

Fiscal Year 2025 Budget



1960 LA COSTA AVENUE
CARLSBAD, CA 92009
WWW.LWWD.ORG

LEUCADIA WASTEWATER DISTRICT

FISCAL YEAR 2025 BUDGET

Board of Directors

Chris Roesink, President
Rolando Saldana, Vice President
Don Omsted, Director
Robert Pacilio, Director
Elaine Sullivan, Director

District Management

Paul Bushee, General Manager
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

LEUCADIA WASTEWATER DISTRICT

FISCAL YEAR 2025 BUDGET

TABLE OF CONTENTS

	Budget Message	i-iv
I.	Budget Summary	
	A. Wastewater Operations	1-2
	B. Recycled Water Operations	3-4
II.	Wastewater Service Charge	5
III.	Personnel	6-8
IV.	Operating Program	
	A. Wastewater Operations	
	1) Leucadia Facilities	9-13
	2) Batiquitos Joint Facilities	14-17
	B. Recycled Water Operations	18-21
	C. Administrative Services	22-27
	D. Development Services	28-29
V.	Capital Program	
	A. Capital Acquisitions	30-33
	B. Capital Improvement Projects	34-42



LEADERS IN
ENVIRONMENTAL
PROTECTION

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

June 6, 2024

Leucadia Wastewater District
Board of Directors

Honorable President and Members of the Board of Directors:

I am pleased to submit the fiscal year 2025 (FY25) 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 FY25 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 FY25 Budget includes a Development Services expense budget that is fully funded by developer deposits. The key elements of the FY25 Budget are summarized as follows:

REVENUES AND OTHER SOURCES OF FUNDS

Funds available for FY25 total approximately \$19.5 million. Table 1 summarizes LWD’s major revenue sources.

Table 1: Revenue Summary

Revenue Source	Amount	% of Total
Wastewater Services Charges	\$ 14,979,950	77%
Recycled Water Sales	399,000	2%
Property Taxes	2,321,600	13%
Capacity Fees	187,200	1%
Interest Income	795,000	4%
Developer Fees	80,923	0%
Grant Revenue	275,000	1%
Other	427,100	2%
Total Revenue	\$ 19,465,773	100%
Net Transfers to Reserves	6,015	
Total Funds Available	\$ 19,471,788	

Wastewater Operations

LWD’s primary funding source, revenues from wastewater service charges, is projected to be \$15 million, which represents 77% of total revenue. Wastewater service charges are expected to increase by \$1.8 million due to a planned increase in the sewer service rate. Property tax, LWD’s

second largest revenue source, is projected to be \$2.3 million and represents approximately 13% of total revenue. Property taxes are expected to increase by about \$109,000 due to increases in property valuations. Investment income is projected at \$795,000 or approximately 4% of total income. This is an increase of \$310,000 from prior year’s budget due to increases in 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 \$187,200 of total revenue.

Recycled Water Operations

Recycled water sales revenue is projected to be \$399,000, which represents about 2% of total revenue. This is almost flat when compared to last year. Recycled water rates will increase in January 2026 and customer recycled water consumption is predicted to remain the same. The FY25 budget has been developed assuming the recycled water facility will be operational for the full year.

Grant funding from Federal Title XVI (WIINN) and California’s Proposition I from 2014 (Prop 1) totaling \$275,000 is expected to be received in FY25. The funding is a reimbursement of costs incurred to replace the north section of the B1 force main that was completed in FY23.

Reserves

A \$6,015 transfer from reserves is anticipated to help cover capital expenditures.

USES OF FUNDS

Expenses for FY25 total \$19.4 million. Table 2 summarizes these expenses by program.

Table 2: Expenditure Summary

Program Expenses	Amount	% of Total
Wastewater Operations		
Leucadia Facilities	\$ 8,596,840	43%
Batiquitos Joint Facilities	562,176	3%
Recycled Water Operations	349,243	2%
Total Operating Expenses	\$ 9,508,259	48%
Development Services	80,923	0%
Total Development Services	\$ 80,923	0%
Capital Acquisitions	1,101,200	6%
Capital Improvement Projects	8,781,406	45%
Total Capital Expenditures	\$ 9,882,606	51%
Total Expenses	\$ 19,471,788	100%

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 that 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 FY25 Wastewater Operating Budget, the proposed budgeted expenses are \$9.5 million, up about \$500,000 from the prior year. Wastewater Operations includes LWD's share of the Encina treatment plant expenses of approximately \$3.0 million. The biggest drivers in the increase are higher utilities costs, increases in personnel costs at Encina, and an increase in overhead costs due a higher percentage of time being allocated to Leucadia Facilities operations.

The FY25 projected expenses for Recycled Water Operations total approximately \$349,000, which is an increase of 11% from the prior year. The increase is primarily driven by increases in the cost of the Chief Plant Operator which is an outsourced function. The Recycled Water operating expenses remain fully funded through recycled water sales revenue.

LWD's overall Administrative Services Budget will increase approximately \$52,000 from the FY24 budget. The primary driver of the increase is the addition of \$55,000 for expenses related to the November 2024 election. The Administrative Services Budget is distributed to Leucadia Facilities, Batiquitos Joint Facilities, Recycled Water Operations and Capital Improvement Projects as administrative overhead.

Capital Program

The Capital Program is made up of two components: Capital Acquisitions and the Capital Improvement Program. Capital Acquisitions represent 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 FY25 Capital Acquisition Program totals \$1,101,200 and the major drivers include: the purchase of a new Vactor truck (carried over from FY24 due to supply chain delays), a new electric truck for a field services supervisor, a new Grinder (Muffin Monster), CCTV equipment, a new crane (or existing crane repairs), pump rebuilds, and resealing the administration facility's asphalt.

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 FY25 CIP Budget is \$8.8 million and typically includes funding for the wastewater and recycled water enterprises. However, in FY25 there are no active recycled water projects anticipated. The key components include: the Rancho Verde Pump Station Rehabilitation project (\$725,000), the FY25 Gravity Pipeline Rehabilitation project (\$790,000), the Leucadia Pump Station Force Main (L1) Condition Assessment (\$55,000), the San Marcos Creek Pipeline Diversion (\$1,056,000), LWD's portion of the Encina Joint Treatment Facility capital budget (\$5 million).

RESERVE TRANSFERS

When the revenues that exceed expenses are insufficient to cover operating and capital expenditures, funds that were previously saved for capital purchases are transferred from Capital Reserves. Approximately \$341,000 is budgeted to be *transferred from* the Capital Reserves to cover the Wastewater capital expenditures in FY25. In addition, approximately \$335,000 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.

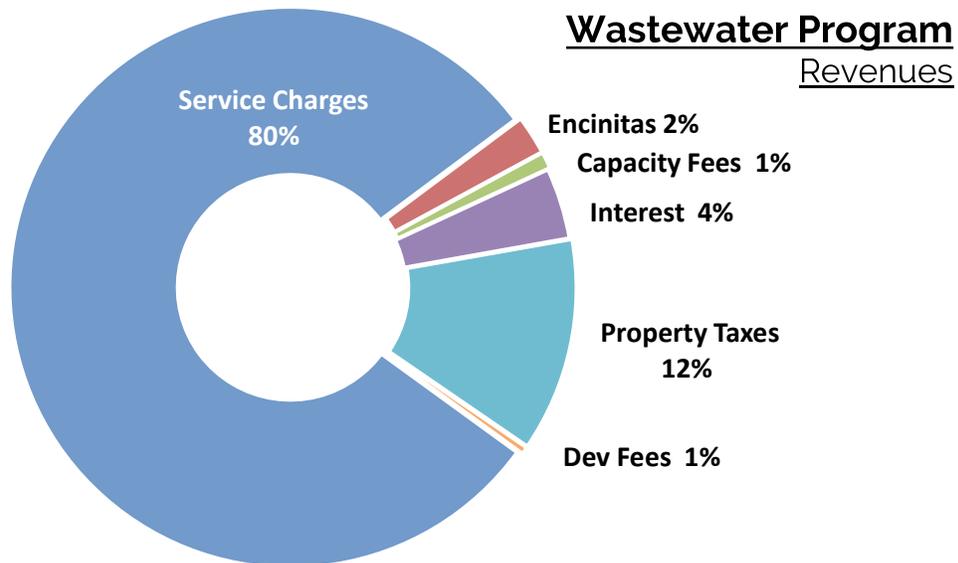
The Leucadia Wastewater District staff is proud to present this budget and looks forward to implementing the programs described herein during FY25. The budget was a collective effort led by Ryan Green, Director of Finance & Administration, with assistance from many staff members including: Administrative Assistant Nitze Torres Garcia, Administrative Services Supervisor Trisha Hill, Executive Assistant Tianne Baity, Field Services Superintendent Marvin Gonzalez, Field Services Supervisor Gabe Mendez, Field Services Supervisor Mauricio Avalos, and Project Coordinator Ian Riffel, and I am grateful for their assistance in this effort. If you have any questions or need additional information in your review of the FY25 Annual Budget, please contact Ryan Green at (760) 753-0155, ext. 3012.

Respectfully submitted,

Paul J. Bushee
General Manager

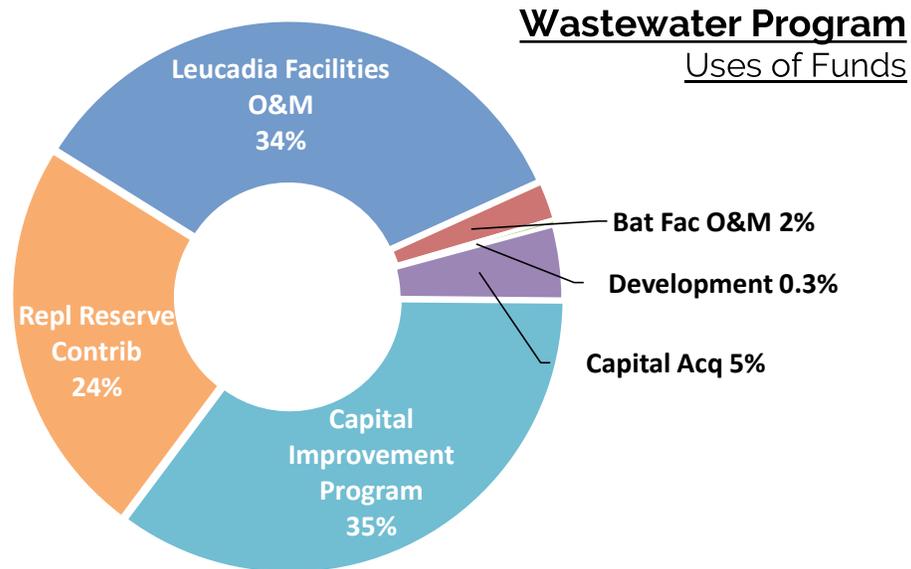
Leucadia Wastewater District Fiscal Year 2025 Operating & Capital Budgets Wastewater Program Summary

SOURCES OF FUNDS	FY 2024 BUDGET	FY 2024 PROJECTED	FY 2025 BUDGET	% Change Bud to Bud
OPERATING REVENUES				
Service Charges	\$ 13,213,949	\$ 13,204,500	\$ 14,979,950	13%
Encinitas O&M (Batiquitos Facilities)	\$ 110,300	\$ 102,900	\$ 112,400	2%
TOTAL ESTIMATED OPERATING REVENUE	\$ 13,324,249	\$ 13,307,400	\$ 15,092,350	13%
NON-OPERATING REVENUES				
Encinitas Capital (Batiquitos Facilities)	\$ 260,400	\$ 30,200	\$ 314,700	21%
Capacity Fees	\$ 152,670	\$ 229,000	\$ 187,200	23%
Interest Income	\$ 469,000	\$ 646,000	\$ 772,000	65%
Developer Fees	\$ 80,524	\$ 30,400	\$ 80,923	0%
Property Taxes	\$ 2,213,000	\$ 2,265,000	\$ 2,321,600	5%
TOTAL NON-OPERATING REVENUE	\$ 3,175,594	\$ 3,200,600	\$ 3,676,423	16%
OTHER SOURCES OF FUNDS				
Transfer from Capital Replacement Reserve	\$ 6,045,398	\$ 6,279,697	\$ 6,273,906	4%
TOTAL OTHER SOURCES OF FUNDS	\$ 6,045,398	\$ 6,279,697	\$ 6,273,906	4%
TOTAL FUNDS AVAILABLE	\$ 22,545,241	\$ 22,787,697	\$ 25,042,679	11%



