



RECOMMENDED OPERATING & CAPITAL BUDGET

FISCAL YEAR 2024

Encina Wastewater Authority
6200 Avenida Encinas
Carlsbad, CA 92011
www.encinajpa.com



MISSION STATEMENT

"As an environmental leader, EWA provides reliable and fiscally responsible wastewater services to the communities we serve while optimizing use of renewable resources."

PROUDLY SERVING

City of Carlsbad
City of Vista
Buena Sanitation District
Vallecitos Water District
City of Encinitas
Leucadia Wastewater District



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Date: April 26, 2023

To: Honorable Chair and Members of the Board of Directors
Encina Joint Advisory Committee
Boards and Councils of the Encina Member Agencies

From: Scott McClelland, General Manager

Subject: Transmittal of FY2024 Recommended Operating & Capital Budgets

This letter transmits the Encina Wastewater Authority's (EWA) Recommended Fiscal Year 2024 Operating and Capital Budgets. In conformance with the Revised Basic Agreement for Ownership, Operation and Maintenance of the Encina Joint Sewage System, this Recommended Budget estimates both the amount of money required to operate, maintain and administer the Joint System during Fiscal Year 2024, and the proportionate amount to be paid by each Member Agency.

As discussed last year, increasing global volatility is putting significant upward pressure on the cost of providing wastewater services. Increasing climate volatility, geopolitical instability, and resource scarcity are directly increasing the Recommended FY2024 Budget. Significant wet weather swings directly impact EWA's energy, chemical, and insurance costs. Geopolitical instability impacts resources used in EWA's daily operations, especially those dependent on oil in their creation or transportation such as polymers and other treatment plant chemicals. And supply chain challenges, as a result of geopolitics or otherwise, are decreasing the availability of resources used in EWA's daily operations. The lack of goods is driving up prices leading to inflation not seen in decades. As EWA moves into the future, increasing the adaptability, sustainability, and resiliency of its operations and finances will become increasingly more important as global volatility becomes a new normal that all public entities are addressing. Despite these challenges, budget impacts were carefully managed resulting in an increase of 6.0% over last year's budget as shown in the table below:

Budget	Actual FY2022	Budget FY2023	Proposed FY2024	FY 2023 vs FY 2024 % Change
Operating Budget	\$ 19,025,998	\$ 19,528,774	\$ 23,501,441	20.3%
Capital Budget	\$ 28,670,081	\$ 27,005,586	\$ 25,834,437	-4.3%
Total Capital Budget	\$ 47,696,079	\$ 46,534,360	\$ 49,335,878	6.0%

OPERATING BUDGET OVERVIEW

The Recommended FY2024 Operating Budget is comprised of seven (7) operational programs that provide services to the Encina Member Agencies. Each operational program includes direct personnel and non-personnel expenses and related internal service fund (ISF) charges. The Recommended FY2024 Budget reflects management's strategies and objectives to ensure continued achievement within each of the six (6) Business Principles identified in the Five-Year Strategic Business Plan: Protect Public Health and the Environment; Pursue Waste Resource Recovery Opportunities; Conduct Sound Planning and Invest Appropriately; Remain Efficient, Fiscally Responsible, and Innovative; Provide Meaningful Transparency; and Deliver Exceptional Member Agency Service. The Recommended FY2024 Operating Budget totals approximately \$23.5M for the seven (7) operational programs summarized on the following page:

Operating Program	Actual FY2022	Budget FY2023	Proposed FY2024	FY 2023 vs FY 2024 % Change
Encina Water Pollution Control Facility	\$ 14,568,030	\$ 15,607,229	\$ 18,650,287	19.5%
Environmental Compliance – Source Control	\$ 889,245	\$ 904,348	\$ 1,019,627	12.7%
Agua Hedionda Pump Station	\$ 618,494	\$ 743,735	\$ 740,566	-0.4%
Buena Vista Pump Station	\$ 711,711	\$ 764,909	\$ 864,612	13.0%
Buena Creek Pump Station	\$ 577,411	\$ 582,396	\$ 619,768	6.4%
Carlsbad Water Recycling Facility	\$ 1,414,008	\$ 1,461,581	\$ 1,829,848	25.2%
Raceway Basin Pump Station	\$ 247,099	\$ 282,576	\$ 305,733	8.2%
Sub-Total: Expenses	\$ 19,025,998	\$ 20,346,774	\$ 24,030,441	18.1%
Estimated Other Operating Revenue	\$ -	\$ (818,000)	\$ (529,000)	-35.3%
Total Operating Budget	\$ 19,025,998	\$ 19,528,774	\$ 23,501,441	20.3%

The FY2024 Operating Budget reflects EWA's continuing commitment to provide sustainable and fiscally responsible wastewater services to the communities it serves while maximizing the use of alternative and renewable resources.

CAPITAL BUDGET OVERVIEW

The Recommended FY2024 Capital Budget totals approximately \$25.8M for the following EWA capital programs summarized below:

Capital Program	Actual FY2022	Budget FY2023	Proposed FY2024	FY 2023 vs FY 2024 % Change
EWPCF – Capital Improvements	\$ 21,312,394	\$ 20,900,000	\$ 19,245,000	-7.9%
EWPCF – Planned Asset Rehabilitation	\$ 1,057,691	\$ 1,156,000	\$ 1,534,200	32.7%
EWPCF – Capital Acquisitions	\$ 388,650	\$ 356,000	\$ 368,000	3.4%
Remotes Facilities – Acquisitions & Rehabilitation	\$ 3,247,757	\$ 1,681,800	\$ 1,602,917	-4.7%
Allocated Personnel Expenses	\$ 2,663,590	\$ 2,911,786	\$ 3,084,320	5.9%
Total Capital Budget	\$ 28,670,081	\$ 27,005,586	\$ 25,834,437	-4.3%

Improvement Projects are planned, scoped, and prioritized through the Comprehensive Asset Management Program (CAMP). The most recent CAMP was published in June 2021 and will continue to be updated biannually. It considers anticipated changes in regulatory requirements, prospective operational efficiencies, funding availability and other factors.

The Recommended FY2024 Capital Budget includes approximately \$3.3 million in funding for 15.11 full-time equivalent (FTE) positions. These positions include full and part-time efforts of EWA executives, professionals, managers, and technical staff who plan, direct, and support EWA's Capital Program.

Significant Capital Improvement Projects for FY2024 funding includes the Digester Rehabilitation and Improvements (\$3.0M), the Dissolved Air Flotation Tank Repairs (\$0.8M), and Administrative Building HVAC Rehabilitation (\$3.4M).

EWPCF – Planned Asset Rehabilitation and Replacement (PARR) reflects minor plant rehabilitation efforts undertaken by EWA staff to maintain the \$714 million worth of Joint System assets. PARR Projects total \$1.5M. EWPCF – Capital Acquisitions total \$0.4M and reflect appropriate investment in minor infrastructure and equipment. Remote Facilities – Acquisitions and Rehabilitation total \$1.6M and reflect appropriate investment in remote facility improvements.

Staff has made every effort to coordinate with the Member Agencies and use its best judgement in developing the budget but acknowledges the unpredictable nature in which the document was developed. Please join me in recognizing the staff

whose efforts produced this document. Assistant General Manager Jennifer Sabine, who prepared and developed staffing recommendations and operations estimates with the Executive Leadership team at EWA. Aaron Beanan, Director of Finance, who led efforts in the preparation and development of the Recommended FY2024 Budget. Finally, the Executive Leadership Team coordinated the budget development processes within their respective departments.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Scott McClelland", written in a cursive style.

Scott McClelland, P.E., BCEE, MBA
General Manager

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Policy Brief

Date: April 26, 2023

To: Honorable Chair and Members of the Board of Directors
Encina Joint Advisory Committee
Boards and Councils of the Encina Member Agencies

From: Scott McClelland, General Manager

Subject: Workforce Staffing Strategy

The Encina Wastewater Authority's (EWA) workforce staffing strategy is linked directly to its mission, vision, values and strategic business and tactical plans. It includes a cost-effective blend of human resources that includes permanent employees, consultants, contract and limited duration employees. Staffing decisions are based on established criteria designed to add value to the organization, reduce risk, and complement or leverage existing staff competencies.

The staffing needs of EWA are typically reviewed annually. Decisions to expand or contract EWA's total complement of Full Time Equivalent (FTE) staff are made as part of the budget development process. Department Directors requesting additional staff are required to submit a written report to the General Manager justifying the request.

EWA's staffing strategy centers on identifying the core workforce needed for ongoing work, which is essential to its mission on a permanent basis and should therefore be permanently staffed, as opposed to work that may be equally important to EWA but has a limited timeframe, or which has a temporary (even if several years) peak workload but is then expected to diminish. Any temporary programmatic increase in workload should consider the use of Limited Duration Employees (LDE) with an established, predictable separation date based upon the temporary nature of the work. In evaluating the need for additional staff, written justification for any new FTEs should address the following criteria:

Evaluation Criteria	Justification Must Address
Permanence	Is the work permanent in nature and not likely to diminish over time?
Reprioritization	Can work within the department be reprioritized to meet the new need, while reducing or eliminating other existing work, redeploying existing staff and negating the need to add an FTE?
Cost Effectiveness and Budget Impact	Is adding an FTE more cost effective over the expected life of the position's work than alternative resourcing options (e.g. temporary, LDE or contract resources)?
Full Time vs. Part Time	Does the work require a full-time position, or can the work be accomplished with a half-time position?
Appropriate Classification	Can the position be filled at a lower classification and accomplish the work, while minimizing the costs to EWA?
Institutional Knowledge	Does the position require institutional knowledge that could not likely be built and sustained through the use of temporary employees, LDE's, or contract resources?
Market Availability	What is the market availability and competitive landscape for the desired skill set of the proposed position?
Special Skills or Certifications Required	Are special skills or certification required to perform the work?
Risk Management and Transparency	Does the critical nature of the position, or the consequence of error or failure to effectively and safely perform the work make the use of outside resources impractical or too risky? Is there a concern for loss of transparency if outside resources are utilized?
Logistical Issues	Does the position's workplace locations, demands or duties create logistical challenges that make the use of temporary or contract resources impractical?

Chemist I

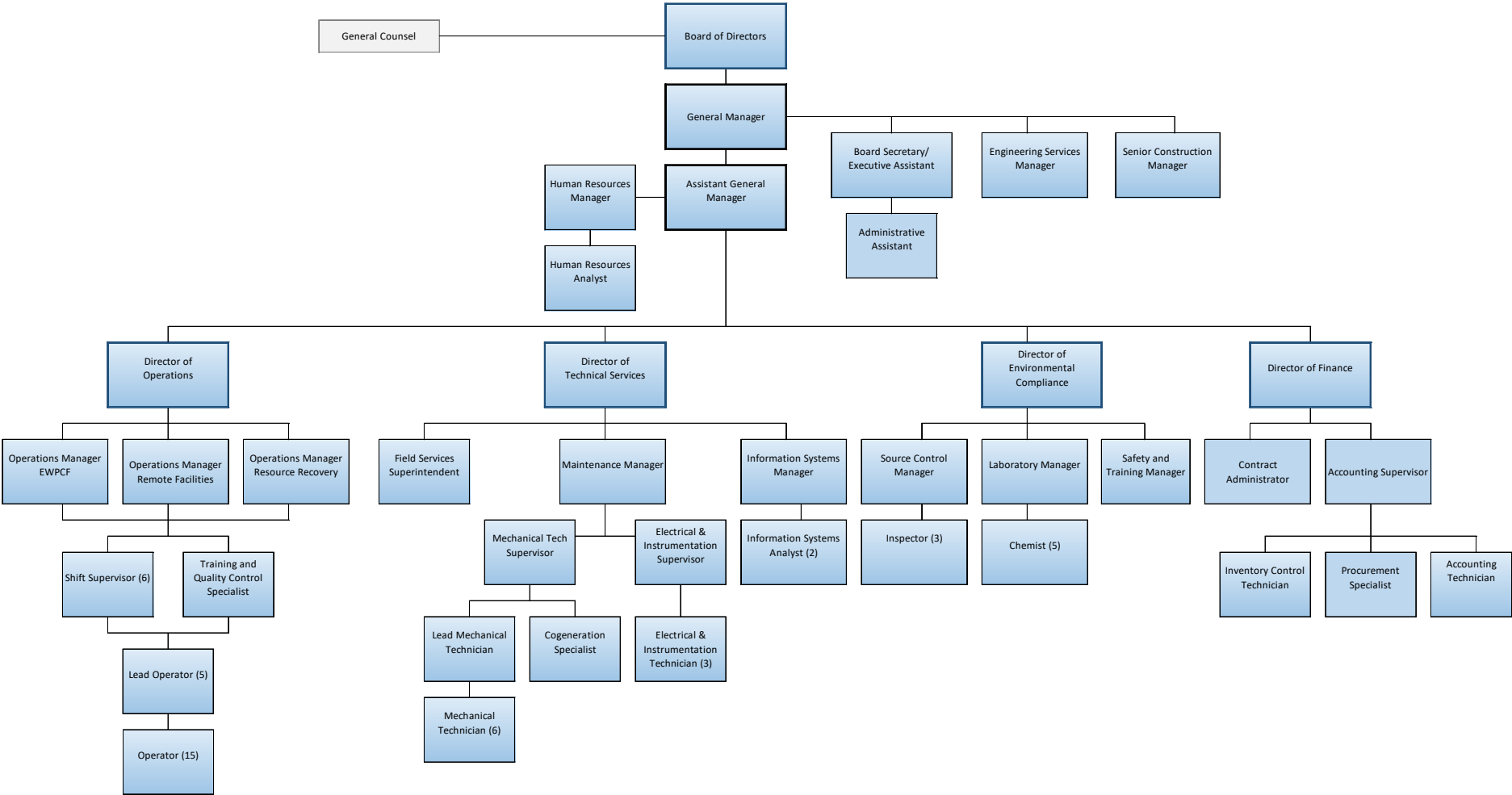
The Recommended Fiscal Year 2024 Budget includes an additional Chemist I position to support the significant increase in the activity and complexity of EWA's laboratory compliance and administration. Encina operates a regional environmental laboratory that provides analytical services to several member and non-member water agencies, recuperating costs through the charging of laboratory service fees. This full-time entry-level Chemist will allow higher level Chemists (Chemist II/III) to perform Quality Analysis/Quality Control duties to meet the new requirements of the Environmental Laboratory Accreditation Program (ELAP) certification meeting The NELAC Institute (TNI) standards. TNI compliance requires creation and maintenance of a system of QA/QC measures and oversight at a higher caliber than is currently required of Encina's laboratory. A reduction in the utilization of temporary and part-time staff and newly assessed increases in laboratory revenue through service fees partially mitigates the cost impact of this staffing recommendation.

Evaluation Criteria	Justification
Permanence	The new ELAP Certification requirements to meet TNI standards are a requirement of the State of California effective January 2024. Meeting these standards makes each analysis take longer, including additional time for training, demonstrations of capabilities, equipment calibration documentation and full traceability for every sample. The laboratory has not increased staffing levels since 2005.
Reprioritization	This position will replace a part-time Laboratory Technician position currently staffed at approximately 0.5 full-time equivalent (FTE). The laboratory currently employs a lean staffing model with a heavy workload and significant samples processed daily, including holidays. This entry level chemist will allow work to be shifted from more senior Chemists (Chemist II/III) to allow them to actively participate in TNI Compliance efforts and QA/QC.
Cost Effectiveness and Budget Impact	The additional FTE is permanent and will be partially offset by a reduction in part-time labor costs. In addition, the position will be supported by revenue from laboratory fees.
Full Time vs. Part Time	Encina currently has a part time employee supporting the laboratory. This position is difficult to staff as it is a temporary position and does not provide the level of longevity or support needed to meet the TNI standards
Appropriate Classification	This additional position is requested at the lowest, entry level to alleviate day-to-day demands on Chemist IIIs. This will allow Chemist IIIs to provide higher-level support of the Laboratory Manager in QA/QC oversight, and will also support succession planning and provide professional development for Chemist IIIs.
Institutional Knowledge	Every laboratory has slightly different equipment and Standard Operating Procedures. While consultant support may be needed for compliance checks or regulatory support, the essence of laboratory analysis requires in-house staff knowledgeable and trained to perform duties consistently, professionally, and in compliance with ELAP/TNI requirements.
Market Availability	Based on a 2021 recruitment for a Chemist I, sufficient applicants with basic laboratory experience and education are expected to be available for the position.
Special Skills or Certifications Required	The Chemist I is required to have a Bachelor's degree in natural sciences, along with coursework or work experience in a laboratory setting. All laboratory staff are encouraged to pursue certification as Laboratory Analysts through the California Water Environment Association.
Risk Management and Transparency	The Encina laboratory provides regional water analysis services to member agencies as well as other agencies. While Encina already sends certain tests to outside laboratories which are ELAP/TNI compliant, it is neither practical nor cost effective to outsource daily compliance monitoring required by Encina's discharge permit. Encina charges fees lower than private laboratories, and due to significant consolidation in the laboratory industry there would be

	potential for compliance risk in pursuing more outsourcing of laboratory activities due to lack of industry capacity to perform these analysis.
Logistical Issues	The new position will work with other Chemists in Encina's laboratory, located on the second floor of the administration building. This work must be performed on site.

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FISCAL YEAR 2024 ORGANIZATION (76 FTEs)



AUTHORIZED POSITIONS

Summary by Department

	2022-23 Budget	2023-24 Budget
Office of the General Manager		
General Manager	1.00	1.00
Assistant General Manager	1.00	1.00
Assistant to the General Manager	1.00	0.00
Engineering Services Manager	1.00	1.00
Senior Construction Manager ¹	1.00	1.00
Human Resources Manager	0.00	1.00
Human Resources Analyst ²	1.00	1.00
Board Secretary/Executive Assistant ²	1.00	1.00
Administrative Assistant I/II	1.00	1.00
Total	8.00	8.00
Finance Department		
Director of Finance ¹	1.00	1.00
Accounting Supervisor ¹	1.00	1.00
Accounting Technician I/II	1.00	1.00
Contract Administrator	1.00	1.00
Inventory Control Technician ²	1.00	1.00
Procurement Specialist	1.00	1.00
Total	6.00	6.00
Operations Department		
Director of Operations	1.00	1.00
Operations Manager	3.00	3.00
Shift Supervisor	6.00	6.00
Lead Operator	5.00	5.00
Operator I/II and Operator-In-Training	15.00	15.00
Training and Quality Control Specialist	1.00	1.00
Total	31.00	31.00

AUTHORIZED POSITIONS

Summary by Department

	2022-23 Budget	2023-24 Budget
Technical Services Department		
Director of Technical Services	1.00	1.00
Maintenance Manager	1.00	1.00
Electrical and Instrumentation Supervisor ¹	1.00	1.00
Electrical and Instrumentation Technician ^{1,2}	3.00	3.00
Application Specialist ¹	0.00	0.00
Mechanical Technician Supervisor ¹	1.00	1.00
Lead Mechanical Technician	1.00	1.00
Mechanical Technician I/II ¹	6.00	6.00
Cogeneration Specialist	1.00	1.00
Field Services Superintendent	1.00	1.00
Information Systems Manager	1.00	1.00
Information Systems Analyst ²	2.00	2.00
Total	19.00	19.00
Environmental Compliance Department		
Director of Environmental Compliance	1.00	1.00
Source Control Manager	1.00	1.00
Source Control Inspector I/II/III ²	3.00	3.00
Laboratory Manager	1.00	1.00
Chemist I/II/III ²	4.00	5.00
Safety & Training Manager	1.00	1.00
Total	11.00	12.00
Full-time Equivalent Employees Summary		
Office of the General Manager	8.00	8.00
Finance	6.00	6.00
Operations	31.00	31.00
Technical Services	19.00	19.00
Environmental Compliance	11.00	12.00
Total	75.00	76.00

1. Mid-year change per General Manager authority during Fiscal year 2022-23.

2. Title changed per 2022 Compensation Study.

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OPERATING BUDGET: REVENUE *and* EXPENSE SUMMARY

