

AGENDA FOR A SPECIAL MEETING OF THE BOARD OF DIRECTORS  
OF THE VALLECITOS WATER DISTRICT  
TUESDAY, MAY 10, 2022, AT 5:00 P.M.  
AT THE DISTRICT OFFICE  
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

CALL TO ORDER – PRESIDENT ELITHARP

NOTICE TO THE PUBLIC

Meetings of the Board of Directors of the Vallecitos Water District will be held in the Board Room at the District Office located at 201 Vallecitos de Oro, San Marcos, California, on the date and time identified above.

Vallecitos Water District is following the guidance issued by the County of San Diego, effective March 1, 2022, which follows the California Department of Public Health guidance which recommends that persons attending public meetings are strongly recommended to wear a face covering in indoor public settings, whether vaccinated or not. The Department of Industrial Relations also strongly recommends, but does not require, the use of face coverings by all visitors.

BROADCAST OF THE MEETING. Members of the public may watch the meeting live via computer or smart device by going to the District's website: [www.vwd.org/meetings](http://www.vwd.org/meetings) and clicking on the "Watch Live" icon; however, they will not be able to participate in the meeting remotely.

LISTEN TO THE MEETING. Members of the public may listen to the meeting live on their phone by dialing (888) 788-0099 (Toll Free) or (877) 853-5247 (Toll Free). When prompted, enter the meeting ID and Passcode displayed on the District's website.

PLEDGE OF ALLEGIANCE

ROLL CALL

ADDITIONS TO THE AGENDA

Items may be added to the Agenda in accordance with Section 54954.2(b)(2) of the Government Code upon a determination by a majority vote of the Vallecitos Board that an emergency situation exists, as defined in Section 54956.5, or upon a determination by a two-thirds vote of the Board present at the meeting, or, if less than two-thirds of the Board are present, a unanimous vote of Board members present, that there is a need to take immediate action and that the need for action came to the attention of the Vallecitos Water District subsequent to the agenda being posted.

ADOPT AGENDA FOR THE SPECIAL MEETING OF MAY 10, 2022

PUBLIC COMMENT

Persons wishing to address a matter not on the Agenda may be heard at this time; however, no action will be taken until the matter is placed on a future agenda in accordance with Board policy. Public comments are limited to three minutes. A Request to Speak form is required to be submitted to the Executive Assistant prior to the start of the meeting, if possible. Public comment should start by stating name, address and topic. The Board is not permitted during this time to enter into a dialogue with the speaker.

PRESENTATION

Fifth grade students from La Costa Meadows Elementary School who participated in the Water Leadership Program will provide a presentation.

CONSENT CALENDAR

All matters listed under the Consent Calendar are expected to be routine and non-controversial, to be acted upon by the Board by one motion. There will be no separate discussion of these items, unless a Board member or member of the public requests that a particular item(s) be removed from the Consent Calendar, in which case it will be considered separately under Action Items.

1.1 APPROVAL OF MINUTES (pp. 5-17)

- A. REGULAR BOARD MEETING – APRIL 20, 2022
- B. ENGINEERING/EQUIPMENT COMMITTEE MEETING – APRIL 26, 2022
- C. BOARD WORKSHOP MEETING – APRIL 27, 2022

*Approved minutes become a permanent public record of the District.*

**Recommendation: Approve Minutes**

1.2 WARRANT LIST THROUGH MAY 10, 2022 - \$3,890,404.05 (pp. 18-20)

**Recommendation: Approve Warrant List**

1.3 TASK ORDER AMENDMENT APPROVAL FOR THE MEADOWLARK WATER RECLAMATION FACILITY LANDSCAPING IMPROVEMENTS PROJECT (pp. 21-23)

*The existing landscape needs improvements to address the high maintenance, erosion on steeper slopes, and aesthetically inconsistent theme.*

**Recommendation: Authorize the General Manager to Execute Amendment No. 1 Under the Current Task Order with NV5**

1.4 RESOLUTION FOR DISTRICT CREDIT CARD POLICY UPDATE (pp. 24-27)

*The District's credit card policy designates specific staff members' authorization to utilize District credit cards in the course of conducting official District business.*

**Recommendation: Adopt Resolution**

1.5 CONSIDERATION OF ORGANIZATIONAL ACHIEVEMENT AWARDS (pp. 28-29)

*The District's Employee Recognition Program recognizes employees for their individual and team contributions in support of the District's Mission and Vision.*

**Recommendation: Approve Organizational Achievement Awards**

\*\*\*\*\*END OF CONSENT CALENDAR\*\*\*\*\*

ACTION ITEM(S)

2.1 ADOPTION OF RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLECITOS WATER DISTRICT APPROVING ENCINA WASTEWATER AUTHORITY'S FISCAL YEAR 2023 OPERATING AND CAPITAL IMPROVEMENT BUDGET (pp. 30-85)

*The Encina Basic Agreement requires unanimous approval of the Encina Wastewater Authority budget by member agencies prior to the budget becoming effective.*

**Recommendation: Adopt a Resolution Approving the Encina Wastewater Authority's Fiscal Year 2023 Recommended Operating and Capital Improvement Budget**

2.2 VALLECITOS WATER DISTRICT FISCAL YEAR 2022/2023 BUDGET UPDATE (pp. 86-247)

*Staff will provide an update on the budget process to date.*

**Recommendation: For Information and Discussion Only**

\*\*\*\*\*END OF ACTION ITEMS\*\*\*\*\*

REPORTS

3.1 GENERAL MANAGER

3.2 DISTRICT LEGAL COUNSEL

3.3 SAN DIEGO COUNTY WATER AUTHORITY

3.4 ENCINA WASTEWATER AUTHORITY

- *Board of Directors Meeting*
- *Capital Improvement Committee*
- *Policy and Finance Committee*

3.5 STANDING COMMITTEES

3.6 DIRECTORS REPORTS ON MEETINGS/CONFERENCES/SEMINARS ATTENDED

**\*\*\*\*\*END OF REPORTS\*\*\*\*\***

OTHER BUSINESS

4.1 MEETINGS

**San Marcos Chamber of Commerce 8<sup>th</sup> Annual State of the City/Excellence in Business Awards Luncheon – June 8, 2022**

**\*\*\*\*\*END OF OTHER BUSINESS\*\*\*\*\***

5.1 DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

**\*\*\*\*\*END OF DIRECTORS COMMENTS/FUTURE AGENDA ITEMS\*\*\*\*\***

6.1 ADJOURNMENT

**\*\*\*\*\*END OF AGENDA\*\*\*\*\***

If you have any disability which would require accommodation in order to enable you to participate in this meeting, please call the Executive Assistant at 760.744.0460 ext. 261 at least 48 hours prior to the meeting.

Audio and video recordings of all Board meetings are available to the public at the District website [www.vwd.org](http://www.vwd.org)

AFFIDAVIT OF POSTING

I, Ann Johnson, Executive Assistant of the Vallecitos Water District, hereby certify that I caused the posting of this Agenda in the outside display case at the District office, 201 Vallecitos de Oro, San Marcos, California by 4:30 p.m., Friday, May 6, 2022.

\_\_\_\_\_  
Ann Johnson

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE VALLECITOS WATER DISTRICT  
WEDNESDAY, APRIL 20, 2022, AT 5:00 PM, AT THE DISTRICT OFFICE  
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

President Elitharp called the Regular meeting to order at the hour of 5:00 p.m.

Present: Director Boyd-Hodgson  
Director Elitharp  
Director Hernandez  
Director Pennock  
Director Sannella

Staff Present: General Manager Pruum  
Assistant General Manager Gumpel  
Legal Counsel Gilpin  
Administrative Services Manager Emmanuel  
District Engineer Hubbard  
Finance Manager Owen  
Operations & Maintenance Manager Pedrazzi  
Development Services Senior Engineer Lopez  
Public Information/Conservation Supervisor Robbins  
Principal Financial Analyst Arthur  
Information Technology Technician Todd  
Executive Assistant Johnson

Director Hernandez led the pledge of allegiance.

ADDITIONS TO THE AGENDA

None.

ADOPT AGENDA FOR THE REGULAR MEETING OF APRIL 20, 2022

22-04-06 MOTION WAS MADE by Director Boyd-Hodgson, seconded by Director Sannella, and carried unanimously, to adopt the agenda for the Regular Board Meeting of April 20, 2022.

PUBLIC COMMENT

None.

CONSENT CALENDAR

22-04-07 MOTION WAS MADE by Director Sannella, seconded by Director Hernandez, and carried unanimously, to approve the Consent Calendar as presented.

1.1 Approval of Minutes

- A. Engineering/Equipment Committee Meeting – March 23, 2022
- B. Public Awareness/Personnel/Policy Committee Meeting – April 4, 2022
- C. Regular Board Meeting – April 6, 2022
- D. Finance/Investment Committee Meeting – April 11, 2022

1.2 Warrant List through April 20, 2022 - \$3,709,151.43

1.3 Financial Reports

- A. Water Meter Count – March 31, 2022
- B. Water Production/Sales Report – 2021/2022
- C. Quarterly Financial Report – March 31, 2022
- D. Per Capita Water Consumption – March 31, 2022
- E. Water Revenue and Expense Report – March 31, 2022
- F. Sewer Revenue and Expense Report – March 31, 2022
- G. Reserve Funds Activity – March 31, 2022
- H. Investment Report – March 31, 2022
- I. Legal Fees Summary – March 31, 2022

1.4 Operations & Maintenance Metrics Quarterly Report – March 31, 2022

1.5 Approval of Construction Agreement for Discovery Village Segment 2B Water Improvements (Discovery SL, LLC)

1.6 Approval of Construction Agreement for Discovery Village Segment 3 Water Improvements (Discovery SL, LLC)

1.7 Approval of Construction Agreement for High Point Water Main Replacement Phase 1 (TTLC CALWEST, LLC)

1.8 Final Acceptance of Water and Sewer Improvements for Sunset Ridge Subdivision Improvements (Raecorte Development, LLC)

1.9 Pay Adjustment for Operations and Maintenance Contract Coordinator

ACTION ITEM(S)

WATER SUPPLY CONDITIONS UPDATE AND GOVERNOR'S REQUEST

Public Information/Conservation Supervisor Robbins facilitated a presentation, Update on Water Supply Conditions, as follows:

- Vallecitos Currently in a Level 1 – Drought Watch
- Northern Sierra 8-Station Precipitation Index
- Snowpack Water Content
- California Reservoir Storage
- Colorado River Status
- Three-Month Temperature Outlook
- Three-Month Precipitation Outlook
- Governor Newsom Asks Water Agencies to Move to Level 2
- Governor’s Executive Order of March 28, 2022
- Decorative Grass or Non-Functioning Turf
- Level 2 Drought Alert – 20% Reduction
- Vallecitos Water District Ordinance No. 219
- Recommendation

Public Information/Conservation Supervisor Robbins stated the Governor’s Executive Order of March 28, 2022, calls for local water suppliers to move to Level 2 of their Water Shortage Contingency Plans and directs the State Water Resources Control Board to consider a ban on watering decorative grass at businesses and institutions.

General discussion took place during and after the presentation.

Staff recommended the Board declare a Level 2 – Drought Alert within the District’s service area, limiting customer irrigation to two days per week through May and three days per week June through October on a schedule of their own choosing.

Further general discussion took place.

22-04-08 MOTION WAS MADE by President Elitharp, seconded by Director Hernandez, and carried 4 – 1, with Director Sannella voting no, to approve staff’s recommendation to declare a Level 2 – Drought Alert.

### 2022 COST OF SERVICE STUDY UPDATE

Principal Financial Analyst Arthur presented an update on the Cost of Service Study (COSS) which included the following:

- COSS Calendar
- Fixed Ready-to-Serve (RTS) Charges
- Commodity Rates
- Sample Bill
- Drought Rates
- Proposition 218
- Rate Survey
- COSS Report

Principal Financial Analyst Arthur stated staff will provide the Board with a copy of the Comprehensive Water Cost-of-Service Study and draft Proposition 218 Notice in advance of the May 10, 2022, Special Board meeting, at which the COSS will be discussed again.

General discussion took place during and after the presentation.

This item was presented for information only.

SAN DIEGO NORTH ECONOMIC DEVELOPMENT COUNCIL (SDNEDC) ANNUAL ECONOMIC SUMMIT

General Manager Pruim stated the SDNEDC will be holding its 9<sup>th</sup> Annual North County Economic Summit on Wednesday, May 11, 2022. The SDNEDC is not on the list of organizations for which meetings are considered compensable under Ordinance No. 216; therefore, prior approval for per diem and expense reimbursement is required.

General discussion took place.

22-04-09 MOTION WAS MADE by Director Hernandez and seconded by President Elitharp to approve per diem and expenses to attend the SDNEDC Economic Summit.

Further discussion took place regarding the benefit and cost of attending the event.

22-04-10 MOTION WAS MADE by Director Hernandez, seconded by President Elitharp, and carried unanimously, to approve per diem and expenses for Director Hernandez to attend the 2022 SDNEDC Economic Summit.

REPORTS

GENERAL MANAGER

General Manager Pruim reported the following:

- At their annual awards ceremony on April 14, 2022, the California Water Environment Association presented the District with two awards: second place for Tertiary Treatment Plant (Meadowlark Water Reclamation Facility) and first place for Best Use of Social Media (“Work We Do” video series).
- The next Board meeting will be a Special Board meeting on May 10, 2022. At that meeting, fifth grade students from La Costa Meadows Elementary School who participated in the Water Leadership Program provided by Bill Dean will be in attendance to make a presentation to the Board.



DISTRICT LEGAL COUNSEL

Legal Counsel Gilpin reported that the Kessner litigation has been dismissed, and provided an update on Assembly Bill (AB)1944 which was reintroduced yesterday. AB 1944 is an amendment to the Brown Act which would allow Directors to attend public meetings virtually, outside of a state of emergency or pandemic, without the requirement of posting their location on the agenda. A majority of the Board would still be required to be physically within the District's jurisdiction during a public meeting.

SAN DIEGO COUNTY WATER AUTHORITY

Director Elitharp stated the SDCWA Board will hold their regular meeting on April 28, 2022.

ENCINA WASTEWATER AUTHORITY

Director Hernandez reported that the Capital Improvement Committee met this morning. The Committee received updates on several projects and reviewed the EWA budget.

Director Sannella stated the Policy and Finance Committee met on April 12, 2022. The Committee received updates on the proposed EWA operating budget and air quality health risk assessment.

STANDING COMMITTEES

Director Sannella stated the Hillside Property Development Ad Hoc Committee will meet on April 22. The Committee will be conducting interviews with firms to assist in developing options for the Board's consideration.

President Elitharp summarized the discussion that took place at the Engineering/Equipment Committee meeting on April 11.

DIRECTORS REPORTS ON TRAVEL/CONFERENCES/SEMINARS ATTENDED

Director Boyd-Hodgson reported on her attendance to a California Special Districts Association virtual workshop, Prevailing Wage: Basics and Beyond.

OTHER BUSINESS

None.

DIRECTORS COMMENTS/FUTURE AGENDA ITEMS

Director Hernandez requested an update on the Lake San Marcos lawsuit. Legal Counsel Gilpin will report back at the next Board meeting.

General Manager Pruim stated the public workshop meeting regarding capacity funds is scheduled for Wednesday, April 27 at 5:00 p.m. in the Board Room.

Director Sannella suggested that during the current review of Ordinance No. 216, the subject of the Board's conference attendance be reviewed.

ADJOURNMENT

There being no further business to discuss, President Elitharp adjourned the Regular Meeting of the Board of Directors at the hour of 6:30 p.m.

A Special Meeting of the Vallecitos Board of Directors has been scheduled for Tuesday, May 10, 2022, at 5:00 p.m. at the District office, 201 Vallecitos de Oro, San Marcos, California.

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Craig Elitharp, President  
Board of Directors  
Vallecitos Water District

ATTEST:

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Glenn Pruim, Secretary  
Board of Directors  
Vallecitos Water District

MINUTES OF A MEETING OF THE  
ENGINEERING/EQUIPMENT COMMITTEE  
OF THE VALLECITOS WATER DISTRICT  
TUESDAY, APRIL 26, 2022, AT 3:00 P.M.  
AT THE DISTRICT OFFICE IN THE BOARD ROOM  
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

Director Hernandez called the meeting to order at the hour of 3:00 p.m.

Present: Director Elitharp  
Director Hernandez  
Assistant General Manager Gumpel  
District Engineer Hubbard  
Capital Facilities Senior Engineer Morgan  
Engineering Services Assistant Fretwell

PUBLIC COMMENT

None.

ITEM(S) FOR DISCUSSION

CAPITAL IMPROVEMENT PROJECTS QUARTERLY UPDATE

Capital Facilities Senior Engineer Morgan briefly demonstrated where quarterly updates for Capital Improvement Program (CIP) projects can be accessed on the District's website: <https://www.vwd.org/departments/engineering/capital-facilities>.

Capital Facilities Senior Engineer Morgan provided a brief update on three of the CIP projects currently listed online for Quarter 3 of Fiscal Year (FY) 2021-2022. A contract has been awarded for the Sewer Lining and Rehabilitation 2021 Project, and construction will be mobilized in May 2022. The San Marcos Interceptor Phase 2 Project has been completed. It is still on the list since retention was paid in the third quarter. Sage Canyon Tank Refurbishment is currently in construction. The 3.7 million gallon (MG) water tank is undergoing a coating and structural refurbishment with an expected July or August completion date.

Regarding the San Marcos Interceptor Phase 2 Project, Director Elitharp asked if trunk laterals join the sewer interceptor within the San Marcos Creek boundaries and if there was any need for special construction. Capital Facilities Senior Engineer Morgan stated an 8" diameter collector pipe joins the sewer interceptor at a manhole, not on the mainline. Assistant General Manager Gumpel added most trunk sewer lateral connections are out of the creek boundaries on the San Marcos Boulevard side. Two sewer lines cross the San Marcos Creek at Bent Avenue and Via Vera Cruz before they tie into the interceptor sewer.

Director Elitharp asked for an update on the Meadowlark Water Reclamation Facility's (MRF) Sodium Hypochlorite Project. Capital Facilities Senior Engineer Morgan stated that a meeting occurred on the same day to finalize the preliminary design report (PDR). Trussell Technologies participated in the meeting to provide peer review services. The next expected deliverable will be 60% design.

Assistant General Manager Gumpel stated that the Capital Department has been busy and productive with the 13 active CIP projects.

TASK ORDER AMENDMENT APPROVAL FOR THE MEADOWLARK WATER RECLAMATION FACILITY LANDSCAPING IMPROVEMENTS PROJECT

Capital Facilities Senior Engineer Morgan provided background information on the Landscaping Improvements Project. He stated several reasons Meadowlark Water Reclamation Facility (MRF) needs landscaping improvements: 1) landscaping requires high maintenance; 2) erosion and runoff; 3) aesthetically inconsistent theme; and 4) irrigation system challenges.

Capital Facilities Senior Engineer Morgan stated that NV5 completed the preliminary design report (PDR) and conceptual layouts, which include areas for new plantings, selective replacement plantings, a rock garden, and a multi-purpose trail. To prevent storm water runoff, the slope will be stabilized with modular retaining walls, a bonded fiber matrix, biodegradable matting, and/or landscape boulders. These measures will keep the area in regulatory compliance. Low-maintenance native and non-native plants were chosen and will provide aesthetics and reduce staff maintenance. There are various options for sculptural accents and water features in the PDR. The overall landscape will change to provide the Operations and Maintenance Departments safe access to perform routine maintenance and improve the irrigation system.

With a task order amendment approval, the project will go into the final design phase. The schedule outlines final design to end in May 2022. The bid advertisement will go out in September and will be awarded in November. Construction is anticipated to begin in January 2023 and end in April 2023.

Capital Facilities Senior Engineer Morgan stated the project is identified and approved in the FY 21/22 Budget with a budget amount of \$180,000. The project funding source is 100% from Sewer Replacement funds. The total estimated project cost and budget summary are as follows:

Budget	\$ 180,000
PDR	\$ 20,618
Design Phase Services	\$ 45,655
Design Phase Services (Staff)	\$ 10,000*
Overhead and Materials	\$ 20,000*
Construction Contract	\$ <u>TBD</u>
Total	\$ 96,273*

\*Estimated Fee

The FY 22/23 project budget is being increased to accommodate the complete scope of work.

Director Hernandez asked if the District requires approval from the City of Carlsbad. Assistant General Manager Gumpel stated that since the project is on the District's site, the District is exempt from those types of permits. Water facilities and existing sewer facilities have broad exemptions. However, to build a new sewer facility the District would not be exempt from land use agencies' jurisdictions.

Staff is seeking the Engineering & Equipment Committee's support of staff's recommendation to execute an amendment under the current task order with NV5 in the amount of \$45,655 for final design phase services for the MRF Landscaping Improvements Project. Also, staff would like the support of the Committee to put this item on the consent calendar at the first Board meeting in May 2022.

The Committee supports staff's recommendation.

#### FREQUENCY OF ENGINEERING/EQUIPMENT COMMITTEE MEETINGS

Assistant General Manager Gumpel stated that the District has many projects in the construction phase within the Capital and Development Services departments. There will not be many upcoming items that need Committee input or review. Staff is seeking approval to move the Engineering/Equipment Committee Meetings to a quarterly basis instead of a monthly basis. This proposed schedule would coincide with the Capital Department's quarterly updates and the Development Services Department's bi-annual updates. If items require further input or review from the Committee, meetings may be scheduled in between the quarterly meetings based on availability and need.

The Committee supports staff's recommendation to move Engineering/Equipment Committee meetings to a quarterly schedule for a two quarter trial period. Director Hernandez reinforced that the Committee would like to review change orders and to add additional meetings for complicated items. District Engineer Hubbard stated that when items need feedback and support from the Committee, staff will seek additional meetings.

#### OTHER BUSINESS

None.

#### ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at the hour of 3:21 p.m.

MINUTES OF A WORKSHOP MEETING OF THE BOARD OF DIRECTORS  
OF THE VALLECITOS WATER DISTRICT  
WEDNESDAY, APRIL 27, 2022, AT 5:00 PM, AT THE DISTRICT OFFICE  
201 VALLECITOS DE ORO, SAN MARCOS, CALIFORNIA

President Elitharp called the Workshop Meeting to order at the hour of 5:00 p.m.

Present: Director Boyd-Hodgson  
Director Elitharp  
Director Hernandez  
Director Pennock  
Director Sannella

Staff Present: General Manager Pruim  
Assistant General Manager Gumpel  
Legal Counsel Gilpin  
District Engineer Hubbard  
Finance Manager Owen  
Capital Facilities Senior Engineer Morgan  
Development Services Senior Engineer Lopez  
Accounting Supervisor Rathsam  
Principal Financial Analyst Arthur  
Information Technology Technician Todd  
Executive Assistant Johnson

Director Sannella led the pledge of allegiance.

ADDITIONS TO THE AGENDA

None.

ADOPT AGENDA FOR THE WORKSHOP MEETING OF APRIL 27, 2022

22-04-11 MOTION WAS MADE by Director Hernandez, seconded by Director Boyd-Hodgson, and carried unanimously, to adopt the agenda for the Workshop Meeting of April 27, 2022.

PUBLIC COMMENT

None.

ITEM FOR DISCUSSION

### CAPITAL FACILITIES EXPANSION (CAPACITY) FUND PRESENTATION

President Elitharp stated the purpose of the Workshop Meeting was to continue discussion regarding the District's capacity funds and the differences in finances between the District's ratepayer funds and capacity funds.

General Manager Pruim briefly discussed how the District manages its public funds, differentiating between water replacement and capacity funds and wastewater replacement and capacity funds. Monies are never moved between the four separate funds or used for purposes other than for the purpose the funds were received. He stated a small group of ratepayers has raised concerns regarding the capacity fund deficit which was eliminated when the District issued \$28 million in debt in August 2021. Debt service payments to repay that debt will be made from the fees collected from developers, not ratepayers.

Assistant General Manager Gumpel presented information on the following:

- Pieces of the Master Plan and Nexus Study
  - Land Use
  - Future Growth Projections
  - Duty or Use Factors
  - Historical Water and Sewer Demands
  - Industry Standards
  - Design Criteria
  - Water and Sewer Models
  - Capital Improvement Program (CIP)
  - Program Environmental Impact Report (PEIR)
  - General Public Outreach
  - Organizations Outreach
  - Building Industry Association and Development Community Input
  - Mitigation Fee Act and Other Laws
  - Capacity Fee Nexus Study
  - Flexibility
- Capacity Fee Methodology
- District Sewer Infrastructure
- District Water Infrastructure
- District CIP Detail
- Capacity Fee General Methodology
- Anticipated Schedule
- Conclusion - Each Component of the Process Is Critical

General discussion took place.

Finance Manager Owen facilitated a presentation, Capital Facilities Expansion (Capacity) Fund, as follows:

- Purpose of the Presentation – Are Ratepayers Funding Development?
- District Reserves
- Replacement Fund
  - Customer Rates
- Cost of Service Study 2019
- District Reserve Policy
- Best Practices
- District Policy
- Replacement Reserves
- Capacity Reserves
- Capacity Fee Timing
- Scenarios – Capacity Fee Model
- Capacity Reserves – Historical
- Capacity Fund Deficit
- Capacity Shortfall Action Plan
- Capacity Reserves
- Capacity Fees
- Summary
- Conclusion – Are Ratepayers Funding Development? No. Growth Pays for Growth.

General Manager Pruim stated the District is well positioned for the future with healthy reserve levels and that the District's water rates are in the lowest quartile in San Diego County.

General discussion took place.

The Board heard comments and questions from members of the public Melissa Magallanes, Fran Grizas, Donna Nickel, Tom Scaglione, and Susie Glass. Staff responded to the public's questions.

### OTHER BUSINESS

None.

### ADJOURNMENT

There being no further business to discuss, President Elitharp adjourned the Workshop Meeting of the Board of Directors at the hour of 7:36 p.m.



A Special Meeting of the Vallecitos Board of Directors has been scheduled for Tuesday, May 10, 2022, at 5:00 p.m. at the District office, 201 Vallecitos de Oro, San Marcos, California.

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Craig Elitharp, President  
Board of Directors  
Vallecitos Water District

ATTEST:

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Glenn Pruim, Secretary  
Board of Directors  
Vallecitos Water District

VALLECITOS WATER DISTRICT  
WARRANTS LIST  
May 10, 2022

PAYEE	DESCRIPTION	CHECK#	AMOUNT
CHECKS			
Garnishments	Payroll Garnishments	123968 through	-
Accurate Security Pros, Inc.	District Back Gate - Power Supply Installation	123971	525.00
Advanced Imaging Solutions, Inc.	Copier Lease - Apr	123972	2,451.32
AED Brands, LLC	AED Replacements - 5 Units, AED Pads & Battery Replacements	123973	6,101.75
Air Pollution Control District	Emission Fee Renewals - 3 Locations	123974	2,978.00
Airgas USA LLC	Cylinder Rental	123975	207.67
Aloha Printing	Letterhead Envelopes - Qty 10,000	123976	2,126.58
Altman Specialty Plants Inc	Succulents For Spring Street Fair Prj 20221-48	123977	713.73
Ambius	Plant Maintenance - Mar	123978	279.00
Aqua-Metric Sales Co	6" Meter	123979	1,871.24
AT&T	Phone Svc - Mar	123980	5,188.38
Backflow Solutions, Inc.	Backflow Testing Mar - Qty 261	123981	3,901.95
BDR Communications	Closed Account Refund	123982	570.11
Best Best & Krieger	Legal Services - Feb	123983	9,876.48
Black & Veatch Corporation	Chlorine Tank Expansion Prj 20161-2 & Sodium Hypochlorite Generation MRF Prj 20171-2	123984	6,812.50
Boncor Water Systems	Soft & Drinking Water Svc - Apr	123985	1,199.00
Bonsall Petroleum Constr Inc	Fuel Island Unleaded Nozzle Repair	123986	842.75
Boot World Inc	Safety Boots - 3 Pairs	123987	450.00
Brittney Circharo	Closed Account Refund	123988	65.68
Brookfield Latitude LLC	Closed Account Refunds - 4 Properties	123989	13,797.00
Brookfield Rancho Coronado LLC	Closed Account Refund	123990	2,436.45
CCI	Water Treatment - Mar	123991	220.00
CDW Government Inc	VMware Support & Maintenance 22-23	123992	10,560.71
Consolidated Electrical Distributors, Inc.	LED Light Bulbs - 160	123993	1,465.40
Chandler Asset Management, Inc.	Investment Management Svcs - Mar	123994	3,864.83
Christina & Carlos Castaneda	Closed Account Refund	123995	128.60
Jeffrey Colwell	Video Production Svcs Prj 20221-49	123996	428.75
Controlled Motion Solutions, Inc.	Hardware Supplies	123997	184.10
Core & Main LP	Pipe Fittings For Permanent Repair of Water Main - 2	123998	1,288.23
Core Logic Information Solutions Inc	Engineering Map Svcs - Apr	123999	225.10
Corinne & Mark Larson	Closed Account Refund	124000	74.49
County of San Diego	Recording Fees - Apr	124001	1.28
County of San Diego	Recording Fees - Apr	124002	157.20
Crunch Orange County, LLC	Closed Account Refund	124003	50.30
Dan Fowler	Closed Account Refund	124004	42.78
Dennis M Carden	Closed Account Refund	124005	250.00
Diamond Environmental Services	Pumping Svcs - Montiel Wet Well Cleaning	124006	898.00
DirecTV Inc	Satellite Svcs - Mar	124007	218.98
EDCO Waste & Recycling Serv	Trash Svc - Mar	124008	1,111.32
Employment Screening Services Inc	Employment Screening Svcs	124009	192.00
Fitness Direct Inc.	Maintenance Agreement - Gym Equipment	124010	330.60
Francisco Santos	Closed Account Refund	124011	79.50
Freedom Automation Inc	Field Service Calls - 5 Integration of Pressure Stations; Twin Oaks Chemical Injection System	124012	5,200.00
Gavin & Kelsey Schmitt	Closed Account Refund	124013	30.32
Global Equipment Company Inc.	Hardware Supplies	124014	25.22
GMC Electrical, Inc.	Annual Cathodic Protection Service - For Water Storage Tanks 21-22	124015	4,200.00
Gosch Ford Escondido	2022 Ford F150 - Water Operations Prj 20221-37	124016	39,723.03
Granicus, LLC	Creation of 5 GovAccess CMS Forms Prj 20221-35	124017	640.00
Haaker Equipment Co.	Hardware Supplies	124018	36.70
Hach Company	Odor Scrubber 2 Parts, pH Probe - MRF, Water Quality Testing Supplies	124019	5,193.52
Heather Wellong Or Greg Wellong	Closed Account Refund	124020	32.40
J W D'Angelo Co Inc	Warehouse Brass Inventory Stock	124021	2,291.78
Jack Henry & Assoc Inc	Remit Plus Svc - Mar	124022	144.52
Jan-Pro of San Diego	Janitorial & Disinfecting Svcs - Mar & Apr - HQ & MRF	124023	11,294.00
Jillian Dunn	Closed Account Refund	124024	42.05
Johnson Matthey Inc	Backup Generator Monitor & Annual Service - MRF	124025	4,270.00
JCI Jones Chemicals Inc	Chlorine	124026	8,015.68
Kaman Industrial Technologies	Hardware Supplies	124027	65.00
Kelsey Structural APC	Retaining Wall For Tesla Prj 20221-8	124028	5,750.00
Knight Security & Fire Systems	Svc Bay Door Bar - MRF, Answering, Monitoring, & Patrol Svcs - Apr	124029	746.69
Leadership Development Network LLC	DISC Training Workshops - 2	124030	4,500.00
Lee Herzog	Closed Account Refund	124031	33.31
Mallory Safety & Supply, LLC	Warehouse Glove Restock - 18	124032	1,198.61
Marselino Sanchez	Reimbursement SWRCB Water Treatment Operator Cert	124033	60.00
Matheson Tri-Gas Inc	Cylinder Rental	124034	85.95
Meghan Kaplan	Closed Account Refund	124035	72.66
Mission Janitorial & Abrasive Supplies	Carpet Cleaning Chemicals	124036	238.52
Mission Resource Conservation District	Water Use Evaluations - 5 Prj 20221-51	124037	247.51
Morton Salt, Inc.	Industrial Salt	124038	4,500.43
Murray Smith, Inc.	Sodium Hypochlorite Conversion Prj 20171-2	124039	25,255.94
National Safety Services Incorporated	Confined Space Rescue Refresher Course - 3-24-22	124040	2,000.00
North County Auto Parts	Fleet Supplies - Mar	124041	1,326.86

VALLECITOS WATER DISTRICT  
WARRANTS LIST  
May 10, 2022

PAYEE	DESCRIPTION	CHECK#	AMOUNT
NV5, Inc.	Tres Amigos Waterline Prj 20201-03 & Las Posas 10" Water Replacement Prj 20181-4	124042	76,252.68
Olivenhain MWD	Woodard & Curran Grant Admin Costs	124043	539.00
Ostari Inc	IT Support - Mar	124044	7,375.00
Pacific Pipeline Supply	Fittings & Pipes For Main Break - 52, Couplings - 2, Gate Valve, Meter Boxes & Lids - 8	124045	10,800.77
Pal General Engineering	Closed Account Refund	124046	100.98
Parkhouse Tire Inc	Fleet Tires - 8	124047	3,872.68
Patriot Portable Restroom Inc	Portable Restroom Rental - Apr	124048	308.05
Penco, Inc.	Calcium Nitrate	124049	22,881.34
Poran Gailani or Mujtaba Sirat	Closed Account Refund	124050	78.55
Raymond Allyn Business Supplies	Office Furniture	124051	1,253.17
RDO Equipment	Hardware Supplies	124052	199.31
Recon Environmental Inc	Failsafe Pipeline Prj 20211-03	124053	1,061.75
Redback USA	Safety Boots - 2 Pairs	124054	267.22
Richard W. Gittings	Hillside Development - Mar	124055	8,340.00
Rick Post Welding	Welding Svcs - Water Main Break	124056	2,119.00
Road Soup LLC	Rock & Cold Mix	124057	3,715.75
Rusty Wallis Inc	Water Softener & Water System Service Apr - MRF	124058	1,072.00
Safety-Kleen Systems Inc	Washer Rental Parts & Waste Oil Pickup	124059	867.45
San Marcos Chamber of Commerce	Annual Membership 2022	124060	734.00
Sharilyn Chapin	Closed Account Refund	124061	107.20
Shelley Burckhart	Closed Account Refund	124062	82.05
SHI International Corp.	Docking Stations - 15, Adapters - 5	124063	6,829.41
Signpost Homes Inc	Closed Account Refund	124064	85.80
Southern Counties Lubricants, LLC	Diesel Fuel	124065	2,638.00
Spatial Wave Inc	Field Mapplet Software Annual Maintenance 22-23	124066	8,400.00
SSA Solar of CA 5, LLC	District Wide Solar Project	124067	24,907.37
State of California-DTSC	2021 Hazardous Waste Manifest Fees	124068	422.51
Steel-Toe-Shoes.com	Safety Boots	124069	150.00
Stericycle, Inc.	Shredding Svcs - Apr	124070	330.58
Superior Ready Mix Concrete LP	Concrete	124071	2,803.33
Terry Moritz	SWRCB - Cert Reimbursement	124072	324.99
Total Resource Mgt Inc	Maximo Support - Mar	124073	4,625.00
Trench Shoring Co	Trench Shoring Plate Rentals	124074	604.00
Turner Designs Inc	Algae Probe - Mahr Reservoir	124075	2,158.69
Underground Service Alert	Dig Alert Svc & CA State Regulatory Fees - Apr	124076	821.81
Unifirst Corporation	Uniform Delivery	124077	1,090.55
Univar USA Inc	Sodium Hypo Liquechlor	124078	2,179.86
Verizon Wireless	Cell Phone Svc - Mar	124079	2,354.03
Vesta Housing Solutions LLC	Covid 19 Trailer Rental Prj 20211-850	124080	511.82
VWR International	Potassium Iodide	124081	813.46
Erik Warner	Reimbursement - Safety Boots	124082	128.76
Bill Howe Plumbing	District HQ Bldg A Water Heater Replacements - 3	124083	8,594.21
Brookfield Rancho Coronado LLC	Paving Svcs - South Lake Pump Station	124084	14,933.50
Calolympic Safety	Safety Compliance Signs - 5	124085	825.19
Core-Rosion Products	1,000 Gallon Double Wall Safe Tank - MRF	124086	6,824.11
CWEA	Membership Renewal - J Woodard	124087	192.00
Diversified Waterscapes Inc	Compressor & Parts - South Lake Aeration Basin	124088	2,646.83
Employment Screening Services Inc	Employment Screening Svcs	124089	48.00
Fisher Scientific LLC	Lab Supplies	124090	238.07
Fitch Contracting Co.	Emergency Repair - Lake San Marcos LS Trellis	124091	9,600.00
Grainger Inc	Shelving, Backpack Sprayers - 2, Degreasers, Motor For Ventilation Fan	124092	5,530.76
Harper & Associates Inc	Sage Canyon Tank Prj 20201-6	124093	1,804.00
Lloyd Pest Control	Pest Control Svcs - Apr	124094	332.00
Pacific Pipeline Supply	Warehouse Stock, Mortar Repair Mix, & Warehouse Brass Inventory	124095	11,963.44
South Bay Foundry Inc	Manhole Lids & Risers - 23	124096	6,044.78
T.S. Industrial Supply	Pressure Check Valve For Air Compressor, Warehouse Broom Restock, & Spray Paint	124097	1,423.47
Unifirst Corporation	Uniform Delivery	124098	906.36
Walters Wholesale Electric	Potable Tank Parts - MRF, SCADA Interior Cabinet Light Prj 20201-4	124099	581.26
Waxie Sanitary Supply	Janitorial Supplies	124100	467.81
Work Partners Occupational Health Specialists	Covid Testing March Prj 20211-850, Medical Svcs Nov & Mar	124101	2,914.82
Garnishments	Payroll Garnishments	124102 through	124103
Total Disbursements (131 Checks)			491,465.99
<b>WIRES</b>			
San Diego County Water Authority	FY 21 Desal Reconciliation	Wire	661,169.00
Encina Wastewater Authority	Quarterly UAL Additional Discretionary Payment	Wire	114,101.00
Encina Wastewater Authority	Quarterly Billing	Wire	1,657,463.14
Public Employees Retirement System	Retirement Contribution - April 19, 2022 Payroll	Wire	77,365.59
Public Employees Retirement System	Retirement Contribution - May 3, 2022 Payroll	Wire	77,099.89
Total Wires			2,587,198.62
<b>PAYROLL</b>			

VALLECITOS WATER DISTRICT  
WARRANTS LIST  
May 10, 2022

PAYEE	DESCRIPTION	CHECK#	AMOUNT
Total direct deposits		Wire	250,858.91
VWD Employee Association		123968	572.00
Payroll & Garnishments	123969 through	123970	1,147.37
IRS	Federal payroll tax deposits	Wire	101,661.78
Employment Development Department	California payroll tax deposit	Wire	20,033.96
CalPERS	Deferred compensation withheld	Wire	23,994.26
VOYA	Deferred compensation withheld	Wire	<u>9,325.98</u>
Total April 19, 2022 Payroll Disbursements			<u>407,594.26</u>
Total direct deposits		Wire	246,282.43
VWD Employee Association		124102	554.00
Payroll & Garnishments		124103	997.37
IRS	Federal payroll tax deposits	Wire	99,916.06
Employment Development Department	California payroll tax deposit	Wire	19,319.14
CalPERS	Deferred compensation withheld	Wire	23,308.34
VOYA	Deferred compensation withheld	Wire	<u>9,075.98</u>
Total May 3, 2022 Payroll Disbursements			<u>399,453.32</u>
Total direct deposits		Wire	2,730.56
IRS	Federal payroll tax deposits	Wire	1,625.70
Employment Development Department	California payroll tax deposit	Wire	<u>335.60</u>
Special Payroll Disbursements (i.e., final checks, accrual payouts, etc.)			<u>4,691.86</u>
Total Payroll Disbursements			<u>811,739.44</u>
TOTAL DISBURSEMENTS			<u><u>3,890,404.05</u></u>

**DATE: MAY 10, 2022**  
**TO: BOARD OF DIRECTORS**  
**SUBJECT: TASK ORDER AMENDMENT APPROVAL FOR THE MEADOWLARK WATER RECLAMATION FACILITY LANDSCAPING IMPROVEMENTS PROJECT**

**BACKGROUND:**

The existing landscape at the Meadowlark Water Reclamation Facility (MRF) needs improvements to address the high maintenance erosion on steeper slopes, and aesthetically inconsistent theme created over the years. In addition, the existing irrigation system has experienced several clogging problems, presumably from the use of recycled water.

The MRF Landscaping Improvements Project seeks to improve the landscape by replacing the existing vegetation with drought tolerant plants, providing slope stabilization at the eroded areas, and creating safe access for District staff to perform routine maintenance.

The project is scheduled for design in the Fiscal Year (FY) 2021/2022 and construction in the FY 2022/2023 Capital Improvement Project Budget.

**DISCUSSION:**

NV5 was selected from the District's As-Needed Engineering Services List to provide a Preliminary Design Report (PDR) encompassing an initial assessment, conceptual architectural design, and construction estimate for the MRF Landscaping Improvement Project. On October 6, 2021, the District executed a Task Order in the amount of \$20,618 for the PDR.

The PDR was completed March 2021, which included a preferred plant palette combination of native species and introduced non-natives well adapted to the region. Native species will provide ecological and habitat continuity between the MRF site and surrounding canyon landscapes. The proposed plants will be arranged to balance aesthetics, function, and fire-wise BMP's. Irrigation system improvements and additional hardscape features are included in the improvements to provide operations staff functionality and access to adequately maintain MRF infrastructure and landscape. Staff requested a scope and fee for final design services from NV5 on March 28 to design and prepare the plans, technical specifications, and engineers estimate.

The project scope and staff recommendation were presented to the Engineering/Equipment Committee on April 26, 2022.

**FISCAL IMPACT:**

The project is identified and approved in the FY 21/22 Budget with a budget amount of \$180,000. The project funding source is 100% from Sewer Replacement funds. The total estimated project cost and budget summary are as follows:

Budget	\$ 180,000
PDR	\$ 20,618
Design Phase Services	\$ 45,655
Design Phase Services (Staff)	\$ 10,000*
Overhead and Materials	\$ 20,000*
Construction Contract	\$ TBD
Total	\$ 96,273*

\*Estimated Fee

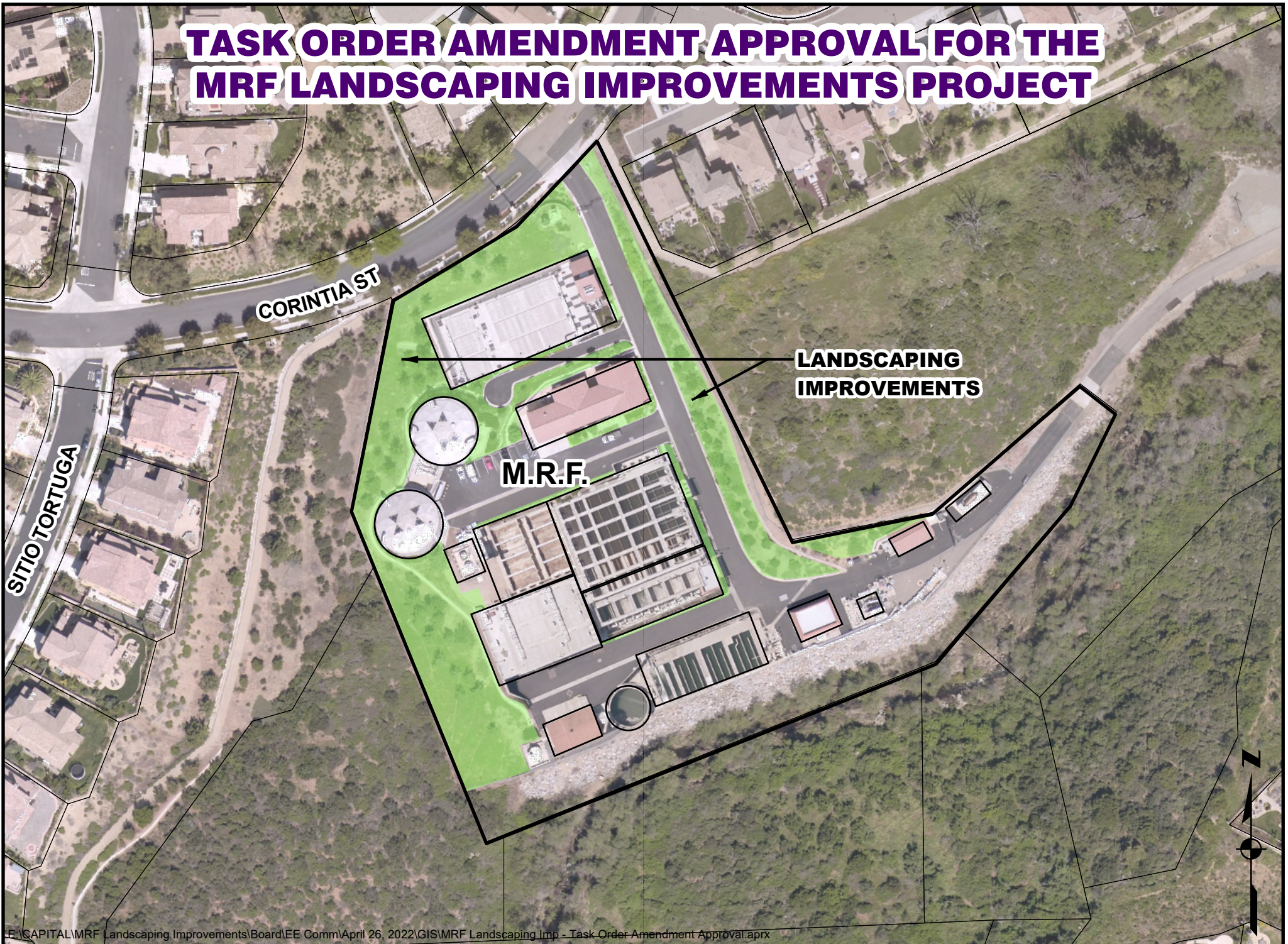
**RECOMMENDATION:**

Staff, with support from the Engineering & Equipment Committee, recommends the Board of Directors authorize the General Manager to execute Amendment No. 1 under the current Task Order with NV5 in the amount of \$45,655 for Final Design Phase Services for the MRF Landscaping Improvements Project.

**ATTACHMENT:**

Aerial exhibit

# TASK ORDER AMENDMENT APPROVAL FOR THE MRF LANDSCAPING IMPROVEMENTS PROJECT



**DATE: MAY 10, 2022**  
**TO: BOARD OF DIRECTORS**  
**SUBJECT: RESOLUTION FOR DISTRICT CREDIT CARD POLICY UPDATE**

**BACKGROUND:**

On December 7, 2016, the Board of Directors approved Resolution No. 1507, updating the District credit card policy and designating specific staff member' authorization to utilize District credit cards in the course of conducting official District business.

**DISCUSSION:**

In order to better control expenditures, the District minimizes the number of credit cards it utilizes, as well as the number of staff authorized to use the cards. Changes in personnel, purchasing responsibilities and purchasing needs dictate the need to update the credit card policy on a regular basis. An updated resolution is required to be submitted to the Board of Directors for any changes. A new resolution is attached to this staff report highlighting Section 4.1, which contains changes to the list of credit cards and authorized users.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

Staff recommends adoption of the resolution to update the list of credit cards and authorized users.

**ATTACHMENT:**

Resolution



## RESOLUTION NO.

### RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLECITOS WATER DISTRICT UPDATING CREDIT CARD POLICY AND PROCEDURES FOR THE DISTRICT AND RESCINDING RESOLUTION 1507

WHEREAS, in order to assist in the transaction of official District business, it is the stated intent and policy of the Vallecitos Water District to issue credit cards to appropriate District employees and authorize their use for official District business; and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors of the Vallecitos Water District does hereby enact as follows:

#### **Section 1: Oversight**

Section 1.1: The General Manager shall determine the appropriate District employees to be issued credit cards. The Finance Manager is hereby designated the responsibility of credit card issuance, accounting, monitoring of use, credit card retrieval, payment of all charges, maintenance of a list of authorized users and cards assigned to them and general compliance with this resolution.

#### **Section 2: Authorization, Use, Reporting and Return**

Section 2.1: Only those who are authorized by the General Manager and who have signed a Credit Card user Agreement may use District credit cards.

Section 2.2: Credit cards shall only be used to purchase goods or services directly related to official District business.

Section 2.3: Determination of the appropriate use of District credit cards, including setting credit limits on individual accounts, shall be solely within the discretion of the General Manager or designee.

Section 2.4: All authorized users of District credit cards shall make purchases only in accordance with the District's purchasing policy. The only credit card purchases allowed for travel are those expenses that would otherwise be reimbursable under the Conference Attendance, Expense Reimbursement and Travel Policy, Resolution No. 1499.

Section 2.5: District credit card users shall submit appropriate documentation detailing the goods and/or services purchased, the cost of the goods and/or services, the date of the purchase and the official business purpose to the Accounting Department promptly upon making charges against the card.

Section 2.6: District credit cards shall not be used for cash advances, personal use, or any type of purchase not specifically permitted under the District's Purchasing Policy.

Section 2.7: Authorized employees who are issued District credit cards shall be responsible for their custody and protection against theft or misuse and shall immediately notify the Finance Manager if the credit card is lost or stolen.

Section 2.8: Authorized employees who are issued District credit cards shall return credit cards immediately upon termination of employment or service with the District.

Section 2.9: Outstanding balances of District credit cards, including interest due on an extension of credit under the credit card arrangement, shall be paid in full within thirty (30) days of the initial statement date.

### **Section 3: Internal Controls**

Section 3.1: A current list of all credit cards, authorized users and credit limits shall be kept on file with the Finance Manager at all times. The updated list of Credit Card Holders is set forth in Section 4, below.

Section 3.2: The list referenced in section 3.1 above shall be submitted to the Board of Directors for any changes.

Section 3.3: The supervisor of the department wherein a credit card purchase is made shall review and approve all documentation detailing the goods and/or services purchased, the cost of the goods and/or services, the date of the purchase and the official business purpose prior to submission of invoices to the Accounting Department for payment.

Section 3.4: The Board of Directors shall be responsible for approval of payment through regular review and approval of the Warrant List at a duly noticed Board of Directors meeting.

Section 3.5: Any employee of the District who violates the provisions of this policy shall be subject to disciplinary action, up to and including termination, as well as appropriate criminal and/or civil action.

### **Section 4: Credit Card Holders**

Section 4.1: Updated 5/3/22

Employee	Card(s)	Title
Glenn Pruim	Union Bank	General Manager
Ed Pedrazzi Meagan Funk	Union Bank (Shared Company Card)	Operations & Maint Mgr O&M Contract Coordinator
Dennis Bowman	Home Depot Fry's Smart & Final	Senior Purchasing Specialist
Virginia Saavedra Veronica Flores	Union Bank (Shared Company Card) Smart & Final	Finance Assistant Cashier/Receptionist

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Vallecitos Water District at a Special meeting held on the 10<sup>th</sup> day of May 2022, by the following roll call vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

---

Craig Elitharp, President  
Board of Directors  
Vallecitos Water District

ATTEST:

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Glenn Pruum, Secretary  
Board of Directors  
Vallecitos Water District

**DATE: MAY 10, 2022**  
**TO: BOARD OF DIRECTORS**  
**SUBJECT: CONSIDERATION OF ORGANIZATIONAL ACHIEVEMENT AWARDS**

**BACKGROUND:**

The District's Employee Recognition Program recognizes employees in a variety of ways for their individual and team contributions in support of the District's Mission and Vision. Employees who receive certifications and other individual achievements may be recognized at a regular Board meeting. Other forms of recognition are at the discretion of the District. The total cost of awards per year will not exceed \$8,000 (excluding service awards).

**DISCUSSION:**

Organizational Achievement Awards are lump sum monetary awards awarded by the Board with gainsharing funds, or when the District, specific department, or function, receives state or local awards from external organizations (i.e., CSDA, CWEA, or CASA). At the Board meeting held on April 20, 2022, General Manager Pruum reported the District had won an award from the California Water Environment Association (CWEA): First Place for Community Engagement & Outreach Best Use of Social Media for the District's "Work We Do" videos.

This award recognizes achievements in promoting awareness and understanding of water quality issues through social media campaigns. As summarized by CWEA:

"VWD began creating videos to document the District's workforce and infrastructure improvements on social media platforms, the District's website and its YouTube channel. The "Work We Do" videos give the public an opportunity to see crews in action providing our community with reliable drinking water and wastewater services, protecting the environment, raising up the next generation of water workers and more.

The videos are featured on VWD's website, on social media (Facebook, Twitter and LinkedIn) and YouTube. This enables VWD's message to be shared incredibly quickly. The San Diego County Water Authority uses these videos on their Water News Network platform for the entire San Diego region.

The District also partnered with the Center for Water Studies to promote the "Work We Do" videos and educate students on careers in the water and wastewater industry, and they are viewed in the classroom and on social media at the university."

Staff recommends the Board consider Organizational Achievement Awards for the three employees directly responsible for the creation and sharing of the District's "Work We Do" videos on social media: Public Information/Conservation Supervisor Chris Robbins, and Public Information Representatives Lisa Urabe and Alicia Yerman.

**FISCAL IMPACT:**

The lump sum bonuses for the California Water Environment Association (CWEA) Community Engagement & Outreach Best Use of Social Media 2021-22 Award would be paid from the Fiscal Year 2021/2022 budget for the Employee Recognition Program.

**RECOMMENDATIONS:**

Approve Organizational Achievement Awards for the above-named employees which would include individual lump sum bonuses in the amount of \$100.

**ATTACHMENT:**

None.

**DATE: MAY 10, 2022**  
**TO: BOARD OF DIRECTORS**  
**SUBJECT: ADOPTION OF RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLECITOS WATER DISTRICT APPROVING ENCINA WASTEWATER AUTHORITY'S FISCAL YEAR 2023 OPERATING AND CAPITAL IMPROVEMENT BUDGET**

**BACKGROUND:**

The Vallecitos Water District is a party to the Encina Joint Powers Basic Agreement entered into on July 13, 1961, for the acquisition, construction, ownership, operation, and maintenance of the Encina Joint Sewer System. The Encina Basic Agreement requires unanimous approval of the Encina Wastewater Authority (EWA) budget by member agencies prior to the budget becoming effective. The EWA board will be considering final budget adoption at its meeting scheduled for July 27, 2022.

**DISCUSSION:**

Attached for the Board's information are excerpts from the final EWA recommended budget. The fiscal year ending 2023 budgets of EWA as unanimously approved by the EWA Board of Directors and the Joint Advisory Committee on April 27, 2022, are \$27.0 million for the total capital budget, and \$19.5 million for the total operating budget. The full budget document is available for review at the District office and online at [www.encinajpa.com](http://www.encinajpa.com).

The Proposed Encina Wastewater Authority Operating, and Capital Program Budgets total approximately \$46.5 million and are summarized below:

	Actual FY2021	Budget FY2022	Recommended FY2023	% Change
Operating Program	\$ 18,527,604	\$ 18,822,867	\$ 19,528,774	3.8%
Capital Program	\$ 26,951,478	\$ 23,294,844	\$ 27,005,586	15.9%
Combined Program Budgets	\$ 45,479,082	\$ 42,117,711	\$ 46,534,360	10.5%

The amounts shown in the table above are for the entire EWA budget. Vallecitos Water District's share of the EWA budget is dependent upon the demands place on EWA facilities and the ownership percentage currently held by the District. Based on those factors, Vallecitos' share of the Proposed 2023 Operating budget is \$3,303,792, which is \$35,152 (1.1%) lower than the FY 2022 Operating budget. Vallecitos' share of the Proposed 2023 Capital budget is \$5,602,850, which is \$982,348 (21.3%) higher than the FY 2022 Capital budget.

**FISCAL IMPACT:**

Vallecitos' share of EWA's Operating and Capital Budget have been incorporated into the District's budget, which will be considered on June 1, 2022.

**RECOMMENDATION:**

Staff recommends the Board of Directors of the Vallecitos Water District review and adopt a Resolution approving the Encina Wastewater Authority's Fiscal Year 2023 recommended Operating and Capital Improvement Budget.

**ATTACHMENT:**

1. Encina Wastewater Authority Recommended Budget including Letter of Transmittal
2. Resolution



# RECOMMENDED OPERATING & CAPITAL BUDGET

Fiscal Year 2023

Encina Wastewater Authority  
6200 Avenida Encinas  
Carlsbad, CA 92011  
(760) 438-3941  
[www.encinajpa.com](http://www.encinajpa.com)







**Mission Statement**

*“As an environmental leader, EWA provides reliable and fiscally responsible wastewater services to the communities we serve while optimizing use of renewable resources.”*

**Proudly Serving**

*Buena Sanitation District*

*City of Carlsbad*

*City of Encinitas*

*City of Vista*

*Leucadia Wastewater District*

*Vallecitos Water District*

# ENCINA WASTEWATER AUTHORITY

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## RECOMMENDED FY2023 OPERATING & CAPITAL BUDGETS

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Date: April 27, 2022  
 To: Honorable Chair and Members of the Board of Directors  
 Encina Joint Advisory Committee  
 Boards and Councils of the Encina Member Agencies  
 From: Scott McClelland, General Manager  
 Subject: Transmittal of FY2023 Recommended Operating & Capital Budgets

This letter transmits the Encina Wastewater Authority’s (EWA) Recommended Fiscal Year 2023 Operating and Capital Budgets. In conformance with the Revised Basic Agreement for Ownership, Operation and Maintenance of the Encina Joint Sewage System, this Recommended Budget estimates both the amount of money required to operate, maintain and administer the Joint System during Fiscal Year 2023, and the proportionate amount to be paid by each Member Agency.

