

SAN ELIJO

JOINT POWERS AUTHORITY



ADOPTED ANNUAL BUDGET

2020 - 2021



SAN ELIJO | JOINT POWERS
AUTHORITY

SAN ELIJO JOINT POWERS AUTHORITY

SEJPA is celebrating 55 years of service to our communities.



55 years of service



Creating lasting water solutions for our communities & environment



Delivering responsible & reliable service



Promoting opportunities for our communities

Mission

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 2020-21

BOARD OF DIRECTORS

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

MANAGEMENT

MICHAEL T. THORNTON, P.E., GENERAL MANAGER
CHRISTOPHER A. TREES, P.E., DIRECTOR OF OPERATIONS
AMY CHANG, MSBA, DIRECTOR OF FINANCE/ADMINISTRATION

MEMBER AGENCIES

CITY OF ENCINITAS
CITY OF SOLANA BEACH

2695 Manchester Avenue
Cardiff by the Sea, CA 92007
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) 2020-21 Budget for the San Elijo Joint Powers Authority (SEJPA). As we prepare this budget report, we are amidst the unprecedented impacts of COVID-19, and our thoughts go out to those who are suffering. In our own response to this pandemic, SEJPA has quickly and decisively implemented measures to protect the public and our workforce to ensure that SEJPA's essential services continue without interruption.

As we reflect during this challenging time, it is clear that the investments the agency is making to its infrastructure and workforce have prepared us for unforeseen impacts such as this pandemic, as well as other changes such as increasingly extreme weather patterns. Staffing additions created in 2019, were critical to COVID-19 continuity planning and seamlessly transitioning to two independent work teams, completely "air gapped" from each other, to ensure continued operations and proper pandemic preparation. Furthermore, recently completed infrastructure improvements to the ocean outfall system and wastewater treatment facility allowed our agency to receive and treat record levels of wastewater and stormwater flows without compromise to treatment standards during the heavy rains of April 2020. This forward-looking approach and successful results are a testament to SEJPA's commitment to its mission of protecting public health and the environment.

During 2019-20, SEJPA continued its legacy of innovation, safety, environmental protection, and fiscal responsibility. Our Capital Improvement Program is in full stride, replacing aging infrastructure and modernizing the Water Campus. These projects have been instrumental in achieving and surpassing water treatment requirements. The operation of our utility and the completion of our capital projects have been performed safely, without injury claims or missed days of work due to injury. We have embraced collaboration with our neighboring agencies to improve our cost effectiveness and increase our regional impact. We are especially proud of the partnerships we've built and fostered to deliver value-added solutions such as our Recycled Water Program, incorporating a multi-use (bike and pedestrian) path as part of the Water Campus Improvement project, building consensus on a regional North County pure water project, and pursuing state and federal infrastructure grants for regional benefit.

Our goal is to deliver excellent service, build trust with our customers and the community, maximize opportunities to increase local sustainability and develop regional water supplies instead of ocean discharge, while maintaining agency assets, cost effectiveness, and transparency. This budget report reflects our continued commitment to these goals.

OPERATING BUDGET OVERVIEW

The SEJPA Adopted Budget for FY 2020-21 is made up of 10 operational programs that are managed and operated by SEJPA. There are no new programs for FY 2020-21; however, SEJPA is continually seeking opportunities to build and improve the services we provide and to apply science, engineering, and technology to maximize value and the benefits to our stakeholders.

For FY 2020-21, the total increase in Operating Costs year-over-year is \$765,039 or 11.0%. Of this increase, \$627,365 is associated with the Laboratory, Ocean Outfall, and Recycled Water programs. These increases are driven by new

Program	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21	Budget Change	% Change
Wastewater Treatment	\$ 2,817,781	\$ 2,893,124	\$ 2,980,824	\$ 3,012,864	\$ 3,105,747	\$ 92,883	3.1%
Laboratory	472,390	564,995	609,124	565,365	689,217	123,852	21.9%
Ocean Outfall	531,138	616,895	804,382	835,925	1,007,168	171,243	20.5%
Cardiff Sanitary Division Pump Stations	218,365	213,104	246,311	283,454	342,569	59,115	20.9%
Encinitas Sanitary Division Pump Stations	113,257	142,240	127,207	141,940	187,469	45,529	32.1%
City of Encinitas Urban and Storm Water Services	26,915	30,420	31,920	31,179	32,010	831	2.7%
City of Solana Beach Pump Stations	304,096	311,713	430,205	471,634	408,910	(62,724)	-13.3%
City of Solana Beach Generator Maintenance Services	9,688	15,866	12,545	13,151	13,694	543	4.1%
City of Del Mar Pump Station	17,527	28,728	42,279	50,834	52,331	1,497	2.9%
Recycled Water	1,433,442	1,499,188	1,613,833	1,535,009	1,867,279	332,270	21.6%
Total Operating Costs	<u>\$ 5,944,599</u>	<u>\$ 6,316,273</u>	<u>\$ 6,898,630</u>	<u>\$ 6,941,355</u>	<u>\$ 7,706,394</u>	<u>\$ 765,039</u>	<u>11.0%</u>

governmental regulations, required safety measures, and increased efforts to improve and expand the recycled water program. Details for these increases are discussed in each program section.

CAPITAL BUDGET OVERVIEW

SEJPA's Capital Improvement Program (CIP) was developed with consideration for regulatory compliance, risk assessment to prevent system failure, environmental protection, and resource recovery. The projects have been organized into three phases to prioritize capital spending, streamline project delivery, minimize community impacts, and reduce cost where possible through economies of scale. Construction of the highest priority projects began in 2017 with several key projects successfully completed.

Funding for the capital program is through the 2017 Clean Water Revenue Bonds, grants and external funding such as Caltrans, and pay-as-you-go capital appropriation. For FY 2020-21, pay-as-you-go capital appropriations are budgeted at \$1,070,000 for Wastewater capital projects, \$185,000 for the Ocean Outfall, and \$195,000 for projects associated with Member Agency pump stations and force mains.

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

The Recycled Water pay-as-you-go capital appropriation is \$280,000. Staff is also recommending a fund of \$100,000 for low interest loans to recycled water customers for their costs incurred to convert to recycled water. This will help customers along existing recycled water pipelines that have yet to convert due to cost. As a result of our grant pursuits, funding of approximately \$100,000 from the Proposition 84 Integrated Regional Water Management (IRWM) program is anticipated in FY 2020-21 for projects completed in prior years.

Phase I of the CIP includes the Land Outfall Replacement and Preliminary Treatment Upgrades & Odor Control Improvements projects. The Land Outfall Replacement project replaced critical regional 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 & Odor Control Improvements project was completed in July 2019, replacing and upgrading aging treatment systems while expanding the capacity for peak flows during storm events. The project included the challenge of rehabilitating existing treatment facilities while maintaining normal operation and permit compliance.

Phase II of the CIP includes several projects. The Encinitas Ranch Recycled Water Expansion project is 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 complete and has been delivering recycled water to the Encinitas Ranch Community, two agricultural users, and the City of Encinitas trail system since mid-2019. The SCADA Upgrade project, which will improve the hardware, software, and programming that provides treatment automation and remote system control, is tracking to finish construction in 2020. The Water Campus Improvement project, the main component of Phase II, has just begun construction, and completion is expected in late 2021. Caltrans has committed to provide \$5.2 million for the multi-use path that will be part of this project.

DEBT SERVICE OVERVIEW

SEJPA debt service will be approximately the same compared to prior year, from \$2,457,071 for FY 2019-20 to \$2,460,973 in FY 2020-21, representing a net increase of \$3,902.

The Recycled Water debt service will remain the same at \$997,828. The State Revolving Fund (SRF) loan, which provided capital funding for the original recycled water infrastructure in 1998, will be retired in FY 2020-21. This will result in an approximately \$834,000 annual cost savings in future years which can provide funding for the program's repair and replacement reserve. 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 from the installation of more energy efficient equipment 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 and increasingly complex regulatory standards. These challenges have fostered an opportunity to collaborate differently than in past decades and develop new and innovative water treatment and management approaches. SEJPA strives to be an environmental leader in California, embracing progressive approaches to wastewater, recycled water, and stormwater to create sustainable solutions for resilient communities. Our commitment and promise to excellent service stands without compromise even in challenging times like these.

Highlights from the past year:

- **One Water and Environmental Stewardship:**
 - In 2019, SEJPA met or surpassed all water treatment compliance requirements
 - Successful expansion of recycled water service to Encinitas Ranch and Fox Point Farms
 - SEJPA recycled water program is delivering on average 500 million gallons of water annually
 - SEJPA was selected by the San Diego Integrated Regional Water Management program to receive \$1 million in grant funding to pursue stormwater capture and reuse
- **Water Education:**
 - Provided educational tours to more than 900 students and educators in 2019, supporting water learning opportunities for youth and the community at large
 - Partnered with San Diego State University on graduate level engineering research
 - Provided experiential learning through college and vocational internships for students interested in water careers
- **Fiscal Responsibility:**
 - The FY 2019-20 annual operating budget is tracking under budget
 - SEJPA completed the \$4.2 million Preliminary Treatment and Odor Control project on budget
 - SEJPA completed the \$1.8 million Encinitas Ranch Recycled Water Extension below budget and the project will leverage \$600,000 in grant funding from the California Department of Water Resources
- **Regional Collaboration:**
 - Multi-agency partnerships were formed to collaborate on safety training, grant funding, and infrastructure operations, including \$5.2 million commitment from Caltrans for the multi-use path
 - SEJPA furthered the development of local sustainable recycled water projects as a founding member of the North San Diego Water Reuse Coalition
 - SEJPA continued to serve on the San Diego Integrated Regional Water Management Regional Advisory Committee — awarding more than \$96.4 million for water and environmental projects
 - Collaborating with Encina Wastewater Authority, City of Escondido, and Scripps Research Institute for the development of ocean discharge research (Ocean Plume Tracking Study)

Your San Elijo Joint Powers Authority team is pleased to present the FY 2020-21 Budget.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

BOARD RESOLUTION NO. 2020-05

APPROVING THE FY 2020-21 BUDGET

RESOLUTION NO. 2020-05

RESOLUTION APPROVING THE SAN ELIJO JOINT POWERS AUTHORITY OPERATING AND CAPITAL IMPROVEMENT BUDGETS FOR FISCAL YEAR 2020-21

WHEREAS, the San Elijo Joint Powers Authority (SEJPA) General Manager has submitted the proposed SEJPA Operating and Capital Projects Budgets for Fiscal Year 2020-21 to SEJPA's Board of Directors for consideration;

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 Recommended Operating Budgets and Capital Projects Budget, and the funds included herein for the period of July 1, 2020 through June 30, 2021 and hereby finds that such budgets, as reviewed, are sound plans for the financing of required SEJPA operations and capital improvements during Fiscal Year 2020-21. Such budgets are hereby adopted.

San Elijo JPA Operations and Maintenance Fund	\$ 7,302,260
San Elijo JPA Water Reclamation Operating Fund	2,865,107
San Elijo JPA Capital Projects Fund	1,730,000
Total	<u>\$ 11,897,367</u>

2. The Board of Directors authorizes carrying forward unexpended capital project appropriations and encumbered operating funds for the Fiscal Year 2020-21.
3. The Board of Directors authorizes the SEJPA Treasurer to deposit any surplus Fiscal Year 2020-21 budgeted funds, meaning appropriated funds that are not expended or otherwise encumbered by June 30, 2021, into the SEJPA PARS Public Agencies Post-Employment Benefits Trust Program.

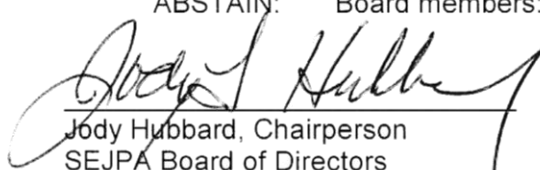
PASSED AND ADOPTED this 8th day of June, 2020, by the following vote:


AYES: Board members:

NOES: Board members:

ABSENT: Board members:

ABSTAIN: Board members:


Jody Hubbard, Chairperson
SEJPA Board of Directors


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

SUCSESSES



CREATING LASTING VALUE

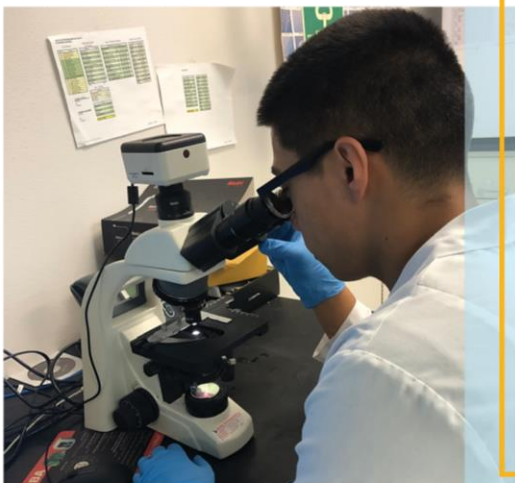
The SEJPA is committed to delivering value to our customers and the communities we serve.

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 enhance understanding and environmental stewardship.



BUILDING SUSTAINABLE SOLUTIONS

Since program inception, the SEJPA delivered more than 7.5 billion gallons of locally produced recycled water and continues to expand our service. As a founding member of the North San Diego Water Reuse Coalition - a partnership of 9 area agencies - we are advancing funding opportunities for integrated regional recycled water projects.



LEADING ENVIRONMENTAL STEWARDSHIP

Protecting the San Elijo lagoon and Pacific Ocean water quality have long been a central commitment of the SEJPA. We continue to invest in Scientific and Technological Education and Training (STET) and best-in-class laboratory services to produce high quality water to protect our environment and public health.

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 supplied 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, the SEJPA built the San Elijo water pollution control facility and San Elijo ocean outfall (4,000 feet in length) in 1965.

Since that time SEJPA has grown from treating wastewater for ocean disposal 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

We take pride in sharing our state-of-the-art operations and offering learning opportunities for area youth. Each year, we host more than 900 students and educators on facility tours focused on our wastewater and recycled water treatment process.



FUND SUMMARY

	Wastewater Services	Recycled Water	State Revolving Fund Debt Reserve	Capital Projects	Total
Revenues					
Operating	\$ 5,794,157	\$ 3,113,249	\$ -	\$ -	\$ 8,907,406
Capital	-	100,000	-	1,450,000	1,550,000
Debt	1,463,145	-	-	-	1,463,145
Other	44,958	640,000	-	120,000	804,958
Total Revenues	<u>\$ 7,302,260</u>	<u>\$ 3,853,249</u>	<u>\$ -</u>	<u>\$ 1,570,000</u>	<u>\$ 12,725,509</u>
Expenses					
Operating	\$ 5,839,115	\$ 1,867,279	\$ -	\$ -	\$ 7,706,394
Capital	-	200,000	-	12,000,000	12,200,000
Debt Service	1,463,145	997,828	-	-	2,460,973
Other	-	-	630,000	-	630,000
Total Expenses	<u>\$ 7,302,260</u>	<u>\$ 3,065,107</u>	<u>\$ 630,000</u>	<u>\$ 12,000,000</u>	<u>\$ 22,997,367</u>
Increase/(Decrease)	<u>\$ -</u>	<u>\$ 788,142</u>	<u>\$ (630,000)</u>	<u>\$ (10,430,000)</u>	<u>\$ (10,271,858)</u>
Fund Balance Beginning of the Year	-	2,027,015	630,000	22,135,769	24,792,784
Fund Balance End of the Year	<u>\$ -</u>	<u>\$ 2,815,157</u>	<u>\$ -</u>	<u>\$ 11,705,769</u>	<u>\$ 14,520,926</u>

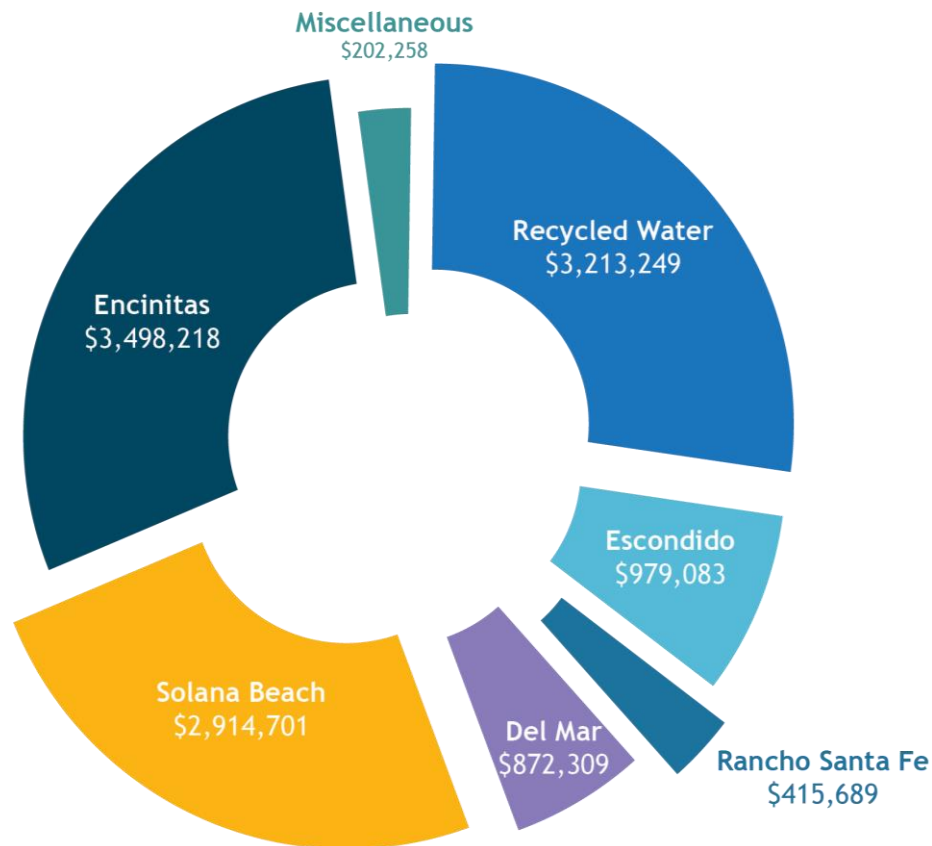
Wastewater Services includes Wastewater Treatment, Laboratory Services, Ocean Outfall, Pump Station Operations, and other services.

