

# SAN ELIJO

JOINT POWERS AUTHORITY



RECOMMENDED ANNUAL BUDGET

2024 - 2025



SAN ELIJO | JOINT POWERS  
AUTHORITY

# SAN ELIJO JOINT POWERS AUTHORITY



**Celebrating 59 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	PUBLIC TRUST	SAFETY	VALUE	LOYALTY
Provide equal opportunity for all employees to succeed and grow professionally and personally.	Honor and promote public confidence through transparency, personal character, and the highest level of professional behavior.	Ensure individual safety and the safety of co-workers and the public, without compromise.	Provide superior service to the community in a safe, reliable, and cost-effective manner.	Faithfully and reliably promote the best interests of the agency and fellow employees.
COURTESY	RESPONSIBILITY	HONESTY & INTEGRITY	COMMUNITY	
Be respectful, considerate, aware, and caring.	Be accountable for one's conduct and actions.	Be truthful and factual in upholding the values and ethics of the agency.	Demonstrate leadership and stewardship in serving the community and protecting the environment.	

# SAN ELIJO JOINT POWERS AUTHORITY

## RECOMMENDED ANNUAL BUDGET FISCAL YEAR 2024-25

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### BOARD OF DIRECTORS

KELLIE HINZE, ENCINITAS COUNCIL MEMBER, CHAIRPERSON  
KRISTI BECKER, SOLANA BEACH COUNCIL MEMBER, VICE CHAIR  
ALLISON BLACKWELL, ENCINITAS COUNCIL MEMBER, MEMBER  
DAVID ZITO, SOLANA BEACH COUNCIL MEMBER, MEMBER

### MANAGEMENT

MICHAEL T. THORNTON, P.E., GENERAL MANAGER  
CHRISTOPHER A. TREES, P.E., DIRECTOR OF OPERATIONS  
TOM FALK, P.E., P.M.P., DIRECTOR OF INFRASTRUCTURE & SUSTAINABILITY

### MEMBER AGENCIES

CITY OF ENCINITAS  
CITY OF SOLANA BEACH

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

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# TRANSMITTAL LETTER

Honorable Chairperson and Members of the Board of Directors:

I am pleased to present SEJPA's FY 2024-25 Recommended Budget. Our focus remains on delivering high-quality service and environmental protection through innovation, collaboration, and fiscal responsibility. With successful partnerships, teamwork, and staff development as our foundation, we are well positioned to continued building a sustainable future for our communities.



**Working Toward a Sustainable Future.** As we strive for a sustainable future, our capital program is focused on replacing aging assets, maintaining infrastructure reliability, and improving system performance. The San Elijo Water Campus creates approximately 25% of its electrical power via photovoltaic solar and produces more than 500 million gallons of recycled water annually for irrigation and industrial uses within north coastal San Diego County.



**Exceptional Water Treatment.** We are committed to delivering exceptional water quality. Monitoring studies show our average removal rate for both Carbonaceous Biochemical Oxygen Demand (CBOD) and Total Suspended Solids (TSS) was an impressive 98.5% in 2022 and 2023. Our performance track record is a testament to our unwavering dedication to protecting the environment and public health.



**Achieving Highest Levels of Safety.** We take pride in developing and leading a safe work environment. We utilize in-person and web-based training, low-frequency/high risk activity reviews, site safety inspections, and other learning formats to increase knowledge and improve safety behaviors. The results have been impressive as our staff has not missed a single work-day due to injury over the last 24 years. Our commitment to safety has kept our workforce safe and productive, helped us avoid injury and property damage claims. It also has earned positive newspaper headlines, formal recognitions from the California Sanitation Risk Management Authority (CSRMA) and the California Water Environment Association (CWEA).



**Investing in Our Community and Workforce.** We are committed to preparing the next generation of water leaders through our internship program, which has fostered valuable partnerships with local universities and community colleges. We have hosted 31 interns over the last four years, and we are proud to have filled seven permanent positions through this program during this period.



**Building Valuable Partnerships.** SEJPA strives to be a model of inter-agency cooperation. Our culture of collaboration improves cost effectiveness, expands innovative practices, and increases the benefits we provide to the region. Currently, the North San Diego Water Reuse Coalition is spearheading a grant effort worth \$18.3 million to promote the expansion of recycled water use in North County. As part of this funding, SEJPA will receive approximately \$3.8 million, specifically aimed at expanding the use of stormwater and recycled water as local water supplies. We are excited to be part of this collaborative effort and look forward to contributing to the region's sustainable water management practices.

## OPERATING BUDGET OVERVIEW

The SEJPA recommended budget for FY 2024-25 comprises 12 operational programs that are managed and operated by SEJPA. We continually seek opportunities to improve our services and to apply science, technology, and engineering to maximize value to the communities we serve.

For FY 2024-25, the total increase in Operating Costs year-over-year is \$546,819, or 5.5%. This increase primarily stems from an overall, higher-than-normal inflationary trend affecting most budget categories. Specifically, areas such as labor, insurance, and certain chemicals and service contracts have increased notably

<b>Program</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>	<b>Budget Change</b>	<b>% Change</b>
Wastewater Treatment	\$ 3,963,797	\$ 4,306,992	\$ 343,195	8.7%
Laboratory Services	955,076	1,050,738	95,662	10.0%
Ocean Outfall	1,031,231	1,070,306	39,075	3.8%
Cardiff Sanitary Division Pump Stations	376,169	405,554	29,385	7.8%
Encinitas Sanitary Division Pump Station	167,777	185,448	17,671	10.5%
City of Encinitas Urban and Stormwater Services	55,514	61,804	6,290	11.3%
City of Solana Beach Pump Stations	463,275	512,798	49,524	10.7%
City of Solana Beach Generator Maintenance Services	15,507	17,556	2,050	13.2%
City of Del Mar Pump Station	66,392	75,981	9,589	14.4%
22nd District Agricultural Association (Del Mar Fairgrounds)	136,953	172,371	35,417	25.9%
Leucadia WD Technical Support Services	22,800	28,209	5,409	23.7%
	<u>\$ 7,254,492</u>	<u>\$ 7,887,757</u>	<u>\$ 633,265</u>	<u>8.7%</u>
Recycled Water	2,720,132	2,633,685	(86,447)	-3.2%
Total Operating Expenses	<u>\$ 9,974,623</u>	<u>\$ 10,521,442</u>	<u>\$ 546,819</u>	<u>5.5%</u>

## CAPITAL BUDGET OVERVIEW

The Capital Improvement Program (CIP) is prioritized to achieve environmental stewardship, permit compliance, investments in our local community, safe and reliable facilities, and sustainable resource management. During the past eight years, SEJPA’s Capital Program has averaged approximately \$5 million per year. Our capital infrastructure priorities for FY 2024-25 include implementation of six multi-year capital improvement projects and a backlog of smaller miscellaneous upgrades at the Water Campus and remote facilities with an estimated capital cost of \$32.6 million (see summary chart right).

PRIORITIZED CAPITAL PROJECTS, 3-YR PLAN	ESTIMATED COST
<b>Phase 3</b>	<b>\$ 12.1 Million</b>
Biosolids Dewatering Facility Improvements & MS-2 Replacement	
<b>Phase 4</b>	<b>\$ 18.1 Million</b>
Wanket Reservoir Refurbishment	
Wanket Connecting Pipeline	
Stormwater Capture, Reuse and Site WQ	
Biological Treatment Improvements	
Moonlight Beach Pump Station Modifications	
<b>Misc. Projects</b>	<b>\$ 2.4 Million</b>
<b>TOTAL</b>	<b>\$ 32.6 Million</b>

Costs for capital projects are allocated to customer agencies based on infrastructure benefits and in accordance with capacity share owned/leased. Funding sources include annual budgeted capital program contributions for shared facilities and for special projects, recycled water revenues and incentives, financing through bonds and loans, and by state and federal grants. The FY 2024-25 budget includes \$1.9 million in capital program contributions. Notably, SEJPA has been awarded multiple grants totaling up to approximately \$6 million through the Integrated Regional Water Management (IRWM) program under Proposition 1 (California Water Bond) and from the US Bureau of Reclamation Title XVI Program to fund specific, eligible.

SEJPA will commence an update to its Facility Plan in FY 2024-25 with an emphasis on asset management and resiliency to changing climate. SEJPA and its customer agencies have agreed to include the Water Campus and select remote facilities in this planning effort. The resulting plan will be the foundation for SEJPA’s capital program over the next 10 years.

## DEBT SERVICE

Debt service for FY 2024-25 is projected at \$2,373,604, which is similar to that of the prior year. This debt service is shared by the Wastewater Program at \$1,391,963 and Recycled Water Program at \$981,641. No new debt is anticipated to be initiated in FY 2024-25.

## A VISION FOR THE FUTURE

Our goal is to deliver excellent service, build trust with our customers and the community, and maximize opportunities to increase local sustainability, while developing and inspiring our employees. We are grateful for the support of our Board, staff, and community members, without whom none of our achievements would be possible. Looking ahead, we will continue to prioritize sustainability and explore new ways to advance environmental stewardship and social responsibility in our operations.

Your San Elijo Joint Powers Authority team is pleased to present the FY 2024-25 Recommended budget.

Respectfully submitted,



Michael T. Thornton, P.E.  
General Manager

**RESOLUTION NO. 2024-01**

**RESOLUTION APPROVING THE SAN ELIJO JOINT POWERS AUTHORITY  
OPERATING AND CAPITAL IMPROVEMENT BUDGETS  
FOR FISCAL YEAR 2024-25**

WHEREAS, the San Elijo Joint Powers Authority (SEJPA) General Manager has submitted for the consideration of the SEJPA Board of Directors proposed SEJPA Operating and Capital Projects Budgets for Fiscal Year 2024-25;

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

3. 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, 2024 through June 30, 2025 and hereby finds that such budgets, as reviewed, are sound plans for the financing of required SEJPA operations and capital improvements during Fiscal Year 2024-25. Such budgets are hereby adopted.

San Elijo JPA Operations and Maintenance Fund	\$ 9,279,720
San Elijo JPA Water Reclamation Operating Fund	3,615,326
San Elijo JPA Capital Projects Fund	3,666,000
Total	<u>\$ 16,561,046</u>

2. The Board of Directors authorizes carrying forward unexpended capital project appropriations and encumbered operating funds for the Fiscal Year 2024-25.
3. The Board of Directors authorizes the SEJPA Treasurer to deposit any surplus FY 2024-25 budgeted funds, meaning appropriated funds that are not expended or otherwise encumbered by June 30, 2024, into the SEJPA PARS Public Agencies Post-Employments Benefits Trust Program.

PASSED AND ADOPTED this 18<sup>th</sup> day of June 2024, by the following vote:

AYES: Board members:

NOES: Board members:

ABSENT: Board members:

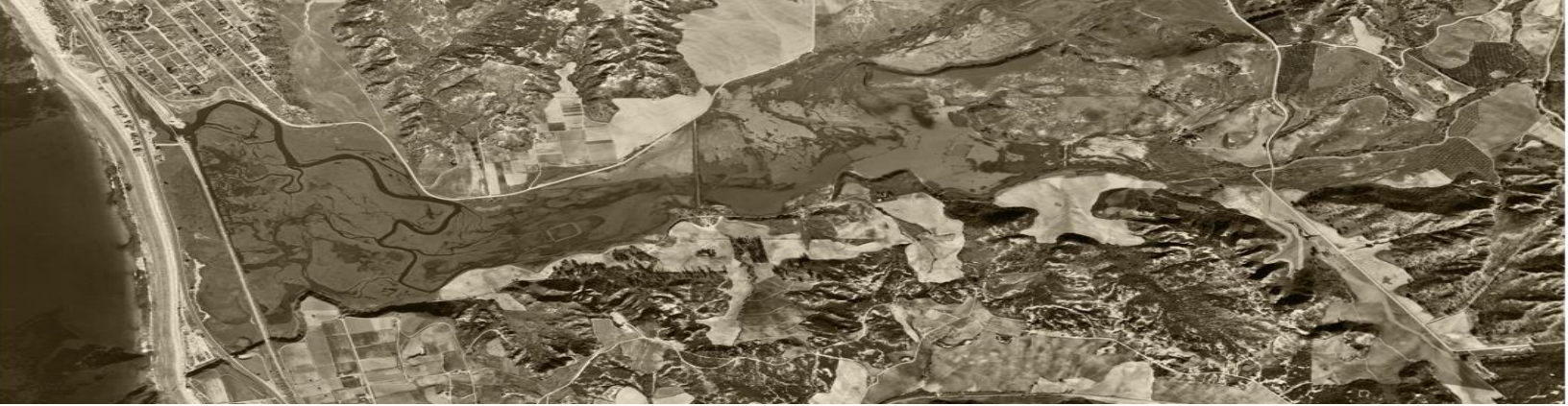
ABSTAIN: Board members:

Attest:

Signature: \_\_\_\_\_  
Kellie Hinze, Chairperson

Signature: \_\_\_\_\_  
Michael T. Thornton, P.E.  
Secretary of the Board





## OUR HISTORY AT A GLANCE

Up to the early 1950s, Solana Beach and Cardiff-by-the-Sea relied on privately-owned septic systems for wastewater treatment and disposal. As the communities grew, the Cardiff Sanitation District and the Solana Beach Sanitation District formed to collect, treat, and dispose of wastewater. The districts built independent facilities in the San Elijo Lagoon to provide basic treatment before discharging the effluent directly into the lagoon. Within a decade, authorities determined that water quality in the lagoon was deteriorating, and that treatment needed. In 1963, Cardiff Sanitation District and Solana Beach Sanitation District joined hands to form what is now the San Elijo Joint Powers Authority (SEJPA). Established under state law to protect public health and the environment, in 1965 the newly-formed entity built the San Elijo water pollution control facility and a 4,000-foot-long ocean outfall.

Since then, SEJPA has evolved, adding ocean disposal services to the City of Escondido (1974) and increasing the outfall length to 1.5 miles offshore, building new treatment (1991) to comply with the Clean Water Act, constructing water recycling infrastructure (2000), adding microfiltration and reverse osmosis treatment (2013) to enhance recycled water quality, providing wastewater treatment to the City of Del Mar (2017), adding clean water services for 22nd District Agricultural Association (2022), and providing operational support services to Leucadia Wastewater District (2022).

The San Elijo Joint Powers Authority has come a long way in its service to the local communities and its mission to protect the water environment through a host of clean water programs. Today, our focus is on high quality and reliable water treatment and recycling to produce a sustainable future for the communities we serve.

### SHARING OUR WATER STORY

We love to share our story. During Water Campus tours, students and teachers see the treatment process for wastewater and water recycling. In a typical year, we welcome more than 900 local students and teachers to the campus. To accommodate distance-learning, we produced a virtual tour to expand our water education outreach.





## INDUSTRY LEADERSHIP

In 2024, the San Elijo Joint Powers Authority was recognized by both the California Water Environment Association and the California Sanitation Risk Management Association for its leadership in promoting safe work practices within the industry. Building on our legacy of excellence, our agency has consistently received accolades for innovative treatment applications, efficient utility operations, and exceptional treatment performance in past years. We believe that fostering collaboration and knowledge sharing with our peers is integral to achieving sustained success.

## CELEBRATING ACCOMPLISHMENTS

We are proud to support the professional development of our employees. Recent accomplishments include:

### CERTIFICATIONS

**Devin McGinness**

Wastewater Treatment Plant Operator Grade 3  
Associate of Arts in Wastewater Technology

**Nina Holtz**

Wastewater Treatment Plant Operator Grade 3

**Ritwik Bandyopahdyay**

Wastewater Treatment Plant Operator Grade 1

**David Canady**

Operator In Training (OIT)

**Evan Fox**

Operator In Training (OIT)

**Jeffery Valdes**

Operator In Training (OIT)

**Brandon Moss**

CWEA Laboratory Analyst Grade 1



# FUND SUMMARY

The SEJPA budget includes five Fund categories: Wastewater Services, Wastewater Capital Projects, Recycled Water Services and Capital Projects, and PARS Trust which are presented below.

Wastewater Services Fund supports operating and debt services expenses in the Wastewater Treatment, Laboratory Services, Ocean Outfall, Pump Station Operations, and other services programs. Capital expenses for these programs are accounted for under the Wastewater Capital Projects Fund.

Wastewater Capital Projects Fund supports pay-as-you go projects for all projects under Wastewater Services programs. FY 2024-25 capital revenue budget of \$1,938,000 includes \$1,265,000 for Wastewater Treatment projects, \$146,000 for Ocean Outfall projects, \$147,000 for Laboratory projects, and \$380,000 for Pump Station Projects. Refer to the Capital Programs section for details.

Recycled Water Services & Capital Project Fund supports operating, capital, and debt services expenses in the Recycled Water program. FY 2024-25 capital appropriations budget includes \$1,728,000, which will be combined with previous appropriations to fund improvements to treatment system enhancements, valve maintenance and replacements, refurbishment of existing storage tanks or the construction of new storage, replacing existing distribution system pumps and motors, stormwater recycling, and ongoing system asset management. The \$10 million debt revenue is the private placement loan for the above-mentioned projects to smooth cashflow requirements.

The PARS Trust Fund accounts for an irrevocable Section 115 Trust established to serve as a pension rate stabilization program, facilitating the prefunding of employee benefit plan obligations. However, due to the notable escalation in the personnel budget, primarily attributed to the tightening labor market conditions, a contribution to the PARS Trust is not slated for allocation in the FY 2024-25 budget cycle.

	<b>Wastewater Services</b>	<b>Wastewater Capital Projects</b>	<b>Recycled Water Services</b>	<b>Recycled Water Capital Projects</b>	<b>PARS Trust</b>	<b>Total</b>
<b>Revenues</b>						
Operating	\$ 7,745,054	\$ -	\$ 3,691,767	\$ -	\$ -	\$ 11,436,821
Capital	-	1,938,000	-	-	-	1,938,000
Debt	1,391,963	-	-	-	-	1,391,963
Other	142,703	105,000	70,000	425,750	-	743,453
<b>Total Revenues</b>	<b>\$ 9,279,720</b>	<b>\$ 2,043,000</b>	<b>\$ 3,761,767</b>	<b>\$ 425,750</b>	<b>\$ -</b>	<b>\$ 15,510,237</b>
<b>Expenses</b>						
Operating	\$ 7,887,757	\$ -	\$ 2,633,685	\$ -	\$ -	\$ 10,521,442
Capital	-	5,675,000	-	1,728,000	-	7,403,000
Debt Service	1,391,963	-	981,641	-	-	2,373,604
Other	-	-	-	-	-	-
<b>Total Expenses</b>	<b>\$ 9,279,720</b>	<b>\$ 5,675,000</b>	<b>\$ 3,615,326</b>	<b>\$ 1,728,000</b>	<b>\$ -</b>	<b>\$ 20,298,046</b>
Increase/(Decrease)	\$ -	\$ (3,632,000)	\$ 146,441	\$ (1,302,250)	\$ -	\$ (4,787,810)
Funds Available Beginning of the Year	-	12,321,917	2,198,147	9,653,611	1,008,252	25,181,927
<b>Funds Available End of the Year</b>	<b>\$ -</b>	<b>\$ 8,689,917</b>	<b>\$ 2,344,588</b>	<b>\$ 8,351,361</b>	<b>\$ 1,008,252</b>	<b>\$ 20,394,117</b>

# REVENUE SUMMARY

## BASIS FOR REVENUE BY SOURCE

SEJPA’s revenue is based on cost of service and miscellaneous revenue sources. Influent and effluent flow percentages are used to estimate the operating and maintenance costs charged to each member and leasing agency. Capacity percentages are used to estimate capital costs charged to each member and leasing agency.

- Influent flow is the basis for Wastewater and Laboratory Services costs.
- Effluent flow is the basis for the Ocean Outfall costs.
- Capacity is the basis for capital appropriations and debt services.

