



## **BOARD OF DIRECTORS SPECIAL BOARD MEETING**

**DATE:** Thursday, May 11, 2023

**TIME:** 10:00 a.m.

**PLACE:** Leucadia Wastewater District  
1960 La Costa Avenue, Carlsbad, CA 92009

### **AGENDA**

Items on the agenda may be taken out of sequential order as their priority is determined by the Board of Directors. In the case of an emergency, items may be added to the Agenda by a majority vote of the Board of Directors. Also, items that arise after posting of the Agenda may be added, per Government Code Section 54954.2, by a 2/3 vote of the Board. All agenda materials can be accessed at the District website at <https://www.lwwd.org/agendas/board> and are also available for public inspection in the Administration Office located at 1960 La Costa Avenue, Carlsbad, CA 92009 during normal business hours.

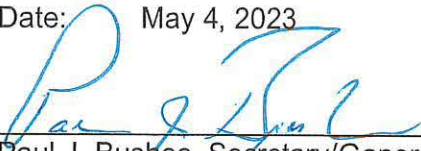
In compliance with the Americans with Disabilities Act, if you need assistance to participate in this meeting, please contact the Executive Assistant at (760) 753-0155. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. General Public Comment Period**
- 5. Approval of Agenda**
- 6. Overview of Recommended Fiscal Year 2024 (FY24) Budget**  
Review and discuss the recommended FY24 Budget. (Page 4, Enclosure)
- 7. Closed Session**  
Meet with District Representatives General Manager Bushee and Director of Finance and Administration Green to discuss the FY24 Informal Input Process and provide direction regarding salaries, salary schedules and employee benefits, as authorized under Government Code Section 54957.6. (Confidential Enclosure)
- 8. Adjournment**

AFFIDAVIT OF POSTING

I, Paul J. Bushee, Secretary of the Leucadia Wastewater District, hereby certify that I posted a copy of the foregoing agenda in the lobby of the District office at 1960 La Costa Avenue, Carlsbad, California and on the District website [www.lwwd.org](http://www.lwwd.org) at least 72 hours prior to the meeting, in accordance with Govt. Code Section 54954.2(a).

Date: May 4, 2023



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Paul J. Bushee, Secretary/General Manager


### Board of Directors' Code of Conduct

- ◆ *I will openly communicate during Board meetings and voice my views, in the meetings, on all matters regarding the District.*
- ◆ *I will support the decisions of the Board once they are voted on.*
- ◆ *I will concentrate on issues of governance and strategic import to the District and will expect support from staff on issues of operational import and detail.*
- ◆ *I will treat fellow Board members with dignity and respect.*
- ◆ *I will be prepared to discuss Board issues and agree to spend the necessary time and attention to Board matters.*
- ◆ *If I have concerns or questions, I will ask. If I need clarification of Board agenda items, I will call ahead and discuss with the General Manager.*
- ◆ *I will support the general manager as the primary spokesperson for the district.*
- ◆ *I will conduct myself in the highest ethical manner and comply with all appropriate government regulations.*

### Role of Staff

- ◆ *Implement policies of LWD Board*
- ◆ *Create tactics and action plans that address how policies should be implemented*
- ◆ *Provide technical competence in addressing issues of how tactics should be implemented*
- ◆ *Provide relevant facts and recommendations*
- ◆ *Provide effective leadership*
- ◆ *Administer day-to-day operations of the district*
- ◆ *Respond to reasonable board requests for information*

**MEMORANDUM**

**DATE:** May 4, 2023  
**TO:** Board of Directors  
**FROM:** Paul J. Bushee, General Manager   
**SUBJECT:** Overview of Proposed Fiscal Year 2024 (FY24) Budget

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**RECOMMENDATION:**

1. Review and provide direction as appropriate.

**DISCUSSION:**

Enclosed please find the proposed FY24 Budget for your review. Staff will present an overview of the proposed budget at the upcoming Special Board Meeting. Highlights of the budget include:

- 1) The proposed budget assumes an increase in the Wastewater Service Charge for FY24. The proposed rate will increase from \$415.84/EDU/YR to \$457.42/EDU/YR.
- 2) Expenses are allocated to the following primary programs:
  - a. Leucadia Wastewater Facilities
  - b. Batiquitos Joint Facilities
  - c. Recycled Water Operations
  - d. Capital Program
- 3) Administrative service costs have been allocated to the four programs above as overhead.
- 4) Development services have been included as a separate program.
- 5) The FY24 Capital Improvement Program Budget includes new appropriations for the following projects:
  - Capital Acquisitions
  - Diana Pump Station Update
  - Rancho Verde Pump Station Rehabilitation
  - FY24 Gravity Pipeline Rehabilitation
  - L1 Destructive Testing
  - Miscellaneous Pipeline/Manhole Rehabilitation
  - Lateral Reimbursement Program
  - Batiquitos Pump Station Emergency Basin Project
  - Encina Joint System Capital Improvement Projects
  - North SD Water Reuse Coalition Project

Staff will incorporate any feedback provided by the Board during this Special Board Meeting into the final recommended budget. The Board will then consider the final recommended budget at the June 14, 2023 Regular Board Meeting.

reg:PBJ

Enclosure

The background of the cover is a photograph of a white utility truck parked on a street. The truck has a large, complex mechanical arm extending from its side. In the background, there are lush green trees and a portion of a light-colored house with a balcony. The scene is captured in bright daylight. A large, semi-transparent teal shape is overlaid on the bottom right of the image, containing the title text.

# **DRAFT** FISCAL YEAR 2024 BUDGET

1960 LA COSTA AVE  
CARLSBAD, CA 92009  
[WWW.LWWD.ORG](http://WWW.LWWD.ORG)

# LEUCADIA WASTEWATER DISTRICT

## FISCAL YEAR 2024 BUDGET

### Board of Directors

Elaine Sullivan, President  
Chris Roesink, Vice President  
Rolando Saldana, Director  
Don Omsted, Director  
Judy Hanson, Director

### District Management

Paul Bushee, General Manager  
Robin Morishita, Director of Technical Services  
Ryan Green, Director of Finance and Administration  
Marvin Gonzalez, Field Services Superintendent

### District Administration Office:

1960 La Costa Avenue  
Carlsbad, California 92009  
Telephone: 760.753.0155  
Fax: 760.753.3094  
[www.lwwd.org](http://www.lwwd.org)

# LEUCADIA WASTEWATER DISTRICT

## FISCAL YEAR 2024 BUDGET

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LEADERS IN  
ENVIRONMENTAL  
PROTECTION

**Board Of Directors**  
Elaine Sullivan, President  
Chris Roesink, Vice President  
Donald F. Omsted, Director  
Judy Hanson, Director  
Rolando Saldana, Director  
Paul J. Bushee, General Manager

June 8, 2023

Leucadia Wastewater District  
Board of Directors

Honorable President and Members of the Board of Directors:

I am pleased to submit the Fiscal Year 2024 (FY24) Annual Budget for the Leucadia Wastewater District (LWD). This budget document describes the financial resources required to fund programs necessary for the delivery of services by LWD. It includes the calculation of the wastewater service charge and identifies major revenue sources and expenditure categories.

The FY24 Budget has been designed to reflect LWD’s core business functions. Expenses have been broken into two major operations: Wastewater Operations and Recycled Water Operations. In addition, administrative overhead expenses are categorized separately and allocated across the two major operations. This approach is consistent with prior LWD budgets. Also, the FY24 Budget includes a Development Services expense budget that is fully funded by developer deposits. The key elements of the FY24 Budget are summarized as follows:

**REVENUES AND OTHER SOURCES OF FUNDS**

Funds available for FY24 total approximately \$18.2 million, of which \$17.2 million is from revenue sources. Table 1 summarizes the major revenue sources.

**Table 1: Revenue Summary**

Revenue Source	Amount	% of Total
Wastewater Services Charges	\$ 13,213,949	77%
Recycled Water Sales	403,000	2%
Property Taxes	2,213,000	13%
Capacity Fees	152,670	1%
Interest Income	485,000	3%
Developer Fees	80,551	0%
Grant Revenue	275,000	2%
Other	365,800	2%
<b>Total Revenue</b>	<b>\$ 17,188,970</b>	<b>100%</b>
Net Transfers to Reserves	990,502	
<b>Total Funds Available</b>	<b>\$ 18,179,472</b>	

Wastewater Operations

LWD’s primary funding source, revenues from wastewater service charges, is projected to be \$13.2 million, which represents 77% of total revenue. Wastewater service charges are expected to increase by \$1.2 million due to a planned increase in the sewer service rate. Property tax,



LWD’s second largest revenue source, is projected to be \$2.2 million and represents approximately 13% of total revenue. Property taxes are expected to increase by about \$174,000 due to increases in property valuations. Investment Income is projected at \$481,000 or approximately 3% of total income. This is an increase of \$144,000 from prior year’s budget due to the increases interest rates. Developer fee and capacity fee revenues are directly related to the level of development activity in the District and will account for approximately 1% or \$233,000 of total revenue.

Recycled Water Operations

Recycled water sales revenue is projected to be \$403,000, which represents about 2% of total revenue. This is an increase of \$46,000 related to updated pricing that was effective in January 2023. Recycled water rates increase again in January 2026 and customer recycled water consumption is predicted to remain the same. The FY24 budget has been developed assuming the recycled water facility will be operational for the full year.

Grant funding from the Water Infrastructure Improvement for the Nation Act and the Water Quality, Supply, and Infrastructure Improvement Act of 2014 (Prop 1) totaling \$275,000 is expected to be received in FY24. The funding is a reimbursement of costs incurred to replace the north section of the B1 force main.

Reserves

It is anticipated that \$990,502 will be transferred from reserves to help cover capital expenditures.

**USES OF FUNDS**

Expenses for FY24 total \$18.2 million. Table 2 summarizes these expenses by program.

**Table 2: Expenditure Summary**

<b>Program Expenses</b>	<b>Amount</b>	<b>% of Total</b>
Wastewater Operations		
Leucadia Facilities	\$ 8,161,245	44%
Batiqitos Joint Facilities	526,968	3%
Recycled Water Operations	313,665	2%
<b>Total Operating Expenses</b>	<b>\$ 9,001,878</b>	<b>49%</b>
Development Services	80,551	0%
<b>Total Development Services</b>	<b>\$ 80,551</b>	<b>0%</b>
Capital Acquisitions	1,332,900	7%
Capital Improvement Projects	7,764,143	43%
<b>Total Capital Expenditures</b>	<b>\$ 9,097,043</b>	<b>50%</b>
<b>Total Expenses</b>	<b>\$ 18,179,472</b>	<b>100%</b>

### Operating Program Expenses

The operating expenses have been separated between the Wastewater Operations and Recycled Water Operations. The Wastewater operating expenses have been further broken out into two categories: Leucadia Facilities and Batiquitos Joint Facilities. The Leucadia Facilities operating expenses are funded solely by LWD. These expenses include collection system costs and LWD's share of the Encina regional treatment plant operating expenses. The Batiquitos Facilities include expenses associated with the jointly owned Batiquitos Pump Station and Force Main Facilities which are funded approximately 80% by LWD and 20% by the City of Encinitas. Administrative costs are allocated to each of the operating programs to reflect the actual cost of operating these facilities.

For the FY24 Operating Budget, the proposed budgeted expenses for Wastewater Operations are \$9.0 million, up about \$700,000 from the prior year. Wastewater Operations includes LWD's share of the Encina treatment plant expenses of approximately \$2.9 million, which is 27% higher when compared to prior year's budget. The majority of the increase, \$600,000, is due to treatment cost increases at Encina cost increases associated with chemicals, energy, Encina personnel, and biosolids hauling. The LWD portion increased by 1% or \$69,000. The increase is driven by repairs and maintenance costs, utilities and fuel, partially offset by a decrease in overhead costs.

The FY24 projected operating expenses for the Recycled Water Operations total approximately \$314,000, which is an increase of 9% from the prior year. The increase is driven by the increased chemicals cost, outsourcing of the Chief Plant Operator, and permit cost increases. The Recycled Water operating expenses remain fully funded through recycled water sales revenue.

LWD's overall Administrative Services Budget will decrease approximately \$92,000 or 4% from the FY23 budget. The primary drivers of the decrease are the following fiscal year 2023 items that are not needed in fiscal year 2024: election expense (\$60,000), financial plan update contract (\$50,000), and salary survey (\$30,000). These increases are partially offset by an increase in insurance costs as well as other various minor changes. The Administrative Services Budget is distributed to Leucadia Facilities, Batiquitos Joint Facilities, Recycled Water Operations and Capital Improvement Projects as administrative overhead.

### Capital Program

Capital Acquisitions is a component of the LWD Capital Program Budget and represents the funding plan for the procurement of capital equipment with a purchase price greater than \$5,000 and a useful life greater than one year. The FY24 Capital Acquisition Program totals \$1,332,900 and the major drivers include: the purchase of a new Vactor truck, a new traffic control truck, the partial replacement of the facility carpet, and upgrades of the District's board room and conference room IT equipment.

The Capital Improvement Program (CIP) includes major capital projects that generally involve planning, permitting, engineering design, and construction. Many of these projects take multiple fiscal years to complete and, when they do, any remaining funding is carried forward to the following fiscal year. The total new funding appropriated in the FY24 CIP Budget is \$7.8 million and includes funding for the wastewater and recycled water enterprises. The key components include: the Rancho Verde Pump Station Rehabilitation project (\$667,000), the 2024 Gravity Pipeline Rehabilitation project (\$790,000), the Leucadia Pump Station Force Main (L1) Condition

Assessment (\$300,000), the Batiquitos Pump Station Emergency Basin Rehabilitation project (\$1,060,000), LWD's portion of the Encina Joint Treatment Facility capital budget (\$4.1 million).

## **RESERVE TRANSFERS**

When revenues exceed expenses are insufficient to cover operating and capital expenditures, funds that were previously saved for capital purchases are transferred from Capital Reserves. Approximately \$1,224,737 is budgeted to be transferred from the Capital Reserves to cover the Wastewater capital expenditures in FY24. In addition, approximately \$234,235 is budgeted to be transferred to the Water Recycling Reserve. This approach is consistent with the District's Reserve Policy and its Comprehensive Financial Plan.

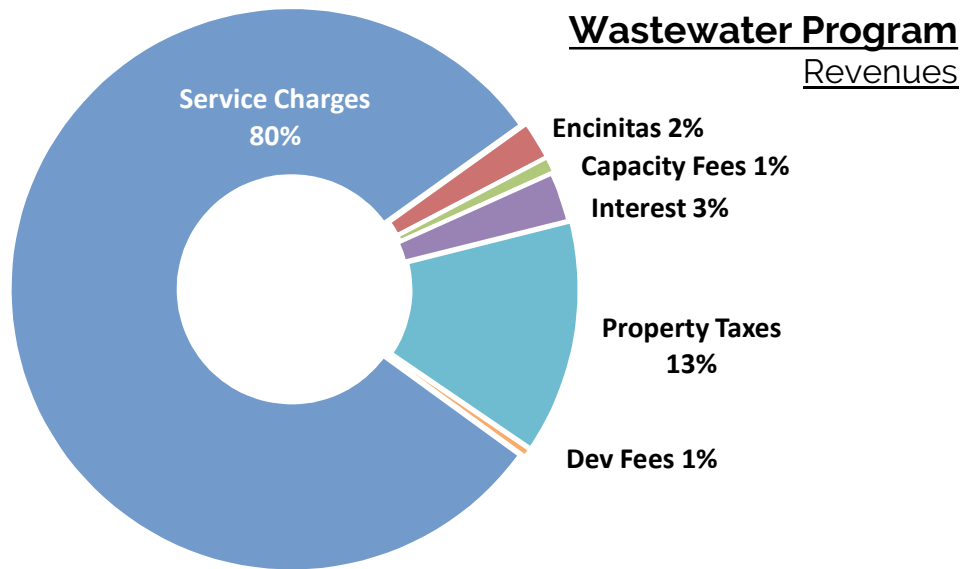
The Leucadia Wastewater District staff is proud to present this budget and looks forward to implementing the programs described herein during FY24. Director of Finance & Administration Ryan Green led the effort and produced the document with the assistance of Director of Technical Services Robin Morishita, Field Services Superintendent Marvin Gonzalez, and Administrative Services Supervisor Trisha Hill. I would also like to acknowledge the support of Gabe Mendez, Ian Riffel, Kelly Gil, Mauricio Avalos, Nitze Torres Garcia and Tianne Baity for their assistance in this effort. If you have any questions or need additional information in your review of the FY24 Annual Budget, please contact Ryan Green at (760) 753-0155, ext. 3012.