State Revolving Fund ("SRF") Debt Reserve is restricted cash in accordance with the SRF Loan Agreement. This loan will be fully paid in August 2020 and the \$630,000 reserve will be transferred into the recycled water reserve fund.

Capital Revenues are pay-as-you go; \$870,000 for Solids Treatment (CIP Phase III), \$185,000 for Ocean Outfall Reserves, \$195,000 for access and realignment of sewer force mains at the Cardiff Pump Station and Solana Beach Pump Station, and \$200,000 for Miscellaneous Wastewater projects. \$100,000 is anticipated IRWM grant funding. Other income is mostly related to investment income. Capital project expenses include the Building and Site Improvement (CIP Phase II) and Solids Treatment (CIP Phase III), Electrical Upgrades and Improvements, and projects associated with the Cardiff and Olivenhain Pump Stations.

REVENUE SUMMARY

Revenue Source	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
City of Encinitas	\$ 3,424,724	\$ 3,031,182	\$ 3,237,746	\$ 3,415,946	\$ 3,498,218
City of Solana Beach	2,773,325	2,777,161	2,767,312	2,814,955	2,914,701
City of Del Mar	162,144	610,764	803,053	735,255	872,309
Rancho Santa Fe CSD	308,491	323,805	394,322	379,581	415,689
City of Escondido	4,588,969	764,628	933,103	955,444	979,083
Laboratory Services	32,139	31,936	35,700	27,300	27,300
Recycled Water	2,858,054	2,660,627	3,092,530	3,161,891	3,213,249
T-Mobile Cell Site Lease	27,416	28,283	29,085	29,085	29,958
Other Revenue	1,526	-	-	-	-
Interest on Wastewater Operations	9,480	50,170	15,000	15,000	15,000
Interest on Water Reclamation	14,791	11,389	10,000	10,000	10,000
2017 Revenue Bonds	23,912,299	-	-	-	-
2017 Revenue Bond Interest	-	154,682	120,000	120,000	120,000
Total Revenue Sources	\$ 38,113,357	\$ 10,444,626	\$ 11,437,851	\$ 11,664,457	\$ 12,095,508





SEJPA STAFF BRING OUR MISSION TO LIFE

SEJPA takes pride in supporting our staff's development and continued certification / education. Recent accomplishments include:

CERTIFICATIONS

Jose Garcia

CWEA Mechanical Technologist Grade 3

James Barnett

CWEA Mechanical Technologist Grade 2

James Barnett

SWRCB Certified Operator-in-Training (OIT-II)

Tyler Cook

SWRCB Wastewater Treatment Plant Operator Grade III

Frankie Abeyta

SWRCB Wastewater Treatment Plant Operator Grade II

David Martinez

SWRCB Wastewater Treatment Plant Operator Grade I

Aaron Simonson

SWMOA Certified Membrane Operator

Todd Hutchinson

SWMOA Certified Membrane Operator

EDUCATION

Eric O'reilly and Jason Simmons are pursuing Bachelors Degrees

LEADING THE WAY IN CALIFORNIA

The SEJPA is among the leading California wastewater agencies that are dedicated to closing water gaps through innovative solutions-SEJPA recycled more than 500 million gallons last year.



REVENUE BY SOURCE

BASIS FOR REVENUE BY SOURCE

- Wastewater Treatment cost distribution is based on 2019 calendar year average influent flows.
- 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 2019 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 2019 average daily influent and effluent, and owned/leased capacity for each member and leasing agency:

Entity	Millions of Gallons Per Day (MGD)			
	Influent	Effluent	Wastewater Treatment Capacity	Outfall Capacity
City of Encinitas	1.198	0.679	2.200	2.250
City of Solana Beach	0.988	0.548	2.200	2.250
Rancho Santa Fe CSD's	0.141	0.081	0.250	0.250
City of Del Mar	0.420	0.224	0.600	0.600
City of Escondido	-	9.920	-	20.150
Total	2.747	11.452	5.250	25.500

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

CITY OF ENCINITAS - REVENUE DETAIL

KEY CONTRIBUTORS TO YEAR OVER YEAR BUDGET CHANGES INCLUDE:

- Wastewater treatment cost reduction due to a lower percentage of influent flow proportion as compared to other contributing agencies for calendar year 2019
- Laboratory program cost increase due to new accreditation requirements (implemented over 2 years)
- Ocean Outfall program cost increase due to plume tracking investigative study (multi-year project)
- Cardiff Sanitary Division pump station cost increase due to electrical safety and arc flash evaluation – National Fire Protection Association (NFPA) requirement every 5 years
- Encinitas Sanitary Division pump station cost increase due to electrical safety and arc flash evaluation – NFPA requirement every 5 years

Revenue Source	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Wastewater Treatment	\$ 1,400,038	\$ 1,299,376	\$ 1,299,831	\$ 1,403,731	\$ 1,354,306
Interest Income Credit	(4,769)	(25,085)	(7,500)	(7,500)	(7,500)
RSF CSD Credit 1991 Refunding Bonds	(48,372)	(48,372)	(48,372)	(48,372)	(48,372)
RSF CSD Credit 2017 Revenue Bonds	(14,075)	(21,495)	(31,852)	(31,852)	(31,898)
Del Mar Credit 2017 Revenue Bonds	-	(76,444)	(76,444)	(76,444)	(76,556)
Del Mar Pipeline Credit	10,842	30,000	30,000	30,000	30,000
T-Mobile License Income	(13,708)	(14,142)	(14,543)	(14,543)	(14,979)
Other Income Credit	(764)	-	-	-	-
Total Wastewater Revenue	\$ 1,329,192	\$ 1,143,838	\$ 1,151,120	\$ 1,255,020	\$ 1,205,001
Laboratory Services	222,936	239,411	234,484	250,691	288,638
Ocean Outfall	35,196	40,386	47,691	54,651	59,714
Cardiff Sanitary Division Pump Stations	218,365	213,105	246,311	283,454	342,567
Encinitas Sanitary Division Pump Station	113,257	142,240	127,207	141,940	187,469
Encinitas Urban and Storm Water Services	26,915	30,423	31,922	31,179	32,012
2011 Refunding Bonds	695,754	693,634	60,734	60,734	61,710
2017 Revenue Bonds	294,656	451,388	668,888	668,888	669,863
Capital Projects	488,454	76,756	669,390	669,390	651,244
Total Revenue	\$ 3,424,724	\$ 3,031,182	\$ 3,237,746	\$ 3,415,946	\$ 3,498,218

CITY OF SOLANA BEACH - REVENUE DETAIL

KEY CONTRIBUTORS TO YEAR OVER YEAR BUDGET CHANGES INCLUDE:

- Wastewater treatment cost increase due to a higher percentage of influent flow proportion as compared to other contributing agencies for calendar year 2019
- Laboratory program cost increase due to new accreditation requirements (implemented over 2 years)
- Ocean Outfall program cost increase due to plume tracking investigative study (multi-year project)
- Solana Beach pump station cost reduction due to the planned completion of electrical safety and arc flash evaluation – NFPA requirement every 5 years in FY 2019-10

Revenue Source	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Wastewater Treatment	\$ 1,101,018	\$ 1,063,775	\$ 1,072,307	\$ 1,075,837	\$ 1,117,246
Interest Income Credit	(4,769)	(25,085)	(7,500)	(7,500)	(7,500)
RSF CSD Credit 1991 Refunding Bonds	(48,372)	(48,372)	(48,372)	(48,372)	(48,372)
RSF CSD Credit 2017 Revenue Bonds	(14,075)	(21,495)	(31,852)	(31,852)	(31,898)
Del Mar Credit 2017 Revenue Bonds	-	(76,444)	(76,444)	(76,444)	(76,556)
Del Mar Pipeline Credit	10,842	30,000	30,000	30,000	30,000
T-Mobile License Income	(13,708)	(14,142)	(14,543)	(14,543)	(14,979)
Other Income Credit	(764)	-	-	-	-
Total Wastewater Revenue	\$ 1,030,172	\$ 908,237	\$ 923,596	\$ 927,127	\$ 967,940
Laboratory Services	175,321	196,002	193,440	192,133	238,114
Ocean Outfall	27,749	32,768	38,514	41,899	48,223
Solana Beach Pump Stations	291,333	304,014	420,509	460,933	398,839
Solana Beach Urban and Storm Water Services	12,763	7,696	9,697	10,701	10,073
Solana Beach Generator Maintenance Services	9,688	15,866	12,546	13,151	13,694
2011 Refunding Bonds	786,914	784,434	60,734	60,734	61,710
2017 Revenue Bonds	295,580	451,388	668,888	668,888	669,863
Capital Projects	143,804	76,757	439,390	439,390	506,244
Total Revenue	<u>\$ 2,773,325</u>	<u>\$ 2,777,161</u>	<u>\$ 2,767,312</u>	<u>\$ 2,814,955</u>	<u>\$ 2,914,701</u>

CITY OF DEL MAR - REVENUE DETAIL

KEY CONTRIBUTORS TO YEAR OVER YEAR BUDGET CHANGES INCLUDE:

- Wastewater treatment cost increase due to a higher percentage of influent flow proportion as compared to other contributing agencies for calendar year 2019
- Laboratory program cost increase due to new accreditation requirements (implemented over 2 years)
- Ocean Outfall program cost increase due to plume tracking investigative study (multi-year project)
- Capital contributions to wastewater and ocean outfall related project

Revenue Source	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Wastewater Treatment	\$ 122,450	\$ 385,686	\$ 455,700	\$ 392,413	\$ 474,798
Laboratory Services	19,498	71,063	82,206	70,081	101,192
Ocean Outfall	2,667	11,625	15,733	14,792	19,700
Del Mar Pipeline Credit	-	(60,000)	(60,000)	(60,000)	(60,000)
Del Mar Pump Station	17,527	28,728	42,279	50,834	52,331
2017 Revenue Bonds	-	152,889	152,889	152,889	153,111
Capital Projects	-	20,773	114,246	114,246	131,177
Total Revenue	<u>\$ 162,144</u>	<u>\$ 610,764</u>	<u>\$ 803,053</u>	<u>\$ 735,255</u>	<u>\$ 872,309</u>

RANCHO SANTA FE COMMUNITY SERVICES DISTRICT - REVENUE DETAIL

KEY CONTRIBUTORS TO YEAR OVER YEAR BUDGET CHANGES INCLUDE:

- Wastewater treatment cost increase due to a higher percentage of influent flow proportion as compared to other contributing agencies for calendar year 2019
- Laboratory program cost increase due to new accreditation requirements (implemented over 2 years)
- Ocean Outfall program cost increase due to plume tracking investigative study (multi-year project)
- Capital contributions to wastewater and ocean outfall related project

Revenue Source	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Wastewater Treatment	\$ 141,274	\$ 144,286	\$ 152,985	\$ 140,883	\$ 159,397
Laboratory Services	22,496	26,585	27,598	25,160	33,972
Ocean Outfall	3,552	4,546	5,689	5,487	7,123
2011 Refunding Bonds	96,744	96,744	96,744	96,744	96,744
2017 Revenue Bonds	28,150	42,989	63,704	63,704	63,796
Capital Projects	16,274	8,655	47,602	47,602	54,657
Total Revenue	<u>\$ 308,491</u>	<u>\$ 323,805</u>	<u>\$ 394,322</u>	<u>\$ 379,581</u>	<u>\$ 415,689</u>

CITY OF ESCONDIDO - REVENUE DETAIL

KEY CONTRIBUTORS TO YEAR OVER YEAR BUDGET CHANGES INCLUDE:

- Ocean Outfall program cost increase due to plume tracking investigative study (multi-year project)
- Laboratory program cost increase due to new accreditation requirements (implemented over 2 years)
- Reduction in capital contributions for outfall related projects

Revenue Source	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Ocean Outfall	\$ 461,973	\$ 527,569	\$ 696,754	\$ 719,095	\$ 872,407
Capital Projects	4,126,996	237,059	236,349	236,349	106,676
Total Revenue	\$ 4,588,969	\$ 764,628	\$ 933,103	\$ 955,444	\$ 979,083

LABORATORY SERVICES-REVENUE DETAIL

The SEJPA Laboratory provides analytical services to the Community Services Districts in Rancho Santa Fe and the Nature Collective. Revenues from these outside contract services are credited to the Member Agencies to reduce the cost of Laboratory Services. The adopted FY 2020-21 budget is based on historic service levels. The analytical service revenues may vary based upon the actual number of samples analyzed.