Below is a table of the 3-year average daily influent, effluent, and owned/leased capacity data for each member and leasing agency:

Millions of Gallons Per Day (MGD)									
Entity	Influent		Effluent		Wastewater Treatment Capacity		Outfall Capacity		
City of Encinitas	1.223	45.9%	0.574	5.4%	2.200	41.9%	2.250	8.8%	
City of Solana Beach	0.927	34.8%	0.422	4.0%	2.200	41.9%	2.250	8.8%	
Rancho Santa Fe CSD	0.153	5.7%	0.072	0.7%	0.250	4.8%	0.250	1.0%	
City of Del Mar	0.364	13.7%	0.161	1.5%	0.600	11.4%	0.600	2.4%	
City of Escondido	-	0.0%	9.328	88.4%	-	0.0%	20.150	79.0%	
<b>Total</b>	<b>2.667</b>	<b>100.0%</b>	<b>10.557</b>	<b>100.0%</b>	<b>5.250</b>	<b>100.0%</b>	<b>25.500</b>	<b>100.0%</b>	

The Laboratory Services program provides analytical services to:

- Fairbanks Ranch Community Service District (CSD)
- Rancho Santa Fe CSD
- Santa Fe Valley CSD
- Whispering Palms CSD
- San Ysidro Border Facility

The FY 2024-25 recommended budget is based on historic service levels. The analytical service revenues may vary based upon the actual number of samples analyzed for our customers.

The Recycled Water program receives revenue from different customers with varying levels of service. In May 2021, the Board accepted the 2021 Recycled Water Cost-of-Service Study and approved recycled water rates for five fiscal years from FY 2021-22 to FY 2025-26. The planned rate increase for FY 2024-25 is 3.9% that will go into effect on July 1, 2024. The Recycled Water program also receives incentives in the amount of \$250 per acre-foot (AF) from the Metropolitan Water District of Southern California (MWD) and \$200 per AF from the San Diego County Water Authority (SDCWA).

## *FY 2023-24 ESTIMATED ACTUAL REVENUE*

The estimated revenue for FY 2023-24 is projected to be \$14,459,494, which is \$86,284 or 0.6% more revenue than anticipated.

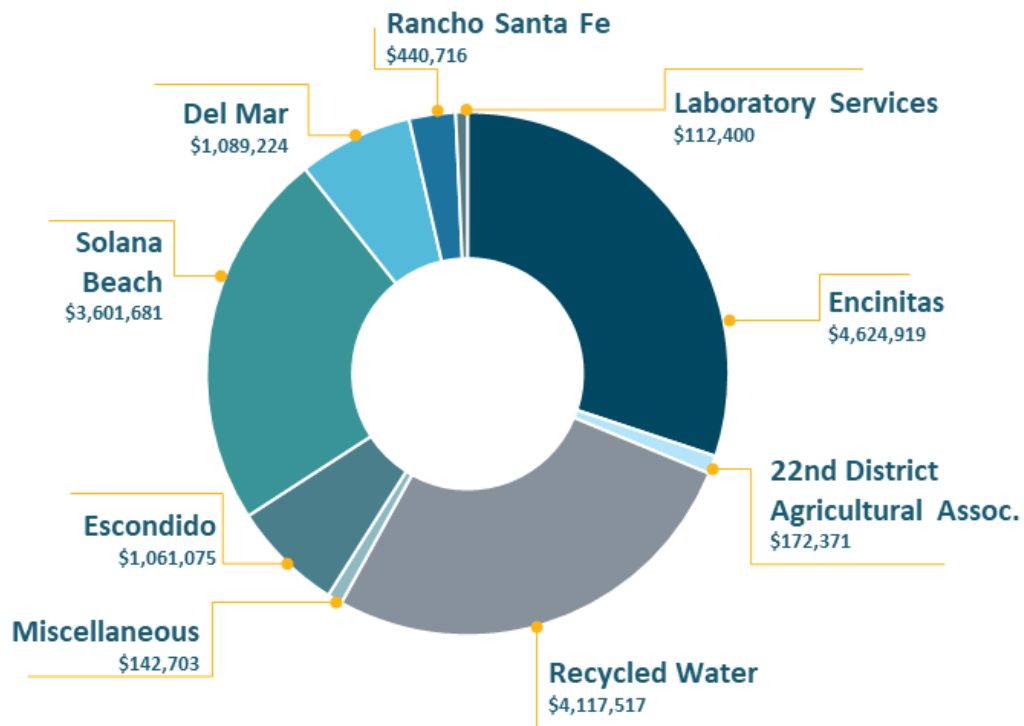
## *FY 2024-25 RECOMMENDED REVENUE BUDGET*

The FY 2024-25 recommended budget includes a total revenue forecast of \$15,362,626, which is \$989,416 or 6.9% increase from the prior fiscal year. Key contributors to year-over-year budget changes include:

- Increased labor costs of approximately 13% across all programs, which is attributed to the tightening labor market conditions and staffing adjustments.
- The pattern of intense storm action associated with climate change has resulted in higher resource needs to respond.
- In the marketplace, insurance premiums have increased substantially. So have costs for supplies and services.
- Increases to Solana Beach Pump Stations' budgets to reflect cost increases for odor-control chemicals and SDG&E utility costs.
- Increase Laboratory Services budget to reflect increased costs associated with outside laboratory services.
- Increase to Cardiff Pump Stations budget to include capital project to replace the wet well inlet side gate at Olivenhain Pump Station.
- Increase in capital expenses across several programs to capture the expense of developing the 2025 Facility Plan update, which will outline capital needs for the next decade.
- Scheduled 3.9% recycled water rate increase effective July 1, 2024.
- Scheduled increase in recycled water purchase volume by the Encinitas Ranch Golf Authority.

Below is a summary of revenue sources shown in both table and chart format to illustrate the revenue diversity among the agencies we serve.

<b>Revenue Source</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
City of Encinitas	\$ 3,764,106	\$ 4,792,771	\$ 4,581,613	\$ 4,691,390	\$ 4,624,919
City of Solana Beach	2,873,053	3,085,413	3,250,973	3,332,966	3,601,681
City of Del Mar	830,683	928,891	963,554	994,172	1,089,244
22nd District Agricultural Association	-	139,564	161,505	136,953	172,371
Rancho Santa Fe CSD	338,568	370,513	393,998	404,207	440,716
City of Escondido	1,078,135	970,765	838,637	996,841	1,061,075
Laboratory Services	43,844	54,072	115,643	100,600	112,400
Recycled Water	3,318,361	3,100,369	3,374,267	3,603,713	3,691,767
T-Mobile Cell Site Lease	29,958	28,931	32,736	32,736	33,718
Other Revenue	337,569	65,840	47,832	37,632	45,885
Interest on Wastewater Operations	151	295,994	63,110	30,000	63,100
Interest on Water Reclamation	-	87,413	635,626	12,000	425,750
<b>Total Revenue Sources</b>	<b>\$ 12,615,736</b>	<b>\$ 13,920,539</b>	<b>\$ 14,459,494</b>	<b>\$ 14,373,210</b>	<b>\$ 15,362,626</b>



# REVENUE DETAIL

## CITY OF ENCINITAS – REVENUE DETAIL

Revenue Source	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Wastewater Treatment	\$ 1,378,372	\$ 1,507,468	\$ 1,790,005	\$ 1,825,408	\$ 1,975,788
RSF CSD Contribution for 2017 Revenue Bonds	(31,815)	(31,843)	(31,861)	(31,861)	(31,861)
Del Mar Contribution for 2017 Revenue Bonds	(76,356)	(76,424)	(76,467)	(76,467)	(76,467)
Del Mar Wastewater Treatment Credit	30,000	30,000	30,000	30,000	30,000
T-Mobile Cell Tower Income	(13,142)	(15,891)	(16,368)	(16,368)	(16,859)
Total Wastewater Revenue	\$ 1,287,060	\$ 1,413,309	\$ 1,695,309	\$ 1,730,712	\$ 1,880,601
Laboratory Services	351,089	411,742	352,642	391,994	430,453
Ocean Outfall	61,216	51,618	43,609	52,692	58,194
Cardiff Sanitary Division Pump Stations	300,545	339,056	342,464	376,169	405,554
Encinitas Sanitary Division Pump Station	142,988	148,206	177,439	167,777	185,448
Encinitas Urban and Stormwater Services	47,888	41,401	53,619	55,514	61,804
2017 Revenue Bonds	668,113	668,713	669,088	669,088	669,288
Capital Projects - Wastewater	905,208	1,718,726	572,444	572,444	604,578
Capital Projects - Cardiff Sanitary Division Pump Stations	-	-	75,000	75,000	125,000
Capital Projects - Encinitas Sanitary Division Pump Stations	-	-	600,000	600,000	204,000
Total Revenue	\$ 3,764,106	\$ 4,792,771	\$ 4,581,613	\$ 4,691,390	\$ 4,624,919

## CITY OF SOLANA BEACH – REVENUE DETAIL

Revenue Source	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Wastewater Treatment	\$ 1,085,118	\$ 1,131,886	\$ 1,344,303	\$ 1,371,135	\$ 1,497,592
RSF CSD Contribution for 2017 Revenue Bonds	(31,815)	(31,843)	(31,861)	(31,861)	(31,861)
Del Mar Contribution for 2017 Revenue Bonds	(76,356)	(76,424)	(76,467)	(76,467)	(76,467)
Del Mar Wastewater Treatment Credit	30,000	30,000	30,000	30,000	30,000
T-Mobile Cell Tower Income	(10,243)	(15,891)	(16,368)	(16,368)	(16,859)
Total Wastewater Revenue	\$ 996,705	\$ 1,037,727	\$ 1,249,607	\$ 1,276,438	\$ 1,402,405
Laboratory Services	256,191	309,158	267,260	297,084	326,271
Ocean Outfall	43,970	38,061	32,385	39,130	42,784
Solana Beach Pump Stations	362,511	416,900	439,753	451,388	500,243
Solana Beach Urban and Stormwater Services	6,870	7,399	5,794	11,887	12,555
Solana Beach Generator Maintenance Services	8,486	13,730	14,643	15,507	17,557
2017 Revenue Bonds	668,113	668,713	669,088	669,088	669,288
Capital Projects - Wastewater	530,208	593,726	572,444	572,444	604,578
Capital Projects - Pump Stations	-	-	-	-	26,000
Total Revenue	\$ 2,873,053	\$ 3,085,413	\$ 3,250,973	\$ 3,332,966	\$ 3,601,681

## CITY OF DEL MAR – REVENUE DETAIL

Revenue Source	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Wastewater Treatment	\$ 419,159	\$ 471,460	\$ 535,322	\$ 545,951	\$ 586,436
Laboratory Services	106,765	128,772	105,876	117,691	127,763
Ocean Outfall	17,946	15,566	12,528	15,138	16,323
Del Mar Wastewater Treatment Credit	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)
Del Mar Pump Station	49,564	58,410	60,828	66,392	75,982
2017 Revenue Bonds	152,711	152,849	152,934	152,934	152,934
Capital Projects - Wastewater	144,538	161,834	156,066	156,066	164,806
Capital Projects - Pump Stations	-	-	-	-	25,000
Total Revenue	<u>\$ 830,683</u>	<u>\$ 928,891</u>	<u>\$ 963,554</u>	<u>\$ 994,172</u>	<u>\$ 1,089,244</u>

## 22ND DISTRICT AGRICULTURAL ASSOCIATION (DEL MAR FAIRGROUNDS) – REVENUE DETAIL

Revenue Source	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Del Mar Fairgrounds	\$ -	\$ 139,564	\$ 161,505	\$ 136,953	\$ 172,371
Total Revenue	<u>\$ -</u>	<u>\$ 139,564</u>	<u>\$ 161,505</u>	<u>\$ 136,953</u>	<u>\$ 172,371</u>

## RANCHO SANTA FE COMMUNITY SERVICES DISTRICT – REVENUE DETAIL

Revenue Source	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Wastewater Treatment	\$ 165,287	\$ 183,077	\$ 216,994	\$ 221,302	\$ 247,175
Laboratory Services	42,101	50,005	42,917	47,706	53,851
Ocean Outfall	7,326	6,314	5,338	6,450	7,300
2017 Revenue Bonds	63,630	63,687	63,723	63,723	63,723
Capital Projects	60,224	67,430	65,026	65,026	68,668
Total Revenue	<u>\$ 338,568</u>	<u>\$ 370,513</u>	<u>\$ 393,998</u>	<u>\$ 404,207</u>	<u>\$ 440,716</u>



### PROMOTING SUSTAINABILITY

As California faces cyclical droughts, local supplies of recycled water are more important than ever. In Cardiff, Ada Harris Elementary School saves money and conserves natural resources by using recycled water.



## CITY OF ESCONDIDO – REVENUE DETAIL

Revenue Source	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Ocean Outfall	\$ 1,078,135	\$ 832,481	\$ 759,617	\$ 917,822	\$ 945,706
Capital Projects	-	138,284	79,020	79,020	115,369
Total Revenue	<u>\$ 1,078,135</u>	<u>\$ 970,765</u>	<u>\$ 838,637</u>	<u>\$ 996,841</u>	<u>\$ 1,061,075</u>

## LABORATORY SERVICES – REVENUE DETAIL

Revenue Source	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Fairbanks Ranch	\$ 11,363	\$ 11,500	\$ 19,553	\$ 17,600	\$ 18,900
Rancho Santa Fe CSD	12,764	13,000	22,879	20,000	21,400
Santa Fe Valley	6,481	8,000	38,659	28,400	34,700
Whispering Palms	13,237	14,000	22,426	21,000	22,300
San Ysidro Boarder Patrol Facility	-	7,572	12,126	13,600	15,100
Total Revenue	<u>\$ 43,844</u>	<u>\$ 54,072</u>	<u>\$ 115,643</u>	<u>\$ 100,600</u>	<u>\$ 112,400</u>

## RECYCLED WATER – REVENUE DETAIL

Revenue Source	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Santa Fe Irrigation District	\$ 1,024,615	\$ 930,498	\$ 1,002,255	\$ 1,096,044	\$ 1,108,380
San Dieguito Water District	656,210	642,510	807,321	746,634	810,264
City of Del Mar	127,737	167,478	139,764	165,510	162,435
Encinitas Ranch Golf Authority	302,796	314,908	327,503	327,503	412,938
Olivenhain Municipal Water District	487,003	367,275	397,224	548,022	477,750
Total Customers	<u>\$ 2,598,361</u>	<u>\$ 2,422,669</u>	<u>\$ 2,674,067</u>	<u>\$ 2,883,713</u>	<u>\$ 2,971,767</u>
MWD/CWA Incentives	720,000	677,700	700,200	720,000	720,000
Total Revenue	<u>\$ 3,318,361</u>	<u>\$ 3,100,369</u>	<u>\$ 3,374,267</u>	<u>\$ 3,603,713</u>	<u>\$ 3,691,767</u>

\*State and Federal Grant Revenue is shown in the Capital Program Section

## RECYCLED WATER NET REVENUE

Net Revenue over (under) Expense	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Operating Revenue	\$ 3,318,361	\$ 3,100,369	\$ 3,374,267	\$ 3,603,713	\$ 3,691,767
Operating Expense	(1,892,323)	(2,382,161)	(2,523,511)	(2,720,132)	(2,633,685)
Debt Service	(182,929)	(294,532)	(964,069)	(981,985)	(981,641)
Net Recycled Water Revenue	<u>\$ 1,243,109</u>	<u>\$ 423,676</u>	<u>\$ (113,313)</u>	<u>\$ (98,404)</u>	<u>\$ 76,441</u>

# OPERATING EXPENSE SUMMARY

SEJPA owns and operates the San Elijo Water Campus, San Elijo Recycled Water Utility, and is a co-owner of the San Elijo Ocean Outfall. SEJPA also manages several related service programs to support the cities of Encinitas, Solana Beach, and Del Mar, as well as other local government agencies. Operational programs include:

- Wastewater Treatment
- Laboratory Services
- Ocean Outfall
- Cardiff Sanitary Division Pump Stations
- Encinitas Sanitary Division Pump Station
- City of Encinitas Urban & Stormwater Services
- City of Solana Beach Pump Stations
- City of Solana Beach Generator Services
- City of Del Mar Pump Station
- 22nd District Agricultural Association (Del Mar Fairgrounds)
- Leucadia Wastewater District (LWD) Technical Support Services
- Recycled Water

In providing these services, SEJPA seeks to accomplish its mission in an environmentally, socially, and fiscally responsible manner. Except for the Recycled Water program, each of the above programs is funded by the customer base that is served and cost allocations are applied based on actual flows treated or level of effort provided. The Recycled Water Program is funded by water sales, grants, and incentive programs.

## STAFF ALLOCATION

Budgeting for staff time is based on estimates of actual time required by each program. Below is a table showing the anticipated percentages of direct labor for each program in FY 2024-25.

<b>Program</b>	<b>Recommended Staffing Allocation for FY 2024-25</b>
Wastewater Treatment	32.5%
Laboratory Services	16.6%
Ocean Outfall	11.2%
Cardiff Sanitary Division Pump Stations	3.6%
Encinitas Sanitary Division Pump Station	1.7%
City of Encinitas Urban & Stormwater Services	0.7%
City of Solana Beach Pump Stations	4.7%
Solana Beach Generator Services	0.3%
City of Del Mar Pump Station	0.9%
Del Mar Fairgrounds	2.5%
Leucadia WD Technical Support Services	0.4%
Recycled Water	17.9%
Capital Programs	7.1%
Total	100.0%

## FY 2023-24 ESTIMATED ACTUAL EXPENSE – ALL PROGRAMS

Total expenses including operating, capital, and debt service are estimated to end the fiscal year under budget by \$2,632,945 or 13.9%. By program, nine out of 12 programs are anticipated to be under budget. Operating expenses are estimated to end the year under budget at \$540,029 or 5.4%. Capital expenses are estimated to be on budget. Debt services actual expenses are anticipated to end the year slightly below budget by \$17,916 or 0.75%.

## FY 2024-25 RECOMMENDED BUDGET – ALL PROGRAMS

Total FY 2024-25 recommended budget is \$16,561,046 including \$10,521,442 operating budget, \$3,666,000 capital appropriations, and \$2,373,604 debt service. The operating budget has increased by \$546,819 or 5.5% from the prior year. The capital appropriations are for projects listed in the Capital Program section of this budget book. The debt service budget will remain relatively similar to the prior year's budget.

<b>Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
Personnel	\$ 3,678,174	\$ 4,117,584	\$ 4,438,928	\$ 4,610,406	\$ 5,200,581
Supplies and Services	4,185,275	4,598,550	4,852,189	5,080,217	5,056,431
Capital Outlay	56,755	85,226	143,477	75,000	40,000
Contingency	-	-	-	209,000	224,430
Total Operating Expense	<u>\$ 7,920,203</u>	<u>\$ 8,801,360</u>	<u>\$ 9,434,594</u>	<u>\$ 9,974,623</u>	<u>\$ 10,521,442</u>
Capital Appropriations	1,735,000	2,680,000	2,120,000	6,570,000	3,666,000
Total Operating and Capital Appropriations	<u>\$ 9,655,203</u>	<u>\$ 11,481,360</u>	<u>\$ 11,554,594</u>	<u>\$ 16,544,623</u>	<u>\$ 14,187,442</u>
Debt Service					
2017 Revenue Bonds	\$ 1,336,225	\$ 1,337,425	\$ 1,338,175	\$ 1,338,175	\$ 1,338,575
SDG&E Turbo Blower Loan	53,388	53,388	53,388	53,388	53,388
2023 Recycled Water Loan	-	-	778,982	778,982	778,497
Advanced Water Purification	148,153	148,153	148,153	148,153	148,154
SFID Pipeline Loan	25,146	138,369	31,134	44,500	46,980
Solana Beach Pipeline Loan	9,630	8,010	5,800	10,350	8,010
Total Debt Service	<u>\$ 1,572,542</u>	<u>\$ 1,685,345</u>	<u>\$ 2,355,632</u>	<u>\$ 2,373,548</u>	<u>\$ 2,373,604</u>
Total Expenses	<u>\$ 11,227,745</u>	<u>\$ 13,166,705</u>	<u>\$ 13,910,226</u>	<u>\$ 18,918,171</u>	<u>\$ 16,561,046</u>



## BUILDING PARTNERSHIPS

Good neighbors make good partners. Across from the Water Campus, the Nature Collective and the County of San Diego manage the 800-acre San Elijo Lagoon Ecological Reserve. We share their commitment to protect the lagoon and ocean environments and are proud to be their partner in conservation and education.

