



SAN ELIJO _____
JOINT POWERS AUTHORITY

**Adopted Annual Budget
FY 2016-17**



Mission of the San Elijo Joint Powers Authority

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

Vision

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

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

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

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

Responsibility – Be accountable for one’s conduct and actions.

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

Courtesy – Be respectful, considerate, aware, and caring.

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

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

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

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

SAN ELIJO JOINT POWERS AUTHORITY

ADOPTED ANNUAL BUDGET

FISCAL YEAR 2016-17

BOARD OF DIRECTORS

CATHERINE BLAKESPEAR, CHAIRPERSON

GINGER MARSHALL, VICE CHAIRPERSON

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DAVID ZITO, MEMBER

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CHRISTOPHER A. TREES, P.E., DIRECTOR OF OPERATIONS

PAUL F. KINKEL, DIRECTOR OF FINANCE/ADMINISTRATION

MEMBER AGENCIES

CITY OF ENCINITAS
CITY OF SOLANA BEACH

2695 Manchester Avenue
Cardiff by the Sea, CA 92007

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Transmittal Letter

Honorable Chairperson and Members of the Board of Directors:

I am pleased to present the Fiscal Year (FY) 2016-17 Adopted Budget for the San Elijo Joint Powers Authority (SEJPA). The agency has been in existence for over 50 years with its origination to provide safe and reliable wastewater treatment and disposal for the coastal communities of Cardiff by the Sea and Solana Beach. The agency has evolved to become more than a leader in wastewater treatment, but an innovator in recycling water, and actively collaborating with local water agencies on water reuse technology. The San Elijo Water Reclamation Facility is an award winning facility, recognized for its dedicated personnel, commitment to safety, and recycled water program. This budget document reflects the SEJPA's commitment to providing the best value to our stakeholders by balancing each decision made using a cost, performance, and schedule criteria.

OPERATING BUDGET OVERVIEW

The SEJPA Adopted Budget for FY 2016-17 is made up of ten operational programs that are managed and operated by the SEJPA. There are no new programs for FY 2016-17; however, the SEJPA welcomes the City of Del Mar to its wastewater treatment facility. The operation and maintenance of Del Mar's 21st Pump Station was planned in the FY 2015-16 budget, but is now anticipated to begin when the City of Del Mar's wastewater is re-directed to the San Elijo Water Reclamation Facility (SEWRF). These new revenue sources provide the SEJPA an opportunity to improve operational cost effectiveness and lower future cost impacts to the participating agencies in addition to improving the financial strength of the agency.

The total increase in Operating Costs year over year is \$343,962 or 6.0%. The Wastewater Treatment and Recycled Water programs account for \$270,198 or 4.8% of the increase. Details for these increases are discussed in each program section.

Program	Adopted Budget 2015-16	Adopted Budget 2016-17	Budget Change	% Change
Wastewater Treatment	\$ 2,575,466	\$ 2,711,166	135,699	5.3%
Laboratory	442,046	468,658	26,612	6.0%
Ocean Outfall	522,957	542,096	19,139	3.7%
Cardiff Sanitary Division Pump Stations	233,397	238,545	5,148	2.2%
Encinitas Sanitary Division Pump Stations	141,734	146,544	4,811	3.4%
City of Encinitas Urban and Storm Water Services	29,209	30,236	1,027	3.5%
City of Solana Beach Pump Stations	293,275	307,098	13,824	4.7%
City of Solana Beach Generator Maintenance Services	9,137	9,245	108	1.2%
City of Del Mar Pump Station	74,981	77,277	2,296	3.1%
Recycled Water	1,363,948	1,498,447	134,499	9.9%
Total Operating Costs	\$ 5,686,151	\$ 6,029,313	\$ 343,162	6.0%

CAPITAL BUDGET OVERVIEW

The Wastewater Treatment and Ocean Outfall Capital Budgets are based on the 2015 Facility Plan recommendations and input from the SEJPA's member agencies and water district partners. The capital plan recommends \$1,029,000 for Wastewater Treatment projects, \$300,000 for the Ocean Outfall Program, and \$330,000 for the Recycled Water Program, for a combined total of \$1,659,000. The 2015 Facility Plan, which provided a comprehensive condition-evaluation of agency infrastructure, updated our Wastewater Asset Management database and reviewed current and future regulatory requirements (and their potential impacts on infrastructure needs). The 2015 Facility Plan prioritized the SEJPA's current and future capital investments in the wastewater, recycled water, and ocean outfall systems.

DEBT SERVICE OVERVIEW

The SEJPA's debt service is stable for FY 2016-17 with \$1,474,868 related to Wastewater Treatment and \$997,828 related to Recycled Water for a combined debt service of \$2,472,696. This level of debt service is relatively unchanged from FY 2014-15. This budget document does not include debt service that is being pursued to fund projects identified in the 2015 Facility Plan.

ACCOMPLISHMENTS FOR FY 2015-16 AND GOALS FOR FY 2016-17

This year, the SEJPA had several notable accomplishments. For water quality compliance, the SEJPA met all of its requirements for the NPDES ocean discharge permit. The SEJPA embraces its responsibility to protect the ocean water quality and maintaining ocean discharge permit compliance is paramount to this goal. The SEJPA also began the planning, design, and permitting for the Ocean Outfall replacement project. This is a complex project not only due to its location in an environmentally sensitive area, but requires collaboration and communication with multiple governmental agencies as well as the public.

In addition to our environmental successes, the SEJPA just finished its 16th year in a row without incurring a "lost workday" due to injury. This impressive achievement was acknowledged at both the San Diego local level and the State level by the California Water Environment Association's (CWEA) Safety Awards for first and second place respectively. The SEJPA staff is proud to be recognized by CWEA and its peers.

CWEA also recognized three SEJPA staff members with awards in their areas of expertise. The awards were given for Lab Person, Operator, and Electrical and Instrumentation person of the year. Finally, the SEJPA was recognized by WaterReuse California for its successful recycled water program and was awarded "Recycled Water Agency of the Year" for agencies of our size.

This budget also reflects the City of Del Mar sending its influent flows to the SEJPA. This new revenue source will improve service, create cost efficiencies, utilize unused capacity, absorb costs that would otherwise be incurred, and provide future rate stabilization. Furthermore, the SEJPA reduced administrative costs by outsourcing Human Resources to the Encina Wastewater Authority.

To continue our goal of providing the best value to our stakeholders, the SEJPA will continue to collaborate with our member agencies, other government agencies, and water district partners to reduce costs, gain efficiencies, expand service, and strive to become better than we are today.

Your San Elajo Joint Powers Authority team is pleased to present this adopted budget.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

Board Resolution No. 2015-08 Approving FY 2016-17 Budget**RESOLUTION NO. 2016-08****RESOLUTION APPROVING THE SAN ELIJO JOINT POWERS AUTHORITY
OPERATING AND CAPITAL IMPROVEMENT BUDGETS
FOR FISCAL YEAR 2016-17**

WHEREAS, the San Elijo Joint Powers Authority (SEJPA) General Manager has submitted for the consideration of the SEJPA Board of Directors proposed SEJPA Operating and Capital Projects Budgets for Fiscal Year 2016-17;

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

1. The Board of Directors has reviewed the proposed Operating Budgets and Capital Projects Budget and the funds included herein for the period of July 1, 2016 through June 30, 2017 and hereby finds that such budgets, as reviewed, are sound plans for the financing of required SEJPA operations and capital improvements during Fiscal Year 2016-17. Such budgets are hereby adopted.

San Elijo JPA Operations and Maintenance Fund	\$ 6,005,734
San Elijo JPA Water Reclamation Operating Fund	2,496,275
San Elijo JPA Capital Projects Fund	<u>1,659,000</u>
Total	\$ <u>10,161,009</u>

2. The Board of Directors authorizes carrying forward unexpended capital project appropriations and encumbered operating funds for the Fiscal Year 2015-16.

PASSED AND ADOPTED this 13th day of June, 2016, by the following vote:

AYES: Boardmembers: Ginger Marshall, Mark Muir, David Zito

NOES: Boardmembers:

ABSENT: Boardmembers: Catherine Blakespear

ABSTAIN: Boardmembers:



Ginger Marshall, Vice Chairperson
SEJPA Board of Directors

ATTEST:



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

Background

History

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

In 1963, the Cardiff Sanitation District and the Solana Beach Sanitation District created the SEJPA under California Government Code Section 6502. The SEJPA was formed to protect public health and the environment, and be cost effective by using economies of scale. Joint Powers Authorities (JPA's) are unique in that the JPA's authority can be distinct from the member agencies, and has its own Board of Directors. Under this newly formed entity, a water pollution control facility was built and a 4,000 foot ocean outfall was built in 1965.



Since that time the SEJPA has grown from preparing water for waste discharge into the ocean to an award winning recycle water utility that can produce more than 480 million gallons per year.

Below are important dates that have defined, impacted and given direction to the SEJPA:

- 1965 basic treatment plant & ocean outfall constructed
- 1969 Porter-Cologne Water Quality Control Act (California)
- 1972 Federal Clean Water Act (federal – NPDES Permits)
- 1982 Proposition M (local - funding for Recycled Water Facility)
- 1986 – 1992 Drought & mandatory water cutbacks
 - ✓ State shuts off water to farmers, and cut deliveries to cities by half.
 - ✓ U.S. officials cut water to farms by 75%; urban areas by up to 50%.
 - ✓ Metropolitan Water District reduced deliveries by 31%.
- 1991 SEJPA Wastewater treatment upgraded (Clean Water Act Compliance)

As a result of the 1986-1992 drought and water reductions by the Metropolitan Water District, the agency developed a strategy to take pressure off the potable water supply by investing in a new recycled water utility. The yearly milestones are shown below:

- 1991-1998 Planning, design, permitting, & financing recycled water
- 1998-2000 Construction of recycled water utility
- 2000 Recycled water utility – Health Department certification completed & system became operational
- 2004 SEJPA delivered 1 billion gallons of recycled water since inception
- 2010 North San Diego Water Reuse Coalition
- 2013 Advanced water purification – completed & operational
- 2014 Small scale storm water capture, treatment, and recycling – commenced
- 2014 SEJPA delivered 5 billion gallons of recycled water since inception

Our focus is on how the SEJPA can provide:

- A highly efficient and reliable water treatment facility and
- A viable and sustainable water supply to the local community now, and in the future.



Encinitas Ranch Golf Course, Par 3, Hole #17
Reservoir filled with San Elijo Joint Powers Authority's Recycled Water

Fund Summary

	Wastewater Services	Recycled Water	State Revolving Fund Debt Reserve	Capital Projects	Total
Revenues					
Operating	\$ 4,491,248	\$ 2,821,001	\$ -	\$ -	\$ 7,312,249
Capital	-	-	-	1,329,000	1,329,000
Debt	1,474,868	-	-	-	1,474,868
Other	39,618	6,200	-	-	45,818
Total Revenues	<u>6,005,734</u>	<u>2,827,201</u>	<u>-</u>	<u>1,329,000</u>	<u>10,161,935</u>
Expenses					
Operating	4,530,866	1,498,447	-	-	6,029,313
Capital	-	330,000	-	1,450,000	1,780,000
Debt Service	1,474,868	997,828	-	-	2,472,696
Total Expenses	<u>6,005,734</u>	<u>2,826,275</u>	<u>-</u>	<u>1,450,000</u>	<u>10,282,009</u>
Increase/(Decrease)	-	926	-	(121,000)	(120,074)
Fund Balance Beginning of the Year	874,216	741,722	630,000	4,838,818	7,084,756
Fund Balance End of the Year	<u>\$ 874,216</u>	<u>\$ 742,648</u>	<u>\$ 630,000</u>	<u>\$ 4,717,818</u>	<u>\$ 6,964,682</u>

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

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

Capital Projects includes projects for Preliminary Treatment Upgrades, Building Program, Biosolids Treatment Upgrades, Energy Efficiency Improvements, Hydraulic Management, Digester Rehabilitation, Land Outfall Replacement, Ocean Outfall Re-ballast, and other Miscellaneous Projects.

Revenue Summary

Revenue Source	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
City of Encinitas	\$ 2,809,482	\$ 2,786,288	\$ 2,970,694	\$ 2,991,526	\$ 2,917,416
City of Solana Beach	2,659,845	2,759,543	2,803,320	2,881,168	2,754,979
City of Del Mar				74,981	611,294
Rancho Santa Fe CSD	319,513	361,955	364,030	376,569	278,905
City of Escondido	560,744	574,686	678,213	703,709	705,224
Laboratory Services	28,995	27,226	27,226	27,226	27,300
Recycled Water	3,300,680	2,634,527	2,380,836	2,593,403	2,821,001
T-Mobile Cell Site Lease	24,359	25,089	25,089	25,842	26,617
Other Revenue	7,383	4,421	1,000	1,000	1,000
Interest on Wastewater Operations	4,526	12,259	12,013	10,000	12,000
Interest on Water Reclamation	14,154	10,477	7,500	5,600	6,200
Total Revenue Sources	\$ 9,729,681	\$ 9,196,470	\$ 9,269,921	\$ 9,691,024	\$ 10,161,936

Revenue by Source

Basis for Revenue by Source

- Wastewater treatment costs are based on the 2015 calendar year average influent flows for City of Encinitas (Encinitas), City of Solana Beach (Solana Beach), and the Rancho Santa Fe Community Services District (RSFCSD). The City of Del Mar influent flows have been estimated based on projected flows because Del Mar is new to the SEJPA for FY 2016-17, and the timing of the connection is based on the completion of the ongoing construction.
- The RSFCSD Rental Credit is based on a capacity use agreement between Encinitas, Solana Beach, and RSFCSD. This revenue has been modified to remove the 33% premium in anticipation of a new agreement to extend wastewater treatment and ocean disposal services for an additional 20 years.
- Laboratory Services are calculated based on the 2015 calendar year average influent flows after outside laboratory services are subtracted.
- Outfall costs are based on the 2015 calendar year average effluent flows with the exception of the City of Del Mar which is based on projected flows because Del Mar is new to the SEJPA for FY 2016-17, and the timing of the connection has not been established.
- Cardiff Sanitary Division and Encinitas Sanitary Division are solely supported by the City of Encinitas.
- Capital projects are based on owned/leased capacity for both the Wastewater Treatment and the Ocean Outfall.