Revenue Source	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Fairbanks Ranch	\$ 7,632	\$ 8,144	\$ 9,400	\$ 7,000	\$ 7,000
Rancho Santa Fe CSD 1	9,864	10,050	11,000	8,500	8,500
Santa Fe Valley	3,845	3,438	4,000	3,400	3,400
Whispering Palms	9,944	10,304	11,300	8,400	8,400
Other Lab Service Income	854	-	-	-	-
Total Revenue	\$ 32,139	\$ 31,936	\$ 35,700	\$ 27,300	\$ 27,300

RECYCLED WATER - REVENUE DETAIL

KEY CONTRIBUTORS TO YEAR OVER YEAR BUDGET CHANGES INCLUDE:

- Revenue increase due to a scheduled SEJPA recycled water rate increase of 3.8% effective July 1, 2020
- Revenue decrease due to anticipated reduced water sales to SDWD and 22 Agricultural District
- Revenue increase due to anticipate increased water sales to OMWD
- Revenue increase due to anticipated receipt of grant funding for Encinitas Ranch RW Expansion project

Revenue Source	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Santa Fe Irrigation District	\$ 795,278	\$ 788,396	\$ 862,157	\$ 861,100	\$ 893,800
San Dieguito Water District	615,545	499,216	660,045	726,800	656,000
City of Del Mar	171,284	133,936	187,513	202,240	196,800
Encinitas Ranch Golf Course	258,832	269,183	279,951	279,951	291,149
Olivenhain Municipal Water District	297,114	331,796	342,864	331,800	369,000
Total Customers	\$ 2,138,054	\$ 2,022,527	\$ 2,332,530	\$ 2,401,891	\$ 2,406,749
MWD/CWA Subsidies	720,000	638,100	720,000	720,000	706,500
IRWM Grant	-	-	40,000	40,000	100,000
Total Revenue	\$ 2,858,054	\$ 2,660,627	\$ 3,092,530	\$ 3,161,891	\$ 3,213,249



SEJPA CONTINUES TO PROMOTE SUSTAINABLE WATER PRACTICES

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

COST SUMMARY

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Operating Cost					
Personnel	\$ 2,948,174	\$ 3,093,505	\$ 3,225,240	\$ 3,242,274	\$ 3,459,455
Supplies and Services	2,817,828	3,148,505	3,499,016	3,414,881	3,956,211
Capital Outlay	178,597	74,263	174,374	95,800	126,500
Contingency	-	-	-	188,400	164,228
Total Operating Cost	\$ 5,944,599	\$ 6,316,273	\$ 6,898,630	\$ 6,941,355	\$ 7,706,394
Capital Costs	5,893,587	2,295,000	1,597,427	1,672,427	1,730,000
Total Operating and Capital Costs	\$ 11,838,186	\$ 8,611,273	\$ 8,496,057	\$ 8,613,782	\$ 9,436,394
Debt Service					
State Revolving Fund	\$ 834,675	\$ 834,675	\$ 834,675	\$ 834,675	\$ 834,675
2011 Refunding Bonds	1,482,668	1,478,068	121,468	121,468	123,420
Advanced Water Purification	148,153	148,153	148,153	148,153	148,153
SFID Pipeline Loan	11,996	15,000	15,000	15,000	15,000
2017 Revenue Bonds	589,311	902,775	1,337,775	1,337,775	1,339,725
Total Debt Service	\$ 3,066,803	\$ 3,378,671	\$ 2,457,071	\$ 2,457,071	\$ 2,460,973
Total Costs	\$ 14,904,989	\$ 11,989,944	\$ 10,953,128	\$ 11,070,853	\$ 11,897,367

COST DETAIL

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21	% Change
Operating Cost						
Personnel						
Direct Salaries and Wages	\$ 2,092,916	\$ 2,197,967	\$ 2,230,962	\$ 2,240,473	\$ 2,389,694	6.7%
FICA Tax	-	122	692	-	1,340	
Medicare Tax	31,118	33,316	31,521	31,440	33,521	6.6%
State Unemployment Tax	6,552	5,452	5,174	9,550	9,983	4.5%
Standby Pay	14,022	14,082	16,856	14,229	17,308	21.6%
Overtime Pay	43,391	44,849	41,089	39,321	42,697	8.6%
Dental/Vision	24,392	25,304	24,919	27,131	28,705	5.8%
Employee Assistance Program	678	742	678	4,102	4,102	0.0%
Life Insurance/Disability	13,403	13,918	13,482	17,874	18,927	5.9%
Workers Comp. Insurance	25,758	37,762	61,078	45,764	48,874	6.8%
Medical Insurance - Pers	252,848	263,684	260,288	268,954	283,016	5.2%
Retirement Plan - PERS	354,158	359,130	445,711	437,957	466,021	6.4%
Deferred Comp-employer	75,890	81,008	77,119	91,128	97,168	6.6%
Uniforms - Boots	3,193	2,870	3,009	3,850	4,599	19.5%
Payroll Processing Fees	8,382	10,599	10,167	7,999	11,002	37.5%
Other Personnel Costs	1,475	2,700	2,495	2,502	2,498	-0.2%
	\$ 2,948,174	\$ 3,093,505	\$ 3,225,240	\$ 3,242,274	\$ 3,459,455	6.7%
Supplies and Services						
Advertising	\$ 983	\$ 2,840	\$ 4,397	\$ 1,910	\$ 4,303	125.3%
Bank Service Charges	7,523	7,338	7,315	7,500	8,300	10.7%
Board Expense	851	386	277	300	300	0.0%
Dues & Memberships	31,997	23,141	31,735	27,775	28,000	0.8%
Equipment Rental/Lease	42,102	50,529	43,020	8,000	12,900	61.3%
Fees - Disposal	411	830	421	1,050	1,000	-4.8%
Fees - Permits	70,779	40,532	60,368	63,000	67,900	7.8%
Fines	-	1,350	475	-	-	
Fuel	12,239	10,870	15,367	13,965	14,000	0.3%
Insurance - Liability	29,387	32,135	35,498	39,001	40,700	4.4%
Insurance - Auto	-	-	800	-	1,125	
Insurance - Property	25,408	31,089	42,124	29,720	53,075	78.6%
Licenses	30,386	28,295	53,929	33,130	55,000	66.0%
Minor Equip - Shop & Field	15,336	14,255	25,105	13,129	20,000	52.3%
Miscellaneous	17,785	26,344	13,212	-	-	
Postage/Shipping	2,235	2,380	2,936	2,384	2,525	5.9%
Preemployment Screening	181	203	556	625	700	12.0%
Printing	1,317	183	1,194	1,366	1,400	2.5%
Rent	98,826	99,472	98,523	103,925	101,200	-2.6%
Repair Parts Expense	154,235	213,972	197,487	198,351	200,600	1.1%
Retrofit Expenses	-	-	-	5,000	105,000	2000.0%
Seminars/Education	3,040	13,578	12,514	14,992	15,000	0.1%
Services - Accounting	25,750	22,000	27,000	26,000	27,300	5.0%
Services - Alarm	7,773	15,660	9,282	10,800	11,650	7.9%
Services - Biosolids Hauling	169,727	197,362	211,984	180,000	216,000	20.0%

Cost detail continued on next page

Cost Detail Continued

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21	% Change
Operating Cost						
Services - Engineering	\$ 172,135	\$ 202,794	\$ 277,742	\$ 273,000	\$ 590,500	116.3%
Service - Fire Control	5,550	13,000	-	-	8,000	
Services - Grease & Scum	12,668	17,257	17,707	32,300	29,900	-7.4%
Services - Grit & Screenings	42,724	49,017	45,043	40,450	45,000	11.2%
Services - Janitorial	12,000	11,955	18,175	13,000	15,000	15.4%
Services - Laboratory	29,193	42,292	40,241	76,560	44,000	-42.5%
Services - Landscape	71,938	62,871	42,741	55,000	55,000	0.0%
Services - Legal	77,652	52,309	45,289	71,152	71,200	0.1%
Services - Lobbying	15,444	14,432	22,859	17,800	17,800	0.0%
Services - Maintenance	98,368	149,227	75,196	75,824	85,350	12.6%
Services - Medical	2,248	2,038	2,700	1,803	2,160	19.8%
Services - Other	3,785	46	24	1,467	1,600	9.1%
Services - Professional	148,134	233,844	159,973	189,000	180,000	-4.8%
Services - Temp	35,387	105,437	99,661	55,623	71,000	27.6%
Services - IT/GIS Support	39,575	33,736	109,367	54,987	114,500	108.2%
Service - EWA Support	20,543	14,368	15,904	19,641	19,580	-0.3%
Services - Contractors	65,413	36,940	111,425	114,711	97,000	-15.4%
Services - Testing	143	26	-	1,000	1,000	0.0%
Services - Uniforms	9,249	6,792	6,430	10,920	11,000	0.7%
Subscription	747	59	1,008	-	1,000	
Subsistence - Meals	835	2,081	585	2,720	2,720	0.0%
Subsistence - Travel/Rm & Bd	3,551	13,078	8,064	9,600	9,600	0.0%
Supplies - Chem - Ferrous Chlo	49,095	73,860	86,198	78,028	78,000	0.0%
Supplies - Chem - Odor	22,075	73,188	110,840	120,568	120,000	-0.5%
Supplies - Chem - Polymer	57,000	73,693	73,279	72,897	75,000	2.9%
Supplies - Chem - Sodium Hypo	55,320	46,811	78,659	82,653	80,000	-3.2%
Supplies - Chemicals	45,008	63,286	53,088	69,759	69,800	0.1%
Supplies - Janitorial	3,334	2,533	3,600	3,000	3,050	1.7%
Supplies - Lab	27,923	60,676	91,089	30,075	57,500	91.2%
Supplies - Office	8,557	17,013	19,903	12,635	14,515	14.9%
Supplies - Safety	11,825	14,977	13,532	11,094	11,200	1.0%
Supplies - Shop & Field	13,547	19,625	16,905	22,211	22,005	-0.9%
Training	35	2,581	-	14,998	15,315	2.1%
Training - Safety	4,519	3,390	2,975	9,604	9,655	0.5%
Utilities - Gas & Electric	781,784	710,385	860,926	855,655	807,400	-5.6%
Utilities - Internet	4,852	4,581	4,914	5,218	5,323	2.0%
Utilities - Telephone	30,414	29,103	33,226	27,955	32,890	17.7%
Utilities - Trash	2,948	2,913	2,987	3,099	3,000	-3.2%
Utilities - Water	51,770	26,963	25,548	74,632	62,450	-16.3%
Utilities - Water (Suppl.)	17,113	13,449	14,806	11,672	16,000	37.1%
Vehicle Maintenance	15,155	11,137	10,888	10,647	12,220	14.8%
	\$ 2,817,828	\$ 3,148,505	\$ 3,499,016	\$ 3,414,881	\$ 3,956,211	15.9%
Capital Outlay	\$ 178,597	\$ 74,263	\$ 174,374	\$ 95,800	\$ 126,500	32.0%
Contingency	-	-	-	188,400	164,228	-12.8%
Total Operating Cost	\$ 5,944,599	\$ 6,316,273	\$ 6,898,630	\$ 6,941,355	\$ 7,706,394	11.0%

COST DETAIL BY PROGRAM



ACHIEVING THE HIGHEST WATER QUALITY STANDARDS

We promote public confidence through transparency and reliable water quality results. The laboratory located at the San Elijo Water Campus achieves the highest water quality standards to protect the environment and public health.

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 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Wastewater Treatment	45.0%	45.9%	43.4%	42.0%	39.6%
Laboratory	13.4%	14.0%	14.1%	14.2%	15.4%
Ocean Outfall	10.5%	10.2%	10.8%	10.9%	11.5%
Cardiff Sanitation District Pump Stations	4.2%	4.1%	3.5%	4.6%	4.5%
Encinitas Sanitation District Pump Station	1.7%	1.5%	1.7%	2.2%	2.1%
Encinitas Urban and Storm Water Services	0.7%	0.6%	0.8%	0.7%	0.7%
Solana Beach Pump Stations	4.7%	4.6%	6.1%	6.3%	6.1%
Solana Beach Urban and Storm Water Services	0.2%	0.2%	0.2%	0.2%	0.2%
Del Mar Pump Station	0.5%	0.6%	0.7%	1.2%	1.1%
Recycled Water	19.1%	18.3%	18.7%	17.7%	18.8%
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 Campus. 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.

2019-20 ESTIMATED ACTUAL EXPENDITURES

Wastewater Treatment Supplies and Services are projected to end the year at \$37,135 or 2.5% over budget. This is due to a combination of multiple variances consisting of the following:

Expenditure Description	Over/(Under) Budget	Explanation
Equipment Rental/Lease	\$25,592	Increased crane and tank rental for digester cleaning and digester floating dome repair
Licenses	6,183	Implemented new SCADA software and additional licensing
Minor Equip - Shop & Field	9,105	Supplies required increased more than anticipated
Repair Parts Expense	(17,572)	Repair parts required decreased
Services - Biosolids Hauling	31,984	Estimated budget below actual bid
Services - Engineering	87,141	Additional electrical analysis and engineering related to the Water Campus Improvements
Services - Grease & Scum	(9,493)	Services required less than anticipated
Services - Landscape	(8,250)	Services required less than anticipated
Services - Legal	(7,998)	Services required less than anticipated
Services - Professional	(16,305)	Services required less than anticipated
Services - Temp	11,961	Additional temp services related to computer hardware upgrades
Services - IT/GIS Support	18,198	Vendor cost increase more than anticipated
Supplies - Chem - Ferrous Chloride	8,170	Odor control chemical demand higher than anticipated
Supplies - Chem - Sodium Hypochlorite	(5,162)	Disinfection chemical demand lower than anticipated due to lower recycled water demand
Training	(6,435)	Safety training cost less than anticipated
Utilities - Gas & Electric	(43,137)	Electricity demand lower than anticipated due to lower recycled water demand
Utilities - Water	(38,790)	Irrigation water demand lower due to construction
All Others	(8,057)	
Total Supplies and Services Change	\$37,135	

2020-21 ADOPTED BUDGET

Overall, the Wastewater Treatment operating budget is proposed to increase by \$92,883 or 3.1% from the prior year's budget. Personnel expense is planned to increase \$3,620 or 0.3% over FY 2019-20 Budget. Supplies and Services is planned to increase by \$108,304 or 7.2%. Other expenses have been adjusted from prior year's budget based on providing the required level of service. Contingency funding has been set at \$75,300 which is 4.7% of the budgeted Supplies and Services costs. This provides funding for unplanned additional expense impacting the Wastewater Program. The year over year variance is due to a combination of the following:

Expenditure Description	Increase/(Decrease) Year over Year	Explanation
Insurance - Property	\$12,631	Increased insurance cost
Licenses	12,528	Implemented new software during SCADA upgrade
Repair Parts Expense	6,338	Anticipate repairs based on asset management
Services - Biosolids Hauling	36,000	Adjusted based on new contract rate and estimated volume of biosolids
Service - Fire Control	6,000	Additional brush clearing anticipated due to heavy winter rains
Services - Temp	10,000	Increase participation with local college internship program
Services - IT/GIS Support	34,734	Vendor cost increased
Supplies - Chem - Odor	10,409	Vendor cost increased
Utilities - Gas & Electric	(29,535)	Reduced recycled water demand is anticipated to lower electrical demand
Utilities - Water	(10,003)	Irrigation water demand lower due to construction
All Others	19,201	
Total Supplies and Services Change	\$108,304	

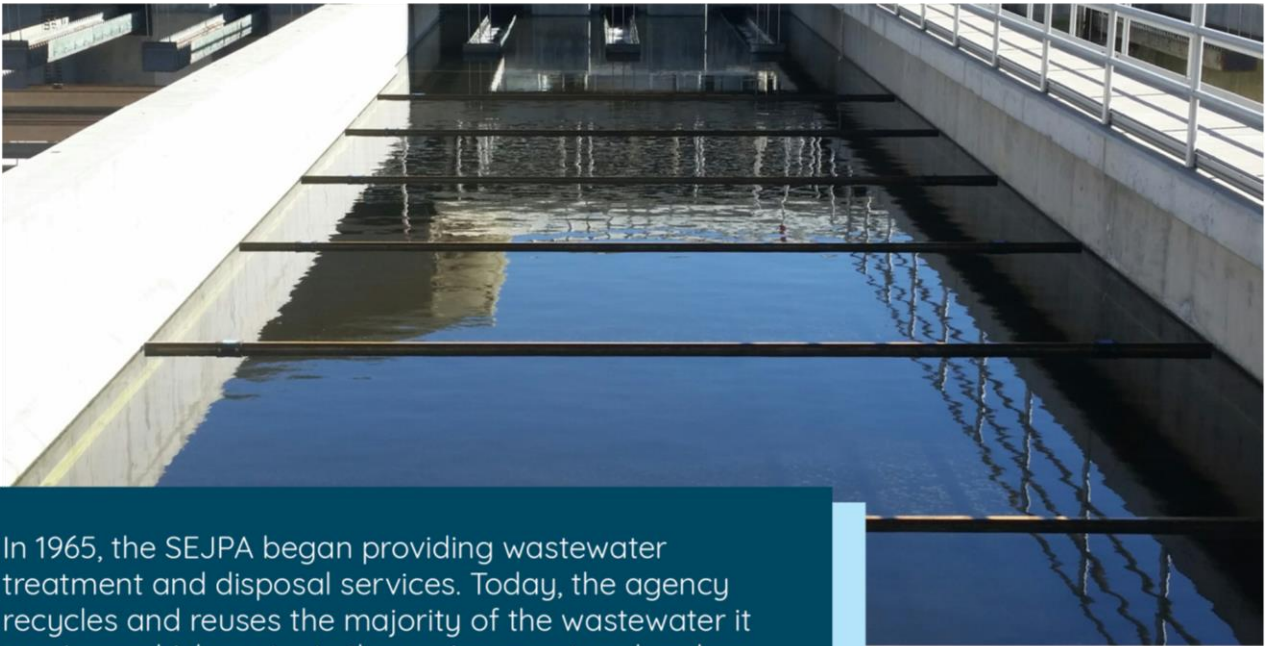


MAINTAINING A TRACK RECORD OF SUCCESS

SEJPA's compliance and safety records are among the best in the industry. In 2019, all compliance requirements were met and the agency incurred zero missed work days due to injury.