Revenue Summary

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024		Change	%
City of Carlsbad	\$	5,702,471	\$	6,019,641	\$	6,340,180	\$	7,244,274	\$	1,224,633	20.3%
City of Vista	\$	5,038,347	\$	5,146,982	\$	5,549,132	\$	6,310,428	\$	1,163,446	22.6%
Buena Sanitation District	\$	2,027,684	\$	2,036,547	\$	2,158,247	\$	2,416,649	\$	380,102	18.7%
Vallecitos Water District	\$	3,142,576	\$	3,303,792	\$	3,302,425	\$	3,735,121	\$	431,329	13.1%
City of Encinitas	\$	748,035	\$	747,224	\$	817,205	\$	911,774	\$	164,550	22.0%
Leucadia Wastewater District	\$	2,366,885	\$	2,274,588	\$	2,557,739	\$	2,883,195	\$	608,607	26.8%
Sub Total	\$	19,025,998	\$	19,528,774	\$	20,724,928	\$	23,501,441	\$	3,972,667	20.3%
Estimated Other Revenue		*	\$	818,000	\$	795,500	\$	529,000	\$	(289,000)	-35.3%
Total	\$	19,025,998	\$	20,346,774	\$	21,520,428	\$	24,030,441	\$	3,683,667	18.1%

*2022 Actual total is net of other revenue

Operating Revenues from Member Agencies by Program

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024		Change	%
Encina Water Pollution Control Facility	\$	14,568,030	\$	14,789,229	\$	16,102,971	\$	18,121,287	\$	3,332,058	22.5%
Source Control	\$	889,245	\$	904,348	\$	885,646	\$	1,019,627	\$	115,279	12.7%
Agua Hedionda Pump Station	\$	618,494	\$	743,735	\$	587,031	\$	740,566	\$	(3,169)	-0.4%
Buena Creek Pump Station	\$	577,411	\$	582,396	\$	554,667	\$	619,768	\$	37,372	6.4%
Buena Vista Pump Station	\$	711,711	\$	764,909	\$	783,895	\$	864,612	\$	99,703	13.0%
Carlsbad Water Recycling Facility	\$	1,414,008	\$	1,461,581	\$	1,554,097	\$	1,829,848	\$	368,267	25.2%
Raceway Basin Pump Station	\$	247,099	\$	282,576	\$	256,621	\$	305,733	\$	23,157	8.2%
Total	\$	19,025,998	\$	19,528,774	\$	20,724,928	\$	23,501,441	\$	3,972,667	20.3%

Operating Budget Expense Summary by Program

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024		Change	%
Encina Water Pollution Control Facility	\$	14,568,030	\$	15,607,229	\$	16,898,471	\$	18,650,287	\$	3,043,058	19.5%
Source Control	\$	889,245	\$	904,348	\$	885,646	\$	1,019,627	\$	115,279	12.7%
Agua Hedionda Pump Station	\$	618,494	\$	743,735	\$	587,031	\$	740,566	\$	(3,169)	-0.4%
Buena Creek Pump Station	\$	577,411	\$	582,396	\$	554,667	\$	619,768	\$	37,372	6.4%
Buena Vista Pump Station	\$	711,711	\$	764,909	\$	783,895	\$	864,612	\$	99,703	13.0%
Carlsbad Water Recycling Facility	\$	1,414,008	\$	1,461,581	\$	1,554,097	\$	1,829,848	\$	368,267	25.2%
Raceway Basin Pump Station	\$	247,099	\$	282,576	\$	256,621	\$	305,733	\$	23,157	8.2%
Total	\$	19,025,998	\$	20,346,774	\$	21,520,428	\$	24,030,441	\$	3,683,667	18.1%

Combined Operating Budget Expense

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024		Change	%
Personnel	\$	7,061,037	\$	7,372,976	\$	7,305,961	\$	7,860,681	\$	487,705	6.6%
Non-Personnel	\$	6,145,101	\$	6,796,650	\$	7,134,549	\$	8,656,521	\$	1,859,871	27.4%
Internal Service Fund	\$	5,819,860	\$	6,177,148	\$	7,079,918	\$	7,513,239	\$	1,336,091	21.6%
Total	\$	19,025,998	\$	20,346,774	\$	21,520,428	\$	24,030,441	\$	3,683,667	18.1%

OPERATING BUDGET: EXPENSE SUMMARY

Encina Water Pollution Control Facility

	Actual FY2022	Budget FY2023	Projected FY2023	Proposed FY2024	Change	%
Personnel	\$ 4,886,752	\$ 5,162,584	\$ 5,329,348	\$ 5,604,374	\$ 441,790	8.6%
Non-Personnel	\$ 4,568,550	\$ 5,067,000	\$ 5,334,167	\$ 6,381,144	\$ 1,314,144	25.9%
Internal Service Fund	\$ 5,112,728	\$ 5,377,645	\$ 6,234,956	\$ 6,664,769	\$ 1,287,124	23.9%
Total	\$ 14,568,030	\$ 15,607,229	\$ 16,898,471	\$ 18,650,287	\$ 3,043,058	19.5%

Environmental Compliance – Source Control

	Actual FY2022	Budget FY2023	Projected FY2023	Proposed FY2024	Change	%
Personnel	\$ 643,911	\$ 632,677	\$ 610,719	\$ 683,659	\$ 50,982	8.1%
Non-Personnel	\$ 45,922	\$ 28,450	\$ 23,859	\$ 101,550	\$ 73,100	256.9%
Internal Service Fund	\$ 199,412	\$ 243,221	\$ 251,068	\$ 234,418	\$ (8,803)	-3.6%
Total	\$ 889,245	\$ 904,348	\$ 885,646	\$ 1,019,627	\$ 115,279	12.7%

Agua Hedionda Pump Station

	Actual FY2022	Budget FY2023	Projected FY2023	Proposed FY2024	Change	%
Personnel	\$ 299,172	\$ 381,126	\$ 267,587	\$ 352,365	\$ (28,761)	-7.5%
Non-Personnel	\$ 226,393	\$ 264,950	\$ 213,163	\$ 279,282	\$ 14,332	5.4%
Internal Service Fund	\$ 92,929	\$ 97,659	\$ 106,281	\$ 108,919	\$ 11,260	11.5%
Total	\$ 618,494	\$ 743,735	\$ 587,031	\$ 740,566	\$ (3,169)	-0.4%

Buena Creek Pump Station

	Actual FY2022	Budget FY2023	Projected FY2023	Proposed FY2024	Change	%
Personnel	\$ 282,098	\$ 279,005	\$ 249,357	\$ 278,579	\$ (426)	-0.2%
Non-Personnel	\$ 235,569	\$ 238,400	\$ 234,581	\$ 267,324	\$ 28,924	12.1%
Internal Service Fund	\$ 59,744	\$ 64,991	\$ 70,729	\$ 73,865	\$ 8,874	13.7%
Total	\$ 577,411	\$ 582,396	\$ 554,667	\$ 619,768	\$ 37,372	6.4%

Buena Vista Pump Station

	Actual FY2022	Budget FY2023	Projected FY2023	Proposed FY2024	Change	%
Personnel	\$ 231,415	\$ 241,349	\$ 216,285	\$ 233,009	\$ (8,340)	-3.5%
Non-Personnel	\$ 415,941	\$ 456,250	\$ 494,358	\$ 557,646	\$ 101,396	22.2%
Internal Service Fund	\$ 64,355	\$ 67,310	\$ 73,252	\$ 73,957	\$ 6,647	9.9%
Total	\$ 711,711	\$ 764,909	\$ 783,895	\$ 864,612	\$ 99,703	13.0%

Carlsbad Water Recycling Facility

	Actual FY2022	Budget FY2023	Projected FY2023	Proposed FY2024	Change	%
Personnel	\$ 567,666	\$ 511,292	\$ 485,056	\$ 539,577	\$ 28,285	5.5%
Non-Personnel	\$ 598,248	\$ 668,850	\$ 774,255	\$ 983,270	\$ 314,420	47.0%
Internal Service Fund	\$ 248,094	\$ 281,439	\$ 294,786	\$ 307,001	\$ 25,562	9.1%
Total	\$ 1,414,008	\$ 1,461,581	\$ 1,554,097	\$ 1,829,848	\$ 368,267	25.2%

Raceway Basin Pump Station

	Actual FY2022	Budget FY2023	Projected FY2023	Proposed FY2024	Change	%
Personnel	\$ 150,023	\$ 164,943	\$ 147,609	\$ 169,118	\$ 4,175	2.5%
Non-Personnel	\$ 54,478	\$ 72,750	\$ 60,166	\$ 86,305	\$ 13,555	18.6%
Internal Service Fund	\$ 42,598	\$ 44,883	\$ 48,846	\$ 50,310	\$ 5,427	12.1%
Total	\$ 247,099	\$ 282,576	\$ 256,621	\$ 305,733	\$ 23,157	8.2%

OPERATING BUDGET: REVENUE SUMMARY

City of Carlsbad

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024		Change	%
Encina Water Pollution Control Facility	\$	3,831,383	\$	3,983,717	\$	4,275,169	\$	4,820,869	\$	837,152	21.0%
Source Control	\$	191,949	\$	264,978	\$	247,997	\$	274,803	\$	9,825	3.7%
Agua Hedionda Pump Station	\$	191,114	\$	229,815	\$	181,393	\$	228,835	\$	(980)	-0.4%
Buena Vista Pump Station	\$	74,017	\$	79,550	\$	81,524	\$	89,919	\$	10,369	13.0%
Carlsbad Water Recycling Facility	\$	1,414,008	\$	1,461,581	\$	1,554,097	\$	1,829,848	\$	368,267	25.2%
Total	\$	5,702,471	\$	6,019,641	\$	6,340,180	\$	7,244,274	\$	1,224,633	20.3%

City of Vista

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024		Change	%
Encina Water Pollution Control Facility	\$	3,467,879	\$	3,394,406	\$	3,886,514	\$	4,364,097	\$	969,691	28.6%
Source Control	\$	258,295	\$	270,721	\$	297,988	\$	354,174	\$	83,453	30.8%
Agua Hedionda Pump Station	\$	427,380	\$	513,920	\$	405,638	\$	511,731	\$	(2,189)	-0.4%
Buena Vista Pump Station	\$	637,694	\$	685,359	\$	702,371	\$	774,693	\$	89,334	13.0%
Raceway Basin Pump Station	\$	247,099	\$	282,576	\$	256,621	\$	305,733	\$	23,157	8.2%
Total	\$	5,038,347	\$	5,146,982	\$	5,549,132	\$	6,310,428	\$	1,163,446	22.6%

Buena Sanitation District

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024		Change	%
Encina Water Pollution Control Facility	\$	1,362,414	\$	1,352,681	\$	1,544,808	\$	1,724,928	\$	372,247	27.5%
Source Control	\$	87,859	\$	101,470	\$	58,772	\$	71,953	\$	(29,517)	-29.1%
Buena Creek Pump Station	\$	577,411	\$	582,396	\$	554,667	\$	619,768	\$	37,372	6.4%
Total	\$	2,027,684	\$	2,036,547	\$	2,158,247	\$	2,416,649	\$	380,102	18.7%

Vallecitos Water District

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024		Change	%
Encina Water Pollution Control Facility	\$	2,984,778	\$	3,135,151	\$	3,168,731	\$	3,578,652	\$	443,501	14.1%
Source Control	\$	157,798	\$	168,641	\$	133,694	\$	156,469	\$	(12,172)	-7.2%
Total	\$	3,142,576	\$	3,303,792	\$	3,302,425	\$	3,735,121	\$	431,329	13.1%

City of Encinitas

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024		Change	%
Encina Water Pollution Control Facility	\$	701,254	\$	720,391	\$	772,595	\$	867,277	\$	146,886	20.4%
Source Control	\$	46,781	\$	26,833	\$	44,610	\$	44,497	\$	17,664	65.8%
Total	\$	748,035	\$	747,224	\$	817,205	\$	911,774	\$	164,550	22.0%

Leucadia Wastewater District

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024		Change	%
Encina Water Pollution Control Facility	\$	2,220,322	\$	2,202,883	\$	2,455,154	\$	2,765,464	\$	562,581	25.5%
Source Control	\$	146,563	\$	71,705	\$	102,585	\$	117,731	\$	46,026	64.2%
Total	\$	2,366,885	\$	2,274,588	\$	2,557,739	\$	2,883,195	\$	608,607	26.8%

PERSONNEL EXPENSE SUMMARY *by* ACCOUNT

Salaries

	2023 Budget	% of Total	2024 Budget	% of Total	% Change
Regular	\$ 8,920,056		\$ 9,609,617		7.7%
Overtime	\$ 180,200		\$ 194,130		7.7%
Holiday	\$ 95,000		\$ 96,000		1.1%
Temporary & Part-Time Staff	\$ 94,000		\$ 47,000		-50.0%
Intern Program	\$ 29,800		\$ 29,800		0.0%
Shift Differential	\$ 45,000		\$ 45,000		0.0%
Incentive Awards	\$ 14,500		\$ 19,741		36.1%
Standby	\$ 5,000		\$ 5,000		0.0%
Subtotal Salaries	\$ 9,383,556	73.2%	\$ 10,046,289	73.7%	7.1%

Benefits

	2023 Budget	% of Total	2024 Budget	% of Total	% Change
CalPERS Retirement Program — Normal Cost	\$ 1,780,794		\$ 1,973,774		10.8%
CalPERS Retirement Unfunded Liability	\$ -		\$ -		
CalPERS Employee Contribution	\$ (724,804)		\$ (780,049)		7.6%
Other Post-Employment Benefits	\$ 71,000		\$ 104,597		47.3%
Flexible Benefits 125 Plan	\$ 1,500,970		\$ 1,452,797		-3.2%
Deferred Compensation	\$ 333,522		\$ 355,573		6.6%
Medicare	\$ 143,522		\$ 153,845		7.2%
Workers Compensation Insurance	\$ 274,000		\$ 263,000		-4.0%
Other Ancillary Benefits	\$ 55,000		\$ 54,509		-0.9%
Subtotal Benefits	\$ 3,434,004	26.8%	\$ 3,578,045	26.3%	4.2%
Total Personnel Expense	\$ 12,817,560	100.0%	\$ 13,624,334	100.0%	6.3%

PERSONNEL EXPENSE SUMMARY *by* PROGRAM

Programs

	2023 Budget	2022 Positions	2024 Budget	2023 Positions	% Change
Encina Water Pollution Control Facility	\$ 5,162,584	32.85	\$ 5,604,374	33.60	8.6%
Source Control	\$ 632,677	4.35	\$ 683,659	4.35	8.1%
<i>Agua Hedionda Pump Station</i>	\$ 381,126	2.25	\$ 352,365	1.90	-7.5%
<i>Buena Creek Pump Station</i>	\$ 279,005	1.65	\$ 278,579	1.53	-0.2%
<i>Buena Vista Pump Station</i>	\$ 241,349	1.42	\$ 233,009	1.29	-3.5%
<i>Carlsbad Water Reclamation Facilities</i>	\$ 511,292	3.00	\$ 539,577	2.91	5.5%
<i>Raceway Basin Pump Station</i>	\$ 164,943	0.97	\$ 169,118	0.91	2.5%
Remote Facilities	\$ 1,577,715	9.29	\$ 1,572,648	8.54	-0.3%
Subtotal	\$ 7,372,976	46.49	\$ 7,860,681	46.49	6.6%
Internal Service Funds	\$ 2,532,798	14.50	\$ 2,679,333	15.40	5.8%
Subtotal Operating	\$ 9,905,774	60.99	\$ 10,540,014	61.89	6.4%
Capital Program	\$ 2,911,786	14.01	\$ 3,084,320	14.11	5.9%
Total Personnel Expense	\$ 12,817,560	75.00	\$ 13,624,334	76.00	6.3%

ENCINA WATER POLLUTION CONTROL FACILITY

The Encina Water Pollution Control Facility (EWPCF), located in Carlsbad, California, provides wastewater treatment services to approximately 377,000 residents in a 123 square mile service area of northwest San Diego County. The EWPCF consists of three major components: the treatment plant; the Encina Ocean Outfall (EOO); and the Joint Flow Metering System (JFMS). The EWPCF was constructed in 1963 to treat wastewater from the Cities of Carlsbad and Vista, with the City of Encinitas, Vallecitos Water District, Buena Sanitation District and Leucadia Wastewater District joining the partnership in the subsequent years. Since its original design and construction, the treatment plant has undergone four (4) major expansions – the latest completed in 2009, and is beginning another round of construction to address reliability and aging infrastructure. Today, the EWPCF is a modern resource recovery facility that produces: clean water for recycling and Pacific Ocean discharge (via preliminary and primary treatment processes); activated sludge secondary treatment; secondary flow equalization facilities; and a 1.5 mile EOO, which discharges treated effluent at an average depth of one-hundred-fifty (150) feet; a granular fertilizer marketed under the name PureGreen (via anaerobic digesters, solids dewatering centrifuges, and a triple-pass rotary drum heat dryer); and, between 80 and 85% of the electricity required to power the EWPCF (via a Combined Heat & Cogeneration Power System) in a typical year. In addition, the JFMS consists of sixteen (16) flow meters strategically placed throughout the collection system. The data collected at these metering sites, which is analyzed and certified by an independent consultant, is a critical element in allocating EWPCF costs among the EWA Member Agencies.

Capacity – The EWPCF has a rated liquid treatment capacity of 40.51 million gallons per day (MGD) and a rated solids treatment capacity of 43.53 MGD. During FY2023, the EWPCF will: (1) clean more than 7.97 billion gallons of water; (2) recycle about 2.9 billion gallons for on-site use and regional irrigation; and, (3) process 99 million gallons of digested sludge into over 6,300 tons of PureGreen fertilizer.

Cost Allocation – The EWPCF costs are allocated among member agencies based on ownership and usage charges in accordance with the Financial Plan and Revenue Program. EOO costs are allocated among Member Agencies based on the volume of effluent discharged. JFMS costs are allocated among the Member Agencies based on the number, location and type of meters.



Encina Water Pollution Control Facility

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OPERATING EXPENSE SUMMARY: ENCINA WATER POLLUTION CONTROL FACILITY

PERSONNEL

			Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
5100	Salaries	\$	3,419,177	\$	3,762,004	\$	4,047,576	\$	4,112,046	9.3%
5200	Benefits	\$	1,467,575	\$	1,400,581	\$	1,281,772	\$	1,492,328	6.6%
Total Personnel Expenses		\$	4,886,752	\$	5,162,585	\$	5,329,348	\$	5,604,374	8.6%

NON-PERSONNEL

			Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
21001	7330	Specialty Services	\$ 149,612	\$	155,000	\$	152,239	\$	160,056	3.3%
22001	5400	CEPT Polymer	\$ 131,492	\$	216,000	\$	101,596	\$	225,500	4.4%
22001	5401	Ferric Chloride	\$ 411,134	\$	476,000	\$	598,721	\$	911,000	91.4%
22001	5405	Atmospheric Control (Nitrogen)	\$ 28,014	\$	31,000	\$	28,206	\$	34,000	9.7%
22001	5406	Pellet Dust Control	\$ 72,411	\$	48,500	\$	45,500	\$	48,500	0.0%
22001	5407	Sodium Hypochlorite	\$ 52,055	\$	100,000	\$	88,628	\$	143,000	43.0%
22001	5409	Dewatering / Thickening Polymer	\$ 795,134	\$	1,019,200	\$	1,300,000	\$	1,528,000	49.9%
22001	5420	Biosolids Recycling	\$ 543,065	\$	494,000	\$	800,000	\$	881,100	78.4%
22001	5422	Pure Green Marketing	\$ 16,363	\$	15,000	\$	15,274	\$	15,000	0.0%
22001	5423	Grit Hauling	\$ 74,130	\$	90,000	\$	72,167	\$	136,500	51.7%
22001	5431	Water	\$ 16,150	\$	23,400	\$	20,085	\$	20,100	-14.1%
22001	6450	Professional Services	\$ 41,513	\$	33,500	\$	33,000	\$	53,500	59.7%
22001	6720	Specialty Equipment	\$ 8,171	\$	6,000	\$	9,000	\$	11,200	86.7%
22001	6920	Permits	\$ 28,738	\$	41,200	\$	41,134	\$	35,257	-14.4%
22001	7310	Safety & Medical Services	\$ 261,299	\$	243,100	\$	230,341	\$	195,300	-19.7%
22001	7330	Specialty Services	\$ 266	\$	4,000	\$	4,422	\$	20,000	400.0%
22001	7620	Contingency	\$ -	\$	250,000	\$	-	\$	-	-100.0%
23001	5410	Chemicals	\$ 1,080	\$	6,000	\$	471	\$	6,000	0.0%
23001	5910	Equipment Rental	\$ 9,981	\$	12,000	\$	12,000	\$	12,000	0.0%
23001	6120	Fuel & Lube	\$ 58,945	\$	30,000	\$	35,296	\$	30,000	0.0%
23001	6220	Earthquake & Flood Insurance	\$ 165,458	\$	190,000	\$	187,791	\$	206,570	8.7%
23001	6230	Janitorial	\$ 57,834	\$	81,500	\$	100,000	\$	100,000	22.7%
23001	6410	Laundry & Uniforms	\$ 10,811	\$	20,000	\$	18,849	\$	20,000	0.0%
23001	6424	Info Systems: Enterprise Applications	\$ 215,243	\$	315,000	\$	315,000	\$	331,000	5.1%
23001	6450	Professional Services (South Parcel)	\$ 35,410	\$	30,000	\$	22,800	\$	40,000	33.3%
23001	6710	Equipment New	\$ 6,671	\$	7,000	\$	7,000	\$	8,000	14.3%
23001	6930	Piping & Electrical Repair	\$ 140,110	\$	117,000	\$	117,000	\$	130,000	11.1%
23001	6940	Planned Maintenance	\$ 280,813	\$	230,000	\$	224,779	\$	245,000	6.5%
23001	7010	Plant Contracts	\$ 185,497	\$	275,000	\$	266,500	\$	320,200	16.4%
23001	7510	Tools	\$ 10,819	\$	10,000	\$	10,000	\$	10,000	0.0%

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NON-PERSONNEL EXPENSES (cont.)

				Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
24001	6810	Ocean Monitoring	\$	336,645	\$	87,000	\$	52,577	\$	62,000	-28.7%
24001	6911	Effluent Testing	\$	21,364	\$	31,000	\$	35,150	\$	31,000	0.0%
24001	6920	Permits	\$	280,170	\$	297,000	\$	297,000	\$	316,872	6.7%
24001	6940	Planned Maintenance	\$	-	\$	-	\$	-	\$	-	0.0%
500xx	5610	Board of Directors Fees	\$	63,766	\$	62,517	\$	64,687	\$	64,984	3.9%
500xx	6010	Board of Directors Meeting Expense	\$	58,386	\$	18,983	\$	26,954	\$	29,505	55.4%
500xx	7610	Board of Directors Professional Dev.	\$	-	\$	1,100	\$	-	\$	-	-100.0%
Total Non-Personnel Expenses			\$	4,568,550	\$	5,067,000	\$	5,334,167	\$	6,381,144	25.9%

INTERNAL SERVICE FUNDS

				Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
11001		Administration	\$	2,139,220	\$	2,300,234	\$	2,503,323	\$	2,653,259	15.3%
12001		Laboratory	\$	1,116,077	\$	1,083,113	\$	999,626	\$	1,213,262	12.0%
13001		Energy Management	\$	1,857,431	\$	1,994,298	\$	2,732,007	\$	2,798,248	40.3%
Total Internal Service Fund Expenses			\$	5,112,728	\$	5,377,645	\$	6,234,956	\$	6,664,769	23.9%
Total Operating Expenses			\$	14,568,030	\$	15,607,230	\$	16,898,471	\$	18,650,287	19.5%

ENVIRONMENTAL COMPLIANCE & REGIONAL SOURCE CONTROL

The EWPCF discharges clean water to the Pacific Ocean via the Encina Ocean Outfall pursuant to a National Pollutant Discharge Elimination System (NPDES) Permit issued under the authority of the federal Clean Water Act (CWA). The CWA also covers non-domestic sources of wastewater that discharge directly to a publicly owned treatment works like the EWPCF. Such discharges may be federally regulated or regulated by EWA's Pretreatment Ordinance, which are enforced by EWA in cooperation with the host Member Agency under authority derived from the federal CWA. The goal of Encina's Regional Source Control Program is to prevent the discharge of pollutants into the Member Agency sewer system, which may interfere with the operation of the EWPCF or pass through the system and negatively impact the ocean environment, the quality of PureGreen fertilizer or the ability to reclaim water. The Source Control Program achieves this goal by: identifying regulated industries; conducting facility inspections; issuing wastewater discharge permits; sampling industrial discharges to determine compliance; taking enforcement in response to noncompliance; responding to Member Agency requests to perform investigations regarding non-routine discharges; and, conducting related public outreach activities.

Capacity – During FY2024 staff estimates fifty-six (56) industries will be fully permitted, while another 605 businesses will participate in EWA's Best Management Practices Program.

Cost Allocation – Personnel Expenses make up over 78% of Source Control's budgeted expenses. Over 86% of personnel expenses are allocated to Member Agencies based on the actual level of effort by staff. Remaining personnel expenses and all non-personnel expenses are allocated to the Member Agencies on the basis of Encina Ocean Outfall flows.



Public outreach at the 2022 World Water Day Event at the Agua Hedionda Lagoon

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OPERATING EXPENSE SUMMARY: SOURCE CONTROL

PERSONNEL

		Actual FY2022	Budget FY2023	Projected FY2023	Proposed FY2024	% Change
5100	Salaries	\$ 439,328	\$ 464,446	\$ 464,274	\$ 491,138	5.7%
5200	Benefits	\$ 204,584	\$ 168,231	\$ 146,444	\$ 192,521	14.4%
Total Personnel Expenses		\$ 643,911	\$ 632,677	\$ 610,719	\$ 683,659	8.1%

NON-PERSONNEL

		Actual FY2022	Budget FY2023	Projected FY2023	Proposed FY2024	% Change
40001	5520 Books	\$ -	\$ -	\$ -	\$ -	0.0%
40001	5930 Equipment Replacement	\$ 706	\$ 1,000	\$ 647	\$ 6,000	500.0%
40001	6120 Fuel & Lube	\$ 3,239	\$ 2,100	\$ 4,613	\$ 3,200	52.4%
40001	6310 Lab Equipment Repair	\$ 6,162	\$ 11,000	\$ 11,359	\$ 11,000	0.0%
40001	6330 Lab Supplies	\$ 743	\$ 1,600	\$ 1,779	\$ 1,600	0.0%
40001	6410 Laundry & Uniforms	\$ 1,951	\$ 2,000	\$ 1,771	\$ 2,000	0.0%
40001	6422 Legal Notices	\$ 696	\$ 750	\$ -	\$ 750	0.0%
40001	6450 Professional Services	\$ 31,425	\$ 8,000	\$ -	\$ 75,000	837.5%
40001	7120 Printing & Reproduction	\$ -	\$ -	\$ -	\$ -	0.0%
40001	7130 Public Information	\$ 1,000	\$ 2,000	\$ 3,690	\$ 2,000	0.0%
Total Non-Personnel Expenses		\$ 45,922	\$ 28,450	\$ 23,859	\$ 101,550	256.9%

INTERNAL SERVICE FUNDS

		Actual FY2022	Budget FY2023	Projected FY2023	Proposed FY2024	% Change
11001	Administration	\$ 149,666	\$ 155,424	\$ 169,146	\$ 179,560	15.5%
12001	Laboratory	\$ 47,887	\$ 85,801	\$ 79,187	\$ 52,057	-39.3%
13001	Energy Management	\$ 1,859	\$ 1,996	\$ 2,735	\$ 2,801	40.3%
Total Internal Service Fund Expenses		\$ 199,412	\$ 243,221	\$ 251,068	\$ 234,418	-3.6%
Total Operating Expenses		\$ 889,245	\$ 904,348	\$ 885,646	\$ 1,019,627	12.7%

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REMOTE FACILITIES

AGUA HEDIONDA PUMP STATION

The Agua Hedionda Pump Station (AHPS) is part of the Encina Joint Sewerage System and is jointly owned by the City of Vista and the City of Carlsbad. This pump station is located on the southeast shore of the Agua Hedionda Lagoon and was replaced with a new station on the existing site in FY2020. The final phase of construction to complete the new station and decommission and demolish the old station began in FY2022 with full acceptance anticipated to occur in FY2023.

Capacity – The new AHPS is equipped four (4) lift pumps and four (4) force main pumps, providing pumping redundancy and a broad operating range. This facility is operated 365 days a year on a 24 hour-a-day basis.

Cost Allocation – The AHPS is operated by EWA under a contract with the owner agencies. The costs of operating and maintaining the AHPS are allocated to the City of Vista (69.1%) and the City of Carlsbad (30.9%) in accordance with the May 2017 Memorandum of Understanding.



Agua Hedionda Pump Station

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OPERATING EXPENSE SUMMARY: AGUA HEDIONDA PUMP STATION

PERSONNEL

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
5100	Salaries	\$ 248,326	\$	275,767	\$	206,778	\$	257,408	-6.7%
5200	Benefits	\$ 50,847	\$	105,359	\$	60,809	\$	94,957	-9.9%
Total Personnel Expenses		\$ 299,172	\$	381,126	\$	267,587	\$	352,365	-7.5%

NON-PERSONNEL

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
31001	5431 Water	\$ 16,213	\$	27,100	\$	16,608	\$	29,050	7.2%
31001	5435 Electricity	\$ 172,652	\$	179,100	\$	164,297	\$	184,800	3.2%
31001	5910 Equipment Rental	\$ -	\$	1,000	\$	-	\$	1,000	0.0%
31001	6120 Fuel & Lube	\$ 6,532	\$	6,500	\$	7,178	\$	12,475	91.9%
31001	6410 Laundry & Uniforms	\$ 515	\$	550	\$	509	\$	550	0.0%
31001	6920 Permits	\$ 4,066	\$	4,400	\$	5,782	\$	6,357	44.5%
31001	6930 Piping & Electrical Repair	\$ 3,296	\$	3,500	\$	4,453	\$	3,500	0.0%
31001	6940 Planned Maintenance	\$ 9,102	\$	11,000	\$	10,291	\$	11,000	0.0%
31001	7010 Plant Contracts	\$ 12,484	\$	30,300	\$	2,844	\$	27,550	-9.1%
31001	7320 Safety Equipment	\$ 1,533	\$	1,500	\$	1,201	\$	2,000	33.3%
31001	7330 Specialty Services	\$ -	\$	-	\$	-	\$	-	0.0%
31001	7510 Tools	\$ -	\$	-	\$	-	\$	1,000	0.0%
Total Non-Personnel Expenses		\$ 226,393	\$	264,950	\$	213,163	\$	279,282	5.4%

INTERNAL SERVICE FUNDS

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
11001	Administration	\$ 92,929	\$	97,659	\$	106,281	\$	108,919	11.5%
Total Internal Service Fund Expenses		\$ 92,929	\$	97,659	\$	106,281	\$	108,919	11.5%
Total Operating Expenses		\$ 618,494	\$	743,735	\$	587,031	\$	740,566	-0.4%

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REMOTE FACILITIES

BUENA CREEK PUMP STATION

The Buena Creek Pump Station (BCPS) is owned by the Buena Sanitation District (BSD). This pump station is located approximately two miles north of Palomar Airport Road and 1/8 mile east of Melrose Drive.

Capacity – The BCPS, which is equipped with five (5) pumps rated at 4,500 gallons per minute and is operated 365 days a year on a 24 hour-a-day basis.

Cost Allocation – The BCPS is operated by EWA under a contract with the BSD. 100% of the costs for operating and maintaining the BCPS are allocated to the BSD in accordance with the May 2017 Memorandum of Understanding.



Buena Creek Pump Station

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OPERATING EXPENSE SUMMARY: BUENA CREEK PUMP STATION

PERSONNEL

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
5100	Salaries	\$ 200,843	\$	201,047	\$	186,989	\$	204,076	1.5%
5200	Benefits	\$ 81,255	\$	77,958	\$	62,368	\$	74,503	-4.4%
Total Personnel Expenses		\$ 282,098	\$	279,005	\$	249,357	\$	278,579	-0.2%

NON-PERSONNEL

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
37001	5431 Water	\$ 1,995	\$	2,000	\$	2,667	\$	2,300	15.0%
37001	5435 Electricity	\$ 207,884	\$	194,200	\$	196,104	\$	218,240	12.4%
37001	6120 Fuel & Lube	\$ 2,364	\$	4,400	\$	3,141	\$	7,100	61.4%
37001	6410 Laundry & Uniforms	\$ 515	\$	550	\$	509	\$	550	0.0%
37001	6710 Equipment New	\$ -	\$	-	\$	-	\$	-	0.0%
37001	6730 Non-Specific Repair & Maintenance	\$ -	\$	-	\$	-	\$	-	0.0%
37001	6920 Permits	\$ 1,592	\$	2,350	\$	3,990	\$	4,334	84.4%
37001	6930 Piping & Electrical Repair	\$ 3,350	\$	5,000	\$	9,633	\$	5,000	0.0%
37001	6940 Planned Maintenance	\$ 3,634	\$	6,500	\$	12,412	\$	6,500	0.0%
37001	7010 Plant Contracts	\$ 13,722	\$	22,700	\$	5,799	\$	21,100	-7.0%
37001	7320 Safety Equipment	\$ 513	\$	700	\$	326	\$	1,200	71.4%
37001	7330 Specialty Services	\$ -	\$	-	\$	-	\$	-	0.0%
37001	7510 Tools	\$ -	\$	-	\$	-	\$	1,000	0.0%
Total Non-Personnel Expenses		\$ 235,569	\$	238,400	\$	234,581	\$	267,324	12.1%

INTERNAL SERVICE FUNDS

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
11001	Administration	\$ 59,744	\$	64,991	\$	70,729	\$	73,865	13.7%
Total Internal Service Fund Expenses		\$ 59,744	\$	64,991	\$	70,729	\$	73,865	13.7%

Total Operating Expenses		\$ 577,411	\$	582,396	\$	554,667	\$	619,768	6.4%
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REMOTE FACILITIES

BUENA VISTA PUMP STATION

The Buena Vista Pump Station (BVPS) is part of the Encina Joint Sewerage System and is jointly owned by the City of Vista and the City of Carlsbad. This pump station is located on the southwest shores of the Buena Vista Lagoon.

Capacity – The BVPS, which is equipped with four (4) pumps rated at 6,000 gallons per minute and is operated 365 days a year on a 24 hour-a-day basis.

Cost Allocation – The BVPS is operated by EWA under a contract with the owner agencies. The costs of operating and maintaining the BVPS are allocated to the City of Vista (89.6%) and the City of Carlsbad (10.4%) in accordance with the May 2017 Memorandum of Understanding.



Buena Vista Pump Station

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OPERATING EXPENSE SUMMARY: BUENA VISTA PUMP STATION

PERSONNEL

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
5100	Salaries	\$ 127,244	\$	175,573	\$	158,205	\$	172,355	-1.8%
5200	Benefits	\$ 104,170	\$	65,776	\$	58,079	\$	60,654	-7.8%
Total Personnel Expenses		\$ 231,415	\$	241,348	\$	216,285	\$	233,009	-3.5%

NON-PERSONNEL

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
32001	5431 Water	\$ 1,335	\$	1,200	\$	1,042	\$	1,200	0.0%
32001	5435 Electricity	\$ 376,247	\$	404,500	\$	454,579	\$	499,400	23.5%
32001	5910 Equipment Rental	\$ -	\$	-	\$	-	\$	-	0.0%
32001	6120 Fuel & Lube	\$ 5,765	\$	4,650	\$	6,684	\$	7,350	58.1%
32001	6410 Laundry & Uniforms	\$ 515	\$	550	\$	509	\$	550	0.0%
32001	6730 Non-Specific Repair & Maintenance	\$ -	\$	-	\$	-	\$	-	0.0%
32001	6920 Permits	\$ 1,815	\$	2,300	\$	7,432	\$	6,246	171.6%
32001	6930 Piping & Electrical Repair	\$ 5,446	\$	7,500	\$	1,237	\$	7,500	0.0%
32001	6940 Planned Maintenance	\$ 7,855	\$	13,500	\$	16,295	\$	13,500	0.0%
32001	7010 Plant Contracts	\$ 16,256	\$	21,050	\$	6,254	\$	19,400	-7.8%
32001	7320 Safety Equipment	\$ 707	\$	1,000	\$	326	\$	1,500	50.0%
32001	7330 Specialty Services	\$ -	\$	-	\$	-	\$	-	0.0%
32001	7510 Tools	\$ -	\$	-	\$	-	\$	1,000	0.0%
Total Non-Personnel Expenses		\$ 415,941	\$	456,250	\$	494,358	\$	557,646	22.2%

INTERNAL SERVICE FUNDS

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
11001	Administration	\$ 64,355	\$	67,310	\$	73,252	\$	73,957	9.9%
Total Internal Service Fund Expenses		\$ 64,355	\$	67,310	\$	73,252	\$	73,957	9.9%

Total Operating Expenses		\$ 711,711	\$	764,908	\$	783,895	\$	864,612	13.0%
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REMOTE FACILITIES

CARLSBAD WATER RECYCLING FACILITY

The Carlsbad Water Recycling Facility (CWRF) is owned by the City of Carlsbad via the Carlsbad Municipal Water District. The facility is located on nine (9) acres directly adjacent to the southwest border of the EWPCF.

Capacity – The CWRF treats EWPCF secondary effluent to meet title 22, California Code of Regulations standards for disinfected tertiary recycled water, which is conveyed throughout the City for irrigation purposes. A plant expansion completed during FY 2017 increased the plant capacity to 7 MGD.

Cost Allocation – The CWRF is operated by EWA under a contract with the Carlsbad Municipal Water District. 100% of the costs for operating and maintaining the CWRF are paid by the Carlsbad Municipal Water District, via the City of Carlsbad, in accordance with the May 2005 Memorandum of Understanding. Recommended expenses are based on the expected recycled water production volume. Actual expenditures will reflect the actual volume of recycled water production.



Carlsbad Water Recycling Facility

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OPERATING EXPENSE SUMMARY: CARLSBAD WATER RECYCLING FACILITY

PERSONNEL

			Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
5100	Salaries	\$	429,817	\$	367,715	\$	365,634	\$	391,227	6.4%
5200	Benefits	\$	137,849	\$	143,577	\$	119,422	\$	148,350	3.3%
Total Personnel Expenses		\$	567,666	\$	511,292	\$	485,056	\$	539,577	5.5%

NON-PERSONNEL

			Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
38001	5394	Sodium Hydroxide	\$ 11,906	\$	18,000	\$	14,188	\$	20,000	11.1%
38001	5395	Citric Acid	\$ 21,736	\$	37,400	\$	25,684	\$	38,100	1.9%
38001	5407	Sodium Hypochlorite	\$ 188,334	\$	182,500	\$	326,786	\$	437,700	139.8%
38001	5408	Coagulation Polymer	\$ -	\$	3,300	\$	-	\$	3,300	0.0%
38001	5409	Dewatering Polymer	\$ -	\$	-	\$	-	\$	-	0.0%
38001	5410	Chemicals	\$ -	\$	-	\$	-	\$	-	0.0%
38001	5411	Sodium Bisulfate	\$ 14,088	\$	30,200	\$	15,789	\$	22,400	-25.8%
38001	5412	Alum	\$ -	\$	14,100	\$	-	\$	14,100	0.0%
38001	5435	Electricity	\$ 241,119	\$	241,600	\$	270,452	\$	298,515	23.6%
38001	5530	Misc. Corrosion Protection	\$ 14,130	\$	2,000	\$	-	\$	2,000	0.0%
38001	5910	Equipment Rental	\$ -	\$	3,500	\$	-	\$	3,500	0.0%
38001	6120	Fuel & Lube	\$ 103	\$	700	\$	115	\$	1,480	111.4%
38001	6230	Janitorial	\$ 2,083	\$	2,100	\$	1,671	\$	2,100	0.0%
38001	6410	Laundry & Uniforms	\$ 979	\$	1,250	\$	967	\$	1,250	0.0%
38001	6424	Information Systems	\$ -	\$	4,000	\$	-	\$	4,000	0.0%
38001	6450	Professional Services	\$ 5,706	\$	25,000	\$	13,081	\$	25,000	0.0%
38001	6730	Non-Specific Repair & Maintenance	\$ -	\$	-	\$	-	\$	-	0.0%
38001	6920	Permits	\$ 26,193	\$	26,500	\$	25,675	\$	31,625	19.3%
38001	6930	Piping & Electrical Repair	\$ 9,382	\$	10,000	\$	15,227	\$	10,000	0.0%
38001	6940	Planned Maintenance	\$ 51,734	\$	35,000	\$	56,891	\$	35,000	0.0%
38001	7010	Plant Contracts	\$ 6,882	\$	30,500	\$	6,620	\$	30,500	0.0%
38001	7320	Safety Equipment	\$ 3,873	\$	1,200	\$	1,109	\$	1,700	41.7%
38001	7330	Specialty Services	\$ -	\$	-	\$	-	\$	-	0.0%
38001	7510	Tools	\$ -	\$	-	\$	-	\$	1,000	0.0%
Total Non-Personnel Expenses		\$	598,248	\$	668,850	\$	774,255	\$	983,270	47.0%

INTERNAL SERVICE FUNDS

			Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
11001	Administration	\$	199,722	\$	211,889	\$	230,597	\$	254,417	20.1%
12001	Laboratory	\$	48,372	\$	69,550	\$	64,189	\$	52,584	-24.4%
Total Internal Service Fund Expenses		\$	248,094	\$	281,439	\$	294,786	\$	307,001	9.1%
Total Operating Expenses		\$	1,414,008	\$	1,461,581	\$	1,554,097	\$	1,829,848	25.2%

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REMOTE FACILITIES

RACEWAY BASIN PUMP STATION

The Raceway Basin Pump Station (RBPS) is owned by the City of Vista. This pump station is located approximately 1/2 mile north of Palomar Airport Road and 1/8 mile west of Melrose Drive.

