



LEADERS IN
ENVIRONMENTAL
PROTECTION

**BOARD OF DIRECTORS
SPECIAL BOARD MEETING**

DATE: Tuesday, May 24, 2016
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 or unanimous vote of the Board.

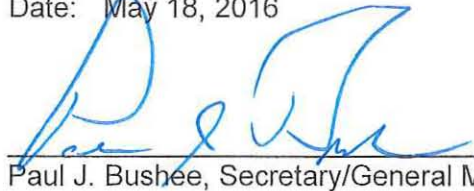
Any writings or documents provided to a majority of the members of Leucadia Wastewater District regarding any item on this Agenda will be made available for public inspection in the Administration Office located at 1960 La Costa Avenue, Carlsbad, CA 92009 during normal business hours.

- 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 2017 (FY 17) Budget**
 - A. Review and discuss the recommended FY 17 Budget. (Pages 3-4, Enclosure)
- 7. Closed Session**
 - A. Meet with District Representatives General Manager Bushee and Administrative Services Manager Duffey to discuss the FY 17 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 at least 72 hours prior to the meeting, in accordance with Govt. Code Section 54954.2(a).

Date: May 18, 2016



Paul J. Bushee, Secretary/General Manager

MEMORANDUM

DATE: May 18, 2016
TO: Board of Directors
FROM: Paul J. Bushee, General Manager 
SUBJECT: Overview of Recommended Fiscal Year 2017 (FY17) Budget

RECOMMENDATION:

1. Review and provide direction as appropriate.

DISCUSSION:

Enclosed please find the Recommended FY17 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 Wastewater Service Charge is scheduled to increase 10% from \$312.44/EDU/YR to \$343.68/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 FY17 Capital Improvement Program Budget includes funding for the following:
 - Leucadia Force Main (L1) West Section Replacement Project
 - La Costa Golf Course Gravity Line Improvements
 - Leucadia Pump Station Rehabilitation
 - FY 2017 Gravity Pipeline Rehabilitation
 - Poinsettia Station Gravity Pipeline Project
 - North San Diego Water Reuse Coalition Project
 - New Recycled Water Pump Station Design
 - Gafner AWT Improvements
 - Encina Joint System Capital Improvement Projects
 - Miscellaneous Pipeline/Manhole Repairs
 - Lateral Reimbursement Program.

Staff will incorporate feedback from the Board into the final budget scheduled to be considered on June 8, 2016.

rad:PBJ

Enclosure

Leucadia Wastewater District



Proposed Fiscal Year 2017 Budget

1960 La Costa Avenue
Carlsbad, CA 92009

Leaders in Environmental Protection

LEUCADIA WASTEWATER DISTRICT

FISCAL YEAR 2017 PROPOSED BUDGET

BOARD OF DIRECTORS

DON OMSTED, PRESIDENT
JUDY HANSON, VICE PRESIDENT
DAVID KULCHIN, DIRECTOR
ELAINE SULLIVAN, DIRECTOR
ALLAN JULIUSSEN, DIRECTOR

DISTRICT MANAGEMENT

PAUL BUSHEE, GENERAL MANAGER
RICHARD DUFFEY, ADMINISTRATIVE SERVICES MANAGER
ROBIN MORISHITA, TECHNICAL SERVICES MANAGER
JEFF STECKER, FIELD SERVICES SUPERINTENDENT

District Administration Office:

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LEUCADIA WASTEWATER DISTRICT

FISCAL YEAR 2017 PROPOSED BUDGET

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June 2, 2016

Leucadia Wastewater District
Board of Directors

Honorable President and Members of the Board of Directors:

I am pleased to submit the Fiscal Year 2017 (FY17) 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 FY17 Budget has been designed to reflect LWD's core business functions. Expenses have been broken into two major operations: the Wastewater Operations and the Recycled Water Operations. In addition, Administrative Overhead expenses are categorized separately and allocated across the two operations. This approach is consistent with prior LWD budgets. Also, the FY17 Budget includes a Development Services expense budget that is fully funded by developer deposits. The key elements of the FY17 Budget are summarized as follows:

REVENUES AND OTHER FUNDS

Funds available for FY17 total \$12.8 million. Table 1 summarizes the major revenue sources.

Table 1
Revenue Summary

Revenue Source	Amount	% of Total
Wastewater Services Charges	\$ 9,819,969	79%
Recycled Water Sales	\$ 269,000	2%
Property Taxes	\$ 1,550,000	12%
Capacity Fees	\$ 240,360	2%
Interest Income	\$ 212,000	2%
Developer Fees	\$ 136,410	1%
Other	\$ 261,700	2%
Total Revenue	\$ 12,489,439	100%
Net Transfers from Reserves	\$ 294,748	
Total Funds Available	\$ 12,784,187	

Wastewater Operations

Wastewater service charges, of \$9.8 million, are the major funding source representing 79% of total revenue. Wastewater service charges are projected to increase 11% over the prior fiscal year budget due to a 10% increase in the sewer service charges and a slight increase in the customer base. Property taxes, of \$1.6 million, is the second largest revenue source and represents approximately 12% of total revenue. Property taxes are expected to increase about \$100,000 due to increases in property valuations. Developer fee and capacity fee revenues are directly related to the level of development activity in the District and will account for approximately 3% or \$377,000 of total revenue.

Recycled Operations

Budgeted recycled water sales revenue of \$269,000, represent about 2% of total revenue, and is comparable with prior years budgeted amount.

EXPENDITURES AND OTHER USES OF FUNDS

Expenditures for FY17 total \$12.7 million. Table 2 summarizes these expenses.

Table 2
Expenditure Summary

Program Expenditures	Amount	% of Total
Wastewater Operations		
Leucadia Facilities	\$ 5,841,571	46%
Batiquitos Joint Facilities	\$ 436,695	3%
Recycled Water Operations	\$ 201,557	2%
Total Operating Expenditures	\$ 6,479,823	51%
Development Services	\$ 136,410	1%
Total Development Services	\$ 136,410	1%
Capital Acquisitions	\$ 500,800	4%
Capital Improvement Projects	\$ 5,667,154	44%
Total Capital Expenditures	\$ 6,167,954	48%
Total Expenditures	\$ 12,784,187	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: the Leucadia Facilities and the 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 categories to reflect the actual cost of operating these entities.

For the FY17 Operating Budget, the projected expenses for Wastewater Operations are \$6.3 million. This includes LWD's share of the Encina treatment plant expenses of approximately \$1.9 million. This is a 2% increase over the prior year's budget, largely due to increases in budgeted Field Services expenses of approximately \$44,000 and allocated Administration Services expenses of approximately \$41,000, offset by a small decrease in EWA treatment expenses of approximately \$4,000. The FY17 projected operating expenses for the Recycled Water Operations are approximately \$202,000, which is a decrease of 1% from the prior year. The Recycled Water operating expenses remain fully funded through recycled water sales revenue.

LWD's overall Administrative Services Budget will increase approximately \$55,000 or 3% from the FY16 budget. This includes, approximately, a \$60,000 increase in labor expenses, a \$48,000 decrease in professional services expenses, and the addition of \$30,000 for election expense. 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 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 useful life greater than one year. The FY17 Capital Acquisition Program totals \$517,800 and includes the purchase of a new closed circuit television (CCTV) van and other critical sewer maintenance equipment.

The Capital Improvement Program (CIP) includes major capital projects that generally involve planning, permitting, engineering design and construction. The total FY17 CIP Budget is \$5.6 million and includes funding for the wastewater and recycled water enterprises. The Wastewater Facilities CIP totals approximately \$4.9 million. The key components include: Leucadia force main (west section) replacement, OMNI La Costa Golf Course gravity line improvements, Leucadia pump station rehabilitation, Poinsettia Station gravity pipeline project; gravity pipeline rehabilitation, miscellaneous pipeline and manhole repairs, the lateral replacement program, and LWD's portion of the Encina Joint Treatment Facility capital budget. The Recycled Water Facilities CIP includes \$621,000 mostly for the preliminary design of the

new recycled water pump station and for the Gafner water reclamation plant improvements as a result of its recent condition assessment.

LONG TERM DEBT OBLIGATIONS

There are no FY17 long term debt obligations.

RESERVE TRANSFERS

When operating revenues exceed operating expenses, the excess funds are transferred to the Capital Replacement Reserve to fund future capital replacement expenditures. The budgeted amount to be transferred to the Capital Replacement Reserves for FY17 is approximately \$3.6 million.

When non-operating revenues, such as capacity fees and property taxes, are not sufficient to cover capital expenditures, funds are transferred from the Capital Reserves. Approximately \$3.3 million is budgeted to be transferred from the Capital Reserves to cover the additional Wastewater capital expenditures in FY17.

In addition, approximately \$542,000 is budgeted to be transferred from the Water Recycling Reserve to cover Recycled Water capital expenditures.

This approach is consistent with the District's Reserve policy and its Comprehensive Financial Plan Update.

The Leucadia Wastewater District staff is proud to present this budget and looks forward to implementing the programs described herein during FY17. I would like to acknowledge the support of Trisha Hill and Tianne Baity for their assistance in this effort. Administrative Services Manager Richard Duffey led the effort and produced the document with the assistance of Technical Services Manager Robin Morishita and Field Services Superintendent Jeff Stecker. If you have any questions or need additional information in your review of the FY17 Annual Budget, please contact Richard Duffey at (760) 753-0155, ext. 3012.

Respectfully submitted,

Paul J. Bushee
General Manager

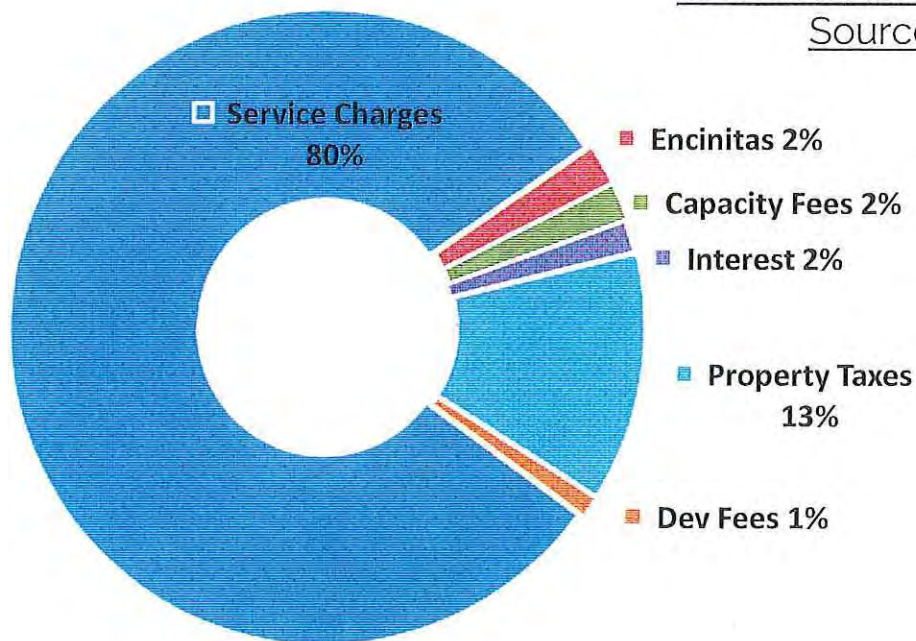
Leucadia Wastewater District

Fiscal Year 2017 Operating & Capital Budgets

Wastewater Program Summary

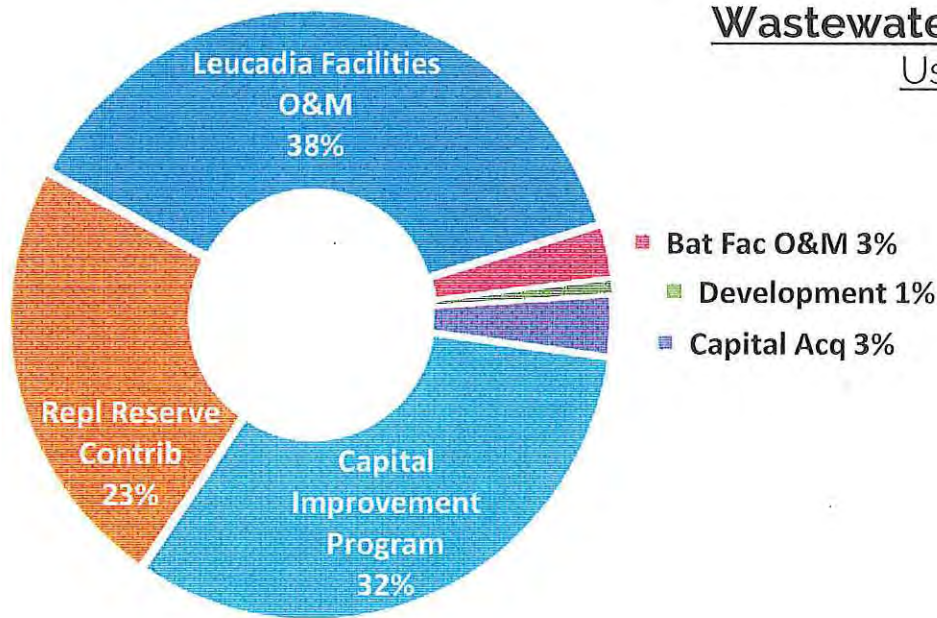
SOURCES OF FUNDS	FY 2016 BUDGET	FY 2016 PROJECTED	FY 2017 BUDGET	% Change Bud to Bud
OPERATING REVENUES				
Service Charges	\$ 8,876,733	\$ 8,881,900	\$ 9,819,969	11%
Encinitas O&M (Batiquitos Facilities)	\$ 79,609	\$ 78,100	\$ 87,300	10%
TOTAL ESTIMATED OPERATING REVENUE	\$ 8,956,342	\$ 8,960,000	\$ 9,907,269	11%
NON-OPERATING REVENUES				
Encinitas Capital (Batiquitos Facilities)	\$ 8,200	\$ 13,400	\$ 174,400	2027%
Capacity Fees	\$ 240,360	\$ 252,000	\$ 240,360	0%
Interest Income	\$ 162,000	\$ 197,000	\$ 200,000	23%
Developer Fees	\$ 168,924	\$ 121,500	\$ 136,410	-19%
Property Taxes	\$ 1,450,000	\$ 1,508,000	\$ 1,550,000	7%
TOTAL NON-OPERATING REVENUE	\$ 2,029,484	\$ 2,091,900	\$ 2,301,170	13%
OTHER SOURCES OF FUNDS				
Transfer from Capital Replacement Reserve	\$ 4,856,123	\$ 4,721,550	\$ 3,382,194	-30%
TOTAL OTHER SOURCES OF FUNDS	\$ 4,856,123	\$ 4,721,550	\$ 3,382,194	-30%
TOTAL FUNDS AVAILABLE	\$ 15,841,949	\$ 15,773,450	\$ 15,590,633	-2%

Wastewater Program Sources of Funds



Leucadia Wastewater District Fiscal Year 2017 Operating & Capital Budgets Wastewater Program Summary