**Leucadia Wastewater District
Fiscal Year 2025 Operating & Capital Budgets
Wastewater Program Summary**

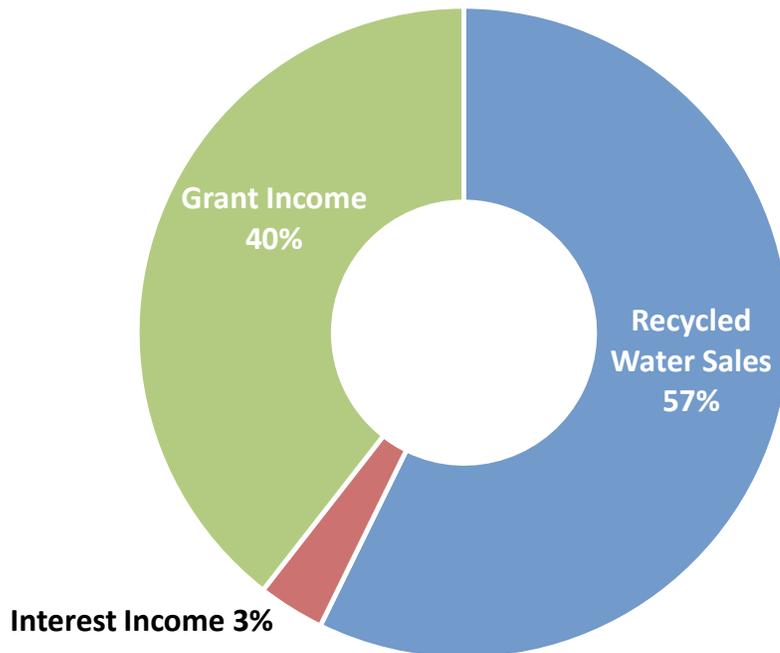
USES OF FUNDS	FY 2024 BUDGET	FY 2024 PROJECTED	FY 2025 BUDGET	% Change Bud to Bud
OPERATING EXPENSES				
Leucadia Facilities	\$ 8,146,739	\$ 7,739,969	\$ 8,596,840	6%
Batiquitos Joint Facilities	\$ 551,377	\$ 514,673	\$ 562,176	2%
TOTAL OPERATING EXPENSES	\$ 8,698,116	\$ 8,254,642	\$ 9,159,016	5%
DEVELOPMENT EXPENSES				
Development Expenses	\$ 80,524	\$ 30,400	\$ 80,923	0%
TOTAL DEVELOPMENT EXPENSES	\$ 80,524	\$ 30,400	\$ 80,923	0%
CAPITAL EXPENDITURES				
Capital Acquisitions	\$ 1,343,800	\$ 579,897	\$ 1,088,000	-19%
Capital Improvement Projects	\$ 7,796,668	\$ 8,870,000	\$ 8,781,406	13%
TOTAL CAPITAL EXPENDITURES	\$ 9,140,468	\$ 9,449,897	\$ 9,869,406	8%
RESERVE CONTRIBUTION				
Transfer to Reserves for Capital Replacement	\$ 4,626,133	\$ 5,052,758	\$ 5,933,334	28%
TOTAL RESERVE CONTRIBUTION	\$ 4,626,133	\$ 5,052,758	\$ 5,933,334	28%
TOTAL USES OF FUNDS	\$ 22,545,241	\$ 22,787,697	\$ 25,042,679	11%



**Leucadia Wastewater District
Fiscal Year 2025 Operating & Capital Budgets
Recycled Water Program Summary**

SOURCES OF FUNDS	FY 2024 BUDGET	FY 2024 PROJECTED	FY 2025 BUDGET	% Change Bud to Bud
OPERATING REVENUES				
Recycled Water Sales	\$ 403,000	\$ 268,000	\$ 399,000	-1%
TOTAL ESTIMATED OPERATING REVENUE	\$ 403,000	\$ 268,000	\$ 399,000	-1%
NON-OPERATING REVENUES				
Interest Income	\$ 16,000	\$ 19,000	\$ 23,000	44%
Grant Income	\$ 275,000	\$ -	\$ 275,000	0%
TOTAL ESTIMATED NON-OPERATING REVENUE	\$ 291,000	\$ 19,000	\$ 298,000	2%
OTHER SOURCES OF FUNDS				
Transfer from Water Recycling Reserve	\$ -	\$ 137,690	\$ -	0%
TOTAL OTHER SOURCES OF FUNDS	\$ -	\$ 137,690	\$ -	0%
TOTAL FUNDS AVAILABLE	\$ 694,000	\$ 424,690	\$ 697,000	0%

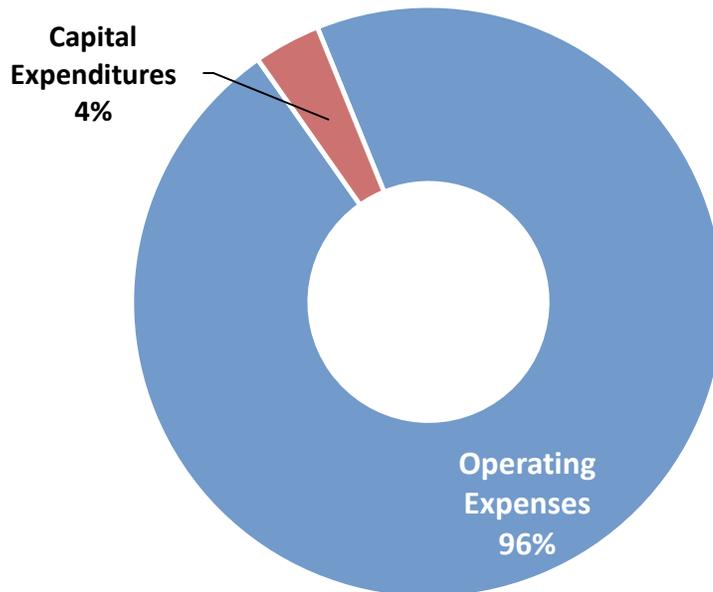
**Recycled Water Program
Revenues**



**Leucadia Wastewater District
Fiscal Year 2025 Operating & Capital Budgets
Recycled Water Program Summary**

USES OF FUNDS	FY 2024 BUDGET	FY 2024 PROJECTED	FY 2025 BUDGET	% Change Bud to Bud
OPERATING EXPENSES				
Operating Program	\$ 313,264	\$ 303,493	\$ 349,243	11%
TOTAL OPERATING EXPENSES	\$ 313,264	\$ 303,493	\$ 349,243	11%
CAPITAL EXPENDITURES				
Capital Acquisition	\$ 126,200	\$ 121,197	\$ 13,200	-90%
Capital Improvement Program	\$ 57,000	\$ -	\$ -	-100%
TOTAL CAPITAL EXPENDITURES	\$ 183,200	\$ 121,197	\$ 13,200	-93%
RESERVE CONTRIBUTION				
Transfer to Water Recycling Reserve	\$ 197,536	\$ -	\$ 334,557	69%
TOTAL RESERVE CONTRIBUTION	\$ 197,536	\$ -	\$ 334,557	69%
TOTAL USES OF FUNDS	\$ 694,000	\$ 424,690	\$ 697,000	0%

Recycled Water Program
Uses of Funds

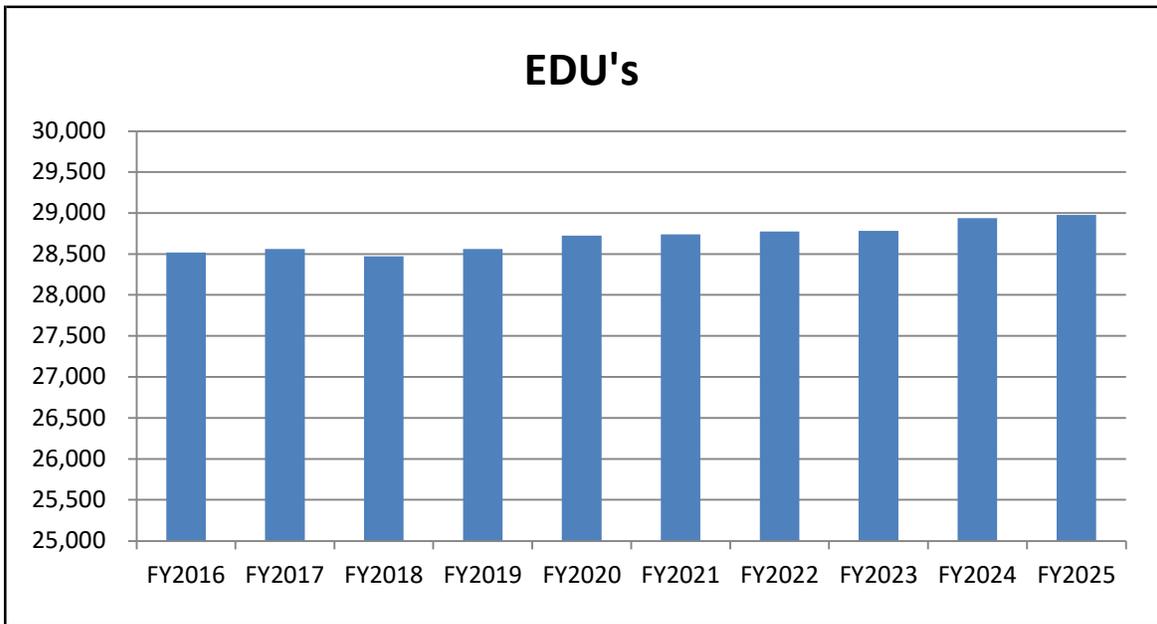


**FISCAL YEAR 2025
WASTEWATER SERVICE CHARGE
and EQUIVALENT DWELLING
UNIT (EDU) SUMMARY**

FY 2025	
MONTHLY SERVICE CHARGE	\$ 43.08
ANNUAL SERVICE CHARGE	\$ 516.96
ESTIMATED EDU'S FY 2025	28,977
ESTIMATED SEWER SERVICE CHARGE REVENUE	\$ 14,979,950

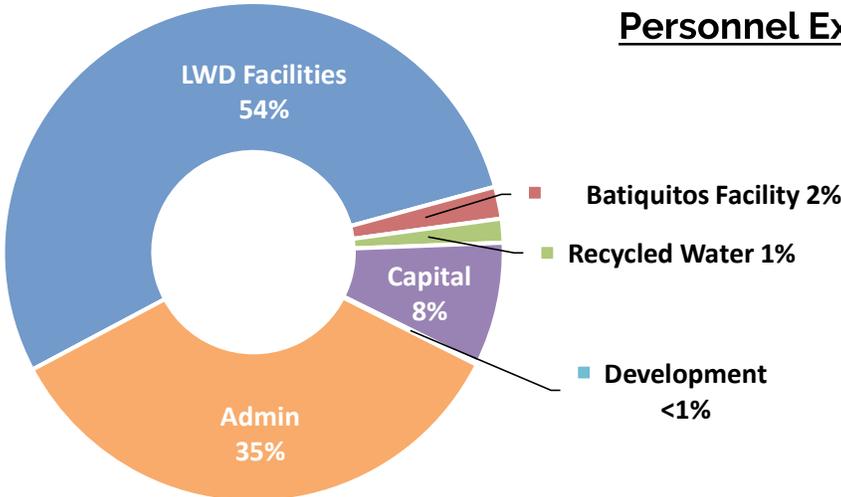
FY 2024	
MONTHLY SERVICE CHARGE	\$ 38.12
ANNUAL SERVICE CHARGE	\$ 457.42
ESTIMATED EDU'S FY 2024	28,936
ESTIMATED SEWER SERVICE CHARGE REVENUE	\$ 13,235,919

% CHANGE IN SERVICE CHARGE	13%
-----------------------------------	------------



Leucadia Wastewater District Fiscal Year 2025 Budget Personnel Summary By Department