Capacity – The RBPS, which is equipped with three (3) pumps rated at 1,350 gallons per minute and is operated 365 days a year on a 24 hour-a-day basis.

Cost Allocation – The RBPS is operated by EWA under a contract with the City of Vista. 100% of the costs for operating and maintaining the RBPS are allocated to the City of Vista in accordance with the May 2017 Memorandum of Understanding.



Raceway Basin Pump Station

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OPERATING EXPENSE SUMMARY: RACEWAY BASIN PUMP STATION

PERSONNEL

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
5100	Salaries	\$ 105,096	\$	118,749	\$	103,702	\$	122,870	3.5%
5200	Benefits	\$ 44,927	\$	46,194	\$	43,907	\$	46,248	0.1%
Total Personnel Expenses		\$ 150,023	\$	164,943	\$	147,609	\$	169,118	2.5%

NON-PERSONNEL

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
39001	5431 Water	\$ 682	\$	1,000	\$	779	\$	1,050	5.0%
39001	5435 Electricity	\$ 36,949	\$	36,400	\$	42,434	\$	46,035	26.5%
39001	5445 Telephone	\$ -	\$	-	\$	-	\$	-	0.0%
39001	5910 Equipment Rental	\$ -	\$	-	\$	-	\$	-	0.0%
39001	6120 Fuel & Lube	\$ 2,304	\$	4,400	\$	5,708	\$	6,150	39.8%
39001	6410 Laundry & Uniforms	\$ 515	\$	550	\$	509	\$	550	0.0%
39001	6710 Equipment New	\$ -	\$	-	\$	-	\$	-	0.0%
39001	6730 Non-Specific Repair & Maintenance	\$ -	\$	-	\$	-	\$	-	0.0%
39001	6920 Permits	\$ 1,720	\$	2,600	\$	2,198	\$	4,870	87.3%
39001	6930 Piping & Electrical Repair	\$ 920	\$	2,000	\$	334	\$	2,000	0.0%
39001	6940 Planned Maintenance	\$ 3,907	\$	5,000	\$	4,746	\$	5,000	0.0%
39001	7010 Plant Contracts	\$ 7,290	\$	20,150	\$	3,132	\$	18,500	-8.2%
39001	7320 Safety Equipment	\$ 191	\$	650	\$	326	\$	1,150	76.9%
39001	7330 Specialty Services	\$ -	\$	-	\$	-	\$	-	0.0%
39001	7510 Tools	\$ -	\$	-	\$	-	\$	1,000	0.0%
Total Non-Personnel Expenses		\$ 54,478	\$	72,750	\$	60,166	\$	86,305	18.6%

INTERNAL SERVICE FUNDS

		Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024	% Change
11001	Administration	\$ 42,598	\$	44,883	\$	48,846	\$	50,310	12.1%
Total Internal Service Fund Expenses		\$ 42,598	\$	44,883	\$	48,846	\$	50,310	12.1%
Total Operating Expenses		\$ 247,099	\$	282,576	\$	256,621	\$	305,733	8.2%

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INTERNAL SERVICE FUNDS

Internal Service Funds (ISFs) make categorical and overhead charges to operating and capital programs. Categorical charges are costs incurred by the ISF that are directly attributable to a particular operating or capital program the ISF supports. Overhead charges are costs incurred by the ISF that support more than one operating or capital program. EWA's budget reflects three ISFs: (1) Administration; (2) Laboratory; and, (3) Energy Management. The existence of these ISFs traces back to the 1998 EWA Staffing Reorganization and management's effort to distinguish between costs required to ensure public health, produce effluent water compliant with NPDES Permit standards, and maintain the associated Encina Joint System infrastructure from costs associated with administering the Encina Joint System that could be taken on by a Member Agency or a third party administrator (Administration), permit compliance activities that could be contracted out (Laboratory), and power that could be purchased from San Diego Gas & Electric (Energy Management).

Administration – The Administration Internal Service Fund provides professional support services to EWA's Board of Directors as well as all Operating and Capital Programs. Administration plans and executes EWA's business, asset management, and financial plans; provides treasury and accountancy management; is responsible for required and supplemental financial reporting; administers all human resources functions, employee benefits, professional development, and other "Employer of Choice" initiatives; and, supports EWA's governance activities.

Laboratory – The Laboratory Internal Service Fund is responsible for monitoring and reporting activities required by: (1) EWA's National Pollutant Discharge Elimination System (NPDES) Permit; (2) permits related to facilities operated and maintained by EWA staff; (3) EWA's Storm Water Permit; and, (4) permits and contracts related to biosolids use. The Laboratory is also responsible for management of EWA's Joint Flow Metering System (JFMS), as well as the sampling and data compilation elements of EWA's Financial Plan and Revenue Program.

EWA's Laboratory, which is certified by the State of California's Environmental Laboratory Accreditation Program, analyzes over 32,000 samples per year including process control, plant influent and effluent, biosolids, industrial user samples, ocean water, storm water, and drinking water. A portion of the analyses is completed under contract for EWA's Member Agencies, which generated over \$176,000 in revenue in FY2022, offsetting operating expenses.

Energy Management – The Energy Management Internal Service Fund utilizes the EWPCF's power production and heat exchange facilities to maximize the beneficial reuse of digester gas produced in the wastewater treatment process thus minimizing the amount of energy EWA must purchase to operate the EWPCF. EWPCF's Energy Management facilities generates about 12 million kilowatt hours of green electricity per year from biogas thus providing about 85% of the electricity required to operate the EWPCF. EWA is a member of the Environmental Protection Agency's Green Power Partnership and has been ranked in the Top 30 of the Green Power Leadership Club for On-Site Generation since 2011.



Cost Allocation – All ISF costs and revenues are allocated internally to one or more Operating or Capital program on the basis of use. Each Operating and Capital program has its own cost allocation that apportions its net costs the Member Agencies.

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OPERATING EXPENSE SUMMARY: INTERNAL SERVICE FUNDS

PERSONNEL EXPENSES

PERSONNEL EXPENSES			Actual		Budget		Projected		Proposed	%
			FY2022		FY2023		FY2023		FY2024	Change
5100	Salaries	\$	1,649,901	\$	1,854,305	\$	1,936,859	\$	1,973,165	6.4%
5200	Benefits	\$	679,010	\$	678,493	\$	603,787	\$	706,168	4.1%
Total Personnel Expenses		\$	2,328,911	\$	2,532,798	\$	2,540,646	\$	2,679,333	5.8%

NON-PERSONNEL EXPENSES

NON-PERSONNEL EXPENSES				Actual FY2022		Budget FY2023		Projected FY2023		Proposed FY2024		% Change
11001	5445	Telephone	\$	115,211	\$	94,000	\$	159,479	\$	139,302	48.2%	
11001	5510	Advertising	\$	9,309	\$	7,000	\$	16,328	\$	7,000	0.0%	
11001	5520	Books and Publications	\$	-	\$	-	\$	-	\$	1,000	0.0%	
11001	5810	Employee Recognition	\$	14,586	\$	16,000	\$	27,000	\$	20,000	25.0%	
11001	5920	Equipment Repair Maint	\$	15,641	\$	23,800	\$	32,800	\$	10,000	-58.0%	
11001	6210	Independent Auditor/Actuary	\$	28,644	\$	33,000	\$	19,985	\$	20,335	-38.4%	
11001	6220	Insurance	\$	506,730	\$	531,200	\$	510,870	\$	584,960	10.1%	
11001	6420	Legal Services	\$	162,106	\$	90,000	\$	126,013	\$	100,000	11.1%	
11001	6424	Info Systems: Infrastructure	\$	311,373	\$	404,000	\$	395,000	\$	463,500	14.7%	
11001	6430	Memberships	\$	79,418	\$	79,600	\$	79,600	\$	68,732	-13.7%	
11001	6440	Mileage Reimbursement	\$	913	\$	1,500	\$	3,378	\$	2,000	33.3%	
11001	6450	Professional Services	\$	232,980	\$	171,900	\$	300,452	\$	353,500	105.6%	
11001	6830	Materials & Supplies	\$	32,231	\$	32,000	\$	38,394	\$	32,000	0.0%	
11001	7110	Postage	\$	4,267	\$	5,550	\$	2,054	\$	4,810	-13.3%	
11001	7120	Printing & Reproduction	\$	498	\$	3,900	\$	259	\$	2,000	-48.7%	
11001	7410	Subscriptions	\$	180	\$	1,400	\$	3,176	\$	-	-100.0%	
11001	7610	Professional Development	\$	137,718	\$	120,000	\$	120,000	\$	182,230	51.9%	
12001	6120	Fuel & Lube	\$	830	\$	500	\$	709	\$	695	39.0%	
12001	6310	Lab Equipment Repair	\$	28,448	\$	35,800	\$	45,839	\$	39,900	11.5%	
12001	6320	Lab Minor Equip Replace	\$	1,625	\$	2,000	\$	-	\$	2,490	24.5%	
12001	6330	Lab Supplies	\$	84,676	\$	95,100	\$	113,817	\$	115,900	21.9%	
12001	6410	Laundry & Uniforms	\$	3,957	\$	4,400	\$	4,560	\$	4,400	0.0%	
12001	6450	Professional Services	\$	54,361	\$	36,500	\$	5,020	\$	36,700	0.5%	
12001	6910	Outside Analysis	\$	18,488	\$	46,000	\$	22,791	\$	46,500	1.1%	
12001	6911	Effluent Testing	\$	758	\$	2,000	\$	1,940	\$	2,000	0.0%	
12001	6912	Biosolids Testing	\$	6,194	\$	7,700	\$	6,786	\$	7,950	3.2%	
12001	6913	Industrial User Testing	\$	39,122	\$	49,600	\$	32,024	\$	52,000	4.8%	
12001	6920	Permits	\$	8,780	\$	11,500	\$	11,500	\$	15,000	30.4%	
12001	7120	Printing & Reproduction	\$	475	\$	500	\$	-	\$	600	20.0%	
12001	7330	Specialty Services	\$	10,109	\$	14,250	\$	7,935	\$	14,900	4.6%	
13001	5410	Chemicals	\$	5,891	\$	10,550	\$	14,135	\$	10,556	0.1%	

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NON-PERSONNEL EXPENSES (cont.)				Actual FY2022	Budget FY2023	Projected FY2023	Proposed FY2024	% Change
13001	5435	Electricity	\$	534,408	\$ 676,200	\$ 908,897	\$ 912,232	34.9%
13001	5440	Natural Gas	\$	828,607	\$ 790,000	\$ 1,328,953	\$ 1,327,855	68.1%
13001	6120	Fuel & Lube	\$	32,968	\$ 33,500	\$ 41,274	\$ 35,600	6.3%
13001	6230	Janitorial	\$	-	\$ 4,200	\$ 2,600	\$ -	-100.0%
13001	6410	Laundry & Uniforms	\$	1,240	\$ 1,200	\$ 1,380	\$ 1,400	16.7%
13001	6730	Non-Specific Repair & Maintenance	\$	22,917	\$ 25,000	\$ 24,488	\$ 25,000	0.0%
13001	6920	Permits	\$	16,225	\$ 12,000	\$ 15,631	\$ 19,859	65.5%
13001	6940	Planned Maintenance	\$	100,728	\$ 108,000	\$ 89,485	\$ 108,000	0.0%
13001	7330	Specialty Services	\$	35,340	\$ 61,000	\$ 21,354	\$ 61,000	0.0%
13001	7510	Tools	\$	2,997	\$ 2,000	\$ 3,366	\$ 2,000	0.0%
Total Non-Personnel Expenses				\$ 3,490,949	\$ 3,644,350	\$ 4,539,272	\$ 4,833,906	32.6%
Total Operating Expenses				\$ 5,819,860	\$ 6,177,148	\$ 7,079,918	\$ 7,513,239	21.6%

CAPITAL PROGRAM

The Authority's Capital Program consists of the following elements: (1) EWPCF – Capital Improvements; (2) EWPCF – Planned Asset Rehabilitation & Replacement; (3) EWPCF – Capital Acquisitions; (4) Remote Facilities – Acquisitions & Rehabilitation; (5) Five-Year Capital Improvement Plan; and (6) Twenty Year Capital Improvement Plan.

EWPCF – Capital Improvements – Capital Improvement Projects are those projects that increase or maintain the capacity of the Joint System and require a significant time commitment from staff. These projects regularly span multiple fiscal years and, therefore, unspent appropriations are typically carried forward by the Authority's annual Appropriations Resolution. Capital Project costs are allocated to Member Agencies based on ownership of the affected facilities. All Capital Projects are studied, designed, and executed pursuant to EWA's Comprehensive Asset Management Plan.



Digester Sunrise

EWPCF – Planned Asset Rehabilitation & Replacement – Planned Asset Rehabilitation & Replacement projects extend the useful life of existing Joint System facilities and require a significant time commitment from staff. These projects are typically completed within a fiscal year, however, if a project cannot be completed, the Authority's annual Appropriations Resolution will identify unspent appropriations to be carried forward. Planned Asset Replacement costs are allocated based on ownership of the affected facilities.

EWPCF – Capital Acquisitions – Capital Acquisitions include the purchase of new items and minor facility projects that maintain the capacity and useful life of existing Joint System facilities. Expenditures are allocated based on the benefiting program or internal service fund.

Remote Facilities – Acquisitions & Rehabilitation – Remote Facility Acquisitions and Rehabilitation include the purchase of new items and minor facility projects that maintain the capacity and useful life of existing remote facilities operated by the Authority. Expenditures are allocated based on ownership of the affected facilities.

CAPITAL PROGRAM (cont.)

LONG TERM CAPITAL IMPROVEMENTS

Five-Year Capital Improvement Plan – The Five-Year Capital Improvement Plan includes expenditure projections for current and planned projects expected to require additional appropriations through FY2028, as identified by EWA’s Comprehensive Asset Management Plan (CAMP) documents. The Five-Year Capital Improvement Plan is developed and sequenced pursuant to EWA’s Comprehensive Asset Management Plan.

Twenty-Year Capital Improvement Plan – The Twenty-Year Capital Improvement Plan includes expenditure projections for current and planned projects expected to require additional appropriations through FY2043.

As planning reports are updated or other information becomes available, the long-term financial schedules may be revised. Capital Programs may also be modified due to unanticipated wastewater service requirements by one or more Member Agencies, cost inflation, changes in local population and development growth patterns, and new regulatory requirements. All projections are shown in current year dollars.

SUMMARY of CAPITAL

	Actual FY2022 *		Budget FY2023		Proposed FY2024
EWPCF – Capital Improvements	\$	21,312,394	\$	20,900,000	\$ 19,245,000
EWPCF – Planned Asset Rehabilitation & Replacement	\$	1,057,691	\$	1,156,000	\$ 1,534,200
EWPCF – Capital Acquisitions	\$	388,650	\$	356,000	\$ 368,000
Remotes Facilities – Acquisitions & Rehabilitation	\$	3,247,757	\$	1,681,800	\$ 1,602,917
Subtotal	\$	26,006,491	\$	24,093,800	\$ 22,750,117
Salaries & Benefits	\$	2,663,590	\$	2,911,786	\$ 3,084,320
Total Capital Expense	\$	28,670,081	\$	27,005,586	\$ 25,834,437

ESTIMATED REVENUES

	Actual FY2022 *		Budget FY2023		Proposed FY2024
City of Carlsbad	\$	8,693,015	\$	6,563,783	\$ 6,389,064
City of Vista	\$	6,894,535	\$	7,112,488	\$ 6,727,776
Buena Sanitation District	\$	2,063,104	\$	2,011,091	\$ 1,885,193
Vallecitos Water District	\$	5,717,640	\$	5,602,850	\$ 5,342,908
City of Encinitas	\$	1,082,842	\$	1,053,090	\$ 1,007,443
Leucadia Wastewater District	\$	4,280,359	\$	4,162,284	\$ 3,982,053
Federal Grant	\$	-	\$	500,000	\$ 500,000
Total Capital Revenue	\$	28,731,495	\$	27,005,586	\$ 25,834,437

CAPITAL IMPROVEMENT PROGRAM
MULTI-YEAR PROJECTS

	Actual FY2022 *		Budget FY2023		Proposed FY2024
<i>Liquid Process</i>	\$	7,954,794	\$	1,850,000	\$ 925,000
<i>Outfall</i>	\$	104,847	\$	100,000	\$ 50,000
<i>Solids Process</i>	\$	4,799,760	\$	11,850,000	\$ 4,220,000
<i>Energy Management</i>	\$	494,629	\$	700,000	\$ 800,000
<i>General</i>	\$	5,528,072	\$	4,150,000	\$ 7,205,000
<i>Technology</i>	\$	2,030,810	\$	900,000	\$ 3,600,000
<i>Professional Services</i>	\$	460,896	\$	1,350,000	\$ 2,445,000
Total EWPCF – Capital Improvements	\$	21,373,808	\$	20,900,000	\$ 19,245,000
EWPCF – Planned Asset Rehabilitation & Replacement	\$	1,057,691	\$	1,156,000	\$ 1,534,200
EWPCF – Capital Acquisitions	\$	388,650	\$	356,000	\$ 368,000
Remote Facilities – Acquisitions & Rehabilitation	\$	3,247,757	\$	1,681,800	\$ 1,602,917
Personnel	\$	2,663,590	\$	2,911,786	\$ 3,084,320
Total Capital Expense	\$	28,731,495	\$	27,005,586	\$ 25,834,437

* Actual FY2022 includes the expenditure of authorized appropriations carried over from the previous year.