## OPERATING EXPENSE DETAIL – ALL PROGRAMS

Operating Expense	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
<b>Personnel</b>					
Direct Salaries and Wages	\$ 2,506,907	\$ 2,794,481	\$ 3,079,197	\$ 3,090,067	\$ 3,485,414
FICA Tax	307	-	-	-	-
Medicare Tax	40,685	37,722	40,397	47,241	55,095
State Unemployment Tax	3,474	4,430	3,891	12,775	4,046
Standby Pay	16,895	29,185	32,025	30,699	34,411
Overtime Pay	50,711	61,147	38,638	48,291	46,877
Dental/Vision	20,261	29,420	38,937	29,439	41,805
Employee Assistance Program	742	775	968	1,961	1,998
Life Insurance/Disability	24,644	14,802	27,209	26,802	31,627
Workers Comp. Insurance	50,767	41,209	49,726	56,133	57,197
Medical Insurance - Pers	248,678	299,409	430,286	421,028	535,078
Retirement Plan - CalPERS & PARS Trust	604,783	680,185	582,743	686,521	733,544
Deferred Comp-employer	94,134	103,048	101,300	136,928	149,936
Uniforms - Boots	1,994	4,342	2,502	6,624	6,656
Payroll Processing Fees	12,517	12,921	10,258	13,445	13,700
Other Personnel Costs	675	4,508	851	2,452	3,197
	<u>\$ 3,678,174</u>	<u>\$ 4,117,584</u>	<u>\$ 4,438,928</u>	<u>\$ 4,610,406</u>	<u>\$ 5,200,581</u>
<b>Supplies and Services</b>					
Advertising	\$ 3,072	\$ 6,283	\$ 6,316	\$ 4,305	\$ 4,520
Bank Service Charges	2,320	7,260	5,045	8,300	8,300
Board Expense	2,240	2,178	12,619	2,700	7,300
Dues & Memberships	34,562	26,122	21,823	29,760	31,200
Equipment Rental/Lease	17,065	8,617	5,699	12,000	12,000
Fees - Disposal	327	338	5	1,000	1,000
Fees - Permits	84,374	92,503	89,360	93,500	98,050
Fines	-	91	-	-	-
Fuel	23,361	22,874	24,573	25,000	26,005
Insurance - Liability	44,897	49,757	42,600	61,200	67,340
Insurance - Auto	2,739	2,765	2,751	3,400	3,770
Insurance - Property	60,115	85,389	123,620	102,500	130,000
Licenses	51,536	54,390	60,091	56,600	61,400
Minor Equip - Shop & Field	30,980	28,786	21,311	23,230	25,090
Miscellaneous	11	-	-	3,000	3,000
Postage/Shipping	2,522	2,316	3,028	2,500	3,100
Preemployment Screening	636	1,755	2,185	846	1,497
Printing	(710)	181	2,970	1,400	2,000
Rent	126,664	94,732	110,089	124,793	114,743
Repair Parts Expense	225,364	343,806	290,509	240,400	290,307
Retrofit Expenses	24,713	-	-	105,000	-
Seminars/Education	5,887	7,205	12,946	16,310	16,310
Services - Accounting	44,499	39,109	73,299	37,000	38,000
Services - Sediment Disposal	-	-	33,886	29,500	43,500
Services - Alarm	9,450	12,798	9,387	18,820	12,483
Services - Biosolids Hauling	221,713	182,840	219,011	225,055	307,500

Operating expense detail continued on next page.

Operating Expense Detail Continued

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
Services - Engineering	\$ 618,686	\$ 275,470	\$ 301,385	\$ 405,000	\$ 240,000
Services - Fire Control	-	-	-	8,000	4,000
Services - Grease & Scum	13,414	7,751	21,453	20,000	22,000
Services - Grit & Screenings	36,615	62,216	15,138	29,900	29,900
Services - Janitorial	15,403	15,218	56,442	35,000	51,260
Services - Laboratory	42,396	40,629	61,673	51,500	64,000
Services - Landscape	68,168	79,573	61,786	65,424	68,695
Services - Legal	83,954	76,016	58,422	73,000	75,200
Services - Lobbying	21,088	14,625	19,500	20,000	24,000
Services - Maintenance	114,554	174,448	177,985	126,180	155,640
Services - Medical	6,249	4,372	4,939	8,000	8,000
Services - Other	584	292	1,574	1,600	1,600
Services - Professional	145,909	235,397	167,009	260,000	200,000
Services - Temp	109,718	178,607	225,184	170,909	150,351
Services - IT/GIS Support	98,536	116,695	93,976	164,658	87,860
Services - Contractors	54,233	104,883	96,434	111,870	111,870
Services - Testing	26	-	-	1,000	1,000
Services - Uniforms	8,842	9,288	7,999	11,002	11,002
Subscription	1,800	1,474	-	1,200	1,200
Subsistence - Meals	1,641	2,551	5,278	2,500	5,550
Subsistence - Travel/Rm & Bd	505	1,705	13,241	5,000	13,905
Supplies - Chem - Ferric Chloride	77,455	114,042	176,740	123,200	188,000
Supplies - Chem - Odor (Calcium Nitrate)	92,967	101,166	125,362	123,450	118,050
Supplies - Chem - Polymer	86,529	99,012	109,285	100,000	110,000
Supplies - Chem - Sodium Hypochlorite	75,369	129,330	182,092	229,500	222,000
Supplies - Chemicals	118,514	99,297	98,094	158,000	90,700
Supplies - IT Equipment	-	-	4,961	-	24,000
Supplies - Janitorial	2,152	6,267	3,331	5,000	5,000
Supplies - Lab	121,543	145,757	165,561	135,000	175,000
Supplies - Office	13,888	21,803	30,520	15,000	15,000
Supplies - Safety	8,680	14,698	15,825	11,200	16,000
Supplies - Shop & Field	43,126	38,595	50,622	28,975	46,729
Training	15,101	18,161	3,823	16,588	16,601
Training - Safety	1,778	3,460	4,321	10,605	10,622
Utilities - Gas & Electric	962,389	1,047,922	1,053,134	1,060,200	1,084,400
Utilities - Internet	2,593	173	10,501	5,400	25,255
Utilities - Telephone	37,175	43,122	37,573	38,311	39,490
Utilities - Trash	3,864	5,715	5,867	5,000	6,010
Utilities - Water	29,068	39,294	43,603	42,750	49,800
Utilities - Water (Suppl.)	26,755	49,140	21,561	16,500	21,500
Utilities - Solar Power	-	143,652	134,175	139,000	139,100
Vehicle Maintenance	5,674	4,639	12,698	16,675	17,725
	<u>\$ 4,185,275</u>	<u>\$ 4,598,550</u>	<u>\$ 4,852,189</u>	<u>\$ 5,080,217</u>	<u>\$ 5,056,431</u>
Capital Outlay	\$ 56,755	\$ 85,226	\$ 143,477	\$ 75,000	\$ 40,000
Contingency	-	-	-	209,000	224,430
<b>Total Operating Expense</b>	<u><u>\$ 7,920,203</u></u>	<u><u>\$ 8,801,360</u></u>	<u><u>\$ 9,434,594</u></u>	<u><u>\$ 9,974,623</u></u>	<u><u>\$ 10,521,442</u></u>

# OPERATING EXPENSE BY PROGRAM

## WASTEWATER TREATMENT

### PROGRAM DESCRIPTION

Wastewater Treatment is the primary cost center for 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 contractor to a privately-operated land application site in Arizona for beneficial reuse.

### FY 2023-24 ESTIMATED ACTUAL EXPENSE

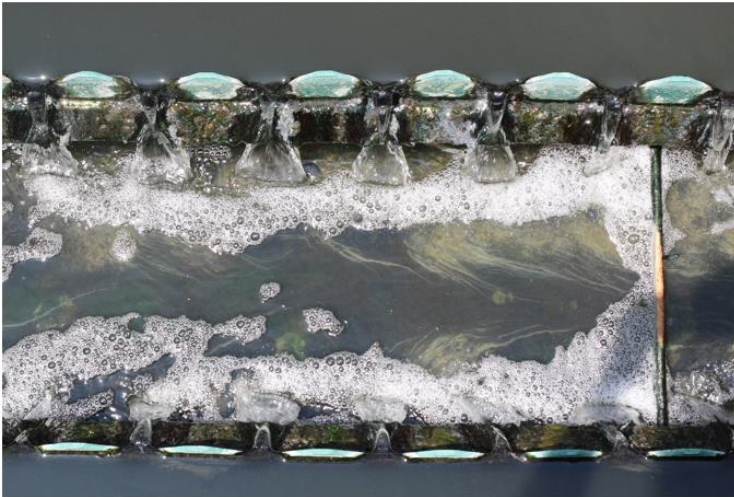
Actual operating expenses for the Wastewater Treatment program are expected to be under budget by \$77,174 or 1.9%. Personnel is over budget by \$9,571 or 0.6%. Supplies and Services is under budget by \$11,506 or 0.5%, due to higher than anticipated chemical costs. Capital Outlay is anticipated to be slightly over budget by the end of the fiscal year by \$762 or 2.2%.

### FY 2024-25 RECOMMENDED EXPENSE BUDGET

Total FY 2024-25 recommended budget is \$6,963,955 including \$4,306,992 operating budget, \$1,265,000 capital appropriations, and \$1,391,963 debt service. The operating budget is \$343,195 or 8.7% above the prior year’s budget. Personnel expenses are planned to increase by \$226,495 or 13.3% to reflect inflation to personnel and current work demands. Supplies and Services is to increase by \$151,700 or 7.0% to reflect general cost inflation and high percentage increases in certain chemicals, biosolids hauling and recycling, sediment disposal, and repair parts. Capital Outlay expenses have been moved to the capital program section this fiscal year. The Contingency budget is set at \$76,000 which is 3.3% of the budgeted Supplies and Services costs to provide funding for unplanned expenses.

### Wastewater Treatment Expense Summary

Expense	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Personnel	\$ 1,434,521	\$ 1,439,739	\$ 1,708,606	\$ 1,699,035	\$ 1,925,530
Supplies and Services	1,604,585	1,797,979	2,142,256	2,153,762	2,305,462
Capital Outlay	28,793	13,530	35,762	35,000	-
Contingency	-	-	-	76,000	76,000
Total Operating Expense	\$ 3,067,899	\$ 3,251,248	\$ 3,886,624	\$ 3,963,797	\$ 4,306,992
Capital Appropriations	1,240,000	1,260,000	1,225,000	1,225,000	1,265,000
Total Operating and Capital Appropriations	\$ 4,307,899	\$ 4,511,248	\$ 5,111,624	\$ 5,188,797	\$ 5,571,992
Debt Service					
SDG&E Turbo Blower Loan				53,388	53,388
2017 Revenue Bonds	1,336,225	1,337,425	1,338,175	1,338,175	1,338,575
Total Debt Service	\$ 1,336,225	\$ 1,337,425	\$ 1,338,175	\$ 1,391,563	\$ 1,391,963
Total Expenses	\$ 5,644,124	\$ 5,848,673	\$ 6,449,799	\$ 6,580,360	\$ 6,963,955



## RECYCLING AND REUSING

At SEJPA we recycle and reuse majority of the wastewater we process. Our recycled water utility protects the environment and makes efficient use of natural resources.

### Wastewater Treatment Operating Expense Detail

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Personnel</b>					
Direct Salaries and Wages	\$ 1,046,122	\$ 1,002,400	\$ 1,213,645	\$ 1,154,737	\$ 1,322,857
Medicare Tax	14,651	15,705	16,563	16,912	19,787
State Unemployment Tax	1,639	1,822	897	4,574	1,414
Standby Pay	11,596	14,262	13,501	13,907	15,458
Overtime Pay	16,102	14,578	13,471	14,382	15,781
Dental/Vision	7,859	11,112	14,034	10,540	14,605
Employee Assistance Program	289	302	393	703	699
Life Insurance/Disability	8,498	5,579	9,741	9,595	11,050
Workers Comp. Insurance	21,053	15,532	20,145	20,096	19,985
Medical Insurance - Pers	86,726	102,387	153,431	150,730	186,946
Retirement Plan - CalPERS & PARS Trust	175,749	207,010	207,516	245,777	256,287
Deferred Comp-employer	37,512	39,406	40,316	49,020	52,385
Uniforms - Boots	759	1,513	896	2,371	2,371
Payroll Processing Fees	4,976	4,887	3,673	4,813	4,787
Other Personnel Costs	675	3,244	385	878	1,118
	<b>\$ 1,434,521</b>	<b>\$ 1,439,739</b>	<b>\$ 1,708,606</b>	<b>\$ 1,699,035</b>	<b>\$ 1,925,530</b>
<b>Supplies and Services</b>					
Advertising	\$ 1,488	\$ 2,024	\$ 5,652	\$ 1,857	\$ 1,950
Bank Service Charges	2,320	6,260	5,045	8,300	8,300
Board Expense	2,240	2,129	12,609	1,350	3,650
Dues & Memberships	11,402	11,281	7,977	14,500	14,500
Equipment Rental/Lease	17,080	6,057	3,359	6,000	6,000
Fees - Disposal	327	338	5	1,000	1,000
Fees - Permits	46,601	40,538	40,508	40,000	42,000
Fuel	11,808	8,423	243	9,430	9,810
Insurance - Liability	19,112	24,291	17,296	24,850	27,330
Insurance - Auto	1,370	1,383	1,117	1,380	1,520
Insurance - Property	30,946	43,572	50,190	41,600	52,780
Licenses	13,035	20,342	34,967	18,350	20,100
Minor Equip - Shop & Field	9,008	25,182	18,758	10,890	12,000
Miscellaneous	11	-	-	3,000	3,000
Postage/Shipping	1,332	442	1,514	1,250	1,550
Preemployment Screening	291	779	786	302	535
Printing	(307)	119	1,347	750	810
Rent	547	556	526	518	518
Repair Parts Expense	114,866	164,818	155,235	139,150	176,677

Expense detail continued on next page.

Wastewater Treatment Operating Expense Detail Continued

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
Seminars/Education	2,443	2,731	5,134	5,000	5,000
Services - Accounting	21,857	17,827	38,626	18,000	18,500
Services - Sediment Disposal	-	-	19,503	6,000	20,000
Services - Alarm	2,287	5,610	3,345	7,400	3,680
Services - Biosolids Hauling	221,713	170,785	219,011	225,055	307,500
Services - Engineering	54,965	14,667	142,940	193,750	132,500
Services - Fire Control	-	-	-	6,000	3,000
Services - Grease & Scum	13,414	7,751	21,453	20,000	22,000
Services - Grit & Screenings	9,734	23,004	11,280	23,000	23,000
Services - Janitorial	15,403	14,156	28,221	17,500	25,600
Services - Laboratory (Outsource)	475	-	4,309	4,000	4,300
Services - Landscape	68,168	64,721	41,858	32,712	34,348
Services - Legal	61,111	55,236	40,366	36,500	37,600
Services - Maintenance	50,923	46,922	104,177	57,000	59,000
Services - Medical	3,710	1,650	1,768	5,390	5,390
Services - Other	372	233	1,537	300	300
Services - Professional	88,211	55,172	54,040	112,500	82,500
Services - Temp	40,598	60,080	81,087	60,269	52,936
Services - IT/GIS Support	41,710	47,408	35,416	63,683	34,780
Services - Contractors	24,218	-	19,677	55,000	55,000
Services - Testing	-	-	-	1,000	1,000
Services - Uniforms	3,732	3,838	3,262	4,750	4,750
Subscriptions	760	653	-	600	600
Subsistence - Meals	698	1,767	3,084	1,000	2,220
Subsistence - Travel/Rm & Bd	213	509	4,893	2,000	5,560
Supplies - Chem - Ferrous Chlo	77,455	114,042	176,740	123,200	188,000
Supplies - Chem - Odor	3,349	4,520	15,383	23,000	16,000
Supplies - Chem - Polymer	83,620	90,804	99,285	90,000	99,000
Supplies - Chem - Sodium Hypo	-	5,802	-	48,195	39,000
Supplies - Chemicals	1,125	3,916	19,319	4,500	13,000
Supplies - Janitorial	1,902	4,018	1,666	2,500	2,500
Supplies - Lab	143	601	30,659	25,000	32,000
Supplies - IT Equipment	-	-	2,269	-	9,744
Supplies - Office	6,163	8,644	16,378	6,135	6,135
Supplies - Safety	5,560	10,912	9,960	4,550	6,500
Supplies - Shop & Field	34,047	27,068	39,690	19,896	35,000
Training	6,368	7,522	1,552	6,500	6,500
Training - Safety	750	1,976	1,886	4,300	4,300
Utilities - Gas & Electric	332,944	428,672	360,176	387,000	387,000
Utilities - Internet	1,215	173	4,263	2,200	10,250
Utilities - Telephone	14,299	18,730	19,819	15,400	15,900
Utilities - Trash	1,632	2,320	2,382	2,000	2,440
Utilities - Water	20,816	23,976	26,358	30,500	30,500
Utilities - Water (Suppl.)	-	8,168	-	-	-
Utilities - Solar Power	-	79,251	67,194	70,000	70,200
Vehicle Maintenance	3,006	3,612	5,155	6,000	6,400
	<u>\$ 1,604,585</u>	<u>\$ 1,797,979</u>	<u>\$ 2,142,256</u>	<u>\$ 2,153,762</u>	<u>\$ 2,305,462</u>
Capital Outlay	\$ 28,793	\$ 13,530	\$ 35,762	\$ 35,000	\$ -
Contingency	-	-	-	76,000	76,000
Total Operating Expense	<u>\$ 3,067,899</u>	<u>\$ 3,251,248</u>	<u>\$ 3,886,624</u>	<u>\$ 3,963,797</u>	<u>\$ 4,306,992</u>



## LABORATORY SERVICES

### PROGRAM DESCRIPTION

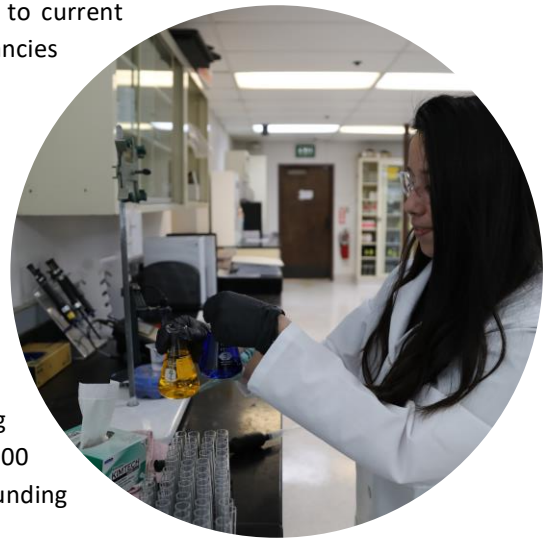
The laboratory located at the San Elijo Water Campus provides analytical services for SEJPA Wastewater and Recycled Water Programs as well as to other entities through contract agreements. The FY 2024-25 contract agreements include the Fairbanks Ranch Community Services District, the Rancho Santa Fe Community Services District, the Santa Fe Valley Community Services District, the Whispering Palms Community Services District, and the San Ysidro Border Patrol Facility, which San Elijo started to service in FY 2022-23.

### FY 2023-24 ESTIMATED ACTUAL EXPENSE

Overall, Laboratory Services actual operating expenses are expected to be under budget by \$62,637 or 9.3%. Personnel is under budget due to current vacancies and the use of temporary laboratory employees while vacancies are being filled.

### FY 2024-25 RECOMMENDED BUDGET

Total FY 2024-25 recommended budget is \$1,197,738 including \$1,050,738 operating budget and \$147,000 capital appropriations. The operating budget is \$95,662 or 10.0% higher than the prior year budgeted level. Personnel expenses will increase by \$67,419 or 10.0% to reflect inflation. Supplies and Services are planned to increase by \$24,243 or 8.9% due to increases in costs of laboratory supplies and subcontracted laboratory services for analyses requiring specialized equipment. Contingency funding has been set at \$9,000 which is 3.0% of the budgeted Supplies and Services cost to provide funding for unplanned expenses.