**OPERATING BUDGET OVERVIEW**

The Recommended FY2023 Operating Budget is comprised of seven (7) operational programs that provide services to the Encina Member Agencies. Each operational program includes direct personnel and non-personnel expenses and related internal service fund (ISF) charges. The Recommended FY2023 Budget reflects management’s strategies and objectives to ensure continued achievement within each of the six (6) Business Principles identified in the Five-Year Strategic Business Plan: Protect Public Health and the Environment; Pursue Waste Resource Recovery Opportunities; Conduct Sound Planning and Invest Appropriately; Remain Efficient, Fiscally Responsible, and Innovative; Provide Meaningful Transparency; and Deliver Exceptional Member Agency Service. The Recommended FY2023 Operating Budget totals \$19.5M for the seven (7) operational programs summarized below:

Operating Program	Actual FY2021	Budget FY2022	Recommended FY2023	FY 2022 vs FY 2023 % Change
Encina Water Pollution Control Facility	\$ 14,172,954	\$ 14,813,465	\$ 15,607,229	5.4%
Environmental Compliance – Source Control	\$ 1,036,871	\$ 915,542	\$ 904,348	-1.2%
Agua Hedionda Pump Station	\$ 599,217	\$ 859,193	\$ 743,735	-13.4%
Buena Vista Pump Station	\$ 705,363	\$ 734,851	\$ 764,909	4.1%
Buena Creek Pump Station	\$ 536,675	\$ 524,451	\$ 582,396	11.0%
Carlsbad Water Recycling Facility	\$ 1,225,786	\$ 1,405,351	\$ 1,461,581	4.0%
Raceway Basin Pump Station	\$ 250,738	\$ 282,014	\$ 282,576	0.2%
<b>Sub-Total: Expenses</b>	<b>\$ 18,527,604</b>	<b>\$ 19,534,867</b>	<b>\$ 20,346,774</b>	<b>4.2%</b>
Estimated Other Operating Revenue	\$ -	\$ (712,000)	\$ (818,000)	14.9%
<b>Total Operating Budget</b>	<b>\$ 18,527,604</b>	<b>\$ 18,822,867</b>	<b>\$ 19,528,774</b>	<b>3.8%</b>

The FY2023 Operating Budget reflects EWA’s continuing commitment to provide sustainable and fiscally responsible wastewater services to the communities it serves while maximizing the use of alternative and renewable resources. The Recommended FY2023 EWPCF Operating Budget includes \$250,000 in contingency funding to help each of the Member Agencies make sufficient appropriations for their share of EWA expenditures as part of their annual budgeting processes.

**CAPITAL BUDGET OVERVIEW**

The Recommended FY2023 Capital Budget totals \$27M for the following EWA capital programs summarized below:

Capital Program	Actual FY2021	Budget FY2022	Recommended FY2023	FY 2022 vs FY 2023 % Change
EWPCF – Capital Improvements	\$ 21,584,452	\$ 16,454,000	\$ 20,900,000	27.0%
EWPCF – Planned Asset Rehabilitation	\$ 914,788	\$ 1,101,000	\$ 1,156,000	5.0%
EWPCF – Capital Acquisitions	\$ 264,961	\$ 349,000	\$ 356,000	2.0%
Remotes Facilities – Acquisitions & Rehabilitation	\$ 1,473,545	\$ 2,488,500	\$ 1,681,800	-32.4%
Allocated Personnel Expenses	\$ 2,713,732	\$ 2,902,344	\$ 2,911,786	0.3%
<b>Total Capital Budget</b>	<b>\$ 26,951,478</b>	<b>\$ 23,294,844</b>	<b>\$ 27,005,586</b>	<b>15.9%</b>

Improvement Projects are planned, scoped, and prioritized through the Comprehensive Asset Management Program (CAMP). The most recent CAMP was published in June 2021 and will continue to be updated biannually. It considers anticipated changes in regulatory requirements, prospective operational efficiencies, funding availability and other factors.

The Recommended FY2023 Capital Budget includes approximately \$2.9 million in funding for 14.01 full-time equivalent (FTE) positions. These positions include full and part-time efforts of EWA executives, professionals, managers, and technical staff who plan, direct, and support EWA’s Capital Program.

Significant Capital Improvement Projects for FY2023 funding includes the Digester Rehabilitation and Improvements (\$9.9M), the Dissolved Air Flotation Tank Repairs (\$1.8M), and Secondary Clarifiers and Strainers Improvements (\$1.6M).

EWPCF – Planned Asset Rehabilitation and Replacement (PARR) reflects minor plant rehabilitation efforts undertaken by EWA staff to maintain the \$530 million worth of Joint System assets. PARR Projects total \$1.2M. EWPCF – Capital Acquisitions total \$0.4M and reflect appropriate investment in minor infrastructure, equipment. Remote Facilities – Acquisitions and Rehabilitation total \$1.7M and reflect appropriate investment in remote facility improvements.

In closing, it would not be appropriate to transmit the Recommended FY2023 Budget without taking note of the tumultuous, unpredictable time in which much of the nation and world are experiencing while this document was being developed. After experiencing two years of a worldwide pandemic which may or may not be coming to an end, the world is now experiencing significant supply chain disruptions, price fluctuations, and inflation that has not been experienced in decades. In addition, world powers are currently in a state of unrest. Staff has made every effort to coordinate with the Member Agencies and use its best judgement in developing the budget but acknowledges the unpredictable nature in which the document was developed.

Please join me in recognizing the staff whose efforts produced this document. Joseph Spence, Assistant to the General Manager, led staff efforts in the preparation and development of the Recommended FY2023 Budget. The Executive Leadership Team coordinated the budget development processes within their respective departments. Director of Administrative Services, LeeAnn Warchol, made certain our constantly developing ideas were presented clearly, consistently and accurately.

Respectfully Submitted,



Scott McClelland  
General Manager

## Policy Brief

**Date:** April 27, 2022

**To:** Honorable Chair and Members of the Board of Directors  
 Encina Joint Advisory Committee  
 Boards and Councils of the Encina Member Agencies

**From:** Scott McClelland, General Manager

**Subject:** Workforce Staffing Strategy

The Encina Wastewater Authority’s (EWA) workforce staffing strategy is linked directly to its mission, vision, values and strategic business and tactical plans. It includes a cost-effective blend of human resources that includes permanent employees, consultants, contract and limited duration employees. Staffing decisions are based on established criteria designed to add value to the organization, reduce risk, and complement or leverage existing staff competencies.

The staffing needs of EWA are reviewed annually. With few exceptions, decisions to expand or contract EWA’s total complement of Full Time Equivalent (FTE) staff are made as part of the budget development process. Department Directors requesting additional staff are required to submit a written report to the General Manager justifying the request.

EWA’s staffing strategy centers on identifying the core workforce needed for ongoing work, which is essential to its mission on a permanent basis and should therefore be permanently staffed, as opposed to work that may be equally important to EWA but has a limited timeframe, or which has a temporary (even if several years) peak workload but is then expected to diminish. Any temporary programmatic increase in workload should consider the use of Limited Duration Employees (LDE) with an established, predictable separation date based upon the temporary nature of the work. In evaluating the need for additional staff, written justification for any new FTEs should address the following criteria:

Evaluation Criteria	Justification Must Address
Permanence	Is the work permanent in nature and not likely to diminish over time?
Reprioritization	Can work within the department be reprioritized to meet the new need, while reducing or eliminating other existing work, redeploying existing staff and negating the need to add an FTE?
Cost Effectiveness and Budget Impact	Is adding an FTE more cost effective over the expected life of the position’s work than alternative resourcing options (e.g. temporary, LDE or contract resources)?
Full Time vs. Part Time	Does the work require a full-time position, or can the work be accomplished with a half-time position?
Appropriate Classification	Can the position be filled at a lower classification and accomplish the work, while minimizing the costs to EWA?
Institutional Knowledge	Does the position require institutional knowledge that could not likely be built and sustained through the use of temporary employees, LDE’s, or contract resources?
Market Availability	What is the market availability and competitive landscape for the desired skill set of the proposed position?
Special Skills or Certifications Required	Are special skills or certification required to perform the work?
Risk Management and Transparency	Does the critical nature of the position, or the consequence of error or failure to effectively and safely perform the work make the use of outside resources impractical or too risky? Is there a concern for loss of transparency if outside resources are utilized?
Logistical Issues	Does the position’s workplace locations, demands or duties create logistical challenges that make the use of temporary or contract resources impractical?

**Contract Administrator**

The Recommended Fiscal Year 2023 Budget includes a new Contract Administrator position to support the significant increase in the activity and complexity of EWA’s contract administration, Department of Industrial Relations (DIR) compliance, legal compliance, and contract reporting. A reduction in the utilization of temporary and part-time staff partially mitigates the cost impact of this staffing recommendation. The Contract Administrator will serve as the primary technical expert for all of EWA to utilize and will be integral to EWA’s quarterly and annual reporting, and forward-looking projections. The combination of these factors requires additional staffing resources in the Capital Improvements Program. The following table of justification is provided for consideration:

Evaluation Criteria	Justification
Permanence	The recommended addition of a Contract Administrator provides the needed staffing to manage increased complexity and volume of contracts being drafted, negotiated, and monitored. The reporting of these contracts, particularly to DIR, and project activity is integral to the organization’s financial reporting and forward-looking projections. The Member Agency Managers have requested this additional reporting, asking for more details and transparency throughout EWA’s quarterly billing, EWA’s quarterly and annual projections, and EWA’s reporting of each Agency’s share of the contracted project costs. This position directly addresses a number of on-going concerns the Member Agency Managers have requested EWA to address.
Reprioritization	EWA runs a lean staffing model reliant on dedication and efficient effort from staff as well as support from outside consultants, extension of staff, and part-time labor. This position will be lieu of a part-time position which currently serves a similar role at an approximately 0.75 full time equivalent (FTE). Additional staff is being requested now that the volume has continued to grow beyond the capacity of the 0.75 FTE for the past several years.
Cost Effectiveness and Budget Impact	The additional FTE is permanent and will be partially offset by a reduction in part-time labor costs. In addition, the position will be integral to the reporting and administration of EWA’s Federal Grant administration in which some of their labor costs are anticipated to be reimbursable.
Full Time vs. Part Time	EWA has utilized a part-time position for nearly five years to fulfill the organization’s contract administration needs. Increasing activity and complexity requires this position to be transitioned into an FTE to properly support management of the on-going projects, administration, and contract reporting.
Appropriate Classification	EWA’s staffing structure has relied heavily on outside consultants, contractors, and part-time staff but increased contract administration complexity and volume requires these tasks to be brought in-house to better ensure continuation of serve and management risk.
Institutional Knowledge	It takes a considerable amount of time for a contract administrator to understand all of the systems and projects currently underway and those planned in the future. However, the additional FTE will allow for a part-time position to be transitioned over and be supported by the accounting team.
Market Availability	Market competition is extremely tight and the labor pool is very limited for contract administrators. It is essential to select an individual with the right skill set and personality to complement the existing project management and operating team skill set.
Special Skills or Certifications Required	This position requires the ability to manage complex administration, reporting and legal aspects of contracts. The position will need to be able to work independently with use of their best judgement and limited oversight.
Risk Management and Transparency	If adequate internal controls for managing contracts is not provided, EWA must rely on the extension of staff and legal counsel to lead a significant portion of the effort. Without sufficient contract administration and reporting, the organization risks scheduling, budget and quality issues.

Logistical Issues	The new position will support the organization as a whole but will work directly under the finance team. This allows for the contract administrator to integrate contract reporting directly into routine processing, quarterly reporting, and projection reporting.
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**Administrative Assistant**

The Recommended Fiscal Year 2023 Budget includes an Administrative Assistant. EWA currently has only one FTE that is dedicated to administrative support for a current staff of 72 total FTEs, that individual also provides support for miscellaneous IT systems as well so their time is not 100% dedicated to administrative functions. The addition of an Administrative Assistant will benefit all departments in the organization and relieve staff from some administrative functions thus making better use of their time. The following table of justification is provided for your consideration:

Evaluation Criteria	Justification
Permanence	This important position is needed to provide consistent professional staffing at EWA’s front desk, support the administrative and clerical needs of the organization and support EWA’s capacity to engage in projects across the facility and in the communities we serve.
Reprioritization	EWA runs a lean staffing model and takes every opportunity to reprioritize existing positions before considering adding any staff. In the past several years, EWA has placed an over reliance on temporary staffing to maintain front office coverage and administrative support for the organization. This staffing model is inefficient and routinely distracts staff from their work due to the need to train new employees two or three times a year. This disrupts the workflow which is often associated with a time sensitive schedules that must be adhered to. The temporary staffing results in constant re-training and reprioritization when the temporary staff leave for positions at other organizations that are permanent.
Cost Effectiveness and Budget Impact	The additional FTE administrative position is permanent position. The permanent position is a more cost-effective option than cycling through temporary labor, which requires retraining and loss of valuable staff time. EWA staff is spending approximately 5 months training temporary staff which costs the agency about \$31K of lost staff time and experience on training, which would be considered inefficient use of labor resources for the agency. The level of service that is required is inhibited by the lack of a permanent staff member to cover the front counter duties as well as provide administrative assistance. Until such time as it is possible to acquire a permanent administrative assistant, EWA will continue to struggle with frequent turnover which creates a situation where staff is spending time performing tasks that could be handled by a permanent position.
Full Time vs. Part Time	EWA is currently undergoing increased capital improvement projects, which in turn creates increased administrative needs for the organization. Furthermore, this position requires training and knowledge that may take a few years to fully obtain. The addition of a permanent staff member helps EWA to be more responsive to the numerous requests received from all departments including assisting with completion of paperwork, analyzing, and organizing complex documents into the records retrieval system; prepare letters, memos, reports, charts, graphs, and presentations from both verbal and written instructions to meet legislative and administrative deadlines; data entry; assisting in preparation of Board and committee agenda packages. This position will provide valuable service to all departments within the organization.
Appropriate Classification	This administrative position is an entry level position with specialize skillset to meet the needs of the agency.
Institutional Knowledge	It takes approximately 1 to 2 years of training for someone with this skillset to be able to be trained and perform at its highest potential. Having the position set at an entry level position broadens the candidate pool and should allow EWA to find a candidate that would be a good fit for the organization on a long-term basis.
Market Availability	To work in EWA’s administrative department, training is required to meet the expectations of the agencies and workload. staffing this position with temporary staff has been extremely difficult due to the unprecedented job market.



Special Skills or Certifications Required	Knowledge of modern office methods and practices, including filing systems, receptionist techniques, business correspondence, and office equipment operation. Prepare and maintain accurate and complete records and reports; learn and interpret the laws, rules, and policies governing the operation of a joint powers authority. The ability to organize, assemble, and disseminate complex data in usable forms; the ability to establish and maintain effective communication with all staff; the ability to prepare concise written and verbal reports. Ability to utilize a variety of advisory data and information such as safety regulations, training materials, legislation/regulations, purchase orders, budgets, investment guidelines, financial statements, planning documents, meeting agendas and minutes, state statutes, procedures, and non-routine correspondence.
Risk Management and Transparency	The current staffing model is unsustainable given the increased demand for administrative support from all departments. Having a reliable and consistent administrative assistant in the office will balance workload and maintain quality service at the front desk. Without a permanent position for front office coverage, staffing issues will continue to arise, which will require an adjustment in everyone’s schedule to accommodate coverage needs and reduce efficiency at all levels of the organization.
Logistical Issues	The additional FTE administrative assistant position would reduce the administrative burden on staff administrative responsibilities that currently exist. This position would report directly to the Administrative Assistant IV.

**Procurement Specialist**

The Recommended Fiscal Year 2023 Budget includes a Procurement Specialist. This position returns EWA back to a purchasing model it used several years ago which allowed for a specialist to focus on the execution of purchases, thereby allowing the Operators, Maintenance, and Administrative staff to more heavily focus on their area of expertise. The following table of justification is provided for your consideration:

Evaluation Criteria	Justification
Permanence	Senate Bill 854 is an unfunded mandate that requires EWA to comply with additional prevailing wage reporting requirements for public works contracts over \$1,000. Currently, field staff are required to perform the administrative tasks related to purchasing and contracts, taking time away from their core field functions where they are most effective. The unfunded mandate significantly increases that burden, further reducing the hours available for Operations and Technical Services staff to perform their specialized roles. We recommend returning to the staffing model that existed prior to 2012, when EWA had a dedicated Purchasing Specialist who supported all departments. Returning to that model will ensure greater organizational efficiency and effectiveness, and a consistent approach to complying with EWA’s purchasing policy and other related contract requirements/policies. In addition, our current Inventory Control Technician is nearing retirement and this position could work closely with the Inventory Control Technician and provide cross training resource to ensure there are no disruption to inventory services. All of EWA’s Member Agencies also have an FTE of the same designation.
Reprioritization	EWA runs a lean staffing model and takes every opportunity to reprioritize existing positions before considering adding any staff. Since 1995, EWA’s FTE count has only increased to accommodate positions which were needed to address increased plant complexity and safety concerns. Reassigning certified staff from other facility operations is not feasible as this position has a requirement for a unique skill set and would put the mission at risk.
Cost Effectiveness and Budget Impact	The addition of the FTE Procurement Specialist position is permanent and will remain so for as long as EWA maintains a purchasing program. From an EWA perspective, this is a more cost-effective option than cycling through temporary labor or continuing to take time away from field staff core field functions where they could be best utilized. EWA staff currently processes over 2,000 purchase orders per year. Purchase orders require a lot of administrative reporting and specialized training in compliance with EWA’s Purchasing Policy and Procedures. In addition, staff currently processes over 200 standard agreements such as design build contracts,

	professional services, technical services, and general service agreements. These agreements are technical and includes specific procurement policy language that must be followed. Contract language is complex and is not cost effective to provide continuous training to all management levels. This administrative burden reduces the amount of time that the capital improvement, operations, and technical services staff spend accomplishing field work where their time is more effectively used.
Full Time vs. Part Time	The skill set required to perform the duties of this position efficiently and accurately will take approximately two years to acquire even with prior experience in a similar role elsewhere. EWA and the operations of the plant and remote facilities have many unique systems that are uncommon to the general procurement world.
Appropriate Classification	This procurement is mid-level position that requires education, experience, certifications, and knowledge builds.
Institutional Knowledge	It takes approximately two years for a new Procurement Specialist to learn the specialized needs of the organization and legal responsibilities. Furthermore, our existing inventory control specialist is currently eligible to retire, leaving temporary non-permanent staffing as a poor long-term strategy.
Market Availability	There is significant market competition for obtaining experienced staff in the procurement job market. EWA does not anticipate finding anyone that would persist in the position as a temporary employee. Therefore, a permanent employee would stay long enough to learn the specialized needs of the agency which fit these criteria long term. Having the position set at a mid-level procurement position broadens the candidate pool and should allow EWA to find a long-term solution that would benefit the agency.
Special Skills or Certifications Required	To work in EWA's procurement department requires education, specialized procurement training and contract management experience.
Risk Management and Transparency	Knowledge of existing prevailing wage laws and practices, including indemnity, certificate of insurance requirements, risk management recommendations, contract language interpretations, competitive pricing, maintaining vendor relationships, life cycle, value, price and cost analysis through volume discounts, economies of scale, standardized specifications, and cooperative purchasing agreements.
Logistical Issues	The additional one FTE procurement specialist position would reduce the administrative burden on approximately 25 staff members. This position would report directly to the Director of Administrative Services.

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## OPERATING BUDGET: REVENUE *and* EXPENSE SUMMARY

### Revenue Summary

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
City of Carlsbad	\$ 5,587,638	\$ 5,835,150	\$ 5,437,366	\$ 6,019,641	\$ 184,491	3.2%
City of Vista	\$ 4,814,181	\$ 4,948,343	\$ 4,797,594	\$ 5,146,982	\$ 198,639	4.0%
Buena Sanitation District	\$ 1,955,094	\$ 1,889,009	\$ 1,839,411	\$ 2,036,547	\$ 147,538	7.8%
Vallecitos Water District	\$ 3,226,688	\$ 3,338,944	\$ 3,035,204	\$ 3,303,792	\$ (35,152)	-1.1%
Leucadia Wastewater District	\$ 2,218,853	\$ 2,130,280	\$ 2,086,802	\$ 2,274,588	\$ 144,308	6.8%
City of Encinitas	\$ 725,150	\$ 681,141	\$ 678,113	\$ 747,224	\$ 66,083	9.7%
<b>Sub Total</b>	<b>\$ 18,527,604</b>	<b>\$ 18,822,867</b>	<b>\$ 17,874,490</b>	<b>\$ 19,528,774</b>	<b>\$ 705,907</b>	<b>3.8%</b>
Estimated Other Revenue	*	\$ 712,000	\$ 744,100	\$ 818,000	\$ 106,000	14.9%
<b>Total</b>	<b>\$ 18,527,604</b>	<b>\$ 19,534,867</b>	<b>\$ 18,618,590</b>	<b>\$ 20,346,774</b>	<b>\$ 811,907</b>	<b>4.2%</b>

\*2021 Actual total is net of other revenue

### Operating Revenues from Member Agencies by Program

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Encina Water Pollution Control Facility	\$ 14,172,954	\$ 14,101,465	\$ 13,492,245	\$ 14,789,229	\$ 687,764	4.9%
Source Control	\$ 1,036,871	\$ 915,542	\$ 840,857	\$ 904,348	\$ (11,194)	-1.2%
Agua Hedionda Pump Station	\$ 599,217	\$ 859,193	\$ 636,135	\$ 743,735	\$ (115,458)	-13.4%
Buena Vista Pump Station	\$ 705,363	\$ 734,851	\$ 754,778	\$ 764,909	\$ 30,058	4.1%
Buena Creek Pump Station	\$ 536,675	\$ 524,451	\$ 519,330	\$ 582,396	\$ 57,945	11.0%
Carlsbad Water Recycling Facility	\$ 1,225,786	\$ 1,405,351	\$ 1,319,415	\$ 1,461,581	\$ 56,230	4.0%
Raceway Basin Pump Station	\$ 250,738	\$ 282,014	\$ 311,730	\$ 282,576	\$ 562	0.2%
<b>Total</b>	<b>\$ 18,527,604</b>	<b>\$ 18,822,867</b>	<b>\$ 17,874,490</b>	<b>\$ 19,528,774</b>	<b>\$ 705,907</b>	<b>3.8%</b>

### Operating Budget Expense Summary by Program

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Encina Water Pollution Control Facility	\$ 14,172,954	\$ 14,813,465	\$ 14,236,345	\$ 15,607,229	\$ 793,764	5.4%
Source Control	\$ 1,036,871	\$ 915,542	\$ 840,857	\$ 904,348	\$ (11,194)	-1.2%
Agua Hedionda Pump Station	\$ 599,217	\$ 859,193	\$ 636,135	\$ 743,735	\$ (115,458)	-13.4%
Buena Vista Pump Station	\$ 705,363	\$ 734,851	\$ 754,778	\$ 764,909	\$ 30,058	4.1%
Buena Creek Pump Station	\$ 536,675	\$ 524,451	\$ 519,330	\$ 582,396	\$ 57,945	11.0%
Carlsbad Water Recycling Facility	\$ 1,225,786	\$ 1,405,351	\$ 1,319,415	\$ 1,461,581	\$ 56,230	4.0%
Raceway Basin Pump Station	\$ 250,738	\$ 282,014	\$ 311,730	\$ 282,576	\$ 562	0.2%
<b>Total</b>	<b>\$ 18,527,604</b>	<b>\$ 19,534,867</b>	<b>\$ 18,618,590</b>	<b>\$ 20,346,774</b>	<b>\$ 811,907</b>	<b>4.2%</b>

### Combined Operating Budget Expense

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Personnel	\$ 7,297,489	\$ 7,598,928	\$ 7,319,690	\$ 7,372,976	\$ (225,952)	-3.0%
Non-Personnel	\$ 5,703,275	\$ 6,045,710	\$ 5,804,594	\$ 6,796,650	\$ 750,940	12.4%
Internal Service Fund	\$ 5,526,840	\$ 5,890,229	\$ 5,494,306	\$ 6,177,148	\$ 286,919	4.9%
<b>Total</b>	<b>\$ 18,527,604</b>	<b>\$ 19,534,867</b>	<b>\$ 18,618,590</b>	<b>\$ 20,346,774</b>	<b>\$ 811,907</b>	<b>4.2%</b>

## OPERATING BUDGET: EXPENSE SUMMARY

### Encina Water Pollution Control Facility

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Personnel	\$ 4,943,812	\$ 5,090,138	\$ 5,170,502	\$ 5,162,584	\$ 72,446	1.4%
Non-Personnel	\$ 4,298,900	\$ 4,471,660	\$ 4,238,552	\$ 5,067,000	\$ 595,340	13.3%
Internal Service Fund	\$ 4,930,243	\$ 5,251,667	\$ 4,827,291	\$ 5,377,645	\$ 125,978	2.4%
<b>Total</b>	<b>\$ 14,172,955</b>	<b>\$ 14,813,465</b>	<b>\$ 14,236,345</b>	<b>\$ 15,607,229</b>	<b>\$ 793,764</b>	<b>5.4%</b>

### Environmental Compliance – Source Control

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Personnel	\$ 773,193	\$ 703,703	\$ 582,100	\$ 632,677	\$ (71,026)	-10.1%
Non-Personnel	\$ 67,555	\$ 25,100	\$ 64,088	\$ 28,450	\$ 3,350	13.3%
Internal Service Fund	\$ 196,124	\$ 186,739	\$ 194,669	\$ 243,221	\$ 56,482	30.2%
<b>Total</b>	<b>\$ 1,036,872</b>	<b>\$ 915,542</b>	<b>\$ 840,857</b>	<b>\$ 904,348</b>	<b>\$ (11,194)</b>	<b>-1.2%</b>

### Agua Hedionda Pump Station

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Personnel	\$ 318,460	\$ 533,201	\$ 316,036	\$ 381,126	\$ (152,075)	-28.5%
Non-Personnel	\$ 217,602	\$ 248,800	\$ 239,445	\$ 264,950	\$ 16,150	6.5%
Internal Service Fund	\$ 63,155	\$ 77,192	\$ 80,654	\$ 97,659	\$ 20,467	26.5%
<b>Total</b>	<b>\$ 599,217</b>	<b>\$ 859,193</b>	<b>\$ 636,135</b>	<b>\$ 743,735</b>	<b>\$ (115,458)</b>	<b>-13.4%</b>

### Buena Vista Pump Station

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Personnel	\$ 270,133	\$ 248,544	\$ 282,771	\$ 241,349	\$ (7,195)	-2.9%
Non-Personnel	\$ 387,341	\$ 432,850	\$ 416,152	\$ 456,250	\$ 23,400	5.4%
Internal Service Fund	\$ 47,889	\$ 53,457	\$ 55,855	\$ 67,310	\$ 13,853	25.9%
<b>Total</b>	<b>\$ 705,363</b>	<b>\$ 734,851</b>	<b>\$ 754,778</b>	<b>\$ 764,909</b>	<b>\$ 30,058</b>	<b>4.1%</b>

### Buena Creek Pump Station

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Personnel	\$ 297,865	\$ 274,524	\$ 263,642	\$ 279,005	\$ 4,481	1.6%
Non-Personnel	\$ 197,168	\$ 200,300	\$ 203,835	\$ 238,400	\$ 38,100	19.0%
Internal Service Fund	\$ 41,642	\$ 49,627	\$ 51,853	\$ 64,991	\$ 15,364	31.0%
<b>Total</b>	<b>\$ 536,675</b>	<b>\$ 524,451</b>	<b>\$ 519,330</b>	<b>\$ 582,396</b>	<b>\$ 57,945</b>	<b>11.0%</b>

### Carlsbad Water Recycling Facility

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Personnel	\$ 521,018	\$ 569,538	\$ 472,576	\$ 511,292	\$ (58,246)	-10.2%
Non-Personnel	\$ 488,219	\$ 599,650	\$ 599,826	\$ 668,850	\$ 69,200	11.5%
Internal Service Fund	\$ 216,548	\$ 236,163	\$ 247,013	\$ 281,439	\$ 45,276	19.2%
<b>Total</b>	<b>\$ 1,225,785</b>	<b>\$ 1,405,351</b>	<b>\$ 1,319,415</b>	<b>\$ 1,461,581</b>	<b>\$ 56,230</b>	<b>4.0%</b>

### Raceway Basin Pump Station

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Personnel	\$ 173,009	\$ 179,280	\$ 232,063	\$ 164,943	\$ (14,337)	-8.0%
Non-Personnel	\$ 46,490	\$ 67,350	\$ 42,696	\$ 72,750	\$ 5,400	8.0%
Internal Service Fund	\$ 31,239	\$ 35,384	\$ 36,971	\$ 44,883	\$ 9,499	26.8%
<b>Total</b>	<b>\$ 250,738</b>	<b>\$ 282,014</b>	<b>\$ 311,730</b>	<b>\$ 282,576</b>	<b>\$ 562</b>	<b>0.2%</b>

## OPERATING BUDGET: REVENUE SUMMARY

### City of Carlsbad

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Encina Water Pollution Control Facility	\$ 3,813,977	\$ 3,840,623	\$ 3,597,236	\$ 3,983,717	\$ 143,094	3.7%
Source Control	\$ 289,359	\$ 247,261	\$ 245,652	\$ 264,978	\$ 17,717	7.2%
Agua Hedionda Pump Station	\$ 185,158	\$ 265,491	\$ 196,566	\$ 229,815	\$ (35,676)	-13.4%
Buena Vista Pump Station	\$ 73,358	\$ 76,424	\$ 78,497	\$ 79,550	\$ 3,126	4.1%
Carlsbad Water Recycling Facility	\$ 1,225,786	\$ 1,405,351	\$ 1,319,415	\$ 1,461,581	\$ 56,230	4.0%
<b>Total</b>	<b>\$ 5,587,638</b>	<b>\$ 5,835,150</b>	<b>\$ 5,437,366</b>	<b>\$ 6,019,641</b>	<b>\$ 184,491</b>	<b>3.2%</b>

### City of Vista

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Encina Water Pollution Control Facility	\$ 3,193,229	\$ 3,128,279	\$ 3,119,388	\$ 3,394,406	\$ 266,127	8.5%
Source Control	\$ 324,150	\$ 285,921	\$ 250,626	\$ 270,721	\$ (15,200)	-5.3%
Agua Hedionda Pump Station	\$ 414,059	\$ 593,702	\$ 439,569	\$ 513,920	\$ (79,782)	-13.4%
Buena Vista Pump Station	\$ 632,005	\$ 658,427	\$ 676,281	\$ 685,359	\$ 26,932	4.1%
Raceway Basin Pump Station	\$ 250,738	\$ 282,014	\$ 311,730	\$ 282,576	\$ 562	0.2%
<b>Total</b>	<b>\$ 4,814,181</b>	<b>\$ 4,948,343</b>	<b>\$ 4,797,594</b>	<b>\$ 5,146,982</b>	<b>\$ 198,639</b>	<b>4.0%</b>

### Buena Sanitation District

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Encina Water Pollution Control Facility	\$ 1,296,296	\$ 1,248,074	\$ 1,230,063	\$ 1,352,681	\$ 104,607	8.4%
Source Control	\$ 122,123	\$ 116,484	\$ 90,018	\$ 101,470	\$ (15,014)	-12.9%
Buena Creek Pump Station	\$ 536,675	\$ 524,451	\$ 519,330	\$ 582,396	\$ 57,945	11.0%
<b>Total</b>	<b>\$ 1,955,094</b>	<b>\$ 1,889,009</b>	<b>\$ 1,839,411</b>	<b>\$ 2,036,547</b>	<b>\$ 147,538</b>	<b>7.8%</b>

### Vallecitos Water District

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Encina Water Pollution Control Facility	\$ 3,051,604	\$ 3,167,982	\$ 2,869,596	\$ 3,135,151	\$ (32,831)	-1.0%
Source Control	\$ 175,084	\$ 170,962	\$ 165,608	\$ 168,641	\$ (2,321)	-1.4%
<b>Total</b>	<b>\$ 3,226,688</b>	<b>\$ 3,338,944</b>	<b>\$ 3,035,204</b>	<b>\$ 3,303,792</b>	<b>\$ (35,152)</b>	<b>-1.1%</b>

### Leucadia Wastewater District

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Encina Water Pollution Control Facility	\$ 2,133,102	\$ 2,060,945	\$ 2,020,324	\$ 2,202,883	\$ 141,938	6.9%
Source Control	\$ 85,751	\$ 69,335	\$ 66,478	\$ 71,705	\$ 2,370	3.4%
<b>Total</b>	<b>\$ 2,218,853</b>	<b>\$ 2,130,280</b>	<b>\$ 2,086,802</b>	<b>\$ 2,274,588</b>	<b>\$ 144,308</b>	<b>6.8%</b>

### City of Encinitas

	Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	Change	%
Encina Water Pollution Control Facility	\$ 684,746	\$ 655,562	\$ 655,638	\$ 720,391	\$ 64,829	9.9%
Source Control	\$ 40,404	\$ 25,579	\$ 22,475	\$ 26,833	\$ 1,254	4.9%
<b>Total</b>	<b>\$ 725,150</b>	<b>\$ 681,141</b>	<b>\$ 678,113</b>	<b>\$ 747,224</b>	<b>\$ 66,083</b>	<b>9.7%</b>

## PERSONNEL EXPENSE SUMMARY *by* ACCOUNT

### Salaries

	2022 Budget	% of Total	2023 Budget	% of Total	% Change
Regular	\$ 8,142,166		\$ 8,920,056		9.6%
Overtime	\$ 170,000		\$ 180,200		6.0%
Holiday	\$ 99,000		\$ 95,000		-4.0%
Temporary & Part-Time Staff	\$ 188,000		\$ 94,000		-50.0%
Intern Program	\$ 29,800		\$ 29,800		0.0%
Shift Differential	\$ 45,000		\$ 45,000		0.0%
Incentive Awards	\$ 14,500		\$ 14,500		0.0%
Standby	\$ 5,000		\$ 5,000		0.0%
<b>Subtotal Salaries</b>	<b>\$ 8,693,466</b>	<b>67.6%</b>	<b>\$ 9,383,556</b>	<b>73.2%</b>	<b>7.9%</b>

### Benefits

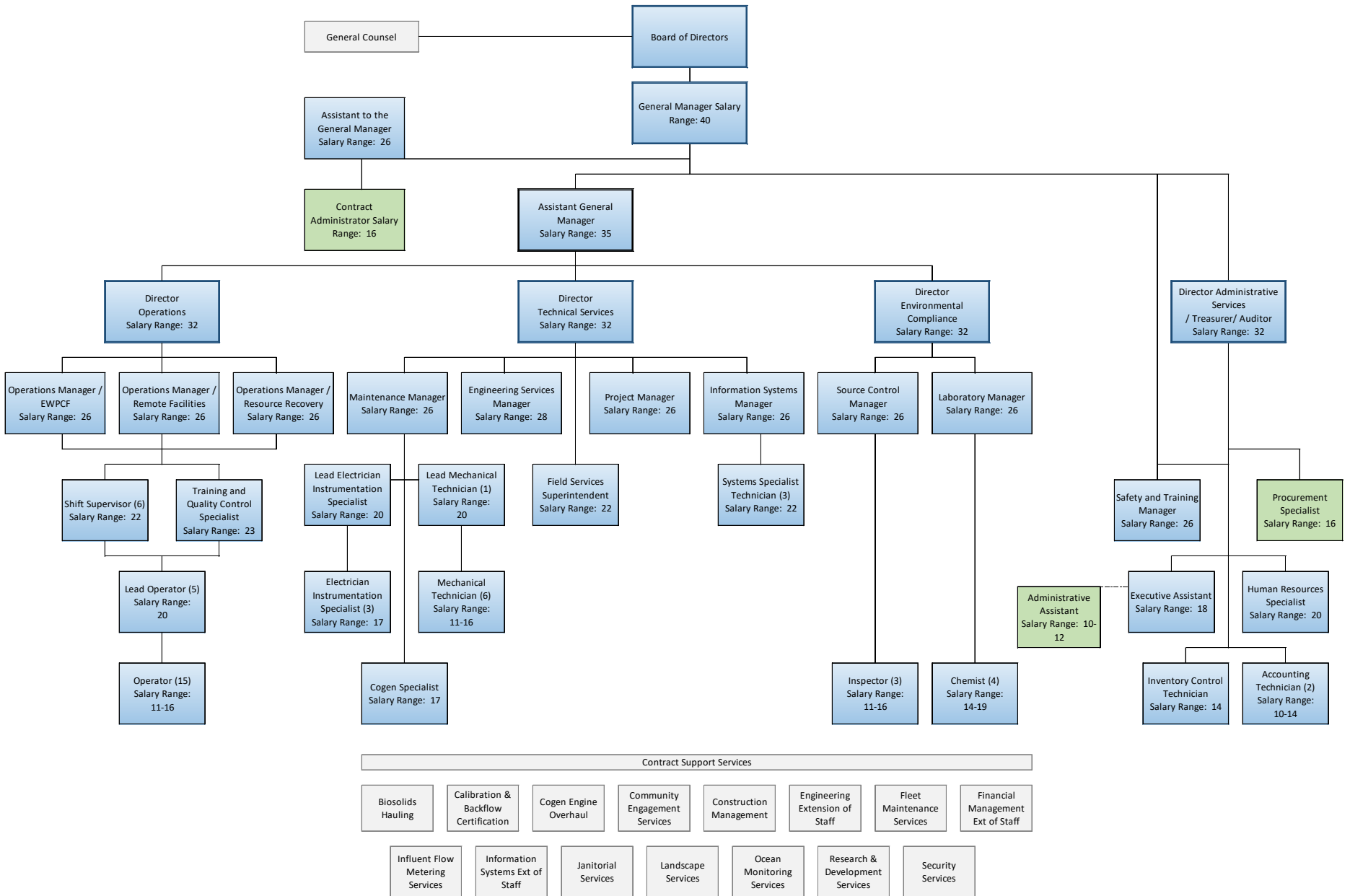
	2022 Budget	% of Total	2023 Budget	% of Total	% Change
CalPERS Retirement Program — Normal Cost	\$ 1,674,514		\$ 1,780,794		6.3%
CalPERS Retirement Unfunded Liability	\$ 870,900		\$ -		-100.0%
CalPERS Employee Contribution	\$ (662,893)		\$ (724,804)		9.3%
Other Post-Employment Benefits	\$ 89,000		\$ 71,000		-20.2%
Flexible Benefits 125 Plan	\$ 1,422,508		\$ 1,500,970		5.5%
Deferred Compensation	\$ 313,871		\$ 333,522		6.3%
Medicare	\$ 132,036		\$ 143,522		8.7%
Workers Compensation Insurance	\$ 263,500		\$ 274,000		4.0%
Other Ancillary Benefits	\$ 55,000		\$ 55,000		0.0%
<b>Subtotal Benefits</b>	<b>\$ 4,158,435</b>	<b>32.4%</b>	<b>\$ 3,434,004</b>	<b>26.8%</b>	<b>-17.4%</b>
<b>Total Personnel Expense</b>	<b>\$ 12,851,901</b>	<b>100.0%</b>	<b>\$ 12,817,560</b>	<b>100.0%</b>	<b>-0.3%</b>

## PERSONNEL EXPENSE SUMMARY *by* PROGRAM

### Programs

	2022 Budget	2022 Positions	2023 Budget	2023 Positions	% Change
Encina Water Pollution Control Facility	\$ 5,090,138	31.98	\$ 5,162,584	32.85	1.4%
Source Control	\$ 703,703	4.35	\$ 632,677	4.35	-10.1%
<i>Agua Hedionda Pump Station</i>	\$ 533,201	3.00	\$ 381,126	2.25	-28.5%
<i>Buena Vista Pump Station</i>	\$ 248,544	1.40	\$ 241,349	1.42	-2.9%
<i>Buena Creek Pump Station</i>	\$ 274,524	1.55	\$ 279,005	1.65	1.6%
<i>Carlsbad Water Reclamation Facilities</i>	\$ 569,538	3.20	\$ 511,292	3.00	-10.2%
<i>Raceway Basin Pump Station</i>	\$ 179,280	1.01	\$ 164,943	0.97	-8.0%
Remote Facilities	\$ 1,805,087	10.16	\$ 1,577,715	9.29	-12.6%
<b>Subtotal</b>	<b>\$ 7,598,928</b>	<b>46.49</b>	<b>\$ 7,372,976</b>	<b>46.49</b>	<b>-3.0%</b>
Internal Service Funds	\$ 2,350,629	12.30	\$ 2,532,798	14.50	7.7%
<b>Subtotal Operating</b>	<b>\$ 9,949,557</b>	<b>58.79</b>	<b>\$ 9,905,774</b>	<b>60.99</b>	<b>-0.4%</b>
Capital Program	\$ 2,902,344	13.21	\$ 2,911,786	14.01	0.3%
<b>Total Personnel Expense</b>	<b>\$ 12,851,901</b>	<b>72.00</b>	<b>\$ 12,817,560</b>	<b>75.00</b>	<b>-0.3%</b>

# FISCAL YEAR 2023 ORGANIZATION (75 FTEs)





### FY2023 SALARY SCHEDULE

Salary Range	Hourly		Annual		Salary Range	Hourly		Annual	
	Minimum	Maximum	Minimum	Maximum		Minimum	Maximum	Minimum	Maximum
1	\$ 17.3404	\$ 23.4095	\$ 36,068	\$ 48,692	21	\$ 46.0092	\$ 62.1125	\$ 95,699	\$ 129,194
2	\$ 18.2074	\$ 24.5800	\$ 37,871	\$ 51,126	22	\$ 48.3097	\$ 65.2181	\$ 100,484	\$ 135,654
3	\$ 19.1178	\$ 25.8090	\$ 39,765	\$ 53,683	23	\$ 50.7252	\$ 68.4790	\$ 105,508	\$ 142,436
4	\$ 20.0737	\$ 27.0995	\$ 41,753	\$ 56,367	24	\$ 53.2614	\$ 71.9029	\$ 110,784	\$ 149,558
5	\$ 21.0774	\$ 28.4544	\$ 43,841	\$ 59,185	25	\$ 55.9245	\$ 75.4981	\$ 116,323	\$ 157,036
6	\$ 22.1312	\$ 29.8772	\$ 46,033	\$ 62,144	26	\$ 58.7207	\$ 79.2730	\$ 122,139	\$ 164,888
7	\$ 23.2378	\$ 31.3710	\$ 48,335	\$ 65,252	27	\$ 61.6568	\$ 83.2366	\$ 128,246	\$ 173,132
8	\$ 24.3997	\$ 32.9396	\$ 50,751	\$ 68,514	28	\$ 64.7396	\$ 87.3985	\$ 134,658	\$ 181,789
9	\$ 25.6197	\$ 34.5865	\$ 53,289	\$ 71,940	29	\$ 67.9766	\$ 91.7684	\$ 141,391	\$ 190,878
10	\$ 26.9006	\$ 36.3159	\$ 55,953	\$ 75,537	30	\$ 71.3754	\$ 96.3568	\$ 148,461	\$ 200,422
11	\$ 28.2457	\$ 38.1317	\$ 58,751	\$ 79,314	31	\$ 74.9442	\$ 101.1747	\$ 155,884	\$ 210,443
12	\$ 29.6580	\$ 40.0383	\$ 61,689	\$ 83,280	32	\$ 78.6914	\$ 106.2334	\$ 163,678	\$ 220,965
13	\$ 31.1409	\$ 42.0402	\$ 64,773	\$ 87,444	33	\$ 82.6260	\$ 111.5451	\$ 171,862	\$ 232,014
14	\$ 32.6979	\$ 44.1422	\$ 68,012	\$ 91,816	34	\$ 86.7573	\$ 117.1223	\$ 180,455	\$ 243,614
15	\$ 34.3328	\$ 46.3493	\$ 71,412	\$ 96,407	35	\$ 91.0951	\$ 122.9784	\$ 189,478	\$ 255,795
16	\$ 36.0494	\$ 48.6667	\$ 74,983	\$ 101,227	36	\$ 95.6499	\$ 129.1274	\$ 198,952	\$ 268,585
17	\$ 37.8519	\$ 51.1001	\$ 78,732	\$ 106,288	37	\$ 100.4324	\$ 135.5837	\$ 208,899	\$ 282,014
18	\$ 39.7445	\$ 53.6551	\$ 82,669	\$ 111,603	38	\$ 105.4540	\$ 142.3629	\$ 219,344	\$ 296,115
19	\$ 41.7317	\$ 56.3378	\$ 86,802	\$ 117,183	39	\$ 110.7267	\$ 149.4811	\$ 230,312	\$ 310,921
20	\$ 43.8183	\$ 59.1547	\$ 91,142	\$ 123,042	40	\$ 135.2766	\$ 142.0404	\$ 281,375	\$ 295,444

**Labor Relations Resolution # 2021-01**

Standby Duty: \$1.50 / hour

Shift Differential: \$2.50 / hour

Lead Operator Pay: \$2.50 / hour when in absence of Shift Supervisor

Certification Stipend: \$60 / pay period for Class B Drivers License, Crane Operator Certificate or Welding Certificate

Meal Allowance: \$15 / meal for 2+ hours of overtime

Safety Boot Allowance: \$150 - \$300 / year depending on job classification

Safety Prescription Eyewear Allowance: \$400 / year

# ENCINA WATER POLLUTION CONTROL FACILITY

The Encina Water Pollution Control Facility (EWPCF), located in Carlsbad, California, provides wastewater treatment services to approximately 377,000 residents in a 123 square mile service area of northwest San Diego County. The EWPCF consists of three major components: the treatment plant; the Encina Ocean Outfall (EOO); and the Joint Flow Metering System (JFMS). The EWPCF was constructed in 1963 to treat wastewater from the Cities of Carlsbad and Vista, with the City of Encinitas, Vallecitos Water District, Buena Sanitation District and Leucadia Wastewater District joining the partnership in the subsequent years. Since its original design and construction, the treatment plant has undergone four (4) major expansions – the latest completed in 2009, and is beginning another round of construction to address reliability and aging infrastructure. Today, the EWPCF is a modern resource recovery facility that produces: clean water for recycling and Pacific Ocean discharge (via preliminary and primary treatment processes); activated sludge secondary treatment; secondary flow equalization facilities; and a 1.5 mile EOO, which discharges treated effluent at an average depth of one-hundred-fifty (150) feet; a granular fertilizer marketed under the name PureGreen (via anaerobic digesters, solids dewatering centrifuges, and a triple-pass rotary drum heat dryer); and, about 84.2% of the electricity required to power the EWPCF (via a Combined Heat & Cogeneration Power System) which allows EWA to save approximately \$1.6M in operational costs. In addition, the JFMS consists of sixteen flow meters strategically placed throughout the collection system. The data collected at these metering sites, which is analyzed and certified by an independent consultant, is a critical element in allocating EWPCF costs among the EWA Member Agencies.

**Capacity** – The EWPCF has a rated liquid treatment capacity of 40.51 million gallons per day (MGD) and a rated solids treatment capacity of 43.53 MGD. During FY2023, the EWPCF will: (1) clean more than 7.82 billion gallons of water; (2) recycle over 3.3 billion gallons for on-site use and regional irrigation; and, (3) process 96 million gallons of digested sludge into over 6,000 tons of PureGreen fertilizer.

**Cost Allocation** – The EWPCF costs are allocated among member agencies based on ownership and usage charges in accordance with the Financial Plan and Revenue Program. EOO costs are allocated among Member Agencies based on the volume of effluent discharged. JFMS costs are allocated among the Member Agencies based on the number, location and type of meters.



Encina Water Pollution Control Facility

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# OPERATING EXPENSE SUMMARY: ENCINA WATER POLLUTION CONTROL FACILITY

**PERSONNEL**

		Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	% Change
5100	Salaries	\$ 3,322,239	\$ 3,449,144	\$ 3,694,863	\$ 3,762,003	9%
5200	Benefits	\$ 1,621,573	\$ 1,640,995	\$ 1,475,639	\$ 1,400,581	-15%
<b>Total Personnel Expenses</b>		<b>\$ 4,943,812</b>	<b>\$ 5,090,139</b>	<b>\$ 5,170,502</b>	<b>\$ 5,162,584</b>	<b>1%</b>

**NON-PERSONNEL**

		Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	% Change	
21001	7330	Specialty Services	\$ 132,722	\$ 151,900	\$ 148,288	\$ 155,000	2%
22001	5400	CEPT Polymer	\$ 152,880	\$ 134,000	\$ 147,841	\$ 216,000	61%
22001	5401	Ferric Chloride	\$ 435,697	\$ 441,200	\$ 441,035	\$ 476,000	8%
22001	5405	Atmospheric Control (Nitrogen)	\$ 20,943	\$ 21,400	\$ 28,249	\$ 31,000	45%
22001	5406	Pellet Dust Control	\$ 43,282	\$ 48,500	\$ 47,230	\$ 48,500	0%
22001	5407	Sodium Hypochlorite	\$ 56,581	\$ 72,150	\$ 47,933	\$ 100,000	39%
22001	5409	Dewatering / Thickening Polymer	\$ 745,642	\$ 735,000	\$ 807,145	\$ 1,019,200	39%
22001	5420	Biosolids Recycling	\$ 454,176	\$ 455,400	\$ 504,500	\$ 494,000	8%
22001	5422	Pure Green Marketing	\$ 8,952	\$ 10,000	\$ 15,881	\$ 15,000	50%
22001	5423	Grit Hauling	\$ 88,023	\$ 110,000	\$ 81,423	\$ 90,000	-18%
22001	5431	Water	\$ 18,501	\$ 20,100	\$ 14,887	\$ 23,400	16%
22001	6450	Professional Services	\$ 30,350	\$ 33,500	\$ 30,461	\$ 33,500	0%
22001	6720	Specialty Equipment	\$ 4,179	\$ 8,100	\$ 2,665	\$ 6,000	-26%
22001	6920	Permits	\$ 44,795	\$ 29,200	\$ 32,638	\$ 41,200	41%
22001	7310	Safety & Medical Services	\$ 100,457	\$ 130,100	\$ 151,403	\$ 243,100	87%
22001	7330	Specialty Services	\$ 6,667	\$ 4,000	\$ 531	\$ 4,000	0%
22001	7620	Contingency	\$ -	\$ 250,000	\$ -	\$ 250,000	0%
23001	5410	Chemicals	\$ 4,046	\$ 9,000	\$ 4,500	\$ 6,000	-33%
23001	5910	Equipment Rental	\$ 9,937	\$ 14,000	\$ 9,459	\$ 12,000	-14%
23001	6120	Fuel & Lube	\$ 29,201	\$ 30,000	\$ 24,752	\$ 30,000	0%
23001	6220	Earthquake & Flood Insurance	\$ 143,406	\$ 186,000	\$ 165,458	\$ 190,000	2%
23001	6230	Janitorial	\$ 61,670	\$ 81,500	\$ 61,828	\$ 81,500	0%
23001	6410	Laundry & Uniforms	\$ 16,744	\$ 24,000	\$ 10,174	\$ 20,000	-17%
23001	6424	Info Systems: Enterprise Applications	\$ 466,688	\$ 194,860	\$ 186,013	\$ 315,000	62%
23001	6450	Professional Services (South Parcel)	\$ 232,496	\$ 30,000	\$ 35,973	\$ 30,000	0%
23001	6710	Equipment New	\$ 42,899	\$ 7,000	\$ 3,500	\$ 7,000	0%
23001	6930	Piping & Electrical Repair	\$ 111,416	\$ 117,000	\$ 103,127	\$ 117,000	0%
23001	6940	Planned Maintenance	\$ 188,650	\$ 200,000	\$ 236,287	\$ 230,000	15%
23001	7010	Plant Contracts	\$ 245,946	\$ 299,000	\$ 259,282	\$ 275,000	-8%
23001	7510	Tools	\$ 9,373	\$ 10,000	\$ 10,535	\$ 10,000	0%

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**NON-PERSONNEL EXPENSES (cont.)**

			Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	% Change
24001	6810	Ocean Monitoring	\$ 37,873	\$ 249,500	\$ 229,000	\$ 87,000	-65%
24001	6911	Effluent Testing	\$ 23,947	\$ 27,000	\$ 20,192	\$ 31,000	15%
24001	6920	Permits	\$ 251,419	\$ 271,550	\$ 271,550	\$ 297,000	9%
50001	7610	BOD Professional Development	\$ 1,420	\$ 1,100	\$ 47,779	\$ 1,100	0%
50001	BOD	Board of Directors Fees	\$ 77,922	\$ 65,600	\$ 57,033	\$ 81,500	24%
<b>Total Non-Personnel Expenses</b>			<b>\$ 4,298,900</b>	<b>\$ 4,471,660</b>	<b>\$ 4,238,552</b>	<b>\$ 5,067,000</b>	<b>13%</b>

**INTERNAL SERVICE FUNDS**

			Actual FY2021	Budget FY2022	Projected FY2022	Recommended FY2023	% Change
11001		Administration	\$ 1,648,291	\$ 1,776,955	\$ 1,856,648	\$ 2,300,234	29%
12001		Laboratory	\$ 1,030,061	\$ 1,059,892	\$ 1,111,314	\$ 1,083,113	2%
13001		Energy Management	\$ 2,251,891	\$ 2,414,820	\$ 1,859,329	\$ 1,994,298	-17%
<b>Total Internal Service Fund Expenses</b>			<b>\$ 4,930,243</b>	<b>\$ 5,251,667</b>	<b>\$ 4,827,291</b>	<b>\$ 5,377,645</b>	<b>2%</b>
<b>Total Operating Expenses</b>			<b>\$ 14,172,955</b>	<b>\$ 14,813,466</b>	<b>\$ 14,236,345</b>	<b>\$ 15,607,229</b>	<b>5%</b>

## ENVIRONMENTAL COMPLIANCE & REGIONAL SOURCE CONTROL

The EWPCF discharges clean water to the Pacific Ocean via the Encina Ocean Outfall pursuant to a National Pollutant Discharge Elimination System (NPDES) Permit issued under the authority of the federal Clean Water Act (CWA). The CWA also covers non-domestic sources of wastewater that discharge directly to a publicly owned treatment works like the EWPCF. Such discharges may be federally regulated or regulated by EWA’s Pretreatment Ordinance, which are enforced by EWA in cooperation with the host Member Agency under authority derived from the federal CWA. The goal of Encina’s Regional Source Control Program is to prevent the discharge of pollutants into the Member Agency sewer system, which may interfere with the operation of the EWPCF or pass through the system and negatively impact the ocean environment, the quality of PureGreen fertilizer or the ability to reclaim water. The Source Control Program achieves this goal by: identifying regulated industries; conducting facility inspections; issuing wastewater discharge permits; sampling industrial discharges to determine compliance; taking enforcement in response to noncompliance; responding to Member Agency requests to perform investigations regarding non-routine discharges; and, conducting related public outreach activities.

**Capacity** – During FY2023 staff estimates fifty-three (53) industries will be fully permitted, while another 630 businesses will participate in EWA’s Best Management Practices Program.

**Cost Allocation** – Personnel Expenses make up over 85% of Source Control’s budgeted expenses. Over 82% of personnel expenses are allocated to Member Agencies based on the actual level of effort by staff. Remaining personnel expenses and all non-personnel expenses are allocated to the Member Agencies on the basis of Encina Ocean Outfall flows.



Public outreach at the 2021 Alta Vista Gardens Earth Day

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## OPERATING EXPENSE SUMMARY: SOURCE CONTROL

### PERSONNEL

		Actual FY2021		Budget FY2022		Projected FY2022		Recommended FY2023	%
									Change
5100	Salaries	\$ 577,703	\$	452,195	\$	464,250	\$	464,446	3%
5200	Benefits	\$ 195,490	\$	251,508	\$	117,849	\$	168,231	-33%
<b>Total Personnel Expenses</b>		<b>\$ 773,193</b>	<b>\$</b>	<b>703,703</b>	<b>\$</b>	<b>582,100</b>	<b>\$</b>	<b>632,677</b>	<b>-10%</b>

### NON-PERSONNEL

		Actual FY2021		Budget FY2022		Projected FY2022		Recommended FY2023	%
									Change
40001	5930 Equipment Replacement	\$ 382	\$	700	\$	770	\$	1,000	43%
40001	6120 Fuel & Lube	\$ 1,369	\$	2,100	\$	980	\$	2,100	0%
40001	6310 Lab Equipment Repair	\$ 10,882	\$	6,300	\$	9,790	\$	11,000	75%
40001	6330 Lab Supplies	\$ 65	\$	750	\$	1,274	\$	1,600	113%
40001	6410 Laundry & Uniforms	\$ 1,731	\$	2,000	\$	1,518	\$	2,000	0%
40001	6422 Legal Notices	\$ 386	\$	750	\$	513	\$	750	0%
40001	6450 Professional Services	\$ 50,644	\$	10,000	\$	48,500	\$	8,000	-20%
40001	7120 Printing & Reproduction	\$ 13	\$	500	\$	250	\$	-	-100%
40001	7130 Public Information	\$ 2,083	\$	2,000	\$	493	\$	2,000	0%
<b>Total Non-Personnel Expenses</b>		<b>\$ 67,555</b>	<b>\$</b>	<b>25,100</b>	<b>\$</b>	<b>64,088</b>	<b>\$</b>	<b>28,450</b>	<b>13%</b>

### INTERNAL SERVICE FUNDS

		Actual FY2021		Budget FY2022		Projected FY2022		Recommended FY2023	%
									Change
11001	Administration	\$ 112,272	\$	124,322	\$	129,897	\$	155,424	25%
12001	Laboratory	\$ 81,598	\$	60,000	\$	62,911	\$	85,801	43%
13001	Energy Management	\$ 2,254	\$	2,417	\$	1,861	\$	1,996	-17%
<b>Total Internal Service Fund Expenses</b>		<b>\$ 196,124</b>	<b>\$</b>	<b>186,739</b>	<b>\$</b>	<b>194,669</b>	<b>\$</b>	<b>243,221</b>	<b>30%</b>
<b>Total Operating Expenses</b>		<b>\$ 1,036,872</b>	<b>\$</b>	<b>915,542</b>	<b>\$</b>	<b>840,857</b>	<b>\$</b>	<b>904,348</b>	<b>-1%</b>



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# REMOTE FACILITIES

## AGUA HEDIONDA PUMP STATION

The Agua Hedionda Pump Station (AHPS) is part of the Encina Joint Sewerage System and is jointly owned by the City of Vista and the City of Carlsbad. This pump station is located on the southeast shore of the Agua Hedionda Lagoon and was replaced with a new station on the existing site in FY2020. The final phase of construction to complete the new station and decommission and demolish the old station began in FY2022 with full acceptance anticipated to occur in FY2033.