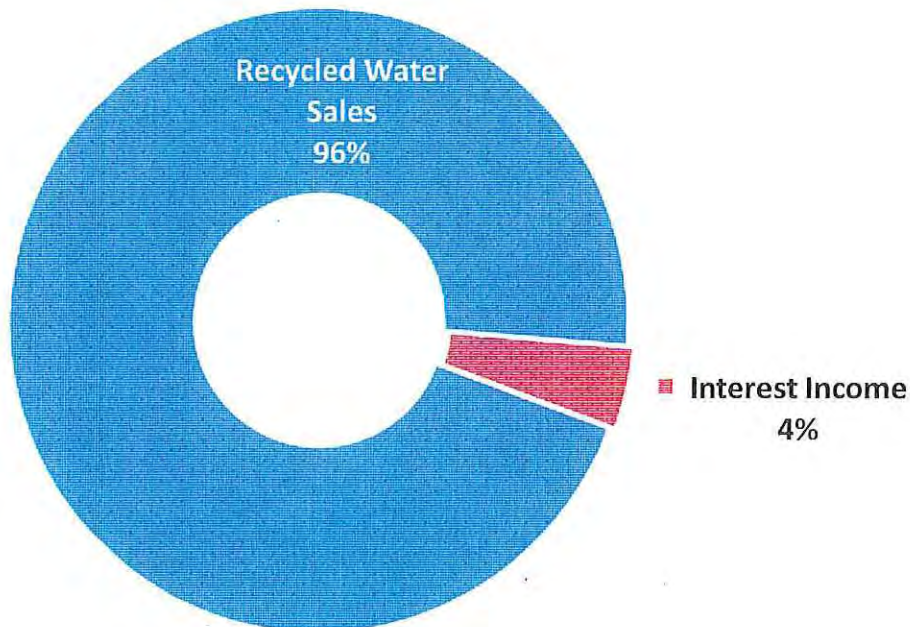
USE OF FUNDS	FY 2016 BUDGET	FY 2016 PROJECTED	FY 2017 BUDGET	% Change Bud to Bud
OPERATING EXPENDITURES				
Leucadia Facilities	\$ 5,749,378	\$ 5,579,242	\$ 5,841,571	2%
Batiquitos Joint Facilities	\$ 398,044	\$ 390,628	\$ 436,695	10%
TOTAL OPERATING EXPENSES	\$ 6,147,422	\$ 5,969,871	\$ 6,278,266	2%
DEVELOPMENT EXPENDITURES				
Development Expenses	\$ 168,924	\$ 121,500	\$ 136,410	-19%
TOTAL DEVELOPMENT EXPENSES	\$ 168,924	\$ 121,500	\$ 136,410	-19%
CAPITAL EXPENDITURES				
Capital Acquisitions	\$ 514,700	\$ 491,950	\$ 500,800	-3%
Capital Improvement Projects	\$ 6,201,983	\$ 6,200,000	\$ 5,046,154	-19%
TOTAL CAPITAL EXPENSES	\$ 6,716,683	\$ 6,691,950	\$ 5,546,954	-17%
RESERVE CONTRIBUTION				
Transfer to Reserves for Capital Replacement	\$ 2,808,920	\$ 2,990,129	\$ 3,629,003	29%
TOTAL RESERVE CONTRIBUTION	\$ 2,808,920	\$ 2,990,129	\$ 3,629,003	29%
TOTAL USE OF FUNDS	\$ 15,841,949	\$ 15,773,450	\$ 15,590,633	-2%



**Leucadia Wastewater District
Fiscal Year 2017 Operating & Capital Budgets
Recycled Water Program Summary**

SOURCES OF FUNDS	FY 2016 BUDGET	FY 2016 PROJECTED	FY 2017 BUDGET	% Change Bud to Bud
OPERATING REVENUES				
Recycled Water Sales	\$ 266,000	\$ 259,000	269,000	1%
Interest Income	\$ 18,000	\$ 11,000	12,000	-33%
TOTAL ESTIMATED OPERATING REVENUE	\$ 284,000	\$ 270,000	\$ 281,000	-1%
OTHER SOURCES OF FUNDS				
Transfer from Water Recycling Reserve	\$ 536,013	\$ 110,421	\$ 541,557	1%
TOTAL OTHER SOURCES OF FUNDS	\$ 536,013	\$ 110,421	\$ 541,557	1%
TOTAL FUNDS AVAILABLE	\$ 820,013	\$ 380,421	\$ 822,557	0%

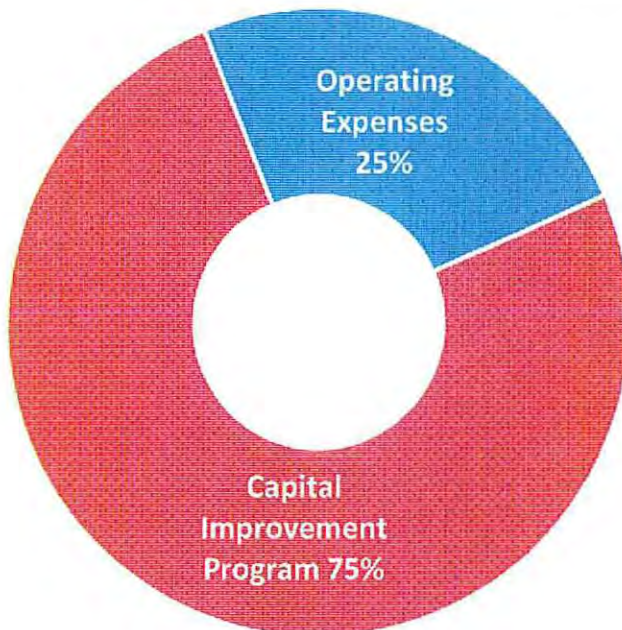
Recycled Water Program
Sources of Funds



**Leucadia Wastewater District
Fiscal Year 2017 Operating & Capital Budgets
Recycled Water Program Summary**

USE OF FUNDS	FY 2016 BUDGET	FY 2016 PROJECTED	FY 2017 BUDGET	% Change Bud to Bud
OPERATING EXPENDITURES				
Operating Program	\$ 203,113	\$ 177,821	\$ 201,557	-1%
TOTAL OPERATING EXPENSES	\$ 203,113	\$ 177,821	\$ 201,557	-1%
CAPITAL EXPENDITURES				
Capital Acquisition	\$ 26,000	\$ 32,600	\$ -	-100%
Capital Improvement Program	\$ 590,900	\$ 170,000	\$ 621,000	5%
TOTAL CAPITAL EXPENSES	\$ 616,900	\$ 202,600	\$ 621,000	1%
RESERVE CONTRIBUTION				
Transfer to Water Recycling Reserve	\$ -	\$ -	\$ -	0%
TOTAL RESERVE CONTRIBUTION	\$ -	\$ -	\$ -	0%
TOTAL USE OF FUNDS	\$ 820,013	\$ 380,421	\$ 822,557	0%

Recycled Water Program
Uses of Funds

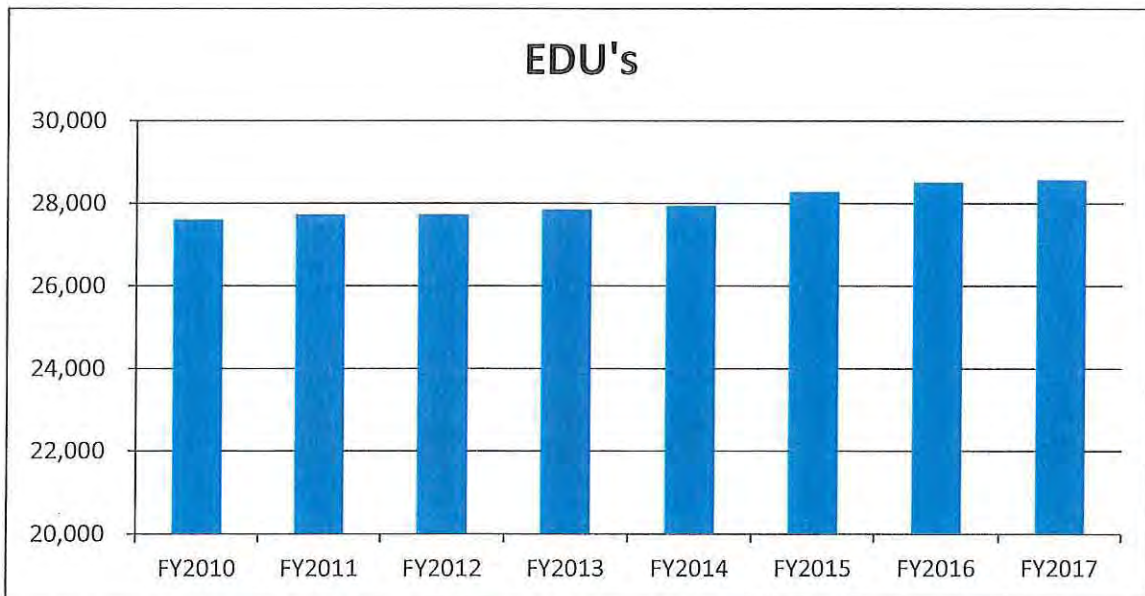


**FISCAL YEAR 2017
WASTEWATER SERVICE CHARGE
and
EDU SUMMARY**

FY 2017		
MONTHLY SERVICE CHARGE	\$	28.64
ANNUAL SERVICE CHARGE	\$	343.68
ESTIMATED EDU'S FY 2017		28,573
ESTIMATED SEWER SERVICE CHARGE REVENUE	\$	9,819,969

FY 2016		
MONTHLY SERVICE CHARGE	\$	26.04
ANNUAL SERVICE CHARGE	\$	312.44
ESTIMATED EDU'S FY 2016		28,411
ESTIMATED SEWER SERVICE CHARGE REVENUE	\$	8,876,733

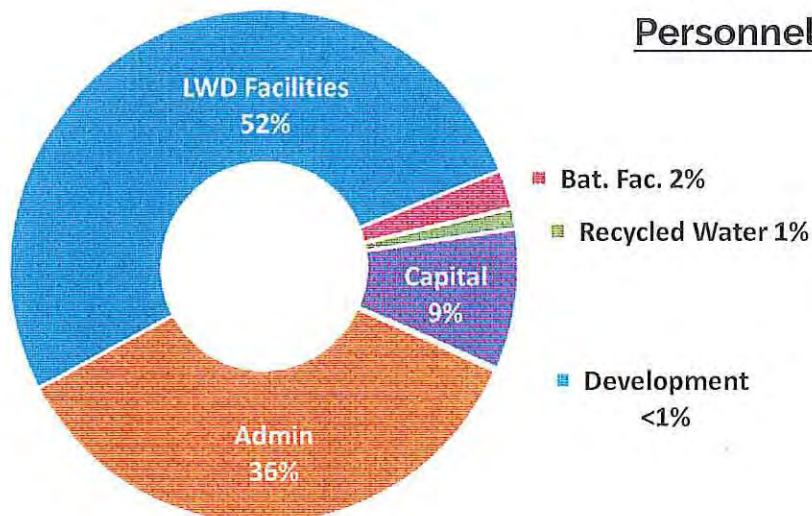
% CHANGE IN SERVICE CHARGE	10%
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EDU = Equivalent Dwelling Unit

**Leucadia Wastewater District
Fiscal Year 2017 Budget
Personnel Summary By Department**

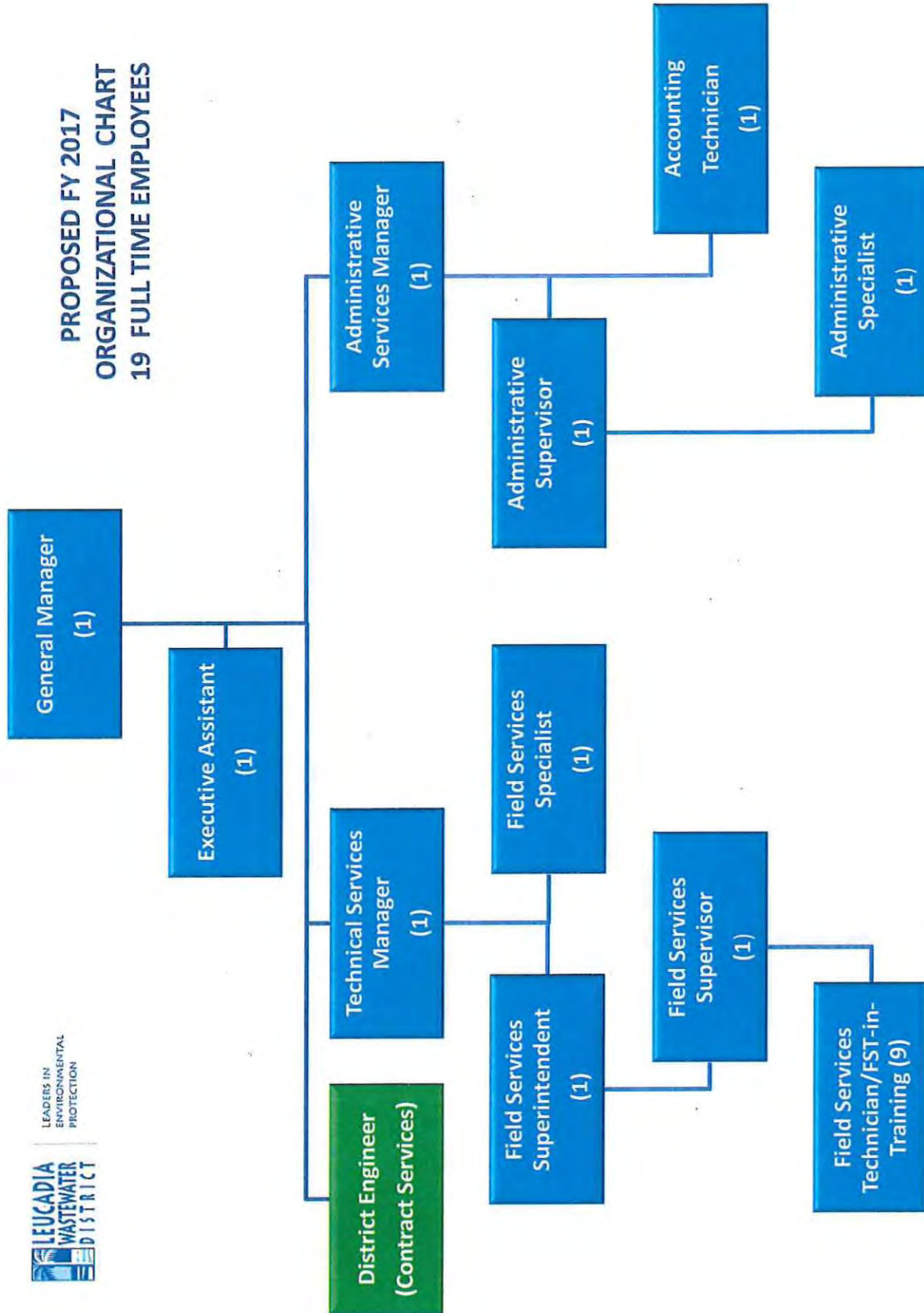
<u>Program</u>		<u>FY 2016 Budget</u>	<u>FY 2016 Projected</u>	<u>FY 2017 Proposed</u>	<u>% Change Bud to Bud</u>
LWD Facilities					
	Salaries	\$ 942,418	\$ 910,500	\$ 983,127	4%
	Benefits	\$ 477,698	\$ 445,500	\$ 479,950	0%
	Total LWD Facilities	\$ 1,420,116	\$ 1,356,000	\$ 1,463,077	3%
Batiquitos Joint Facilities					
	Salaries	\$ 43,670	\$ 43,500	\$ 46,568	7%
	Benefits	\$ 21,058	\$ 21,800	\$ 22,716	8%
	Total Bat Joint Facilities	\$ 64,728	\$ 65,300	\$ 69,284	7%
Recycled Water Enterprise:					
	Salaries	\$ 23,653	\$ 21,300	\$ 23,934	1%
	Benefits	\$ 12,363	\$ 12,400	\$ 12,573	2%
	Total RW Enterprise	\$ 36,016	\$ 33,700	\$ 36,507	1%
Capital Program:					
	Salaries	\$ 168,162	\$ 168,200	\$ 178,350	6%
	Benefits	\$ 70,902	\$ 67,300	\$ 70,864	0%
	Total Capital Program	\$ 239,064	\$ 235,500	\$ 249,214	4%
Development:					
	Salaries	\$ 4,651	\$ 1,900	\$ 3,536	-24%
	Benefits	\$ 2,273	\$ 1,200	\$ 1,874	-18%
	Total Development	\$ 6,924	\$ 3,100	\$ 5,410	-22%
Administration					
	Salaries	\$ 632,928	\$ 672,400	\$ 690,009	9%
	Benefits	\$ 312,167	\$ 296,700	\$ 315,375	1%
	Total Administration	\$ 945,095	\$ 969,100	\$ 1,005,384	6%
Total Personnel Expense		\$ 2,711,943	\$ 2,662,700	\$ 2,828,876	4%