### Laboratory Services Expense Summary

<b>Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
Personnel	\$ 587,318	\$ 643,770	\$ 614,437	\$ 677,074	\$ 744,493
Supplies and Services	220,159	304,992	269,901	273,002	297,245
Capital Outlay	12,966	16,609	-	-	-
Contingency	-	-	-	5,000	9,000
Total Operating Expense	<u>\$ 820,443</u>	<u>\$ 965,371</u>	<u>\$ 884,338</u>	<u>\$ 955,076</u>	<u>\$ 1,050,738</u>
Capital Appropriations	-	120,000	120,000	120,000	147,000
Total Operating and Capital Appropriations	<u>\$ 820,443</u>	<u>\$ 1,085,371</u>	<u>\$ 1,004,338</u>	<u>\$ 1,075,076</u>	<u>\$ 1,197,738</u>

## Laboratory Services Operating Expense Detail

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Personnel</b>					
Direct Salaries and Wages	\$ 389,444	\$ 426,557	\$ 396,851	\$ 427,922	\$ 445,478
Medicare Tax	5,743	6,318	5,239	7,868	10,108
State Unemployment Tax	649	871	1,215	2,128	722
Standby	529	(414)	772	-	-
Overtime Pay	6,849	17,166	5,436	9,100	7,216
Dental/Vision	3,497	5,072	6,516	4,903	7,461
Employee Assistance Program	128	134	165	327	357
Life Insurance/Disability	4,571	2,552	4,533	4,464	5,645
Workers Comp. Insurance	8,265	7,104	8,435	9,349	10,209
Medical Insurance - Pers	46,652	55,883	72,117	70,120	95,498
Retirement Plan - CalPERS & PARS Trust	103,455	103,658	97,945	114,337	130,920
Deferred Comp-employer	14,982	15,166	12,950	22,805	26,760
Uniforms - Boots	438	1,116	417	1,103	1,103
Payroll Processing Fees	2,126	2,226	1,709	2,239	2,445
Other Personnel Costs	-	361	137	409	571
	<u>\$ 587,318</u>	<u>\$ 643,770</u>	<u>\$ 614,437</u>	<u>\$ 677,074</u>	<u>\$ 744,493</u>
<b>Supplies and Services</b>					
Advertising	\$ 423	\$ 3,574	\$ 106	\$ 730	\$ 767
Equipment Rental/Lease	61	734	-	-	-
Dues & Memberships	1,730	1,101	826	600	600
Fees - Permits	9,059	9,484	8,499	10,000	10,000
Fuel	410	1,221	130	1,750	1,820
Insurance - Liability	7,635	8,468	7,242	10,410	11,450
Insurance - Auto	-	-	468	580	640
Insurance - Property	5,202	5,612	21,015	17,500	22,100
Licenses	4,873	4,722	3,717	7,680	8,400
Minor Equip - Shop & Field	300	1,567	-	1,320	1,320
Postage/Shipping	736	1,302	-	-	-
Preemployment Screening	216	279	364	119	250
Printing	(120)	18	443	160	340
Rent	221	231	219	204	204
Repair Parts Expense	7,244	2,143	2,590	4,000	3,000
Seminars/Education	1,895	1,069	2,150	3,000	3,000
Services - Accounting	854	-	(2,261)	1,000	1,000
Services - Biosolids Hauling	-	12,055	-	-	-
Services - Engineering	-	-	-	12,500	-
Services - Janitorial	-	668	5,644	3,500	5,130
Services - Laboratory	34,166	36,959	52,224	40,000	48,000
Services - Legal	7,490	3,650	-	7,300	7,520
Services - Maintenance	1,397	3,684	2,053	5,000	7,200
Services - Alarm	-	-	-	335	335
Services - Medical	718	754	823	900	900
Services - Other	-	17	-	1,000	1,000
Services - Professional	1,788	3,543	-	5,000	5,000
Services - Temp	32,187	63,426	64,140	37,328	42,653
Services - Uniforms	1,507	1,578	1,360	1,867	1,867
Services - IT/GIS Support	16,788	19,839	14,641	27,339	14,930
Subscriptions	307	249	-	-	-
Subsistence - Meals	267	210	420	250	555
Subsistence - Travel/Rm & Bd	86	174	2,315	500	1,390
Supplies - Laboratory	69,028	95,326	61,319	50,000	65,000
Supplies - Chemicals	-	-	943	-	1,000
Supplies - IT Equipment	-	-	1,798	-	4,080
Supplies - Office	2,174	4,403	5,134	2,500	2,500
Supplies - Safety	2,347	2,416	1,082	1,900	2,720
Supplies - Shop & Field	1,604	4,305	86	660	660
Supplies - Janitorial	250	1,300	333	1,000	1,000
Training	2,575	3,045	650	2,750	2,750
Training - Safety	303	343	642	1,500	1,500
Utilities - Internet	303	-	1,785	920	4,290
Utilities - Telephone	2,796	4,419	3,844	6,450	6,655
Utilities - Trash	659	971	997	850	1,020
Vehicle Maintenance	682	133	2,159	2,600	2,700
	<u>\$ 220,159</u>	<u>\$ 304,992</u>	<u>\$ 269,901</u>	<u>\$ 273,002</u>	<u>\$ 297,245</u>
Capital Outlay	\$ 12,966	\$ 16,609	\$ -	\$ -	\$ -
Contingency	-	-	-	5,000	9,000
Total Operating Expense	<u>\$ 820,443</u>	<u>\$ 965,371</u>	<u>\$ 884,338</u>	<u>\$ 955,076</u>	<u>\$ 1,050,738</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 based on actual usage (measured by discharged flows). Capital improvement project costs are shared based on leased/owned capacity (79% City of Escondido and 21% SEJPA).

### FY 2023-24 ESTIMATED ACTUAL EXPENSE

Ocean Outfall's actual operating expenses are expected to be under budget by \$177,754 or 15.7% due to engineering services related to asset management of the Escondido regulator structure anticipated to be completed next fiscal year.

### FY 2024-25 RECOMMENDED BUDGET

Total FY 2024-25 recommended budget is \$1,216,306 including \$1,070,306 operating budget and \$146,000 capital appropriations. The recommended operating budget is \$39,075 or 3.8% more than the previous year. Personnel costs are expected to increase \$73,191 or 13.7% to reflect inflation to labor related costs. Supplies and Services are expected to decrease \$34,116 or 7.2%, due to a reduced need for engineering services. Contingency funding remains at \$25,000, which is approximately 5.7% of the budgeted Supplies and Services costs. This provides funding for unforeseen events or repairs for facilities within the Ocean Outfall Program.



### INSPECTING ASSETS

The San Elijo Ocean Outfall extends 8,000 feet from the shoreline at an end depth of 150 feet below sea level. In 2022, the Outfall Plume Tracking Study was completed. The resulting report confirmed historical findings that the aquatic life and environment are not being impacted by ocean discharge from San Elijo Ocean Outfall. Data showed the outfall was in excellent condition and marine life in the area was thriving.

### Ocean Outfall Expense Summary

<b>Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
Personnel	\$ 442,860	\$ 558,515	\$ 491,311	\$ 534,110	\$ 607,301
Supplies and Services	769,417	388,972	362,166	472,121	438,005
Capital Outlay	61	2,881	-	-	-
Contingency	-	-	-	25,000	25,000
Total Operating Expense	\$ 1,212,337	\$ 950,368	\$ 853,477	\$ 1,031,231	\$ 1,070,306
Capital Appropriations	120,000	175,000	100,000	100,000	146,000
Total Operating and Capital Appropriations	\$ 1,332,337	\$ 1,125,368	\$ 953,477	\$ 1,131,231	\$ 1,216,306

### Ocean Outfall Operating Expense Detail

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Personnel</b>					
Direct Salaries and Wages	\$ 304,215	\$ 347,607	\$ 333,161	\$ 354,787	\$ 401,350
Medicare Tax	7,338	2,319	4,497	5,612	6,840
State Unemployment Tax	287	442	501	1,518	489
Standby Pay	834	4,141	2,831	2,776	3,199
Overtime Pay	2,583	5,769	3,629	5,308	5,247
Dental/Vision	2,441	3,599	4,643	3,498	5,049
Employee Assistance Program	91	95	109	233	242
Life Insurance/Disability	3,226	1,810	3,232	3,184	3,820
Workers Comp. Insurance	5,351	5,040	5,607	6,669	6,908
Medical Insurance - Pers	32,781	38,992	51,211	50,020	64,625
Retirement Plan - CalPERS & PARS Trust	69,913	133,463	69,397	81,562	88,595
Deferred Comp-employer	12,094	12,961	10,894	16,268	18,109
Uniforms - Boots	243	459	297	787	787
Payroll Processing Fees	1,470	1,577	1,219	1,597	1,655
Other Personnel Costs	-	241	84	291	386
	\$ 442,860	\$ 558,515	\$ 491,311	\$ 534,110	\$ 607,301

Expense detail continued on next page.

Ocean Outfall Operating Expense Detail Continued

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Supplies and Services</b>					
Advertising	\$ 269	\$ 183	\$ 71	\$ 429	\$ 450
Board Expense	-	20	4	550	1,450
Dues & Memberships	11,751	3,351	1,987	5,100	5,100
Equipment Rental/Lease	39	486	936	2,400	2,400
Fees - Permits	22	23	33	2,500	2,500
Fuel	1,507	2,103	1,386	325	340
Insurance - Liability	4,695	5,647	4,814	6,920	7,600
Insurance - Auto	548	553	311	380	425
Insurance - Property	5,993	9,649	13,969	11,600	14,690
Licenses	4,016	8,046	2,464	5,100	5,600
Postage/Shipping	113	157	606	500	620
Preemployment Screening	34	186	259	125	180
Printing	(71)	12	305	110	225
Rent	139	151	144	150	150
Repair Parts Expense	4,894	4,993	9,867	2,420	10,000
Seminars/Education	445	780	1,429	1,300	1,300
Minor Equip - Shop & Field	15,049	76	-	4,840	4,840
Services - Accounting	8,440	7,131	15,777	7,200	7,400
Services - Engineering	507,270	45,610	-	75,000	7,500
Services - Janitorial	-	-	5,644	3,500	5,130
Services - Landscape	-	5,662	-	13,085	13,739
Services - Laboratory	1,037	153	298	-	-
Services - Legal	604	367	1,607	7,300	7,520
Services - Maintenance	657	8,525	4,161	2,000	10,460
Services - Medical	509	535	587	200	200
Services - Other	74	11	15	-	-
Services - Professional	28,635	74,300	67,015	74,000	62,000
Services - IT/GIS Support	10,535	13,178	9,732	18,172	9,930
Services - Contractors	14,340	9,560	4,780	32,670	32,670
Services - Temp	15,146	21,721	31,253	32,158	25,267
Services - Uniforms	955	1,015	897	1,096	1,096
Services - Alarm	-	-	-	300	300
Subscriptions	195	152	-	240	240
Subsistence - Meals	185	141	1,006	500	1,110
Subsistence - Travel/Rm & Bd	55	115	2,175	1,000	2,780
Supplies - IT Equipment	-	-	247	-	2,712
Supplies - Janitorial	-	287	333	500	500
Supplies - Lab	44,080	39,768	61,319	50,000	65,000
Supplies - Office	1,753	2,496	2,395	1,700	1,700
Supplies - Safety	226	495	1,150	1,270	1,800
Supplies - Shop & Field	1,009	329	800	440	800
Training	1,635	2,024	432	1,750	1,750
Training - Safety	193	359	507	1,100	1,100
Utilities - Gas & Electric	79,525	87,660	83,254	76,000	85,000
Utilities - Internet	189	-	1,187	620	2,850
Utilities - Telephone	1,776	2,929	2,799	4,300	4,420
Utilities - Trash	416	646	663	570	680
Utilities - Water	-	1,363	1,741	-	1,800
Utilities - Solar Power	-	25,984	20,379	19,000	20,900
Vehicle Maintenance	535	40	1,435	1,700	1,780
	<u>\$ 769,417</u>	<u>\$ 388,972</u>	<u>\$ 362,166</u>	<u>\$ 472,120</u>	<u>\$ 438,005</u>
Capital Outlay	\$ 61	\$ 2,881	\$ -	\$ -	\$ -
Contingency	-	-	-	25,000	25,000
Total Operating Expense	<u>\$ 1,212,337</u>	<u>\$ 950,368</u>	<u>\$ 853,477</u>	<u>\$ 1,031,231</u>	<u>\$ 1,070,306</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.

### FY 2023-24 ESTIMATED ACTUAL EXPENSE

The CSD Pump Stations actual operating expenses are expected to be \$33,705 under budget, or 9.0%. Personnel and Supplies and Services expenses are both estimated to be slightly under budget.

### FY 2024-25 RECOMMENDED BUDGET

Total FY 2024-25 recommended budget is \$530,554 including \$405,554 operating budget and \$125,000 capital appropriations. The operating budget is to increase by \$29,385 or 7.8%, which is primarily attributable to Personnel expenses increasing as a result of labor-related cost inflation and current work demands. Contingency funding has been set at \$17,500, which is approximately 10% of budgeted Supplies and Services costs. This provides funding for unforeseen events and repairs at any of the CSD Pump Stations. This year funding for a new Facility Plan Update is being added to this budget.

### Cardiff Sanitary Division Pump Stations Expense Summary

Expense	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Personnel	\$ 157,151	\$ 199,346	\$ 177,885	\$ 185,221	\$ 214,223
Supplies and Services	143,392	146,197	164,578	171,448	173,831
Contingency	-	-	-	19,500	17,500
Total Operating Expense	\$ 300,543	\$ 345,543	\$ 342,464	\$ 376,169	\$ 405,554
Capital Appropriations	-	-	75,000	75,000	125,000
Total Operating and Capital Appropriations	\$ 300,543	\$ 345,543	\$ 417,464	\$ 451,169	\$ 530,554
Cardiff Pump Station	\$ 100,375	\$ 123,193	\$ 116,930	\$ 134,082	\$ 151,131
Coast Blvd Pump Station	50,472	61,182	59,363	63,439	66,190
Olivenhain Pump Station	149,697	161,168	166,171	178,648	188,233
Total Operating Expense	\$ 300,543	\$ 345,543	\$ 342,464	\$ 376,169	\$ 405,554

Cardiff Sanitary Division Pump Stations Operating Expense Detail

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Personnel</b>					
Direct Salaries and Wages	\$ 92,502	\$ 108,791	\$ 123,675	\$ 124,836	\$ 146,810
Medicare Tax	2,637	1,602	1,681	1,889	2,223
State Unemployment Tax	110	193	113	510	158
Standby Pay	335	1,380	1,351	1,325	1,527
Overtime Pay	1,642	3,096	1,360	1,439	1,715
Dental/Vision	875	1,195	1,557	1,177	1,640
Employee Assistance Program	32	33	38	78	78
Life Insurance/Disability	1,126	599	1,086	1,071	1,241
Workers Comp. Insurance	2,213	1,669	1,935	2,244	2,244
Medical Insurance - Pers	11,637	13,524	17,205	16,832	20,995
Retirement Plan - CalPERS & PARS Trust	39,940	62,376	23,306	27,446	28,782
Deferred Comp-employer	3,511	4,123	4,043	5,474	5,883
Uniforms - Boots	59	155	100	265	265
Payroll Processing Fees	535	525	409	537	537
Other Personnel Costs	-	83	28	98	125
	<b>\$ 157,151</b>	<b>\$ 199,346</b>	<b>\$ 177,885</b>	<b>\$ 185,221</b>	<b>\$ 214,223</b>
<b>Supplies and Services</b>					
Advertising	\$ 101	\$ 63	\$ 24	\$ 185	\$ 194
Dues & Memberships	173	133	77	30	-
Equipment Rental/Lease	15	169	-	-	-
Fees - Disposal	-	-	-	-	-
Fees - Permits	1,004	3,719	1,183	3,200	2,800
Fine	-	91	-	-	-
Fuel	991	1,067	4,571	975	1,015
Insurance - Liability	1,859	1,945	1,661	2,380	2,620
Insurance - Auto	-	-	107	130	150
Insurance - Property	2,567	3,330	4,821	4,000	5,070
Licenses	1,181	3,035	851	1,760	2,000
Minor Equip - Shop & Field	3	187	-	1,364	1,364
Postage/Shipping	43	15	-	-	-
Preemployment Screening	13	64	87	30	50
Printing	(30)	4	104	60	80
Rent	53	54	50	51	51
Repair Parts Expense	27,178	21,850	11,235	16,830	16,830
Seminars/Education	129	199	493	700	700
Services - Alarm	1,628	2,220	1,776	2,409	1,954
Services - Accounting	203	-	(564)	-	-
Services - Maintenance	15,605	4,397	9,288	7,050	7,050
Services - Medical	177	177	197	165	165
Services - Other	-	4	-	-	-
Services - Professional	162	409	-	-	-
Services - IT/GIS Support	4,026	4,554	3,359	6,272	3,430
Services - Temp	15	220	503	-	-
Services - Uniforms	359	372	314	472	472
Subscriptions	73	53	-	-	-
Subsistence - Meals	63	37	32	-	-
Subsistence - Travel/Rm & Bd	20	40	302	-	-
Supplies - Chemicals	917	-	943	2,300	1,000
Supplies - Chem - Odor	27,323	27,626	52,130	56,450	53,000
Supplies - IT Equipment	-	-	86	-	936
Supplies - Office	457	612	796	585	585
Supplies - Safety	72	73	248	430	625
Supplies - Shop & Field	924	1,734	1,832	800	1,780
Training	612	699	149	810	810
Training - Safety	72	67	145	530	530
Utilities - Gas & Electric	50,914	61,854	62,131	55,700	61,900
Utilities - Internet	73	-	410	205	985
Utilities - Telephone	2,012	2,194	1,749	1,480	1,530
Utilities - Trash	157	223	229	220	235
Utilities - Water	2,054	2,440	2,764	3,300	3,300
Vehicle Maintenance	196	233	495	575	620
	<b>\$ 143,392</b>	<b>\$ 146,197</b>	<b>\$ 164,578</b>	<b>\$ 171,448</b>	<b>\$ 173,831</b>
Contingency	\$ -	\$ -	\$ -	\$ 19,500	\$ 17,500
<b>Total Operating Expense</b>	<b>\$ 300,543</b>	<b>\$ 345,543</b>	<b>\$ 342,464</b>	<b>\$ 376,169</b>	<b>\$ 405,554</b>



## 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.

### FY 2023-24 ESTIMATED ACTUAL EXPENSE

It is anticipated that the ESD Pump Station actual operating expenses will be \$9,663 or 5.8% above budget for FY 2023-24. Supplies and Services are expected to be \$22,886 or 32.9% over budget due to unanticipated repair of the overhead crane and replacement of a variable frequency drive for one of the large motors. Contingency funding was used to cover part of the Supplies and Services overage.

### FY 2024-25 RECOMMENDED BUDGET

For FY 2024-25, the recommended budget is \$389,448 including \$185,448 operating budget and \$204,000 capital appropriations. The ESD Pump Station operating budget is recommended to be \$17,670 or 10.5% over FY 2023-24 budget. Personnel expenses will increase by \$14,099 or 16.0% due to labor-related cost inflation and current work demands. Supplies and Services will increase by \$3,571 or 5.1% as a result of high utility costs. Contingency funding has been set at \$10,000, which is 13.7% of budgeted Supplies and Services costs. This provides funding for unforeseen events and repairs at the pump station.