**Capacity** – The new AHPS is equipped four (4) lift pumps and four (4) force main pumps, providing pumping redundancy and a broad operating range. This facility is operated 365 days a year on a 24 hour-a-day basis.

**Cost Allocation** – The AHPS is operated by EWA under a contract with the owner agencies. The costs of operating and maintaining the AHPS are allocated to the City of Vista (69.1%) and the City of Carlsbad (30.9%) in accordance with the May 2017 Memorandum of Understanding.



Agua Hedionda Pump Station

## REMOTE FACILITIES (cont.)

### BUENA VISTA PUMP STATION

The Buena Vista Pump Station (BVPS) is part of the Encina Joint Sewerage System and is jointly owned by the City of Vista and the City of Carlsbad. This pump station is located on the southwest shores of the Buena Vista Lagoon.

**Capacity** – The BVPS, which is equipped with four (4) pumps rated at 6,000 gallons per minute and is operated 365 days a year on a 24 hour-a-day basis.

**Cost Allocation** – The BVPS is operated by EWA under a contract with the owner agencies. The costs of operating and maintaining the BVPS are allocated to the City of Vista (89.6%) and the City of Carlsbad (10.4%) in accordance with the May 2017 Memorandum of Understanding.



Buena Vista Pump Station

## REMOTE FACILITIES (cont.)

### BUENA CREEK PUMP STATION

The Buena Creek Pump Station (BCPS) is owned by the Buena Sanitation District (BSD). This pump station is located approximately two miles north of Palomar Airport Road and 1/8 mile east of Melrose Drive.

**Capacity** – The BCPS, which is equipped with five (5) pumps rated at 4,500 gallons per minute and is operated 365 days a year on a 24 hour-a-day basis.

**Cost Allocation** – The BCPS is operated by EWA under a contract with the BSD. 100% of the costs for operating and maintaining the BCPS are allocated to the BSD in accordance with the May 2017 Memorandum of Understanding.



Buena Creek Pump Station

## REMOTE FACILITIES (cont.)

### CARLSBAD WATER RECYCLING FACILITY

The Carlsbad Water Recycling Facility (CWRF) is owned by the City of Carlsbad via the Carlsbad Municipal Water District. The facility is located on nine (9) acres directly adjacent to the southwest border of the EWPCF.

**Capacity** – The CWRF treats EWPCF secondary effluent to meet title 22, California Code of Regulations standards for disinfected tertiary recycled water, which is conveyed throughout the City for irrigation purposes. A plant expansion completed during FY 2017 increased the plant capacity to 7 MGD.

**Cost Allocation** – The CWRF is operated by EWA under a contract with the Carlsbad Municipal Water District. 100% of the costs for operating and maintaining the CWRF are paid by the Carlsbad Municipal Water District, via the City of Carlsbad, in accordance with the May 2005 Memorandum of Understanding. Recommended expenses are based on the expected recycled water production volume. Actual expenditures will reflect the actual volume of recycled water production.



Carlsbad Water Recycling Facility

## REMOTE FACILITIES (cont.)

### RACEWAY BASIN PUMP STATION

The Raceway Basin Pump Station (RBPS) is owned by the City of Vista. This pump station is located approximately 1/2 mile north of Palomar Airport Road and 1/8 mile west of Melrose Drive.

**Capacity** – The RBPS, which is equipped with three (3) pumps rated at 1,350 gallons per minute and is operated 365 days a year on a 24 hour-a-day basis.

**Cost Allocation** – The RBPS is operated by EWA under a contract with the City of Vista. 100% of the costs for operating and maintaining the RBPS are allocated to the City of Vista in accordance with the May 2017 Memorandum of Understanding.



Raceway Basin Pump Station

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## OPERATING EXPENSE SUMMARY: AGUA HEDIONDA PUMP STATION

### PERSONNEL

		Actual FY2021		Budget FY2022		Projected FY2022		Recommended FY2023	%
									Change
5100	Salaries	\$ 256,216	\$	354,264	\$	259,299	\$	275,767	-22%
5200	Benefits	\$ 62,244	\$	178,937	\$	56,738	\$	105,359	-41%
<b>Total Personnel Expenses</b>		<b>\$ 318,460</b>	<b>\$</b>	<b>533,201</b>	<b>\$</b>	<b>316,036</b>	<b>\$</b>	<b>381,126</b>	<b>-29%</b>

### NON-PERSONNEL

		Actual FY2021		Budget FY2022		Projected FY2022		Recommended FY2023	%
									Change
31001	5431 Water	\$ 20,594	\$	19,700	\$	14,573	\$	27,100	38%
31001	5435 Electricity	\$ 159,164	\$	170,550	\$	173,288	\$	179,100	5%
31001	5910 Equipment Rental	\$ -	\$	1,000	\$	250	\$	1,000	0%
31001	6120 Fuel & Lube	\$ 4,707	\$	6,500	\$	7,809	\$	6,500	0%
31001	6410 Laundry & Uniforms	\$ 515	\$	550	\$	548	\$	550	0%
31001	6920 Permits	\$ 3,969	\$	4,200	\$	7,483	\$	4,400	5%
31001	6930 Piping & Electrical Repair	\$ 995	\$	3,500	\$	5,195	\$	3,500	0%
31001	6940 Planned Maintenance	\$ 7,115	\$	11,000	\$	16,127	\$	11,000	0%
31001	7010 Plant Contracts	\$ 20,072	\$	30,300	\$	14,172	\$	30,300	0%
31001	7320 Safety Equipment	\$ 471	\$	1,500	\$	-	\$	1,500	0%
<b>Total Non-Personnel Expenses</b>		<b>\$ 217,602</b>	<b>\$</b>	<b>248,800</b>	<b>\$</b>	<b>239,445</b>	<b>\$</b>	<b>264,950</b>	<b>6%</b>

### INTERNAL SERVICE FUNDS

		Actual FY2021		Budget FY2022		Projected FY2022		Recommended FY2023	%
									Change
11001	Administration	\$ 63,155	\$	77,192	\$	80,654	\$	97,659	27%
<b>Total Internal Service Fund Expenses</b>		<b>\$ 63,155</b>	<b>\$</b>	<b>77,192</b>	<b>\$</b>	<b>80,654</b>	<b>\$</b>	<b>97,659</b>	<b>27%</b>
<b>Total Operating Expenses</b>		<b>\$ 599,217</b>	<b>\$</b>	<b>859,193</b>	<b>\$</b>	<b>636,135</b>	<b>\$</b>	<b>743,735</b>	<b>-13%</b>



## OPERATING EXPENSE SUMMARY: BUENA VISTA PUMP STATION

<b>PERSONNEL</b>			<b>Actual FY2021</b>		<b>Budget FY2022</b>		<b>Projected FY2022</b>		<b>Recommended FY2023</b>	<b>% Change</b>
5100	Salaries	\$	151,915	\$	168,013	\$	175,451	\$	175,573	4%
5200	Benefits	\$	118,217	\$	80,531	\$	107,320	\$	65,776	-18%
<b>Total Personnel Expenses</b>		<b>\$</b>	<b>270,133</b>	<b>\$</b>	<b>248,544</b>	<b>\$</b>	<b>282,771</b>	<b>\$</b>	<b>241,349</b>	<b>-3%</b>

<b>NON-PERSONNEL</b>			<b>Actual FY2021</b>		<b>Budget FY2022</b>		<b>Projected FY2022</b>		<b>Recommended FY2023</b>	<b>% Change</b>
32001	5431 Water	\$	1,045	\$	1,300	\$	1,012	\$	1,200	-8%
32001	5435 Electricity	\$	356,925	\$	381,100	\$	384,960	\$	404,500	6%
32001	5910 Equipment Rental	\$	833	\$	-	\$	-	\$	-	0%
32001	6120 Fuel & Lube	\$	3,906	\$	4,650	\$	3,899	\$	4,650	0%
32001	6410 Laundry & Uniforms	\$	515	\$	550	\$	548	\$	550	0%
32001	6920 Permits	\$	2,048	\$	2,200	\$	3,310	\$	2,300	5%
32001	6930 Piping & Electrical Repair	\$	4,328	\$	7,500	\$	1,790	\$	7,500	0%
32001	6940 Planned Maintenance	\$	2,503	\$	13,500	\$	9,967	\$	13,500	0%
32001	7010 Plant Contracts	\$	14,876	\$	21,050	\$	10,666	\$	21,050	0%
32001	7320 Safety Equipment	\$	362	\$	1,000	\$	-	\$	1,000	0%
<b>Total Non-Personnel Expenses</b>		<b>\$</b>	<b>387,341</b>	<b>\$</b>	<b>432,850</b>	<b>\$</b>	<b>416,152</b>	<b>\$</b>	<b>456,250</b>	<b>5%</b>

<b>INTERNAL SERVICE FUNDS</b>			<b>Actual FY2021</b>		<b>Budget FY2022</b>		<b>Projected FY2022</b>		<b>Recommended FY2023</b>	<b>% Change</b>
11001	Administration	\$	47,889	\$	53,457	\$	55,855	\$	67,310	26%
<b>Total Internal Service Fund Expenses</b>		<b>\$</b>	<b>47,889</b>	<b>\$</b>	<b>53,457</b>	<b>\$</b>	<b>55,855</b>	<b>\$</b>	<b>67,310</b>	<b>26%</b>
<b>Total Operating Expenses</b>		<b>\$</b>	<b>705,363</b>	<b>\$</b>	<b>734,851</b>	<b>\$</b>	<b>754,778</b>	<b>\$</b>	<b>764,909</b>	<b>4%</b>

## OPERATING EXPENSE SUMMARY: BUENA CREEK PUMP STATION

### PERSONNEL

		Actual FY2021		Budget FY2022		Projected FY2022		Recommended FY2023	%
									Change
5100	Salaries	\$ 201,462	\$	182,184	\$	192,446	\$	201,047	10%
5200	Benefits	\$ 96,403	\$	92,340	\$	71,196	\$	77,958	-16%
<b>Total Personnel Expenses</b>		<b>\$ 297,865</b>	<b>\$</b>	<b>274,524</b>	<b>\$</b>	<b>263,642</b>	<b>\$</b>	<b>279,005</b>	<b>2%</b>

### NON-PERSONNEL

		Actual FY2021		Budget FY2022		Projected FY2022		Recommended FY2023	%
									Change
37001	5431 Water	\$ 2,337	\$	2,000	\$	1,720	\$	2,000	0%
37001	5435 Electricity	\$ 162,323	\$	156,200	\$	185,000	\$	194,200	24%
37001	6120 Fuel & Lube	\$ 2,175	\$	4,400	\$	1,018	\$	4,400	0%
37001	6410 Laundry & Uniforms	\$ 515	\$	550	\$	548	\$	550	0%
37001	6920 Permits	\$ 1,561	\$	2,250	\$	2,939	\$	2,350	4%
37001	6930 Piping & Electrical Repair	\$ 1,663	\$	5,000	\$	3,173	\$	5,000	0%
37001	6940 Planned Maintenance	\$ 3,983	\$	6,500	\$	2,997	\$	6,500	0%
37001	7010 Plant Contracts	\$ 22,059	\$	22,700	\$	6,440	\$	22,700	0%
37001	7320 Safety Equipment	\$ 552	\$	700	\$	-	\$	700	0%
<b>Total Non-Personnel Expenses</b>		<b>\$ 197,168</b>	<b>\$</b>	<b>200,300</b>	<b>\$</b>	<b>203,835</b>	<b>\$</b>	<b>238,400</b>	<b>19%</b>

### INTERNAL SERVICE FUNDS

		Actual FY2021		Budget FY2022		Projected FY2022		Recommended FY2023	%
									Change
11001	Administration	\$ 41,642	\$	49,627	\$	51,853	\$	64,991	31%
<b>Total Internal Service Fund Expenses</b>		<b>\$ 41,642</b>	<b>\$</b>	<b>49,627</b>	<b>\$</b>	<b>51,853</b>	<b>\$</b>	<b>64,991</b>	<b>31%</b>
<b>Total Operating Expenses</b>		<b>\$ 536,675</b>	<b>\$</b>	<b>524,451</b>	<b>\$</b>	<b>519,330</b>	<b>\$</b>	<b>582,396</b>	<b>11%</b>

## OPERATING EXPENSE SUMMARY: CARLSBAD WATER RECYCLING FACILITY

<b>PERSONNEL</b>			<b>Actual FY2021</b>		<b>Budget FY2022</b>		<b>Projected FY2022</b>		<b>Recommended FY2023</b>	<b>% Change</b>
5100	Salaries	\$	388,032	\$	374,537	\$	364,495	\$	367,715	-2%
5200	Benefits	\$	132,986	\$	195,001	\$	108,081	\$	143,577	-26%
<b>Total Personnel Expenses</b>		<b>\$</b>	<b>521,018</b>	<b>\$</b>	<b>569,538</b>	<b>\$</b>	<b>472,576</b>	<b>\$</b>	<b>511,292</b>	<b>-10%</b>

<b>NON-PERSONNEL</b>			<b>Actual FY2021</b>		<b>Budget FY2022</b>		<b>Projected FY2022</b>		<b>Recommended FY2023</b>	<b>% Change</b>	
38001	5394	Sodium Hydroxide	\$	10,540	\$	17,500	\$	17,330	\$	18,000	3%
38001	5395	Citric Acid	\$	15,422	\$	30,350	\$	25,894	\$	37,400	23%
38001	5407	Sodium Hypochlorite	\$	182,125	\$	185,100	\$	221,275	\$	182,500	-1%
38001	5408	Coagulation Polymer	\$	2,503	\$	3,300	\$	-	\$	3,300	0%
38001	5411	Sodium Bisulfate	\$	11,900	\$	21,550	\$	21,203	\$	30,200	40%
38001	5412	Alum	\$	-	\$	14,100	\$	-	\$	14,100	0%
38001	5435	Electricity	\$	187,184	\$	189,500	\$	229,500	\$	241,600	27%
38001	5530	Misc. Corrosion Protection	\$	-	\$	2,000	\$	-	\$	2,000	0%
38001	5910	Equipment Rental	\$	-	\$	3,500	\$	-	\$	3,500	0%
38001	6120	Fuel & Lube	\$	68	\$	700	\$	38	\$	700	0%
38001	6230	Janitorial	\$	1,925	\$	2,100	\$	2,230	\$	2,100	0%
38001	6410	Laundry & Uniforms	\$	978	\$	1,250	\$	1,041	\$	1,250	0%
38001	6424	Information Systems	\$	3,693	\$	4,000	\$	-	\$	4,000	0%
38001	6450	Professional Services	\$	6,496	\$	25,000	\$	4,458	\$	25,000	0%
38001	6920	Permits	\$	23,216	\$	23,000	\$	24,693	\$	26,500	15%
38001	6930	Piping & Electrical Repair	\$	7,925	\$	10,000	\$	7,122	\$	10,000	0%
38001	6940	Planned Maintenance	\$	30,582	\$	35,000	\$	37,648	\$	35,000	0%
38001	7010	Plant Contracts	\$	2,743	\$	30,500	\$	7,281	\$	30,500	0%
38001	7320	Safety Equipment	\$	919	\$	1,200	\$	113	\$	1,200	0%
<b>Total Non-Personnel Expenses</b>		<b>\$</b>	<b>488,219</b>	<b>\$</b>	<b>599,650</b>	<b>\$</b>	<b>599,826</b>	<b>\$</b>	<b>668,850</b>	<b>12%</b>	

<b>INTERNAL SERVICE FUNDS</b>			<b>Actual FY2021</b>		<b>Budget FY2022</b>		<b>Projected FY2022</b>		<b>Recommended FY2023</b>	<b>% Change</b>
11001	Administration	\$	150,405	\$	165,901	\$	173,342	\$	211,889	28%
12001	Laboratory	\$	66,143	\$	70,262	\$	73,671	\$	69,550	-1%
<b>Total Internal Service Fund Expenses</b>		<b>\$</b>	<b>216,548</b>	<b>\$</b>	<b>236,163</b>	<b>\$</b>	<b>247,013</b>	<b>\$</b>	<b>281,439</b>	<b>19%</b>
<b>Total Operating Expenses</b>		<b>\$</b>	<b>1,225,785</b>	<b>\$</b>	<b>1,405,351</b>	<b>\$</b>	<b>1,319,415</b>	<b>\$</b>	<b>1,461,581</b>	<b>4%</b>

## OPERATING EXPENSE SUMMARY: RACEWAY BASIN PUMP STATION

### PERSONNEL

		Actual FY2021		Budget FY2022		Projected FY2022		Recommended FY2023	%
									Change
5100	Salaries	\$ 71,694	\$	117,426	\$	126,121	\$	118,749	1%
5200	Benefits	\$ 101,315	\$	61,854	\$	105,942	\$	46,194	-25%
<b>Total Personnel Expenses</b>		<b>\$ 173,009</b>	<b>\$</b>	<b>179,280</b>	<b>\$</b>	<b>232,063</b>	<b>\$</b>	<b>164,943</b>	<b>-8%</b>

### NON-PERSONNEL

		Actual FY2021		Budget FY2022		Projected FY2022		Recommended FY2023	%
									Change
39001	5431 Water	\$ 906	\$	1,000	\$	617	\$	1,000	0%
39001	5435 Electricity	\$ 33,655	\$	31,500	\$	34,000	\$	36,400	16%
39001	6120 Fuel & Lube	\$ 2,093	\$	4,400	\$	989	\$	4,400	0%
39001	6410 Laundry & Uniforms	\$ 515	\$	550	\$	548	\$	550	0%
39001	6920 Permits	\$ 1,516	\$	2,100	\$	951	\$	2,600	24%
39001	6930 Piping & Electrical Repair	\$ 288	\$	2,000	\$	1,477	\$	2,000	0%
39001	6940 Planned Maintenance	\$ 1,363	\$	5,000	\$	162	\$	5,000	0%
39001	7010 Plant Contracts	\$ 6,140	\$	20,150	\$	3,952	\$	20,150	0%
39001	7320 Safety Equipment	\$ 14	\$	650	\$	-	\$	650	0%
<b>Total Non-Personnel Expenses</b>		<b>\$ 46,490</b>	<b>\$</b>	<b>67,350</b>	<b>\$</b>	<b>42,696</b>	<b>\$</b>	<b>72,750</b>	<b>8%</b>

### INTERNAL SERVICE FUNDS

		Actual FY2021		Budget FY2022		Projected FY2022		Recommended FY2023	%
									Change
11001	Administration	\$ 31,239	\$	35,384	\$	36,971	\$	44,883	27%
<b>Total Internal Service Fund Expenses</b>		<b>\$ 31,239</b>	<b>\$</b>	<b>35,384</b>	<b>\$</b>	<b>36,971</b>	<b>\$</b>	<b>44,883</b>	<b>27%</b>
<b>Total Operating Expenses</b>		<b>\$ 250,738</b>	<b>\$</b>	<b>282,014</b>	<b>\$</b>	<b>311,730</b>	<b>\$</b>	<b>282,576</b>	<b>0%</b>

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## INTERNAL SERVICE FUNDS

Internal Service Funds (ISFs) make categorical and overhead charges to operating and capital programs. Categorical charges are costs incurred by the ISF that are directly attributable to a particular operating or capital program the ISF supports. Overhead charges are costs incurred by the ISF that support more than one operating or capital program. EWA’s budget reflects three ISFs: (1) Administration; (2) Laboratory; and, (3) Energy Management. The existence of these ISFs traces back to the 1998 EWA Staffing Reorganization and management’s effort to distinguish between costs required to ensure public health, produce effluent water compliant with NPDES Permit standards, and maintain the associated Encina Joint System infrastructure from costs associated with administering the Encina Joint System that could be taken on by a Member Agency or a third party administrator (Administration), permit compliance activities that could be contracted out (Laboratory), and power that could be purchased from San Diego Gas & Electric (Energy Management).

**Administration** – The Administration Internal Service Fund provides professional support services to EWA’s Board of Directors as well as all Operating and Capital Programs. Administration plans and executes EWA’s business, asset management, and financial plans; provides treasury and accountancy management; is responsible for required and supplemental financial reporting; administers all human resources functions, employee benefits, professional development, and other “Employer of Choice” initiatives; and, supports EWA’s governance activities.

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

EWA’s Laboratory, which is certified by the State of California’s Environmental Laboratory Accreditation Program, analyzes over 32,000 samples per year including process control, plant influent and effluent, biosolids, industrial user samples, ocean water, storm water, and drinking water. A portion of the analyses is completed under contract for EWA’s Member Agencies, which generated \$190,328 in revenue in FY2021, offsetting operating expenses.

**Energy Management** – The Energy Management Internal Service Fund utilizes the EWPCF’s power production and heat exchange facilities to maximize the beneficial reuse of digester gas produced in the wastewater treatment process thus minimizing the amount of energy EWA must purchase to operate the EWPCF. EWPCF’s Energy Management facilities generates about 12 million kilowatt hours of green electricity per year from biogas thus providing about 84.2% of the electricity required to operate the EWPCF. EWA is a member of the Environmental Protection Agency’s Green Power Partnership and has been ranked in the Top 30 of the Green Power Leadership Club for On-Site Generation since 2011.



*Overhaul on a 1,000 horsepower engine*

**Cost Allocation** – All ISF costs and revenues are allocated internally to one or more Operating or Capital program on the basis of use. Each Operating and Capital program has its own cost allocation that apportions its net costs the Member Agencies.

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# OPERATING EXPENSE SUMMARY: INTERNAL SERVICE FUNDS

## PERSONNEL EXPENSES

		Actual FY2021		Budget FY2022		Projected FY2022		Recommended FY2023	%
									Change
5100	Salaries	\$ 1,680,192	\$	1,591,433	\$	1,676,708	\$	1,854,304	17%
5200	Benefits	\$ 784,946	\$	759,196	\$	636,771	\$	678,494	-11%
<b>Total Personnel Expenses</b>		<b>\$ 2,465,138</b>	<b>\$</b>	<b>2,350,629</b>	<b>\$</b>	<b>2,313,479</b>	<b>\$</b>	<b>2,532,798</b>	<b>8%</b>

## NON-PERSONNEL EXPENSES

		Actual FY2021		Budget FY2022		Projected FY2022		Recommended FY2023	%
									Change
11001	5445 Telephone	\$ 91,868	\$	86,400	\$	103,283	\$	94,000	9%
11001	5510 Advertising	\$ 7,022	\$	3,000	\$	6,975	\$	7,000	133%
11001	5810 Employee Recognition	\$ 19,638	\$	16,000	\$	24,609	\$	16,000	0%
11001	5920 Equipment Repair Maint	\$ 16,909	\$	23,800	\$	14,812	\$	23,800	0%
11001	6210 Independent Auditor/Actuary	\$ 28,644	\$	31,000	\$	28,644	\$	33,000	6%
11001	6220 Insurance	\$ 302,237	\$	290,800	\$	426,378	\$	531,200	83%
11001	6420 Legal Services	\$ 98,868	\$	95,000	\$	71,634	\$	90,000	-5%
11001	6424 Info Systems: Infrastructure	\$ -	\$	280,000	\$	277,652	\$	404,000	44%
11001	6430 Memberships	\$ 93,516	\$	86,900	\$	89,554	\$	79,600	-8%
11001	6440 Mileage Reimbursement	\$ -	\$	2,000	\$	1,323	\$	1,500	-25%
11001	6450 Professional Services	\$ 128,848	\$	147,700	\$	182,134	\$	171,900	16%
11001	6830 Materials & Supplies	\$ 21,434	\$	36,000	\$	30,539	\$	32,000	-11%
11001	7110 Postage	\$ 3,344	\$	5,550	\$	2,256	\$	5,550	0%
11001	7120 Printing & Reproduction	\$ 990	\$	3,900	\$	794	\$	3,900	0%
11001	7410 Subscriptions	\$ 300	\$	1,400	\$	-	\$	1,400	0%
11001	7610 Professional Development	\$ 39,942	\$	78,000	\$	85,685	\$	120,000	54%
12001	6120 Fuel & Lube	\$ 524	\$	500	\$	369	\$	500	0%
12001	6310 Lab Equipment Repair	\$ 27,248	\$	30,850	\$	32,290	\$	35,800	16%
12001	6320 Lab Minor Equip Replace	\$ 1,976	\$	2,050	\$	1,524	\$	2,000	-2%
12001	6330 Lab Supplies	\$ 72,336	\$	84,050	\$	89,032	\$	95,100	13%
12001	6410 Laundry & Uniforms	\$ 4,042	\$	4,400	\$	4,209	\$	4,400	0%
12001	6450 Professional Services	\$ 26,286	\$	16,500	\$	48,576	\$	36,500	121%
12001	6910 Outside Analysis	\$ 12,482	\$	13,500	\$	12,259	\$	46,000	241%
12001	6911 Effluent Testing	\$ 5,210	\$	2,000	\$	872	\$	2,000	0%
12001	6912 Biosolids Testing	\$ 12,009	\$	12,500	\$	7,923	\$	7,700	-38%
12001	6913 Industrial User Testing	\$ 50,835	\$	33,000	\$	36,972	\$	49,600	50%
12001	6920 Permits	\$ 8,394	\$	9,500	\$	8,780	\$	11,500	21%
12001	7120 Printing & Reproduction	\$ -	\$	500	\$	877	\$	500	0%
12001	7330 Specialty Services	\$ 13,087	\$	14,250	\$	15,755	\$	14,250	0%
13001	5410 Chemicals	\$ 7,253	\$	10,550	\$	3,990	\$	10,550	0%
13001	5435 Electricity	\$ 1,245,727	\$	1,301,100	\$	620,000	\$	676,200	-48%

continued →



<b>NON-PERSONNEL EXPENSES (cont.)</b>			<b>Actual</b>	<b>Budget</b>	<b>Projected</b>	<b>Recommended</b>	<b>%</b>
			<b>FY2021</b>	<b>FY2022</b>	<b>FY2022</b>	<b>FY2023</b>	<b>Change</b>
13001	5440	Natural Gas	\$ 516,826	\$ 567,000	\$ 806,000	\$ 790,000	39%
13001	6120	Fuel & Lube	\$ 27,320	\$ 33,500	\$ 35,326	\$ 33,500	0%
13001	6230	Janitorial	\$ 2,523	\$ 4,200	\$ -	\$ 4,200	0%
13001	6410	Laundry & Uniforms	\$ 1,239	\$ 1,200	\$ 1,353	\$ 1,200	0%
13001	6730	Non-Specific Repair & Maintenance	\$ 24,475	\$ 25,000	\$ 6,013	\$ 25,000	0%
13001	6920	Permits	\$ 17,875	\$ 15,000	\$ 21,834	\$ 12,000	-20%
13001	6940	Planned Maintenance	\$ 100,126	\$ 108,000	\$ 63,183	\$ 108,000	0%
13001	7330	Specialty Services	\$ 28,370	\$ 61,000	\$ 11,957	\$ 61,000	0%
13001	7510	Tools	\$ 1,979	\$ 2,000	\$ 5,461	\$ 2,000	0%
<b>Total Non-Personnel Expenses</b>			<b>\$ 3,061,702</b>	<b>\$ 3,539,600</b>	<b>\$ 3,180,827</b>	<b>\$ 3,644,350</b>	<b>3%</b>
<b>Total Operating Expenses</b>			<b>\$ 5,526,840</b>	<b>\$ 5,890,229</b>	<b>\$ 5,494,306</b>	<b>\$ 6,177,148</b>	<b>5%</b>

## CAPITAL PROGRAM

The Authority's Capital Program consists of the following elements: (1) EWPCF – Capital Improvements; (2) EWPCF – Planned Asset Rehabilitation & Replacement; (3) EWPCF – Capital Acquisitions; (4) Remote Facilities – Acquisitions & Rehabilitation; (5) Five-Year Capital Improvement Plan; and (6) Twenty Year Capital Improvement Plan.

**EWPCF – Capital Improvements** – Capital Improvement Projects are those projects that increase or maintain the capacity of the Joint System and require a significant time commitment from staff. These projects regularly span multiple fiscal years and, therefore, unspent appropriations are typically carried forward by the Authority's annual Appropriations Resolution. Capital Project costs are allocated to Member Agencies based on ownership of the affected facilities. All Capital Projects are studied, designed, and executed pursuant to EWA's Comprehensive Asset Management Plan.



Digester Sunrise

**EWPCF – Planned Asset Rehabilitation & Replacement** – Planned Asset Rehabilitation & Replacement projects extend the useful life of existing Joint System facilities and require a significant time commitment from staff. These projects are typically completed within a fiscal year, however, if a project cannot be completed, the Authority's annual Appropriations Resolution will identify unspent appropriations to be carried forward. Planned Asset Replacement costs are allocated based on ownership of the affected facilities.

**EWPCF – Capital Acquisitions** – Capital Acquisitions include the purchase of new items and minor facility projects that maintain the capacity and useful life of existing Joint System facilities. Expenditures are allocated based on the benefiting program or internal service fund.

**Remote Facilities – Acquisitions & Rehabilitation** – Remote Facility Acquisitions and Rehabilitation include the purchase of new items and minor facility projects that maintain the capacity and useful life of existing remote facilities operated by the Authority. Expenditures are allocated based on ownership of the affected facilities.

# CAPITAL PROGRAM (cont.)

## LONG TERM CAPITAL IMPROVEMENTS

**Five-Year Capital Improvement Plan** – The Five-Year Capital Improvement Plan includes expenditure projections for current and planned projects expected to require additional appropriations through FY2027, as identified by EWA’s Comprehensive Asset Management Plan (CAMP) documents. The Five-Year Capital Improvement Plan is developed and sequenced pursuant to EWA’s Comprehensive Asset Management Plan.

**Twenty-Year Capital Improvement Plan** – The Twenty-Year Capital Improvement Plan includes expenditure projections for current and planned projects expected to require additional appropriations through FY2042.

As planning reports are updated or other information becomes available, the long-term financial schedules may be revised. Capital Programs may also be modified due to unanticipated wastewater service requirements by one or more Member Agencies, cost inflation, changes in local population and development growth patterns, and new regulatory requirements.

### SUMMARY of CAPITAL

	Actual FY2021 *	Budget FY2022	Recommended FY2023
EWPCF – Capital Improvements	\$ 21,584,452	\$ 16,454,000	\$ 20,900,000
EWPCF – Planned Asset Rehabilitation & Replacement	\$ 914,788	\$ 1,101,000	\$ 1,156,000
EWPCF – Capital Acquisitions	\$ 264,961	\$ 349,000	\$ 356,000
Remotes Facilities – Acquisitions & Rehabilitation	\$ 1,473,545	\$ 2,488,500	\$ 1,681,800
<b>Subtotal</b>	<b>\$ 24,237,746</b>	<b>\$ 20,392,500</b>	<b>\$ 24,093,800</b>
Salaries & Benefits	\$ 2,713,732	\$ 2,902,344	\$ 2,911,786
<b>Total Capital Expense</b>	<b>\$ 26,951,478</b>	<b>\$ 23,294,844</b>	<b>\$ 27,005,586</b>

### ESTIMATED REVENUES

	Actual FY2021 *	Budget FY2022	Recommended FY2023
City of Carlsbad	\$ 6,973,338	\$ 6,727,897	\$ 6,563,783
City of Vista	\$ 6,861,989	\$ 5,809,117	\$ 7,112,488
Buena Sanitation District	\$ 2,040,160	\$ 1,799,167	\$ 2,011,091
Vallecitos Water District	\$ 5,720,615	\$ 4,620,502	\$ 5,602,850
Leucadia Wastewater District	\$ 4,280,076	\$ 3,462,285	\$ 4,162,284
City of Encinitas	\$ 1,082,782	\$ 875,876	\$ 1,053,090
Federal Grant	\$ -	\$ -	\$ 500,000
<b>Total Capital Revenue</b>	<b>\$ 26,958,959</b>	<b>\$ 23,294,844</b>	<b>\$ 27,005,586</b>

### CAPITAL IMPROVEMENT PROGRAM MULTI-YEAR PROJECTS

	Actual FY2021 *	Budget FY2022	Recommended FY2023
<i>Liquid Process</i>	\$ 9,897,938	\$ 4,769,000	\$ 1,850,000
<i>Outfall</i>	\$ 211,492	\$ -	\$ 100,000
<i>Solids Process</i>	\$ 1,851,723	\$ 4,425,000	\$ 11,850,000
<i>Energy Management</i>	\$ 3,378,042	\$ 519,000	\$ 700,000
<i>General</i>	\$ 2,810,416	\$ 4,112,000	\$ 4,150,000
<i>Technology</i>	\$ 2,409,317	\$ 1,669,000	\$ 900,000
<i>Professional Services</i>	\$ 1,025,524	\$ 960,000	\$ 1,350,000
Total EWPCF – Capital Improvements	\$ 21,584,452	\$ 16,454,000	\$ 20,900,000
EWPCF – Planned Asset Rehabilitation & Replacement	\$ 914,788	\$ 1,101,000	\$ 1,156,000
EWPCF – Capital Acquisitions	\$ 264,961	\$ 349,000	\$ 356,000
Remote Facilities – Acquisitions & Rehabilitation	\$ 1,473,545	\$ 2,488,500	\$ 1,681,800
Personnel	\$ 2,713,732	\$ 2,902,344	\$ 2,911,786
<b>Total Capital Expense</b>	<b>\$ 26,951,478</b>	<b>\$ 23,294,844</b>	<b>\$ 27,005,586</b>

\* Actual FY2021 includes the expenditure of authorized appropriations carried over from the previous year.

## EWPCF – CAPITAL IMPROVEMENTS

Org	Object	Project	Description	Amount	Totals
92102	8300	13007	Secondary Clarifiers and Strainers Improvements	\$ 1,600,000	
92102	8300	13023	Aeration Basin Rehab	\$ 250,000	
			<i>Total Liquid Process</i>		\$ 1,850,000
92102	8300	21002	Ocean Outfall Maintenance and Inspection	\$ 100,000	
			<i>Total Outfall</i>		\$ 100,000
92102	8300	31006	DAFT Repairs	\$ 1,800,000	
92102	8300	32013	Digester Rehabilitation and Improvements	\$ 9,900,000	
92102	8300	33025	Existing Dryer Components Rehabilitation	\$ 150,000	
			<i>Total Solids Process</i>		\$ 11,850,000
92102	8300	41005	Cogen Engine Top-End Overhaul	\$ 350,000	
92102	8300	41015	Cogen Engine Catalyst System and Gas Conditioning Facilities	\$ 150,000	
92102	8300	41025	Combined Generator Control Module Replacement	\$ 200,000	
			<i>Total Energy Management</i>		\$ 700,000
92102	8300	51002	ORF Carbon Media Replacement	\$ 150,000	
92102	8300	51016	Odor Control Improvements	\$ 550,000	
92102	8300	52021	Climate Control at MCCs and Cogen Building	\$ 400,000	
92102	8300	52032	Plant-Wide Asset Painting and Protective Coating	\$ 150,000	
92102	8300	53004	Admin Building HVAC Rehab	\$ 1,250,000	
92102	8300	53013	Building Roof Replacements	\$ 350,000	
92102	8300	54005	Implement Minor Condition Assessment Recommendations	\$ 150,000	
92102	8300	54006	As-Needed Contractor Services	\$ 1,000,000	
92102	8300	54007	Miscellaneous Building Rehabilitation	\$ 150,000	
			<i>Total General</i>		\$ 4,150,000
92102	8300	61206	Secondaries & Effluent Electrical & Controls	\$ 400,000	
92102	8300	61514	SCADA Integration Services	\$ 200,000	
92102	8300	62708	Document Management System Upgrade	\$ 150,000	
92102	8300	62709	Cyber Security & Business System Management Services	\$ 150,000	
			<i>Total Technology</i>		\$ 900,000
92102	8300	81016	Asset Condition Assessments - EWPCF	\$ 100,000	
92102	8300	82015	Potable Reuse *	\$ 300,000	
92102	8300	82019	Outreach Plan	\$ 50,000	
92102	8300	83001	E-CAMP Update	\$ 150,000	
92102	8300	84001	Extension of Staff Engineering Services	\$ 650,000	
92102	8300	84002	Research and Development Services	\$ 100,000	
			<i>Total Professional Services</i>		\$ 1,350,000
<b>Total EWPCF – Capital Improvements</b>					<b>\$ 20,900,000</b>

\* Project is directly supported by Federal grant revenue

## EWPCF – PLANNED ASSET REHABILITATION & REPLACEMENT

Org	Object	Project	Description	Totals
80002	8010	80711	<i>General Plant Projects</i>	\$ 275,000
80002	8020	80040	<i>TWAS &amp; DAF System Projects</i>	\$ 55,000
80002	8030	80811	<i>Water Systems Projects</i>	\$ 55,000
80002	8050	80098	<i>Primary Area Projects</i>	\$ 220,000
80002	8050	80209	<i>FOG System Projects</i>	\$ 50,000
80002	8060	80185	<i>Secondary Area Projects</i>	\$ 171,000
80002	8070	80195	<i>Digester Area Projects</i>	\$ 60,000
80002	8080	80419	<i>Centrifuge Feed Pit Projects</i>	\$ 30,000
80002	8080	80264	<i>Solids Processing Equipment Projects</i>	\$ 190,000
80002	8090	80394	<i>Cogeneration System Projects</i>	\$ 50,000
<b>Total EWPCF – Planned Asset Rehabilitation &amp; Replacement</b>				<b>\$ 1,156,000</b>

## EWPCF – CAPITAL ACQUISITIONS

Org	Object	Project	Description	Totals
23002	7710	70010	<i>Information Technology</i>	\$ 153,000
23002	7730	70023	<i>New Equipment</i>	\$ 130,000
23002	7750	70033	<i>Operations &amp; Administration Building</i>	\$ 18,000
23002	7750	70300	<i>EWPCF Plant</i>	\$ 55,000
<b>Total EWPCF – Capital Acquisitions</b>				<b>\$ 356,000</b>

## REMOTE FACILITIES – ACQUISITIONS & REHABILITATION

Org	Object	Project	Description	Amount	Totals
31002	7750	70863	AHPS - Minor Mechanical Rehabilitation	\$ 27,500	
31002	7750	70873	AHPS - Minor Structural Rehabilitation	\$ 59,500	
31002	7750	70158	AHPS - SCADA Migration	\$ 60,000	
31002	7750	70863	AHPS - Site Safety Improvements	\$ 66,500	
31002	7750	70410	AHPS - Replace Spare Grinder	\$ 80,000	
31002	7750	70850	AHPS - Unplanned Minor Rehabilitation	\$ 15,000	
31002	7750	70870	AHPS - Integration Assistance	\$ 25,000	
31002	7750	70830	AHPS - Grinder Rebuild	\$ 80,000	
31002	7750	70840	AHPS - Pump and Motor Rebuild	\$ 60,000	
31002	7750	70860	AHPS - VFD Repairs	\$ 10,000	
31002	7750	70862	AHPS - Coatings and Paintings	\$ 6,500	
			<i>Total AHPS</i>		\$ 490,000
32002	7750	70811	BVPS - Minor EI&C Rehabilitation	\$ 54,000	
32002	7750	70825	BVPS - Minor Structural Rehabilitation	\$ 62,000	
32002	7750	70873	BVPS - SCADA Migration	\$ 58,000	
32002	7750	70831	BVPS - Site Safety Improvements	\$ 90,000	
32002	7750	70825	BVPS - Structural Improvements	\$ 7,500	
32002	7750	70900	BVPS - Grinder Rebuild	\$ 49,000	
32002	7750	70219	BVPS - Sewage Pump Rebuild	\$ 24,500	
32002	7750	70219	BVPS - Sewage Pump Motor Rebuild	\$ 6,000	
32002	7750	70920	BVPS - Coatings and Paintings	\$ 6,500	
32002	7750	70930	BVPS - Unplanned Minor Rehabilitation	\$ 10,000	
32002	7750	70940	BVPS - Integration Assistance	\$ 16,000	
32002	7750	70960	BVPS - VFD Repairs	\$ 11,000	
			<i>Total BVPS</i>		\$ 394,500
37002	7750	70841	BCPS - Minor EI&C Rehabilitation	\$ 30,000	
37002	7750	70851	BCPS - Minor Mechanical Rehabilitation	\$ 7,000	
37002	7750	70872	BCPS - SCADA Migration	\$ 58,000	
37002	7750	70861	BCPS - Site Safety Improvements	\$ 29,000	
37002	7750	70990	BCPS - Grinder Rebuild	\$ 49,000	
37002	7750	71000	BCPS - Sewage Pump Rebuild	\$ 28,000	
37002	7750	71010	BCPS - Sewage Pump Motor Rebuild	\$ 6,500	
37002	7750	71060	BCPS - Integration Assistance	\$ 16,000	
37002	7750	71040	BCPS - Unplanned Minor Rehabilitation	\$ 9,000	
37002	7750	71030	BCPS - Coatings and Paintings	\$ 6,000	
37002	7750	71050	BCPS - VFD Repairs	\$ 16,000	
			<i>Total BCPS</i>		\$ 254,500



Org	Object	Project	Description	Amount	Totals
38002	7750	71081	CWRF - Minor Structural Rehabilitation	\$ 31,000	
38002	7750	71091	CWRF - Miscellaneous Service Requests	\$ 13,000	
38002	7750	71111	CWRF - Minor EI&C Rehabilitation	\$ 87,300	
38002	7750	71113	CWRF - Site Safety Improvements	\$ 168,000	
38002	7750	71120	CWRF - Coatings and Paintings	\$ 11,000	
38002	7750	71110	CWRF - Unplanned Minor Rehabilitation	\$ 14,000	
38002	7750	71160	CWRF - Integration Assistance	\$ 20,000	
38002	7750	71130	CWRF - VFD Repairs	\$ 21,500	
			<i>Total CWRF</i>		\$ 365,800
39002	7750	71191	RBPS - Minor Structural Rehabilitation	\$ 14,000	
39002	7750	70874	RBPS - SCADA Migration	\$ 58,000	
39002	7750	71201	RBPS - Site Safety Improvements	\$ 13,000	
39002	7750	71180	RBPS - Grinder Rebuild	\$ 30,000	
39002	7750	71211	RBPS - Sewage Pump Rebuild	\$ 19,000	
39002	7750	71211	RBPS - Sewage Pump Motor Rebuild	\$ 6,000	
39002	7750	71220	RBPS - Coatings and Paintings	\$ 6,000	
39002	7750	71200	RBPS - Unplanned Minor Rehabilitation	\$ 6,000	
39002	7750	71240	RBPS - Integration Assistance	\$ 16,000	
39002	7750	71210	RBPS - VFD Repairs	\$ 9,000	
			<i>Total RBPS</i>		\$ 177,000
<b>Total Remote Facilities – Capital Acquisitions &amp; Rehabilitation</b>					<b>\$ 1,681,800</b>

## LONG-TERM CAPITAL FINANCIAL PLAN 5 YEAR *and* 20 YEAR CAPITAL BUDGET

Fiscal Year	EWPCF Capital Improvements	EWPCF Planned Asset Rehabilitation & Replacement	EWPCF Capital Acquisitions	Remote Facilities Acquisitions & Rehabilitation	Personnel Expense	Total
2023	\$ 20,900,000	\$ 1,156,000	\$ 356,000	\$ 1,681,800	\$ 2,911,786	\$ 27,005,586
2024	\$ 23,330,000	\$ 1,214,000	\$ 363,000	\$ 1,579,400	\$ 3,091,000	\$ 29,577,400
2025	\$ 29,210,000	\$ 1,275,000	\$ 381,000	\$ 1,352,900	\$ 3,190,000	\$ 35,408,900
2026	\$ 27,300,000	\$ 1,339,000	\$ 400,000	\$ 1,170,800	\$ 3,292,000	\$ 33,501,800
2027	\$ 26,090,000	\$ 1,406,000	\$ 420,000	\$ 1,179,500	\$ 3,397,000	\$ 32,492,500
<b>5 Year Total</b>	<b>\$ 126,830,000</b>	<b>\$ 6,390,000</b>	<b>\$ 1,920,000</b>	<b>\$ 6,964,400</b>	<b>\$ 15,881,786</b>	<b>\$ 157,986,186</b>
2028	\$ 27,000,000	\$ 1,476,000	\$ 441,000	\$ 1,238,000	\$ 3,516,000	\$ 33,671,000
2029	\$ 27,800,000	\$ 1,550,000	\$ 463,000	\$ 1,300,000	\$ 3,639,000	\$ 34,752,000
2030	\$ 28,600,000	\$ 1,628,000	\$ 486,000	\$ 1,365,000	\$ 3,766,000	\$ 35,845,000
2031	\$ 29,500,000	\$ 1,709,000	\$ 510,000	\$ 1,433,000	\$ 3,898,000	\$ 37,050,000
2032	\$ 30,400,000	\$ 1,794,000	\$ 536,000	\$ 1,505,000	\$ 4,034,000	\$ 38,269,000
2033 - 2037	\$ 137,000,000	\$ 10,410,000	\$ 3,112,000	\$ 8,730,000	\$ 22,388,000	\$ 181,640,000
2038 - 2042	\$ 137,000,000	\$ 12,768,000	\$ 3,975,000	\$ 11,141,000	\$ 26,595,000	\$ 191,479,000
<b>20 Year Total</b>	<b>\$ 544,130,000</b>	<b>\$ 37,725,000</b>	<b>\$ 11,443,000</b>	<b>\$ 33,676,400</b>	<b>\$ 83,717,786</b>	<b>\$ 710,692,186</b>

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**RESOLUTION NO.**

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE VALLECITOS WATER DISTRICT APPROVING THE FISCAL YEAR ENDING IN 2023 BUDGET OF THE ENCINA WASTEWATER AUTHORITY IN ACCORDANCE WITH THE JOINT POWERS BASIC AGREEMENT**

WHEREAS, the Vallecitos Water District is a party to the Encina Joint Powers Basic agreement entered into on July 13, 1961, for the acquisition, construction, ownership, operation, and maintenance of the Encina Joint Sewer System; and

WHEREAS, the Encina Basic Agreement requires approval of the budget of the Encina Wastewater Authority (EWA) by the member agencies following the recommendation of the Joint Advisory Committee (JAC); and

WHEREAS, the JAC thereafter approved the Fiscal Year 2023 budget of the EWA on April 27, 2022; and

WHEREAS, the Board of Directors of the Vallecitos Water District desires to approve said budget and provide for payment of its share of such expenses in accordance with the allocation provided in the Basic Agreement as modified;

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the Vallecitos Water District as follows:

SECTION 1: The fiscal year ending in 2023 capital budget of the EWA, as approved by the JAC on April 27, 2022, in the amount of \$27.0 million is hereby approved.

SECTION 2: The fiscal year ending in 2023 operating revenue and expense budget of the EWA, as approved by the JAC on April 27, 2022, in the amount of \$19.5 million is hereby approved.

SECTION 3: The Vallecitos Water District General Manager is hereby authorized to make payments on behalf of this agency to EWA in accordance with the budget, as approved by the JAC, and in accordance with the Encina Basic Agreement.

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

PASSED, APPROVED AND ADOPTED by the Board of Directors of the Vallecitos Water District at a Special meeting held on the 10<sup>th</sup> day of May, 2022, by the following roll call vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST:

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Craig Elitharp, President  
Board of Directors  
Vallecitos Water District

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Glenn Pruum, Secretary  
Board of Directors  
Vallecitos Water District

**DATE: MAY 10, 2022**  
**TO: BOARD OF DIRECTORS**  
**SUBJECT: VALLECITOS WATER DISTRICT FISCAL YEAR 2022/2023 BUDGET UPDATE**

**BACKGROUND:**

The Finance Committee met to discuss the budget at three meetings between February 15, 2022, and April 11, 2022. At each Committee meeting, the budget, or parts thereof, was reviewed and input from the Committee members received and incorporated in the draft budget.

**DISCUSSION:**

The purpose of this presentation is to provide an update to the full Board on the budget process including a detailed review of the following topics:

- Budget Calendar for fiscal year 2023
- Budget to actual results last 5 years
- Operating budget requests
- Preliminary salaries and benefits
- Capital budget requests

Staff hopes to incorporate any requested changes from the Board and intends to bring a draft proposed budget to the Board meeting on May 19, 2022. The final recommended budget will be brought to the Board for approval on June 1, 2022.

**RECOMMENDATION:**

For information and discussion only.

**ATTACHMENTS:**

1. Vallecitos Water District Draft Budget for Fiscal Year 2022-2023
2. Draft Water Materials & Services 2023
3. Draft Sewer Materials & Services 2023

# Draft Budget Fiscal Year

2022 - 2023

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## Our Mission

***The water and wastewater specialists - providing reliable and sustainable services.***

This mission of reliable and sustainable services is reflected in this budget and in the attitudes and commitment of the Vallecitos Water District staff and Board Members.



Clockwise: Tiffany Boyd-Hodgson, Craig Elitharp (center), Jim Pennock, Mike Sannella and James Hernandez

### Board of Directors

Craig Elitharp, President  
James Hernandez, Vice President  
Mike Sannella  
Tiffany Boyd-Hodgson, Ph.D.  
Jim Pennock

Vallecitos Water District is a public agency organized in 1955, proudly serving the City of San Marcos, portions of Escondido, Carlsbad, Vista, and the surrounding unincorporated areas.

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**VALLECITOS WATER DISTRICT**

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BUDGET FOR THE YEAR ENDING JUNE 30, 2023

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# VALLECITOS WATER DISTRICT

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## BUDGET FOR THE YEAR ENDING JUNE 30, 2023

### BUDGETARY CONSIDERATIONS

#### Mission Statement

*The water and wastewater specialists - providing reliable and sustainable services.*

The budget reflects the mission statement

#### Budgetary Approach

Governmental agencies, such as cities and counties, usually approach their budgets from the “revenue end.” Since their revenues are somewhat predictable and restricted, their budgetary considerations are based on setting a level of service (expense total) that can be attained with those available funds.

A special district, however, must make a more thorough analysis. Normally, the expenses can be determined with a high degree of accuracy, and it’s the revenues that must be set to cover those expenses. To complicate matters, factors such as weather variability and customer usage habits can have a profound effect on the overall revenue projection.

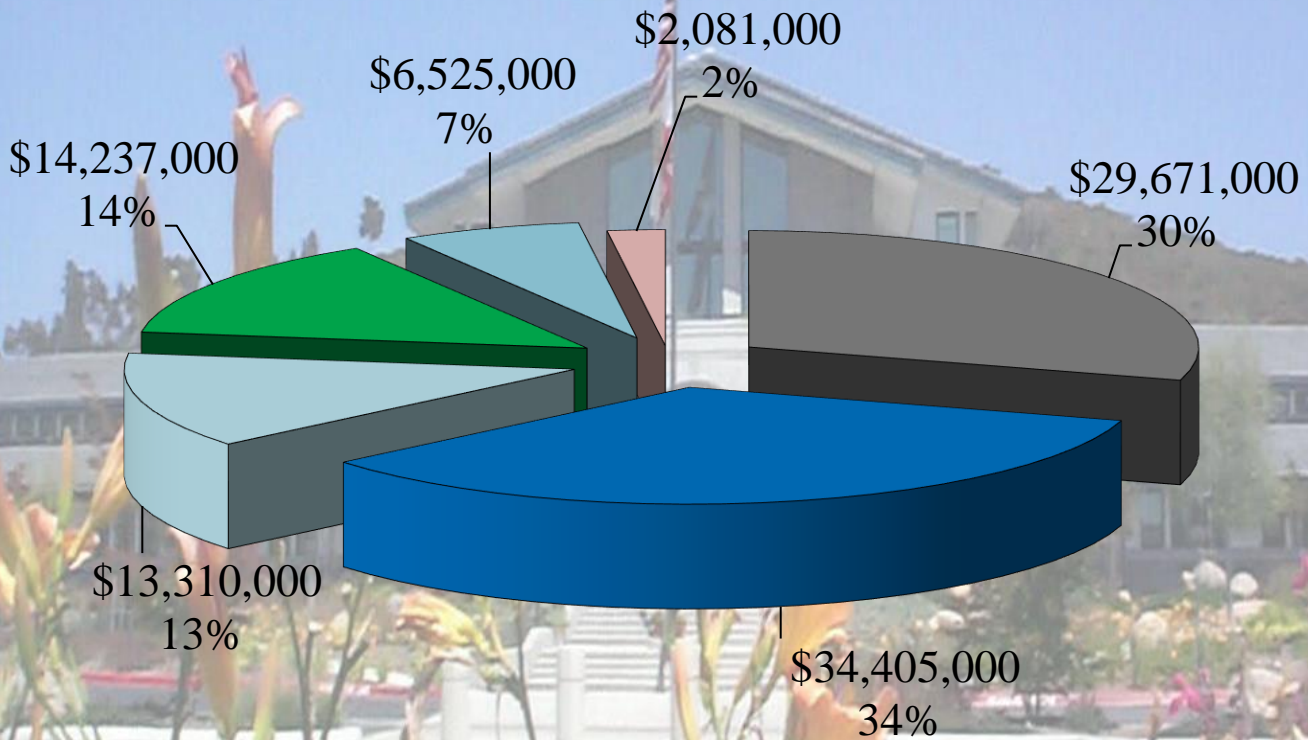
#### Operations vs. Capital Budget

The budget is designed to ensure various revenues and fees are used as intended. The Operations Budget, which covers the ongoing cost of running the District, is paid by the rate payers of the District through charges for water and sewer service. The Capital Facilities Budget is covered primarily by fees on new development and existing customers with increased demands.

Operating revenue in excess of operating expense is earmarked for transfer to the Replacement Reserve Fund for the future replacement of assets. This ensures the current users of our system are paying their fair share for the maintenance of existing facilities as they depreciate.