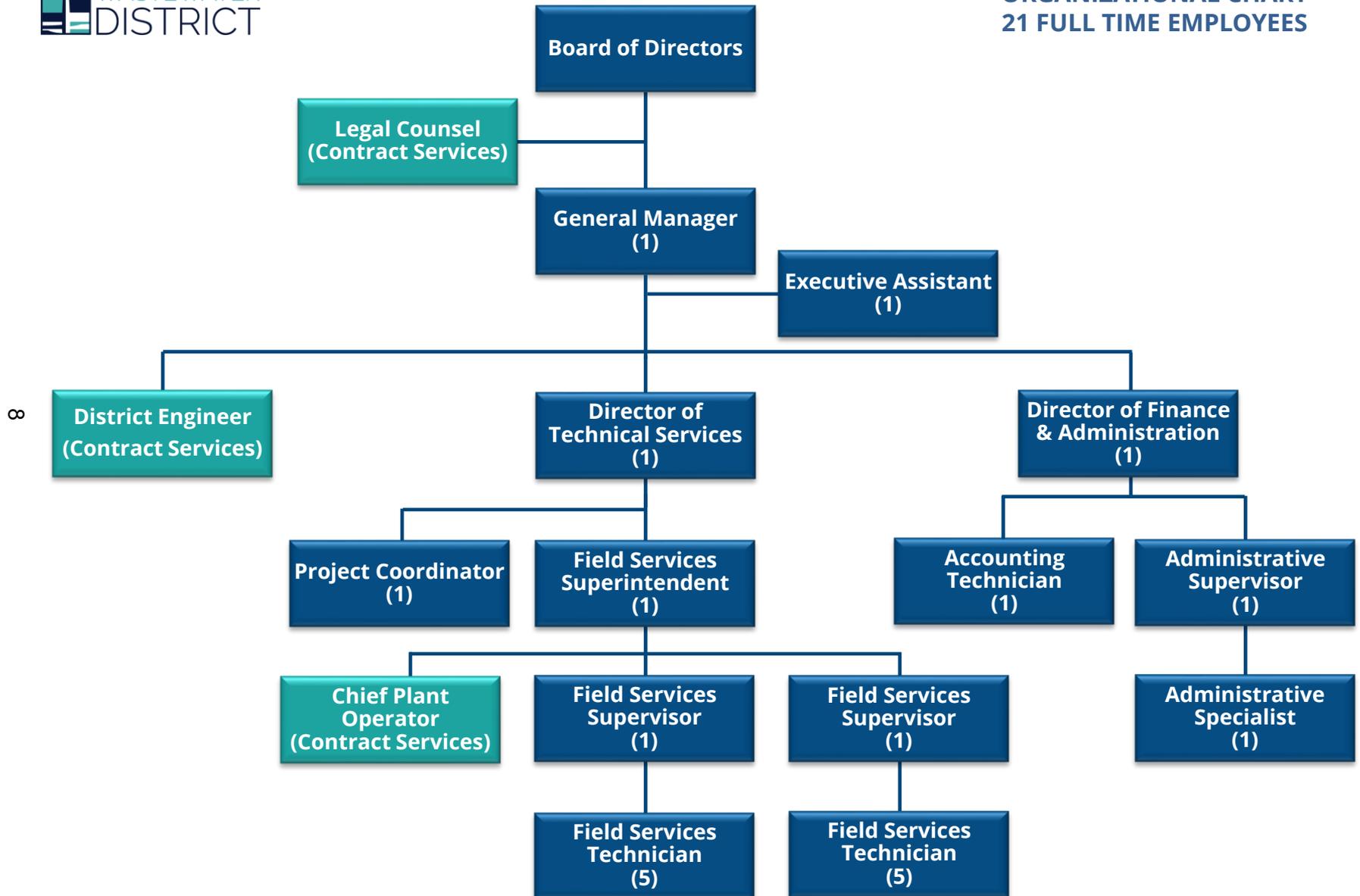
Program		FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
LWD Facilities:					
	Salaries	\$ 1,259,901	\$ 1,187,300	\$ 1,283,078	2%
	Benefits	\$ 941,900	\$ 908,200	\$ 1,064,538	13%
	Total LWD Facilities	\$ 2,201,801	\$ 2,095,500	\$ 2,347,616	7%
Batiquitos Joint Facilities:					
	Salaries	\$ 51,637	\$ 37,100	\$ 51,742	0%
	Benefits	\$ 38,398	\$ 30,300	\$ 38,987	2%
	Total Bat Joint Facilities	\$ 90,035	\$ 67,400	\$ 90,729	1%
Recycled Water Enterprise:					
	Salaries	\$ 36,810	\$ 40,900	\$ 37,518	2%
	Benefits	\$ 25,734	\$ 27,300	\$ 29,983	17%
	Total RW Enterprise	\$ 62,544	\$ 68,200	\$ 67,501	8%
Capital Program:					
	Salaries	\$ 241,706	\$ 244,200	\$ 201,390	-17%
	Benefits	\$ 155,761	\$ 140,200	\$ 144,907	-7%
	Total Capital Program	\$ 397,467	\$ 384,400	\$ 346,297	-13%
Development:					
	Salaries	\$ 3,564	\$ 3,600	\$ 3,843	8%
	Benefits	\$ 2,560	\$ 1,800	\$ 2,680	5%
	Total Development	\$ 6,124	\$ 5,400	\$ 6,523	7%
Administration:					
	Salaries	\$ 878,890	\$ 875,800	\$ 901,787	3%
	Benefits	\$ 568,455	\$ 546,700	\$ 622,383	9%
	Total Administration	\$ 1,447,345	\$ 1,422,500	\$ 1,524,170	5%
Total Personnel Expense		\$ 4,205,316	\$ 4,043,400	\$ 4,382,836	4%



Personnel Expense Summary
By Department

**Leucadia Wastewater District
Fiscal Year 2025 Operating & Capital Budgets
Personnel Expense Detail**

Acct #	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
4100	Salaries				
4110	Regular salaries	\$ 2,402,508	\$ 2,323,700	\$ 2,409,358	0%
4120	Overtime salaries	\$ 70,000	\$ 65,200	\$ 70,000	0%
	Total Salaries	\$ 2,472,508	\$ 2,388,900	\$ 2,479,358	0%
4200	Employee Benefits				
4210	FICA	\$ 175,756	\$ 167,700	\$ 177,473	1%
4220	Medical insurance	\$ 493,541	\$ 457,700	\$ 547,342	11%
4221	Dental insurance	\$ 46,881	\$ 47,200	\$ 57,534	23%
4222	Disability insurance	\$ 17,419	\$ 15,700	\$ 17,343	0%
4223	Life insurance	\$ 5,623	\$ 5,100	\$ 6,067	8%
4224	Unemployment insurance	\$ 5,000	\$ -	\$ 5,000	0%
4225	Employee assistance program (EAP)	\$ 613	\$ 700	\$ 646	5%
4226	Vision plan	\$ 5,011	\$ 4,600	\$ 5,472	9%
4230	Workers compensation insurance	\$ 51,540	\$ 56,100	\$ 84,924	65%
4231	Uniforms	\$ 488	\$ 700	\$ 635	30%
4240	CalPERS, employee retirement-normal service	\$ 311,539	\$ 281,000	\$ 299,943	-4%
4240	CalPERS, employee retirement-unfunded liability	\$ 316,240	\$ 316,200	\$ 395,002	25%
4241	OPEB - employee retirement health	\$ 9,240	\$ 10,600	\$ 11,557	25%
4245	Section 125 plan	\$ 1,623	\$ 1,300	\$ 1,746	8%
4293	Deferred Compensation Contribution	\$ 42,294	\$ 39,900	\$ 42,794	1%
	Total Benefits	\$ 1,482,808	\$ 1,404,500	\$ 1,653,478	12%
	TOTAL SALARY & BENEFITS	\$ 3,955,316	\$ 3,793,400	\$ 4,132,836	4%
4244	CalPERS Additional Discretionary Payment (ADP)	\$ 250,000	\$ 250,000	\$ 250,000	0%
	TOTAL SALARY, BENEFITS & ADP	\$ 4,205,316	\$ 4,043,400	\$ 4,382,836	4%



LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2025 OPERATING BUDGET WASTEWATER OPERATIONS – LEUCADIA FACILITIES

Program Overview:

The fiscal year 2025 Wastewater Operations – Leucadia Facilities Operating Budget reflects expenses associated with collecting, transmitting and treating 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 pipe that make up the LWD 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.



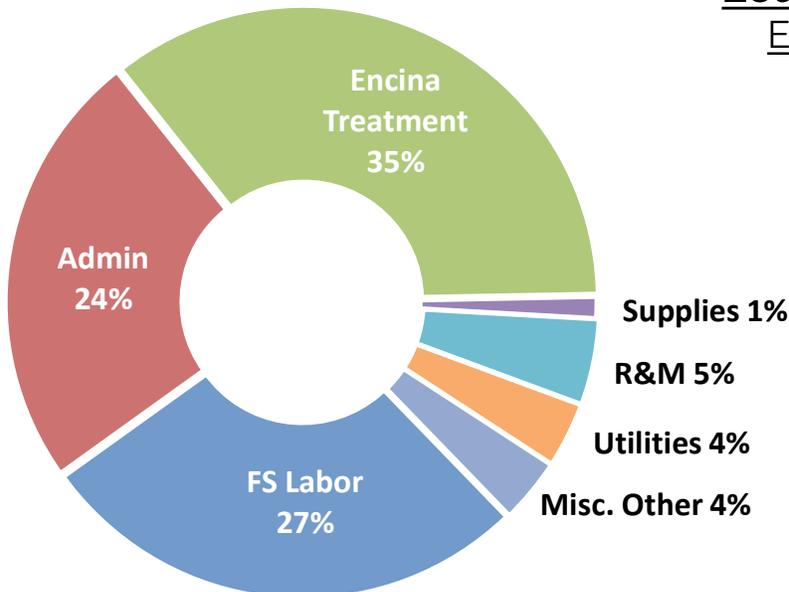
Administrative Services Expenses: ASD expenses are allocated to the Wastewater Operations – Leucadia Facilities Program to reflect expenses that support the collection and transmission of LWD wastewater. These expenses include overall staff management, as well as Board of Directors, financial, human 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 2025 Operating Budget
Expense Summary**

Account	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
Field Services Expenses:					
Labor Expenses:					
	FS Salaries & Benefits	\$ 2,201,801	\$ 2,095,500	\$ 2,347,616	7%
Non-Labor Expenses:					
4600	Fuel	\$ 60,000	\$ 67,200	\$ 65,000	8%
4900	Office Expense	\$ 107,000	\$ 107,172	\$ 114,900	7%
5000	Operating Supplies	\$ 99,000	\$ 99,913	\$ 102,600	4%
5200	Professional Services	\$ 90,700	\$ 68,100	\$ 78,500	-13%
5400	Rent/Leases	\$ 8,000	\$ 8,230	\$ 8,700	9%
5500	Repair and Maintenance	\$ 401,715	\$ 406,067	\$ 405,800	1%
5600	Permitting & Monitoring	\$ 34,900	\$ 36,590	\$ 40,700	17%
5900	Utilities	\$ 291,100	\$ 292,736	\$ 308,500	6%
	Subtotal Other Expenses	\$ 1,092,415	\$ 1,086,008	\$ 1,124,700	3%
	Total Field Services Expenses	\$ 3,294,216	\$ 3,181,508	\$ 3,472,316	5%
	Administration Expenses:	\$ 1,968,523	\$ 1,870,461	\$ 2,084,524	6%
	Subtotal LWD Expenses Before Encina:	\$ 5,262,739	\$ 5,051,969	\$ 5,556,840	6%
6210	Encina Treatment Expenses:	\$ 2,884,000	\$ 2,688,000	\$ 3,040,000	5%
	Total LWD Facilities Expenses	\$ 8,146,739	\$ 7,739,969	\$ 8,596,840	6%

**Leucadia Facilities
Expense Allocation**



**Leucadia Wastewater District
Wastewater Operations - Leucadia Facilities
Fiscal Year 2025 Operating Budget
Expense Detail**