**Leucadia Wastewater District
Fiscal Year 2017 Operating & Capital Budgets
Personnel Expense Detail**

<u>Acct #</u>	<u>Description</u>	<u>FY 2016 Budget</u>	<u>FY 2016 Projected</u>	<u>FY 2017 Proposed</u>	<u>% Change Bud to Bud</u>
4100	<u>Salaries</u>				
4110	Regular salaries	\$ 1,765,482	\$ 1,771,000	\$ 1,875,524	6%
4120	Overtime salaries	\$ 50,000	\$ 46,800	\$ 50,000	0%
	Total Salaries	\$ 1,815,482	\$ 1,817,800	\$ 1,925,524	6%
4200	<u>Employee Benefits</u>				
4210	F.I.C.A.	\$ 138,886	\$ 131,900	\$ 131,759	-5%
4220	Medical insurance	\$ 287,640	\$ 269,800	\$ 290,300	1%
4221	Dental insurance	\$ 32,374	\$ 27,500	\$ 29,271	-10%
4222	Disability insurance	\$ 13,779	\$ 11,800	\$ 13,677	-1%
4223	Life insurance	\$ 5,013	\$ 4,600	\$ 4,899	-2%
4224	Unemployment insurance	\$ 5,000	\$ 3,100	\$ 5,000	0%
4225	Employee assistance program (EAP)	\$ 547	\$ 500	\$ 613	12%
4226	Vision plan	\$ 4,109	\$ 3,500	\$ 3,770	-8%
4230	Workers compensation insurance	\$ 43,122	\$ 37,400	\$ 39,578	-8%
4240	PERS, employee retirement	\$ 329,502	\$ 320,200	\$ 347,166	5%
4241	OPEB - employee retirement health	\$ 5,950	\$ 5,200	\$ 4,600	-23%
4245	Section 125 plan	\$ 2,679	\$ 1,600	\$ 1,905	-29%
4293	Deferred Compensation Contribution	\$ 27,860	\$ 27,700	\$ 30,814	11%
	Total Benefits	\$ 896,461	\$ 844,800	\$ 903,352	1%
	TOTAL, SALARY & BENEFITS	\$ 2,711,943	\$ 2,662,600	\$ 2,828,876	4%

**PROPOSED FY 2017
ORGANIZATIONAL CHART
19 FULL TIME EMPLOYEES**



LEUCADIA WASTEWATER DISTRICT

FY 2017 OPERATING BUDGET

WASTEWATER OPERATIONS – LEUCADIA FACILITIES

Program Overview:

The FY17 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).



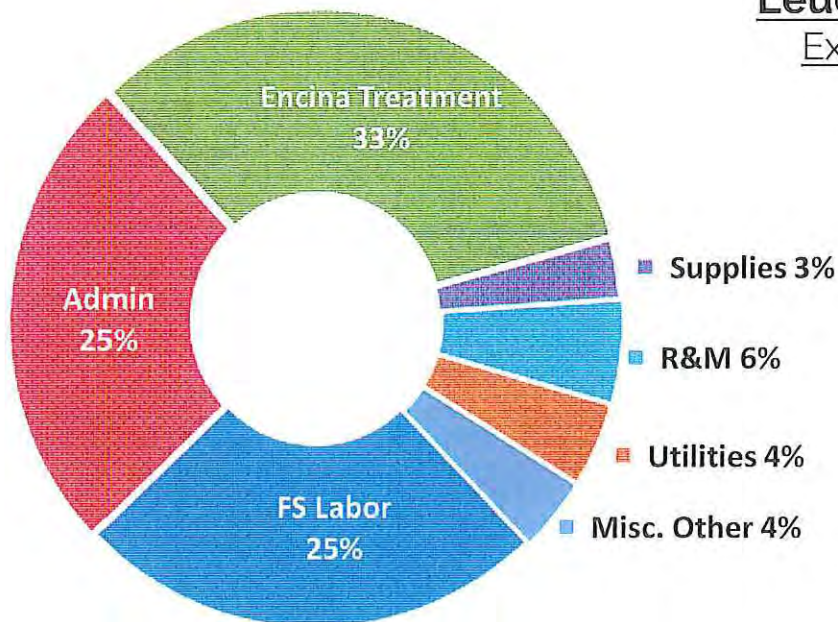
Field Services Expenses: FSD is responsible for collecting and transmitting LWD wastewater to the EWA treatment plant where it is treated to secondary discharge standards. FSD performs continuous preventative maintenance on 200 miles of collection system. Under the Wastewater Operations – Leucadia Facilities Program, FSD operates and maintains nine wastewater pump stations that are funded solely by LWD. 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, based on its approximate 16.8% ownership, 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 2017 Operating Budget
Expense Summary**

<u>Account</u>	<u>Description</u>	<u>FY 2016 Budget</u>	<u>FY 2016 Projected</u>	<u>FY 2017 Budget</u>	<u>% Change Bud to Bud</u>
Field Services Expenses:					
Labor Expenses:					
	FS Salaries & Benefits	\$ 1,420,116	\$ 1,356,000	\$ 1,463,077	3%
Non-Labor Expenses:					
4600	Fuel	\$ 45,000	\$ 37,500	\$ 43,000	-4%
4900	Office Expense	\$ 76,600	\$ 58,000	\$ 84,100	10%
5000	Operating Supplies	\$ 181,900	\$ 176,600	\$ 183,600	1%
5200	Professional Services	\$ 78,000	\$ 64,795	\$ 77,300	-1%
5400	Rent/Leases	\$ 3,500	\$ 3,270	\$ 3,500	0%
5500	Repair and Maintenance	\$ 317,000	\$ 304,491	\$ 319,600	1%
5600	Permitting & Monitoring	\$ 21,600	\$ 19,100	\$ 23,000	6%
5900	Utilities	\$ 257,500	\$ 257,000	\$ 259,000	1%
	Subtotal Other Expenses	\$ 981,100	\$ 920,756	\$ 993,100	1%
	Total Field Services Expenses	\$ 2,401,216	\$ 2,276,756	\$ 2,456,177	2%
	Administration Expenses:	\$ 1,432,518	\$ 1,439,652	\$ 1,473,664	3%
6210	Encina Treatment Expenses:	\$ 1,915,644	\$ 1,862,834	\$ 1,911,730	0%
	Total LWD Facilities Expenses	\$ 5,749,378	\$ 5,579,242	\$ 5,841,571	2%



**Leucadia Wastewater District
Wastewater Operations - Leucadia Facilities
Fiscal Year 2017 Operating Budget
Expense Detail**

Acct #	Description	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget	% Change Bud to Bud
4600	<u>Gasoline, Oil, Fuel</u>				
20-41-0000-4610	Vehicle Gasoline, Diesel Fuel, Lubricants				
	Gas	\$ 15,000	\$ 13,000	\$ 15,000	0%
	Diesel	\$ 30,000	\$ 24,500	\$ 28,000	-7%
	Total Gasoline, Oil, Fuel	\$ 45,000	\$ 37,500	\$ 43,000	-4%
4900	<u>Office Expense</u>				
20-41-0000-4950	Computer Service				
	GIS Support	\$ 7,000	\$ 3,000	\$ 3,000	-57%
	Xerox	\$ 1,000	\$ 1,100	\$ 1,100	10%
	WMS Comprehensive Support	\$ 10,000	\$ 9,000	\$ 10,000	0%
	SCADA Support and Parts	\$ 13,000	\$ -	\$ 13,000	0%
	Flow monitoring ADS Intelliserve	\$ 44,000	\$ 43,000	\$ 55,000	25%
	Total Computer Service	\$ 75,000	\$ 56,100	\$ 82,100	
20-41-0000-4970	Assessor Parcel Reports	\$ 1,600	\$ 1,900	\$ 2,000	25%
	Total Office Expense	\$ 76,600	\$ 58,000	\$ 84,100	10%
5000	<u>Operating Supplies</u>				
20-41-0000-5010	Chemicals (Bioxide)	\$ 148,000	\$ 146,000	\$ 148,000	0%
20-41-0000-5020	Laundry	\$ 11,000	\$ 9,500	\$ 10,000	-9%
20-41-0000-5030	Tool Replacement	\$ 2,300	\$ 2,000	\$ 2,300	0%
20-41-0000-5040	Safety Supplies				
	Steel Toe Shoes	\$ 2,400	\$ 2,200	\$ 2,400	0%
	First Aid Supplies	\$ 500	\$ 500	\$ 500	0%
	Universal Defibrillators	\$ -	\$ -	\$ 2,500	100%
	Personal Protective Equipment (disposable)	\$ 2,100	\$ 2,100	\$ 2,300	10%
	Respiratory Protection Physicals	\$ 1,100	\$ 1,100	\$ 1,100	0%
	Atmospheric Monitoring Equip. Service/Supplies	\$ 3,500	\$ 3,000	\$ 3,500	0%
	DOT Testing Program Administration (DATCO)	\$ 1,500	\$ 1,200	\$ 1,500	0%
	Commercial Driver's License / Physicals Renewals	\$ 500	\$ 1,000	\$ 1,000	100%
	Atmospheric Testing Equipment	\$ 4,000	\$ 2,000	\$ 4,000	0%
	SCBA Equipment	\$ 1,000	\$ 3,000	\$ 1,000	0%
	Emergency Preparedness	\$ 2,000	\$ 1,200	\$ 1,500	-25%
	Safety Label Maker	\$ 500	\$ 300	\$ 500	0%
	Traffic Control Devices	\$ 1,500	\$ 1,500	\$ 1,500	0%
	Total, Safety Supplies	\$ 20,600	\$ 19,100	\$ 23,300	13%
	Total Operating Supplies	\$ 181,900	\$ 176,600	\$ 183,600	1%
5200	<u>Professional Services</u>				
20-41-0000-5210	Engineering Services				
	Update SSMP Audit	\$ 9,000	\$ 1,800	\$ 9,000	0%
	District Engineering	\$ 55,000	\$ 53,000	\$ 55,000	0%
	Emergency Response Plan			\$ 3,300	100%
	Specialty Engineering	\$ 14,000	\$ 9,995	\$ 10,000	-29%
	Total Professional Services	\$ 78,000	\$ 64,795	\$ 77,300	-1%

**Leucadia Wastewater District
Wastewater Operations - Leucadia Facilities
Fiscal Year 2017 Operating Budget
Expense Detail**

Acct #	Description	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget	% Change Bud to Bud
5400	<u>Rents & leases</u>				
20-41-0000-5410	Equipment Rental				
	Repair/Maintenance, Equipment	\$ 500	\$ 520	500	0%
020-41-000-5440	Easement Leases				
	NCTD License Fee	\$ 3,000	\$ 2,750	\$ 3,000	0%
	Total Rents and Leases	\$ 3,500	\$ 3,270	\$ 3,500	0%
5500	<u>Repair & maintenance</u>				
20-41-0000-5510	Line Maintenance				
	Water for Line Cleaning	\$ 13,000	\$ 13,000	\$ 13,500	4%
	Routine Line Repair Supplies	\$ 31,000	\$ 31,500	\$ 32,000	3%
	Cathodic Testing	\$ 3,500	\$ 3,355	\$ 3,500	0%
	CCTV Support/Maintenance	\$ 20,000	\$ 20,000	\$ 21,000	5%
	Vactor High Pressure Hose	\$ 6,000	\$ 5,000	\$ 6,000	0%
	Total, Line Maintenance	\$ 73,500	\$ 72,855	\$ 76,000	3%
20-41-0000-5520	Pump Station Repair & Maintenance				
	Standby Power System Service (Generator)	\$ 15,000	\$ -	\$ 15,000	0%
	Muffin Monster	\$ 30,000	\$ 23,126	\$ -	-100%
	Flow Meter Service	\$ 600	\$ -	\$ -	-100%
	Electrical Services/Diagnostic Heat Testing	\$ 7,500	\$ 23,208	\$ 12,000	60%
	Pump & Motor Repairs	\$ 27,000	\$ 19,463	\$ 27,000	0%
	Routine Pump Station Repair Supplies	\$ 8,000	\$ 4,394	\$ 8,000	0%
	Odor Control Media Replacement	\$ 18,000	\$ 18,000	\$ 18,000	0%
	Vibrational Analysis (Predictive Maint Testing)	\$ 1,600	\$ 1,200	\$ 1,600	0%
	Refurbish Pump Seals	\$ -	\$ -	\$ 6,000	100%
	Total, Pump Station Repair & Maintenance	\$ 107,700	\$ 89,391	\$ 87,600	-19%
20-41-0000-5530	Buildings & Grounds Repair & Maintenance				
	Elevator	\$ 4,800	\$ 3,500	\$ 4,800	0%
	Audio Visual	\$ 1,500	\$ 1,200	\$ 1,500	0%
	Trash Service	\$ 3,000	\$ 2,600	\$ 3,000	0%
	Plant Service	\$ 2,000	\$ 1,950	\$ 2,000	0%
	Janitorial Services	\$ 21,500	\$ 20,000	\$ 21,500	0%
	Window Cleaning	\$ 900	\$ 900	\$ 900	0%
	Solar Panel Cleaning	\$ 2,000	\$ 2,400	\$ 2,400	20%
	Pest Control	\$ 700	\$ 700	\$ 700	0%
	Painting and General Building Maintenance	\$ -	\$ 2,500	\$ 20,000	100%
	Miscellaneous Services and Small Equipment	\$ 3,500	\$ 3,900	\$ 4,000	14%
	Landscaping/Water Feature/Gate Maintenance Services	\$ 25,000	\$ 21,000	\$ 25,000	0%
	Fire Extinguisher Service	\$ 600	\$ 900	\$ 900	50%
	Garage Door Service	\$ 3,500	\$ 3,400	\$ 3,500	0%
	HVAC Service	\$ 14,000	\$ 17,000	\$ 14,000	0%
	Roof and Gutter Maintenance	\$ 1,300	\$ 2,200	\$ 2,200	69%
	Total, Buildings & Grounds Repair & Maintenance	\$ 84,300	\$ 84,150	\$ 106,400	26%
20-41-0000-5540	Vehicle Repair & Maintenance				
	Routine & Corrective Repairs	\$ 15,000	\$ 16,131	\$ 18,000	20%
	Tire Replacement	\$ 4,000	\$ 4,854	\$ 4,100	3%
	Vactor Major Service	\$ 30,000	\$ 36,362	\$ 25,000	-17%
	Total, Vehicle Repair & Maintenance	\$ 49,000	\$ 57,347	\$ 47,100	-4%