Wastewater Treatment Cost Summary

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Operating Cost					
Personnel	\$ 1,334,967	\$ 1,424,475	\$ 1,396,471	\$ 1,387,439	\$ 1,391,059
Supplies and Services	1,396,160	1,420,894	1,543,220	1,506,085	1,614,389
Capital Outlay	86,654	47,755	41,133	44,040	25,000
Contingency	-	-	-	75,300	75,300
Total Operating Cost	\$ 2,817,781	\$ 2,893,124	\$ 2,980,824	\$ 3,012,864	\$ 3,105,747
Capital Costs	1,029,000	120,000	948,177	948,177	1,070,000
Total Operating and Capital Costs	\$ 3,846,781	\$ 3,013,124	\$ 3,929,001	\$ 3,961,041	\$ 4,175,747
Debt Service					
2011 Refunding Bonds	\$ 1,482,668	\$ 1,478,068	\$ 121,468	\$ 121,468	\$ 123,420
2017 Revenue Bonds	589,311	902,775	1,337,775	1,337,775	1,339,725
Total Debt Service	\$ 2,071,979	\$ 2,380,843	\$ 1,459,243	\$ 1,459,243	\$ 1,463,145
Total Costs	\$ 5,918,760	\$ 5,393,967	\$ 5,388,244	\$ 5,420,284	\$ 5,638,892



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

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Operating Cost					
Personnel					
Direct Salaries and Wages	\$ 942,324	\$ 1,009,717	\$ 970,646	\$ 941,595	\$ 948,695
Medicare Tax	13,918	15,317	14,360	14,030	13,884
State Unemployment Tax	3,305	3,155	2,919	4,261	4,134
Standby Pay	7,586	7,503	8,689	7,679	9,254
Overtime Pay	14,097	19,676	13,819	14,995	15,448
Dental/Vision	11,410	11,782	11,360	12,106	11,889
Employee Assistance Program	678	638	678	1,830	1,698
Life Insurance/Disability	6,269	6,444	6,043	7,977	7,838
Workers Comp. Insurance	12,052	17,364	27,271	20,424	20,242
Medical Insurance - Pers	118,307	121,954	118,695	120,025	117,220
Retirement Plan - PERS	165,709	166,098	179,898	195,446	193,016
Deferred Comp-employer	33,340	37,484	35,208	40,667	40,245
Uniforms - Boots	1,355	1,334	1,344	1,718	1,905
Payroll Processing Fees	3,922	4,902	4,540	3,570	4,556
Other Personnel Costs	695	1,107	1,001	1,116	1,035
	<u>\$ 1,334,967</u>	<u>\$ 1,424,475</u>	<u>\$ 1,396,471</u>	<u>\$ 1,387,439</u>	<u>\$ 1,391,059</u>
Supplies and Services					
Advertising	\$ 727	\$ 1,262	\$ 1,598	\$ 700	\$ 1,857
Bank Service Charges	7,523	7,338	7,315	5,000	8,300
Board Expense	851	386	277	300	150
Dues & Memberships	13,088	13,481	11,831	14,500	14,500
Equipment Rental/Lease	42,102	34,104	32,592	7,000	11,900
Fees - Disposal	411	830	421	1,000	1,000
Fees - Permits	28,278	29,996	32,794	28,500	31,400
Fines	-	-	-	-	-
Fuel	5,428	5,040	7,556	5,516	5,954
Insurance - Liability	14,693	16,067	14,749	20,035	22,573
Insurance - Auto	-	-	-	-	432
Insurance - Property	12,704	15,545	18,562	15,340	27,971
Licenses	9,807	6,762	17,403	11,220	23,748
Minor Equip - Shop & Field	8,865	11,141	17,338	8,233	10,600
Miscellaneous	17,785	3,111	-	-	-
Postage/Shipping	1,535	1,217	1,730	1,530	1,550
Preemployment Screening	85	94	250	300	302
Printing	743	138	512	745	750
Rent	1,264	1,179	1,224	1,325	518
Repair Parts Expense	74,219	120,139	91,090	108,662	115,000

Cost detail continued on next page

Wastewater Treatment Operating Cost Detail Continued

Operating Cost	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Seminars/Education	\$ 1,074	\$ 6,259	\$ 6,141	\$ 7,750	\$ 5,000
Services - Accounting	12,875	11,000	13,500	13,000	13,650
Services - Alarm	1,572	5,082	1,715	2,500	2,500
Services - Biosolids Hauling	169,727	197,362	211,984	180,000	216,000
Services - Engineering	132,261	63,064	147,141	60,000	60,000
Service - Fire Control	5,550	13,000	-	-	6,000
Services - Grease & Scum	9,788	17,257	17,707	27,200	25,000
Services - Grit & Screenings	25,078	22,521	24,317	20,000	21,000
Services - Janitorial	12,000	11,955	17,110	13,000	13,500
Services - Laboratory (Outsource)	3,528	2,790	-	3,600	9,000
Services - Landscape	64,956	62,031	41,750	50,000	49,000
Services - Legal	45,475	31,500	35,002	43,000	43,000
Services - Maintenance	47,915	60,026	30,722	30,900	33,000
Services - Medical	1,103	986	1,052	950	1,000
Services - Other	718	14	11	247	300
Services - Professional	54,565	34,856	32,695	49,000	50,000
Services - Temp	17,693	47,927	39,961	28,000	38,000
Services - IT/GIS Support	14,774	14,678	40,448	22,250	56,984
Service - EWA Support	9,548	6,810	7,149	8,152	8,200
Services - Contractors	80	5,730	47,000	50,000	50,000
Services - Testing	117	-	-	1,000	1,000
Services - Uniforms	4,328	3,142	2,879	5,119	4,750
Subscriptions	747	59	892	-	900
Subsistence - Meals	447	1,408	280	1,500	1,500
Subsistence - Travel/Rm & Bd	1,249	7,527	5,559	6,000	6,000
Supplies - Chem - Ferrous Chlo	49,095	73,860	86,198	78,028	78,000
Supplies - Chem - Odor	16,887	21,455	22,993	21,591	32,000
Supplies - Chem - Polymer	57,000	69,969	70,797	70,522	72,000
Supplies - Chem - Sodium Hypo	-	-	19,838	25,000	20,000
Supplies - Chemicals	2,612	3,628	-	4,427	4,500
Supplies - Janitorial	3,334	2,533	3,600	2,750	2,800
Supplies - Lab	5,266	3,280	1,101	4,503	4,500
Supplies - Office	7,480	12,359	13,993	11,000	11,000
Supplies - Safety	9,068	12,270	10,242	8,276	8,300
Supplies - Shop & Field	8,434	16,561	16,302	17,500	17,500
Training	16	1,331	-	6,435	6,500
Training - Safety	2,241	1,635	2,049	4,290	4,300
Utilities - Gas & Electric	279,135	260,723	266,398	309,535	280,000
Utilities - Internet	2,129	1,973	1,924	2,427	2,500
Utilities - Telephone	16,003	14,937	17,285	16,881	17,000
Utilities - Trash	2,948	2,913	2,987	3,099	3,000
Utilities - Water	47,532	22,923	21,213	60,003	50,000
Vehicle Maintenance	9,702	3,730	4,043	6,743	6,700
	<u>\$ 1,396,160</u>	<u>\$ 1,420,894</u>	<u>\$ 1,543,220</u>	<u>\$ 1,506,085</u>	<u>\$ 1,614,389</u>
Capital Outlay	\$ 86,654	\$ 47,755	\$ 41,133	\$ 44,040	\$ 25,000
Contingency	-	-	-	75,300	75,300
Total Operating Cost	<u>\$ 2,817,781</u>	<u>\$ 2,893,124</u>	<u>\$ 2,980,824</u>	<u>\$ 3,012,864</u>	<u>\$ 3,105,747</u>

LABORATORY SERVICES

PROGRAM DESCRIPTION

The laboratory located at the San Elijo Water Campus provides analytical services for SEJPA's Wastewater and Recycled Water Programs as well as to other entities through contract agreements. The FY 2020-21 contract agreements include the Fairbanks Ranch Community Services District, the Rancho Santa Fe Community Services District, the Santa Fe Valley Community Services District, the Whispering Palms Community Services District, and The Nature Collective (formerly Lagoon Conservancy).

2019-20 ESTIMATED ACTUAL EXPENDITURES

Laboratory Services are expected to be approximately \$43,759 or 7.7% over budget. Personnel expenses are estimated to be under budget by \$2,159 or 0.5%. Supplies and Services are expected to be over budget by \$53,618 or 48.7% as the result of the procurement of new equipment and supplies to comply with Environmental Laboratory Accreditation Program (ELAP) regulatory changes.

2020-21 ADOPTED BUDGET

The Laboratory Services budget for FY 2020-21 will be \$123,852 or 21.9% higher than last year's budgeted level. Personnel expense will increase \$89,448 or 20.0% due to increased staffing levels. Supplies and Services will increase \$20,504 or 18.6% due to expenses related to ELAP compliance, which includes an increase of approximately \$17,000 for ELAP qualified supplies and outsourcing mandatory water quality monitor testing, which requires specialized equipment to perform. Contingency funding remains at \$7,700, which is approximately 5.9% of the budgeted Supplies and Services expense.

Laboratory Cost Summary

Operating Cost	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Personnel	\$ 391,597	\$ 428,381	\$ 445,303	\$ 447,462	\$ 536,910
Supplies and Services	65,410	127,401	163,821	110,203	130,707
Capital Outlay	15,384	9,213	-	-	13,900
Contingency	-	-	-	7,700	7,700
Total Operating Cost	\$ 472,390	\$ 564,995	\$ 609,124	\$ 565,365	\$ 689,217

Laboratory Operating Cost Detail

Operating Cost	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Personnel					
Direct Salaries and Wages	\$ 281,311	\$ 307,435	\$ 313,470	\$ 317,092	\$ 367,200
FICA Tax	-	100	675	-	1,340
Medicare Tax	4,187	4,697	4,211	4,199	5,452
State Unemployment Tax	831	753	732	1,275	1,623
Overtime Pay	1,709	10,123	6,615	3,717	4,374
Dental/Vision	3,316	3,321	3,306	3,623	4,668
Employee Assistance Program	-	-	-	548	667
Life Insurance/Disability	1,824	1,842	1,799	2,388	3,078
Workers Comp. Insurance	3,495	5,341	8,160	6,113	7,948
Medical Insurance - Pers	34,311	34,806	34,527	35,923	46,026
Retirement Plan - PERS	48,059	47,405	59,326	58,496	75,788
Deferred Comp-employer	10,546	10,451	10,358	12,171	15,802
Uniforms - Boots	690	354	402	514	748
Payroll Processing Fees	1,137	1,399	1,358	1,069	1,789
Other Personnel Costs	180	354	364	334	407
	\$ 391,597	\$ 428,381	\$ 445,303	\$ 447,462	\$ 536,910

Cost detail continued on next page

Laboratory Operating Cost Detail Continued

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Operating Cost					
<u>Supplies and Services</u>					
Advertising	\$ 66	\$ 26	\$ -	\$ -	\$ 730
Dues & Memberships	525	397	242	525	600
Fees - Permits	-	5,294	6,352	6,000	6,500
Fuel	301	285	247	406	329
Insurance - Liability	-	-	-	90	1,907
Insurance - Auto	-	-	-	-	170
Insurance - Property	-	-	-	-	4,028
Licenses	7,241	532	5,138	7,200	9,334
Minor Equip - Shop & Field	430	2,025	3,835	1,179	1,200
Postage/Shipping	392	489	614	357	400
Preemployment Screening	25	27	74	85	119
Printing	146	7	251	154	160
Rent	-	-	-	-	204
Repair Parts Expense	4,249	2,288	2,675	2,005	2,000
Seminars/Education	65	-	-	3,000	3,000
Services - Janitorial	-	-	1,065	-	1,500
Services - Laboratory	21,192	32,914	30,336	24,000	30,000
Services - Legal	254	-	207	-	200
Services - Maintenance	635	728	3,909	2,060	2,000
Services - Alarm	-	-	-	350	335
Services - Medical	290	238	765	279	300
Services - Other	2,703	20	3	903	1,000
Services - Professional	-	30,516	24,643	25,000	10,000
Services - Temp	-	9,836	21,307	5,000	5,000
Service - EWA Support	3,059	1,315	2,261	2,390	2,400
Services - Uniforms	1,255	897	858	1,479	1,867
Services - IT/GIS Support	4,285	4,189	11,606	4,500	8,074
Subsistence - Meals	-	100	75	250	300
Subsistence - Travel/Rm & Bd	-	-	-	500	500
Supplies - Laboratory	14,219	24,527	34,909	14,059	25,000
Supplies - Office	187	2,899	5,160	300	2,000
Supplies - Safety	776	826	1,030	803	800
Supplies - Shop & Field	197	52	45	659	600
Supplies - Janitorial	-	-	-	250	250
Training	5	-	-	1,944	2,000
Training - Safety	562	211	169	1,500	1,500
Utilities - Internet	619	563	571	698	700
Utilities - Telephone	1,551	1,373	1,761	1,702	1,700
Vehicle Maintenance	181	4,827	3,713	576	2,000
	<u>\$ 65,410</u>	<u>\$ 127,401</u>	<u>\$ 163,821</u>	<u>\$ 110,203</u>	<u>\$ 130,707</u>
Capital Outlay	\$ 15,384	\$ 9,213	\$ -	\$ -	\$ 13,900
Contingency	-	-	-	7,700	7,700
Total Operating Cost	<u>\$ 472,390</u>	<u>\$ 564,995</u>	<u>\$ 609,124</u>	<u>\$ 565,365</u>	<u>\$ 689,217</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 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).

2019-20 ESTIMATED ACTUAL EXPENDITURES

The Ocean Outfall Program is expected to be at budget this year. Personnel costs are projected to be \$3,621 or 1.0% under budget. Supplies and Services are projected to be at budget. Capital Outlay required during the year exceeded budget by \$3,074, which is offset by the savings from Personnel costs. Contingency funding of \$31,200 is not planned to be used.

2020-21 ADOPTED BUDGET

The Ocean Outfall Program budget for FY 2020-21 will increase \$171,243 or 20.5%. Personnel costs are expected to increase \$38,294 or 11.1%. Supplies and Services are expected to increase \$132,869 or 29.8%. This significant increase is a result of a planned ocean outfall plume tracking study, required by the California Regional Water Quality Control Board. The City of Escondido, SEJPA, and Encina Wastewater Authority are collaborating on this research effort. Contingency funding remains at \$31,200, which is approximately 5.4% of the budgeted Supplies and Services costs. This provides funding for unforeseen events or repairs for facilities within the Ocean Outfall Program.



ACHIEVING HIGH STANDARDS FOR ASSET MAINTENANCE

SEJPA's award winning Land Outfall project underwent its first Integrity Report concluding that the ocean outfall is in excellent overall condition, with no signs of corrosion, deteriorating conditions, or concerns of the pipe's integrity.