Acct #	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
4600	<u>Gasoline, Oil, Fuel</u>				
20-41-0000-4610	Vehicle Gasoline, Diesel Fuel, Lubricants Diesel and Gas	\$ 60,000	\$ 67,200	\$ 65,000	8%
	Total Gasoline, Oil, Fuel	\$ 60,000	\$ 67,200	\$ 65,000	8%
4900	<u>Office Expense</u>				
20-41-0000-4950	Computer Service				
	Flow & Alarm monitoring ADS Intelliserve	\$ 74,000	\$ 73,000	\$ 74,000	0%
	GIS Cloud License Fee	\$ 5,000	\$ 5,072	\$ 5,200	4%
	GIS Support	\$ 3,500	\$ 3,500	\$ 3,500	0%
	SCADA Support and Parts	\$ 11,000	\$ 12,000	\$ 18,000	64%
	Smart Cover H2S monitoring	\$ 6,800	\$ 6,800	\$ 6,500	-4%
	Watchguard Firewall	\$ -	\$ 1,100	\$ 1,200	100%
	InfraMap (WMS) Comprehensive Support	\$ 6,700	\$ 5,700	\$ 6,500	-3%
	Total Office Expense	\$ 107,000	\$ 107,172	\$ 114,900	7%
5000	<u>Operating Supplies</u>				
20-41-0000-5010	Chemicals (Liquid Oxygen)	\$ 60,000	\$ 63,150	\$ 65,000	8%
20-41-0000-5020	Laundry	\$ 14,000	\$ 9,700	\$ 10,000	-29%
20-41-0000-5030	Tool Replacement	\$ 4,000	\$ 4,000	\$ 4,400	10%
20-41-0000-5040	Safety Supplies/Services				
	Atmospheric Monitoring/Testing Equip., Service, & Supplies	\$ 2,000	\$ 2,539	\$ 2,600	30%
	Commercial Driver's License / Physicals Renewals	\$ 900	\$ 900	\$ 700	-22%
	DOT Testing Program Administration (DATCO)	\$ 1,200	\$ 1,063	\$ 1,400	17%
	First Aid Supplies	\$ 2,000	\$ 3,180	\$ 2,000	0%
	Hearing Conservation	\$ 1,100	\$ 1,200	\$ 1,300	18%
	Personal Protective Equipment (Disposable)	\$ 7,000	\$ 7,000	\$ 7,500	7%
	Respiratory Protection Physicals/Fit Testing	\$ 1,000	\$ 1,000	\$ 1,200	20%
	Safety Shoes	\$ 3,300	\$ 3,600	\$ 3,600	9%
	SCBA Equipment	\$ 1,000	\$ 1,000	\$ 1,200	20%
	Traffic Control Devices	\$ 1,500	\$ 1,581	\$ 1,700	13%
	Total Safety Supplies	\$ 21,000	\$ 23,063	\$ 23,200	10%
	Total Operating Supplies	\$ 99,000	\$ 99,913	\$ 102,600	4%
5200	<u>Professional Services</u>				
20-41-0000-5210	Engineering Services				
	Annual SSMP Audit	\$ 9,200	\$ 8,100	\$ 8,500	-8%
	District Engineering	\$ 70,000	\$ 60,000	\$ 70,000	0%
	Specialty Engineering	\$ 10,000	\$ -	\$ -	-100%
	Update Safety Program Plans	\$ 1,500	\$ -	\$ -	-100%
	Total Professional Services	\$ 90,700	\$ 68,100	\$ 78,500	-13%

**Leucadia Wastewater District
Wastewater Operations - Leucadia Facilities
Fiscal Year 2025 Operating Budget
Expense Detail**

Acct #	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
5400	<u>Rents, Licenses & Leases</u>				
20-41-0000-5410	Repair/Maintenance Equipment Rental	\$ 1,000	\$ 900	\$ 1,000	0%
20-41-0000-5440	Easement License - NCTD License Fees	\$ 7,000	\$ 7,330	\$ 7,700	10%
	Total Rents and Leases	\$ 8,000	\$ 8,230	\$ 8,700	9%
5500	<u>Repair & Maintenance</u>				
20-41-0000-5510	Line Maintenance				
	Cathodic Testing	\$ 5,115	\$ 5,115	\$ 4,200	-18%
	CCTV Support/Maintenance	\$ 20,000	\$ 20,659	\$ 22,000	10%
	Routine Line Repair Supplies	\$ 25,000	\$ 26,000	\$ 28,000	12%
	Smoke Testing	\$ 26,000	\$ 26,000	\$ 27,300	5%
	Vactor High Pressure Hose	\$ 6,400	\$ 5,820	\$ 7,800	22%
	Vector Control	\$ 7,000	\$ 6,994	\$ 8,000	14%
	Root Control	\$ 11,000	\$ 11,000	\$ 12,100	10%
	Water for Line Cleaning	\$ 21,000	\$ 25,000	\$ 27,500	31%
	Total Line Maintenance	\$ 121,515	\$ 126,588	\$ 136,900	13%
20-41-0000-5520	Pump Station Repair & Maintenance				
	Electrical Services/Diagnostic Heat Testing	\$ 15,400	\$ 10,300	\$ 12,000	-22%
	HVAC Service	\$ 10,000	\$ 7,000	\$ 10,000	0%
	Odor Control Media Replacement & Testing	\$ 28,600	\$ 29,000	\$ 29,000	1%
	Pump & Motor Repairs	\$ 30,000	\$ 49,000	\$ 20,000	-33%
	Refurbish Pump Seals	\$ 1,500	\$ -	\$ 1,500	0%
	Routine Pump Station Repair Supplies	\$ 6,000	\$ 7,000	\$ 7,000	17%
	Annual Crane Services	\$ 2,700	\$ 2,720	\$ 2,900	7%
	Quadrennial Major Service	\$ 8,000	\$ 7,967	\$ -	-100%
	Standby Power System Service (Generator)	\$ 15,000	\$ 17,000	\$ 18,000	20%
	Total Pump Station Repair & Maintenance	\$ 117,200	\$ 129,987	\$ 100,400	-14%
20-41-0000-5530	Buildings & Grounds Repair & Maintenance				
	Audio Visual	\$ 1,500	\$ -	\$ 2,500	67%
	Elevator	\$ 6,000	\$ 5,100	\$ 6,000	0%
	Fire Extinguisher Service	\$ 1,400	\$ 1,300	\$ 1,400	0%
	HVAC Service	\$ 11,000	\$ 10,778	\$ 11,000	0%
	Janitorial Services	\$ 31,000	\$ 30,200	\$ 33,500	8%
	Landscaping/Water Feature/Gate Maintenance Services	\$ 20,000	\$ 18,000	\$ 20,000	0%
	Miscellaneous Buildings & Grounds Repairs	\$ 25,000	\$ 25,000	\$ 25,000	0%
	Pest Control	\$ 2,000	\$ 2,100	\$ 2,200	10%
	Plant Service	\$ 2,000	\$ 2,100	\$ 2,200	10%
	Roof and Gutter Maintenance	\$ 2,000	\$ 2,000	\$ 2,200	10%
	Security Camera Extended Service	\$ 2,000	\$ 2,200	\$ 2,300	15%
	Solar Panel Cleaning	\$ 1,500	\$ 1,500	\$ 1,700	13%
	Test Fire Sprinkler System	\$ 2,100	\$ 1,820	\$ 2,100	0%
	Trash Service	\$ 4,800	\$ 4,749	\$ 4,900	2%
	Tree Trimming	\$ 1,000	\$ 1,445	\$ 7,000	600%
	Window Cleaning	\$ 1,200	\$ 1,200	\$ 1,300	8%
	Total Buildings & Grounds Repair & Maintenance	\$ 114,500	\$ 109,492	\$ 125,300	9%

**Leucadia Wastewater District
Wastewater Operations - Leucadia Facilities
Fiscal Year 2025 Operating Budget
Expense Detail**

Acct #	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
20-41-0000-5540	Vehicle Repair & Maintenance				
	Routine & Corrective Repairs	\$ 16,000	\$ 14,000	\$ 15,000	-6%
	Tire Replacement	\$ 5,000	\$ 5,000	\$ 5,500	10%
	Vactor Major Service	\$ 25,000	\$ 20,000	\$ 20,000	-20%
	Total Vehicle Repair & Maintenance	\$ 46,000	\$ 39,000	\$ 40,500	-12%
20-41-0000-5550	Paint & Lubricants				
	HazMat Disposal	\$ 1,000	\$ -	\$ 1,000	0%
	Misc. Supplies	\$ 500	\$ -	\$ 500	0%
	Total Paint & Lubricants	\$ 1,500	\$ -	\$ 1,500	0%
20-41-0000-5590	Equipment Repair & Maintenance				
	Misc. Equip. Repairs (Portable Generators, Pumps)	\$ 1,000	\$ 1,000	\$ 1,200	20%
	Total Repair and Maintenance	\$ 401,715	\$ 406,067	\$ 405,800	1%
5600	<u>Monitoring and Permitting</u>				
20-41-0000-5610	Lab Analysis				
	Baseline Background Analysis	\$ 1,000	\$ -	\$ -	-100%
	Beach Posting Analysis	\$ 1,500	\$ -	\$ 1,500	0%
	Total Lab Analysis	\$ 2,500	\$ -	\$ 1,500	-40%
20-41-0000-5630	Permits & Monitoring				
	Air Pollution Control District	\$ 7,100	\$ 7,100	\$ 7,300	3%
	City of Carlsbad Inspection Permit	\$ 1,500	\$ 1,000	\$ 1,500	0%
	City of Encinitas Inspection Permit	\$ 300	\$ -	\$ 300	0%
	Collection System Permit	\$ 19,500	\$ 24,800	\$ 26,100	34%
	County Business Emergency Plan Permit	\$ 4,000	\$ 3,690	\$ 4,000	0%
	Total Permits & Monitoring	\$ 32,400	\$ 36,590	\$ 39,200	21%
	Total Monitoring and Permitting	\$ 34,900	\$ 36,590	\$ 40,700	17%
5900	<u>Utilities</u>				
20-41-0000-5920	SCADA Remote Communications	\$ 600	\$ -	\$ -	-100%
20-41-0000-5930	Electricity, District Operations	\$ 275,000	\$ 275,000	\$ 290,000	5%
20-41-0000-5940	Water	\$ 12,000	\$ 12,000	\$ 13,000	8%
20-41-0000-5950	USA Notification Service	\$ 3,500	\$ 5,736	\$ 5,500	57%
	Total Utilities	\$ 291,100	\$ 292,736	\$ 308,500	6%
TOTAL LEUCADIA FACILITIES EXPENSES		\$ 1,092,415	\$ 1,086,008	\$ 1,124,700	3%

LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2025 OPERATING BUDGET WASTEWATER ENTERPRISE – BATIQUITOS JOINT FACILITIES

Program Overview:

The fiscal year 2025 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 fiscal year 2025, 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 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 and customer service.

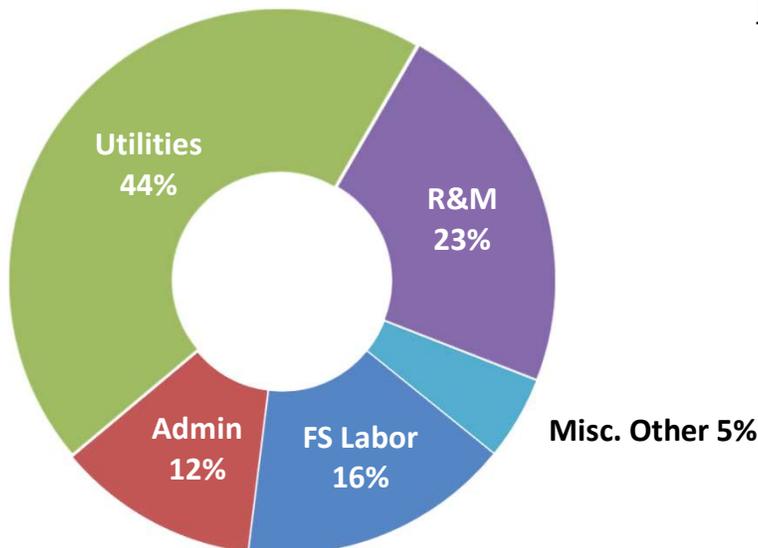
Administrative Services Expenses: ASD expenses are allocated to the Wastewater Operations – Batiquitos Joint Facilities to reflect expenses that support the operation of the Batiquitos pump station and force main facilities. These expenses include overall staff management, as well as Board of Directors,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



**Leucadia Wastewater District
Wastewater Operations - Batiquitos Joint Facilities
Fiscal Year 2025 Operating Budget
Expense Summary**

Account	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
Field Services Expenses:					
Labor Expenses:					
	FS Salaries & Benefits	\$ 90,035	\$ 67,400	\$ 90,729	1%
Non-Labor Expenses:					
4600	Fuel	\$ 1,000	\$ 1,000	\$ 1,000	0%
4900	Office Expense	\$ 10,330	\$ 7,516	\$ 10,800	5%
5000	Operating Supplies	\$ 400	\$ 360	\$ 400	0%
5200	Professional Services	\$ 10,000	\$ 1,580	\$ 5,000	-50%
5400	Rents & Leases	\$ 5,000	\$ -	\$ 5,000	0%
5500	Repair and Maintenance	\$ 121,820	\$ 116,320	\$ 127,000	4%
5600	Permitting & Monitoring	\$ 5,100	\$ 5,216	\$ 5,300	4%
5900	Utilities	\$ 227,200	\$ 234,604	\$ 249,900	10%
	Subtotal Other Expenses	\$ 380,850	\$ 366,596	\$ 404,400	6%
	Total Field Services Expenses	\$ 470,885	\$ 433,996	\$ 495,129	5%
	Administration Expenses:	\$ 80,492	\$ 80,677	\$ 67,047	-17%
	Total Batiquitos Joint Facilities Expenses	\$ 551,377	\$ 514,673	\$ 562,176	2%

