>929,830</u>
Capital Outlay	15,315	22,391	28,483	15,000	39,240
Total Operating Cost	<u>\$ 1,252,189</u>	<u>\$ 1,433,442</u>	<u>\$ 1,505,236</u>	<u>\$ 1,502,260</u>	<u>\$ 1,535,009</u>



# CAPITAL PROGRAMS



## BUILDING LASTING PARTNERSHIPS TO SERVE OUR ENVIRONMENT

Working together, SEJPA and City of Escondido replaced critical water infrastructure that conveys up to 25.5 million gallons per day to the Pacific Ocean. This \$10 million project was completed using a compressed construction schedule and trenchless technology to avoid environmental impacts to the San Elijo Lagoon marine reserve.



## CONNECTION WITH OUR COMMUNITY THROUGH OUR PASSION FOR WATER

The SEJPA is planning the groundbreaking of our next capital project that will help transform the Water Reclamation Facility into a "Water Campus" that goes beyond water treatment and provides opportunities for learning, education, and research that enhances the community and inspires the next generation.

## CAPITAL IMPROVEMENT PROJECT OVERVIEW

SEJPA has a responsibility to maintain permit compliance with regulatory agencies and legal agreements with customers to provide wastewater and recycled water services. Proactive asset management and capital improvement planning are key components in keeping these commitments.

In 2014, SEJPA retained the services of Carollo Engineers to conduct an evaluation of the wastewater and recycled water capital assets owned by SEJPA.

The results of the evaluation and Carollo's recommendations were documented in the 2015 Facility Plan. Recommended projects were prioritized using a "triple-bottom line" approach to evaluate and weight each project against the others using three main factors:

- Financial (30%): Implement cost effective projects and solutions. Maximize economic benefits for customers through cost-effective operations.
- Environmental (35%): Meet or exceed permit requirements and minimize reportable violations. Seek sustainable and efficient operational practices, maximize resource recovery, and minimize impacts to the environment.
- Social (35%): Maintain a high standard of work safety and maximize community benefits through improved aesthetics and recreational uses.

The recommendations from the 2015 Facility Plan created the foundation for the SEJPA Capital Improvement Program, which includes regulatory compliance analysis, risk assessment for system failure, project prioritization, and budgetary cost estimates.

In 2017, SEJPA successfully secured \$23.9 million in a bond offering to fund the majority of recommended capital projects. Staff bundled the projects into four phases in order to prioritize capital spending, streamline project delivery, minimize community impacts, and reduce cost through economies of scale. The first three phases are planned to be constructed by 2023 for an estimated cost of \$45 million. Construction of the highest priority projects began in 2017.

**Phase I** of the SEJPA Capital Improvement Program is nearing construction completion. The Land Outfall Replacement project was completed in June 2018 and the Preliminary Treatment Upgrades and Odor Control Improvements project is expected to be completed by April 2019.

**Phase II** includes the Building and Site Improvements Project, currently in the design and permitting phase, which includes new buildings, road and parking improvements, fire system modernization, solar power generation, storm water conveyance, attenuation, and treatment, new perimeter security fencing, and a regional bike/pedestrian path. In addition, this phase includes the Encinitas Ranch Recycled Water Expansion, electrical upgrades to power distribution system MS-2, and hardware and software improvements to the Supervisory Control and Data Acquisition (SCADA) system. The 2018 SCADA Upgrade project is currently in construction and anticipated to be complete by mid-2019.

**Phase III**, the Solids Treatment Project, is in the pre-design phase. A Project Definition Report (PDR) is currently in development to provide an evaluation of the design alternatives and a preferred build scenario for final design.

**Phase IV** consists of Resource Recovery and Reuse projects including potable reuse and storm water capture and reuse, treated water storage, process optimization, and energy efficiency projects. These projects are in the early concept development stage. Project scale, scope, budgets, and funding strategies are in development.