Ocean Outfall Cost Summary

Operating Cost	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Personnel	\$ 298,651	\$ 307,447	\$ 342,234	\$ 345,855	\$ 384,149
Supplies and Services	221,583	307,224	446,554	446,350	579,219
Capital Outlay	10,904	2,224	15,594	12,520	12,600
Contingency	-	-	-	31,200	31,200
Total Operating Cost	\$ 531,138	\$ 616,895	\$ 804,382	\$ 835,925	\$ 1,007,168
Capital Costs	4,189,937	300,000	288,800	288,800	185,000
Total Costs	\$ 4,721,075	\$ 916,895	\$ 1,093,182	\$ 1,124,725	\$ 1,192,168

Ocean Outfall Operating Cost Detail

Operating Cost	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Personnel					
Direct Salaries and Wages	\$ 219,768	\$ 223,258	\$ 240,107	\$ 244,944	\$ 273,837
FICA Tax	-	21	-	-	-
Medicare Tax	3,275	3,328	3,301	3,243	3,531
State Unemployment Tax	574	370	359	985	1,052
Standby Pay	1,486	1,560	2,009	1,533	1,908
Overtime Pay	2,690	1,926	3,890	1,550	2,176
Dental/Vision	2,237	2,420	2,469	2,799	3,024
Employee Assistance Program	-	-	-	423	432
Life Insurance/Disability	1,230	1,332	1,381	1,844	1,994
Workers Comp. Insurance	2,359	3,352	6,303	4,722	5,148
Medical Insurance - Pers	23,161	25,366	25,778	27,747	29,813
Retirement Plan - PERS	32,441	34,548	46,813	45,183	49,091
Deferred Comp-employer	8,245	8,333	8,191	9,401	10,236
Uniforms - Boots	266	295	311	397	485
Payroll Processing Fees	768	1,020	1,049	825	1,159
Other Personnel Costs	151	318	273	258	263
	\$ 298,651	\$ 307,447	\$ 342,234	\$ 345,855	\$ 384,149

Cost Detail continued on next page

Ocean Outfall Operating Cost Detail Continued

	Actual	Actual	Estimated	Adopted	Adopted
Operating Cost	2017-18	2018-19	Actual	Budget	Budget
Supplies and Services			2019-20	2019-20	2020-21
Advertising	\$ 44	\$ 84	\$ -	\$ 800	\$ 429
Board Expense	-	-	-	-	60
Dues & Memberships	11,232	2,706	11,327	5,050	5,100
Fees - Permits	1,440	2,122	1,180	5,000	1,400
Fuel	747	865	912	973	997
Insurance - Liability	5,877	6,427	300	8,014	4,057
Insurance - Auto	-	-	-	-	100
Insurance - Property	5,082	6,218	13,025	6,136	5,303
Licenses	3,546	12,290	13,946	3,700	5,482
Postage/Shipping	31	224	266	51	100
Preemployment Screening	17	20	57	60	70
Printing	99	5	106	104	110
Rent	-	-	-	-	120
Repair Parts Expense	4,505	1,225	3,271	2,025	2,000
Seminars/Education	264	178	119	100	1,100
Minor Equip - Shop & Field	2,784	-	969	1,605	4,000
Services - Accounting	5,150	4,400	5,400	5,200	5,460
Services - Engineering	8,682	68,871	106,929	118,000	312,500
Services - Landscape	-	-	991	-	1,000
Services - Laboratory	-	3,330	3,330	44,160	-
Services - Legal	9,722	9,760	4,780	5,000	5,000
Services - Maintenance	919	20,110	2,345	2,060	2,000
Services - Medical	199	193	212	175	200
Services - Other	3	18	3	18	-
Services - Professional	16,952	43,757	93,897	96,600	81,600
Services - IT/GIS Support	2,892	3,053	9,590	4,200	10,615
Services - Contractors	61,687	9,000	46,200	46,711	27,000
Services - Temp	7,077	18,777	11,755	8,749	5,200
Services - Uniforms	847	653	660	1,024	1,096
Services - Alarm	-	1,099	-	300	300
Service - EWA Support	1,665	1,839	1,489	1,958	2,000
Subscriptions	-	-	46	-	50
Subsistence - Meals	1	93	29	20	20
Subsistence - Travel/Rm & Bd	116	956	577	100	100
Supplies - Lab	8,006	30,281	47,262	10,816	25,000
Supplies - Office	96	545	153	300	300
Supplies - Safety	287	396	641	346	350
Supplies - Shop & Field	133	436	293	442	400
Training	3	-	-	1,413	1,500
Training - Safety	409	512	123	942	900
Utilities - Gas & Electric	59,038	55,004	62,063	62,142	64,000
Utilities - Internet	417	410	437	490	500
Utilities - Telephone	1,047	1,001	1,361	1,182	1,200
Vehicle Maintenance	568	366	510	383	500
	<u>\$ 221,583</u>	<u>\$ 307,224</u>	<u>\$ 446,554</u>	<u>\$ 446,350</u>	<u>\$ 579,219</u>
Capital Outlay	\$ 10,904	\$ 2,224	\$ 15,594	\$ 12,520	\$ 12,600
Contingency	-	-	-	31,200	31,200
Total Operating Cost	<u>\$ 531,138</u>	<u>\$ 616,895</u>	<u>\$ 804,382</u>	<u>\$ 835,925</u>	<u>\$ 1,007,168</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.

2019-20 ESTIMATED ACTUAL EXPENDITURES

The CSD Pump Stations are expected to be \$37,146 under budget, or 13.1%. Both Personnel expense and Supplies and Services are projected to be under budget.



2020-21 ADOPTED BUDGET

Overall, the CSD's Pump Station budget operating expense will increase \$59,115 or 20.9%. Personnel expense will increase by \$5,407 or 3.6%. Supplies and Services will increase by \$58,589 or 52.8% as a result of a one-time expense for Arc Flash Studies at each of the three pump stations to protect employees from electrical explosion hazards. These Arc Flash Studies will need to be updated every 5 years. Contingency funding has been set at \$17,319, which is approximately 10.2% of budgeted Supplies and Services costs. This provides funding for unforeseen events and repairs at any of the CSD Pump Stations.

Cardiff Sanitary Division Cost Summary

Operating Cost	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Personnel	\$ 131,548	\$ 133,897	\$ 136,571	\$ 150,192	\$ 155,599
Supplies and Services	71,959	79,207	109,740	111,062	169,651
Capital Outlay	14,857	-	-	-	-
Contingency	-	-	-	22,200	17,319
Total Operating Cost	\$ 218,365	\$ 213,104	\$ 246,311	\$ 283,454	\$ 342,569
Capital Costs	344,650	-	250,000	250,000	170,000
Total Costs	\$ 563,015	\$ 213,104	\$ 496,311	\$ 533,454	\$ 512,569
Cardiff Pump Station	\$ 102,617	\$ 73,910	\$ 91,049	\$ 97,386	\$ 118,342
Coast Blvd Pump Station	44,283	44,764	40,345	53,239	75,331
Olivenhain Pump Station	71,464	94,430	114,917	132,828	148,896
Total Operating Cost	\$ 218,365	\$ 213,104	\$ 246,311	\$ 283,454	\$ 342,569

Cardiff Sanitary Division Operating Cost Detail

Operating Cost	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Personnel					
Direct Salaries and Wages	\$ 87,773	\$ 90,351	\$ 77,637	\$ 103,398	\$ 108,201
Medicare Tax	1,336	1,389	1,075	1,461	1,475
State Unemployment Tax	332	178	177	444	440
Standby Pay	833	824	903	841	998
Overtime Pay	3,042	1,291	1,932	1,879	2,015
Dental/Vision	1,250	1,278	1,221	1,261	1,263
Employee Assistance Program	-	-	-	191	180
Life Insurance/Disability	687	708	632	831	833
Workers Comp. Insurance	1,321	2,056	2,834	2,127	2,151
Medical Insurance - Pers	12,971	13,395	12,758	12,501	12,457
Retirement Plan - PERS	18,168	18,244	34,181	20,356	20,512
Deferred Comp-employer	3,188	3,372	2,475	4,235	4,277
Uniforms - Boots	148	136	140	179	202
Payroll Processing Fees	430	539	472	373	484
Other Personnel Costs	68	136	134	115	111
	\$ 131,548	\$ 133,897	\$ 136,571	\$ 150,192	\$ 155,599

Cost detail continued on next page

Cardiff Sanitary Division Operating Cost Detail Continued

Operating Cost	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
<u>Supplies and Services</u>					
Advertising	\$ -	\$ 10	\$ -	\$ -	\$ 184
Dues & Memberships	-	-	-	-	-
Equipment Rental/Lease	-	2,586	5,079	-	-
Fees - Disposal	-	-	-	-	-
Fees - Permits	14,217	(11,327)	1,708	2,000	2,600
Fine	-	475	-	-	-
Fuel	891	680	1,049	1,071	889
Insurance - Liability	-	-	-	36	1,742
Insurance - Auto	-	-	-	-	43
Insurance - Property	-	-	-	-	2,277
Licenses	736	673	2,272	895	2,354
Minor Equip - Shop & Field	2,275	172	208	1,271	1,200
Postage/Shipping	8	8	-	11	15
Preemployment Screening	9	10	26	30	30
Printing	55	3	48	58	60
Rent	-	-	-	-	51
Repair Parts Expense	12,677	27,379	18,230	14,787	15,000
Seminars/Education	25	-	-	50	700
Services - Alarm	1,440	1,868	1,936	1,500	1,307
Services - Engineering	-	-	-	-	51,000
Services - Grease & Scum	2,880	-	-	4,200	4,000
Services - Grit & Screenings	-	4,089	2,010	1,050	3,000
Services - Legal	34	-	72	-	-
Services - Maintenance	2,480	5,669	978	4,666	4,550
Services - Medical	110	92	106	90	90
Services - Other	2	2	1	-	-
Services - Professional	-	-	980	-	-
Services - IT/GIS Support	1,620	1,612	4,044	1,700	4,558
Services - Temp	-	225	2,591	-	-
Services - Uniforms	474	345	300	569	471
Service - EWA Support	1,157	506	818	1,223	1,200
Subsistence - Meals	-	25	-	-	-
Supplies - Chemicals	1,463	2,446	905	2,310	2,300
Supplies - Chem - Odor	966	21,215	40,875	42,000	40,000
Supplies - Office	47	81	81	20	80
Supplies - Safety	351	319	269	300	290
Supplies - Shop & Field	393	107	25	752	700
Training	2	-	-	796	810
Training - Safety	213	81	65	531	530
Utilities - Gas & Electric	21,922	15,571	20,823	23,874	22,400
Utilities - Internet	233	217	202	266	270
Utilities - Telephone	1,455	1,460	1,373	1,601	1,500
Utilities - Water	2,877	2,259	2,245	2,984	3,000
Vehicle Maintenance	949	349	421	422	450
	<u>\$ 71,959</u>	<u>\$ 79,207</u>	<u>\$ 109,740</u>	<u>\$ 111,062</u>	<u>\$ 169,651</u>
Capital Outlay	\$ 14,857	\$ -	\$ -	\$ -	\$ -
Contingency	-	-	-	22,200	17,319
Total Operating Cost	<u>\$ 218,365</u>	<u>\$ 213,104</u>	<u>\$ 246,311</u>	<u>\$ 283,454</u>	<u>\$ 342,569</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.

2019-20 ESTIMATED ACTUAL EXPENDITURES

It is anticipated that the ESD Pump Station will be \$14,733 or 10.4% below budget for FY 2019-20. Capital Outlay funding of \$3,782 was used to replace ventilation equipment. The total cost savings of approximately \$18,500 for Personnel, Supplies and Services, and Contingency will offset the Capital Outlay expense.

2020-21 ADOPTED BUDGET

For FY 2020-21, the ESD Pump Station budget is planned to be \$45,429 or 32.1% above FY 2019-20 due to a one-time expense for an Arc Flash Study to protect employees from electrical explosion hazards. This Arc Flash Study will need to be updated every 5 years. Contingency funding has been set to \$10,000, which is approximately 12.4% of budgeted supplies and services costs. This provides funding for unforeseen events and repairs at the pump station.

Encinitas Sanitary Division Pump Station Cost Summary

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Operating Cost					
Personnel	\$ 55,306	\$ 53,434	\$ 64,180	\$ 69,967	\$ 71,600
Supplies and Services	57,951	88,806	59,245	59,973	80,869
Capital Outlay	-	-	3,782	-	25,000
Contingency	-	-	-	12,000	10,000
Total Operating Cost	<u>\$ 113,257</u>	<u>\$ 142,240</u>	<u>\$ 127,207</u>	<u>\$ 141,940</u>	<u>\$ 187,469</u>
Capital Costs	-	-	-	-	-
Total Costs	<u>\$ 113,257</u>	<u>\$ 142,240</u>	<u>\$ 127,207</u>	<u>\$ 141,940</u>	<u>\$ 187,469</u>

Encinitas Sanitary Division Pump Station Operating Cost Detail

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Operating Cost					
<u>Personnel</u>					
Direct Salaries and Wages	\$ 35,766	\$ 32,729	\$ 37,028	\$ 48,211	\$ 50,618
Medicare Tax	551	525	520	688	660
State Unemployment Tax	114	63	62	209	197
Standby Pay	376	365	426	371	449
Overtime Pay	1,367	2,409	1,343	626	672
Dental/Vision	564	566	555	594	565
Employee Assistance Program	-	-	-	90	81
Life Insurance/Disability	309	314	296	391	373
Workers Comp. Insurance	598	910	1,338	1,002	962
Medical Insurance - Pers	5,866	5,933	5,793	5,888	5,574
Retirement Plan - PERS	8,217	8,080	15,285	9,587	9,178
Deferred Comp-employer	1,287	1,181	1,184	1,995	1,914
Uniforms - Boots	67	60	66	84	91
Payroll Processing Fees	195	239	223	175	217
Other Personnel Costs	31	60	61	55	49
	<u>\$ 55,306</u>	<u>\$ 53,434</u>	<u>\$ 64,180</u>	<u>\$ 69,967</u>	<u>\$ 71,600</u>
<u>Supplies and Services</u>					
Advertising	\$ 11	\$ 5	\$ -	\$ -	\$ 81
Fees - Permits	1,677	1,705	1,720	1,000	1,000
Fines	-	400	-	-	-
Fuel	543	349	194	487	597
Insurance - Liability	-	-	-	15	766
Insurance - Auto	-	-	-	-	19
Insurance - Property	-	-	-	-	1,001
Licenses	333	298	1,053	695	1,035
Minor Equip - Shop & Field	110	37	96	91	-
Postage/Shipping	225	245	127	235	240
Preemployment Screening	4	5	12	15	13
Printing	25	1	23	26	25
Rent	-	-	-	-	23
Repair Parts Expense	3,134	5,987	2,930	2,886	3,000
Seminars/Education	11	-	-	36	300
Services - Alarm	960	960	960	900	617
Services - Grit & Screenings	-	328	250	100	-
Services - Engineering	-	34,500	-	-	20,000
Services - Legal	15	-	34	-	-
Services - Maintenance	3,558	10,040	2,401	3,090	3,000
Services - Medical	50	41	48	35	40
Services - Other	1	1	0	-	-
Services - Professional	-	-	463	-	-
Services - IT/GIS Support	733	714	1,905	990	2,005
Services - Temp	-	100	1,219	-	-
Service - EWA Support	523	224	376	315	300
Services - Uniforms	215	153	141	228	207
Subsistence - Meals	-	11	-	-	-
Supplies - Office	21	36	36	5	20
Supplies - Safety	165	54	90	117	100
Supplies - Shop & Field	69	23	22	303	300
Training	1	-	-	334	340
Training - Safety	96	36	29	223	220
Utilities - Gas & Electric	44,672	32,068	44,192	47,250	45,000
Utilities - Internet	105	96	94	119	120
Utilities - Telephone	265	234	640	291	300
Vehicle Maintenance	429	155	190	189	200
	<u>\$ 57,951</u>	<u>\$ 88,806</u>	<u>\$ 59,245</u>	<u>\$ 59,973</u>	<u>\$ 80,869</u>
Capital Outlay	\$ -	\$ -	\$ 3,782	\$ -	\$ 25,000
Contingency	-	-	-	12,000	10,000
Total Operating Cost	<u>\$ 113,257</u>	<u>\$ 142,240</u>	<u>\$ 127,207</u>	<u>\$ 141,940</u>	<u>\$ 187,469</u>

CITY OF ENCINITAS URBAN AND STORMWATER 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 Water Pump Station and Urban Runoff Treatment Facility 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 Campus, 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.

2019-20 ESTIMATED ACTUAL EXPENDITURES

The City of Encinitas facilities, which include the Phoebe Storm Water Pump Station, the Urban Runoff Treatment Facility, Cardiff Storm Water Diversion Structure, and the Storm Drain Sediment Drying and Disposal program, are anticipated to end the year \$743 above budget.

2020-21 ADOPTED BUDGET

These programs will be approximately \$833 or 2.7% above last year's budgeted with \$1,205 contingency funding designated for these programs. Majority of the increases are related to contract cost and rate increases in IT support and insurance premiums.