Batiquitos Joint Facilities
Expense Allocation



**Leucadia Wastewater District
Wastewater Operations - Batiquitos Joint Facilities
Fiscal Year 2025 Operating Budget
Expense Detail**

Acct #	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
4600	<u>Fuel</u>				
20-41-0022-4610	Diesel	\$ 1,000	\$ 1,000	\$ 1,000	0%
	Total Fuel Expense	\$ 1,000	\$ 1,000	\$ 1,000	0%
4900	<u>Office Expense</u>				
20-41-0022-4950	Computer Service				
	SCADA Support and Parts	\$ 5,500	\$ 2,200	\$ 5,000	-9%
	Watchguard Firewall	\$ -	\$ 700	\$ 800	100%
	Smart Cover H2S Monitoring	\$ 3,830	\$ 3,616	\$ 4,000	4%
	InfraMap (WMS) Comprehensive Support	\$ 1,000	\$ 1,000	\$ 1,000	0%
	Total Office Expense	\$ 10,330	\$ 7,516	\$ 10,800	5%
5000	<u>Operating Supplies</u>				
20-41-0022-5040	Safety Supplies/Services				
	First Aid Supplies	\$ 400	\$ 360	\$ 400	0%
	Total Operating Supplies	\$ 400	\$ 360	\$ 400	0%
5200	<u>Professional Services</u>				
20-41-0022-5210	Engineering Services				
	District Engineering	\$ 5,000	\$ -	\$ 5,000	0%
	Specialty Engineering	\$ 5,000	\$ 1,580	\$ -	-100%
	Total Professional Services	\$ 10,000	\$ 1,580	\$ 5,000	-50%
5400	<u>Rents & Leases</u>				
20-41-0022-5410	Equipment Rental				
	Portable Pump Rental	\$ 5,000	\$ -	\$ 5,000	0%
	Total Rents and Leases	\$ 5,000	\$ -	\$ 5,000	0%

**Leucadia Wastewater District
Wastewater Operations - Batiquitos Joint Facilities
Fiscal Year 2025 Operating Budget
Expense Detail**

Acct #	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
5500	<u>Repair & Maintenance</u>				
20-41-0022-5510	Line Maintenance				
	Cathodic Testing	\$ 2,810	\$ 2,810	\$ 2,700	-4%
	Total Line Maintenance	<u>\$ 2,810</u>	<u>\$ 2,810</u>	<u>\$ 2,700</u>	-4%
20-41-0022-5520	Pump Station Repair & Maintenance				
	Electrical Services	\$ 9,000	\$ 4,000	\$ 9,000	0%
	HVAC Service	\$ 6,000	\$ 8,000	\$ 6,000	0%
	Miscellaneous Services/Supplies	\$ 5,400	\$ 5,000	\$ 5,000	-7%
	Odor Control Media Replacement & Testing	\$ 59,000	\$ 59,000	\$ 59,000	0%
	Pump & Motor Repairs	\$ 25,000	\$ 23,000	\$ 25,000	0%
	Replace Odaloggers	\$ 3,000	\$ 3,000	\$ 3,000	0%
	Solar Panel Cleaning	\$ 110	\$ 110	\$ 200	82%
	Standby Power System Service (Generator)	\$ 4,000	\$ 3,000	\$ 4,000	0%
	Transfer Switch Testing & Electrical Heat Test	\$ 2,700	\$ 2,700	\$ 2,970	10%
	Vibrational Analysis BPS (Predictive Testing)	\$ 3,300	\$ 3,300	\$ 3,630	10%
	Total Pump Station Repair & Maintenance	<u>\$ 117,510</u>	<u>\$ 111,110</u>	<u>\$ 117,800</u>	0%
20-41-0022-5530	Buildings & Grounds Repair & Maintenance				
	Reseal Asphalt	\$ -	\$ -	\$ 4,000	100%
	Miscellaneous Buildings & Grounds Repairs	\$ 1,500	\$ 2,400	\$ 2,500	67%
	Total Buildings & Grounds Repair & Maintenance	<u>\$ 1,500</u>	<u>\$ 2,400</u>	<u>\$ 6,500</u>	333%
	Total Repair & Maintenance	<u>\$ 121,820</u>	<u>\$ 116,320</u>	<u>\$ 127,000</u>	4%
5600	<u>Monitoring and Permitting</u>				
20-41-0022-5610	Lab Analysis				
	Lab Analysis (Baseline Background Analysis)	\$ 3,000	\$ 3,000	\$ 3,000	0%
	Total Lab Analysis	<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 3,000</u>	0%
20-41-0022-5630	Permits & Monitoring				
	APCD - Generator & Pump Emissions/Odor Control	\$ 1,500	\$ 1,583	\$ 1,600	7%
	County HazMat (Business Plan) Permit	\$ 600	\$ 633	\$ 700	17%
	Total Permits & Monitoring	<u>\$ 2,100</u>	<u>\$ 2,216</u>	<u>\$ 2,300</u>	10%
	Total Monitoring & Permitting	<u>\$ 5,100</u>	<u>\$ 5,216</u>	<u>\$ 5,300</u>	4%
5900	<u>Utilities</u>				
20-41-0022-5910	Telephone	\$ 2,700	\$ 2,604	\$ 2,700	0%
20-41-0022-5930	Batiquitos Electrical Power	\$ 223,000	\$ 230,000	\$ 245,000	10%
20-41-0022-5940	Water	\$ 1,500	\$ 2,000	\$ 2,200	47%
	Total Utilities	<u>\$ 227,200</u>	<u>\$ 234,604</u>	<u>\$ 249,900</u>	10%
Total Batiquitos Joint Facilities Expenses		<u>\$ 380,850</u>	<u>\$ 366,596</u>	<u>\$ 404,400</u>	6%

LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2025 OPERATING BUDGET RECYCLED WATER OPERATIONS



Program Overview:

The fiscal year 2025 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.

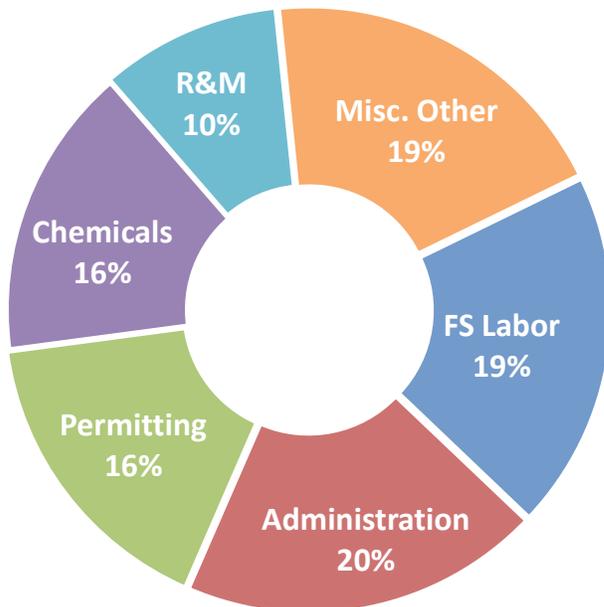
The Recycled Water Enterprise budget consists of two components: 1) Field Services Expenses (direct) and 2) Administrative Expenses (support overhead). The Field Services Department (FSD) provides the direct resources to operate and maintain the Gafner WRF with support from the Administrative Services 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 2025 Operating Budget Expense Summary

Account	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
Field Services Expenses:					
Labor Expenses:					
	FS Salaries & Benefits	\$ 62,544	\$ 68,200	\$ 67,501	8%
Non-Labor Expenses:					
4900	Office Expenses	\$ 3,800	\$ 3,800	\$ 3,800	0%
5000	Operating Supplies	\$ 55,000	\$ 52,000	\$ 55,000	0%
5200	Professional Services	\$ 30,300	\$ 27,455	\$ 42,000	39%
5500	Repair and Maintenance	\$ 31,600	\$ 29,500	\$ 34,000	8%
5600	Permitting & Monitoring	\$ 53,600	\$ 53,585	\$ 57,100	7%
5900	Utilities	\$ 20,500	\$ 18,000	\$ 22,000	7%
	Subtotal Non-Labor Expenses	<u>\$ 194,800</u>	<u>\$ 184,340</u>	<u>\$ 213,900</u>	10%
	Total Field Services Expenses	\$ 257,344	\$ 252,540	\$ 281,401	9%
	Administration Expenses:	<u>\$ 55,920</u>	<u>\$ 50,953</u>	<u>\$ 67,842</u>	21%
	Total Recycled Water Facility Expenses	<u>\$ 313,264</u>	<u>\$ 303,493</u>	<u>\$ 349,243</u>	11%



Recycled Water Facilities
Expense Allocation

**Leucadia Wastewater District
Recycled Water Operations
Fiscal Year 2025 Operating Budget
Expense Detail**

Acct #	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
4900	<u>Office Expense</u>				
30-43-0019-4950	Computer Service				
	SCADA Support & Parts	\$ 3,500	\$ 3,500	\$ 3,500	0%
	WMS Software Maintenance	\$ 300	\$ 300	\$ 300	0%
	Total Office Expense	\$ 3,800	\$ 3,800	\$ 3,800	0%
5000	<u>Operating Supplies</u>				
30-43-0019-5010	Chemicals				
	Polyalum & Sodium Hypochlorite	\$ 55,000	\$ 52,000	\$ 55,000	0%
	Total Operating Supplies	\$ 55,000	\$ 52,000	\$ 55,000	0%
5200	<u>Professional Services</u>				
30-43-0019-5210	Engineering Services	\$ 5,000	\$ 1,808	\$ 5,000	0%
30-43-0019-5225	Grant Administration	\$ -	\$ -	\$ 10,000	
30-43-0019-5220	Legal Services	\$ 2,500	\$ -	\$ -	-100%
30-43-0019-5227	Chief Plant Operator Services	\$ 22,800	\$ 25,647	\$ 27,000	18%
	Total Professional Services	\$ 30,300	\$ 27,455	\$ 42,000	39%
5500	<u>Repair & Maintenance</u>				
30-43-0019-5580	Treatment Plant R&M				
	Calibration Services (Flow/Turbidity/CI Residual)	\$ 8,600	\$ 8,600	\$ 9,600	12%
	Electrical Heat Test	\$ 2,600	\$ 2,700	\$ 3,000	15%
	Force Main Operations	\$ 800	\$ 800	\$ 800	0%
	HVAC Service	\$ 3,800	\$ 3,000	\$ 3,800	0%
	Pump & Motor Repairs	\$ 8,000	\$ 7,000	\$ 8,000	0%
	Routine Plant Equipment Maintenance	\$ 5,000	\$ 5,000	\$ 6,000	20%
	VFD/Electrical Services	\$ 2,800	\$ 2,400	\$ 2,800	0%
	Total Repair and Maintenance	\$ 31,600	\$ 29,500	\$ 34,000	8%

**Leucadia Wastewater District
Recycled Water Operations
Fiscal Year 2025 Operating Budget
Expense Detail**

Acct #	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
5600	<u>Monitoring and Permitting</u>				
30-43-0019-5610	Lab Analysis	\$ 13,000	\$ 13,000	\$ 13,800	6%
30-43-0019-5630	Permits & Monitoring				
	RWQCB Discharge Permit	\$ 26,600	\$ 26,785	\$ 28,800	8%
	RWQCB Storm Water Permit	\$ 2,200	\$ 2,000	\$ 2,200	0%
	San Marcos Creek Flow Measurement	\$ 11,400	\$ 11,400	\$ 11,900	4%
	Storm Water Maintenance	\$ 400	\$ 400	\$ 400	0%
	Total Permits & Monitoring	<u>\$ 40,600</u>	<u>\$ 40,585</u>	<u>\$ 43,300</u>	7%
	Total Monitoring & Permitting	<u>\$ 53,600</u>	<u>\$ 53,585</u>	<u>\$ 57,100</u>	7%
5900	<u>Utilities</u>				
30-43-0019-5930	Encina Effluent Pump Station Electricity	<u>\$ 20,500</u>	<u>\$ 18,000</u>	<u>\$ 22,000</u>	7%
	Total Utilities	<u>\$ 20,500</u>	<u>\$ 18,000</u>	<u>\$ 22,000</u>	7%
Total Recycled Water Operation Expenses		<u><u>\$ 194,800</u></u>	<u><u>\$ 184,340</u></u>	<u><u>\$ 213,900</u></u>	10%

LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2025 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.