## CAPITAL PROGRAMS PROJECT APPROPRIATION SUMMARY

Program	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Wastewater Treatment	\$ 1,029,000	\$ 1,029,000	\$ 120,000	\$ 120,000	\$ 948,177
Ocean Outfall	3,800,000	4,189,937	300,000	300,000	288,800
Cardiff Pump Station	-	344,650	-	-	250,000
Solana Beach Pump Station					20,000
Water Reclamation	330,000	330,000	1,907,250	1,875,000	165,450
Total Capital Cost	<u>\$ 5,159,000</u>	<u>\$ 5,893,587</u>	<u>\$ 2,327,250</u>	<u>\$ 2,295,000</u>	<u>\$ 1,672,427</u>

## WASTEWATER TREATMENT PROJECT APPROPRIATION DETAIL

Capital Project	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Preliminary Treatment Upgrades	420,000	420,000			
Building and Site Improvements	220,000	220,000			
Solids Treatment	287,000	287,000			470,000
Miscellaneous Projects	102,000	102,000	120,000	120,000	280,000
F-750 Truck with Crane Body					96,250
Peterbilt Sudge Tractor					101,927
Total Capital Cost	<u>\$ 1,029,000</u>	<u>\$ 1,029,000</u>	<u>\$ 120,000</u>	<u>\$ 120,000</u>	<u>\$ 948,177</u>

## PRELIMINARY TREATMENT UPGRADES AND ODOR CONTROL IMPROVEMENTS PROJECT

The 2007 Facility Plan and the 2015 Facility Plan Update identified modernization needs to the headworks and grit chamber that included (1) modification of the existing headworks to accommodate peak influent wastewater flows of greater than 10 million gallons per day, (2) provision for redundant washer/compactor equipment, (3) provision for additional free-board, (4) replacement of aging bar screens, and (5) grit chamber rehabilitation including replacement of covers, re-lining of concrete chamber, replacement of channel slide gates, and improvements to the mechanical grit conveyance system.



**Capital Program:** Phase I  
**Project Status:** Construction  
**Notice to Proceed:** June 2017  
**Est. Completion Date:** April 2019



### Timeline



Budget	Budget	Approved Changes	Revised Budget	Spent to Date
Construction:	\$3,871,480	\$160,377	\$4,031,857	\$3,700,069
CM/Engineering:	582,137	190,126	772,263	707,701
Contingency:	443,570	(350,503)	93,067	-
Total:	<b>\$4,897,187</b>	<b>\$0</b>	<b>\$4,897,187</b>	<b>\$4,407,770</b>

## BUILDING AND SITE IMPROVEMENTS PROJECT

The Building and Site Improvement project will address safety, security, operational, and code deficiencies associated with the existing Administration and Operations Buildings. The 2015 Facility Plan expressed that creating a safe and secure work place that provides both open and, as necessary, restricted public access is paramount to managing risk and liability. The project consists of replacing aging administration and operations buildings; enhancing safety, security and public interface, improving storm water capture and treatment, and modernization of firefighting and suppression system. Solar power, energy efficiency, and other Climate Action Plan measures will be incorporated. Planned community benefits include public parking and a regional bicycle/pedestrian path. Opportunities for interactive learning, community benefits, and education will be integrated into the site design.



**Capital Program:** Phase II  
**Project Status:** Design/Permitting  
**Design Start:** March 2017  
**Est. Design Completion:** Summer 2019  
**Est. Construction Completion:** Spring 2021



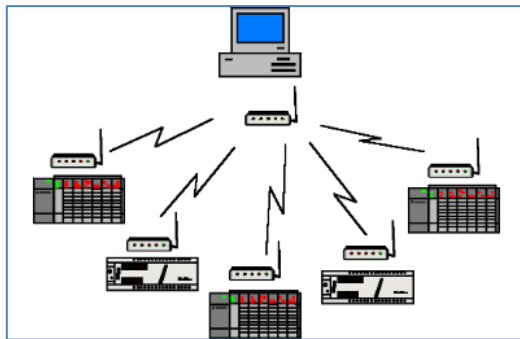
### Timeline

CMAR RFP	Construction Start			Est. Completion
September 2018	Fall 2019			Spring 2021
Budget	<i>Budget</i>	<i>Approved Changes</i>	<i>Revised Budget</i>	<i>Spent to Date</i>
SEJPA Construction:	\$10,940,000	-	\$10,940,000	-
Caltrans/Misc	5,300,000	-	5,300,000	-
CM/Engineering:	1,480,000	-	1,480,000	\$319,000
Contingency:	880,000	-	880,000	-
Total:	<b>\$18,600,000</b>	<b>\$0</b>	<b>\$18,600,000</b>	<b>\$319,000</b>