**Leucadia Wastewater District
Wastewater Operations - Leucadia Facilities
Fiscal Year 2017 Operating Budget
Expense Detail**

Acct #	Description	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget	% Change Bud to Bud
20-41-0000-5550	Paint & Lubricants				
	Misc. Supplies	\$ 500	\$ 348	\$ 500	0%
	Haz-mat Disposal	\$ 1,000	\$ -	\$ 1,000	0%
	Total, Paint & Lubricants	\$ 1,500	\$ 348	\$ 1,500	0%
20-41-0000-5590	Equipment Repair & Maintenance				
	Misc. Equip. Repairs (Portable Generators, Pumps)	\$ 1,000	\$ 400	\$ 1,000	0%
	Total Repair and Maintenance	\$ 317,000	\$ 304,491	\$ 319,600	1%
5600	<u>Monitoring and Permitting</u>				
20-41-0000-5610	Lab Analysis				
20-41-0000-5610	Beach Posting Analysis	\$ 1,500	\$ -	\$ 1,500	0%
	Baseline Background Analysis	\$ -	\$ -	\$ 1,000	
	Total Lab Analysis	\$ 1,500	\$ -	\$ 2,500	
20-41-0000-5630	Permits & Monitoring				
	Air Pollution Control District	\$ 4,000	\$ 4,500	\$ 4,500	13%
	City of Encinitas Inspection Permit	\$ 300	\$ 250	\$ 300	0%
	City of Carlsbad Inspection Permit	\$ 1,000	\$ 500	\$ 1,000	0%
	County Business Emergency Plan Permit	\$ 1,600	\$ 1,350	\$ 1,500	-6%
	RWQCB Storm water Permit	\$ 2,000	\$ 1,300	\$ 2,000	0%
	Collection System Permit	\$ 11,200	\$ 11,200	\$ 11,200	0%
	Total Permits & Monitoring	\$ 20,100	\$ 19,100	\$ 20,500	2%
	Total Monitoring and Permitting	\$ 21,600	\$ 19,100	\$ 23,000	6%
5900	<u>Utilities</u>				
20-41-0000-5920	SCADA Remote Communications	\$ 7,000	\$ 4,000	\$ 6,000	-14%
20-41-0000-5930	Electricity, District Operations	\$ 240,000	\$ 242,000	\$ 242,000	1%
20-41-0000-5940	Water, District Headquarters Site	\$ 6,500	\$ 8,000	\$ 8,000	23%
20-41-0000-5950	USA Notification Service	\$ 4,000	\$ 3,000	\$ 3,000	-25%
	Total Utilities	\$ 257,500	\$ 257,000	\$ 259,000	1%
TOTAL LEUCADIA FACILITIES EXPENSES		\$ 981,100	\$ 920,756	\$ 993,100	1%

LEUCADIA WASTEWATER DISTRICT

FY 2017 OPERATING BUDGET

WASTEWATER ENTERPRISE – BATIQUITOS JOINT FACILITIES

Program Overview:

The FY 2017 Wastewater Operations – Batiquitos Joint Facilities operating budget reflects the expenses associated with the operation and maintenance of the Batiquitos Pump Station and Forcemain facilities. The Batiquitos Joint Facilities are jointly owned by LWD and the City of Encinitas (Encinitas) and operating expenses are prorated based on flow. For FY 2017, 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:

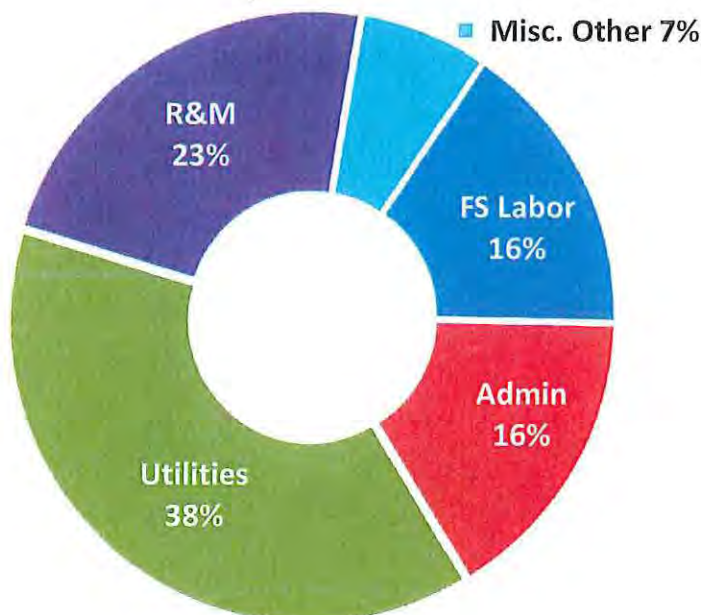
Field Services Expenses: FSD is responsible for operating the Batiquitos Joint Facilities. FSD performs preventative maintenance of the pump station and collection system, regulatory compliance functions, training functions and customer service.

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 2017 Operating Budget
Expense Summary**

<u>Account</u>	<u>Description</u>	<u>FY 2016 Budget</u>	<u>FY 2016 Projected</u>	<u>FY 2017 Budget</u>	<u>% Change Bud to Bud</u>
Field Services Expenses:					
Labor Expenses:					
	FS Salaries & Benefits	\$ 64,728	\$ 65,300	\$ 69,284	7%
Non-Labor Expenses:					
4600	Fuel	\$ 1,000	\$ 900	\$ 1,000	0%
4900	Office Expense	\$ 5,000	\$ 3,500	\$ 5,000	0%
5200	Professional Services	\$ 15,000	\$ 10,000	\$ 20,000	33%
5500	Repair and Maintenance	\$ 51,400	\$ 86,100	\$ 100,000	95%
5600	Permitting & Monitoring	\$ 2,750	\$ 2,800	\$ 3,800	38%
5900	Utilities	\$ 192,800	\$ 152,700	\$ 167,800	-13%
	Subtotal Other Expenses	\$ 267,950	\$ 256,000	\$ 297,600	11%
Total Field Services Expenses		\$ 332,678	\$ 321,300	\$ 366,884	10%
Administration Expenses:		\$ 65,366	\$ 69,328	\$ 69,811	7%
Total Batiquitos Joint Facilities Expenses		\$ 398,044	\$ 390,628	\$ 436,695	10%

Batiquitos Joint Facilities
Expense Allocation



Leucadia Wastewater District
Wastewater Operations - Batiquitos Joint Facilities
Fiscal Year 2017 Operating Budget
Expense Detail

Acct #	Description	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget	% Change Bud to Bud
4600	<u>Fuel</u>				
20-41-0022-4610	Diesel Fuel	\$ 1,000	\$ 900	\$ 1,000	0%
	Total Fuel Expense	\$ 1,000	\$ 900	\$ 1,000	0%
4900	<u>Office Expense</u>				
20-41-0022-4950	Computer Service				
	SCADA Support and Parts	\$ 5,000	\$ 3,500	\$ 5,000	0%
	Total Office Expense	\$ 5,000	\$ 3,500	\$ 5,000	0%
5200	<u>Professional Services</u>				
20-41-0022-5210	Engineering Services				
	Supplemental Environmental Project	\$ 10,000	\$ 8,500	\$ 10,000	0%
	District Engineering	\$ -	\$ -	\$ 5,000	100%
	Specialty Engineering	\$ 5,000	\$ 1,500	\$ 5,000	0%
	Total Professional Services	\$ 15,000	\$ 10,000	\$ 20,000	33%
5500	<u>Repair & Maintenance</u>				
20-41-0022-5520	Flow Meter Service	\$ 800	\$ -	\$ -	-100%
	Standby Power System Service (generator)	\$ 3,500	\$ 2,500	\$ 3,500	0%
	VFD Service	\$ 1,500	\$ 800	\$ 1,500	0%
	Pump & Motor Repairs	\$ 4,000	\$ 23,000	\$ 23,000	475%
	Cathodic Testing	\$ 2,000	\$ 1,800	\$ 2,000	0%
	Electrical Services	\$ 4,000	\$ 7,500	\$ 7,000	75%
	Transfer Switch Testing & Electrical Heat Test	\$ 1,500	\$ 1,500	\$ 1,500	0%
	Vibrational Analysis BPS (Predictive Testing)	\$ 600	\$ 1,000	\$ 1,000	67%
	HVAC Service	\$ 500	\$ 1,400	\$ 1,500	200%
	Miscellaneous Services/Supplies	\$ 4,200	\$ 4,000	\$ 4,200	0%
	Landscaping Service	\$ 1,800	\$ 600	\$ 1,800	0%
	Odor Control Media Replacement	\$ 22,000	\$ 42,000	\$ 42,000	91%
	Force main Operations	\$ 5,000	\$ -	\$ 5,000	0%
	Refurbish Pump Seals	\$ -	\$ -	\$ 6,000	
	Total Repair & Maintenance	\$ 51,400	\$ 86,100	\$ 100,000	95%
5600	<u>Monitoring and Permitting</u>				
20-41-0022-5630	Permits & Monitoring				
	County HazMat (Business Plan) Permit	\$ 450	\$ 500	\$ 500	11%
	APCD - Generator & Pump Emissions/Odor Control	\$ 2,300	\$ 2,300	\$ 2,300	0%
	Lab Analysis (Baseline Back Ground Analysis)	\$ -	\$ -	\$ 1,000	100%
	Total Monitoring & Permitting	\$ 2,750	\$ 2,800	\$ 3,800	38%
5900	<u>Utilities</u>				
20-41-0022-5910	Telephone	\$ 2,000	\$ 1,900	\$ 1,900	-5%
20-41-0022-5930	Batiquitos Electrical Power	\$ 190,000	\$ 150,000	\$ 165,000	-13%
20-41-0022-5940	Water	\$ 800	\$ 800	\$ 900	13%
	Total Utilities	\$ 192,800	\$ 152,700	\$ 167,800	-13%
Total Batiquitos Joint Facilities Expenses		\$ 267,950	\$ 256,000	\$ 297,600	11%

LEUCADIA WASTEWATER DISTRICT

FY 2017 OPERATING BUDGET

RECYCLED WATER OPERATIONS

Program Overview:

The FY 2017 Recycled Water Enterprise Operating Budget reflects the expenses associated with the operation and maintenance of LWD's Gafner Water Recycling Facility (Gafner WRF). 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) Fields 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:

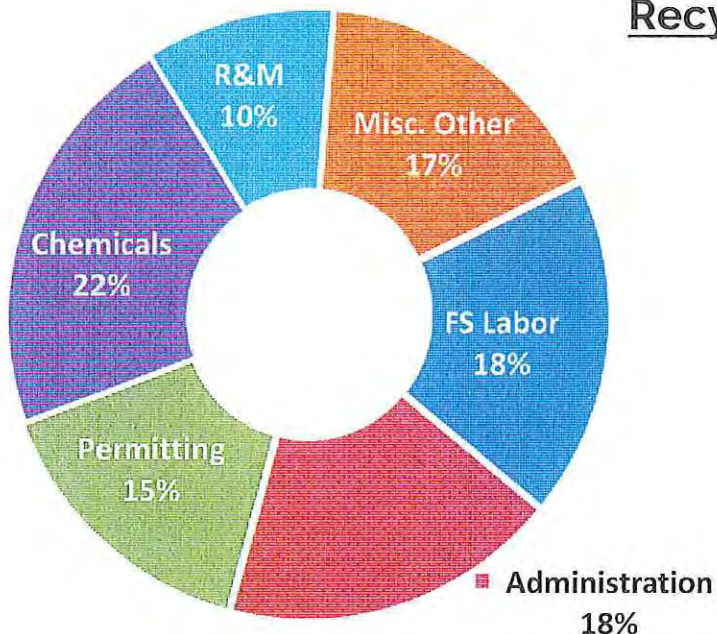
Field Services Expenses: FSD is responsible for operating the Gafner WRF. The operation consists of chemically treating and filtering secondary effluent in accordance with all public health and environmental standards. FSD performs preventative maintenance, regulatory compliance functions, training functions 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 2017 Operating Budget
Expense Summary**

<u>Account</u>	<u>Description</u>	<u>FY 2016 Budget</u>	<u>FY 2016 Projected</u>	<u>FY 2017 Budget</u>	<u>% Change Bud to Bud</u>
Field Services Expenses:					
Labor Expenses:					
	FS Salaries & Benefits	\$ 36,016	\$ 33,700	\$ 36,507	1%
Non-Labor Expenses:					
4900	Office Expenses	\$ 3,300	\$ 4,200	\$ 3,300	0%
5000	Operating Supplies	\$ 44,000	\$ 40,000	\$ 44,000	0%
5200	Professional Services	\$ 12,500	\$ 2,500	\$ 12,500	0%
5500	Repair and Maintenance	\$ 20,500	\$ 18,412	\$ 20,500	0%
5600	Permitting & Monitoring	\$ 30,500	\$ 30,230	\$ 30,500	0%
5900	Utilities	\$ 20,000	\$ 13,000	\$ 17,500	-13%
	Subtotal Non-Labor Expenses	\$ 130,800	\$ 108,342	\$ 128,300	-2%
	Total Field Services Expenses	\$ 166,816	\$ 142,042	\$ 164,807	-1%
	Administration Expenses:	\$ 36,297	\$ 35,779	\$ 36,750	1%
	Total Recycled Water Facility Expenses	\$ 203,113	\$ 177,821	\$ 201,557	-1%



Recycled Water Facilities
Expense Allocation

**Leucadia Wastewater District
Recycled Water Operations
Fiscal Year 2017 Operating Budget
Expense Detail**

Acct #	Description	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget	% Change Bud to Bud
4900	<u>Office Expense</u>				
30-43-0019-4950	Computer Service				
	WMS Software Maintenance	\$ 300	\$ 300	\$ 300	0%
	SCADA Support & Parts	\$ 3,000	\$ 3,900	\$ 3,000	0%
	Total Office Expense	\$ 3,300	\$ 4,200	\$ 3,300	0%
5000	<u>Operating Supplies</u>				
30-43-0019-5010	Chemicals				
	Polyalum & Sodium Hypochlorite	\$ 44,000	\$ 40,000	\$ 44,000	0%
	Total Operating Supplies	\$ 44,000	\$ 40,000	\$ 44,000	0%
5200	<u>Professional Services</u>				
30-43-0019-5210	Engineering Services				
	District Engineering	\$ 5,000	\$ -	\$ 5,000	0%
	Specialty Engineering	\$ 2,500	\$ 2,500	\$ 2,500	0%
	Total Engineering Services	\$ 7,500	\$ 2,500	\$ 7,500	0%
30-43-0019-5220	Legal Services				100%
	Legal	\$ 5,000	\$ -	\$ 5,000	
	Total Legal Services	\$ 5,000	\$ -	\$ 5,000	
	Total Professional Services	\$ 12,500	\$ 2,500	\$ 12,500	0%
5500	<u>Repair & Maintenance</u>				
30-43-0019-5580	Treatment Plant R&M				
	Calibration Services (flow/turbidity/Cl residual)	\$ 5,500	\$ 7,505	\$ 7,500	36%
	Routine Plant Equipment Maintenance	\$ 6,000	\$ 6,485	\$ 6,000	0%
	VFD/Electrical Services	\$ 9,000	\$ 4,422	\$ 7,000	-22%
	Total Repair and Maintenance	\$ 20,500	\$ 18,412	\$ 20,500	0%
5600	<u>Monitoring and Permitting</u>				
30-43-0019-5610	Lab Analysis				
	Laboratory Analysis	\$ 10,500	\$ 10,500	\$ 10,500	0%
	Total Lab Analysis	\$ 10,500	\$ 10,500	\$ 10,500	
30-43-0019-5630	Permits & Monitoring				
	RWQCB discharge permit	\$ 15,000	\$ 14,930	\$ 15,000	0%
	San Marcos Creek Flow Measurement	\$ 5,000	\$ 4,800	\$ 5,000	0%
	Total Permits & Monitoring	\$ 20,000	\$ 19,730	\$ 20,000	0%
	Total Monitoring & Permitting	\$ 30,500	\$ 30,230	\$ 30,500	0%

**Leucadia Wastewater District
Recycled Water Operations
Fiscal Year 2017 Operating Budget
Expense Detail**

Acct #	Description	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget	% Change Bud to Bud
5900	<u>Utilities</u>				
30-43-0019-5930	Encina Effluent Pump Station (EEPS)	\$ 20,000	\$ 13,000	\$ 17,500	-13%
	Total Utilities	\$ 20,000	\$ 13,000	\$ 17,500	-13%
Total Recycled Water Operation Expenses		\$ 130,800	\$ 108,342	\$ 128,300	-2%

LEUCADIA WASTEWATER DISTRICT

FY 2017 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. ASD is responsible for finance, human resources, Board of Directors (Board) support, risk management, information systems, records retention, and customer service.