Below is a table of the calendar year 2015 average daily influent and effluent, and owned/leased capacity for each member and government agency:

Entity	Millions of Gallons Per Day (MGD)			
	Influent	Effluent	Capacity	Outfall Capacity
City of Encinitas	1.249	0.599	2.200	2.250
City of Solana Beach	1.114	0.534	2.200	2.250
Rancho Santa Fe CSD's	0.115	0.055	0.250	0.250
City of Del Mar	0.360	0.173	0.600	0.600
City of Escondido	-	8.621	-	20.150
Total	2.837	9.982	5.250	25.500

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

City of Encinitas – Revenue Detail

Revenue Source	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Wastewater Treatment	\$ 1,200,866	\$ 1,174,014	\$ 1,248,335	\$ 1,242,251	\$ 1,193,665
Interest Income Credit	(2,283)	(6,146)	(6,006)	(5,000)	(6,000)
RSF CSD Credit	(64,496)	(64,496)	(64,496)	(64,496)	(48,372)
T-Mobile License Income	(12,179)	(12,546)	(12,545)	(12,921)	(13,309)
Other Income Credit	(5,407)	(2,323)	(501)	(500)	(501)
Total Wastewater Revenue	<u>1,116,502</u>	<u>1,088,504</u>	<u>1,164,787</u>	<u>1,159,334</u>	<u>1,125,483</u>
Laboratory Services	183,990	176,636	208,411	204,054	194,320
Ocean Outfall	26,881	25,990	30,657	27,813	32,534
Cardiff Sanitary Division Pump Stations	171,045	187,538	212,495	233,397	238,545
Encinitas Sanitary Division Pump Station	115,964	134,895	130,105	141,734	146,544
Encinitas Urban and Storm Water Services	24,005	26,380	28,253	29,209	30,236
2011 Revenue Bonds	694,904	694,442	691,225	691,225	692,081
Capital Projects	476,190	451,903	504,761	504,761	457,673
Total Revenue	<u>\$ 2,809,482</u>	<u>\$ 2,786,288</u>	<u>\$ 2,970,694</u>	<u>\$ 2,991,526</u>	<u>\$ 2,917,416</u>

City of Solana Beach – Revenue Detail

Revenue Source	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Wastewater Treatment	\$ 1,076,676	\$ 1,145,262	\$ 1,110,346	\$ 1,158,981	\$ 1,064,114
Interest Income Credit	(2,283)	(6,146)	(6,006)	(5,000)	(6,000)
RSF CSD Credit	(64,496)	(64,496)	(64,496)	(64,496)	(48,372)
T-Mobile License Income	(12,179)	(12,546)	(12,545)	(12,921)	(13,309)
Other Income Credit	(5,407)	(2,323)	(501)	(500)	(501)
Total Wastewater Revenue	992,311	1,059,752	1,026,799	1,076,064	995,932
Laboratory Services	155,442	172,395	185,792	190,642	173,230
Ocean Outfall	21,347	25,163	27,339	25,696	29,013
Solana Beach Pump Stations	224,807	256,693	259,858	287,065	299,342
Solana Beach Urban and Storm Water Services	3,834	7,073	9,029	6,210	7,756
Solana Beach Generator Maintenance Services	-	1,140	8,150	9,137	9,245
2011 Revenue Bonds	785,914	785,425	781,593	781,593	782,787
Capital Projects	476,190	451,903	504,761	504,761	457,673
Total Revenue	<u>\$ 2,659,845</u>	<u>\$ 2,759,543</u>	<u>\$ 2,803,320</u>	<u>\$ 2,881,168</u>	<u>\$ 2,754,979</u>

City of Del Mar – Revenue Detail

Revenue Source	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Wastewater Treatment				\$ -	\$ 343,982
Laboratory Services					55,998
Ocean Outfall					9,379
Del Mar Pump Station				74,981	77,277
Capital Projects					124,658
Total Revenue				<u>\$ 74,981</u>	<u>\$ 611,294</u>

Rancho Santa Fe Community Services District – Revenue Detail

Revenue Source	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Wastewater Treatment	\$ 122,191	\$ 167,300	\$ 162,686	\$ 174,235	\$ 109,405
Laboratory Services	18,360	17,808	19,102	20,124	17,810
Ocean Outfall	2,698	2,661	2,832	2,798	3,005
1991 Capital Upgrade	128,992	128,992	128,992	128,992	96,744
Capital Projects	47,272	45,194	50,418	50,420	51,940
Total Revenue	<u>\$ 319,513</u>	<u>\$ 361,955</u>	<u>\$ 364,030</u>	<u>\$ 376,569</u>	<u>\$ 278,905</u>

City of Escondido – Revenue Detail

Revenue Source	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Ocean Outfall	\$ 402,744	\$ 416,686	\$ 441,154	\$ 466,650	\$ 468,165
Capital Projects	158,000	158,000	237,059	237,059	237,059
Total Revenue	<u>\$ 560,744</u>	<u>\$ 574,686</u>	<u>\$ 678,213</u>	<u>\$ 703,709</u>	<u>\$ 705,224</u>

Laboratory Services-Revenue Detail

Revenue Source	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Del Mar	\$ -	\$ -	\$ -	\$ -	\$ -
Fairbanks Ranch	\$ 6,901	\$ 6,901	\$ 6,901	\$ 6,901	\$ 7,000
Rancho Santa Fe CSD 1	8,523	8,523	8,523	8,523	8,500
Santa Fe Valley	3,382	3,382	3,382	3,382	3,400
Solana Beach	1,769	-	-	-	-
Whispering Palms	8,420	8,420	8,420	8,420	8,400
Total Revenue	<u>\$ 28,995</u>	<u>\$ 27,226</u>	<u>\$ 27,226</u>	<u>\$ 27,226</u>	<u>\$ 27,300</u>

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

Recycled Water – Revenue Detail

Revenue Source	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Santa Fe Irrigation District	\$ 738,004	\$ 724,137	\$ 687,492	\$ 732,240	\$ 707,344
San Dieguito Water District	511,011	527,789	542,400	583,080	589,453
City of Del Mar	217,622	171,062	166,788	176,280	179,643
Encinitas Ranch Golf Course	214,988	225,736	237,024	237,023	248,875
Olivenhain Municipal Water District	173,190	184,389	131,532	176,280	217,536
Total Customers	<u>1,854,815</u>	<u>1,833,113</u>	<u>1,765,236</u>	<u>1,904,903</u>	<u>1,942,851</u>
MWD/CWA Subsidies	653,940	702,675	615,600	688,500	678,150
IRWM Grant	791,925	98,739	-	-	200,000
Total Revenue	<u>\$ 3,300,680</u>	<u>\$ 2,634,527</u>	<u>\$ 2,380,836</u>	<u>\$ 2,593,403</u>	<u>\$ 2,821,001</u>

MWD is the Metropolitan Water District of Southern California.

CWA is the San Diego County Water Authority.

IRWM is Integrated Regional Water Management. IRWM is a collaborative effort to manage all aspects of water resources in a region.

Cost Summary

	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Operating Cost					
Personnel	\$ 2,568,426	\$ 2,741,235	\$ 2,859,156	\$ 2,898,444	\$ 2,955,207
Supplies and Services	2,203,430	2,327,728	2,546,979	2,623,307	2,883,406
Capital Outlay	170,313	64,770	50,505	34,500	51,500
Contingency	-	-	-	129,900	139,200
Total Operating Cost	4,942,169	5,133,732	5,456,639	5,686,151	6,029,313
Capital Costs	1,098,000	1,257,000	1,597,000	1,597,000	1,659,000
Debt Service					
State Revolving Fund	834,675	834,675	834,675	834,675	834,675
2011 Refunding Bonds	1,480,867	1,479,867	1,472,818	1,472,818	1,474,868
Advanced Water Purification	148,153	148,153	148,153	148,153	148,153
SFID Pipeline Loan	13,500	13,359	15,000	15,000	15,000
Total Debt Service	2,477,195	2,476,054	2,470,646	2,470,646	2,472,696
Total Costs	<u>\$ 8,517,364</u>	<u>\$ 8,866,786</u>	<u>\$ 9,524,285</u>	<u>\$ 9,753,797</u>	<u>\$ 10,161,009</u>

Cost Detail

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17	% Change
Personnel						
Direct Salaries and Wages	\$ 1,895,020	\$ 1,902,259	\$ 2,051,504	\$ 2,096,592	\$ 2,084,932	-0.6%
FICA Tax	-	1,617	-	-	-	
Medicare Tax	27,919	28,336	29,581	28,933	28,775	-0.5%
State Unemployment Tax	7,928	7,109	7,109	9,114	9,114	0.0%
Standby Pay	13,300	13,182	14,552	13,781	14,318	3.9%
Overtime Pay	32,421	36,846	36,822	43,397	43,620	0.5%
Dental/Vision	21,310	18,250	20,098	20,140	15,967	-20.7%
Employee Assistance Program	3,812	3,812	3,963	4,101	4,101	0.0%
Life Insurance/Disability	11,880	11,609	12,824	15,492	16,384	5.8%
Workers Comp. Insurance	32,371	31,701	34,820	37,227	39,108	5.1%
Medical Insurance - Pers	190,533	212,832	235,738	247,197	266,254	7.7%
Retirement Plan - PERS	257,414	394,023	328,098	290,344	335,065	15.4%
Deferred Comp-employer	65,466	67,403	72,281	78,861	83,397	5.8%
Uniforms - Boots	1,318	1,443	1,172	3,848	3,674	-4.5%
Payroll Processing Fees	7,846	8,401	7,947	5,400	7,998	48.1%
Other Personnel Costs	(113)	2,412	2,647	4,017	2,500	-37.8%
	<u>2,568,426</u>	<u>2,741,235</u>	<u>2,859,156</u>	<u>2,898,444</u>	<u>2,955,207</u>	<u>2.0%</u>
Supplies and Services						
Advertising	1,371	1,360	1,000	1,000	1,010	1.0%
Bank Service Charges	2,134	291	3,000	3,000	3,000	0.0%
Board Expense	133	393	297	300	300	0.0%
Dedication Ceremony	244	-	1,989	-	-	
Dues & Memberships	30,789	24,160	19,182	19,630	19,490	-0.7%
Equipment Rental/Lease	29,315	10,173	8,677	9,600	9,400	-2.1%
Fees - Disposal	908	1,770	2,000	2,000	2,000	0.0%
Fees - Permits	52,711	60,004	59,388	68,100	60,600	-11.0%
Fees - Purveyor Admin	22,929	-	-	-	-	
Fuel	14,370	11,346	27,812	31,628	23,721	-25.0%
Insurance - Liability	32,613	31,770	35,790	36,650	39,563	7.9%
Insurance - Property	25,330	24,506	24,035	24,500	26,338	7.5%
Licenses	21,331	19,563	31,682	23,640	25,125	6.3%
Services - Construction	-	-	23,500	-	-	
Miscellaneous	-	-	-	-	-	
Minor Equip - Shop & Field	10,571	8,068	7,463	7,321	7,467	2.0%
Postage/Shipping	2,691	1,835	2,232	2,312	2,315	0.1%
Preemployment Screening	209	290	464	600	625	4.2%
Printing	1,472	1,709	1,490	1,694	2,040	20.4%
Rent	67,720	66,235	44,718	59,694	71,338	19.5%
Repair Parts Expense	126,135	163,390	169,315	174,350	177,937	2.1%
Retrofit Expenses	-	-	-	10,000	10,000	0.0%
Seminars/Education	2,621	8,123	16,540	21,000	21,420	2.0%
Services - Accounting	24,270	17,150	20,400	22,000	22,440	2.0%
Services - Alarm	7,299	6,617	4,620	9,000	9,000	0.0%
Services - Biosolids Hauling	144,706	171,675	164,541	165,528	175,000	5.7%