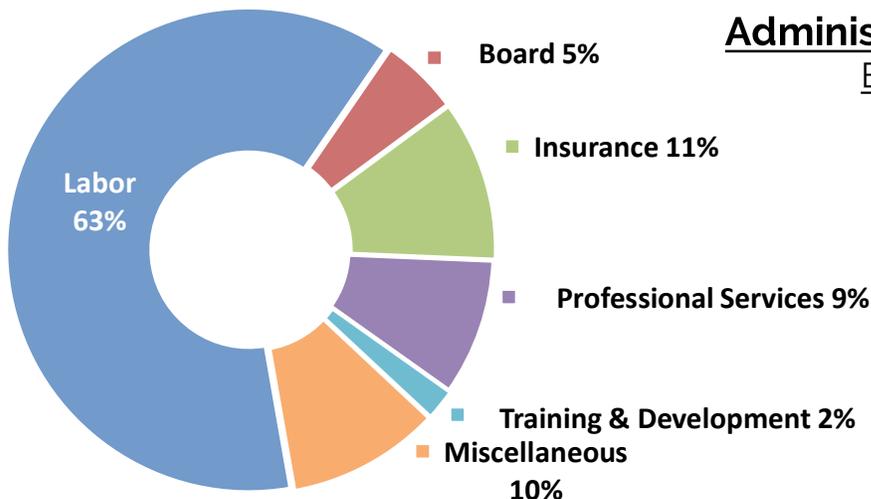


Customer Service: The ASD provides direct customer service by responding to inquiries, providing information, distributing material, and resolving issues.

Public Outreach: The ASD provides public outreach services by developing and distributing biannual newsletters, issuing press releases, providing 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 2025 Operating Budget Expense Summary

Account	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
Labor Expenses:					
	Admin Salaries & Benefits	\$ 1,447,345	\$ 1,422,500	\$ 1,524,170	5%
Non-Labor Expenses:					
4300	Board Support	\$ 130,600	\$ 95,660	\$ 128,990	-1%
4400	Election	\$ -	\$ -	\$ 55,000	100%
4700	Insurance	\$ 237,500	\$ 231,386	\$ 264,000	11%
4800	Memberships	\$ 40,000	\$ 38,240	\$ 41,370	3%
4900	Office Expense	\$ 58,150	\$ 55,623	\$ 63,390	9%
5200	Professional Services	\$ 258,650	\$ 239,920	\$ 223,300	-14%
5300	Printing/Publishing	\$ 32,000	\$ 37,000	\$ 33,000	3%
5400	Rents & Leases	\$ 9,900	\$ 7,200	\$ 6,900	-30%
5700	Training & Development	\$ 52,000	\$ 44,300	\$ 52,000	0%
5900	Utilities	\$ 39,800	\$ 36,040	\$ 42,800	8%
6000	LAFCO Operations	\$ 9,050	\$ 7,400	\$ 8,500	-6%
	Subtotal Non-Labor Expenses	\$ 867,650	\$ 792,770	\$ 919,250	6%
	Total Admin Expenses	\$ 2,314,995	\$ 2,215,270	\$ 2,443,420	6%
Administration Allocation Schedule					
LWD Facilities					
	Labor	\$ 1,157,101	\$ 1,129,813	\$ 1,221,143	6%
	Non-Labor	\$ 811,422	\$ 740,648	\$ 863,381	6%
	Total LWD Facilities	\$ 1,968,523	\$ 1,870,461	\$ 2,084,524	6%
Batiquitos Facilities					
	Labor	\$ 47,313	\$ 48,732	\$ 39,277	-17%
	Non-Labor	\$ 33,179	\$ 31,946	\$ 27,770	-16%
	Total Batiquitos Facilities	\$ 80,492	\$ 80,677	\$ 67,047	-17%
Recycled Water Enterprise					
	Labor	\$ 32,871	\$ 30,777	\$ 39,743	21%
	Non-Labor	\$ 23,049	\$ 20,176	\$ 28,099	22%
	Total RWE	\$ 55,920	\$ 50,953	\$ 67,842	21%
Capital Projects					
	Labor	\$ 210,060	\$ 213,179	\$ 224,007	7%
	Non-Labor	\$ -	\$ -	\$ -	-
	Total Capital	\$ 210,060	\$ 213,179	\$ 224,007	7%
	Total Admin Allocation	\$ 2,314,995	\$ 2,215,270	\$ 2,443,420	6%



Administrative Services
Expense Allocation

**Leucadia Wastewater District
Administrative Services
Fiscal Year 2025 Operating Budget
Expense Detail**

Acct #	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
4300	<u>Directors' Expenses</u>				
01-45-0000-4310	Directors' Compensation				
	CASA Meetings	\$ 6,000	\$ 4,800	\$ 6,400	7%
	Committee Meetings	\$ 10,800	\$ 9,600	\$ 10,800	0%
	CSDA Meetings	\$ 8,800	\$ 6,400	\$ 9,000	2%
	CWEA Meetings	\$ 3,800	\$ 3,600	\$ 3,800	0%
	Miscellaneous Meetings	\$ 2,000	\$ 2,600	\$ 1,200	-40%
	Regular Board Meetings	\$ 12,000	\$ 11,000	\$ 12,000	0%
	Special Board Meetings	\$ 2,000	\$ 1,800	\$ 1,000	-50%
	WateReuse Meetings	\$ 2,400	\$ 1,200	\$ 2,400	0%
	Total Directors' Compensation	\$ 47,800	\$ 41,000	\$ 46,600	-3%
01-45-0000-4320	Directors' Benefits				
	Dental Insurance	\$ 3,600	\$ 720	\$ 800	-78%
	Health Insurance	\$ 36,300	\$ 24,240	\$ 41,160	13%
	Life Insurance	\$ 750	\$ 720	\$ 750	0%
	PERS	\$ 2,000	\$ 1,600	\$ 1,700	-15%
	Vision Insurance	\$ 550	\$ 480	\$ 580	5%
	Total Directors' Benefits	\$ 43,200	\$ 27,760	\$ 44,990	4%
01-45-0000-4330	Directors' Conferences				
	CASA	\$ 13,800	\$ 11,700	\$ 14,000	1%
	CSDA	\$ 12,000	\$ 9,000	\$ 9,000	-25%
	CWEA	\$ 6,000	\$ 3,000	\$ 5,400	-10%
	Misc. Directors' Conference	\$ 3,000	\$ -	\$ 3,000	0%
	WateReuse	\$ 4,800	\$ 3,200	\$ 6,000	25%
	Total Directors' Conferences	\$ 39,600	\$ 26,900	\$ 37,400	-6%
	Total Directors' Expenses	\$ 130,600	\$ 95,660	\$ 128,990	-1%
4400	<u>Election</u>				
01-45-0000-4400	Election Expense	-	\$ -	\$ 55,000	100%
	Total Election	\$ -	\$ -	\$ 55,000	100%
4700	<u>Insurance</u>				
01-45-0000-4710	Liability Insurance	\$ 171,000	\$ 169,983	\$ 188,000	10%
01-45-0000-4715	Property Insurance	\$ 61,500	\$ 61,404	\$ 71,000	15%
01-45-0000-4720	Self Insurance	\$ 5,000	\$ -	\$ 5,000	0%
	Total Insurance	\$ 237,500	\$ 231,386	\$ 264,000	11%

**Leucadia Wastewater District
Administrative Services
Fiscal Year 2025 Operating Budget
Expense Detail**

Acct #	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
4800	<u>Memberships</u>				
01-45-0000-4810	Professional & Employees				
	Agua Hedionda World Water Day	\$ 1,500	\$ 1,000	\$ 1,500	0%
	Amazon	\$ 200	\$ 150	\$ 200	0%
	Batiquitos Lagoon Foundation	\$ 1,500	\$ 1,000	\$ 1,500	0%
	CA Department of Consumer Affairs	\$ -	\$ -	\$ 300	100%
	CASA	\$ 15,000	\$ 14,730	\$ 15,200	1%
	Chamber - Carlsbad	\$ 900	\$ 870	\$ 900	0%
	Chamber - Encinitas	\$ 500	\$ 450	\$ 500	0%
	Clean Water SoCal	\$ 600	\$ 540	\$ 600	0%
	CSDA	\$ 9,300	\$ 9,200	\$ 9,700	4%
	CSMFO	\$ 200	\$ 140	\$ 200	0%
	GFOA	\$ 700	\$ 620	\$ 700	0%
	SDEA	\$ 800	\$ 800	\$ 800	0%
	SHRM	\$ 300	\$ 370	\$ 370	23%
	Staples	\$ 400	\$ 330	\$ 400	0%
	WateReuse	\$ 2,700	\$ 3,040	\$ 3,100	15%
	WEF/CWEA/SWRCB	\$ 5,400	\$ 5,000	\$ 5,400	0%
	Total Memberships	\$ 40,000	\$ 38,240	\$ 41,370	3%
4900	<u>Office Expenses</u>				
01-45-0000-4910	Office and Cleaning Supplies	\$ 14,000	\$ 13,863	\$ 14,000	0%
01-45-0000-4920	Postage and Shipping	\$ 5,000	\$ 4,900	\$ 5,200	4%
01-45-0000-4925	File Archive Service	\$ 1,600	\$ 1,550	\$ 1,700	6%
01-45-0000-4930	Subscriptions:				
	CA Labor Law Posters & Required Pamphlets	\$ 200	\$ 150	\$ 200	0%
	Misc. Publications	\$ 100	\$ 240	\$ 240	140%
	Total Subscriptions	\$ 300	\$ 390	\$ 440	47%
01-45-0000-4950	Computer Software and Misc. Hardware:				
	Accounting Software & Support	\$ 10,000	\$ 10,000	\$ 11,000	10%
	Transfer Sewer Service Data to ASCI Format	\$ 600	\$ 450	\$ 600	0%
	Citrix Virtual Apps for Remote Access	\$ 2,500	\$ 2,500	\$ 2,500	0%
	Miscellaneous Computer Equipment	\$ 8,000	\$ -	\$ 3,000	-63%
	Telephone Software	\$ -	\$ 2,270	\$ 700	100%
	Operational Software Renewals	\$ 9,100	\$ 9,000	\$ 10,800	19%
	Software Subscriptions	\$ -	\$ 1,800	\$ 2,100	100%
	Security	\$ -	\$ 2,300	\$ 2,300	100%
	Update Website with Security & Feature Improvements	\$ 5,800	\$ 5,500	\$ 7,800	34%
	Total Computer Service	\$ 36,000	\$ 33,820	\$ 40,800	13%
01-45-0000-4960	Burglar & Fire Alarm	\$ 1,250	\$ 1,100	\$ 1,250	0%
	Total Office Expenses	\$ 58,150	\$ 55,623	\$ 63,390	9%

**Leucadia Wastewater District
Administrative Services
Fiscal Year 2025 Operating Budget
Expense Detail**

Acct #	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
5200	<u>Professional Services</u>				
01-45-0000-5220	Legal Service				
	Board Meeting Attendance & Preparation	\$ 10,000	\$ 11,000	\$ 12,000	20%
	Misc. Legal Services	\$ 40,000	\$ 20,000	\$ 38,000	-5%
	Total Legal Services	<u>\$ 50,000</u>	<u>\$ 31,000</u>	<u>\$ 50,000</u>	0%
01-45-0000-5225	Financial Service				
	Investment Mgmt. Services	\$ 9,000	\$ 2,400	\$ 2,000	-78%
	OPEB Actuarial Services	\$ 5,000	\$ 3,750	\$ 750	-85%
	CalPERS Actuarial Report	\$ 800	\$ 700	\$ 800	0%
	Total Financial Services	<u>\$ 14,800</u>	<u>\$ 6,850</u>	<u>\$ 3,550</u>	-76%
01-45-0000-5226	Network Support/Consulting Services				
	Managed Services	\$ 21,800	\$ 20,000	\$ 23,000	6%
	Network Intrusion Testing	\$ 500	\$ 500	\$ 500	0%
	Routine/Emergency Network Maintenance	\$ 33,000	\$ 32,500	\$ 34,000	3%
	Webcam Services	\$ 2,000	\$ 1,920	\$ 2,000	0%
	Total Network Support/Consulting Services	<u>\$ 57,300</u>	<u>\$ 54,920</u>	<u>\$ 59,500</u>	4%
01-45-0000-5227	Management Support Services				
	General Services	\$ 37,000	\$ 38,800	\$ 15,000	-59%
	Strategic Planning Facilitator	\$ 10,000	\$ 14,000	\$ -	-100%
	Total Management Support Services	<u>\$ 47,000</u>	<u>\$ 52,800</u>	<u>\$ 15,000</u>	-68%
01-45-0000-5240	Auditor	\$ 28,750	\$ 28,750	\$ 28,750	0%
01-45-0000-5250	Bank Fees	\$ 2,800	\$ 1,000	\$ 1,000	-64%
01-45-0000-5260	Public Information				
	Outreach Program	\$ 52,000	\$ 59,000	\$ 52,000	0%
	Hands On Outreach Program	\$ -	\$ -	\$ 7,500	100%
	Teacher Grant Program	\$ 6,000	\$ 5,600	\$ 6,000	0%
	Total Public Information	<u>\$ 58,000</u>	<u>\$ 64,600</u>	<u>\$ 65,500</u>	13%
	Total Professional Services	<u>\$ 258,650</u>	<u>\$ 239,920</u>	<u>\$ 223,300</u>	-14%
5300	<u>Printing & Publishing</u>				
01-45-0000-5310	Advertising	\$ 5,000	\$ 7,000	\$ 6,000	20%
01-45-0000-5320	Printing (Newsletter Publishing)	\$ 27,000	\$ 30,000	\$ 27,000	0%
	Total Printing & Publishing	<u>\$ 32,000</u>	<u>\$ 37,000</u>	<u>\$ 33,000</u>	3%