EWPCF – CAPITAL IMPROVEMENTS

Org	Object	Project	Description	Amount	Totals
92102	8300	12009	PSB mechanical Rehab-Short Term	\$ 800,000	
92102	8300	13023	Aeration Basin Rehab	\$ 125,000	
			<i>Total Liquid Process</i>		\$ 925,000
92102	8300	21009	Ocean Outfall-84" Repair	\$ 50,000	
			<i>Total Outfall</i>		\$ 50,000
92102	8300	31006	DAFT Repairs	\$ 600,000	
92102	8300	31010	DAFT Repairs-Phase II	\$ 200,000	
92102	8300	32013	Digester Rehabilitation and Improvements	\$ 3,000,000	
92102	8300	32020	Digester 1, 2 & 3 Improvements	\$ 220,000	
92102	8300	33025	Existing Dryer Components Rehabilitation	\$ 200,000	
			<i>Total Solids Process</i>		\$ 4,220,000
92102	8300	41005	Cogen Engine Top-End Overhaul	\$ 400,000	
92102	8300	41023	Alternative Fuels Receiving Facility Improvements	\$ 400,000	
			<i>Total Energy Management</i>		\$ 800,000
92102	8300	51001	ORF I System Rehabilitation	\$ 600,000	
92102	8300	51002	ORF Carbon Media Replacement	\$ 150,000	
92102	8300	51012	Site Security Facilities-Tier 1	\$ 400,000	
92102	8300	52032	Plant-Wide Asset Painting and Protective Coating	\$ 150,000	
92102	8300	52047	Site Security Facilities-Tier 2-4	\$ 150,000	
92102	8300	53004	Admin Building HVAC Rehab	\$ 3,405,000	
92102	8300	53013	Building Roof Replacements	\$ 1,300,000	
92102	8300	53015	Dewatering Building Rehab and Cogen Roof	\$ 250,000	
92102	8300	54005	Implement Minor Condition Assessment Recommendations	\$ 150,000	
92102	8300	54006	As-Needed Contractor Services	\$ 500,000	
92102	8300	54007	Miscellaneous Building Rehabilitation	\$ 150,000	
			<i>Total General</i>		\$ 7,205,000
92102	8300	61206	Secondaries & Effluent Electrical & Controls	\$ 600,000	
92102	8300	61207	Cogen Electrical and Controls Improvements	\$ 600,000	
92102	8300	61209	Blower Controls Improvements	\$ 100,000	
92102	8300	61210	Heat Dryer Controls Improvements	\$ 450,000	
92102	8300	61212	Centrifuge & Ancillary Systems Control	\$ 300,000	
92102	8300	61514	SCADA Integration Services	\$ 200,000	
92102	8300	62706	Host Server Replacement-OT	\$ 350,000	
92102	8300	62708	Document Management System Upgrade	\$ 200,000	
92102	8300	62709	Cyber Security & Business System Management Services	\$ 300,000	
92102	8300	62710	IT Business Network Conversion	\$ 500,000	
			<i>Total Technology</i>		\$ 3,600,000
92102	8300	82015	Potable Reuse *	\$ 450,000	
92102	8300	82020	Energy Resilience Assessment	\$ 400,000	
92102	8300	82025	OT Plan Update	\$ 50,000	
92102	8300	82028	Heat Dryer HAZOP	\$ 75,000	
92102	8300	82030	IT Plan Update	\$ 100,000	
92102	8300	82034	Potable Water Systems Improvements	\$ 50,000	
92102	8300	83001	E-CAMP Update/Condition Assessment	\$ 275,000	
92102	8300	84001	Extension of Staff Engineering Services	\$ 700,000	
92102	8300	84002	Research and Development Services	\$ 100,000	
92102	8300	84008	Electronic Operations Man & Doc Mgmt	\$ 20,000	
92102	8300	84012	Air Permitting Assistance	\$ 225,000	
			<i>Total Professional Services</i>		\$ 2,445,000
Total EWPCF – Capital Improvements				\$	19,245,000

* Project is directly supported by Federal grant revenue

EWPCF – PLANNED ASSET REHABILITATION & REPLACEMENT

Org	Object	Project	Description	Totals
			General Plant Repairs & Unplanned Repair	\$ 150,000
			Plant Security Services	\$ 81,000
			Door Hinge and Lock Repair	\$ 35,000
			Replace Plant Lighting	\$ 50,000
			New Lab Exhaust Fans (3)	\$ 56,200
			Maintenance Building AC 1 & 2	\$ 45,000
80002	8010	80711	<i>General Plant Projects</i>	\$ 417,200
			TWAS Pump Rebuild	\$ 40,000
			DAF Pressurization Pump rebuild	\$ 15,000
			DAF Poly Pump Rebuild	\$ 6,000
			Plug Valve Replacement	\$ 6,000
80002	8020	80040	<i>TWAS & DAF System Projects</i>	\$ 67,000
			Water Systems Pump Rebuild (2W, 3W, 3WL, 3WLC)	\$ 130,000
			3WL Motor Replacement	\$ 8,000
			Chlorine Pump Rebuild	\$ 5,000
80002	8030	80811	<i>Water Systems Projects</i>	\$ 143,000
			Primary Sludge Pump Replacement	\$ 30,000
			Primary Sed Tank Parts	\$ 52,000
			Sludge Pump Rebuild Kit	\$ 26,000
			Primary Area Tank Drainage Pump Rebuild	\$ 5,000
			Plant Drainage Rebuild	\$ 10,000
			Primary Grinder Rebuild	\$ 13,000
			Grit Pump Rebuilds (2)	\$ 35,000
			Ferric / Polymer Pumps (2)	\$ 10,000
			Replace Valves in Gallery (8"=5, 6"=5)	\$ 10,000
			Bar Screen and Washer compacter wear parts	\$ 60,000
			Flow System	\$ 23,000
80002	8050	80098	<i>Primary Area Projects</i>	\$ 274,000
			FOG Metering Pump Replacement	\$ 25,000
			Recirc Pump Rebuild	\$ 14,000
			FOG Transporter (Lobe Pump) Rebuild	\$ 12,000
80002	8050	80209	<i>FOG System Projects</i>	\$ 51,000
			Flow Meter Replacement	\$ 5,000
			Skimmer Assy Replacement	\$ 10,000
			New Tank Drainage Pump	\$ 12,000
			RAS Pump Replacement	\$ 45,000
			Aeration Basin DO Probe Replacements (1 basin)	\$ 10,000
			WAS Pump Rebuild	\$ 32,000
			Effluent Motor Rehab	\$ 10,000
80002	8060	80185	<i>Secondary Area Projects</i>	\$ 124,000

Org	Object	Project	Description	Totals
			Digester Mix Pump Minor Rebuild	\$ 50,000
			Digester Transfer Pump Rebuild	\$ 11,000
			Digester #2 Recirculation Rebuild	\$ 14,000
			Digester Hot Water Pump Replacement	\$ 6,000
			Gas Equipment Maintenance	\$ 10,000
			Digester Heat Recirculation Pump Rebuild	\$ 14,000
80002	8070	80195	<i>Digester Area Projects</i>	\$ 105,000
			Centrifuge Feed Pump Grinder Rebuild	\$ 15,000
			Centrifuge Feed Pump and Motor Rebuild	\$ 15,000
80002	8080	80419	<i>Centrifuge Feed Pit Projects</i>	\$ 30,000
			Cake Pump Rebuild	\$ 30,000
			RTO Media Replacement	\$ 25,000
			Rotary Valve Replacement	\$ 20,000
			HD Furnace Safety Inspection	\$ 8,000
			Misc Motors	\$ 20,000
			Furnace obsolete parts (NG Liner valve, Maxon, valves)	\$ 15,000
			Recycle metering screw replacement	\$ 4,000
			Replace pellet transporter line due to wear	\$ 45,000
			Condenser Mist Eliminators replacement due to wear	\$ 15,000
			Replacement of mixer plows due to wear	\$ 30,000
			Spare Gearbox	\$ 55,000
80002	8080	80264	<i>Solids Processing Equipment Projects</i>	\$ 267,000
			Heatloop Pump Repair	\$ 25,000
			Exlipse natural gas flow meter replacement & installation	\$ 16,000
			UPS Repair and Warranty	\$ 15,000
80002	8090	80394	<i>Cogeneration System Projects</i>	\$ 56,000
Total EWPCF – Planned Asset Rehabilitation & Replacement				\$ 1,534,200

EWPCF – CAPITAL ACQUISITIONS

Org	Object	Project	Description	Amount	Totals
			MUNIS Contract Services	\$ 45,000	
			Computer Replacement	\$ 40,000	
			SCADA Clients	\$ 10,000	
			Penetration Testing	\$ 15,000	
			LIMS-Cloud Based Transition	\$ 24,000	
			Upgrade to x5	\$ 30,000	
23002	7710	70010	<i>Information Technology</i>		\$ 164,000
			Misc Motor Replacements	\$ 40,000	
			Cart Rehab/Replacement	\$ 53,000	
23002	7730	70023	<i>New Equipment</i>		\$ 93,000
			Lab- Dishwasher	\$ 15,000	
			Lab-New Autoclave	\$ 23,000	
			Refrigeration Sampler	\$ 18,000	
23002	7750	70033	<i>Operations & Administration Building</i>		\$ 56,000
			Centrifuge Rehabilitation	\$ 55,000	
23002	7750	70300	<i>EWPCF Plant</i>		\$ 55,000
Total EWPCF – Capital Acquisitions					\$ 368,000

REMOTE FACILITIES – ACQUISITIONS & REHABILITATION

Org	Object	Project	Description	Amount	Totals
31002	7750	70850	AHPS - Minor (Mech / Structural) Rehabilitation	\$ 102,000	
31002	7750	70864	AHPS - Minor Electrical & Instrumentation Rehabilitation	\$ 94,500	
31002	7750	70863	AHPS - Site Safety Improvements	\$ 66,500	
31002	7750	70870	AHPS - Integration Assistance	\$ 30,000	
31002	7750	70830	AHPS - Grinder Rebuild	\$ 50,000	
31002	7750	70840	AHPS - Pump and Motor Rebuild	\$ 90,000	
31002	7750	70860	AHPS - VFD Repairs	\$ 15,000	
31002	7750	70862	AHPS - Coatings and Paintings	\$ 7,000	
31002	7750	70863	AHPS-Gas Sensor & Installation for Grinder Bldg	\$ 27,000	
		<i>Total AHPS</i>			\$ 482,000
37002	7750	70841	BCPS - Minor Electrical Instrumentation & Control Rehabilitation	\$ 30,000	
37002	7750	70851	BCPS - Minor Mechanical Rehabilitation	\$ 7,000	
37002	7750	70855	BCPS - Minor Structural Rehabilitation	\$ 39,167	
37002	7750	70990	BCPS - Grinder Rebuild	\$ 30,000	
37002	7750	71000	BCPS - Sewage Pump Rebuild	\$ 40,000	
37002	7750	71010	BCPS - Sewage Pump Motor Rebuild	\$ 6,500	
37002	7750	71060	BCPS - Integration Assistance	\$ 20,000	
37002	7750	71040	BCPS - Unplanned Minor Rehabilitation	\$ 10,000	
37002	7750	71030	BCPS - Coatings and Paintings	\$ 7,000	
37002	7750	71050	BCPS - VFD Repairs	\$ 15,000	
		<i>Total BCPS</i>			\$ 204,667
32002	7750	70811	BVPS - Minor Electrical Instrumentation & Control Rehabilitation	\$ 54,000	
32002	7750	70812	BVPS - Minor Mechanical Rehabilitation	\$ 32,000	
32002	7750	70825	BVPS - Minor Structural Rehabilitation	\$ 66,750	
32002	7750	70360	BVPS - Grinder Replacement	\$ 40,000	
32002	7750	70219	BVPS - Sewage Pump & Motor Rebuild	\$ 40,000	
32002	7750	70920	BVPS - Coatings and Paintings	\$ 7,000	
32002	7750	70930	BVPS - Unplanned Minor Rehabilitation	\$ 10,000	
32002	7750	70940	BVPS - Integration Assistance	\$ 20,000	
32002	7750	70960	BVPS - VFD Repairs	\$ 15,000	
		<i>Total BVPS</i>			\$ 284,750
38002	7750	71091	CWRF - Miscellaneous Service Requests	\$ 13,000	
38002	7750	71111	CWRF - Minor Electrical Instrumentation & Control Rehabilitation	\$ 87,333	
38002	7750	70240	CWRF - Minor Mechanical Rehabilitation	\$ 222,667	
38002	7750	71120	CWRF - Coatings and Paintings	\$ 12,000	
38002	7750	71110	CWRF - Unplanned Minor Rehabilitation	\$ 15,000	
38002	7750	71160	CWRF - Integration Assistance	\$ 20,000	
38002	7750	71130	CWRF - VFD Repairs	\$ 15,000	
38002	7750	71111	CWRF - Old Lights Replacement	\$ 45,000	
38002	7750	71150	CWRF - UF Parts such as Actuators, Sensors, Air System	\$ 15,000	
38002	7750	71150	CWRF - Forsta Filter Spare Parts	\$ 20,000	
		<i>Total CWRF</i>			\$ 465,000

Org	Object	Project	Description	Amount	Totals
39002	7750	70388	RBPS - Minor Electrical Instrumentation & Control Rehabilitation	\$ 36,000	
39002	7750	70398	RBPS - Minor Mechanical Rehabilitation	\$ 22,000	
39002	7750	71180	RBPS - Grinder Rebuild	\$ 30,000	
39002	7750	71211	RBPS - Sewage Pump & Motor Rebuild	\$ 30,000	
39002	7750	71220	RBPS - Coatings and Paintings	\$ 6,500	
39002	7750	71200	RBPS - Unplanned Minor Rehabilitation	\$ 7,000	
39002	7750	71240	RBPS - Integration Assistance	\$ 20,000	
39002	7750	71210	RBPS - VFD Repairs	\$ 15,000	
<i>Total RBPS</i>					\$ 166,500
Total Remote Facilities – Capital Acquisitions & Rehabilitation					\$ 1,602,917

EWPCF – CAPITAL IMPROVEMENTS, FIVE-YEAR DETAIL

Project Name	Project Number	Total Prior Appropriation ¹	Total Prior Expenditures ²	Estimated Carry Forward ³	FY 2023-24 Appropriation	FY 2024-25 Appropriation	FY 2025-26 Appropriation	FY 2026-27 Appropriation	FY 2027-28 Appropriation	Total Appropriations
Liquid Process (1xxxx)										
PSB Mechanical Rehab - Short Term	12009	\$ -	\$ -	\$ -	\$ 800,000	\$ 1,800,000	\$ 1,900,000	\$ 2,200,000	\$ 1,700,000	\$ 8,400,000
Secondary Clarifiers and Strainers Improvements	13007	7,847,105	7,589,764	257,341	-	-	-	-	-	7,847,105
Aeration Basin Minor Repairs (Diffuser Replacements)	13023	335,846	85,846	250,000	125,000	-	-	-	-	460,846
Total Liquid Process		\$ 8,182,951	\$ 7,675,610	\$ 507,341	\$ 925,000	\$ 1,800,000	\$ 1,900,000	\$ 2,200,000	\$ 1,700,000	\$ 16,707,951
Outfall (2xxxx)										
Ocean Outfall Maintenance and Inspection - External	21002	\$ 139,848	\$ 39,848	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 100,000	\$ -	\$ 339,848
Ocean Outfall Bathymetric Survey - External	21005	-	-	-	-	-	-	100,000	-	100,000
Ocean Outfall - Internal Integrity Assessment	21006	-	-	-	-	-	-	225,000	-	225,000
84-inch Outfall Inspection - Internal	21007	-	-	-	-	-	-	175,000	-	175,000
84-inch Outfall Repair	21009	-	-	-	50,000	150,000	-	-	-	200,000
Total Outfall		\$ 139,848	\$ 39,848	\$ 100,000	\$ 50,000	\$ 250,000	\$ -	\$ 600,000	\$ -	\$ 1,039,848
Solids Process (3xxxx)										
DAFT Repairs	31006	\$ 3,690,435	\$ 415,453	\$ 3,274,982	\$ 600,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 5,290,435
DAFT Repairs-Phase II	31010	-	-	-	200,000	1,730,000	3,200,000	3,000,000	-	8,130,000
Digester Rehabilitation and Improvements	32013	18,784,208	11,272,804	7,511,404	3,000,000	4,400,000	-	-	-	26,184,208
Digester Cleaning Cycle	32018	-	-	-	-	-	-	-	1,000,000	1,000,000
Digester 1, 2 & 3 Improvements	32020	-	-	-	220,000	1,300,000	4,000,000	6,900,000	7,500,000	19,920,000
Exsiting Dryer Compenents Rehab	33025	366,015	247,151	118,864	200,000	200,000	200,000	200,000	200,000	1,366,015
Dryer Safety Improvements	33026	1,898,080	557,689	1,340,391	-	-	-	-	-	1,898,080
Biosolids Management Plan Update	33027	350,000	335,500	14,500	-	-	-	-	-	350,000
Existing Dryer Major Rehabilitation	33030	-	-	-	-	400,000	2,500,000	600,000	500,000	4,000,000
Total Solids Process		\$ 25,088,738	\$ 12,828,597	\$ 12,260,141	\$ 4,220,000	\$ 9,030,000	\$ 9,900,000	\$ 10,700,000	\$ 9,200,000	\$ 68,138,738
Energy Management (4xxxx)										
Cogen Engine Top-End Overhaul	41005	\$ 1,280,943	\$ 903,278	\$ 377,665	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ 400,000	\$ 2,480,943
Cogen Engine In-Frame Overhaul	41006	-	-	-	-	-	875,000	875,000	-	1,750,000
Cogen Engine Full Overhaul	41007	2,324,412	2,324,412	-	-	-	-	-	-	2,324,412
Cogen Engine Catalyst System and Gas Conditioning Facilities	41015	150,000	-	150,000	-	250,000	2,000,000	3,000,000	4,200,000	9,600,000
Aleternative Fuels Receiving Facility Improvements	41023	-	-	-	400,000	400,000	-	-	-	800,000
Automate Main Breakers in Cogen	41024	249,000	48,934	200,066	-	-	-	-	-	249,000
Combined Generator Control Module Replacement	41025	250,000	84,651	165,349	-	-	-	-	-	250,000
Total Energy Management		\$ 4,254,355	\$ 3,361,275	\$ 893,080	\$ 800,000	\$ 1,050,000	\$ 2,875,000	\$ 3,875,000	\$ 4,600,000	\$ 17,454,355
General (5xxxx)										
ORF I System Rehabilitation	51001	\$ 281,993	\$ 281,993	\$ -	\$ 600,000	\$ 2,800,000	\$ 4,200,000	\$ -	\$ -	\$ 7,881,993
ORF Carbon Media Replacement	51002	658,113	530,605	127,508	150,000	150,000	150,000	150,000	150,000	1,408,113
ORF II Treatment System Improvements	51014	782,200	144,239	637,961	-	-	-	-	-	782,200
Odor Control Improvements	51016	324,172	189,816	134,356	-	-	-	-	-	324,172

EWPCF – CAPITAL IMPROVEMENTS, FIVE-YEAR DETAIL

Project Name	Project Number	Total Prior Appropriation ¹	Total Prior Expenditures ²	Estimated Carry Forward ³	FY 2023-24 Appropriation	FY 2024-25 Appropriation	FY 2025-26 Appropriation	FY 2026-27 Appropriation	FY 2027-28 Appropriation	Total Appropriations
Site Security Facilities-Tier 1	52012	485,435	419,061	66,374	400,000	-	-	-	-	885,435
Climate Control at MCCs and Cogen Building	52021	4,574,250	4,521,582	52,668	-	-	-	-	-	4,574,250
Building Roof Replacement(Secondary, Chlorine, Headworks)	53013	550,000	77	549,923	1,300,000	200,000	-	-	-	2,050,000
Admin Building HVAC Rehab	53004	2,632,375	1,687,160	945,215	3,405,000	-	-	-	-	6,037,375
Plant-Wide Asset Painting and Protective Coating	52032	958,000	956,743	1,257	150,000	150,000	150,000	150,000	150,000	1,708,000
Flood Control Channel Restoration	52044	100,000	2,566	97,434	-	-	-	-	-	100,000
Site Security Facilities -Tier 2-4	52047	-	-	-	150,000	800,000	950,000	-	-	1,900,000
Dewatering Building Rehabilitation (and Cogen Roof)	53015	-	-	-	250,000	750,000	-	-	-	1,000,000
Implement Minor Condition Assessment Recommendations	54005	587,255	49,440	537,815	150,000	150,000	150,000	150,000	150,000	1,337,255
As-Needed Contractor Services	54006	3,357,790	2,366,631	991,159	500,000	1,000,000	1,000,000	1,000,000	1,000,000	7,857,790
Miscellaneous Building Rehabilitation	54007	450,000	310,865	139,135	150,000	150,000	150,000	150,000	150,000	1,200,000
Total General		\$ 15,741,583	\$ 11,460,778	\$ 4,280,805	\$ 7,205,000	\$ 6,150,000	\$ 6,750,000	\$ 1,600,000	\$ 1,600,000	\$ 39,046,583
Technology (6xxxx)										
Secondaries & Effluent Electrical & Controls Improvements	61206	\$ 806,000	\$ 352,045	\$ 453,955	\$ 600,000	\$ 3,400,000	\$ 4,000,000	\$ -	\$ -	8,806,000
Cogen Electrical and Controls Improvements	61207	-	-	-	600,000	900,000	-	-	-	1,500,000
CPS/SEEPS Controls Improvements	61208	244,000	146,210	97,790	-	-	-	-	-	244,000
Blower Controls Improvements	61209	125,000	63,190	61,810	100,000	-	-	-	-	225,000
Heat Dryer Controls Improvements	61210	-	-	-	450,000	3,470,000	-	-	-	3,920,000
Chlorine Building and EPS Electrical and Controls Improvements	61211	434,000	126,792	307,208	-	-	-	-	-	434,000
Centrifuge & Ancillary Systems Control Improvements	61212	-	-	-	300,000	2,300,000	-	-	-	2,600,000
Load Shed Controls Improvements	61214	50,000	39,967	10,033	-	-	-	-	-	50,000
As-Needed SCADA Integration Services	61514	990,222	883,787	106,435	200,000	200,000	200,000	200,000	200,000	1,990,222
Host Server Replacement-IT	62705	-	-	-	-	440,000	-	-	500,000	940,000
Host Server Replacement-OT	62706	-	-	-	350,000	-	-	460,000	-	810,000
Backup Host Servers	62707	-	-	-	-	100,000	-	-	-	100,000
Document Mangement System Upgrade	62708	355,000	155,065	199,935	200,000	150,000	100,000	20,000	20,000	845,000
Cyber Security and Business System Management Services	62709	400,000	213,053	186,947	300,000	150,000	150,000	150,000	150,000	1,300,000
IT Business Network Conversion	62710	50,000	-	50,000	500,000	-	-	-	-	550,000
Total Technology		\$ 3,454,222	\$ 1,980,109	\$ 1,474,113	\$ 3,600,000	\$ 11,110,000	\$ 4,450,000	\$ 830,000	\$ 870,000	\$ 24,314,222
Professional Services (8xxxx)										
Asset Condition Assessments	81016	\$ 189,189	\$ 73,137	\$ 116,052	\$ -	\$ -	\$ -	\$ -	\$ -	189,189
Potable Reuse Study ⁴	82015	1,128,850	642,327	486,523	450,000	500,000	300,000	300,000	300,000	2,978,850
Energy Resilience Assessment	82020	-	-	-	400,000	100,000	-	-	-	500,000
Peak Flow Mgmt and Eq Storage	82021	46,795	46,795	-	-	50,000	-	-	-	96,795
Climate Change Action Plan Update	82023	-	-	-	-	-	100,000	-	-	100,000
OT Plan Update	82025	-	-	-	50,000	50,000	-	-	-	100,000
Facility Master Plan Update	80827	-	-	-	-	-	400,000	-	-	400,000
Heat Dryer HAZOP	82028	-	-	-	75,000	-	-	-	-	75,000
Technology Master Plan Update	82029	-	-	-	-	-	125,000	125,000	-	250,000