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: ASD provides payroll, accounts payable, accounts receivable and other financial reporting functions for LWD. ASD staff monitors LWD's cash flow and processes approximately 2,500 transactions per year. The group also performs procurement functions to ensure conformance with applicable policies and procedures.

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

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

Risk Management: 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

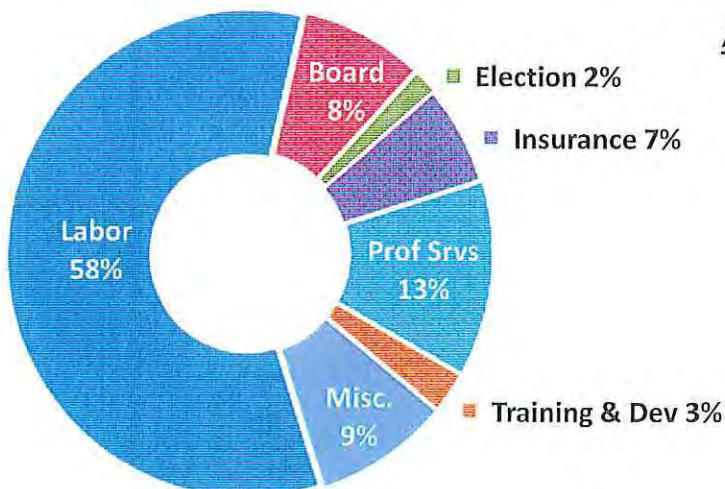
Customer Service: ASD provides direct customer service by responding to inquiries, providing information, distributing material and resolving issues. The ASD maintains a customer account database of approximately 20,000 accounts.

**Leucadia Wastewater District
Administrative Services
Fiscal Year 2017 Operating Budget
Expense Summary**

Account	Description	FY 2016 Budget	FY 2016 Projected	FY 2017 Budget	% Change Bud to Bud
	Labor Expenses:				
	Admin Salaries & Benefits	\$ 945,095	\$ 969,100	\$ 1,005,384	6%
	Non-Labor Expenses:				
4300	Board Support	\$ 140,100	\$ 131,200	\$ 142,400	2%
4400	Election	\$ -	\$ -	\$ 30,000	100%
4700	Insurance	\$ 118,000	\$ 125,900	\$ 113,900	-3%
4800	Memberships	\$ 25,400	\$ 25,500	\$ 25,900	2%
4900	Office Expense	\$ 37,200	\$ 40,200	\$ 44,700	20%
5200	Professional Services	\$ 271,900	\$ 275,600	\$ 223,900	-18%
5300	Printing/Publishing	\$ 32,000	\$ 22,400	\$ 29,000	-9%
5400	Rents & leases	\$ 11,650	\$ 10,650	\$ 11,700	0%
5500	Repair & Maintenance	\$ 1,500	\$ 1,300	\$ 1,500	0%
5700	Training & Development	\$ 46,500	\$ 39,750	\$ 47,200	2%
5900	Utilities	\$ 27,300	\$ 29,400	\$ 33,600	23%
6000	LAFCO Operations	\$ 6,200	\$ 8,763	\$ 9,000	45%
	Subtotal Non-Labor Expenses	\$ 717,750	\$ 710,663	\$ 712,800	-1%
	Total Admin Expenses	\$ 1,662,845	\$ 1,679,763	\$ 1,718,184	3%

Administration Allocation Schedule

LWD Facilities					
	Labor	\$ 762,331	\$ 777,344	\$ 808,931	6%
	Non-Labor	\$ 670,187	\$ 662,309	\$ 664,733	-1%
	Total LWD Facilities	\$ 1,432,518	\$ 1,439,652	\$ 1,473,664	3%
Batiquitos Facilities					
	Labor	\$ 34,783	\$ 37,434	\$ 38,321	10%
	Non-Labor	\$ 30,583	\$ 31,894	\$ 31,491	3%
	Total Batiquitos Facilities	\$ 65,366	\$ 69,328	\$ 69,811	7%
Recycled Water Enterprise					
	Labor	\$ 19,317	\$ 19,319	\$ 20,173	4%
	Non-Labor	\$ 16,980	\$ 16,460	\$ 16,577	-2%
	Total RWE	\$ 36,297	\$ 35,779	\$ 36,750	1%
Capital Projects					
	Labor	\$ 128,665	\$ 135,003	\$ 137,959	7%
	Non-Labor	\$ -	\$ -	\$ -	-
	Total Capital	\$ 128,665	\$ 135,003	\$ 137,959	7%
	Total Admin Allocation	\$ 1,662,846	\$ 1,679,763	\$ 1,718,184	



**Administrative Services
Expense Allocation**

**Leucadia Wastewater District
Administrative Services
Fiscal Year 2017 Operating Budget
Expense Detail**

<u>Acct #</u>	<u>Description</u>	<u>FY 2016 Budget</u>	<u>FY 2016 Projected</u>	<u>FY 2017 Budget</u>	<u>% Change Bud to Bud</u>
4300	<u>Directors' Expense</u>				
01-45-0000-4310	Directors' Compensation				
	Regular Board meetings	\$ 11,000	\$ 10,500	\$ 11,500	5%
	Special Board meetings	\$ 2,000	\$ 2,700	\$ 3,800	90%
	Committee meetings	\$ 9,000	\$ 10,100	\$ 10,600	18%
	CASA meetings	\$ 9,000	\$ 8,500	\$ 8,900	-1%
	CSDA meetings	\$ 10,000	\$ 8,500	\$ 8,600	-14%
	WateReuse meetings	\$ 5,000	\$ 3,000	\$ 2,900	-42%
	Miscellaneous meetings	\$ 6,000	\$ 6,500	\$ 6,700	12%
	Total Directors' compensation	\$ 52,000	\$ 49,800	\$ 53,000	2%
01-45-0000-4320	Directors' Benefits				
	Health insurance	\$ 32,000	\$ 30,500	\$ 33,500	5%
	Life insurance	\$ 600	\$ 450	\$ 450	-25%
	Dental insurance	\$ 4,700	\$ 4,440	\$ 4,500	-4%
	Vision insurance	\$ 600	\$ 530	\$ 600	0%
	OPEB - retirement health	\$ 1,500	\$ 1,480	\$ 1,550	3%
	PERS	\$ 2,700	\$ 2,000	\$ 2,800	4%
	Total Directors' benefits	\$ 42,100	\$ 39,400	\$ 43,400	3%
01-45-0000-4330	Directors' Conferences				
	CASA	\$ 21,000	\$ 17,000	\$ 21,000	0%
	CSDA	\$ 12,000	\$ 12,000	\$ 12,000	0%
	WateReuse	\$ 8,000	\$ 8,000	\$ 8,000	0%
	Misc. Directors' Conference	\$ 5,000	\$ 5,000	\$ 5,000	0%
	Total Directors' Conferences	\$ 46,000	\$ 42,000	\$ 46,000	0%
	Total Directors' Expense	\$ 140,100	\$ 131,200	\$ 142,400	2%
4400	<u>Election</u>				
01-45-0000-4400	Total Election Expense	\$ -	\$ -	\$ 30,000	100%
4700	<u>Insurance</u>				
01-45-0000-4710	Liability Insurance	\$ 95,000	\$ 84,000	\$ 90,000	-5%
01-45-0000-4715	Property Insurance	\$ 18,000	\$ 18,900	\$ 18,900	5%
01-45-0000-4720	Self Insurance	\$ 5,000	\$ 23,000	\$ 5,000	0%
	Total Insurance	\$ 118,000	\$ 125,900	\$ 113,900	-3%

**Leucadia Wastewater District
Administrative Services
Fiscal Year 2017 Operating Budget
Expense Detail**

<u>Acct #</u>	<u>Description</u>	<u>FY 2016 Budget</u>	<u>FY 2016 Projected</u>	<u>FY 2017 Budget</u>	<u>% Change Bud to Bud</u>
4800	<u>Memberships</u>				
01-45-0000-4810	Professional & Employees				
	CSDA	\$ 5,700	\$ 6,100	\$ 6,100	7%
	WEF/CWEA	\$ 2,300	\$ 3,600	\$ 3,600	57%
	CASA	\$ 10,000	\$ 8,500	\$ 9,000	-10%
	Chamber - Encinitas	\$ 300	\$ 300	\$ 250	-17%
	Chamber - Carlsbad	\$ 800	\$ 800	\$ 800	0%
	Watereuse	\$ 2,000	\$ 1,700	\$ 1,800	-10%
	Costco	\$ 200	\$ 200	\$ -	-100%
	SDEA	\$ 600	\$ 600	\$ 600	0%
	SCAP	\$ 600	\$ 550	\$ 550	-8%
	GFOA	\$ 200	\$ 200	\$ 200	0%
	CSMFO	\$ 200	\$ 200	\$ 200	0%
	Agua Hedionda World Water Day	\$ 800	\$ 750	\$ 800	0%
	Batiquitos Lagoon Foundation	\$ 1,500	\$ 1,800	\$ 1,800	20%
	N. County Human Resources (NCPA)	\$ 200	\$ 200	\$ 200	0%
	Total Memberships	\$ 25,400	\$ 25,500	\$ 25,900	2%
4900	<u>Office Expense</u>				
01-45-0000-4910	Office and Cleaning Supplies	\$ 11,000	\$ 10,700	\$ 11,000	0%
01-45-0000-4920	Postage and Shipping	\$ 2,500	\$ 3,200	\$ 3,000	20%
01-45-0000-4925	File Archive Service	\$ 1,500	\$ 1,400	\$ 1,500	0%
01-45-0000-4930	Subscriptions:				
	Union Tribune	\$ 500	\$ 300	\$ 300	-40%
	CA Chamber of Commerce	\$ 200	\$ 200	\$ 200	0%
	Misc. Publications	\$ 200	\$ 400	\$ 400	100%
	Hope Health Newsletter	\$ 300	\$ 400	\$ 400	33%
	Total Subscriptions	\$ 1,200	\$ 1,300	\$ 1,300	8%
01-45-0000-4950	Computer Software and Misc. Hardware:				
	Accounting Software Support	\$ 5,000	\$ 7,100	\$ 7,400	48%
	Transfer Sewer Service Data to ASCII Format	\$ 800	\$ 500	\$ 800	0%
	Update Website with Security & Feature Improvements	\$ -	\$ -	\$ 2,000	100%
	Miscellaneous Computer Equipment	\$ 6,000	\$ 5,000	\$ 6,000	0%
	Software Renewals, Maintenance & Upgrades	\$ 8,000	\$ 9,800	\$ 10,500	31%
	Total Computer Service	\$ 19,800	\$ 22,400	\$ 26,700	35%
01-45-0000-4960	Burglar & Fire Alarm	\$ 1,200	\$ 1,200	\$ 1,200	0%
	Total Office Expense	\$ 37,200	\$ 40,200	\$ 44,700	20%

**Leucadia Wastewater District
Administrative Services
Fiscal Year 2017 Operating Budget
Expense Detail**

<u>Acct #</u>	<u>Description</u>	<u>FY 2016 Budget</u>	<u>FY 2016 Projected</u>	<u>FY 2017 Budget</u>	<u>% Change Bud to Bud</u>
5200	<u>Professional Services</u>				
01-45-0000-5220	Legal Service				
	Board Meeting Attendance & Preparation	\$ 10,000	\$ 12,000	\$ 12,000	20%
	Misc. Legal Services	\$ 40,000	\$ 26,000	\$ 38,000	-5%
	Total Legal Services	\$ 50,000	\$ 38,000	\$ 50,000	0%
01-45-0000-5225	Financial Service				
	Accounting Services	\$ 59,000	\$ 69,000	\$ -	-100%
	OPEB Actuarial	\$ 5,200	\$ 5,200	\$ -	-100%
	PERS Actuarial	\$ 1,000	\$ 900	\$ 1,300	30%
	Investment Mgmt. Services	\$ 10,000	\$ 9,600	\$ 10,000	0%
	Total Financial Services	\$ 75,200	\$ 84,700	\$ 11,300	-85%
01-45-0000-5226	Network Support/Consulting Services	\$ 24,200	\$ 30,000	\$ 30,000	24%
01-45-0000-5227	Management Support Services				
	Strategic Planning Facilitator	\$ -	\$ -	\$ 10,000	100%
	General Services	\$ 42,000	\$ 38,000	\$ 42,000	0%
	Total Management Support Services	\$ 42,000	\$ 38,000	\$ 52,000	24%
01-45-0000-5230	Health Broker's Fees	\$ 500	\$ 100	\$ 500	0%
01-45-0000-5240	Auditor				
	Annual audit	\$ 22,000	\$ 22,000	\$ 22,100	0%
	Total Auditor	\$ 22,000	\$ 22,000	\$ 22,100	
01-45-0000-5250	Bank Fees	\$ 8,000	\$ 7,800	\$ 8,000	0%
01-45-0000-5260	Public Information	\$ 50,000	\$ 55,000	\$ 50,000	0%
	Total Professional Services	\$ 271,900	\$ 275,600	\$ 223,900	-18%
5300	<u>Printing & Publishing</u>				
01-45-0000-5310	Advertising	4,000	\$ 5,400	\$ 4,000	0%
01-45-0000-5320	Printing (Newsletter Publishing)	28,000	\$ 17,000	\$ 25,000	-11%
	Total Printing & Publishing	\$ 32,000	\$ 22,400	\$ 29,000	-9%
5400	<u>Rents & Leases</u>				
01-45-0000-5420	Office Equipment Rental				
	Postage Meter	\$ 650	\$ 650	\$ 700	8%
	Copier Lease/Maintenance Contract	\$ 11,000	\$ 10,000	\$ 11,000	0%
		\$ 11,650	\$ 10,650	\$ 11,700	0%
	Total Rents & Leases	\$ 11,650	\$ 10,650	\$ 11,700	0%