Cost detail continued on next page

Cost Detail Continued

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17	% Change
Services - Engineering	98,638	150,887	107,746	160,000	246,768	54.2%
Services - Grease & Scum	16,645	21,403	27,604	28,855	30,420	5.4%
Services - Grit & Screenings	10,876	15,757	17,816	18,250	20,500	12.3%
Services - Janitorial	10,592	10,592	11,883	12,000	12,500	4.2%
Services - Laboratory	14,941	22,310	30,820	30,200	31,200	3.3%
Services - Landscape	27,955	24,485	32,270	28,800	39,000	35.4%
Services - Legal	24,227	45,679	49,522	52,160	64,260	23.2%
Services - Lobbying	29,978	14,555	15,000	16,000	16,000	0.0%
Services - Maintenance	55,489	44,960	47,382	61,477	71,057	15.6%
Services - Medical	1,755	4,485	1,023	2,000	2,013	0.7%
Services - Other	186	35	13,724	14,150	14,150	0.0%
Services - Professional	19,007	86,287	83,053	54,733	58,743	7.3%
Services - Temp	32,410	27,499	38,781	27,000	28,500	5.6%
Services - IT/GIS Support	24,200	35,551	57,812	31,000	31,700	2.3%
Service - EWA Support	-	-	20,833	-	39,999	
Services - Contractors	198,368	90,548	141,136	140,000	142,000	1.4%
Services - Testing	1,133	550	5,715	6,190	6,190	0.0%
Services - Uniforms	6,554	8,199	8,188	6,760	7,977	18.0%
Subsistence - Meals	1,289	1,628	1,022	2,725	2,725	0.0%
Subsistence - Travel/Rm & Bd	4,089	3,731	7,845	8,525	8,525	0.0%
Supplies - Chem - Ferrous Chlo	53,633	45,721	55,800	56,700	57,816	2.0%
Supplies - Chem - Odor	17,411	17,196	18,933	19,230	21,125	9.9%
Supplies - Chem - Polymer	57,132	68,558	59,932	57,484	59,508	3.5%
Supplies - Chem - Sodium Hypo	39,123	44,561	57,485	57,778	58,185	0.7%
Supplies - Chemicals	27,497	24,702	30,587	34,720	38,550	11.0%
Supplies - Janitorial	2,672	2,618	2,434	2,700	2,900	7.4%
Supplies - Lab	23,811	18,045	19,552	18,800	20,800	10.6%
Supplies - Office	9,141	13,420	14,691	10,500	10,600	1.0%
Supplies - Safety	5,831	9,680	9,859	3,993	3,699	-7.4%
Supplies - Shop & Field	10,983	9,669	17,621	17,960	19,060	6.1%
Training	2,870	6,663	3,010	6,000	6,120	2.0%
Training - Safety	4,592	10,210	6,949	10,635	10,848	2.0%
Utilities - Gas & Electric	620,368	656,392	706,874	776,628	828,984	6.7%
Utilities - Internet	4,693	4,592	3,391	6,949	6,261	-9.9%
Utilities - Telephone	19,467	23,466	29,549	20,700	20,586	-0.6%
Utilities - Trash	3,941	2,776	2,832	3,125	3,350	7.2%
Utilities - Water	85,010	112,728	96,188	102,071	107,071	4.9%
Utilities - Water (Suppl.)	10,036	11,667	11,853	10,824	11,000	1.6%
Vehicle Maintenance	5,017	5,499	10,129	12,138	12,588	3.7%
	<u>2,203,430</u>	<u>2,327,728</u>	<u>2,546,979</u>	<u>2,623,307</u>	<u>2,883,406</u>	<u>9.9%</u>
Capital Outlay	170,313	64,770	50,505	34,500	51,500	49.3%
Contingency	-	-	-	129,900	139,200	7.2%
Total Operating Cost	<u>\$ 4,942,169</u>	<u>\$ 5,133,732</u>	<u>\$ 5,456,639</u>	<u>\$ 5,686,151</u>	<u>\$ 6,029,313</u>	<u>6.0%</u>

Cost Detail by Program



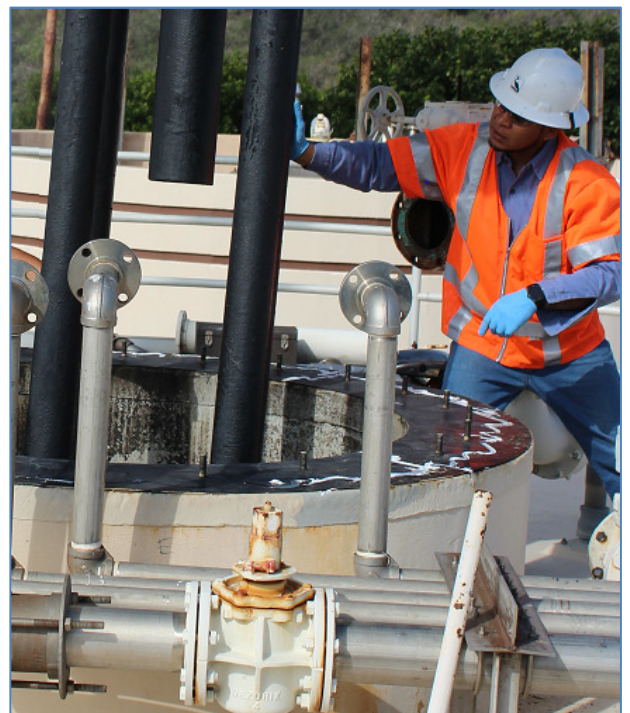
Headworks Repair



Crane Safety Supervision



Ocean Shore Sampling



Digester Cleaning

Staff Allocation

Staff time is budgeted based on estimates of actual time required by each program. Actual program staff time is recorded daily. Administrative time is allocated to all programs.

Below is a table showing the percentages of direct labor for each program by fiscal year:

Program	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Wastewater Treatment	46.6%	44.6%	43.8%	43.3%	42.7%
Laboratory	13.6%	14.3%	13.4%	13.4%	13.7%
Ocean Outfall	9.1%	10.0%	9.7%	9.7%	9.8%
Cardiff Sanitation District Pump Stations	4.3%	4.3%	5.0%	5.1%	5.0%
Encinitas Sanitation District Pump Station	1.9%	1.9%	2.1%	2.2%	2.2%
Encinitas Urban and Storm Water Services	0.8%	0.7%	0.7%	0.7%	0.7%
Solana Beach Pump Stations	5.2%	5.8%	5.7%	5.6%	5.7%
Solana Beach Urban and Storm Water Services	0.0%	0.0%	0.2%	0.2%	0.2%
Del Mar Pump Station	0.0%	0.0%	0.0%	2.0%	2.1%
Recycled Water	18.5%	18.4%	19.3%	17.7%	17.9%
Total	100.0%	100.0%	100.0%	100.0%	100.0%

Wastewater Treatment

PROGRAM DESCRIPTION

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

2015-16 ESTIMATED ACTUAL EXPENDITURES

Wastewater treatment operations are projected to end the year approximately 2.1%, or roughly \$54,098 under budget. Major components of the wastewater treatment budget include personnel, insurances, chemicals, repair and maintenance parts, professional services, utilities, waste hauling and disposal, and capital outlay. The following tables show the budgets and estimated expenditures by classification.

Personnel costs for this program are forecast to be at budget this year. Direct Salaries and Wages, Overtime, Medical Insurance, and Deferred Compensation were under budget; however, these cost savings were offset by cost increases in employee retirement plans.

Non-personnel costs, including supplies and services, are expected to be \$21,224 above budget. This is due to a combination of multiple variances consisting of the following:

Operating Cost	Difference to Budget	Explanation
Services – Landscape	\$ 5,325	Fire hazard vegetation clearing
Services – Legal	-9,980	Lower than planned expense
Services – Temp	11,890	Higher than planned expense
Services – IT/GIS Support	12,456	Cyber Security for SCADA
Service – EWA Support	8,372	Outsourcing to Encina Wastewater
Utilities – Gas & Electric	-28,235	Lower than planned electrical usage
Utilities – Water	20,876	Increase in water rates due to the drought
All other accounts	520	
Net Supplies & Services	\$ 21,224	

Capital Outlay of \$13,000 is not expected to be spent, and Contingency in the amount of \$61,600 will offset the \$21,224 overage.

2016-17 ADOPTED BUDGET

Overall, the Wastewater Treatment operating budget is proposed to increase by \$135,699, or 5.3%, from the prior year's budget. The primary driver is the expectation of increased wastewater flows by approximately 15% with the initiation of wastewater service to the City of Del Mar. FY 2016-17 is the first year of a twenty year agreement with the City of Del Mar for wastewater treatment and disposal services. Personnel costs will increase by approximately \$15,804 or 1.2%. Supplies and Services are expected to increase \$99,646 or 8.1% primarily due to \$9,472 of planned increase in Services – Biosolids Hauling, \$21,768 for Services Engineering for process improvements, \$10,000 for Landscape Services, \$7,530 for Services-Maintenance, \$18,251 for outsourcing to Encina Wastewater Authority for Human Resources (EWA HR) support, and an anticipated increase of \$17,400 in Utilities for electric.

Contingency funding has been set at \$66,600 which is approximately 5% of the budgeted supplies and services costs. This provides funding for unforeseen events impacting the wastewater program.

Wastewater Treatment Cost Summary

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel	\$ 1,217,999	\$ 1,259,781	\$ 1,267,522	\$ 1,268,245	\$ 1,284,048
Supplies and Services	1,030,429	1,183,752	1,253,846	1,232,621	1,332,267
Capital Outlay	159,850	14,067	-	13,000	28,250
Contingency	-	-	-	61,600	66,600
Total Operating Cost	<u>2,408,278</u>	<u>2,457,601</u>	<u>2,521,368</u>	<u>2,575,466</u>	<u>2,711,166</u>
Capital Costs	858,000	907,000	997,000	997,000	1,029,000
Debt Service					
2011 Refunding Bonds	1,480,867	1,479,867	1,472,818	1,472,818	1,474,868
Total Debt Service	<u>1,480,867</u>	<u>1,479,867</u>	<u>1,472,818</u>	<u>1,472,818</u>	<u>1,474,868</u>
Total Costs	<u>\$ 4,747,145</u>	<u>\$ 4,844,468</u>	<u>\$ 4,991,186</u>	<u>\$ 5,045,284</u>	<u>\$ 5,215,034</u>

Wastewater Treatment Operating Cost Detail

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel					
Direct Salaries and Wages	\$ 882,569	\$ 847,655	\$ 898,080	\$ 907,000	\$ 889,761
FICA Tax	-	687	-	-	-
Medicare Tax	13,005	12,679	13,098	13,229	13,128
State Unemployment Tax	4,074	3,428	3,428	4,167	4,158
Standby Pay	7,856	7,304	7,893	8,025	8,113
Overtime Pay	12,685	17,237	10,544	12,735	15,524
Dental/Vision	10,861	8,573	9,384	9,208	7,286
Employee Assistance Program	1,963	1,819	1,908	1,875	1,871
Life Insurance/Disability	6,118	5,543	5,987	7,084	7,475
Workers Comp. Insurance	16,671	16,326	15,635	17,020	17,845
Medical Insurance - Pers	96,457	101,551	110,318	113,026	121,485
Retirement Plan - PERS	132,568	201,619	153,541	132,752	152,882
Deferred Comp-employer	29,385	29,605	32,131	36,059	38,052
Uniforms - Boots	609	615	547	1,760	1,677
Payroll Processing Fees	4,041	3,990	3,711	2,469	3,650
Other Personnel Costs	(863)	1,150	1,318	1,836	1,141
	<u>1,217,999</u>	<u>1,259,781</u>	<u>1,267,522</u>	<u>1,268,245</u>	<u>1,284,048</u>
Supplies and Services					
Advertising	699	1,011	600	600	600
Bank Service Charges	2,122	291	2,000	2,000	2,000
Board Expense	131	393	197	200	200
Dues & Memberships	14,325	16,571	11,899	15,725	15,725
Equipment Rental/Lease	25,212	9,424	5,400	6,000	5,800
Fees - Disposal	908	1,770	2,000	2,000	2,000
Fees - Permits	29,277	33,453	32,000	32,000	32,000
Fuel	6,734	4,787	19,199	19,600	14,700
Insurance - Liability	16,307	15,885	17,500	18,000	19,350
Insurance - Property	12,665	12,253	12,018	12,250	13,169
Licenses	10,216	7,449	10,343	7,662	7,750
Minor Equip - Shop & Field	5,041	4,454	4,867	3,300	3,366
Miscellaneous	-	-	-	-	-
Postage/Shipping	2,198	1,425	1,673	1,700	1,700
Preemployment Screening	107	137	200	276	300
Printing	1,016	1,016	1,155	1,250	1,250
Rent	936	1,246	1,100	1,100	1,500
Repair Parts Expense	60,466	113,735	88,738	90,000	91,800
Seminars/Education	1,387	3,300	9,505	13,500	13,770
Services - Accounting	18,203	12,863	15,300	16,000	16,320
Services - Alarm	1,360	1,375	1,130	1,600	1,600