Respectfully submitted,

Paul J. Bushee  
General Manager

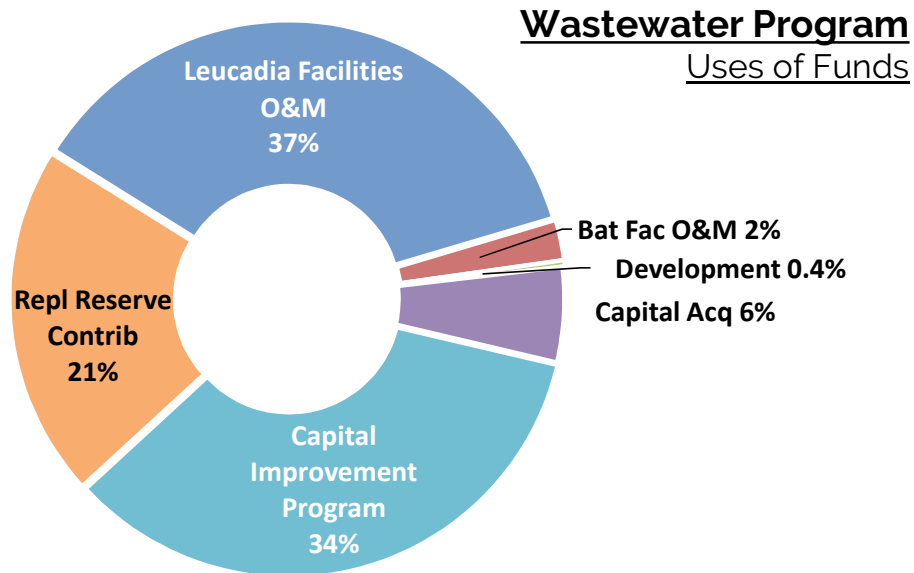
**Leucadia Wastewater District  
Fiscal Year 2024 Operating & Capital Budgets  
Wastewater Program Summary**

<b>SOURCES OF FUNDS</b>	<b>FY 2023 BUDGET</b>	<b>FY 2023 PROJECTED</b>	<b>FY 2024 BUDGET</b>	<b>% Change Bud to Bud</b>
<b>OPERATING REVENUES</b>				
Service Charges	\$ 11,980,350	\$ 11,960,600	\$ 13,213,949	10%
Encinitas O&M (Batiquitos Facilities)	\$ 104,600	\$ 94,800	\$ 105,400	1%
<b>TOTAL ESTIMATED OPERATING REVENUE</b>	<b>\$ 12,084,950</b>	<b>\$ 12,055,400</b>	<b>\$ 13,319,349</b>	<b>10%</b>
<b>NON-OPERATING REVENUES</b>				
Encinitas Capital (Batiquitos Facilities)	\$ 27,400	\$ 35,300	\$ 260,400	850%
Capacity Fees	\$ 152,670	\$ 531,000	\$ 152,670	0%
Interest Income	\$ 323,000	\$ 391,000	\$ 469,000	45%
Developer Fees	\$ 89,550	\$ 66,515	\$ 80,551	-10%
Property Taxes	\$ 2,038,700	\$ 2,159,000	\$ 2,213,000	9%
<b>TOTAL NON-OPERATING REVENUE</b>	<b>\$ 2,631,320</b>	<b>\$ 3,182,815</b>	<b>\$ 3,175,621</b>	<b>21%</b>
<b>OTHER SOURCES OF FUNDS</b>				
Transfer from Capital Replacement Reserve	\$ 4,879,676	\$ 4,310,839	\$ 5,855,873	20%
<b>TOTAL OTHER SOURCES OF FUNDS</b>	<b>\$ 4,879,676</b>	<b>\$ 4,310,839</b>	<b>\$ 5,855,873</b>	<b>20%</b>
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$ 19,595,946</b>	<b>\$ 19,549,054</b>	<b>\$ 22,350,843</b>	<b>14%</b>



**Leucadia Wastewater District  
Fiscal Year 2024 Operating & Capital Budgets  
Wastewater Program Summary**

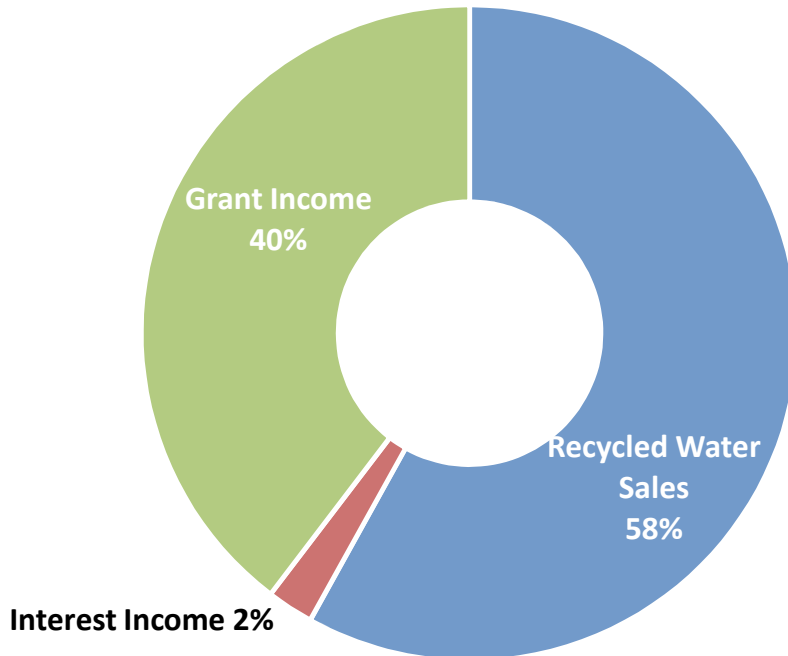
USES OF FUNDS	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET	% Change Bud to Bud
<b>OPERATING EXPENSES</b>				
Leucadia Facilities	\$ 7,482,625	\$ 7,511,733	\$ 8,161,245	9%
Batiquitos Joint Facilities	\$ 523,192	\$ 473,859	\$ 526,968	1%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 8,005,817</b>	<b>\$ 7,985,592</b>	<b>\$ 8,688,213</b>	<b>9%</b>
<b>DEVELOPMENT EXPENSES</b>				
Development Expenses	\$ 89,550	\$ 66,515	\$ 80,551	-10%
<b>TOTAL DEVELOPMENT EXPENSES</b>	<b>\$ 89,550</b>	<b>\$ 66,515</b>	<b>\$ 80,551</b>	<b>-10%</b>
<b>CAPITAL EXPENDITURES</b>				
Capital Acquisitions	\$ 589,600	\$ 597,139	\$ 1,243,800	111%
Capital Improvement Projects	\$ 6,855,046	\$ 6,830,000	\$ 7,707,143	12%
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 7,444,646</b>	<b>\$ 7,427,139</b>	<b>\$ 8,950,943</b>	<b>20%</b>
<b>RESERVE CONTRIBUTION</b>				
Transfer to Reserves for Capital Replacement	\$ 4,079,133	\$ 4,069,808	\$ 4,631,136	14%
<b>TOTAL RESERVE CONTRIBUTION</b>	<b>\$ 4,079,133</b>	<b>\$ 4,069,808</b>	<b>\$ 4,631,136</b>	<b>14%</b>
<b>TOTAL USES OF FUNDS</b>	<b>\$ 19,619,146</b>	<b>\$ 19,549,054</b>	<b>\$ 22,350,843</b>	<b>14%</b>



**Leucadia Wastewater District  
Fiscal Year 2024 Operating & Capital Budgets  
Recycled Water Program Summary**

<b>SOURCES OF FUNDS</b>	<b>FY 2023 BUDGET</b>	<b>FY 2023 PROJECTED</b>	<b>FY 2024 BUDGET</b>	<b>% Change Bud to Bud</b>
<b>OPERATING REVENUES</b>				
Recycled Water Sales	\$ 357,000	\$ 296,000	\$ 403,000	13%
<b>TOTAL ESTIMATED OPERATING REVENUE</b>	<b>\$ 357,000</b>	<b>\$ 296,000</b>	<b>\$ 403,000</b>	<b>13%</b>
<b>NON-OPERATING REVENUES</b>				
Interest Income	\$ 18,000	\$ 17,000	\$ 16,000	-11%
Grant Income	\$ -	\$ -	\$ 275,000	100%
<b>TOTAL ESTIMATED NON-OPERATING REVENUE</b>	<b>\$ 18,000</b>	<b>\$ 17,000</b>	<b>\$ 291,000</b>	<b>1517%</b>
<b>OTHER SOURCES OF FUNDS</b>				
Transfer from Water Recycling Reserve	\$ 146,723	\$ 655,336	\$ -	-100%
<b>TOTAL OTHER SOURCES OF FUNDS</b>	<b>\$ 146,723</b>	<b>\$ 655,336</b>	<b>\$ -</b>	<b>-100%</b>
<b>TOTAL FUNDS AVAILABLE</b>	<b>\$ 521,723</b>	<b>\$ 968,336</b>	<b>\$ 694,000</b>	<b>33%</b>

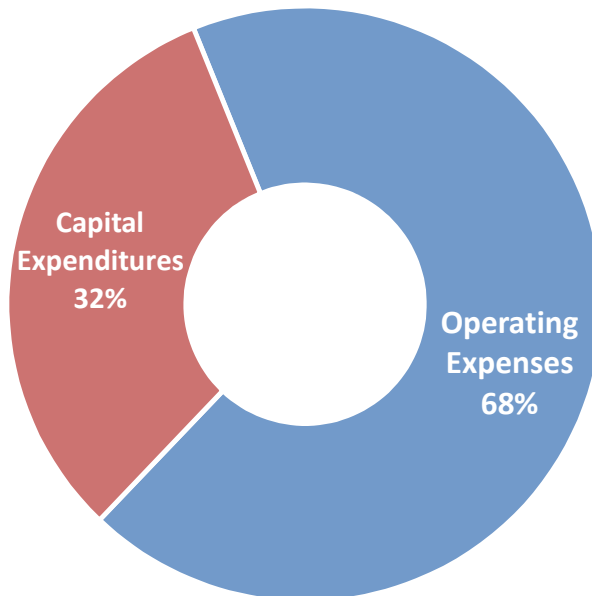
**Recycled Water Program  
Revenues**



**Leucadia Wastewater District  
Fiscal Year 2024 Operating & Capital Budgets  
Recycled Water Program Summary**

<b>USES OF FUNDS</b>	FY 2023 BUDGET	FY 2023 PROJECTED	FY 2024 BUDGET	% Change Bud to Bud
<b>OPERATING EXPENSES</b>				
Operating Program	\$ 288,223	\$ 275,236	\$ 313,665	9%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 288,223</b>	<b>\$ 275,236</b>	<b>\$ 313,665</b>	<b>9%</b>
<b>CAPITAL EXPENDITURES</b>				
Capital Acquisition	\$ 10,000	\$ 47,100	\$ 89,100	791%
Capital Improvement Program	\$ 223,500	\$ 646,000	\$ 57,000	100%
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 233,500</b>	<b>\$ 693,100</b>	<b>\$ 146,100</b>	<b>-37%</b>
<b>RESERVE CONTRIBUTION</b>				
Transfer to Water Recycling Reserve	\$ -	\$ -	\$ 234,235	0%
<b>TOTAL RESERVE CONTRIBUTION</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 234,235</b>	<b>0%</b>
<b>TOTAL USES OF FUNDS</b>	<b>\$ 521,723</b>	<b>\$ 968,336</b>	<b>\$ 694,000</b>	<b>33%</b>

**Recycled Water Program**  
Uses of Funds

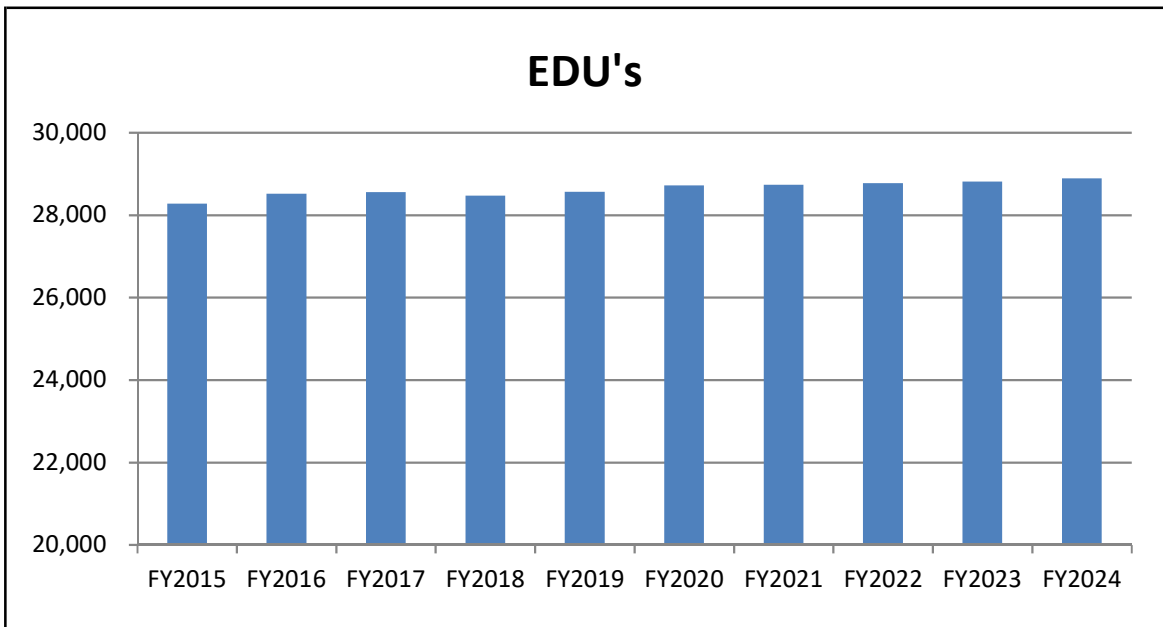


## FISCAL YEAR 2024 WASTEWATER SERVICE CHARGE and EQUIVALENT DWELLING UNIT (EDU) SUMMARY

<b>FY 2024</b>	
MONTHLY SERVICE CHARGE	\$ 38.12
ANNUAL SERVICE CHARGE	\$ 457.42
ESTIMATED EDU'S FY 2024	28,888
ESTIMATED SEWER SERVICE CHARGE REVENUE	\$ 13,213,949

<b>FY 2023</b>	
MONTHLY SERVICE CHARGE	\$ 34.65
ANNUAL SERVICE CHARGE	\$ 415.84
ESTIMATED EDU'S FY 2023	28,810
ESTIMATED SEWER SERVICE CHARGE REVENUE	\$ 11,980,350

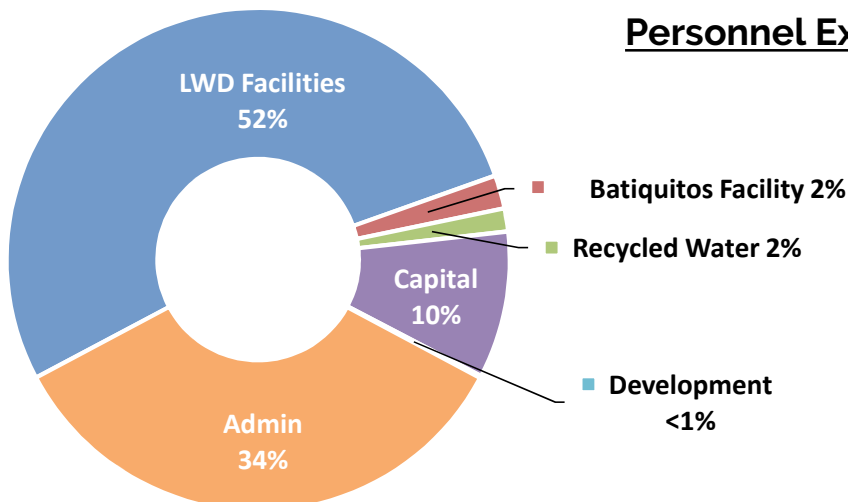
<b>% CHANGE IN SERVICE CHARGE</b>	<b>10%</b>
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## Leucadia Wastewater District Fiscal Year 2024 Budget Personnel Summary By Department