FISCAL YEAR 2022-2023 BUDGET

\$100,229,000



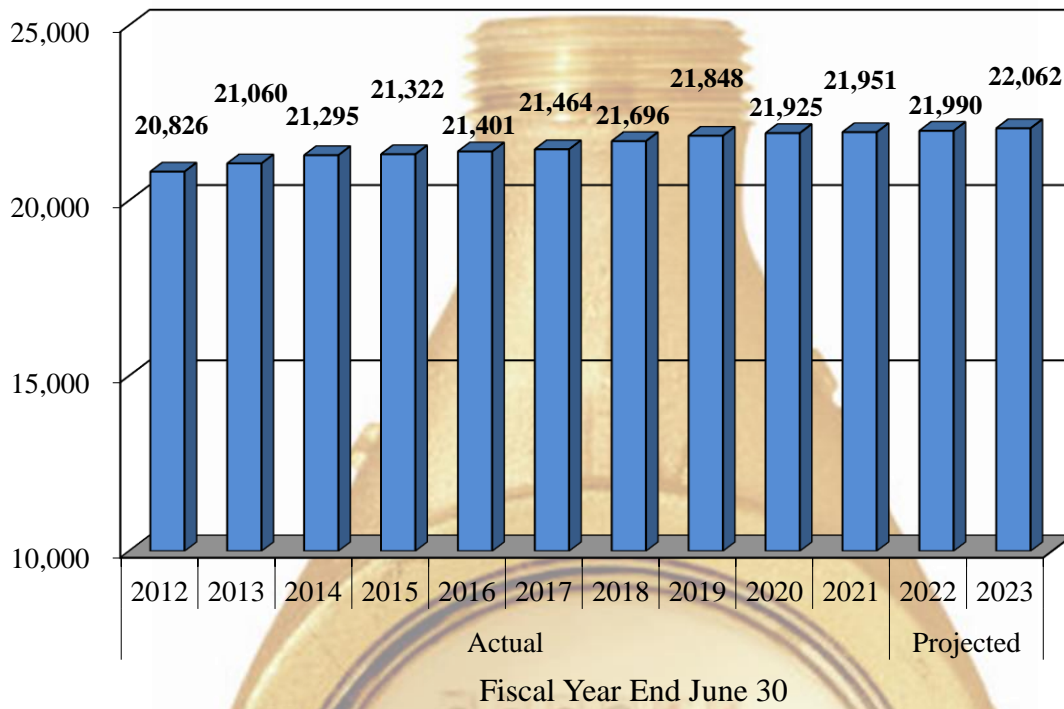
- Capital
- Water Operations
- Debt Service
- Water Purchases
- Wastewater Operations
- Easements, Vehicles & Equipment

2022-23 OPERATING BUDGET  
WATER

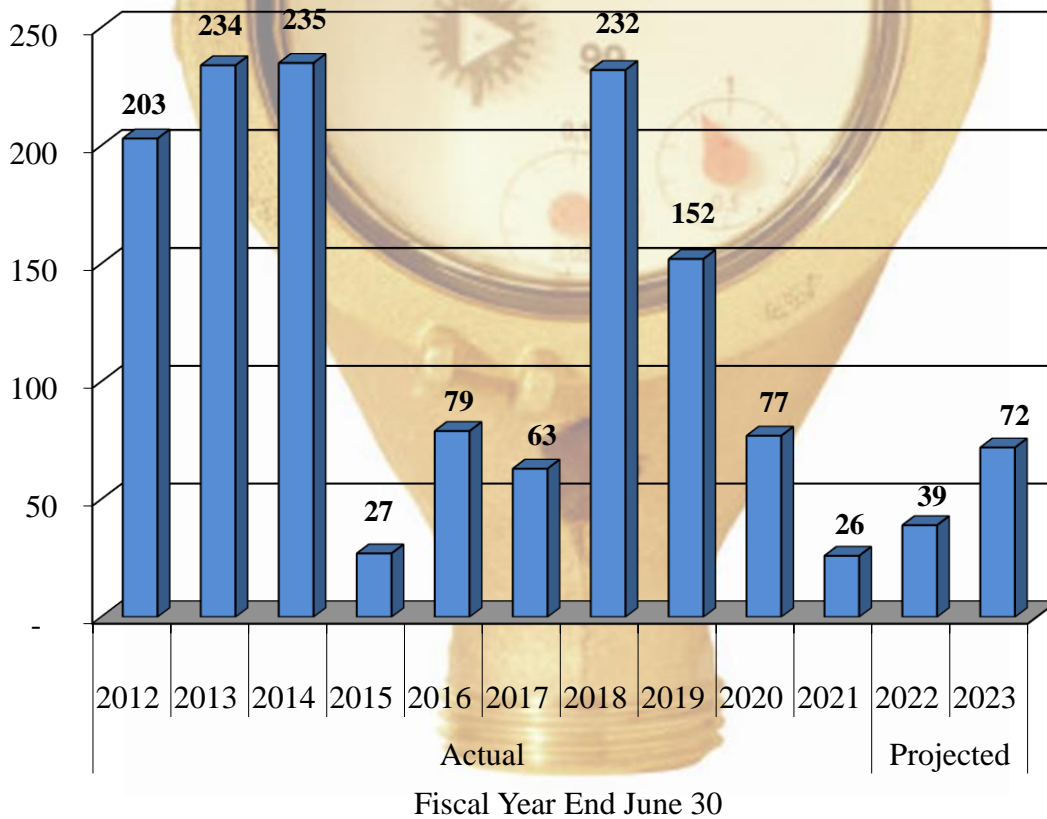


*Double Peak Tank*

**METERS IN SERVICE**



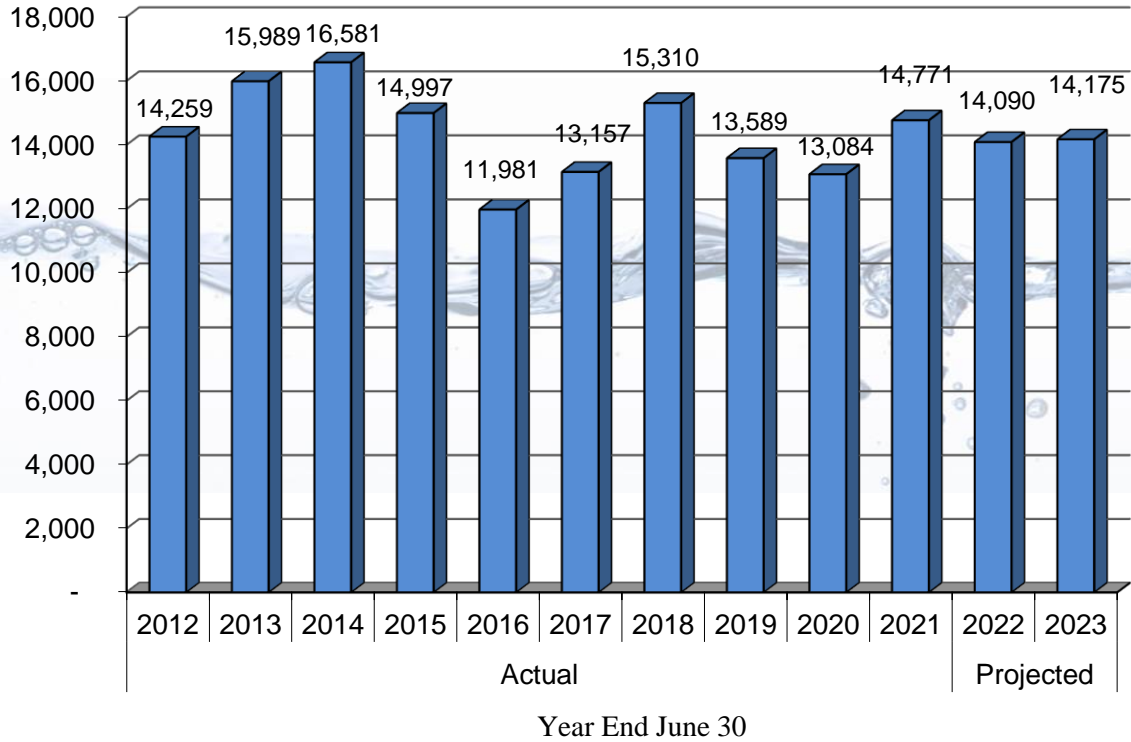
**METER ADDITIONS**



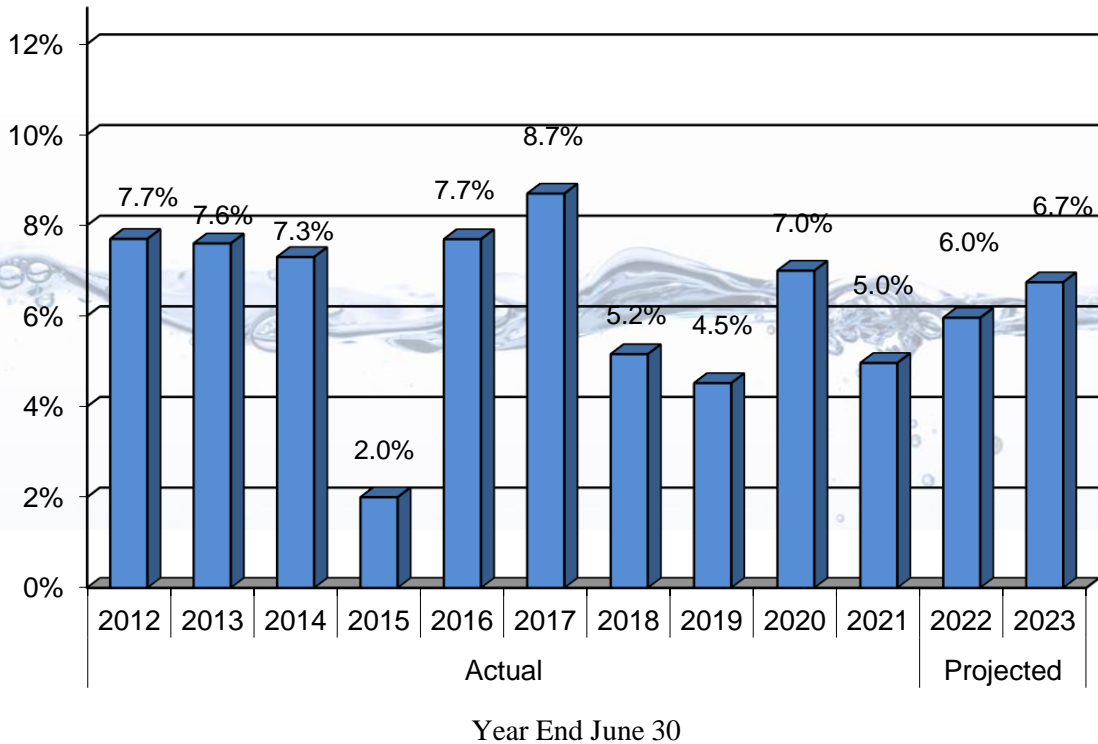


**VALLECITOS WATER DISTRICT**

**WATER SALES IN ACRE FEET**



**UNBILLED WATER**



*Unbilled Water includes one-day permit use, tie-ins, operational use, fire hydrant damage and use, meter malfunctions, leaks, and timing differences*

# VALLECITOS WATER DISTRICT

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## BUDGET FOR THE YEAR ENDING JUNE 30, 2023

### FUNCTION DEFINITIONS - WATER OPERATIONS

#### *REVENUES*

Water Sales: Monthly charges to cover the wholesale cost of water, with a minimal markup targeted to cover some operating costs and provide funds for capital improvements and replacement.

Ready To Serve: Monthly charge to cover fixed costs, regardless of water sales. Examples include maintenance of reservoirs and transmission lines, meter reading and administrative costs such as insurance.

Pumping Charges: Charges to customers at high elevations, to cover the power costs required to deliver water.

Interest and Other: Interest revenue, late charges, backflow fees, engineering fees and other miscellaneous revenues.

#### *OPERATING EXPENSES*

Water Purchases: Vallecitos purchases its water from two sources: The San Diego County Water Authority (SDCWA) and the Olivenhain Municipal Water District. Desalinated water is included in the water purchased from SDCWA.

Pumping: To move water to various elevations, and to provide adequate pressure and storage to higher service connections. Includes maintenance of ten pump stations, readings, and power costs.

Water Quality: To monitor incoming water in accordance with federal and state regulations. Includes collecting samples and reporting results, and maintenance of monitoring equipment.

Water Treatment: To treat water in tanks, handle chemicals, and use and maintain injection equipment for pipelines.

Tanks and Reservoirs: Maintenance of 17 steel tanks and 2 reservoirs. Includes corrosion control, security, and water level monitoring.

Transmission and Distribution: Maintenance of pipeline system within 45 square miles, consisting of 379 miles of pipes. Includes 26 pressure reducing stations, 3 (internal) flow control facilities, all air releases/blow-offs, fire hydrant laterals (not including the hydrant), cross-tie valves with other districts, and valve exercising.

Services: Maintenance of all service lines located from main lines to meters.

# VALLECITOS WATER DISTRICT

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## BUDGET FOR THE YEAR ENDING JUNE 30, 2023

### FUNCTION DEFINITIONS - WATER OPERATIONS (Continued)

Meters: Reading approximately 22,000 meters monthly for billing purposes as well as maintenance of all customer meters.

Backflow Prevention: Ensures compliance with Title 17, requiring backflow devices for specific connections to protect quality of water in our system.

Customer Accounts: Costs related to opening and closing accounts, response to customer concerns, billing costs (statements, mailing), and uncollectible accounts.

Equipment and Vehicles: Maintenance of District equipment. Includes all construction equipment, water, sewer and administrative vehicles, plus miscellaneous tools and equipment.

Buildings and Grounds: Maintenance of administrative and operations buildings, warehouse, and shops. Also includes power costs, alarmed security system, landscape service, janitorial, and pest control.

Engineering: All costs of engineering, capital facilities and inspection services. Includes review and monitoring of development to ensure compliance with standard design practices, impact on existing system and environment, and orderly planning to provide adequate water and sewer service as demand dictates.

Safety and Regulatory Affairs: Program to control unnecessary risks, hazardous conditions, and unsafe practices, and minimize physical losses, personnel injuries, and District liability, and to provide for regulatory compliance in environmental, public health and other mandated areas.

Information Technology: Centralization of the District's technology to maintain hardware, software, servers, networks, and interfaces.

#### General and Administrative

##### Cost of Labor:

- *Salaries* include administrative and conservation personnel salaries and all vacation, sick leave, and holiday time for administrative and water personnel.
- *Group Insurance* is health, vision, and dental costs for all administrative and water personnel.
- *Workers' Compensation Insurance* costs for all administrative and water personnel.
- *Public Employees Retirement System (PERS)* participation costs for all administrative and water personnel.
- *Social Security* costs for all administrative and water personnel.

# VALLECITOS WATER DISTRICT

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## BUDGET FOR THE YEAR ENDING JUNE 30, 2023

### FUNCTION DEFINITIONS - WATER OPERATIONS (Continued)

#### General and Administrative (continued)

- *Other Taxes/Benefits* includes unemployment and other miscellaneous employee taxes and benefits such as annual luncheon, and awards for all personnel.

*District Insurance* premium costs protect District assets, such as buildings and vehicles, and provide liability coverage for potential claims.

*Outside Services* are provided by consultants and temporary help.

*Legal* costs are incurred for general legal counsel (presence at board meetings, contracts, employment issues, etc.)

*Auditing* is conducted by a certified public accounting firm to provide an opinion on the annual financial report.

*Banking Services* are provided to maintain the District's general checking account plus trust and custody services.

*Office Supplies* are purchased for necessary administration of the District including office equipment costing less than the capitalization threshold.

*Postage* not related to public relations or customer billing includes notifications, such as shutdowns and public hearing notification mailings.

*Office Equipment Repair* covers maintenance contracts on computer system, billing equipment, copiers, telephone system, and other repairs as needed.

*Telephone* costs are for service at administration and water operations, long distance, data lines, and cellular phone service for field and key personnel.

*Travel* costs are for administrative and water personnel.

*Meetings and Seminars* for administrative and water personnel provide District representation and professional development.

*Dues and Subscriptions* are for memberships and periodicals to various organizations, such as American Water Works Association (AWWA).

*Public Awareness/Conservation* is the "image and information" arm of the District, utilizing publications, special events, the speakers' bureau, and the VWD School Program to present Vallecitos as the "Water and Wastewater Specialists" and promote effective water conservation programs.

# VALLECITOS WATER DISTRICT

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## BUDGET FOR THE YEAR ENDING JUNE 30, 2023

### FUNCTION DEFINITIONS - WATER OPERATIONS (Continued)

#### General and Administrative (continued)

*Regulatory Fees* are incurred for renewal fees for personnel certifications such as water distribution and treatment, notary, and professional memberships, state regulatory agencies, and other compliance matters.

*Election and Annexations* facilitation costs are assessed by the County.

*Director Fees* are paid for attendance of board meetings, professional conferences, and other District-sanctioned organizations.

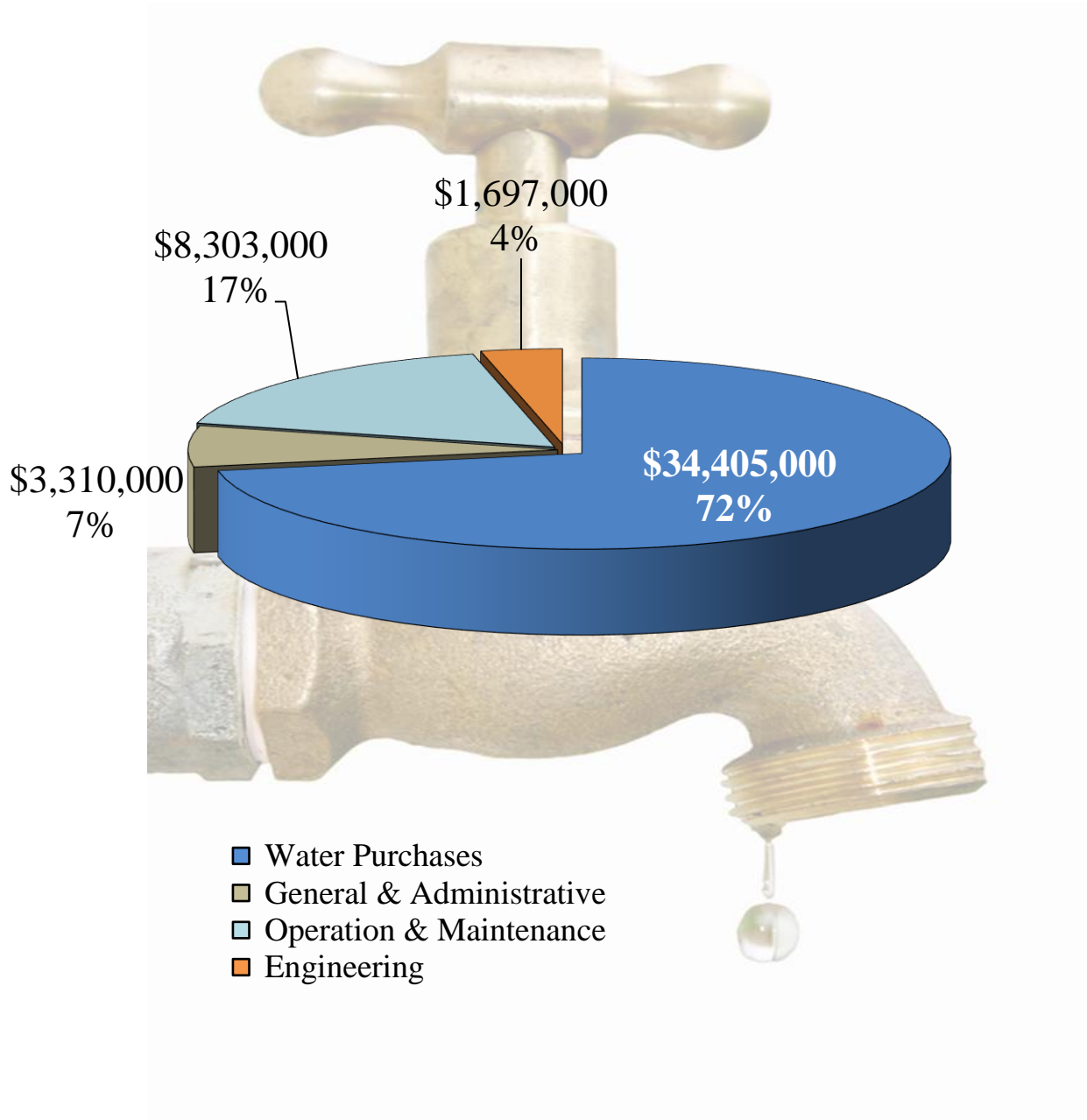
*Director Expenses* include all costs incurred by Directors, such as travel reimbursement and conference fees.

*Other/Mandated Reimbursements* include miscellaneous expenses that do not specifically apply to any of the above-referenced categories less mandated cost reimbursements due from the State.

*Administrative Credit Transfer* is a collection or recovery of overhead costs that are applied to all construction work orders.

2022-23 WATER OPERATING EXPENSE BUDGET

\$47,715,000



**VALLECITOS WATER DISTRICT**

**WATER OPERATIONS BUDGET FOR THE YEAR ENDING JUNE 30, 2023**

		<u>Actual</u> FY 20-21	<u>Budget</u> FY 21-22	<u>Projected</u> FY 21-22	<u>Budget</u> FY 22-23	<u>Estimated</u> FY 23-24
<b>OPERATING REVENUES</b>						
Water Sales	4001	\$ 32,717,315	\$ 31,180,000	\$ 31,153,000	\$ 31,732,000	\$ 33,080,000
Ready to Serve	4003	14,640,396	14,310,000	14,587,000	14,850,000	15,440,000
Pumping Charges	4002	445,178	415,000	402,000	435,000	445,000
Interest	4401	5,000	5,000	5,000	5,000	5,000
Other	Various	682,145	596,000	517,000	717,000	774,000
Total Revenue		<u>48,490,034</u>	<u>46,506,000</u>	<u>46,664,000</u>	<u>47,739,000</u>	<u>49,744,000</u>
<b>OPERATING EXPENSES</b>						
Water Purchases	1010	31,750,694	32,652,000	31,202,000	34,405,000	35,870,000
Pumping	2010	850,284	923,000	766,000	829,000	820,000
Water Quality	2020	99,924	211,000	241,000	144,000	154,000
Water Treatment	2030	483,347	476,000	463,000	508,000	535,000
Tanks & Reservoirs	2040	287,799	380,000	329,000	446,000	466,000
Transmission & Dist.	2050	1,675,893	1,910,000	1,669,000	1,889,000	2,031,000
Services	2060	82,366	82,000	67,000	82,000	88,000
Meters	2070	878,599	966,000	728,000	993,000	941,000
Backflow Prevention	2080	74,314	74,000	63,000	84,000	80,000
Customer Accounts	4010	800,957	888,000	697,000	887,000	846,000
Equipment & Vehicles	4210	252,023	339,000	218,000	357,000	391,000
Buildings & Grounds	4110	499,716	494,000	553,000	559,000	560,000
Engineering	5010	1,881,605	1,637,000	1,683,000	1,697,000	1,701,000
Safety & Reg. Affairs	5210	323,176	285,000	224,000	382,000	404,000
Information Technology	6230	936,648	1,130,000	980,000	1,143,000	1,184,000
General & Admin.	6xxx	2,823,202	3,134,000	2,582,000	3,310,000	3,410,000
Total Expense		<u>43,700,547</u>	<u>45,581,000</u>	<u>42,465,000</u>	<u>47,715,000</u>	<u>49,481,000</u>
OPERATING INCOME		4,789,487	925,000	4,199,000	24,000	263,000
<b>LESS TRANSFERS TO/(FROM)</b>						
REPLACEMENT RESERVE		<u>4,789,487</u>	<u>925,000</u>	<u>4,199,000</u>	<u>24,000</u>	<u>263,000</u>
NET INCOME		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**VALLECITOS WATER DISTRICT**

**WATER OPERATIONS BUDGET FOR THE YEAR ENDING JUNE 30, 2023**

		<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Estimated</u>
		<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>
WATER PURCHASES	5001	\$ 31,750,694	\$ 32,652,000	\$ 31,202,000	\$ 34,405,000	\$ 35,870,000
<b>PUMPING</b>						
Cost of Labor	2010xxx.51xx	86,325	116,000	73,000	122,000	131,000
Materials & Supplies	" .53xx	23,018	37,000	18,000	65,000	71,000
Outside Repair/Service	" .54xx	9,617	56,000	165,000	83,000	8,000
Power	" .5306	731,324	714,000	510,000	559,000	610,000
Total Pumping		<u>850,284</u>	<u>923,000</u>	<u>766,000</u>	<u>829,000</u>	<u>820,000</u>
<b>WATER QUALITY</b>						
Cost of Labor	2020000.51xx	43,023	55,000	68,000	58,000	60,000
Materials & Supplies	" .53xx	35,750	41,000	35,000	54,000	60,000
Outside Repair/Service	" .54xx	21,151	115,000	138,000	32,000	34,000
Total Water Quality		<u>99,924</u>	<u>211,000</u>	<u>241,000</u>	<u>144,000</u>	<u>154,000</u>
<b>WATER TREATMENT</b>						
Cost of Labor	2030000.51xx	408,570	394,000	422,000	415,000	429,000
Materials & Supplies	" .53xx	28,897	50,000	18,000	58,000	67,000
Outside Repair/Service	" .54xx	34,755	20,000	14,000	23,000	26,000
Power	" .5306	11,125	12,000	9,000	12,000	13,000
Total Water Treatment		<u>483,347</u>	<u>476,000</u>	<u>463,000</u>	<u>508,000</u>	<u>535,000</u>
<b>TANKS &amp; RESERVOIRS</b>						
Cost of Labor	2040xxx.51xx	184,858	197,000	217,000	205,000	215,000
Materials & Supplies	" .53xx	29,474	24,000	21,000	24,000	25,000
Outside Repair/Service	" .54xx	67,232	152,000	85,000	209,000	217,000
Power	" .5306	6,235	7,000	6,000	8,000	9,000
Total Tanks & Reservoirs		<u>287,799</u>	<u>380,000</u>	<u>329,000</u>	<u>446,000</u>	<u>466,000</u>
<b>TRANSMISSION &amp; DISTRIBUTION</b>						
Cost of Labor	2050xxx.51xx	1,151,621	1,164,000	1,161,000	1,185,000	1,243,000
Materials & Supplies	" .53xx	140,497	263,000	265,000	331,000	347,000
Outside Repair	" .54xx	371,337	470,000	232,000	360,000	426,000
Power	" .5306	12,438	13,000	11,000	13,000	15,000
Total Trans. & Dist.		<u>1,675,893</u>	<u>1,910,000</u>	<u>1,669,000</u>	<u>1,889,000</u>	<u>2,031,000</u>
<b>SERVICES</b>						
Cost of Labor	2060xxx.51xx	44,299	45,000	44,000	45,000	48,000
Materials & Supplies	" .53xx	10,390	12,000	12,000	12,000	12,000
Outside Repair	" .54xx	27,677	25,000	11,000	25,000	28,000
Total Services		<u>82,366</u>	<u>82,000</u>	<u>67,000</u>	<u>82,000</u>	<u>88,000</u>



**VALLECITOS WATER DISTRICT**

**WATER OPERATIONS BUDGET FOR THE YEAR ENDING JUNE 30, 2023**

		<u>Actual</u> FY 20-21	<u>Budget</u> FY 21-22	<u>Projected</u> FY 21-22	<u>Budget</u> FY 22-23	<u>Estimated</u> FY 23-24
<b>METERS</b>						
Cost of Labor	2070xxx.51xx	\$ 826,854	\$ 792,000	\$ 679,000	\$ 829,000	\$ 871,000
Materials & Supplies	" .53xx	48,410	137,000	47,000	123,000	59,000
Outside Service/Repair	" .54xx	3,335	37,000	2,000	41,000	11,000
Total Meters		<u>878,599</u>	<u>966,000</u>	<u>728,000</u>	<u>993,000</u>	<u>941,000</u>
<b>BACKFLOW PREVENTION</b>						
Cost of Labor	2080000.51xx	17,244	23,000	22,000	25,000	26,000
Materials & Supplies	" .53xx	547	1,000	1,000	7,000	2,000
Outside Service	" .54xx	56,523	50,000	40,000	52,000	52,000
Total Backflow		<u>74,314</u>	<u>74,000</u>	<u>63,000</u>	<u>84,000</u>	<u>80,000</u>
<b>CUSTOMER ACCOUNTS</b>						
Cost of Labor	4010000.51xx	517,869	561,000	549,000	593,000	613,000
Materials & Supplies	" .53xx	26,964	91,000	32,000	127,000	130,000
Outside Service/Repair	" .54xx	40,854	42,000	28,000	48,000	57,000
Uncollectible Accts.	" .5703	215,270	194,000	88,000	119,000	46,000
Total Cust. Accts.		<u>800,957</u>	<u>888,000</u>	<u>697,000</u>	<u>887,000</u>	<u>846,000</u>
<b>EQUIPMENT &amp; VEHICLES</b>						
Cost of Labor	4210000.51xx	103,341	140,000	89,000	148,000	153,000
Materials & Supplies	" .53xx	41,186	59,000	36,000	69,000	72,000
Fuel	" .5307	92,257	100,000	82,000	100,000	140,000
Outside Repair	" .54xx	15,239	40,000	11,000	40,000	26,000
Total Equip. & Vehicles		<u>252,023</u>	<u>339,000</u>	<u>218,000</u>	<u>357,000</u>	<u>391,000</u>
<b>BUILDINGS &amp; GROUNDS</b>						
Cost of Labor	4110000.51xx	221,909	209,000	268,000	223,000	215,000
Materials & Supplies	" .53xx	61,180	78,000	53,000	83,000	85,000
Outside Services	" .54xx	135,289	132,000	137,000	153,000	157,000
Power	" .5306	81,338	75,000	95,000	100,000	103,000
Total Bldg. & Grnd.		<u>499,716</u>	<u>494,000</u>	<u>553,000</u>	<u>559,000</u>	<u>560,000</u>
<b>ENGINEERING</b>						
Cost of Labor	5010000.51xx	1,709,914	1,446,000	1,554,000	1,530,000	1,598,000
Materials & Supplies	" .53xx	18,594	31,000	21,000	34,000	38,000
Outside Services	" .54xx	153,097	160,000	108,000	133,000	65,000
Total Engineering		<u>1,881,605</u>	<u>1,637,000</u>	<u>1,683,000</u>	<u>1,697,000</u>	<u>1,701,000</u>

**VALLECITOS WATER DISTRICT**

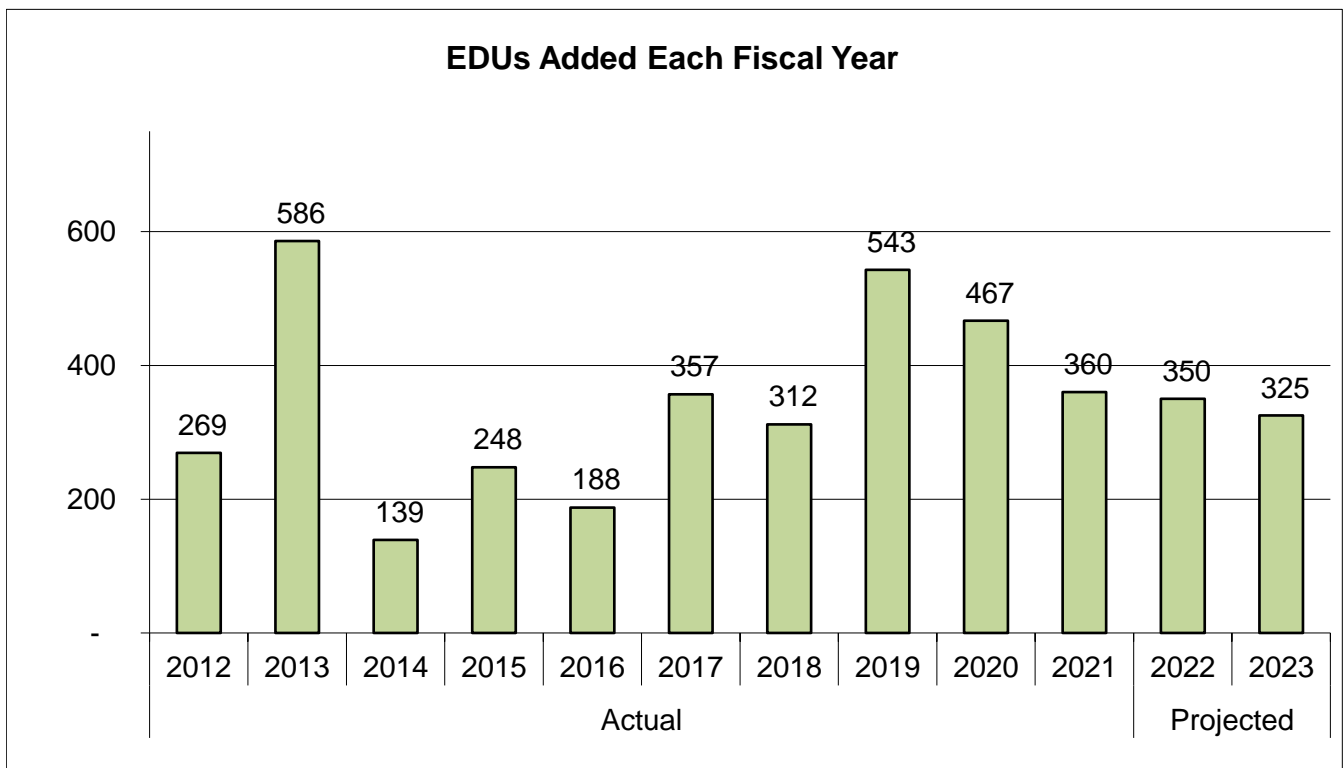
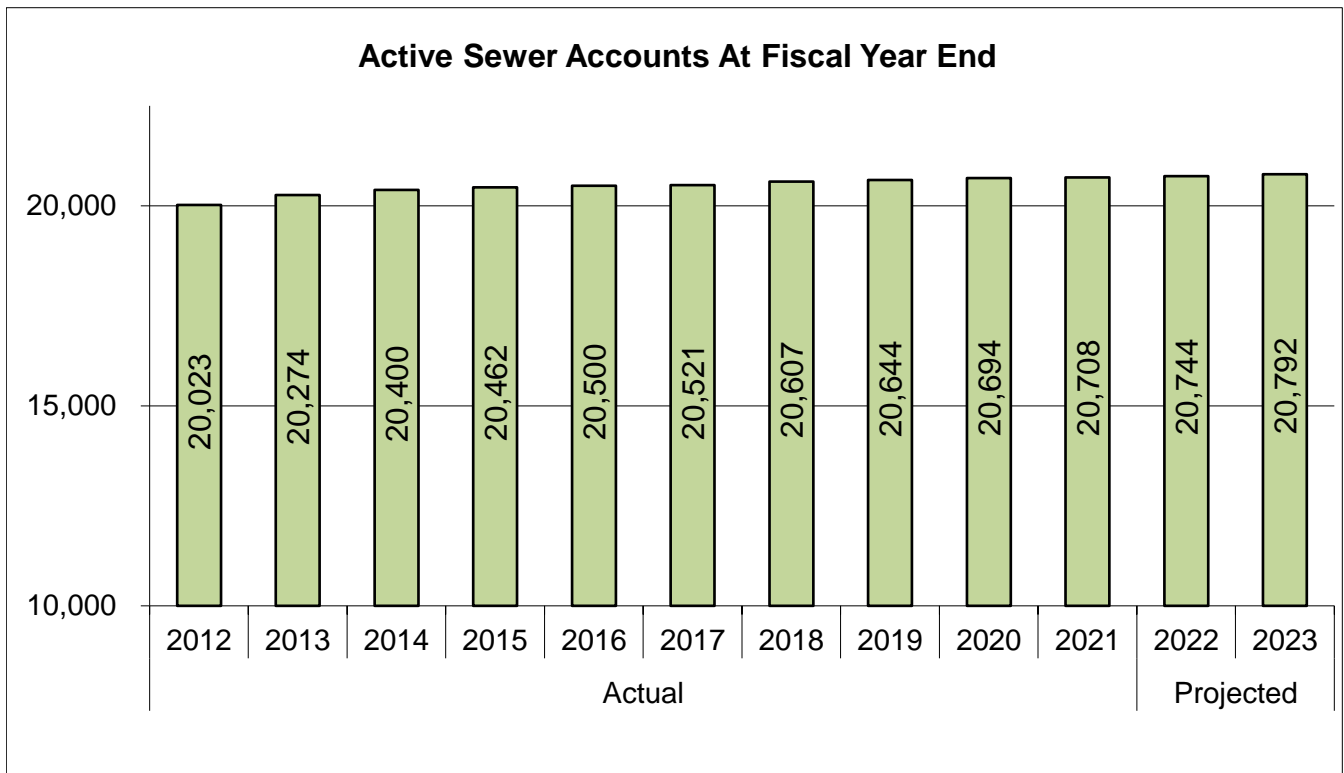
**WATER OPERATIONS BUDGET FOR THE YEAR ENDING JUNE 30, 2023**

		<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Estimated</u>
		<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>
<b>SAFETY &amp; REG. AFFAIRS</b>						
Cost of Labor	5210000.51xx	\$ 211,802	\$ 237,000	\$ 159,000	\$ 251,000	\$ 269,000
Materials & Supplies	" .53xx	22,064	18,000	17,000	21,000	22,000
Safety Support	" .54xx	89,310	30,000	48,000	110,000	113,000
Total Safety		<u>323,176</u>	<u>285,000</u>	<u>224,000</u>	<u>382,000</u>	<u>404,000</u>
<b>INFORMATION TECHNOLOGY</b>						
Cost of Labor	6230000.51xx	524,936	611,000	534,000	641,000	669,000
Materials & Supplies	" .53xx	92,500	84,000	97,000	36,000	37,000
Outside Services	" .54xx	<u>319,212</u>	<u>435,000</u>	<u>349,000</u>	<u>466,000</u>	<u>478,000</u>
Total Information Tech		<u>936,648</u>	<u>1,130,000</u>	<u>980,000</u>	<u>1,143,000</u>	<u>1,184,000</u>
<b>GENERAL &amp; ADMINISTRATION</b>						
Cost of Labor	6xxxxxx.51xx	2,820,290	3,024,000	2,704,000	3,145,000	3,288,000
Directors Fees	" .5101	88,835	75,000	86,000	94,000	96,000
District Insurance	" .5201	118,236	168,000	125,000	180,000	198,000
Travel	" .5202	177	6,000	4,000	23,000	25,000
Meetings & Seminars	" .5203	10,323	36,000	8,000	24,000	25,000
Dues & Subscriptions	" .5204	84,069	80,000	83,000	85,000	87,000
Directors Expenses	" .5205	6,769	50,000	23,000	50,000	51,000
Office Supplies	" .5301	20,890	41,000	17,000	39,000	40,000
Awareness/Conservation	" .5303	63,430	113,000	74,000	119,000	122,000
Postage	" .5304	2,115	3,000	2,000	3,000	3,000
Outside Services	" .5401	101,847	83,000	95,000	105,000	94,000
Legal	" .5402	203,254	180,000	139,000	170,000	183,000
Auditing	" .5403	13,229	13,000	12,000	13,000	15,000
Bank/Investment Svcs	" .5501	24,405	25,000	18,000	25,000	26,000
Regulatory Fees	" .5502	73,122	51,000	79,000	118,000	121,000
Election & Annexation	" .5503	5,301	2,000	2,000	2,000	2,000
Other/Reimbursements		6,002	10,000	16,000	10,000	10,000
Admin Credit Transfer.	4702	<u>(819,092)</u>	<u>(826,000)</u>	<u>(905,000)</u>	<u>(895,000)</u>	<u>(976,000)</u>
Total Gen. & Admin.		<u>2,823,202</u>	<u>3,134,000</u>	<u>2,582,000</u>	<u>3,310,000</u>	<u>3,410,000</u>
<b>TOTAL EXPENSES</b>		<u>\$ 43,700,547</u>	<u>\$ 45,581,000</u>	<u>\$ 42,465,000</u>	<u>\$ 47,715,000</u>	<u>\$ 49,481,000</u>

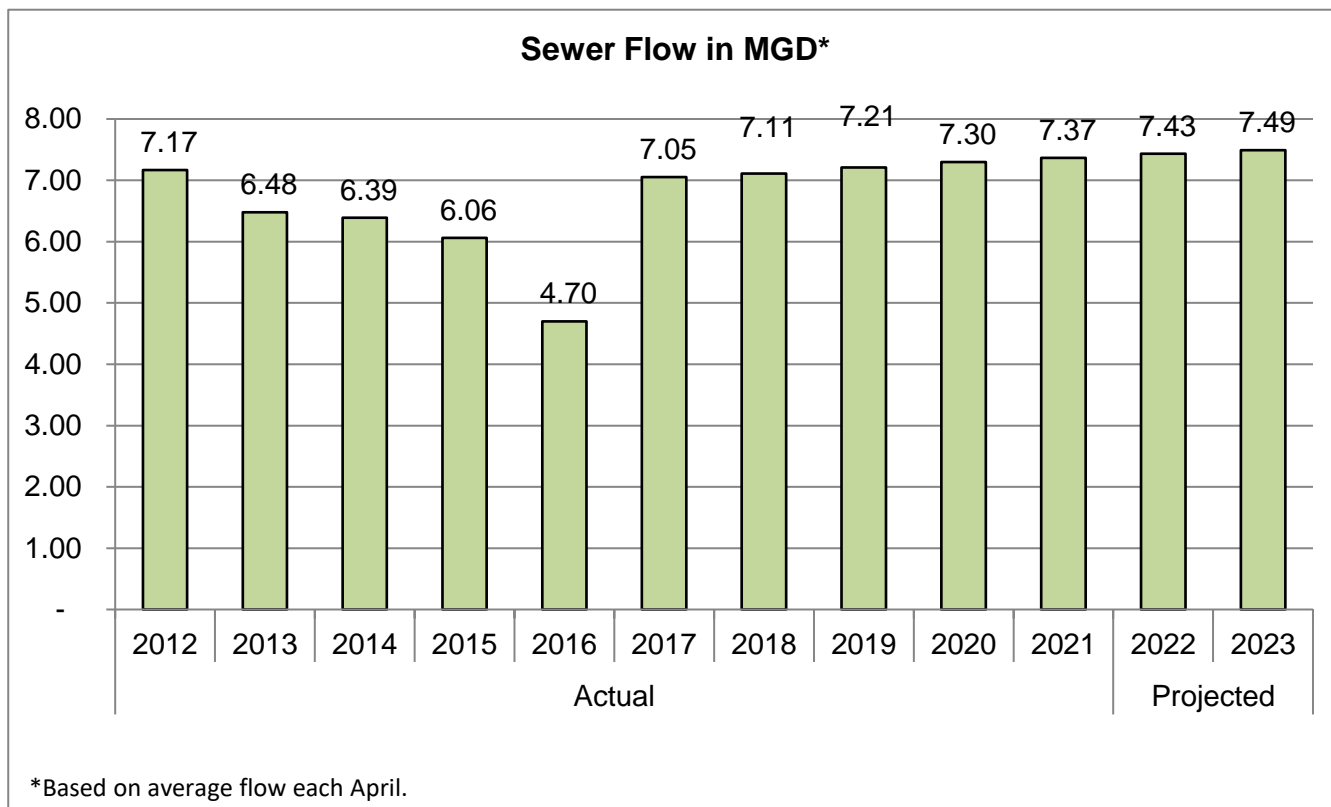
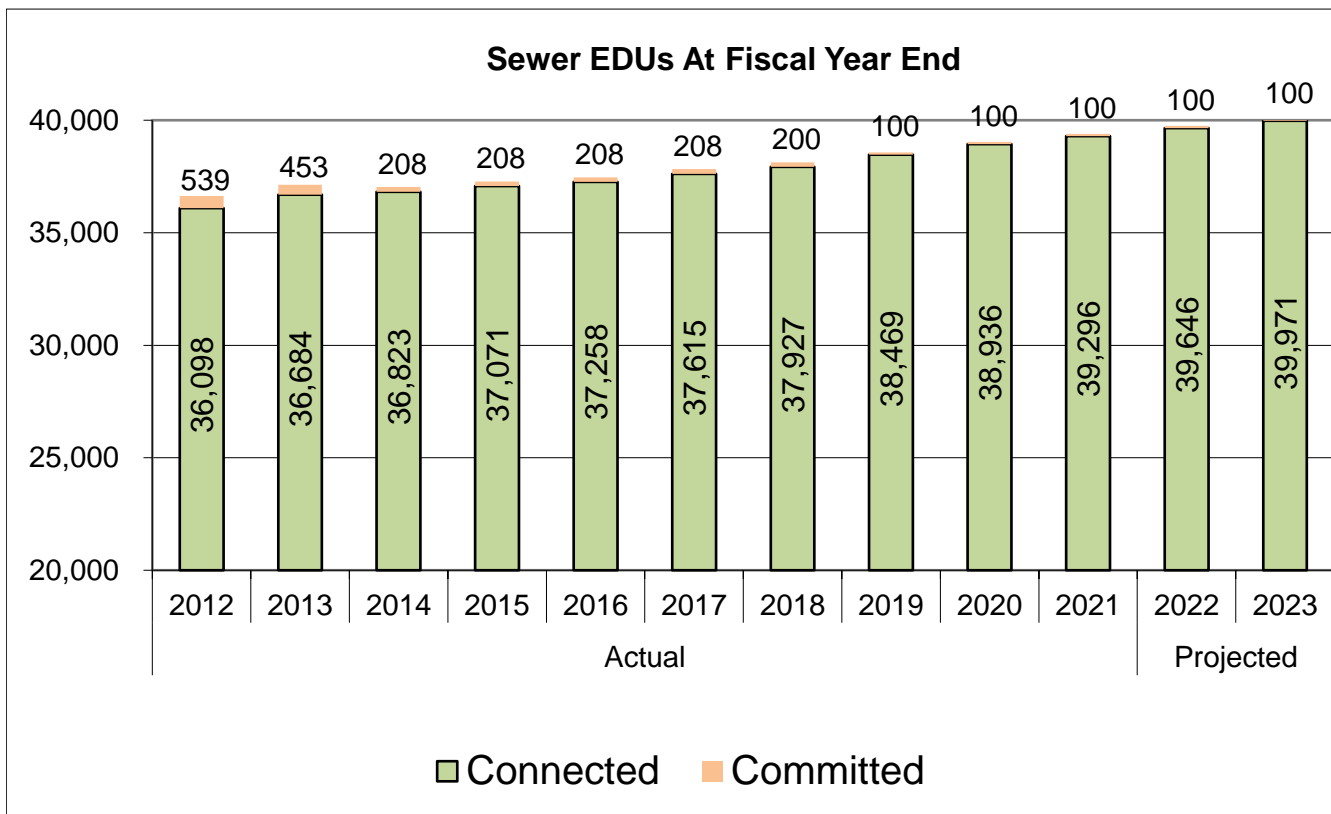
2022-23 OPERATING BUDGET  
WASTEWATER



*Chlorine Contact Tank at Meadowlark Wastewater Reclamation Facility*



**VALLECITOS WATER DISTRICT**



# VALLECITOS WATER DISTRICT

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## BUDGET FOR THE YEAR ENDING JUNE 30, 2023

### FUNCTION DEFINITIONS - WASTEWATER OPERATIONS

#### *REVENUES*

Sewer Service: Monthly charges to cover the cost to collect, treat and dispose of wastewater plus maintain the various wastewater facilities.

Reclaimed Water Sales: Revenue generated from contractual sale of reclaimed water to the Carlsbad Municipal Water District and the Olivenhain Municipal Water District on a cost recovery basis.

Other: Interest revenue, late charges, engineering fees and other miscellaneous revenues.

#### *OPERATING EXPENSES*

Collection and Conveyance: Maintaining flow in 276 miles of District sewer lines. Includes blockage removal, television inspection, and maintenance of pipeline system and manholes.

Lift Stations: Cost of lifting sewage flows at the Montiel Lift Station, Lake San Marcos Lift Station and Questhaven Lift Station. Includes maintenance and power costs of the pumping systems.

Source Control: Costs to ensure compliance with federal, state, and local regulations as administered through the Encina Wastewater Authority.

Encina Disposal: Cost reimbursement to the Encina Wastewater Authority for processing wastewater and returning clean water to the environment.

Meadowlark Plant: All costs attributed to treating wastewater and for production and sale of reclaimed water to City of Carlsbad, and OMWD including operation and maintenance of the plant, No. 1 Lift Station, and Mahr Reservoir.

Customer Accounts: Responds to customers, associated billing costs, and uncollectible accounts.

Equipment and Vehicles: Maintenance of sewer vehicles and equipment and transfer of a portion of administrative and water operations vehicle costs attributable to sewer.

Buildings and Grounds: A transfer of costs attributable to sewer.

Engineering: All attributable sewer engineering, capital facilities and inspection costs.

# VALLECITOS WATER DISTRICT

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## BUDGET FOR THE YEAR ENDING JUNE 30, 2023

### FUNCTION DEFINITIONS - WASTEWATER OPERATIONS (Continued)

Safety and Compliance: A transfer of safety and regulatory affairs costs attributable to sewer operations.

Information Technology: Centralization of the District's technology to maintain hardware, software, servers, networks, and interfaces.

#### General and Administrative

Cost of Labor:

- *Salaries* include all vacation, sick leave, and holiday time for sewer personnel.
- *Group Insurance* is health, vision, and dental costs for all sewer personnel.
- *Workers' Compensation Insurance* covers all sewer personnel.
- *Public Employees Retirement System (PERS)* participation costs for all sewer personnel.
- *Social Security* cost for all sewer personnel.
- *Other Taxes* include unemployment and other miscellaneous employee taxes for sewer personnel.

*Travel* costs for sewer personnel.

*Meetings and Seminars* fees for sewer personnel are to provide District representation and professional development.

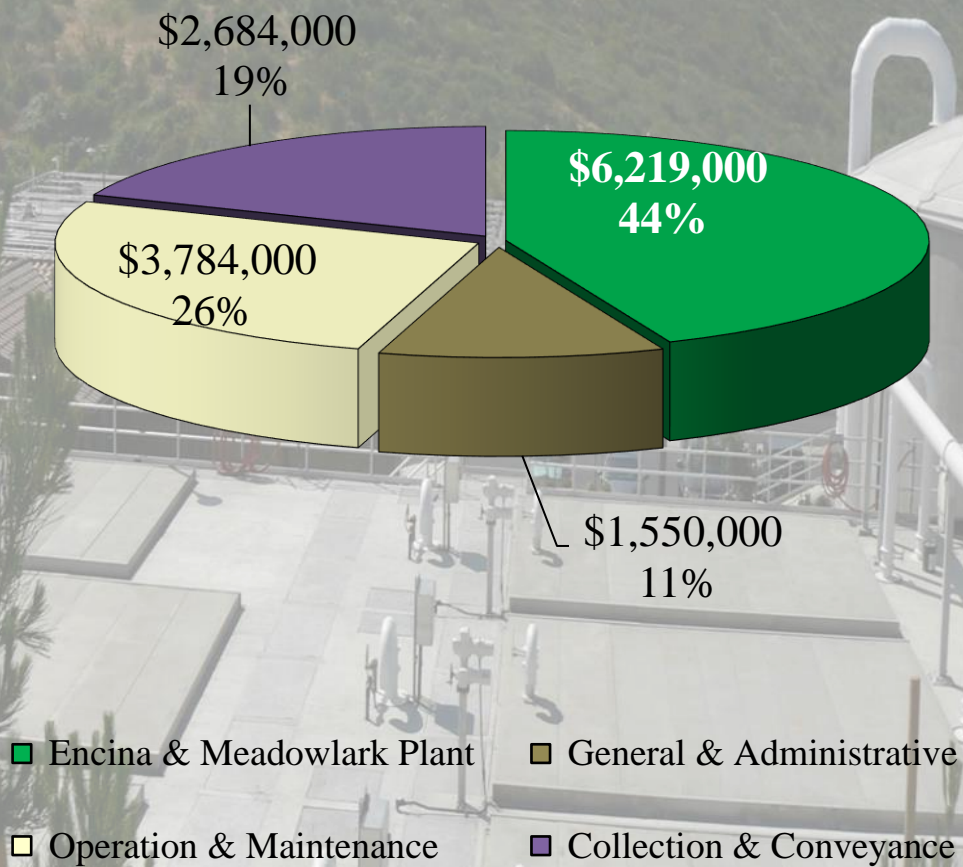
*Dues and Subscriptions* are periodical costs for sewer-related activities.

*Other* includes miscellaneous expenses that do not specifically apply to any of the above-referenced categories.

*Administrative Credit Transfer* is the collection or recovery of overhead costs that apply to all construction work orders.