Cost detail continued on next page

Wastewater Treatment Operating Cost Detail Continued

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Services - Biosolids Hauling	144,706	171,675	164,541	165,528	175,000
Services - Engineering	29,792	56,160	33,927	35,000	56,768
Services - Grease & Scum	13,819	17,499	25,064	25,255	26,820
Services - Grit & Screenings	5,939	5,939	7,000	7,750	8,000
Services - Janitorial	10,592	10,592	11,883	12,000	12,500
Services - Laboratory	837	576	1,400	1,500	1,500
Services - Landscape	20,942	18,634	26,825	21,500	31,500
Services - Legal	21,488	39,720	28,020	38,000	40,000
Services - Maintenance	22,786	20,092	21,860	22,000	29,530
Services - Medical	986	2,087	478	947	950
Services - Other	19	17	10,511	10,650	10,650
Services - Professional	5,244	28,820	15,349	13,150	13,150
Services - Temp	24,679	13,750	19,390	7,500	9,000
Services - IT/GIS Support	5,620	13,051	25,755	13,299	14,000
Service - EWA Support	-	-	8,372	-	18,251
Services - Contractors	34,240	20,312	73,257	75,000	75,000
Services - Testing	-	550	3,000	3,000	3,000
Services - Uniforms	3,375	3,894	3,823	2,900	3,900
Subsistence - Meals	856	1,371	920	1,500	1,500
Subsistence - Travel/Rm & Bd	2,580	2,273	5,462	6,000	6,000
Supplies - Chem - Ferrous Chlo	53,633	45,721	55,800	56,700	57,816
Supplies - Chem - Odor	14,200	14,792	16,381	16,425	16,790
Supplies - Chem - Polymer	57,132	68,558	57,132	54,604	55,188
Supplies - Chem - Sodium Hypo	-	-	2,900	2,925	2,925
Supplies - Chemicals	5,631	2,090	3,346	5,000	5,000
Supplies - Janitorial	2,672	2,618	2,434	2,700	2,700
Supplies - Lab	1,779	2,212	2,309	2,300	2,300
Supplies - Office	8,897	13,301	13,763	9,650	9,750
Supplies - Safety	2,994	6,293	6,425	1,863	1,900
Supplies - Shop & Field	7,006	8,003	13,639	14,000	15,000
Training	1,478	3,206	1,405	2,574	2,626
Training - Safety	3,035	4,836	4,093	4,563	4,654
Utilities - Gas & Electric	214,316	216,659	232,765	261,000	278,400
Utilities - Internet	2,474	2,187	1,596	3,000	1,800
Utilities - Telephone	10,033	10,905	16,962	9,500	9,500
Utilities - Trash	3,770	2,776	2,832	3,025	3,250
Utilities - Water	80,345	107,366	90,876	70,000	75,000
Vehicle Maintenance	3,226	2,383	5,530	5,550	5,750
	<u>1,030,429</u>	<u>1,183,752</u>	<u>1,253,846</u>	<u>1,232,621</u>	<u>1,332,267</u>
Capital Outlay	159,850	14,067	-	13,000	28,250
Contingency	-	-	-	61,600	66,600
Total Operating Cost	<u>\$ 2,408,278</u>	<u>\$ 2,457,601</u>	<u>\$ 2,521,368</u>	<u>\$ 2,575,466</u>	<u>\$ 2,711,166</u>

Laboratory Services

PROGRAM DESCRIPTION

The laboratory located at the San Elijo Water Reclamation Facility provides analytical laboratory services for the SEJPA's wastewater and recycled water programs as well as to other entities through contract agreements. For the Fiscal Year 2016-17, contract agreements include the Fairbanks Ranch Community Services District, the Rancho Santa Fe Community Services District, the Santa Fe Valley Community Services District, and the Whispering Palms Community Services District.

2015-16 ESTIMATED ACTUAL EXPENDITURES

Laboratory services are expected to be approximately \$1,515 under budget. Personnel expenses are expected to be \$1,641 under budget. Supplies and Services are estimated to exceed budget by \$3,626; however, Contingency will cover this excess.

2016-17 ADOPTED BUDGET

The laboratory services budget for Fiscal Year 2016-17 will be \$26,812 or 6.0% higher than last year's budgeted level. Personnel expense accounts for \$13,579 of this increase. \$5,454 is attributed to the EWA HR support allocation. The replacement of a Desiccator costing approximately \$3,300 is included in the Capital Outlay budget. Desiccators are sealable enclosures containing desiccants used for preserving moisture-sensitive items

Contingency funding has been set at \$4,200, which is approximately 7% of the budgeted supplies and services expense.

STAFF ALLOCATION

Staff time is budgeted based on estimates of actual time required. Actual charges for staff time are recorded daily based on time spent providing laboratory services. Administrative time is allocated to all programs based on the estimates of personnel for each program.

Laboratory Cost Summary

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel	\$ 343,340	\$ 372,425	\$ 384,141	\$ 385,782	\$ 399,361
Supplies and Services	39,467	42,142	53,890	50,264	59,297
Capital Outlay	10,463	11,880	2,500	2,500	5,800
Contingency	-	-	-	3,500	4,200
Total Operating Cost	<u>\$ 393,269</u>	<u>\$ 426,447</u>	<u>\$ 440,531</u>	<u>\$ 442,046</u>	<u>\$ 468,658</u>

Laboratory Operating Cost Detail

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel					
Direct Salaries and Wages	\$ 258,210	\$ 271,596	\$ 275,526	\$ 281,987	\$ 286,049
FICA Tax	-	210	-	-	-
Medicare Tax	3,737	3,969	4,049	3,945	3,923
State Unemployment Tax	1,064	934	934	1,243	1,243
Standby Pay	17	(45)	-	-	-
Overtime Pay	1,625	1,624	3,217	2,255	2,545
Dental/Vision	2,801	2,566	2,798	2,746	2,177
Employee Assistance Program	496	528	522	559	559
Life Insurance/Disability	1,544	1,608	1,785	2,113	2,234
Workers Comp. Insurance	4,208	4,121	5,048	5,076	5,333
Medical Insurance - Pers	25,499	29,502	32,833	33,707	36,305
Retirement Plan - PERS	33,464	44,278	45,695	39,590	45,688
Deferred Comp-employer	9,132	9,705	9,977	10,753	11,372
Uniforms - Boots	290	327	163	525	501
Payroll Processing Fees	1,020	1,169	1,106	736	1,091
Other Personnel Costs	232	334	487	547	341
	<u>343,340</u>	<u>372,425</u>	<u>384,141</u>	<u>385,782</u>	<u>399,361</u>

Cost detail continued on next page

Laboratory Operating Cost Detail Continued

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Supplies and Services					
Advertising	114	-	-	-	-
Dues & Memberships	1,994	574	255	600	600
Equipment Rental/Lease	-	-	-	-	-
Fuel	-	182	278	500	375
Insurance - Liability	-	-	80	-	80
Licenses	3,987	3,075	3,251	3,251	3,251
Minor Equip - Shop & Field	3,385	-	990	1,000	1,020
Postage/Shipping	270	340	364	400	400
Preemployment Screening	27	40	80	85	85
Printing	18	266	-	25	275
Rent	-	-	25	25	25
Repair Parts Expense	2,316	329	2,373	2,500	2,550
Seminars/Education	-	2,618	2,204	3,000	3,060
Services - Engineering	-	-	-	-	-
Services - Laboratory	12,916	14,635	15,807	15,000	16,000
Services - Legal	170	-	-	-	-
Services - Maintenance	1,197	804	236	2,575	2,575
Services - Medical	206	614	142	279	279
Services - Other	4	5	2,003	2,000	2,000
Services - Professional	747	436	769	1,000	1,000
Service - EWA Support	-	-	2,809	-	5,454
Services - Testing	100	-	100	100	100
Services - Uniforms	852	1,141	1,140	876	876
Services - IT/GIS Support	1,040	3,841	7,679	4,017	4,017
Subsistence - Meals	14	53	17	250	250
Subsistence - Travel/Rm & Bd	-	79	465	500	500
Supplies - Lab	7,871	8,083	7,964	5,500	7,500
Supplies - Office	39	81	374	350	350
Supplies - Safety	48	50	142	466	466
Supplies - Shop & Field	76	85	210	500	500
Supplies - Janitorial	-	-	-	-	200
Training	373	916	419	777	793
Training - Safety	417	1,423	755	1,378	1,406
Utilities - Internet	507	465	476	650	650
Utilities - Telephone	779	1,475	1,482	1,160	1,160
Vehicle Maintenance	0	532	1,000	1,500	1,500
	<u>39,467</u>	<u>42,142</u>	<u>53,890</u>	<u>50,264</u>	<u>59,297</u>
Capital Outlay	10,463	11,880	2,500	2,500	5,800
Contingency	-	-	-	3,500	4,200
Total Operating Cost	<u>\$ 393,269</u>	<u>\$ 426,447</u>	<u>\$ 440,531</u>	<u>\$ 442,046</u>	<u>\$ 468,658</u>

Ocean Outfall

PROGRAM DESCRIPTION

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

2015-16 ESTIMATED ACTUAL EXPENDITURES

The Ocean Outfall Program is expected to be approximately \$20,976 under budget this year. Personnel costs are projected to be approximately at budget. The Supplies and Services are estimated to be under budget by \$5,092. Capital Outlay is forecasted to be at about budget. Contingency funding of \$15,500 is not planned to be used.

2016-17 ADOPTED BUDGET

The Ocean Outfall Program budget for Fiscal Year 2016-17 will increase \$19,139 this year. Personnel Costs are expected to increase \$8,383 or 3.1%. Supplies and Services is expected to increase \$10,556 or 4.8% primarily due to \$4,500 in Utilities-Gas and Electric.

Contingency funding is set at \$16,200, which is approximately 7% of the budgeted supplies and services costs. This provides funding for unforeseen events or repairs for facilities within the Ocean Outfall Program.

STAFF ALLOCATION

Staff time is budgeted based on estimates of actual time required to operate and maintain the Ocean Outfall System. Actual charges for staff time are recorded daily based on time spent providing services to this facility. Administrative time is allocated to all programs based on the estimates of personnel for each program.

Ocean Outfall Cost Summary

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel	\$ 220,944	\$ 260,994	\$ 273,532	\$ 273,584	\$ 281,967
Supplies and Services	235,365	200,241	215,782	220,873	231,430
Capital Outlay	-	9,266	12,668	13,000	12,500
Contingency	-	-	-	15,500	16,200
Total Operating Cost	456,309	470,501	501,982	522,957	542,096
Capital Costs	200,000	200,000	300,000	300,000	300,000
Total Costs	\$ 656,309	\$ 670,501	\$ 801,982	\$ 822,957	\$ 842,096

Ocean Outfall Operating Cost Detail

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel					
Direct Salaries and Wages	\$ 171,609	\$ 191,166	\$ 198,975	\$ 203,598	\$ 205,171
FICA Tax	-	229	-	-	-
Medicare Tax	2,506	2,826	2,922	2,628	2,620
State Unemployment Tax	439	715	715	828	830
Standby Pay	1,097	1,336	1,567	1,228	1,365
Overtime Pay	878	869	2,135	1,127	1,462
Dental/Vision	1,540	1,594	1,863	1,829	1,454
Employee Assistance Program	273	329	348	372	373
Life Insurance/Disability	850	1,000	1,189	1,407	1,492
Workers Comp. Insurance	2,315	2,267	3,362	3,381	3,561
Medical Insurance - Pers	14,025	18,358	21,810	22,450	24,244
Retirement Plan - PERS	18,405	32,335	30,355	26,369	30,510
Deferred Comp-employer	6,235	6,916	7,188	7,162	7,594
Uniforms - Boots	85	114	109	350	335
Payroll Processing Fees	561	732	737	490	728
Other Personnel Costs	127	210	258	365	228
	220,944	260,994	273,532	273,584	281,967

Cost detail continued on next page

Ocean Outfall Operating Cost Detail Continued

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Supplies and Services					
Advertising	63	-	140	140	150
Dues & Memberships	595	1,373	1,187	140	-
Fees - Permits	-	3,025	3,000	3,000	3,000
Fuel	898	853	2,424	2,500	1,875
Insurance - Liability	6,523	6,354	7,367	7,200	7,740
Insurance - Property	5,066	4,901	4,807	4,900	5,268
Licenses	896	450	2,255	1,585	1,585
Postage/Shipping	129	13	10	12	15
Preemployment Screening	15	25	50	59	60
Printing	10	35	-	15	40
Rent	-	-	15	15	15
Repair Parts Expense	4,644	13	4,513	5,000	5,100
Seminars/Education	-	181	205	-	-
Minor Equip - Shop & Field	62	-	60	75	77
Services - Engineering	17,953	43,355	40,000	40,000	40,000
Services - Laboratory	-	4,350	8,646	8,700	8,700
Services - Legal	544	-	1,019	4,000	4,100
Services - Maintenance	143	1,457	-	2,700	2,700
Services - Medical	113	386	95	175	175
Services - Other	2	3	2	-	-
Services - Professional	411	14,224	9,464	10,000	10,000
Services - IT/GIS Support	572	2,413	5,114	2,921	2,921
Services - Contractors	121,486	39,772	39,882	40,000	42,000
Services - Temp	3,092	5,500	7,756	7,500	7,500
Services - Testing	-	-	-	-	-
Services - Uniforms	469	715	759	637	637
Service - EWA Support	-	-	2,162	-	3,642
Subsistence - Meals	8	33	11	20	20
Subsistence - Travel/Rm & Bd	23	50	-	25	25
Supplies - Lab	11,872	7,013	6,934	8,500	8,500
Supplies - Office	21	-	-	-	-
Supplies - Safety	27	30	91	62	62
Supplies - Shop & Field	53	54	40	200	200
Training	205	575	279	565	577
Training - Safety	230	894	477	1,002	1,022
Utilities - Gas & Electric	58,177	60,610	65,213	67,500	72,000
Utilities - Internet	279	289	317	300	300
Utilities - Telephone	428	927	987	550	550
Vehicle Maintenance	359	366	500	875	875
	<u>235,365</u>	<u>200,241</u>	<u>215,782</u>	<u>220,873</u>	<u>231,430</u>
Capital Outlay	-	9,266	12,668	13,000	12,500
Contingency	-	-	-	15,500	16,200
Total Operating Cost	<u>\$ 456,309</u>	<u>\$ 470,501</u>	<u>\$ 501,982</u>	<u>\$ 522,957</u>	<u>\$ 542,096</u>

Cardiff Sanitary Division Pump Stations

PROGRAM DESCRIPTION

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

2015-16 ESTIMATED ACTUAL EXPENDITURES

The CSD pump stations are expected to be under budget by \$20,901. It is estimated that \$7,869 of this will be in personnel costs. Contingency funding of \$13,900 is not anticipated to be used.