**Leucadia Wastewater District
Administrative Services
Fiscal Year 2017 Operating Budget
Expense Detail**

<u>Acct #</u>	<u>Description</u>	<u>FY 2016 Budget</u>	<u>FY 2016 Projected</u>	<u>FY 2017 Budget</u>	<u>% Change Bud to Bud</u>
5500	<u>Repair & Maintenance</u>				
01-45-0000-5570	Office Equipment Repair & Maintenance				
	Telephone Equipment	\$ 500	\$ 400	\$ 500	0%
	Computers, Printers, Fax	\$ 1,000	\$ 900	\$ 1,000	0%
	Total Repairs & Maintenance	\$ 1,500	\$ 1,300	\$ 1,500	0%
5700	<u>Training and Development</u>				
01-45-0000-5710	Training, Education& Conferences	\$ 37,000	\$ 31,000	\$ 37,700	2%
01-45-0000-5720	Mileage & Transportation	\$ 500	\$ 250	\$ 500	0%
01-45-0000-5735	Employee Recognition	\$ 7,000	\$ 7,000	\$ 7,000	0%
01-45-0000-5740	Meeting Supplies	\$ 2,000	\$ 1,500	\$ 2,000	0%
	Total Travel & Conferences	\$ 46,500	\$ 39,750	\$ 47,200	2%
5900	<u>Utilities</u>				
01-45-0000-5910	Telephone				
	Answering Service	\$ 1,100	\$ 1,100	\$ 1,100	0%
	Elevator/Emergency Phone Service	\$ 3,500	\$ 3,600	\$ 3,600	3%
	Telephone/Internet Service	\$ 11,500	\$ 14,000	\$ 17,100	49%
	Cellular Phone Service	\$ 10,000	\$ 9,000	\$ 10,000	0%
	Web Page Hosting	\$ 1,200	\$ 1,700	\$ 1,800	50%
	Total Utilities	\$ 27,300	\$ 29,400	\$ 33,600	23%
6000	<u>Unclassified</u>				
01-45-0000-6100	LAFCO Operations	\$ 6,200	\$ 8,763	\$ 9,000	45%
	Total Unclassified	\$ 6,200	\$ 8,763	\$ 9,000	45%
TOTAL ADMINISTRATION EXPENSES		\$ 717,750	\$ 710,663	\$ 712,800	-1%

LEUCADIA WASTEWATER DISTRICT

FY 2017 BUDGET

DEVELOPMENT

Program Overview:

The FY 2017 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. LWD Ordinance No. 119 stipulates that expenses for new development are to be paid for by the developer. Towards this end, 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 out-sources 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 2017 Operating Budget
Expense Summary**

<u>Account</u>	<u>Description</u>	<u>FY 2016 Budget</u>	<u>FY 2016 Projected</u>	<u>FY 2017 Budget</u>	<u>% Change Bud to Bud</u>
	Development Expenses:				
	Labor:				
	Salaries & Benefits	\$ 6,924	\$ 3,100	\$ 5,410	-22%
	Non-Labor Expenses:				
5200	Professional Services				
5210	District Engineering Services	\$ 150,000	\$ 105,000	\$ 120,000	-20%
5220	Legal Services	\$ 5,000	\$ 3,000	\$ 4,000	-20%
5221	LAFCO Fees - Annexation	\$ 6,000	\$ 9,500	\$ 6,000	0%
5222	State Board - Annexation Fees	\$ 1,000	\$ 900	\$ 1,000	0%
	Total Professional Services	\$ 162,000	\$ 118,400	\$ 131,000	-19%
	Total Development Expenses	\$ 168,924	\$ 121,500	\$ 136,410	-19%

LEUCADIA WASTEWATER DISTRICT

FY 2017 CAPITAL BUDGET

CAPITAL ACQUISITIONS

Program Overview:

The District's Capital Acquisition Program funds the purchase and procurement of equipment and services that typically have a value greater than \$5,000 and a useful life greater than 1 year. However, these expenditures are not of a magnitude that they are considered construction projects and are therefore not included in the District's annual Capital Improvement Program.

Wastewater Facilities equipment purchases and activities are funded through non-operating revenues and Capital Expenditure Reserves.

Recycled Water Facilities equipment purchases and activities are funded through the sale of recycled water and the Water Recycling Reserve Account and are necessitated by replacement related needs. Water Recycling expenditures do not impact the District's sewer service charge.



For the Wastewater Facilities, key components of the FY 2017 Capital Acquisition Program include the purchase of a new CCTV van, a new by-pass pump, and the replacement of critical sewer maintenance equipment. In addition, LWD will also replace eleven computer workstations and upgrade the District server software to Exchange 2016. The key component of the Recycled Water Facilities is the replacement of AWT equipment.

**Leucadia Wastewater District
Fiscal Year 2017 Capital Budget
Capital Acquisition Expense Summary**

		FY 16 Budget	FY 16 Projected	FY 17 Budget	% Change Bud to Bud
Wastewater (LWD Facilities)					
6310	Vehicle Acquisition	\$ 384,000	\$ 374,100	\$ 200,000	-48%
6350	Sewer Maintenance Equipment	\$ 53,700	\$ 54,700	\$ 170,000	217%
6360	Office Equipment	\$ 44,500	\$ 29,900	\$ 50,500	13%
6380	Pump Station Equipment	\$ 32,500	\$ 33,250	\$ 58,800	81%
Wastewater (Batiquitos Facilities)					
6380	Pump Station Equipment	\$ -	\$ -	\$ 21,500	100%
Recycled Water					
6390	AWT Equipment	\$ 26,000	\$ 32,600	\$ -	-100%
Total Capital Acquisition		\$ 540,700	\$ 524,550	\$ 500,800	-7%

**Leucadia Wastewater District
Fiscal Year 2017 Capital Budget
Capital Acquisition Expense Detail**

Acct #	Description	FY 16 Budget	FY 16 Projected	FY 17 Budget	% Change Bud to Bud
6300	Capital Acquisitions				
Wastewater (Leucadia Facilities)					
50-99-0000- 6310	Vehicle Acquisition				
	Vactor Truck	\$ 384,000	\$ 374,100	\$ -	-100%
	CCTV Van	\$ -	\$ -	\$ 200,000	100%
	Subtotal Vehicle Acquisition	\$ 384,000	\$ 374,100	\$ 200,000	-48%
50-99-0000- 6350	Sewer Maintenance Equipment				
	Vactor Nozzle Kit	\$ 5,000	\$ 3,000	\$ 5,000	0%
	Replace CCTV Equipment	\$ 30,700	\$ 35,300	\$ 20,000	-35%
	Critical Inventory (Domes/Rings/Couplings)	\$ 18,000	\$ 16,400	\$ 16,000	-11%
	Replace ADS Meters (7)	\$ -	\$ -	\$ 54,000	100%
	Portable By-Pass Pump	\$ -	\$ -	\$ 75,000	100%
	Subtotal Sewer Maintenance Equipment	\$ 53,700	\$ 54,700	\$ 170,000	217%
50-99-0000- 6360	Office Equipment				
	Financial Software Upgrade	\$ 15,000	\$ -	\$ -	-100%
	Network Equipment - Server Upgrade	\$ 8,700	\$ 8,300	\$ -	-100%
	Replace Network Shared Storage	\$ 20,800	\$ 21,600	\$ -	-100%
	Replace 11 Computer Workstations	\$ -	\$ -	\$ 33,500	100%
	Upgrade Server Software to Exchange 2016	\$ -	\$ -	\$ 17,000	100%
	Subtotal Office Equipment	\$ 44,500	\$ 29,900	\$ 50,500	13%
50-99-0000- 6380	Pump Station Equipment				
	Refurbish Pump Seals	\$ 6,000	\$ 4,700	\$ -	-100%
	Replace Gas Monitors (2)	\$ 7,000	\$ 8,800	\$ -	-100%
	Milltronics Units (3)	\$ 10,000	\$ 10,050	\$ 6,700	-33%
	New Pump at RV PS	\$ 9,500	\$ 9,700	\$ -	-100%
	Replace Generator Emergency Plugs	\$ -	\$ -	\$ 35,000	100%
	Replace Surge Tank Compressor @ LPS	\$ -	\$ -	\$ 9,000	100%
	Replace Ozone Monitor	\$ -	\$ -	\$ 3,900	100%
	Replace Check Valves & Valve Handwheels @ RVPS	\$ -	\$ -	\$ 4,200	100%
	Subtotal Pump Station Equipment	\$ 32,500	\$ 33,250	\$ 58,800	81%
Wastewater (Batiquitos Joint Facilities)					
50-99-0022- 6380	Pump Station Equipment				
	Replace Ozone Monitor	\$ -	\$ -	\$ 3,900	100%
	Automatic Gate Opener	\$ -	\$ -	\$ 17,600	100%
	Subtotal Pump Station Equipment	\$ -	\$ -	\$ 21,500	100%
TOTAL WASTEWATER FACILITIES		\$ 514,700	\$ 491,950	\$ 500,800	

**Leucadia Wastewater District
Fiscal Year 2017 Capital Budget
Capital Acquisition Expense Detail**

<u>Acct #</u>	<u>Description</u>	<u>FY 16 Budget</u>	<u>FY 16 Projected</u>	<u>FY 17 Budget</u>	<u>% Change Bud to Bud</u>
Recycled Water Facilities					
50-99-0019- 6390	AWT Equipment				
	Planned Equipment Replacement	\$ 6,000	\$ 2,500	\$ -	-100%
	Replace AWT Valve Bodies	\$ 20,000	\$ 15,000	\$ -	-100%
	Replace Weirs Reactor Clarifier	\$ -	\$ 15,100	\$ -	0%
	Subtotal AWT Equipment	\$ 26,000	\$ 32,600	\$ -	-100%
TOTAL RECYCLED WATER FACILITIES		\$ 26,000	\$ 32,600	\$ -	
Total Capital Acquisitions		\$ 540,700	\$ 524,550	\$ 500,800	-7%

**LEUCADIA WASTEWATER DISTRICT
CAPITAL PROGRAM - CAPITAL IMPROVEMENT PROJECT APPROPRIATIONS SUMMARY
FISCAL YEAR 2017**

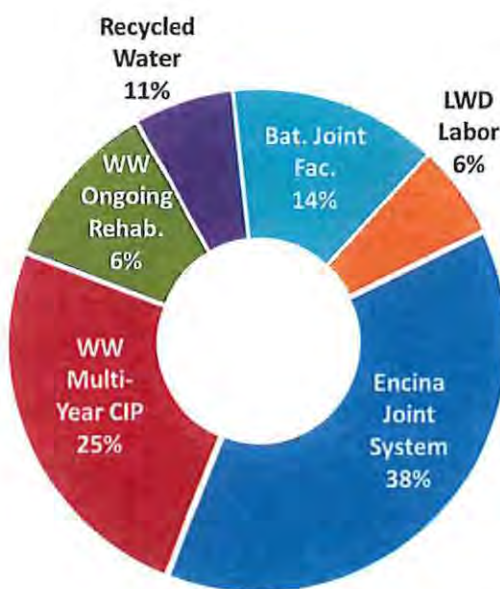
Location Code	PROJECTS	Prior Appropriations 1	Projected Cumulative Expenditures 2	Projected Remaining Appropriations 3 = (1 - 2)	Projected Carryover 4	FY 2017 Appropriation 5	Projected Remaining CIP Appropriation 6 =(4 + 5)
Wastewater Program							
<u>Leucadia Facilities Multi-year CIP</u>							
0345	Leucadia Force Main (L1) West Section Repl.	\$ 1,437,400	\$ 94,931	\$ 1,342,469	\$ 1,342,469	\$ 272,000	\$ 1,614,469
0347	Saxony Pump Station Rehabilitation	\$ 803,800	\$ 681,602	\$ 122,198	\$ 122,198	\$ -	\$ 122,198
0353	FY 2016 Gravity Pipeline Rehabilitation	\$ 666,000	\$ 119,690	\$ 546,310	\$ 546,310	\$ -	\$ 546,310
0354	Village Park No.5 Pump Station Replacement	\$ 893,500	\$ 124,500	\$ 769,000	\$ 769,000	\$ -	\$ 769,000
0357	La Costa Golf Course Gravity Line Imprv.	\$ -	\$ -	\$ -	\$ -	\$ 362,500	\$ 362,500
0358	Leucadia Pump Station Rehabilitation	\$ -	\$ -	\$ -	\$ -	\$ 307,000	\$ 307,000
0359	FY 2017 Gravity Pipeline Rehabilitation	\$ -	\$ -	\$ -	\$ -	\$ 455,600	\$ 455,600
	Leucadia Multi-year CIP Total:	\$ 3,800,700	\$ 1,020,723	\$ 2,779,977	\$ 2,779,977	\$ 1,397,100	\$ 4,177,077
<u>Leucadia Facilities Ongoing Rehabilitation:</u>							
0077	Misc. Pipeline / Manhole Rehabilitation	\$ 160,000	\$ 160,000	\$ -	n/a	\$ 265,000	\$ 265,000
0323	Lateral Repl. / Backflow Preventer Program	\$ 100,000	\$ 40,000	\$ 60,000	n/a	\$ 100,000	\$ 100,000
	Leucadia Rehab Total:	\$ 260,000	\$ 200,000	\$ 60,000	n/a	\$ 365,000	\$ 365,000
<u>Batiquitos Joint Facilities:</u>							
0355	Batiquitos Pump Station Solar Panels	\$ 37,000	\$ 11,000	\$ 26,000	\$ 26,000	\$ -	\$ 26,000
0361	Poinsettia Station Gravity Pipeline Project	\$ -	\$ -	\$ -	\$ -	\$ 766,000	\$ 766,000
	Jointly-Owned Facilities Total:	\$ 37,000	\$ 11,000	\$ 26,000	\$ 26,000	\$ 766,000	\$ 792,000
<u>Encina Joint System:</u>							
0072	Capital Improvement Projects	\$ 5,465,526	\$ 5,139,953	\$ 325,573	\$ 325,573	\$ 2,013,517	\$ 2,339,090
	Planned Asset Replacement	\$ 130,452	\$ 130,452	\$ -	n/a	\$ 116,917	\$ 116,917
	Capital Acquisitions	\$ 82,572	\$ 82,572	\$ -	n/a	\$ 26,947	\$ 26,947
	EWA Capital Program Total	\$ 5,678,550	\$ 5,352,977	\$ 325,573	\$ 325,573	\$ 2,157,381	\$ 2,482,954
Recycled Water Program							
<u>Recycled Water Projects:</u>							
0328	North SD Water Reuse Coalition Project	\$ 297,000	\$ 187,200	\$ 109,800	\$ 109,800	\$ 18,000	\$ 127,800
0356	New Recycled Water Pump Station Design	\$ -	\$ -	\$ -	\$ -	\$ 96,000	\$ 96,000
0360	Gafner AWT Improvements	\$ -	\$ -	\$ -	\$ -	\$ 507,000	\$ 507,000
	Recycled Water Program Total:	\$ 297,000	\$ 187,200	\$ 109,800	\$ 109,800	\$ 621,000	\$ 730,800
0302	Professional Services	\$ 30,000	\$ -	\$ 30,000	n/a	\$ 23,500	\$ 23,500
0499	LWD Labor	\$ 314,729	\$ 309,665	\$ 5,064	n/a	\$ 337,173	\$ 337,173
	CAPITAL PROGRAM TOTAL	\$ 10,417,979	\$ 7,081,565	\$ 3,336,414	\$ 3,241,350	\$ 5,667,154	\$ 8,908,504

LEUCADIA WASTEWATER DISTRICT FISCAL YEAR 2017 CAPITAL IMPROVEMENT PROGRAM

Program Overview

The Capital Improvement Program (CIP) represents a plan for all improvements to the existing Leucadia Wastewater District (LWD) infrastructure and facilities, including additions, replacement and rehabilitation. The 2013 Asset Management Plan (AMP) serves as the District's infrastructure replacement and rehabilitation plan. Included in 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 2033. 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 2017 (FY17) 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 FY17. 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 FY17 Budget includes carryover appropriations for the Leucadia Force Main (L1) West Section Replacement, 2016 Gravity Line Rehabilitation, Saxony Pump Station Rehabilitation, Village Park No. 5 Pump Station Replacement, Batiquitos Pump Station Solar Panels, and the North San Diego Water Reuse Coalition (NSDWRC) Project. Additional appropriations are added in FY17 for the continued construction of FY16 projects which include the L1 Force Main West Section Replacement and the NSDWRC Project. In addition, new appropriations are included for the La Costa Golf Course Gravity Line Improvements, Leucadia Pump Station Rehabilitation, 2017 Gravity Pipeline Rehabilitation, Poinsettia Station Gravity Pipeline project, New Recycled Water Pump Station and the Gafner AWT Improvements project.