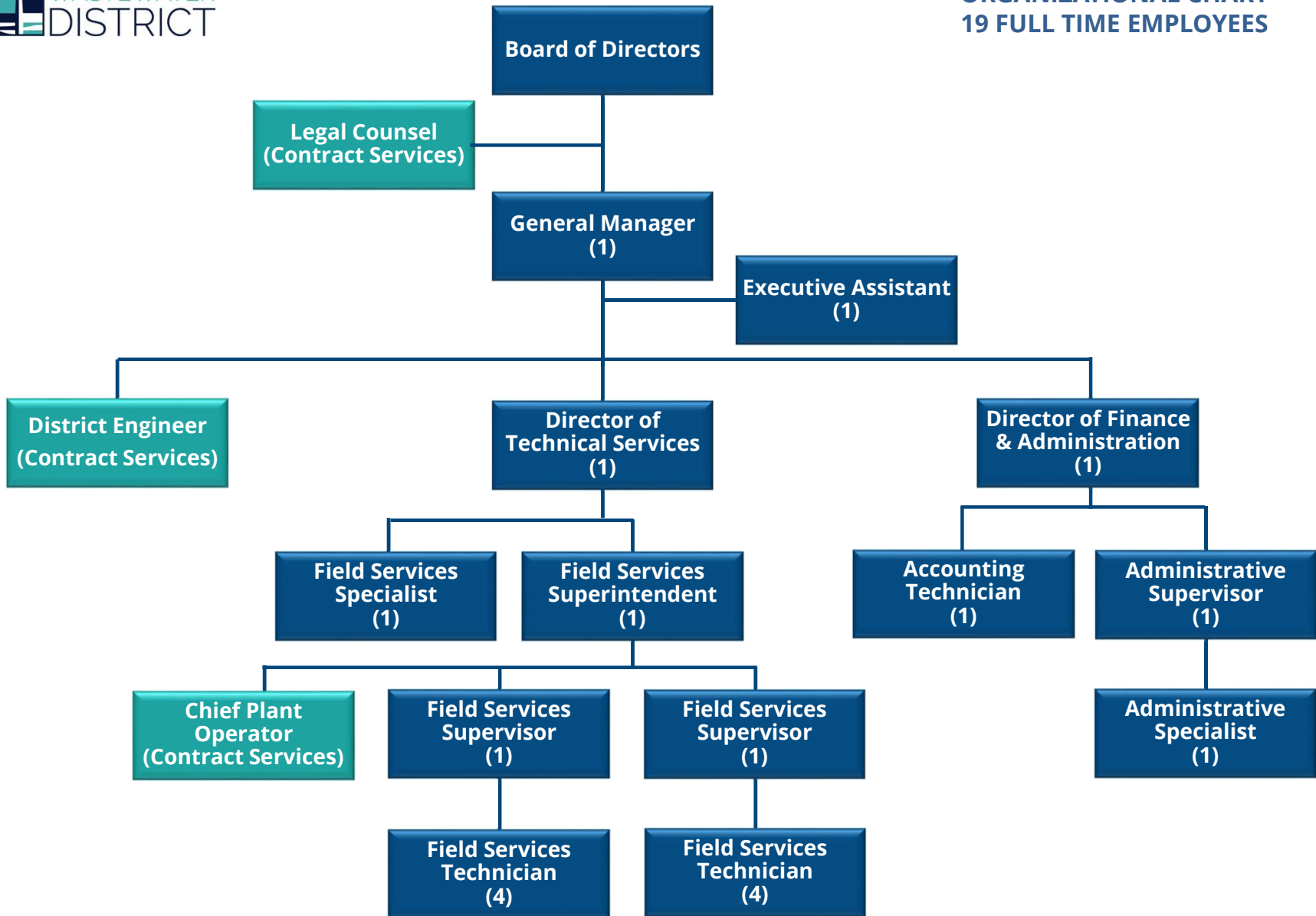
Program		FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>LWD Facilities:</b>					
	Salaries	\$ 1,212,574	\$ 1,203,300	\$ 1,259,901	4%
	Benefits	\$ 939,530	\$ 899,900	\$ 951,685	1%
	<b>Total LWD Facilities</b>	<b>\$ 2,152,104</b>	<b>\$ 2,103,200</b>	<b>\$ 2,211,586</b>	<b>3%</b>
<b>Batiquitos Joint Facilities:</b>					
	Salaries	\$ 52,081	\$ 49,600	\$ 51,637	-1%
	Benefits	\$ 39,862	\$ 36,700	\$ 38,796	-3%
	<b>Total Bat Joint Facilities</b>	<b>\$ 91,943</b>	<b>\$ 86,300</b>	<b>\$ 90,433</b>	<b>-2%</b>
<b>Recycled Water Enterprise:</b>					
	Salaries	\$ 35,782	\$ 33,600	\$ 36,810	3%
	Benefits	\$ 25,106	\$ 22,800	\$ 26,001	4%
	<b>Total RW Enterprise</b>	<b>\$ 60,888</b>	<b>\$ 56,400</b>	<b>\$ 62,811</b>	<b>3%</b>
<b>Capital Program:</b>					
	Salaries	\$ 233,969	\$ 228,400	\$ 241,706	3%
	Benefits	\$ 158,837	\$ 155,300	\$ 157,379	-1%
	<b>Total Capital Program</b>	<b>\$ 392,806</b>	<b>\$ 383,700</b>	<b>\$ 399,085</b>	<b>2%</b>
<b>Development:</b>					
	Salaries	\$ 3,310	\$ 3,700	\$ 3,564	8%
	Benefits	\$ 1,840	\$ 2,700	\$ 2,587	41%
	<b>Total Development</b>	<b>\$ 5,150</b>	<b>\$ 6,400</b>	<b>\$ 6,151</b>	<b>19%</b>
<b>Administration:</b>					
	Salaries	\$ 857,513	\$ 849,700	\$ 878,890	2%
	Benefits	\$ 577,094	\$ 557,200	\$ 574,360	0%
	<b>Total Administration</b>	<b>\$ 1,434,607</b>	<b>\$ 1,406,900</b>	<b>\$ 1,453,250</b>	<b>1%</b>
<b>Total Personnel Expense</b>		<b>\$ 4,137,498</b>	<b>\$ 4,042,900</b>	<b>\$ 4,223,316</b>	<b>2%</b>



**Personnel Expense Summary**  
By Department

**Leucadia Wastewater District  
Fiscal Year 2024 Operating & Capital Budgets  
Personnel Expense Detail**

Acct #	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>4100</b>	<b>Salaries</b>				
4110	Regular salaries	\$ 2,330,229	\$ 2,297,500	\$ 2,402,508	3%
4120	Overtime salaries	\$ 65,000	\$ 70,800	\$ 70,000	8%
	<b>Total Salaries</b>	<b>\$ 2,395,229</b>	<b>\$ 2,368,300</b>	<b>\$ 2,472,508</b>	3%
<b>4200</b>	<b>Employee Benefits</b>				
4210	FICA	\$ 169,070	\$ 164,200	\$ 175,756	4%
4220	Medical insurance	\$ 482,849	\$ 457,268	\$ 493,541	2%
4221	Dental insurance	\$ 40,486	\$ 42,747	\$ 46,881	16%
4222	Disability insurance	\$ 16,269	\$ 16,695	\$ 17,419	7%
4223	Life insurance	\$ 5,355	\$ 5,357	\$ 5,623	5%
4224	Unemployment insurance	\$ 5,000	\$ -	\$ 5,000	0%
4225	Employee assistance program (EAP)	\$ 613	\$ 700	\$ 613	0%
4226	Vision plan	\$ 4,607	\$ 4,668	\$ 5,011	9%
4230	Workers compensation insurance	\$ 58,802	\$ 51,200	\$ 51,540	-12%
4231	Uniforms	\$ 1,406	\$ 500	\$ 488	-65%
4240	CalPERS, employee retirement-normal service	\$ 285,920	\$ 259,400	\$ 311,539	9%
4240	CalPERS, employee retirement-unfunded liability	\$ 355,816	\$ 355,800	\$ 334,240	-6%
4241	OPEB - employee retirement health	\$ 7,392	\$ 7,965	\$ 9,240	25%
4245	Section 125 plan	\$ 1,400	\$ 2,000	\$ 1,623	16%
4293	Deferred Compensation Contribution	\$ 40,641	\$ 39,500	\$ 42,294	4%
	<b>Total Benefits</b>	<b>\$ 1,475,626</b>	<b>\$ 1,408,000</b>	<b>\$ 1,500,808</b>	2%
	<b>TOTAL SALARY &amp; BENEFITS</b>	<b>\$ 3,870,855</b>	<b>\$ 3,776,300</b>	<b>\$ 3,973,316</b>	3%
4244	CalPERS Additional Discretionary Payment (ADP)	\$ 266,643	\$ 266,600	\$ 250,000	-6%
	<b>TOTAL SALARY, BENEFITS &amp; ADP</b>	<b>\$ 4,137,498</b>	<b>\$ 4,042,900</b>	<b>\$ 4,223,316</b>	2%



# LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2024 OPERATING BUDGET WASTEWATER OPERATIONS – LEUCADIA FACILITIES

## Program Overview:

The FY24 Wastewater Operations – Leucadia Facilities Operating Budget reflects the expense associated with the collection, transmission and treatment of wastewater that is attributable to LWD only. This is LWD’s largest program and makes up the majority of LWD’s operating expenses.



The Wastewater Operations – Leucadia Facilities operating budget consists of three components: 1) Field Services Expenses (direct); 2) Administrative Expenses (support overhead); and 3) Encina Regional Treatment Facility expenses. The Field Services Department (FSD) provides the direct resources to operate the program with support from the Administrative Services Department (ASD).

Field Services Expenses: The FSD is responsible for collecting and transmitting LWD wastewater to the Encina regional treatment plant where it is treated to secondary discharge standards. FSD performs continuous preventative maintenance on over 200 miles of collection system. Under the Wastewater Operations – Leucadia Facilities Program, the FSD operates and maintains 9 wastewater pump stations that are funded solely by LWD. The FSD is also responsible for regulatory compliance functions, training functions and customer service.



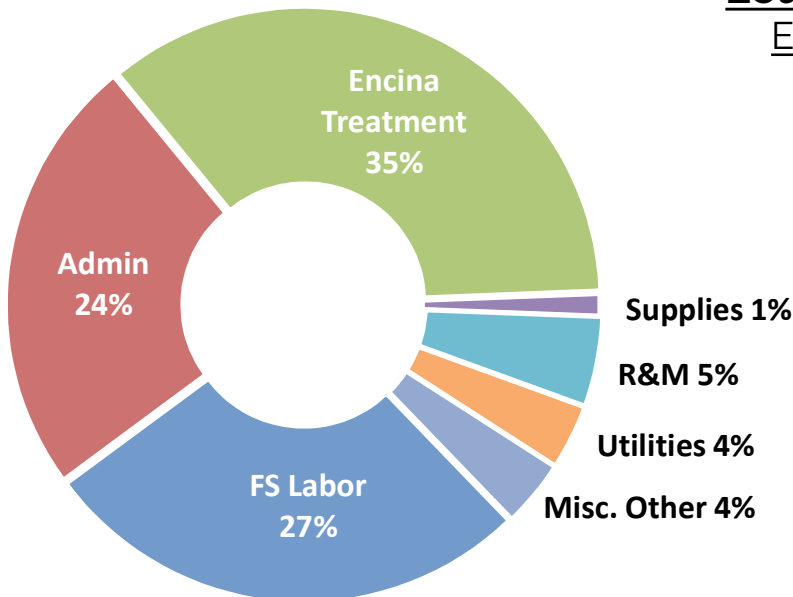
Administrative Services Expenses: ASD expenses are allocated to the Wastewater Operations – Leucadia Facilities Program to reflect expenses that support the collection and transmission of LWD wastewater. These expenses include overall staff management, as well as Board of Directors, financial, human resources and risk management support of the program.

Encina Regional Treatment Facility Operations: LWD contributes a proportionate share of the operating costs for the regional Encina Water Pollution Control Facility, which is operated by the Encina Wastewater Authority. This expense funds the treatment, resource recovery, and disposal of the wastewater generated within LWD’s service area.

**Leucadia Wastewater District  
Wastewater Operations - Leucadia Facilities  
Fiscal Year 2024 Operating Budget  
Expense Summary**

Account	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>Field Services Expenses:</b>					
Labor Expenses:					
	FS Salaries & Benefits	\$ 2,152,104	\$ 2,103,200	\$ 2,211,586	3%
Non-Labor Expenses:					
4600	Fuel	\$ 50,000	\$ 65,000	\$ 60,000	20%
4900	Office Expense	\$ 106,500	\$ 103,220	\$ 107,000	0%
5000	Operating Supplies	\$ 102,300	\$ 87,800	\$ 99,000	-3%
5200	Professional Services	\$ 90,700	\$ 62,000	\$ 90,700	0%
5400	Rent/Leases	\$ 8,000	\$ 5,600	\$ 8,000	0%
5500	Repair and Maintenance	\$ 362,500	\$ 330,310	\$ 401,715	11%
5600	Permitting & Monitoring	\$ 32,200	\$ 29,900	\$ 34,900	8%
5900	Utilities	\$ 246,100	\$ 274,700	\$ 291,100	18%
	<b>Subtotal Other Expenses</b>	<b>\$ 998,300</b>	<b>\$ 958,530</b>	<b>\$ 1,092,415</b>	<b>9%</b>
	<b>Total Field Services Expenses</b>	<b>\$ 3,150,404</b>	<b>\$ 3,061,730</b>	<b>\$ 3,304,001</b>	<b>5%</b>
	<b>Administration Expenses:</b>	<b>\$ 2,057,621</b>	<b>\$ 1,892,003</b>	<b>\$ 1,973,244</b>	<b>-4%</b>
	<b>Subtotal LWD Expenses Before Encina:</b>	<b>\$ 5,208,025</b>	<b>\$ 4,953,733</b>	<b>\$ 5,277,245</b>	<b>1%</b>
6210	<b>Encina Treatment Expenses:</b>	<b>\$ 2,274,600</b>	<b>\$ 2,558,000</b>	<b>\$ 2,884,000</b>	<b>27%</b>
	<b>Total LWD Facilities Expenses</b>	<b>\$ 7,482,625</b>	<b>\$ 7,511,733</b>	<b>\$ 8,161,245</b>	<b>9%</b>

**Leucadia Facilities  
Expense Allocation**



**Leucadia Wastewater District  
Wastewater Operations - Leucadia Facilities  
Fiscal Year 2024 Operating Budget  
Expense Detail**

Acct #	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>4600</b>	<b><u>Gasoline, Oil, Fuel</u></b>				
20-41-0000-4610	Vehicle Gasoline, Diesel Fuel, Lubricants Diesel and Gas	\$ 50,000	\$ 65,000	\$ 60,000	20%
	<b>Total Gasoline, Oil, Fuel</b>	<b>\$ 50,000</b>	<b>\$ 65,000</b>	<b>\$ 60,000</b>	20%
<b>4900</b>	<b><u>Office Expense</u></b>				
20-41-0000-4950	Computer Service				
	Flow & Alarm monitoring ADS Intelliserve	\$ 72,000	\$ 72,000	\$ 74,000	3%
	GIS Cloud License Fee	\$ 3,500	\$ 1,820	\$ 5,000	43%
	GIS Support	\$ 3,500	\$ 3,500	\$ 3,500	0%
	SCADA Support and Parts	\$ 10,000	\$ 10,000	\$ 11,000	10%
	Smart Cover H2S monitoring	\$ 6,800	\$ 6,800	\$ 6,800	0%
	Watchguard Firewall	\$ 2,800	\$ 2,600	\$ -	-100%
	InfraMap (WMS) Comprehensive Support	\$ 7,900	\$ 6,500	\$ 6,700	-15%
	<b>Total Office Expense</b>	<b>\$ 106,500</b>	<b>\$ 103,220</b>	<b>\$ 107,000</b>	0%
<b>5000</b>	<b><u>Operating Supplies</u></b>				
20-41-0000-5010	Chemicals (Liquid Oxygen)	\$ 60,000	\$ 50,000	\$ 60,000	0%
20-41-0000-5020	Laundry	\$ 14,000	\$ 14,000	\$ 14,000	0%
20-41-0000-5030	Tool Replacement	\$ 4,000	\$ 4,000	\$ 4,000	0%
20-41-0000-5040	Safety Supplies/Services				
	Atmospheric Monitoring/Testing Equip., Service, & Supplies	\$ 4,000	\$ 2,000	\$ 2,000	-50%
	Commercial Driver's License / Physicals Renewals	\$ 700	\$ 700	\$ 900	29%
	DOT Testing Program Administration (DATCO)	\$ 1,500	\$ 1,200	\$ 1,200	-20%
	First Aid Supplies	\$ 3,000	\$ 1,500	\$ 2,000	-33%
	Hearing Conservation	\$ 1,000	\$ 1,100	\$ 1,100	10%
	Personal Protective Equipment (Disposable)	\$ 6,000	\$ 6,500	\$ 7,000	17%
	Respiratory Protection Physicals/Fit Testing	\$ 2,000	\$ 1,000	\$ 1,000	-50%
	Safety Shoes	\$ 3,300	\$ 3,300	\$ 3,300	0%
	SCBA Equipment	\$ 1,800	\$ 1,500	\$ 1,000	-44%
	Traffic Control Devices	\$ 1,000	\$ 1,000	\$ 1,500	50%
	Total Safety Supplies	\$ 24,300	\$ 19,800	\$ 21,000	-14%
	<b>Total Operating Supplies</b>	<b>\$ 102,300</b>	<b>\$ 87,800</b>	<b>\$ 99,000</b>	-3%
<b>5200</b>	<b><u>Professional Services</u></b>				
20-41-0000-5210	Engineering Services				
	Annual SSMP Audit	\$ 9,200	\$ 9,000	\$ 9,200	0%
	District Engineering	\$ 70,000	\$ 53,000	\$ 70,000	0%
	Specialty Engineering	\$ 10,000	\$ -	\$ 10,000	0%
	Update Safety Program Plans	\$ 1,500	\$ -	\$ 1,500	0%
	<b>Total Professional Services</b>	<b>\$ 90,700</b>	<b>\$ 62,000</b>	<b>\$ 90,700</b>	0%