EWPCF – CAPITAL IMPROVEMENTS, FIVE-YEAR DETAIL

Project Name	Project Number	Total Prior Appropriation ¹	Total Prior Expenditures ²	Estimated Carry Forward ³	FY 2023-24 Appropriation	FY 2024-25 Appropriation	FY 2025-26 Appropriation	FY 2026-27 Appropriation	FY 2027-28 Appropriation	Total Appropriations
IT Plan Update	82030	-	-	-	100,000	-	50,000	-	-	150,000
Potable Water Systems Improvements	82034	-	-	-	50,000	-	-	-	-	50,000
E-CAMP Update/Condition Assessment	83001	618,235	477,213	141,022	275,000	100,000	275,000	100,000	275,000	1,643,235
Extension of Staff Engineering Services	84001	3,984,895	3,380,381	604,514	700,000	700,000	700,000	700,000	700,000	7,484,895
Research and Development Projects Services	84002	620,420	537,326	83,094	100,000	100,000	100,000	100,000	100,000	1,120,420
Electronic Operations Man & Doc Mgt	84008	142,865	142,865	-	20,000	20,000	20,000	20,000	20,000	242,865
Air Permitting Assistance	84012	34,250	17,500	16,750	225,000	200,000	25,000	25,000	25,000	534,250
Total Professional Services		\$ 6,765,499	\$ 5,317,544	\$ 1,447,955	\$ 2,445,000	\$ 1,820,000	\$ 2,095,000	\$ 1,370,000	\$ 1,420,000	\$ 15,915,499
Total Unidentified Future Projects ⁵	N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,625,000	\$ 10,310,000	\$ 17,935,000
Total Capital Improvements		\$ 63,627,196	\$ 42,663,761	\$ 20,963,435	\$ 19,245,000	\$ 31,210,000	\$ 27,970,000	\$ 28,800,000	\$ 29,700,000	\$ 200,552,196

Notes:

1. Historical data based on available information.
2. Includes actual expenditures through mid-March 2023.
3. The estimated carryforward includes encumbrances and available balance through mid-March 2023 and may vary based on actual spending through fiscal year end.
4. Partially offset by Federal grant revenues.
5. Represents anticipated expenditures based on historical experience that have not yet been assigned to a specific project.

EWPCF – CAPITAL IMPROVEMENTS, ESTIMATED CARRY FORWARD

Project Name	Project Number	Total Prior Appropriation ¹	Total Projected Expenditures ²	Estimated Carry Forward ³	FY 2023-24 Appropriation	Estimated FY 2023-24 Appropriation ⁴
Liquid Process (1xxxx)						
PSB Mechanical Rehab - Short Term	12009	\$ -	\$ -	\$ -	\$ 800,000	\$ 800,000
Secondary Clarifiers and Strainers Improvements	13007	7,847,105	7,847,105	-	-	-
Aeration Basin Minor Repairs (Diffuser Replacements)	13023	335,846	160,846	175,000	125,000	300,000
Total Liquid Process		\$ 8,182,951	\$ 8,007,951	\$ 175,000	\$ 925,000	\$ 1,100,000
Outfall (2xxxx)						
Ocean Outfall Maintenance and Inspection - External	21002	\$ 139,848	\$ 39,848	\$ 100,000	\$ -	\$ 100,000
Ocean Outfall Bathymetric Survey - External	21005	-	-	-	-	-
Ocean Outfall - Internal Integrity Assessment	21006	-	-	-	-	-
84-inch Outfall Repair	21009	-	-	-	50,000	50,000
Total Outfall		\$ 139,848	\$ 39,848	\$ 100,000	\$ 50,000	\$ 150,000
Solids Process (3xxxx)						
DAFT Repairs	31006	\$ 3,690,435	\$ 839,672	\$ 2,850,763	\$ 600,000	\$ 3,450,763
DAFT Repairs-Phase II	31010	-	-	-	200,000	200,000
Digester Rehabilitation and Improvements	32013	18,784,208	13,487,844	5,296,364	3,000,000	8,296,364
Digester Cleaning Cycle	32018	-	-	-	-	-
Digester 1, 2 & 3 Improvements	32020	-	-	-	220,000	220,000
Exsiting Dryer Compenents Rehab	33025	366,015	287,306	78,709	200,000	278,709
Dryer Safety Improvements	33026	1,898,080	1,125,663	772,417	-	772,417
Biosolids Management Plan Update	33027	350,000	331,259	18,741	-	18,741
Existing Dryer Major Rehabilitation	33030	-	-	-	-	-
Total Solids Process		\$ 25,088,738	\$ 16,071,744	\$ 9,016,994	\$ 4,220,000	\$ 13,236,994
Energy Management (4xxxx)						
Cogen Engine Top-End Overhaul	41005	\$ 1,280,943	\$ 1,280,943	\$ -	\$ 400,000	\$ 400,000
Cogen Engine In-Frame Overhaul	41006	-	-	-	-	-

EWPCF – CAPITAL IMPROVEMENTS, ESTIMATED CARRY FORWARD

Project Name	Project Number	Total Prior Appropriation ¹	Total Projected Expenditures ²	Estimated Carry Forward ³	FY 2023-24 Appropriation	Estimated FY 2023-24 Appropriation ⁴
Cogen Engine Full Overhaul	41007	2,324,412	2,324,412	-	-	-
Cogen Engine Catalyst System and Gas Conditioning Facilities	41015	150,000	-	150,000	-	150,000
Alternative Fuels Receiving Facility Improvements	41023	-	-	-	400,000	400,000
Automate Main Breakers in Cogen	41024	249,000	248,934	66	-	66
Combined Generator Control Module Replacement	41025	250,000	109,651	140,349	-	140,349
Total Energy Management		\$ 4,254,355	\$ 3,963,940	\$ 290,415	\$ 800,000	\$ 1,090,415
General (5xxxx)						
ORF I System Rehabilitation	51001	\$ 281,993	\$ 281,993	\$ -	\$ 600,000	\$ 600,000
ORF Carbon Media Replacement	51002	658,113	630,605	27,508	150,000	177,508
ORF II Treatment System Improvements	51014	782,200	633,119	149,081	-	149,081
Odor Control Improvements	51016	324,172	220,739	103,433	-	103,433
Site Security Facilities-Tier 1	52012	485,435	447,968	37,467	400,000	437,467
Climate Control at MCCs and Cogen Building	52021	4,574,250	4,563,582	10,668	-	10,668
Building Roof Replacement(Secondary, Chlorine, Headworks)	53013	550,000	50,077	499,923	1,300,000	1,799,923
Admin Building HVAC Rehab	53004	2,632,375	2,104,410	527,965	3,405,000	3,932,965
Plant-Wide Asset Painting and Protective Coating	52032	958,000	957,095	905	150,000	150,905
Flood Control Channel Restoration	52044	100,000	2,566	97,434	-	97,434
Site Security Facilities -Tier 2-4	52047	-	-	-	150,000	150,000
Dewatering Building Rehabilitation (and Cogen Roof)	53015	-	-	-	250,000	250,000
Implement Minor Condition Assessment Recommendations	54005	587,255	49,440	537,815	150,000	687,815
As-Needed Contractor Services	54006	3,357,790	3,110,626	247,164	500,000	747,164
Miscellaneous Building Rehabilitation	54007	450,000	327,398	122,602	150,000	272,602
Total General		\$ 15,741,583	\$ 13,379,618	\$ 2,361,965	\$ 7,205,000	\$ 9,566,965
Technology (6xxxx)						
Secondaries & Effluent Electrical & Controls Improvements	61206	\$ 806,000	\$ 640,748	\$ 165,252	\$ 600,000	\$ 765,252
Cogen Electrical and Controls Improvements	61207	-	-	-	600,000	600,000

EWPCF – CAPITAL IMPROVEMENTS, ESTIMATED CARRY FORWARD

Project Name	Project Number	Total Prior Appropriation ¹	Total Projected Expenditures ²	Estimated Carry Forward ³	FY 2023-24 Appropriation	Estimated FY 2023-24 Appropriation ⁴
CPS/SEEPS Controls Improvements	61208	244,000	198,250	45,750	-	45,750
Blower Controls Improvements	61209	125,000	90,189	34,811	100,000	134,811
Heat Dryer Controls Improvements	61210	-	-	-	450,000	450,000
Chlorine Building and EPS Electrical and Controls Improvements	61211	434,000	259,863	174,137	-	174,137
Centrifuge & Ancillary Systems Control Improvements	61212	-	-	-	300,000	300,000
Load Shed Controls Improvements	61214	50,000	49,720	280	-	280
As-Needed SCADA Integration Services	61514	990,222	954,342	35,880	200,000	235,880
Host Server Replacement-IT	62705	-	-	-	-	-
Host Server Replacement-OT	62706	-	-	-	350,000	350,000
Backup Host Servers	62707	-	-	-	-	-
Document Mangement System Upgrade	62708	355,000	335,065	19,935	200,000	219,935
Cyber Security and Business System Management Services	62709	400,000	391,016	8,984	300,000	308,984
IT Business Network Conversion	62710	50,000	-	50,000	500,000	550,000
Total Technology		\$ 3,454,222	\$ 2,919,193	\$ 535,029	\$ 3,600,000	\$ 4,135,029
Professional Services (8xxxx)						
Asset Condition Assessments	81016	\$ 189,189	\$ 151,276	\$ 37,913	\$ -	\$ 37,913
Potable Reuse Study ⁵	82015	1,128,850	964,730	164,120	450,000	614,120
Energy Resilience Assessment	82020	-	-	-	400,000	400,000
Peak Flow Mgmt and Eq Storage	82021	46,795	46,795	-	-	-
Climate Change Action Plan Update	82023	-	-	-	-	-
OT Plan Update	82025	-	-	-	50,000	50,000
Facility Master Plan Update	80827	-	-	-	-	-
Heat Dryer HAZOP	82028	-	-	-	75,000	75,000
Technology Master Plan Update	82029	-	-	-	-	-
IT Plan Update	82030	-	-	-	100,000	100,000
Potable Water Systems Improvements	82034	-	-	-	50,000	50,000
E-CAMP Update/Condition Assessment	83001	618,235	562,214	56,021	275,000	331,021

EWPCF – CAPITAL IMPROVEMENTS, ESTIMATED CARRY FORWARD

Project Name	Project Number	Total Prior Appropriation ¹	Total Projected Expenditures ²	Estimated Carry Forward ³	FY 2023-24 Appropriation	Estimated FY 2023-24 Appropriation ⁴
Extension of Staff Engineering Services	84001	3,984,895	3,602,069	382,826	700,000	1,082,826
Research and Development Projects Services	84002	620,420	545,142	75,278	100,000	175,278
Electronic Operations Man & Doc Mgt	84008	142,865	142,865	-	20,000	20,000
Air Permitting Assistance	84012	34,250	28,013	6,237	225,000	231,237
Total Professional Services		\$ 6,765,499	\$ 6,043,104	\$ 722,395	\$ 2,445,000	\$ 3,167,395
Total Unidentified Future Projects ⁶	N/A	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Improvements		\$ 63,627,196	\$ 50,425,398	\$ 13,201,798	\$ 19,245,000	\$ 32,446,798

Notes:

1. Historical data based on available information.
2. Includes estimated expenditures through June 2023. Actual expenditures through June 2023 will vary.
3. The estimated carryforward includes encumbrances and may vary based on actual spending through fiscal year end.
4. Amounts shown here represent the FY 2023-24 Appropriation plus Estimated Carry Forward. The actual carry forwards plus FY 2023-24 Appropriations will vary based on actual expenditures through June 2023. Does not include Planned Asset Replacement, Capital Acquisitions, Remotes, or Personnel appropriations shown on other schedules.
5. Partially offset by Federal grant revenues.
6. Represents anticipated expenditures based on historical experience that have not yet been assigned to a specific project.

LONG-TERM CAPITAL FINANCIAL PLAN

5 YEAR *and* 20 YEAR CAPITAL BUDGET

Fiscal Year		EWPCF Capital Improvements	EWPCF Planned Asset Rehabilitation & Replacement	EWPCF Capital Acquisitions	Remote Facilities Acquisitions & Rehabilitation	Personnel Expense	Total ¹
2024	\$	19,245,000	\$ 1,534,200	\$ 368,000	\$ 1,602,917	\$ 3,084,320	\$ 25,834,437
2025	\$	31,210,000	\$ 1,611,000	\$ 386,000	\$ 1,170,800	\$ 3,192,000	\$ 37,569,800
2026	\$	27,970,000	\$ 1,692,000	\$ 405,000	\$ 939,500	\$ 3,304,000	\$ 34,310,500
2027	\$	28,800,000	\$ 1,777,000	\$ 425,000	\$ 1,179,500	\$ 3,420,000	\$ 35,601,500
2028	\$	29,700,000	\$ 1,866,000	\$ 446,000	\$ 1,007,500	\$ 3,540,000	\$ 36,559,500
5 Year Total	\$	136,925,000	\$ 8,480,200	\$ 2,030,000	\$ 5,900,217	\$ 16,540,320	\$ 169,875,737
2029	\$	30,600,000	\$ 1,959,000	\$ 468,000	\$ 1,058,000	\$ 3,664,000	\$ 37,749,000
2030	\$	31,500,000	\$ 2,057,000	\$ 491,000	\$ 1,111,000	\$ 3,792,000	\$ 38,951,000
2031	\$	32,400,000	\$ 2,160,000	\$ 516,000	\$ 1,167,000	\$ 3,925,000	\$ 40,168,000
2032	\$	33,400,000	\$ 2,268,000	\$ 542,000	\$ 1,225,000	\$ 4,062,000	\$ 41,497,000
2033	\$	34,400,000	\$ 2,381,000	\$ 569,000	\$ 1,286,000	\$ 4,204,000	\$ 42,840,000
2034 - 2038	\$	164,500,000	\$ 13,814,000	\$ 3,299,000	\$ 7,461,000	\$ 23,332,000	\$ 212,406,000
2039 - 2043	\$	164,500,000	\$ 17,636,000	\$ 4,210,000	\$ 9,519,000	\$ 27,714,000	\$ 223,579,000
20 Year Total	\$	628,225,000	\$ 50,755,200	\$ 12,125,000	\$ 28,727,217	\$ 87,233,320	\$ 807,065,737

1. Future year costs are shown in current year dollars.

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APPENDIX

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MEMBER AGENCY RESOLUTIONS

RESOLUTION NO. 2023-165

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARLSBAD,
CALIFORNIA, APPROVING THE CITY OF CARLSBAD'S SHARE OF THE FISCAL
YEAR 2023-24 OPERATING AND CAPITAL BUDGETS OF THE ENCINA
WASTEWATER AUTHORITY

WHEREAS, the City of Carlsbad is a Member Agency to the Encina Joint Powers Agreement (the Encina Agreement) entered into on July 13, 1961, for the acquisition, construction, ownership, operation and maintenance of the Encina Joint Sewer System; and

WHEREAS, the Encina Agreement requires approval for the budget of the Encina Wastewater Authority, or EWA, by the Member Agencies following the recommendation of the Joint Advisory Committee, or JAC; and

WHEREAS, the City Council of the City of Carlsbad desires to approve the EWA's budget and provide for the payment of the city's share of the EWA's expenses in accordance with the allocation provided in the Encina Agreement; and

WHEREAS, the Wastewater Fund is projected to have sufficient funds for the payments as they become due.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carlsbad, California, as follows:

1. That the above recitations are true and correct.
2. That the City of Carlsbad's estimated share of the FY 2023-24 Operating Budget of the EWA as approved by the JAC on April 26, 2023, in the amount of \$5,414,426 for Wastewater Plant Operations and \$1,829,848 for the Carlsbad Water Recycling Facility Operations, as described in Attachment A, is approved.
3. That the City of Carlsbad's estimated share of the FY 2023-24 Capital Budget of the EWA as approved by the JAC on April 26, 2023 in the amount of \$5,924,064 for Wastewater Plant Capital and \$465,000 for Carlsbad Water Recycling Facility Capital, as described in Attachment A, is approved.
4. That the City Manager, or a designee, is authorized to approve appropriations to the EWA estimated budgets listed above based on the City of Carlsbad's actual share of the EWA budget.

5. That all outstanding operating encumbrances as of June 30, 2023 are continued into FY 2023-24 for such contracts and obligations.
6. That all Capital Improvement Program budget appropriations and outstanding encumbrances as of June 30, 2023 are continued into FY 2023-24 for such contracts and obligations.
7. That the City Manager, or a designee, is authorized to make payments on behalf of the City of Carlsbad to the EWA in accordance with the budget as approved by the JAC pursuant to the Encina Agreement.

PASSED, APPROVED AND ADOPTED at a Joint Special Meeting of the City Council of the City of Carlsbad, the Board of Directors of the Carlsbad Municipal Water District, the Board of Directors of the Carlsbad Public Financing Authority, the Community Development Commission, and the City Council as Successor Agency to the Carlsbad Redevelopment Agency held on the 13th day of June, 2023, by the following vote, to wit:

AYES: Blackburn, Bhat-Patel, Acosta, Burkholder, Luna.

NAYS: None.

ABSTAIN: None.

ABSENT: None.



KEITH BLACKBURN, Mayor

for 

SHERRY FREISINGER, City Clerk
(SEAL)



RESOLUTION NO. 2023-100

**A RESOLUTION OF THE CITY COUNCIL OF THE CHARTERED CITY OF
VISTA, CALIFORNIA, APPROVING THE FISCAL YEAR 2023/24 BUDGET OF
THE ENCINA WASTEWATER AUTHORITY IN ACCORDANCE WITH THE
REVISED BASIC AGREEMENT OF THE ENCINA JOINT POWERS
AUTHORITY**

The City Council of the City of Vista does resolve as follows:

1. Findings. The City Council hereby finds and declares the following:

A. The City of Vista is a party to the Encina Joint Powers Revised Basic Agreement for Ownership, Operation and Maintenance of a Joint Sewage System, as amended June 22, 2004 ("Revised Basic Agreement").

B. Section 13.1.2 of the Revised Basic Agreement requires approval of the budget of the Encina Joint Powers Authority, commonly known as the Encina Wastewater Authority ("EWA"), by each of the Member Agencies following the recommendation of the Joint Advisory Committee ("JAC").

C. The JAC recommended the proposed Fiscal Year (FY) 2023/24 budget and determined each member's share of expenses in accordance with the allocation provided in the Revised Basic Agreement.

2. Action.

A. The proposed FY 2023/24 budget of EWA, as recommended by the JAC on April 26, 2023, in the amount of \$49,335,878, consisting of Operating Expense Budget of \$23,501,441 and a Capital Expense Budget of \$25,834,437, is approved.

B. The proposed City of Vista's share of the FY 2023/24 Budget of EWA, in the amount of \$13,038,204, consisting of an Operating Expense Budget of \$6,310,428 and a Capital Expense Budget of \$6,727,776, is approved.

C. The City Manager is hereby authorized to make payments on behalf of this agency to EWA in accordance with the budget, as approved herein, and in accordance with the Revised Basic Agreement, as modified.

D. A certified copy of this Resolution shall be forwarded to EWA upon its execution.

[Continued on page 2.]

