



**ENCINA
WASTEWATER
AUTHORITY**



OPERATING & CAPITAL BUDGET



Encina Wastewater Authority
6200 Avenida Encinas
Carlsbad, CA 92011



www.encinajpa.com



760-438-3941

**Fiscal
2025-26
Year**



**PROTECTING PUBLIC AND
ENVIRONMENTAL HEALTH
FOR GENERATIONS TO COME**



OUR VISION

● —————
To achieve excellence in wastewater treatment and resource recovery for the communities we serve.

OUR MISSION

————— ●
To provide reliable, resilient and sustainable wastewater services to North San Diego County while optimizing the use of renewable resources.

PROUDLY SERVING

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

BOARD OF DIRECTORS

CALENDAR YEAR 2025

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Keith Blackburn

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EXECUTIVE LEADERSHIP TEAM

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Scott McClelland, PE, BCEE, MBA

Assistant General Manager

Treasurer | Auditor

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General Counsel

Nicholaus Norvell

Director of Operations

Octavio Navarrete

Director of Technical Services

Dimitris Papachristoforou

Director of Environmental Compliance

Alicia Appel

Director of Finance

Aaron Beanan

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INTRODUCTORY SECTION

Letter of Transmittal

Organizational Chart

Position List

Personnel Expense Summary

Date: April 23, 2025

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 FY 2025-26 Recommended Operating & Capital Budgets

This letter transmits the Encina Wastewater Authority’s (Encina) Recommended Fiscal Year 2025-26 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 the amount of money required to sustainably operate, maintain and administer the Joint System during Fiscal Year 2025-26. It also includes estimates for each Member Agency’s proportionate share of the budget.

Encina’s operations directly support public and environmental health and a North San Diego economy in excess of \$20 billion dollars. Global volatility and uncertainty continue to be consistent themes that are putting significant upward pressure on the cost of providing wastewater services. For example, January 2025 wildfires in the Los Angeles area are anticipated to boost demand for construction materials and construction labor during post-wildfire rebuilding efforts. The increased demand is expected to drive up prices and put additional pressure on supply chains. United States policy decisions on tariffs are anticipated to increase prices in a variety of sectors. Lumber, gypsum, metals, and electronics are expected to be impacted, all of which are used in Encina’s construction projects and throughout the plant. Increasing the adaptability, sustainability, and resiliency of operations and finances will become important for all public utilities. Within this budget staff continues to proactively adapt to a volatile environment and creates a roadmap to help ensure Encina protects public and environmental health for generations to come.

As shown in the table below, the Recommended Fiscal Year 2025-26 budget reflects a 8.5% decrease over last year’s budget:

Budget	Actual FY 2023-24		Budget FY 2024-25		Proposed FY 2025-26	FY 2024-25 vs FY 2025-26 % Change
Operating Budget	\$	24,091,121	\$	26,624,721	\$ 28,699,044	7.8%
Capital Budget	\$	27,513,763	\$	31,417,581	\$ 24,382,029	-22.4%
Total Budget	\$	51,604,884	\$	58,042,302	\$ 53,081,073	-8.5%

The following sections will describe how this budget will allow Encina to continue its mission to provide reliable, resilient and sustainable wastewater services to North San Diego County while optimizing the use of renewable resources.

OPERATING BUDGET OVERVIEW

The FY 2025-26 Operating Budget reflects Encina’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. The Recommended FY 2025-26 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 FY 2025-26 Budget reflects management’s strategies and objectives to ensure continued achievement within each of the six (6) Strategic Initiatives identified in the Five-Year Strategic Plan (2024-2028): Protect Public and Environmental Health; Remain an Employer of Choice; Ensure Administrative Effectiveness;

Maintain Infrastructure Reliability & Safeguard Public Assets; Pursue Resource Recovery; and Optimize Operational Performance.

The Recommended FY 2025-26 Operating Budget totals approximately \$28.2M for the seven (7) operational programs summarized below:

Operating Program	Actual FY 2023-24	Budget FY 2024-25	Proposed FY 2025-26	FY 2024-25 vs FY 2025-26 % Change
Encina Water Pollution Control Facility	\$ 18,998,862	\$ 20,907,524	\$ 22,431,526	7.3%
Environmental Compliance – Source Control	\$ 1,082,931	\$ 1,157,985	\$ 1,390,729	20.1%
Agua Hedionda Lift Station	\$ 659,604	\$ 663,873	\$ 731,488	10.2%
Buena Creek Pump Station	\$ 599,241	\$ 676,191	\$ 702,898	3.9%
Buena Vista Pump Station	\$ 835,114	\$ 990,528	\$ 1,038,211	4.8%
Carlsbad Water Recycling Facility	\$ 1,698,053	\$ 1,926,044	\$ 2,075,864	7.8%
Raceway Basin Pump Station	\$ 217,316	\$ 302,576	\$ 328,328	8.5%
Total Operating Budget	\$ 24,091,121	\$ 26,624,721	\$ 28,699,044	7.8%
Estimated Other Operating Revenue	\$ -	\$ (474,800)	\$ (475,000)	0.0%
Estimated Member Agency Share	\$ 24,091,121	\$ 26,149,921	\$ 28,224,044	7.9%

The primary driver for this operating budget is the existing obligations associated with staffing costs, which make up most of the operating budget increase. Attracting, retaining, and developing a highly skilled, adaptable, and engaged workforce is critical to the success of Encina’s mission. The budget reflects the implementation of year three in the three-year salary and benefit package approved by the Board of Directors in July 2023. Within staffing costs, increases in health benefit costs and CalPERS related costs for existing staff are the most significant factors driving the personnel increase. Health benefits continue to be costly, and costs related to CalPERS unfunded accrued liability and Encina’s Pension Policy are included within this budget.

Other impacts to the operating budget include energy and insurance costs. Chemical costs are decreasing overall based on chemical bids received in April. Volatility continues to impact these sectors making it difficult to predict long-term trends and their impact on Encina. In prior years volatility put significant upward pressure on the operating budget. Longer-term, the Cogeneration Low Emission & Augmentation Retrofit (CLEAR) project currently being developed aims to stabilize long-term energy costs, as well as respond to increasingly stringent air quality regulations, in a way that maximizes value for Encina and its Member Agencies.

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CAPITAL BUDGET OVERVIEW

The Recommended FY 2025-26 Capital Budget totals approximately \$24.4M for the following Encina capital programs summarized below:

Capital Program	Actual FY 2023-24	Budget FY 2024-25	Proposed FY 2025-26	FY 2024-25 vs FY 2025-26 % Change
EWPCF – Capital Improvements	\$ 22,231,253	\$ 25,072,000	\$ 18,240,000	-27.2%
EWPCF – Planned Asset Rehabilitation	\$ 1,496,903	\$ 1,729,000	\$ 1,694,000	-2.0%
EWPCF – Capital Acquisitions	\$ 341,988	\$ 720,000	\$ 693,000	-3.8%
Remotes Facilities – Acquisitions & Rehabilitation	\$ 1,260,290	\$ 1,549,500	\$ 1,173,500	-24.3%
Allocated Personnel Expenses	\$ 2,183,329	\$ 2,347,081	\$ 2,581,529	10.0%
Total Capital Budget	\$ 27,513,763	\$ 31,417,581	\$ 24,382,029	-22.4%
Estimated Federal Grant		\$ (100,000)	\$ -	-100.0%
Estimated Member Agency Share	\$ 27,513,763	\$ 31,317,581	\$ 24,382,029	-22.1%

Despite a history of strategic planning, capital costs have increased rapidly over the past 3 years driven by the global volatility discussed in previous budgets. Encina’s 2040 Master Plan provided direction related to addressing some, but not all, of the changing environment Encina is facing. While the Recommended FY 2025-26 Capital Budget reflects pressures from several directions including aging infrastructure renewal, solids management capacity due to solids inflow growth, and regulations, it also reflects the opportunity to adapt to a new paradigm.

Aging Infrastructure Renewal

Facility age and a uniquely corrosive marine environment, given Encina’s coastal location and the nature of the resources Encina manages, are putting significant pressure on infrastructure renewal. The original treatment plant was constructed in 1963 with Phase I and II following in 1971 and 1975 respectively. The first three phases were built between 50 and 62 years ago. Phase III and IV were built in 1982 and 1992, respectively. Phase V, the most recent comprehensive expansion, was completed in 2009. Based on estimates from July 2024 Encina is responsible for ~\$746 million worth of Joint System Assets at the EWPCF. Many of these assets are near or at the end of their useful life. Failure to proactively maintain Encina’s aging infrastructure can lead to process failures resulting in wastewater spills that negatively impact the environment and north San Diego County economy. Over the next several years, plant rehabilitation to maintain core services is expected to have an order of magnitude cost of ~\$145 million, in 2025 dollars. This does not include other necessary infrastructure upgrades as discussed below.

Solids Management Capacity due to Growth

Growth within the Member Agencies’ service area is also putting significant pressure on Encina’s solids management capacity. About 63% of the overall 43.31 million gallons per day of solids capacity is currently used which creates three challenges. First, reduced hydraulic detention time of solids in the digesters is near the permit limit of 15 days. This permit limit allows for the disposal of Class “B” solids when the heat dryer system does not have adequate capacity to meet demands or is out of service for maintenance. The Biosolids Management Plan completed in 2022 identified the need for either increased hydraulic capacity at the digesters or the installation of a second heat dryer system; adding hydraulic capacity in the digester process was determined to be the least cost alternative as rehabilitation of unused existing infrastructure would reduce overall project costs. Second, the additional digester capacity would provide buffering capabilities in the event that Encina experiences a process upset where an upset digester would need to be isolated and the biological activity restored to normal levels without the potential to spill digested solids. Third, spare solids management capacity is needed to ensure preventative maintenance can be performed on the digesters helping increase infrastructure sustainability and resiliency and lowering long-term costs. Without the spare capacity to meet permit requirements, allow for appropriate control of process upsets

and for proactive and preventative maintenance, the risk of permit violations, infrastructure failures and costly rehabilitation increases significantly. Over the next 5 years, improvements to Encina's Digester 1, 2, and 3 are expected to have a cost order of magnitude of ~\$40 million, in 2025 dollars.

Regulatory Environment

More stringent regulations continue to put significant pressure on Encina. While some upcoming regulations are predictable, they are not fully quantifiable, leading to increased business risk. For example, newly adopted air quality regulations by the EPA and the State will have a profound impact on Encina's cogeneration engines used to produce power and heat onsite. If a viable alternative cannot be found, Encina anticipates that its energy costs will increase ~\$3.3 million annually, in 2025 dollars. The CLEAR project currently being developed aims to stabilize those energy costs while simultaneously addressing the newly adopted air quality regulations. Another example includes the State Water Resource Control Board (SWRCB) investigating how nutrients discharged from treatment plants impact the ocean ecosystem. There is concern that excess nutrients from ocean outfalls contribute to ocean acidification and hypoxia, both of which can have substantial negative impacts on marine ecosystems. Recently, Encina completed a plume tracking study in accordance with operating permit requirements. The data from this study is being monitored by the SWRCB and is anticipated to guide their future regulations. Staff anticipates our 2018 National Pollutant Discharge Elimination System (NPDES) permit, which included plume tracking for the first time, will be renewed by late 2025 with additional requirements not yet known. Based on SWRCB's historical regulation cycle, staff anticipates the SWRCB will incorporate nutrient limits into our NPDES permit between 2032 and 2040. One of the most common technologies available to remove nutrients from wastewater discharge are membrane bio-reactors, the same technology used for direct or indirect potable reuse projects. This technology is costly. Over the next nine years, regulatory requirements impacting energy resources and nutrient limits on Encina's Ocean Outfall are expected to have an order of magnitude cost of ~\$25 million and ~\$220 million, respectively, in 2025 dollars. Grant funding totaling ~\$14 million is expected to offset a portion of the expected ~\$25 million for the CLEAR project.

General Capital

The proposed capital budget reflects steps to begin addressing these challenges. The Capital Improvement Projects are planned, scoped, and prioritized to consider anticipated changes in regulatory requirements, prospective operational efficiencies, funding availability, available resources and other factors.

Staffing resources are also critical to the successful execution of the decades-long capital plan to address Encina's challenges. As such, the Recommended FY 2025-26 Capital Budget includes funding for ~10 full-time equivalent (FTE) positions. These positions include full and part-time efforts of Encina executives, professionals, managers, and technical staff who plan, direct, and support Encina's Capital Program. The addition of the Engineer position last budget cycle helps support the significant workload associated with Encina's aging infrastructure, capacity improvements, and regulatory requirements.

Capital Improvement Projects for FY 2025-26 include new and continued funding of the CLEAR (\$7.3M), Primary Sedimentation Basin Mechanical Rehabilitation (\$3.0M), and the Secondaries & Effluent Electrical & Controls Improvements (\$3.0M), along with over 50 other projects of lesser value.

Planned Asset Rehabilitation and Replacement (PARR) effort at EWPCF reflects minor plant rehabilitation efforts undertaken by Encina staff to maintain the Joint System assets. PARR Projects total ~\$1.7M. EWPCF Capital Acquisitions total ~\$0.7M and reflect investment in minor infrastructure and equipment. Remote Facilities – Acquisitions and Rehabilitation total ~\$1.2M and reflect investment in remote facility improvements.

SUMMARY

Staff has made every effort to coordinate with the Member Agencies and provides its best professional judgement based on understanding the day-to-day operating requirements and capital investment needs while developing the budget. This budget represents the a comprehensive plan to address the challenges Encina is facing. The two largest factors influencing

the success of its decades-long plan are funding and staffing. As such, staff will be working with the Member Agencies to identify alternatives to pay-as-you-go funding to help minimize the financial impacts to their ratepayers and realize the economic value of Encina's resources. A staffing framework has also been developed to support these efforts. However, given the impacts of adding additional staff, Encina is proposing to take an "adaptive management" approach to ensure Encina continues to operate using a lean staffing model; only having the staff necessary to support its mission and reassessing staffing needs at every opportunity. Staff will be working with the Board and Member Agencies on solutions over the next decade to ensure Encina can continue to protect public and environmental health for generations to come.

Through efforts by staff, Encina consistently looks for opportunities to enhance efficiency and provide value to its Member Agencies and their rate payers. As a result, Encina has been able to hold a very tight line on all costs that are discretionary with an increase of merely 0.5% above last year's budget. Encina continues to look for long-term solutions to infrastructure challenges that provide lasting value for the community it serves.

Please join me in recognizing the staff whose efforts produced this document. Assistant General Manager Jennifer Sabine, who prepared and developed operations estimates with the Executive Leadership team at Encina. Aaron Beanan, Director of Finance, who led efforts in the preparation and development of the Recommended FY 2025-26 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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ABOUT ENCINA

Founded in 1961, the Encina Wastewater Authority (Encina) is a public joint powers authority located in North San Diego County. Encina provides wastewater treatment services on behalf of its six (6) Member Agencies.

Member Agencies

City of Carlsbad

July 13, 1961

City of Vista

July 13, 1961

Buena Sanitation District

January 6, 1964

Vallecitos Water District

March 22, 1965

City of Encinitas

August 17, 1971

Leucadia Wastewater District

August 17, 1971



Facts

Founded

1961

Population Served

380,000

Service Area

123 square miles

Permitted Liquid Treatment Capacity

40.51 million gallons per day (dry weather)

Permitted Solids Treatment Capacity

43.53 million gallons per day (dry weather)



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RESOURCE RECOVERY

Encinas has long been a leader in the wastewater industry while still remaining within the industry standards for cost of service. Encina was one of the first in the nation to adopt a cogeneration model back in the 1980’s, one of the first in the state and nation to adopt a heat dryer model, and one of the first in the nation to use beer wastes as a power generation source in 2017. Each of these has provided value to Encina, its Member Agencies, and their ratepayers. Because of Encina’s unique approach within the industry, it provides exceptional value for its Member Agencies and ratepayers.

SUSTAINABILITY

BY THE NUMBERS



23.8
million gallons treated
per day



2.4
million gallons recycled in
plant per day



24
tons of Class A biosolids
produced per day



81
percent of electricity
generated on site

ORGANIZATION OF EXCELLENCE

Encina is a model of excellence and innovation. Encina has received over 40 awards for organizational excellence and innovations over the past decade. This reflects the competence of Encina’s highly qualified, trained, and certified workforce. Some recent awards are shown here.