City of Encinitas Urban and Storm Water Services Cost Summary

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Operating Cost					
Personnel	\$ 20,292	\$ 19,979	\$ 24,426	\$ 23,676	\$ 22,627
Supplies and Services	6,623	10,442	7,496	7,503	8,180
Capital Outlay	-	-	-	-	-
Contingency	-	-	-	-	1,205
Total Operating Cost	<u>\$ 26,915</u>	<u>\$ 30,421</u>	<u>\$ 31,922</u>	<u>\$ 31,179</u>	<u>\$ 32,012</u>
Phoebe Storm Drain	\$ 2,955	\$ 4,020	\$ 8,547	\$ 3,920	\$ 4,333
Urban Runoff Station	17,490	15,221	15,647	18,054	18,160
Storm Drain Sediment Drying	6,470	11,180	7,728	9,205	9,519
Total Operating Cost	<u>\$ 26,915</u>	<u>\$ 30,421</u>	<u>\$ 31,922</u>	<u>\$ 31,179</u>	<u>\$ 32,012</u>

City of Encinitas Urban and Storm Water Services Operating Cost Detail

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Operating Cost					
Personnel					
Direct Salaries and Wages	\$ 13,945	\$ 13,391	\$ 17,847	\$ 16,322	\$ 15,792
Medicare Tax	207	200	246	235	214
State Unemployment Tax	31	25	24	71	63
Standby Pay	128	130	145	127	152
Overtime Pay	131	149	424	159	242
Dental/Vision	190	196	190	202	184
Employee Assistance Program	-	-	-	31	27
Life Insurance/Disability	104	109	100	133	122
Workers Comp. Insurance	201	316	452	341	312
Medical Insurance - Pers	1,972	2,057	1,988	2,005	1,808
Retirement Plan - PERS	2,762	2,801	2,330	3,265	2,976
Deferred Comp-employer	522	480	562	679	621
Uniforms - Boots	23	21	22	28	29
Payroll Processing Fees	65	83	75	59	70
Other Personnel Costs	10	21	21	19	15
	<u>\$ 20,292</u>	<u>\$ 19,979</u>	<u>\$ 24,426</u>	<u>\$ 23,676</u>	<u>\$ 22,627</u>
Supplies and Services					
Advertising	\$ 4	\$ 2	\$ -	\$ -	\$ 31
Fuel	64	72	66	162	83
Insurance - Liability	-	-	-	6	273
Insurance - Auto	-	-	-	-	55
Insurance - Property	-	-	-	-	308
Licenses	112	31	287	44	369
Minor Equip - Shop & Field	-	-	20	3	-
Postage/Shipping	1	1	-	-	-
Preemployment Screening	1	2	4	-	5
Printing	8	0	8	9	5
Rent	-	-	-	-	8
Repair Parts Expense	1,301	821	-	572	500
Seminars/Education	4	-	-	-	130
Services - Grit & Screenings	4,369	8,889	5,273	5,700	5,000
Services - Legal	5	-	11	-	-
Services - Maintenance	-	-	-	26	-
Services - Medical	17	14	16	6	5
Services - Temp	-	-	-	-	-
Services - Other	-	2	4	-	-
Services - Temp	-	35	412	-	-
Services - Uniforms	72	53	48	114	74
Service - EWA Support	176	78	128	106	140
Subsistence - Meals	-	4	-	-	-
Supplies - Office	-	12	12	-	-
Supplies - Safety	24	19	31	29	30
Supplies - Shop & Field	11	3	3	30	30
Training	-	-	-	114	125
Training - Safety	32	12	10	77	80
Services - IT/GIS Support	246	248	644	335	714
Utilities - Internet	36	33	32	41	40
Utilities - Telephone	89	81	449	99	140
Vehicle Maintenance	49	30	38	32	35
	<u>\$ 6,623</u>	<u>\$ 10,442</u>	<u>\$ 7,496</u>	<u>\$ 7,503</u>	<u>\$ 8,180</u>
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Contingency	-	-	-	-	1,205
Total Operating Cost	<u>\$ 26,915</u>	<u>\$ 30,421</u>	<u>\$ 31,922</u>	<u>\$ 31,179</u>	<u>\$ 32,012</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 Campus, 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.



2019-20 ESTIMATED ACTUAL EXPENDITURES

The SB Pump Stations are forecasted to be below budget this year by \$41,429 or 8.8%. Majority of the savings is contingency funding of \$37,200 not planned to be used.

2020-21 ADOPTED BUDGET

Overall, the SB Pump Stations operating expense is expected to decrease by \$62,724 or 13.3% from the prior year's budget. This decrease is due to more efficient pumps from rebuilding Solana Beach Pump Station and the one-time cost for Arc Flash Studies completed at three pump stations in FY 2019-20. Contingency funding has been set to \$19,569, which is approximately 11.0% of budgeted Supplies and Services costs for the pump stations. This provides funding for unforeseen events and repairs.

Solana Beach Pump Stations Cost Summary

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Operating Cost					
Personnel	\$ 148,005	\$ 152,482	\$ 202,179	\$ 206,306	\$ 211,350
Supplies and Services	127,685	144,614	228,026	228,128	177,991
Capital Outlay	28,406	14,617	-	-	-
Contingency	-	-	-	37,200	19,569
Total Operating Cost	\$ 304,096	\$ 311,713	\$ 430,205	\$ 471,634	\$ 408,910
Capital Costs	-	-	20,000	20,000	25,000
Total Costs	\$ 304,096	\$ 311,713	\$ 450,205	\$ 491,634	\$ 433,910
Eden Gardens Pump Station	\$ 103,966	\$ 100,572	\$ 112,038	\$ 132,153	\$ 78,606
Solana Beach Pump Station	123,903	145,379	227,140	221,754	229,139
San Elijo Hills Pump Station	40,970	39,934	61,451	83,282	65,640
Fletcher Cove Pump Station	15,359	14,110	15,744	16,916	18,422
Storm Drain Sediment Drying	12,763	7,695	9,697	10,701	10,072
Seascape Sur Low Flow Diverter	5,427	2,280	2,106	3,414	3,516
Fletcher Cove Low Flow Diverter	1,710	1,743	2,029	3,413	3,515
Total Operating Cost	\$ 304,096	\$ 311,713	\$ 430,205	\$ 471,634	\$ 408,910

Solana Beach Pump Stations Operating Cost Detail

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Operating Cost					
Personnel					
Direct Salaries and Wages	\$ 98,791	\$ 100,970	\$ 136,016	\$ 141,734	\$ 146,384
Medicare Tax	1,476	1,561	1,846	2,027	2,030
State Unemployment Tax	302	213	212	616	605
Standby Pay	967	963	1,244	954	1,188
Overtime Pay	2,336	2,450	2,267	2,513	2,691
Dental/Vision	1,445	1,492	1,529	1,750	1,740
Employee Assistance Program	-	-	-	264	249
Life Insurance/Disability	793	826	859	1,151	1,147
Workers Comp. Insurance	1,533	2,400	3,927	2,948	2,962
Medical Insurance - Pers	15,045	15,637	15,962	17,330	17,143
Retirement Plan - PERS	21,072	21,296	32,944	28,220	28,229
Deferred Comp-employer	3,498	3,728	4,357	5,873	5,885
Uniforms - Boots	171	159	193	249	279
Payroll Processing Fees	498	628	654	515	667
Other Personnel Costs	79	159	169	162	151
	\$ 148,005	\$ 152,482	\$ 202,179	\$ 206,306	\$ 211,350

Cost detail continued on next page

Solana Beach Pump Stations Operating Cost Detail Continued

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Operating Cost					
<u>Supplies and Services</u>					
Advertising	\$ 29	\$ 12	\$ -	\$ -	\$ 252
Equipment Rental/Lease	-	13,569	5,079	-	-
Fees - Permits	9,210	(4,710)	(3,258)	3,000	3,000
Fines	-	475	475	-	-
Fuel	1,596	726	1,691	1,204	1,309
Insurance - Liability	-	-	-	36	2,406
Insurance - Auto	-	-	-	-	136
Insurance - Property	-	-	-	-	3,068
Licenses	854	761	2,978	1,467	3,251
Minor Equip - Shop & Field	271	93	266	368	-
Postage/Shipping	10	10	-	11	20
Preemployment Screening	11	12	35	35	41
Printing	64	3	66	67	75
Rent	6,361	-	-	-	71
Repair Parts Expense	12,500	14,616	24,724	17,835	11,000
Seminars/Education	29	-	-	56	1,141
Services - Alarm	1,337	2,518	960	2,000	1,741
Services - Grit & Screenings	11,731	10,902	10,797	10,600	13,000
Services - Legal	235	-	100	-	-
Services - Maintenance	4,513	5,402	1,481	5,804	5,250
Services - Medical	127	107	131	96	105
Services - Other	2	2	1	-	-
Services - Professional	-	-	1,306	-	-
Services - Uniforms	550	402	411	570	650
Services - IT/GIS Support	1,878	1,882	5,575	2,492	6,296
Services - Temp	-	263	3,557	-	-
Services - Engineering	-	-	45,000	45,000	-
Service - EWA Support	1,341	591	1,060	1,089	1,150
Services - Laboratory	1,604	-	-	-	-
Services - Testing	-	26	-	-	-
Subsistence - Meals	132	29	-	50	-
Supplies - Chem - Odor (bioxide)	-	25,270	41,474	52,000	40,000
Supplies - Office	52	94	94	10	100
Supplies - Safety	229	375	299	388	415
Supplies - Shop & Field	172	826	29	893	855
Training	2	-	-	894	910
Training - Safety	247	95	76	596	605
Utilities - Gas & Electric	68,289	66,280	78,792	77,434	76,000
Utilities - Internet	270	253	272	310	309
Utilities - Telephone	1,614	1,549	1,961	1,705	1,630
Utilities - Water	1,361	1,781	2,089	1,645	2,700
Vehicle Maintenance	1,068	400	505	474	505
	<u>\$ 127,685</u>	<u>\$ 144,614</u>	<u>\$ 228,026</u>	<u>\$ 228,128</u>	<u>\$ 177,991</u>
Capital Outlay	\$ 28,406	\$ 14,617	\$ -	\$ -	\$ -
Contingency	-	-	-	37,200	19,569
Total Operating Cost	<u>\$ 304,096</u>	<u>\$ 311,713</u>	<u>\$ 430,205</u>	<u>\$ 471,634</u>	<u>\$ 408,910</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.

2019-20 ESTIMATED ACTUAL EXPENDITURES

The Solana Beach Generator Maintenance Services are forecasted to be \$606 or 4.6% below budget.

2020-21 ADOPTED BUDGET

The current year budget is planned to be \$543 or 4.1% more than FY 2019-20. Approximately \$470 or 86.6% of the increase is due to contract cost and rate increase in IT support, insurance, licenses, and planned personnel costs.

Solana Beach Generator Maintenance Services Cost Summary

Operating Cost	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Personnel	\$ 5,516	\$ 5,790	\$ 5,974	\$ 6,570	\$ 6,751
Supplies and Services	4,172	10,076	6,571	6,581	6,943
Total Operating Cost	<u>\$ 9,688</u>	<u>\$ 15,866</u>	<u>\$ 12,545</u>	<u>\$ 13,151</u>	<u>\$ 13,694</u>
SB City Hall Generator	\$ 4,165	\$ 6,761	\$ 6,328	\$ 5,984	\$ 6,168
SB Lomas SF Fire Generator	5,523	9,105	6,217	7,168	7,526
Total Operating Cost	<u>\$ 9,688</u>	<u>\$ 15,866</u>	<u>\$ 12,545</u>	<u>\$ 13,151</u>	<u>\$ 13,694</u>

Solana Beach Generator Maintenance Services Operating Cost Detail

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Operating Cost					
<u>Personnel</u>					
Direct Salaries and Wages	\$ 3,900	\$ 4,072	\$ 3,468	\$ 4,592	\$ 4,776
Medicare Tax	56	62	47	64	64
State Unemployment Tax	18	8	8	20	20
Standby Pay	34	34	40	31	38
Overtime Pay	4	29	1	19	11
Dental/Vision	48	50	50	56	54
Employee Assistance Program	-	-	-	8	8
Life Insurance/Disability	26	28	27	36	36
Workers Comp. Insurance	52	81	122	92	94
Medical Insurance - Pers	506	527	521	546	540
Retirement Plan - PERS	708	718	1,544	890	890
Deferred Comp-employer	139	150	115	186	186
Uniforms - Boots	6	5	6	8	8
Payroll Processing Fees	17	21	20	16	22
Other Personnel Costs	3	5	5	6	4
	<u>\$ 5,516</u>	<u>\$ 5,790</u>	<u>\$ 5,974</u>	<u>\$ 6,570</u>	<u>\$ 6,751</u>
<u>Supplies and Services</u>					
Advertising	\$ -	\$ -	\$ -	\$ -	\$ 8
Fuel	17	19	418	19	21
Insurance - Liability	-	-	-	2	72
Insurance - Auto	-	-	-	-	2
Insurance - Property	-	-	-	-	94
Licenses	29	8	77	8	97
Preemployment Screening	-	-	1	-	1
Printing	2	-	2	2	-
Rent	-	-	-	-	2
Repair Parts Expense	607	115	474	326	400
Seminars/Education	1	-	-	-	30
Training	-	-	-	26	30
Training - Safety	8	3	3	18	20
Minor Equip - Shop & Field	-	-	5	1	-
Services - Legal	-	-	3	-	-
Services - Maintenance	3,321	9,771	5,193	6,000	5,850
Services - Uniforms	18	14	13	-	19
Services - Medical	4	4	4	2	-
Services - Professional IT Support	63	64	174	80	188
Services - Temp	-	9	111	-	-
Service - EWA Support	45	20	34	27	40
Supplies - Office	-	-	3	-	-
Supplies - Shop & Field	6	6	3	20	20
Supplies - Safety	6	5	8	7	10
Utilities - Internet	9	9	9	11	9
Utilities - Telephone	23	21	26	25	20
Vehicle Maintenance	13	8	10	8	10
	<u>\$ 4,172</u>	<u>\$ 10,076</u>	<u>\$ 6,571</u>	<u>\$ 6,581</u>	<u>\$ 6,943</u>
Contingency	-	-	-	-	-
Total Operating Cost	<u><u>\$ 9,688</u></u>	<u><u>\$ 15,866</u></u>	<u><u>\$ 12,545</u></u>	<u><u>\$ 13,151</u></u>	<u><u>\$ 13,694</u></u>

DEL MAR SERVICES

PROGRAM DESCRIPTION

Under this program, SEJPA provides pump station operation and maintenance services that includes PLC programming, instrumentation installation, wet well cleaning, and disposal of wastewater collection sediment for the City of Del Mar. The City of Del Mar is considering transitioning to SEJPA to provide full pump station and operational service. This budget reflects the transition period to facilitate Del Mar's evaluation of obtaining full service.

2019-20 ESTIMATED ACTUAL EXPENDITURES

The program is forecast to be under budget by 8,555 or 16.8% primarily due to direct Personnel cost savings of \$5,727 and unused contingency of \$2,800. The actual costs incurred will be paid for by the City of Del Mar.

2020-21 ADOPTED BUDGET

The budget for FY 2020-21 is expected to increase \$1,497 or 2.9% as a result of estimated repair and miscellaneous expenses. The planned Personnel costs in support of the City of Del Mar's staff at the pump station is expected to be reduced slightly.