RESOLUTION NO. 2023-100
CITY COUNCIL OF THE CHARTERED CITY OF VISTA
PAGE 2

3. Adoption. PASSED AND ADOPTED at a meeting of the City Council held on June 13, 2023, by the following vote:

AYES: Mayor Franklin, Green, Contreras, Melendez, O'Donnell

NOES: None

ABSTAIN: None



JOHN B. FRANKLIN, MAYOR

APPROVED AS TO FORM:
WALTER CHUNG, CITY ATTORNEY

ATTEST:
KATHY VALDEZ, CITY CLERK

By: _____
APPROVED
Walter C. Chung
20230525170205

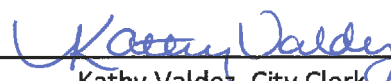
By: _____
Kathy Valdez, City Clerk



I certify under penalty of perjury under the laws of the State of California that the foregoing is a true and correct copy of the original.

6/15/2023

Date



Kathy Valdez, City Clerk

RESOLUTION NO. 2023-2

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BUENA
SANITATION DISTRICT, VISTA, CALIFORNIA, APPROVING THE FISCAL
YEAR 2023/24 BUDGET OF THE ENCINA WASTEWATER AUTHORITY IN
ACCORDANCE WITH THE REVISED BASIC AGREEMENT OF THE ENCINA
JOINT POWERS AUTHORITY**

The Board of Directors of the Buena Sanitation District does resolve as follows:

1. Findings. The Board of Directors hereby finds and declares the following:

A. The Buena Sanitation District is a party to the Encina Joint Powers Revised Basic Agreement for Ownership, Operation and Maintenance of a Joint Sewage System, as amended June 22, 2004 ("Revised Basic Agreement").

B. Section 13.1.2 of the Revised Basic Agreement requires approval of the budget of the Encina Joint Powers Authority, commonly known as the Encina Wastewater Authority ("EWA"), by each of the Member Agencies following the recommendation of the Joint Advisory Committee ("JAC").

C. The JAC recommended the proposed Fiscal Year (FY) 2023/24 budget and determined each member's share of expenses in accordance with the allocation provided in the Revised Basic Agreement.

2. Action.

A. The proposed FY 2023/24 budget of EWA, as recommended by the JAC on April 26, 2023, in the amount of \$49,335,878, consisting of Operating Expense Budget of \$23,501,441 and a Capital Expense Budget of \$25,834,437 is approved.

B. The proposed Buena Sanitation District's share of the FY 2023/24 Budget of EWA, in the amount of \$4,301,842, consisting of an Operating Expense Budget of \$2,416,649 and a Capital Expense Budget of \$1,885,193 is approved.

C. The District Manager is hereby authorized to make payments on behalf of this agency to EWA in accordance with the budget, as approved herein, and in accordance with the Revised Basic Agreement, as modified.

D. A certified copy of this Resolution shall be forwarded to EWA upon its execution.

[Continued on page 2.]

RESOLUTION NO. 2023-2
BUENA SANITATION DISTRICT BOARD
PAGE 2

3. **Adoption.** PASSED AND ADOPTED at a meeting of the District Board held on June 13, 2023, by the following vote:

AYES: Chairperson Franklin, Green, Contreras, Melendez, O'Donnell

NOES: None

ABSENT: None

APPROVED AS TO FORM:
WALTER CHUNG, DISTRICT COUNSEL

By: 

APPROVED
Walter C. Chung
20230525170316


JOHN B. FRANKLIN, CHAIRPERSON

ATTEST:
KATHY VALDEZ, CLERK OF THE BOARD

By: 



I certify under penalty of perjury under the laws of the State of California that the foregoing is a true and correct copy of the original.

6/15/2023

Date



Kathy Valdez, Clerk of the Board

RESOLUTION NO. 1637

RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLECITOS WATER DISTRICT APPROVING THE FISCAL YEAR ENDING IN 2024 BUDGET OF THE ENCINA WASTEWATER AUTHORITY IN ACCORDANCE WITH THE JOINT POWERS BASIC AGREEMENT

WHEREAS, the Vallecitos Water District is a party to the Encina Joint Powers Basic agreement entered into on July 13, 1961, for the acquisition, construction, ownership, operation, and maintenance of the Encina Joint Sewer System; and

WHEREAS, the Encina Basic Agreement requires approval of the budget of the Encina Wastewater Authority (EWA) by the member agencies following the recommendation of the Joint Advisory Committee (JAC); and

WHEREAS, the JAC thereafter approved the Fiscal Year 2024 budget of the EWA on April 26, 2023; and

WHEREAS, the Board of Directors of the Vallecitos Water District desires to approve said budget and provide for payment of its share of such expenses in accordance with the allocation provided in the Basic Agreement as modified;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the Vallecitos Water District as follows:

SECTION 1: The fiscal year ending in 2024 capital budget of the EWA, as approved by the JAC on April 26, 2023, in the amount of \$25,834,437 is hereby approved.

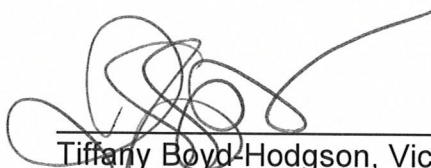
SECTION 2: The fiscal year ending in 2024 operating revenue and expense budget of the EWA, as approved by the JAC on April 26, 2023, in the amount of \$23,501,441 is hereby approved.

SECTION 3: The Vallecitos Water District General Manager is hereby authorized to make payments on behalf of this agency to EWA in accordance with the budget, as approved by the JAC, and in accordance with the Encina Basic Agreement.


SECTION 4: A certified copy of this resolution shall be forwarded to EWA immediately upon its approval.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Vallecitos Water District at a Regular meeting held on the 3rd day of May, 2023, by the following roll call vote:

AYES: BOYD-HODGSON, ELITHARP, GROSET, PENNOCK
NOES:
ABSTAIN:
ABSENT: HERNANDEZ



Tiffany Boyd-Hodgson, Vice President
Board of Directors
Vallecitos Water District

ATTEST:


Glenn Pruim, Secretary
Board of Directors
Vallecitos Water District

RESOLUTION NO. 2023-53

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ENCINITAS APPROVING THE FISCAL YEAR 2023-24 OPERATING AND CAPITAL IMPROVEMENT BUDGETS OF THE ENCINA WASTEWATER AUTHORITY IN ACCORDANCE WITH THE JOINT POWERS BASIC AGREEMENT

WHEREAS, the City of Encinitas is a party to the Encina Joint Powers Basic Agreement entered into on July 13, 1961, for the acquisition, construction, ownership, operation, and maintenance of the Encina Joint Sewage System; and

WHEREAS, the Revised Basic Agreement requires approval of the budget of the Encina Wastewater Authority (EWA) by the Member Agencies following the recommendation of the Joint Advisory Committee (JAC); and

WHEREAS, the JAC approved the Fiscal Year 2023-24 budgets of the EWA on April 26, 2023; and

WHEREAS, the City Council of the City of Encinitas desires to approve said budgets and provide for payment of its share of such expenses in accordance with the allocation provided in the Revised Basic Agreement, as modified.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Encinitas, as follows:

- Section 1. That the Fiscal Year 2023-24 Operating Budget of the EWA, as approved by the JAC on April 26, 2023, in the amount of twenty-three million, five hundred and one thousand, four hundred and forty-one dollars (\$23,501,441) is hereby approved.
- Section 2. That the Fiscal Year 2023-24 Capital Improvement Budget of the EWA, as approved by the JAC on April 26, 2023, in the amount of twenty-five million, eight hundred and thirty-four thousand, four hundred and thirty-seven dollars (\$25,834,437) is hereby approved.
- Section 3. The City Manager is hereby authorized to make payments on behalf of this agency to the EWA in accordance with the Fiscal Year 2023-24 Operating and Capital Improvement Budgets, as approved by JAC, and in accordance with the Revised Basic Agreement.
- Section 4. A transmittal and certified copy of this resolution shall be sent to the General Manager of EWA within 15 days of the resolution's approval.

PASSED, APPROVED AND ADOPTED at a regular city council meeting of the City Council held on this 24th day of May 2023, by the City Council of the City of Encinitas, State of California.

DocuSigned by:

DEA18C6BB88E438
Tony Kranz, Mayor

ATTEST:

DocuSigned by:

43EC63D34D2448C...
Kathy Hollywood, City Clerk

APPROVED AS TO FORM:

DocuSigned by:

160D99694D9741D...
Tarquin Preziosi, City Attorney

CERTIFICATION: I, Kathy Hollywood, City Clerk of the City of Encinitas, California, do hereby certify under penalty of perjury that the foregoing Resolution was duly adopted at a regular meeting of the City Council on the 24th day of May, 2023 by the following vote:

AYES: **Blackwell, Ehlers, Hinze, Kranz, Lyndes**

NOES: **None**

ABSENT: **None**

ABSTAIN: **None**

DocuSigned by:

43EC63D34D2448C...
Kathy Hollywood, City Clerk

RESOLUTION NO. 2396

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE LEUCADIA WASTEWATER DISTRICT
APPROVING THE ENCINA WASTEWATER AUTHORITY
FISCAL YEAR 2024 OPERATING AND CAPITAL BUDGETS**

WHEREAS, the City of Vista, City of Carlsbad, Buena Sanitation District, Vallecitos Water District, Leucadia Wastewater District and City of Encinitas are the "member agencies" of the Encina Wastewater Authority (EWA), a California joint powers authority; and

WHEREAS, the EWA member agencies are authorized and empowered to contract for the joint exercise of powers under the Government Code of the State of California for the operation, maintenance and administration of their jointly owned wastewater system, the Encina Joint System; and

WHEREAS, the member agencies recognize the need to operate, maintain and administer the Encina Joint System on a cooperative basis for the collection, transmission, treatment and disposal of wastewater, and the management of wastewater treatment byproducts; and

WHEREAS, Leucadia Wastewater District (LWD) is party to certain documents entitled the Revised Basic Agreement and the Revised Establishment Document which establish the ownership, operation, maintenance and administration of the Encina Joint System and the EWA, respectively; and

WHEREAS, the Revised Basic Agreement governs the administration of the EWA and requires the preparation and approval by each of the member agencies of estimated Operating and Capital Improvement Program Budgets on an annual basis; and

WHEREAS, the fiscal year 2024 (FY24) EWA Operating and Capital Budgets were approved by the EWA Joint Advisory Committee and the EWA Board of Directors on April 26, 2023, in the following amounts: Operating Budget – \$24,030,441; and Capital Budget – \$25,834,437.

WHEREAS, the EWA Joint Advisory Committee and the EWA Board of Directors recommend member agency approval of the FY24 EWA Operating and Capital Budgets in the aforementioned amounts; and

WHEREAS, copies of the FY24 EWA Operating and Capital Budgets were available for review by the LWD Board of Directors at its May 10, 2023 Board of Directors meeting;

NOW, THEREFORE, THE BOARD OF DIRECTORS FOR THE LEUCADIA WASTEWATER DISTRICT HEREBY FINDS AND RESOLVES AS FOLLOWS:

Section 1. Approval of the recommended FY24 Encina Wastewater Authority Operating Budget as presented in the following amount: \$24,030,441.

Section 2. Approval of the recommended FY24 Encina Wastewater Authority Capital Budgets in the following amount: \$25,834,437.

PASSED AND ADOPTED by the Board of Directors at a meeting of the Leucadia Wastewater District held May 10, 2023 by the following vote:

AYES: Sullivan, Saldana, Omsted

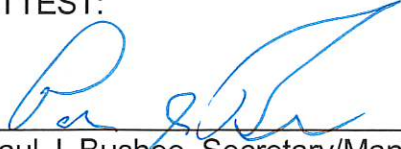
NOES: None.

ABSENT: Hanson, Roesink

ABSTAIN: None.


Elaine Sullivan, President

ATTEST:


Paul J. Bushee, Secretary/Manager

(SEAL)

APPROPRIATION & CONTROLS RESOLUTION

RESOLUTION NO. 2023-05

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ENCINA WASTEWATER AUTHORITY
APPROPRIATING FUNDS FOR FISCAL YEAR 2024 OPERATING AND CAPITAL PROGRAM BUDGETS AND
ESTABLISHING CONTROLS THEREON**

Ref: Admin. 22-15538b

WHEREAS, the Revised Basic Agreement and Revised Establishment Document governing the administration of the Encina Wastewater Authority (Authority) require the preparation and approval of Estimated Operating and Capital Program budgets on an annual basis; and,

WHEREAS, the Authority's Fiscal Year 2024 Operating and Capital Program Budgets were approved by the Authority's Board of Directors and the Encina Joint Advisory Committee on April 26, 2023; and,

WHEREAS, the Authority has received certified copies of approving resolutions or minute orders from the governing bodies of each of the Member Agencies confirming their approval of the Authority's Fiscal Year 2024 Operating and Capital Program Budgets as required by the Revised Basic Agreement.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Encina Wastewater Authority as follows:

Section 1. Operations, Maintenance, and Administration Program funds totaling \$24,030,441 and Capital Program funds totaling \$25,834,437 are hereby appropriated for Fiscal Year 2024.

Section 2. Estimated Member Agency Operating revenues of \$23,501,441 and Other Operating revenues of \$529,000 for total estimated Operating revenues of \$24,030,441 are hereby appropriated for Fiscal Year 2024.

Section 3. Estimated Member Agency Capital Program revenues totaling \$25,834,437 are hereby appropriated for Fiscal Year 2024.

Section 4. Subject to a \$100,000 single transaction limit and as modified by other applicable controls established herein, the General Manager is hereby authorized to expend appropriated funds in accordance with the Authority's Fiscal Year 2024 Operating and Capital Program Budgets.

Section 5. Seventy-six (76) full-time equivalent positions are authorized for Fiscal Year 2024. Only the Board of Directors may authorize any increase in the number of authorized positions. The General Manager is hereby authorized to hire temporary or part-time staff as necessary, within the aggregate Operating and Capital Program expense budget appropriations.

Section 6. The General Manager is hereby authorized to transfer funds between accounts within the Operating or Capital Program in an amount up to \$100,000 per transfer. Any transfer of funds from the Operating Program to the Capital Program, from the Capital Program to the Operating Program, or, in excess of \$100,000, must be approved by the Board of Directors. The General Manager may transfer funds between accounts within the individual Remote Facilities budgets upon written approval of the applicable Member Agency Manager.

Section 7. The General Manager is hereby authorized to issue change orders in any amount provided it is within the awarded contract amount plus any Board of Directors authorized contingency. Where sufficient budgeted funds are available, the General Manager is authorized to approve change orders that exceed the contract amount and any Board of Directors authorized contingency, provided that the change order is \$100,000 or less and the aggregate value of such change orders on any particular contract shall not exceed twice the amount of the General Manager's authority.

Section 8. The General Manager is authorized to execute contracts and agreements for appropriated programs between the Authority and the providers, successors or assigns of the following services: [a] the California Sanitation Risk Management Authority for insurance; [b] each and every contractor necessary to ensure continuous execution of all existing and subsequently effective employee retirement, health, health related, and other employee welfare benefits as specified in Board of Directors approved labor agreement resolutions; [c] the California Public Employees' Retiree Benefit Trust for continuous execution of the Irrevocable Trust as specified in Board of Directors approved resolutions; [d] Allied Universal Protection Service L.P. or subsequently effective provider of onsite security patrol services; [e] ADS Environmental Services for flow metering services; [f] Karbonous Inc. for carbon replacement within the Odor Reduction Facilities; [g] Procopio, Cory, Hargreaves, and Savitch for legal services; [h] Woodard & Curran for as needed engineering services; [i] Hawthorne Power Systems for cogeneration engine maintenance services; [j] Techno Coatings Inc. for as needed coating services; [k] Tyler Technologies for accounting support services; [l] contractor(s) for temporary staffing services; and, [m] Clifton Larson Allen LLP for professional financial management staff services.

Section 9. In an emergency, the General Manager is hereby authorized to expend those funds necessary to reconstruct, or cause to be reconstructed, any portion of the Joint system when reconstruction is immediately required to permit the Joint System to continue to function. Any such expenditure must be approved by the Board of Directors.

Section 10. The General Manager is authorized to continue all appropriations for encumbrances outstanding as of June 30, 2023 into FY 2024 as may be necessary.

Section 11. All funds budgeted for Capital Improvements remaining unexpended at June 30, 2023 are hereby appropriated and budgeted for Fiscal Year 2024.

Section 12. Funds budgeted and unexpended in Fiscal Year 2023 for the following Planned Asset Replacement, Capital Acquisition, or Remote Facilities projects are hereby appropriated and budgeted in Fiscal Year 2024:

Account	Description	Estimated Balance
23002-7710-70010	EWPCF-Information Technology	\$19,398
31002-7750-70158	AHPS-SCADA Migration	\$56,688

Section 13. The Financial Reserve amounts for Fiscal Year 2024 are established as follows:

Financial Reserve	Balance
Capital Reserve	\$ 2,650,000
Remote Facilities Reserve	250,000
	<u>\$ 2,900,000</u>

Section 14. The allocation method for the Source Control Program General Labor and Non-Personnel Costs will hereby be adjusted from the current approach, Unit J (outfall), to the Unit I (Influent) Solids.

Section 15. The General Manager may delegate any authority granted pursuant to this resolution.

PASSED AND ADOPTED at a meeting of the Board of Directors of the Encina Wastewater Authority
held July 26, 2023, by the following vote:

Representative	Agency	Vote
Chair Lyndes	City of Encinitas	Aye
Vice-Chair Hernandez	Vallecitos Water District	Absent
Director Ehlers	City of Encinitas	Absent
Director Pennock	Vallecitos Water District	Aye
Director Sullivan	Leucadia Wastewater District	Aye
Director Roesink	Leucadia Wastewater District	Aye
Director Blackburn	City of Carlsbad	Aye
Director Luna	City of Carlsbad	Aye
Director Franklin	City of Vista	Aye
Director Franklin	Buena Sanitation District	Aye
Director Green	City of Vista	Aye
Director Green	Buena Sanitation District	Aye

SIGNED:


Joy Lyndes (Jul 28, 2023 07:02 PDT)
Joy Lyndes, Board Chair
Encina Wastewater Authority

ATTEST:


Jennifer Basco, Board Secretary
Encina Wastewater Authority

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SALARY & BENEFIT RESOLUTION

RESOLUTION NO. 2023-04

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ENCINA WASTEWATER AUTHORITY ADOPTING SALARY, BENEFITS, AND OTHER WORKING CONDITIONS FOR THE UNREPRESENTED INFORMAL GROUP OF EMPLOYEES FOR FY2024, FY2025, and FY2026

Whereas, the Unrepresented Informal Group of Employees (Group) of the Encina Wastewater Authority (EWA) are a valuable and important part of the EWA organization and have had the opportunity to participate in an informal input process with designated EWA representatives on wages, hours, and other terms and conditions of employment; and,

Whereas, the EWA Board of Directors desires to establish salaries, benefits, and other terms and conditions of employment for the fiscal years ending June 30, 2024, June 30, 2025, and June 30, 2026, with input from and following informal negotiations with Group representatives.

Now, therefore, be it resolved by the Board of Directors of the Encina Wastewater Authority that the salary, benefits, and other terms and conditions of employment for the Unrepresented Informal Group of Employees set forth below are hereby adopted and established as those of the Encina Wastewater Authority, and shall remain in effect until further action by the EWA Board of Directors.

A. Unrepresented Informal Group of Employees Classifications

Regular, full-time employees as defined by EWA's Human Resources Policy Manual who occupy the classifications shown in the Classification Plan attached as "Exhibit A" to this resolution comprise the Group (collectively, Group Members) and are subject, without limitation, to the terms and conditions of employment set forth in this Resolution.

B. Effective Dates of Resolution

The provisions of this Resolution shall become effective July 1, 2023 and shall terminate no later than June 30, 2026 unless extended by further action of the EWA Board of Directors. The term of this Resolution does not create the expectation of continued employment or of employment for a specified duration. All Group Members are employed at-will, consistent with EWA's Human Resources Policy Manual.

C. Salary Schedule

Group Members' base salary will be determined according to the Salary Schedule attached as "Exhibit B" to this resolution and incorporated by reference. EWA's General Manager or designee shall place Group Members on the Salary Schedule according to their position and qualifications, and shall have sole discretion to determine Group Members' base salary within the applicable range based on the employee's performance, length of service or any other relevant factor. Any Group Member whose base salary meets or exceeds the maximum range identified for his or her Benchmark Classification shall remain at that salary unless and until the maximum

range increases through a cost-of-living adjustment as described below, or the General Manager or designee determines that the employee qualifies to be placed at a higher salary range.