## 2022-23 WASTEWATER OPERATING EXPENSE BUDGET

\$14,237,000





**VALLECITOS WATER DISTRICT**

**WASTEWATER OPERATIONS BUDGET FOR THE YEAR ENDING JUNE 30, 2023**

		<u>Actual</u> <u>FY 20-21</u>	<u>Budget</u> <u>FY 21-22</u>	<u>Projected</u> <u>FY 21-22</u>	<u>Budget</u> <u>FY 22-23</u>	<u>Estimated</u> <u>FY 23-24</u>
<b>OPERATING REVENUES</b>						
Sewer Service	4101	\$ 18,151,779	\$ 17,763,000	\$ 18,396,000	\$ 18,222,000	\$ 18,680,000
Reclaimed Water Sales	4102	3,007,732	2,975,000	2,726,000	3,080,000	3,099,000
Other	Various	<u>284,423</u>	<u>317,000</u>	<u>237,000</u>	<u>281,000</u>	<u>288,000</u>
Total Revenue		<u>21,443,934</u>	<u>21,055,000</u>	<u>21,359,000</u>	<u>21,583,000</u>	<u>22,067,000</u>
<b>OPERATING EXPENSES</b>						
Collection & Conveyance	3010000	2,378,043	2,384,000	2,179,000	2,684,000	2,792,000
Lift Stations	3020000	242,591	236,000	244,000	273,000	284,000
Source Control	3060000	185,273	203,000	190,000	212,000	221,000
Encina Disposal	3070000	2,946,474	3,339,000	3,036,000	3,304,000	3,403,000
Meadowlark Plant	3410000	2,817,315	3,066,000	2,548,000	2,915,000	2,925,000
Customer Accounts	4010000	465,622	565,000	508,000	596,000	617,000
Equipment & Vehicles	4210000	198,868	262,000	198,000	287,000	290,000
Buildings & Grounds	4110000	279,671	329,000	349,000	382,000	400,000
Engineering	5010000	953,234	899,000	749,000	875,000	840,000
Safety & Compliance	5210000	166,789	189,000	152,000	280,000	294,000
Information Technology	6230000	774,639	873,000	771,000	879,000	908,000
General & Admin.	6xxx000	<u>1,434,052</u>	<u>1,427,000</u>	<u>1,297,000</u>	<u>1,550,000</u>	<u>1,541,000</u>
Total Expense		<u>12,842,571</u>	<u>13,772,000</u>	<u>12,221,000</u>	<u>14,237,000</u>	<u>14,515,000</u>
OPERATING INCOME		<u>8,601,363</u>	<u>7,283,000</u>	<u>9,138,000</u>	<u>7,346,000</u>	<u>7,552,000</u>
LESS: TRANSFERS TO REPLACEMENT RESERVE		<u>8,601,363</u>	<u>7,283,000</u>	<u>9,138,000</u>	<u>7,346,000</u>	<u>7,552,000</u>
NET INCOME		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**VALLECITOS WATER DISTRICT**

**WASTEWATER OPERATIONS BUDGET FOR THE YEAR ENDING JUNE 30, 2023**

		<u>Actual</u> <u>FY 20-21</u>	<u>Budget</u> <u>FY 21-22</u>	<u>Projected</u> <u>FY 21-22</u>	<u>Budget</u> <u>FY 22-23</u>	<u>Estimated</u> <u>FY 23-24</u>
<b>COLLECTION/CONVEYANCE</b>						
Cost of Labor	3010xxx.51xx	\$ 1,701,799	\$ 1,668,000	\$ 1,685,000	\$ 1,775,000	\$ 1,860,000
Materials & Supplies	" .53xx	91,914	157,000	112,000	145,000	149,000
Chemicals	" .5350	330,422	315,000	293,000	485,000	497,000
Outside Services/Power	" .5xxx	253,908	244,000	175,000	279,000	286,000
Total Collection/Conveyance		<u>2,378,043</u>	<u>2,384,000</u>	<u>2,265,000</u>	<u>2,684,000</u>	<u>2,792,000</u>
<b>LIFT STATIONS</b>						
Cost of Labor	3020xxx.51xx	123,264	133,000	165,000	140,000	147,000
Materials & Supplies	" .53xx	60,924	35,000	29,000	30,000	31,000
Outside Services	" .54xx	4,770	20,000	7,000	71,000	73,000
Power	" .5306	53,633	48,000	43,000	32,000	33,000
Total Lift Stations		<u>242,591</u>	<u>236,000</u>	<u>244,000</u>	<u>273,000</u>	<u>284,000</u>
<b>SOURCE CONTROL</b>						
Cost of Labor	3060000.51xx	167,629	170,000	174,000	177,000	185,000
Materials & Supplies	" .53xx	17,644	25,000	14,000	27,000	28,000
Outside Services	" .54xx	-	8,000	2,000	8,000	8,000
Total Industrial Waste		<u>185,273</u>	<u>203,000</u>	<u>190,000</u>	<u>212,000</u>	<u>221,000</u>
ENCINA DISPOSAL	3070000.551	<u>2,946,474</u>	<u>3,339,000</u>	<u>3,036,000</u>	<u>3,304,000</u>	<u>3,403,000</u>
<b>MEADOWLARK LIFT STATION</b>						
Cost of Labor	3710000.51xx	63,481	72,000	60,000	75,000	80,000
Materials & Supplies	" .53xx	5,279	37,000	18,000	62,000	64,000
Chemicals	" .5350	78,692	125,000	97,000	175,000	179,000
Outside Services	" .54xx	4,406	40,000	36,000	43,000	44,000
Power	" .5306	79,446	90,000	73,000	35,000	36,000
Total Lift Sta.		<u>231,304</u>	<u>364,000</u>	<u>284,000</u>	<u>390,000</u>	<u>403,000</u>

**VALLECITOS WATER DISTRICT**

**WASTEWATER OPERATIONS BUDGET FOR THE YEAR ENDING JUNE 30, 2023**

		Actual FY 20-21	Budget FY 21-22	Projected FY 21-22	Budget FY 22-23	Estimated FY 23-24
<b>MEADOWLARK PLANT</b>						
Cost of Labor	3410000.51xx	\$ 1,090,694	\$ 1,107,000	\$ 1,025,000	\$ 1,097,000	\$ 1,156,000
Materials & Supplies	" .53xx	333,447	365,000	226,000	381,000	327,000
Chemicals	" .5350	196,043	205,000	224,000	245,000	251,000
Outside Services	" .54xx	350,830	335,000	239,000	279,000	251,000
Power	" .5306	405,892	400,000	353,000	210,000	216,000
Telephone	" .5305	-	1,000	-	-	-
Total Meadowlark		<u>2,376,906</u>	<u>2,413,000</u>	<u>2,067,000</u>	<u>2,212,000</u>	<u>2,201,000</u>
<b>MAHR RESERVOIR</b>						
Cost of Labor	3810000.51xx	87,141	100,000	82,000	101,000	105,000
Materials & Supplies	" .53xx	15,067	18,000	18,000	25,000	26,000
Chemicals	" .5350	29,505	40,000	33,000	40,000	39,000
Outside Services	" .54xx	20,035	76,000	17,000	82,000	84,000
Power	" .5306	57,357	55,000	47,000	65,000	67,000
Total Mahr Reservoir		<u>209,105</u>	<u>289,000</u>	<u>197,000</u>	<u>313,000</u>	<u>321,000</u>
<b>CUSTOMER ACCOUNTS</b>						
Cost of Labor	4010000.51xx	350,464	349,000	358,000	368,000	382,000
Materials & Supplies	" .53xx	25,907	87,000	62,000	119,000	122,000
Outside Services	" .54xx	38,668	35,000	27,000	47,000	48,000
Uncollectible Accts.	" .5703	50,583	94,000	61,000	62,000	65,000
Total Cust. Accts.		<u>465,622</u>	<u>565,000</u>	<u>508,000</u>	<u>596,000</u>	<u>617,000</u>
<b>EQUIPMENT &amp; VEHICLES</b>						
Cost of Labor	4210000.51xx	128,261	151,000	130,000	160,000	165,000
Materials & Supplies	" .53xx	13,200	47,000	19,000	57,000	58,000
Fuel	" .5307	38,452	39,000	37,000	45,000	56,000
Outside Services	" .54xx	18,955	25,000	12,000	25,000	11,000
Total Equip. & Veh.		<u>198,868</u>	<u>262,000</u>	<u>198,000</u>	<u>287,000</u>	<u>290,000</u>
<b>BUILDINGS &amp; GROUNDS</b>						
Cost of Labor	4110000.51xx	78,902	78,000	83,000	84,000	94,000
Materials & Supplies	" .53xx	27,197	68,000	46,000	65,000	67,000
Outside Services	" .54xx	95,725	111,000	130,000	138,000	141,000
Power	" .5306	77,847	72,000	90,000	95,000	98,000
Total Buildings & Grounds		<u>279,671</u>	<u>329,000</u>	<u>349,000</u>	<u>382,000</u>	<u>400,000</u>
<b>ENGINEERING</b>						
Cost of Labor	5010000.51xx	762,713	686,000	620,000	694,000	723,000
Materials & Supplies	" .53xx	3,162	22,000	7,000	33,000	34,000
Outside Services	" .54xx	187,359	191,000	122,000	148,000	83,000
Total Engineering		<u>953,234</u>	<u>899,000</u>	<u>749,000</u>	<u>875,000</u>	<u>840,000</u>

**VALLECITOS WATER DISTRICT**

**WASTEWATER OPERATIONS BUDGET FOR THE YEAR ENDING JUNE 30, 2023**

		<u>Actual</u>	<u>Budget</u>	<u>Projected</u>	<u>Budget</u>	<u>Estimated</u>
		<u>FY 20-21</u>	<u>FY 21-22</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>
<b>SAFETY &amp; REGULATORY AFFAIRS</b>						
Cost of Labor	5210000.51xx	\$ 114,916	\$ 141,000	\$ 99,000	\$ 151,000	\$ 161,000
Materials & Supplies	" .53xx	11,883	18,000	7,000	21,000	22,000
Safety Support	" .54xx	39,990	30,000	46,000	108,000	111,000
Total Safety/Reg Affairs		<u>166,789</u>	<u>189,000</u>	<u>152,000</u>	<u>280,000</u>	<u>294,000</u>
<b>INFORMATION TECH</b>						
Cost of Labor	6230000.51xx	378,991	364,000	318,000	376,000	392,000
Materials & Supplies	" .53xx	79,720	77,000	93,000	35,000	36,000
Outside Services	" .54xx	315,928	432,000	360,000	468,000	480,000
Total Information Tech		<u>774,639</u>	<u>873,000</u>	<u>771,000</u>	<u>879,000</u>	<u>908,000</u>
<b>GENERAL &amp; ADMINISTRATION</b>						
Cost of Labor	6xxxxxx.51xx	1,422,153	1,430,000	1,318,000	1,506,000	1,543,000
Directors Fees	" .5101	32,529	58,000	62,000	65,000	67,000
District Insurance	" .5201	113,710	113,000	103,000	115,000	127,000
Travel	" .5202	-	4,000	4,000	16,000	16,000
Meetings & Seminars	" .5203	3,877	15,000	2,000	19,000	19,000
Dues & Subscriptions	" .5204	21,884	48,000	45,000	52,000	53,000
Office Supplies	" .5301	14,053	13,000	9,000	18,000	18,000
Postage	" .5304	2,032	4,000	2,000	3,000	3,000
Outside Services	" .5401	52,252	87,000	56,000	123,000	103,000
Legal	" .5402	193,988	184,000	138,000	170,000	183,000
Auditing	" .5403	12,711	13,000	11,000	13,000	15,000
Bank/Investment Svcs	" .5501	23,379	25,000	17,000	25,000	26,000
Regulatory Fees	" .5502	444	51,000	16,000	44,000	45,000
Other	" .5702	-	5,000	2,000	5,000	5,000
Admin Credit Trans	4702	(458,960)	(623,000)	(488,000)	(624,000)	(682,000)
Total Gen. & Admin.		<u>1,434,052</u>	<u>1,427,000</u>	<u>1,297,000</u>	<u>1,550,000</u>	<u>1,541,000</u>
<b>TOTAL EXPENSES</b>		<u>\$ 12,842,571</u>	<u>\$ 13,772,000</u>	<u>\$ 12,307,000</u>	<u>\$ 14,237,000</u>	<u>\$ 14,515,000</u>

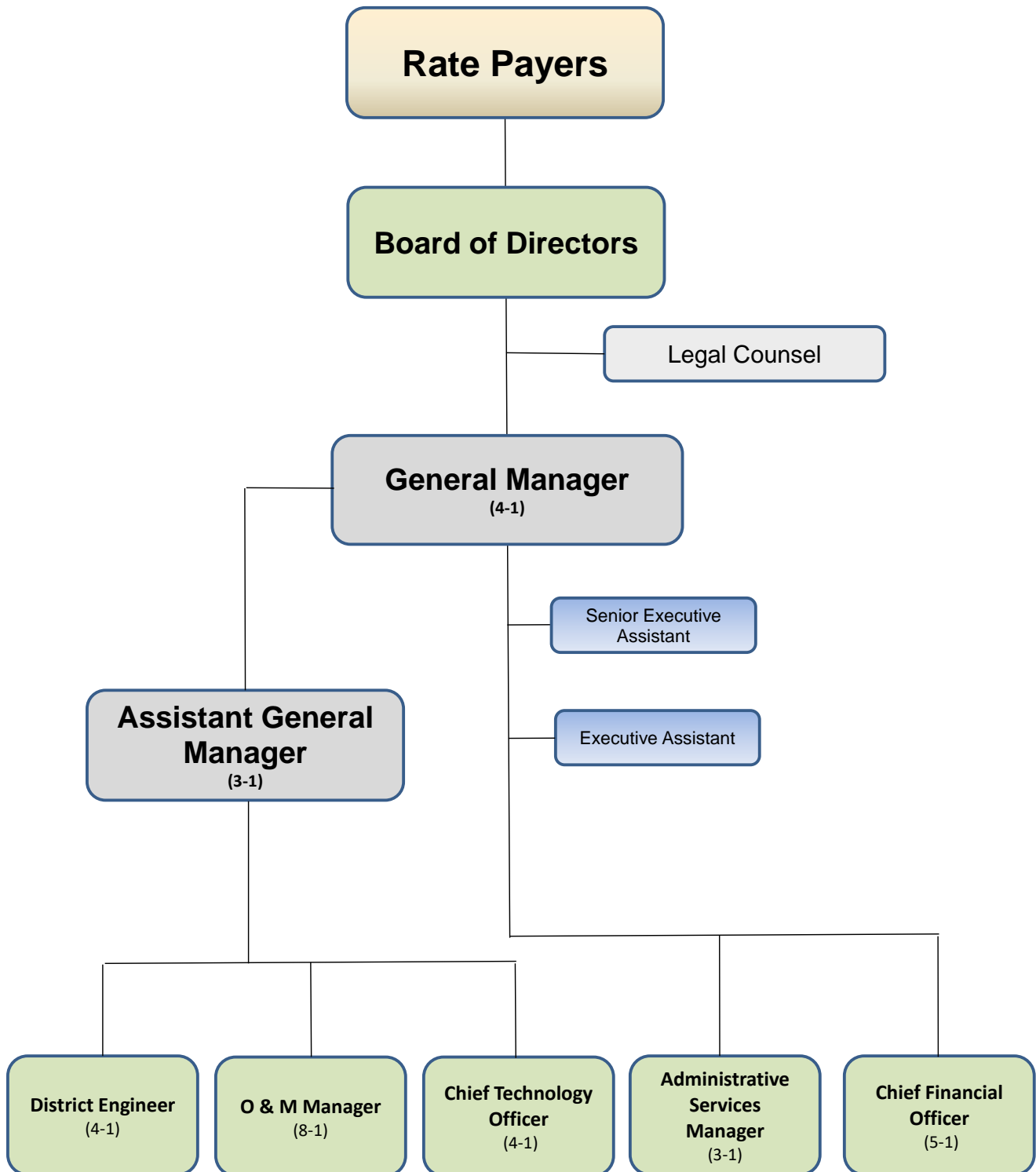
**VALLECITOS WATER DISTRICT**

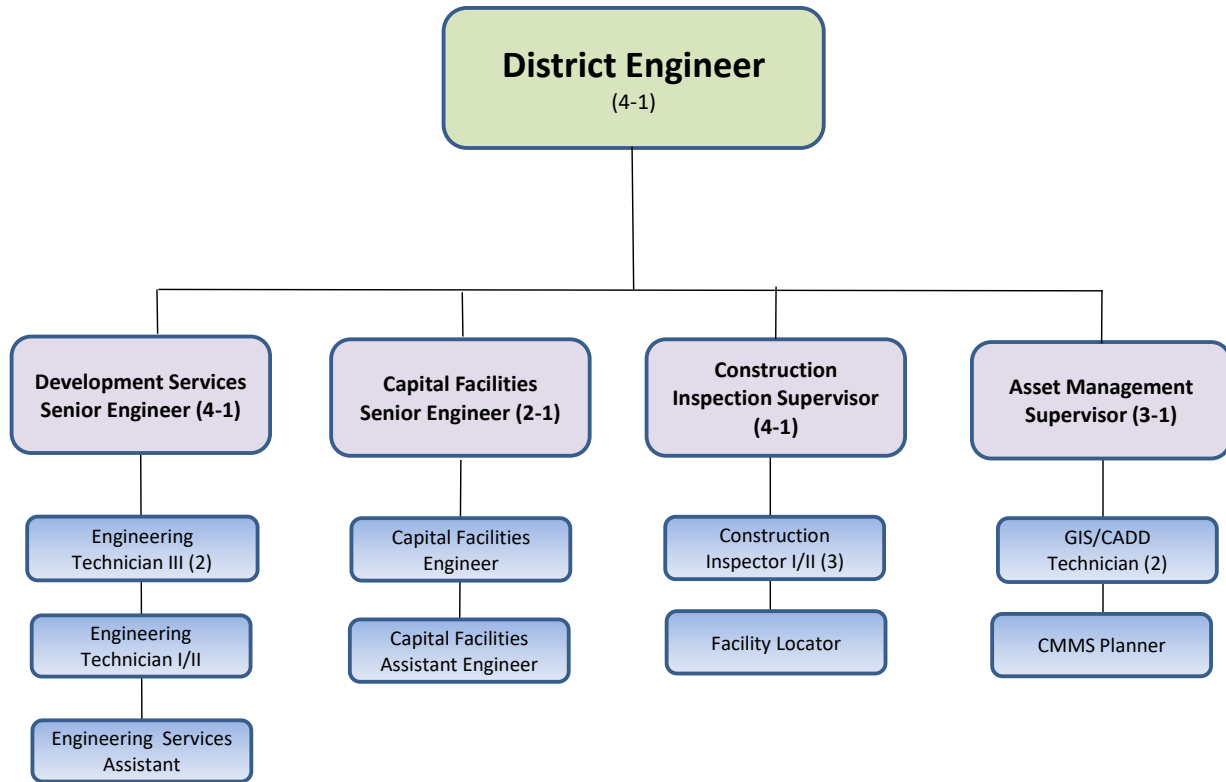
**BUDGET FOR THE YEAR ENDING JUNE 30, 2023**

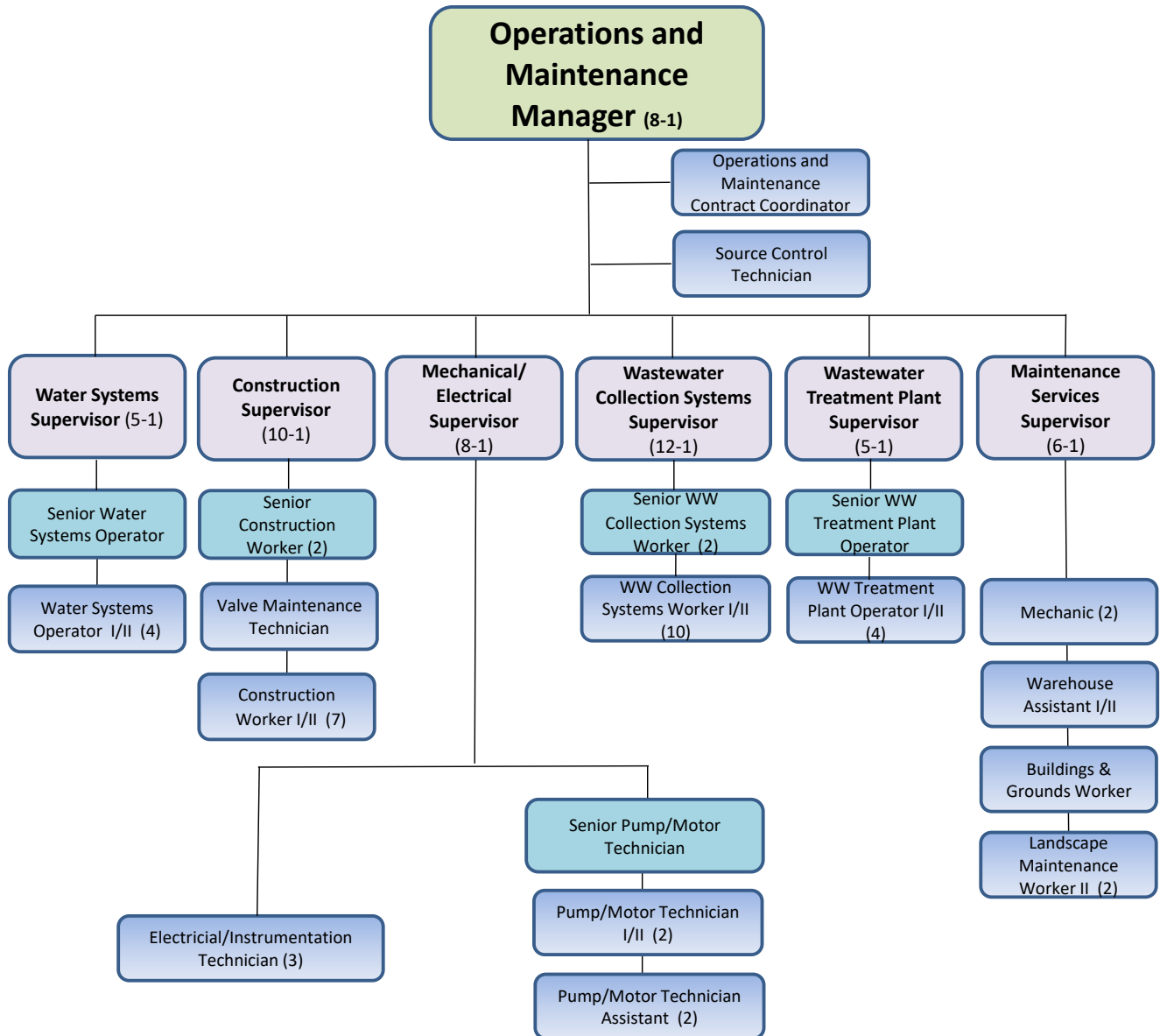
**SALARY AND BENEFIT RECAP**

	Actual FY 20-21	Budget FY 21-22	Projected FY 21-22	Budget FY 22-23	Estimated FY 23-24
<b>SALARIES</b>					
Water Operations	\$ 5,721,299	\$ 5,606,000	\$ 5,513,000	\$ 5,981,000	\$ 6,278,000
Wastewater Operations	4,084,163	4,010,000	3,808,000	4,259,000	4,468,000
Subtotal	9,805,462	9,616,000	9,321,000	10,240,000	10,746,000
Labor Posted to Work Orders*	600,296	682,000	727,000	715,000	753,000
<b>TOTAL SALARIES</b>	<b>10,405,758</b>	<b>10,298,000</b>	<b>10,048,000</b>	<b>10,955,000</b>	<b>11,499,000</b>
<b>BENEFITS</b>					
Public Employee Retirement	2,261,543	2,074,000	1,940,000	2,134,000	2,212,000
Group Insurance	2,310,204	2,540,000	2,372,000	2,477,000	2,536,000
Social Security	766,771	788,000	749,000	838,000	880,000
Workers' Comp Insurance	127,751	205,000	164,000	190,000	205,000
457 Contribution Match	186,196	218,000	165,000	218,000	218,000
Other Taxes and Benefits	21,522	22,000	19,000	22,000	24,000
<b>TOTAL BENEFITS</b>	<b>5,673,987</b>	<b>5,847,000</b>	<b>5,409,000</b>	<b>5,879,000</b>	<b>6,075,000</b>
<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>\$ 16,079,745</b>	<b>\$ 16,145,000</b>	<b>\$ 15,457,000</b>	<b>\$ 16,834,000</b>	<b>\$ 17,574,000</b>
 Benefits as a Percentage of Salaries	 <u>54.5%</u>	 <u>56.8%</u>	 <u>53.8%</u>	 <u>53.7%</u>	 <u>52.8%</u>
 Operations	 54.00	 55.00	 55.00	 55.00	 55.00
Engineering	17.00	18.00	18.00	18.00	18.00
Finance	21.00	20.00	20.00	20.00	20.00
Administration	15.75	15.75	15.75	15.75	15.75
Total Funded FTEs	<u>107.75</u>	<u>108.75</u>	<u>108.75</u>	<u>108.75</u>	<u>108.75</u>

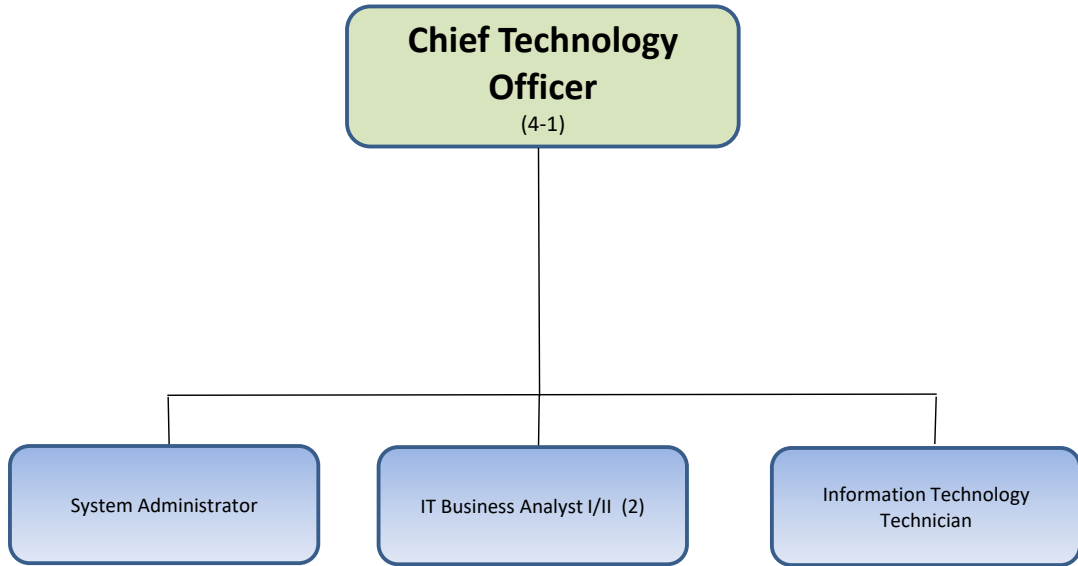
\* There is also a labor overhead charge to work orders to cover benefit costs which are a part of the credit in the General and Administration sections of Water and Wastewater operations.

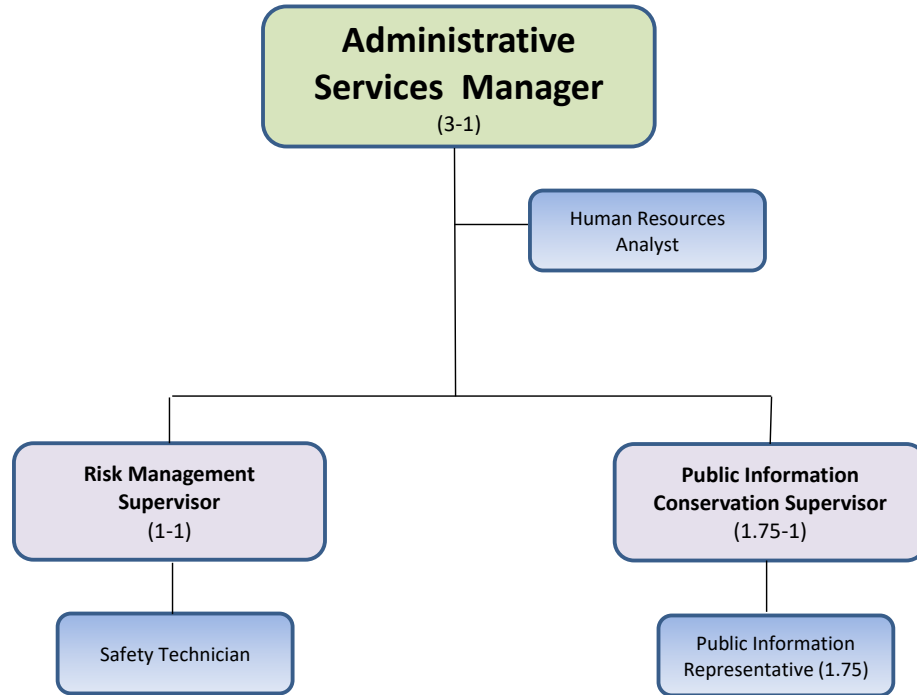


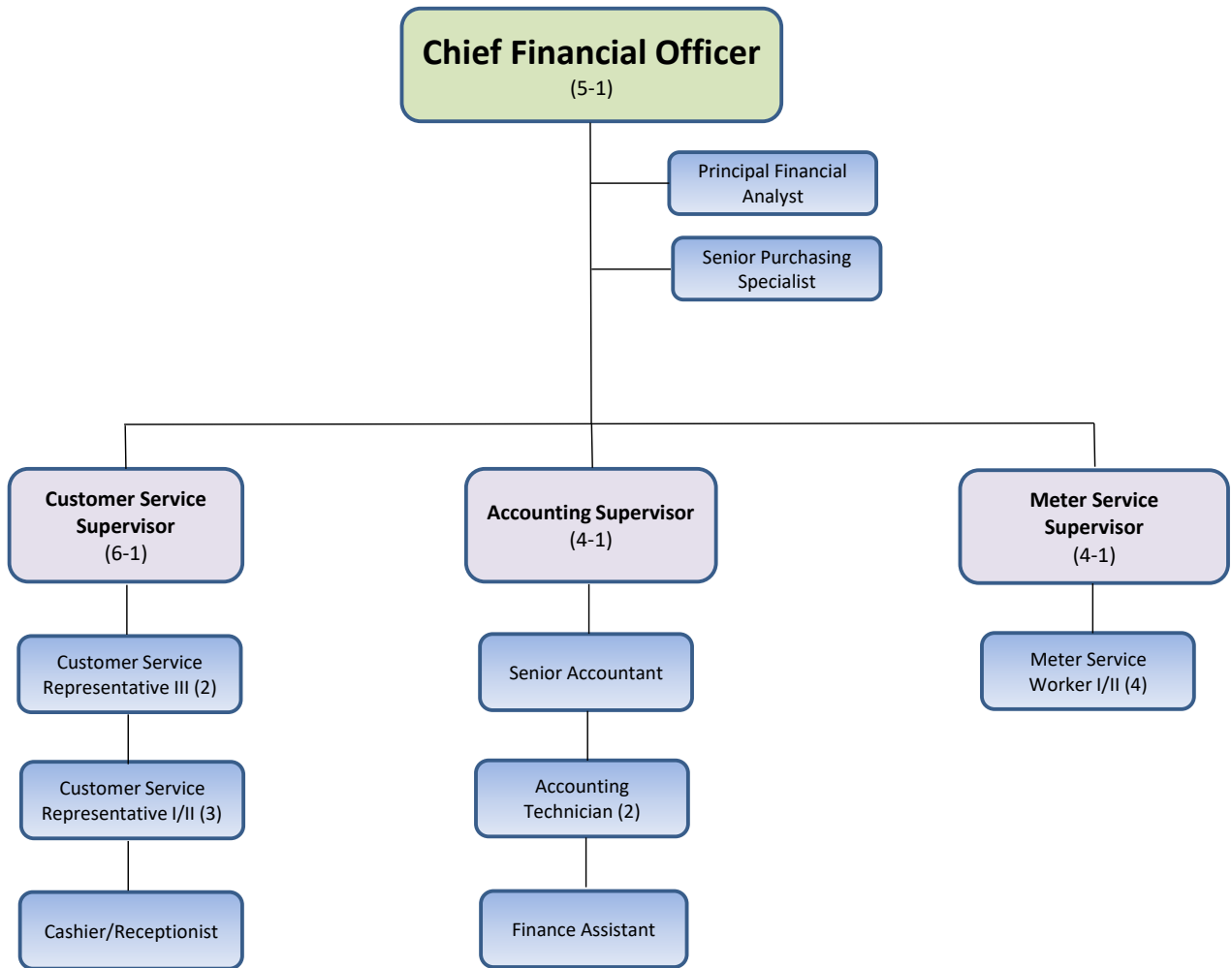












**VALLECITOS WATER DISTRICT**

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2022-23 PERSONNEL BUDGET

POSITIONS/PERSONNEL:

Management will scrutinize the need for all positions and only fill positions if absolutely necessary. The fiscal year 2022-23 budget includes 3 retitles as outlined below. There are no new positions or reclassifications.

RETITLES:

Finance Manager to Chief Financial Officer - Estimated Annual Cost: \$0

This is a retitle only and will have no fiscal impact as there is no salary change.

Application Specialist I to IT Business Analyst I - Estimated Annual Cost: \$0

This is a retitle only and will have no fiscal impact as there is no salary change.

Application Specialist II to IT Business Analyst II - Estimated Annual Cost: \$0

This is a retitle only and will have no fiscal impact as there is no salary change.

# VALLECITOS WATER DISTRICT

## 2022-23 PUBLIC AWARENESS AND CONSERVATION PROGRAM BUDGET

<b><u>REBATE PROGRAMS *</u></b>	Prj 2023100064	W/O 117447	
To encourage the purchase of qualified low flow devices, appliances, artificial turf or rebates to customers who remove their existing truf grass and install a low-water landscape (i.e., Cash for Grass program.)			\$ 1,000
<b><u>OUTREACH &amp; ADVERTISING</u></b>	Prj 2023100065	W/O 117448	
For purchase of items and services used to assist customers in becoming better informed about water related issues. Includes but not limited to: purchase of videos, books, displays and promotional items; advertising; cost to participate in community events; employee education; and to provide tours of District facilities. Includes cost to produce and mail newsletters, consumer confidence report, brochures, bill inserts, special hearing notifications, and others as needed.			52,900
<b><u>VIDEO PRODUCTION</u></b>	Prj 2023100066	W/O 123555	
Cost to hire outside production company to produce videos highlighting the District or for internal staff to purchase supplies and services to create videos. Videos to be shown during tours of the District, speaking engagements, on the VWD website and/or on social media.			9,900
<b><u>EDUCATION</u></b>	Prj 2023100067	W/O 117451	
For continued development and purchase of materials designed to promote and implement K-12 education programs. This includes the Splash Science Mobile Lab visits to area elementary schools and payment for bus transportation to Jack's Pond Park and Heritage Park to listen to educational water history information by District staff. Also includes bus transportation for school tours of the District. Includes materials and costs to participate in annual Water Awareness Campaign (4th grade calendar/poster contest), such as the purchase of calendars, entry forms, prizes for entrants and poster contest winners. Also includes participation in Palomar College GEAR UP program.			41,500
<b><u>COOPERATIVE PROGRAMS*</u></b>	Prj 2023100068	W/O 117452	
For participation in cost-sharing programs such as residential surveys; large property audits, which are outsourced due to extensive staff time that would be required; customer service surveys; and supplies such as dye tablets, showerheads and moisture probes.			3,000
<b><u>WATERWISE LANDSCAPE</u></b>	Prj 2023100069	W/O 117453	
To promote low water use landscape and irrigation practices. Includes the cost for sponsoring, maintaining and upgrading water-wise demonstration gardens**, landscape irrigation/plant selection workshops, signage and promotion of demonstration gardens, waterwise plant promotions, and purchase of waterwise landscape brochures and publication reprints. ** Demonstration gardens include: Sustainable Demonstration Garden at VWD Administration building, Heritage Park native plant garden and Jack's Pond Park native plant garden.			7,300
<b><u>MEMBERSHIPS &amp; EQUIPMENT</u></b>	Prj 2023100070	W/O 117454	
To maintain memberships in related organizations and committees and for the purchases of new or replacement equipment.			2,400
<b><u>COMMERCIAL/INDUSTRIAL</u></b>	Prj 2023100071	W/O 117455	
To assist large commercial and public agency customers by providing workshops, written materials, monetary incentives, and using outside consultants.			1,000
<b>TOTAL PUBLIC AWARENESS/CONSERVATION PROGRAM BUDGET</b>			<b><u>\$ 119,000</u></b>

\* Uncertainty in the funding from the Metropolitan Water District may adversely impact the availability of programs.

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## 2022-23 CAPITAL BUDGET







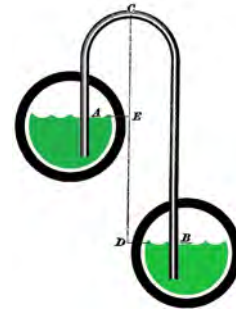
**VALLECITOS WATER DISTRICT**

**Comprehensive Project List**

Project Total	Spending by Fiscal Year						Page Number
	2022-23	2023-24	2024-25	2025-26	2026-27	2027 to 2032	
\$ 11,320,000	\$ 45,000	\$ 750,000	\$ 1,820,000	\$ 4,000,000	\$ 4,700,000	\$ -	37
8,700,000	30,000	160,000	200,000	110,000	7,990,000	-	38
7,215,000	2,856,000	3,399,000	-	-	-	-	39
6,570,000	200,000	6,035,000	-	-	-	-	40
5,213,000	1,546,000	-	-	-	-	-	41
4,885,000	360,000	1,145,000	3,205,000	-	-	-	42
4,310,000	2,484,000	1,506,000	-	-	-	-	43
3,885,000	1,540,000	2,035,000	-	-	-	-	44
3,850,000	2,200,000	1,445,000	-	-	-	-	45
3,305,000	2,875,000	-	-	-	-	-	46
1,740,000	-	925,000	-	-	-	-	47
1,590,000	180,000	635,000	695,000	-	-	-	48
1,366,000	40,000	-	-	-	-	-	49
1,260,000	60,000	1,200,000	-	-	-	-	50
1,250,000	200,000	160,000	-	-	-	-	51
1,107,000	889,000	-	-	-	-	-	52
980,000	40,000	300,000	300,000	300,000	-	-	53
887,000	760,000	-	-	-	-	-	54
855,000	25,000	355,000	250,000	225,000	-	-	55
805,000	520,000	-	-	-	-	-	56
704,000	245,000	159,000	-	-	-	-	57
670,000	600,000	-	-	-	-	-	58
650,000	340,000	300,000	-	-	-	-	59
540,000	30,000	510,000	-	-	-	-	60
410,000	330,000	-	-	-	-	-	61
405,000	45,000	360,000	-	-	-	-	62
362,000	137,000	225,000	-	-	-	-	63
360,000	75,000	50,000	50,000	50,000	-	-	64
347,000	299,000	-	-	-	-	-	65
300,000	250,000	-	-	-	-	-	66
300,000	15,000	270,000	-	-	-	-	67
275,000	120,000	-	-	-	-	-	68
270,000	170,000	100,000	-	-	-	-	69
265,000	214,000	-	-	-	-	-	70
250,000	-	20,000	195,000	-	-	-	71
239,000	229,000	-	-	-	-	-	72
230,000	160,000	30,000	-	-	-	-	73
200,000	190,000	-	-	-	-	-	74
190,000	40,000	150,000	-	-	-	-	75
150,000	138,000	-	-	-	-	-	76
120,000	-	75,000	45,000	-	-	-	77
98,000	98,000	-	-	-	-	-	78
50,000	50,000	-	-	-	-	-	79
25,000	25,000	-	-	-	-	-	80
20,000	20,000	-	-	-	-	-	81
<b>\$ 78,523,000</b>	<b>\$ 21,595,000</b>	<b>\$ 21,374,000</b>	<b>\$ 6,760,000</b>	<b>\$ 4,685,000</b>	<b>\$ 12,690,000</b>	<b>\$ -</b>	
32,385,000	4,917,000	6,044,000	7,197,000	7,245,000	6,982,000	-	82
1,280,000	180,000	1,100,000	-	-	-	-	83
1,100,000	100,000	1,000,000	-	-	-	-	84
1,050,000	58,000	483,000	297,000	212,000	-	-	85
800,000	50,000	250,000	500,000	-	-	-	86
775,000	175,000	150,000	450,000	-	-	-	87
647,000	89,000	558,000	-	-	-	-	88
575,000	175,000	100,000	100,000	100,000	100,000	-	89
375,000	75,000	75,000	75,000	75,000	75,000	-	90
290,000	290,000	-	-	-	-	-	91
250,000	250,000	-	-	-	-	-	92
200,000	40,000	40,000	40,000	40,000	40,000	-	93
160,000	160,000	-	-	-	-	-	94
150,000	150,000	-	-	-	-	-	95
150,000	150,000	-	-	-	-	-	96
130,000	130,000	-	-	-	-	-	97
125,000	125,000	-	-	-	-	-	98
120,000	120,000	-	-	-	-	-	99
100,000	100,000	-	-	-	-	-	100
75,000	75,000	-	-	-	-	-	101
70,000	70,000	-	-	-	-	-	102
68,000	68,000	-	-	-	-	-	103
65,000	65,000	-	-	-	-	-	104
60,000	20,000	20,000	20,000	-	-	-	105
55,000	55,000	-	-	-	-	-	106
48,000	48,000	-	-	-	-	-	107
48,000	48,000	-	-	-	-	-	108
46,000	46,000	-	-	-	-	-	109
36,000	36,000	-	-	-	-	-	110
30,000	30,000	-	-	-	-	-	111
30,000	30,000	-	-	-	-	-	112
28,000	28,000	-	-	-	-	-	113
20,000	20,000	-	-	-	-	-	114
20,000	20,000	-	-	-	-	-	115
19,000	19,000	-	-	-	-	-	116
15,000	15,000	-	-	-	-	-	117
13,000	13,000	-	-	-	-	-	118
13,000	13,000	-	-	-	-	-	119
12,000	12,000	-	-	-	-	-	120
11,000	11,000	-	-	-	-	-	121
28,915,000	-	1,010,000	2,325,000	5,195,000	13,575,000	6,810,000	122
<b>\$ 70,359,000</b>	<b>\$ 8,076,000</b>	<b>\$ 10,830,000</b>	<b>\$ 11,004,000</b>	<b>\$ 12,867,000</b>	<b>\$ 20,772,000</b>	<b>\$ 6,810,000</b>	
<b>\$ 148,882,000</b>	<b>\$ 29,671,000</b>	<b>\$ 32,204,000</b>	<b>\$ 17,764,000</b>	<b>\$ 17,552,000</b>	<b>\$ 33,462,000</b>	<b>\$ 6,810,000</b>	

## Capital Improvement Program Land Outfall Parallel Sewer Section A

**Description:** The existing 20 to 24-inch Siphon Section A, and 30-inch Gravity Section A of the Land Outfall are under capacity and will require a parallel 30-inch siphon pipeline and a new 42-inch gravity pipe to be installed.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2021100002

**Funding Source:** 76% Fund 220 – Sewer Capacity  
24% Fund 210 – Sewer Replacement

**Comments:** The Land Outfall comprises approximately 34,000 feet of sewer pipe (total) installed in 1985, connecting Lift Station No. 1 to the Encina Water pollution Control Facility. The Siphon Section A comprises approximately 12,000-feet of 20 to 24-inch ductile iron pipe (DIP) and operates as a pressurized inverted siphon. The Siphon Section A corridor begins just west of Acacia Drive and ends just east of El Camino Real. Currently Siphon Section A is overcapacity during peak wet weather flow conditions. A 30-inch siphon pipeline, parallel to Siphon Section A, needs to be installed to provide additional capacity and to accommodate ultimate build out demands. A diversion structure between the existing siphon and the new parallel siphon will be necessary. Additionally, this project will include a meter vault with pipeline interconnects west of Melrose Avenue, a new connection to the solids forcemain, and connection to the City of Carlsbad’s Poinsettia lift station.

Approximately 1,625 feet of existing 30-inch vitrified clay pipe (VCP), referred to a Gravity Section A, was installed in 1985 as part of the 34,000-foot Land Outfall project, located immediately east of Siphon A. Gravity Section A is currently under capacity for build out demands and will need to be replaced with new 42-inch PVC.

**Operations Impact:** Reduce the risk of sewer spills. Increase capacity. Routine maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$5,000	\$45,000					\$50,000
Design			\$750,000	\$320,000			\$1,070,000
Construction				\$1,500,000	\$4,000,000	\$4,700,000	\$10,200,000
<b>Total</b>	\$5,000	\$45,000	\$750,000	\$1,820,000	\$4,000,000	\$4,700,000	<b>\$11,320,000</b>

**FY 2022/23 Budget Request - \$0**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2021	Jul 2021	Dec 2022	Sep 2023	Mar 2025	Apr 2025	Jun 2027	Jun 2027

## Capital Improvement Program Land Outfall Gravity Sewer Section D

**Description:** Gravity Section D of the Land Outfall consists of pipeline sections under capacity during current or build out conditions and will need to be upsized to new 36-inch to 48-inch PVC pipes.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 90001

**Funding Source:** 20% Fund 220 - Sewer Capacity  
80% Fund 210 - Sewer Replacement

**Work Order:** 090001

**Comments:** The Land Outfall comprises approximately 34,000 feet of sewer pipe (total) installed in 1985, connecting Lift Station No. 1 to the Encina Water pollution Control Facility. A portion of the Land Outfall, referred to as Gravity Section D, is made up of approximately 12,800 feet of sewer pipe ranging in size from 30 to 39-inch from east of Interstate 5 to the end of Siphon C, located near Palomar Oaks Way and Camino Vida Roble. Approximately 7,900 feet of Gravity Section D is currently under capacity and needs to be upsized to new 36-inch to 48-inch PVC pipelines. Approximately 4,900 feet of Gravity Section D may need to be upsized to new 36-inch to 42-inch PVC pipelines to provide additional capacity to meet build-out demands. The District will work with other interested agencies (City of Carlsbad, Buena Sanitation District & City of Vista) when possible in pursuit of cost-sharing alternatives. After project completion, the District estimates \$3,515,000 will be received in reimbursements.

The existing Land Outfall capacity ownership percentages for Section D for the three agencies are:

Carlsbad 23.98%  
Vista 17.99%  
VWD 58.03%

**Operations Impact:** Reduce the risk of sewer spills. Increase capacity. Routine maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$210,000	\$30,000	\$10,000				\$250,000
Design			\$150,000	\$200,000	\$110,000		\$460,000
Construction						\$7,990,000	\$7,990,000
<b>Total</b>	\$210,000	\$30,000	\$160,000	\$200,000	\$110,000	\$7,990,000	<b>\$8,700,000</b>

*FY 2022/23 Budget Request - \$0*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2008	Jan 2009	Jun 2024	Jul 2024	Dec 2025	Jan 2026	Dec 2027	Jan 2028

## Capital Improvement Program Montiel Lift Station and Forcemain Replacement

**Description:** The Montiel Lift Station and the discharge forcemain have surpassed the end of their design life and require replacement. In addition, the lift station is undersized to handle peak wet weather build out flows for the area.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2020100002

**Funding Source:** 51% Fund 210 – Sewer Replacement  
49% Fund 220 – Sewer Capacity

**Work Order:** 217904

**Comments:** The Montiel Lift Station is a small facility just north of State Route-78 and east of Nordahl Road. This lift station was constructed in 1985 and was originally designed to serve as a temporary purpose. The lift station collects and conveys wastewater flows from a 200-acre area east of Nordahl Road near the District's eastern service area boundary. The lift station's discharge consists of 1,830-feet of 6-inch diameter ductile iron pipe (DIP) forcemain which has surpassed the end of its design life. The District has prepared a planning document and determined that a gravity outfall solution, in partnership with the City of Escondido will not be realized. This project is identified in the 2018 Master Plan as Project LS-1.

The existing forcemain discharge connection to the gravity manhole in Nordahl Road will be replaced as part of this project. An additional 2,350 feet of forcemain piping may be included downstream of this location to reduce the quantity/cost of future CIP replacements of the existing gravity sewer in the Nordahl Shopping Center. Additional replacements of existing 10" diameter DIP influent gravity sewer segments upstream of the lift station may be replaced. Applying these project components under one scope of work presents an estimated savings of over \$1,000,000 compared to executing individually as separate capital improvement projects.

**Operations Impact:** Routine monitoring and maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$375,000						\$375,000
Design	\$585,000	\$75,000					\$660,000
Construction		\$2,781,000	\$3,399,000				\$6,180,000
<b>Total</b>	\$960,000	\$2,856,000	\$3,399,000	\$0	\$0	\$0	<b>\$7,215,000</b>

**FY 2022/23 Budget Request - \$1,635,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2019	Feb 2016	Jul 2021	Jan 2020	Sep 2022	Dec 2022	Dec 2023	Jan 2024

## Capital Improvement Program Tres-Amigos Water Line Replacement Phase 1

**Description:** Replace approximately 7,800 feet of the Tres-Amigos thin-wall steel water line. The aging 6-inch to 8-inch steel pipe will be replaced with new PVC pipe.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2020100003

**Funding Source:** 100% Fund 110 – Water Replacement

**Work Order:** 226509

**Comments:** The Tres-Amigos water line consists of approximately 19,000 feet of pipelines ranging from 6-inch to 12-inch diameter. The water pipelines located in the northern limits of VWD boundary were installed in the 1950s and 1960s, extending from the North Twin Oaks Tank No. 2 in Pleasant Heights Drive to north of Carrio Drive. The original Tres Amigos Line Extension Project occurred in 1958 which installed 6-inch and 8-inch diameter tar wrapped 12-14-gauge steel pipelines. This material is considered steam pipeline and is not adequate for use in pressurized water distribution systems. The Project will design the replacement of existing 6-inch and 8-inch diameter steel water mains with 8-inch (minimum) diameter C-900 PVC water pipeline.

Due to the frequency of pipeline ruptures, this project will replace approximately 7,800-feet of the Tres Amigos water pipelines beginning at the tee junction in Green Hills Way, traveling northbound in VWD easements and in Ormsby Way. The pipeline corridor veers east in an existing VWD easement from Ormsby Way and travels northbound in alignment with Fairview Drive and crosses Gopher Canyon Road, continuing northbound in Fairview Drive. North of the Carrio Drive/ Fairview Drive intersection, the pipeline travels northeast in VWD easements through private properties to a dead-end at VWD’s northern boundary (end of Project). A key Project objective includes the relocation of the existing pipelines out of private backyards and into more accessible areas.

**Operations Impact:** Reduced risk of water line breakage. Annual and routine pipeline maintenance is expected with the completion of this project.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$50,000						\$50,000
Design	\$285,000	\$200,000					\$485,000
Construction			\$6,035,000				\$6,035,000
<b>Total</b>	<b>\$335,000</b>	<b>\$200,000</b>	<b>\$6,035,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,570,000</b>

**FY 2022/23 Budget Request - \$3,535,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2019	Jul 2019	Jun 2020	Jul 2020	Feb 2023	Jul 2023	Mar 2024	Apr 2024

## Capital Improvement Program Encina Wastewater Authority FY 21/22

**Description:** The District is a member agency of the Encina Wastewater Authority (EWA). The District shares in the cost of planned asset replacements and capital acquisitions.



**Project Manager:** Wes Owen

**Department:** Finance

**Project:** 2022100001

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Comments:** These miscellaneous Encina Wastewater Authority capital projects are budgeted each year based on the District's 22.4% ownership share.

**Operations Impact:** No significant increase in costs or changes in efficiencies are anticipated from this project

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction	\$3,667,000	\$1,546,000					\$5,213,000
<b>Total</b>	\$3,667,000	\$1,546,000	\$0	\$0	\$0	\$0	<b>\$5,213,000</b>

**FY 2022/23 Budget Request - \$1,057,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2009							Aug 2023

## Capital Improvement Program Chlorine Contact Tank Expansion

**Description:** Expand the existing Chlorine Contact Tank (CCT) at the Meadowlark Water Reclamation Facility (MRF) from 5 million gallons a day (MGD) to 6.5 MGD. Evaluate updating CCT process to utilize Ultraviolet Sterilization.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2016100002

**Funding Source:** 100% Fund 250 - Reclaimed

**Work Order:** 167177

**Comments:** The existing CCT were part of the original expansion of MRF in the 1980’s. During the latest expansion of MRF which started in 2005, the CCTs were re-rated to handle the expanded flow but were not updated. Currently the CCTs remain one of the bottlenecks in the process at MRF.

Chlorine contact tanks (CCTs) at Meadowlark Water Reclamation Facility (MRF) can process up to 5 million gallons per day (MGD) of reclaimed water; all of the other treatment components at MRF has the ability to process up to 6.5 MGD. This was identified in the draft Nutrient Removal Study, which indicated that MRF has the ability to increase the daily treatment capacity to 6.5 MGD. The District as a member of the North San Diego County Water Reuse Coalition secured a grant of \$90,000 under Prop 84, awarded by the State Water Resources Control Board (SWRCB). The District is seeking 25% Grant funding for the project budget total. Reimbursement for project costs will also be acquired from current recycled water customers (City of Carlsbad and Olivenhain Municipal Water District) through the Recycled Water Rates. Construction of the CCT expansion will be contingent on acquiring these grant funds and reimbursement agreements. The net result will be 'no cost' to the District.

**Operations Impact:** Normal maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$75,000						\$75,000
Design	\$100,000	\$360,000	\$75,000				\$535,000
Construction			\$1,070,000	\$3,205,000			\$4,275,000
<b>Total</b>	<b>\$175,000</b>	<b>\$360,000</b>	<b>\$1,145,000</b>	<b>\$3,205,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,885,000</b>

**FY 2022/23 Budget Request - \$166,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2015	Apr 2016	Jun 2022	Jun 2022	Feb 2024	Mar 2024	Apr 2025	Jun 2025

## Capital Improvement Program City of San Marcos Creek District Phase 1

**Description:** This amount is set-aside to cover services rendered in conjunction with the City of San Marcos' Creek District Phase 1 projects involving District infrastructure per the District/City of San Marcos Cost Sharing Agreement dated March 31, 2009. This includes District staff time involved in inspection and project management, as well as reimbursements to the City for District infrastructure relocations and adjustments.



**Project Manager:** Elizabeth Lopez

**Department:** Engineering

**Project:** 2017100224

**Funding Source:** See Below

**Comments:**

Project:	Amount:	Source:
Discovery St Widening*	\$929,666	Water/Sewer 85% / 15%
Bent Ave Bridge*	\$1,404,277	Water/Sewer 25% / 75%
Via Vera Cruz Bridge*	\$1,976,057	Water/Sewer 70% / 30%
<b>Total</b>	<b>\$4,310,000</b>	

\*These projects are in conjunction with the City's Capital Improvement Plan. Totals do not include potential construction change orders.

**Operations Impact:** Normal maintenance for infrastructure.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$90,000						\$90,000
Design							
Construction	\$230,000	\$2,484,000	\$1,506,000				\$4,220,000
<b>Total</b>	<b>\$320,000</b>	<b>\$2,484,000</b>	<b>\$1,506,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,310,000</b>

*FY 2022/23 Budget Request - \$732,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2016	Aug 2016	Feb 2020			Mar 2020	May 2024	Jul 2024



## Capital Improvement Program MRF Conversion to Sodium Hypochlorite

**Description:** Replace the use of chlorine gas at the Meadowlark Water Reclamation Facility (MRF) with bulk storage of sodium hypochlorite (bleach) and perform a structural retrofit to meet the current State seismic standards for buildings.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2017100002

**Funding Source:** 100% Fund 250 - Reclaimed

**Work Order:** 213334

**Comments:** The Meadowlark Water Reclamation Facility (MRF) currently uses 100% chlorine gas as a disinfectant in order to meet State regulations for reclaimed water. Chlorine gas is an acute hazard that presents a danger to District staff and the immediate area. Use of this gas requires the District to maintain several expensive State and Federal safety programs, equipment, and a Hazardous Materials response team; requiring a considerable amount of staff time. The conversion to bulk storage of sodium hypochlorite removes the acute hazard of chlorine gas and replaces it with a bleach solution (12.5%) that removes the District’s requirement to maintain several of the extensive safety programs for that site. Use of the bleach will not create an acute hazard in the event of a leak.

The project will proceed with an agreement from the Recycled Water customers (City of Carlsbad and OMWD) to reimburse the District through Recycled Water rates.

During the Process Hazard Analysis of 2019, ventilation openings in the Chlorine Building were identified as having seismic deficiencies. These deficiencies need to be seismically retrofitted to the current building code.

**Operations Impact:** Removal of an acute hazard. Reduction in regulatory requirements and staff time at the Meadowlark Reclamation Facility. Economic benefit of no longer needing to import chlorine gas or maintain a HazMat team. Routine maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$35,000						\$35,000
Design	\$275,000	\$180,000					\$455,000
Construction		\$1,360,000	\$2,035,000				\$3,395,000
<b>Total</b>	<b>\$310,000</b>	<b>\$1,540,000</b>	<b>\$2,035,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,885,000</b>

**FY 2022/23 Budget Request - \$2,040,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2016	Jul 2018	Jun 2021	Jul 2021	Dec 2022	Jan 2023	Jan 2024	Jan 2024

**Capital Improvement Program  
Meadowlark Failsafe Rehabilitation (Buena Reach)**

**Description:** This project will install manholes to provide access to the pressured system for cured-in-place pipe rehabilitation, repair, and/or replacement alternatives.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2020100005

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Work Order:** 232898

**Comments:** The Meadowlark Failsafe Sewer Outfall is composed of approximately 9,900 feet of 16-inch ductile iron pipe (DIP) installed in 1980 from Aviara Parkway and Palomar Airport Road to Yarrow Road and Camino Vida Roble in Carlsbad. Recent repairs in the Buena Reach have determined that there is a significant need to improve the condition of this pipeline. This project will install manholes to provide access to the pressured system to allow for the identification of structural and flow capacity deficiencies and recommend potential cured-in-place pipe rehabilitation, repair, and/or replacement alternatives.

Buena Sanitation District is responsible for 50% of any repairs or improvements in the Buena Reach and a letter agreement as a rider to the 1980 agreement will be required. After project completion, VWD expects to receive approximately \$1,450,000 in project design and construction reimbursements.

**Operations Impact:** Improve maintenance access. Reduce risk of sewer spills. Annual and routine pipeline maintenance.

**Project Spending Plan**

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$25,000						\$25,000
Design	\$180,000	\$25,000					\$205,000
Construction		\$2,175,000	\$1,445,000				\$3,620,000
<b>Total</b>	\$205,000	\$2,200,000	\$1,445,000	\$0	\$0	\$0	<b>\$3,850,000</b>

**FY 2022/23 Budget Request - \$865,000**

**Estimated Project Timeline**

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2019	Jan 2020	Nov 2020	Nov 2020	Jul 2022	Nov 2022	Aug 2023	Aug 2023

## Capital Improvement Program 16-Inch Emergency Bypass Pipeline Rehabilitation

**Description:** Rehabilitate approximately 4,550 feet of existing 16-inch reinforced plastic mortar sewer pipeline and 3,500 feet of existing 12-inch ductile iron pipeline with a cured-in-place pipe (CIPP) liner and replace necessary isolation valves and appurtenances. Provide new permanent access locations at incremental lengths along both alignments.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2021100003

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Work Order:** 232899

**Comments:** The 16-inch Emergency Bypass pipeline was installed in 1969 and connects to the District's 24-inch Land Outfall pipeline in the City of Carlsbad. The pipeline extends from Melrose Drive near Poinsettia Lane and follows a natural canyon easterly to Rancho Santa Fe Road near Via Cancion. The pipeline is primarily composed of reinforced plastic mortar (RPM) pipe, commonly referred to as "Techite", with some section of ductile iron pipe (DIP). The pipeline, controlled by a series of valves, serves as an emergency bypass of sewer flows to and from the Meadowlark Water Reclamation Facility (MRF) and the Land Outfall pipeline to the Encina Water Pollution Control Facility (EWPCF) in Carlsbad. Due to age, material, and corrosive environment, the pipeline has suffered breaks in recent years and several of the control valves are no longer functional.

This project will also incorporate necessary rehabilitation to the District's Failsafe 12-inch DIP Outfall located approximately 5-feet offset of the 16-inch Emergency Bypass pipeline. Both utilities are considered at-risk critical infrastructure assets to the District. Combining the work under this project will result in an overall savings in excess of \$500,000 when compared to executing the two pipeline rehabilitation projects under individual capital improvement projects.

**Operations Impact:** Restore operation to broken valves and increase longevity of the Emergency Bypass Sewer and the Failsafe Outfall pipelines.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$90,000						\$90,000
Design	\$340,000						\$340,000
Construction		\$2,875,000					\$2,875,000
<b>Total</b>	<b>\$430,000</b>	<b>\$2,875,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$3,305,000</b>

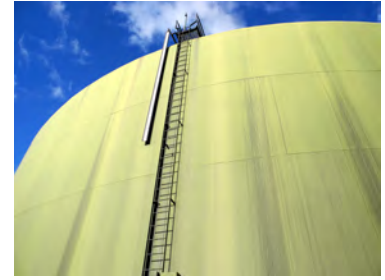
**FY 2022/23 Budget Request - \$95,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2020	Jul 2020	Jan 2021	Feb 2021	Apr 2022	Aug 2022	Jun 2023	Jun 2023

## Capital Improvement Program Sage Canyon Tank Refurbishment

**Description:** Sage Canyon Tank requires interior refurbishment.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2020100006

**Funding Source:** 100% Fund 110 – Water Replacement

**Work Order:** 240051

**Comments:** The existing interior lining of the 3.7 million gallon (MG) tank has deteriorated and requires full refurbishment. This project will remove the existing lining and coating and install a new lining and coating. Structural repairs to the ceiling rafters and equipment upgrades may also be necessary.

**Operations Impact:** Prevent further delamination of the existing lining. Routine maintenance

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$5,000						\$5,000
Design	\$60,000						\$60,000
Construction	\$750,000	\$925,000					\$1,675,000
<b>Total</b>	<b>\$815,000</b>	<b>\$925,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,740,000</b>

**FY 2022/23 Budget Request - \$34,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2019	Nov 2019	Dec 2020	Jan 2021	Oct 2021	Mar 2022	Sep 2022	Dec 2022

## Capital Improvement Program Richland Invert Replacement

**Description:** This project calls for the replacement of the existing 100-foot wastewater siphon pipeline that travels under San Marcos Creek from the Diamond Environmental Services parking lot south of Mission Road to the 18-inch Richland Interceptor. The existing 8-inch and 10-inch pipelines will be replaced with either a new 15-inch or 18-inch diameter siphon to be located at the existing pipelines' location.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2012100002

**Funding Source:** 55% Fund 220 – Sewer Capacity  
45% Fund 210 – Sewer Replacement

**Work Order:** 123749

**Comments:** The existing 8-inch and 10-inch invert pipelines were installed over 27 years ago and were originally designed to be temporary. Because of their size restrictions, surcharging occurs in the upstream gravity pipelines during peak flows. In addition, recent inspections by the District's Collections crew have revealed damage to the existing pipe. This project will evaluate whether a new, larger capacity siphon underneath the San Marcos Creek or a gravity line in the City right-of-way is the most cost effective option. If the creek crossing is selected, staff anticipates environmental wetland permitting will be required. The 2018 Master Plan has identified this replacement as project SP-10.

**Operations Impact:** The project increases sewage handling capacity in the collections system and solves an existing sewer surcharge issue during daily peak and wet weather events. Annual, routine sewer pipeline maintenance is expected with the completion of this project.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$80,000						\$80,000
Design		\$180,000	\$175,000				\$355,000
Construction			\$460,000	\$695,000			\$1,155,000
<b>Total</b>	\$80,000	\$180,000	\$635,000	\$695,000	\$0	\$0	<b>\$1,590,000</b>

**FY 2022/23 Budget Request - \$50,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jun 2011	Apr 2012	Jun 2022	Jan 2023	Dec 2023	Mar 2024	Oct 2024	Dec 2024

## Capital Improvement Program MRF - Biological Selector Improvements

**Description:** Construct modifications to the existing aeration basins to reduce sludge bulking, improve treatment, and reduce operation and maintenance costs at the Meadowlark Water Reclamation Facility (MRF).



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2019100002

**Funding Source:** 100% Fund 250 - Reclaimed

**Work Order:** 209696

**Comments:** Using biological modeling, this project will make improvements to the aeration basin operation and capacity. With the addition of a anaerobic selector to the existing aeration basin, overall treatment will improve, lowering operational costs. In addition flexibility will be added to the process by allowing treatment to occur without running the roughing filters. Infrastructure modifications will be made to the aeration basin including changing to ceramic disc diffusers and adding geo-membrane baffling, a new compressed air mixing system, and process control probes.

The construction of the biological selector will only proceed with an agreement from the current recycled water customers (City of Carlsbad and Olivenhain Municipal Water District) to reimburse the District through the Recycled Water Rates.

**Operations Impact:** Reduce operation and maintenance costs.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$50,000						\$50,000
Design	\$210,000						\$210,000
Construction	\$1,066,000	\$40,000					\$1,106,000
<b>Total</b>	<b>\$1,326,000</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,366,000</b>

**FY 2022/23 Budget Request - (\$209,000)**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2018	Jul 2018	Feb 2019	Mar 2019	Jun 2021	Nov 2021	Jul 2022	Aug 2022

## Capital Improvement Program Coggan Pump Station Improvements

**Description:** Install new permanent generator with automatic transfer switch. Upgrade motor starters and controls.



**Project Manager:** Dean Toth

**Department:** Mechanical/Electrical

**Project:** 2021100008

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** Coggan Pump Station has no permanent generator for emergency power. To insure reliability to this facility, an Air Pollution Control District (APCD) / California Air Resources Board (CARB) compliant generator will need to be installed at the station. Improvements will also include an automatic transfer switch, enclosure, concrete pad, and conduit. This project will also replace and upgrade the stations motor starters and controls to current industry standards.