**Leucadia Wastewater District  
Wastewater Operations - Leucadia Facilities  
Fiscal Year 2024 Operating Budget  
Expense Detail**

Acct #	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>5400</b>	<b><u>Rents, Licenses &amp; Leases</u></b>				
20-41-0000-5410	Repair/Maintenance Equipment Rental	\$ 1,000	\$ 600	\$ 1,000	0%
20-41-0000-5440	Easement License - NCTD License Fees	\$ 7,000	\$ 5,000	\$ 7,000	0%
	<b>Total Rents and Leases</b>	<b>\$ 8,000</b>	<b>\$ 5,600</b>	<b>\$ 8,000</b>	0%
<b>5500</b>	<b><u>Repair &amp; Maintenance</u></b>				
20-41-0000-5510	Line Maintenance				
	Cathodic Testing	\$ 4,400	\$ 4,650	\$ 5,115	16%
	CCTV Support/Maintenance	\$ 20,000	\$ 15,000	\$ 20,000	0%
	Routine Line Repair Supplies	\$ 25,000	\$ 25,000	\$ 25,000	0%
	Smoke Testing	\$ 20,000	\$ 26,000	\$ 26,000	30%
	Vactor High Pressure Hose	\$ 6,400	\$ 6,400	\$ 6,400	0%
	Vactor Control	\$ 7,000	\$ 7,000	\$ 7,000	0%
	Root Control	\$ -	\$ -	\$ 11,000	100%
	Water for Line Cleaning	\$ 19,000	\$ 19,700	\$ 21,000	11%
	Total Line Maintenance	\$ 101,800	\$ 103,750	\$ 121,515	19%
20-41-0000-5520	Pump Station Repair & Maintenance				
	Electrical Services/Diagnostic Heat Testing	\$ 14,000	\$ 14,000	\$ 15,400	10%
	HVAC Service	\$ 10,000	\$ 5,900	\$ 10,000	0%
	Odor Control Media Replacement & Testing	\$ 19,800	\$ 1,000	\$ 28,600	44%
	Pump & Motor Repairs	\$ 30,000	\$ 30,000	\$ 30,000	0%
	Refurbish Pump Seals	\$ 1,500	\$ 1,500	\$ 1,500	0%
	Routine Pump Station Repair Supplies	\$ 6,000	\$ 6,000	\$ 6,000	0%
	Scaffold & Crane Services	\$ 2,500	\$ 2,500	\$ 2,700	8%
	Standby Power System Service (Generator)	\$ 15,000	\$ 15,000	\$ 15,000	0%
	Crane Major Service	\$ -	\$ -	\$ 8,000	100%
	Total Pump Station Repair & Maintenance	\$ 98,800	\$ 75,900	\$ 117,200	19%
20-41-0000-5530	Buildings & Grounds Repair & Maintenance				
	Audio Visual	\$ 1,500	\$ 250	\$ 1,500	0%
	Elevator	\$ 6,000	\$ 4,400	\$ 6,000	0%
	Fire Extinguisher Service	\$ 2,000	\$ 1,200	\$ 1,400	-30%
	HVAC Service	\$ 14,000	\$ 10,300	\$ 11,000	-21%
	Janitorial Services	\$ 29,000	\$ 31,000	\$ 31,000	7%
	Landscaping/Water Feature/Gate Maintenance Services	\$ 20,000	\$ 16,900	\$ 20,000	0%
	Miscellaneous Buildings & Grounds Repairs	\$ 25,000	\$ 25,000	\$ 25,000	0%
	Pest Control	\$ 1,700	\$ 1,850	\$ 2,000	18%
	Plant Service	\$ 2,000	\$ 1,980	\$ 2,000	0%
	Roof and Gutter Maintenance	\$ 2,000	\$ 1,900	\$ 2,000	0%
	Security Camera Extended Service	\$ 2,000	\$ 1,980	\$ 2,000	0%
	Solar Panel Cleaning	\$ 1,500	\$ 1,500	\$ 1,500	0%
	Test Fire Sprinkler System	\$ 2,000	\$ 2,000	\$ 2,100	5%
	Trash Service	\$ 3,200	\$ 4,600	\$ 4,800	50%
	Tree Trimming	\$ 1,000	\$ -	\$ 1,000	0%
	Window Cleaning	\$ 1,000	\$ 1,000	\$ 1,200	20%
	Total Buildings & Grounds Repair & Maintenance	\$ 113,900	\$ 105,860	\$ 114,500	1%

**Leucadia Wastewater District  
Wastewater Operations - Leucadia Facilities  
Fiscal Year 2024 Operating Budget  
Expense Detail**

Acct #	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
20-41-0000-5540	Vehicle Repair & Maintenance				
	Routine & Corrective Repairs	\$ 16,000	\$ 16,000	\$ 16,000	0%
	Tire Replacement	\$ 4,500	\$ 5,000	\$ 5,000	11%
	Vactor Major Service	\$ 25,000	\$ 23,000	\$ 25,000	0%
	<b>Total Vehicle Repair &amp; Maintenance</b>	<b>\$ 45,500</b>	<b>\$ 44,000</b>	<b>\$ 46,000</b>	<b>1%</b>
20-41-0000-5550	Paint & Lubricants				
	HazMat Disposal	\$ 1,000	\$ -	\$ 1,000	0%
	Misc. Supplies	\$ 500	\$ 500	\$ 500	0%
	<b>Total Paint &amp; Lubricants</b>	<b>\$ 1,500</b>	<b>\$ 500</b>	<b>\$ 1,500</b>	<b>0%</b>
20-41-0000-5590	Equipment Repair & Maintenance				
	Misc. Equip. Repairs (Portable Generators, Pumps)	\$ 1,000	\$ 300	\$ 1,000	0%
	<b>Total Repair and Maintenance</b>	<b>\$ 362,500</b>	<b>\$ 330,310</b>	<b>\$ 401,715</b>	<b>11%</b>
<b>5600</b>	<b><u>Monitoring and Permitting</u></b>				
20-41-0000-5610	Lab Analysis				
	Baseline Background Analysis	\$ 1,000	\$ 1,000	\$ 1,000	0%
	Beach Posting Analysis	\$ 1,500	\$ -	\$ 1,500	0%
	<b>Total Lab Analysis</b>	<b>\$ 2,500</b>	<b>\$ 1,000</b>	<b>\$ 2,500</b>	<b>0%</b>
20-41-0000-5630	Permits & Monitoring				
	Air Pollution Control District	\$ 6,400	\$ 6,700	\$ 7,100	11%
	City of Carlsbad Inspection Permit	\$ 1,500	\$ -	\$ 1,500	0%
	City of Encinitas Inspection Permit	\$ 300	\$ -	\$ 300	0%
	Collection System Permit	\$ 18,000	\$ 18,500	\$ 19,500	8%
	County Business Emergency Plan Permit	\$ 3,500	\$ 3,700	\$ 4,000	14%
	<b>Total Permits &amp; Monitoring</b>	<b>\$ 29,700</b>	<b>\$ 28,900</b>	<b>\$ 32,400</b>	<b>9%</b>
	<b>Total Monitoring and Permitting</b>	<b>\$ 32,200</b>	<b>\$ 29,900</b>	<b>\$ 34,900</b>	<b>8%</b>
<b>5900</b>	<b><u>Utilities</u></b>				
20-41-0000-5920	SCADA Remote Communications	\$ 600	\$ 600	\$ 600	0%
20-41-0000-5930	Electricity, District Operations	\$ 230,000	\$ 260,000	\$ 275,000	20%
20-41-0000-5940	Water	\$ 12,000	\$ 10,600	\$ 12,000	0%
20-41-0000-5950	USA Notification Service	\$ 3,500	\$ 3,500	\$ 3,500	0%
	<b>Total Utilities</b>	<b>\$ 246,100</b>	<b>\$ 274,700</b>	<b>\$ 291,100</b>	<b>18%</b>
<b>TOTAL LEUCADIA FACILITIES EXPENSES</b>		<b>\$ 998,300</b>	<b>\$ 958,530</b>	<b>\$ 1,092,415</b>	<b>9%</b>



# LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2024 OPERATING BUDGET WASTEWATER ENTERPRISE – BATIQUITOS JOINT FACILITIES

## Program Overview:

The FY24 Wastewater Operations – Batiquitos Joint Facilities operating budget reflects the expenses associated with the operation and maintenance of the Batiquitos Pump Station, force mains and associated gravity pipelines. The Batiquitos Joint Facilities are jointly owned by LWD and the City of Encinitas (Encinitas), and operating expenses are prorated based on flow. For FY24, budgeted operating expenses have been proportioned at approximately 80% for LWD and 20% for Encinitas.

The Wastewater Operations – Batiquitos Joint Facilities budget consists of two components: 1) Field Services Expenses (direct) and 2) Administrative Expenses (support overhead). The Field Services Department (FSD) provides the direct resources to operate and maintain the Batiquitos Joint Facilities with support from the Administrative Services Department (ASD). The program components are summarized as follows:

Field Services Expenses: The FSD is responsible for operating the Batiquitos Joint Facilities. The FSD performs preventative maintenance of the pump station and collection system, regulatory compliance functions, training functions and customer service.

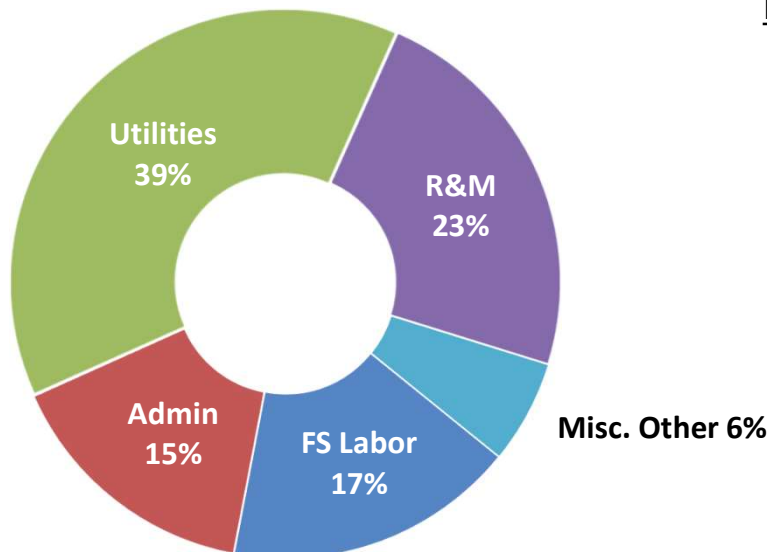
Administrative Services Expenses: ASD expenses are allocated to the Wastewater Operations – Batiquitos Joint Facilities to reflect expenses that support the operation of the Batiquitos pump station and force main facilities. These expenses include overall staff management, as well as Board of Directors, financial, human resources and risk management support of the program.



**Leucadia Wastewater District  
Wastewater Operations - Batiquitos Joint Facilities  
Fiscal Year 2024 Operating Budget  
Expense Summary**

Account	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>Field Services Expenses:</b>					
Labor Expenses:					
	FS Salaries & Benefits	\$ 91,943	\$ 86,300	\$ 90,433	-2%
Non-Labor Expenses:					
4600	Fuel	\$ 1,000	\$ 2,700	\$ 1,000	0%
4900	Office Expense	\$ 8,250	\$ 8,500	\$ 10,330	25%
5000	Operating Supplies	\$ 500	\$ 350	\$ 400	-20%
5200	Professional Services	\$ 10,000	\$ 2,000	\$ 10,000	0%
5400	Rents & Leases	\$ 5,000	\$ -	\$ 5,000	0%
5500	Repair and Maintenance	\$ 112,700	\$ 104,595	\$ 121,820	8%
5600	Permitting & Monitoring	\$ 4,100	\$ 2,100	\$ 5,100	24%
5900	Utilities	\$ 201,780	\$ 189,680	\$ 202,200	0%
	Subtotal Other Expenses	\$ 343,330	\$ 309,925	\$ 355,850	4%
	<b>Total Field Services Expenses</b>	<b>\$ 435,273</b>	<b>\$ 396,225</b>	<b>\$ 446,283</b>	<b>3%</b>
	<b>Administration Expenses:</b>	<b>\$ 87,919</b>	<b>\$ 77,634</b>	<b>\$ 80,685</b>	<b>-8%</b>
	<b>Total Batiquitos Joint Facilities Expenses</b>	<b>\$ 523,192</b>	<b>\$ 473,859</b>	<b>\$ 526,968</b>	<b>1%</b>

**Batiquitos Joint Facilities**  
Expense Allocation



**Leucadia Wastewater District  
Wastewater Operations - Batiquitos Joint Facilities  
Fiscal Year 2024 Operating Budget  
Expense Detail**

Acct #	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>4600</b>	<b><u>Fuel</u></b>				
20-41-0022-4610	Diesel	\$ 1,000	\$ 2,700	\$ 1,000	0%
	<b>Total Fuel Expense</b>	<b>\$ 1,000</b>	<b>\$ 2,700</b>	<b>\$ 1,000</b>	0%
<b>4900</b>	<b><u>Office Expense</u></b>				
20-41-0022-4950	Computer Service				
	SCADA Support and Parts	\$ 5,000	\$ 5,000	\$ 5,500	10%
	Watchguard Firewall	\$ 2,250	\$ 2,000	\$ -	-100%
	Smart Cover H2S Monitoring	\$ -	\$ 500	\$ 3,830	100%
	InfraMap (WMS) Comprehensive Support	\$ 1,000	\$ 1,000	\$ 1,000	0%
	<b>Total Office Expense</b>	<b>\$ 8,250</b>	<b>\$ 8,500</b>	<b>\$ 10,330</b>	25%
<b>5000</b>	<b><u>Operating Supplies</u></b>				
20-41-0022-5040	Safety Supplies/Services				
	First Aid Supplies	\$ 500	\$ 350	\$ 400	-20%
	<b>Total Operating Supplies</b>	<b>\$ 500</b>	<b>\$ 350</b>	<b>\$ 400</b>	-20%
<b>5200</b>	<b><u>Professional Services</u></b>				
20-41-0022-5210	Engineering Services				
	District Engineering	\$ 5,000	\$ 2,000	\$ 5,000	0%
	Specialty Engineering	\$ 5,000	\$ -	\$ 5,000	0%
	<b>Total Professional Services</b>	<b>\$ 10,000</b>	<b>\$ 2,000</b>	<b>\$ 10,000</b>	0%
<b>5400</b>	<b><u>Rents &amp; Leases</u></b>				
20-41-0022-5410	Equipment Rental				
	Portable Pump Rental	\$ 5,000	\$ -	\$ 5,000	0%
	<b>Total Rents and Leases</b>	<b>\$ 5,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>	0%

**Leucadia Wastewater District  
Wastewater Operations - Batiquitos Joint Facilities  
Fiscal Year 2024 Operating Budget  
Expense Detail**

Acct #	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>5500</b>	<b><u>Repair &amp; Maintenance</u></b>				
20-41-0022-5510	Line Maintenance				
	Cathodic Testing	\$ 2,400	\$ 2,555	\$ 2,810	17%
	Total Line Maintenance	\$ 2,400	\$ 2,555	\$ 2,810	17%
20-41-0022-5520	Pump Station Repair & Maintenance				
	Electrical Services	\$ 8,500	\$ 9,000	\$ 9,000	6%
	HVAC Service	\$ 6,000	\$ 6,000	\$ 6,000	0%
	Miscellaneous Services/Supplies	\$ 5,000	\$ 5,300	\$ 5,400	8%
	Odor Control Media Replacement & Testing	\$ 54,100	\$ 58,000	\$ 59,000	9%
	Pump & Motor Repairs	\$ 25,000	\$ 7,000	\$ 25,000	0%
	Replace Odaloggers	\$ 1,600	\$ 2,000	\$ 3,000	88%
	Solar Panel Cleaning	\$ 100	\$ 100	\$ 110	10%
	Standby Power System Service (Generator)	\$ 3,700	\$ 10,740	\$ 4,000	8%
	Transfer Switch Testing & Electrical Heat Test	\$ 2,300	\$ 2,400	\$ 2,700	17%
	Vibrational Analysis BPS (Predictive Testing)	\$ 1,000	\$ -	\$ 3,300	230%
	Total Pump Station Repair & Maintenance	\$ 107,300	\$ 100,540	\$ 117,510	10%
20-41-0022-5530	Buildings & Grounds Repair & Maintenance				
	Landscaping Service	\$ 1,500	\$ -	\$ -	-100%
	Miscellaneous Buildings & Grounds Repairs	\$ 1,500	\$ 1,500	\$ 1,500	0%
	Total Buildings & Grounds Repair & Maintenance	\$ 3,000	\$ 1,500	\$ 1,500	-50%
	<b>Total Repair &amp; Maintenance</b>	<b>\$ 112,700</b>	<b>\$ 104,595</b>	<b>\$ 121,820</b>	<b>8%</b>
<b>5600</b>	<b><u>Monitoring and Permitting</u></b>				
20-41-0022-5610	Lab Analysis				
	Lab Analysis (Baseline Background Analysis)	\$ 2,000	\$ -	\$ 3,000	50%
	Total Lab Analysis	\$ 2,000	\$ -	\$ 3,000	50%
20-41-0022-5630	Permits & Monitoring				
	APCD - Generator & Pump Emissions/Odor Control	\$ 1,500	\$ 1,500	\$ 1,500	0%
	County HazMat (Business Plan) Permit	\$ 600	\$ 600	\$ 600	0%
	Total Permits & Monitoring	\$ 2,100	\$ 2,100	\$ 2,100	0%
	<b>Total Monitoring &amp; Permitting</b>	<b>\$ 4,100</b>	<b>\$ 2,100</b>	<b>\$ 5,100</b>	<b>24%</b>
<b>5900</b>	<b><u>Utilities</u></b>				
20-41-0022-5910	Telephone	\$ 2,280	\$ 2,580	\$ 2,700	18%
20-41-0022-5930	Batiquitos Electrical Power	\$ 198,000	\$ 186,000	\$ 198,000	0%
20-41-0022-5940	Water	\$ 1,500	\$ 1,100	\$ 1,500	0%
	<b>Total Utilities</b>	<b>\$ 201,780</b>	<b>\$ 189,680</b>	<b>\$ 202,200</b>	<b>0%</b>
<b>Total Batiquitos Joint Facilities Expenses</b>		<b>\$ 343,330</b>	<b>\$ 309,925</b>	<b>\$ 355,850</b>	<b>4%</b>

# LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2024 OPERATING BUDGET RECYCLED WATER OPERATIONS



## **Program Overview:**

The FY24 Recycled Water Enterprise Operating Budget reflects the expenses associated with the operation and maintenance of LWD's Gafner Water Recycling Facility (Gafner WRF) and the Encina Effluent Pump Station. The Gafner WRF is a 1.0 million gallon per day facility that provides recycled water for the irrigation of the Omni La Costa Resort & Spa golf course.