2016-17 ADOPTED BUDGET

Overall, the CSD's pump station budget will increase by \$5,148, or 2.2% from last year's budget. Personnel expense will be about the same as prior year's budget. Supplies and Services are expected to increase by \$4,709 or 6.7%. This increase is primarily due to an anticipated increases associated with Utilities-Gas & Electric.

Contingency funding has been set at \$14,900, which is approximately 20% of budgeted supplies and services costs consistent with contingency funding for prior years. This provides sufficient funding for unforeseen events and repairs at any of the CSD pump stations.

STAFF ALLOCATION

Staff time is budgeted based on estimates of actual time required to maintain the pump stations. Actual charges for staff time are recorded daily based on time spent at each pump station. Administrative time is allocated to all programs based on the estimates of personnel for each program.

Cardiff Sanitary Division Cost Summary

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel	\$ 118,781	\$ 124,842	\$ 141,820	\$ 149,690	\$ 149,129
Supplies and Services	52,264	62,696	70,675	69,807	74,516
Capital Outlay	-	-	-	-	-
Contingency	-	-	-	13,900	14,900
Total Operating Cost	171,045	187,538	212,495	233,397	238,545
Capital Costs					
Total Costs	<u>\$ 171,045</u>	<u>\$ 187,538</u>	<u>\$ 212,495</u>	<u>\$ 233,397</u>	<u>\$ 238,545</u>
Cardiff Pump Station	82,787	87,607	101,420	113,857	113,344
Coast Blvd Pump Station	30,522	40,102	43,154	46,596	47,953
Olivenhain Pump Station	57,736	59,828	67,921	72,944	77,248
Total Operating Cost	<u>\$ 171,045</u>	<u>\$ 187,538</u>	<u>\$ 212,495</u>	<u>\$ 233,397</u>	<u>\$ 238,545</u>

Cardiff Sanitary Division Operating Cost Detail

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel					
Direct Salaries and Wages	\$ 81,902	\$ 80,991	\$ 103,556	\$ 106,901	\$ 104,616
FICA Tax	-	94	-	-	-
Medicare Tax	1,229	1,218	1,109	1,460	1,431
State Unemployment Tax	277	350	350	460	454
Standby Pay	823	815	869	827	870
Overtime Pay	2,895	2,111	1,600	4,407	3,258
Dental/Vision	1,163	984	1,035	1,016	794
Employee Assistance Program	206	202	193	207	204
Life Insurance/Disability	642	616	660	782	815
Workers Comp. Insurance	1,748	1,712	1,868	1,877	1,944
Medical Insurance - Pers	10,592	11,298	11,369	12,465	13,236
Retirement Plan - PERS	13,900	21,019	15,831	14,641	16,656
Deferred Comp-employer	2,819	2,791	2,725	3,977	4,146
Uniforms - Boots	64	69	60	194	183
Payroll Processing Fees	424	446	409	272	397
Other Personnel Costs	96	127	186	203	125
	<u>118,781</u>	<u>124,842</u>	<u>141,820</u>	<u>149,690</u>	<u>149,129</u>

Cost detail continued on next page

Cardiff Sanitary Division Operating Cost Detail Continued

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Supplies and Services					
Advertising	47	-	-	-	-
Dues & Memberships	449	-	-	-	-
Equipment Rental/Lease	400	-	-	-	-
Fees - Permits	1,098	1,390	1,400	1,400	1,400
Fuel	773	773	447	1,320	990
Insurance - Liability	-	-	30	-	32
Licenses	676	272	1,853	1,183	1,183
Minor Equip - Shop & Field	883	48	33	700	714
Postage/Shipping	8	8	-	-	-
Preemployment Screening	11	15	23	34	30
Printing	7	21	-	11	25
Rent	-	-	12	12	12
Repair Parts Expense	5,797	7,276	13,474	12,000	12,240
Seminars/Education	-	41	56	-	-
Services - Alarm	1,587	1,604	1,121	1,950	1,950
Services - Engineering	-	-	-	-	-
Services - Grease & Scum	2,826	3,904	2,540	2,700	2,700
Services - Grit & Screenings	-	-	-	-	-
Services - Landscape	5,013	5,301	5,445	5,300	5,500
Services - Legal	71	-	-	-	-
Services - Maintenance	4,192	896	2,056	6,000	6,000
Services - Medical	86	233	53	390	390
Services - Other	1	2	1	-	-
Services - Professional	310	166	287	195	195
Services - IT/GIS Support	432	1,460	2,841	1,646	1,646
Services - Testing	-	-	1,550	1,550	1,550
Services - Uniforms	354	435	422	359	359
Service - EWA Support	-	-	918	-	1,989
Subcontractors	-	6,716	639	-	-
Subsistence - Meals	6	20	6	-	-
Subsistence - Meals	-	30	-	-	-
Supplies - Chemicals	419	1,214	1,499	1,200	1,200
Supplies - Office	16	-	-	-	-
Supplies - Safety	740	639	625	171	171
Supplies - Shop & Field	338	197	721	425	425
Training	155	348	155	319	325
Training - Safety	173	541	287	565	576
Utilities - Gas & Electric	20,830	22,932	25,712	24,349	26,784
Utilities - Internet	211	178	176	350	350
Utilities - Telephone	1,196	1,730	1,755	1,700	1,800
Utilities - Water	2,888	3,757	4,039	3,405	3,405
Vehicle Maintenance	270	547	500	575	575
	<u>52,264</u>	<u>62,696</u>	<u>70,675</u>	<u>69,807</u>	<u>74,516</u>
Capital Outlay	-	-	-	-	-
Contingency	-	-	-	13,900	14,900
Total Operating Cost	<u>\$ 171,045</u>	<u>\$ 187,538</u>	<u>\$ 212,495</u>	<u>\$ 233,397</u>	<u>\$ 238,545</u>

Encinitas Sanitary Division Pump Station

PROGRAM DESCRIPTION

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

2015-16 ESTIMATED ACTUAL EXPENDITURES

It is anticipated that the ESD pump station will be \$11,629 or 8.2% below budget this year. This positive variance is forecasted because \$13,000 of Contingency is not expected to be used.

2016-17 ADOPTED BUDGET

For Fiscal Year 2016-17, the ESD pump station budget will increase by approximately \$4,811 or 3.4%. Contingency funding has been set to \$13,700, which is approximately 20% of budgeted supplies and services costs that is consistent with contingency funding for prior years. This provides sufficient funding for unforeseen events and repairs at the pump station.

STAFF ALLOCATION

Staff time is budgeted based on estimates of actual time required to maintain the pump station. Actual charges for staff time are recorded daily based on time spent at the pump station. Administrative time is allocated to all programs based on the estimates of personnel for each program.

Encinitas Sanitary Division Pump Station Cost Summary

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel	\$ 50,602	\$ 56,128	\$ 60,651	\$ 63,555	\$ 64,456
Supplies and Services	65,362	56,032	69,454	65,178	68,389
Capital Outlay	-	22,735	0	-	-
Contingency	-	-	-	13,000	13,700
Total Operating Cost	<u>115,964</u>	<u>134,895</u>	<u>130,105</u>	<u>141,734</u>	<u>146,544</u>
Capital Costs					
Total Costs	<u>\$ 115,964</u>	<u>\$ 134,895</u>	<u>\$ 130,105</u>	<u>\$ 141,734</u>	<u>\$ 146,544</u>

Encinitas Sanitary Division includes the Moonlight Beach Pump Station.

Encinitas Sanitary Division Pump Station Operating Cost Detail

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel					
Direct Salaries and Wages	\$ 35,263	\$ 36,346	\$ 42,860	\$ 45,603	\$ 45,407
FICA Tax	-	32	-	-	-
Medicare Tax	518	558	508	626	623
State Unemployment Tax	120	148	148	197	197
Standby Pay	364	345	375	364	378
Overtime Pay	417	1,833	1,040	1,469	1,086
Dental/Vision	513	418	444	436	346
Employee Assistance Program	91	86	83	89	89
Life Insurance/Disability	283	261	283	335	355
Workers Comp. Insurance	770	754	802	806	847
Medical Insurance - Pers	4,668	4,792	5,269	5,351	5,763
Retirement Plan - PERS	6,126	9,016	7,334	6,285	7,253
Deferred Comp-employer	1,212	1,267	1,219	1,707	1,805
Uniforms - Boots	28	29	26	83	80
Payroll Processing Fees	187	189	176	117	173
Other Personnel Costs	42	54	84	87	54
	<u>50,602</u>	<u>56,128</u>	<u>60,651</u>	<u>63,555</u>	<u>64,456</u>

Cost detail continued on next page

Encinitas Sanitary Division Pump Station Operating Cost Detail Continued

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Supplies and Services					
Advertising	21	-	-	-	-
Dues & Memberships	198	-	-	-	-
Fees - Permits	1,610	1,610	2,100	2,100	2,100
Fuel	341	599	193	600	450
Insurance - Liability	-	-	13	-	13
Licenses	298	115	1,751	1,081	1,081
Minor Equip - Shop & Field	21	20	14	25	26
Postage/Shipping	4	3	-	-	-
Preemployment Screening	5	6	10	14	15
Printing	3	9	-	5	10
Rent	-	-	5	5	-
Repair Parts Expense	14,904	4,374	4,967	5,000	5,100
Seminars/Education	-	17	24	-	-
Services - Alarm	529	535	614	750	750
Services - Engineering	-	-	-	-	-
Services - Legal	31	-	-	-	-
Services - Maintenance	5,034	912	2,632	2,000	2,000
Services - Medical	38	99	23	10	10
Services - Other	1	1	1	-	-
Services - Professional	137	70	123	40	40
Services - IT/GIS Support	190	617	1,219	691	691
Service - EWA Support	-	-	310	-	866
Services - Testing	-	-	120	120	120
Services - Uniforms	156	184	181	151	151
Subcontractors	-	-	2,359	-	-
Subsistence - Meals	3	9	3	-	-
Subsistence - Travel	-	13	-	-	-
Supplies - Office	7	-	-	-	-
Supplies - Safety	287	345	332	78	78
Supplies - Shop & Field	149	83	309	-	-
Training	68	147	67	134	136
Training - Safety	76	229	121	237	242
Utilities - Gas & Electric	40,898	45,490	51,504	50,529	52,800
Utilities - Internet	93	76	76	960	960
Utilities - Telephone	143	237	235	200	300
Utilities - Water	-	-	-	300	300
Vehicle Maintenance	120	231	150	150	150
	<u>65,362</u>	<u>56,032</u>	<u>69,454</u>	<u>65,178</u>	<u>68,389</u>
Capital Outlay	-	22,735	-	-	-
Contingency	-	-	-	13,000	13,700
Total Operating Cost	<u>\$ 115,964</u>	<u>\$ 134,895</u>	<u>\$ 130,105</u>	<u>\$ 141,734</u>	<u>\$ 146,544</u>

City of Encinitas Urban and Storm Water Services

PROGRAM DESCRIPTION

Under this program, the SEJPA provides operation and maintenance services to the City of Encinitas. These services include the Urban Runoff Treatment Facility, the Phoebe Storm Water Pump Station, Cardiff Storm Water Diversion Structure, and the Storm Drain Sediment Drying and Disposal program. The actual costs incurred are borne solely by the City of Encinitas.

2015-16 ESTIMATED ACTUAL EXPENDITURES

The City of Encinitas facilities, which include the Phoebe Storm Drain, the Urban Runoff Station, and the Storm Drain Sediment Drying and Disposal program, are anticipated to end the year at budgeted levels.

2016-17 ADOPTED BUDGET

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

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

These programs will be slightly above last year's budgeted level; there is no contingency funding designated for these programs.

STAFF ALLOCATION

Staff time is budgeted based on estimates of actual time required to maintain the facilities. Actual charges for staff time are recorded daily based on time spent at each facility. Administrative time is allocated to all programs based on the estimates of personnel for each program.