CALIFORNIA WATER ENVIRONMENT ASSOCIATION

- 2025 Plant of the Year - Large (State & Local)
- 2025 Safety Plant of the Year - Large
- 2025 Supervisor of the Year - Blake Bechtold
- 2025 Operator of the Year - Mark Nunez
- 2025 Laboratory Person of the Year - Adam Powell

GOVERNMENT FINANCE OFFICERS ASSOCIATION

- Certificate of Achievement for Excellence in Financial Reporting for Fiscal Year 2022-23

AMERICAN PUBLIC WORKS ASSOCIATION

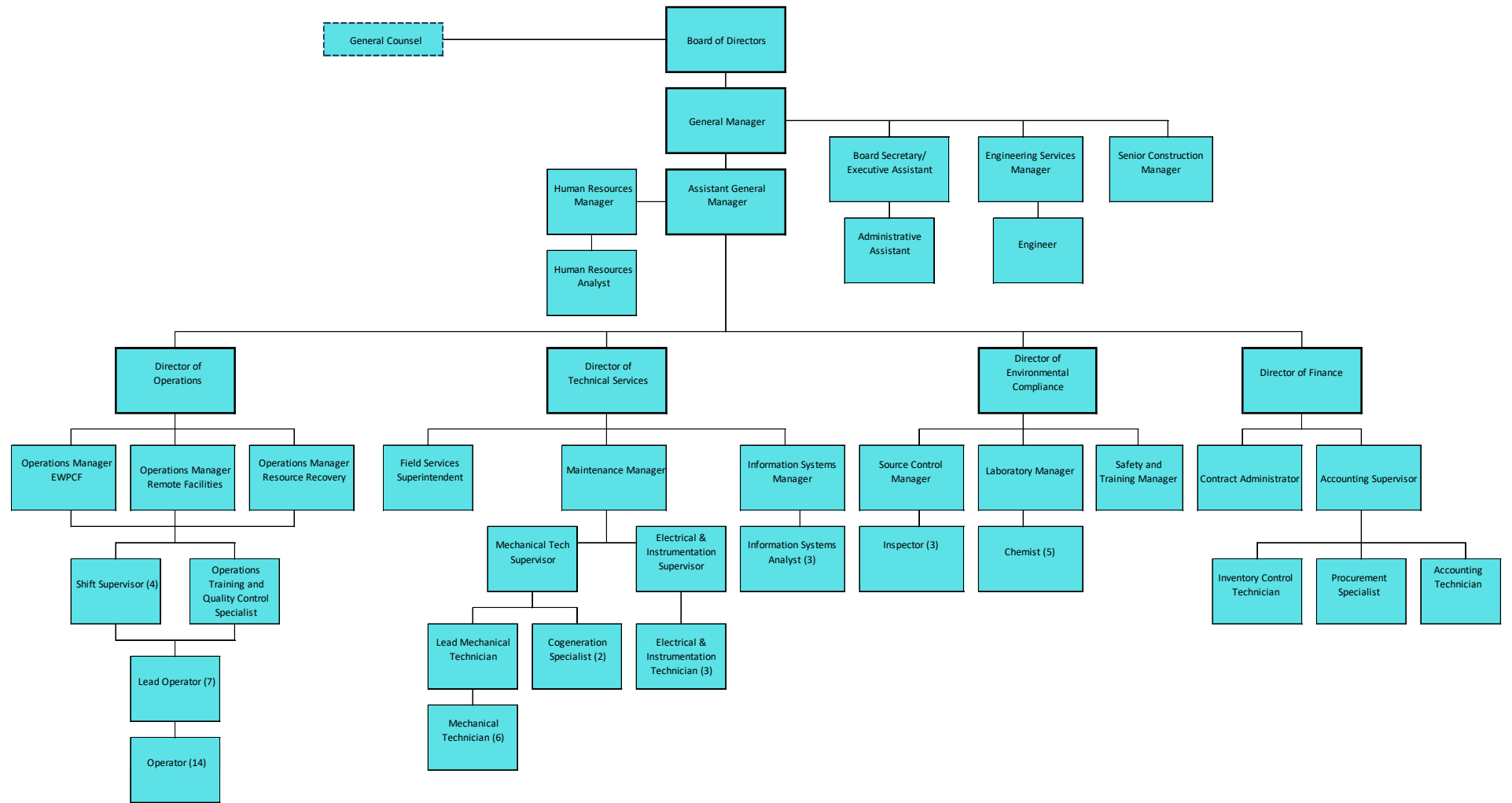
- 2023 Project of the Year (Environment) for the Autonomous Underwater Vehicle Plume Transport Assessment of the Encina Ocean Outfall

ENVIRONMENTAL PROTECTION AGENCY

- Green Power Partnership Top 30 On-Site Generation

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ORGANIZATION CHART (78 FTEs)



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AUTHORIZED POSITIONS

Summary by Department

	2023-24 Budget	2024-25 Budget	2025-26 Budget
Office of the General Manager			
General Manager	1.00	1.00	1.00
Assistant General Manager	1.00	1.00	1.00
Engineering Services Manager	1.00	1.00	1.00
Senior Construction Manager	1.00	1.00	1.00
Associate Engineer/Engineer	0.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00
Human Resources Analyst	1.00	1.00	1.00
Board Secretary/Executive Assistant	1.00	1.00	1.00
Administrative Assistant I/II	1.00	1.00	1.00
Total	8.00	9.00	9.00
Finance Department			
Director of Finance	1.00	1.00	1.00
Accounting Supervisor	1.00	1.00	1.00
Accounting Technician I/II	1.00	1.00	1.00
Contract Administrator	1.00	1.00	1.00
Inventory Control Technician	1.00	1.00	1.00
Procurement Specialist	1.00	1.00	1.00
Total	6.00	6.00	6.00
Operations Department			
Director of Operations	1.00	1.00	1.00
Operations Manager	3.00	3.00	3.00
Shift Supervisor ^{1,2}	6.00	6.00	4.00
Lead Operator ¹	5.00	5.00	7.00
Operator-In-Training/Operator I/II ¹	15.00	15.00	14.00
Operations Training and Quality Control Specialist	1.00	1.00	1.00
Total	31.00	31.00	30.00

AUTHORIZED POSITIONS

Summary by Department

	2023-24 Budget	2024-25 Budget	2025-26 Budget
Technical Services Department			
Director of Technical Services	1.00	1.00	1.00
Maintenance Manager	1.00	1.00	1.00
Electrical and Instrumentation Supervisor	1.00	1.00	1.00
Electrical and Instrumentation Technician-In- Training/Electrical and Instrumentation Technician	3.00	3.00	3.00
Mechanical Technician Supervisor	1.00	1.00	1.00
Lead Mechanical Technician	1.00	1.00	1.00
Mechanical Technician I/II	6.00	6.00	6.00
Cogeneration Specialist ²	1.00	1.00	2.00
Field Services Superintendent	1.00	1.00	1.00
Information Systems Manager	1.00	1.00	1.00
Information Systems Analyst	2.00	3.00	3.00
Total	19.00	20.00	21.00
Environmental Compliance Department			
Director of Environmental Compliance	1.00	1.00	1.00
Source Control Manager	1.00	1.00	1.00
Source Control Inspector I/II/III	3.00	3.00	3.00
Laboratory Manager	1.00	1.00	1.00
Chemist I/II/III	5.00	5.00	5.00
Safety and Training Manager	1.00	1.00	1.00
Total	12.00	12.00	12.00
Full-time Equivalent Employees Summary			
Office of the General Manager	8.00	9.00	9.00
Finance	6.00	6.00	6.00
Operations	31.00	31.00	30.00
Technical Services	19.00	20.00	21.00
Environmental Compliance	12.00	12.00	12.00
Total	76.00	78.00	78.00

1. Mid-year change per General Manager authority during Fiscal Year 2023-24.

2. Mid-year change per General Manager authority during Fiscal Year 2024-25.

PERSONNEL EXPENSE SUMMARY *by* ACCOUNT

Salaries

	FY 2024-25 Budget	% of Total	FY 2025-26 Budget	% of Total	% Change
Regular	\$ 10,579,056		\$ 11,181,408		5.7%
Overtime	\$ 213,715		\$ 225,883		5.7%
Holiday	\$ 106,000		\$ 119,000		12.3%
Temporary & Part-Time Staff	\$ 50,000		\$ 50,000		0.0%
Intern Program	\$ 33,290		\$ 33,290		0.0%
Shift Differential	\$ 40,000		\$ 39,000		-2.5%
Incentive Awards	\$ 24,684		\$ 25,000		1.3%
Standby	\$ 2,000		\$ 6,000		200.0%
Subtotal Salaries	\$ 11,048,744	73.5%	\$ 11,679,581	68.2%	5.7%

Benefits

	FY 2024-25 Budget	% of Total	FY 2025-26 Budget	% of Total	% Change
CalPERS Retirement Program — Normal Cost	\$ 2,184,251		\$ 2,302,458		5.4%
CalPERS Retirement Unfunded Liability	\$ -		\$ 1,279,642		
CalPERS Employee Contribution	\$ (855,725)		\$ (907,153)		6.0%
Other Post-Employment Benefits	\$ 104,632		\$ 87,227		-16.6%
Flexible Benefits 125 Plan	\$ 1,702,471		\$ 1,871,411		9.9%
Deferred Compensation	\$ 381,540		\$ 409,787		7.4%
Medicare	\$ 170,052		\$ 181,069		6.5%
Workers Compensation Insurance	\$ 249,511		\$ 179,369		-28.1%
Other Ancillary Benefits	\$ 50,422		\$ 52,800		4.7%
Subtotal Benefits	\$ 3,987,153	26.5%	\$ 5,456,611	31.8%	36.9%
Total Personnel Expense	\$ 15,035,897	100.0%	\$ 17,136,192	100.0%	14.0%

PERSONNEL EXPENSE SUMMARY *by* PROGRAM

Programs

	FY 2024-25 Budget	FY 2024-25 Positions	FY 2025-26 Budget	FY 2025-26 Positions	% Change
Encina Water Pollution Control Facility	\$ 7,345,477	39.95	\$ 7,977,940	39.46	8.6%
Source Control	\$ 793,766	4.46	\$ 942,391	4.39	18.7%
<i>Agua Hedionda Lift Station</i>	\$ 250,374	1.32	\$ 282,034	1.24	12.6%
<i>Buena Creek Pump Station</i>	\$ 232,490	1.26	\$ 238,010	1.03	2.4%
<i>Buena Vista Pump Station</i>	\$ 201,784	1.07	\$ 232,919	1.02	15.4%
<i>Carlsbad Water Reclamation Facilities</i>	\$ 386,104	2.05	\$ 505,487	2.38	30.9%
<i>Raceway Basin Pump Station</i>	\$ 134,210	0.71	\$ 149,003	0.64	11.0%
Remote Facilities	\$ 1,204,962	6.41	\$ 1,407,453	6.31	16.8%
Subtotal	\$ 9,344,205	50.82	\$ 10,327,784	50.16	10.5%
Internal Service Funds	\$ 3,344,610	17.08	\$ 4,226,878	17.73	26.4%
Subtotal Operating	\$ 12,688,815	67.89	\$ 14,554,662	67.89	14.7%
Capital Program	\$ 2,347,081	10.11	\$ 2,581,529	10.11	10.0%
Total Personnel Expense	\$ 15,035,896	78.00	\$ 17,136,191	78.00	14.0%

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OPERATING SECTION

Operating Budget Summaries

Encina Water Pollution Control Facility

Environmental Compliance & Regional Source Control

Remote Facilities:

- Agua Hedionda Pump Station
- Buena Creek Pump Station
- Buena Vista Pump Station
- Carlsbad Water Recycling Facility
- Raceway Basin Pump Station

Internal Service Funds

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OPERATING BUDGET: REVENUE *and* EXPENSE SUMMARY

Revenue Summary

		Actual FY 2023-24		Budget FY 2024-25		Projected FY 2024-25		Proposed FY 2025-26		Change	%
City of Carlsbad	\$	7,220,724	\$	8,050,581	\$	7,533,549	\$	8,380,330	\$	329,749	4.1%
City of Vista	\$	6,439,002	\$	6,977,609	\$	6,361,177	\$	7,607,624	\$	630,015	9.0%
Buena Sanitation District	\$	2,463,561	\$	2,667,378	\$	2,406,452	\$	2,919,877	\$	252,499	9.5%
Vallecitos Water District	\$	4,200,822	\$	4,466,441	\$	4,115,253	\$	4,880,755	\$	414,314	9.3%
City of Encinitas	\$	880,196	\$	948,629	\$	869,604	\$	1,020,554	\$	71,925	7.6%
Leucadia Wastewater District	\$	2,886,816	\$	3,039,283	\$	2,803,505	\$	3,414,904	\$	375,621	12.4%
Sub Total	\$	24,091,121	\$	26,149,921	\$	24,089,540	\$	28,224,044	\$	2,074,123	7.9%
Estimated Other Revenue		*	\$	474,800	\$	453,000	\$	475,000	\$	200	0.0%
Total	\$	24,091,121	\$	26,624,721	\$	24,542,540	\$	28,699,044	\$	2,074,323	7.8%

*2023-24 Actual total is net of other revenue

Operating Revenues from Member Agencies by Program

		Actual FY 2023-24		Budget FY 2024-25		Projected FY 2024-25		Proposed FY 2025-26		Change	%
Encina Water Pollution Control Facility	\$	18,998,862	\$	20,432,724	\$	18,702,089	\$	21,956,526	\$	1,523,802	7.5%
Source Control	\$	1,082,931	\$	1,157,985	\$	1,122,722	\$	1,390,729	\$	232,744	20.1%
Agua Hedionda Lift Station	\$	659,604	\$	663,873	\$	652,096	\$	731,488	\$	67,615	10.2%
Buena Creek Pump Station	\$	599,241	\$	676,191	\$	600,217	\$	702,898	\$	26,707	3.9%
Buena Vista Pump Station	\$	835,114	\$	990,528	\$	840,116	\$	1,038,211	\$	47,683	4.8%
Carlsbad Water Recycling Facility	\$	1,698,053	\$	1,926,044	\$	1,907,667	\$	2,075,864	\$	149,820	7.8%
Raceway Basin Pump Station	\$	217,316	\$	302,576	\$	264,633	\$	328,328	\$	25,752	8.5%
Total	\$	24,091,121	\$	26,149,921	\$	24,089,540	\$	28,224,044	\$	2,074,123	7.9%

Operating Budget Expense Summary by Program

		Actual FY 2023-24		Budget FY 2024-25		Projected FY 2024-25		Proposed FY 2025-26		Change	%
Encina Water Pollution Control Facility	\$	18,998,862	\$	20,907,524	\$	19,155,089	\$	22,431,526	\$	1,524,002	7.3%
Source Control	\$	1,082,931	\$	1,157,985	\$	1,122,722	\$	1,390,729	\$	232,744	20.1%
Agua Hedionda Lift Station	\$	659,604	\$	663,873	\$	652,096	\$	731,488	\$	67,615	10.2%
Buena Creek Pump Station	\$	599,241	\$	676,191	\$	600,217	\$	702,898	\$	26,707	3.9%
Buena Vista Pump Station	\$	835,114	\$	990,528	\$	840,116	\$	1,038,211	\$	47,683	4.8%
Carlsbad Water Recycling Facility	\$	1,698,053	\$	1,926,044	\$	1,907,667	\$	2,075,864	\$	149,820	7.8%
Raceway Basin Pump Station	\$	217,316	\$	302,576	\$	264,633	\$	328,328	\$	25,752	8.5%
Total	\$	24,091,121	\$	26,624,721	\$	24,542,540	\$	28,699,044	\$	2,074,323	7.8%

Combined Operating Budget Expense

		Actual FY 2023-24		Budget FY 2024-25		Projected FY 2024-25		Proposed FY 2025-26		Change	%
Personnel	\$	8,270,416	\$	9,344,204	\$	7,401,324	\$	10,327,784	\$	983,580	10.5%
Non-Personnel	\$	8,755,555	\$	8,878,772	\$	8,671,307	\$	8,602,701	\$	(276,071)	-3.1%
Internal Service Fund	\$	7,065,150	\$	8,401,745	\$	8,469,909	\$	9,768,559	\$	1,366,814	16.3%
Total	\$	24,091,121	\$	26,624,721	\$	24,542,540	\$	28,699,044	\$	2,074,323	7.8%

OPERATING BUDGET: EXPENSE SUMMARY

Encina Water Pollution Control Facility

	Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	Change	%
Personnel	\$ 6,191,658	\$ 7,345,476	\$ 5,408,473	\$ 7,977,940	\$ 632,464	8.6%
Non-Personnel	\$ 6,694,702	\$ 6,245,965	\$ 6,447,977	\$ 5,999,403	\$ (246,562)	-3.9%
Internal Service Fund	\$ 6,112,502	\$ 7,316,083	\$ 7,298,639	\$ 8,454,183	\$ 1,138,100	15.6%
Total	\$ 18,998,862	\$ 20,907,524	\$ 19,155,089	\$ 22,431,526	\$ 1,524,002	7.3%

Environmental Compliance – Source Control

	Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	Change	%
Personnel	\$ 740,634	\$ 793,766	\$ 749,586	\$ 942,391	\$ 148,625	18.7%
Non-Personnel	\$ 63,681	\$ 43,132	\$ 20,812	\$ 46,306	\$ 3,174	7.4%
Internal Service Fund	\$ 278,616	\$ 321,087	\$ 352,324	\$ 402,032	\$ 80,945	25.2%
Total	\$ 1,082,931	\$ 1,157,985	\$ 1,122,722	\$ 1,390,729	\$ 232,744	20.1%

Agua Hedionda Lift Station

	Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	Change	%
Personnel	\$ 313,886	\$ 250,374	\$ 251,873	\$ 282,034	\$ 31,660	12.6%
Non-Personnel	\$ 223,906	\$ 287,400	\$ 266,982	\$ 301,853	\$ 14,453	5.0%
Internal Service Fund	\$ 121,812	\$ 126,099	\$ 133,241	\$ 147,601	\$ 21,502	17.1%
Total	\$ 659,604	\$ 663,873	\$ 652,096	\$ 731,488	\$ 67,615	10.2%