The Recycled Water Enterprise budget consists of two components: 1) Field Services Expenses (direct) and 2) Administrative Expenses (support overhead). The Field Services Department (FSD) provides the direct resources to operate and maintain the Gafner WRF with support from the Administrative Services Department (ASD). The program components are summarized as follows:

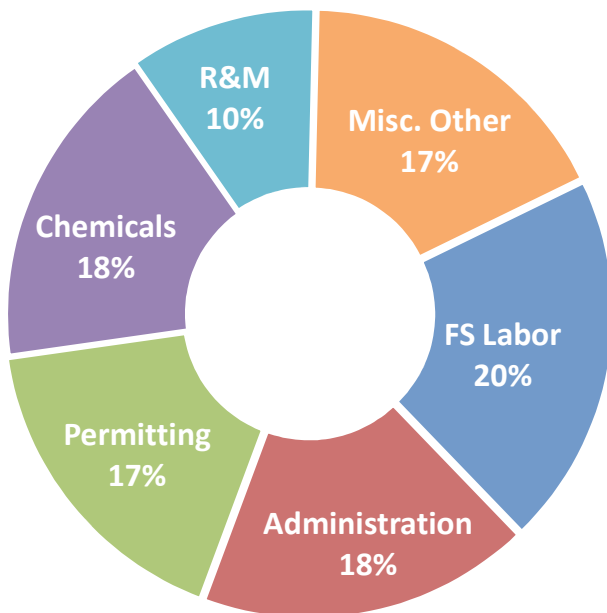
**Field Services Expenses:** The FSD is responsible for operating the Gafner WRF. The operation consists of chemically treating and filtering secondary effluent in accordance with all public health and environmental standards. The FSD performs preventative maintenance, regulatory compliance functions, training functions and customer service.

**Administrative Services Expenses:** ASD expenses are allocated to the Recycled Water Enterprise to reflect expenses that support the operation of Gafner WRF. These expenses include overall staff management, as well as Board of Directors, financial, human resources and risk management support of the program.

## Leucadia Wastewater District Recycled Water Operations Fiscal Year 2024 Operating Budget Expense Summary

Account	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>Field Services Expenses:</b>					
Labor Expenses:					
	FS Salaries & Benefits	\$ 60,888	\$ 56,400	\$ 62,811	3%
Non-Labor Expenses:					
4900	Office Expenses	\$ 3,300	\$ 3,300	\$ 3,800	15%
5000	Operating Supplies	\$ 46,000	\$ 53,000	\$ 55,000	20%
5200	Professional Services	\$ 22,000	\$ 15,200	\$ 30,300	38%
5500	Repair and Maintenance	\$ 32,300	\$ 28,000	\$ 31,600	-2%
5600	Permitting & Monitoring	\$ 48,000	\$ 49,600	\$ 53,600	12%
5900	Utilities	\$ 17,500	\$ 19,000	\$ 20,500	17%
	<b>Subtotal Non-Labor Expenses</b>	<b>\$ 169,100</b>	<b>\$ 168,100</b>	<b>\$ 194,800</b>	<b>15%</b>
	<b>Total Field Services Expenses</b>	<b>\$ 229,988</b>	<b>\$ 224,500</b>	<b>\$ 257,611</b>	<b>12%</b>
	<b>Administration Expenses:</b>	<b>\$ 58,235</b>	<b>\$ 50,736</b>	<b>\$ 56,054</b>	<b>-4%</b>
	<b>Total Recycled Water Facility Expenses</b>	<b>\$ 288,223</b>	<b>\$ 275,236</b>	<b>\$ 313,665</b>	<b>9%</b>

### Recycled Water Facilities Expense Allocation



**Leucadia Wastewater District  
Recycled Water Operations  
Fiscal Year 2024 Operating Budget  
Expense Detail**

Acct #	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>4900</b>	<b><u>Office Expense</u></b>				
30-43-0019-4950	Computer Service				
	SCADA Support & Parts	\$ 3,000	\$ 3,000	\$ 3,500	17%
	WMS Software Maintenance	\$ 300	\$ 300	\$ 300	0%
	<b>Total Office Expense</b>	<b>\$ 3,300</b>	<b>\$ 3,300</b>	<b>\$ 3,800</b>	15%
<b>5000</b>	<b><u>Operating Supplies</u></b>				
30-43-0019-5010	Chemicals				
	Polyalum & Sodium Hypochlorite	\$ 46,000	\$ 53,000	\$ 55,000	20%
	<b>Total Operating Supplies</b>	<b>\$ 46,000</b>	<b>\$ 53,000</b>	<b>\$ 55,000</b>	20%
<b>5200</b>	<b><u>Professional Services</u></b>				
30-43-0019-5210	Engineering Services				
	District Engineering	\$ 5,000	\$ -	\$ 5,000	0%
	Specialty Engineering	\$ 12,000	\$ -	\$ -	-100%
	<b>Total Engineering Services</b>	<b>\$ 17,000</b>	<b>\$ -</b>	<b>\$ 5,000</b>	-71%
30-43-0019-5220	Legal Services	\$ 5,000	\$ -	\$ 2,500	-50%
30-43-0019-5227	Chief Plant Operator Services	\$ -	\$ 15,200	\$ 22,800	100%
	<b>Total Professional Services</b>	<b>\$ 22,000</b>	<b>\$ 15,200</b>	<b>\$ 30,300</b>	38%
<b>5500</b>	<b><u>Repair &amp; Maintenance</u></b>				
30-43-0019-5580	Treatment Plant R&M				
	Calibration Services (Flow/Turbidity/CI Residual)	\$ 8,000	\$ 8,000	\$ 8,600	8%
	Electrical Heat Test	\$ 2,200	\$ 2,400	\$ 2,600	18%
	Force Main Operations	\$ 800	\$ 800	\$ 800	0%
	HVAC Service	\$ 3,800	\$ 2,800	\$ 3,800	0%
	Pump & Motor Repairs	\$ 10,000	\$ 7,000	\$ 8,000	-20%
	Routine Plant Equipment Maintenance	\$ 4,000	\$ 5,000	\$ 5,000	25%
	VFD/Electrical Services	\$ 3,500	\$ 2,000	\$ 2,800	-20%
	<b>Total Repair and Maintenance</b>	<b>\$ 32,300</b>	<b>\$ 28,000</b>	<b>\$ 31,600</b>	-2%

**Leucadia Wastewater District  
Recycled Water Operations  
Fiscal Year 2024 Operating Budget  
Expense Detail**

Acct #	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>5600</b>	<b><u>Monitoring and Permitting</u></b>				
30-43-0019-5610	Lab Analysis	\$ 11,000	\$ 11,000	\$ 13,000	18%
30-43-0019-5630	Permits & Monitoring				
	RWQCB Discharge Permit	\$ 25,000	\$ 25,600	\$ 26,600	6%
	RWQCB Storm Water Permit	\$ 2,100	\$ 1,700	\$ 2,200	5%
	San Marcos Creek Flow Measurement	\$ 9,600	\$ 10,900	\$ 11,400	19%
	Storm Water Maintenance	\$ 300	\$ 400	\$ 400	33%
	Total Permits & Monitoring	<u>\$ 37,000</u>	<u>\$ 38,600</u>	<u>\$ 40,600</u>	10%
	<b>Total Monitoring &amp; Permitting</b>	<b><u>\$ 48,000</u></b>	<b><u>\$ 49,600</u></b>	<b><u>\$ 53,600</u></b>	12%
<b>5900</b>	<b><u>Utilities</u></b>				
30-43-0019-5930	Encina Effluent Pump Station Electricity	<u>\$ 17,500</u>	<u>\$ 19,000</u>	<u>\$ 20,500</u>	17%
	<b>Total Utilities</b>	<b><u>\$ 17,500</u></b>	<b><u>\$ 19,000</u></b>	<b><u>\$ 20,500</u></b>	17%
<b>Total Recycled Water Operation Expenses</b>		<b><u><u>\$ 169,100</u></u></b>	<b><u><u>\$ 168,100</u></u></b>	<b><u><u>\$ 194,800</u></u></b>	15%



# LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2024 OPERATING BUDGET ADMINISTRATIVE SERVICES

## Program Overview:

The Administrative Services Department (ASD) provides support services for LWD's core functions: the collection, transmission, and treatment of wastewater and the production of recycled water. The ASD is responsible for finance, human resources, Board of Directors (Board) support, risk management, information systems, records retention, customer service, and public outreach.

ASD expenses are allocated across four programs 1) Wastewater Operations – Leucadia Facilities; 2) Wastewater Operations – Batiquitos Joint Facilities; 3) Water Recycling Operations; and 4) Capital Improvement Projects. A brief summary of key Administrative Service functions is as follows:

Finance: The ASD provides accounting and financial reporting functions for LWD. ASD staff monitors LWD's cash flow and processes billing, receipts, disbursements, payroll, and general transactions throughout the year. The ASD oversees the investment of District reserves. The team also performs procurement functions to ensure conformance with laws, and applicable policies and procedures.

Human Resources: The ASD manages all human resource functions including compensation, benefits administration, employee morale, employee training, employee hiring and discipline, and maintenance of personnel records.

Board Support: The ASD's Board support functions include preparation of Board and subcommittee meeting agendas, posting public notices, meeting minutes, preparation of Board resolutions and ordinances, and coordination of conferences and travel.

Risk Management: The ASD oversees LWD's risk management functions through close coordination with the California Sanitation Risk Management Association (CSRMA). Critical risk management functions include proactively maintaining overall workplace health and safety as well as managing workers' compensation and liability issues.

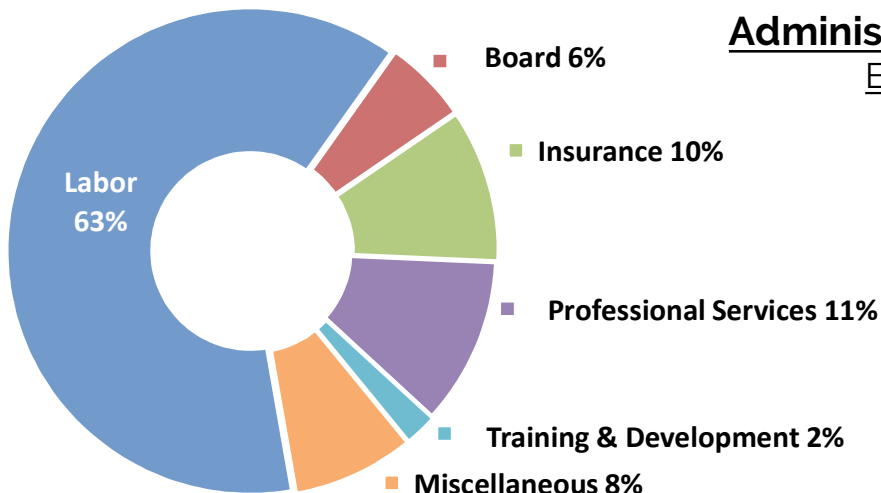


Customer Service: The ASD provides direct customer service by responding to inquiries, providing information, distributing material, and resolving issues.

Community/Public Outreach Service: The ASD provides community outreach services by developing and distributing biannual newsletters, press releases, informational flyers, conducting events and tours, and updating and maintaining the District's website and social media accounts.

## Leucadia Wastewater District Administrative Services Fiscal Year 2024 Operating Budget Expense Summary

Account	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>Labor Expenses:</b>					
	Admin Salaries & Benefits	\$ 1,434,607	\$ 1,406,900	\$ 1,453,250	1%
<b>Non-Labor Expenses:</b>					
4300	Board Support	\$ 137,400	\$ 109,350	\$ 130,600	-5%
4400	Election	\$ 60,000	\$ -	\$ -	-100%
4700	Insurance	\$ 225,425	\$ 206,957	\$ 237,500	5%
4800	Memberships	\$ 38,425	\$ 37,395	\$ 40,000	4%
4900	Office Expense	\$ 55,750	\$ 53,380	\$ 58,150	4%
5200	Professional Services	\$ 321,800	\$ 279,880	\$ 258,650	-20%
5300	Printing/Publishing	\$ 30,000	\$ 32,500	\$ 32,000	7%
5400	Rents & Leases	\$ 9,900	\$ 7,800	\$ 9,900	0%
5500	Repair & Maintenance	\$ 1,500	\$ -	\$ -	-100%
5700	Training & Development	\$ 49,000	\$ 45,400	\$ 52,000	6%
5900	Utilities	\$ 41,300	\$ 38,100	\$ 39,800	-4%
6000	LAFCO Operations	\$ 7,700	\$ 8,000	\$ 9,050	18%
	Subtotal Non-Labor Expenses	\$ 978,200	\$ 818,762	\$ 867,650	-11%
	<b>Total Admin Expenses</b>	<b>\$ 2,412,807</b>	<b>\$ 2,225,662</b>	<b>\$ 2,320,900</b>	<b>-4%</b>
<b>Administration Allocation Schedule</b>					
<b>LWD Facilities</b>					
	Labor	\$ 1,144,300	\$ 1,125,263	\$ 1,161,822	2%
	Non-Labor	\$ 913,321	\$ 766,739	\$ 811,422	-11%
	<b>Total LWD Facilities</b>	<b>\$ 2,057,621</b>	<b>\$ 1,892,003</b>	<b>\$ 1,973,244</b>	<b>-4%</b>
<b>Batiquitos Facilities</b>					
	Labor	\$ 48,890	\$ 46,173	\$ 47,506	-3%
	Non-Labor	\$ 39,029	\$ 31,461	\$ 33,179	-15%
	<b>Total Batiquitos Facilities</b>	<b>\$ 87,919</b>	<b>\$ 77,634</b>	<b>\$ 80,685</b>	<b>-8%</b>
<b>Recycled Water Enterprise</b>					
	Labor	\$ 32,385	\$ 30,175	\$ 33,005	2%
	Non-Labor	\$ 25,850	\$ 20,561	\$ 23,049	-11%
	<b>Total RWE</b>	<b>\$ 58,235</b>	<b>\$ 50,736</b>	<b>\$ 56,054</b>	<b>-4%</b>
<b>Capital Projects</b>					
	Labor	\$ 209,032	\$ 205,289	\$ 210,917	1%
	Non-Labor	\$ -	\$ -	\$ -	-
	<b>Total Capital</b>	<b>\$ 209,032</b>	<b>\$ 205,289</b>	<b>\$ 210,917</b>	<b>1%</b>
	<b>Total Admin Allocation</b>	<b>\$ 2,412,808</b>	<b>\$ 2,225,662</b>	<b>\$ 2,320,900</b>	<b>-4%</b>