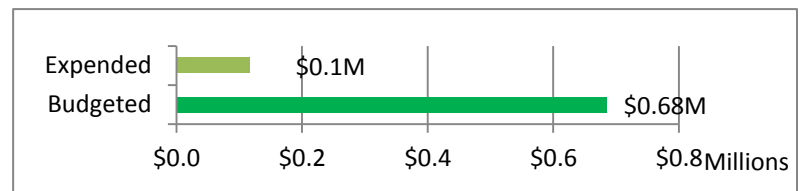


## 2018 SCADA UPGRADES PROJECT

The 2018 SCADA Upgrades project includes new hardware, software, programming, equipment installation, system testing and commissioning, warranty, training and support services. Hardware includes servers, data historians, monitors, programmable logic controllers, and equipment panels. Software to replace 11 workstations with remote terminals will also be supplied. Programming, hardware/software, and equipment installation will be performed at six functional areas within the San Elijo Water Reclamation Facility and at five wastewater pump stations located within the cities of Encinitas and Solana Beach. Cybersecurity enhancements are also included to help detect, protect, respond, and recover from cyber threats.



**Capital Program:** Phase II  
**Project Status:** Construction  
**Notice to Proceed:** November 13, 2018  
**Est. Completion Date:** May 2019



### Timeline

Construction Start  
October 2018

Est. Completion  
May 2019



Budget	<i>Budget</i>	<i>Approved Changes</i>	<i>Revised Budget</i>	<i>Spent to Date</i>
Construction	560,000	-	560,000	\$101,000
CM/Engineering	63,200	-	63,200	17,096
Contingency (10%):	62,320	-	62,320	-
<b>PROJECT TOTAL:</b>	<b>\$685,520</b>	<b>\$0</b>	<b>\$685,520</b>	<b>\$118,096</b>

## SOLIDS TREATMENT PROJECT

The 2015 Facility Plan identified several solids-related projects to aid the agency in asset management and process efficiency improvements. These projects were bundled into the Solids Treatment Project and include (1) replacing aging solids handling and dewatering equipment, repairing corrosion damage in the solids handling building, and improving odor control, (2) maintaining digester performance and asset life by replacing aging pumps, upgrading heat exchange systems, repairing surface and structural damage to concrete digesters, and refurbishing existing digesters, and (3) maintaining and improving pre-digestion treatment including upgrading mechanical elements of the dissolved air thickening units and primary sludge thickening improvements. The project is currently in the pre-design phase.

## MISCELLANEOUS PROJECTS

Each year staff identifies smaller capital projects that were not identified in the 2015 Facility Plan. Miscellaneous Projects for the FY 2019-20 Budget includes the replacement of buried valves, painting and coating, secondary clarifier No. 1 effluent launderer replacement, digester gas boiler replacement, and lighting improvements in the secondary treatment area.



## OCEAN OUTFALL PROJECT APPROPRIATION DETAIL

Capital Project	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Outfall Reserve	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 250,000
Land Outfall Replacement Project	\$ 3,500,000	\$ 3,889,937			
F-750 Truck with Crane Body					\$ 38,800
Total Capital Cost	\$ 3,800,000	\$ 4,189,937	\$ 300,000	\$ 300,000	\$ 288,800

### OUTFALL RESERVE

The ocean outfall pipe is subject to movement due to sand migration, kelp growth, and ocean currents. Periodically, the SEJPA must place additional ballast rock over the outfall pipe to protect it. The last ballast project was conducted in 2005 and historically these projects have been performed about every 10 years at a cost of roughly \$2 million. This reserve has been created to collect funds in anticipation of upcoming ocean outfall ballast and maintenance projects.

## CARDIFF SANITATION PROJECT APPROPRIATION DETAIL

Capital Project	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Cardiff/Olivenhain Force Mains		\$ 344,650			\$ 250,000
Total Capital Cost		\$ 344,650			\$ 250,000

### CARDIFF AND OLIVENHAIN PUMP STATION FORCE MAINS

The Cardiff and Olivenhain Pump Station Force Main project includes the installation of an access road over the combined force mains along the west edge of the drainage channel located on SEJPA's property. This project is integrated into the Building and Site Improvement Project due to the location of the force mains and the construction of a bike path that is located where the force mains are currently located. The project will be funded by the Cardiff Sanitation District and is included in the revenues from the City of Encinitas.