Del Mar Services Cost Summary

Operating Cost	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Personnel	\$ 10,821	\$ 20,533	\$ 33,140	\$ 38,867	\$ 37,388
Supplies and Services	6,706	8,195	9,139	9,167	13,008
Contingency	-	-	-	2,800	1,935
Total Operating Cost	<u>\$ 17,527</u>	<u>\$ 28,728</u>	<u>\$ 42,279</u>	<u>\$ 50,834</u>	<u>\$ 52,331</u>

Del Mar Services Operating Cost Detail

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Operating Cost					
Personnel					
Direct Salaries and Wages	\$ 10,219	\$ 12,964	\$ 16,607	\$ 26,919	\$ 25,616
Medicare Tax	146	189	233	374	367
State Unemployment Tax	12	22	22	114	109
Standby Pay	-	152	231	40	66
Overtime Pay	64	14	9	626	672
Dental/Vision	-	236	260	323	314
Employee Assistance Program	-	-	-	49	45
Life Insurance/Disability	-	117	157	213	207
Workers Comp. Insurance	-	380	727	544	535
Medical Insurance - Pers	-	2,479	2,710	3,200	3,097
Retirement Plan - PERS	-	3,376	11,438	5,210	5,100
Deferred Comp-employer	380	454	560	1,084	1,063
Uniforms - Boots	-	25	36	46	50
Payroll Processing Fees	-	100	121	95	120
Other Personnel Costs	-	25	29	30	27
	<u>\$ 10,821</u>	<u>\$ 20,533</u>	<u>\$ 33,140</u>	<u>\$ 38,867</u>	<u>\$ 37,388</u>
Supplies and Services					
Advertising	\$ -	\$ 2	\$ 2,800	\$ -	\$ 58
Dues & Memberships	-	-	-	-	-
Fuel	-	85	236	487	447
Insurance - Liability	-	-	-	-	545
Insurance - Auto	-	-	-	-	13
Insurance - Property	-	-	-	-	712
Licenses	-	124	535	-	736
Postage/Shipping	-	2	-	-	-
Preemployment Screening	-	2	6	-	9
Printing	-	-	12	-	15
Rent	-	-	-	-	16
Repair Parts Expense	-	673	204	790	1,700
Seminars/Education	-	-	-	-	200
Services - Alarm	-	-	-	750	750
Services - Grit & Screenings	1,546	2,287	2,396	3,000	3,000
Services - Legal	-	-	318	-	-
Services - Maintenance	5,160	1,224	-	1,648	1,700
Services - IT/GIS Support	-	298	1,027	40	425
Service - EWA Support	-	94	186	130	150
Services - Grease & Scum	-	-	-	900	900
Services - Medical	-	17	22	-	20
Services - Professional	-	3,000	251	-	-
Services - Temp	-	42	654	-	-
Services-Other	-	-	-	-	-
Services - Uniforms	-	64	75	-	147
Subsistence - Meals	-	5	-	-	-
Supplies - Office	-	15	15	-	15
Supplies - Safety	-	23	46	4	5
Supplies - Shop & Field	-	5	5	400	400
Training	-	-	-	308	300
Training - Safety	-	15	12	206	200
Minor Equip - Shop & Field	-	15	47	-	-
Utilities - Internet	-	40	49	25	25
Utilities - Telephone	-	98	157	359	400
Utilities - Trash	-	-	-	-	-
Vehicle Maintenance	-	65	86	122	120
	<u>\$ 6,706</u>	<u>\$ 8,195</u>	<u>\$ 9,139</u>	<u>\$ 9,167</u>	<u>\$ 13,008</u>
Contingency	\$ -	\$ -	\$ -	\$ 2,800	\$ 1,935
Total Operating Cost	<u>\$ 17,527</u>	<u>\$ 28,728</u>	<u>\$ 42,279</u>	<u>\$ 50,834</u>	<u>\$ 52,331</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 greenbelt, local schools, parks, businesses, and street/freeway landscape. Industrial use customers include Scripps Hospital, the Del Mar Fairgrounds, and the San Elijo Water Campus. Currently, SEJPA has the capacity to produce up to 3.02 million gallons per day of recycled water.

2019-20 ESTIMATED ACTUAL EXPENDITURES

FY 2019-20 is the 19th full year of the Recycled Water Program. This program receives revenue from different customers with varying 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 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 2019-20 was \$3,161,891 while actual revenues are anticipated to be \$3,092,530. This is \$69,361 lower than anticipated. Caltrans, Del Mar Fairgrounds, and SEJPA have used less water due to ongoing construction resulting in lower recycled water sales.

Budgeted operating expenditures for FY 2019-20 total \$1,535,009 and estimated expenditures are projected to be \$1,613,833 or \$78,824 greater than planned. The lower than anticipated revenues and the higher expenses results in \$148,185 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.

2020-21 ADOPTED BUDGET

Budgeted water sales revenue for this program is planned to be \$3,213,249, which is \$51,358 or 1.6% 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 anticipated decreases in water sales. The decrease in water sales is due to construction that removed existing use, and slower than anticipated connection of new customers along recently completed pipeline extensions.

The Recycled Water operating cost budget is planned to be \$1,867,279, an increase of \$332,270 or 21.6% from prior year budget. Personnel costs for the FY 2020-21 budget are based on projections of estimated staff effort required to operate the program and is planned to increase \$76,083 or 13.4%. Supplies and Services are planned to increase by \$245,427 or 26.4%. These increases are due to adding \$100,000 for the Recycled Water Retrofit Loan Program to assist new customers with connecting to existing infrastructure and planned engineering and professional services to expand the recycled water program.

Capital Project expenses are planned to be \$280,000 to fund the rehabilitation and repair of Oak Crest tank, replacement of inoperable valves in the recycled water distribution system, and evaluation of additional storage options in the distribution system. 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

Operating Cost	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Personnel	\$ 551,470	\$ 547,080	\$ 574,764	\$ 565,939	\$ 642,022
Supplies and Services	859,581	951,643	925,205	929,830	1,175,257
Capital Outlay	22,391	455	113,864	39,240	50,000
Total Operating Cost	\$ 1,433,442	\$ 1,499,178	\$ 1,613,833	\$ 1,535,009	\$ 1,867,279
Capital Costs	330,000	1,875,000	90,450	165,450	280,000
Total Operating and Capital Costs	\$ 1,763,442	\$ 3,374,178	\$ 1,704,283	\$ 1,700,459	\$ 2,147,279
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	11,996	15,000	15,000	15,000	15,000
Total Debt Service	\$ 994,824	\$ 997,828	\$ 997,828	\$ 997,828	\$ 997,828
Total Costs	\$ 2,758,266	\$ 4,372,006	\$ 2,702,111	\$ 2,698,287	\$ 3,145,107



The award winning Solana Beach Coastal Rail Trail uses drought tolerant plants and recycled water, coupled with local art and walking trails to connect sustainability with the community.

Recycled Water Operating Cost Detail

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Operating Cost					
<u>Personnel</u>					
Direct Salaries and Wages	\$ 399,117	\$ 403,078	\$ 418,135	\$ 395,666	\$ 448,575
Medicare Tax	5,967	6,049	5,701	5,119	5,844
State Unemployment Tax	1,033	665	658	1,555	1,740
Standby Pay	2,612	2,552	3,167	2,652	3,255
Overtime Pay	17,951	6,784	10,790	13,236	14,396
Dental/Vision	3,932	3,962	3,979	4,417	5,004
Employee Assistance Program	-	104	-	668	715
Life Insurance/Disability	2,162	2,197	2,187	2,910	3,299
Workers Comp. Insurance	4,147	5,562	9,944	7,451	8,520
Medical Insurance - Pers	40,708	41,530	41,555	43,789	49,338
Retirement Plan - PERS	57,021	56,563	61,953	71,304	81,241
Deferred Comp-employer	14,745	15,374	14,111	14,837	16,939
Uniforms - Boots	468	478	490	627	802
Payroll Processing Fees	1,349	1,669	1,655	1,302	1,918
Other Personnel Costs	258	513	439	407	436
	<u>\$ 551,470</u>	<u>\$ 547,080</u>	<u>\$ 574,764</u>	<u>\$ 565,939</u>	<u>\$ 642,022</u>
<u>Supplies and Services</u>					
Board Expense	\$ -	\$ -	\$ -	\$ -	\$ 90
Advertising	78	1,434	-	410	672
Bank Charges	-	-	-	2,500	-
Dues & Memberships	7,152	6,557	8,335	7,700	7,800
Equipment Rental/Lease	-	270	270	1,000	1,000
Fees - Disposal	-	-	-	50	-
Fees - Permits	15,957	17,452	19,872	17,500	22,000
Fuel	2,652	2,750	2,999	3,640	3,375
Insurance - Liability	8,816	9,640	450	10,767	6,360
Insurance - Auto	-	-	-	-	156
Insurance - Property	7,623	9,327	19,537	8,244	8,313
Licenses	7,728	6,815	10,239	7,900	8,594
Minor Equip - Shop & Field	600	773	2,321	378	3,000
Postage/Shipping	33	183	199	189	200
Preemployment Screening	29	32	90	100	109
Printing	174	26	167	201	200
Rent	91,202	98,294	97,299	102,600	100,188
Repair Parts Expense	41,044	40,729	53,889	48,462	50,000
Retrofit Expenses	-	-	-	5,000	105,000
Seminars/Education	1,568	7,141	6,254	4,000	3,400
Miscellaneous	-	23,212	13,212	-	-
Services - Accounting	7,725	6,600	8,100	7,800	8,190
Services - Landscape	6,983	840	-	5,000	5,000
Services - Alarm	2,464	4,132	3,710	2,500	4,100

Cost detail continued on next page

Recycled Water Operating Cost Detail Continued

Operating Cost	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Services - Engineering	\$ 31,192	\$ 36,358	\$ 44,472	\$ 50,000	\$ 147,000
Services - Fire Control	-	-	-	-	2,000
Services - Laboratory	2,870	3,258	6,575	4,800	5,000
Services - Legal	21,911	11,049	4,760	23,152	23,000
Services - Lobbying	15,444	14,432	22,859	17,800	17,800
Services - Maintenance	29,893	36,257	28,169	19,570	28,000
Services - Medical	349	347	343	170	400
Services - Other	356	5	4	300	300
Services - Professional	76,617	121,715	5,738	18,400	38,400
Services - IT/GIS Support	13,084	6,998	34,353	18,400	24,641
Service - EWA Support	3,029	2,890	2,403	4,251	4,000
Services - Contractors	3,646	22,210	18,225	18,000	20,000
Services - Temp	10,616	28,224	18,093	13,874	22,800
Services - Testing	26	-	-	-	-
Services - Uniforms	1,489	1,070	1,044	1,820	1,719
Subscriptions	-	-	70	-	50
Subsistence - Meals	255	406	201	900	900
Subsistence - Travel/Rm & Bd	2,186	4,595	1,929	3,000	3,000
Supplies - Chem - Odor	4,222	5,248	5,498	4,976	8,000
Supplies - Chem - Polymer	-	3,724	2,483	2,375	3,000
Supplies - Chem - Sodium Hypo	55,320	46,811	58,821	57,653	60,000
Supplies - Chemicals	40,933	57,213	52,183	63,022	63,000
Supplies - Lab	432	2,587	7,817	697	3,000
Supplies - Office	674	969	356	1,000	1,000
Supplies - Safety	918	690	876	826	900
Supplies - Shop & Field	4,136	1,610	180	1,213	1,200
Training	6	1,250	-	2,734	2,800
Training - Safety	711	790	440	1,223	1,300
Utilities - Gas & Electric	308,728	280,739	334,657	335,420	320,000
Utilities - Internet	1,034	987	1,324	831	850
Utilities - Telephone	8,368	8,349	8,212	4,110	9,000
Utilities - Water	-	-	-	10,000	6,750
Utilities - Water (Suppl.)	17,113	13,449	14,806	11,672	16,000
Vehicle Maintenance	2,197	1,206	1,371	1,699	1,700
	<u>\$ 859,581</u>	<u>\$ 951,643</u>	<u>\$ 925,205</u>	<u>\$ 929,830</u>	<u>\$ 1,175,257</u>
Capital Outlay	\$ 22,391	\$ 455	\$ 113,864	\$ 39,240	\$ 50,000
Total Operating Cost	<u>\$ 1,433,442</u>	<u>\$ 1,499,178</u>	<u>\$ 1,613,833</u>	<u>\$ 1,535,009</u>	<u>\$ 1,867,279</u>

CAPITAL PROGRAMS

CAPITAL IMPROVEMENT PROGRAM (CIP) OVERVIEW



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 Ecological 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.

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 conducted an evaluation of its wastewater and recycled water capital assets. The results and 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 permit requirements and minimize risk of violations. Seek sustainable and efficient operational practices, maximize resource recovery, and minimize impacts to the environment.
- Social (35%): Maintain a high standard of worker safety and maximize community benefits through improved aesthetics and recreational uses.

The recommendations from the 2015 Facility Plan created the foundation for 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 construction cost of \$47 million. Construction of the highest priority projects began in 2017.

Phase I of the SEJPA Capital Improvement Program is complete. The Land Outfall Replacement project was successfully constructed in June 2018 and the Preliminary Treatment Upgrades and Odor Control Improvements project was completed in July 2019. Construction value was \$14.7 million.

Phase II consists of several capital projects including:

- Encinitas Ranch Recycled Water Expansion (completed) \$1.6 million
- Electrical upgrades to power distribution system MS-2 (completed) \$0.3 million
- 2018 SCADA Upgrade (finishing construction) \$0.7M
- Water Campus Improvements Project (entering into construction) \$20.7 million

The construction value of Phase II is \$23.3 million

Phase III, the Solids Treatment Project, is in the pre-design phase. A Project Definition Report (PDR) was developed to provide an evaluation of the design alternatives and a preferred build scenario for final design. The draft report is currently under review and design will begin once a preferred alternative and phasing strategy is identified. The estimated construction value of Phase III is \$9 - 14 million.

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 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Wastewater Treatment	\$ 1,029,000	\$ 120,000	\$ 948,177	\$ 948,177	\$ 1,070,000
Ocean Outfall	4,189,937	300,000	288,800	288,800	185,000
Cardiff Pump Station	344,650	-	250,000	250,000	170,000
Solana Beach Pump Station	-	-	20,000	20,000	25,000
Water Reclamation	330,000	1,875,000	90,450	165,450	280,000
Total Capital Cost	<u>\$ 5,893,587</u>	<u>\$ 2,295,000</u>	<u>\$ 1,597,427</u>	<u>\$ 1,672,427</u>	<u>\$ 1,730,000</u>

WASTEWATER TREATMENT PROJECT APPROPRIATION DETAIL

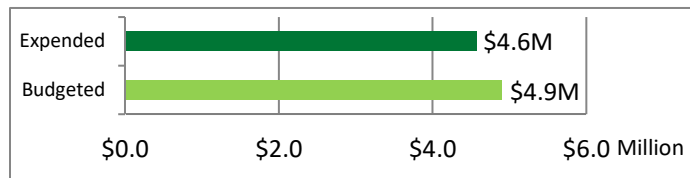
Capital Project	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Preliminary Treatment Upgrades	\$ 420,000	\$ -	\$ -	\$ -	\$ -
Building and Site Improvements (CIP Phase II)	220,000	-	-	-	-
Solids Treatment (CIP Phase III)	287,000	-	470,000	470,000	870,000
Miscellaneous Projects	102,000	120,000	280,000	280,000	200,000
F-750 Truck with Crane Body	-	-	96,250	96,250	-
Peterbilt Sudge Tractor	-	-	101,927	101,927	-
Total Capital Cost	<u>\$ 1,029,000</u>	<u>\$ 120,000</u>	<u>\$ 948,177</u>	<u>\$ 948,177</u>	<u>\$ 1,070,000</u>

PRELIMINARY TREATMENT UPGRADES AND ODOR CONTROL IMPROVEMENTS PROJECT

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 13 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. The construction of these improvements began in June 2017 and were completed in July 2019.