### *Encinitas Sanitary Division Pump Station Expense Summary*

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
Personnel	\$ 79,792	\$ 80,357	\$ 84,965	\$ 88,188	\$ 102,287
Supplies and Services	63,197	104,598	92,475	69,589	73,160
Contingency	-	-	-	10,000	10,000
Total Operating Expense	\$ 142,988	\$ 184,955	\$ 177,440	\$ 167,777	\$ 185,448
Capital Appropriations	375,000	1,125,000	600,000	600,000	204,000
Total Operating and Capital Appropriations	<u>\$ 517,988</u>	<u>\$ 1,309,955</u>	<u>\$ 777,440</u>	<u>\$ 767,777</u>	<u>\$ 389,448</u>



Encinitas Sanitary Division Pump Station Operating Expense Detail

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Personnel</b>					
Direct Salaries and Wages	\$ 44,242	\$ 54,799	\$ 58,508	\$ 59,548	\$ 70,239
Medicare Tax	679	805	804	899	1,060
State Unemployment Tax	47	89	54	243	76
Standby Pay	141	648	592	580	669
Overtime Pay	842	1,865	1,373	641	773
Dental/Vision	402	560	740	560	782
Employee Assistance Program	15	15	17	37	37
Life Insurance/Disability	519	281	517	510	592
Workers Comp. Insurance	1,010	783	893	1,068	1,070
Medical Insurance - Pers	5,358	6,301	8,195	8,009	10,014
Retirement Plan - CalPERS & PARS Trust	24,573	11,751	11,096	13,060	13,728
Deferred Comp-employer	1,691	2,101	1,920	2,605	2,806
Uniforms - Boots	27	72	48	126	126
Payroll Processing Fees	246	246	195	256	256
Other Personnel Costs	-	38	13	47	60
	<u>\$ 79,792</u>	<u>\$ 80,357</u>	<u>\$ 84,965</u>	<u>\$ 88,188</u>	<u>\$ 102,287</u>
<b>Supplies and Services</b>					
Advertising	\$ 46	\$ 29	\$ 11	\$ 81	\$ 85
Dues & Memberships	80	61	36	-	-
Equipment Rental/Lease	(216)	78	-	-	-
Fees - Permits	785	1,246	475	1,200	1,400
Fuel	629	1,963	1,822	450	470
Insurance - Liability	841	898	767	1,100	1,200
Insurance - Auto	-	-	50	60	70
Insurance - Property	1,130	1,537	2,225	1,900	2,340
Licenses	536	1,162	393	820	900
Postage/Shipping	44	164	-	-	-
Preemployment Screening	6	30	41	13	30
Printing	(13)	2	49	25	35
Rent	24	25	21	23	23
Repair Parts Expense	4,196	34,755	28,289	4,000	4,000
Seminars/Education	60	92	228	300	300
Training	282	322	69	340	340
Training - Safety	33	31	66	220	220
Minor Equip - Shop & Field	1,481	-	176	-	200
Services - Accounting	94	-	(269)	-	-
Services - Grit & Screenings	1,028	-	-	-	-
Services - Maintenance	1,769	5,923	514	4,200	4,200
Services - Uniforms	165	169	144	207	207
Services - Alarm	1,320	600	480	720	528
Services - Medical	82	83	94	100	100
Services - Professional	75	192	-	-	-
Services - Temp	7	102	232	-	-
Services - Other	-	2	-	-	-
Services - IT/GIS Support	1,844	2,102	1,550	2,895	1,580
Subscriptions	34	24	-	-	-
Subsistence - Meals	29	17	15	-	-
Subsistence - Travel/Rm & Bd	9	18	139	-	-
Supplies - Chem	-	-	136	-	-
Supplies - Chem - Odor	-	-	44	-	50
Supplies - IT Equipment	-	-	40	-	432
Supplies - Office	211	282	367	270	270
Supplies - Shop & Field	941	216	167	330	330
Supplies - Safety	33	34	602	200	290
Utilities - Gas & Electric	44,433	51,153	52,192	49,000	52,000
Utilities - Internet	33	-	189	95	460
Utilities - Telephone	981	1,058	787	680	700
Utilities - Trash	72	103	106	90	110
Vehicle Maintenance	90	109	229	270	290
	<u>\$ 63,197</u>	<u>\$ 104,598</u>	<u>\$ 92,475</u>	<u>\$ 69,589</u>	<u>\$ 73,160</u>
Contingency	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000
<b>Total Operating Expense</b>	<u><b>\$ 142,988</b></u>	<u><b>\$ 184,955</b></u>	<u><b>\$ 177,440</b></u>	<u><b>\$ 167,777</b></u>	<u><b>\$ 185,448</b></u>



## CITY OF ENCINITAS URBAN AND STORMWATER SERVICES

### PROGRAM DESCRIPTION

Under this program, SEJPA provides stormwater operation and maintenance services to the City of Encinitas. These services include operating the Urban Runoff Treatment Facility, the Phoebe Stormwater Pump Station, and the Storm Drain Sediment Drying and Disposal Program. The Phoebe Stormwater 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 stormwater 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.

### FY 2023-24 ESTIMATED ACTUAL EXPENSE

The City of Encinitas facilities, which includes the Phoebe Stormwater Pump Station, the Urban Runoff Treatment Facility, and the Storm Drain Sediment Drying and Disposal program, are anticipated to end the year \$1,893 or 3.4% below budget, due to Contingency funds not expected to be used.

### FY 2024-25 RECOMMENDED BUDGET

The operating budget for these programs is recommended to be \$61,804, which is \$6,290 or 11.3% above the prior fiscal year budget with \$2,010 Contingency funding designated for these programs.

### City of Encinitas Urban and Stormwater Services Expense Summary

Expense	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Personnel	\$ 22,025	\$ 22,853	\$ 34,423	\$ 34,423	\$ 39,617
Supplies and Services	25,862	36,211	19,198	19,592	20,177
Contingency	-	-	-	1,500	2,010
Total Operating Expense	<u>\$ 47,887</u>	<u>\$ 59,064</u>	<u>\$ 53,621</u>	<u>\$ 55,514</u>	<u>\$ 61,804</u>
Storm Drain Pump Stations	\$ 3,502	\$ 5,517	\$ 10,848	\$ 11,471	\$ 13,266
Urban Runoff Station	21,916	15,969	24,841	22,276	25,584
Storm Drain Sediment Drying	22,469	37,578	17,931	21,768	22,955
Total Operating Expense	<u>\$ 47,887</u>	<u>\$ 59,064</u>	<u>\$ 53,621</u>	<u>\$ 55,514</u>	<u>\$ 61,804</u>

City of Encinitas Urban and Stormwater Services Operating Expense Detail

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Personnel</b>					
Direct Salaries and Wages	\$ 14,886	\$ 14,989	\$ 23,383	\$ 23,383	\$ 27,323
Medicare Tax	219	222	347	347	408
State Unemployment Tax	19	25	72	94	29
Standby Pay	46	214	206	202	233
Overtime Pay	105	185	184	250	287
Dental/Vision	133	186	279	216	301
Employee Assistance Program	5	5	7	14	14
Life Insurance/Disability	174	93	199	197	227
Workers Comp. Insurance	315	260	456	412	412
Medical Insurance - Pers	1,784	2,066	3,141	3,093	3,852
Retirement Plan - CalPERS & PARS Trust	3,680	3,909	5,045	5,044	5,281
Deferred Comp-employer	569	577	1,006	1,006	1,079
Uniforms - Boots	9	26	18	49	49
Payroll Processing Fees	81	81	75	99	99
Other Personnel Costs	-	15	5	17	23
	<u>\$ 22,025</u>	<u>\$ 22,853</u>	<u>\$ 34,423</u>	<u>\$ 34,423</u>	<u>\$ 39,617</u>
<b>Supplies and Services</b>					
Advertising	\$ 15	\$ 11	\$ 4	\$ 29	\$ 30
Dues & Memberships	26	24	14	-	-
Equipment Rental/Lease	2	30	-	-	-
Fuel	86	87	707	175	175
Insurance - Liability	285	347	298	430	480
Insurance - Auto	-	-	19	23	30
Insurance - Property	403	598	865	700	910
Licenses	180	803	148	315	400
Minor Equip - Shop & Field	-	-	498	-	500
Postage/Shipping	6	3	-	-	-
Preemployment Screening	2	11	16	5	12
Printing	(5)	1	19	5	15
Rent	8	9	6	8	8
Repair Parts Expense	800	1,412	2,624	550	550
Seminars/Education	19	36	88	140	140
Services - Accounting	31	-	(103)	-	-
Services - Grit & Screenings	17,862	30,566	-	-	-
Services - Engineering	4,380	-	-	-	-
Services - Maintenance	-	95	12	-	-
Services - Medical	27	27	36	5	5
Services - Temp	2	39	90	-	-
Services - Professional	24	66	-	-	-
Services - Uniforms	54	64	56	74	74
Services - Sediment Disposal	-	-	12,278	15,000	15,000
Subscriptions	11	9	-	-	-
Subsistence - Meals	9	6	6	-	-
Subsistence - Travel/Rm & Bd	3	7	54	-	-
Supplies - IT Equipment	-	-	-	-	168
Supplies - Office	68	109	158	105	105
Supplies - Safety	11	13	44	80	110
Supplies - Shop & Field	0	68	-	158	-
Training	92	125	27	140	140
Training - Safety	11	12	24	90	90
Services - IT/GIS Support	611	815	603	1,126	620
Utilities - Internet	11	-	74	35	175
Utilities - Telephone	774	769	402	260	280
Utilities - Trash	24	40	41	35	45
Vehicle Maintenance	30	1	89	105	115
	<u>\$ 25,863</u>	<u>\$ 36,211</u>	<u>\$ 19,198</u>	<u>\$ 19,593</u>	<u>\$ 20,177</u>
Contingency	\$ -	\$ -	\$ -	\$ 1,500	\$ 2,010
Total Operating Expense	<u>\$ 47,887</u>	<u>\$ 59,064</u>	<u>\$ 53,621</u>	<u>\$ 55,514</u>	<u>\$ 61,804</u>



## *CITY OF SOLANA BEACH PUMP STATIONS*

### **PROGRAM DESCRIPTION**

Under this program, SEJPA provides pump station operation and maintenance services to the City of Solana Beach. 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 stormwater 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.

### **FY 2023-24 ESTIMATED ACTUAL EXPENDITURES**

The Solana Beach Pump Stations are expected to be below budget this year by \$17,728 or 3.8%. Personnel expenses are anticipated to be slightly under budget. Supplies and Services will be over budget due to rising fuel costs, property insurance, and permit fees, which will be offset by the Contingency funds.

### **FY 2024-25 RECOMMENDED BUDGET**

Overall, the Solana Beach Pump Stations operating budget is \$538,798 with the expected increase of \$75,524 or 16.3% above the prior year budget. This increase is primarily due to anticipated inflation across labor, utilities, supplies, and services. Personnel budget is projected to increase by \$37,149 or 15.2%. The Supplies and Services category is expected to increase by \$12,375 or 6.2%, as a result of general inflation, increased use of odor control chemicals, and miscellaneous repair parts. Contingency funding is increasing to \$20,000, which is approximately 9.5% of budgeted Supplies and Services costs for the pump stations. This provides funding for unforeseen events and repairs.

### City of Solana Beach Pump Stations Expense Summary

<b>Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
Personnel	\$ 208,951	\$ 234,784	\$ 235,466	\$ 244,573	\$ 281,721
Supplies and Services	160,431	191,942	210,081	198,702	211,077
Contingency	-	-	-	20,000	20,000
Total Operating Expense	<u>\$ 369,382</u>	<u>\$ 426,726</u>	<u>\$ 445,546</u>	<u>\$ 463,275</u>	<u>\$ 512,798</u>
Capital Appropriations	-	-	-	-	26,000
Total Operating and Capital Appropriations	<u>\$ 369,382</u>	<u>\$ 426,726</u>	<u>\$ 445,546</u>	<u>\$ 463,275</u>	<u>\$ 538,798</u>
Eden Gardens Pump Station	\$ 124,207	\$ 141,860	\$ 142,428	\$ 150,440	\$ 166,529
Solana Beach Pump Station	156,373	182,523	192,954	193,281	212,329
San Elijo Hills Pump Station	61,720	69,025	75,667	77,632	87,124
Fletcher Cove Pump Station	13,240	20,332	19,908	22,258	25,320
Storm Drain Sediment Drying	6,895	5,939	5,794	11,887	12,555
Seascape Sur Low Flow Diverter	4,453	3,996	3,686	3,934	4,495
Fletcher Cove Low Flow Diverter	2,493	3,051	5,109	3,843	4,447
Total Operating Expense	<u>\$ 369,382</u>	<u>\$ 426,726</u>	<u>\$ 445,547</u>	<u>\$ 463,275</u>	<u>\$ 512,798</u>

### City of Solana Beach Pump Stations Operating Expense Detail

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Personnel</b>					
Direct Salaries and Wages	\$ 115,533	\$ 128,232	\$ 164,185	\$ 165,087	\$ 193,227
Medicare Tax	1,712	1,868	2,228	2,484	2,916
State Unemployment Tax	140	187	145	671	208
Standby Pay	417	1,886	1,773	1,739	2,004
Overtime Pay	1,991	2,208	1,493	1,948	2,275
Dental/Vision	1,181	1,627	2,061	1,547	2,154
Employee Assistance Program	42	44	51	102	102
Life Insurance/Disability	1,511	817	1,431	1,409	1,628
Workers Comp. Insurance	3,066	2,275	2,630	2,952	2,944
Medical Insurance - Pers	15,686	18,476	22,660	22,142	27,554
Retirement Plan - CalPERS & PARS Trust	62,513	71,317	30,722	36,104	37,772
Deferred Comp-employer	4,332	4,808	5,378	7,202	7,720
Uniforms - Boots	80	211	131	349	349
Payroll Processing Fees	725	716	539	708	705
Other Personnel Costs	-	113	38	129	164
	<u>\$ 208,951</u>	<u>\$ 234,784</u>	<u>\$ 235,466</u>	<u>\$ 244,573</u>	<u>\$ 281,721</u>

Expense detail continued on next page.

City of Solana Beach Pump Stations Operating Expense

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Supplies and Services</b>					
Advertising	\$ 135	\$ 86	\$ 33	\$ 256	\$ 269
Dues & Memberships	233	181	105	30	-
Equipment Rental/Lease	20	229	-	-	-
Fees - Permits	586	4,102	5,249	3,600	4,200
Fuel	1,685	1,862	6,101	1,325	1,380
Insurance - Liability	2,537	2,643	2,258	3,240	3,570
Insurance - Auto	-	-	146	190	205
Insurance - Property	3,565	4,526	6,552	5,500	6,890
Licenses	1,607	3,441	1,143	2,405	2,900
Minor Equip - Shop & Field	4	-	-	200	200
Preemployment Screening	17	87	115	41	83
Printing	(42)	5	139	75	106
Rent	71	73	61	71	71
Repair Parts Expense	1,558	21,071	17,378	15,510	16,310
Seminars/Education	174	271	670	1,140	1,140
Services - Accounting	273	-	(744)	-	-
Services - Sediment Disposal	-	-	2,106	8,000	8,000
Services - Alarm	1,496	2,040	1,632	2,190	1,925
Services - Grit & Screenings	7,603	7,719	2,478	3,000	3,000
Services - Maintenance	7,206	6,440	6,625	6,650	6,650
Services - Medical	237	242	260	180	180
Services - Professional	1,818	559	-	-	-
Services - Uniforms	483	508	427	650	650
Services - IT/GIS Support	5,447	6,188	4,564	8,523	4,665
Services - Temp	19	299	683	-	-
Subscriptions	97	72	-	-	-
Subsistence - Meals	85	50	43	-	-
Subsistence - Travel/Rm & Bd	28	54	410	-	-
Supplies - Chem - Odor (bioxide)	44,091	43,147	57,805	44,000	49,000
Supplies - IT Equipment	-	-	101	-	1,272
Supplies - Janitorial	-	49	-	-	-
Supplies - Office	238	832	1,097	795	795
Supplies - Safety	97	211	337	600	850
Supplies - Shop & Field	1,508	884	3,157	941	1,966
Training	823	949	203	910	910
Training - Safety	97	91	198	605	605
Utilities - Gas & Electric	72,053	78,517	83,321	82,500	86,500
Utilities - Internet	99	-	557	280	1,345
Utilities - Telephone	2,916	3,106	2,349	2,020	2,075
Utilities - Trash	212	303	311	265	315
Utilities - Water	1,007	737	1,578	2,200	2,200
Vehicle Maintenance	263	304	673	810	850
	<b>\$ 160,431</b>	<b>\$ 191,942</b>	<b>\$ 210,081</b>	<b>\$ 198,702</b>	<b>\$ 211,077</b>
Contingency	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000
<b>Total Operating Expense</b>	<b>\$ 369,382</b>	<b>\$ 426,726</b>	<b>\$ 445,547</b>	<b>\$ 463,275</b>	<b>\$ 512,798</b>



## CITY OF 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.

### FY 2023-24 ESTIMATED ACTUAL EXPENDITURES

The Solana Beach Generator Maintenance Services are expected to be \$865 or 5.6% under budget. Both Personnel and Supplies and Services are anticipated to be under budget.

### FY 2024-25 RECOMMENDED BUDGET

The recommended budget is \$17,556, which is \$2,050 or 13.2% higher than the prior year. This amount reflects the anticipated inflation in maintenance and other services costs. Contingency was added to this program to cover minor unanticipated repairs as these generators age.

### City of Solana Beach Generator Maintenance Services Expense Summary

Expense	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Personnel	\$ 5,068	\$ 5,681	\$ 7,051	\$ 7,383	\$ 8,472
Supplies and Services	3,418	2,995	7,591	8,124	8,264
Contingency	-	-	-	-	820
Total Operating Expense	<u>\$ 8,486</u>	<u>\$ 8,676</u>	<u>\$ 14,641</u>	<u>\$ 15,507</u>	<u>\$ 17,556</u>
SB City Hall Generator	\$ 4,130	\$ 4,650	\$ 6,853	\$ 7,308	\$ 8,296
SB Lomas SF Fire Generator	4,356	4,026	7,788	8,199	9,260
Total Operating Expense	<u>\$ 8,486</u>	<u>\$ 8,676</u>	<u>\$ 14,641</u>	<u>\$ 15,507</u>	<u>\$ 17,556</u>

City of Solana Beach Generator Maintenance Services Operating Expense Detail

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Personnel</b>					
Direct Salaries and Wages	\$ 3,063	\$ 3,568	\$ 4,885	\$ 5,012	\$ 5,839
Medicare Tax	47	52	66	75	87
State Unemployment Tax	3	6	4	20	6
Standby Pay	14	56	46	45	52
Overtime Pay	20	22	41	56	64
Dental/Vision	40	48	62	46	65
Employee Assistance Program	1	2	2	4	4
Life Insurance/Disability	53	24	43	42	49
Workers Comp. Insurance	91	66	99	89	88
Medical Insurance - Pers	537	547	688	663	823
Retirement Plan - CalPERS & PARS Trust	1,052	1,122	931	1,081	1,129
Deferred Comp-employer	120	137	161	215	231
Uniforms - Boots	3	7	4	10	10
Payroll Processing Fees	24	21	16	21	21
Other Personnel Costs	-	4	1	4	4
	<u>\$ 5,070</u>	<u>\$ 5,681</u>	<u>\$ 7,051</u>	<u>\$ 7,383</u>	<u>\$ 8,472</u>
<b>Supplies and Services</b>					
Advertising	\$ 4	\$ 3	\$ 1	\$ 8	\$ 8
Dues & Memberships	8	7	4	-	-
Fuel	222	104	201	50	50
Insurance - Liability	81	99	85	120	140
Insurance - Auto	-	-	6	7	10
Insurance - Property	108	171	247	200	260
Licenses	52	52	35	90	200
Preemployment Screening	1	3	4	2	2
Printing	(1)	0	5	-	4
Rent	2	3	1	2	2
Repair Parts Expense	136	221	-	440	440
Seminars/Education	6	10	25	30	30
Training	27	36	8	30	30
Training - Safety	3	3	7	20	20
Services - Maintenance	2,469	1,877	6,584	6,580	6,580
Services - Uniforms	16	18	16	20	20
Services - Medical	8	7	8	-	-
Services - Professional	7	18	-	-	-
Services - Professional IT Support	177	233	172	322	180
Services - Temp	1	11	26	-	-
Subscriptions	3	3	-	-	-
Subsistence - Meals	3	2	2	-	-
Subsistence - Travel/Rm & Bd	1	2	15	-	-
Supplies - IT Equipment	-	-	-	-	48
Supplies - Office	20	31	45	30	30
Supplies - Shop & Field	0	1	-	22	-
Supplies - Safety	3	4	13	20	30
Utilities - Internet	3	-	21	10	50
Utilities - Telephone	30	47	50	80	80
Utilities - Trash	7	11	12	10	10
Vehicle Maintenance	9	0	25	30	40
	<u>\$ 3,416</u>	<u>\$ 2,995</u>	<u>\$ 7,590</u>	<u>\$ 8,124</u>	<u>\$ 8,264</u>
Contingency	\$ -	\$ -	\$ -	\$ -	\$ 820
<b>Total Operating Expense</b>	<u><b>\$ 8,486</b></u>	<u><b>\$ 8,676</b></u>	<u><b>\$ 14,641</b></u>	<u><b>\$ 15,507</b></u>	<u><b>\$ 17,556</b></u>





## CITY OF DEL MAR PUMP STATION

### PROGRAM DESCRIPTION

Under this program, SEJPA provides pump station operation and maintenance services that include daily pump station review, after-hours alarm monitoring and emergency response, equipment preventative maintenance, quarterly generator service, PLC programming, instrumentation calibration, wet well cleaning, and disposal of wastewater collection sediment for the City of Del Mar. Any additional pump station services requested by the City of Del Mar are captured in this program. Costs incurred through this program are borne solely by the City of Del Mar.