Buena Creek Pump Station

	Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	Change	%
Personnel	\$ 252,442	\$ 232,490	\$ 243,201	\$ 238,010	\$ 5,520	2.4%
Non-Personnel	\$ 265,733	\$ 353,801	\$ 262,024	\$ 359,861	\$ 6,060	1.7%
Internal Service Fund	\$ 81,066	\$ 89,900	\$ 94,992	\$ 105,027	\$ 15,127	16.8%
Total	\$ 599,241	\$ 676,191	\$ 600,217	\$ 702,898	\$ 26,707	3.9%

Buena Vista Pump Station

	Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	Change	%
Personnel	\$ 189,815	\$ 201,784	\$ 208,719	\$ 232,919	\$ 31,135	15.4%
Non-Personnel	\$ 561,341	\$ 699,489	\$ 537,087	\$ 698,454	\$ (1,035)	-0.1%
Internal Service Fund	\$ 83,958	\$ 89,255	\$ 94,310	\$ 106,838	\$ 17,583	19.7%
Total	\$ 835,114	\$ 990,528	\$ 840,116	\$ 1,038,211	\$ 47,683	4.8%

Carlsbad Water Recycling Facility

	Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	Change	%
Personnel	\$ 480,159	\$ 386,104	\$ 401,434	\$ 505,487	\$ 119,383	30.9%
Non-Personnel	\$ 886,682	\$ 1,140,658	\$ 1,073,269	\$ 1,088,516	\$ (52,142)	-4.6%
Internal Service Fund	\$ 331,212	\$ 399,282	\$ 432,964	\$ 481,861	\$ 82,579	20.7%
Total	\$ 1,698,053	\$ 1,926,044	\$ 1,907,667	\$ 2,075,864	\$ 149,820	7.8%

Raceway Basin Pump Station

	Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	Change	%
Personnel	\$ 101,822	\$ 134,210	\$ 138,038	\$ 149,003	\$ 14,793	11.0%
Non-Personnel	\$ 59,510	\$ 108,327	\$ 63,156	\$ 108,308	\$ (19)	0.0%
Internal Service Fund	\$ 55,984	\$ 60,039	\$ 63,439	\$ 71,017	\$ 10,978	18.3%
Total	\$ 217,316	\$ 302,576	\$ 264,633	\$ 328,328	\$ 25,752	8.5%

OPERATING BUDGET: REVENUE SUMMARY

City of Carlsbad

	Actual		Budget		Projected		Proposed				
	FY 2023-24		FY 2024-25		FY 2024-25		FY 2025-26		Change	%	
Encina Water Pollution Control Facility	\$	4,884,194	\$	5,452,265	\$	4,980,458	\$	5,558,590	\$	106,325	2.0%
Source Control	\$	347,807	\$	364,123	\$	356,556	\$	411,869	\$	47,746	13.1%
Agua Hedionda Lift Station	\$	203,818	\$	205,135	\$	201,496	\$	226,031	\$	20,896	10.2%
Buena Vista Pump Station	\$	86,852	\$	103,014	\$	87,372	\$	107,976	\$	4,962	4.8%
Carlsbad Water Recycling Facility	\$	1,698,053	\$	1,926,044	\$	1,907,667	\$	2,075,864	\$	149,820	7.8%
Total	\$	7,220,724	\$	8,050,581	\$	7,533,549	\$	8,380,330	\$	329,749	4.1%

City of Vista

	Actual		Budget		Projected		Proposed				
	FY 2023-24		FY 2024-25		FY 2024-25		FY 2025-26		Change	%	
Encina Water Pollution Control Facility	\$	4,668,913	\$	4,945,145	\$	4,525,001	\$	5,403,604	\$	458,459	9.3%
Source Control	\$	348,725	\$	383,636	\$	368,199	\$	440,000	\$	56,364	14.7%
Agua Hedionda Lift Station	\$	455,786	\$	458,738	\$	450,600	\$	505,457	\$	46,719	10.2%
Buena Vista Pump Station	\$	748,262	\$	887,514	\$	752,744	\$	930,235	\$	42,721	4.8%
Raceway Basin Pump Station	\$	217,316	\$	302,576	\$	264,633	\$	328,328	\$	25,752	8.5%
Total	\$	6,439,002	\$	6,977,609	\$	6,361,177	\$	7,607,624	\$	630,015	9.0%

Buena Sanitation District

	Actual		Budget		Projected		Proposed				
	FY 2023-24		FY 2024-25		FY 2024-25		FY 2025-26		Change	%	
Encina Water Pollution Control Facility	\$	1,767,828	\$	1,894,218	\$	1,714,301	\$	2,069,694	\$	175,476	9.3%
Source Control	\$	96,492		96,969		91,934	\$	147,285	\$	50,316	51.9%
Buena Creek Pump Station	\$	599,241		676,191	\$	600,217	\$	702,898	\$	26,707	3.9%
Total	\$	2,463,561	\$	2,667,378	\$	2,406,452	\$	2,919,877	\$	252,499	9.5%

Vallecitos Water District

		Actual		Budget		Projected		Proposed			
		FY 2023-24		FY 2024-25		FY 2024-25		FY 2025-26		Change	%
Encina Water Pollution Control Facility	\$	4,033,536	\$	4,293,267	\$	3,947,179	\$	4,631,870	\$	338,603	7.9%
Source Control	\$	167,286	\$	173,174	\$	168,074	\$	248,885	\$	75,711	43.7%
Total	\$	4,200,822	\$	4,466,441	\$	4,115,253	\$	4,880,755	\$	414,314	9.3%

City of Encinitas

		Actual		Budget		Projected		Proposed			
		FY 2023-24		FY 2024-25		FY 2024-25		FY 2025-26		Change	%
Encina Water Pollution Control Facility	\$	840,461	\$	900,877	\$	820,584	\$	972,046	\$	71,169	7.9%
Source Control	\$	39,735	\$	47,752	\$	49,020	\$	48,508	\$	756	1.6%
Total	\$	880,196	\$	948,629	\$	869,604	\$	1,020,554	\$	71,925	7.6%

Leucadia Wastewater District

		Actual		Budget		Projected		Proposed			
		FY 2023-24		FY 2024-25		FY 2024-25		FY 2025-26		Change	%
Encina Water Pollution Control Facility	\$	2,803,930	\$	2,946,952	\$	2,714,566	\$	3,320,722	\$	373,770	12.7%
Source Control	\$	82,886	\$	92,331	\$	88,939	\$	94,182	\$	1,851	2.0%
Total	\$	2,886,816	\$	3,039,283	\$	2,803,505	\$	3,414,904	\$	375,621	12.4%

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ENCINA WATER POLLUTION CONTROL FACILITY

The Encina Water Pollution Control Facility (EWPCF), located in Carlsbad, California, provides wastewater treatment services to approximately 380,000 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 primary and secondary activated sludge treatment processes); 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 trade 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 nineteen (19) 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 Encina 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 FY 2024-25, 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 based on prior year actuals.

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		Budget		Projected		Proposed	%
			FY 2023-24		FY 2024-25		FY 2024-25		FY 2025-26	Change¹
5100	Salaries	\$	4,700,656	\$	5,369,585	\$	4,014,264	\$	5,418,244	0.9%
5200	Benefits	\$	1,491,002	\$	1,975,891	\$	1,394,209	\$	2,559,696	29.5%
Total Personnel Expenses		\$	6,191,658	\$	7,345,476	\$	5,408,473	\$	7,977,940	8.6%

NON-PERSONNEL

			Actual		Budget		Projected		Proposed	%
			FY 2023-24		FY 2024-25		FY 2024-25		FY 2025-26	Change¹
21001	7330	Specialty Services	\$ 158,156	\$	164,844	\$	161,424	\$	182,172	10.5%
22001	5400	CEPT Polymer	\$ 161,566	\$	228,861	\$	160,022	\$	189,101	-17.4%
22001	5401	Ferric Chloride	\$ 715,375	\$	969,750	\$	940,752	\$	1,067,156	10.0%
22001	5405	Atmospheric Control (Nitrogen)	\$ 28,175	\$	41,273	\$	21,783	\$	41,328	0.1%
22001	5406	Pellet Dust Control	\$ 22,840	\$	48,841	\$	19,037	\$	48,841	0.0%
22001	5407	Sodium Hypochlorite	\$ 146,432	\$	183,576	\$	171,641	\$	141,741	-22.8%
22001	5409	Dewatering / Thickening Polymer	\$ 1,455,709	\$	1,604,826	\$	1,412,973	\$	1,093,878	-31.8%
22001	5420	Biosolids Recycling	\$ 1,054,549	\$	898,900	\$	1,441,407	\$	1,072,500	19.3%
22001	5422	Pure Green Marketing	\$ 9,815	\$	15,000	\$	4,754	\$	15,000	0.0%
22001	5423	Grit Hauling	\$ 131,209	\$	136,500	\$	147,752	\$	143,500	5.1%
22001	5431	Water	\$ 15,614	\$	20,451	\$	13,959	\$	21,162	3.5%
22001	6430	Memberships	\$ -	\$	6,991	\$	1,229	\$	7,531	7.7%
22001	6450	Professional Services	\$ 19,587	\$	67,000	\$	26,572	\$	47,000	-29.9%
22001	6720	Specialty Equipment	\$ 42,592	\$	7,250	\$	44,154	\$	29,250	303.4%
22001	6920	Permits	\$ 38,881	\$	37,612	\$	38,201	\$	37,612	0.0%
22001	7310	Safety & Medical Services	\$ 189,840	\$	296,200	\$	232,135	\$	198,500	-33.0%
22001	7330	Specialty Services	\$ 6,086	\$	5,500	\$	7,558	\$	5,500	0.0%
22001	7610	Professional Development	\$ -	\$	17,800	\$	20,014	\$	22,000	23.6%
23001	5410	Chemicals	\$ -	\$	6,000	\$	4,007	\$	6,000	0.0%
23001	5910	Equipment Rental	\$ 8,433	\$	14,000	\$	2,252	\$	14,000	0.0%
23001	6120	Fuel & Lube	\$ 35,635	\$	39,613	\$	47,097	\$	39,613	0.0%
23001	6220	Earthquake & Flood Insurance	\$ 251,759	\$	-	\$	-	\$	-	0.0%
23001	6230	Janitorial	\$ 93,848	\$	101,000	\$	105,593	\$	107,000	5.9%
23001	6410	Laundry & Uniforms	\$ 14,931	\$	20,000	\$	14,844	\$	25,000	25.0%
23001	6424	Info Systems: Enterprise Applications	\$ 343,332	\$	-	\$	-	\$	-	0.0%
23001	6430	Memberships	\$ -	\$	4,316	\$	3,510	\$	4,640	7.5%
23001	6450	Professional Services	\$ 425,662	\$	20,000	\$	154,007	\$	20,000	0.0%
23001	6710	Equipment New	\$ 7,134	\$	11,000	\$	10,909	\$	12,000	9.1%
23001	6930	Piping & Electrical Repair	\$ 147,193	\$	140,000	\$	190,880	\$	140,000	0.0%
23001	6940	Planned Maintenance	\$ 375,336	\$	280,000	\$	279,173	\$	324,500	15.9%
23001	7010	Plant Contracts	\$ 309,410	\$	362,000	\$	304,950	\$	403,000	11.3%
23001	7510	Tools	\$ 9,709	\$	10,000	\$	16,861	\$	18,000	80.0%
23001	7610	Professional Development	\$ -	\$	-	\$	-	\$	18,000	0.0%

continued →

NON-PERSONNEL EXPENSES (cont.)

			Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
24001	6810	Ocean Monitoring	\$ 41,835	\$ 28,000	\$ 7,131	\$ 10,000	-64.3%
24001	6911	Effluent Testing	\$ 25,251	\$ 33,000	\$ 34,930	\$ 33,000	0.0%
24001	6920	Permits	\$ 320,080	\$ 316,872	\$ 321,694	\$ 337,778	6.6%
500xx	5610	Board of Directors Fees	\$ 54,346	\$ 79,484	\$ 51,408	\$ 85,860	8.0%
500xx	6010	Board of Directors Meeting Expense	\$ 34,382	\$ 29,505	\$ 33,364	\$ 37,240	26.2%
Total Non-Personnel Expenses			\$ 6,694,702	\$ 6,245,965	\$ 6,447,977	\$ 5,999,403	-3.9%

INTERNAL SERVICE FUNDS

			Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
11001		Administration	\$ 2,869,161	\$ 3,489,790	\$ 3,687,437	\$ 4,209,265	20.6%
12001		Laboratory	\$ 1,042,069	\$ 1,131,155	\$ 1,367,599	\$ 1,427,909	26.2%
13001		Energy Management	\$ 2,201,272	\$ 2,695,138	\$ 2,243,603	\$ 2,817,009	4.5%
Total Internal Service Fund Expenses			\$ 6,112,502	\$ 7,316,083	\$ 7,298,639	\$ 8,454,183	15.6%
Total Operating Expenses			\$ 18,998,862	\$ 20,907,524	\$ 19,155,089	\$ 22,431,526	7.3%

1. Represents the percentage change from the FY 2024-25 Budget to the FY 2025-26 Proposed Budget.

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 Encina's Pretreatment Ordinance, which are enforced by Encina 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 FY 2025-26 staff estimates sixty (60) industries will be fully permitted under a Class I, II, or III permit, while another 500 businesses will participate in Encina's Best Management Practices Program.

Cost Allocation – Personnel Expenses make up over 84% of Source Control's budgeted expenses. Over 79% of personnel expenses are allocated to Member Agencies based on the actual level of effort by staff. The 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 2024 Carlsbad Citizen's Academy.

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OPERATING EXPENSE SUMMARY: SOURCE CONTROL

PERSONNEL

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
5100	Salaries	\$ 551,876	\$ 570,589	\$ 538,651	\$ 632,624	10.9%
5200	Benefits	\$ 188,758	\$ 223,177	\$ 210,935	\$ 309,767	38.8%
Total Personnel Expenses		\$ 740,634	\$ 793,766	\$ 749,586	\$ 942,391	18.7%

NON-PERSONNEL

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
40001	5930 Equipment Replacement	\$ 6,081	\$ 1,000	\$ 79	\$ 1,000	0.0%
40001	6120 Fuel & Lube	\$ 1,449	\$ 2,900	\$ 1,401	\$ 2,900	0.0%
40001	6310 Lab Equipment Repair	\$ 9,161	\$ 7,000	\$ 1,577	\$ 9,000	28.6%
40001	6330 Lab Supplies	\$ 416	\$ 1,600	\$ 1,447	\$ 1,600	0.0%
40001	6410 Laundry & Uniforms	\$ 1,535	\$ 2,000	\$ 3,067	\$ 3,000	50.0%
40001	6422 Legal Notices	\$ -	\$ 750	\$ 1,179	\$ 750	0.0%
40001	6430 Memberships	\$ -	\$ 2,482	\$ 1,368	\$ 956	-61.5%
40001	6450 Professional Services	\$ 41,268	\$ 15,000	\$ 857	\$ 15,000	0.0%
40001	7130 Public Information	\$ 3,771	\$ 2,000	\$ 2,000	\$ 2,500	25.0%
40001	7610 Professional Development	\$ -	\$ 8,400	\$ 7,837	\$ 9,600	14.3%
Total Non-Personnel Expenses		\$ 63,681	\$ 43,132	\$ 20,812	\$ 46,306	7.4%

INTERNAL SERVICE FUNDS

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
11001	Administration	\$ 193,864	\$ 228,783	\$ 241,741	\$ 286,098	25.1%
12001	Laboratory	\$ 82,549	\$ 89,606	\$ 108,337	\$ 113,114	26.2%
13001	Energy Management	\$ 2,203	\$ 2,698	\$ 2,246	\$ 2,820	4.5%
Total Internal Service Fund Expenses		\$ 278,616	\$ 321,087	\$ 352,324	\$ 402,032	25.2%

Total Operating Expenses	\$ 1,082,931	\$ 1,157,985	\$ 1,122,722	\$ 1,390,729	20.1%
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1. Represents the percentage change from the FY 2024-25 Budget to the FY 2025-26 Proposed Budget.

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REMOTE FACILITIES

AGUA HEDIONDA LIFT STATION

The Agua Hedionda Lift Station (AHLS) 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.