Capital Program: Phase I
Project Status: Completed
Notice to Proceed: June 2017
Completion Date: July 2019



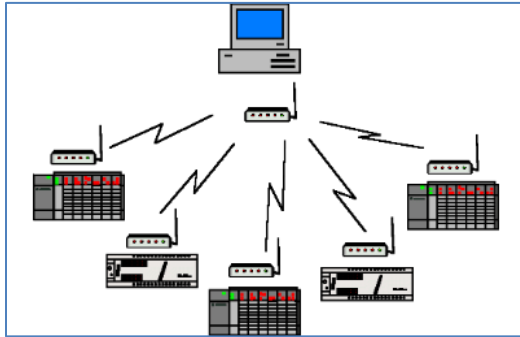
Timeline



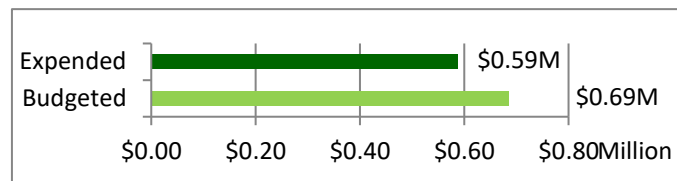
Budget	Original Budget	Approved Changes	Revised Budget	Final Costs
Construction:	\$3,871,480	\$127,942	\$3,999,422	\$3,796,816
CM/Engineering:	582,137	190,126	772,263	772,263
Contingency:	443,570	(318,068)	125,502	-
PROJECT TOTAL:	\$4,897,187	\$0	\$4,897,187	\$4,569,079

SCADA UPGRADE PROJECT

The work consists of SCADA System improvements including 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 Campus 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 2018
Est. Completion Date: May 2020



Timeline

Construction Start
October 2018

Est. Completion
June 2020



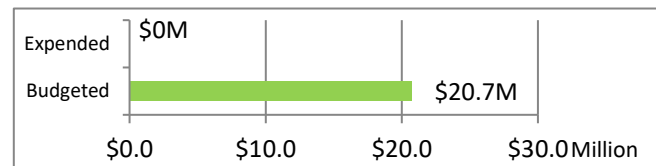
Budget				
	<i>Budget</i>	<i>Approved Changes</i>	<i>Revised Budget</i>	<i>Spent to Date</i>
Construction	\$560,000	\$39,714	\$599,714	\$546,814
CM/Engineering	63,200	22,444	85,644	40,319
Contingency (10%):	62,320	(62,158)	162	-
PROJECT TOTAL:	\$685,520	\$0	\$685,520	\$587,133

WATER CAMPUS IMPROVEMENTS PROJECT (CIP Phase II)

The Water Campus 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 workplace 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: Ready for Construction
Design Start: March 2017
Est. Design Completion: Spring 2020
Est. Construction Completion: Late 2021



Timeline

Construction Start
Spring 2020

Est. Completion
Fall/Winter 2021

	<i>Budget</i>	<i>Approved Changes</i>	<i>Revised Budget</i>	<i>Spent to Date</i>
SEJPA Construction:	\$13,140,000	-	\$13,140,000	-
Caltrans/Misc	5,270,000	-	5,980,000	-
CM/Engr/Enviro:	1,395,000	-	1,480,000	-
Contingency:	915,000	-	915,000	-
Total:	\$20,720,000	\$0	\$20,720,000	\$0

SOLIDS TREATMENT PROJECT (CIP Phase III)

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, which is the third phase of SEJPA's Capital Program. The projects 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 draft Project Definition Report is currently under review and design will begin once a preferred alternative and phasing strategy is identified.

MISCELLANEOUS PROJECTS

Each year staff identifies small capital projects in the treatment plant based on asset management principles, enhanced automation, and treatment system improvement. These projects are typically small enough not to be included in the 2015 Facility Plan but are critical assets and upgrades. Miscellaneous Projects for the FY 2020-21 Budget include a pump replacement for the return activated sludge system, spot repairs of the digester tank cement structures, and installation of total suspended solids (TSS) and pH probes in the primary effluent channel to help maintain permit compliance and achieve water quality goals

OCEAN OUTFALL PROJECT APPROPRIATION DETAIL

Capital Project	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Outfall Reserve	\$ 300,000	\$ 300,000	\$ 250,000	\$ 250,000	\$ 185,000
Land Outfall Replacement Project	3,889,937	-	-	-	-
F-750 Truck with Crane Body	-	-	38,800	38,800	-
Total Capital Cost	<u>\$ 4,189,937</u>	<u>\$ 300,000</u>	<u>\$ 288,800</u>	<u>\$ 288,800</u>	<u>\$ 185,000</u>

OUTFALL RESERVE

The San Elijo Ocean Outfall system is critical regional infrastructure that serves SEJPA and the City of Escondido. This infrastructure includes pressure regulating and isolation valves, ocean discharge pumps, flow measuring meters, 2,600 feet of land outfall pipeline and 8,000 feet of ocean outfall pipe, system automation and monitoring components, and support structures and rock ballast that hold the outfall stationary on the ocean floor. The outfall conveys an average of approximately 9 million gallons per day (MGD) with peak flows typically during storm events of up to 25.5 MGD. The ocean reserve is a capital reserve account dedicated for repair and replacement activities associated with the San Elijo Ocean Outfall system.

CARDIFF PUMP STATION APPROPRIATION DETAIL

CARDIFF AND OLIVENHAIN PUMP STATION FORCE MAINS

The Cardiff and Olivenhain Pump Station Force Main project includes the installation of an access road for the force mains along the west edge of SEJPA's property. This project is integrated into the Water Campus Improvement Project as the proposed multi-use path will serve as an access road to the force main clean out vaults and isolation valves. The project will be funded by the Cardiff Sanitation District and is included in the revenues from the City of Encinitas.

Capital Project	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Cardiff/Olivenhain Force Mains	\$ 344,650	\$ -	\$ 250,000	\$ 250,000	\$ 170,000
Total Capital Cost	\$ 344,650	\$ -	\$ 250,000	\$ 250,000	\$ 170,000

SOLANA BEACH PUMP STATION PROJECT APPROPRIATION DETAIL

Capital Project	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Solana Beach Sewer Force Main Relocation	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 25,000
Total Capital Cost	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ 25,000

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 force main that conveys raw wastewater from the Solana Beach Pump Station to the San Elijo Water Campus. This project will be integrated into the Water Campus Improvement Project due to the location of the force mains. The project will be funded by the City of Solana Beach and is also included in the revenues for the City.

RECYCLED WATER PROJECT APPROPRIATION DETAIL

Capital Project	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Planning, Conveyance and Storage	\$ -	\$ -	\$ -	\$ -	\$ 280,000
Potable Reuse Study	-	75,000	-	75,000	-
Recycled Water Pipeline (Encinitas Ranch)	330,000	1,800,000	-	-	-
F-750 Truck with Crane Body	-	-	58,200	58,200	-
Recycled Water Distribution Pump #3 Replacement	-	-	-	-	-
Recycled Water Distribution Pump #1 Replacement	-	-	32,250	32,250	-
Total Capital Cost	<u>\$ 330,000</u>	<u>\$ 1,875,000</u>	<u>\$ 90,450</u>	<u>\$ 165,450</u>	<u>\$ 280,000</u>

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 will be utilized for valve maintenance and replacements, refurbishment of the Oak Crest Reservoir, and evaluation of offsite storage options including conversion of the Wanket tank to recycled water storage and expansion of the Oak Crest Reservoir volume to ensure operational resiliency and minimal downtime.

POTABLE REUSE STUDY

During FY 2014-15 SEJPA partnered with San Dieguito Water District and Santa Fe Irrigation District 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 Potable Reuse Plan Development includes identifying regulatory constraints, evaluating source of recycled water supplies, identifying needed improvements at Badger Water Treatment Plant, and evaluating project alternatives (including necessary facilities, site locations, and budgetary costs). Funding that was collected to continue this project in FY 2019-2020 was not used as the scope of the next phase continues to develop and so no additional funding is being requested in this budget cycle.

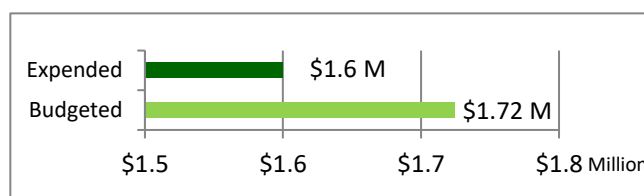
RECYCLED WATER PIPELINES

The project consists of the construction of a booster pump station and recycled water pipelines to serve new customers including common areas and greenbelts at homeowner associations, agricultural property, and community hiking trails. The majority of this project has been completed with the construction of approximately 1.5-miles of small diameter (6-inch to 8-inch) pipeline that serves the Encinitas Ranch Community Association, two agricultural users, and the City of Encinitas trail system. One planned element of the project, the Requeza Street pipeline expansion, was eliminated due to a lack of commitment to convert landscape usage to recycled water by homeowner associations along this proposed pipeline.

SEJPA has been awarded \$600,000 in grant funding through Proposition 84, Integrated Regional Water Management (IRWM) for the successful completion of this project. SEJPA is currently evaluating alternate sites to replace the Requeza Street pipeline project element and meet IRWM grant requirements.



Capital Program: Phase II
Project Status: Completed
Construction Start: October 2018
Completion Date: July 2019



Timeline

Construction Start
October 2018

Completion
July 2019

	<i>Budget</i>	<i>Approved Changes</i>	<i>Revised Budget</i>	<i>Final Costs</i>
Construction Schedule A	\$1,225,000	\$108,920	\$1,333,920	\$1,333,920
CM/Engr/PR	274,683	-	274,683	274,683
Contingency (15%):	224,953	(108,920)	116,033	-
PROJECT TOTAL:	\$1,724,636	\$0	\$1,724,636	\$1,608,603

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 2020-21 annual payments will be the final payment for this debt service in the amount of \$61,710 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. The FY 2020-21 payments will include both interest and principal; \$444,863 interest and \$225,000 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 three 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 June 30, 2020 will be \$373,719. The scheduled payoff date is July 2027.

RECYCLED WATER DEBT SERVICE

STATE REVOLVING FUND (SRF) LOAN

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 to construct the water recycling equipment and distribution piping system 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, 2020, the outstanding principal balance will be \$814,320. The FY 2020-21 loan payment of \$834,675, including principle and interest, will be the final payment for this debt service.

The terms of the SRF loan required SEJPA to create a reserve, which has a fund balance of \$630,000. This amount will be transferred to the Recycled Water Fund when the loan is paid in full in FY 2020-21.

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 June 30, 2020, the outstanding principal balance will be \$1,343,978.

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 (LAIF) rate. The repayment schedule is \$450 per acre foot of water delivered through the pipeline. As of June 30, 2020, the outstanding principal balance is estimated to be \$409,300 based on 30 acre-feet delivered through the pipeline in FY 2019-20.

DEBT SERVICE SUMMARY

	Actual 2017-18	Actual 2018-19	Estimated Actual 2019-20	Adopted Budget 2019-20	Adopted Budget 2020-21
Wastewater Debt Service					
2011 Refunding Bonds					
Principal	\$ 1,365,000	\$ 1,415,000	\$ 115,000	\$ 115,000	\$ 120,000
Interest	117,668	63,068	6,468	6,468	3,420
Total Debt Service	<u>\$ 1,482,668</u>	<u>\$ 1,478,068</u>	<u>\$ 121,468</u>	<u>\$ 121,468</u>	<u>\$ 123,420</u>
2017 Revenue Bonds					
Principal	\$ -	\$ -	\$ 435,000	\$ 435,000	\$ 450,000
Interest	589,311	902,775	902,775	902,775	889,725
Total Debt Service	<u>\$ 589,311</u>	<u>\$ 902,775</u>	<u>\$ 1,337,775</u>	<u>\$ 1,337,775</u>	<u>\$ 1,339,725</u>
Total Wastewater Debt Service					
Principal	\$ 1,365,000	\$ 1,415,000	\$ 550,000	\$ 550,000	\$ 570,000
Interest	706,979	965,843	909,243	909,243	893,145
Total Debt Service	<u>\$ 2,071,979</u>	<u>\$ 2,380,843</u>	<u>\$ 1,459,243</u>	<u>\$ 1,459,243</u>	<u>\$ 1,463,145</u>
Recycled Water Debt Service					
State Revolving Fund					
Principal	\$ 756,175	\$ 775,079	\$ 794,456	\$ 794,456	\$ 814,320
Interest	78,500	59,596	40,219	40,219	20,355
Total Debt Service	<u>\$ 834,675</u>	<u>\$ 834,675</u>	<u>\$ 834,675</u>	<u>\$ 834,675</u>	<u>\$ 834,675</u>
Advanced Water Purification					
Principal	\$ 82,515	\$ 85,975	\$ 89,579	\$ 89,579	\$ 93,336
Interest	65,638	62,178	58,574	58,574	54,817
Total Debt Service	<u>\$ 148,153</u>	<u>\$ 148,153</u>	<u>\$ 148,153</u>	<u>\$ 148,153</u>	<u>\$ 148,153</u>
SFID Pipeline Loan					
Principal	\$ 7,281	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Interest	4,715	5,000	5,000	5,000	5,000
Total Debt Service	<u>\$ 11,996</u>	<u>\$ 15,000</u>	<u>\$ 15,000</u>	<u>\$ 15,000</u>	<u>\$ 15,000</u>
Total Water Reclamation Debt Service					
Principal	\$ 845,971	\$ 871,054	\$ 894,035	\$ 894,035	\$ 917,656
Interest	148,853	126,774	103,793	103,793	80,172
Total Debt Service	<u>\$ 994,824</u>	<u>\$ 997,828</u>	<u>\$ 997,828</u>	<u>\$ 997,828</u>	<u>\$ 997,828</u>
Total Debt Service					
Total All Debt Service					
Principal	\$ 2,210,971	\$ 2,286,054	\$ 1,444,035	\$ 1,444,035	\$ 1,487,656
Interest	855,832	1,092,617	1,013,036	1,013,036	973,317
Total Debt Service	<u>\$ 3,066,803</u>	<u>\$ 3,378,671</u>	<u>\$ 2,457,071</u>	<u>\$ 2,457,071</u>	<u>\$ 2,460,973</u>

CLASSIFICATION AND SALARY SCHEDULE

SAN ELIJO JOINT POWERS AUTHORITY FY 2020-21 CLASSIFICATION AND SALARY SCHEDULE

July 1, 2020

Position	Base Salary			
	Monthly		Annual	
	Minimum	Maximum	Minimum	Maximum
Accounting Series				
<i>Accounting Technician I</i>	\$ 3,619	\$ 5,026	\$ 43,422	60,309
<i>Accounting Technician II</i>	4,188	5,817	50,257	69,802
<i>Accounting Technician III</i>	4,847	7,069	58,168	84,829
Administrative Series				
<i>Administrative Assistant I</i>	2,682	3,778	32,189	45,335
<i>Administrative Assistant II</i>	3,598	5,140	43,177	61,682
<i>Administrative Assistant III</i>	4,326	5,846	51,916	70,157
<i>Administrative Coordinator</i>	5,804	8,008	69,642	96,096
Director of Operations	11,121	15,446	133,456	185,356
Director of Finance/Administration	11,121	15,446	133,456	185,356
General Manager (Under Contract)	18,961	19,720	227,537	236,638
Laboratory Series				
<i>Laboratory Analyst in Training</i>	3,996	5,589	47,950	67,063
<i>Laboratory Analyst I</i>	4,423	6,143	53,078	73,719
<i>Laboratory Analyst II</i>	5,293	7,351	63,511	88,209
<i>Senior Laboratory Analyst</i>	6,830	9,486	81,955	113,826
<i>Laboratory Manager</i>	7,318	11,596	87,813	139,153
Mechanic Series				
<i>Mechanic in Training</i>	3,996	5,589	47,950	67,063
<i>Mechanic I</i>	4,503	6,342	54,033	76,102
<i>Mechanic II</i>	5,206	7,332	62,471	87,987
<i>Lead Mechanic</i>	5,632	7,932	67,579	95,181
<i>Mechanical Systems Manager</i>	7,841	11,596	94,095	139,153
Project Management Series				
<i>Senior Project Manager</i>	8,349	11,596	100,190	139,153
<i>Project Manager</i>	7,318	10,672	87,813	128,059
Systems Integration Series				
<i>Systems Integration Technician in Training</i>	3,996	5,589	47,950	67,063
<i>Systems Integration Technician I</i>	4,581	6,452	54,974	77,429
<i>Systems Integration Technician II</i>	5,332	7,510	63,987	90,122
<i>SCADA Manager</i>	8,292	12,193	99,498	146,321
Wastewater Treatment Operator Series				
<i>Operator-In-Training</i>	3,996	5,589	47,950	67,063
<i>Operator I</i>	4,530	6,336	54,359	76,027
<i>Operator II</i>	5,451	7,624	65,416	91,492
<i>Water Reclamation Specialist</i>	5,686	8,008	68,228	96,096
<i>Lead Operator</i>	6,211	8,748	74,529	104,970
<i>Chief Plant Operator</i>	7,841	11,596	94,095	139,153
Intern (All Departments) *	2,253	3,749	27,040	44,990
<i>*Minimum will adjust to California law</i>				

ORGANIZATIONAL CHART