**Administrative Services**  
Expense Allocation

**Leucadia Wastewater District  
Administrative Services  
Fiscal Year 2024 Operating Budget  
Expense Detail**

Acct #	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>4300</b>	<b><u>Directors' Expenses</u></b>				
01-45-0000-4310	Directors' Compensation				
	CASA Meetings	\$ 6,000	\$ 5,600	\$ 6,000	0%
	Committee Meetings	\$ 11,600	\$ 10,600	\$ 10,800	-7%
	CSDA Meetings	\$ 10,000	\$ 7,200	\$ 8,800	-12%
	CWEA Meetings	\$ 4,000	\$ 3,400	\$ 3,800	-5%
	Miscellaneous Meetings	\$ 1,800	\$ 1,800	\$ 2,000	11%
	Regular Board Meetings	\$ 12,000	\$ 12,000	\$ 12,000	0%
	Special Board Meetings	\$ 2,000	\$ 2,000	\$ 2,000	0%
	WateReuse Meetings	\$ 3,000	\$ 800	\$ 2,400	-20%
	<b>Total Directors' Compensation</b>	<b>\$ 50,400</b>	<b>\$ 43,400</b>	<b>\$ 47,800</b>	<b>-5%</b>
01-45-0000-4320	Directors' Benefits				
	Dental Insurance	\$ 3,000	\$ 3,050	\$ 3,600	20%
	Health Insurance	\$ 33,300	\$ 28,000	\$ 36,300	9%
	Life Insurance	\$ 700	\$ 650	\$ 750	7%
	PERS	\$ 2,000	\$ 1,750	\$ 2,000	0%
	Vision Insurance	\$ 500	\$ 500	\$ 550	10%
	<b>Total Directors' Benefits</b>	<b>\$ 39,500</b>	<b>\$ 33,950</b>	<b>\$ 43,200</b>	<b>9%</b>
01-45-0000-4330	Directors' Conferences				
	CASA	\$ 19,000	\$ 13,000	\$ 13,800	-27%
	CSDA	\$ 12,000	\$ 8,500	\$ 12,000	0%
	CWEA	\$ 6,500	\$ 5,200	\$ 6,000	-8%
	Misc. Directors' Conference	\$ 3,000	\$ 3,000	\$ 3,000	0%
	WateReuse	\$ 7,000	\$ 2,300	\$ 4,800	-31%
	<b>Total Directors' Conferences</b>	<b>\$ 47,500</b>	<b>\$ 32,000</b>	<b>\$ 39,600</b>	<b>-17%</b>
	<b>Total Directors' Expenses</b>	<b>\$ 137,400</b>	<b>\$ 109,350</b>	<b>\$ 130,600</b>	<b>-5%</b>
<b>4400</b>	<b><u>Election</u></b>				
01-45-0000-4400	Election Expense	60,000	\$ -	\$ -	
	<b>Total Election</b>	<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-100%</b>
<b>4700</b>	<b><u>Insurance</u></b>				
01-45-0000-4710	Liability Insurance	\$ 171,600	\$ 159,457	\$ 171,000	0%
01-45-0000-4715	Property Insurance	\$ 48,825	\$ 47,500	\$ 61,500	26%
01-45-0000-4720	Self Insurance	\$ 5,000	\$ -	\$ 5,000	0%
	<b>Total Insurance</b>	<b>\$ 225,425</b>	<b>\$ 206,957</b>	<b>\$ 237,500</b>	<b>5%</b>

**Leucadia Wastewater District  
Administrative Services  
Fiscal Year 2024 Operating Budget  
Expense Detail**

Acct #	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>4800</b>	<b><u>Memberships</u></b>				
01-45-0000-4810	Professional & Employees				
	Agua Hedionda World Water Day	\$ 800	\$ 1,000	\$ 1,500	88%
	Amazon	\$ 200	\$ 150	\$ 200	0%
	Batiqitos Lagoon Foundation	\$ 2,500	\$ 1,000	\$ 1,500	-40%
	CA Department of Consumer Affairs	\$ 300	\$ 250	\$ -	-100%
	CASA	\$ 14,300	\$ 14,300	\$ 15,000	5%
	Chamber - Carlsbad	\$ 900	\$ 870	\$ 900	0%
	Chamber - Encinitas	\$ 300	\$ 300	\$ 500	67%
	CSDA	\$ 8,600	\$ 8,960	\$ 9,300	8%
	CSMFO	\$ 200	\$ 130	\$ 200	0%
	GFOA	\$ 700	\$ 650	\$ 700	0%
	SCAP	\$ 600	\$ 540	\$ 600	0%
	SDEA	\$ 700	\$ 790	\$ 800	14%
	SHRM	\$ 300	\$ 230	\$ 300	0%
	Staples	\$ 325	\$ 325	\$ 400	23%
	WateReuse	\$ 2,300	\$ 2,700	\$ 2,700	17%
	WEF/CWEA/SWRCB	\$ 5,400	\$ 5,200	\$ 5,400	0%
	<b>Total Memberships</b>	<b>\$ 38,425</b>	<b>\$ 37,395</b>	<b>\$ 40,000</b>	<b>4%</b>
<b>4900</b>	<b><u>Office Expenses</u></b>				
01-45-0000-4910	Office and Cleaning Supplies	\$ 14,000	\$ 13,000	\$ 14,000	0%
01-45-0000-4920	Postage and Shipping	\$ 5,000	\$ 3,200	\$ 5,000	0%
01-45-0000-4925	File Archive Service	\$ 1,500	\$ 1,600	\$ 1,600	7%
01-45-0000-4930	Subscriptions:				
	CA Labor Law Posters & Required Pamphlets	\$ 200	\$ 200	\$ 200	0%
	Construction Law Manual & Public Contract Codes	\$ 675	\$ 780	\$ -	-100%
	Union Tribune	\$ 1,000	\$ 1,100	\$ -	-100%
	Misc. Publications	\$ 225	\$ 100	\$ 100	-56%
	Total Subscriptions	\$ 2,100	\$ 2,180	\$ 300	-86%
01-45-0000-4950	Computer Software and Misc. Hardware:				
	Accounting Software & Support	\$ 5,000	\$ 9,500	\$ 10,000	100%
	Transfer Sewer Service Data to ASCI Format	\$ 600	\$ 500	\$ 600	0%
	Citrix Virtual Apps for Remote Access	\$ 2,000	\$ 2,300	\$ 2,500	25%
	Miscellaneous Computer Equipment	\$ 7,000	\$ 3,000	\$ 8,000	14%
	Software Renewals, Maintenance & Upgrades	\$ 9,800	\$ 9,500	\$ 9,100	-7%
	Update Website with Security & Feature Improvements	\$ 7,500	\$ 7,500	\$ 5,800	-23%
	Total Computer Service	\$ 31,900	\$ 32,300	\$ 36,000	13%
01-45-0000-4960	Burglar & Fire Alarm	\$ 1,250	\$ 1,100	\$ 1,250	0%
	<b>Total Office Expenses</b>	<b>\$ 55,750</b>	<b>\$ 53,380</b>	<b>\$ 58,150</b>	<b>4%</b>

**Leucadia Wastewater District  
Administrative Services  
Fiscal Year 2024 Operating Budget  
Expense Detail**

Acct #	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>5200</b>	<b><u>Professional Services</u></b>				
01-45-0000-5220	Legal Service				
	Board Meeting Attendance & Preparation	\$ 10,000	\$ 7,000	\$ 10,000	0%
	Misc. Legal Services	\$ 40,000	\$ 25,000	\$ 40,000	0%
	Total Legal Services	<u>\$ 50,000</u>	<u>\$ 32,000</u>	<u>\$ 50,000</u>	0%
01-45-0000-5225	Financial Service				
	Financial Planning Services	\$ 50,000	\$ 49,480	\$ -	-100%
	Investment Mgmt. Services	\$ 15,000	\$ 7,500	\$ 9,000	-40%
	OPEB Actuarial Services	\$ 1,800	\$ 1,800	\$ 5,000	178%
	CalPERS Actuarial Report	\$ 800	\$ 700	\$ 800	0%
	Total Financial Services	<u>\$ 67,600</u>	<u>\$ 59,480</u>	<u>\$ 14,800</u>	-78%
01-45-0000-5226	Network Support/Consulting Services				
	Managed Services	\$ 15,000	\$ 17,500	\$ 21,800	45%
	Network Intrusion Testing	\$ 500	\$ 500	\$ 500	0%
	Routine/Emergency Network Maintenance	\$ 33,000	\$ 27,700	\$ 33,000	0%
	Webcam Services	\$ 2,000	\$ 2,000	\$ 2,000	0%
	Total Network Support/Consulting Services	<u>\$ 50,500</u>	<u>\$ 47,700</u>	<u>\$ 57,300</u>	13%
01-45-0000-5227	Management Support Services				
	General Services	\$ 25,000	\$ 20,000	\$ 37,000	48%
	Salary and Benefit Survey	\$ 30,000	\$ 30,000	\$ -	-100%
	Strategic Planning Facilitator	\$ 10,000	\$ -	\$ 10,000	0%
	Total Management Support Services	<u>\$ 65,000</u>	<u>\$ 50,000</u>	<u>\$ 47,000</u>	-28%
01-45-0000-5240	Auditor	\$ 27,700	\$ 27,700	\$ 28,750	4%
01-45-0000-5250	Bank Fees	\$ 3,000	\$ 2,500	\$ 2,800	-7%
01-45-0000-5260	Public Information				
	Outreach Program	\$ 52,000	\$ 55,000	\$ 52,000	0%
	Teacher Grant Program	\$ 6,000	\$ 5,500	\$ 6,000	0%
	Total Public Information	<u>\$ 58,000</u>	<u>\$ 60,500</u>	<u>\$ 58,000</u>	0%
	<b>Total Professional Services</b>	<b><u>\$ 321,800</u></b>	<b><u>\$ 279,880</u></b>	<b><u>\$ 258,650</u></b>	-20%
<b>5300</b>	<b><u>Printing &amp; Publishing</u></b>				
01-45-0000-5310	Advertising	\$ 5,000	\$ 2,500	\$ 5,000	0%
01-45-0000-5320	Printing (Newsletter Publishing)	\$ 25,000	\$ 30,000	\$ 27,000	8%
	<b>Total Printing &amp; Publishing</b>	<b><u>\$ 30,000</u></b>	<b><u>\$ 32,500</u></b>	<b><u>\$ 32,000</u></b>	7%

**Leucadia Wastewater District  
Administrative Services  
Fiscal Year 2024 Operating Budget  
Expense Detail**

Acct #	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>5400      <u>Rents &amp; Leases</u></b>					
01-45-0000-5420	Office Equipment Rental				
	Postage Meter	\$ 900	\$ 800	\$ 900	0%
	Copier Lease/Maintenance Contract	\$ 9,000	\$ 7,000	\$ 9,000	0%
		\$ 9,900	\$ 7,800	\$ 9,900	0%
	<b>Total Rents &amp; Leases</b>	<b>\$ 9,900</b>	<b>\$ 7,800</b>	<b>\$ 9,900</b>	0%
<b>5500      <u>Repair &amp; Maintenance</u></b>					
01-45-0000-5570	Office Equipment Repair & Maintenance				
	Telephone Equipment	\$ 500	\$ -	\$ -	-100%
	Computers, Printers, Fax	\$ 1,000	\$ -	\$ -	-100%
	<b>Total Repairs &amp; Maintenance</b>	<b>\$ 1,500</b>	<b>\$ -</b>	<b>\$ -</b>	-100%
<b>5700      <u>Training and Development</u></b>					
01-45-0000-5710	Training, Education & Conferences	\$ 38,000	\$ 34,000	\$ 38,000	0%
01-45-0000-5735	Employee Recognition	\$ 9,000	\$ 10,000	\$ 12,000	33%
01-45-0000-5740	Meeting Supplies	\$ 2,000	\$ 1,400	\$ 2,000	0%
	<b>Total Travel &amp; Conferences</b>	<b>\$ 49,000</b>	<b>\$ 45,400</b>	<b>\$ 52,000</b>	6%
<b>5900      <u>Utilities</u></b>					
01-45-0000-5910	Telephone				
	Answering Service	\$ 1,300	\$ 1,100	\$ 1,300	0%
	Cellular Phone Service	\$ 14,000	\$ 13,700	\$ 14,500	4%
	Elevator/Emergency Phone Service	\$ 4,000	\$ 2,400	\$ 2,000	-50%
	Telephone/Internet Service	\$ 20,000	\$ 19,000	\$ 20,000	0%
	Web Page Hosting	\$ 2,000	\$ 1,900	\$ 2,000	0%
	<b>Total Utilities</b>	<b>\$ 41,300</b>	<b>\$ 38,100</b>	<b>\$ 39,800</b>	-4%
<b>6000      <u>Unclassified</u></b>					
01-45-0000-6100	LAFCO Operations	\$ 7,700	\$ 8,000	\$ 9,050	18%
	<b>Total Unclassified</b>	<b>\$ 7,700</b>	<b>\$ 8,000</b>	<b>\$ 9,050</b>	18%
<b>TOTAL ADMINISTRATION EXPENSES</b>		<b>\$ 978,200</b>	<b>\$ 818,762</b>	<b>\$ 867,650</b>	-11%

# LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2024 BUDGET DEVELOPMENT

## Program Overview:

The FY24 Development Budget reflects the expenses associated with new development as it relates to the connection into the LWD's Sewer System. LWD development projects can range in scope from the connection of a sewer lateral from a single-family residence to the construction of new sewer mains and lateral connections from a large residential development. The variability in size and scope as well as the irregularity of development projects support having a separate Development Budget. LWD Ordinance No. 139 stipulates that expenses for new development are to be paid for by the developer. The Development Budget consists of the following components:



Field Services Expenses: Field Services Department (FSD) staff is responsible for support functions associated with the connection of sewer service for new development. FSD support functions include the processing of requests for new connections and sewer pipelines to ensure compliance with LWD's Standard Specifications. All staff time associated with development activities is funded by the developer.

Professional Services: LWD outsources engineering and inspection services. Engineers and inspectors work closely with LWD staff to review plans and specifications and inspect new facilities to ensure compliance with LWD's Standard Specifications. All engineering service fees associated with development activities are funded by the developer.



**Leucadia Wastewater District  
Development Services  
Fiscal Year 2024 Operating Budget  
Expense Summary**

Account	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>Development Expenses:</b>					
Labor:					
	Salaries & Benefits	\$ 5,150	\$ 6,400	\$ 6,151	19%
Non-Labor Expenses:					
5200	Professional Services				
5210	District Engineering Services	\$ 60,000	\$ 40,000	\$ 50,000	-17%
5220	Legal Services	\$ 4,000	\$ -	\$ 4,000	0%
5221	LAFCO Fees - Annexation	\$ 19,500	\$ 19,215	\$ 19,500	0%
5222	State Board - Annexation Fees	\$ 900	\$ 900	\$ 900	0%
	<b>Total Professional Services</b>	<b>\$ 84,400</b>	<b>\$ 60,115</b>	<b>\$ 74,400</b>	<b>-12%</b>
	<b>Total Development Expenses</b>	<b>\$ 89,550</b>	<b>\$ 66,515</b>	<b>\$ 80,551</b>	<b>-10%</b>



# LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2024 CAPITAL BUDGET CAPITAL ACQUISITIONS

## Program Overview:

The District's Capital Acquisition Program funds the purchase and procurement of equipment and facilities that typically have a value greater than \$5,000 and a useful life greater than one year. These expenditures are of a lesser magnitude than capital construction projects, which is why they are separate from the District's annual Capital Improvement Program.

If needed, funds appropriated in the prior fiscal year for capital acquisitions with a long-lead time, that have not been expended, will automatically be carried over into FY24. No capital acquisition carryovers are currently projected for FY24.



Wastewater Facilities equipment purchases and facilities are funded through non-operating revenues and capital replacement reserves.

Recycled water sales and the water recycling reserve are used to fund recycled water facilities equipment purchases, as needed. Water recycling expenditures do not affect the District's sewer service charge.

For the Wastewater Facilities, key components of the FY24 Capital Acquisition Program include the purchases of a new Vactor truck, a new traffic control truck, reclaimed water supply pumps, CCTV equipment, a submersible chopper pump, the partial replacement of the facility carpet, upgrades of the District's board room and conference room IT equipment, various IT hardware, and critical inventory.