Capacity – The new AHLS 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 AHLS is operated by EWA under a contract with the owner agencies. The costs of operating and maintaining the AHLS 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 Lift Station

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OPERATING EXPENSE SUMMARY: AGUA HEDIONDA LIFT STATION

PERSONNEL

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
5100	Salaries	\$ 233,026	\$ 182,074	\$ 189,706	\$ 191,255	5.0%
5200	Benefits	\$ 80,860	\$ 68,300	\$ 62,168	\$ 90,779	32.9%
Total Personnel Expenses		\$ 313,886	\$ 250,374	\$ 251,873	\$ 282,034	12.6%

NON-PERSONNEL

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
31001	5431 Water	\$ 13,886	\$ 21,300	\$ 10,925	\$ 21,450	0.7%
31001	5435 Electricity	\$ 178,283	\$ 194,040	\$ 197,648	\$ 209,110	7.8%
31001	5910 Equipment Rental	\$ 994	\$ 1,000	\$ -	\$ -	-100.0%
31001	6120 Fuel & Lube	\$ 2,355	\$ 10,830	\$ 275	\$ 10,830	0.0%
31001	6410 Laundry & Uniforms	\$ 515	\$ 550	\$ 526	\$ 550	0.0%
31001	6424 Info Systems: Infrastructure	\$ -	\$ 4,000	\$ -	\$ 4,000	0.0%
31001	6920 Permits	\$ 5,881	\$ 6,330	\$ 6,979	\$ 6,613	4.5%
31001	6930 Piping & Electrical Repair	\$ 1,668	\$ -	\$ -	\$ -	0.0%
31001	6940 Planned Maintenance	\$ 11,292	\$ 14,500	\$ 18,779	\$ 15,500	6.9%
31001	7010 Plant Contracts	\$ 8,864	\$ 31,850	\$ 31,850	\$ 30,800	-3.3%
31001	7320 Safety Equipment	\$ -	\$ 2,000	\$ -	\$ 2,000	0.0%
31001	7510 Tools	\$ 168	\$ 1,000	\$ -	\$ 1,000	0.0%
Total Non-Personnel Expenses		\$ 223,906	\$ 287,400	\$ 266,982	\$ 301,853	5.0%

INTERNAL SERVICE FUNDS

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
11001	Administration	\$ 121,812	\$ 126,099	\$ 133,241	\$ 147,601	17.1%
Total Internal Service Fund Expenses		\$ 121,812	\$ 126,099	\$ 133,241	\$ 147,601	17.1%

Total Operating Expenses	\$ 659,604	\$ 663,873	\$ 652,096	\$ 731,488	10.2%
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1. Represents the percentage change from the FY 2024-25 Budget to the FY 2025-26 Proposed Budget.

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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 FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
5100	Salaries	\$ 185,507	\$ 169,974	\$ 177,690	\$ 159,421	-6.2%
5200	Benefits	\$ 66,935	\$ 62,516	\$ 65,512	\$ 78,589	25.7%
Total Personnel Expenses		\$ 252,442	\$ 232,490	\$ 243,201	\$ 238,010	2.4%

NON-PERSONNEL

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
37001	5431 Water	\$ 4,560	\$ 3,700	\$ 2,361	\$ 3,700	0.0%
37001	5435 Electricity	\$ 243,187	\$ 296,101	\$ 229,658	\$ 305,250	3.1%
37001	6120 Fuel & Lube	\$ 997	\$ 6,290	\$ 474	\$ 6,290	0.0%
37001	6410 Laundry & Uniforms	\$ 515	\$ 550	\$ 526	\$ 550	0.0%
37001	6424 Info Systems: Infrastructure	\$ -	\$ 4,000	\$ -	\$ 4,000	0.0%
37001	6920 Permits	\$ 3,496	\$ 4,760	\$ 4,541	\$ 4,871	2.3%
37001	6930 Piping & Electrical Repair	\$ 3,178	\$ 5,000	\$ 343	\$ 5,000	0.0%
37001	6940 Planned Maintenance	\$ 3,594	\$ 6,500	\$ 6,003	\$ 6,500	0.0%
37001	7010 Plant Contracts	\$ 6,039	\$ 24,700	\$ 17,702	\$ 21,500	-13.0%
37001	7320 Safety Equipment	\$ -	\$ 1,200	\$ 416	\$ 1,200	0.0%
37001	7510 Tools	\$ 167	\$ 1,000	\$ -	\$ 1,000	0.0%
Total Non-Personnel Expenses		\$ 265,733	\$ 353,801	\$ 262,024	\$ 359,861	1.7%

INTERNAL SERVICE FUNDS

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
11001	Administration	\$ 81,066	\$ 89,900	\$ 94,992	\$ 105,027	16.8%
Total Internal Service Fund Expenses		\$ 81,066	\$ 89,900	\$ 94,992	\$ 105,027	16.8%
Total Operating Expenses		\$ 599,241	\$ 676,191	\$ 600,217	\$ 702,898	3.9%

1. Represents the percentage change from the FY 2024-25 Budget to the FY 2025-26 Proposed Budget.

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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 FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
5100	Salaries	\$ 133,503	\$ 146,944	\$ 152,762	\$ 155,047	5.5%
5200	Benefits	\$ 56,312	\$ 54,840	\$ 55,957	\$ 77,872	42.0%
Total Personnel Expenses		\$ 189,815	\$ 201,784	\$ 208,719	\$ 232,919	15.4%

NON-PERSONNEL

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
32001	5431 Water	\$ 874	\$ 1,220	\$ 839	\$ 1,220	0.0%
32001	5435 Electricity	\$ 528,920	\$ 632,122	\$ 485,664	\$ 632,126	0.0%
32001	5910 Equipment Rental	\$ -	\$ -	\$ -	\$ -	0.0%
32001	6120 Fuel & Lube	\$ 2,123	\$ 6,540	\$ 435	\$ 6,540	0.0%
32001	6410 Laundry & Uniforms	\$ 515	\$ 550	\$ 526	\$ 550	0.0%
32001	6424 Info Systems: Infrastructure	\$ -	\$ 4,000	\$ -	\$ 4,000	0.0%
32001	6920 Permits	\$ 5,490	\$ 7,157	\$ 8,108	\$ 7,418	3.6%
32001	6930 Piping & Electrical Repair	\$ 3,303	\$ 7,500	\$ 7,964	\$ 7,500	0.0%
32001	6940 Planned Maintenance	\$ 6,449	\$ 13,500	\$ 5,113	\$ 13,500	0.0%
32001	7010 Plant Contracts	\$ 13,257	\$ 24,400	\$ 27,338	\$ 23,100	-5.3%
32001	7320 Safety Equipment	\$ 243	\$ 1,500	\$ 416	\$ 1,500	0.0%
32001	7510 Tools	\$ 167	\$ 1,000	\$ 684	\$ 1,000	0.0%
Total Non-Personnel Expenses		\$ 561,341	\$ 699,489	\$ 537,087	\$ 698,454	-0.1%

INTERNAL SERVICE FUNDS

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
11001	Administration	\$ 83,958	\$ 89,255	\$ 94,310	\$ 106,838	19.7%
Total Internal Service Fund Expenses		\$ 83,958	\$ 89,255	\$ 94,310	\$ 106,838	19.7%

Total Operating Expenses	\$ 835,114	\$ 990,528	\$ 840,116	\$ 1,038,211	4.8%
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1. Represents the percentage change from the FY 2024-25 Budget to the FY 2025-26 Proposed Budget.

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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 2016-17 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 (being revised in 2025). Recommended expenses are based on the expected recycled water production volume. Production volume is anticipated to increase during Fiscal Year 2025-26 due to decreased production at the Vallecitos Water District's Meadowlark Water Reclamation Facility. The Meadowlark Water Reclamation Facility typically supplies a portion of the City of Carlsbad's recycled water needs but will be offline due to planned maintenance activities for a portion of the fiscal year. 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 FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
5100	Salaries	\$ 355,697	\$ 280,539	\$ 307,963	\$ 333,168	18.8%
5200	Benefits	\$ 124,462	\$ 105,565	\$ 93,471	\$ 172,319	63.2%
Total Personnel Expenses		\$ 480,159	\$ 386,104	\$ 401,434	\$ 505,487	30.9%

NON-PERSONNEL

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
38001	5394 Sodium Hydroxide	\$ 6,137	\$ 20,000	\$ 5,291	\$ 20,000	0.0%
38001	5395 Citric Acid	\$ 13,089	\$ 38,100	\$ 10,412	\$ 38,100	0.0%
38001	5407 Sodium Hypochlorite	\$ 450,707	\$ 611,679	\$ 591,533	\$ 524,881	-14.2%
38001	5408 Coagulation Polymer	\$ -	\$ 3,300	\$ 109	\$ 3,300	0.0%
38001	5409 Dewatering Polymer	\$ -	\$ -	\$ -	\$ -	0.0%
38001	5411 Sodium Bisulfite	\$ 9,559	\$ 26,334	\$ 4,176	\$ 26,334	0.0%
38001	5412 Alum	\$ 7,552	\$ 14,100	\$ -	\$ 14,100	0.0%
38001	5435 Electricity	\$ 253,443	\$ 265,125	\$ 345,180	\$ 303,051	14.3%
38001	5530 Misc. Corrosion Protection	\$ 54,692	\$ 2,000	\$ -	\$ 2,000	0.0%
38001	5910 Equipment Rental	\$ -	\$ 3,500	\$ -	\$ 3,500	0.0%
38001	6120 Fuel & Lube	\$ 78	\$ 1,445	\$ 51	\$ 1,445	0.0%
38001	6230 Janitorial	\$ 1,375	\$ 2,100	\$ -	\$ 2,100	0.0%
38001	6410 Laundry & Uniforms	\$ 978	\$ 1,250	\$ 999	\$ 1,250	0.0%
38001	6424 Information Systems	\$ 4,522	\$ 4,000	\$ 74	\$ 4,000	0.0%
38001	6450 Professional Services	\$ 5,993	\$ 25,000	\$ 7,543	\$ 25,000	0.0%
38001	6920 Permits	\$ 30,145	\$ 33,925	\$ 35,577	\$ 40,855	20.4%
38001	6930 Piping & Electrical Repair	\$ 9,591	\$ 10,000	\$ 6,751	\$ 10,000	0.0%
38001	6940 Planned Maintenance	\$ 30,292	\$ 35,000	\$ 45,702	\$ 35,000	0.0%
38001	7010 Plant Contracts	\$ 7,152	\$ 41,100	\$ 19,141	\$ 30,900	-24.8%
38001	7320 Safety Equipment	\$ 397	\$ 1,700	\$ -	\$ 1,700	0.0%
38001	7510 Tools	\$ 980	\$ 1,000	\$ 730	\$ 1,000	0.0%
Total Non-Personnel Expenses		\$ 886,682	\$ 1,140,658	\$ 1,073,269	\$ 1,088,516	-4.6%

INTERNAL SERVICE FUNDS

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
11001	Administration	\$ 264,298	\$ 326,647	\$ 345,147	\$ 390,171	19.4%
12001	Laboratory	\$ 66,914	\$ 72,635	\$ 87,817	\$ 91,690	26.2%
Total Internal Service Fund Expenses		\$ 331,212	\$ 399,282	\$ 432,964	\$ 481,861	20.7%
Total Operating Expenses		\$ 1,698,053	\$ 1,926,044	\$ 1,907,667	\$ 2,075,864	7.8%

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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 FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
5100	Salaries	\$ 62,071	\$ 97,145	\$ 100,231	\$ 98,313	1.2%
5200	Benefits	\$ 39,751	\$ 37,065	\$ 37,807	\$ 50,690	36.8%
Total Personnel Expenses		\$ 101,822	\$ 134,210	\$ 138,038	\$ 149,003	11.0%

NON-PERSONNEL

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
39001	5431 Water	\$ 750	\$ 1,100	\$ 820	\$ 1,100	0.0%
39001	5435 Electricity	\$ 43,980	\$ 62,014	\$ 35,132	\$ 62,040	0.0%
39001	5910 Equipment Rental	\$ -	\$ -	\$ -	\$ -	0.0%
39001	6120 Fuel & Lube	\$ 940	\$ 5,648	\$ 449	\$ 5,648	0.0%
39001	6410 Laundry & Uniforms	\$ 515	\$ 550	\$ 526	\$ 550	0.0%
39001	6424 Info Systems: Infrastructure	\$ -	\$ 4,000	\$ -	\$ 4,000	0.0%
39001	6730 Non-Specific Repair & Maintenance	\$ 216	\$ -	\$ -	\$ -	0.0%
39001	6920 Permits	\$ 4,065	\$ 5,565	\$ 5,485	\$ 5,670	1.9%
39001	6930 Piping & Electrical Repair	\$ -	\$ 2,000	\$ -	\$ 2,000	0.0%
39001	6940 Planned Maintenance	\$ 2,120	\$ 5,000	\$ 646	\$ 5,000	0.0%
39001	7010 Plant Contracts	\$ 6,412	\$ 20,300	\$ 20,098	\$ 20,150	-0.7%
39001	7320 Safety Equipment	\$ -	\$ 1,150	\$ -	\$ 1,150	0.0%
39001	7510 Tools	\$ 512	\$ 1,000	\$ -	\$ 1,000	0.0%
Total Non-Personnel Expenses		\$ 59,510	\$ 108,327	\$ 63,156	\$ 108,308	0.0%

INTERNAL SERVICE FUNDS

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
11001	Administration	\$ 55,984	\$ 60,039	\$ 63,439	\$ 71,017	18.3%
Total Internal Service Fund Expenses		\$ 55,984	\$ 60,039	\$ 63,439	\$ 71,017	18.3%
Total Operating Expenses		\$ 217,316	\$ 302,576	\$ 264,633	\$ 328,328	8.5%

1. Represents the percentage change from the FY 2024-25 Budget to the FY 2025-26 Proposed Budget.

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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. Encina's budget reflects three ISFs: (1) Administration; (2) Laboratory; and, (3) Energy Management. The existence of these ISFs traces back to the 1998 Encina 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 Encina's Board of Directors as well as all Operating and Capital Programs. Administration plans and executes Encina'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 Encina's governance activities. Administration also supports technology infrastructure, provides cybersecurity and data protection, provides disaster recovery and continuity planning, provides support and helpdesk services, and helps ensure compliance with various governance activities.

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

Encina'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 Encina's Member Agencies, which generated over \$231,000 in revenue in FY 2024-25, 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 Encina 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 up to 85% of the electricity required to operate the EWPCF. Encina 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

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
5100	Salaries	\$ 2,328,289	\$ 2,464,203	\$ 2,978,140	\$ 2,882,944	17.0%
5200	Benefits	\$ 827,006	\$ 880,407	\$ 1,043,675	\$ 1,343,934	52.6%
Total Personnel Expenses		\$ 3,155,295	\$ 3,344,610	\$ 4,021,815	\$ 4,226,878	26.4%

NON-PERSONNEL EXPENSES

		Actual FY 2023-24	Budget FY 2024-25	Projected FY 2024-25	Proposed FY 2025-26	% Change ¹
11001	5445 Telephone	\$ 132,008	\$ -	\$ 977	\$ -	0.0%
11001	5510 Advertising	\$ 3,030	\$ 2,000	\$ -	\$ -	-100.0%
11001	5520 Books and Publications	\$ 958	\$ 947	\$ -	\$ 947	0.0%
11001	5810 Employee Recognition	\$ 18,344	\$ -	\$ -	\$ -	0.0%
11001	5920 Equipment Repair Maint	\$ 4,653	\$ -	\$ -	\$ -	0.0%
11001	6210 Independent Auditor/Actuary	\$ 19,422	\$ -	\$ -	\$ -	0.0%
11001	6220 Insurance	\$ 595,893	\$ -	\$ -	\$ -	0.0%
11001	6420 Legal Services	\$ 108,721	\$ 100,000	\$ 69,598	\$ 100,000	0.0%
11001	6424 Info Systems: Infrastructure	\$ 466,248	\$ -	\$ -	\$ -	0.0%
11001	6430 Memberships	\$ 66,716	\$ 37,223	\$ 41,398	\$ 38,810	4.3%
11001	6440 Mileage Reimbursement	\$ 5,189	\$ -	\$ -	\$ -	0.0%
11001	6450 Professional Services	\$ 219,668	\$ 23,430	\$ 108,489	\$ 29,288	25.0%
11001	6830 Materials & Supplies	\$ 32,149	\$ 32,000	\$ 31,583	\$ 32,000	0.0%
11001	7110 Postage	\$ 6,511	\$ 7,990	\$ 4,436	\$ 7,990	0.0%
11001	7120 Printing & Reproduction	\$ 522	\$ 2,000	\$ 45	\$ 2,000	0.0%
11001	7310 Safety & Medical Services	\$ -	\$ -	\$ -	\$ -	0.0%
11001	7410 Subscriptions	\$ 659	\$ -	\$ 1,000	\$ -	0.0%
11001	7610 Professional Development	\$ 186,645	\$ 106,720	\$ 172,106	\$ 106,000	-0.7%
11003	5445 Telephone	\$ -	\$ 11,214	\$ -	\$ 11,214	0.0%
11003	6210 Independent Auditor/Actuary	\$ -	\$ 22,770	\$ 21,365	\$ 23,940	5.1%
11003	6220 Insurance	\$ -	\$ 664,415	\$ 617,446	\$ 696,822	4.9%
11003	6430 Memberships	\$ -	\$ 1,366	\$ 1,436	\$ 2,445	79.0%
11003	6440 Mileage Reimbursement	\$ -	\$ 3,000	\$ 4,823	\$ 3,500	16.7%
11003	6450 Professional Services	\$ -	\$ 169,350	\$ 163,094	\$ 249,650	47.4%
11003	7610 Professional Development	\$ -	\$ 3,500	\$ 3,909	\$ 8,500	142.9%
11004	5510 Advertising	\$ -	\$ 5,000	\$ 3,370	\$ 5,000	0.0%
11004	5810 Employee Recognition	\$ -	\$ 30,000	\$ 28,932	\$ 30,000	0.0%
11004	6420 Legal Services	\$ -	\$ -	\$ -	\$ 20,000	0.0%
11004	6430 Memberships	\$ -	\$ 5,838	\$ 7,989	\$ 5,838	0.0%
11004	6450 Professional Services	\$ -	\$ 45,600	\$ 30,000	\$ 55,600	21.9%
11004	7610 Professional Development	\$ -	\$ 81,680	\$ 38,807	\$ 81,680	0.0%
11005	5445 Telephone	\$ -	\$ 128,088	\$ 107,813	\$ 128,088	0.0%
11005	5920 Equipment Repair Maint	\$ -	\$ 10,000	\$ 5,069	\$ 10,000	0.0%
11005	6424 Info Systems: Infrastructure	\$ 189	\$ 936,668	\$ 948,195	\$ 1,160,250	23.9%

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NON-PERSONNEL EXPENSES (cont.)