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 perform more routine capital repairs to manholes and sewer lines. 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 that are intended to act as an extension of LWD staff. 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 FY 17.

**LEUCADIA WASTEWATER DISTRICT
FISCAL YEAR 2017
CAPITAL IMPROVEMENT PROGRAM DETAIL SUMMARY**

Wastewater Enterprise Multi-year CIP

Leucadia Force Main (L1) West Section Replacement (Location Code No. 0345)

In February 2014, it was determined that due to the high cost of internal inspection of the Leucadia (L1) Force Main that the District should not perform the assessment of the entire length of L1 at this time. This determination was based on the fact that the District maintains redundant Leucadia Force Mains (L1 and L2). There is a small risk associated with not evaluating L1, however, this risk is manageable given the excellent condition of the redundant L2 Force Main, which is constructed primarily of high grade polyvinyl chloride (PVC) pipe. Therefore, a more beneficial and prudent use of funds would be to replace the western section of L1 that, as a result of destructive testing, was found to have significant internal corrosion. In FY15 funds were appropriated for L1 West Section Replacement Project design with the intent that the construction costs would be appropriated in FY16. Project design commenced during FY15. In FY16 an appropriation was added for the estimated construction costs. During design, the Cured-in-Place (CIPP) lining of asbestos concrete pipe gravity line near Leucadia Scenic Drive was shifted from the 2016 Gravity Pipeline Rehabilitation Project to the L1 Force Main Project. By doing so, all the work requiring a California Department of Transportation (CALTRANS) Right of Way Permit can be covered by a single permit. Additionally, since the L1 Force Main and Leucadia Scenic construction are adjacent to each other, the phasing of the work can be easily controlled under one contract. The additional appropriation is for the estimated cost to add the Leucadia Scenic CIPP portion.

FY17 Total Appropriations

\$272,000

Saxony Pump Station Rehabilitation (Location Code No. 0347)

The 2013 Asset Management Plan (AMP) recommended that a pump station condition assessment be completed to evaluate all components (controls, electrical, mechanical, and structural) of all District pump stations. Infrastructure Engineering Corporation (IEC) completed the pump station assessment and recommended that Saxony Pump Station undergo rehabilitation in FY15. The project will include replacing the submersible pumps, replacing check and isolation valves, installing a new automatic transfer switch, installing a new uninterruptible power supply, installing a stairway and platform in the wet well and replacing the wet well lining. The appropriation for FY15 is for project design and construction. The Preliminary Design Report completed in March 2016 estimated project construction cost at \$417,000. In FY16 an additional appropriation and a 20% contingency for construction was added to complete the project. The project is currently under construction. An additional appropriation is not needed for FY17.

FY17 Total Appropriations

None

FY2016 Gravity Pipeline Rehabilitation Project (Location Code No. 0353)

As a result of Closed Circuit Television (CCTV) inspections of the collection systems by Field Services staff, significant defects are being discovered in numerous pipeline segments that require rehabilitation or repair to prevent Sanitary Sewer Overflows (SSO). For example, a section of Vitrified Clay Pipe (VCP) in the La Costa Resort & Spa south golf course requires rehabilitation due to significant infiltration and surcharging. VCP segments in EL Camino Real, Obelisco Circle, Estrella Del Mar, Costa Del Mar and Phoebe Street require rehabilitation due to cracking, offset joints and root intrusion. The project is currently under construction to address these and other pipeline repairs. Additional appropriation is not needed for FY17.

FY17 Total Appropriations

None

Village Park No. 5 Pump Station Replacement (Location Code No. 0354)

The 2013 Asset Management Plan recommended that a pump station condition assessment be completed to evaluate all components (controls, electrical, mechanical, and structural) of all District pump stations. Infrastructure Engineering Corporation (IEC) completed the pump station assessment and recommended that the Village Park No. 5 Pump Station be replaced with a submersible pump station. Replacing the Smith and Loveless packaged pump station with a submersible pump station will improve operations and maintenance accessibility and provide a safer environment for field services staff. Funds were appropriated in FY16 for project design and construction. An additional appropriation is not needed for FY17.

FY17 Total Appropriations**None****La Costa Golf Course Gravity Line Improvements (Location Code No. 0357)**

During the design phase for the 2016 Gravity Pipeline Rehabilitation Project, it was noted that a section of the La Costa Golf Course gravity line that was designated for repair was exposed where it crossed San Marcos Creek. Emergency cured-in-place pipe (CIPP) lining of the exposed section was completed in November 2015 as a temporary structural reinforcement of the pipeline in anticipation of the predicted El Niño weather pattern. Due to the complexity involved with the permanent repair of the San Marcos Creek crossing and the remaining section of the gravity line in the golf course, other repair or pipeline realignment options were evaluated, and it was decided to separate the repair or rehabilitation of this line into its own project. The funds appropriated in FY17 are for the estimated project design and construction costs. An appropriation of \$362,500 is needed in FY17.

FY17 Total Appropriations**\$362,500****Leucadia Pump Station Rehabilitation (Location Code No. 0358)**

The 2013 AMP recommended that a pump station condition assessment be completed to evaluate all components (controls, electrical, mechanical, and structural) of all District pump stations. IEC completed the pump station assessment and recommended that improvements be constructed for the Leucadia Pump Station. Improvements to be completed include installing suction piping in the emergency overflow wet well for by-pass pumping; replace broken valve on surge valve air piping and install unions for disconnection; replace check valves; replace scrubber fan housing and fan; spot repair wet well lining; replace fresh air fan and duct with new fiberglass reinforced plastic fan and ductwork; and perform an assessment of the concrete floor and walls in the pump station to determine the existence and extent of potential concrete deterioration. An appropriation of \$307,000 is needed in FY17 for project design and construction.

FY17 Total Appropriations**\$307,000****FY2017 Gravity Pipeline Rehabilitation Project (Location Code No. 0359)**

As a result of CCTV inspections by field services staff, significant defects are continuously being discovered in numerous pipeline segments that require rehabilitation or repair to prevent Sanitary Sewer Overflows (SSO). For example, a section of VCP in Caudor Street has significant multiple cracks. A VCP segment located in an easement off of Doris and Crest Streets has a major offset joint. Another VCP line in Mountain Vista Drive has significant cracks and root intrusion. Two segments in a VCP line in Quebrada Street have major sagging with heavy grit and grease accumulation. An appropriation of \$455,600 is needed in FY17 for project design and construction to address these and other pipeline repairs.

FY17 Total Appropriations**\$455,600**

Wastewater Enterprise Ongoing Rehabilitation

Miscellaneous Pipeline Rehabilitation (Location Code No. 077)

The Miscellaneous Pipeline Rehabilitation account is used to rehabilitate, reline or replace pipelines and manholes that require immediate attention. The necessary repairs are identified through LWD's CCTV inspections. The raising of manholes, as part of Carlsbad's and Encinitas' annual street overlay projects, is paid 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.

FY17 Total Appropriations

\$155,000

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

In a typical sewer collection system, broken/leaking laterals are responsible for 30% to 70% of Inflow and Infiltration (I&I). This represents a potential for significantly decreasing the capacity of the sewer mains and treatment plant, resulting in sewer spills, beach closures, house flooding, and NPDES violations. Therefore, eliminating I&I through repair/replacement of damaged/leaking private laterals ensures 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 implementation of a District re-imbursement program, of up to \$3000 per residence, for lateral replacement and backflow preventer installation is an effective and efficient way to ensure public health and safety and for environmental protection.

FY17 Total Appropriations

\$100,000

Batiquitos Jointly Owned Facilities

Batiquitos Pump Station Solar Panels (Location Code No. 0355)

The Batiquitos Pump Station Electric Rate Optimization and Demand Shifting Analysis was completed by Hoch Consulting in December 2014. As a result of the analysis, the electric rate was shifted from the Alternative Time of Use (AL-TOU) rate structure to the Power-Agricultural Optional Time of Use (PA-T-1) rate structure. To continue to qualify for this rate structure, the District must install solar (photovoltaic) panels to reduce on-peak energy consumption by 1,500 kwhrs. Switching to the PA-T-1 rate is estimated to save the District \$16,160 annually. The estimated cost for installing the solar panels is \$37,000. Therefore, the District will recover the cost of installing the solar panels within three years. The project is currently under construction. No additional appropriation is needed for FY17.

FY17 Total Appropriations

None

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

SANDAG and the North County Transit District (NCTD) will construct an underground passenger tunnel to link both sides of the passenger platform at the Poinsettia Train Station in Carlsbad. To accomplish this, the train tracks will be shifted to the west. As a result, the District will have to extend the casements surrounding the Lanikai Trunk Sewer and Secondary Effluent Force Main (B1) which run under the train tracks. Additionally, the District will construct a second parallel encased gravity pipeline under the tracks, within the NCTD right of way, as part of this project. This will enable the construction of the second line to be completed under the permits issued for the Poinsettia Station project, saving the District considerable time and costs. An appropriation of \$766,000 is needed in FY17 to construct the casement extensions and parallel gravity line.

FY17 Total Appropriations

\$766,000

Encina Joint System

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 its Capital Program costs. The District's prorated budget is estimated based on a factor of **16.8%**, which represents the LWD's weighted ownership of the EWA Unit I (Plant) and Unit J (Ocean Outfall) facilities. The LWD will be assessed fees based on its actual ownership of the facilities being improved as part of the EWA's quarterly billing process.

The proposed FY17 EWA budget includes funding for the FY17 Major Rehabilitation Projects, Planned Asset Replacement, Capital Acquisition, EWA Labor, and Professional Services. LWD's portion of this work totals \$2,506,842 with \$2,293,818 for Capital Projects, \$130,452 for Planned Asset Replacement and \$82,572 for Capital Acquisitions.

FY17 Total Appropriations

\$2,157,381

Recycled Water Facilities

North San Diego Water Reuse Coalition Project (NSDWRCP) (Location Code No. 0328)

The District is one of ten agencies that participate in the NSDWRCP. 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 the local water agencies beyond what they could produce or utilize individually. The 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 funding for the construction of various recycled water facilities identified in the study within each of the north county agencies. The lobbying contract has been executed with The Furman Group to lobby for the Title XVI and WRDA funds. The amount budgeted is for continued District participation in the lobbying effort for grant funds.

FY17 Total Appropriations

\$18,000

New Recycled Water Pump Station (Location Code No. 0356)

As a result of LWD's partnership in the NSDCWRCP, the District has a \$90,000 allocation of grant funds from Proposition 84 (Prop 84) for the design of a recycled water pump station. This pump station is needed to deliver water from Gafner AWT to the recycled water distribution system of either or both the City of Carlsbad and Olivenhain Municipal Water District. The grant funds are set to expire in May 2017. To take advantage of the grant funding, the District will execute the preliminary design phase of the recycled water pump station. An appropriation of \$96,000 is needed in FY17 for project design. The Prop 84 funds will be refunded to the District as funds are expended.

FY17 Total Appropriations **\$96,000**

Gafner Advanced Water Treatment (AWT) Improvements (Location Code No. 0360)

The 2013 AMP recommended a condition assessment of the Gafner AWT facilities to evaluate the condition of all components (controls, electrical, mechanical and structural) of the plant. IEC completed the assessment in FY16. As a result of the assessment recommended improvements to the Gafner AWT include replace handrails; replace fail safe valve and actuator; replace the rapid, coagulation and chlorine mixers; replace the turbidity and conductivity meters; and rehabilitate the influent well. The FY17 appropriation is to need for design and construction.