### FY 2023-24 ESTIMATED ACTUAL EXPENSE

The program is forecast to be under budget by \$5,565 or 8.4% mainly due to unspent Contingency funding of \$2,000. Both Personnel and Supplies and Services are anticipated to be slightly under budget.

### FY 2024-25 RECOMMENDED BUDGET

The budget for FY 2024-25 is increasing by \$34,589 or 52.1% to \$100,981. This increase is primarily a result of the additional capital appropriations for the Facility Plan Update. The Supplies and Services category is increasing \$3,467, which is predominately due to increasing maintenance needs.

### City of Del Mar Pump Station Expense Summary

Expense	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Personnel	\$ 43,354	\$ 49,876	\$ 44,421	\$ 46,519	\$ 52,541
Supplies and Services	6,210	15,825	16,406	17,872	21,340
Contingency	-	-	-	2,000	2,100
Total Operating Expense	<u>\$ 49,565</u>	<u>\$ 65,701</u>	<u>\$ 60,827</u>	<u>\$ 66,392</u>	<u>\$ 75,981</u>
Capital Appropriations	-	-	-	-	25,000
Total Operating and Capital Appropriations	<u>\$ 49,565</u>	<u>\$ 65,701</u>	<u>\$ 60,827</u>	<u>\$ 66,392</u>	<u>\$ 100,981</u>

City of Del Mar Pump Station Operating Cost Detail

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Personnel</b>					
Direct Salaries and Wages	\$ 30,091	\$ 35,039	\$ 30,441	\$ 31,061	\$ 36,107
Medicare Tax	542	525	420	463	542
State Unemployment Tax	33	53	26	125	39
Standby Pay	79	358	322	315	364
Overtime Pay	451	1,371	789	1,014	423
Dental/Vision	228	310	385	289	400
Employee Assistance Program	8	9	14	19	19
Life Insurance/Disability	297	155	267	263	303
Workers Comp. Insurance	558	433	695	550	547
Medical Insurance - Pers	3,023	3,488	4,216	4,127	5,119
Retirement Plan - CalPERS & PARS Trust	6,744	6,590	5,716	6,730	7,017
Deferred Comp-employer	1,144	1,332	997	1,342	1,434
Uniforms - Boots	16	47	25	65	65
Payroll Processing Fees	140	136	101	132	131
Other Personnel Costs	-	29	8	24	31
	<u>\$ 43,356</u>	<u>\$ 49,876</u>	<u>\$ 44,421</u>	<u>\$ 46,519</u>	<u>\$ 52,541</u>
<b>Supplies and Services</b>					
Advertising	\$ 31	\$ 23	\$ 9	\$ 58	\$ 61
Equipment Rental/Lease	4	60	-	-	-
Dues & Memberships	53	48	28	-	-
Fees - Permits	3	3	4	-	-
Fuel	475	1,045	2,510	350	365
Insurance - Liability	576	688	596	850	950
Insurance - Auto	-	-	39	50	50
Insurance - Property	806	1,195	1,731	1,500	1,820
Licenses	365	984	306	630	700
Preemployment Screening	4	23	22	9	15
Printing	(10)	1	32	15	30
Rent	16	19	20	16	16
Repair Parts Expense	317	792	366	2,500	2,500
Seminars/Education	40	72	177	200	200
Services - Sediment Disposal	-	-	-	500	500
Services - Alarm	-	-	-	750	750
Services - Grit & Screenings	387	927	1,380	3,900	3,900
Services - Maintenance	869	6,778	4,320	1,700	4,500
Services - IT/GIS Support	1,238	1,631	2,206	2,251	1,230
Services - Medical	46	46	48	60	60
Services - Professional	50	118	-	-	-
Services - Temp	4	79	181	-	-
Services - Uniforms	110	128	112	147	147
Subscriptions	22	19	-	-	-
Subsistence - Meals	19	13	11	-	-
Subsistence - Travel/Rm & Bd	6	14	108	-	-
Supplies - IT Equipment	-	-	31	-	336
Supplies - Office	140	219	286	210	210
Supplies - Safety	22	26	89	150	225
Supplies - Shop & Field	1	77	863	440	865
Training	187	251	54	300	300
Training - Safety	22	24	52	200	200
Minor Equip - Shop & Field	1	-	-	200	200
Utilities - Internet	22	-	147	75	355
Utilities - Telephone	203	330	591	530	550
Utilities - Trash	48	80	82	70	85
Vehicle Maintenance	58	61	178	210	220
	<u>\$ 6,210</u>	<u>\$ 15,825</u>	<u>\$ 16,406</u>	<u>\$ 17,871</u>	<u>\$ 21,340</u>
Contingency	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,100
Total Operating Cost	<u>\$ 49,565</u>	<u>\$ 65,701</u>	<u>\$ 60,827</u>	<u>\$ 66,392</u>	<u>\$ 75,981</u>



## 22ND DISTRICT AGRICULTURAL ASSOCIATION (DEL MAR FAIRGROUNDS)

### PROGRAM DESCRIPTION

This program was developed in FY 2022-23 to support the Del Mar Fairgrounds with their infield stormwater and urban runoff treatment system. SEJPA staff will conduct weekly treatment system and pump station review, after-hours alarm monitoring and emergency response, equipment preventative maintenance, PLC programming, instrumentation calibration, and rotating drum filter maintenance. Any additional services requested by the Fairgrounds Staff are captured in this program. Costs incurred through this program are borne solely by the Del Mar Fairgrounds.

### FY 2023-24 ESTIMATED ACTUAL EXPENSE

This program is expected to end the year over budget by \$24,552 or 17.9%, due to additional services that were requested by Del Mar Fairgrounds after the FY 2023-24 budget was developed. Del Mar Fairgrounds has provided funding for these additional expenses.

### FY 2024-25 RECOMMENDED BUDGET

The budget for FY 2024-25 is \$172,371 which is \$35,417 or 25.9% higher than last year due to general inflation and the request for additional maintenance services.

### *Del Mar Fairgrounds Expense Summary*

<b>Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
Personnel	\$ 6,559	\$ 138,480	\$ 134,047	\$ 125,681	\$ 143,291
Supplies and Services	1,787	16,834	27,458	11,273	17,080
Contingency	-	-	-	-	12,000
Total Operating Expense	<u>\$ 8,345</u>	<u>\$ 155,314</u>	<u>\$ 161,505</u>	<u>\$ 136,953</u>	<u>\$ 172,371</u>

*Del Mar Fairgrounds Operating Expense Detail*

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Personnel</b>					
Direct Salaries and Wages	\$ 6,298	\$ 135,077	\$ 100,651	\$ 85,376	\$ 98,106
Medicare Tax	-	629	75	1,258	-
State Unemployment Tax	-	40	331	340	110
Standby Pay	-	23	926	909	979
Overtime Pay	-	164	781	1,024	1,261
Dental/Vision	-	-	902	784	1,137
Employee Assistance Program	-	-	-	52	54
Life Insurance/Disability	-	-	724	714	860
Workers Comp. Insurance	-	-	-	1,494	1,556
Medical Insurance - Pers	-	-	11,453	11,209	14,557
Retirement Plan - CalPERS & PARS Trust	-	-	14,908	18,276	19,956
Deferred Comp-employer	261	2,541	2,944	3,645	4,079
Uniforms - Boots	-	5	67	176	176
Payroll Processing Fees	-	-	273	358	373
Other Personnel Costs	-	-	13	65	87
	<u>\$ 6,559</u>	<u>\$ 138,480</u>	<u>\$ 134,047</u>	<u>\$ 125,680</u>	<u>\$ 143,291</u>
<b>Supplies and Services</b>					
Fuel	\$ -	\$ -	\$ 2,895	\$ 720	\$ 750
Postage/Shipping	-	17	-	-	-
Printing	-	-	33	-	-
Services - Alarm	-	-	5	617	648
Services - Maintenance	-	6,595	-	-	-
Services - Laboratory	-	-	1,225	-	4,200
Services - Medical	-	-	131	-	-
Services - IT/GIS Support	-	-	6,404	5,451	880
Services - Medical	-	-	131	-	-
Services - Professional	-	6,066	-	-	-
Supplies - Shop & Field	-	571	-	789	828
Preemployment Screening	-	-	56	-	40
Printing	-	-	33	-	-
Repair Parts Expense	1,787	3,585	15,264	-	5,000
Training	-	-	-	258	271
Training - Safety	-	-	-	340	357
Minor Equip - Shop & Field	-	-	1,092	1,110	1,166
Supplies - Chemicals	-	-	733	-	700
Utilities - Telephone	-	-	-	313	330
Vehicle Maintenance	-	-	-	1,675	1,910
	<u>\$ 1,787</u>	<u>\$ 16,834</u>	<u>\$ 27,458</u>	<u>\$ 11,273</u>	<u>\$ 17,080</u>
Contingency	\$ -	\$ -	\$ -	\$ -	\$ 12,000
Total Operating Expense	<u>\$ 8,345</u>	<u>\$ 155,314</u>	<u>\$ 161,505</u>	<u>\$ 136,953</u>	<u>\$ 172,371</u>



## LEUCADIA WASTEWATER DISTRICT (LWD) TECHNICAL SUPPORT SERVICES

### PROGRAM DESCRIPTION

This program supports the Leucadia Wastewater District (LWD) with technical support and operation services for the Forest R. Gafner Water Reclamation Facility (Gafner Facility). Costs incurred through this program are borne solely by LWD.

### FY 2023-24 ESTIMATED ACTUAL EXPENSE

This program is expected to be \$7,800 or 34.2% over budget, due to additional Cross Connection Testing Services at Omni Golf Course requested by LWD after the FY 2023-24 budget was developed. Leucadia Wastewater District has provided funding for these additional services.

### FY 2024-25 RECOMMENDED BUDGET

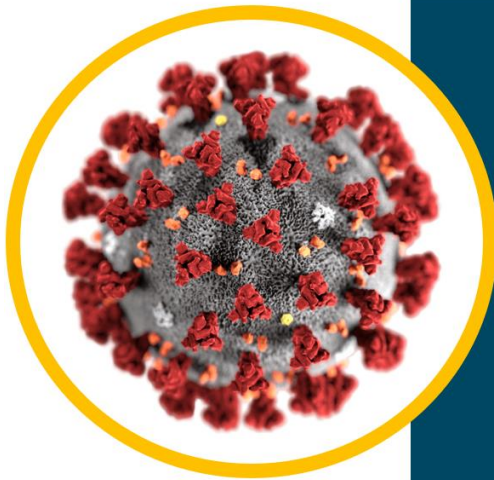
The budget for FY 2024-25 is \$28,209, where 98.2% of the operating expenses come from personnel and the remaining 1.8% is allocated for permit expenses.

### Leucadia WD Technical Support Services Expense Summary

<b>Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
Personnel	\$ -	\$ 5,577	\$ 30,600	\$ 22,800	\$ 27,709
Supplies and Services	-	500	-	-	500
Total Operating Expense	\$ -	\$ 6,077	\$ 30,600	\$ 22,800	\$ 28,209

*Leucadia WD Technical Support Services Operating Expense Detail*

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Personnel</b>					
Direct Salaries and Wages	\$ -	\$ 5,278	\$ 28,188	\$ 22,800	\$ 20,011
Medicare Tax	-	76	239	-	237
State Unemployment Tax	-	4	8	-	17
Standby Pay	-	4	154	-	486
Overtime Pay	-	6	1,458	-	365
Dental/Vision	-	-	-	-	175
Employee Assistance Program	-	-	-	-	8
Life Insurance/Disability	-	-	-	-	132
Workers Comp. Insurance	-	-	-	-	239
Medical Insurance - Pers	-	-	-	-	2,239
Retirement Plan - CalPERS & PARS Trust	-	-	-	-	3,070
Deferred Comp-employer	-	211	551	-	628
Uniforms - Boots	-	-	-	-	32
Payroll Processing Fees	-	-	-	-	57
Other Personnel Costs	-	-	-	-	13
	<u>\$ -</u>	<u>\$ 5,577</u>	<u>\$ 30,600</u>	<u>\$ 22,800</u>	<u>\$ 27,709</u>
<b>Supplies and Services</b>					
Fees - Permits	\$ -	\$ 500	\$ -	\$ -	\$ 500
Total Operating Expense	<u>\$ -</u>	<u>\$ 6,077</u>	<u>\$ 30,600</u>	<u>\$ 22,800</u>	<u>\$ 28,209</u>



**TRACKING COVID-19**

SEJPA participates in tracking of COVID-19 by analyzing wastewater. Known as “sewer surveillance” or “wastewater epidemiology,” technicians testing for coronavirus RNA can predict whether infections will rise or fall. Unlike other types of tracking, wastewater surveillance does not depend on data patients provide to the healthcare system or the availability of COVID-19 testing.

<https://biobot.io/data/>



## 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), and includes 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 delivers up to 3 million gallons per day or nearly 2,000 acre-feet per year (AFY) of recycled water. 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, Magdalena Ecke Family 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. FY 2024-25 begins the 24th year of operation for the Recycled Water program.

### FY 2023-24 ESTIMATED ACTUAL EXPENSE

Recycled Water program's estimated operating expenditures are projected to be under budget by \$196,621 or 7.2%. Supplies and Services are under budget primarily due to reduced chemical use and unspent retrofit expenses. Capital Outlay is over budget by \$67,714, which is predominantly due to the purchase of surge control valves used to dampen transient pressure waves that were identified in certain sections of the distribution system. Savings from other categories will be used to offset the Capital Outlay overage.

### FY 2024-25 RECOMMENDED BUDGET

For FY 2024-25, the recommended budget is \$5,343,326 including \$2,633,685 operating budget, \$1,728,000 capital appropriations, and \$981,641 debt services budget. The Recycled Water operating budget decreased by \$86,447 or 3.2%. Personnel costs have increased by \$107,997 or 11.4% to reflect inflation to personnel and current work demands. Supplies and Services are estimated to decrease by \$194,443 or 11.9% primarily due to the reduction of the retrofit expenses and certain chemical costs. Capital Outlay is set at \$40,000 for planned equipment replacement. Contingency funding has been set at \$50,000 or 3.4% of Supplies and Services costs to provide funding for unanticipated expenses.

## Recycled Water Expense Summary

Expense	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Personnel	\$ 690,573	\$ 738,450	\$ 875,717	\$ 945,399	\$ 1,053,396
Supplies and Services	1,186,814	1,591,505	1,540,079	1,684,733	1,490,289
Capital Outlay	14,936	52,206	107,714	40,000	40,000
Contingency	-	-	-	50,000	50,000
Total Operating Expense	\$ 1,892,323	\$ 2,382,161	\$ 2,523,511	\$ 2,720,132	\$ 2,633,685
Capital Appropriations	500,000	500,000	2,375,000	4,450,000	1,728,000
Total Operating and Capital Appropriations	\$ 2,392,323	\$ 2,882,161	\$ 4,898,511	\$ 7,170,132	\$ 4,361,685
Debt Service					
2023 Recycled Water Loan	\$ -	\$ -	\$ 778,982	\$ 778,982	\$ 778,497
Advanced Water Purification	148,153	148,153	148,153	148,153	148,154
SFID Pipeline Loan	25,146	138,369	31,134	44,500	46,980
Solana Beach Pipeline Loan	9,630	8,010	5,800	10,350	8,010
Total Debt Service	\$ 182,929	\$ 294,532	\$ 964,069	\$ 981,985	\$ 981,641
Total Expenses	\$ 2,575,252	\$ 3,176,693	\$ 5,862,580	\$ 8,152,117	\$ 5,343,326



### EVERY DROP COUNTS

To help keep our communities green, SEJPA provides recycled water to schools, parks, businesses, homeowners associations, and golf courses for irrigation. This conserves local water supplies and limits our dependencies on imported water.

## Recycled Water Net Revenue

Net Revenue over (under) Expense	Actual 2021-22	Actual 2022-23	Estimated Actual 2023-24	Adopted Budget 2023-24	Recommended Budget 2024-25
Operating Revenue	\$ 3,318,361	\$ 3,100,369	\$ 3,374,267	\$ 3,603,713	\$ 3,691,767
Operating Expense	(1,892,323)	(2,382,161)	(2,523,511)	(2,720,132)	(2,633,685)
Debt Service	(182,929)	(294,532)	(964,069)	(981,985)	(981,641)
Net Recycled Water Revenue	\$ 1,243,109	\$ 423,676	\$ (113,313)	\$ (98,404)	\$ 76,441



## Recycled Water Operating Expense Detail

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Personnel</b>					
Direct Salaries and Wages	\$ 460,512	\$ 532,002	\$ 601,624	\$ 635,518	\$ 718,067
Medicare Tax	7,116	7,589	8,238	9,434	10,887
State Unemployment Tax	544	698	525	2,552	778
Standby Pay	2,904	6,627	9,551	8,900	9,441
Overtime Pay	20,127	14,716	8,624	13,130	11,471
Dental/Vision	3,605	5,711	7,757	5,879	8,036
Employee Assistance Program	131	137	172	392	384
Life Insurance/Disability	4,670	2,891	5,436	5,353	6,080
Workers Comp. Insurance	8,844	8,048	8,832	11,210	10,995
Medical Insurance - Pers	44,495	57,745	85,968	84,083	102,856
Retirement Plan - CalPERS & PARS Trust	117,165	78,988	116,163	137,104	141,007
Deferred Comp-employer	17,916	19,680	20,140	27,346	28,822
Uniforms - Boots	360	731	500	1,323	1,323
Payroll Processing Fees	2,193	2,506	2,050	2,685	2,634
Other Personnel Costs	-	380	138	490	615
	<b>\$ 690,574</b>	<b>\$ 738,450</b>	<b>\$ 875,717</b>	<b>\$ 945,399</b>	<b>\$ 1,053,396</b>



### BEAUTIFYING COMMUNITIES

SEJPA's recycled water brings landscapes to life throughout Encinitas, Solana Beach, and Del Mar. The Coastal Rail Trail, irrigated with recycled water, wanders through colorful displays of drought-tolerant plants.

Expense detail continued on next page.