				Actual		Budget		Projected		Proposed	%
				FY 2023-24		FY 2024-25		FY 2024-25		FY 2025-26	Change ¹
11005	6430	Memberships	\$	-	\$	390	\$	390	\$	520	33.3%
11005	7610	Professional Development	\$	-	\$	11,000	\$	16,275	\$	58,000	427.3%
12001	6120	Fuel & Lube	\$	643	\$	695	\$	386	\$	695	0.0%
12001	6310	Lab Equipment Repair	\$	38,740	\$	43,900	\$	45,468	\$	47,750	8.8%
12001	6320	Lab Minor Equip Replace	\$	5,461	\$	9,600	\$	5,902	\$	4,450	-53.6%
12001	6330	Lab Supplies	\$	116,667	\$	105,100	\$	105,232	\$	122,300	16.4%
12001	6410	Laundry & Uniforms	\$	3,952	\$	4,400	\$	4,039	\$	4,400	0.0%
12001	6430	Memberships	\$	-	\$	3,052	\$	1,608	\$	3,699	21.2%
12001	6450	Professional Services	\$	7,334	\$	22,000	\$	24,287	\$	11,500	-47.7%
12001	6910	Outside Analysis	\$	11,563	\$	17,000	\$	30,377	\$	19,500	14.7%
12001	6911	Effluent Testing	\$	83	\$	2,000	\$	1,500	\$	2,400	20.0%
12001	6912	Biosolids Testing	\$	4,948	\$	7,700	\$	2,347	\$	9,900	28.6%
12001	6913	Industrial User Testing	\$	41,102	\$	53,000	\$	48,098	\$	60,000	13.2%
12001	6920	Permits	\$	11,715	\$	19,400	\$	28,756	\$	19,700	1.5%
12001	7120	Printing & Reproduction	\$	355	\$	650	\$	-	\$	650	0.0%
12001	7330	Specialty Services	\$	7,545	\$	16,500	\$	13,707	\$	17,500	6.1%
12001	7610	Professional Development	\$	-	\$	1,500	\$	1,400	\$	16,500	1000.0%
13001	5410	Chemicals	\$	8,940	\$	10,600	\$	6,423	\$	10,600	0.0%
13001	5435	Electricity	\$	872,592	\$	967,741	\$	937,641	\$	1,176,000	21.5%
13001	5440	Natural Gas	\$	695,646	\$	1,062,607	\$	472,778	\$	870,355	-18.1%
13001	6120	Fuel & Lube	\$	34,924	\$	35,600	\$	43,899	\$	36,900	3.7%
13001	6230	Janitorial	\$	303	\$	-	\$	-	\$	-	0.0%
13001	6410	Laundry & Uniforms	\$	1,196	\$	1,400	\$	1,222	\$	1,400	0.0%
13001	6730	Non-Specific Repair & Maintenance	\$	22,224	\$	27,500	\$	20,938	\$	29,000	5.5%
13001	6920	Permits	\$	35,260	\$	25,000	\$	37,131	\$	25,000	0.0%
13001	6940	Planned Maintenance	\$	87,321	\$	108,000	\$	155,377	\$	113,400	5.0%
13001	7330	Specialty Services	\$	32,014	\$	67,500	\$	30,122	\$	67,500	0.0%
13001	7510	Tools	\$	1,803	\$	2,500	\$	908	\$	2,500	0.0%
Total Non-Personnel Expenses			\$	3,909,856	\$	5,057,134	\$	4,448,091	\$	5,541,681	9.6%
Total Operating Expenses			\$	7,065,151	\$	8,401,744	\$	8,469,906	\$	9,768,559	16.3%

1. Represents the percentage change from the FY 2024-25 Budget to the FY 2025-26 Proposed Budget.



CAPITAL SECTION

Capital Budget Summary

Capital Improvement Program

Planned Asset Rehabilitation & Replacement

Capital Acquisitions

Remote Facilities Acquisitions & Rehabilitation

Capital Improvement Program - 5 Year Detail

Capital Improvement Program - Est. Carry Forward

Long-Term Capital Financial Plan

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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 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 Encina's Comprehensive Asset Management Plan.



Encina Wastewater Authority, 2014

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 FY 2029-30, as identified by Encina’s Comprehensive Asset Management Plan (E-CAMP) documents. The Five-Year Capital Improvement Plan is developed and sequenced pursuant to E-CAMP.

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 FY 2044-45.

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 FY 2023-24 ¹		Budget FY 2024-25		Proposed FY 2025-26
EWPCF – Capital Improvements	\$	22,231,253	\$	25,072,000	\$ 18,240,000
EWPCF – Planned Asset Rehabilitation & Replacement	\$	1,496,903	\$	1,729,000	\$ 1,694,000
EWPCF – Capital Acquisitions	\$	341,988	\$	720,000	\$ 693,000
Remotes Facilities – Acquisitions & Rehabilitation	\$	1,260,290	\$	1,549,500	\$ 1,173,500
Subtotal	\$	25,330,434	\$	29,070,500	\$ 21,800,500
Salaries & Benefits	\$	2,183,329	\$	2,347,081	\$ 2,581,529
Total Capital Expense	\$	27,513,763	\$	31,417,581	\$ 24,382,029

ESTIMATED REVENUES

	Actual FY 2023-24 ¹		Budget FY 2024-25		Proposed FY 2025-26
City of Carlsbad	\$	6,693,921	\$	7,793,555	\$ 5,983,474
City of Vista	\$	6,966,891	\$	8,185,279	\$ 6,422,824
Buena Sanitation District	\$	1,956,477	\$	2,395,414	\$ 1,886,985
Vallecitos Water District	\$	5,694,032	\$	6,678,308	\$ 5,203,352
City of Encinitas	\$	1,079,378	\$	1,264,922	\$ 986,363
Leucadia Wastewater District	\$	4,266,715	\$	5,000,103	\$ 3,899,033
Federal Grant	\$	376,563	\$	100,000	\$ -
Total Capital Revenue²	\$	27,033,977	\$	31,417,581	\$ 24,382,030

CAPITAL IMPROVEMENT PROGRAM
MULTI-YEAR PROJECTS

	Actual FY 2023-24 ¹		Budget FY 2024-25		Proposed FY 2025-26
<i>Liquid Process</i>	\$	535,428	\$	3,067,000	\$ 3,100,000
<i>Outfall</i>	\$	71,736	\$	230,000	\$ -
<i>Solids Process</i>	\$	11,227,825	\$	9,550,000	\$ 250,000
<i>Energy Management</i>	\$	797,639	\$	2,400,000	\$ 8,625,000
<i>General</i>	\$	5,948,612	\$	3,400,000	\$ 2,150,000
<i>Technology</i>	\$	2,278,978	\$	4,600,000	\$ 3,840,000
<i>Professional Services</i>	\$	1,371,035	\$	1,825,000	\$ 275,000
Total EWPCF – Capital Improvements	\$	22,231,253	\$	25,072,000	\$ 18,240,000
EWPCF – Planned Asset Rehabilitation & Replacement	\$	1,496,903	\$	1,729,000	\$ 1,694,000
EWPCF – Capital Acquisitions	\$	341,988	\$	720,000	\$ 693,000
Remote Facilities – Acquisitions & Rehabilitation	\$	1,260,290	\$	1,549,500	\$ 1,173,500
Personnel	\$	2,183,329	\$	2,347,081	\$ 2,581,529
Total Capital Expense	\$	27,513,763	\$	31,417,581	\$ 24,382,029

1. Actuals for FY 2023-24 include the expenditure of authorized appropriations carried over from the previous year.

2. Revenue difference relates to a \$479,786 interest income timing difference that will be net with future year member agency billings.

EWPCF – CAPITAL IMPROVEMENTS

Org	Object	Project	Description	Amount	Totals
92102	8300	12009	PSB mechanical Rehab-Short Term	\$ 3,000,000	
92102	8300	13019	Control Strategy Improvements	\$ 100,000	
			<i>Total Liquid Process</i>		\$ 3,100,000
N/A	N/A	N/A	N/A	\$ -	
			<i>Total Outfall</i>		\$ -
92102	8300	31010	DAFT Repairs Phase II	\$ 250,000	
			<i>Total Solids Process</i>		\$ 250,000
92102	8300	41006	Cogen Engine In Frame Overhaul	\$ 875,000	
92102	8300	41015	Cogen Low Emission & Augmentation Retrofit (CLEAR)	\$ 7,250,000	
92102	8300	41023	Alternative Fuels Receiving Facility Improvements	\$ 500,000	
			<i>Total Energy Management</i>		\$ 8,625,000
92102	8300	51001	Odor & Corrosion Control Improvements	\$ 800,000	
92102	8300	51002	ORF Carbon Media Replacement	\$ 150,000	
92102	8300	52012	Site Security Facilities- Tier 1	\$ 450,000	
92102	8300	52032	Plant-wide Asset Painting & Coating	\$ 150,000	
92102	8300	52047	Site Security Facilities - Tier 2-4	\$ 150,000	
92102	8300	54005	Implement Minor Condition Assessment Recommendations	\$ 150,000	
92102	8300	54006	As-Needed Contractor Services	\$ 250,000	
92102	8300	54007	Miscellaneous Building Rehabilitation	\$ 50,000	
			<i>Total General</i>		\$ 2,150,000
92102	8300	61206	Secondaries & Effluent Electrical & Controls	\$ 3,000,000	
92102	8300	61514	SCADA Integration Services	\$ 50,000	
92102	8300	62705	Host Server Replacement-IT	\$ 440,000	
92102	8300	62707	Backup Host Servers	\$ 100,000	
92102	8300	62708	Document Management System Upgrade	\$ 100,000	
92102	8300	62709	Cyber Security & Business System Management Services	\$ 150,000	
			<i>Total Technology</i>		\$ 3,840,000
92102	8300	84001	Extension of Staff Engineering Services	\$ 200,000	
92102	8300	84002	Research and Development Services	\$ 50,000	
92102	8300	84012	Air Permitting Assistance	\$ 25,000	
			<i>Total Professional Services</i>		\$ 275,000
Total EWPCF – Capital Improvements					\$ 18,240,000

* Project is supported by Federal grant revenue.

EWPCF – PLANNED ASSET REHABILITATION & REPLACEMENT

Org	Object	Project	Description	Amount	
80002	8010	80711	General Plant Projects	\$	413,500
			General Plant Repairs & Unplanned Repair	\$	175,000
			Plant Security Services	\$	90,000
			Door Hinge and Lock Repair	\$	40,000
			Aerial Lift Rehabilitation	\$	10,000
			Replace Plant Lighting	\$	10,000
			Admin. Building Lab/Bathrooms Floor Replacement	\$	60,000
			Maintenance Building Floor Replacement	\$	20,000
			New Batteries & Self Fill DO System	\$	8,500
80002	8020	80040	TWAS & DAF System Projects	\$	84,000
			TWAS Pump Rebuild	\$	60,000
			DAF Pressurization Pump rebuild	\$	20,000
			DAF Poly Pump Rebuild	\$	4,000
80002	8030	80811	Water Systems Projects	\$	185,000
			Water Systems Pump Rebuild (2W, 3W, 3WL, 3WLC)	\$	180,000
			Chlorine Pump Rebuild	\$	5,000
80002	8050	80098	Primary Area Projects	\$	211,000
			Primary Sed Tank Parts	\$	30,000
			Sludge Pump Rebuild Kit	\$	40,000
			Primary Area Tank Drainage Pump Rebuild	\$	5,000
			Plant Drainage Rebuild	\$	10,000
			Primary Grinder Rebuild	\$	16,000
			Grit Pump Rebuilds (2)	\$	40,000
			Ferric / Polymer Pumps (2)	\$	10,000
			Replace Valves in Gallery (8"=5, 6"=5)	\$	10,000
			Bar Screen and Washer compacter wear parts	\$	20,000
			Grit Dewater Parts	\$	30,000
80002	8050	80209	FOG System Projects	\$	60,000
			FOG Metering Pump Replacement	\$	15,000
			Recirc Pump Rebuild	\$	15,000
			FOG Transporter (Lobe Pump) Rebuild	\$	30,000
80002	8060	80185	Secondary Area Projects	\$	145,000
			RAS Pump Replacement	\$	50,000
			Aeration Basin DO Probe Replacements (1 basin)	\$	60,000
			WAS Pump Rebuild	\$	15,000
			Effluent Pump VFD Replacement	\$	10,000
			Effluent Motor Rehab	\$	10,000

Org	Object	Project	Description	Amount	
80002	8070	80195	<i>Digester Area Projects</i>	\$	154,000
			Digester Mix Pump Rebuild	\$	80,000
			Digester Transfer Pump Rebuild	\$	12,000
			Digester Hot Water Pump Replacement	\$	6,000
			Gas Equipment Maintenance (with LIT)	\$	6,000
			Flow Meter Replacement	\$	20,000
			Digester Mix Pump Minor Rebuild	\$	10,000
80002	8080	80419	<i>Centrifuge Feed Pit Projects</i>	\$	30,000
			Centrifuge Feed Pump Grinder Rebuild	\$	15,000
			Centrifuge Feed Pump Motor Rebuild	\$	15,000
80002	8080	80264	<i>Solids Processing Equipment Projects</i>	\$	246,500
			Cake Pump & Gear Box Rebuild	\$	60,000
			RTO Media Replacement	\$	30,000
			Misc. Motors	\$	20,000
			Furnace obsolete parts (NG Liner valve, Maxon, valves)	\$	30,000
			Condenser Mist Eliminators replacement due to wear	\$	20,000
			Replacement of mixer plows due to wear	\$	30,000
			Check Valve for Orival Stariner Replacement	\$	13,500
			Wet Scrubber Fan Spare Assembly	\$	17,500
			Recycle Feed Rotary Spare Airlock	\$	17,500
			Orival Spare Strainer	\$	8,000
80002	8090	80394	<i>Cogeneration System Projects</i>	\$	165,000
			Heatloop Pump Repair	\$	15,000
			Engine Cooling Pump VFD	\$	15,000
			UPS Repair and Warranty	\$	15,000
			Heat Exchangers Channel Plate & Gaskets	\$	100,000
			Gas Flowmeters Replacement	\$	20,000
Total EWPCF – Planned Asset Rehabilitation & Replacement				\$	1,694,000

EWPCF – CAPITAL ACQUISITIONS

Org	Object	Project	Description	Amount
23002	7710	70010	Information Technology	\$ 167,000
			Computer Replacement	\$ 40,000
			Network Hardware Replacement	\$ 30,000
			SCADA Clients Hardware	\$ 15,000
			IP Speakers (PA System)	\$ 12,000
			Operator Technology Equipment	\$ 30,000
			ID Card Machine	\$ 10,000
			Inventory Management Program	\$ 30,000
23002	7730	70023	New Equipment	\$ 280,000
			Misc. Motor Replacements	\$ 40,000
			Process Monitoring TOC Analyzer (Primaries)	\$ 60,000
			Trailer Jockey	\$ 140,000
			Cart Rehab/Replacement	\$ 40,000
23002	7730	70033	Operations & Administration Building	\$ 160,000
			Refrigerated Sampler for Influent Monitoring	\$ 20,000
			Replace MAU-1 mech shop	\$ 65,000
			Repave parking lot and entry way	\$ 75,000
23002	7750	70300	EWPCF Plant	\$ 86,000
			Remote Circuit Breaker Switch-Safety	\$ 21,000
			Centrifuge Rehabilitation	\$ 65,000
Total EWPCF – Capital Acquisitions				\$ 693,000