FY17 Total Appropriations **\$507,000**

Professional Services (Location Code No. 0302) **\$23,500**

LWD Labor (Location Code No. 0499) **\$337,173**

TOTAL NEW FY17 CIP APPROPRIATIONS **\$ 5,667,154**

TOTAL PRIOR YEAR CARRYOVER **\$ 3,241,350**

TOTAL CIP APPROPRIATIONS **\$ 8,908,504**



LEUCADIA WASTEWATER DISTRICT
CAPITAL PROGRAM - CAPITAL IMPROVEMENT PROJECT APPROPRIATIONS
FISCAL YEAR 2017

Description	Account No.	FY 2016 Budget	FY 2017 Budget	Cost Allocation Growth	Replacement
Leucadia Facilities Multi-year Projects					
Leucadia (L1) Force Main West Section Replacement	0345			0%	100%
Direct Labor	50-51-0345-4110	\$ 10,000	\$ 4,000	\$ -	\$ 4,000
Consultant Engineering Services-Design	50-51-0345-5211	\$ 51,000	\$ 22,900	\$ -	\$ 22,900
Office Engineering	50-51-0345-5211	\$ 27,000	\$ -	\$ -	\$ -
Construction Management	50-51-0345-5212	\$ 54,000	\$ 11,500	\$ -	\$ 11,500
District Engineering Services	50-51-0345-5213	\$ 10,000	\$ 5,000	\$ -	\$ 5,000
Permitting/Environmental	50-51-0345-5214	\$ 27,000	\$ -	\$ -	\$ -
Public Outreach	50-51-0345-5216	\$ -	\$ -	\$ -	\$ -
Legal	50-51-0345-5220	\$ -	\$ -	\$ -	\$ -
Construction	50-51-0345-6499	\$ 1,188,000	\$ 228,600	\$ -	\$ 228,600
Total Leucadia Force Main W. Section Replacement		\$ 1,367,000	\$ 272,000	\$ -	\$ 272,000
Saxony Pump Station Rehabilitation	0347			0%	100%
Direct Labor	50-51-0347-4110	\$ 1,000	\$ -	\$ -	\$ -
Consultant Engineering Services-Design	50-51-0347-5211	\$ 42,500	\$ -	\$ -	\$ -
Office Engineering	50-51-0347-5211	\$ -	\$ -	\$ -	\$ -
Construction Management	50-51-0347-5212	\$ -	\$ -	\$ -	\$ -
District Engineering Services	50-51-0347-5213	\$ -	\$ -	\$ -	\$ -
Permitting/Environmental	50-51-0347-5214	\$ -	\$ -	\$ -	\$ -
Public Outreach	50-51-0347-5216	\$ -	\$ -	\$ -	\$ -
Legal	50-51-0347-5220	\$ -	\$ -	\$ -	\$ -
Construction	50-51-0347-6499	\$ 193,400	\$ -	\$ -	\$ -
Total Saxony Pump Station Rehabilitation		\$ 236,900	\$ -	\$ -	\$ -
FY 2016 Gravity Pipeline Rehabilitation	0353			0%	100%
Direct Labor	50-51-0353-4110	\$ 10,000	\$ -	\$ -	\$ -
Consultant Engineering Services-Design	50-51-0353-5211	\$ 75,000	\$ -	\$ -	\$ -
Consultant Engineering Services-Study	50-51-0353-5211	\$ -	\$ -	\$ -	\$ -
Office Engineering	50-51-0353-5211	\$ 25,000	\$ -	\$ -	\$ -
Construction Management	50-51-0353-5212	\$ 50,000	\$ -	\$ -	\$ -
District Engineering Services	50-51-0353-5213	\$ 5,000	\$ -	\$ -	\$ -
Permitting/Environmental	50-51-0353-5214	\$ -	\$ -	\$ -	\$ -
Public Outreach	50-51-0353-5216	\$ -	\$ -	\$ -	\$ -
Legal	50-51-0353-5220	\$ 1,000	\$ -	\$ -	\$ -
Construction	50-51-0353-6499	\$ 500,000	\$ -	\$ -	\$ -
Total 2016 Gravity Pipeline Rehabilitation		\$ 666,000	\$ -	\$ -	\$ -
Village Park No. 5 Pump Station Replacement	0354			0%	100%
Direct Labor	50-51-0354-4110	\$ 5,000	\$ -	\$ -	\$ -
Consultant Engineering Services-Design	50-51-0354-5211	\$ 85,500	\$ -	\$ -	\$ -
Office Engineering	50-51-0354-5211	\$ 57,000	\$ -	\$ -	\$ -
Construction Management	50-51-0354-5212	\$ 57,000	\$ -	\$ -	\$ -
District Engineering Services	50-51-0354-5213	\$ 5,000	\$ -	\$ -	\$ -
Permitting/Environmental	50-51-0354-5214	\$ -	\$ -	\$ -	\$ -
Public Outreach	50-51-0354-5216	\$ -	\$ -	\$ -	\$ -
Construction	50-51-0354-6499	\$ 684,000	\$ -	\$ -	\$ -
Total Village Park No. 5 Pump Station Replacement		\$ 893,500	\$ -	\$ -	\$ -
La Costa Golf Course Gravity Line Improvements	0357			0%	100%
Direct Labor	50-51-0357-4110	\$ -	\$ 5,000	\$ -	\$ 5,000
Consultant Engineering Services-Design	50-51-0357-5211	\$ -	\$ 50,000	\$ -	\$ 50,000
Consultant Engineering Services-Study	50-51-0357-5211	\$ -	\$ -	\$ -	\$ -
Office Engineering	50-51-0357-5211	\$ -	\$ 10,000	\$ -	\$ 10,000
Construction Management	50-51-0357-5212	\$ -	\$ 30,000	\$ -	\$ 30,000
District Engineering Services	50-51-0357-5213	\$ -	\$ 7,500	\$ -	\$ 7,500
Permitting/Environmental	50-51-0357-5214	\$ -	\$ -	\$ -	\$ -
Public Outreach	50-51-0357-5216	\$ -	\$ -	\$ -	\$ -
Legal	50-51-0357-5220	\$ -	\$ -	\$ -	\$ -
Construction	50-51-0357-6499	\$ -	\$ 260,000	\$ -	\$ 260,000
Total La Costa Golf Course Gravity Line Improvements		\$ -	\$ 362,500	\$ -	\$ 362,500

LEUCADIA WASTEWATER DISTRICT
CAPITAL PROGRAM - CAPITAL IMPROVEMENT PROJECT APPROPRIATIONS
FISCAL YEAR 2017

Description	Account No.	FY 2016 Budget	FY 2017 Budget	Cost Allocation Growth	Replacement
Leucadia Pump Station Rehabilitation	0358			0%	100%
Direct Labor	50-51-0358-4110	\$ -	\$ 5,000	\$ -	\$ 5,000
Consultant Engineering Services-Design	50-51-0358-5211	\$ -	\$ 36,000	\$ -	\$ 36,000
Consultant Engineering Services-Study	50-51-0358-5211	\$ -	\$ -	\$ -	\$ -
Office Engineering	50-51-0358-5211	\$ -	\$ 18,000	\$ -	\$ 18,000
Construction Management	50-51-0358-5212	\$ -	\$ 27,000	\$ -	\$ 27,000
District Engineering Services	50-51-0358-5213	\$ -	\$ 5,000	\$ -	\$ 5,000
Permitting/Environmental	50-51-0358-5214	\$ -	\$ -	\$ -	\$ -
Public Outreach	50-51-0358-5216	\$ -	\$ -	\$ -	\$ -
Legal	50-51-0358-5220	\$ -	\$ -	\$ -	\$ -
Construction	50-51-0358-6499	\$ -	\$ 216,000	\$ -	\$ 216,000
Total Leucadia Pump Station Rehabilitation		\$ -	\$ 307,000	\$ -	\$ 307,000
FY 2017 Gravity Pipeline Rehabilitation	0359			0%	100%
Direct Labor	50-51-0359-4110	\$ -	\$ 5,000	\$ -	\$ 5,000
Consultant Engineering Services-Design	50-51-0359-5211	\$ -	\$ 42,300	\$ -	\$ 42,300
Consultant Engineering Services-Study	50-51-0359-5211	\$ -	\$ -	\$ -	\$ -
Office Engineering	50-51-0359-5211	\$ -	\$ 28,200	\$ -	\$ 28,200
Construction Management	50-51-0359-5212	\$ -	\$ 42,300	\$ -	\$ 42,300
District Engineering Services	50-51-0359-5213	\$ -	\$ -	\$ -	\$ -
Permitting/Environmental	50-51-0359-5214	\$ -	\$ -	\$ -	\$ -
Public Outreach	50-51-0359-5216	\$ -	\$ -	\$ -	\$ -
Legal	50-51-0359-5220	\$ -	\$ -	\$ -	\$ -
Construction	50-51-0359-6499	\$ -	\$ 337,800	\$ -	\$ 337,800
Total FY 2017 Gravity Pipeline Rehabilitation		\$ -	\$ 455,600	\$ -	\$ 455,600
Leucadia Facilities Ongoing Rehabilitation					
Misc. Pipeline/Manhole Repair	0077			0%	100%
Direct Labor	50-51-0077-4110	\$ 10,000	\$ 5,000	\$ -	\$ 5,000
Design	50-51-0077-5211	\$ -	\$ -	\$ -	\$ -
Construction Management	50-51-0077-5212	\$ 25,000	\$ 25,000	\$ -	\$ 25,000
Environmental	50-51-0077-5214	\$ -	\$ -	\$ -	\$ -
Public Outreach	50-51-0077-5216	\$ -	\$ -	\$ -	\$ -
Romac Couplings (Inventory)	50-51-0077-6498	\$ -	\$ 10,000	\$ -	\$ 10,000
Construction (pipeline)	50-51-0077-6499	\$ 100,000	\$ 90,000	\$ -	\$ 90,000
Construction (manhole)	50-51-0077-6499	\$ 25,000	\$ 25,000	\$ -	\$ 25,000
Manhole Raising (Encinitas Overlay Project)	50-51-0077-6499	\$ -	\$ 110,000	\$ -	\$ 110,000
Total Misc. Pipeline/Manhole Repair		\$ 160,000	\$ 265,000	\$ -	\$ 265,000
Lateral Replacement / Backflow Preventer Program	0323			0%	100%
Direct Labor	50-51-0323-4110	\$ -	\$ -	\$ -	\$ -
Program costs	50-51-0323-6499	\$ 100,000	\$ 100,000	\$ -	\$ 100,000
Total Lateral / Backflow Program		\$ 100,000	\$ 100,000	\$ -	\$ 100,000
Batiquitos Joint Facilities					
Batiquitos Pump Station Solar Panels	0355			0%	100%
Direct Labor	50-51-0355-4110	\$ 1,000	\$ -	\$ -	\$ -
Consultant Engineering Services-Design	50-51-0355-5211	\$ -	\$ -	\$ -	\$ -
Consultant Engineering Services-Study	50-51-0355-5211	\$ 4,200	\$ -	\$ -	\$ -
Office Engineering	50-51-0355-5211	\$ 2,100	\$ -	\$ -	\$ -
Construction Management	50-51-0355-5212	\$ 4,200	\$ -	\$ -	\$ -
District Engineering Services	50-51-0355-5213	\$ -	\$ -	\$ -	\$ -
Permitting/Environmental	50-51-0355-5214	\$ -	\$ -	\$ -	\$ -
Public Outreach	50-51-0355-5216	\$ -	\$ -	\$ -	\$ -
Legal	50-51-0355-5220	\$ -	\$ -	\$ -	\$ -
Construction	50-51-0355-6499	\$ 25,500	\$ -	\$ -	\$ -
Total Batiquitos Pump Station Solar Panels		\$ 37,000	\$ -	\$ -	\$ -

LEUCADIA WASTEWATER DISTRICT
CAPITAL PROGRAM - CAPITAL IMPROVEMENT PROJECT APPROPRIATIONS
FISCAL YEAR 2017

Description	Account No.	FY 2016 Budget	FY 2017 Budget	Cost Allocation	
				Growth	Replacement
Poinsettia Station Gravity Pipeline Project	0361			86%	14%
Direct Labor	50-51-0355-4110	\$ -	\$ 6,000	\$ 5,160	\$ 840
Consultant Engineering Services-Design	50-51-0355-5211	\$ -	\$ 24,600	\$ 21,156	\$ 3,444
Consultant Engineering Services-Study	50-51-0355-5211	\$ -	\$ -	\$ -	\$ -
Office Engineering	50-51-0355-5211	\$ -	\$ 37,000	\$ 31,820	\$ 5,180
Construction Management	50-51-0355-5212	\$ -	\$ 49,600	\$ 42,656	\$ 6,944
District Engineering Services	50-51-0355-5213	\$ -	\$ 10,000	\$ 8,600	\$ 1,400
Permitting/Environmental	50-51-0355-5214	\$ -	\$ -	\$ -	\$ -
Public Outreach	50-51-0355-5216	\$ -	\$ -	\$ -	\$ -
Legal	50-51-0355-5220	\$ -	\$ -	\$ -	\$ -
Construction	50-51-0355-6499	\$ -	\$ 638,800	\$ 549,368	\$ 89,432
Total Batiquitos Pump Station Solar Panels		\$ -	\$ 766,000	\$ 658,760	\$ 107,240
Encina Joint Treatment Facility					
Encina Joint Treatment Facility Capital Program	0072			various %	various %
<u>Capital Projects</u>					
Direct Labor	50-51-0072-4110	\$ 5,000	\$ 10,000	\$ -	\$ 10,000
Capital Improvement Projects	50-51-0072-6420	\$ 1,635,618	\$ 1,613,472	\$ -	\$ 1,613,472
Biofuel Receiving , Gas Conditioning & Drying Safety	50-51-0072-6420	\$ 308,952	\$ -	\$ -	\$ -
EWA Labor	50-51-0072-6420	\$ 344,248	\$ 390,045	\$ -	\$ 390,045
Total Capital Projects		\$ 2,293,818	\$ 2,013,517	\$ -	\$ 2,013,517
Encina Joint System Planned Asset Replacement	50-51-0072-6420	\$ 130,452	\$ 116,917	\$ -	\$ 116,917
Capital Acquisitions	50-51-0072-6420	\$ 82,572	\$ 26,947	\$ -	\$ 26,947
Total Encina Joint System Capital Program		\$ 2,506,842	\$ 2,157,381	\$ -	\$ 2,157,381
Recycled Water Projects					
North SD Water Reuse Coalition Project (NSDWRC)	0328			0%	100%
Direct Labor	50-51-0328-4110	\$ 5,000	\$ 3,000	\$ -	\$ 3,000
Title XVI Funding Effort	50-51-0328-5211	\$ 20,000	\$ 15,000	\$ -	\$ 15,000
Design	50-51-0328-5211	\$ -	\$ -	\$ -	\$ -
District Engineering Services	50-51-0328-5213	\$ -	\$ -	\$ -	\$ -
Legal	50-51-0328-5220	\$ -	\$ -	\$ -	\$ -
Total NSDWRC		\$ 25,000	\$ 18,000	\$ -	\$ 18,000
New Recycled Water Pump Station Design	0356			0%	100%
Direct Labor	50-51-0356-4110	\$ -	\$ 2,000	\$ -	\$ 2,000
Consultant Engineering Services-Design	50-51-0356-5211	\$ -	\$ 90,000	\$ -	\$ 90,000
Consultant Engineering Services-Study	50-51-0356-5211	\$ -	\$ -	\$ -	\$ -
Office Engineering	50-51-0356-5211	\$ -	\$ -	\$ -	\$ -
Construction Management	50-51-0356-5212	\$ -	\$ -	\$ -	\$ -
District Engineering Services	50-51-0356-5213	\$ -	\$ 4,000	\$ -	\$ 4,000
Permitting/Environmental	50-51-0356-5214	\$ -	\$ -	\$ -	\$ -
Public Outreach	50-51-0356-5216	\$ -	\$ -	\$ -	\$ -
Legal	50-51-0356-5220	\$ -	\$ -	\$ -	\$ -
Construction	50-51-0356-6499	\$ -	\$ -	\$ -	\$ -
Total New Recycled Water Pump Station Design		\$ -	\$ 96,000	\$ -	\$ 96,000

**LEUCADIA WASTEWATER DISTRICT
CAPITAL PROGRAM - CAPITAL IMPROVEMENT PROJECT APPROPRIATIONS
FISCAL YEAR 2017**

Description	Account No.	FY 2016 Budget	FY 2017 Budget	Cost Allocation	
				Growth	Replacement
Gafner AWT Improvements	0360			0%	100%
Direct Labor	50-51-0360-4110	\$ -	\$ 5,000	\$ -	\$ 5,000
Consultant Engineering Services-Design	50-51-0360-5211	\$ -	\$ 48,000	\$ -	\$ 48,000
Consultant Engineering Services-Study	50-51-0360-5211	\$ -	\$ -	\$ -	\$ -
Office Engineering	50-51-0360-5211	\$ -	\$ 32,000	\$ -	\$ 32,000
Construction Management	50-51-0360-5212	\$ -	\$ 32,000	\$ -	\$ 32,000
District Engineering Services	50-51-0360-5213	\$ -	\$ 5,000	\$ -	\$ 5,000
Permitting/Environmental	50-51-0360-5214	\$ -	\$ -	\$ -	\$ -
Public Outreach	50-51-0360-5216	\$ -	\$ -	\$ -	\$ -
Legal	50-51-0360-5220	\$ -	\$ -	\$ -	\$ -
Construction	50-51-0360-6499	\$ -	\$ 385,000	\$ -	\$ 385,000
Total Gafner AWT Improvements		\$ -	\$ 507,000	\$ -	\$ 507,000
Professional Services	0302				
District Engineering Services	50-51-0302-5213	\$ 30,000	\$ 23,500	\$ -	\$ 23,500
Total Professional Services		\$ 30,000	\$ 23,500	\$ -	\$ 23,500
LWD Labor	0499				
Direct Labor	50-51-0499-4110	\$ 186,064	\$ 199,214	\$ -	\$ 199,214
Administration Labor	50-51-0499-6995	\$ 128,665	\$ 137,959	\$ -	\$ 137,959
Total LWD Labor		\$ 314,729	\$ 337,173	\$ -	\$ 337,173
TOTAL CIP PROGRAM		\$ 6,336,971	\$ 5,667,154	\$ 658,760	\$ 5,008,394

Total Direct Labor	\$ 249,214
Total District Engineering Services	\$ 60,000