**Leucadia Wastewater District  
Fiscal Year 2024 Capital Budget  
Capital Acquisition Expense Summary**

Account	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>Wastewater (LWD Facilities)</b>					
6310	Vehicle Acquisition	\$ 185,000	\$ 194,600	\$ 798,000	331%
6320	Buildings & Grounds	\$ 65,000	\$ 50,000	\$ 75,000	15%
6350	Sewer Maintenance Equipment	\$ 41,000	\$ 41,000	\$ 41,000	0%
6360	Office Equipment	\$ 135,200	\$ 133,750	\$ 146,300	8%
6380	Pump Station Equipment	\$ 51,000	\$ 52,687	\$ 67,500	32%
<b>Wastewater (Batiquitos Facilities)</b>					
6380	Bat. Pump Station Equipment	\$ 112,400	\$ 125,102	\$ 116,000	3%
<b>Total Wastewater Facilities</b>		<b>\$ 589,600</b>	<b>\$ 597,139</b>	<b>\$ 1,243,800</b>	111%
<b>Recycled Water</b>					
6390	AWT Equipment	\$ 10,000	\$ 47,100	\$ 89,100	791%
<b>Total Recycled Water Facilities</b>		<b>\$ 10,000</b>	<b>\$ 47,100</b>	<b>\$ 89,100</b>	791%
<b>Total Capital Acquisitions</b>		<b>\$ 599,600</b>	<b>\$ 644,239</b>	<b>\$ 1,332,900</b>	122%

Acct #	Description	FY 2023 Budget	FY 2023 Projected	FY 2024 Budget	% Change Bud to Bud
<b>6300</b>	<b>Capital Acquisitions</b>				
<b>Wastewater (Leucadia Facilities)</b>					
50-99-0000- 6310	Vehicle Acquisition				
	CCTV Van Retrofit	\$ 185,000	\$ 194,600	\$ -	-100%
	Vactor Truck	\$ -	\$ -	\$ 698,000	100%
	Traffic Control Truck	\$ -	\$ -	\$ 100,000	100%
	<b>Subtotal Vehicle Acquisition</b>	<b>\$ 185,000</b>	<b>\$ 194,600</b>	<b>\$ 798,000</b>	331%
50-99-0000- 6320	Buildings & Grounds				
	Carpet Replacement	\$ 50,000	\$ 50,000	\$ 50,000	0%
	Reclaimed Water Supply Pumps	\$ -	\$ -	\$ 10,000	100%
	Misc. Equipment	\$ 15,000	\$ -	\$ 15,000	0%
	<b>Subtotal Buildings &amp; Grounds</b>	<b>\$ 65,000</b>	<b>\$ 50,000</b>	<b>\$ 75,000</b>	15%
50-99-0000- 6350	Sewer Maintenance Equipment				
	Replace CCTV Equipment	\$ 20,000	\$ 20,000	\$ 20,000	0%
	Critical Inventory (Domes/Rings/Couplings)	\$ 16,000	\$ 13,800	\$ 16,000	0%
	Vactor Nozzle Kit	\$ 5,000	\$ 7,200	\$ 5,000	0%
	<b>Subtotal Sewer Maintenance Equipment</b>	<b>\$ 41,000</b>	<b>\$ 41,000</b>	<b>\$ 41,000</b>	0%
50-99-0000- 6360	Office Equipment				
	Upgrade SCADA System	\$ 70,000	\$ 70,000	\$ -	-100%
	SharePoint Upgrade (2013 to 2019)	\$ 25,000	\$ 24,200	\$ -	-100%
	New Dell VM Host Servers (2)	\$ 24,500	\$ 25,500	\$ -	-100%
	New Dell Optiplex Workstations (4)	\$ 9,900	\$ 8,950	\$ -	-100%
	New Dell Laptops (2)	\$ 5,800	\$ 5,100	\$ -	-100%
	Surface Pro Tablets (CMMS)	\$ -	\$ -	\$ 5,000	100%
	AV Equipment	\$ -	\$ -	\$ 100,000	100%
	Update Servers (4) to 2019	\$ -	\$ -	\$ 11,000	100%
	New Dell Optiplex Workstations (10)	\$ -	\$ -	\$ 30,300	100%
	<b>Subtotal Office Equipment</b>	<b>\$ 135,200</b>	<b>\$ 133,750</b>	<b>\$ 146,300</b>	8%
50-99-0000- 6380	Pump Station Equipment				
	Purchase Spare Side Stream Pump	\$ 25,000	\$ 26,687	\$ -	-100%
	Replace Avocado & Diana Main Disconnect Breakers	\$ 6,000	\$ 6,000	\$ -	-100%
	Misc. Equipment	\$ 20,000	\$ 20,000	\$ 20,000	0%
	Submersible Chopper Pump	\$ -	\$ -	\$ 37,000	100%
	Leucadia Pump Station Supply Fan	\$ -	\$ -	\$ 10,500	100%
	<b>Subtotal Pump Station Equipment</b>	<b>\$ 51,000</b>	<b>\$ 52,687</b>	<b>\$ 67,500</b>	32%

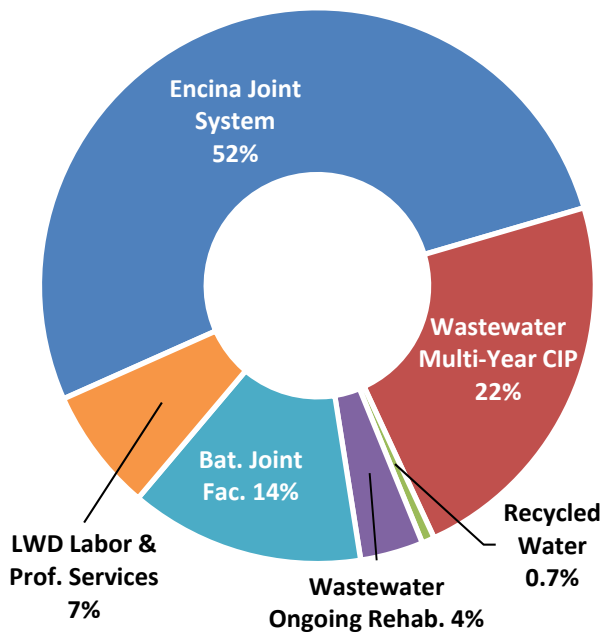
<u>Acct #</u>	<u>Description</u>	<u>FY 2023 Budget</u>	<u>FY 2023 Projected</u>	<u>FY 2024 Budget</u>	<u>% Change Bud to Bud</u>
<b><u>Wastewater (Batiquitos Joint Facilities)</u></b>					
50-99-0022- 6380	Pump Station Equipment				
	Rehab Pump & Motor	\$ 46,000	\$ 75,111	\$ 76,000	65%
	Purchase Spare Conditioning Pump	\$ 23,200	\$ 26,791	\$ -	-100%
	Submersible Chopper Pump	\$ 23,200	\$ 23,200	\$ -	-100%
	Misc. Equipment	\$ 20,000	\$ -	\$ 20,000	0%
	Replace (4) VFDs	\$ -	\$ -	\$ 20,000	100%
	<b>Subtotal Batiquitos Joint Facilities Equipment</b>	<b>\$ 112,400</b>	<b>\$ 125,102</b>	<b>\$ 116,000</b>	<b>3%</b>
	<b>TOTAL WASTEWATER FACILITIES</b>	<b>\$ 589,600</b>	<b>\$ 597,139</b>	<b>\$ 1,243,800</b>	<b>111%</b>
<b><u>Recycled Water Facilities</u></b>					
50-99-0019- 6390	AWT Equipment				
	Misc. Equipment	\$ 10,000	\$ 10,000	\$ 10,000	100%
	Replace Programmable Logic Controller	\$ -	\$ -	\$ 45,000	100%
	Chlorine Tank	\$ -	\$ 37,100	\$ -	0%
	Stairs Handrail Welding	\$ -	\$ -	\$ 18,000	100%
	Replace Sand Filter Air Compressor	\$ -	\$ -	\$ 16,100	100%
	<b>Subtotal AWT Equipment</b>	<b>\$ 10,000</b>	<b>\$ 47,100</b>	<b>\$ 89,100</b>	<b>791%</b>
	<b>TOTAL RECYCLED WATER FACILITIES</b>	<b>\$ 10,000</b>	<b>\$ 47,100</b>	<b>\$ 89,100</b>	<b>791%</b>
	<b>Total Capital Acquisitions</b>	<b>\$ 599,600</b>	<b>\$ 644,239</b>	<b>\$ 1,332,900</b>	<b>122%</b>

# LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2024 CAPITAL BUDGET CAPITAL IMPROVEMENT PROGRAM

## Program Overview

The Capital Improvement Program (CIP) represents a plan for all improvements to the existing Leucadia Wastewater District's (LWD) infrastructure and facilities, including additions, replacement and rehabilitation. The Asset Management Plan (AMP) serves as the District's infrastructure replacement and rehabilitation plan. Included with the AMP is a 20-year CIP Financial Plan that provides an estimate of the expenditures needed to improve and maintain the facilities up to 2042. The CIP budget attempts to integrate all of the planning aspects of the AMP and the CIP Financial Plan into a document that serves as a tool to provide management control of capital expenditures.

The Fiscal Year 2024 (FY24) CIP continues the capital budgeting approach established in FY04. The funds appropriated in prior fiscal years for certain CIP projects, that have not been expended, will be carried over into FY24. The purpose of the carryover is twofold: 1) to avoid re-budgeting the same funds for those projects that will overlap fiscal years and 2) to allow better financial management of the CIP. Prior appropriations will be carried over for only those identified CIP projects that have a finite life and not for annual unspecified rehabilitation or repair projects, professional services, or LWD Labor. The FY24 Budget includes carryover appropriations for the Diana Pump Station Upgrade, Village Park No. 7 Pump Station Replacement Project, Rancho Verde Pump Station Rehabilitation, Poinsettia Station Gravity Pipeline, Encina Capital Improvement Projects, and the North San Diego Water Reuse Coalition (NSDWRC) Projects. An additional appropriation is added in FY24 for the construction of the Rancho Verde Pump Station Rehabilitation. Lastly, new appropriations are included for the FY24 Gravity Pipeline Rehabilitation, Leucadia Pump Station (L1) Force Main Condition Assessment, and the Batiquitos Pump Station Emergency Basin Projects.



The CIP is separated into the following categories: Wastewater Enterprise Multi-year CIP Projects, Wastewater Enterprise Ongoing Rehabilitation, Batiquitos Jointly Owned Facilities, Encina Joint System Capital Program, Recycled Water Program, Professional Services, and LWD Labor. The Wastewater Enterprise Multi-year CIP and Batiquitos Jointly Owned Facilities Projects are designed to meet the District's major rehabilitation and replacement needs. Due to the increase in Closed Circuit Television (CCTV) Inspections, LWD also maintains an Ongoing Rehabilitation program to immediately perform urgent capital repairs to manholes and sewer lines when necessary. The Encina Joint System Capital Program items reflect LWD's commitment, as a joint owner of the Encina Joint System, to the replacement and expansion of those treatment facilities. The Professional Services account funds outsourced engineering service. LWD Labor reflects the level of staff effort needed to

implement and administer the CIP. The pie chart summarizes the costs associated with each of the components. The following pages summarize the specific CIP Projects that are ongoing or proposed for FY24.

**LEUCADIA WASTEWATER DISTRICT  
CAPITAL PROGRAM - CAPITAL IMPROVEMENT PROJECT APPROPRIATIONS SUMMARY  
FISCAL YEAR 2024**

Location Code	Projects	Prior Appropriations	Projected Cumulative Expenditures	Projected Remaining Appropriations	Projected Carryover	FY 2024 Appropriation	Projected Remaining CIP Appropriation
		1	2	3 = (1 - 2)	4	5	6 = (4 + 5)
<b>Wastewater Program</b>							
<i>Leucadia Facilities Multi-year CIP:</i>							
0372	Diana Pump Station Upgrade	\$ 564,800	\$ 77,124	\$ 487,676	\$ 487,676	\$ -	\$ 487,676
0381	Village Park 7 Pump Station Rehabilitation	\$ 1,192,000	\$ 953,705	\$ 238,295	\$ 238,295	\$ -	\$ 238,295
0383	Rancho Verde Pump Station Rehabilitation	\$ 419,000	\$ 125,880	\$ 293,120	\$ 293,120	\$ 667,000	\$ 960,120
0386	FY 2024 Gravity Pipeline Project	\$ -	\$ -	\$ -	\$ -	\$ 790,000	\$ 790,000
0387	L1 Condition Assessment	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000
	<b>Leucadia Multi-year CIP Total:</b>	<b>\$ 2,175,800</b>	<b>\$ 1,156,709</b>	<b>\$ 1,019,091</b>	<b>\$ 1,019,091</b>	<b>\$ 1,757,000</b>	<b>\$ 2,776,091</b>
<i>Leucadia Facilities Ongoing Rehabilitation:</i>							
0077	Misc. Pipeline/Manhole/PS Rehabilitation	\$ 205,000	\$ 45,057	\$ 159,943	n/a	\$ 185,000	\$ 185,000
0323	Lateral Repl. / Backflow Preventer Program	\$ 100,000	\$ 56,500	\$ 43,500	n/a	\$ 100,000	\$ 100,000
	<b>Leucadia Rehab Total:</b>	<b>\$ 305,000</b>	<b>\$ 101,557</b>	<b>\$ 203,443</b>	<b>n/a</b>	<b>\$ 285,000</b>	<b>\$ 285,000</b>
<i>Batiquitos Joint Facilities:</i>							
0361	Poinsettia Station Gravity Pipeline Project	\$ 1,040,000	\$ 1,017,734	\$ 22,266	\$ 22,266	\$ -	\$ 22,266
0385	Batiquitos Emergency Basin Project	\$ -	\$ -	\$ -	\$ -	\$ 1,060,000	\$ 1,060,000
	<b>Jointly-Owned Facilities Total:</b>	<b>\$ 1,040,000</b>	<b>\$ 1,017,734</b>	<b>\$ 22,266</b>	<b>\$ 22,266</b>	<b>\$ 1,060,000</b>	<b>\$ 1,082,266</b>
0072	<i>Encina Joint System:</i>						
	Capital Improvement Projects	\$ 5,352,812	\$ 3,509,205	\$ 1,843,607	\$ 1,843,607	\$ 3,728,986	\$ 5,572,593
	Planned Asset Replacement	\$ 195,508	\$ 195,508	\$ -	n/a	\$ 257,331	\$ 257,331
	Capital Acquisitions	\$ 59,808	\$ 59,808	\$ -	n/a	\$ 61,824	\$ 61,824
	<b>EWA Capital Program Total</b>	<b>\$ 5,608,128</b>	<b>\$ 3,764,521</b>	<b>\$ 1,843,607</b>	<b>\$ 1,843,607</b>	<b>\$ 4,048,141</b>	<b>\$ 5,891,748</b>
<b>Recycled Water Program</b>							
<i>Recycled Water Projects:</i>							
0328	North SD Water Reuse Coalition Project	\$ 430,000	\$ 397,053	\$ 32,947	\$ 32,947	\$ 57,000	\$ 89,947
	<b>Recycled Water Program Total</b>	<b>\$ 430,000</b>	<b>\$ 397,053</b>	<b>\$ 32,947</b>	<b>\$ 32,947</b>	<b>\$ 57,000</b>	<b>\$ 89,947</b>
0302	<b>Professional Services</b>	\$ 25,000	\$ 1,000	\$ 24,000	n/a	\$ 25,000	\$ 25,000
0499	<b>LWD Labor</b>	\$ 597,160	\$ 594,000	\$ 3,160	n/a	\$ 532,002	\$ 532,002
	<b>CAPITAL PROGRAM TOTAL</b>	<b>\$ 10,181,088</b>	<b>\$ 7,032,574</b>	<b>\$ 3,148,514</b>	<b>\$ 2,917,911</b>	<b>\$ 7,764,143</b>	<b>\$ 10,682,054</b>

# LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2024 CAPITAL BUDGET CAPITAL IMPROVEMENT PROGRAM DETAIL SUMMARY

## *Wastewater Enterprise Multi-year CIP*

### **Diana Pump Station Upgrade (Location Code No. 0372)**

The Diana Pump Station was constructed as a submersible pump station in 2010. The 2018 AMP recommended that an upgrade of the pump station be completed to include pump control upgrade, replacement of the main breaker and pump replacement. Currently, the pump station does not have an emergency generator for operation during a loss of power. An unused property belonging to the Beach Walk Home Owner's Association (HOA) that is adequately sized for an emergency generator exists across the street. In December 2022, the District terminated its initial offer to purchase an easement on the parcel as a result of HOA inaction. However, in February 2023, the purchase offer was reissued at the request of the HOA Board of Directors. The HOA Board is working with the residents to approve the easement sale. There are sufficient funds appropriated to obtain the easement, complete project design and initiate construction. An additional appropriation will be requested in the future to complete project construction. However, no additional appropriation is requested for FY24.

**FY24 Appropriation**

**None**

### **Village Park No. 7 Pump Station Replacement (Location Code No. 0381)**

The 2019 Pump Station Assessment conducted by Infrastructure Engineering Corporation recommended the replacement the Village Park No. 7 (VP7) Pump Station because it is approaching its 50 year design life. The pump station was installed in 1973 and is a Smith and Loveless metal encased packaged pump station. Because it is nearing the end of its useful life, the mechanical, electrical and structural components require replacement. Instead of rehabilitating the current station, the Pump Station Assessment recommended that the VP7 Pump Station be replaced. During preliminary project design, the installation of an Environment One Corporation (E/One) Grinder Pump Station System was selected as a cost effective alternative to a submersible pump station. The installation of the E/One system will require the installation of a new 2-inch HDPE force main. The project will increase collection system resiliency, reliability and efficiency, and provide a safer working environment for field services staff. No additional appropriation is required for FY24.