City of Encinitas Urban and Storm Water Services Cost Summary

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel	\$ 20,022	\$ 19,927	\$ 21,364	\$ 21,637	\$ 21,880
Supplies and Services	3,983	6,453	6,889	7,573	8,356
Capital Outlay	-	-	-	-	-
Contingency	-	-	-	-	-
Total Operating Cost	<u>24,005</u>	<u>26,380</u>	<u>28,253</u>	<u>29,209</u>	<u>30,236</u>
Capital Costs					
Total Costs	<u>\$ 24,005</u>	<u>\$ 26,380</u>	<u>\$ 28,253</u>	<u>\$ 29,209</u>	<u>\$ 30,236</u>
Phoebe Storm Drain	\$ 2,409	\$ 3,391	\$ 2,701	\$ 3,924	\$ 4,049
Urban Runoff Station	16,152	16,148	17,000	17,727	18,043
Storm Drain Sediment Drying	5,444	6,841	8,551	7,558	8,145
Total Operating Cost	<u>\$ 24,005</u>	<u>\$ 26,380</u>	<u>\$ 28,253</u>	<u>\$ 29,209</u>	<u>\$ 30,236</u>

City of Encinitas Urban and Storm Water Services Operating Cost Detail

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel					
Direct Salaries and Wages	\$ 14,845	\$ 13,802	\$ 15,249	\$ 15,373	\$ 15,355
FICA Tax	-	11	-	-	-
Medicare Tax	219	205	269	213	212
State Unemployment Tax	45	51	51	67	67
Standby Pay	115	111	127	119	123
Overtime Pay	275	225	285	661	422
Dental/Vision	162	136	151	148	117
Employee Assistance Program	29	28	28	31	31
Life Insurance/Disability	89	85	96	114	121
Workers Comp. Insurance	243	238	272	275	288
Medical Insurance - Pers	1,471	1,557	1,714	1,820	1,960
Retirement Plan - PERS	1,931	2,903	2,384	2,138	2,467
Deferred Comp-employer	519	488	661	580	614
Uniforms - Boots	9	9	9	28	26
Payroll Processing Fees	59	61	60	40	59
Other Personnel Costs	13	18	10	30	18
	<u>20,022</u>	<u>19,927</u>	<u>21,364</u>	<u>21,637</u>	<u>21,880</u>

Cost detail continued on next page

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

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Supplies and Services					
Advertising	7	-	-	-	-
Dues & Memberships	62	-	-	-	-
Fuel	95	70	65	200	150
Insurance - Liability	-	-	4	-	5
Licenses	94	37	24	24	21
Minor Equip - Shop & Field	6	-	5	11	11
Postage/Shipping	1	1	-	-	-
Preemployment Screening	2	2	-	4	-
Printing	1	3	-	2	5
Rent	-	-	2	2	1
Repair Parts Expense	742	836	900	1,850	1,887
Seminars/Education	-	6	8	-	-
Services - Engineering	-	-	-	-	-
Services - Grit & Screenings	2,469	4,909	4,958	4,500	5,000
Services - Legal	10	-	-	-	-
Services - Maintenance	15	4	-	-	-
Services - Medical	12	32	8	14	14
Services - Other	0	0	0	-	-
Services - Professional	43	23	41	21	21
Services - Uniforms	49	60	61	52	52
Service - EWA Support	-	-	149	-	294
Subsistence - Meals	1	3	1	-	-
Subsistence - Travel/Rm & Bd	-	4	-	-	-
Supplies - Office	2	-	-	-	-
Supplies - Safety	63	2	7	23	23
Supplies - Shop & Field	6	4	3	20	20
Training	22	48	23	46	47
Training - Safety	24	75	40	81	83
Services - IT/GIS Support	60	201	414	237	237
Utilities - Internet	29	24	26	35	35
Utilities - Telephone	45	77	80	70	70
Utilities - Trash	86	-	-	-	-
Utilities - Water	-	-	-	300	300
Vehicle Maintenance	38	30	70	80	80
	<u>3,983</u>	<u>6,453</u>	<u>6,889</u>	<u>7,573</u>	<u>8,356</u>
Capital Outlay	-	-	-	-	-
Contingency	-	-	-	-	-
Total Operating Cost	<u>\$ 24,005</u>	<u>\$ 26,380</u>	<u>\$ 28,253</u>	<u>\$ 29,209</u>	<u>\$ 30,236</u>

Solana Beach Pump Stations

PROGRAM DESCRIPTION

Under this program, the SEJPA provides pump station operation and maintenance services to the City of Solana Beach (SB). These facilities include the Eden Gardens, Solana Beach, San Elijo Hills, and Fletcher Cove pump stations, Low Flow Diverters located at Fletcher Cove and Seascape Sur, as well as the Storm Drain Sediment Drying & Disposal Program. The actual costs incurred are borne solely by the City of Solana Beach.

2015-16 ESTIMATED ACTUAL EXPENDITURES

The SB pump stations are forecasted to be below budget this year by \$24,388 or 8.3%. This positive variance is primarily due to forecasting that \$18,500 of Contingency will not be used, and positive budget savings in the Utility costs.

The Eden Gardens and Solana Beach Pump Stations are expected to be under budget by \$18,340 and \$12,871 respectively; however, the Seascape Sur Low Flow Diverter is forecasted to be over budget by \$6,976 as a result of additional water sampling and testing.

2016-17 ADOPTED BUDGET

Overall, the SB pump stations budget will increase \$13,824 or 4.7% from the prior year's budget. \$5,500 of the increase is due the anticipated increase in utility costs as a result of the City of Del Mar influent flows through the City of Solana Beach's collection system.

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

Contingency funding has been set to \$19,700, which is approximately 17% of budgeted supplies and services costs for the pump stations. This provides sufficient funding for unforeseen events and repairs.

STAFF ALLOCATION

Staff time is budgeted based on estimates of actual time required to maintain the pump stations. Actual charges for staff time are recorded daily based on time spent at each pump station. Administrative time is allocated to all programs based on the estimates of personnel for each program.

Solana Beach Pump Stations Cost Summary

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel	\$ 137,258	\$ 159,393	\$ 164,035	\$ 165,912	\$ 167,816
Supplies and Services	91,382	97,551	104,851	108,863	119,582
Capital Outlay	-	6,821	-	-	-
Contingency	-	-	-	18,500	19,700
Total Operating Cost	<u>228,641</u>	<u>263,766</u>	<u>268,886</u>	<u>293,275</u>	<u>307,098</u>
Capital Costs	-	-	-	-	-
Total Costs	<u>\$ 228,641</u>	<u>\$ 263,766</u>	<u>\$ 268,886</u>	<u>\$ 293,275</u>	<u>\$ 307,098</u>
Eden Gardens Pump Station	67,301	73,408	74,110	92,449	95,076
Solana Beach Pump Station	92,508	98,090	101,326	114,107	119,284
San Elijo Hills Pump Station	49,019	65,963	56,159	56,404	60,385
Fletcher Cove Pump Station	15,980	18,964	16,192	18,584	18,575
Storm Drain Sediment Drying	3,834	7,073	9,029	6,210	7,756
Seascape Sur Low Flow Diverter	-	269	9,736	2,760	3,171
Fletcher Cove Low Flow Diverter	-	-	2,335	2,760	2,850
Total Operating Cost	<u>\$ 228,641</u>	<u>\$ 263,766</u>	<u>\$ 268,886</u>	<u>\$ 293,275</u>	<u>\$ 307,098</u>

Solana Beach Pump Stations Operating Cost Detail

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel					
Direct Salaries and Wages	\$ 99,118	\$ 111,032	\$ 117,100	\$ 118,241	\$ 117,883
FICA Tax	-	95	-	-	-
Medicare Tax	1,478	1,676	1,570	1,590	1,583
State Unemployment Tax	326	399	399	501	501
Standby Pay	831	852	949	858	911
Overtime Pay	2,801	3,554	4,091	5,877	4,364
Dental/Vision	1,181	1,027	1,126	1,108	878
Employee Assistance Program	209	211	210	225	225
Life Insurance/Disability	651	644	718	850	900
Workers Comp. Insurance	1,774	1,737	2,031	2,046	2,149
Medical Insurance - Pers	10,749	11,800	13,110	13,589	14,639
Retirement Plan - PERS	14,106	21,773	18,243	15,962	18,421
Deferred Comp-employer	3,443	3,922	3,779	4,335	4,585
Uniforms - Boots	65	72	65	212	201
Payroll Processing Fees	430	466	445	297	439
Other Personnel Costs	98	133	200	221	137
	<u>137,258</u>	<u>159,393</u>	<u>164,035</u>	<u>165,912</u>	<u>167,816</u>

Cost detail continued on next page

Solana Beach Pump Stations Operating Cost Detail Continued

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Supplies and Services					
Advertising	48	-	-	-	-
Dues & Memberships	456	-	-	-	-
Equipment Rental/Lease	3,704	-	-	-	-
Fees - Permits	2,189	1,605	2,100	2,100	2,100
Fuel	1,307	1,039	488	1,484	1,113
Insurance - Liability	-	-	32	-	32
Licenses	686	285	3,564	2,224	2,224
Minor Equip - Shop & Field	47	191	36	10	10
Postage/Shipping	8	19	-	-	-
Preemployment Screening	11	16	11	30	35
Printing	8	22	-	11	35
Rent	-	-	35	35	35
Repair Parts Expense	4,869	10,448	10,126	13,500	13,770
Seminars/Education	-	43	59	-	-
Services - Alarm	2,915	2,139	1,135	2,700	2,700
Services - Engineering	3,138	-	-	-	-
Services - Grit & Screenings	2,469	4,909	5,858	4,500	6,000
Services - Legal	72	-	-	-	-
Services - Maintenance	8,514	4,848	6,300	3,000	4,800
Services - Medical	87	244	57	140	140
Services - Other	1	2	1	-	-
Services - Professional	315	923	309	127	127
Services - Testing	-	-	445	445	445
Services - Uniforms	359	455	458	403	401
Services - IT/GIS Support	438	1,529	3,089	1,847	1,847
Service - EWA Support	-	-	1,444	-	2,199
Subcontractor	-	4,067	-	-	-
Subsistence - Meals	22	21	7	55	55
Subsistence - Travel/Rm & Bd	-	31	-	-	-
Supplies - Office	16	-	-	-	-
Supplies - Safety	1,107	753	724	194	195
Supplies - Shop & Field	623	491	752	370	370
Training	157	365	169	357	365
Training - Safety	176	567	301	634	646
Utilities - Gas & Electric	53,997	58,600	63,735	69,500	75,000
Utilities - Internet	213	186	191	254	254
Utilities - Telephone	1,296	1,578	1,806	1,520	1,260
Utilities - Trash	86	-	-	-	-
Utilities - Water	1,777	1,605	1,274	3,066	3,066
Vehicle Maintenance	273	570	345	358	358
	<u>91,382</u>	<u>97,551</u>	<u>104,851</u>	<u>108,863</u>	<u>119,582</u>
Capital Outlay	-	6,821	-	-	-
Contingency	-	-	-	18,500	19,700
Total Operating Cost	<u>\$ 228,641</u>	<u>\$ 263,766</u>	<u>\$ 268,886</u>	<u>\$ 293,275</u>	<u>\$ 307,098</u>

Solana Beach Generator Maintenance Services

PROGRAM DESCRIPTION

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

2015-16 ESTIMATED ACTUAL EXPENDITURES

The Solana Beach Generator Maintenance Services are forecasted to be at or about the budget.

2016-17 ADOPTED BUDGET

The current year budget is expected to be \$108 or 1.2% greater than FY 2015-16.

STAFF ALLOCATION

Staff time is budgeted based on estimates of actual time required to maintain the generators. Actual charges for staff time are recorded daily based on time spent at each generator. Administrative time is allocated to all programs based on the estimates of personnel for each program.

Solana Beach Generator Maintenance Services Cost Summary

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel		\$ 118	\$ 5,046	\$ 5,244	\$ 5,356
Supplies and Services		1,022	3,104	3,893	3,889
Capital Outlay		-	-	-	-
Contingency		-	-	-	-
Total Operating Cost		1,140	8,150	9,137	9,245
Capital Costs		-	-	-	-
Total Costs		<u>\$ 1,140</u>	<u>\$ 8,150</u>	<u>\$ 9,137</u>	<u>\$ 9,245</u>
SB City Hall Generator		866	3,516	4,840	4,625
SB Lomas SF Fire Generator		274	4,634	4,297	4,620
Total Operating Cost		<u>\$ 1,140</u>	<u>\$ 8,150</u>	<u>\$ 9,137</u>	<u>\$ 9,245</u>

Solana Beach Generator Maintenance Services Operating Cost Detail

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel					
Direct Salaries and Wages		\$ 111	\$ 3,608	\$ 3,900	\$ 3,880
Medicare Tax		2	64	52	52
State Unemployment Tax		-	-	16	16
Standby Pay		-	29	-	8
Overtime Pay		-	23	-	7
Dental/Vision		-	36	36	28
Employee Assistance Program		-	7	8	8
Life Insurance/Disability		-	23	28	30
Workers Comp. Insurance		-	65	68	70
Medical Insurance - Pers		-	423	446	480
Retirement Plan - PERS		-	589	524	604
Deferred Comp-employer		5	160	142	150
Uniforms - Boots		-	2	6	6
Payroll Processing Fees		-	14	10	14
Employee Rewards Program		-	1	8	4
		<u>118</u>	<u>5,046</u>	<u>5,244</u>	<u>5,356</u>
Supplies and Services					
Fuel		-	15	24	18
Insurance - Liability		-	1	-	2
Licenses		-	30	30	30
Repair Parts Expense		222	363	-	100
Training		-	5	11	11
Training - Safety		-	1	19	19
Minor Equip - Shop & Field		-	1	-	-
Services - Maintenance		800	2,483	3,200	3,200
Services - Uniforms		-	15	12	12
Services - Medical		-	2	-	5
Services - Professional		-	7	-	10
Services - Professional IT Support		-	99	55	54
Service - EWA Support		-	38	-	72
Supplies - Shop & Field		-	19	-	100
Supplies - Safety		-	1	543	204
Utilities - Internet		-	6	-	12
Utilities - Telephone		-	19	-	40
		<u>1,022</u>	<u>3,104</u>	<u>3,893</u>	<u>3,889</u>
Contingency		-	-	-	-
Total Operating Cost		<u>\$ 1,140</u>	<u>\$ 8,150</u>	<u>\$ 9,137</u>	<u>\$ 9,245</u>

Del Mar Pump Station

PROGRAM DESCRIPTION

Under this program, the SEJPA will provide pump station operation and maintenance services to the City of Del Mar. This facility is the 21st Street pump station. The actual costs incurred will be paid for by the City of Del Mar.

2015-16 ESTIMATED ACTUAL EXPENDITURES

The Del Mar Pump Station program did not begin in FY 2015-16; hence, there are no estimates.

2016-17 ADOPTED BUDGET

This budget is based on similar staff time, Supplies, and Services required to operate, and maintain similar pump stations serviced by the SEJPA. Contingency funding has been set to \$3,700, which is approximately 30% of budgeted supplies and services costs.