D. Salary Marked-to-Market

To ensure EWA's salaries are periodically marked-to-market, EWA conducted a Compensation Study that was accepted by the EWA Board of Directors in February 2023. Based on the information presented in the Compensation Study, and in consideration of other related factors, the EWA Board of Directors has determined that, at this time, EWA's best interests continue to be served by setting the top of the salary range for EWA's Benchmark Classifications at the 75th Percentile of surveyed agencies and that employees not serving in a Benchmark Classification be aligned, as recommended by the General Manager, with a surveyed Benchmark Classification to ensure appropriate internal organizational salary alignment. Other related factors taken into consideration by the Board of Directors in making the foregoing determination included: (a) that wastewater infrastructure is an inherently dangerous and unsanitary work environment; (b) that water agencies are the employers EWA competes with for top performers; and, (c) that setting EWA's pay scale above average furthers the goal of recruiting and retaining talented personnel. The agencies chosen to participate in the 2023 Salary Survey are identified below.

Special District	City
Leucadia Wastewater District	City of Carlsbad
Orange County Sanitation District	City of Encinitas
South Orange County Wastewater Authority	City of Vista
Inland Empire Utilities Agency	City of Oceanside*
Eastern Municipal Water District	City of Escondido*
Vallecitos Water District	City of San Diego*
San Elijo Joint Powers Authority	City of Riverside*
Santa Margarita Water District	City of Burbank*
Irvine Ranch Water District	City of Pasadena*
Olivenhain Municipal Water District	
Padre Dame Municipal Water District	

*Not included in benefits survey conducted by Reward Strategy Group.

E. Annual Cost of Living Adjustment

The Salary Schedule for all classifications in the Group will be adjusted once annually. Group Members' base salaries will be adjusted consistent with any increase to the Salary Schedule. The Salary Schedule adjustments for each year of this Resolution shall occur as follows:

1. FY 2023-24: The Salary Schedule for all classifications in the Group will be increased by 5.00% effective July 1, 2023.
2. FY 2024-25: The Salary Schedule for all classifications in the Group will be increased by 5.00% effective July 1, 2024.

3. FY 2025-26: The Salary Schedule for all classifications in the Group will be increased by 5.00% effective July 1, 2025.

F. Cafeteria Plan (Internal Revenue Code §125 Flex Plan)

1. Administration of the Cafeteria Plan

- a. EWA shall maintain an Internal Revenue Code Section 125-compliant Cafeteria Plan (Plan) throughout the term of this Resolution. The purpose of the Plan is to provide Group Members access to a variety of benefits to include: Health, Dental, Vision, Life, Long-term Disability, Cancer, and Critical Illness insurance; Medical and Dependent Care Reimbursement accounts; and Administrative Leave.
- b. EWA's annual contribution to the cost of a Group member's election of benefits shall be as outlined below. Benefits are provided on a Calendar Year basis.
 - i. For the period July 1, 2023 through December 31, 2023: \$4,301.73 for a single employee; \$8,588.38 for an employee with one dependent; and \$11,278.53 for an employee with two or more dependents. These figures represent 50% of the Calendar Year 2023 EWA contribution (\$8,603.45, \$17,176.76, and \$22,557.06 respectively).
 - ii. For Calendar Years 2024, 2025, and 2026, EWA's annual contribution shall be 90% of the sum of the average cost of premiums for all medical plans offered by EWA, plus the average cost of premiums for all dental plans offered by EWA, plus the average cost of premiums for all vision plans offered by EWA. Such average shall be calculated for each dependent status category.
- c. Employees who opt out of medical insurance coverage for Calendar Years 2024, 2025, and 2026 will receive up to 90%, not-to-exceed \$7,500, of the single employee contribution to the Cafeteria Plan, which may be used for purchasing other benefits contained within the Plan. Employees selecting this option must provide proof of other medical insurance coverage. For the period July 1, 2023 through December 31, 2023, the opt-out contribution equals \$3,656.47, which represents 50% of the current annual opt-out contribution of \$7,312.93.
- d. There will be no opt-out payments for Group Members who decline dental, and vision insurance coverage.
- e. To the maximum extent allowable under applicable law, personal contributions to the total cost of Plan elections shall be made on a pre-tax basis.
- f. Participating Group Members may request mid-year Plan changes to their benefit elections in accordance with applicable IRS regulations. Upon implementation of an allowable mid-year Plan change, EWA will adjust its contributions for that Group member for the balance of that Plan Year. The total cost of benefits elected, and therefore the Group member's personal

contributions thereto, may also be adjusted to reflect the mid-year Plan changes elected by the Group member.

- g. Group Members shall notify EWA of any dependent status changes within 30 days. Failure to notify EWA within 30 days may invalidate all or part of a Group member's Plan elections.

2. Medical, Dental, and Vision Insurance

- a. Group Members may elect coverage from the medical, dental, and vision insurance programs offered by EWA within the Plan. This coverage is provided on a Calendar Year basis, January through December.
- b. New Group Members shall be eligible for coverage no later than the first day of the month following their first work day at EWA and in accordance with all enrollment and eligibility requirements of the insurance carrier.
- c. Group Members are responsible for any income tax obligations resulting from the payment of insurance premiums.

3. Life and Disability Insurance

- a. Group Members may elect life and disability insurance coverages from among the options offered within the Plan. Group Members must select one of the options of life and long-term disability coverage offered.
- b. Where a life and disability insurance benefit level is salary-based, the level of coverage shall be based on the Group member's salary in effect as of January 1. New Group Members shall be eligible for coverage no later than the first day of the month following their first work day at EWA and in accordance with the enrollment eligibility requirements of the insurance carrier.
- c. Group Members are responsible for any income tax obligations resulting from the payment of insurance premiums.

4. Medical, Dental, and Vision Reimbursement

- a. Group Members may elect to designate pre-tax dollars for reimbursement of eligible medical, dental, and vision expenses in accordance with the Plan, up to the limits determined by the Internal Revenue Service.
- b. Group Members are responsible for any income tax obligations resulting from participation in the health care reimbursement program.

5. Dependent Care Reimbursement

- a. Group Members may elect to designate pre-tax dollars for reimbursement of eligible dependent care in accordance with the Plan, up to the limits determined by the Internal Revenue Service.
- b. Group Members are responsible for any income tax obligations resulting from participation in the dependent care reimbursement program.

6. Non-exempt Administrative Leave

- a. Employees assigned to a Non-exempt classification may purchase up to 40 hours of Administrative Leave at their regular hourly rate that will be in effect as of January 1 of the upcoming calendar year.
- b. Administrative Leave so purchased must be used during the calendar year purchased and may not be accrued from one calendar year to another.

7. Exempt Administrative Leave

- a. Group Members assigned to Exempt classifications are exempt from overtime provisions of the Fair Labor Standards Act. These employees shall receive 48 hours of paid Administrative Leave annually on July 1 that is distinct and separate from the Plan above. Administrative Leave for these employees is accrued leave.
- b. Any unused hours of Administrative Leave as of June 30 shall be added to the employee's accumulated vacation hours and subject to all provisions regarding vacation leave, including the maximum of 256 accumulated hours.

G. Other Benefits

1. Dependent and Voluntary Life Insurance

Dependent term life insurance coverage of \$5,000 shall be provided each employee dependent over six months of age. Dependent term life insurance coverage of \$1,000 shall be provided each employee dependent 14 days to six months of age. Employees may apply for additional life insurance at their expense.

2. Vacation Leave

- a. Group Members shall earn paid Vacation based on the following table:

Years of Continuous EWA Service	Full-Time	Part-Time
0 through 3 years	80 hours/year	40 hours/year
After 3 years	120 hours/year	60 hours/year
After 6 years	160 hours/year	80 hours/year

- b. Group Members may accumulate a maximum of 256 hours. Vacation may be accrued in excess of 256 hours only with the prior written approval of the General Manager.
- c. Group Members may convert a portion of accrued vacation subject to the following:
 - i. A maximum of 60 hours may be converted at the employee's current rate of pay;
 - ii. The conversion may occur once per fiscal year during the month of June; and
 - iii. The employee must have used 40 hours of accrued vacation during the preceding 12 month period which is defined as December 1 through November 30.
- d. Group Members shall be paid at their hourly rate for all accumulated Vacation time upon termination of employment.

3. Sick Leave

- a. Group Members shall earn paid Sick Leave based on the following:
 - i. Full-time employees shall earn eight (8) hours of paid sick leave for each full month of employment, up to a maximum accrual of 1,000 hours.
 - ii. Part-time employees, temporary employees, and interns shall earn one (1) hour of paid sick leave for every 30 hours worked, up to a maximum accrual of 24 hours of sick leave per year and 48 hours in total.
- b. Pursuant to applicable terms of the EWA Human Resources Policy Manual, Group Members may be paid for a portion of their accumulated Sick Leave on an annual basis and at termination of employment or converted to CalPERS service credit upon retirement.

4. Call Back

Group Members unexpectedly ordered to report back to duty to perform necessary work following completion of the Group Member's work week or work shift and their departure from the site shall be entitled to compensation calculated at one and one-half their regular hourly rate. Group Members called back under these conditions shall receive a minimum of four hours compensation.

5. Standby Duty

EWA shall pay each Group member assigned to Standby Duty at the rate of \$2.00 for each hour of standby duty performed, not-to-exceed \$48 per day.

6. Shift Differential

EWA shall pay each Group Member a "Shift Differential" of \$2.50 per hour in addition to their base rate of pay for hours assigned to one of the night shift schedules (6:00 p.m. – 6:00 a.m., or 6:30 p.m. – 6:30

a.m.). Group Members not scheduled for a night shift whose schedules include hours after 6:00 p.m. will receive the Shift Differential only for the portion of their shift that is after 6:00 p.m.

7. Meal Allowance

EWA shall reimburse Group Members a maximum of \$15.00 per meal for food and non-alcoholic beverages when the employee is unexpectedly ordered to work two or more hours of overtime and following EWA's receipt of sufficient documentation supporting the purchase.

8. Safety Boot Allowance

EWA shall provide an allowance each fiscal year to all Group Members for the purchase of EWA-approved safety shoes/boots. The amount of the allowance shall be determined by job classification and shall be paid to the employee following receipt of sufficient documentation supporting the purchase:

Classification	Amount
Operator I	Up to \$350
Operator II	
Operator-in-Training	
Shift Supervisor	
Mechanical Technician I	
Mechanical Technician II	
Mechanical Technician Supervisor	
Maintenance Manager	
Cogeneration Specialist	
Electrical and Instrumentation Technician	
Electrical and Instrumentation Supervisor	
Chemist I	Up to \$200
Chemist II	
Chemist III	
Source Control Inspector I	
Source Control Inspector II	
Source Control Inspector III	
Inventory Control Technician	
Field Services Superintendent	
All other classifications	Up to \$150

9. Safety Prescription Eyewear Allowance

EWA shall provide up to \$400.00 each fiscal year to all Group Members for the purchase of EWA-approved prescription safety glasses following receipt of sufficient documentation supporting the purchase.

10. Alternate Holiday Banking

When a holiday falls on an employee's normal day off, EWA shall allow the employee to bank the day by recording it as an Alternate Holiday on his/her timesheet. These hours will be added to the employee's accrued Vacation on the next pay period subject to all limitations on accrual of Vacation.

11. Temporary Upgrade Pay (Working Out-of-Classification)

Employees who work out-of-classification for 40 consecutive work hours or more shall receive Temporary Upgrade Pay of five percent of their regular hourly rate for the duration of the out-of-classification assignment.

12. Lead Operator Pay

EWA shall pay Operators certified by the State Water Resources Control Board as Grade III Operators "Lead Operator Pay" of \$2.50 per hour in addition to their base rate of pay for all hours actually worked as Lead Operator in the absence of a Shift Supervisor.

13. Certification Stipend

EWA shall pay Group members a "Certification Stipend" of \$60 per pay period per certificate for holding: a current Class B California Drivers' License; a Crane Operator Certificate issued by the National Commission for Certification of Crane Operators; or a Welding Certificate issued by the American Welding Society (QC7-Supplement G Qualification).

14. Special Merit Increase

Upon recommendation of a Department Head and the approval of the General Manager, a Group member may receive a "Special Merit Increase" up to 5% of base salary. Such Special Merit Increases are to provide recognition for truly exceptional performance beyond the normal expectations of the employee's position. The duration of such pay shall be for no longer than six months per calendar year unless extended by the General Manager. A Special Merit Increase does not change an employee's base salary or placement on the Salary Schedule.

15. Retirement Advance Notice Incentive

To facilitate succession planning and training of new employees, Group Members who provide advance written notice of retirement shall receive a one-time Retirement Advance Notice Incentive payment as set forth below:

- 6 months' notice: \$500
- 12 months' notice: \$1,000

To be eligible for a Retirement Advance Notice Incentive, Group Members must remain employed by EWA through the retirement date stated in their notice and must actually retire from all employment with EWA on the date noticed. These payments shall be made on the final date of employment.

H. Retirement Plan

1. On July 28, 2005, EWA amended its contract with CalPERS to adopt and implement the 2.7% @ 55 retirement benefit level. Employees who first participated in CalPERS prior to prior to January 1, 2013 are eligible for this benefit level and are considered "Classic" employees subject to CalPERS regulations.
2. Employees who first participated in CalPERS on or after January 1, 2013 are subject to the California Public Employees' Pension Reform Act of 2013 (PEPRA). The retirement benefit level for members of this Group is 2% @ 62. Group Members shall pay the full CalPERS "Employee Contribution Rate."
3. Both Classic and PEPRA Group Members shall be eligible to receive the "1959 Survivor's Benefit." Each Group member shall pay his/her costs to participate in this benefit through payroll deduction.
4. To the maximum extent allowable, all Group member contributions to CalPERS shall be made on a pre-tax basis.

I. Deferred Compensation Program

Where the Group member voluntarily participates in EWA's Deferred Compensation Program, EWA shall contribute an equal amount on a matching basis up to four percent of the Group member's annual base salary, provided, however, that EWA's matching contribution shall not exceed four percent of the Social Security annual salary contribution maximum.

J. Competitiveness Assessment Decisions

During the term of this Resolution the General Manager has sole discretion to implement decisions related to its business and the continuous improvement of EWA's competitiveness. This means that job classifications and their respective job descriptions may be revised, added, or deleted; work and shift hours may be revised; new or revised automation; and new or revised procedures may be implemented.

K. Terms and Conditions of Employment

Group Members are subject to all other terms and conditions of employment specified in EWA's Human Resources Policy Manual, applicable provisions of other resolutions of the EWA Board of Directors, and implementing policies and procedures, which may be subject to change at any time and from time to time within EWA's sole discretion.

L. Rescission of Previous Resolution

The previous resolution adopting salary, benefits, and other working conditions for the unrepresented informal group of employees, Resolution 2023-02, is hereby rescinded in its entirety.

M. Human Resources Policy Manual

A Human Resources Policy Manual will be maintained by the General Manager. In the event of a conflict, this resolution shall prevail.

Passed and Adopted by the Board of Directors of the Encina Wastewater Authority this 26th day of July, 2023 by the following vote:

Representative	Agency	Vote
Chair Lyndes	City of Encinitas	Aye
Vice-Chair Hernandez	Vallecitos Water District	Absent
Director Ehlers	City of Encinitas	Absent
Director Pennock	Vallecitos Water District	Aye
Director Sullivan	Leucadia Wastewater District	Aye
Director Roesink	Leucadia Wastewater District	Aye
Director Blackburn	City of Carlsbad	Aye
Director Luna	City of Carlsbad	Aye
Director Franklin	City of Vista	Aye
Director Franklin	Buena Sanitation District	Aye
Director Green	City of Vista	Aye
Director Green	Buena Sanitation District	Aye

Signed:


Joy Lyndes (Jul 28, 2023 07:01 PDT)

Joy Lyndes, Board Chair
Encina Wastewater Authority

Attest:



Jennifer Basco, Board Secretary
Encina Wastewater Authority

Encina Wastewater Authority
 Classification Plan for Fiscal Year 2023-24
 Effective as of July 1, 2023

Exempt Classifications

Assistant General Manager
 Board Secretary/Executive Assistant
 Director of Environmental Compliance
 Director of Finance
 Director of Operations
 Director of Technical Services
 Engineer
 Engineering Services Manager
 Field Services Superintendent
 General Manager
 Human Resources Analyst
 Human Resources Manager
 Information Systems Manager
 Laboratory Manager
 Maintenance Manager
 Operations Manager
 Safety & Training Manager
 Senior Construction Manager
 Source Control Manager
 Training and Quality Control Specialist

Non-Exempt Classifications

Accounting Supervisor
 Accounting Technician I
 Accounting Technician II
 Administrative Assistant I
 Administrative Assistant II
 Chemist I
 Chemist II
 Chemist III
 Cogeneration Specialist
 Contract Administrator
 Electrical and Instrumentation Supervisor
 Electrical and Instrumentation Technician
 Information Systems Analyst
 Inventory Control Technician
 Lead Mechanical Technician
 Lead Operator
 Mechanical Technician I
 Mechanical Technician II
 Mechanical Technician Supervisor
 Operator I
 Operator II
 Operator-In-Training
 Procurement Specialist
 Shift Supervisor
 Source Control Inspector I
 Source Control Inspector II
 Source Control Inspector III

Encina Wastewater Authority
Salary Schedule for Fiscal Year 2023-24
Effective as of July 1, 2023

Classification	Grade	Annual	
		Range Min (\$)	Range Max (\$)
Accounting Supervisor	143	112,702	146,512
Accounting Technician I	130	58,422	75,947
Accounting Technician II	134	68,345	88,846
Administrative Assistant I	129	56,175	73,028
Administrative Assistant II	132	63,189	82,142
Assistant General Manager	149	216,731	281,747
Board Secretary/Executive Assistant	141	97,524	126,782
Chemist I	137	78,367	101,876
Chemist II	139	86,399	112,319
Chemist III	142	104,837	136,290
Cogeneration Specialist	140	90,720	117,936
Contract Administrator	139	86,399	112,319
Director of Environmental Compliance	148	180,611	234,791
Director of Finance	148	180,611	234,791
Director of Operations	148	180,611	234,791
Director of Technical Services	148	180,611	234,791
Electrical and Instrumentation Supervisor	143	112,702	146,512
Electrical and Instrumentation Technician	140	90,720	117,936
Engineer	145	130,237	169,307
Engineering Services Manager	147	150,507	195,657
Field Services Superintendent	143	112,702	146,512
General Manager	150	260,075	338,100
Human Resources Analyst	141	97,524	126,782
Human Resources Manager	146	140,007	182,007
Information Systems Analyst	143	112,702	146,512
Information Systems Manager	146	140,007	182,007
Inventory Control Technician	135	71,080	92,405
Laboratory Manager	146	140,007	182,007
Lead Mechanical Technician	141	97,524	126,782
Lead Operator	141	97,524	126,782
Maintenance Manager	146	140,007	182,007
Mechanical Technician I	136	74,634	97,025
Mechanical Technician II	138	82,283	106,969
Mechanical Technician Supervisor	143	112,702	146,512
Operations Manager	146	140,007	182,007
Operator I	135	71,080	92,405
Operator II	138	82,283	106,969
Operator-In-Training	133	65,714	85,428
Procurement Specialist	138	82,283	106,969
Safety & Training Manager	146	140,007	182,007

Revised April 23, 2023

Encina Wastewater Authority
Salary Schedule for Fiscal Year 2023-24
Effective as of July 1, 2023

Classification	Grade	Annual	
		Range Min (\$)	Range Max (\$)
Senior Construction Manager	147	150,507	195,657
Shift Supervisor	143	112,702	146,512
Source Control Inspector I	135	71,080	92,405
Source Control Inspector II	138	82,283	106,969
Source Control Inspector III	141	97,524	126,782
Source Control Manager	146	140,007	182,007
Training and Quality Control Specialist	144	121,154	157,500

Special Compensation Type	Amount (\$)	Factor
Standby Duty	2.00	per hour
Shift Differential	2.50	per hour
Lead Operator Pay ¹	2.50	per hour
Certification Stipend ²	60.00	per pay period
Meal Allowance ³	15.00	per meal
Safety Boot Allowance ⁴	150 - 350	per year
Safety Prescription Eyewear Allowance	400.00	per year

1. When in absence of Shift Supervisor.

2. For a Class B Drivers License, Crane Operator Certificate, or Welding Certificate.

3. For 2+ hours of overtime.

4. Amount depends on job classification.