**Leucadia Wastewater District
Administrative Services
Fiscal Year 2025 Operating Budget
Expense Detail**

Acct #	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
5400 <u>Rents & Leases</u>					
01-45-0000-5420	Office Equipment Rental				
	Postage Meter	\$ 900	\$ 800	\$ 900	0%
	Copier Lease/Maintenance Contract	\$ 9,000	\$ 6,400	\$ 6,000	-33%
		\$ 9,900	\$ 7,200	\$ 6,900	-30%
	Total Rents & Leases	\$ 9,900	\$ 7,200	\$ 6,900	-30%
5700 <u>Training and Development</u>					
01-45-0000-5710	Training, Education & Conferences	\$ 38,000	\$ 30,000	\$ 38,000	0%
01-45-0000-5735	Employee Recognition	\$ 12,000	\$ 12,500	\$ 12,000	0%
01-45-0000-5740	Meeting Supplies	\$ 2,000	\$ 1,800	\$ 2,000	0%
	Total Travel & Conferences	\$ 52,000	\$ 44,300	\$ 52,000	0%
5900 <u>Utilities</u>					
01-45-0000-5910	Telephone				
	Answering Service	\$ 1,300	\$ 1,100	\$ 1,300	0%
	Cellular Phone Service	\$ 14,500	\$ 12,000	\$ 14,500	0%
	Elevator/Emergency Phone Service	\$ 2,000	\$ 1,740	\$ 2,000	0%
	Telephone/Internet Service	\$ 20,000	\$ 19,200	\$ 23,000	15%
	Web Page Hosting	\$ 2,000	\$ 2,000	\$ 2,000	0%
	Total Utilities	\$ 39,800	\$ 36,040	\$ 42,800	8%
6000 <u>Unclassified</u>					
01-45-0000-6100	LAFCO Operations	\$ 9,050	\$ 7,400	\$ 8,500	-6%
	Total Unclassified	\$ 9,050	\$ 7,400	\$ 8,500	-6%
TOTAL ADMINISTRATION EXPENSES		\$ 867,650	\$ 792,770	\$ 919,250	6%

LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2025 BUDGET DEVELOPMENT

Program Overview:

The fiscal year 2025 Development budget reflects expenses associated with new development as they relate to the connection into 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 2025 Operating Budget
Expense Summary**

Account	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
Development Expenses:					
Labor:					
	Salaries & Benefits	\$ 6,124	\$ 5,400	\$ 6,523	7%
Non-Labor Expenses:					
5200	Professional Services				
5210	District Engineering Services	\$ 50,000	\$ 25,000	\$ 50,000	0%
5220	Legal Services	\$ 4,000	\$ -	\$ 4,000	0%
5221	LAFCO Fees - Annexation	\$ 19,500	\$ -	\$ 19,500	0%
5222	State Board - Annexation Fees	\$ 900	\$ -	\$ 900	0%
	Total Professional Services	\$ 74,400	\$ 25,000	\$ 74,400	0%
	Total Development Expenses	\$ 80,524	\$ 30,400	\$ 80,923	0%

LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2025 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 the next fiscal year.



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 fiscal year 2025 Capital Acquisition Program include the purchases of a new Vactor truck, a new truck, reclaimed water supply pumps, the resealing of the LWD parking lot, CCTV equipment, a new grinder (muffin monster), a new crane or repairs of the existing crane, and critical inventory.

**Leucadia Wastewater District
Fiscal Year 2025 Capital Budget
Capital Acquisition Expense Summary**

Account	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
Wastewater (LWD Facilities)					
6310	Vehicle Acquisition	\$ 798,000	\$ 105,993	\$ 778,000	-3%
6320	Buildings & Grounds	\$ 75,000	\$ 73,645	\$ 41,500	-45%
6350	Sewer Maintenance Equipment	\$ 41,000	\$ 41,600	\$ 56,000	37%
6360	Office Equipment	\$ 246,300	\$ 175,878	\$ -	-100%
6380	Pump Station Equipment	\$ 67,500	\$ 46,235	\$ 105,000	56%
Wastewater (Batiquitos Facilities)					
6380	Bat. Pump Station Equipment	\$ 116,000	\$ 136,546	\$ 107,500	-7%
Total Wastewater Facilities		<u>\$ 1,343,800</u>	<u>\$ 579,897</u>	<u>\$ 1,088,000</u>	-19%
Recycled Water					
6390	AWT Equipment	\$ 126,200	\$ 121,197	\$ 13,200	-90%
Total Recycled Water Facilities		<u>\$ 126,200</u>	<u>\$ 121,197</u>	<u>\$ 13,200</u>	-90%
Total Capital Acquisitions		<u><u>\$ 1,470,000</u></u>	<u><u>\$ 701,094</u></u>	<u><u>\$ 1,101,200</u></u>	-25%

**Leucadia Wastewater District
Fiscal Year 2025 Capital Budget
Capital Acquisition Expense Detail**

Acct #	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
6300	Capital Acquisitions				
Wastewater (Leucadia Facilities)					
50-99-0000- 6310	Vehicle Acquisition				
	CCTV Van Retrofit	\$ 100,000	\$ 105,993	\$ -	-100%
	Vactor Truck	\$ 698,000	\$ -	\$ 698,000	0%
	Supervisor Truck & Charger	\$ -	\$ -	\$ 80,000	100%
	Subtotal Vehicle Acquisition	\$ 798,000	\$ 105,993	\$ 778,000	-3%
50-99-0000- 6320	Buildings & Grounds				
	Carpet Replacement	\$ 50,000	\$ 48,723	\$ -	-100%
	Reclaimed Water Supply Pumps	\$ 10,000	\$ 9,922	\$ 10,000	100%
	Reseal Asphalt Parking Lot	\$ -	\$ -	\$ 16,500	100%
	Misc. Equipment	\$ 15,000	\$ 15,000	\$ 15,000	0%
	Subtotal Buildings & Grounds	\$ 75,000	\$ 73,645	\$ 41,500	-45%
50-99-0000- 6350	Sewer Maintenance Equipment				
	Replace CCTV Equipment	\$ 20,000	\$ 20,000	\$ 35,000	75%
	Critical Inventory (Domes/Rings/Couplings)	\$ 16,000	\$ 16,000	\$ 14,000	-13%
	Vactor Nozzle Kit	\$ 5,000	\$ 5,600	\$ 7,000	40%
	Subtotal Sewer Maintenance Equipment	\$ 41,000	\$ 41,600	\$ 56,000	37%
50-99-0000- 6360	Office Equipment				
	Surface Pro Tablets (CMMS)	\$ 5,000	\$ 10,767	\$ -	-100%
	AV Equipment	\$ 200,000	\$ 132,000	\$ -	-100%
	Update Servers (4) to 2019	\$ 11,000	\$ 2,106	\$ -	-100%
	New Dell Optiplex Workstations (10)	\$ 30,300	\$ 31,004	\$ -	-100%
	Subtotal Office Equipment	\$ 246,300	\$ 175,878	\$ -	-100%
50-99-0000- 6380	Pump Station Equipment				
	Submersible Chopper Pump	\$ 37,000	\$ 36,880	\$ -	-100%
	Leucadia Pump Station Supply Fan	\$ 10,500	\$ 9,355	\$ -	-100%
	LPS Grinder (Muffin Monster)	\$ -	\$ -	\$ 40,000	100%
	New Crane or Repairs	\$ -	\$ -	\$ 25,000	100%
	Pump Rebuilds	\$ -	\$ -	\$ 20,000	100%
	Misc. Equipment	\$ 20,000	\$ -	\$ 20,000	0%
	Subtotal Pump Station Equipment	\$ 67,500	\$ 46,235	\$ 105,000	56%

**Leucadia Wastewater District
Fiscal Year 2025 Capital Budget
Capital Acquisition Expense Detail**

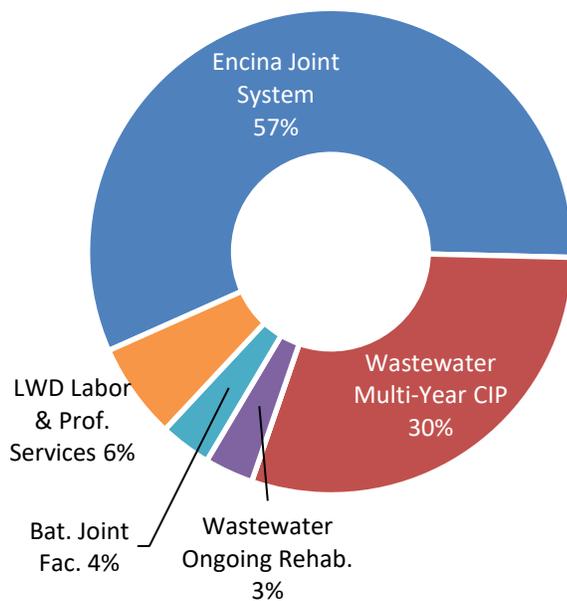
Acct #	Description	FY 2024 Budget	FY 2024 Projected	FY 2025 Budget	% Change Bud to Bud
<u>Wastewater (Batiquitos Joint Facilities)</u>					
50-99-0022- 6380	Pump Station Equipment				
	Rehab Pump & Motor	\$ 76,000	\$ 116,005	\$ -	-100%
	Replace (4) VFDs	\$ 20,000	\$ 20,541	\$ -	-100%
	AC Replacement	\$ -	\$ -	\$ 87,500	100%
	Misc. Equipment	\$ 20,000	\$ -	\$ 20,000	0%
	Subtotal Batiquitos Joint Facilities Equipment	\$ 116,000	\$ 136,546	\$ 107,500	-7%
	TOTAL WASTEWATER FACILITIES	\$ 1,343,800	\$ 579,897	\$ 1,088,000	-19%
<u>Recycled Water Facilities</u>					
50-99-0019- 6390	AWT Equipment				
	Replace Programmable Logic Controller	\$ 45,000	\$ 45,000	\$ -	-100%
	Chlorine Tank	\$ 37,100	\$ 31,166	\$ -	-100%
	Stairs Handrail Welding	\$ 18,000	\$ 18,578	\$ -	-100%
	Replace Sand Filter Air Compressor	\$ 16,100	\$ 16,453	\$ -	-100%
	Influent Meter	\$ -	\$ -	\$ 3,200	100%
	Misc. Equipment	\$ 10,000	\$ 10,000	\$ 10,000	0%
	Subtotal AWT Equipment	\$ 126,200	\$ 121,197	\$ 13,200	-90%
	TOTAL RECYCLED WATER FACILITIES	\$ 126,200	\$ 121,197	\$ 13,200	-90%
	Total Capital Acquisitions	\$ 1,470,000	\$ 701,094	\$ 1,101,200	-25%

LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2025 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 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 2025 (FY25) 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 FY25. 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 FY25 budget includes carryover appropriations for the Diana Pump Station Upgrade, Rancho Verde Pump Station Rehabilitation, Leucadia Pump Station (L1) Force Main Condition Assessment, San Marcos Creek Pipeline Diversion, Batiquitos Pump Station Emergency Basin Project, and Encina Capital Improvement Projects. An additional appropriation is added in FY25 for the construction of the Rancho Verde Pump Station Rehabilitation, San Marcos Creek Pipeline Diversion, and Batiquitos Pump Station Emergency Basin. Lastly, new appropriations are included for the FY25 Gravity Pipeline Rehabilitation, Pump Station Condition Assessment, Miscellaneous Pipeline/Manhole/Pump Station Rehabilitation, Sewer Lateral Replacement Program, and Encina Capital Improvement 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 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 FY25.