**FY 24 Appropriation**

**None**

**Rancho Verde Pump Station Rehabilitation (Location Code No. 0383)**

The 2019 Pump Station Assessment conducted by Infrastructure Engineering Corporation (IEC) recommended the rehabilitation of the Rancho Verde Pump Station (RVPS). RVPS is a submersible pump station construction in 1996. The project includes mechanical and electrical upgrades along with site improvements. The pump station requires drainage and layout improvements. The wet well and valve vault have access issues and the electrical panel requires relocation to allow for Vactor access. A wall around the site was recommended to direct drainage into the street and away from the pump station and the electrical panel. The rehabilitation will increase collection system reliability, resiliency, and improve operations / maintenance activities. There are sufficient funds appropriated to complete project design and initiate construction. The FY24 appropriation is for construction soft costs and to complete project construction.



**FY 24 Appropriation**

**\$667,000**

**FY2024 Gravity Pipeline Rehabilitation (Location Code No. 0386)**



Field Services Staff continues to conduct Closed Circuit Television (CCTV) inspections of the collection system. As a result, significant defects are discovered in numerous pipeline segments and manholes that require rehabilitation or repair to prevent spills. Staff uses the Repair Priority List to maintain a priority listing of gravity pipeline and manhole defects requiring repair and/or rehabilitation. Staff has implemented a system of alternating fiscal year projects between open trench construction and Cured-In-Place Pipe (CIPP) / Cured-In-Place Manhole (CIPM) Lining methods to correct defects. The FY24

Gravity Pipeline Rehabilitation Project will use the CIPM and epoxy lining methods to correct defects discovered during CCTV inspections. The project will rehabilitate 61 sewer manholes. The FY24 appropriation is for project design, soft costs, and construction.

**FY24 Appropriation**

**\$790,000**

**Leucadia Pump Station (L1) Force Main Condition Assessment (Location Code No. 0387)**

The 2023 Asset Management Plan included a recommendation to perform a condition assessment on section of the L1 Force Main ductile iron pipe. Selected high points and low points of the line will be removed and replaced with polyvinyl chloride (PVC) pipe. The removed sections will be inspected by a corrosion engineer and, if recommended, sent for destructive laboratory testing to assess whether the replacement schedule currently shown in the AMP should be revised. The condition of the protective wrapping surrounding the pipeline will also be assessed. Additionally, low spots on the underside of the pipeline exterior will be visually inspected. The FY24 appropriation is for project design, soft costs, and construction.

**FY24 Appropriation**

**\$300,000**



## ***Wastewater Enterprise Ongoing Rehabilitation***

### **Miscellaneous Pipeline / Manhole / Pump Station Rehabilitation (Location Code No. 0077)**

The Miscellaneous Rehabilitation account is used to rehabilitate, repair and/or replace pipelines and manholes that require immediate attention. The defects are identified during the District's CCTV inspections. The account is also used to fund urgent, unanticipated pump station repairs. The raising of manholes, as part of Carlsbad's and Encinitas' annual street overlay projects, is also funded from this account. Additionally, urgent unforeseen repairs to the collection system, such as loose manhole covers due to broken manhole rings, are repaired with this appropriation.

**FY24 Appropriation**

**\$185,000**

### **Lateral Replacement / Backflow Preventer Program (Location Code No. 0323)**

In a typical sewer collection system, broken and/or leaking laterals are responsible for 30% to 70% of Inflow and Infiltration (I&I) and may cause trunk line obstruction due to root intrusion. This represents a potential for significantly decreasing the flow and capacity of the sewer mains and treatment plant, and could result in sewer spills, beach closures, house flooding, and National Pollutant Discharge Elimination System (NPDES) violations. Therefore, eliminating I&I through repair and/or replacement of damaged and/or leaking private laterals improves collection system integrity and protects public health. Additionally, although most builders comply with the Uniform Plumbing Code requirement to install back flow prevention devices in house laterals where the lowest drain is lower than the rim of the upstream manhole, homes built before 2000 either do not have these devices or the devices no longer work properly due to poor or no maintenance. The continuation of the District's lateral reimbursement program, of up to \$3,000 per residence, for lateral replacement and backflow preventer installation is an effective and efficient way to support the improvement of public health and safety and for environmental protection.

**FY24 Appropriation**

**\$100,000**

## ***Batiquitos Jointly Owned Facilities***

### **Poinsettia Station Gravity Line Project (Location Code No. 0361)**

Construction of SANDAG's Poinsettia Station Improvements (POSI) Project was completed in February 2020. Improvement of the underground utilities was completed in the initial phase of construction. The improvement to District infrastructure included the extension of the protective casements surrounding the Lanikai Trunk Sewer and Secondary Effluent Force Main (B1) which run under the train tracks. Additionally, SANDAG allowed the District to install a second parallel encased gravity pipeline under the tracks as part of the project. Work on the District's underground facilities was completed in September 2019, and the assets are in operation. However, soft costs associated with the project have not been finalized with SANDAG. Therefore, the account should remain open until project payment has been settled. No additional funding is required for FY24.



**FY24 Appropriation**

**None**

**Batiquitos Pump Station Emergency Basin Project (Location Code No. 0385)**



In FY23, the District performed a condition assessment of the emergency basin which included visual evaluations and collecting concrete cores from within the structure. The assessment found that the originally installed lining system has failed, the concrete throughout the structure was soft and the interior concrete surfaces of the emergency basin have significantly degraded. As a result, it is recommended to repair the surface concrete and install a new lining system within the next few years. In the meantime, the District has modified the operation of the emergency basin in order to reduce the concrete exposure to hydrogen sulfide which should decrease the rate of future concrete degradation. This project

includes concrete rehabilitation and the installation of an epoxy liner. The FY24 appropriation is needed to complete the recommended repairs.

**FY24 Appropriation**

**\$1,060,000**

***Encina Joint System***

**Encina Wastewater Authority (EWA) Capital Program (Location Code No. 0072)**

This account includes prorated appropriations, based on the LWD’s ownership of the EWA Joint System, required to fund EWA’s Capital Program costs. The District’s prorated budget is estimated based on a factor of 16.8% for LWD’s weighted ownership of the EWA Unit I (Plant), and 16.42% for LWD’s ownership of Unit J (Ocean Outfall) facilities. LWD will be assessed fees based on its actual ownership of the facilities being improved as part of EWA’s quarterly billing process.

The proposed FY24 EWA budget includes funding for the FY24 Major Rehabilitation Projects, Planned Asset Replacement, Capital Acquisition, EWA Labor, and Professional Services. LWD’s portion of this work totals \$4,048,141 which is comprised of: \$3,728,986 for Capital Projects, \$257,331 for Planned Asset Replacement, and \$61,824 for Capital Acquisitions.

**FY24 Appropriation**

**\$4,048,141**



## *Recycled Water Facilities*

### **North San Diego Water Reuse Coalition (NSDWRC) Project (Location Code No. 0328)**



The District is one of nine agencies that participate in the NSDWRC. The first phase of the project was to complete a study to assist North San Diego County water and wastewater agencies to identify the benefits of regionalizing their existing systems and planned reclamation projects to further maximize the production and use of recycled water. The study identified new local and regional recycled water projects that will provide additional recycled water supplies to local water agencies beyond what they could produce or utilize individually. The individual projects were combined into the NSDWRC Regional Recycled Water Project (NRRW Project). The NRRW

Project and the associated Feasibility Study is being used to apply for US Bureau of Reclamation Title XVI grant funds, San Diego Integrated Regional Water Management Proposition 84 grant funding and Water Resources Reform and Development Act (WRRDA) funding for the construction of various recycled water facilities identified in the study within each of the north county agencies. To date NSDWRC has been successful in obtaining over \$23M in Federal and over \$3.7M in State grants. The lobbying contract was executed with BlueWater Strategies to lobby for federal funding, including Title XVI and WRRDA funds. The FY24 appropriation is needed to continue the District's participation in the Coalition.

**FY24 Appropriation** **\$57,000**

*Professional Services (Location Code No. 0302)* **\$25,000**

*LWD Labor (Location Code No. 0499)* **\$532,002**

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<b>TOTAL NEW FY24 CIP APPROPRIATIONS</b>	<b>\$ 7,764,143</b>
<b>TOTAL PRIOR YEAR CARRYOVER</b>	<b>\$ <u>2,917,911</u></b>
<b>TOTAL CIP APPROPRIATIONS</b>	<b>\$ <u>10,682,054</u></b>

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Description	Account No.	FY 2023 Budget	FY 2024 Budget
<b>Leucadia Facilities Multi-year Projects</b>			
<b>Diana Pump Station Upgrade</b>	<b>0372</b>		
Direct Labor	50-51-0372-4110	\$ -	\$ -
Consultant Engineering Services-Design	50-51-0372-5211	\$ -	\$ -
Office Engineering	50-51-0372-5211	\$ -	\$ -
Construction Management	50-51-0372-5212	\$ -	\$ -
District Engineering Services	50-51-0372-5213	\$ -	\$ -
Permitting/Environmental	50-51-0372-5214	\$ -	\$ -
Legal	50-51-0372-5220	\$ -	\$ 10,000
Construction	50-51-0372-6499	\$ -	\$ (10,000)
<b>Total Diana Pump Station Upgrade</b>		<b>\$ -</b>	<b>\$ -</b>
<b>Village Park 7 Pump Station Rehabilitation</b>	<b>0381</b>		
Direct Labor	50-51-0381-4110	\$ -	\$ -
Consultant Engineering Services-Design	50-51-0381-5211	\$ -	\$ -
Office Engineering	50-51-0381-5211	\$ -	\$ -
Construction Management	50-51-0381-5212	\$ -	\$ 40,000
District Engineering Services	50-51-0381-5213	\$ -	\$ -
Legal	50-51-0381-5220	\$ 2,000	\$ -
Construction	50-51-0381-6499	\$ 775,000	\$ (40,000)
<b>Total Village Park 7 Pump Station Rehabilitation</b>		<b>\$ 777,000</b>	<b>\$ -</b>
<b>Rancho Verde Pump Station Rehabilitation</b>	<b>0383</b>		
Direct Labor	50-51-0383-4110	\$ -	\$ 10,000
Consultant Engineering Services-Design	50-51-0383-5211	\$ -	\$ -
Office Engineering	50-51-0383-5211	\$ -	\$ 20,000
Construction Management	50-51-0383-5212	\$ -	\$ 60,000
District Engineering Services	50-51-0383-5213	\$ -	\$ -
Legal	50-51-0383-5220	\$ -	\$ 2,000
Construction	50-51-0383-6499	\$ -	\$ 575,000
<b>Total Rancho Verde Pump Station Rehabilitation</b>		<b>\$ -</b>	<b>\$ 667,000</b>
<b>FY 2024 Gravity Pipeline Project</b>	<b>0386</b>		
Direct Labor	50-51-0386-4110	\$ -	\$ 8,000
Consultant Engineering Services-Design	50-51-0386-5211	\$ -	\$ 85,000
Office Engineering	50-51-0386-5211	\$ -	\$ 25,000
Construction Management	50-51-0386-5212	\$ -	\$ 60,000
District Engineering Services	50-51-0386-5213	\$ -	\$ 5,000
Legal	50-51-0386-5220	\$ -	\$ 2,000
Construction	50-51-0386-6499	\$ -	\$ 605,000
<b>Total FY 2024 Gravity Pipeline Project</b>		<b>\$ -</b>	<b>\$ 790,000</b>
<b>L1 Condition Assessment</b>	<b>0387</b>		
Direct Labor	50-51-0387-4110	\$ -	\$ 5,000
Consultant Engineering Services-Design	50-51-0387-5211	\$ -	\$ 35,000
Construction Management	50-51-0387-5212	\$ -	\$ 25,000
District Engineering Services	50-51-0387-5213	\$ -	\$ 10,000
Construction	50-51-0387-6499	\$ -	\$ 225,000
<b>Total L1 Condition Assessment</b>		<b>\$ -</b>	<b>\$ 300,000</b>

Description	Account No.	FY 2023 Budget	FY 2024 Budget
<b>Leucadia Facilities Ongoing Rehabilitation</b>			
<b>Misc. Pipeline/Manhole/Pump Station Repair</b>	<b>0077</b>		
Construction Management	50-51-0077-5212	\$ 25,000	\$ 25,000
District Engineering Services	50-51-0077-5213	\$ 5,000	\$ 5,000
Construction (pipeline)	50-51-0077-6499	\$ 100,000	\$ 80,000
Construction (manhole)	50-51-0077-6499	\$ 25,000	\$ 25,000
Construction (pump station)	50-51-0077-6499	\$ 50,000	\$ 50,000
<b>Total Misc. Pipeline/Manhole/Pump Station Repair</b>		<b>\$ 205,000</b>	<b>\$ 185,000</b>
<b>Lateral Repl / Backflow Preventer Program</b>	<b>0323</b>		
Direct Labor	50-51-0323-4110	\$ -	\$ -
Program costs	50-51-0323-6499	\$ 100,000	\$ 100,000
<b>Total Lateral Repl / Backflow Preventer Program</b>		<b>\$ 100,000</b>	<b>\$ 100,000</b>
<b>Batiquitos Joint Facilities</b>			
<b>Poinsettia Station Gravity Pipeline Project</b>	<b>0361</b>		
Direct Labor	50-51-0361-4110	\$ -	\$ -
Consultant Engineering Services-Design	50-51-0361-5211	\$ -	\$ -
Office Engineering	50-51-0361-5211	\$ -	\$ -
Construction Management	50-51-0361-5212	\$ -	\$ -
District Engineering Services	50-51-0361-5213	\$ -	\$ -
Legal	50-51-0361-5220	\$ -	\$ -
Construction	50-51-0361-6499	\$ -	\$ -
<b>Total Poinsettia Station Gravity Pipeline Project</b>		<b>\$ -</b>	<b>\$ -</b>
<b>Batiquitos Emergency Basin Project</b>	<b>0385</b>		
Direct Labor	50-51-0385-4110	\$ -	\$ 10,000
Consultant Engineering Services-Design	50-51-0385-5211	\$ -	\$ 88,000
Office Engineering	50-51-0385-5211	\$ -	\$ 20,000
Construction Management	50-51-0385-5212	\$ -	\$ 55,000
District Engineering Services	50-51-0385-5213	\$ -	\$ 5,000
Legal	50-51-0385-5220	\$ -	\$ 2,000
Construction	50-51-0385-6499	\$ -	\$ 880,000
<b>Total Batiquitos Emergency Basin Project</b>		<b>\$ -</b>	<b>\$ 1,060,000</b>
<b>Encina Joint Treatment Facility</b>			
<b>Encina Joint Treatment Facilities Capital Program</b>	<b>0072</b>		
<b>Remaining Appr</b>			
<u>Capital Projects</u>			
Direct Labor	50-51-0072-4110	\$ 10,000	\$ 10,000
Capital Improvement Projects / Capital Labor	50-51-0072-6420	\$ 3,907,106	\$ 3,718,986
Total Capital Projects		\$ 3,917,106	\$ 3,728,986
Planned Asset Replacement & Rehabilitation	50-51-0072-6420	\$ 193,794	\$ 257,331
Capital Acquisitions	50-51-0072-6420	\$ 59,808	\$ 61,824
<b>Total Encina Joint Treatment Facilities Capital Program</b>		<b>\$ 4,170,708</b>	<b>\$ 4,048,141</b>

Description	Account No.	FY 2023 Budget	FY 2024 Budget
<b>Recycled Water Projects</b>			
<b>North SD Water Reuse Coalition Project</b>	<b>0328</b>		
Direct Labor	50-51-0328-4110	\$ -	\$ 35,000
Title XVI Funding Effort	50-51-0328-5211	\$ 22,000	\$ 22,000
Design	50-51-0328-5211	\$ -	\$ -
District Engineering Services	50-51-0328-5213	\$ -	\$ -
Legal	50-51-0328-5220	\$ -	\$ -
<b>Total North SD Water Reuse Coalition Project</b>		<b>\$ 22,000</b>	<b>\$ 57,000</b>
<b>Professional Services</b>			
	<b>0302</b>		
District Engineering Services	50-51-0302-5213	\$ 25,000	\$ 25,000
<b>Total Professional Services</b>		<b>\$ 25,000</b>	<b>\$ 25,000</b>
<b>LWD Labor</b>			
	<b>0499</b>		
Direct Labor	50-51-0499-4110	\$ 389,747	\$ 321,085
Administration Labor	50-51-0499-6995	\$ 207,413	\$ 210,917
<b>Total LWD Labor</b>		<b>\$ 597,160</b>	<b>\$ 532,002</b>
Subtotal LWD		\$ 1,726,160	\$ 3,716,002
Subtotal EWA		\$ 4,170,708	\$ 4,048,141
<b>TOTAL CIP PROGRAM</b>		<b>\$ 5,896,868</b>	<b>\$ 7,764,143</b>