**Operations Impact:** Provide reliability to the pump station in the event of a power failure. Routine maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design		\$60,000					\$60,000
Construction			\$1,200,000				\$1,200,000
<b>Total</b>	\$0	\$60,000	\$1,200,000	\$0	\$0	\$0	<b>\$1,260,000</b>

*FY 2022/23 Budget Request - \$935,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2020	Jul 2021	Jun 2022	Jul 2023	Jan 2024	Mar 2024	Jun 2024	Jun 2024

### Capital Improvement Program District-wide SCADA Upgrade Project

**Description:** Upgrade SCADA Network, Software and Hardware Components.



**Project Manager:** Matias Labarrere

**Department:** Operations and Maintenance

**Project:** 2020100004

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:**

The District's existing Supervisory Control and Data Acquisition (SCADA) system is outdated and obsolete. Replacement parts are difficult to obtain, extremely expensive and technical support is no longer available. The existing hardware is 1970's technology and no longer compatible with current software operating systems. The new hardware will include SCADA radios and PLC's (Programmable Logic Controllers) that are Ethernet capable, allowing for faster data transfer rates. This new hardware and software will also allow remote access, which allows staff to program and troubleshoot the SCADA network from one central location. This will decrease the downtime of the network and reduce travel time to remote sites, saving staff time and improving efficiency. Security of the SCADA network will be much improved with this upgrade and Operations will be working with IT staff to ensure the District's cyber-security needs are met.

**Operations Impact:** Routine maintenance.

#### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction	\$890,000	\$200,000	\$160,000				\$1,250,000
<b>Total</b>	\$890,000	\$200,000	\$160,000	\$0	\$0	\$0	<b>\$1,250,000</b>

**FY 2022/23 Budget Request - \$0**

#### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2019							Jun 2024



## Capital Improvement Program MRF - Tertiary Structural Rehab and Repairs

**Description:** The Tertiary Treatment Area at the Meadowlark Water Reclamation Facility (MRF) requires rehabilitation and repairs to the influent chamber, an associated air line, a joint seal and pipe opening to Filter Basin No. 3, the existing sluice gate located in the Chlorine Contact Tank - Effluent and Backwash Pump Station, and various related areas.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2018100011

**Funding Source:** 100% Fund 250 - Reclaimed

**Work Order:** 218021

**Comments:** The Meadowlark Water Reclamation Facility's (MRF) Tertiary Treatment Area needs various repairs due to the corrosive nature of the treatment process. The existing high solids epoxy coating the tertiary influent chamber is failing. A stainless steel mixing air line inside the chamber has also developed leaks. Using bypass methods, the chamber's protective lining will need to be repaired and the airline replaced. Associated with the tertiary influent chamber is a concrete mixer platform that has deteriorated and will need to be replaced with new steel beams and platform.

Downstream from the influent chamber are six tertiary filter basins. The joint seal in Filter Basin No. 3 is failing, resulting in corrosion to a pipe opening at the bottom of the filter and corrosion to the associated pipe located outside of the basin in the Filter Pipe Gallery. This isolated area will need to be repaired and recoated. All work will need to be scheduled during low production of recycled water.

To get more competitive pricing, and due to the coordinated scheduling of the related work, these individual repairs will be grouped together under one construction contract.

**Operations Impact:** Restore operational functionality. Maintains the integrity of tertiary treatment area and operational processes. Normal maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$5,000						\$5,000
Design	\$108,000						\$108,000
Construction	\$105,000	\$889,000					\$994,000
<b>Total</b>	<b>\$218,000</b>	<b>\$889,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,107,000</b>

**FY 2022/23 Budget Request - \$73,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2017	Apr 2018	Jun 2019	Jul 2019	Jan 2022	Apr 2022	Jan 2023	Nov 2022

## Capital Improvement Program Ductile Iron Pipe Condition Assessment

**Description:** Leverage the District's Asset Management Program to perform condition assessment on targeted areas of the ductile iron pipe system that have been experiencing breaks in recent years. Results will be evaluated to minimize future replacement projects and reduce chances of emergency repairs.



**Project Manager:** Susan Bowman (Inactive)

**Department:** Engineering

**Project:** 2020100010

**Funding Source:** 100% Fund 110 – Water Replacement

**Work Order:** 241676

**Comments:** The District will plan and implement a phased, multi-year condition assessment program. This program will use pipeline condition assessment technology in conjunction with the District's Asset Management Program, to target specific areas in the ductile iron pipe (DIP) water line system for evaluation. The program will determine whether pipelines are in need of repair, rehabilitation, or full replacement. Coordination with Operations staff will minimize disruption to customers and provide invaluable insight to developing implementation plans. Implementation plans will establish where pipe tools will be inserted into the water line to measure pipeline wall thickness. Results will be evaluated to maximize the beneficial use of the District's existing infrastructure.

**Operations Impact:** Reduce risk of water line breakage by identifying potential repairs. Extend the useful life of the existing water lines, reduce operational costs of annual and routine pipeline maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$4,000	\$20,000	\$20,000	\$20,000	\$20,000		\$84,000
Design	\$10,000	\$20,000	\$20,000	\$20,000	\$20,000		\$90,000
Construction	\$26,000		\$260,000	\$260,000	\$260,000		\$806,000
<b>Total</b>	\$40,000	\$40,000	\$300,000	\$300,000	\$300,000	\$0	<b>\$980,000</b>

*FY 2022/23 Budget Request - (\$320,000)*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2019			Jul 2019	Dec 2025	Jan 2020	Jun 2026	Jun 2026

## Capital Improvement Program Las Posas Water Line Replacement

**Description:** Replace an existing 10-inch water line crossing underneath an existing double reinforced box culvert on Las Posas Road.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2018100004

**Funding Source:** 100% Fund 110 – Water Replacement

**Work Order:** 241017

**Comments:** A 10-inch ductile iron (DIP) water main underneath a double reinforced box culvert (RBC) on Las Posas Road, between Linda Vista Drive and Stone Drive is aging and in need of replacement. It has experienced a break in recent years and control valves associated with this water main are non-operational. The replacement will involve installing a new parallel PVC water main in a steel casing and reconnecting to the existing asbestos-cement pipe (ACP) located on either side of the double RBC.

**Operations Impact:** Prevent future breaks. Routine maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$7,000						\$7,000
Design	\$120,000						\$120,000
Construction		\$760,000					\$760,000
<b>Total</b>	\$127,000	\$760,000	\$0	\$0	\$0	\$0	<b>\$887,000</b>

**FY 2022/23 Budget Request - \$384,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jun 2017	Jun 2018	Apr 2021	May 2021	Jun 2022	Dec 2022	Jun 2023	Jun 2023

## Capital Improvement Program Steel Pipeline Condition Assessment

**Description:** Leverage the District's Asset Management Program to perform condition assessment on targeted areas of the District's highest priority steel water line. Results will be evaluated to minimize future replacement projects and reduce chances of emergency repairs.



**Project Manager:** Jason Hubbard

**Department:** Engineering

**Project:** 2020100007

**Funding Source:** 100% Fund 110 – Water Replacement

**Work Order:** 213264

**Comments:** The District will plan and implement a phased, multi-year condition assessment program. This program will use pipeline condition assessment technology in conjunction with the District's Asset Management Program, to target specific areas in the District's steel (CML&C) water line system for evaluation. The program will determine whether pipelines are in need of repair, rehabilitation, or full replacement. Coordination with Operations staff will minimize disruption to customers and provide invaluable insight to developing work plans. Work plans will establish where pipe tools will be inserted into the water line to measure pipeline wall thickness. Results will be evaluated to maximize the beneficial use of the District's existing infrastructure.

**Operations Impact:** Reduce risk of water line breakage by identifying potential repairs. Extend the useful life of the existing water lines. Annual and routine pipeline maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design		\$25,000	\$75,000	\$75,000	\$50,000		\$225,000
Construction			\$280,000	\$175,000	\$175,000		\$630,000
<b>Total</b>	\$0	\$25,000	\$355,000	\$250,000	\$225,000	\$0	<b>\$855,000</b>

*FY 2022/23 Budget Request - \$0*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2019			Jan 2020	Jun 2026	Jan 2023	Jun 2026	Jun 2026

## Capital Improvement Program Sewer Lining and Rehab 2022

**Description:** The project consists of constructing approximately 9,900 feet of gravity sewer trenchless rehabilitation at locations throughout the District.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2022100003

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Work Order:** 247465

**Comments:** Gravity sewer line segments throughout the District totaling approximately 9,900 feet are in need of rehabilitation to restore structural integrity and flow capacity. These pipe sections have become compromised due to a combination of O&M deficiencies (age, pipe material type, ground settlement, grease deposits, root intrusion) and Structural Defects (cracks, voids, collapse). Significant costs will be accrued upon line failures if the sections of sewer pipeline are not rehabilitated. The project will utilize trenchless cured-in-place pipe (CIPP) liners, to rehabilitate the existing pipelines. To take advantage of volume pricing discounts and to solicit more competitive bids, multiple sewer pipe segments are grouped together in one bid package, rather than broken into smaller projects.

**Operations Impact:** Restored structural integrity and flow capacity and increased service life of sewer line sections.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$5,000						\$5,000
Design	\$40,000						\$40,000
Construction	\$240,000	\$520,000					\$760,000
<b>Total</b>	<b>\$285,000</b>	<b>\$520,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$805,000</b>

*FY 2022/23 Budget Request - (\$65,000)*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2021	Jul 2021	Dec 2021	Oct 2021	Feb 2022	May 2022	Sep 2022	Oct 2022

## Capital Improvement Program Asset Management Replacement Schedule

**Description:** Create a comprehensive Asset Management Plan integrating the District's own computerized maintenance management system (CMMS), prioritized Asset/Infrastructure replacement schedule, including condition assessment, for the District Facilities. This item is part of the VWD Strategic Plan – Strategic Focus Area 1.2.



**Project Manager:** Jason Hubbard

**Department:** Engineering

**Project:** 2014100004

**Funding Source:** 50% Fund 110 – Water Replacement  
50% Fund 210 – Sewer Replacement

**Work Order:** 189410

**Comments:** The District’s infrastructure is aging and proper planning requires an understanding of when, where, and how much replacing that infrastructure will cost. Proper preventative maintenance helps ensure the District obtains the maximum beneficial life out of its infrastructure. The District has already taken steps towards this by implementing a computerized maintenance management system (CMMS) known as Maximo to implement and track preventative, corrective, and emergency maintenance/repairs on all assets/ infrastructure. This project will take the CMMS, Geographical Information System (GIS) and condition information to develop an Asset Management Plan that will provide a prioritized, risk-based replacement schedule with cost estimates over the expected life of all assets/infrastructure. This, plus a Business Risk Exposure analysis and performance of condition assessments on infrastructure, will help the the Asset Management Plan identify future renewal and replacement projects.

**Operations Impact:** An Asset Management Plan with schedule will help to prevent costly line breaks, prioritize resource allocation, improve efficiency and reduce overall asset lifecycle costs.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$40,000	\$20,000	\$30,000				\$90,000
Design	\$90,000	\$100,000	\$35,000				\$225,000
Construction	\$170,000	\$125,000	\$94,000				\$389,000
<b>Total</b>	<b>\$300,000</b>	<b>\$245,000</b>	<b>\$159,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$704,000</b>

*FY 2022/23 Budget Request - \$0*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2013	Jul 2017	Jun 2024	Jan 2019	Jun 2024	Jul 2021	Jun 2024	Jun 2024

## Capital Improvement Program Meadowlark Stabilization and Maintenance Improvements

**Description:** Design and installation of new slope stabilization, access pathways, and landscaping at the Meadowlark Water Reclamation Facility



**Project Manager:** Matt Wiese

**Department:** Meadowlark Reclamation Facility

**Project:** 2022100008

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Comments:** The Meadowlark Water Reclamation Facility (MRF) needs improvements to address the high maintenance erosion on steeper slopes, lack of access to facilities in steep or vegetated areas, and deficiencies in the irrigation system. The project will address slope stabilization with a mix of landscape, erosion control, and structural features. Improvements will help maintain regulatory requirements for storm water runoff. Additionally access will be enhanced with new hardscape to complement slope stabilization and landscape improvements. Aesthetically inconsistent landscape themes will be corrected and repairs and upgrades to the irrigation system will be completed. The existing landscaping at MRF has not responded well to reclaimed water and will shift focus to drought tolerant plants, improving the aesthetics for public tours throughout the year and will reflect the District's message to the public of the importance of low water usage landscaping..

**Operations Impact:** Reduced maintenance and water usage.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design	\$70,000	\$20,000					\$90,000
Construction		\$580,000					\$580,000
<b>Total</b>	\$70,000	\$600,000	\$0	\$0	\$0	\$0	<b>\$670,000</b>

**FY 2022/23 Budget Request - \$490,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2021	Nov 2021	Mar 2022	Apr 2022	Aug 2022	Dec 2022	Jun 2023	Jun 2023

## Capital Improvement Program MRF Direct Potable Reuse

**Description:** VWD would like to explore the feasibility of repurposing or expanding MRF Plant Capacity and providing potable reuse.



**Project Manager:** Elizabeth Lopez

**Department:** Engineering

**Project:** 2021100006

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Comments:** The Meadowlark Water Reclamation Facility (MRF) currently provides approximately 4 MGD of recycled water to the Olivenhain Municipal Water District and the City of Carlsbad. VWD would like to explore the feasibility of repurposing some of this capacity, or expanding MRF, to create potable water for distribution to VWD’s water customers. The evaluation is the first step in determining if this concept is technically and financially feasible.

**Operations Impact:** Potential to provide alternative water supply source

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$10,000	\$340,000	\$300,000				\$650,000
Design							
Construction							
<b>Total</b>	\$10,000	\$340,000	\$300,000	\$0	\$0	\$0	<b>\$650,000</b>

*FY 2022/23 Budget Request - \$0*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2020	Apr 2021	Jun 2024					Jun 2035



## Capital Improvement Program Coronado Hills Tank Exterior Refurbishment

**Description:** Coronado Hills Tank requires exterior refurbishment.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2021100005

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** The existing exterior coating of the 2.6 million gallon (MG) tank has deteriorated and requires full refurbishment. As part of the refurbishment, some equipment upgrades may be necessary.

**Operations Impact:** Prevent further deterioration of the exterior coating and corrosion of the metal tank shell. Routine maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning		\$5,000					\$5,000
Design		\$25,000	\$10,000				\$35,000
Construction			\$500,000				\$500,000
<b>Total</b>	\$0	\$30,000	\$510,000	\$0	\$0	\$0	<b>\$540,000</b>

**FY 2022/23 Budget Request - \$80,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2020	Oct 2022	Feb 2023	Mar 2023	Aug 2023	Nov 2023	Apr 2024	May 2024

**Capital Improvement Program  
Maintenance Services Department - Offices**

**Description:** Create new supervisor and crew offices in the C Building.



**Project Manager:** Steve Klein

**Department:** Maintenance Services

**Project:** 2022100009

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** The recently created Maintenance Services department in the Operations & Maintenance division does not have an office space. This project will be to create office space for the supervisor and department staff in the C Building using an underutilized shop area.

**Operations Impact:** Improved work environment for the Maintenance Services department.

**Project Spending Plan**

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$5,000						\$5,000
Design	\$75,000						\$75,000
Construction		\$330,000					\$330,000
<b>Total</b>	<b>\$80,000</b>	<b>\$330,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$410,000</b>

**FY 2022/23 Budget Request - \$260,000**

**Estimated Project Timeline**

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2021	Nov 2021	Dec 2021	Jan 2022	Apr 2022	Jul 2022	Nov 2022	Jun 2023

## Capital Improvement Program Richland I Tank Exterior Refurbishment

**Description:** Richland I Tank requires exterior refurbishment.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2022100055

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** The existing exterior coating of the 1.3 million gallon (MG) tank has deteriorated and requires full refurbishment. As part of the refurbishment, some equipment upgrades may be necessary.

**Operations Impact:** Prevent further deterioration of the exterior coating and corrosion of the metal tank shell. Routine maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning		\$5,000					\$5,000
Design		\$40,000					\$40,000
Construction			\$360,000				\$360,000
<b>Total</b>	\$0	\$45,000	\$360,000	\$0	\$0	\$0	<b>\$405,000</b>

**FY 2022/23 Budget Request - \$0**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2021	Jul 2021	Jun 2022	Jul 2022	Jun 2023	Jul 2023	Dec 2023	Dec 2023

## Capital Improvement Program Rock Springs Valve Replacement

**Description:** Replace the existing 12-inch and 14-inch valve cluster at Rock Springs Road and Bennet Avenue and associated piping. The valves are non-operational and the nearby pipeline has failed in recent years.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2016100007

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** The Rock Springs Rd and Bennett Avenue intersection has a cluster of three 10-inch, two 12-inch and one 14-inch gate valve that are not working properly and have caused the nearby pipelines to fail in the past. By replacing the non-functioning valves and affected pipeline this project will allow proper isolation and control of the water system and reduce the number of customers affected during future pipeline failures or shutdowns.

**Operations Impact:** Replacement of non-operational valves. Future operations and maintenance repair costs will be minimized at this location.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning		\$7,000					\$7,000
Design		\$30,000					\$30,000
Construction		\$100,000	\$225,000				\$325,000
<b>Total</b>	\$0	\$137,000	\$225,000	\$0	\$0	\$0	<b>\$362,000</b>

*FY 2022/23 Budget Request - \$62,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2015	Jun 2018	Aug 2022	Sep 2022	Mar 2023	Apr 2023	Aug 2023	Dec 2023

## Capital Improvement Program Energy Management Systems

**Description:** The Energy Management System is an on-going project approach to energy management for the District.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2022100006

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Work Order:** 248402

**Comments:** The District entered into a power purchase agreement in November 2019 to develop new solar sites which will ultimately reduce future energy costs at the following two locations:

1. Net Energy Metering at Lift Station No. 1
2. RES-BCT Project at Twin Oaks Reservoirs 1 & 2 Site

Additional SGIP grant funding opportunities through Tesla for multiple battery sites throughout the District are in various stages of design and construction. The combination of District Wide Solar Power Purchase Agreement with the future energy storage capacity bandwidth at the District required a comprehensive Energy Management Study. The Energy Management Study outlined recommendations to further investigate and manage opportunities to reduce peak-use power consumption at various sites through the integration of available renewable resource assets.

**Operations Impact:** Determining optimal usage of District renewable energy assets to achieve long-term savings in District's monthly payments to electrical utility.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$10,000						\$10,000
Design	\$125,000	\$50,000	\$40,000	\$40,000	\$40,000		\$295,000
Construction		\$25,000	\$10,000	\$10,000	\$10,000		\$55,000
<b>Total</b>	<b>\$135,000</b>	<b>\$75,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$360,000</b>

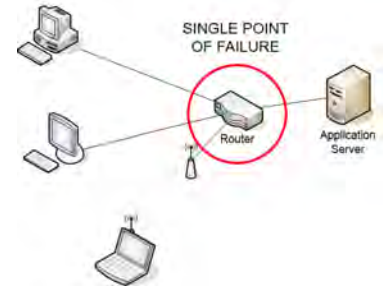
**FY 2022/23 Budget Request - \$130,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2021	Jul 2021	Oct 2021	Nov 2021	Jun 2026	Jul 2022	Jun 2026	Jun 2026

## Capital Improvement Program Redundancy for Admin. Wireless Radio Network

**Description:** The District provides network connectivity between facilities via wireless radio infrastructure. Additional redundancy of radio network is necessary in order to provide continuity of data communications between sites in the event of a radio failure.



**Project Manager:** Matias Labarrere

**Department:** Information Technology

**Project:** 2020100022

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** Upgrades to District Wireless Radio network. Additional radio stations are needed to support redundancy of data communications between the following district locations: Admin/Operations Buildings, Meadowlark Reclamation Facility, Twin Oaks Reservoir. Current Administrative Wireless radio architecture has a single point of failure - one fault or malfunction will cause the entire communications system to stop operating in the event of a single radio outage.

**Operations Impact:** Additional redundancy must be added to the Administrative radio network in order to provide continuity of data communications in the event of radio failures.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$48,000	\$16,000					\$64,000
Design		\$58,000					\$58,000
Construction		\$225,000					\$225,000
<b>Total</b>	\$48,000	\$299,000	\$0	\$0	\$0	\$0	<b>\$347,000</b>

**FY 2022/23 Budget Request - \$0**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2019							Jun 2023

## Capital Improvement Program Lake San Marcos Lift Station Improvements

**Description:** Determine if existing generator is sufficient for station requirements and replace if needed.



**Project Manager:** Dean Toth

**Department:** Mechanical/Electrical

**Project:** 2022100005

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Comments:** The existing generator may not be large enough to power the entire facility with all pumps running. Having sufficient available backup power during a major storm event is critical as this is usually when SDG&E power is unstable or becomes unavailable.

A hydraulic study will be performed to determine if the pumps in the station can be modified to meet required flows or if the generator needs to be replaced.

**Operations Impact:** Improved pumping capacity and reliability. Routine maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design	\$50,000						\$50,000
Construction		\$250,000					\$250,000
<b>Total</b>	\$50,000	\$250,000	\$0	\$0	\$0	\$0	<b>\$300,000</b>

**FY 2022/23 Budget Request - \$65,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2021	Mar 2022	Apr 2022	May 2022	Jan 2023	Jan 2023	Jun 2023	Jun 2023

## Capital Improvement Program Rancheros Drive Easement Sewer Replacement and Rehabilitation

**Description:** Rehabilitate approximately 350-feet of corroded sewer pipe with a cured-in-place liner, replace approximately 70-feet with PVC pipe, and construct a new manhole to allow for servicing of the line.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2021100007

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Work Order:** 248644

**Comments:** The Rancheros Drive Easement Sewer Replacement and Rehabilitation includes approximately 350-feet of deteriorated ductile iron and clay pipeline in need of rehabilitation and approximately 70-feet of pipeline that requires replacement due to miscellaneous structural and operational defects. This pipeline was originally installed in 1972 and with the current corrosion and operational defects, District staff is no longer able to safely clean and maintain the sewer line.

**Operations Impact:** Improve maintenance. Prevent sewer spills.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 25/26 & Thereafter	Total
Planning	\$15,000						\$15,000
Design		\$15,000					\$15,000
Construction			\$270,000				\$270,000
<b>Total</b>	\$15,000	\$15,000	\$270,000	\$0	\$0	\$0	<b>\$300,000</b>

**FY 2022/23 Budget Request - \$0**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2021	Sep 2021	Jun 2022	Jul 2022	Jun 2023	Sep 2023	Jun 2024	Jul 2024



## Capital Improvement Program Palos Vista Pump Station - Motor Starters Upgrade

**Description:** Upgrade four auto-transformer motor starters to solid state soft starters.



**Project Manager:** Dean Toth

**Department:** Mechanical/Electrical

**Project:** 2020100011

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:**

Replace four auto-transformer motor starters. Replacement is required due to wear from a long service life of over 25 years and a lack of support for replacement parts. New solid state soft starters will improve reliability and operating efficiency of electric motors.

**Operations Impact:** Routine maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$5,000						\$5,000
Design	\$25,000						\$25,000
Construction	\$125,000	\$120,000					\$245,000
<b>Total</b>	<b>\$155,000</b>	<b>\$120,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$275,000</b>

*FY 2022/23 Budget Request - (\$242,000)*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2019					Apr 2022	Oct 2022	Nov 2022

## Capital Improvement Program Maximo Mobility

**Description:** Develop a mobile enhancement to the CMMS Maximo Asset Management system.



**Project Manager:** Matias Labarrere

**Department:** Information Technology

**Project:** 2022100004

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** The District has implemented a computerized maintenance management system (CMMS) in IBM Maximo to track asset specifications, installation information, purchasing details and the work performed to maintain those assets. The standard Maximo system is designed to be used on a desktop computer in the office. The District desires to use the Maximo system in the field by staff to record maintenance activities as it occurs. An enhancement to the Maximo software will create a user interface suitable for use by field staff using tablet computers or smart phones. Many solutions exist to mobilize the Maximo system, building on top of the core system, which provide for simple-to-use data entry forms, allow for non-connected field use and also present the assets and work orders on a map, facilitating location identification for field use. This enhancement will bring about labor time savings, more accurate and timely data capture, and improve information access for staff as they are working in the field. This project will develop the requirements, business processes, key performance metrics, system design, implementation and user training.

**Operations Impact:** Enhance the usage of the CMMS by field crews, optimizing labor time, improving data capture, and providing information to field crews.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning		\$70,000					\$70,000
Design		\$100,000					\$100,000
Construction			\$100,000				\$100,000
<b>Total</b>	\$0	\$170,000	\$100,000	\$0	\$0	\$0	<b>\$270,000</b>

**FY 2022/23 Budget Request - \$0**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2021							Jun 2024

## Capital Improvement Program City of San Marcos Joint Projects Relocate/Adjust

**Description:** This amount is set-aside to cover services rendered in conjunction with various City of San Marcos projects involving District infrastructure per the District/City of San Marcos Cost Sharing Agreement dated March 31, 2009. This includes District staff time involved in inspection and project management, as well as reimbursements to the City for District infrastructure relocations and adjustments.



**Project Manager:** Elizabeth Lopez

**Department:** Engineering

**Project:** 2021100013

**Funding Source:** See Below

**Work Order:** 207141, 250092

**Comments:**

Miscellaneous relocations/adjustments resulting from City of San Marcos joint projects. These projects are in conjunction with the City’s Capital Improvement Plan. Currently two projects are proposed:

Project:	Amount:	Source:
San Marcos Blvd. & Discovery St.*	\$202,000	100% Fund 110 - Water Replacement
Rancho Coronado Park Improvements**	\$63,000	100% Fund 110 - Water Replacement
Total	\$265,000	

\* Totals do not include potential construction change orders.

\*\* Per the Cost Sharing Agreement, construction of District facilities will be paid for by the City.

**Operations Impact:** Normal maintenance for infrastructure.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design	\$34,000						\$34,000
Construction	\$17,000	\$214,000					\$231,000
<b>Total</b>	\$51,000	\$214,000	\$0	\$0	\$0	\$0	\$265,000

**FY 2022/23 Budget Request - \$184,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2020							Jun 2023

## Capital Improvement Program Via Vera Cruz Tank Hill Stabilization

**Description:** A side slope adjacent to the Via Vera Cruz Tank requires slope stabilization treatment.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2016100014

**Funding Source:** 100% Fund 110 – Water Replacement

**Work Order:** 162901

**Comments:** A portion of the existing slope adjacent to the Via Vera Cruz Tank on District property is failing due to steep terrain and material composition. The foundation of a property line fence is being eroded and exposed and material washes down to the tank elevation. Routine clean-up of the area is done and falling rocks threaten to damage the tank. Phase 1 of the project installed a rigid barrier at the toe of slope along a portion of the perimeter to catch failing rocks. Phase 2 will apply a mesh or tensioned slope stabilization system to approximately 2200 square feet (SF) of steep slope to prevent further failures. Repairs to the property line fence will also be performed and landscaping repairs may be necessary.

**Operations Impact:** Reduced risk of damage to the tank from falling rocks. Eliminate clean-up of the area from debris. Maintain security of property with intact fence. Annual and routine monitoring of the slope.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design	\$7,000		\$20,000				\$27,000
Construction	\$28,000			\$195,000			\$223,000
<b>Total</b>	<b>\$35,000</b>	<b>\$0</b>	<b>\$20,000</b>	<b>\$195,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$250,000</b>

**FY 2022/23 Budget Request - \$0**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2015	Jan 2016	Mar 2016	Jul 2023	Jun 2024	Jul 2024	Dec 2024	Jan 2025

## Capital Improvement Program DHS- Upgrades for Critical Infrastructure Hardware

**Description:** The Department of Homeland Security (DHS) performed an audit of the District Industrial Control System (ICS) Information Technology Network on 11/27-28/2018. As a result of the audit, several recommendations were provided to enhance system architecture on the Supervisory Control and Data Acquisition (SCADA) network. Initiatives contained within this CIP aim to strengthen the cybersecurity posture of the District's industrial control systems (ICS).



**Project Manager:** Matias Labarrere

**Department:** Information Technology

**Project:** 2020100012

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** As a core part of its mission to reduce risk to the Nation’s critical infrastructure (CI), Department of Homeland Security (DHS) National Cyber Assessments and Technical Services (NCATS) subject matter experts provide cybersecurity assessments to CI asset owners and operators to strengthen the cybersecurity posture of their industrial control systems (ICS). NCATS on behalf of the National Cybersecurity and Communications Integration Center (NCCIC) provides voluntary assessments based on standards, guidelines, and best practices. The assessment methodology provides a structured framework that asset owners and operators can leverage to evaluate and validate the cybersecurity of their ICS networks. The information gained from these reviews provided the District with additional understanding and context necessary to build effective defense-in-depth processes for enhancing our cybersecurity posture. The DHS team worked directly with the information technology (IT), operations technology (OT), and management staff at the VWD facilities to determine the overall cybersecurity posture of its ICS. DHS recommends physical isolation of the control systems network from the business network.

**Operations Impact:** Hardware upgrades contained within this CIP aim to strengthen the cybersecurity posture of the District's industrial control systems (ICS) per DHS recommendations.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning		\$44,000					\$44,000
Design		\$44,000					\$44,000
Construction	\$10,000	\$141,000					\$151,000
<b>Total</b>	\$10,000	\$229,000	\$0	\$0	\$0	\$0	<b>\$239,000</b>

*FY 2022/23 Budget Request - \$0*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2019							Jun 2023

## Capital Improvement Program Wulff Pressure Regulating Valve

**Description:** This project will install a new 4-inch diameter pressure regulating valve to allow the water level in the 350,000 gallon Wulff Tank to be regulated from the High Point hydro-pneumatic pump station to provide redundancy to the existing Wulff pressure zone.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2022100010

**Funding Source:** 100% Fund 120 – Water Capacity

**Work Order:** 244896

**Comments:** After the High Point residential development is completed to the south, an offsite waterline and pressure regulating valve will be built to provide an additional source of water from the High Point/Palos Vista area. This provides additional redundancy to the VWD water system in this area.

**Operations Impact:** The new pressure regulating valve will regulate the water elevation in the Wulff Tank when in operation which provides a redundant water supply to the Wulff pressure zone.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$30,000						\$30,000
Design	\$10,000	\$40,000					\$50,000
Construction		\$120,000	\$30,000				\$150,000
<b>Total</b>	\$40,000	\$160,000	\$30,000	\$0	\$0	\$0	<b>\$230,000</b>

*FY 2022/23 Budget Request - (\$182,000)*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2021	Jun 2021	Aug 2022	Sep 2022	Jan 2023	Apr 2023	Jul 2023	Aug 2023

## Capital Improvement Program Door Access Control System Expansion -MRF & Mahr

**Description:** Access control for a total of thirty-nine (39) doors between Meadowlark Reclamation, Mahr, and Administrative facilities.



**Project Manager:** Matias Labarrere

**Department:** Information Technology

**Project:** 2020100016

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** There is a need to convert keyed locks at Meadowlark Reclamation, Mahr, and Administrative buildings to keyless entry and add them to our existing BlueWave access control system. This upgrade will allow dual access to doors through the use of a fob or a security code and will eliminate the need for keys at Meadowlark, Mahr, and Administrative buildings. This initiative will allow for improved control over access to VWD facilities while minimizing reliance on the management of physical keys.

Upgrades contained within this CIP are broken down in the following manner:

- Access Control upgrades for Administrative Building - \$50,000
- Access Control upgrades for Meadowlark and Mahr Facilities - \$140,000
- Re-Key of existing locks for Administrative Building - \$5,000
- Re-Key of existing locks for Meadowlark and Mahr Facilities- \$5,000

**Operations Impact:** Increased security, time savings, and eliminate the cost of replacing keys

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction	\$10,000	\$190,000					\$200,000
<b>Total</b>	\$10,000	\$190,000	\$0	\$0	\$0	\$0	<b>\$200,000</b>

**FY 2022/23 Budget Request - \$50,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2019							Jun 2023

## Capital Improvement Program Reclaimed Pumps - Evaluation and Design

**Description:** Evaluate and construct piping for the backwash pumps to operate during low reclaimed flow periods.



**Project Manager:** Matt Wiese

**Department:** Meadowlark Reclamation Facility

**Project:** 2022100007

**Funding Source:** 100% Fund 250 - Reclaimed

**Comments:** The large reclaimed pumps are used to pump tertiary treated water into the distribution system and Mahr Reservoir. During low demand periods, the reclaimed pumps cycle on and off throughout the day. This requires significant electrical power as well as adding wear to the pumping system. Next to the reclaimed pumps are two smaller backwash pumps that are used to pump reclaimed water for backwashing of the tertiary filters. If the pump curves of these two smaller pumps indicate they can be used to pump during low flow periods, then they could be tied into the header piping of the larger reclaimed pumps and be programmed to operate during low flow periods. This would reduce power consumption and maintenance costs.

**Operations Impact:** There will be some interruption to reclaimed effluent pumping during construction.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$40,000	\$150,000				\$190,000
<b>Total</b>	\$0	\$40,000	\$150,000	\$0	\$0	\$0	<b>\$190,000</b>

**FY 2022/23 Budget Request - \$0**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2021							Jun 2024



## Capital Improvement Program Upgrades to Surveillance Video Management System

**Description:** Upgrades to existing Video Recording systems are required to obtain additional coverage, fidelity, and performance of the District's centralized recording system.



**Project Manager:** Matias Labarrere

**Department:** Information Technology

**Project:** 2020100026

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** Upgrades to the District's video recording systems have been recommended by the Department of Homeland Security (DHS). Long-range IR illuminators and additional cameras are recommended to provide additional coverage for dimly lit facilities. Current limitations of installed hardware adversely affect the quality of video recording during the night.

**Operations Impact:** Increased security, resiliency, and performance of existing video recording system.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning	\$5,000	\$38,000					\$43,000
Design		\$50,000					\$50,000
Construction	\$7,000	\$50,000					\$57,000
<b>Total</b>	\$12,000	\$138,000	\$0	\$0	\$0	\$0	<b>\$150,000</b>

**FY 2022/23 Budget Request - \$0**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2019							Jun 2023

## Capital Improvement Program Maximo - GIS interface

**Description:** Develop an interface to replicate data between the CMMS and GIS to ensure accurate and consistent asset information.



**Project Manager:** Matias Labarrere

**Department:** Information Technology

**Project:** 2022100011

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** The District has implemented a computerized maintenance management system (CMMS) in IBM Maximo to track asset specifications, installation information, purchasing details and the work performed to maintain those assets. The District also maintains asset information in the geographic information system (GIS) which primarily documents asset location and connectivity in the water and sewer systems with cartography and maps, using the ESRI GIS software. It also tracks asset specifications, maintenance information and installation dates. These two systems have unique, non-redundant purposes but share asset information and work together to form a complete, complementary Asset Management system. Currently, the common information is not synchronized so updates to one system do not occur in the other. Staff strive to maintain the information manually but this is not efficient. To keep the information on our assets accurate and consistent, these two systems must be interfaced so that replication of data is occurring. This project will develop the data rules, interface design and technology to interface these two asset systems.

**Operations Impact:** Integration between these two systems will improve asset tracking and reduce inaccurate data.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning			\$20,000	\$15,000			\$35,000
Design			\$20,000	\$15,000			\$35,000
Construction			\$35,000	\$15,000			\$50,000
<b>Total</b>	\$0	\$0	\$75,000	\$45,000	\$0	\$0	<b>\$120,000</b>

*FY 2022/23 Budget Request - \$0*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2021							Jun 2025

## Capital Improvement Program Update Restrooms to ADA Compliance

**Description:** Remove and replace the existing counters, sinks, mirrors, and paint. Fire system lights will need to be installed in the restrooms for compliance.



**Project Manager:** Steve Klein

**Department:** Maintenance Services

**Project:** 2020100021

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** Several restrooms in the Administration building need new counters, sinks, mirrors, and paint. When quotes were solicited for these updates, we were informed certain locations were not ADA compliant. Two areas of concern are the Lobby and Engineering restrooms.

**Operations Impact:** Some restrooms will be unavailable while under construction.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$98,000					\$98,000
<b>Total</b>	\$0	\$98,000	\$0	\$0	\$0	\$0	<b>\$98,000</b>

*FY 2022/23 Budget Request - (\$37,000)*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2019							Jun 2023

## Capital Improvement Program Meadowlark - Concrete and Asphalt Improvements

**Description:** Concrete and asphalt improvements needed at the Meadowlark Water Reclamation Facility.



**Project Manager:** Matt Wiese

**Department:** Meadowlark Reclamation Facility

**Project:** 2022100017

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Comments:** There are various concrete and asphalt modifications and repairs that need to be made at the Meadowlark Water Reclamation Facility. Some of the modifications needed are: 1) The front entrance to the Meadowlark Control Building is not ADA compliant. The wheelchair accessible ramp does not have wheelchair access leading up to the ramp and there is not enough space for a wheelchair to turn around. 2) A berm is needed at the top of the plant to keep rainwater from outside the District property from entering the plant storm water sampling location. Storm water currently enters the plant from the surrounding community, carrying debris that has a direct impact on the plant’s storm water sampling analysis. 3) A ramp is needed to allow access for the forklift to reach the secondary deck. The forklift access will allow Meadowlark staff to lift equipment and supplies to the secondary deck, reducing the potential for injury. 4) Various points around the plant need general concrete repair. 5) The rock area that used to be the site of the rotating biological contactors needs to be paved. This will allow maintenance vehicles to access the aeration deck, secondary deck and odor scrubber. It will also increase the staging area for future projects.

**Operations Impact:** Minimal impact to plant operations during construction.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$50,000					\$50,000
<b>Total</b>	\$0	\$50,000	\$0	\$0	\$0	\$0	<b>\$50,000</b>

*FY 2022/23 Budget Request - \$0*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2021							Jun 2023

## Capital Improvement Program Sodium Bisulfite Secondary Containment

**Description:** Install a secondary containment system for the sodium bisulfite chemical tank, pumps and piping system.



**Project Manager:** Matt Wiese

**Department:** Meadowlark Reclamation Facility

**Project:** 2022100028

**Funding Source:** 100% Fund 250 - Reclaimed

**Comments:** The sodium bisulfite chemical tank, pumps and piping system require a secondary containment system. Sodium bisulfite is used for reclaimed water dechlorination after it has gone through the disinfection process. Without the secondary containment, a release of the chemical would flow along the curb and into the storm water wet well. The chemical would then be pumped into the waste backwash tank and recirculated through the plant process. A dedicated chemical containment system will capture any release before it could reach the road or storm water wet well. The system will allow for sensors to be placed inside the chemical containment barrier that will alert operators to a release.

**Operations Impact:** The sodium bisulfite secondary containment system will reduce safety hazards and contamination concerns associated with a potential release.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$25,000					\$25,000
<b>Total</b>	\$0	\$25,000	\$0	\$0	\$0	\$0	<b>\$25,000</b>

*FY 2022/23 Budget Request - \$0*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2021							Jun 2023

## Capital Improvement Program OpenGOV Digital Transparency and Reporting

**Description:** Implementation of an open data and financial transparency solution will provide the public with access to District financial data via an online portal.



**Project Manager:** Matias Labarrere

**Department:** Information Technology

**Project:** 2022100031

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** **\*\*Subscription\*\*** In an effort to provide additional transparency, the Finance Department would like to make Financial data sets available for public review/consumption. The OpenGOV platform will allow the District to publish financial data via online dashboards which can be shared with the public.

**Operations Impact:** Provision of financial data sets for public consumption will provide additional transparency of District Financial data.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$20,000					\$20,000
<b>Total</b>	\$0	\$20,000	\$0	\$0	\$0	\$0	<b>\$20,000</b>

*FY 2022/23 Budget Request - \$0*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2021							Jun 2023

## Capital Improvement Program Encina Wastewater Authority Five Year Plan

**Description:** The District is a member agency of the Encina Wastewater Authority (EWA). The District shares in the cost of planned asset replacements and capital acquisitions.



**Project Manager:** Wes Owen

**Department:** Finance

**Project:** 2023100001

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Comments:** These miscellaneous capital projects are budgeted each year

**Operations Impact:** No significant increase in costs or changes in efficiencies are anticipated from this project..

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$4,917,000	\$6,044,000	\$7,197,000	\$7,245,000	\$6,982,000	\$32,385,000
<b>Total</b>	\$0	\$4,917,000	\$6,044,000	\$7,197,000	\$7,245,000	\$6,982,000	<b>\$32,385,000</b>

**FY 2022/23 Budget Request - \$32,385,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2009						Jun 2027	Jun 2027

## Capital Improvement Program Storage Building & Shop

**Description:** Approximate 40' x 40' storage/shop building for four departments in Operations and Maintenance.



**Project Manager:** Steve Klein

**Department:** Maintenance Services

**Project:** 2023100002

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** The Operations and Maintenance department is in need of additional storage and shop space for four departments. Currently, two shipping containers are being used for storage by the landscape and construction department. This building will be used by the following departments: Meters, Landscape, Electrical/Instrumentation and Construction. The Meter Services department will have a bay to store tools, parts, and meter reading vehicle. The Landscape department will store gator/sprayers, tools, power equipment, and fuel. The Electrical/Instrumentation Technicians are expanding their breaker maintenance program and will use building to store materials and use as a shop. The Construction Department will use a bay to store equipment that should not be outside in the yard.

**Operations Impact:** Improved storage and shop areas. Routine maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design		\$180,000					\$180,000
Construction			\$1,100,000				\$1,100,000
<b>Total</b>	\$0	\$180,000	\$1,100,000	\$0	\$0	\$0	<b>\$1,280,000</b>

*FY 2022/23 Budget Request - \$1,280,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023



## Capital Improvement Program HVAC System for District Headquarters

**Description:** Replacement of the HVAC system for the District's Administration and Operations buildings.



**Project Manager:** Steve Klein

**Department:** Maintenance Services

**Project:** 2023100003

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** The District's HVAC system is over 25 years old and has required several expensive repairs in the last few years. The system is inefficient and past its service life. The HVAC system serves the District's Administration and Operations buildings and will be completely replaced. The replacement will include the hardware, controls and communications software. The existing system does not allow staff to access the controls and troubleshoot any problems. This also prevents staff from making any adjustments to the system. Updating the system will allow staff better temperature control and improve overall energy efficiency.

**Operations Impact:** Improved energy efficiency and reliability.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning		\$25,000					\$25,000
Design		\$75,000					\$75,000
Construction			\$1,000,000				\$1,000,000
<b>Total</b>	\$0	\$100,000	\$1,000,000	\$0	\$0	\$0	<b>\$1,100,000</b>

*FY 2022/23 Budget Request - \$1,100,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2024

## Capital Improvement Program Pipeline Corrosion Protection Improvements

**Description:** Pipeline corrosion protection systems throughout the District require remediate work to repair and replacement infrastructure necessary for the continued protection of steel and ductile iron pipes.



**Project Manager:** Jason Hubbard

**Department:** Engineering

**Project:** 2023100004

**Funding Source:** 2% Fund 210 - Sewer Replacement  
98% Fund 110 Water Replacement

**Comments:** The District's corrosion protection system protects steel and ductile iron pipe. Over time repairs and replacements are needed to anode beds, test stations, and appurtenances to continue to protective function of these systems. This project implements the recommendations of the 2020 pipeline corrosion protection assessment report for remediate work on these systems. This project will also conduct another corrosion protection assessment in 2024 and subsequent remediate work.

**Operations Impact:** Continued corrosion protection on steel and ductile iron pipes.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning		\$18,000		\$22,000			\$40,000
Design		\$40,000		\$55,000			\$95,000
Construction			\$483,000	\$220,000	\$212,000		\$915,000
<b>Total</b>	\$0	\$58,000	\$483,000	\$297,000	\$212,000	\$0	<b>\$1,050,000</b>

*FY 2022/23 Budget Request - \$1,050,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022	Jul 2022	Oct 2022	Nov 2022	Jun 2023	Jul 2023	Dec 2025	Jun 2025

## Capital Improvement Program Land Outfall West Repair and Rehabilitation

**Description:** The western segment of the sewer Land Outfall is in need of cleaning, rehabilitation, and repairs based on a condition assessment performed in 2021.



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2023100005

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Comments:** The existing sewer Land Outfall pipeline was installed in 1986 and connects the District's Lift Station No.1 to the Encina Water Pollution Control Facility (EWPCF). The 34,000 foot long pipeline has both gravity and pressurized segments. In 2021 the District performed a thorough condition assessment with recommended actions for cleaning and rehabilitation/repairs. This project will evaluate these prior recommendations in the context of future up-sizing needs and clean, rehabilitate, and repair necessary sections of approximately 17,700 feet of sewer pipeline ranging in size from 21-inch to 54-inch.

As joint partners in the Land Outfall, this project will require coordination with the City of Carlsbad and the Buena Sanitation District (Vista). This project is expected to receive reimbursements.

**Operations Impact:** Reduce the risk of sewer spills. Routine maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	Thereafter	Total
Planning		\$50,000					\$50,000
Design			\$250,000				\$250,000
Construction				\$500,000			\$500,000
<b>Total</b>	\$0	\$50,000	\$250,000	\$500,000	\$0	\$0	<b>\$800,000</b>

**FY 2022/23 Budget Request - \$800,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022	Jul 2022	Jun 2023	Jul 2023	Jun 2024	Jul 2024	Jun 2025	Jun 2025

## Capital Improvement Program MRF Headworks Assessment

**Description:** Condition assessment and implementation of recommended improvements to provide increased operational efficiency and reliability at the Meadowlark Water Reclamation Facility (MRF).



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2023100006

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Comments:** The Meadowlark Water Reclamation Facility (MRF) originally constructed on 1958, was upgraded in 1962, 1971, and 1982, with the most comprehensive upgrade in 2005. Equipment and process improvements are on-going due to age, regulatory changes, and environmental conditions. The District desires to perform a comprehensive condition assessment of the plant, built on prior technical documents, to evaluate operational defects and outline a data driven strategic schedule of replacements, upgrades, and improvements to produce quality service.

Due to immediate needs, staff will focus on flow conditions and inefficiencies in the headworks pretreatment process to optimize flow distribution, screening, grit removal and deragging systems. This project will provide design improvement recommendations for current and future wastewater flow conditions at MRF to provide increased operational efficiency and reliability.

Subsequent condition assessment and recommendations will expand to the entire plant.

**Operations Impact:** Improved operational efficiency. Long-term financial planning. Normal maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning		\$25,000					\$25,000
Design		\$50,000	\$150,000	\$125,000			\$325,000
Construction		\$100,000		\$325,000			\$425,000
<b>Total</b>	\$0	\$175,000	\$150,000	\$450,000	\$0	\$0	<b>\$775,000</b>

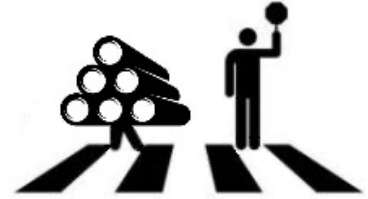
**FY 2022/23 Budget Request - \$775,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022	Jul 2022	Dec 2022	Jan 2023	Aug 2024	Sep 2024	Jun 2025	Jun 2025

## Capital Improvement Program San Marcos Blvd at Pacific Street Sewer Relocation

**Description:** This project will relocate approximately 800 feet of existing 8-inch vitrified clay pipe (VCP) sewer main with new 8-inch polyvinyl chloride (PVC) sewer.



**Project Manager:** Elizabeth Lopez

**Department:** Engineering

**Project:** 2023100007

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Comments:** The alignment of an existing 8-inch vitrified clay pipe (VCP) sewer main located south of San Marcos Boulevard at South Pacific Street crosses a large drainage channel. The existing sewer pipe has limited cover through the drainage channel and is in conflict with the City of San Marcos' Creek District Phase 1 storm drain improvements. The sewer will be relocated outside of the drainage channel, approximately 150 feet east of the existing location. This will eliminate the conflict with the City's storm drain improvements and improve access for maintenance of the sewer main. The City will reimburse the District 50% of the relocation construction costs.

**Operations Impact:** Normal maintenance for infrastructure and improved access.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27	Total
Planning		\$19,000					\$19,000
Design		\$59,000	\$1,000				\$60,000
Construction		\$11,000	\$557,000				\$568,000
<b>Total</b>	\$0	\$89,000	\$558,000	\$0	\$0	\$0	<b>\$647,000</b>

**FY 2022/23 Budget Request - \$647,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2024

## Capital Improvement Program Technology Infrastructure Upgrades

**Description:** Replacement or upgrades of District technology infrastructure. Includes servers, networking equipment (wired/wireless), security appliances, and supporting infrastructure management solutions.



**Project Manager:** Matias Labarrere

**Department:** Information Technology

**Project:** 2023100008

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** Secure and reliable technical infrastructure is mission critical to District operations and service to the public. Serious disruptions or costly unplanned emergency repairs can occur if end-of-life/end-of-support systems are not upgraded or replaced in a timely manner, resulting in reduced productivity and service levels.

**Operations Impact:** Replacement of end-of-life equipment is necessary to ensure continuity of business operations.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$175,000	\$100,000	\$100,000	\$100,000	\$100,000	\$575,000
<b>Total</b>	\$0	\$175,000	\$100,000	\$100,000	\$100,000	\$100,000	<b>\$575,000</b>

**FY 2022/23 Budget Request - \$575,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program 5 Year PC / Laptop Refresh Plan

**Description:** Replacement or upgrades of District Information Technology Assets. Includes PC Desktops, laptops and corresponding peripherals.



**Project Manager:** Matias Labarrere

**Department:** Information Technology

**Project:** 2023100009

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** Secure and reliable technical infrastructure is mission critical to District operations and service to the public. Serious disruptions or costly unplanned emergency repairs can occur if end-of-life/end-of-support systems are not upgraded or replaced in a timely manner, resulting in reduced productivity and service levels. District PC's are refreshed over the course of a 5-year lifecycle, while Laptops are replaced every 3 years.

**Operations Impact:** Replacement of end-of-life equipment is necessary to ensure continuity of business operations.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	\$375,000
<b>Total</b>	\$0	\$75,000	\$75,000	\$75,000	\$75,000	\$75,000	<b>\$375,000</b>

**FY 2022/23 Budget Request - \$375,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program MRF Battery Energy Storage System Retaining Wall

**Description:** Concrete retaining wall to accommodate the proposed Battery Energy Storage System (BESS) at Meadowlark Reclamation Facility (MRF).



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** 2023100010

**Funding Source:** 50% Fund 210 - Sewer Replacement  
50% Fund 250 - Reclaimed

**Work Order:** 258315

**Comments:** Meadowlark Water Reclamation Facility (MRF) was approved for a Battery Energy Storage (BESS) System through the State of California resiliency grant funding. To accommodate the footprint required for the proposed BESS at MRF, a concrete retaining wall will be designed and installed in an existing embankment adjacent to the existing electrical building. This improvement is needed before the battery system can be procured and installed.

**Operations Impact:** Provide necessary working clearances around the proposed BESS and adjacent south access roadway at MRF.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning		\$5,000					\$5,000
Design		\$35,000					\$35,000
Construction		\$250,000					\$250,000
<b>Total</b>	\$0	\$290,000	\$0	\$0	\$0	\$0	<b>\$290,000</b>

**FY 2022/23 Budget Request - \$290,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Sep 2021	Jul 2022	Aug 2022	Aug 2022	Oct 2022	Oct 2022	Jan 2023	Jan 2023



## Capital Improvement Program Fire Services - Backflow Preventer Upgrades

**Description:** Replace single-check backflow prevention systems with double-check systems on fire services.



**Project Manager:** Kevin Anctil

**Department:** Construction

**Project:** 2023100011

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** The District is responsible for several fire service backflow preventers in the distribution system that were installed prior to new District standards being adopted. The single-check backflow preventers that were installed are no longer an acceptable device and some have failed due to corrosion from being installed in an underground vault. The Construction department will replace a few systems each year with an approved double-check backflow prevention system and bring the services above ground.

**Operations Impact:** Enhanced backflow prevention. Routine maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$250,000					\$250,000
<b>Total</b>	\$0	\$250,000	\$0	\$0	\$0	\$0	<b>\$250,000</b>

*FY 2022/23 Budget Request - \$250,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program Managed Operating System Patching Services

**Description:** IT proposes the use of third-party managed operating system patching services to ensure timely installation of critical patches for the District's computing infrastructure.



**Project Manager:** Matias Labarrere

**Department:** Information Technology

**Project:** 2023100012

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** *\*\*Subscription\*\**The Vallecitos Water District’s Information Technology (IT) Division has directly managed computer system patching since PCs were introduced in the District in the late 1990s. At that time, patching had more to do with software enhancements or fixes and to correct system stability issues. Over the course of the past 10-15 years, maintaining 100% patch levels for all devices became critical for cybersecurity reasons. Patches released by software manufacturers to fix security flaws also inadvertently alerted malicious actors (“hackers”) about those flaws. Hackers then write malicious code (viruses, worms, bots, rootkits, and Trojan horses, among others) or use other methods to take advantage of entities who have not applied the patches meant to repair the security flaws. Staff suggests enlisting the services of a dedicated patching provider. Such a provider would use purpose-built tools for automated scanning, testing, and deployment of patches. The District has an existing contract with Ostari, a consulting firm that provides IT support in the areas of infrastructure monitoring, help desk and network support. The firm has been providing IT support services to the District since 2011 and is in the best position to provide patching services due to existing knowledge of the District’s network infrastructure.

**Operations Impact:** Timely installation of critical security patches will ensure continued confidentiality, integrity, and availability of District computing resources.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$200,000
<b>Total</b>	\$0	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	<b>\$200,000</b>

**FY 2022/23 Budget Request - \$200,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program Repairs & Painting of Meadowlark Lift Station

**Description:** Make repairs to the damaged areas of the lift station. Paint interior and some exterior surfaces of the building and resurface the upper level floor.



**Project Manager:** Dean Toth

**Department:** Mechanical/Electrical

**Project:** 2023100013

**Funding Source:** 100% Fund 250 - Reclaimed

**Comments:** Meadowlark Lift Station needs to be painted and the upper level floor needs to be resurfaced after repairs to the station have been made.

The interior and portions of station's exterior needs to be repainted. Many years ago, the upper level floor was painted with "floor paint". This floor paint is worn and peeling. The paint will need to be mechanically removed prior to a new coating being applied. Some damaged areas of the concrete will need to be resurfaced or replaced. The paint on the metal ceiling/roof structure, piping and structural members show signs of wear and will need to be repainted for corrosion protection. Some of the metal beams and other steel sections of the structure will need to be repaired or replaced due to corrosion from the harsh environment.

Meadowlark Lift Station is one of our oldest facilities and requires these repairs and maintenance in order to protect it and the critical equipment it houses.

**Operations Impact:** Extend the life of the asset.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$160,000					\$160,000
<b>Total</b>	\$0	\$160,000	\$0	\$0	\$0	\$0	<b>\$160,000</b>

**FY 2022/23 Budget Request - \$160,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program AMI Pilot

**Description:** Pilot project to introduce the many benefits of an Advanced Metering Infrastructure.



**Project Manager:** Chris Tapia

**Department:** Meter

**Project:** 2023100014

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** VWD has the foundation of an AMI, Advanced Metering Infrastructure, system in place with 32% (7,343) of our existing radios capable of broadcasting an over-the-air meter reading to a fixed network antenna. This pilot would be a proof-of-concept, standing up a single network base antenna to collect nearby readings which are pushed to a Sensus hosted server. The first antenna is readily available for use in collaboration with OMWD. The ability to use their antenna allows for a reduction in FY22-23 costs from \$350,000 to \$150,000. VWD will have access to hourly interval readings through the Sensus Network as a Service which is provided during the pilot. Pilot program will proceed for one year, initially. At the end of the pilot, if we decide to move forward, we can explore the cost and effort associated with a full integration into our Billing system, NorthStar. The estimated cost for full implementation is approximately \$3,500,000. The full deployment can be done in phases as we seek grant funding to help supplement the cost through WaterSMART. A fully deployed AMI system will require at least 12 network base antennas strategically placed through our district. Full deployment will also required the remaining 68% (15,327) older radios currently in ground to be replaced with a newer version capable of hitting the AMI network. AMI is beneficial for our customers and for our district as we can have better water loss accountability. An AMI system can easily aggregate all retail meter sales and compare them against water purchased so we can monitor water loss throughout the system. Our customers will also have actionable data presented to them in a timely matter, currently drive-by reading system only provides one meter reading every ~30-days.

**Operations Impact:** Better water loss accountability & less drivetime for reads. More actionable data for the District and its customers. Will identify a meter "slowing" before it's dead.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$150,000					\$150,000
<b>Total</b>	\$0	\$150,000	\$0	\$0	\$0	\$0	<b>\$150,000</b>

*FY 2022/23 Budget Request - \$150,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2027

## Capital Improvement Program Heli-Hydrant

**Description:** Installation of a Heli-Hydrant at the Twin Oaks Reservoir Facility.



**Project Manager:** Ed Pedrazzi

**Department:** Operations and Maintenance

**Project:** 2023100015

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** As the operator of the water system that provides fire suppression support for our customers through a network of water pipelines, the District plays an important role in the protection of life and property in our service area. With the ever-expanding range of fire season in our region, providing enhanced access to water for firefighting helicopters to protect the homes and properties of our customers is a crucial element of customer service. The Heli-Hydrant will transform the way fires are fought in North San Diego County by supplying a way to put water on fires sooner. Thus, reducing the negative impacts on life and property.