STAFF ALLOCATION

Staff time is budgeted based on estimates of actual time required to maintain the pump stations. Actual charges for staff time are recorded daily based on time spent at each pump station. Administrative time is allocated to all programs based on the estimates of personnel for each program.

Del Mar Pump Station Cost Summary

<u>Operating Cost</u>	<u>Actual 2013-14</u>	<u>Actual 2014-15</u>	<u>Estimated Actual 2015-16</u>	<u>Adopted Budget 2015-16</u>	<u>Adopted Budget 2016-17</u>
Personnel				\$ 59,138	\$ 60,365
Supplies and Services				11,943	13,013
Capital Outlay				-	-
Contingency				3,900	3,900
Total Operating Cost				<u>74,981</u>	<u>77,277</u>
Capital Costs				-	-
Total Costs				<u>\$ 74,981</u>	<u>\$ 77,277</u>

Del Mar Pump Station Operating Cost Detail

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel					
Direct Salaries and Wages				\$ 42,510	\$ 42,742
Medicare Tax				589	586
State Unemployment Tax				186	186
Overtime Pay				1,469	1,086
Dental/Vision				410	325
Employee Assistance Program				83	83
Life Insurance/Disability				315	333
Workers Comp. Insurance				758	796
Medical Insurance - Pers				5,032	5,420
Retirement Plan - PERS				5,911	6,821
Deferred Comp-employer				1,605	1,698
Uniforms - Boots				78	75
Payroll Processing Fees				110	163
Other Personnel Costs				82	51
				<u>59,138</u>	<u>60,365</u>
Supplies and Services					
Fuel				600	450
Insurance - Liability				650	699
Repair Parts Expense				2,500	2,550
Services - Alarm				750	750
Services - Grit & Screenings				1,500	1,500
Services - Legal				160	160
Services - Maintenance				1,595	1,595
Services - Testing				475	475
Services - Uniforms				139	139
Services - Other				300	300
Services - IT/GIS Support				637	637
Service - EWA Support				-	814
Services - Grease & Scum				900	900
Supplies - Safety				50	50
Supplies - Shop & Field				445	445
Training				123	126
Training - Safety				219	223
Utilities - Telephone				-	300
Utilities - Trash				100	100
Vehicle Maintenance				800	800
				<u>11,943</u>	<u>13,013</u>
Contingency				3,900	3,900
Total Operating Cost				<u>\$ 74,981</u>	<u>\$ 77,277</u>

Recycled Water

PROGRAM DESCRIPTION

The SEJPA owns and operates a recycled water utility which wholesales recycled water to the Santa Fe Irrigation District (SFID), the San Dieguito Water District (SDWD), the City of Del Mar, and Olivenhain Municipal Water District (OMWD), as well as a direct sales agreement with Encinitas Ranch Golf Authority (ERGA). SEJPA financed, permitted, and constructed the recycled water utility which became operational in September 2000. Since addition of the Advanced Water Purification (AWP) in 2013, SEJPA's recycled water program delivers between 1,300 and 1,600 acre-feet (AF) per year of recycled water to its retail partners. Local customers that use the recycled water for landscape irrigation include the Encinitas Ranch Golf Course, Lomas Santa Fe Executive and Country Club Golf Courses, Ecker YMCA, Del Mar Fairgrounds, local schools, parks, businesses, and street/freeway landscape. Industrial use customers include Scripps Hospital, the Del Mar Fairgrounds and the San Elijo Water Recycled Water Facility. The facility can currently produce up to 3.02 million gallons per day of recycled water.

2014-15 ESTIMATED ACTUAL EXPENDITURES

FY 2015-16 is the 15th full year of the Water Recycling Program. This program receives revenue from different customers with different levels of service. During FY 2014-15, the SEJPA obtained a Cost of Service Study in order to decouple from water rates being indexed to 85% of potable water rates. This report supported the rates that were subsequently agreed to by all the water purveyors; thus eliminating different rates being charged by the SEJPA to the different water purveyors. The SEJPA is currently preparing an updated Cost of Service Study to support the recycled water rates for FY 2016-17 and forward. The recycled water program also receives performance incentives in the amount of \$250 per AF from the Metropolitan Water District of Southern California (MWD) and \$200 per AF from the San Diego County Water Authority (SDCWA).

Budgeted revenue for FY 2015-16 was \$2,593,403, while actual revenues are anticipated to be \$2,380,836. This is \$212,567 or 8.2% less than planned. This is a result of statewide and local drought messaging resulting in sales of 162 acre-feet less than expected.

Budgeted operating expenditures total \$1,363,948 and estimated expenditures are projected to be \$1,344,870, or 1.4% lower than planned as a result of lower water sales. Contingency funding for this program is provided by the Recycled Water Program Unrestricted Reserves. Infrastructure debt service for the Water Recycling Program consists of the State Revolving Fund (\$834,675), Advanced Water Treatment (\$148,153) and the Santa Fe Irrigation District Pipeline (\$15,000) for a total of \$997,828.

2016-17 ADOPTED BUDGET

Budgeted water sales revenue for this program is planned to be \$2,621,001, which is up 1.1%, or \$27,597 from prior year's budget. This is due to a proposed price per acre-foot increase of 3.5% and a conservative outlook for the number of acre-feet sold to the water purveyors (1,530 acre-feet for FY 2015-16, and 1507 acre-feet for FY 2016-17).

The Recycled Water operating cost budget is planned to be \$1,498,447, an increase of approximately \$134,449 over prior year's budget. Personnel costs for the Fiscal Year 2015-16 budget are based on projections of estimated staff effort required to operate the program and are planned to increase \$15,170 or 3.0%. Supplies and services are planned to increase by \$120,379 or 14.1%. This increase is due to an increase of \$65,000 for engineering related to water reuse, legal costs of \$10,000 and anticipated electrical increase of \$20,250. Capital Outlay is budgeted at \$4,950 for this year.

Capital Costs are planned to be \$330,000 for pipeline engineering related to recycled water conveyance, storage and potable reuse studies.

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

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

STAFF ALLOCATION

Staff time is budgeted based on estimates of actual time required to operate, maintain, and manage the recycled water utility. Actual charges for staff time are recorded daily based on time spent providing services to these facilities. Administrative time is allocated to all programs based on the estimates of personnel for each program.

Recycled Water Cost Summary

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel	\$ 459,480	\$ 487,628	\$ 541,045	\$ 505,658	\$ 520,828
Supplies and Services	685,179	677,838	768,488	852,290	972,669
Capital Outlay	0	-	35,337	6,000	4,950
Contingency	-	-	-	-	-
Total Operating Cost	<u>1,144,658</u>	<u>1,165,466</u>	<u>1,344,870</u>	<u>1,363,948</u>	<u>1,498,447</u>
Capital Costs	40,000	150,000	300,000	300,000	330,000
Debt Service					
State Revolving Fund	834,675	834,675	834,675	834,675	834,675
Advanced Water Purification	148,153	148,153	148,153	148,153	148,153
SFID Pipeline Loan	13,500	13,359	15,000	15,000	15,000
Total Debt Service	<u>996,328</u>	<u>996,187</u>	<u>997,828</u>	<u>997,828</u>	<u>997,828</u>
Total Costs	<u>\$ 2,180,986</u>	<u>\$ 2,311,653</u>	<u>\$ 2,642,698</u>	<u>\$ 2,661,776</u>	<u>\$ 2,826,275</u>

Recycled Water Operating Cost Detail

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Personnel					
Direct Salaries and Wages	\$ 351,503	\$ 349,561	\$ 396,551	\$ 371,479	\$ 374,068
FICA Tax	-	260	-	-	-
Medicare Tax	5,229	5,204	5,991	4,601	4,617
State Unemployment Tax	1,582	1,086	1,086	1,449	1,462
Standby Pay	2,197	2,464	2,743	2,360	2,549
Overtime Pay	10,846	9,392	13,888	13,397	13,867
Dental/Vision	3,090	2,953	3,262	3,203	2,562
Employee Assistance Program	547	609	663	652	658
Life Insurance/Disability	1,704	1,851	2,081	2,464	2,629
Workers Comp. Insurance	4,642	4,546	5,737	5,920	6,275
Medical Insurance - Pers	27,072	33,973	38,892	39,311	42,722
Retirement Plan - PERS	36,913	61,079	54,127	46,172	53,763
Deferred Comp-employer	12,721	12,706	14,441	12,541	13,381
Uniforms - Boots	169	209	190	612	590
Payroll Processing Fees	1,125	1,349	1,290	859	1,284
Other Personnel Costs	141	386	102	638	401
	<u>459,480</u>	<u>487,628</u>	<u>541,045</u>	<u>505,658</u>	<u>520,828</u>
Supplies and Services					
Advertising	374	349	260	260	260
Bank Charges	12	-	1,000	1,000	1,000
Board Expense	2	-	100	100	100
Dedication Ceremony	244	-	1,989	-	-
Dues & Memberships	12,710	5,642	5,841	3,165	3,165
Equipment Rental/Lease	-	749	3,277	3,600	3,600
Fees - Permits	18,537	18,921	18,788	27,500	20,000
Fees - Purveyor Admin	22,929	-	-	-	-
Fuel	4,221	3,042	4,703	4,800	3,600
Insurance - Liability	9,784	9,531	10,762	10,800	11,610
Insurance - Property	7,599	7,352	7,211	7,350	7,901
Licenses	4,478	7,879	8,611	6,600	8,000
Minor Equip - Shop & Field	1,127	3,354	1,456	2,200	2,244
Postage/Shipping	73	25	186	200	200
Preemployment Screening	30	47	90	99	100
Printing	409	337	336	375	400
Rent	66,785	64,989	43,524	58,500	69,750
Repair Parts Expense	32,397	26,157	43,861	42,000	42,840
Retrofit Expenses	-	-	-	10,000	10,000
Seminars/Education	1,234	1,916	4,480	4,500	4,590
Services - Accounting	6,068	4,288	5,100	6,000	6,120
Services - Construction	-	-	23,500	-	-
Services - Alarm	908	965	621	1,250	1,250

Cost detail continued on next page

Recycled Water Operating Cost Detail Continued

Operating Cost	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Services - Engineering	47,755	51,372	33,819	85,000	150,000
Services - Laboratory	1,188	2,749	4,967	5,000	5,000
Services - Landscape	2,000	550	-	2,000	2,000
Services - Legal	1,841	5,959	20,483	10,000	20,000
Services - Lobbying	29,978	14,555	15,000	16,000	16,000
Services - Maintenance	13,608	15,147	11,815	18,407	18,657
Services - Medical	227	790	166	45	50
Services - Other	158	6	1,204	1,200	1,200
Services - Professional	11,799	41,625	56,704	30,200	34,200
Services - IT/GIS Support	15,847	12,438	11,603	5,650	5,650
Service - EWA Support	-	-	4,633	-	6,418
Services - Contractors	42,642	19,682	25,000	25,000	25,000
Services - Temp	4,638	8,250	11,634	12,000	12,000
Services - Testing	1,033	-	500	500	500
Services - Uniforms	940	1,317	1,329	1,232	1,450
Subsistence - Meals	379	118	56	900	900
Subsistence - Travel/Rm & Bd	1,487	1,251	1,918	2,000	2,000
Supplies - Chem - Odor	3,211	2,404	2,552	2,805	4,335
Supplies - Chem - Polymer	-	-	2,800	2,880	4,320
Supplies - Chem - Sodium Hypo	39,123	44,561	54,585	54,853	55,260
Supplies - Chemicals	21,448	21,398	25,743	28,520	32,350
Supplies - Lab	2,290	736	2,346	2,500	2,500
Supplies - Office	144	38	554	500	500
Supplies - Safety	565	1,568	1,509	543	550
Supplies - Shop & Field	2,732	750	1,929	2,000	2,000
Training	412	1,058	489	1,094	1,116
Training - Safety	460	1,645	874	1,938	1,977
Utilities - Gas & Electric	232,151	252,102	267,946	303,750	324,000
Utilities - Internet	888	1,186	527	1,400	1,900
Utilities - Telephone	5,547	6,536	6,223	6,000	5,606
Utilities - Water	-	-	-	25,000	25,000
Utilities - Water (Suppl.)	10,036	11,667	11,853	10,824	11,000
Vehicle Maintenance	732	839	2,034	2,250	2,500
Miscellaneous	-	-	-	-	-
	<u>685,179</u>	<u>677,838</u>	<u>768,488</u>	<u>852,290</u>	<u>972,669</u>
Capital Outlay	0	-	35,337	6,000	4,950
Contingency	-	-	-	-	-
Total Operating Cost	<u>\$ 1,144,658</u>	<u>\$ 1,165,466</u>	<u>\$ 1,344,870</u>	<u>\$ 1,363,948</u>	<u>\$ 1,498,447</u>

Capital Programs



Geotechnical sampling for land outfall replacement



Capital project planning



The City of Del Mar's Sewer, Water, Arterial, Paving ("SWAP") Project

Capital Programs Project Summary

Program	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Wastewater Treatment	\$ 858,000	\$ 907,000	\$ 997,000	\$ 997,000	\$ 1,029,000
Ocean Outfall	200,000	200,000	300,000	300,000	300,000
Water Reclamation	40,000	150,000	300,000	300,000	330,000
Total Capital Cost	<u>\$ 1,098,000</u>	<u>\$ 1,257,000</u>	<u>\$ 1,597,000</u>	<u>\$ 1,597,000</u>	<u>\$ 1,659,000</u>

Capital Programs Wastewater Treatment Project Detail

Capital Project	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Preliminary Treatment Upgrades	353,000	-	420,000	420,000	420,000
Building Improvements	85,000	35,000	220,000	220,000	220,000
Biosolids Building Reserve	75,000	75,000	75,000	75,000	75,000
Energy Efficiency Improvements	80,000	80,000			
Hydraulic Management	75,000	75,000			
Digester Rehabilitation/Upgrade	140,000	102,000	212,000	212,000	212,000
Emergency Generator Replacement	50,000	480,000			
Miscellaneous Projects	-	60,000	70,000	70,000	102,000
Total Capital Cost	\$ 858,000	\$ 907,000	\$ 997,000	\$ 997,000	\$ 1,029,000

PRELIMINARY TREATMENT UPGRADES (formerly Headworks/Grit Project)

The 2007 Facility Plan and the 2015 Facility Plan Update identified modernization needs to the headworks and grit chamber that included (1) modification of the existing headworks to accommodate peak influent wastewater flows of greater than 10 million gallons per day, (2) provision of a redundant washer/compactor equipment, (3) provision of additional free-board, (4) replace the aging bar screens, and (5) a grit chamber rehabilitation that included replacement of covers, re-lining of the concrete chamber, replacement of channel slide gates, and improvements to the mechanical grit conveyance system. The total cost for these improvements was estimated by Carollo Engineers in 2015 at \$2.34 million.