REMOTE FACILITIES – ACQUISITIONS & REHABILITATION

Org	Object	Project	Description	Amount	Totals
31002	7750	70850	AHLS - Minor (Mech / Structural) Rehabilitation	\$ 20,000	
31002	7750	70864	AHLS - Minor Electrical & Instrumentation Rehabilitation	\$ 20,000	
31002	7750	70870	AHLS - Integration Assistance	\$ 50,000	
31002	7750	70410	AHLS - Grinder Rebuild	\$ 85,000	
31002	7750	70840	AHLS - Pump and Motor Rebuild	\$ 100,000	
31002	7750	70860	AHLS - VFD Repairs	\$ 15,000	
31002	7750	70862	AHLS - Coatings and Paintings	\$ 5,000	
31002	7750	70866	AHLS - Firewall Replacements	\$ 15,000	
		<i>Total AHLS</i>			\$ 310,000
37002	7750	70841	BCPS - Minor Electrical Instrumentation & Control Rehabilitation	\$ 20,000	
37002	7750	70851	BCPS - Minor Mechanical Rehabilitation	\$ 30,000	
37002	7750	70855	BCPS - Minor Structural Rehabilitation	\$ 20,000	
37002	7750	70990	BCPS - Grinder Rebuild	\$ 30,000	
37002	7750	71000	BCPS - Sewage Pump Rebuild	\$ 55,000	
37002	7750	71010	BCPS - Sewage Pump Motor Rebuild	\$ 6,500	
37002	7750	71060	BCPS - Integration Assistance	\$ 32,000	
37002	7750	71040	BCPS - Unplanned Minor Rehabilitation	\$ 10,000	
37002	7750	71030	BCPS - Coatings and Paintings	\$ 8,000	
37002	7750	71050	BCPS - VFD Repairs	\$ 15,000	
37002	7750	70857	BCPS - Information Technology	\$ 15,000	
		<i>Total BCPS</i>			\$ 241,500
32002	7750	70811	BVPS - Minor Electrical Instrumentation & Control Rehabilitation	\$ 20,000	
32002	7750	70812	BVPS - Minor Mechanical Rehabilitation	\$ 20,000	
32002	7750	70825	BVPS - Minor Structural Rehabilitation	\$ 20,000	
32002	7750	70360	BVPS - Grinder Rebuild	\$ 60,000	
32002	7750	70219	BVPS - Sewage Pump & Motor Rebuild	\$ 45,000	
32002	7750	70920	BVPS - Coatings and Paintings	\$ 10,000	
32002	7750	70930	BVPS - Unplanned Minor Rehabilitation	\$ 10,000	
32002	7750	70940	BVPS - Integration Assistance	\$ 44,000	
32002	7750	70960	BVPS - VFD Repairs	\$ 15,000	
32002	7750	70833	BVPS - Information Technology	\$ 15,000	
		<i>Total BVPS</i>			\$ 259,000
38002	7750	71091	CWRF - Miscellaneous Service Requests	\$ 15,000	
38002	7750	71111	CWRF - Minor Electrical Instrumentation & Control Rehabilitation	\$ 20,000	
38002	7750	71081	CWRF - Minor Structural Rehabilitation	\$ 40,000	
38002	7750	71110	CWRF - Unplanned Minor Rehabilitation	\$ 15,000	
38002	7750	71160	CWRF - Integration Assistance	\$ 75,000	
38002	7750	71130	CWRF - VFD Repairs	\$ 15,000	
38002	7750	71150	CWRF - Forsta Filter Spare Parts	\$ 20,000	
38002	7750	71150	CWRF - UF Parts such as Actuators, Sensors, Air System	\$ 20,000	
38002	7750	71064	CWRF - Information Technology	\$ 15,000	
		<i>Total CWRF</i>			\$ 235,000

Org	Object	Project	Description	Amount	Totals
39002	7750	70398	RBPS - Minor Mechanical Rehabilitation	\$ 15,000	
39002	7750	71191	RBPS - Minor Structural Rehabilitation	\$ 10,000	
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	\$ 1,000	
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>		\$ 128,000
Total Remote Facilities – Capital Acquisitions & Rehabilitation				\$	1,173,500

EWPCF – CAPITAL IMPROVEMENTS, FIVE-YEAR DETAIL

Project Name	Status	Project Number	Amount Authorized ¹	Prior Appropriation ²	Transfers ³	Total Prior Appropriation	Total Prior Expenditures ⁴	Balance as of Feb. 2025 ⁵	FY 2025-26 Appropriation	FY 2026-27 Appropriation	FY 2027-28 Appropriation	FY 2028-29 Appropriation	FY 2029-30 Appropriation	Total Appropriations
In Progress														
PSB Mechanical Rehab - Short Term	IP	12009	\$ 5,230,347	\$ 3,100,000	\$ -	\$ 3,100,000	\$ 1,110,041	\$ 1,989,959	\$ 3,000,000	\$ 2,800,000	\$ 2,100,000	\$ -	\$ -	\$ 11,000,000
Secondary Clarifiers and Strainers Improvements	IP	13007	8,084,798	8,059,306	-	8,059,306	8,025,632	33,674	-	-	-	-	-	8,059,306
Control Strategy Improvements	IP	13019	95,000	100,000	-	100,000	-	100,000	100,000	-	-	-	-	200,000
Aeration Basin Minor Repairs (Diffuser Replacements)	IP	13023	543,862	460,847	74,140	534,987	404,586	130,401	-	-	-	-	-	534,987
RAS Box/IJS Rehabilitation	IP	13024	57,144	401,046	-	401,046	8,452	392,594	-	-	500,000	1,500,000	-	2,401,046
Effluent Pump Station Discharge Piping Valves	IP	14006	102,810	267,000	-	267,000	-	267,000	-	-	-	-	-	267,000
84-inch Outfall Repair	IP	21009	79,993	150,000	-	150,000	79,993	70,007	-	-	-	-	-	150,000
DAFT Repairs	IP	31006	5,767,134	5,575,435	186,612	5,762,047	5,760,827	1,220	-	-	-	-	-	5,762,047
DAFT Repairs: Phase II & Solids Facilities Support System	IP	31010	-	1,100,000	(266,080)	833,920	68	833,852	250,000	1,000,000	5,000,000	6,000,000	5,750,000	18,833,920
Digester Rehabilitation and Improvements	IP	32013	26,062,998	26,784,208	600,000	27,384,208	22,486,928	4,897,280	-	-	-	-	-	27,384,208
Dryer Safety Improvements	IP	33026	1,937,577	1,951,042	(13,466)	1,937,576	1,930,295	7,281	-	-	-	-	-	1,937,576
Existing Dryer Major Rehabilitation	IP	33030	261,017	2,261,016	-	2,261,016	61,182	2,199,834	-	500,000	3,000,000	-	-	5,761,016
Cogen Low Emission Augmentation & Retrofit (CLEAR) ⁶	IP	41015	1,886,846	569,829	295,000	864,829	195,545	669,284	7,250,000	12,500,000	7,750,000	-	-	28,364,829
Alternative Fuels Receiving Facility Improvements	IP	41023	112,315	400,000	-	400,000	67,010	332,990	500,000	-	-	-	-	900,000
Automate Main Breakers in Cogen	IP	41024	236,323	249,812	-	249,812	236,323	13,489	-	-	-	-	-	249,812
Energy Management Controls-CLEAR Project	IP	41025	398,399	1,917,802	-	1,917,802	398,399	1,519,403	-	2,500,000	1,000,000	-	-	5,417,802
ORF I System Rehabilitation & Odor and Corrosion Control	IP	51001	1,358,575	1,577,945	-	1,577,945	1,140,823	437,122	800,000	6,500,000	5,900,000	1,000,000	-	15,777,945
ORF II Treatment System Improvements	IP	51014	836,879	836,879	-	836,879	824,077	12,802	-	-	-	-	-	836,879
Odor Control Improvements	IP	51016	206,279	206,006	-	206,006	206,006	-	-	-	-	-	-	206,006
Site Security Facilities-Tier 1	IP	52012	419,262	785,435	-	785,435	419,161	366,274	450,000	-	-	-	-	1,235,435
Building Roof Replacement(Secondary, Chlorine, Headworks)	IP	53013	2,423,796	2,625,000	-	2,625,000	2,155,772	469,228	-	-	-	-	-	2,625,000
Admin Building HVAC Rehab	IP	53004	6,126,012	6,126,012	-	6,126,012	6,106,187	19,825	-	-	-	-	-	6,126,012
Flood Control Channel Restoration	IP	52044	144,845	197,490	-	197,490	131,880	65,610	-	-	-	-	-	197,490
Dewatering Building Rehabilitation (and Cogen Roof)	IP	53015	-	1,000,000	(125,000)	875,000	-	875,000	-	-	-	-	-	875,000
Network Improvements ⁷	IP	61205	4,183,907	4,233,383	-	4,233,383	4,183,906	49,477	-	-	-	-	-	4,233,383
Secondaries & Effluent Electrical & Controls Improvements	IP	61206	12,261,178	5,139,192	(233,100)	4,906,092	2,691,977	2,214,115	3,000,000	6,500,000	-	-	-	14,406,092
Cogen Electrical and Controls Improvements	IP	61207	479,035	480,000	-	480,000	47,886	432,114	-	-	-	-	-	480,000
CPS/SEEPS Controls Improvements	IP	61208	244,000	244,000	-	244,000	244,000	-	-	-	-	-	-	244,000
Blower Controls Improvements	IP	61209	276,774	276,778	-	276,778	276,774	4	-	-	-	-	-	276,778
Heat Dryer Controls Improvements	IP	61210	82,648	851,900	48,100	900,000	36,776	863,224	-	-	-	-	-	900,000
Chlorine Building and EPS Electrical and Controls Improvements	IP	61211	433,908	433,908	-	433,908	433,908	-	-	-	-	-	-	433,908
Centrifuge & Ancillary Systems Control Improvements	IP	61212	-	300,000	-	300,000	-	300,000	-	-	-	-	-	300,000
Load Shed Controls Improvements	IP	61214	41,737	41,737	-	41,737	41,737	-	-	-	-	-	-	41,737
Host Server Replacement-OT	IP	62706	154,972	350,000	-	350,000	28,693	321,307	-	-	-	-	460,000	810,000
IT Business Network Conversion	IP	62710	396,292	500,000	-	500,000	-	500,000	-	-	-	-	-	500,000
Facility Master Plan Update	IP	80827	3,069	100,000	-	100,000	2,685	97,315	-	400,000	-	-	-	500,000
Potable Reuse Pilot ⁸	IP	82015	2,174,825	2,082,055	-	2,082,055	1,872,028	210,027	-	-	-	-	-	2,082,055
Energy Resilience Assessment	IP	82020	771,712	592,319	148,150	740,469	686,182	54,287	-	-	-	-	-	740,469
Potable Reuse Strategic Plan	IP	82022	249,916	249,916	-	249,916	155,968	93,948	-	-	-	-	-	249,916
OT Plan Update	IP	82025	31,465	100,000	-	100,000	15,842	84,158	-	-	-	-	-	100,000
Heat Dryer HAZOP	IP	82028	-	75,000	-	75,000	-	75,000	-	-	-	-	-	75,000
IT Plan Update	IP	82030	59,670	100,000	-	100,000	59,670	40,330	-	-	-	-	-	100,000
Electronic Operations Man & Doc Mgt	IP	84008	191,355	162,865	-	162,865	144,244	18,621	-	-	-	-	-	162,865
Total In Progress			\$ 84,408,673	\$ 83,015,163	\$ 714,356	\$ 83,729,519	\$ 62,671,463	\$ 21,058,056	\$ 15,350,000	\$ 32,700,000	\$ 25,250,000	\$ 8,500,000	\$ 6,210,000	\$ 171,739,519
Recurring Projects														
Ocean Outfall Maintenance and Inspection - External	RP	21002	110,625	\$ 269,848	\$ -	\$ 269,848	\$ 133,592	\$ 136,256	\$ -	\$ 130,000	\$ -	\$ 130,000	\$ -	\$ 529,848
Ocean Outfall Bathymetric Survey - External	RP	21005	-	-	-	-	-	-	-	142,000	-	-	-	142,000
Ocean Outfall - Internal Integrity Assessment	RP	21006	-	-	-	-	-	-	-	280,000	-	-	-	280,000

EWPCF – CAPITAL IMPROVEMENTS, FIVE-YEAR DETAIL

Project Name	Status	Project Number	Amount Authorized ¹	Prior Appropriation ²	Transfers ³	Total Prior Appropriation	Total Prior Expenditures ⁴	Balance as of Feb. 2025 ⁵	FY 2025-26 Appropriation	FY 2026-27 Appropriation	FY 2027-28 Appropriation	FY 2028-29 Appropriation	FY 2029-30 Appropriation	Total Appropriations
84-inch Outfall Inspection - Internal	RP	21007	-	-	-	-	-	-	-	-	-	-	-	-
Digester Cleaning Cycle	RP	32018	-	-	-	-	-	-	-	-	1,000,000	1,000,000	-	2,000,000
Exsiting Dryer Compenents Rehab	RP	33025	557,469	660,194	-	660,194	373,897	286,297	-	-	-	-	-	660,194
Cogen Engine Top-End Overhaul	RP	41005	2,052,069	2,085,534	-	2,085,534	1,651,849	433,685	-	-	400,000	400,000	-	2,885,534
Cogen Engine In-Frame Overhaul	RP	41006	-	-	-	-	-	-	875,000	875,000	-	-	-	1,750,000
Cogen Engine Full Overhaul	RP	41007	2,324,412	2,324,412	-	2,324,412	2,324,412	-	-	-	-	-	950,000	3,274,412
ORF Carbon Media Replacement	RP	51002	940,511	951,273	-	951,273	769,222	182,051	150,000	150,000	150,000	150,000	150,000	1,701,273
Plant-Wide Asset Painting and Protective Coating	RP	52032	1,298,661	1,258,000	-	1,258,000	1,103,667	154,333	150,000	150,000	150,000	150,000	150,000	2,008,000
Site Security Facilities -Tier 2-4	RP	52047	108,545	300,000	-	300,000	108,545	191,455	150,000	150,000	150,000	150,000	-	900,000
Implement Minor Condition Assessment Recommendations	RP	54005	49,438	534,639	-	534,639	144,995	389,644	150,000	150,000	150,000	150,000	150,000	1,284,639
As-Needed Contractor Services	RP	54006	3,296,606	4,279,712	(124,140)	4,155,572	3,227,929	927,643	250,000	500,000	500,000	500,000	500,000	6,405,572
Miscellaneous Building Rehabilitation	RP	54007	399,230	527,616	-	527,616	391,509	136,107	50,000	50,000	50,000	50,000	50,000	777,616
As-Needed SCADA Integration Services	RP	61514	1,271,615	1,455,222	-	1,455,222	1,162,771	292,451	50,000	200,000	200,000	200,000	200,000	2,305,222
Host Server Replacement-IT	RP	62705	-	-	-	-	-	-	440,000	-	-	500,000	-	940,000
Backup Host Servers	RP	62707	-	-	-	-	-	-	100,000	-	-	-	-	100,000
Document Mangement System Upgrade	RP	62708	671,092	895,643	-	895,643	584,587	311,056	100,000	20,000	20,000	20,000	20,000	1,075,643
Cyber Security and Business System Management Services	RP	62709	667,039	744,357	-	744,357	594,497	149,860	150,000	150,000	150,000	150,000	150,000	1,494,357
Asset Condition Assessments	RP	81016	99,457	247,285	(92,066)	155,219	99,457	55,762	-	50,000	50,000	50,000	50,000	355,219
E-CAMP Update/Condition Assessment	RP	83001	722,505	843,319	-	843,319	617,567	225,752	-	-	250,000	-	-	1,093,319
Extension of Staff Engineering Services	RP	84001	4,608,290	5,181,405	(148,150)	5,033,255	4,237,008	796,247	200,000	300,000	300,000	300,000	300,000	6,433,255
Research and Development Projects Services	RP	84002	537,325	637,324	-	637,324	537,324	100,000	50,000	100,000	100,000	100,000	100,000	1,087,324
Air Permitting Assistance	RP	84012	73,160	459,250	-	459,250	57,890	401,360	25,000	25,000	25,000	25,000	25,000	584,250
CMMS/Asset Management	RP	84019	150,273	179,903	-	179,903	-	179,903	-	50,000	50,000	50,000	50,000	379,903
Total Recurring Projects			\$ 19,938,324	\$ 23,834,936	\$ (364,356)	\$ 23,470,580	\$ 18,120,718	\$ 5,349,862	\$ 2,890,000	\$ 3,472,000	\$ 3,695,000	\$ 4,075,000	\$ 2,845,000	\$ 40,447,580
New Projects														
Digester 1, 2 & 3 Improvements	NP	32020	-	\$ 350,000	\$ (350,000)	-	-	-	\$ -	\$ 550,000	\$ 2,000,000	\$ 4,700,000	\$ 11,800,000	\$ 19,050,000
Total New Projects			\$ -	\$ 350,000	\$ (350,000)	\$ -	\$ -	\$ -	\$ -	\$ 550,000	\$ 2,000,000	\$ 4,700,000	\$ 11,800,000	\$ 19,050,000
Future Projects														
SC 7-Conversion from EQ to Clarifier	FP	13008	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 890,000	\$ 890,000
Turbo Blower Upgrade	FP	41022	-	-	-	-	-	-	-	-	-	3,000,000	2,500,000	5,500,000
Climate Change Action Plan Update	FP	82023	-	-	-	-	-	-	-	-	-	100,000	-	100,000
Source Control Program Evaluation	FP	82024	-	-	-	-	-	-	-	85,000	-	-	-	85,000
Total Future Projects			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 85,000	\$ -	\$ 3,100,000	\$ 3,390,000	\$ 6,575,000
Total Unidentified Future Projects ⁹		N/A	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal Capital Improvements			\$ 104,346,997	\$ 107,200,099	\$ -	\$ 107,200,099	\$ 80,792,181	\$ 26,407,918	\$ 18,240,000	\$ 36,807,000	\$ 30,945,000	\$ 20,375,000	\$ 24,245,000	\$ 237,812,099
Grant Funding⁶			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (7,000,000)	\$ -	\$ (7,000,000)	\$ -	\$ (14,000,000)
Total Capital Improvements			\$ 104,346,997	\$ 107,200,099	\$ -	\$ 107,200,099	\$ 80,792,181	\$ 26,407,918	\$ 18,240,000	\$ 29,807,000	\$ 30,945,000	\$ 13,375,000	\$ 24,245,000	\$ 223,812,099
In Progress	IP		\$ 84,408,673	\$ 83,015,163	\$ 714,356	\$ 83,729,519	\$ 62,671,463	\$ 21,058,056	\$ 15,350,000	\$ 32,700,000	\$ 25,250,000	\$ 8,500,000	\$ 6,210,000	\$ 171,739,519
Recurring Project	RP		19,938,324	23,834,936	(364,356)	23,470,580	18,120,718	5,349,862	2,890,000	3,472,000	3,695,000	4,075,000	2,845,000	40,447,580
New Project	NP		-	350,000	(350,000)	-	-	-	-	550,000	2,000,000	4,700,000	11,800,000	19,050,000
Future Project	FP		-	-	-	-	-	-	-	85,000	-	3,100,000	3,390,000	6,575,000