Recycled Water Operating Expense Detail Continued

<b>Operating Expense</b>	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Supplies and Services</b>					
Board Expense	\$ -	\$ 29	\$ 6	\$ 800	\$ 2,200
Advertising	558	288	404	672	706
Bank Charges	-	1,000	-	-	-
Dues & Memberships	9,106	9,935	10,770	9,500	11,000
Equipment Rental/Lease	60	764	1,404	3,600	3,600
Fees - Permits	26,313	32,888	33,407	33,000	34,650
Fuel	5,548	4,999	4,008	9,450	9,830
Insurance - Liability	7,276	4,731	7,583	10,900	12,000
Insurance - Auto	822	830	490	600	670
Insurance - Property	9,396	15,199	22,004	18,000	23,140
Licenses	25,691	11,804	16,071	19,450	20,200
Minor Equip - Shop & Field	5,134	1,773	787	3,300	3,300
Postage/Shipping	174	191	908	750	930
Preemployment Screening	52	292	435	200	300
Printing	(111)	18	495	200	355
Rent	125,583	93,613	109,039	123,750	113,700
Repair Parts Expense	62,387	88,166	47,661	55,000	55,000
Retrofit Expenses	24,713	-	-	105,000	-
Seminars/Education	677	1,947	2,551	4,500	4,500
Services - Accounting	12,676	14,152	23,375	10,800	11,100
Services - Landscape	-	9,190	19,928	19,627	20,609
Services - Alarm	2,719	2,328	2,149	4,100	2,364
Services - Engineering	52,072	215,193	158,446	123,750	100,000
Services - Janitorial	-	393	16,933	10,500	15,400
Services - Fire Control	-	-	-	2,000	1,000
Services - Laboratory	6,718	3,517	3,618	7,500	7,500
Services - Legal	14,749	16,763	16,450	21,900	22,560
Services - Lobbying	21,088	14,625	19,500	20,000	24,000
Services - Maintenance	33,658	83,212	40,251	36,000	50,000
Services - Medical	734	851	987	1,000	1,000
Services - Other	138	18	23	300	300
Services - Professional	25,139	94,954	45,954	68,500	50,500
Services - IT/GIS Support	16,161	20,749	15,330	28,625	15,635
Services - Contractors	15,675	95,323	71,977	24,200	24,200
Services - Temp	21,740	32,630	46,989	41,154	29,495
Services - Uniforms	1,461	1,597	1,412	1,719	1,719
Subscriptions	298	240	-	360	360
Subsistence - Meals	282	308	660	750	1,665
Subsistence - Travel/Rm & Bd	84	771	2,828	1,500	4,175
Supplies - Chem - Odor	18,204	25,873	-	-	-
Supplies - Chem - Polymer	2,909	8,208	10,000	10,000	11,000
Supplies - Chem - Sodium Hypo	75,369	123,527	182,092	181,305	183,000
Supplies - Chemicals	116,471	95,382	76,021	151,200	75,000
Supplies - IT Equipment	-	-	389	-	4,272
Supplies - Janitorial	-	539	999	1,000	1,000
Supplies - Lab	8,292	10,062	12,264	10,000	13,000
Supplies - Office	2,663	4,174	3,865	2,670	2,670
Supplies - Safety	308	513	2,300	2,000	2,850
Supplies - Shop & Field	3,093	3,342	4,027	4,500	4,500
Training	2,499	3,188	681	2,800	2,800
Training - Safety	294	553	793	1,700	1,700
Utilities - Gas & Electric	382,520	340,067	412,060	410,000	412,000
Utilities - Internet	646	-	1,869	960	4,495
Utilities - Telephone	11,388	9,541	5,185	6,800	6,970
Utilities - Water	5,191	10,778	11,162	6,750	12,000
Utilities - Water (Suppl.)	26,755	40,973	21,561	16,500	21,500
Utilities - Trash	637	1,017	1,044	890	1,070
Utilities - Solar Power	-	38,342	46,678	50,000	48,000
Vehicle Maintenance	804	144	2,260	2,700	2,800
	<u>\$ 1,186,814</u>	<u>\$ 1,591,505</u>	<u>\$ 1,540,079</u>	<u>\$ 1,684,733</u>	<u>\$ 1,490,289</u>
Capital Outlay	\$ 14,936	\$ 52,206	\$ 107,714	\$ 40,000	\$ 40,000
Contingency	-	-	-	50,000	50,000
Total Operating Expense	<u>\$ 1,892,323</u>	<u>\$ 2,382,161</u>	<u>\$ 2,523,511</u>	<u>\$ 2,720,132</u>	<u>\$ 2,633,685</u>

Environmental  
Stewardship

Strong Permit  
Compliance

Community  
Investments

Safety and  
Reliability

Sustainable  
Resource  
Management

## CAPITAL PROGRAMS

### *CAPITAL IMPROVEMENT PROGRAM OVERVIEW*

SEJPA's Capital Improvement Program (CIP) prioritizes environmental protection, fiscal responsibility, and community benefits including the safety of our staff and the public when developing and ranking agency infrastructure needs. We strive to replace aging assets prior to failure or significant decline in service performance and invest in energy efficiency and sustainable practices. Over the last five years, significant capital projects included:

- Upgrading pretreatment systems to improve performance during intense storms, increase operational efficiency, and allow the capture and reuse of stormwater;
- Expanding our recycled water system to decrease reliance on imported water and improve local sustainability;
- Replacing the land portion of the ocean outfall system to ensure treated flows safely reach the ocean;
- Modernizing the Water Campus to meet the needs of our agency, improve public access, and provide beneficial amenities to the communities we serve;
- Upgrades to SEJPA's Supervisory, Control, and Data Acquisition (SCADA) system and operator control space; and
- Building 600 kW photovoltaic solar energy system to meet up to 25% of the water campus power needs with renewable energy.

SEJPA is responsible for maintaining permit compliance with regulatory agencies and legal agreements with customers to provide wastewater, recycled water, and clean water services. Proactive asset management and capital improvement planning are critical components in keeping these commitments. SEJPA employs a "triple-bottom line" approach to prioritize and weight projects to compare each project against the other and confirm SEJPA achieves balanced, value-added results for environmental, financial, and social goals.



**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.



**FINANCIAL**  
30%

Implement economically-feasible projects and solutions. Maximize economic benefits for customers through cost-effective operations.



**SOCIAL**  
35%

Maintain a high standard of worker safety and maximize community benefits through improved aesthetics and recreational uses.

In 2017, SEJPA secured \$23.9 million in a bond offering. Staff bundled the projects into four phases to prioritize capital spending, streamline project delivery, minimize community impacts, and reduce cost through economies of scale. The highest priority projects went into construction in 2017. The first two phases of the capital plan have been completed and the third phase (Biosolids Dewatering Facilities Improvement and MS-2 Replacement) is entering construction. Completed Phases 1 and 2, and ongoing Phase 3 are estimated to cost \$49.7 million. The figure below presents the first three phases of the Capital Program.



SEJPA is executing the 3-Year Capital Plan, consisting of the carryover Phase 3 Project (Biosolids Dewatering Facility and MS-2 Replacement), five new capital improvement projects and a backlog of miscellaneous projects. The current Capital Plan has an estimated cost of \$32.6 million. Project descriptions and funding appropriations are further discussed below. In FY 2024-25, SEJPA will also be updating its Facility Plan to identify, prioritize, and plan for the next generation of investments in the San Elijo Water Campus and remote facilities operated and maintained by SEJPA. Future projects will maintain and improve infrastructure related to wastewater treatment, laboratory services, ocean outfall, wastewater pump stations, and recycled water including expanded non-potable service and foundational improvements to support Potable Reuse in the future.

## CAPITAL PROGRAM FUNDING SUMMARY

The Capital Program is funded through a combination of sources with costs allocated to programs based on infrastructure benefits and in accordance with the capacity share owned/leased by contributing agencies. Funding sources include:

- Annual capital contributions from customer agencies for shared facilities (i.e., Wastewater Program, Ocean Outfall Program, Laboratory Program);
- Annual capital contributions by specific customer agencies for special projects undertaken by SEJPA (i.e., Pump Station upgrades);
- Recycled Water Revenues (recycled water sales and incentive programs) that fund the recycled water reserve, a portion of which is designated for recycled water capital improvements;
- Financing including bond measures and private loans; and
- Grants from State of California and the United States Federal Government.

SEJPA has been awarded multiple grants totaling up to \$6 million through the Integrated Regional Water Management (IRWM) program under Proposition 1 (California Water Bond) and from the US Bureau of Reclamation Title XVI Program to fund the following qualified projects. This grant funding offsets approximately 1/3 of the total estimated project costs for these qualified projects.

**Projects Approved for Funding Under State and Federal Grant Programs**

Capital Project	Summary	Benefiting Program(s)
Wanket Tank and Pipeline (two separate construction contracts)	Refurbishment and retrofit of pre-existing 3 million gallon tank; pipeline connecting tank to SEJPA's north distribution system.	Recycled Water
Biological Treatment Improvements	Converts existing conventional activated sludge biological process to Nitrification/Denitrification and upgrades and retrofit of recycled water disinfection (Chlorine Contact Tank). Improves reliability and resiliency of secondary process that produces source water to recycled water system; mitigates risk of future nutrient limits for ocean discharge; positions SEJPA for potable reuse in the future.	Recycled Water, Wastewater, Ocean Outfall
Stormwater Capture and Reuse	Rehabilitation and upgrades to headworks; accomodates stormwater diversion; Construction Completed 2019. Diverts stormwater from regional storm channel and within the San Elijo Water Campus to the headworks to reduce pollutant loading to San Elijo Lagoon, manage runoff and erosion at SEWC, and augment recycled water supply.	Recycled Water, Wastewater

## CAPITAL PROGRAM PROJECT APPROPRIATION SUMMARY

The Capital Program is organized by SEJPA service programs, as expenses are incurred through those programs and the respective member and customer agencies fund the capital projects. Details of the capital projects are presented in the following subsections. Where projects benefit multiple programs, costs are shared proportionally. Below is a table listing the appropriations for FY 2024-25.

<b>Program</b>	<b>Fiscal Year 2021-22</b>	<b>Fiscal Year 2022-23</b>	<b>Fiscal Year 2023-24</b>	<b>Recommended Budget 2024-25</b>
Wastewater Treatment	\$ 1,240,000	\$ 1,260,000	\$ 1,225,000	\$ 1,265,000
Laboratory Services	-	120,000	120,000	147,000
Ocean Outfall	120,000	175,000	100,000	146,000
Cardiff Sanitary Division Pump Stations	-	-	75,000	125,000
Encinitas Sanitary Division Pump Station	375,000	1,125,000	600,000	204,000
City of Solana Beach Pump Stations	-	-	-	26,000
City of Del Mar Pump Station	-	-	-	25,000
Recycled Water	500,000	500,000	4,450,000	1,728,000
Total Capital Appropriations	<u>\$ 2,235,000</u>	<u>\$ 3,180,000</u>	<u>\$ 6,570,000</u>	<u>\$ 3,666,000</u>

## WASTEWATER TREATMENT PROJECT APPROPRIATION DETAIL

<b>Capital Project</b>	<b>Fiscal Year 2021-22</b>	<b>Fiscal Year 2022-23</b>	<b>Fiscal Year 2023-24</b>	<b>Recommended Budget 2024-25</b>
Biosolids Dewatering (Phase 3)	\$ 1,040,000	\$ 1,060,000	\$ -	\$ -
Miscellaneous Projects	200,000	200,000	350,000	313,000
Stormwater Capture and Reuse	-	-	350,000	-
Biological Treatment Improvements (NDN & CCT)	-	-	525,000	725,000
Facility Plan Update	-	-	-	227,000
Total Capital Appropriations	<u>\$ 1,240,000</u>	<u>\$ 1,260,000</u>	<u>\$ 1,225,000</u>	<u>\$ 1,265,000</u>

## PHASE 3 – BIOSOLIDS DEWATERING FACILITIES IMPROVEMENT (AND MS-2 REPLACEMENT) PROJECT

The Biosolids Dewatering Facilities Improvements and MS-2 Replacement Project was bid and awarded in January 2023. Construction completion is extending due to persistent supply constraints in the construction industry, in particular manufacturing of electrical equipment. Construction is now expected to be complete in mid- to late-2025. The estimated value of the Biosolids Dewatering and MS-2 Replacement Project is \$12.1 million, including capitalized soft costs (i.e., engineering, design, bidding services, legal, and SEJPA staff). The project will replace the dewatering belt-presses with new centrifuges, rehabilitate and replace corroded steel and sludge handling equipment, replace chemical storage and pumping equipment, and other related improvements. During final design, Main Switchboard No. 2 (MS-2) was determined to be at the end of its service life and reaching obsolescence – it will also be replaced and upsized with this Project. The entire \$12.1 million estimated project cost is funded from wastewater capital contributions received in prior years.

## PHASE 4 – BIOLOGICAL TREATMENT IMPROVEMENTS

The Biological Treatment Improvements Project consists of two main components: (1) converting the secondary treatment system to a more robust nitrification/denitrification (NDN) process to remove nutrients, and (2) retrofit and rerating of the chlorine contact tank (CCT). The Wastewater Program will share the cost of the NDN upgrades with the Recycled Water Program, as this improvement will produce more reliable and higher quality effluent that benefits both wastewater treatment/disposal and recycled water production. The second component, retrofitting and rerating the CCT will be borne solely by the Recycled Water Program. The improved biological treatment preemptively prepares for anticipated nutrient limits on ocean outfall flows and will provide more robust treatment to allow the secondary process to better handle the increasingly variable wastewater strength and hydraulic loading experienced in recent years at the SEWC. The project is estimated to cost \$10 million, and SEJPA anticipates this project being eligible for a federal grant on the order of \$2.5 million under a federal program for expanding recycled water production. The Project will be financed with a private placement loan of approximately \$10 million through the Recycled Water Program to smooth cash flow, as the grant funding will likely be received after the project is completed and to reduce the burden on wastewater funds. The Wastewater Program’s share of the overall project is budgeted at \$3 million plus project delivery support costs (estimated at \$0.15 million) and will be collected over a five-year period in accordance with the following schedule:

Fiscal Year	Capital Contribution from Wastewater Program	Status
2023-24	\$ 525,000	Collected
2024-25	725,000	Budgeted
2025-26	725,000	Projected
2026-27	725,000	Projected
2027-28	450,000	Projected
Total Contributions	\$ 3,150,000	Estimated

## PHASE 4 – STORMWATER CAPTURE AND REUSE

The SEJPA Stormwater Capture and Reuse Project will reduce pollution to the San Elijo Lagoon and Pacific Ocean and capture stormwater to augment water supply to the recycled water system. The project will also improve site drainage to manage runoff and align with industrial stormwater permit requirements. The project, scheduled to start construction in FY 2024-25, will include stormwater interceptors, desilting basins, up to two pump stations and other ancillary equipment to capture and treat approximately 7 million gallons per year. The project budget is \$2 million, plus project delivery support costs (estimated at \$0.1 million) and is expected to be funded primarily by grant funding, estimated at up to \$1.4 million. .

The cost of this Project which benefits the entire Water Campus will be shared between the Recycled Water Program and Wastewater Program. The Wastewater Program’s portion is budgeted at \$0.35 million (net of grant funding) and was collected in FY 2023-24.

## MISCELLANEOUS PROJECTS

SEJPA continuously assesses its assets and implements capital projects to maximize equipment useful service life, enhance process automation, address safety issues, and improve treatment quality. Small projects are prioritized and implemented on an as-needed basis, based on capital cash availability and in-house project oversight capacity. Historically, SEJPA has also budgeted for Capital Outlays within the Operating Budget; however, starting with the FY 2024-25 Budget, capital expenses will be budgeted entirely within the Capital Program. Miscellaneous Projects including asset renewal and replacement is estimated to total over \$2 million over the next five years. Capital contributions on the order of \$0.3 million to \$0.4 million will be budgeted annually to fund the capital reserve for these projects under a pay-go capital project implementation strategy.

Examples of miscellaneous and asset management projects at the San Elijo Water Campus include rehabilitating Dissolved Air Flootation Thickener (DAFT) #1 (note, DAFT#2 was rehabilitated in FY 2022-23), modifications to headworks channel cover plate system to address identified safety concerns, large pump replacements and rebuilds, and implementing biogas treatment to protect low-emission boilers and flares. SEJPA is budgeting \$0.313 million in FY 2024-25 for miscellaneous capital projects.

### FACILITY PLAN UPDATE

SEJPA will be updating the Facility Plan which is the foundational document for SEJPA's capital program. The planning effort will commence in Summer 2024 and continue into the Fall 2025. The facility planning effort will include a review of pertinent regulations and condition assessment of existing assets both at the San Elijo Water Campus and at 13 remote facilities. The updated planning document will provide recommendations for prioritized capital projects over the next decade. Each of SEJPA operating "program(s)" will be responsible for contributing its share of the facility plan update effort. The Wastewater Program's share is estimated at \$227,000 and is budgeted in the FY 2024-25 capital budget.



## LABORATORY SERVICES PROJECT APPROPRIATION DETAIL

<b>Capital Project</b>	<b>Fiscal Year 2021-22</b>	<b>Fiscal Year 2022-23</b>	<b>Fiscal Year 2023-24</b>	<b>Recommended Budget 2024-25</b>
Laboratory Remodel	\$ -	\$ 120,000	\$ 120,000	\$ 125,000
Facility Plan Update	-	-	-	22,000
Total Capital Appropriations	<u>\$ -</u>	<u>\$ 120,000</u>	<u>\$ 120,000</u>	<u>\$ 147,000</u>

The current laboratory casework has been in use for more than 30 years and has significant signs of corrosion and deterioration. Although the building code has no significant requirements on corroding surfaces, the laboratory casework, counters, furniture, and ventilation equipment has been recommended for replacement due to age and increased maintenance requirements. In preparation for a laboratory remodeling project, in FY 2022-23 SEJPA began collecting cash contributions for a forthcoming laboratory refurbishment project. In FY 2022-23 and FY 2023-24, SEJPA collected installments of \$120,000 for a total of \$240,000 to date. For FY 2024-25, SEJPA is budgeting a third installment of \$125,000. SEJPA has retained an architect to conduct a condition assessment, needs analysis, and to develop a scope and budget for the Project; recommendations will be incorporated into the Facility Plan Update. The Laboratory Program will also contribute \$22,000 to the Facility Plan Update.

## OCEAN OUTFALL PROJECT APPROPRIATION DETAIL

<b>Capital Project</b>	<b>Fiscal Year 2021-22</b>	<b>Fiscal Year 2022-23</b>	<b>Fiscal Year 2023-24</b>	<b>Recommended Budget 2024-25</b>
Outfall Reserve	\$ 120,000	\$ 25,000	\$ 50,000	\$ 50,000
Escondido Vault Rehabilitation	-	150,000	50,000	50,000
Facility Plan Update	-	-	-	46,000
Total Capital Appropriations	<u>\$ 120,000</u>	<u>\$ 175,000</u>	<u>\$ 100,000</u>	<u>\$ 146,000</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, 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 10 million gallons per day (MGD) with peak flows during storm events of up to 25.5 MGD. The Outfall Reserve is a capital reserve account dedicated for repair and replacement activities associated with the San Elijo Ocean Outfall system. Due to ocean currents and sand movement on the ocean floor, the rock ballast that protects the outfall generally requires replenishment every 15-20 years. Re-ballasting and diffuser maintenance was completed most recently in 2006 – a comparable scope is anticipated to cost over \$4 million today (in 2024 dollars). SEJPA completed an inspection of the outfall in 2021 that found the ballast rock was adequately supporting the outfall; however, ballast rock can be affected by a single significant ocean swell. The Outfall Reserve balance totals approximately \$1.61 million. Collecting reserve funding over time helps smooth the rates while building up funds required to complete the work when it becomes necessary.

## ESCONDIDO VAULT REHABILITATION PROJECT

As part of the Ocean Outfall system, SEJPA operates and maintains flow metering and water quality monitoring equipment inside a below-ground, concrete structure on Manchester Avenue near the Water Campus driveway. The vault was initially installed in 1974 and modified in 1999 to include a second flow meter. The original 1974 flow meter and valves have reached the end of useful life, and this project will replace old and outdated equipment in the vault. SEJPA will evaluate the condition of the vault and equipment through the Facility Plan update. SEJPA received \$150,000 in capital contributions for this project in FY 2022-23 and a second installment of \$50,000 in FY 2024-25 for a total of \$200,000 in reserve to implement the project.

## EFFLUENT PUMP STATION

As part of the Ocean Outfall system, SEJPA operates and maintains the Effluent Pump Station at the San Elijo Water Campus. The pump station was initially installed in 1974 with the extension of the Ocean Outfall. The original 1974 equipment is nearing the end of its useful life, and a project is anticipated to replace old and outdated equipment, upgrade electrical and control components and rehabilitate the structure. SEJPA will evaluate the condition of the Effluent Pump Station through the Facility Plan update.