BUILDING IMPROVEMENT PROGRAM

The need and drivers for the Building Improvement Program are to address safety, security, operational, and code deficiencies associated with the Administrative and Operations Buildings. The 2015 Facility Plan expressed that creating a safe and secure work place that provides both open and, as necessary, restricted public access is paramount to managing risk and liability. There are risk and liability associated with continuing to operate with the known deficiencies associated with the American Disabilities Act and California Building Code compliance. The current Administrative Building was installed as a “temporary” facility 16 years ago, is not properly anchored to a foundation, is located under high voltage power lines in an easement held by SDG&E, does not provide adequate site security to restrict access to valuable and essential equipment, does not have a proper ADA access ramp or proper ADA turning radius, lacks necessary plumbing fixtures and adequate work space, and does not comply with energy efficiency standards. It is anticipated that this project will cost between \$5 million and \$8 million dollars.

BIOSOLIDS RESERVE

The Biosolids Reserve Project is a series of short term projects identified in the 2007 Facility Plan and re-evaluated in the 2015 Facility Plan Update as Dewatering Upgrades. The biosolids reserve project includes (1) Installation of new sludge dewatering equipment, (2) New digested sludge feed pumps, (3) Sludge Hopper and Platform Rehabilitation, (4) recoating piping, pumps and other equipment to prolong life, and (5) modifications to odor control piping. The project cost was estimated by Carollo Engineers at \$1.79 million in 2015.

ENERGY EFFICIENCY IMPROVEMENTS

The 2007 Facility Plan identified the need and benefit of improved energy independence within the SEJPA facility. This project is still an important part of the overall strategy at SEJPA, however; the project priority has dropped slightly relative to other equipment and facility needs. The estimated cost of this project was \$300,000 to \$1.8 million depending on the scope and type of projects pursued, according to the Facility Plan. This project will be further defined by a preliminary design report and may include cogeneration using excess biogas produced by the sludge digesters and solar electric panels.

DIGESTER IMPROVEMENTS PROJECT

The Digester Rehabilitation / Upgrade Project is a series of short term projects and a long term project identified in the 2007 Facility Plan. In the 2015 Facility Plan Update Carollo revised this project as the Digester Improvements Project to include (1) Digester crack repair, (2) Digester No. 2 lining and floating cover rehabilitation, (3) Heat exchanger replacement, (4) Sludge recirculation pumps replacement. The project is required to ensure proper treatment of the solids removed from the wastewater. Failure to implement the recommended upgrades could lead to inadequate treatment resulting in extended digestions times, reduced solids treatment capacity, and potential EPA permit violations.

MISCELLANEOUS PROJECTS FY 2016-17

Each year staff identifies smaller capital projects that should be completed, but were not identified in the 2015 Facility Plan. This year staff has identified rehabilitation of the facility asphalt including grinding, crack repair, and a rubberized asphalt slurry seal under the Capital Program.

Capital Programs Ocean Outfall Project Detail

Capital Project	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Outfall Reserve	\$ 200,000	\$ 200,000	\$ 300,000	\$ 300,000	\$ 300,000
Total Capital Cost	<u>\$ 200,000</u>	<u>\$ 200,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>

OUTFALL RESERVE

The Land Outfall portion of the ocean outfall which was installed across the lagoon in 1965 was identified in the 2015 Facility Plan as a critical asset that requires continuous operation, yet has zero redundancy. The land outfall, which is constructed with 30-inch diameter asbestos cement pipe, has been identified for replacement due to age and the corrosive nature of the lagoon soils. Further adding urgency to this project is the planned San Elijo Lagoon Restoration Project, and the North County Transit District Double-Track Project that will significantly disturb the area around this pipeline, and increase the potential for the failure of the pipeline. The SEJPA has completed 100% of the design to replace the land outfall, and is waiting to obtain project permits.

Additionally, the ballast rocks that hold the ocean outfall pipe in place move due to sand movement and ocean currents and the SEJPA must occasionally add additional ballast. The last reballast project was conducted in 2005 and historically these projects have been performed every 7-10 years at a cost of approximately \$2.0 Million. This reserve has been created to collect funds in anticipation of upcoming ocean outfall projects, which will likely be required in this decade.

Capital Programs Recycled Water Project Detail

Capital Project	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Master Plan Update	\$ 40,000		\$ -	\$ -	\$ 55,000
Conveyance and Storage		150,000	255,000	255,000	200,000
Potable Reuse Study			45,000	45,000	75,000
Total Capital Cost	<u>\$ 40,000</u>	<u>\$ 150,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 330,000</u>

MASTER PLAN UPDATE

In 2005 the SEJPA completed a Recycled Water System study to identify new users and projected growth in the recycled water distribution system. The study serves as a planning document to help anticipate required capital expenditures for the recycled water treatment and distribution system.

Conveyance and Storage

The SEJPA planned and connected the current distribution system to the Wiegand tank owned by Olivenhain Municipal Water District to have access to 1.0 million gallons of additional storage in the Northern service area, and to provide recycled water to the Village Park area of the City of Encinitas. The SEJPA is also designing and planning to construct distribution system expansion to serve the Encinitas Ranch area, as well as other minor pipeline projects. These planning and design projects were funded by this capital program.

POTABLE REUSE STUDY

During FY 2014-15 the SEJPA partnered with SDWD and SFID to fund a joint Potable Reuse Concept Study to identify needed improvements in order to provide recycled water to the Badger Filtration Plant as a new source of water. Short-term planning will include an inventory of existing facilities and potential supply requirements. Long-term planning will include identifying future facilities, site locations, and budgetary costs.

Debt Service

Wastewater Treatment Debt Service

2011 REVENUE BONDS

In December 2011, SEJPA refinanced the 2003 Revenue Bonds and the California Energy Commission Loan at an average rate of 3.05%, producing savings of approximately \$1.2 million over the remaining life of these obligations. Interest payments are made on September 1 and March 1, principal payments on March 1. The payments are submitted directly by the Member Agencies. The annual payments vary slightly as the Member Agencies borrowed different amounts. The FY 2016-17 annual payments will be \$692,081 for the City of Encinitas and \$782,787 for the City of Solana Beach. As of June 30, 2016, the outstanding balance will be \$4,320,000. The City of Encinitas' portion will be \$2,033,889, and the City of Solana Beach's portion will be \$2,286,111.

Recycled Water Debt Service

STATE REVOLVING FUND (SRF)

In March 1998, the SEJPA entered into an agreement with the State Water Resources Control Board for funding the original Recycled Water Project. The \$12.6 million loan provided funding for recycling water at a fixed interest rate of 2.5% for a term of 20 years. Annual payments of \$834,675 began in August 2001 and will continue through August 2020. As of June 30, 2016, the outstanding balance will be \$3,877,760.

The terms of the SRF loan required the SEJPA to create a reserve and fund \$63,000 per year for 10 years. The reserve is to be maintained until the loan is paid in full, however, the funds can be used for expansion, major repair, replacement, or other similar and related expenditures related to the production of recycled water. In the event of such use, the SEJPA is required to deposit, on an annual basis, a minimum of ten percent of the expended amount. As of March 31, 2016, the reserve balance is \$630,000.

ADVANCED WATER PURIFICATION FACILITY LOAN

In November 2011, the SEJPA received a private placement loan for the construction of the Advanced Water Purification Facility in the amount of \$2,000,000 at a fixed interest rate of 4.15%. Annual payments of \$148,153 began in 2011 and will continue for 20 years until 2031. As of July 1, 2016, the outstanding balance will be \$1,681,261.

SFID PIPELINE LOAN

In 2013, the SEJPA entered into an agreement with the Santa Fe Irrigation District to purchase a recycled water distribution pipeline for \$526,149 with an initial down payment of \$50,000 and annual interest between 1.0 and 2.5% based on the Local Agency Investment Fund rate. The repayment schedule is \$450 per acre foot of water delivered through the pipeline. It is estimated at June 30, 2016, the outstanding balance is estimated to be \$444,000 based on 33.3 acre-feet delivered through the pipeline in FY 2014-15.

Debt Service Summary

	Actual 2013-14	Actual 2014-15	Estimated Actual 2015-16	Adopted Budget 2015-16	Adopted Budget 2016-17
Wastewater Debt Service					
2011 Refunding Bonds					
Principal	1,200,000	1,235,000	1,265,000	1,265,000	1,305,000
Interest	280,867	244,867	207,818	207,818	169,868
Total Debt Service	<u>1,480,867</u>	<u>1,479,867</u>	<u>1,472,818</u>	<u>1,472,818</u>	<u>1,474,868</u>
Recycled Water Debt Service					
State Revolving Fund					
Principal	685,057	702,183	719,738	719,738	737,731
Interest	149,618	132,492	114,937	114,937	96,944
Total Debt Service	<u>834,675</u>	<u>834,675</u>	<u>834,675</u>	<u>834,675</u>	<u>834,675</u>
Advanced Water Purification					
Principal	70,013	72,948	76,007	76,007	79,194
Interest	78,140	75,205	72,146	72,146	68,959
Total Debt Service	<u>148,153</u>	<u>148,153</u>	<u>148,153</u>	<u>148,153</u>	<u>148,153</u>
SFID Pipeline Loan					
Principal	8,685	8,718	10,000	10,000	10,000
Interest	4,815	4,641	5,000	5,000	5,000
Total Debt Service	<u>13,500</u>	<u>13,359</u>	<u>15,000</u>	<u>15,000</u>	<u>15,000</u>
Total Water Reclamation Debt Service					
Principal	763,755	783,849	805,745	805,745	826,925
Interest	232,573	212,338	192,083	192,083	170,903
Total Debt Service	<u>996,328</u>	<u>996,187</u>	<u>997,828</u>	<u>997,828</u>	<u>997,828</u>
Total Debt Service					
Total All Debt Service					
Principal	1,963,755	2,018,849	2,070,745	2,070,745	2,131,925
Interest	513,440	457,205	399,901	399,901	340,771
Total Debt Service	<u>\$ 2,477,195</u>	<u>\$ 2,476,054</u>	<u>\$ 2,470,646</u>	<u>\$ 2,470,646</u>	<u>\$ 2,472,696</u>

Classification and Compensation Schedule

**SAN ELIJO JOINT POWERS AUTHORITY
CLASSIFICATION AND COMPENSATION SCHEDULE**

January 11, 2016

Position	Full-Time Equivalent (FTE)	Compensation			
		Monthly		Annual	
		Minimum	Maximum	Minimum	Maximum
Accounting Technician	1	\$ 4,133	\$ 5,897	\$ 49,596	\$ 70,764
Administrative Assistant I	1	2,253	3,520	27,036	42,240
Administrative Assistant II	1	3,484	5,121	41,808	61,452
Director of Operations	1	9,160	13,468	109,920	161,616
Associate Engineer	1	6,262	8,978	75,144	107,736
Director of Finance/Administration	1	9,160	13,468	109,920	161,616
General Manager (Under Contract)	1	15,212	15,212	182,539	182,539
Laboratory Series	2				
<i>Laboratory Analyst I</i>		4,169	5,693	50,028	68,316
<i>Laboratory Analyst II</i>		4,744	6,812	56,928	81,744
<i>Senior Laboratory Analyst</i>		5,778	8,790	69,336	105,480
Mechanic Series	3				
<i>Mechanic I</i>		4,212	5,750	50,544	69,000
<i>Mechanic II</i>		4,831	6,597	57,972	79,164
<i>Mechanical Systems Supervisor</i>		5,623	9,740	67,476	116,880
Systems Integration Series	2				
<i>Systems Integration Technician I</i>		4,212	5,749	50,544	68,988
<i>Systems Integration Technician II</i>		4,831	6,597	57,972	79,164
<i>SCADA Manager</i>		7,431	10,600	89,172	127,200
Wastewater Treatment Operator Series	4				
<i>Operator-In-Training</i>		3,870	5,284	46,440	63,408
<i>Operator I</i>		4,212	5,750	50,544	69,000
<i>Operator II</i>		4,831	6,927	57,972	83,124
Lead Operator	2	5,517	8,106	66,204	97,272
Chief Plant Operator	1	7,565	9,840	90,780	118,080
Water Reclamation Series	1				
Water Reclamation Specialist		4,928	7,067	59,136	84,804

Approved by the SEJPA Board of Directors on January 11, 2016.

Organizational Chart