EWPCF – CAPITAL IMPROVEMENTS, FIVE-YEAR DETAIL

Project Name	Status	Project Number	Amount Authorized ¹	Prior Appropriation ²	Transfers ³	Total Prior Appropriation	Total Prior Expenditures ⁴	Balance as of Feb. 2025 ⁵	FY 2025-26 Appropriation	FY 2026-27 Appropriation	FY 2027-28 Appropriation	FY 2028-29 Appropriation	FY 2029-30 Appropriation	Total Appropriations
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Notes:

- 1. Amount authorized represents Board of Director's appropriations/authorizations (>\$100,000) and/or General Manager appropriations/authorization (<\$100,000) and may be different than existing project appropriations due to the "cash flow" budgeting approach for projects.
- 2. Historical data based on available information from when Munis was implemented over 10 years ago.
- 3. Reflects transfers occurring after the FY 2024-25 published budget document and may include transfers to/from projects now closed. The transfers are due to project timing differences and in lieu of appropriation requests to minimize cash flow impacts.
- 4. Includes actual expenditures through mid-February 2025.
- 5. The estimated carryforward includes encumbrances and available balance through mid-February 2025 and may vary based on actual spending through fiscal year end.
- 6. Cogeneration Low Emission Augmentation & Retrofit (CLEAR) project offsets are currently anticipated from Investment Tax Credit (via the Inflation Reduction Act) and Self-Generation Incentive Program (via the California Public Utilities Commission) funds.
- 7. Represent prior projects with current activity not included in FY 2024-25 published budget document.
- 8. Partially offset by Federal grant revenues.
- 9. 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 2025-26 Appropriation	Estimated FY 2025-26 Appropriation ⁴
Liquid Process (1xxxx)						
PSB Mechanical Rehab - Short Term	12009	\$ 3,100,000	\$ 2,934,689	\$ 165,311	\$ 3,000,000	\$ 3,165,311
Secondary Clarifiers and Strainers Improvements	13007	8,059,306	8,025,632	33,674	-	33,674
SC 7-Conversion from EQ to Clarifier	13008	-	-	-	-	-
Control Strategy Improvements	13019	100,000	70,000	30,000	100,000	130,000
Aeration Basin Minor Repairs (Diffuser Replacements)	13023	460,847	460,847	-	-	-
RAS Box/IJS Rehabilitation	13024	401,046	133,452	267,594	-	267,594
Effluent Pump Station Discharge Piping Valves	14006	267,000	-	267,000	-	267,000
Total Liquid Process		\$ 12,388,199	\$ 11,624,620	\$ 763,579	\$ 3,100,000	\$ 3,863,579
Outfall (2xxxx)						
Ocean Outfall Maintenance and Inspection - External	21002	\$ 269,848	\$ 133,592	\$ 136,256	\$ -	\$ 136,256
Ocean Outfall Bathymetric Survey - External	21005	-	-	-	-	-
Ocean Outfall - Internal Integrity Assessment	21006	-	-	-	-	-
84-inch Outfall Inspection - Internal	21007	-	-	-	-	-
84-inch Outfall Repair	21009	150,000	79,993	70,007	-	70,007
Total Outfall		\$ 419,848	\$ 213,585	\$ 206,263	\$ -	\$ 206,263
Solids Process (3xxxx)						
DAFT Repairs	31006	\$ 5,575,435	\$ 5,575,435	\$ -	\$ -	\$ -
DAFT Repairs-Phase II	31010	1,100,000	316,148	783,852	250,000	1,033,852
Digester Rehabilitation and Improvements	32013	26,784,208	25,115,457	1,668,751	-	1,668,751
Digester Cleaning Cycle	32018	-	-	-	-	-
Digester 1, 2 & 3 Improvements	32020	350,000	350,000	-	-	-
Exsiting Dryer Compenents Rehab	33025	660,194	433,897	226,297	-	226,297
Dryer Safety Improvements	33026	1,951,042	1,943,761	7,281	-	7,281
Existing Dryer Major Rehabilitation	33030	2,261,016	261,182	1,999,834	-	1,999,834
Total Solids Process		\$ 38,681,895	\$ 33,995,880	\$ 4,686,015	\$ 250,000	\$ 4,936,015

EWPCF – CAPITAL IMPROVEMENTS, ESTIMATED CARRY FORWARD

Project Name	Project Number	Total Prior Appropriation ¹	Total Projected Expenditures ²	Estimated Carry Forward ³	FY 2025-26 Appropriation	Estimated FY 2025-26 Appropriation ⁴
Energy Management (4xxxx)						
Cogen Engine Top-End Overhaul	41005	\$ 2,085,534	\$ 2,051,848	\$ 33,686	\$ -	\$ 33,686
Cogen Engine In-Frame Overhaul	41006	-	-	-	875,000	875,000
Cogen Engine Full Overhaul	41007	2,324,412	2,324,412	-	-	-
Cogen Low Emission Augmentaiton & Retrofit (CLEAR)	41015	569,829	340,786	229,043	7,250,000	7,479,043
Turbo Blower Upgrade	41022	-	-	-	-	-
Alternative Fuels Receiving Facility Improvements	41023	400,000	197,010	202,990	500,000	702,990
Automate Main Breakers in Cogen	41024	249,812	236,323	13,489	-	13,489
Energy Management Controls-CLEAR Project	41025	1,917,802	448,399	1,469,403	-	1,469,403
Total Energy Management		\$ 7,547,389	\$ 5,598,778	\$ 1,948,611	\$ 8,625,000	\$ 10,573,611
General (5xxxx)						
ORF I System Rehabilitation	51001	\$ 1,577,945	\$ 1,359,489	\$ 218,456	\$ 800,000	\$ 1,018,456
ORF Carbon Media Replacement	51002	951,273	898,427	52,846	150,000	202,846
ORF II Treatment System Improvements	51014	836,879	833,077	3,802	-	3,802
Odor Control Improvements	51016	206,006	206,006	-	-	-
Site Security Facilities-Tier 1	52012	785,435	530,730	254,705	450,000	704,705
Building Roof Replacement(Secondary, Chlorine, Headworks)	53013	2,625,000	2,549,398	75,602	-	75,602
Admin Building HVAC Rehab	53004	6,126,012	6,115,186	10,826	-	10,826
Plant-Wide Asset Painting and Protective Coating	52032	1,258,000	1,255,949	2,051	150,000	152,051
Flood Control Channel Restoration	52044	197,490	161,880	35,610	-	35,610
Site Security Facilities -Tier 2-4	52047	300,000	239,815	60,185	150,000	210,185
Dewatering Building Rehabilitation (and Cogen Roof)	53015	1,000,000	325,000	675,000	-	675,000
Implement Minor Condition Assessment Recommendations	54005	534,639	110,683	423,956	150,000	573,956
As-Needed Contractor Services	54006	4,279,712	3,651,844	627,868	250,000	877,868
Miscellaneous Building Rehabilitation	54007	527,616	391,509	136,107	50,000	186,107
Total General		\$ 21,206,007	\$ 18,628,993	\$ 2,577,014	\$ 2,150,000	\$ 4,727,014

EWPCF – CAPITAL IMPROVEMENTS, ESTIMATED CARRY FORWARD

Project Name	Project Number	Total Prior Appropriation ¹	Total Projected Expenditures ²	Estimated Carry Forward ³	FY 2025-26 Appropriation	Estimated FY 2025-26 Appropriation ⁴
Technology (6xxxx)						
Network Improvements ⁵	61205	\$ 4,233,383	\$ 4,231,906	\$ 1,477	\$ -	\$ 1,477
Secondaries & Effluent Electrical & Controls Improvements	61206	5,139,192	3,539,429	1,599,763	3,000,000	4,599,763
Cogen Electrical and Controls Improvements	61207	480,000	47,886	432,114	-	432,114
CPS/SEEPS Controls Improvements	61208	244,000	244,000	-	-	-
Blower Controls Improvements	61209	276,778	276,774	4	-	4
Heat Dryer Controls Improvements	61210	851,900	32,676	819,224	-	819,224
Chlorine Building and EPS Electrical and Controls Improvements	61211	433,908	433,908	-	-	-
Centrifuge & Ancillary Systems Control Improvements	61212	300,000	-	300,000	-	300,000
Load Shed Controls Improvements	61214	41,737	41,737	-	-	-
As-Needed SCADA Integration Services	61514	1,455,222	1,388,529	66,693	50,000	116,693
Host Server Replacement-IT	62705	-	-	-	440,000	440,000
Host Server Replacement-OT	62706	350,000	268,941	81,059	-	81,059
Backup Host Servers	62707	-	-	-	100,000	100,000
Document Mangement System Upgrade	62708	895,643	841,522	54,121	100,000	154,121
Cyber Security and Business System Management Services	62709	744,357	727,974	16,383	150,000	166,383
IT Business Network Conversion	62710	500,000	330,000	170,000	-	170,000
Total Technology		\$ 15,946,120	\$ 12,405,282	\$ 3,540,838	\$ 3,840,000	\$ 7,380,838
Professional Services (8xxxx)						
Facility Master Plan Update	80827	\$ 100,000	\$ 2,685	\$ 97,315	\$ -	\$ 97,315
Asset Condition Assessments	81016	\$ 247,285	191,524	\$ 55,761	\$ -	55,761
Potable Reuse Study ⁶	82015	2,082,055	2,081,465	590	-	590
Energy Resilience Assessment	82020	592,319	571,364	20,955	-	20,955
Potable Reuse Strategic Plan	82022	249,916	162,489	87,427	-	87,427
Climate Change Action Plan Update	82023	-	-	-	-	-
Source Control Program Evaluation	82024	-	-	-	-	-
OT Plan Update	82025	100,000	33,381	66,619	-	66,619

EWPCF – CAPITAL IMPROVEMENTS, ESTIMATED CARRY FORWARD

Project Name	Project Number	Total Prior Appropriation ¹	Total Projected Expenditures ²	Estimated Carry Forward ³	FY 2025-26 Appropriation	Estimated FY 2025-26 Appropriation ⁴
Heat Dryer HAZOP	82028	75,000	-	75,000	-	75,000
IT Plan Update	82030	100,000	59,670	40,330	-	40,330
E-CAMP Update/Condition Assessment	83001	843,319	730,443	112,876	-	112,876
Extension of Staff Engineering Services	84001	5,181,405	4,666,744	514,661	200,000	714,661
Research and Development Projects Services	84002	637,324	587,324	50,000	50,000	100,000
Electronic Operations Man & Doc Mgt	84008	162,865	158,489	4,376	-	4,376
Air Permitting Assistance	84012	459,250	107,128	352,122	25,000	377,122
CMMS/Asset Management	84019	179,903	29,903	150,000	-	150,000
Total Professional Services		\$ 11,010,641	\$ 9,382,609	\$ 1,628,032	\$ 275,000	\$ 1,903,032
Total Unidentified Future Projects ⁷	N/A	\$ -	\$ -	\$ -	\$ -	\$ -
Total Capital Improvements		\$ 107,200,099	\$ 91,849,747	\$ 15,350,352	\$ 18,240,000	\$ 33,590,352

Notes:

1. Historical data based on available information from when Munis was implemented over 10 years ago.
2. Includes estimated expenditures through June 2025. Actual expenditures through June 2025 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 2025-26 Appropriation plus Estimated Carry Forward. The actual carry forwards plus FY 2025-26 Appropriations will vary based on actual expenditures through June 2025. Does not include Planned Asset Replacement, Capital Acquisitions, Remotes, or Personnel appropriations shown on other schedules.
5. Represent prior projects with current activity not included in FY 2024-25 published budget document.
6. Partially offset by Federal grant revenues.
7. 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	Grant Funding ¹	EWPCF Planned Asset Rehabilitation & Replacement	EWPCF Capital Acquisitions	Remote Facilities Acquisitions & Rehabilitation	Personnel Expense	Total ²
2026	\$ 18,240,000	\$ -	\$ 1,694,000	\$ 693,000	\$ 1,173,500	\$ 2,581,529	\$ 24,382,029
2027	\$ 36,807,000	\$ (7,000,000)	\$ 1,745,000	\$ 405,000	\$ 1,185,000	\$ 2,672,000	\$ 35,814,000
2028	\$ 30,945,000	\$ -	\$ 1,797,000	\$ 417,000	\$ 1,197,000	\$ 2,766,000	\$ 37,122,000
2029	\$ 20,375,000	\$ (7,000,000)	\$ 1,851,000	\$ 430,000	\$ 1,209,000	\$ 2,863,000	\$ 19,728,000
2030	\$ 24,245,000	\$ -	\$ 1,907,000	\$ 443,000	\$ 1,221,000	\$ 2,963,000	\$ 30,779,000
5 Year Total	\$ 130,612,000	\$ (14,000,000)	\$ 8,994,000	\$ 2,388,000	\$ 5,985,500	\$ 13,845,529	\$ 147,825,029
2031	\$ 35,000,000	\$ -	\$ 1,964,000	\$ 456,000	\$ 1,233,000	\$ 3,067,000	\$ 41,720,000
2032	\$ 50,000,000	\$ -	\$ 2,023,000	\$ 470,000	\$ 1,245,000	\$ 3,174,000	\$ 56,912,000
2033	\$ 55,000,000	\$ -	\$ 2,084,000	\$ 484,000	\$ 1,257,000	\$ 3,285,000	\$ 62,110,000
2034	\$ 60,000,000	\$ -	\$ 2,147,000	\$ 499,000	\$ 1,270,000	\$ 3,400,000	\$ 67,316,000
2035	\$ 40,000,000	\$ -	\$ 2,211,000	\$ 514,000	\$ 1,283,000	\$ 3,519,000	\$ 47,527,000
2036 - 2040	\$ 191,000,000	\$ -	\$ 12,086,000	\$ 2,808,000	\$ 6,610,000	\$ 19,529,000	\$ 232,033,000
2041 - 2045	\$ 191,000,000	\$ -	\$ 14,012,000	\$ 3,254,000	\$ 6,945,000	\$ 23,192,000	\$ 238,403,000
20 Year Total	\$ 752,612,000	\$ (14,000,000)	\$ 45,521,000	\$ 10,873,000	\$ 25,828,500	\$ 73,011,529	\$ 893,846,029

1. Cogeneration Low Emission Augmentation & Retrofit (CLEAR) project offsets are currently anticipated from Investment Tax Credit (via the Inflation Reduction Act) and Self-Generation Incentive Program (via the California Public Utilities Commission) funds.

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

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APPENDIX

Member Agency Resolutions
Appropriation & Controls Resolution
Salary & Benefit Resolution

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Member Agency Resolutions

RESOLUTION NO. 2025-141

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARLSBAD, CALIFORNIA, APPROVING THE CITY OF CARLSBAD'S SHARE OF THE FISCAL YEAR 2025-26 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 2025-26 Operating Budget of the EWA as approved by the JAC on April 23, 2025, in the amount of \$6,304,466 for Wastewater Plant Operations and \$2,075,864 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 2025-26 Capital Budget of the EWA as approved by the JAC on April 23, 2025, in the amount of \$5,748,474 for Wastewater Plant Capital and \$235,000 for Carlsbad Water Recycling Facility Capital, as described in Attachment A, is approved.
4. That the City Manager, or 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, 2025, are continued into FY 2025-26 for such contracts and obligations.
6. That all Capital Improvement Program budget appropriations and outstanding encumbrances as of June 30, 2025, are continued into FY 2025-26 for such contracts and obligations.
7. That the City Manager, or 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 17th day of June, 2025, by the following vote, to wit:

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

NAYS: None.

ABSTAIN: None.

ABSENT: None.



KEITH BLACKBURN, Mayor



SHERRY FREISINGER, City Clerk
(SEAL)



RESOLUTION NO. 2025-101

**A RESOLUTION OF THE CITY COUNCIL OF THE CHARTERED CITY OF
VISTA, CALIFORNIA, APPROVING THE FISCAL YEAR 2025/26 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) 2025/26 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 2025/26 budget of EWA, as recommended by the JAC on April 23, 2025, in the amount of \$53,081,073 consisting of Operating Expense Budget of \$28,699,044 and a Capital Expense Budget of \$24,382,029, is approved.