**LEUCADIA WASTEWATER DISTRICT
CAPITAL PROGRAM - CAPITAL IMPROVEMENT PROJECT APPROPRIATIONS SUMMARY
FISCAL YEAR 2025**

Location Code	Projects	Prior Appropriations 1	Projected Cumulative Expenditures 2	Projected Remaining Appropriations 3 = (1 - 2)	Projected Carryover 4	FY 2025 Appropriation 5	Projected Remaining CIP Appropriation 6 = (4 + 5)
Wastewater Program							
<i>Leucadia Facilities Multi-year CIP:</i>							
0372	Diana Pump Station Upgrade	\$ 564,800	\$ 48,463	\$ 516,337	\$ 516,337	\$ -	\$ 516,337
0383	Rancho Verde Pump Station Rehabilitation	\$ 1,086,000	\$ 114,700	\$ 971,300	\$ 971,300	\$ 725,000	\$ 1,696,300
0389	FY 2025 Gravity Pipeline Project	\$ -	\$ -	\$ -	\$ -	\$ 790,000	\$ 790,000
0387	L1 Condition Assessment	\$ 300,000	\$ -	\$ 300,000	\$ 300,000	\$ -	\$ 300,000
0390	Pump Station Condition Assessment	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ 55,000
0388	San Marcos Creek Pipeline Diversion	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,056,000	\$ 1,156,000
	Leucadia Multi-year CIP Total:	\$ 2,150,800	\$ 263,163	\$ 1,887,637	\$ 1,887,637	\$ 2,626,000	\$ 4,513,637
<i>Leucadia Facilities Ongoing Rehabilitation:</i>							
0077	Misc. Pipeline/Manhole/PS Rehabilitation	\$ 185,000	\$ 163,250	\$ 21,750	n/a	\$ 185,000	\$ 185,000
0323	Lateral Repl./Backflow Preventer Program	\$ 100,000	\$ 56,000	\$ 44,000	n/a	\$ 100,000	\$ 100,000
	Leucadia Rehab Total:	\$ 285,000	\$ 219,250	\$ 65,750	n/a	\$ 285,000	\$ 285,000
<i>Batiquitos Joint Facilities:</i>							
0385	Batiquitos Emergency Basin Project	\$ 1,060,000	\$ 46,000	\$ 1,014,000	\$ 1,014,000	\$ 300,000	\$ 1,314,000
	Jointly-Owned Facilities Total:	\$ 1,060,000	\$ 46,000	\$ 1,014,000	\$ 1,014,000	\$ 300,000	\$ 1,314,000
0072	<i>Encina Joint System:</i>						
	Capital Improvement Projects	\$ 5,863,588	\$ 4,248,482	\$ 1,615,106	\$ 1,615,106	\$ 4,598,084	\$ 6,213,190
	Planned Asset Replacement	\$ 259,045	\$ 250,000	\$ 9,045	n/a	\$ 290,058	\$ 290,058
	Capital Acquisitions	\$ 61,824	\$ 60,000	\$ 1,824	n/a	\$ 120,960	\$ 120,960
	EWA Capital Program Total	\$ 6,184,457	\$ 4,558,482	\$ 1,625,975	\$ 1,615,106	\$ 5,009,102	\$ 6,624,208
0302	Professional Services	\$ 25,000	\$ 1,000	\$ 24,000	n/a	\$ 25,000	\$ 25,000
0499	LWD Labor	\$ 607,527	\$ 460,060	\$ 147,467	n/a	\$ 536,304	\$ 536,304
	CAPITAL PROGRAM TOTAL	\$ 10,312,784	\$ 5,547,955	\$ 4,764,829	\$ 4,516,743	\$ 8,781,406	\$ 13,298,149

LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2025 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 2023 Asset Management Plan (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. The District identified 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 April 2024, the HOA approved the easement sale. As a result, the District started final design in May 2024. There are sufficient funds appropriated to complete the easement sale, complete project design and initiate construction. An additional appropriation will be requested in the future to complete project construction. However, no additional appropriation is required for FY25.

FY25 Appropriation

None

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

As part of the Asset Management Plan, 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 constructed 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. The Notice to Proceed was issued in May 2024. Construction of the project is ongoing. The FY25 appropriation is for construction soft costs and to complete project construction.



FY25 Appropriation

\$725,000

FY25 Gravity Pipeline Rehabilitation (Location Code No. 0389)

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 FY25 Gravity Pipeline Rehabilitation Project will consist of open trench construction to repair a total of 3 sewer line segments; 2 sewer line segments will be replaced due to major sags and 1 sewer line segment will have approximately 30' of deformed pipe replaced. The FY25 appropriation is for project design, soft costs, and construction.



FY25 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. The condition of the pipeline and protective wrapping surrounding the pipeline will be assessed. The FY25 appropriation is for project design, soft costs, and construction. Funds for this project were appropriated in FY24, and no appropriation is required for FY25.

FY25 Appropriation

None

Pump Station Condition Assessment (Location Code No. 0390)

The 2023 AMP recommended a condition assessment to evaluate all components (controls, electrical, mechanical and structural) of the District's Saxony, La Costa, Avocado, Batiquitos Pump Stations be completed in FY 25. The AMP recommended a condition assessment to evaluate only the electrical and controls of the District's Village Park 5 Pump Station be completed in FY 25. The results of this assessment will justify and provide the foundation for future pump station rehabilitation work for the designated pump stations. The appropriation is to cover the estimated cost for this assessment.

FY25 Appropriation

\$55,000

San Marcos Creek Pipeline Diversion (Location Code No. 0388)



In May 2023, District staff performed routine maintenance activities on the La Costa Omni Golf Course and discovered an exposed section of concrete encased gravity sewer line that crosses the San Marcos Creek. This concrete encasement has not been visible in previous inspections and is attributed to the unprecedented amount of rain that San Diego County received in 2023. In January 2024, an emergency repair to the compromised crossing was completed. This project will permanently divert flow from the compromised creek crossing to an existing sewer line further east in a fortified Arizona Crossing. The District started final design in March 2024. There are sufficient funds appropriated to complete project design and bidding of the project. The FY25 appropriation is for construction soft costs and to complete project construction.

FY25 Appropriation

\$1,056,000

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 or general maintenance. 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.

FY25 Appropriation

\$185,000

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

In a typical sewer collection system, broken and/or leaking sewer laterals are responsible for 30% to 70% of Infiltration and Inflow (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 sewer 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 sewer lateral reimbursement program, of up to \$3,000 per residence, for sewer 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.



FY25 Appropriation

\$100,000

Batiquitos Jointly Owned Facilities

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. Additionally, in July 2023, staff discovered cracks in the drywell located below the air well. A follow up site investigation with a structural engineer recommended the cracks be repaired in the near future. This repair has been combined with the project because of the similar concrete restoration work. The District started final design in April 2024. There are sufficient funds appropriated to complete project design and initiate construction. The FY25 appropriation is to complete project construction.

FY25 Appropriation

\$300,000

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 FY25 EWA budget includes funding for the FY25 Major Rehabilitation Projects, Planned Asset Replacement, Capital Acquisition, EWA Labor, and Professional Services. LWD’s portion of this work totals \$4,598,084 which is comprised of: \$4,598,084 for Capital Projects, \$290,058 for Planned Asset Replacement, and \$120,960 for Capital Acquisitions.

FY25 Appropriation **\$5,009,102**

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

LWD Labor (Location Code No. 0499) ***\$538,173***

TOTAL NEW FY25 CIP APPROPRIATIONS	\$ 8,781,406
TOTAL PRIOR YEAR CARRYOVER	<u>\$ 4,516,743</u>
TOTAL CIP APPROPRIATIONS	<u>\$ 13,298,149</u>

Description	Account No.	FY 2024 Budget	FY 2025 Budget
Leucadia Facilities Multi-year Projects			
Diana Pump Station Upgrade	0372		
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)	\$ -
Total Diana Pump Station Upgrade		\$ -	\$ -
Rancho Verde Pump Station Rehabilitation	0383		
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	\$ 725,000
Total Rancho Verde Pump Station Rehabilitation		\$ 667,000	\$ 725,000
FY 2025 Gravity Pipeline Project	0389		
Direct Labor	50-51-0389-4110	\$ -	\$ 8,000
Consultant Engineering Services-Design	50-51-0389-5211	\$ -	\$ 85,000
Office Engineering	50-51-0389-5211	\$ -	\$ 25,000
Construction Management	50-51-0389-5212	\$ -	\$ 60,000
District Engineering Services	50-51-0389-5213	\$ -	\$ 5,000
Legal	50-51-0389-5220	\$ -	\$ 2,000
Construction	50-51-0389-6499	\$ -	\$ 605,000
Total FY 2025 Gravity Pipeline Project		\$ -	\$ 790,000
L1 Condition Assessment	0387		
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	\$ -
Total L1 Condition Assessment		\$ 300,000	\$ -
Pump Station Condition Assessment	0390		
Direct Labor	50-51-0390-4110	\$ -	\$ 1,500
Consultant Engineering Services-Design	50-51-0390-5211	\$ -	\$ 45,000
Office Engineering	50-51-0390-5211	\$ -	\$ -
Construction Management	50-51-0390-5212	\$ -	\$ -
District Engineering Services	50-51-0390-5213	\$ -	\$ 8,500
Legal	50-51-0390-5220	\$ -	\$ -
Construction	50-51-0390-6499	\$ -	\$ -
Total Pump Station Condition Assessment		\$ -	\$ 55,000

Description	Account No.	FY 2024 Budget	FY 2025 Budget
San Marcos Creek Pipeline Diversion	0388		
Direct Labor	50-51-0388-4110	\$ 8,000	\$ 10,000
Consultant Engineering Services-Design	50-51-0388-5211	\$ 50,000	\$ -
Office Engineering	50-51-0388-5211	\$ -	\$ -
Construction Management	50-51-0388-5212	\$ -	\$ 75,000
District Engineering Services	50-51-0388-5213	\$ 40,000	\$ 5,000
Permitting/Environmental	50-51-0388-5214	\$ -	\$ 10,000
Public Outreach	50-51-0388-5216	\$ -	\$ 2,000
Legal	50-51-0388-5220	\$ 2,000	\$ 4,000
Construction	50-51-0388-6499	\$ -	\$ 950,000
Total San Marcos Creek Pipeline Diversion		\$ 100,000	\$ 1,056,000
Leucadia Facilities Ongoing Rehabilitation			
Misc. Pipeline/Manhole/Pump Station Repair	0077		
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	\$ 80,000	\$ 80,000
Construction (manhole)	50-51-0077-6499	\$ 25,000	\$ 25,000
Construction (pump station)	50-51-0077-6499	\$ 50,000	\$ 50,000
Total Misc. Pipeline/Manhole/Pump Station Repair		\$ 185,000	\$ 185,000
Lateral Repl./Backflow Preventer Program	0323		
Direct Labor	50-51-0323-4110	\$ -	\$ 2,500
Program costs	50-51-0323-6499	\$ 100,000	\$ 97,500
Total Lateral Repl./Backflow Preventer Program		\$ 100,000	\$ 100,000
Batiquitos Joint Facilities			
Batiquitos Emergency Basin Project	0385		
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	\$ 300,000
Total Batiquitos Emergency Basin Project		\$ 1,060,000	\$ 300,000

Description	Account No.	FY 2024 Budget	FY 2025 Budget
Encina Joint Treatment Facility			
Encina Joint Treatment Facilities Capital Program	0072		
<u>Capital Projects</u>			
Direct Labor	50-51-0072-4110	\$ 10,000	\$ 12,000
Capital Improvement Projects / Capital Labor	50-51-0072-6420	\$ 3,718,986	\$ 4,586,084
Total Capital Projects		\$ 3,728,986	\$ 4,598,084
Planned Asset Replacement & Rehabilitation	50-51-0072-6420	\$ 257,331	\$ 290,058
Capital Acquisitions	50-51-0072-6420	\$ 61,824	\$ 120,960
Total Encina Joint Treatment Facilities Capital Program		\$ 4,048,141	\$ 5,009,102
Professional Services			
	0302		
District Engineering Services	50-51-0302-5213	\$ 25,000	\$ 25,000
Total Professional Services		\$ 25,000	\$ 25,000
LWD Labor			
	0499		
Direct Labor	50-51-0499-4110	\$ 311,467	\$ 312,297
Administration Labor	50-51-0499-6995	\$ 210,060	\$ 224,007
Total LWD Labor		\$ 521,527	\$ 536,304
Subtotal LWD		\$ 3,805,527	\$ 3,772,304
Subtotal EWA		\$ 4,048,141	\$ 5,009,102
TOTAL CIP PROGRAM		\$ 7,006,668	\$ 8,781,406