The Heli-Hydrant will supply firefighters with an added asset that can be used to protect the District's critical infrastructure such as pump stations, lift stations, and other remote facilities. This added asset may prevent the additional expenditure of replacing critical infrastructure if it were lost to fire.

Cost of the facility will be evenly split between the District and fire protection agencies.

**Operations Impact:** Routine Maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design		\$10,000					\$10,000
Construction		\$140,000					\$140,000
<b>Total</b>	\$0	\$150,000	\$0	\$0	\$0	\$0	<b>\$150,000</b>

**FY 2022/23 Budget Request - \$150,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022			Jul 2022	Aug 2022	Sep 2022	Jun 2023	Jun 2023

## Capital Improvement Program MRF: Circuit Breaker Program

**Description:** MRF: replace main circuit breaker, test and refurbish if possible.



**Project Manager:** Dean Toth

**Department:** Mechanical/Electrical

**Project:** 2023100016

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Comments:** Large electrical circuit breakers should be inspected and serviced every three years. The Mechanical/Electrical Department is developing a circuit breaker maintenance program for all District facilities. This program will be on a three-year cycle. We will replace and test every circuit breaker that is 400 amps and above. This will be expensive for the first three years as we will need to buy replacement circuit breakers for each site. Each circuit breaker in this program will be removed and replaced with a new one. The old circuit breaker will then be sent out for testing and possible refurbishment. The refurbished breakers will be stored and available for use on the next cycle. This is a big undertaking that requires a substantial amount of planning. We will need to have a contractor perform this work at several of the sites to get the program started. This program is critical in order to maintain our facilities properly and meet current industry standards.

**Operations Impact:** Servicing the equipment in this program will help to insure a safe and reliable electrical system.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$130,000					\$130,000
<b>Total</b>	\$0	\$130,000	\$0	\$0	\$0	\$0	<b>\$130,000</b>

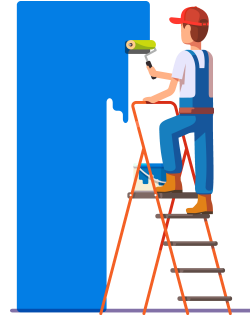
*FY 2022/23 Budget Request - \$130,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022					Jul 2022	Jun 2023	Jun 2023

## Capital Improvement Program Repairs and Coating of Concrete Yard Wall

**Description:** Make repairs to the concrete yard wall and material bins. Paint and coat the District's concrete wall around the equipment yard and epoxy coat the materials bins.



**Project Manager:** Steve Klein

**Department:** Maintenance Services

**Project:** 2023100017

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** The concrete wall surrounding the District's equipment yard is in need of several repairs, painting and coating. The paint has failed in most areas and the exterior wall along Mission Road has been vandalized with graffiti several times. There are several sections of the wall that require the concrete to be repaired or replaced. After repairs have been made, the wall will be painted inside and out with an anti-graffiti coating applied to the exterior portion of the wall. This coating will allow District staff to remove the graffiti without needing to repaint the wall. The materials storage bins require sections of the concrete to be repaired or replaced due to the excessive wear from construction activities. The bins will be coated with a durable epoxy designed to withstand the aggressive nature of the work being performed on a daily basis.

**Operations Impact:** Improved aesthetics and extend the life of the asset.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 25/26	FY 26/27	Thereafter	Total
Planning							
Design							
Construction		\$125,000					\$125,000
<b>Total</b>	\$0	\$125,000	\$0	\$0	\$0	\$0	<b>\$125,000</b>

*FY 2022/23 Budget Request - \$125,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program Coggan Pump Station: Facility Improvements

**Description:** Remove chlorine building. Grade and pave entire facility with new asphalt.



**Project Manager:** Kevin Anctil

**Department:** Construction

**Project:** 2023100018

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** The obsolete chlorine gas building at Coggan Pump Station will be removed. The building area will be graded and asphalt installed. The asphalt around the pump station is past its service life and needs to be replaced. The existing asphalt will be removed and replaced with new asphalt.

**Operations Impact:** Extend life of the asset.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$120,000					\$120,000
<b>Total</b>	\$0	\$120,000	\$0	\$0	\$0	\$0	<b>\$120,000</b>

**FY 2022/23 Budget Request - \$120,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023



## Capital Improvement Program District-wide Valve Replacement Program

**Description:** Replace broken or leaking valves throughout the District.



**Project Manager:** Kevin Anctil

**Department:** Construction

**Project:** 2023100019

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** The valve crew has discovered many broken valves requiring replacement. This project is to replace several valves in the next fiscal year.

**Operations Impact:** Improved ability to isolate water mains with less impact to customers. Routine maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$100,000					\$100,000
<b>Total</b>	\$0	\$100,000	\$0	\$0	\$0	\$0	<b>\$100,000</b>

*FY 2022/23 Budget Request - \$100,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program MRF - Replacement of South Influent Pump

**Description:** The south influent pump needs to be replaced.



**Project Manager:** Matt Wiese

**Department:** Meadowlark Reclamation Facility

**Project:** 2023100020

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Comments:** The South Influent Pump Station at the Meadowlark Water Reclamation Facility conveys all local flow from around the Meadowlark Facility to the headworks where it combines with sewer from other lift stations for treatment. Two of the three South Influent Pump Station pumps have been replaced. The last remaining old pump requires excessive maintenance to remain in operation and needs to be replaced. A reliable third pump for the South Influent Pump Station is necessary in order to provide reliable operation.

**Operations Impact:** Improved reliability of the South Influent Pump Station operation.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$75,000					\$75,000
<b>Total</b>	\$0	\$75,000	\$0	\$0	\$0	\$0	<b>\$75,000</b>

*FY 2022/23 Budget Request - \$75,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022						Jun 2023	Jun 2023

### Capital Improvement Program Construction of IT Offices

**Description:** Construction of two interior walls creating two new offices with new furniture.



**Project Manager:** Steve Klein

**Department:** Maintenance Services

**Project:** 2023100021

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** Two IT positions are currently staffed in cubicles, which do not allow for privacy while staff is working on confidential information. Two interior walls will be constructed to convert the existing cubicle areas into conventional offices. The two new offices will require new furniture to accommodate the changes.

**Operations Impact:** Improved privacy and security for IT staff. Some District staff will be impacted during construction.

#### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design		\$10,000					\$10,000
Construction		\$60,000					\$60,000
<b>Total</b>	\$0	\$70,000	\$0	\$0	\$0	\$0	<b>\$70,000</b>

*FY 2022/23 Budget Request - \$70,000*

#### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program Northstar – Server Migration and Upgrade to NS 6.6

**Description:** Required Software upgrade for the District's Customer Information System (NorthStar) is required to ensure continued vendor support for District maintenance systems.



**Project Manager:** Matias Labarrere

**Department:** Information Technology

**Project:** 2023100022

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** Update Northstar CIS system from Version 6.4 to 6.6 and migrate application to new server. SQL Server 2012 and Windows Server 2012R2 will not be supported in mid to late 2022. NS Server will be upgraded to Windows Server 2019 and SQL Server 2019.

**Operations Impact:** Replacement of end-of-life software is necessary to ensure continuity of business operations.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$68,000					\$68,000
<b>Total</b>	\$0	\$68,000	\$0	\$0	\$0	\$0	<b>\$68,000</b>

*FY 2022/23 Budget Request - \$68,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program Boardroom: HVAC Repairs & Ceiling Replacement

**Description:** Remove ceiling tiles in the boardroom and replace with new tiles. Replace broken VAV air controller while the ceiling is down.



**Project Manager:** Steve Klein

**Department:** Maintenance Services

**Project:** 2023100023

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** The Variable Air Volume controller (VAV) modulates the air flow from the Heating, Ventilation, and Air Conditioning (HVAC) system that keeps a room at the desired temperature. The gears in the VAV for the boardroom are inoperable and only allowing cold air into the room. The repair cannot be completed without removing the ceiling tiles. The ceiling tiles in the boardroom are no longer manufactured or available to purchase. There are several tiles damaged or missing and need to be replaced. This project will include the repair of the air controller and replacement of the ceiling tiles at the same time.

**Operations Impact:** The boardroom will not be available during construction.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 24/25	FY 25/26	FY 26/27	Thereafter	Total
Planning							
Design		\$5,000					\$5,000
Construction		\$60,000					\$60,000
<b>Total</b>	\$0	\$65,000	\$0	\$0	\$0	\$0	<b>\$65,000</b>

**FY 2022/23 Budget Request - \$65,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program Primary Clarifier Sludge Pump Replacement

**Description:** Primary clarifier sludge pump replacements for the Meadowlark Water Reclamation Facility.



**Project Manager:** Matt Wiese

**Department:** Meadowlark Reclamation Facility

**Project:** 2023100024

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Comments:** The primary clarifier sludge pumps are in need of replacement. They are currently unable to handle the solids loading of the primary clarifiers as the rags and other debris get lodged between the shaft and motor stator. Rebuild and replacement parts are hard to obtain, requiring the maintenance department to pull parts from other pumps to complete one working pump. Removing solids from the primary clarifier is an essential part of wastewater treatment.

**Operations Impact:** Less maintenance time and resources spent on maintaining the primary sludge pumps.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$20,000	\$20,000	\$20,000			\$60,000
<b>Total</b>	\$0	\$20,000	\$20,000	\$20,000	\$0	\$0	<b>\$60,000</b>

**FY 2022/23 Budget Request - \$60,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2025

## Capital Improvement Program Repairs and Painting of the Warehouse

**Description:** Repairs, painting and coating of the District's warehouse building.



**Project Manager:** Steve Klein

**Department:** Maintenance Services

**Project:** 2023100025

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** The District's warehouse building is over two decades old and is in need of repairs, painting and coating. The paint is failing in several areas and the exterior wall along Mission Road has been vandalized with graffiti several times. The large, steel roll-up doors need to be repaired prior to painting. The base of the exterior walls around the warehouse needs to be repaired in a few areas and the sealing replaced prior to any painting. This seal prevents further water damage to the base of the warehouse wall. After repairs have been made, the entire building will be painted, and an anti-graffiti coating applied to the exterior portion of the wall along Mission Road. This coating will allow District staff to remove the graffiti without needing to repaint the wall.

**Operations Impact:** Improved aesthetics and extend the life of the asset.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$55,000					\$55,000
<b>Total</b>	\$0	\$55,000	\$0	\$0	\$0	\$0	<b>\$55,000</b>

*FY 2022/23 Budget Request - \$55,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program Wulff Pump Station: Circuit Breaker Program

**Description:** Wulff Pump Station: replace main circuit breaker, test and refurbish if possible.



**Project Manager:** Dean Toth

**Department:** Mechanical/Electrical

**Project:** 2023100026

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** Large electrical circuit breakers should be inspected and serviced every three years. The Mechanical/Electrical Department is developing a circuit breaker maintenance program for all District facilities. This program will be on a three-year cycle. We will replace and test every circuit breaker that is 400 amps and above. This will be expensive for the first three years as we will need to buy replacement circuit breakers for each site. Each circuit breaker in this program will be removed and replaced with a new one. The old circuit breaker will then be sent out for testing and possible refurbishment. The refurbished breakers will be stored and available for use on the next cycle. This is a big undertaking that requires a substantial amount of planning. We will need to have a contractor perform this work at several of the sites to get the program started. This program is critical in order to maintain our facilities properly and meet current industry standards.

**Operations Impact:** Servicing the equipment in this program will help to insure a safe and reliable electrical system.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$48,000					\$48,000
<b>Total</b>	\$0	\$48,000	\$0	\$0	\$0	\$0	<b>\$48,000</b>

**FY 2022/23 Budget Request - \$48,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022					Jul 2022	Jun 2023	Jun 2023



## Capital Improvement Program Deer Springs Pump Station: Circuit Breaker Program

**Description:** Deer Springs Pump Station: replace main circuit breaker, test and refurbish if possible.



**Project Manager:** Dean Toth

**Department:** Mechanical/Electrical

**Project:** 2023100027

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** Large electrical circuit breakers should be inspected and serviced every three years. The Mechanical/Electrical Department is developing a circuit breaker maintenance program for all District facilities. This program will be on a three-year cycle. We will replace and test every circuit breaker that is 400 amps and above. This will be expensive for the first three years as we will need to buy replacement circuit breakers for each site. Each circuit breaker in this program will be removed and replaced with a new one. The old circuit breaker will then be sent out for testing and possible refurbishment. The refurbished breakers will be stored and available for use on the next cycle. This is a big undertaking that requires a substantial amount of planning. We will need to have a contractor perform this work at several of the sites to get the program started. This program is critical in order to maintain our facilities properly and meet current industry standards.

**Operations Impact:** Servicing the equipment in this program will help to insure a safe and reliable electrical system.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$48,000					\$48,000
<b>Total</b>	\$0	\$48,000	\$0	\$0	\$0	\$0	<b>\$48,000</b>

**FY 2022/23 Budget Request - \$48,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022					Jul 2022	Jun 2023	Jun 2023

## Capital Improvement Program Twin Oaks Reservoir: Asphalt Repair & Sealcoat

**Description:** Repair asphalt and sealcoat at the Twin Oaks Reservoir Facility.



**Project Manager:** Kevin Anctil

**Department:** Construction

**Project:** 2023100028

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** The Construction department needs to repair some damaged areas and sealcoat the asphalt at the Twin Oaks Reservoir Facility, including its access road. The asphalt has cracks, root damage, and potholes. Once the asphalt patching is complete, the area will be seal-coated to extend the life of the asphalt.

**Operations Impact:** Extend life of the asset.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$46,000					\$46,000
<b>Total</b>	\$0	\$46,000	\$0	\$0	\$0	\$0	<b>\$46,000</b>

**FY 2022/23 Budget Request - \$46,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program GEMS – Upgrade to ABSuite 7.0

**Description:** A required Software upgrade to the District's Financial Information System (GEMS) is necessary to ensure continued vendor support for District Financial systems.



**Project Manager:** Matias Labarrere

**Department:** Information Technology

**Project:** 2023100029

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** THE GEMS application runs on the AB Suite 6.1 Unisys platform. The platform reaches end-of-life in July 2022. Harris ERP will continue to provide support for the GEMS application until VWD upgrades to AB Suite 7.0 during FY 22/23. Harris ERP will also release the service pack for tax year 2022 if VWD has not upgraded to AB Suite 7.0 by December 2022.

**Operations Impact:** Replacement of end-of-life software is necessary to ensure continuity of business operations.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning		\$12,000					\$12,000
Design		\$12,000					\$12,000
Construction		\$12,000					\$12,000
<b>Total</b>	\$0	\$36,000	\$0	\$0	\$0	\$0	<b>\$36,000</b>

**FY 2022/23 Budget Request - \$36,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program South Lake Pump Station: Asphalt Repair & Sealcoat

**Description:** Install new asphalt, make repairs to existing and then sealcoat at the South Lake Pump Station.



**Project Manager:** Kevin Anctil

**Department:** Construction

**Project:** 2023100030

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** We need to extend the existing asphalt area at the pump station and install a berm to prevent erosion. There are some damaged areas that need to be repaired. We will then sealcoat all the asphalt at the South Lake Pump Station to extend the life of this asset.

**Operations Impact:** Extend life of the asset.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$30,000					\$30,000
<b>Total</b>	\$0	\$30,000	\$0	\$0	\$0	\$0	<b>\$30,000</b>

*FY 2022/23 Budget Request - \$30,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program Manhole and RAS Valve Box Rehabilitation

**Description:** The manholes and RAS telescoping valve boxes are in need of rehabilitation.



**Project Manager:** Matt Wiese

**Department:** Meadowlark Reclamation Facility

**Project:** 2023100031

**Funding Source:** 100% Fund 210 – Sewer Replacement

**Comments:** The manholes and Return Activated Sludge (RAS) telescoping boxes at the Meadowlark Reclamation Facility are in need of rehabilitation. There is aggregate exposed in some of the manholes and all of the RAS telescoping boxes. This is due to the constant water flow combined with the the high levels of H2S in these enclosed areas. If left untreated, the manholes and RAS telescoping boxes will continue to deteriorate. MRF plans to have a specialist place a coating inside the manholes and RAS telescoping boxes that will resist the harsh conditions.

**Operations Impact:** The concrete manholes and valve boxes will no longer deteriorate, extending the life of the assets.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$30,000					\$30,000
<b>Total</b>	\$0	\$30,000	\$0	\$0	\$0	\$0	<b>\$30,000</b>

*FY 2022/23 Budget Request - \$30,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program Service Line Replacement & Meter Relocations

**Description:** Replace two water service lines and relocate the water meters to the District's right of way.



**Project Manager:** Kevin Anctil

**Department:** Construction

**Project:** 2023100032

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** The meters installed at 1105 La Bonita and 1750 San Pablo Drive in the Lake San Marcos community are located outside of the District's right of way. A new 2" service line will be installed from the water main to the District's right of way and the water meter will be relocated to meet District standards at both locations.

**Operations Impact:** None

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$28,000					\$28,000
<b>Total</b>	\$0	\$28,000	\$0	\$0	\$0	\$0	<b>\$28,000</b>

**FY 2022/23 Budget Request - \$28,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program MRF Aeration Basin Compressor - Redundant System

**Description:** A redundant air compressor for the aeration basins is needed in case of failure or prolonged maintenance.



**Project Manager:** Matt Wiese

**Department:** Meadowlark Reclamation Facility

**Project:** 2023100033

**Funding Source:** 100% Fund 250 - Reclaimed

**Comments:** The aeration basins for the Meadowlark Reclamation Facility are in need of a backup compressor for the mixing of the anaerobic selector zone. Currently, there is no redundancy for the air compressor system. The proper operation of the anaerobic selector zone is essential for maintaining water quality and regulatory compliance. Even though the current compressor is new, there have been constant reliability issues. When the compressor fails, the plant water quality begins to decline within hours. There is currently no backup system if prolonged maintenance needs to be performed on the compressor. Minimal modifications would need to be made in order to install a backup air compressor system.

**Operations Impact:** Redundancy for the mixing of the anaerobic mixing zone.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$20,000					\$20,000
<b>Total</b>	\$0	\$20,000	\$0	\$0	\$0	\$0	<b>\$20,000</b>

**FY 2022/23 Budget Request - \$20,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program Replacement of District Radio Repeater

**Description:** Replace the District's radio repeater and associated components.



**Project Manager:** Dean Toth

**Department:** Mechanical/Electrical

**Project:** 2023100034

**Funding Source:** 50% Fund 110 – Water Replacement  
50% Fund 210 – Sewer Replacement

**Comments:** The District's radio repeater was inspected in 2021. The inspection results indicated that the repeater is showing signs of severe signal degradation. Currently, communications are online but transmission power is at 20% of its programmed value. We are unable to adjust or tune the radio to fix this issue. No repair parts are available as the repeater is antiquated and lost repair support several years ago. It is recommended that this repeater and its associated components be replaced in order to maintain the District's radio communications.

**Operations Impact:** Improved radio communications and reliability. Routine maintenance.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$20,000					\$20,000
<b>Total</b>	\$0	\$20,000	\$0	\$0	\$0	\$0	<b>\$20,000</b>

*FY 2022/23 Budget Request - \$20,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022					Jul 2022	Jun 2023	Jun 2023



**Capital Improvement Program**  
**Schoolhouse PS: Safety Nets and Climbing Systems**

**Description:** Installation of SRLs and safety nets at Schoolhouse Pump Station.



**Project Manager:** Shawn Askine

**Department:** Water Operations

**Project:** 2023100035

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** We have been upgrading our vaults throughout the District to meet OSHA compliance by installing Self-Retrieving Lines (SRLs) and safety nets. We are using the same standard on all of our vaults to maintain uniformity for its users and for ease of maintenance.

**Operations Impact:** OSHA compliance and safety for our staff.

**Project Spending Plan**

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$19,000					\$19,000
<b>Total</b>	\$0	\$19,000	\$0	\$0	\$0	\$0	<b>\$19,000</b>

*FY 2022/23 Budget Request - \$19,000*

**Estimated Project Timeline**

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program Electronic Signature Initiative for District Docs

**Description:** Implementation of an electronic signature solution to increase the efficiency of the document signing process. **\*\*Please note that this initiative will likely require a resolution by the Board of Directors to Authorize Use Digital Signatures as allowed by State law\*\***



**Project Manager:** Matias Labarrere

**Department:** Information Technology

**Project:** 2023100036

**Funding Source:** 51% Fund 110 – Water Replacement  
49% Fund 210 - Sewer Replacement

**Comments:** **\*\*Subscription\*\***DocuSign, Inc., offers an electronic platform (eSignature) that allows users to transact business digitally anytime, anywhere, on any device, in a manner that is secure, legal, and easy to use. Replacing paper-intensive processes and allowing staff, constituents, vendors, and members of the public to conduct business through their Personal Computers (PC) or mobile devices will speed up the time it takes to provide services by providing faster turnaround times for execution of signed documents. DocuSign works with existing forms and documents, conforms to existing workflows and approval processes, and is delivered through a secure and scalable cloud platform. The software also integrates with back-end systems, such as the District's Laserfiche Document Management System. DocuSign can provide greater visibility into who has and has not signed documents, and automatically stores documents for retention and archival within DocuSign's server or behind the District's firewall. DocuSign's native apps for iOS, Android, and Windows 10 allows anyone to sign on their smartphone or tablet. The software also supports in-person signing using mobile devices, enabling the District to use electronic signatures even when staff are in the office.

**Operations Impact:** Increased efficiency of the document signing process

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$15,000					\$15,000
<b>Total</b>	\$0	\$15,000	\$0	\$0	\$0	\$0	<b>\$15,000</b>

**FY 2022/23 Budget Request - \$15,000**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

**Capital Improvement Program**  
**Schoolhouse Tank: Safety Nets and Climbing Systems**

**Description:** Installation of SRLs and safety nets at Schoolhouse Tank.



**Project Manager:** Shawn Askine

**Department:** Water Operations

**Project:** 2023100037

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** We have been upgrading our vaults throughout the District to meet OSHA compliance by installing Self-Retrieving Lines (SRLs) and safety nets. We are using the same standard on all of our vaults to maintain uniformity for its users and for ease of maintenance.

**Operations Impact:** OSHA compliance and safety for our staff.

**Project Spending Plan**

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$13,000					\$13,000
<b>Total</b>	\$0	\$13,000	\$0	\$0	\$0	\$0	<b>\$13,000</b>

*FY 2022/23 Budget Request - \$13,000*

**Estimated Project Timeline**

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

**Capital Improvement Program  
NTOT #2: Safety Nets and Climbing Systems**

**Description:** Installation of SRLs and safety nets at North Twin Oaks Tank #2.



**Project Manager:** Shawn Askine

**Department:** Water Operations

**Project:** 2023100038

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** We have been upgrading our vaults throughout the District to meet OSHA compliance by installing Self-Retrieving Lines (SRLs) and safety nets. We are using the same standard on all of our vaults to maintain uniformity for its users and for ease of maintenance.

**Operations Impact:** OSHA compliance and safety for our staff.

**Project Spending Plan**

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$13,000					\$13,000
<b>Total</b>	\$0	\$13,000	\$0	\$0	\$0	\$0	<b>\$13,000</b>

*FY 2022/23 Budget Request - \$13,000*

**Estimated Project Timeline**

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program Mahr Reservoir Road: Asphalt Repair & Sealcoat

**Description:** Repair asphalt and sealcoat Mahr Reservoir Road.



**Project Manager:** Kevin Anctil

**Department:** Construction

**Project:** 2023100039

**Funding Source:** 100% Fund 250 - Reclaimed

**Comments:** We need to repair some damaged areas and sealcoat the asphalt for Mahr Reservoir Road. The asphalt has several cracks and potholes. The asphalt patches will be completed and then the area will be sealcoated to extend the life of the asphalt.

**Operations Impact:** Extend life of the asset.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$12,000					\$12,000
<b>Total</b>	\$0	\$12,000	\$0	\$0	\$0	\$0	<b>\$12,000</b>

*FY 2022/23 Budget Request - \$12,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program Double Peak Tank: Asphalt Repair & Sealcoat

**Description:** Repair asphalt and sealcoat at the Double Peak Tank site.



**Project Manager:** Kevin Anctil

**Department:** Construction

**Project:** 2023100040

**Funding Source:** 100% Fund 110 – Water Replacement

**Comments:** We need to repair some damaged areas and sealcoat the asphalt at the Double Peak Tank site. The asphalt has cracks, root damage, and potholes. The asphalt patches will be completed and then the area will be sealcoated to extend the life of the asphalt.

**Operations Impact:** Extend life of the asset.

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning							
Design							
Construction		\$11,000					\$11,000
<b>Total</b>	\$0	\$11,000	\$0	\$0	\$0	\$0	<b>\$11,000</b>

*FY 2022/23 Budget Request - \$11,000*

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
Jul 2022							Jun 2023

## Capital Improvement Program Future Projects

**Description:** This amount is set-aside to cover projects planned within the next five years with a start date later than the current fiscal year..



**Project Manager:** Ryan Morgan

**Department:** Engineering

**Project:** TBA

**Funding Source:** See Below

<u>Project:</u>	<u>Amount:</u>	<u>Source:</u>
San Marcos Boulevard West Sewer Replacement	4,100,000	55% Fund 220 – Sewer Capacity, 45% Fund 210 – Sewer Replacement
El Norte Parkway Water Line Extension	4,100,000	100% Fund 110 – Water Replacement
Tres-Amigos Water Line Replacement Phase II	4,050,000	100% Fund 110 – Water Replacement
Mountain Belle Pump Station	3,810,000	100% Fund 120 – Water Capacity
Coronado Hills Tank #2	3,600,000	100% Fund 120 – Water Capacity
Rees Road Water Line Relocation	2,300,000	100% Fund 110 – Water Replacement
Land Outfall Gravity Sewer Section B Replacement	1,820,000	20% Fund 220 - Sewer Capacity, 80% Fund 210 - Sewer Replacement
Deer Springs Tank No.2	1,400,000	43% Fund 120 – Water Capacity, 57% Fund 110 – Water Replacement
Camino de Amigos Sewer Replacement	1,380,000	45% Fund 210 – Sewer Replacement, 55% Fund 220 – Sewer Capacity
Water and Sewer Master Plan	1,100,000	50% Fund 120 – Water Capacity, 50% Fund 220 – Sewer Capacity
Schoolhouse Pump Station Expansion	500,000	32% Fund 120 – Water Capacity, 68% Fund 110 – Water Replacement
Mountain Belle Tank Exterior Refurbishment	455,000	100% Fund 110 – Water Replacement
Schoolhouse Water Line Improvements	300,000	36% Fund 120 – Water Capacity, 64% Fund 110 – Water Replacement
<b>Total</b>	<b>\$28,915,000</b>	

**Comments:** These projects are part of the District's capital budget beginning after fiscal year 2022-23.

**Operations Impact:** Normal Maintenance for infrastructure

### Project Spending Plan

Project Phase	Previous Spending	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27 & Thereafter	Total
Planning			\$785,000	\$800,000	\$220,000	\$30,000	\$1,835,000
Design			\$225,000	\$600,000	\$1,180,000	\$920,000	\$2,925,000
Construction				\$925,000	\$3,795,000	\$19,435,000	\$24,155,000
<b>Total</b>	\$0	\$0	\$1,010,000	\$2,325,000	\$5,195,000	\$20,385,000	<b>\$28,915,000</b>

**FY 2022/23 Budget Request - \$28,915,000.00**

### Estimated Project Timeline

Project Approval	Planning		Design		Construction		Completion
	Begin	End	Begin	End	Begin	End	
	Aug 2006	Jun 2027	Feb 2007	Jun 2027	Jul 2024	Aug 2028	Aug 2028

**VALLECITOS WATER DISTRICT**

**2022-23 CAPITAL BUDGET - EASEMENTS, VEHICLES & EQUIPMENT SCHEDULE**

<b>VEHICLES/MOBILE EQUIPMENT</b>						
Existing			New or	<i>Funding Source:</i>		Total
Vehicle #	Description	Project #	Replacement	Water	Sewer	Cost
Water Operations:						
	NO-DES Potable Water Main Flushing Trailer	2023100041	New	560,000		560,000
200	Ford F-150 XL, SuperCab	2023100042	Replacement	47,000		47,000
Engineering Inspection:						
209	2020 Ford F-150 4x4 SuperCab	2022100038	Replacement	23,000	22,000	45,000
191	Ford F-150 XL 4x4, SuperCab	2023100043	Replacement	33,200	31,800	65,000
199	Ford F-150 XL 4x4, SuperCab	2023100044	Replacement	33,200	31,800	65,000
195	Ford Explorer XLT	2023100045	Replacement	25,500	24,500	50,000
Collections:						
203	Ford F-150 XL, SuperCab	2023100046	Replacement		47,000	47,000
248	Ford F-150 XL, SuperCab	2023100047	Replacement		47,000	47,000
Construction:						
225	Kenworth T370 Truck with Service Body	2022100039	Replacement	117,400	112,600	230,000
249	F-250 XL 4WD SuperCab	2022100040	Replacement	25,500	24,500	50,000
245	Vacuum Excavator	2022100041	Replacement	84,200	80,800	165,000
205/206	Ford F-250 XL 4x4, Super Duty	2023100048	Replacement	30,600	29,400	60,000
231	Freightliner M2106 Dump Truck	2023100049	Replacement	104,600	100,400	205,000
184/185	Towable Air Compressor	2023100050	Replacement	14,800	14,200	29,000
136	Towable Light Tower	2023100051	Replacement	7,700	7,300	15,000
Maintenance Services:						
180	Towable Portable Restroom	2023100052	Replacement	6,600	6,400	13,000
246	Towable Portable Restroom	2023100053	Replacement	6,600	6,400	13,000
Mechanical/Electrical:						
228	F-550 XL 2WD	2022100043	Replacement	33,200	31,800	65,000
218	Ford F-350 XL 4x4, Regular Cab/Long Bed Service with Crar	2023100054	Replacement	33,200	31,800	65,000
Meters:						
219	Ford F-150 XL, SuperCab	2023100055	Replacement	45,000	-	45,000
232	Ford F-150 XL, SuperCab	2023100056	Replacement	45,000	-	45,000
Meadowlark Facility:						
	Boat for Maintenance of Floating Equipment	2023100057	Replacement		13,000	13,000
<b>TOTAL VEHICLES</b>						<b>\$ 1,939,000</b>
<b>FACILITIES AND EQUIPMENT</b>						
Requesting			New or	<i>Funding Source:</i>		Total
Dept.	Description	Project #	Replacement	Water	Sewer	Cost
Mechanical/Electrical:						
	Electrical Conduit Power Bender	2023100058	New	7,700	7,300	15,000
	Mahr On-site Bleach Generation System: Replacement Cells	2023100059	Replacement		40,000	40,000
	North Twin Oaks Pump Station: Main Circuit Breaker	2023100060	Replacement	25,000		25,000
	Twin Oaks Reservoir Facility: Main Circuit Breaker	2023100061	Replacement	18,000		18,000
	Palos Vista Pump Station: Main Circuit Breaker	2023100062	Replacement	18,000		18,000
Maintenance Services:						
	Ice Machine & Bin	2023100063	Replacement	7,100	6,900	14,000
Meadowlark Facility:						
	Caustic Storage Tank with Restraints & Fittings	2022100046	New		12,000	\$ 12,000
<b>TOTAL FACILITIES AND EQUIPMENT</b>						<b>\$ 142,000</b>
<b>VEHICLES &amp; EQUIPMENT TOTAL</b>						<b>\$ 2,081,000</b>



**VALLECITOS WATER DISTRICT**

**DEBT SERVICE BUDGET FOR THE YEAR ENDING JUNE 30, 2023**

	Water		Wastewater		Total
	Replacement	Capacity	Replacement	Capacity	
<b>2015 Refunding <sup>(1)</sup></b>					
Outstanding principal as of July 1, 2022 <sup>(2)</sup>	\$ -	\$ 18,866,800	\$ -	\$ 18,163,200	\$ 37,030,000
2022/23 Principal Payments	-	(1,255,920)	-	(1,209,080)	(2,465,000)
Outstanding principal as of July 1, 2023	\$ -	\$ 17,610,880	\$ -	\$ 16,954,120	\$ 34,565,000
<b>2008 Private Placement <sup>(3)</sup></b>					
Outstanding principal as of July 1, 2022	\$ -	\$ -	\$ -	\$ 2,600,000	\$ 2,600,000
2022/23 Principal Payments	-	-	-	(400,000)	(400,000)
Outstanding principal as of June 30, 2023	\$ -	\$ -	\$ -	\$ 2,200,000	\$ 2,200,000
<b>2012 Debt <sup>(4)</sup></b>					
Outstanding principal as of July 1, 2022	\$ -	\$ -	\$ -	\$ 772,000	\$ 772,000
2022/23 Principal Payments	-	-	-	(772,000)	(772,000)
Outstanding principal as of June 30, 2023	\$ -	\$ -	\$ -	\$ -	\$ -
<b>2021 Bonds <sup>(5)</sup></b>					
Outstanding principal as of July 1, 2022	\$ -	\$ 10,340,100	\$ -	\$ 15,209,900	\$ 25,550,000
2022/23 Principal Payments	-	-	-	-	-
Outstanding principal as of June 30, 2023	\$ -	\$ 10,340,100	\$ -	\$ 15,209,900	\$ 25,550,000
<b>2022/23 Debt Service Budget</b>					
2015 Revenue Refunding principal	\$ -	\$ 1,255,920	\$ -	\$ 1,209,080	\$ 2,465,000
2015 Revenue Refunding interest	-	883,470	-	850,530	1,734,000
2021 Certificates of Participation Interest	-	461,000	-	679,000	1,140,000
2008 Private Placement - principal	-	-	-	400,000	400,000
2008 Private Placement - interest	-	-	-	6,000	6,000
2012 Debt - principal	-	-	-	772,000	772,000
2012 Debt - interest	-	-	-	8,000	8,000
Total 2022/23 Debt Service Budget	\$ -	\$ 2,600,390	\$ -	\$ 3,924,610	\$ 6,525,000
<b>Projected Debt Service Coverage Ratio <sup>(6)</sup></b>					320%
Excluding Capital Facility Fees					206%
Excluding Capital Facility Fees and Property Tax					128%
Days of Operating Expenses in Unrestricted Cash and Investments					581

<sup>(1)</sup> The District issued Refunding Revenue Bonds on July 1, 2015, to prepay a portion of the previously outstanding COPS Series 2005A. The bonds have a 5% interest rate over the 20-year term.

<sup>(2)</sup> The 21/22 principal payment on the refunding bonds is due to bondholders on July 1, 2022. The District is obligated to transfer the payment before June 30, 2022, to a restricted account maintained by the Trustee, and, therefore, was deducted from the projected July 1, 2022 balance presented in the Reserve Budget.

<sup>(3)</sup> The District and Union Bank of California executed an \$8 million 20-Year tax-exempt private placement with variable rate interest tied to the LIBOR. The District has the option of changing the LIBOR term. The current term is six months. The current rate is 1.49971%. The proceeds partially restored a deficit balance in the restricted wastewater capacity fund from cash funding construction of the Encina Wastewater Authority Phase V expansion.

<sup>(4)</sup> The District issued bonds on December 21, 2012, to fund the increased capacity portions of San Marcos Interceptor and Linda Vista Sewer projects. The bonds have a 1.98% interest rate over the 10-year term.

<sup>(5)</sup> The District issued bonds on August 19, 2021 to fund capital projects in the amount of \$28 million. A portion of the proceeds was used to fund replacement projects and subsequently transferred to the capacity fund along with the responsibility for the debt service. The bonds were issued at total all-in cost of 2.24% over a 30-year term.

<sup>(6)</sup> Per the 2015 Refunding Revenue Bonds official statement, the District is required to maintain a debt service coverage ratio of 1.15. Debt service coverage ratios are presented above inclusive and exclusive of capital facilities fees to demonstrate the District's ability to cover debt service above the required minimum. Capital facility fees are included in the official statement's definition of "Net Revenues".

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## 2022-23 LONG-RANGE PLANNING



VALLECITOS WATER DISTRICT

RESERVE PROJECTION FOR THE YEAR ENDING JUNE 30, 2023

	Water		Wastewater		Total
	110 Replacement	120 Capacity	210 Replacement	220 Capacity	
Projected July 1, 2022 Balance	\$ 45,164,000	\$ 553,000	\$ 62,999,000	\$ 362,000	\$ 109,078,000
Revenues					
Operating Transfers	24,000	-	7,346,000	-	7,370,000
Capital Facility Fees	-	2,510,000	-	4,900,000	7,410,000
Debt Proceeds	2,760,000	-	6,352,000	143,000	9,255,000
Interfund Transfer	-	2,760,000	-	6,352,000	9,112,000
Property Tax	1,486,000	-	1,186,000	-	2,672,000
RDA pass-through	1,229,000	-	1,191,000	-	2,420,000
Project Reimbursements	-	-	279,000	50,000	329,000
Investment Earnings	402,000	17,000	538,000	32,000	989,000
Available Balance	<u>51,065,000</u>	<u>5,840,000</u>	<u>79,891,000</u>	<u>11,839,000</u>	<u>148,635,000</u>
Less 22/23 Expenditures					
Encina Wastewater Authority Five Year Plan	-	-	4,917,000	-	4,917,000
16-Inch Emergency Bypass Pipeline Rehabilitation	-	-	2,875,000	-	2,875,000
Montiel Lift Station and Forcemain Replacement	-	-	1,456,560	1,399,440	2,856,000
City of San Marcos Creek District Phase 1	1,490,400	-	993,600	-	2,484,000
Meadowlark Failsafe Rehabilitation (Buena Reach)	-	-	2,200,000	-	2,200,000
Vehicles	1,276,300	-	662,700	-	1,939,000
Encina Wastewater Authority FY 21/22	-	-	1,546,000	-	1,546,000
MRF Conversion to Sodium Hypochlorite	-	-	1,540,000	-	1,540,000
Sage Canyon Tank Refurbishment	925,000	-	-	-	925,000
MRF - Tertiary Structural Rehab and Repairs	-	-	889,000	-	889,000
Las Posas Water Line Replacement	760,000	-	-	-	760,000
Meadowlark Stabilization and Maintenance Improvements	-	-	600,000	-	600,000
Sewer Lining and Rehab 2022	-	-	520,000	-	520,000
Chlorine Contact Tank Expansion	-	-	360,000	-	360,000
MRF Direct Potable Reuse	-	-	340,000	-	340,000
Maintenance Services Department - Offices	168,300	-	161,700	-	330,000
Redundancy for Admin. Wireless Radio Network	152,490	-	146,510	-	299,000
MRF Battery Energy Storage System Retaining Wall	-	-	290,000	-	290,000
Fire Services - Backflow Preventer Upgrades	250,000	-	-	-	250,000
Lake San Marcos Lift Station Improvements	-	-	250,000	-	250,000
Asset Management Replacement Schedule	122,500	-	122,500	-	245,000
DHS- Upgrades for Critical Infrastructure Hardware	116,790	-	112,210	-	229,000
City of San Marcos Joint Projects Relocate/Adjust	214,000	-	-	-	214,000
District-wide SCADA Upgrade Project	102,000	-	98,000	-	200,000
Tres-Amigos Water Line Replacement Phase 1	200,000	-	-	-	200,000
Door Access Control System Expansion -MRF & Mahr	96,900	-	93,100	-	190,000
Richland Invert Replacement	-	-	81,000	99,000	180,000
Storage Building & Shop	91,800	-	88,200	-	180,000
MRF Headworks Assessment	-	-	175,000	-	175,000
Technology Infrastructure Upgrades	89,250	-	85,750	-	175,000
Maximo Mobility	86,700	-	83,300	-	170,000
Repairs & Painting of Meadowlark Lift Station	-	-	160,000	-	160,000
Wulff Pressure Regulating Valve	-	160,000	-	-	160,000
AMI Pilot	150,000	-	-	-	150,000
Heli-Hydrant	150,000	-	-	-	150,000
Miscellaneous Projects	1,575,440	-	1,188,360	40,200	2,804,000
Interfund Transfer	2,760,000	-	6,352,000	-	9,112,000
Debt Service - 2012 Debt	-	-	-	780,000	780,000
Debt Service - 2008 Loan	-	-	-	406,000	406,000
Debt Service - 2021 Bonds	-	461,000	-	679,000	1,140,000
Debt Service - 2015 Refunding	-	2,139,000	-	2,060,000	4,199,000
Less Total Expenditures	<u>10,777,860</u>	<u>2,760,000</u>	<u>28,387,500</u>	<u>5,463,640</u>	<u>47,389,000</u>
Projected June 30, 2023 Balance	<u>40,287,140</u>	<u>3,080,000</u>	<u>51,503,500</u>	<u>6,375,360</u>	<u>\$ 101,246,000</u>
Less Operating Reserves	<u>6,563,800</u>	<u>-</u>	<u>7,021,000</u>	<u>-</u>	<u>13,584,800</u>
Projected replacement reserve/restricted funds	<u>\$ 33,723,340</u>	<u>\$ 3,080,000</u>	<u>\$ 44,482,500</u>	<u>\$ 6,375,360</u>	<u>\$ 87,661,200</u>
Adopted replacement reserve floor	<u>\$ 11,981,000</u>	<u>-</u>	<u>\$ 22,684,800</u>	<u>-</u>	<u>-</u>
Adopted replacement reserve ceiling	<u>\$ 46,233,100</u>	<u>-</u>	<u>\$ 72,950,000</u>	<u>-</u>	<u>-</u>

See significant assumptions on page 131

**VALLECITOS WATER DISTRICT**

RESERVE PROJECTION FOR THE YEAR ENDING JUNE 30, 2024

	110 Water 120		210 Wastewater 220		Total
	Replacement	Capacity	Replacement	Capacity	
Projected July 1, 2023 Balance	\$ 40,287,140	\$ 3,080,000	\$ 51,503,500	\$ 6,375,360	\$ 101,246,000
Revenues					
Operating Transfers	115,000	-	7,552,000	-	7,667,000
Capital Facility Fees	-	2,556,000	-	4,911,000	7,467,000
Project Reimbursements			1,895,000		1,895,000
Property Tax	1,518,000	-	1,211,000	-	2,729,000
RDA pass-through	1,271,000		1,221,600	-	2,492,600
Investment Earnings	337,000	28,000	461,000	55,000	881,000
Available Balance	<u>43,528,140</u>	<u>5,664,000</u>	<u>63,844,100</u>	<u>11,341,360</u>	<u>124,377,600</u>
Less 23/24 Expenditures					
Encina Wastewater Authority Five Year Plan	-	-	6,044,000	-	6,044,000
Tres-Amigos Water Line Replacement Phase 1	6,035,000	-	-	-	6,035,000
Montiel Lift Station and Forcemain Replacement	-	-	1,733,490	1,665,510	3,399,000
MRF Conversion to Sodium Hypochlorite	-	-	2,035,000	-	2,035,000
City of San Marcos Creek District Phase 1	903,600	-	602,400	-	1,506,000
Meadowlark Failsafe Rehabilitation (Buena Reach)	-	-	1,445,000	-	1,445,000
Coggan Pump Station Improvements	1,200,000	-	-	-	1,200,000
Chlorine Contact Tank Expansion	-	-	1,145,000	-	1,145,000
Storage Building & Shop	561,000	-	539,000	-	1,100,000
Future Projects	30,000	275,000	193,500	511,500	1,010,000
HVAC System for District Headquarters	510,000	-	490,000	-	1,000,000
Land Outfall Parallel Sewer Section A Phase 1	-	-	180,000	570,000	750,000
Richland Invert Replacement	-	-	285,750	349,250	635,000
San Marcos Blvd at Pacific Street Sewer Relocation	-	-	558,000	-	558,000
Coronado Hills Tank Exterior Refurbishment	510,000	-	-	-	510,000
Pipeline Corrosion Protection Improvements	473,340	-	9,660	-	483,000
Richland I Tank Exterior Refurbishment	360,000	-	-	-	360,000
Steel Pipeline Condition Assessment	355,000	-	-	-	355,000
Ductile Iron Pipe Condition Assessment	300,000	-	-	-	300,000
MRF Direct Potable Reuse	-	-	300,000	-	300,000
Rancheros Drive Easement Sewer Replacement and Rehabilitation	-	-	270,000	-	270,000
Land Outfall West Repair and Rehabilitation	-	-	250,000	-	250,000
Rock Springs Valve Replacement	225,000	-	-	-	225,000
District-wide SCADA Upgrade Project	81,600	-	78,400	-	160,000
Land Outfall Gravity Sewer Sec D Phs 1	-	-	128,000	32,000	160,000
Asset Management Replacement Schedule	79,500	-	79,500	-	159,000
MRF Headworks Assessment	-	-	150,000	-	150,000
Reclaimed Pumps - Evaluation and Design	-	-	150,000	-	150,000
Miscellaneous Projects	244,400	30,000	235,600	-	510,000
Vehicles and Equipment	332,000	-	318,000	-	650,000
Debt Service - 2008 Loan	-	-	-	405,000	405,000
Debt Service - 2021 Bonds	-	318,000	-	468,000	786,000
Debt Service - 2015 Refunding	-	2,140,400	-	2,060,600	4,201,000
Less Total Expenditures	<u>12,200,440</u>	<u>2,763,400</u>	<u>17,220,300</u>	<u>6,061,860</u>	<u>38,246,000</u>
Projected June 30, 2024 Balance	31,327,700	2,900,600	46,623,800	5,279,500	\$ <b>86,131,600</b>
Less Operating Reserves	<u>6,785,200</u>	-	<u>7,158,100</u>	-	<u>13,943,300</u>
Projected replacement reserve/restricted funds	<u>\$ 24,542,500</u>	<u>\$ 2,900,600</u>	<u>\$ 39,465,700</u>	<u>\$ 5,279,500</u>	<u>\$ 72,188,300</u>
Adopted replacement reserve floor	<u>\$ 12,181,000</u>		<u>\$ 23,718,900</u>		
Adopted replacement reserve ceiling	<u>\$ 47,295,500</u>		<u>\$ 76,483,900</u>		

Debt service coverage	394%
Debt service coverage without cap fees	255%
Debt service coverage without cap fees or property tax & RDA	159%
Days of Operating Expenses in Unrestricted Cash and Investments	474

See significant assumptions on page 131

**VALLECITOS WATER DISTRICT**

RESERVE PROJECTION FOR THE YEAR ENDING JUNE 30, 2025

	110	Water	120	210 Wastewater	220	Total	
	Replacement		Capacity	Replacement	Capacity		
Projected July 1, 2025 Balance	\$ 31,327,700	\$	2,900,600	\$ 46,623,800	\$	5,279,500	\$ 86,131,600
Revenues							
Operating Transfers	138,000		-	7,741,000		-	7,879,000
Capital Facility Fees	-		2,557,000	-		4,565,000	7,122,000
Property Tax	1,551,000		-	1,237,000		-	2,788,000
RDA pass-through	1,309,000		-	1,258,000		-	2,567,000
Project Reimbursements	-		-	67,000		-	67,000
Investment Earnings	299,000		27,000	427,000		45,000	798,000
Available Balance	<u>34,624,700</u>		<u>5,484,600</u>	<u>57,353,800</u>		<u>9,889,500</u>	<u>107,352,600</u>
Less 24/25 Expenditures							
Encina Wastewater Authority Five Year Plan	-		-	7,197,000		-	7,197,000
Chlorine Contact Tank Expansion	-		-	3,205,000		-	3,205,000
Future Projects	775,000		275,000	450,000		825,000	2,325,000
Land Outfall Parallel Sewer Section A Phase 1	-		-	436,800		1,383,200	1,820,000
Richland Invert Replacement	-		-	312,750		382,250	695,000
Land Outfall West Repair and Rehabilitation	-		-	500,000		-	500,000
MRF Headworks Assessment	-		-	450,000		-	450,000
Ductile Iron Pipe Condition Assessment	300,000		-	-		-	300,000
Pipeline Corrosion Protection Improvements	291,060		-	5,940		-	297,000
Steel Pipeline Condition Assessment	250,000		-	-		-	250,000
Land Outfall Gravity Sewer Sec D Phs 1	-		-	160,000		40,000	200,000
Via Vera Cruz Tank Hill Stabilization	195,000		-	-		-	195,000
Technology Infrastructure Upgrades	51,000		-	49,000		-	100,000
5 Year PC / Laptop Refresh Plan	38,250		-	36,750		-	75,000
Energy Management Systems	25,500		-	24,500		-	50,000
Maximo - GIS interface	22,950		-	22,050		-	45,000
Managed Operating System Patching Services	20,400		-	19,600		-	40,000
Primary Clarifier Sludge Pump Replacement	-		-	20,000		-	20,000
Miscellaneous Projects	158,100		-	171,900		-	330,000
Vehicles and Equipment	332,000		-	318,000		-	650,000
Debt Service - 2008 Loan	-		-	-		404,000	404,000
Debt Service - 2021 Bonds	-		318,000	-		468,000	786,000
Debt Service - 2015 Refunding	-		2,141,000	-		2,061,000	4,202,000
Less Total Expenditures	<u>2,301,160</u>		<u>2,734,000</u>	<u>13,207,390</u>		<u>5,563,450</u>	<u>23,806,000</u>
Projected June 30, 2025 Balance	32,323,540		2,750,600	44,146,410		4,326,050	\$ 83,546,600
Less Operating Reserves	<u>7,045,200</u>		<u>-</u>	<u>7,286,800</u>		<u>-</u>	<u>14,332,000</u>
Projected replacement reserve/restricted funds	<u>\$ 25,278,340</u>	<u>\$</u>	<u>2,750,600</u>	<u>\$ 36,859,610</u>	<u>\$</u>	<u>4,326,050</u>	<u>\$ 69,214,600</u>
Adopted replacement reserve floor	<u>\$ 13,098,500</u>			<u>\$ 26,316,700</u>			
Adopted replacement reserve ceiling	<u>\$ 48,546,200</u>			<u>\$ 80,155,800</u>			

<i>Debt service coverage</i>	392%
<i>Debt service coverage without cap fees</i>	260%
<i>Debt service coverage without cap fees or property tax &amp; RDA</i>	161%
<i>Days of Operating Expenses in Unrestricted Cash and Investments</i>	443

See significant assumptions on page 131

**VALLECITOS WATER DISTRICT**

**RESERVE PROJECTION FOR THE YEARS ENDING JUNE 30, 2026**

	110	Water	120	210	Wastewater	220	Total
	Replacement		Capacity	Replacement		Capacity	
Projected July 1, 2025 Balance	\$ 32,323,540	\$	2,750,600	\$ 44,146,410	\$	4,326,050	\$ 83,546,600
Revenues							
Operating Transfers	206,000	-	-	7,844,000	-	-	8,050,000
Capital Facility Fees	-	2,558,000	-	-	4,568,000	-	7,126,000
Property Tax	1,584,000	-	-	1,264,000	-	-	2,848,000
RDA pass-through	1,348,000	-	-	1,296,000	-	-	2,644,000
Investment Earnings	302,000	25,000	-	420,000	29,000	-	776,000
Available Balance	35,763,540	5,333,600	-	54,970,410	8,923,050	-	104,990,600
Less 25/26 Expenditures							
Encina Wastewater Authority Five Year Plan	-	-	-	7,245,000	-	-	7,245,000
Future Projects	2,704,900	390,100	-	962,500	1,137,500	-	5,195,000
Land Outfall Parallel Sewer Section A Phase 1	-	-	-	960,000	3,040,000	-	4,000,000
Ductile Iron Pipe Condition Assessment	300,000	-	-	-	-	-	300,000
Steel Pipeline Condition Assessment	225,000	-	-	-	-	-	225,000
Pipeline Corrosion Protection Improvements	207,760	-	-	4,240	-	-	212,000
Land Outfall Gravity Sewer Sec D Phs 1	-	-	-	88,000	22,000	-	110,000
Technology Infrastructure Upgrades	51,000	-	-	49,000	-	-	100,000
5 Year PC / Laptop Refresh Plan	38,250	-	-	36,750	-	-	75,000
Energy Management Systems	25,500	-	-	24,500	-	-	50,000
Managed Operating System Patching Services	20,400	-	-	19,600	-	-	40,000
Vehicles and Equipment	332,000	-	-	318,000	-	-	650,000
Debt Service - 2008 Loan	-	-	-	-	403,000	-	403,000
Debt Service - 2021 Bonds	-	318,000	-	-	468,000	-	786,000
Debt Service - 2015 Refunding	-	2,146,000	-	-	2,065,000	-	4,211,000
Less Total Expenditures	3,904,810	2,854,100	-	9,707,590	7,135,500	-	23,602,000
Projected June 30, 2026 Balance	31,858,730	2,479,500	-	45,262,820	1,787,550	-	\$ <b>81,388,600</b>
Less Operating Reserves	7,356,800	-	-	7,496,400	-	-	14,853,200
Projected replacement reserve/restricted funds	\$ 24,501,930	\$ 2,479,500	-	\$ 37,766,420	\$ 1,787,550	-	\$ 66,535,400
Adopted replacement reserve floor	\$ 13,571,800	-	-	\$ 28,958,100	-	-	
Adopted replacement reserve ceiling	\$ 49,766,700	-	-	\$ 82,822,300	-	-	

<i>Debt service coverage</i>	397%
<i>Debt service coverage without cap fees</i>	265%
<i>Debt service coverage without cap fees or property tax &amp; RDA</i>	163%
<i>Days of Operating Expenses in Unrestricted Cash and Investments</i>	416

*See significant assumptions on page 131*

**VALLECITOS WATER DISTRICT**

**RESERVE PROJECTION FOR THE YEAR ENDING JUNE 30, 2027**

	110 Water 120		210 Wastewater 220		Total
	Replacement	Capacity	Replacement	Capacity	
Projected July 1, 2026 Balance	\$ 31,858,730	\$ 2,479,500	\$ 45,262,820	\$ 1,787,550	\$ 81,388,600
Revenues					
Operating Transfers	242,000	-	8,154,000	-	8,396,000
Capital Facility Fees	-	2,559,000	-	4,571,000	7,130,000
Property Tax	1,618,000	-	1,291,000	-	2,909,000
RDA pass-through	1,389,000	-	1,334,000	-	2,723,000
Debt Proceeds	-	3,756,300	-	6,296,000	10,052,300
Investment Earnings	519,000	45,000	754,000	46,000	1,364,000
Available Balance	<u>35,626,730</u>	<u>8,839,800</u>	<u>56,795,820</u>	<u>12,700,550</u>	<u>113,962,900</u>
Less 26/27 Expenditures					
Future Projects	7,688,700	3,756,300	1,004,000	1,126,000	13,575,000
Land Outfall Gravity Sewer Sec D Phs 1	-	-	6,392,000	1,598,000	7,990,000
Encina Wastewater Authority Five Year Plan	-	-	6,982,000	-	6,982,000
Land Outfall Parallel Sewer Section A Phase 1	-	-	1,128,000	3,572,000	4,700,000
Technology Infrastructure Upgrades	51,000	-	49,000	-	100,000
5 Year PC / Laptop Refresh Plan	38,250	-	36,750	-	75,000
Managed Operating System Patching Services	20,400	-	19,600	-	40,000
Vehicles and Equipment	332,000	-	318,000	-	650,000
Debt Service - 2008 Loan	-	-	-	403,000	403,000
Debt Service - 2021 Bonds	-	318,000	-	468,000	786,000
Debt Service - 2015 Refunding	-	2,146,000	-	2,066,000	4,212,000
Less Total Expenditures	<u>8,130,350</u>	<u>6,220,300</u>	<u>15,929,350</u>	<u>9,233,000</u>	<u>39,513,000</u>
Projected June 30, 2027 Balance	27,496,380	2,619,500	40,866,470	3,467,550	<b>\$ 74,449,900</b>
Less Operating Reserves	<u>7,615,200</u>	-	<u>7,654,200</u>	-	<u>15,269,400</u>
Projected replacement reserve/restricted funds	<u>\$ 19,881,180</u>	<u>\$ 2,619,500</u>	<u>\$ 33,212,270</u>	<u>\$ 3,467,550</u>	<u>\$ 59,180,500</u>
Adopted replacement reserve floor	<u>\$ 14,082,500</u>		<u>\$ 31,371,600</u>		
Adopted replacement reserve ceiling	<u>\$ 51,086,600</u>		<u>\$ 84,576,900</u>		

<i>Debt service coverage</i>	417%
<i>Debt service coverage without cap fees</i>	285%
<i>Debt service coverage without cap fees or property tax &amp; RDA</i>	181%
<i>Days of Operating Expenses in Unrestricted Cash and Investments</i>	367

*See significant assumptions on page 131*



LONG RANGE RESERVE PROJECTION

	<u>2027/28</u>	<u>2028/29</u>	<u>2029/30</u>	<u>2030/31</u>	<u>2031/32</u>
Projected Beginning Balance	\$ 74,450,000	\$ 86,833,000	\$ 98,072,000	\$ 110,214,000	\$ 120,945,000
Revenues					
Operating transfers	8,564,000	8,735,000	8,910,000	9,088,000	9,270,000
Capital facility fees	7,130,000	7,130,000	7,130,000	5,348,000	5,348,000
Property tax	2,972,000	3,036,000	3,101,000	3,168,000	3,236,000
Investment earnings	758,000	869,000	979,000	1,086,000	1,189,000
Capital outlay	(1,140,000)	(1,163,000)	(1,186,000)	(1,210,000)	(1,234,000)
Debt service	(5,901,000)	(7,368,000)	(6,792,000)	(6,749,000)	(6,668,000)
Projected Ending Balance	\$ 86,833,000	\$ 98,072,000	\$ 110,214,000	\$ 120,945,000	\$ 132,086,000
Operating reserves	15,651,000	16,042,000	16,443,000	16,854,000	17,275,000
Projected replacement reserve/restricted funds	\$ 71,182,000	\$ 82,030,000	\$ 93,771,000	\$ 104,091,000	\$ 114,811,000
Adopted replacement reserve floor	\$ 45,454,000	\$ 45,718,000	\$ 46,963,000	\$ 48,768,000	\$ 48,797,000
Adopted replacement reserve ceiling	\$ 135,663,000	\$ 132,633,000	\$ 129,728,000	\$ 127,376,000	\$ 124,529,000

*Significant Assumptions*

**Operating Transfers** - the result of operating activity transferred from the disbursements fund during the year. Operating transfers from FY 2027 through 2032 will increase by 2%.