B. The proposed City of Vista's share of the FY 2025/26 Budget of EWA, in the amount of \$14,030,448, consisting of an Operating Expense Budget of \$7,607,624 and a Capital Expense Budget of \$6,422,824, 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. 2025-101
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 10, 2025, by the following vote:

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

NOES: None

ABSTAIN: None

APPROVED AS TO FORM:
WALTER CHUNG, CITY ATTORNEY

By: _____

APPROVED
Walter C. Chung
20250602112026



JOHN B. FRANKLIN, MAYOR

ATTEST:
KATHY VALDEZ, CITY CLERK

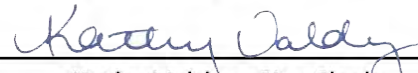
By: _____



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.

6/11/2025

Date



Kathy Valdez, City Clerk

RESOLUTION NO. 2025-05

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE BUENA
SANITATION DISTRICT, VISTA, CALIFORNIA, APPROVING THE FISCAL
YEAR 2025/26 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) 2025/26 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 2025/26 budget of EWA, as recommended by the JAC on April 23, 2025, in the amount of \$53,081,073, consisting of Operating Expense Budget of \$28,699,044 and a Capital Expense Budget of \$24,382,029 is approved.

B. The proposed Buena Sanitation District's share of the FY 2025/26 Budget of EWA, in the amount of \$4,806,862, consisting of an Operating Expense Budget of \$2,919,877 and a Capital Expense Budget of \$1,886,985 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. 2025-05
BUENA SANITATION DISTRICT BOARD
PAGE 2

3. Adoption. PASSED AND ADOPTED at a meeting of the District Board held on June 10, 2025, by the following vote:

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

NOES: None

ABSENT: None

APPROVED AS TO FORM:
WALTER CHUNG, DISTRICT COUNSEL

By: _____

APPROVED
Walter C. Chung
20250602112255



JOHN B. FRANKLIN, CHAIRPERSON

ATTEST:
KATHY VALDEZ, CLERK OF THE BOARD

By: _____

RESOLUTION NO. 1687

RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLECITOS WATER DISTRICT APPROVING THE FISCAL YEAR ENDING IN 2026 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 2026 budget of the EWA on April 23, 2025; 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 2026 capital budget of the EWA, as approved by the JAC on April 23, 2025, in the amount of \$24,382,029 is hereby approved.

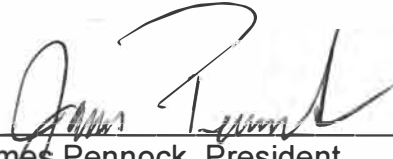
SECTION 2: The fiscal year ending in 2026 operating revenue and expense budget of the EWA, as approved by the JAC on April 23, 2025, in the amount of \$28,699,044 is hereby approved.

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.

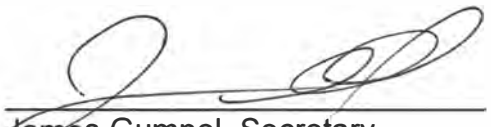
SECTION 4: A certified copy of this resolution shall be forwarded to EWA immediately upon its approval.

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Vallecitos Water District at a Regular meeting held on the 21st day of May, 2025, by the following roll call vote:

AYES:	Pennock, Kerschbaum, Elitharp, Hernandez
NOES:	Boyd-Hodgson
ABSTAIN:	None
ABSENT:	None


James Pennock, President
Board of Directors
Vallecitos Water District

ATTEST:


James Gumpel, Secretary
Board of Directors
Vallecitos Water District

RESOLUTION NO. 2025-38

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ENCINITAS, CALIFORNIA, APPROVING THE FISCAL YEAR 2025-26 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 2025-26 budgets of the EWA on April 23, 2025; 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, California, that:

- Section 1. That the Fiscal Year 2025-26 Operating Budget of the EWA, as approved by the JAC on April 23, 2025, in the amount of twenty-eight million, six hundred ninety-nine thousand, and forty-four dollars (\$28,699,044) is hereby approved.
- Section 2. That the Fiscal Year 2025-26 Capital Improvement Budget of the EWA, as approved by the JAC on April 23, 2025, in the amount of twenty-four million, three hundred eighty-two thousand, and twenty-nine dollars (\$24,382,029) 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 2025-26 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.


NOW, THEREFORE, BE IT FURTHER RESOLVED that this action is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15378(b)(5) of the CEQA Guidelines, as an organizational or administrative activity of government that will not result in a direct or indirect physical change in the environment.

PASSED, APPROVED AND ADOPTED this 21st day of May 2025 by the City Council of the City of Encinitas, State of California.

Signed by:

Bruce Ehlers, Mayor

ATTEST:

DocuSigned by:

Kathy Hollywood, City Clerk


APPROVED AS TO FORM:

Signed by:

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 21st day of May 2025 by the following vote:

AYES: **Ehlers, Lyndes, O’Hara, San Antonio, Shaffer**
NOES: **None**
ABSENT: **None**
ABSTAIN: **None**

DocuSigned by:

Kathy Hollywood, City Clerk

RESOLUTION NO. 2429

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE LEUCADIA WASTEWATER DISTRICT APPROVING THE ENCINA WASTEWATER AUTHORITY FISCAL YEAR 2026 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 2026 EWA Operating and Capital Budgets were approved by the EWA Joint Advisory Committee and the EWA Board of Directors on April 23, 2025, in the following amounts: Operating Budget – \$28,699,044; and Capital Budget – \$24,382,029.

WHEREAS, the EWA Joint Advisory Committee and the EWA Board of Directors recommend member agency approval of the fiscal year 2026 EWA Operating and Capital Budgets in the aforementioned amounts; and

WHEREAS, copies of the fiscal year 2026 EWA Operating and Capital Budgets were available for review by the LWD Board of Directors at its May 14, 2025 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 FY26 Encina Wastewater Authority Operating Budget as presented in the following amount: \$28,699,044.

Section 2. Approval of the recommended FY26 Encina Wastewater Authority Capital Budgets in the following amount: \$24,382,029.

PASSED AND ADOPTED by the Board of Directors at a meeting of the Leucadia Wastewater District held May 14, 2025 by the following vote:

AYES: Saldana, Brown, Pacilio, Sullivan

NOES: None.

ABSENT: Roesink

ABSTAIN: None.


Rolando Saldana, President

ATTEST:


Paul J. Bushee, Secretary/Manager

(SEAL)



Appropriation & Controls Resolution

RESOLUTION NO. 2025-04

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ENCINA WASTEWATER AUTHORITY
APPROPRIATING FUNDS FOR FISCAL YEAR 2025-26 OPERATING AND CAPITAL PROGRAM BUDGETS
AND ESTABLISHING CONTROLS THEREON**

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

WHEREAS, Encina's Fiscal Year (FY) 2025-26 Operating and Capital Program Budgets were approved by Encina's Board of Directors and the Encina Joint Advisory Committee on April 23, 2025; and,

WHEREAS, Encina has received certified copies of approving resolutions or minute orders from the governing bodies of each of the Member Agencies confirming their approval of Encina's FY 2025-26 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. That certain documents on file with Encina, entitled "Fiscal Year 2025-26 Operating & Capital Budget" (Budget) presented at the Encina Board of Directors meeting on April 23, 2025 are hereby adopted as the FY 2025-26 Operating & Capital Budget.

Section 2. That the estimated revenues for FY 2025-26 as shown in the Budget are hereby appropriated.

Section 3. That the requested expenditures for FY 2025-26 as shown in the Budget are hereby appropriated to the fund, department, division, or project for which they are designated, and such appropriations shall not be increased except as provided herein.

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 Encina's FY 2025-26 Budget.

Section 5. That the requested full-time equivalent positions for FY 2025-26 as shown in the Budget are authorized. Only the Board of Directors may authorize an 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 Budget.

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 individual Remote Facilities as needed so long as the overall budget is not exceeded. The General Manager may transfer funds between the Remote Facilities budgets upon written approval of the applicable Member Agency Manager(s).

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] Best, Best & Krieger, LLP 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] Nexinite for Microsoft services [m] The Centre for

Organization Effectiveness for organizational development; [n] contractor(s) for temporary staffing services; and, [o] 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, as defined in the Revised Basic Agreement, when reconstruction is immediately required to permit the Joint System to continue to function. Any such expenditure must be subsequently approved by the Board of Directors.

Section 10. The General Manager is authorized to make budget adjustments involving offsetting revenues and expenditures; the General Manager may authorize increases in an appropriation for a specific purpose where the appropriation is offset by unbudgeted revenue designated for the specific purpose.

Section 11. The General Manager is authorized to appropriate interest earned on grants during the year for the purpose for which the grant was received.

Section 12. The General Manager is authorized to continue all appropriations for encumbrances outstanding as of June 30, 2025 into FY 2025-26 as may be necessary.

Section 13. All funds budgeted for Capital Improvements remaining unexpended at June 30, 2025 are hereby appropriated and budgeted for FY 2025-26.

Section 14. Pursuant to Resolution No. 2023-04, the revised Classification Plan (Exhibit A) and Salary Schedule (Exhibit B) for Fiscal Year 2025-26 are attached hereto.

Section 15. The Remote Facility Emergency Reserve amounts established pursuant to the Memorandum of Understandings for each remote facility are shown below:

Remote Facility Emergency Reserve	Amount
Agua Hedionda Lift Station	\$50,000
Buena Creek Pump Station	50,000
Buena Vista Pump Station	50,000
Carlsbad Water Recycling Facility	50,000
Raceway Basin Pump Station	50,000
Total	\$250,000

Section 16. Pursuant to Resolution No. 2025-02 the Fiscal Year 2025-26 member agency working capital share (see Exhibit C for detailed calculations) is shown in the table below:

Member Agency	Working Capital Share
City of Carlsbad	\$3,424,170
City of Vista	3,583,350
Buena Sanitation District	1,054,345
Vallecitos Water District	2,701,610
City of Encinitas	512,125
Leucadia Wastewater District	2,024,400
Total	\$13,300,000

Section 17. The General Manager may delegate any authority granted pursuant to this resolution.

Section 18. This resolution shall take effect upon the later of: (1) approval of this Resolution by the Encina Board of Directors; or (2) the receipt of certified copies of approving resolutions or minute orders from the governing bodies of each of the Encina member agencies.

PASSED AND ADOPTED by the Board of Directors of the Encina Wastewater Authority this 25th day of June, 2025 by the following vote:

Representative	Agency	Vote
Chair Saldana	Leucadia Wastewater District	AYE
Vice-Chair Blackburn	City of Carlsbad	AYE
Director Shin	City of Carlsbad	AYE
Alternate Knatz	City of Vista	AYE
Director O'Donnell	City of Vista	ABSENT
Alternate Knatz	Buena Sanitation District	AYE
Director O'Donnell	Buena Sanitation District	ABSENT
Director Hernandez	Vallecitos Water District	ABSENT
Director Pennock	Vallecitos Water District	AYE
Director Ehlers	City of Encinitas	AYE
Director Lyndes	City of Encinitas	AYE
Director Roesink	Leucadia Wastewater District	AYE

Rolando Saldana

Rolando Saldana (Jun 30, 2025 09:19 PDT)

Rolando Saldana, Board Chair
Encina Wastewater Authority

Jennifer Basco

Jennifer Basco (Jun 30, 2025 09:19 PDT)

Jennifer Basco, Board Secretary
Encina Wastewater Authority

Encina Wastewater Authority
Classification Plan for Fiscal Year 2025-26
Effective as of July 1, 2025

Exempt Classifications

Accounting Supervisor
Assistant General Manager
Associate Engineer
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 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
Electrical and Instrumentation Technician-In-Training
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 2025-26
Effective as of July 1, 2025

Classification	Grade	Annual	
		Range Min (\$)	Range Max (\$)
Accounting Supervisor	143	124,254	161,529
Accounting Technician I	130	64,410	83,732
Accounting Technician II	134	75,351	97,953
Administrative Assistant I	129	61,933	80,513
Administrative Assistant II	132	69,666	90,562
Assistant General Manager	149	238,946	310,626
Associate Engineer	141	107,520	139,777
Board Secretary/Executive Assistant	141	107,520	139,777
Chemist I	137	86,400	112,318
Chemist II	139	95,255	123,832
Chemist III	142	115,583	150,260
Cogeneration Specialist	140	100,019	130,024
Contract Administrator	139	95,255	123,832
Director of Environmental Compliance	148	199,124	258,857
Director of Finance	148	199,124	258,857
Director of Operations	148	199,124	258,857
Director of Technical Services	148	199,124	258,857
Electrical and Instrumentation Supervisor	143	124,254	161,529
Electrical and Instrumentation Technician	140	100,019	130,024
Electrical and Instrumentation Technician-In-Training	136	82,284	106,970
Engineer	144	133,572	173,644
Engineering Services Manager	147	165,934	215,712
Field Services Superintendent	143	124,254	161,529
General Manager	150	286,733	372,755
Human Resources Analyst	141	107,520	139,777
Human Resources Manager	146	154,358	200,663
Information Systems Analyst	143	124,254	161,529
Information Systems Manager	146	154,358	200,663
Inventory Control Technician	135	78,366	101,877
Laboratory Manager	146	154,358	200,663
Lead Mechanical Technician	141	107,520	139,777
Lead Operator	141	107,520	139,777
Maintenance Manager	146	154,358	200,663
Mechanical Technician I	136	82,284	106,970
Mechanical Technician II	138	90,717	117,933
Mechanical Technician Supervisor	143	124,254	161,529
Operations Manager	146	154,358	200,663
Operator I	135	78,366	101,877
Operator II	138	90,717	117,933
Operator-In-Training	133	72,450	94,184

Encina Wastewater Authority
Salary Schedule for Fiscal Year 2025-26
Effective as of July 1, 2025

Classification	Grade	Annual	
		Range Min (\$)	Range Max (\$)
Procurement Specialist	138	90,717	117,933
Safety & Training Manager	146	154,358	200,663
Senior Construction Manager	147	165,934	215,712
Shift Supervisor	143	124,254	161,529
Source Control Inspector I	135	78,366	101,877
Source Control Inspector II	138	90,717	117,933
Source Control Inspector III	141	107,520	139,777
Source Control Manager	146	154,358	200,663
Training and Quality Control Specialist	144	133,572	173,644

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.

Operating		FY 2025-26		EWPCF Working Capital Calculations					Remotes Working Capital Calculations								
		Operating	FY 2025-26	Divided by 12	* 2 months	Rounded up to nearest \$50k			Operating	FY 2025-26	Divided by 12	* 2 months	Rounded up to nearest \$50k				
EWPCF	\$		22,431,526						AHPS	\$	731,488	\$	60,957	\$	121,915	\$	150,000.00
SC	\$		1,390,729						BCPS	\$	702,898	\$	58,575	\$	117,150	\$	150,000.00
AHPS	\$		731,488						BVPS	\$	1,038,211	\$	86,518	\$	173,035	\$	200,000.00
BCPS	\$		702,898						CWRF	\$	2,075,864	\$	172,989	\$	345,977	\$	350,000.00
BVPS	\$		1,038,211						RBPS	\$	328,328	\$	27,361	\$	54,721	\$	100,000.00
CWRF	\$		2,075,864						Operating Subtotal	\$	4,876,789	\$	406,399	\$	812,798	\$	950,000
RBPS	\$		328,328														
	\$		28,699,044														
Capital		FY 2025-26		EWPCF Working Capital Calculations					Remotes Working Capital Calculations								
		Capital	FY 2025-26	Divided by 12	* 2 months	Rounded up to nearest \$50k			Capital	FY 2025-26	Divided by 12	* 2 months	Rounded up to nearest \$50k				
EWPCF Capital	\$		23,208,529						AHPS	\$	310,000	\$	25,833	\$	51,667	\$	100,000.00
EWPCF Carryforward	\$		15,350,352						BCPS	\$	241,500	\$	20,125	\$	40,250	\$	50,000.00
AHPS	\$		310,000						BVPS	\$	259,000	\$	21,583	\$	43,167	\$	50,000.00
BCPS	\$		241,500						CWRF	\$	235,000	\$	19,583	\$	39,167	\$	50,000.00
BVPS	\$		259,000						RBPS	\$	128,000	\$	10,667	\$	21,333	\$	50,000.00
CWRF	\$		235,000						Capital Subtotal	\$	1,173,500	\$	97,782	\$	195,563	\$	300,000
RBPS	\$		128,000														
	\$		39,732,381														
Inventory		as of May 29, 2025		EWPCF Working Capital Calculation					Remotes Total								
		Inventory	as of 3/13/2025														
Inventory	\$		1,532,527														

Notes:

- Operating budget numbers are pulled from the "Operating Budget: Expense Summary" schedule of the proposed FY 2025-26 budget.
- Capital budget numbers are pulled from the "Summary of Capital" schedule, "Remote Facilities - Acquisitions & Rehabilitation" schedule, and "EWPCF - Capital Improvements, Estimated Carry Forward" schedule of the proposed FY 2025-26 budget.
- The inventory number is pulled from the financial information system and is "as of" the date listed above.

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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

Ref: Admin.23-15494a, Page 5

- 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 26, 2023 07:01 PDT)

Joy Lyndes, Board Chair
Encina Wastewater Authority

Attest:



Jennifer Basco, Board Secretary
Encina Wastewater Authority

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