## SOLANA BEACH PUMP STATION PROJECT APPROPRIATION DETAIL

Capital Project	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Solana Beach Sewer Force Main Relocation					\$ 20,000
Total Capital Cost					\$ 20,000

### SOLANA BEACH PUMP STATION FORCE MAIN RELOCATION

The Solana Beach Pump Station Force Main Relocation project begins the process of moving a portion of a single force main that conveys raw wastewater from the Solana Beach Pump Station to the SEWRF. This project will be integrated into the Building and Site Improvement Project due to the location of the force mains. The project will be funded by, and included in the revenues for the City of Solana Beach.

## RECYCLED WATER PROJECT APPROPRIATION DETAIL

Capital Project	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
Planning, Conveyance and Storage	255,000	-		-	
Potable Reuse Study	75,000	-	75,000	75,000	75,000
Recycled Water Pipeline (Encinitas Ranch)		330,000	1,800,000	1,800,000	
F-750 Truck with Crane Body					58,200
Recycled Water Distribution Pump #3 Replacement			32,250		
Recycled Water Distribution Pump #1 Replacement					32,250
Total Capital Cost	\$ 330,000	\$ 330,000	\$ 1,907,250	\$ 1,875,000	\$ 165,450

### PLANNING, CONVEYANCE, AND STORAGE

Working collaboratively with its water district partners, SEJPA plans and constructs improvements to the recycled water storage and conveyance system. Capital funding for this project supported the design and construction of connecting infrastructure to the Wiegand Reservoir (owned by OMWD), which provides 1.0 million gallons of additional recycled water storage to the northern service area and provides recycled water to the Village Park area of the City of Encinitas.

### POTABLE REUSE STUDY

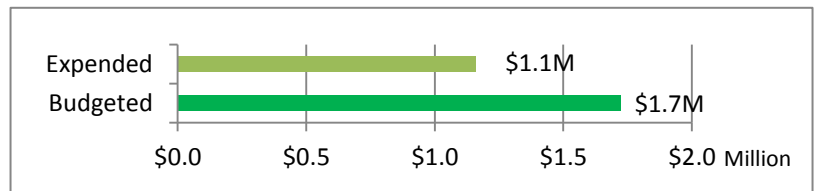
During FY 2014-15 SEJPA partnered with SDWD and SFID to fund a joint Potable Reuse Concept Study to identify the feasibility of a local potable reuse project. In 2017-18, OMWD and Leucadia Wastewater District were added to the study group and the next phase of the project development effort was launched. The Recycled Water Expansion Plan Development includes identifying regulatory constraints, evaluating source of recycled water supplies, identifying needed improvements at Badger WTP, and evaluating project alternatives (including necessary facilities, site locations, and budgetary costs).

## RECYCLED WATER PIPELINES

The project consists of the construction of a booster pump station and recycled water pipeline extension. The approximately 1.5-mile, small diameter (6-inch to 8-inch) pipeline will serve the community of Encinitas Ranch, two agricultural users, and the City of Encinitas trail system.



**Capital Program:** Phase II  
**Project Status:** Construction  
**Construction Start:** October 2018  
**Est. Construction Completion:** March 2019



## Timeline

**Construction Start**  
October 2018

**Est. Completion**  
March 2019



Budget	<i>Budget</i>	<i>Approved Changes</i>	<i>Revised Budget</i>	<i>Spent to Date</i>
Construction Schedule A	\$1,225,000	\$28,920	\$1,253,920	\$937,024
CM/Engr/PR	274,683	-	274,683	222,310
Contingency (15%):	224,953	(28,920)	196,033	-
<b>PROJECT TOTAL:</b>	<b>\$1,724,636</b>	<b>\$0</b>	<b>\$1,724,636</b>	<b>\$1,159,334</b>



# DEBT SERVICE

## WASTEWATER TREATMENT DEBT SERVICE

### 2011 REFUNDING BONDS

In December 2011, SEJPA refinanced the 2003 Revenue Bonds and the California Energy Commission Loan at an average rate of 3.05%, producing savings of approximately \$1.2 million over the remaining life of these obligations. Interest payments are made on September 1 and March 1, principal payments on March 1. The payments are submitted directly by the Member Agencies. The FY 2019-20 annual payments will be \$60,734 for both the City of Encinitas and the City of Solana Beach. As of June 30, 2019, the outstanding balance will be \$235,000, \$117,500 for each Member Agency.