The Ocean Outfall Program will contribute \$46,000 to the Facility Plan Update to assess and define projects to rehabilitate and upgrade the Escondido Vault and the Effluent Pump Station. Recommendations for rehab and upgrades will be the basis for future capital improvement projects.

## CARDIFF SANITARY DIVISION PUMP STATIONS APPROPRIATION DETAIL

<b>Capital Project</b>	<b>Fiscal Year 2021-22</b>	<b>Fiscal Year 2022-23</b>	<b>Fiscal Year 2023-24</b>	<b>Recommended Budget 2024-25</b>
Olivenhain Inlet Gate Replacement	\$ -	\$ -	\$ 75,000	\$ 100,000
Facility Plan Update	-	-	-	25,000
Total Capital Appropriations	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 75,000</u>	<u>\$ 125,000</u>

## OLIVENHAIN PUMP STATION INLET GATE REPLACEMENT

The wet well inlet gate to the Olivenhain Pump Station is inoperable and needs to be replaced. This gate is critical for isolating flow to allow SEJPA and City of Encinitas staff to safely maintain and clean the wet well structure. In particular, high sediment and rock loads carried from the tributary collection systems to this pump station requires regular cleaning. The gate replacement will require temporary upstream diversion and special construction methods to safely access and work within the confined space. SEJPA will prepare a small project bid solicitation to retain a contractor to support the installation of the inlet gate. SEJPA collected \$75,000 for this gate replacement project in FY 2023-24 and is budgeting a second installment of \$100,000 for FY 2024-25.

Cardiff Sanitary Division will contribute \$25,000 to the Facility Plan Update, for assessment of its three sewer pump stations. Recommendations for rehab and upgrades will be the basis for future capital improvement projects.

## ENCINITAS SANITARY DIVISION PUMP STATION APPROPRIATION DETAIL

Capital Project	Fiscal Year 2021-22	Fiscal Year 2022-23	Fiscal Year 2023-24	Recommended Budget 2024-25
Moonlight Beach Pump Station Rehabilitation	\$ 375,000	\$ 1,125,000	\$ 600,000	\$ 200,000
Facility Plan Update	-	-	-	4,000
Total Capital Appropriations	<u>\$ 375,000</u>	<u>\$ 1,125,000</u>	<u>\$ 600,000</u>	<u>\$ 204,000</u>

### MOONLIGHT BEACH PUMP STATION REHABILITATION

#### PHASE 4 – MOONLIGHT BEACH PUMP STATION REHABILITATION

The Moonlight Beach Pump Station was originally constructed in 1974 and underwent significant renovation in 2006. It is located on the southeast corner of the intersection of 3rd Street and B Street in the City of Encinitas. A pump/grinder replacement evaluation for this pump station was conducted and the findings are detailed in the September 2019 Moonlight Beach Pump Station, Pump Replacement Evaluation. Design of this project began in FY 2021-22 with the initial \$375,000 payment from the City of Encinitas. As the design progressed, additional issues not anticipated in the initial 2019 report were identified and incorporated into the project including wet well access safety issues, replacement of inoperable valves, and replacement of flow meter that has reached the end of its service life. SEJPA is carefully monitoring the impact of inflation on construction cost trends and conferring with engineers and contractors. The cost for this Project is now estimated at \$2.3 million, including project delivery costs (estimated at \$0.1 million), of which the City of Encinitas has funded \$2.1 million over the past four years. The unfunded amount of \$0.2 million is budgeted for FY 2024-25. The project is funded solely by the City of Encinitas and is included in the revenues collected from the City.

The Encinitas Sanitary Division will also contribute \$4,000 to the Facility Plan Update for the assessment of the Moonlight Beach Pump Station, with emphasis on facility assets that are not part of the ongoing rehabilitation project, for example the electrical system and SCADA communications. Recommendations for rehab and upgrades will be the basis for future capital improvement projects.

## CITY OF SOLANA BEACH PUMP STATIONS PROJECT APPROPRIATION DETAIL

Capital Project	Fiscal Year 2021-22	Fiscal Year 2022-23	Fiscal Year 2023-24	Recommended Budget 2024-25
Facility Plan Update	\$ -	\$ -	\$ -	\$ 26,000
Total Capital Appropriations	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 26,000</u>

SEJPA is not anticipating any capital improvements in the Solana Beach Sanitation Division, Pump Station Program for FY 2024-25. However, the City of Solana Beach will contribute \$26,000 to the Facility Plan Update for the assessment of its four wastewater pump stations. Recommendations for rehab and upgrades will be the basis for future capital improvement projects.

## RECYCLED WATER PROJECT APPROPRIATION DETAIL

Working collaboratively with its water district partners, SEJPA plans and constructs improvements to the recycled water infrastructure to maintain service reliability, improve operational efficiency, and enhance service capabilities.

SEJPA's 3-Year Capital Plan, consisting of six large capital improvement projects and a backlog of miscellaneous projects has an estimated capital cost of \$32.6 million, of which \$13.5 million is attributed to the Recycled Water Program. Significant grant funding, in the order of \$6 million, will reduce the burden on the Recycled Water Program. SEJPA's funding strategy includes a private placement loan of approximately \$10 million to smooth cashflow requirements. The Wastewater Program will reimburse the Recycled Water Program for its share of the NDN conversion and stormwater site improvements across the Water Campus through annual contributions totaling \$3.85 million, starting in FY 2023-24. Project descriptions and funding appropriations are further discussed below. In FY 2024-25, SEJPA will also be updating its Facility Plan to identify, prioritize, and plan for the next generation of investments in the San Elijo Water Campus and remote facilities operated and maintained by SEJPA. Future projects will maintain and improve infrastructure related to wastewater treatment, laboratory services, ocean outfall, wastewater pump stations, and recycled water including expanded non-potable service and foundational improvements to support Potable Reuse in the future.

The following Treatment, Conveyance, and Storage projects have been identified as Phase 4 projects:

### WANKET TANK REFURBISHMENT AND PIPELINE

This project will convert the Wanket Tank, an existing 3-million-gallon pre-stressed concrete potable water tank that has been out of service for about a decade, into a recycled water storage tank. The Wanket Tank, constructed in 1975, is jointly owned by Olivenhain Municipal Water District (OMWD) and San Dieguito Water District (SDWD) and is no longer used for potable water service. Wanket Tank is located on a 1.67-acre site approximately 1,000 ft east of the nearest existing SEJPA recycled water line in Quail Gardens Drive. The project will include rehabilitating the concrete reservoir, disconnecting the tank from potable water pipelines, constructing a new recycled water pipeline to connect the tank to the existing recycled water system in Quail Gardens Drive, and ancillary improvements. This project will substantially increase recycled water storage, improving service reliability, operational efficiency, and water pressure for customers. SEJPA is carefully monitoring impacts of inflation on construction cost trends and conferring with engineers and contractors; project scope was refined in 2023 to align project goals with available funding. The cost for this project is now budgeted at \$3.1 million, plus project delivery costs (estimated at \$0.11 million), and has qualified for approximately \$1.6 million in state and federal grant funding. The remaining project cost of approximately \$1.6 million is proposed to be funded by the Recycled Water Fund.

### STORMWATER CAPTURE AND REUSE

The SEJPA Stormwater Capture and Reuse project is intended to reduce pollution to the San Elijo Lagoon and Pacific Ocean and capture stormwater to augment water supply to the recycled water system. The project will also improve site drainage to manage runoff and align with industrial stormwater permit requirements. The project is envisioned to include stormwater interceptor, desilting basins, up to two pump stations and other ancillary equipment to capture and recycle approximately 7 million gallons per year. The project budget is \$2 million, plus project delivery support costs and is expected to be funded primarily by grant funding, estimated at up to \$1.4 million. This project includes elements not completed with the Water Campus Improvement project and will be designed and constructed over the next two years.

The cost of this Project, which benefits the entire Water Campus, will be shared between the Recycled Water Program and Wastewater Program. The Recycled Water Program portion is \$0.35 million (net of grant funding). The Wastewater Program's portion, budgeted at \$0.35 million (net of grant funding) was collected in FY 2023-24.

## BIOLOGICAL TREATMENT IMPROVEMENTS (NDN & CCT)

The Biological Treatment Improvements Project consists of two main components: (1) converting the secondary treatment system to a more robust nitrification/denitrification (NDN) process to remove nutrients, and (2) retrofit and rerating of the chlorine contact tank (CCT). The Recycled Water Program will share the cost of the NDN upgrades with the Wastewater Program, as this improvement will produce more reliable and higher quality effluent that benefits both wastewater treatment/disposal and recycled water production. The second component, retrofitting and rerating the CCT, will be borne solely by the Recycled Water Program. The improved biological treatment will allow the secondary process to better handle variable wastewater strength and hydraulic loading, providing more consistent water quality to the tertiary process which will allow the sand and membrane filters to operate more efficiently, and utilize less chemicals. The longer solids retention time utilized in the NDN process will be less susceptible to process upsets and will yield fewer colloidal particles that are believed to be contributing to occasional coliform breakthrough in the sand filters. Furthermore, with a fully nitrified effluent (no residual ammonia), the CCT can be rerated using free chlorine which will allow the tank to be rerated from 3 mgd to 4 mgd and it will also allow a portion of the existing structure volume to be repurposed for onsite storage, which will alleviate operational challenges on the recycled water pump station. The total project is estimated to cost \$10 million, plus project delivery support services (estimated at \$0.5 million), and SEJPA anticipates this project being eligible for a federal grant on the order of \$2.5 million. The Recycled Water Program's share of the overall project is budgeted at \$7.4 million. The Wastewater Program will reimburse the Recycled Water Program for its share of the NDN improvements through annual capital contributions starting in FY 2023-24 (See Wastewater Treatment Project Appropriation Detail Section, above, for projected capital contribution schedule).

# DEBT SERVICE

## WASTEWATER TREATMENT DEBT SERVICE

### 2017 CLEAN WATER REVENUE BONDS

SEJPA issued revenue bonds in July 2017 to fund a series of wastewater, ocean outfall, and recycled water projects. The bond included a face value of \$22.115 million, plus a premium less expense of \$1.797 million netting \$23.912 million received with a true interest cost of 3.39% over 30 years. The FY 2024-25 payments will include both interest and principal: \$414,288 interest and \$255,000 principal for each Member Agency. The estimated balance as of June 30, 2024, will be \$18,956,425. The scheduled payoff date is March 2047.

### 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 of \$4,449 with no interest. The resulting annual cost savings from the installation of more energy-efficient equipment roughly equals the annual finance expense. The estimated balance as of June 30, 2024, will be \$160,164. The scheduled payoff date is July 2027.



### ENCOURAGING INNOVATION

SEJPA supports efficiency and innovation. Solar power provides electricity at the Water Campus. Visitors can charge electric vehicles at public charging stations. Our policies protect the environment and advance the goals of climate action plans.

## RECYCLED WATER DEBT SERVICE

### 2023 RECYCLED WATER LOAN

SEJPA has secured a private placement loan in the amount of \$10,120,000 to fund Recycled Water Capital Improvements. The loan has a 4.58% fixed interest rate for a term of 20 years with annual payments ranging from \$778,028 to \$779,039. Debt service on the loan will be paid through recycled water rates.

### ADVANCED WATER PURIFICATION 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 \$148,154 began in 2011 and will continue for 20 years until 2031. The outstanding principal balance on June 30, 2024, is estimated to be \$942,083.

### 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. The outstanding principal balance as of June 30, 2024, is estimated to be \$322,822. Payment amount is based on 90 acre-feet delivered through the pipeline in FY 2023-24.

### SOLANA BEACH PIPELINE LOAN

In 2020, SEJPA entered into an agreement with the City of Solana Beach to purchase a recycled water distribution pipeline for \$1,191,652 with no annual interest and \$478,319 of the reimbursement through water sales. Other sources of funds for reimbursement will be a combination of the cash value of services to be provided by SEJPA and actual grants received. In FY 2022-23, \$600,000 of grant funding was reimbursed to Solana Beach. The repayment schedule is \$450 per acre foot of water delivered through the pipeline. The outstanding principal balance as of June 30, 2024, is estimated to be \$425,834. The payment amount is based on 13 acre-feet delivered through the pipeline in FY 2023-24.

## DEBT SERVICE SUMMARY

	<b>Actual 2021-22</b>	<b>Actual 2022-23</b>	<b>Estimated Actual 2023-24</b>	<b>Adopted Budget 2023-24</b>	<b>Recommended Budget 2024-25</b>
<b>Wastewater Debt Service</b>					
2017 Clean Water Revenue Bonds					
Principal	\$ 460,000	\$ 475,000	\$ 490,000	\$ 490,000	\$ 510,000
Interest	876,225	862,425	848,175	848,175	828,575
Total Debt Service	<u>\$ 1,336,225</u>	<u>\$ 1,337,425</u>	<u>\$ 1,338,175</u>	<u>\$ 1,338,175</u>	<u>\$ 1,338,575</u>
SDG&E Turbo Blower Loan					
Principal	\$ 53,388	\$ 53,388	\$ 53,388	\$ 53,388	\$ 53,388
Interest	-	-	\$ -	-	-
Total Loan Payment	<u>\$ 53,388</u>	<u>\$ 53,388</u>	<u>\$ 53,388</u>	<u>\$ 53,388</u>	<u>\$ 53,388</u>
Total Wastewater Debt Service					
Principal	\$ 513,388	\$ 528,388	\$ 543,388	\$ 543,388	\$ 563,388
Interest	876,225	862,425	848,175	848,175	828,575
Total Debt Service	<u>\$ 1,389,613</u>	<u>\$ 1,390,813</u>	<u>\$ 1,391,563</u>	<u>\$ 1,391,563</u>	<u>\$ 1,391,963</u>
<b>Recycled Water Debt Service</b>					
2023 Recycled Water Loan					
Principal	\$ -	\$ -	\$ 310,000	\$ 310,000	\$ 333,000
Interest	-	-	468,982	468,982	445,497
Total Debt Service	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 778,982</u>	<u>\$ 778,982</u>	<u>\$ 778,497</u>
Advanced Water Purification Loan					
Principal	\$ 97,249	\$ 101,327	\$ 105,576	\$ 105,576	\$ 110,003
Interest	50,904	46,826	42,577	42,577	38,151
Total Debt Service	<u>\$ 148,153</u>	<u>\$ 148,153</u>	<u>\$ 148,153</u>	<u>\$ 148,153</u>	<u>\$ 148,154</u>
SFID Pipeline Loan					
Principal	\$ 21,053	\$ 131,775	\$ 24,790	\$ 40,500	\$ 40,500
Interest	4,093	6,593	6,344	4,000	6,480
Total Debt Service	<u>\$ 25,146</u>	<u>\$ 138,369</u>	<u>\$ 31,134</u>	<u>\$ 44,500</u>	<u>\$ 46,980</u>
Solana Beach Pipeline Loan					
Principal	\$ 9,630	\$ 8,010	\$ 5,800	\$ 10,350	\$ 8,010
Interest	-	-	-	-	-
Total Debt Service	<u>\$ 9,630</u>	<u>\$ 8,010</u>	<u>\$ 5,800</u>	<u>\$ 10,350</u>	<u>\$ 8,010</u>
Total Water Reclamation Debt Service					
Principal	\$ 127,932	\$ 241,112	\$ 446,166	\$ 466,426	\$ 491,513
Interest	54,997	53,420	517,904	515,559	490,128
Total Debt Service	<u>\$ 182,929</u>	<u>\$ 294,532</u>	<u>\$ 964,069</u>	<u>\$ 981,985</u>	<u>\$ 981,641</u>
<b>Total Debt Service</b>					
Total All Debt Service					
Principal	\$ 641,320	\$ 769,500	\$ 989,554	\$ 1,009,814	\$ 1,054,901
Interest	931,222	915,845	1,366,079	1,363,734	1,318,703
Total Debt Service	<u>\$ 1,572,542</u>	<u>\$ 1,685,345</u>	<u>\$ 2,355,632</u>	<u>\$ 2,373,548</u>	<u>\$ 2,373,604</u>



# CLASSIFICATION AND SALARY SCHEDULE

SAN ELIJO JOINT POWERS AUTHORITY  
 FY 2024-25 CLASSIFICATION AND SALARY SCHEDULE  
 As of July 1, 2024

Position	Base Salary*			
	Monthly		Annual	
	Minimum	Maximum	Minimum	Maximum
<b>Accounting Series</b>				
<i>Accounting Technician I</i>	\$4,035	\$5,764	\$48,417	\$69,168
<i>Accounting Technician II</i>	4,670	6,671	56,039	80,056
<i>Accounting Technician III</i>	5,675	8,107	68,103	97,290
<i>Accounting Supervisor</i>	7,642	10,917	91,700	131,000
<b>Administrative Series</b>				
<i>Administrative Assistant I</i>	3,033	4,333	36,396	51,994
<i>Administrative Assistant II</i>	4,127	5,895	49,520	70,742
<i>Administrative Assistant III</i>	4,694	6,705	56,324	80,463
<i>Administrative Coordinator</i>	6,429	9,184	77,148	110,212
Director of Operations	12,773	18,247	153,272	218,960
Director of Finance/Administration	12,773	18,247	153,272	218,960
Director of Infrastructure and Sustainability	12,773	18,247	153,272	218,960
<b>Financial / Management / HR Analyst Series</b>				
<i>Analyst-In-Training</i>	3,781	6,410	45,370	76,914
<i>Analyst I</i>	5,338	7,625	64,053	91,504
<i>Analyst II</i>	5,867	8,382	70,407	100,582
<i>Analyst III</i>	6,661	9,516	79,938	114,197
General Manager (Board Approved Contract)	21,130	21,130	253,560	253,560
<b>Laboratory Series</b>				
<i>Laboratory Assistant</i>	2,990	4,303	35,880	51,632
<i>Laboratory Analyst I</i>	4,932	7,046	59,183	84,548
<i>Laboratory Analyst II</i>	5,901	8,431	70,817	101,167
<i>Senior Laboratory Analyst</i>	7,023	10,032	84,273	120,389
<i>Laboratory Manager</i>	9,310	13,299	111,715	159,593
<b>Mechanic Series</b>				
<i>Mechanic-In-Training</i>	3,781	6,410	45,370	76,914
<i>Mechanic I</i>	5,091	7,273	61,097	87,281
<i>Mechanic II</i>	5,887	8,409	70,639	100,912
<i>Lead Mechanic</i>	6,845	9,779	82,144	117,349
<i>Mechanical Systems Supervisor</i>	7,992	11,417	95,900	137,000
<i>Mechanical Systems Manager</i>	9,310	13,299	111,715	159,593
<b>Project Management Series</b>				
<i>Project Manager</i>	8,567	12,239	102,809	146,870
<i>Senior Project Manager</i>	10,523	15,033	126,280	180,400
<b>Recycled Water Distribution Series</b>				
<i>Recycled Water Specialist</i>	6,429	9,184	77,148	110,212
<i>Recycled Water Supervisor</i>	7,023	10,032	84,273	120,389
<b>Systems Integration Series</b>				
<i>Systems Integration Technician-In-Training</i>	3,781	6,410	45,370	76,914
<i>Systems Integration Technician I</i>	5,180	7,400	62,162	88,802
<i>Systems Integration Technician II</i>	6,240	8,915	74,885	106,978
<i>SCADA Manager</i>	10,523	15,033	126,280	180,400
<b>Wastewater Treatment Operator Series</b>				
<i>Operator-In-Training</i>	3,781	6,410	45,370	76,914
<i>Operator I</i>	5,086	7,266	61,037	87,196
<i>Operator II</i>	6,121	8,744	73,452	104,931
<i>Lead Operator</i>	7,023	10,032	84,273	120,389
<i>Chief Plant Operator</i>	9,310	13,299	111,715	159,593
Intern (All Departments)	3,010	4,300	36,119	51,599

\* Base salary minimum and maximum are based on full-time employment. Intern positions are generally part-time.

# ORGANIZATIONAL CHART