### 2017 REVENUE BONDS

SEJPA issued revenue bonds in July 2017 to fund the wastewater projects derived from the 2015 Facility Plan. The bond included a face value of \$22.115 million, plus a premium less expense of \$1.797 million netting \$23.912 received with a true interest cost of 3.39% over 30 years. Because the 2011 Refunding Bonds will not be substantially paid in full until FY 2018-19, the 2017 Revenue Bond payments were interest only for the first 2 years to maintain sewer rate expectations. The FY 2019-20 payments will include both interest and principal; \$451,388 interest and \$217,500 principal for each Member Agency.

### SAN DIEGO GAS & ELECTRIC ON BILL FINANCING

In July 2017, SEJPA and San Diego Gas & Electric (SDG&E) entered into an On Bill Financing Loan Agreement to fund the Blower Replacement Project. This project replaced 125-hp multi-stage centrifugal blowers that were installed in 1991 with substantially more efficient turbo blowers. This replacement project resulted in a \$533,883 loan from SDG&E with 120 monthly payments at \$4,449 with no interest. The estimated balance as of July 1, 2018 will be \$427,107. Scheduled payoff date is January 2027.

## RECYCLED WATER DEBT SERVICE

### STATE REVOLVING FUND (SRF)

In March 1998, SEJPA entered into an agreement with the State Water Resources Control Board to fund the original Recycled Water Project. The \$12.6 million loan provided funding for recycling water at a fixed interest rate of 2.5% for a term of 20 years. Annual payments of \$834,675 began in August 2001 and will continue through August 2020. As of June 30, 2019, the outstanding balance will be \$1,608,775.

The terms of the SRF loan required the SEJPA to create a reserve and fund \$63,000 per year for 10 years. The reserve is to be maintained until the loan is paid in full, however, the funds can be used for expansion, major repair, replacement, or other similar and related expenditures related to the production of recycled water. In the event of such use, the SEJPA is required to deposit, on an annual basis, a minimum of ten percent of the expended amount. As of March 31, 2019, the reserve balance is \$630,000.

### ADVANCED WATER PURIFICATION FACILITY LOAN

In November 2011, SEJPA received a private placement loan for the construction of the Advanced Water Purification Facility in the amount of \$2 million at a fixed interest rate of 4.15%. Annual payments of \$148,153 began in 2011 and will continue for 20 years until 2031. As of July 1, 2019, the outstanding balance will be \$1,433,577.

### SFID PIPELINE LOAN

In 2013, SEJPA entered into an agreement with the Santa Fe Irrigation District to purchase a recycled water distribution pipeline for \$526,149 with an initial down payment of \$50,000 and annual interest between 1.0 and 2.5% based on the Local Agency Investment Fund rate. The repayment schedule is \$450 per acre foot of water delivered through the pipeline. As of June 30, 2019, the outstanding balance is estimated to be \$419,300 based on 30 acre-feet delivered through the pipeline in FY 2018-19.

## DEBT SERVICE SUMMARY

	Actual 2016-17	Actual 2017-18	Estimated Actual 2018-19	Adopted Budget 2018-19	Adopted Budget 2019-20
<b>Wastewater Debt Service</b>					
2011 Refunding Bonds					
Principal	1,265,000	1,365,000	1,415,000	1,415,000	115,000
Interest	207,818	117,668	63,068	63,068	6,468
Total Debt Service	1,472,818	1,482,668	1,478,068	1,478,068	121,468
2017 Revenue Bonds					
Principal					435,000
Interest		589,311	902,775	902,775	902,775
Total Debt Service	-	589,311	902,775	902,775	1,337,775
Total Wastewater Debt Service					
Principal	1,265,000	1,365,000	1,415,000	1,415,000	550,000
Interest	207,818	706,979	965,843	965,843	909,243
Total Debt Service	1,472,818	2,071,979	2,380,843	2,380,843	1,459,243
<b>Recycled Water Debt Service</b>					
State Revolving Fund					
Principal	719,738	756,175	756,175	775,079	794,456
Interest	114,937	78,500	78,500	59,596	40,219
Total Debt Service	834,675	834,675	834,675	834,675	834,675
Advanced Water Purification					
Principal	76,007	82,515	82,515	85,975	89,579
Interest	72,146	65,638	65,638	62,178	58,574
Total Debt Service	148,153	148,153	148,153	148,153	148,153
SFID Pipeline Loan					
Principal	7,004	7,281	10,000	10,000	10,000
Interest	4,715	4,715	5,000	5,000	5,000
Total Debt Service	11,719	11,996	15,000	15,000	15,000
Total Water Reclamation Debt Service					
Principal	802,749	845,971	848,690	871,054	894,035
Interest	191,798	148,853	149,138	126,774	103,793
Total Debt Service	994,547	994,824	997,828	997,828	997,828
<b>Total Debt Service</b>					
Total All Debt Service					
Principal	2,067,749	2,210,971	2,263,690	2,286,054	1,444,035
Interest	399,616	855,832	1,114,981	1,092,617	1,013,036
Total Debt Service	\$ 2,467,365	\$ 3,066,803	\$ 3,378,671	\$ 3,378,671	\$ 2,457,071
<b>Wastewater On Bill Financing</b>					
San Diego Gas & Electric					
Principal		53,388	53,388	53,388	53,388
Interest		-	-	-	-
Total On Bill Financing	-	53,388	53,388	53,388	53,388

# CLASSIFICATION AND SALARY SCHEDULE

## SAN ELIJO JOINT POWERS AUTHORITY CLASSIFICATION AND SALARY SCHEDULE

July 1, 2019

Position	Base Salary			
	Hourly		Annual	
	Minimum	Maximum	Minimum	Maximum
<b>Accounting Series</b>				
<i>Accounting Technician I</i>	\$ 20.27	\$ 28.15	\$ 42,157	\$ 58,552
<i>Accounting Technician II</i>	23.46	32.58	48,793	67,769
<i>Accounting Technician III</i>	27.15	37.71	56,474	78,436
<b>Administrative Series</b>				
<i>Administrative Assistant I</i>	15.02	21.16	31,251	44,015
<i>Administrative Assistant II</i>	20.15	28.79	41,919	59,885
<i>Administrative Assistant III</i>	24.23	32.75	50,404	68,114
Director of Operations	62.29	86.52	129,569	179,957
Director of Finance/Administration	62.29	86.52	129,569	179,957
General Manager (Under Contract)	102.96	102.96	214,157	214,157
<b>Laboratory Series</b>				
<i>Laboratory Analyst in Training</i>	22.38	31.30	46,553	65,110
<i>Laboratory Analyst I</i>	24.78	34.41	51,532	71,572
<i>Laboratory Analyst II</i>	29.64	41.17	61,661	85,640
<i>Senior Laboratory Analyst</i>	38.25	53.13	79,568	110,511
<i>Laboratory Manager</i>	40.99	56.93	85,255	118,409
<b>Mechanic Series</b>				
<i>Mechanic in Training</i>	22.38	31.30	46,553	65,110
<i>Mechanic I</i>	25.22	35.52	52,459	73,885
<i>Mechanic II</i>	29.16	41.07	60,651	85,424
<i>Lead Mechanic</i>	31.54	44.43	65,611	92,409
<i>Mechanical Systems Manager</i>	43.92	61.86	91,354	128,667
Project Manager	40.99	56.93	85,255	118,409
<b>Systems Integration Series</b>				
<i>Systems Integration Technician in Training</i>	22.16	31.30	46,087	65,110
<i>Systems Integration Technician I</i>	25.66	36.14	53,373	75,174
<i>Systems Integration Technician II</i>	29.87	42.07	62,123	87,497
<i>SCADA Manager</i>	46.44	68.30	96,600	142,059
<b>Wastewater Treatment Operator Series</b>				
<i>Operator-In-Training</i>	22.16	31.30	46,087	65,110
<i>Operator I</i>	25.37	35.49	52,776	73,813
<i>Operator II</i>	30.53	42.71	63,511	88,827
<i>Water Reclamation Specialist</i>	31.85	44.85	66,241	93,297
<i>Lead Operator</i>	34.79	49.00	72,358	101,913
<i>Chief Plant Operator</i>	43.92	61.86	91,354	128,667
Intern (All Departments) *	12.00	21.00	24,960	43,680
*Minimum will adjust to California law				
Intern positions are generally part-time				

# ORGANIZATIONAL CHART