**Rates** - For budget purposes combined water and sewer rates for the average single family resident are expected to increase approximately 3.5% to 4.0% January 1, 2023 pending results from the San Diego County Water Authority rate increases and are estimated to increase by approximately 3.5% to 4.0% January 1, 2024 and beyond.

**Operating Expense Assumptions** - Over the next five years, cost of wholesale water commodity will increase by approximately 25% and wholesale fixed charges will increase by approximately 24%. Power, fuel, and chemical costs will increase by 4.5% per year, while most other operating costs will increase by 2% from year-to-year on average. The District will add 100 to 120 water accounts in 2022/23, and 100 to 120 in 2023/24 and every year thereafter. The District will add 100 to 120 sewer accounts in 2022/23 and approximately 100 to 120 in 2023/24 and each year thereafter.

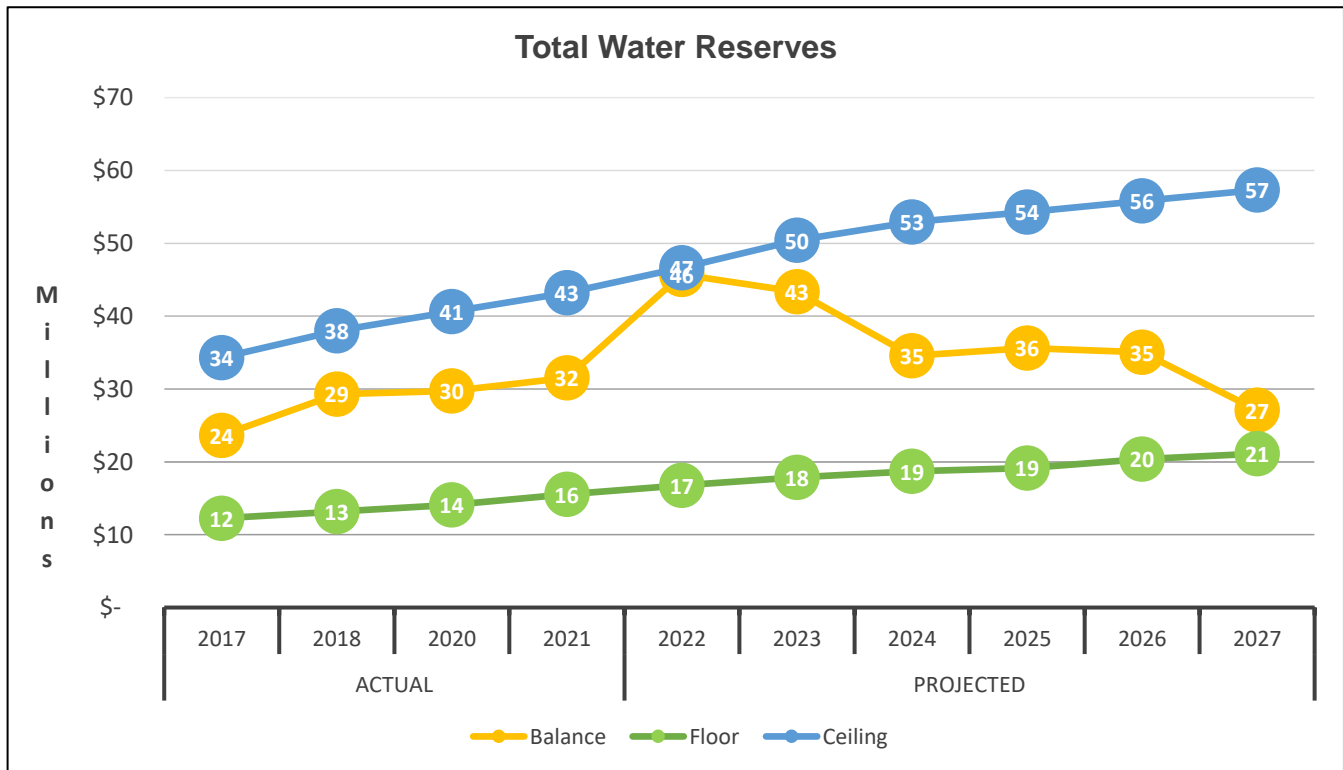
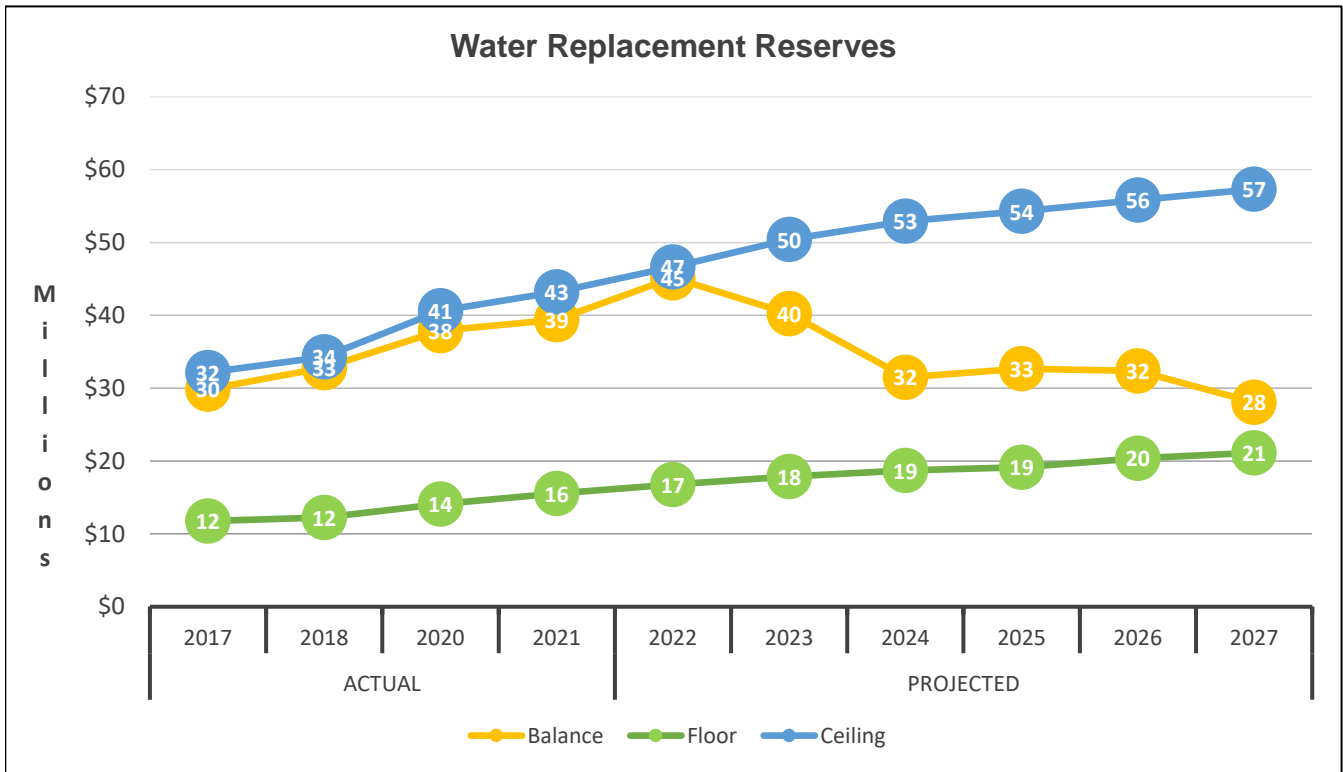
**Capital Facility Fees** – The District will collect capacity charges for 275 water EDUs in fiscal year 2022/23 and between 225 and 300 EDUs in each fiscal year, 2023/24 through 2026/27. The District will collect capacity charges for 325 sewer EDUs in 2022/23 and between 300 and 375 sewer EDUs from 2023/24 through 2026/27. The rate per EDU will increase by the ENR each year.

**Property Tax** - revenue from the 1% allocation will increase by 2.15% each year.

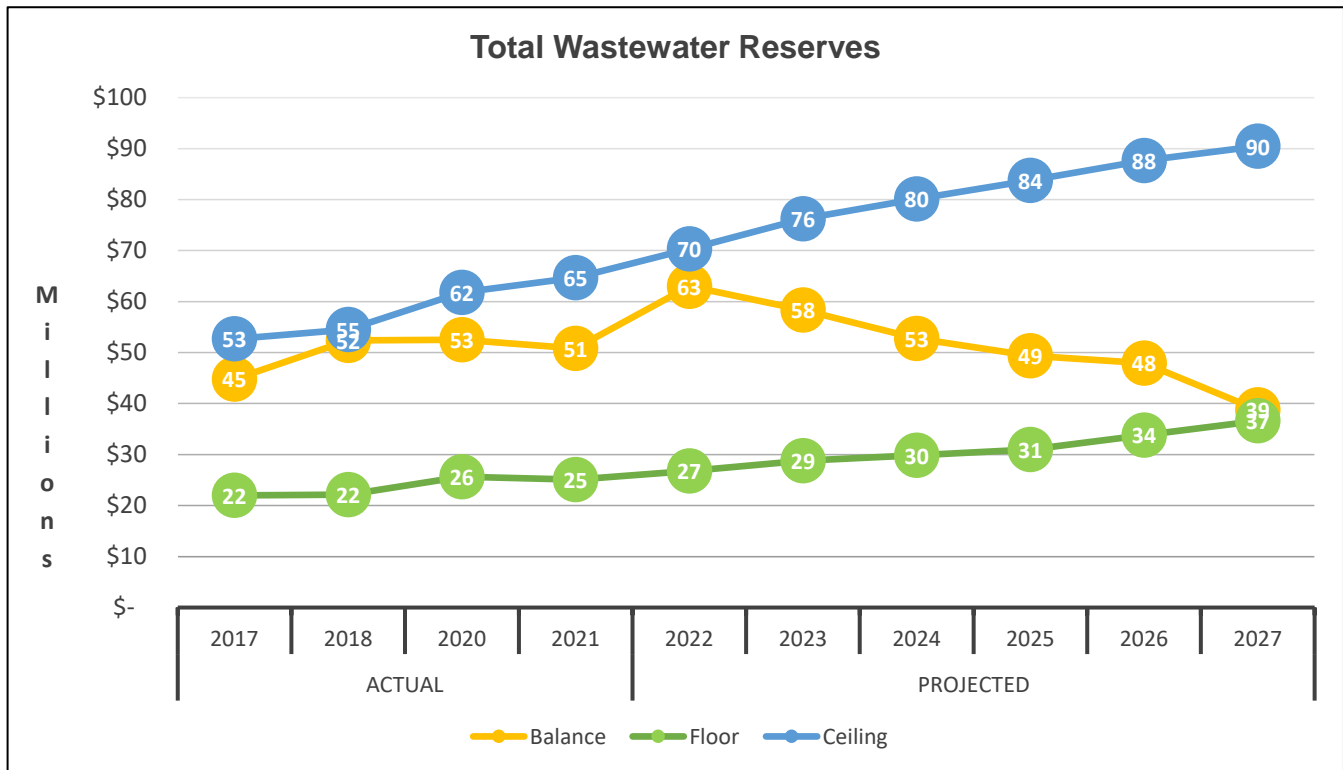
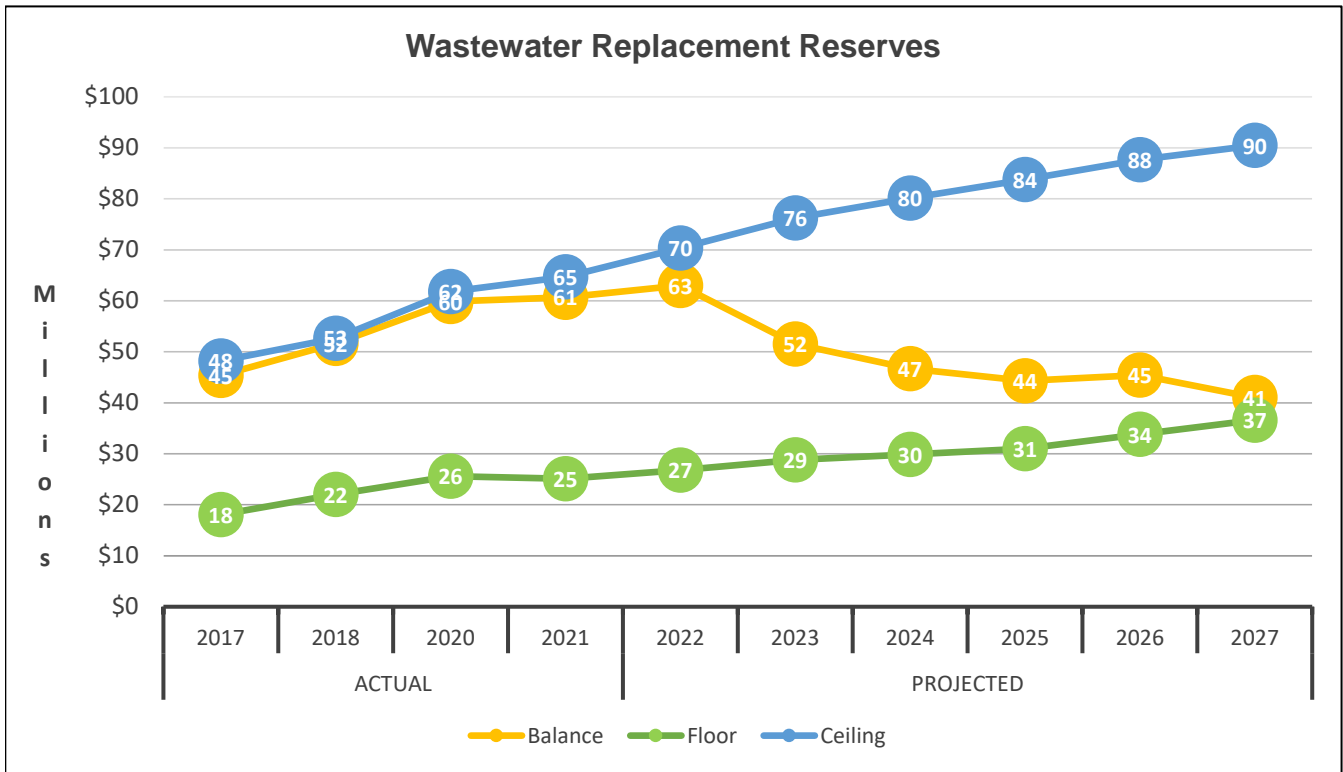
**Investment Earnings** - assumed at 0.94%.

**Capital Outlay** scheduled after Fiscal Year 2027 will be expended evenly over six years.

# VALLECITOS WATER DISTRICT



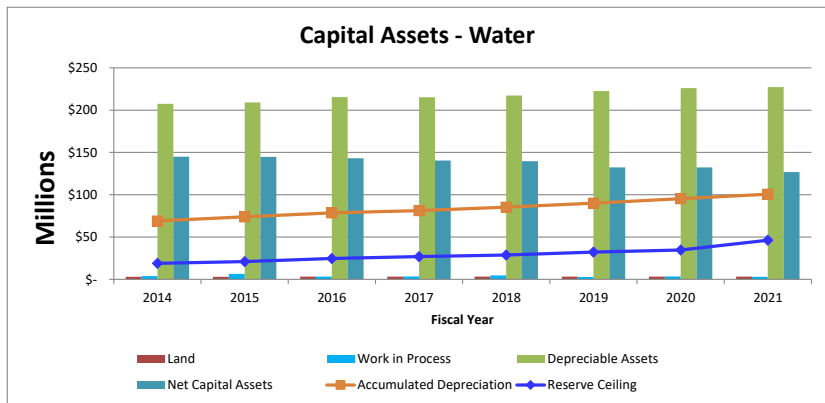
# VALLECITOS WATER DISTRICT



Vallecitos Water District  
Replacement Reserve Limits - Water System  
For the 2022-23 Budget year

ENR Index (as of March 2022) 12791

Year Added	Original Cost	ENR Factor	2023 ENR Costs	Year of Replacement									
				2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
1957	\$ 923,038	17.67	\$ 16,307,430	526,046	526,046	526,046	526,046	526,046	-	-	-	-	-
1958	134,201	16.85	2,261,614	72,955	72,955	72,955	72,955	72,955	72,955	-	-	-	-
1963	2,067,687	14.20	29,353,812	946,897	946,897	946,897	946,897	946,897	946,897	946,897	946,897	946,897	946,897
1964	181,560	13.67	2,481,126	80,036	80,036	80,036	80,036	80,036	80,036	80,036	80,036	80,036	80,036
1965	256,377	13.17	3,377,259	108,944	108,944	108,944	108,944	108,944	108,944	108,944	108,944	108,944	108,944
1966	107,429	12.55	1,348,503	43,500	43,500	43,500	43,500	43,500	43,500	43,500	43,500	43,500	43,500
1967	122,039	11.91	1,453,446	46,885	46,885	46,885	46,885	46,885	46,885	46,885	46,885	46,885	46,885
1968	37,421	11.07	414,417	13,368	13,368	13,368	13,368	13,368	13,368	13,368	13,368	13,368	13,368
1969	39,742	10.08	400,583	12,922	12,922	12,922	12,922	12,922	12,922	12,922	12,922	12,922	12,922
1970	37,955	9.26	351,544	11,340	11,340	11,340	11,340	11,340	11,340	11,340	11,340	11,340	11,340
1971	90,080	8.09	728,788	23,509	23,509	23,509	23,509	23,509	23,509	23,509	23,509	23,509	23,509
1972	77,091	7.30	562,505	18,145	18,145	18,145	18,145	18,145	18,145	18,145	18,145	18,145	18,145
1973	169,427	6.75	1,143,610	36,891	36,891	36,891	36,891	36,891	36,891	36,891	36,891	36,891	36,891
1974	141,987	6.33	899,087	29,003	29,003	29,003	29,003	29,003	29,003	29,003	29,003	29,003	29,003
1975	230,530	5.78	1,333,051	43,002	43,002	43,002	43,002	43,002	43,002	43,002	43,002	43,002	43,002
1976	296,066	5.33	1,577,251	50,879	50,879	50,879	50,879	50,879	50,879	50,879	50,879	50,879	50,879
1977	303,133	4.97	1,505,192	48,555	48,555	48,555	48,555	48,555	48,555	48,555	48,555	48,555	48,555
1978	3,353,752	4.61	15,453,113	498,488	498,488	498,488	498,488	498,488	498,488	498,488	498,488	498,488	498,488
1979	933,794	4.26	3,977,409	128,304	128,304	128,304	128,304	128,304	128,304	128,304	128,304	128,304	128,304
1980	390,894	3.95	1,544,617	49,826	49,826	49,826	49,826	49,826	49,826	49,826	49,826	49,826	49,826
1981	397,944	3.62	1,439,916	46,449	46,449	46,449	46,449	46,449	46,449	46,449	46,449	46,449	46,449
1982	1,933,811	3.34	6,466,765	208,605	208,605	208,605	208,605	208,605	208,605	208,605	208,605	208,605	208,605
1983	3,393,243	3.15	10,674,612	344,342	344,342	344,342	344,342	344,342	344,342	344,342	344,342	344,342	344,342
1984	5,435,002	3.09	16,767,755	540,895	540,895	540,895	540,895	540,895	540,895	540,895	540,895	540,895	540,895
1985	675,452	3.05	2,059,525	-	66,436	66,436	66,436	66,436	66,436	66,436	66,436	66,436	66,436
1986	611,788	2.98	1,821,974	-	-	58,773	58,773	58,773	58,773	58,773	58,773	58,773	58,773
1987	799,052	2.90	2,319,717	-	-	-	74,830	74,830	74,830	74,830	74,830	74,830	74,830
1988	8,585,267	2.83	24,300,542	-	-	-	-	783,888	783,888	783,888	783,888	783,888	783,888
1989	1,572,104	2.77	4,357,266	-	-	-	-	-	140,557	140,557	140,557	140,557	140,557
1990	2,124,484	2.70	5,742,662	-	-	-	-	-	-	185,247	185,247	185,247	185,247
1991	1,777,396	2.65	4,702,104	-	-	-	-	-	-	-	151,681	151,681	151,681
1992	8,263,508	2.57	21,203,316	-	-	-	-	-	-	-	-	683,978	683,978
1993	3,727,844	2.46	9,152,179	-	-	-	-	-	-	-	-	-	295,232
1994	2,198,280	2.37	5,199,371	-	-	-	-	-	-	-	-	-	-
1995	4,438,365	2.34	10,376,737	-	-	-	-	-	-	-	-	-	-
1996	1,872,216	2.28	4,261,124	-	-	-	-	-	-	-	-	-	-
1997	3,075,659	2.20	6,752,618	-	-	-	-	-	-	-	-	-	-
1998	4,236,142	2.16	9,152,786	-	-	-	-	-	-	-	-	-	-
1999	1,216,379	2.11	2,567,867	-	-	-	-	-	-	-	-	-	-
2000	33,016,987	2.06	67,886,237	-	-	-	-	-	-	-	-	-	-
2001	1,599,452	2.02	3,225,381	-	-	-	-	-	-	-	-	-	-
2002	2,243,174	1.96	4,388,565	-	-	-	-	-	-	-	-	-	-
2003	8,148,602	1.91	15,568,988	-	-	-	-	-	-	-	-	-	-
2004	4,803,706	1.80	8,636,002	-	-	-	-	-	-	-	-	-	-
2005	4,945,039	1.72	8,494,784	-	-	-	-	-	-	-	-	-	-
2006	6,296,020	1.65	10,389,936	-	-	-	-	-	-	-	-	-	-
2007	9,123,102	1.61	14,648,958	-	-	-	-	-	-	-	-	-	-
2008	7,200,501	1.54	11,083,226	-	-	-	-	-	-	-	-	-	-
2009	32,403,360	1.49	48,363,055	-	-	-	-	-	-	-	-	-	-
2010	4,510,327	1.45	6,554,373	-	-	-	-	-	-	-	-	-	-
2011	2,053,547	1.41	2,896,022	-	-	-	-	-	-	-	-	-	-
2012	1,249,525	1.37	1,717,090	-	-	-	-	-	-	-	-	-	-
2013	3,574,225	1.35	4,834,293	-	-	-	-	-	-	-	-	-	-
2014	1,464,242	1.30	1,909,965	-	-	-	-	-	-	-	-	-	-
2015	1,950,156	1.28	2,488,224	-	-	-	-	-	-	-	-	-	-
2016	6,131,372	1.28	7,823,080	-	-	-	-	-	-	-	-	-	-
2017	-	1.24	-	-	-	-	-	-	-	-	-	-	-
2018	3,142,674	1.15	3,608,757	-	-	-	-	-	-	-	-	-	-
2019	4,082,656	1.14	4,650,984	-	-	-	-	-	-	-	-	-	-
2020	3,806,843	1.12	4,272,469	-	-	-	-	-	-	-	-	-	-
2021	1,437,411	1.09	1,564,759	-	-	-	-	-	-	-	-	-	-
	<u>\$ 209,411,060</u>		<u>\$ 470,798,339</u>	<u>3,929,787</u>	<u>3,996,223</u>	<u>4,054,997</u>	<u>4,129,826</u>	<u>4,913,715</u>	<u>4,528,226</u>	<u>4,640,518</u>	<u>4,792,198</u>	<u>5,476,176</u>	<u>5,771,408</u>



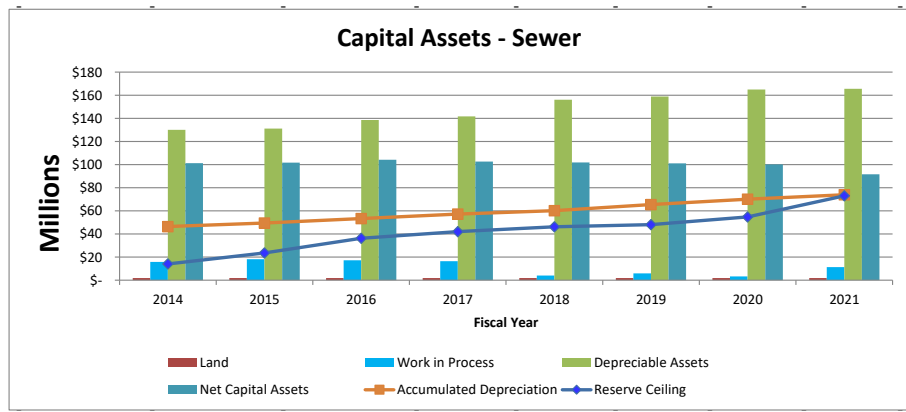
Three-Year Minimum Reserve Balance <-----\$11,981,008----->

Ten-Year Maximum Reserve Balance <-----\$46,233,075----->

Vallecitos Water District  
Replacement Reserve Limits - Wastewater System  
For the 2022-23 Budget year

ENR Index (as of March 2022) 12791

Year Added	Original Cost	ENR Factor	2023 Costs	Year of Replacement											
				2023	2024	2025	2026	2027	2028	2029	2030	2031	2032		
1964	\$ 1,421,340	13.67	\$ 19,423,461	-	-	-	-	-	-	-	-	-	-	-	-
1965	394,116	13.17	5,191,697	-	-	-	-	-	-	-	-	-	-	-	-
1966	110,183	12.55	1,383,072	-	-	-	-	-	-	-	-	-	-	-	-
1967	41,816	11.91	498,015	-	-	-	-	-	-	-	-	-	-	-	-
1968	24,352	11.07	269,685	-	-	-	-	-	-	-	-	-	-	-	-
1969	28,784	10.08	290,131	-	-	-	-	-	-	-	-	-	-	-	-
1970	1,617,466	9.26	14,981,179	-	-	-	-	-	-	-	-	-	-	-	-
1971	53,601	8.09	433,656	-	-	-	-	-	-	-	-	-	-	-	-
1972	78,755	7.30	574,646	-	-	-	-	-	-	-	-	-	-	-	-
1973	149,279	6.75	1,007,614	62,976	-	-	-	-	-	-	-	-	-	-	-
1974	409,501	6.33	2,593,033	162,065	162,065	-	-	-	-	-	-	-	-	-	-
1975	189,378	5.78	1,095,088	68,443	68,443	68,443	-	-	-	-	-	-	-	-	-
1976	151,559	5.33	807,410	50,463	50,463	50,463	50,463	-	-	-	-	-	-	-	-
1977	394,775	4.97	1,960,236	122,515	122,515	122,515	122,515	122,515	-	-	-	-	-	-	-
1978	930,683	4.61	4,288,316	268,020	268,020	268,020	268,020	268,020	268,020	-	-	-	-	-	-
1979	697,184	4.26	2,969,591	185,599	185,599	185,599	185,599	185,599	185,599	185,599	-	-	-	-	-
1980	139,384	3.95	550,776	34,423	34,423	34,423	34,423	34,423	34,423	34,423	34,423	-	-	-	-
1981	192,586	3.62	696,851	43,553	43,553	43,553	43,553	43,553	43,553	43,553	43,553	43,553	-	-	-
1982	4,772,279	3.34	15,958,751	997,422	997,422	997,422	997,422	997,422	997,422	997,422	997,422	997,422	997,422	997,422	997,422
1985	5,149,309	3.05	15,700,789	981,299	981,299	981,299	981,299	981,299	981,299	981,299	981,299	981,299	981,299	981,299	981,299
1986	19,355,791	2.98	57,643,754	3,602,735	3,602,735	3,602,735	3,602,735	3,602,735	3,602,735	3,602,735	3,602,735	3,602,735	3,602,735	3,602,735	3,602,735
1987	381,136	2.90	1,106,471	69,154	69,154	69,154	69,154	69,154	69,154	69,154	69,154	69,154	69,154	69,154	69,154
1988	1,232,431	2.83	3,488,388	218,024	218,024	218,024	218,024	218,024	218,024	218,024	218,024	218,024	218,024	218,024	218,024
1989	2,001,761	2.77	5,548,109	346,757	346,757	346,757	346,757	346,757	346,757	346,757	346,757	346,757	346,757	346,757	346,757
1990	3,031,169	2.70	8,193,509	-	512,094	512,094	512,094	512,094	512,094	512,094	512,094	512,094	512,094	512,094	512,094
1991	1,864,618	2.65	4,932,850	-	-	308,303	308,303	308,303	308,303	308,303	308,303	308,303	308,303	308,303	308,303
1992	3,162,421	2.57	8,114,449	-	-	-	507,153	507,153	507,153	507,153	507,153	507,153	507,153	507,153	507,153
1993	13,446,724	2.46	33,012,869	-	-	-	-	2,063,304	2,063,304	2,063,304	2,063,304	2,063,304	2,063,304	2,063,304	2,063,304
1994	2,113,222	2.37	4,998,192	-	-	-	-	-	312,387	312,387	312,387	312,387	312,387	312,387	312,387
1995	3,276,618	2.34	7,660,614	-	-	-	-	-	-	478,788	478,788	478,788	478,788	478,788	478,788
1996	1,199,768	2.28	2,730,646	-	-	-	-	-	-	-	170,665	170,665	170,665	170,665	170,665
1997	988,964	2.20	2,171,273	-	-	-	-	-	-	-	-	135,705	135,705	135,705	135,705
1998	4,670,391	2.16	10,091,042	-	-	-	-	-	-	-	-	-	-	-	630,690
1999	1,047,495	2.11	2,211,340	-	-	-	-	-	-	-	-	-	-	-	-
2000	3,954,391	2.06	8,130,625	-	-	-	-	-	-	-	-	-	-	-	-
2001	2,705,995	2.02	5,456,784	-	-	-	-	-	-	-	-	-	-	-	-
2002	109,018	1.96	213,284	-	-	-	-	-	-	-	-	-	-	-	-
2003	9,260,829	1.91	17,694,045	-	-	-	-	-	-	-	-	-	-	-	-
2004	3,031,642	1.80	5,450,222	-	-	-	-	-	-	-	-	-	-	-	-
2005	2,984,298	1.72	5,126,546	-	-	-	-	-	-	-	-	-	-	-	-
2006	7,245,244	1.65	11,956,382	-	-	-	-	-	-	-	-	-	-	-	-
2007	(10,129,834)	1.61	(16,265,467)	-	-	-	-	-	-	-	-	-	-	-	-
2008	9,022,922	1.54	13,888,351	-	-	-	-	-	-	-	-	-	-	-	-
2009	37,476,922	1.49	55,935,509	-	-	-	-	-	-	-	-	-	-	-	-
2010	3,860,825	1.45	5,610,522	-	-	-	-	-	-	-	-	-	-	-	-
2011	1,487,477	1.41	2,097,720	-	-	-	-	-	-	-	-	-	-	-	-
2012	3,612,924	1.37	4,964,859	-	-	-	-	-	-	-	-	-	-	-	-
2013	(1,398,127)	1.34	(1,873,200)	-	-	-	-	-	-	-	-	-	-	-	-
2014	2,007,273	1.30	2,618,298	-	-	-	-	-	-	-	-	-	-	-	-
2015	(1,576,814)	1.28	(2,011,873)	-	-	-	-	-	-	-	-	-	-	-	-
2016	792,086	1.28	1,010,631	-	-	-	-	-	-	-	-	-	-	-	-
2017	1,984,324	1.24	2,469,497	-	-	-	-	-	-	-	-	-	-	-	-
2018	1,984,324	1.15	2,278,615	-	-	-	-	-	-	-	-	-	-	-	-
2019	1,422,607	1.14	1,620,642	-	-	-	-	-	-	-	-	-	-	-	-
2020	6,155,403	1.12	6,908,288	-	-	-	-	-	-	-	-	-	-	-	-
2021	1,301,392	1.09	1,416,690	-	-	-	-	-	-	-	-	-	-	-	-
	<u>\$ 162,013,960</u>		<u>\$ 377,274,471</u>	<u>7,213,448</u>	<u>7,662,567</u>	<u>7,808,805</u>	<u>8,247,515</u>	<u>10,260,357</u>	<u>10,450,229</u>	<u>10,660,998</u>	<u>10,646,064</u>	<u>10,747,345</u>	<u>11,334,482</u>		



Three-Year Minimum Reserve Balance <-----\$22,684,821----->

Eight-Year Maximum Reserve Balance <-----\$72,949,983----->

Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts

Line No.	Department	Description	Budget Amount	Requested by:	Fund	Dept	SubD	Acct	Recurring
<b>Water</b>									
1	<b>Pumping - Materials &amp; Supplies</b>								
2	<b>Deer Springs:</b>								
3		Oil & Grease for motors & air compressor	200.00	D. Toth	100	2010	511	5301	R
4		Pump Control Valves - maintenance parts	1,500.00	D. Toth	100	2010	511	5301	R
5		Lighting Upgrade to LED and Emergency Lighting	4,000.00	D. Toth	100	2010	511	5301	
6		Batteries for PLC & UPS	300.00	D. Toth	100	2010	511	5302	R
7	<b>South Lake Pump Station:</b>								
8		Oil for gas engine	800.00	D. Toth	100	2010	512	5301	R
9		Oil for electric motors	700.00	D. Toth	100	2010	512	5301	R
10		Oil for air compressor	200.00	D. Toth	100	2010	512	5301	R
11		Batteries for natural gas engine	500.00	D. Toth	100	2010	512	5301	R
12		Battery for small emergency generator	200.00	D. Toth	100	2010	512	5301	R
13		Batteries for PLC & UPS	300.00	D. Toth	100	2010	512	5302	R
14	<b>Wulff Pump Station:</b>								
15		Oil for electric motors	200.00	D. Toth	100	2010	513	5301	R
16		Pump Control Valves - maintenance parts	1,500.00	D. Toth	100	2010	513	5301	R
17		Lighting Upgrade to LED and Emergency Lighting	4,000.00	D. Toth	100	2010	513	5301	
18		Batteries for PLC & UPS	300.00	D. Toth	100	2010	513	5302	R
19	<b>North Twin Oaks Pump Station:</b>								
20		Oil for electric motors	400.00	D. Toth	100	2010	514	5301	R
21		Oil for generator	300.00	D. Toth	100	2010	514	5301	R
22		Filters for generator	200.00	D. Toth	100	2010	514	5301	R
23		Battery replacement for generator	400.00	D. Toth	100	2010	514	5301	R
24		Pump Control Valves - maintenance parts	3,000.00	D. Toth	100	2010	514	5301	R
25		Lighting Upgrade to LED and Emergency Lighting	4,000.00	D. Toth	100	2010	514	5301	
26		Batteries for PLC & UPS	300.00	D. Toth	100	2010	514	5302	R
27	<b>Coggan Pump Station:</b>								
28		Service air compressor-parts	600.00	D. Toth	100	2010	515	5301	R
29		Oil for electric motors & air compressor	500.00	D. Toth	100	2010	515	5301	R
30		Lighting Upgrade to LED and Emergency Lighting	4,000.00	D. Toth	100	2010	515	5301	
31		Batteries for PLC & UPS	300.00	D. Toth	100	2010	515	5302	R
32	<b>Palos Vista Pump Station:</b>								
33		Oil for electric motors	300.00	D. Toth	100	2010	516	5301	R
34		Service air compressor-parts	500.00	D. Toth	100	2010	516	5301	R
35		Oil and filters for generator	600.00	D. Toth	100	2010	516	5301	R
36		Pump Control Valves - maintenance parts	5,000.00	D. Toth	100	2010	516	5301	R
37		Lighting Upgrade to LED and Emergency Lighting	4,000.00	D. Toth	100	2010	516	5301	
38		Batteries for PLC & UPS	300.00	D. Toth	100	2010	516	5302	R
39	<b>Schoolhouse Pump Station:</b>								
40		Oil for electric motors & air compressor	500.00	D. Toth	100	2010	517	5301	R
41		Pump Control Valves - maintenance parts	4,000.00	D. Toth	100	2010	517	5301	R
42		Batteries for PLC & UPS	300.00	D. Toth	100	2010	517	5302	R
43	<b>Double Peak Pump Station:</b>								
44		Oil for electric motors & air compressor	500.00	D. Toth	100	2010	518	5301	R
45		Pump Control Valves - maintenance parts	2,000.00	D. Toth	100	2010	518	5301	R
46		Batteries for PLC & UPS	300.00	D. Toth	100	2010	518	5302	R
47	<b>Meadowlark Pump Station:</b>								
48		Pump Control Valves - maintenance parts	2,500.00	D. Toth	100	2010	519	5301	R
49		Oil for generator & air compressor	300.00	D. Toth	100	2010	519	5301	R
50		Filters for generator	200.00	D. Toth	100	2010	519	5301	R
51		Battery for generator	400.00	D. Toth	100	2010	519	5301	R
52		Batteries for PLC & UPS	300.00	D. Toth	100	2010	519	5302	R
53	<b>High Point Pump Station:</b>								
54		Oil for generator & air compressor	300.00	D. Toth	100	2010	520	5301	R
55		Filters for generator	200.00	D. Toth	100	2010	520	5301	R
56		Battery for generator	200.00	D. Toth	100	2010	520	5301	R
57		6" Cla-Valve for Wulff Tank Zone Connection	6,000.00	D. Toth	100	2010	520	5301	
58		Batteries for PLC & UPS	300.00	D. Toth	100	2010	520	5302	R
59	<b>San Elijo Pump Station:</b>								
60		Batteries for PLC & UPS	300.00	D. Toth	100	2010	521	5302	R
61		Other	7,000.00	E. Pedrazzi	100	2010	xxx	5301	
62	<b>Total Pumping Materials &amp; Supplies</b>		<b>65,000.00</b>						
63									
64	<b>Pumping - Outside Services</b>								
65	<b>Deer Springs:</b>								
66		Flow meter calibration	200.00	D. Toth	100	2010	511	5401	R
67		Pest control service	600.00	S. Askine	100	2010	511	5401	R
68		Asphalt repair and seal coat	3,000.00	K. Ancil	100	2010	511	5401	
69	<b>South Lake Pump Station:</b>								
70		Flow meter calibration	200.00	D. Toth	100	2010	512	5401	R
71		Installation of Fall Protection Equipment	7,000.00	S. Askine	100	2010	512	5401	
72		Weed Abatement	3,500.00	S. Klein	100	2010	512	5401	R
73		Air Pollution Control District - permit to operate emergency pump	600.00	T. Woolslayer	100	2010	512	5502	R
74	<b>Wulff Pump Station:</b>								

**Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts**

Line No.	Department	Description	Budget Amount	Requested by:	Fund	Dept	SubD	Acct	Recurring
75		Flow meter calibration	200.00	D. Toth	100	2010	513	5401	R
76		Installation of Fall Protection Equipment	6,000.00	S. Askine	100	2010	513	5401	
77		Pest control service	700.00	S. Askine	100	2010	513	5401	R
78	<b>North Twin Oaks Pump Station:</b>								
79		Flow meter calibration	200.00	D. Toth	100	2010	514	5401	R
80		Update Lockout/Tagout Procedures	9,500.00	D. Toth	100	2010	514	5401	
81		Installation of Fall Protection Equipment	6,000.00	S. Askine	100	2010	514	5401	
82		Pest control service	1,000.00	S. Askine	100	2010	514	5401	R
83		Air Pollution Control District - generator permit to operate & Rule 12	1,600.00	T. Woolslayer	100	2010	514	5502	R
84	<b>Coggan Pump Station:</b>								
85		Flow meter calibration	200.00	D. Toth	100	2010	515	5401	R
86		Installation of Fall Protection Equipment	7,000.00	S. Askine	100	2010	515	5401	
87		Pest control service	1,000.00	S. Askine	100	2010	515	5401	R
88	<b>Palos Vista Pump Station:</b>								
89		Flow meter calibration	200.00	D. Toth	100	2010	516	5401	R
90		Hoist inspection	300.00	D. Toth	100	2010	516	5401	R
91		Installation of Fall Protection Equipment	7,000.00	S. Askine	100	2010	516	5401	
92		Air Pollution Control District - Generator Permit to Operate	700.00	T. Woolslayer	100	2010	516	5502	R
93	<b>Schoolhouse Pump Station:</b>								
94		Flow meter calibration	200.00	D. Toth	100	2010	517	5401	R
95	<b>Double Peak Pump Station:</b>								
96		Flow meter calibration	200.00	D. Toth	100	2010	518	5401	R
97		Pest control service	800.00	S. Askine	100	2010	518	5401	R
98		Installation of Fall Protection Equipment	9,500.00	S. Askine	100	2010	518	5401	
99		Asphalt repair and seal coat	3,000.00	K. Anctil	100	2010	518	5401	
100	<b>Meadowlark Pump Station:</b>								
101		Flow meter calibration	200.00	D. Toth	100	2010	519	5401	R
102		Pest control service	700.00	S. Askine	100	2010	519	5401	R
103		Permit-Meadowlark PS DEHQ HM BEP	600.00	T. Woolslayer	100	2010	519	5502	R
104		Permit-Meadowlark, APCD Emergency Gen	600.00	T. Woolslayer	100	2010	519	5502	R
105		Permit-Meadowlarks PS Rule 12	600.00	T. Woolslayer	100	2010	519	5502	R
106	<b>High Point Pump Station:</b>								
107		Flow meter calibration	200.00	D. Toth	100	2010	520	5401	R
108		Permit-APCD Emergency Gen Non Op Status	400.00	T. Woolslayer	100	2010	520	5502	R
109	<b>San Elijo Pump Station:</b>								
110		Flow meter calibration	200.00	D. Toth	100	2010	521	5401	R
111		Hoist Inspection	200.00	D. Toth	100	2010	521	5401	R
112		Generate Lockout/Tagout Procedures	6,000.00	D. Toth	100	2010	521	5401	
113		Pest control service	800.00	S. Askine	100	2010	521	5401	R
114		Other	2,100.00	E. Pedrazzi	100	2010	xxx	5401	
115	<b>Total Pumping Outside Services</b>		<b>83,000.00</b>						
116	<b>Pumping - Electricity</b>								
117	<b>Deer Springs:</b>								
118		Electricity	13,000.00	E. Pedrazzi	100	2010	511	5306	R
119	<b>South Lake Pump Station:</b>								
120		Electricity	60,000.00	E. Pedrazzi	100	2010	512	5306	R
121	<b>Wulff Pump Station:</b>								
122		Electricity	23,000.00	E. Pedrazzi	100	2010	513	5306	R
123	<b>North Twin Oaks Pump Station:</b>								
124		Electricity	59,000.00	E. Pedrazzi	100	2010	514	5306	R
125	<b>Coggan Pump Station:</b>								
126		Electricity	130,000.00	E. Pedrazzi	100	2010	515	5306	R
127	<b>Palos Vista Pump Station:</b>								
128		Electricity	105,000.00	E. Pedrazzi	100	2010	516	5306	R
129	<b>Schoolhouse Pump Station:</b>								
130		Electricity	53,000.00	E. Pedrazzi	100	2010	517	5306	R
131	<b>Double Peak Pump Station:</b>								
132		Electricity	50,000.00	E. Pedrazzi	100	2010	518	5306	R
133	<b>Meadowlark Pump Station:</b>								
134		Electricity	4,000.00	E. Pedrazzi	100	2010	519	5306	R
135	<b>High Point Pump Station:</b>								
136		Electricity	2,000.00	E. Pedrazzi	100	2010	520	5306	R
137	<b>San Elijo Pump Station:</b>								
138		Electricity	60,000.00	E. Pedrazzi	100	2010	521	5306	R
139	<b>Total Pumping - Electricity</b>		<b>559,000.00</b>						
140	<b>Water Quality - Materials &amp; Supplies</b>								
141	<b>Annual Dead-End Flushing Program</b>								
142		Annual Dead-End Flushing Program	5,000.00	S. Askine	100	2020	0	5301	R
143		Water Quality Laboratory - Supplies	5,000.00	S. Askine	100	2020	0	5301	R
144		IDEXX - Colilert bottles, Reagents, & SimPlate	20,000.00	S. Askine	100	2020	0	5301	R
145		Hach - DPD, Phenol Red, Nitriver 3, Chemkeys, etc.	20,000.00	S. Askine	100	2020	0	5301	R
146		Pollard - Dechlorination Tablets	3,000.00	S. Askine	100	2020	0	5301	R
147		Other	1,000.00	E. Pedrazzi	100	2020	0	5301	
148	<b>Total Water Quality Materials &amp; Supplies</b>		<b>54,000.00</b>						
149	<b>Water Quality - Outside Services</b>								
150	<b>Annual Calibration for DR900's &amp; Turbidimeters</b>								
151		Annual Calibration for DR900's & Turbidimeters	6,500.00	S. Askine	100	2020	0	5401	R

**Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts**

Line No.	Department	Description	Budget Amount	Requested by:	Requested				Recurring
					Fund	Dept	SubD	Acct	
152		Annual Calibration - lab incubator, autoclave, thermometers and refrigerator	2,000.00	S. Askine	100	2020	0	5401	R
153		Week - Lab Services (TTHM/HAA5, Lead & Copper)	8,000.00	S. Askine	100	2020	0	5401	R
154		Annual Service Contract with Hach for APA6000, C110, & NTU	7,000.00	S. Askine	100	2020	0	5401	R
155		DI water system for the Water Quality Lab	1,000.00	S. Askine	100	2020	0	5401	R
156		ELAP Certification Fees - Water Quality Lab	5,000.00	S. Askine	100	2020	0	5502	R
157		Other	2,500.00	E. Pedrazzi	100	2020	0	5401	
158		<b>Total Water Quality Outside Services</b>	<b>32,000.00</b>						
159									
160		<b>Water Treatment - Materials &amp; Supplies</b>							
161		Maintenance parts for On-site Generation System	6,000.00	D. Toth	100	2030	0	5301	R
162		Salt for On-site Generation System	24,000.00	S. Askine	100	2030	0	5350	R
163		Calcium Hypochlorite	22,000.00	S. Askine	100	2030	0	5350	R
164		Sodium Hypochlorite	1,000.00	S. Askine	100	2030	0	5350	R
165		Other	5,000.00	E. Pedrazzi	100	2030	0	5301	
166		<b>Total Water Treatment Materials &amp; Supplies</b>	<b>58,000.00</b>						
167									
168		<b>Water Treatment - Outside Services</b>							
169		Water Softener Service for On-site Generation System	15,000.00	S. Askine	100	2030	0	5401	R
170		Quarterly Service for On-site Generation System	6,000.00	D. Toth	100	2030	0	5401	R
171		Other	2,000.00	E. Pedrazzi	100	2030	0	5401	
172		<b>Total Water Treatment Outside Services</b>	<b>23,000.00</b>						
173									
174		<b>Water Treatment - Electricity</b>							
175		Electricity	12,000.00	E. Pedrazzi	100	2030	0	5306	R
176		<b>Total Water Treatment - Electricity</b>	<b>12,000.00</b>						
177									
178		<b>Tanks &amp; Reservoirs - Materials &amp; Supplies</b>							
179		<b>Twin Oaks Reservoir #1:</b>							
180		Oil & Filters for Generator	200.00	D. Toth	100	2040	425	5301	R
181		Replacement Battery for Generator	300.00	D. Toth	100	2040	425	5301	
182		Batteries for PLC & UPS	300.00	D. Toth	100	2040	425	5302	R
183		<b>Twin Oaks Reservoir #2:</b>							
184		Oil & Filters for Generator	200.00	D. Toth	100	2040	427	5301	R
185		Replacement Battery for Generator	300.00	D. Toth	100	2040	427	5301	
186		<b>All Other Tanks:</b>							
187		Cleaning of Steel Tanks	1,500.00	S. Askine	100	2040	426	5301	R
188		UPS Back-up Systems	3,000.00	S. Askine	100	2040	426	5302	R
189		Fall Protection Equipment - Annual Replacment Items (Harness, Nano Loc, Rope)	4,000.00	S. Askine	100	2040	426	5310	R
190		Batteries for District Repeater Radio at NTO-1 Tank Site	1,400.00	D. Toth	100	2040	426	5301	R
191		Batteries for PLC & UPS	1,000.00	D. Toth	100	2040	426	5302	R
192		Batteries for Coggan Tank RTU	1,000.00	D. Toth	100	2040	426	5302	R
193		SCADA Supplies	5,000.00	D. Toth	100	2040	426	5302	R
194		<b>South Lake:</b>							
195		Aerator System - Maintenance Parts	2,500.00	D. Toth	100	2040	428	5301	R
196		Other	3,300.00	E. Pedrazzi	100	2040	426	5301	
197		<b>Total Tanks &amp; Reservoirs - Materials &amp; Supplies</b>	<b>24,000.00</b>						
198									
199		<b>Tanks &amp; Reservoirs - Outside Services</b>							
200		<b>Twin Oaks Reservoir #1:</b>							
201		PM - Seismic Valve System	700.00	S. Askine	100	2040	425	5401	R
202		Fire protection system service - quarterly inspections	1,500.00	S. Askine	100	2040	425	5401	R
203		Calibration of Effluent Flow Meter	1,300.00	D. Toth	100	2040	425	5401	R
204		Permit-APCD Generator and Rule 12	900.00	T. Woolslayer	100	2040	425	5502	R
205		Permit-SD DEHQ HM BEP	800.00	T. Woolslayer	100	2040	425	5502	R
206		Servicing of Automatic Gates for Twin Oaks Reservoir Facility	1,000.00	D. Toth	100	2040	425	5401	R
207		CDF Crew - Weed Abatement	8,000.00	S. Klein	100	2040	425	5401	R
208		<b>Twin Oaks Reservoir #2:</b>							
209		PM - Seismic Valve System	700.00	S. Askine	100	2040	427	5401	R
210		Fire protection system service - quarterly inspections	1,500.00	S. Askine	100	2040	427	5401	R
211		SCADA Programming & Services	3,000.00	S. Askine	100	2040	427	5405	R
212		Calibration of Effluent Flow Meter	1,300.00	D. Toth	100	2040	427	5401	R
213		Weed Abatement	8,000.00	S. Klein	100	2040	427	5401	R
214		<b>All Other Tanks:</b>							
215		Dive Inspections & Cleaning of Steel Tanks	16,000.00	S. Askine	100	2040	426	5401	R
216		SRL Inspections & Certification (Bi-Annual)	6,500.00	S. Askine	100	2040	426	5401	R
217		PM - Seismic Valve System (Double Peak Tank)	800.00	S. Askine	100	2040	426	5401	R
218		PM - Seismic Valve System (Schoolhouse Tank)	800.00	S. Askine	100	2040	426	5401	R
219		PM - Seismic Valve System (Sage Canyon Tank)	800.00	S. Askine	100	2040	426	5401	R
220		PM - Seismic Valve System (Via Vera Cruz Tank)	800.00	S. Askine	100	2040	426	5401	R
221		PM - Seismic Valve System (NTO Tank #2)	800.00	S. Askine	100	2040	426	5401	R
222		PM - Seismic Valve System (Richland 2 Tank)	800.00	S. Askine	100	2040	426	5401	R
223		PM - Seismic Valve System (Palomar Tank)	800.00	S. Askine	100	2040	426	5401	R
224		Installation of Fall Protection Equipment at Tank Site Vaults	55,000.00	S. Askine	100	2040	426	5401	
225		SCADA Programming & Services	12,000.00	S. Askine	100	2040	426	5405	R
226		SCADA Radio Network Administration	4,000.00	S. Askine	100	2040	426	5405	R
227		District Repeater Radio - Annual PM (NTO #1 Tank)	800.00	D. Toth	100	2040	426	5401	R
228		Annual Tank CP Inspections	7,500.00	D. Toth	100	2040	426	5401	R



**Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts**

Line No.	Department	Description	Budget Amount	Requested by:	Fund	Dept	SubD	Acct	Recurring
229		Weed Abatement	12,500.00	S. Klein	100	2040	426	5401	R
230		Sage Canyon Tank - Asphalt repair and seal coat	6,000.00	K. Anctil	100	2040	426	5401	
231	<b>South Lake:</b>								
232		Water Quality Maintenance - Treatment Services	10,000.00	S. Askine	100	2040	428	5401	R
233		Emergency Fence Repairs	10,000.00	E. Pedrazzi	100	2040	428	5401	R
234		Weed Abatement	6,500.00	S. Klein	100	2040	428	5401	R
235		Dam EAP Revisions for Cal OES	7,500.00	T. Woolslayer	100	2040	428	5401	R
236		Dam Fees (Department of Water Resources [DWR])	18,000.00	T. Woolslayer	100	2040	428	5502	R
237		Other	2,400.00	E. Pedrazzi	100	2040	426	5401	
238		<b>Total Tanks &amp; Reservoirs Outside Services</b>	<b>209,000.00</b>						
239									
240		<b>Tanks &amp; Reservoirs - Electricity</b>							
241		<b>Twin Oaks Reservoir #1:</b>							
242		Electricity	1,500.00	E. Pedrazzi	100	2040	425	5306	R
243		<b>All Other Tanks:</b>							
244		Electricity	6,500.00	E. Pedrazzi	100	2040	426	5306	R
245		<b>Total Tanks &amp; Reservoirs - Electricity</b>	<b>8,000.00</b>						
246									
247		<b>Transmission &amp; Distribution - Materials &amp; Supplies</b>							
248		Calibration Gas for 4-Gas Detectors	1,000.00	S. Askine	100	2050	0	5301	R
249		Small Tools	2,000.00	S. Askine	100	2050	0	5311	R
250		Cla-Val Replacement Parts	14,000.00	D. Toth	100	2050	0	5301	R
251		Xana PRS - Isolation Valves Replacement	9,500.00	D. Toth	100	2050	0	5301	
252		Batteries for PLC's & UPS	800.00	D. Toth	100	2050	0	5302	R
253		SCADA Supplies	5,000.00	D. Toth	100	2050	0	5302	R
254	(Water & Sewer)	Small Tools	10,000.00	D. Toth	100	2050	0	5311	R
255		Pipe Supplies & Repair Parts	120,000.00	K. Anctil	100	2050	0	5301	R
256		Blow-Off Gate Valve Upgrades - Multiple Locations	30,000.00	K. Anctil	100	2050	0	5301	R
257		Right of way permits	4,500.00	K. Anctil	100	2050	0	5301	R
258		Tig Welder for Welding Shop	4,000.00	K. Anctil	100	2050	0	5301	
259		Plasma Torch for Welding Shop - Replacement	4,000.00	K. Anctil	100	2050	0	5301	
260		Wacker 3" Diaphragm Trash Pumps (2) - Replacements	6,000.00	K. Anctil	100	2050	0	5301	
261		Landscaping - repair parts & supplies	4,000.00	S. Klein	100	2050	0	5301	R
262		Restock of large diameter CMLC pipe	60,000.00	S. Klein	100	2050	0	5301	
263		Dozer Rental for Grading 75-1	5,000.00	K. Anctil	100	2050	0	5308	R
264		Equipment Rental	15,000.00	K. Anctil	100	2050	0	5308	R
265		Small Tools	20,000.00	K. Anctil	100	2050	0	5311	R
266		Safety supplies	15,000.00	E. Pedrazzi	100	2050	0	5310	R
267		Other	1,200.00	E. Pedrazzi	100	2050	0	5301	
268		<b>Total Transmission &amp; Distribution Materials &amp; Supplies</b>	<b>331,000.00</b>						
269									
270		<b>Transmission &amp; Distribution - Outside Services</b>							
271		Central SCADA System - Annual UPS Maintenance	3,000.00	S. Askine	100	2050	0	5401	R
272		Installation of Fall Protection Equipment	4,000.00	S. Askine	100	2050	0	5401	
273		Phone service for Duty SCADA iPad (AT&T and Verizon)	8,000.00	S. Askine	100	2050	0	5405	R
274		SCADA Programming & Services	12,000.00	S. Askine	100	2050	0	5405	R
275		Flow meter calibrations	1,000.00	D. Toth	100	2050	0	5401	R
276		Hoist inspections: Trussell FCF & Meadowlark FCF	500.00	D. Toth	100	2050	0	5401	R
277		Concrete recycling	4,000.00	K. Anctil	100	2050	0	5401	R
278		Steel water main repairs - welding services	10,000.00	K. Anctil	100	2050	0	5401	R
279		Emergency Pavement/Concrete Repairs Due to Mainline Breaks	250,000.00	K. Anctil	100	2050	0	5401	R
280		Traffic Control Services	20,000.00	K. Anctil	100	2050	0	5401	R
281		Painting of Shoring Trailer	5,000.00	K. Anctil	100	2050	0	5401	
282		Weed Abatement	27,000.00	S. Klein	100	2050	0	5401	R
283		Voiceshot (Reverse 911 Service)	1,000.00	E. Pedrazzi	100	2050	0	5401	R
284		Uniform Services	10,000.00	E. Pedrazzi	100	2050	0	5401	R
285		Other	4,500.00	E. Pedrazzi	100	2050	0	5401	
286		<b>Total Transmission &amp; Distribution Outside Services</b>	<b>360,000.00</b>						
287									
288		<b>Transmission &amp; Distribution - Electricity</b>							
289		Electricity	13,000.00	E. Pedrazzi	100	2050	0	5306	R
290		<b>Total Transmission &amp; Distribution - Electricity</b>	<b>13,000.00</b>						
291									
292		<b>Services - Materials &amp; Supplies</b>							
293		Leak repairs	10,000.00	K. Anctil	100	2060	335	5301	R
294		Upgrade to 1" copper	2,000.00	K. Anctil	100	2060	336	5301	R
295		<b>Total Services Materials &amp; Supplies</b>	<b>12,000.00</b>						
296									
297		<b>Services - Outside Services</b>							
298		Emergency Repairs - Asphalt, Concrete, etc.	20,000.00	K. Anctil	100	2060	335	5401	R
299		Emergency Repairs - Asphalt, Concrete, etc.	5,000.00	K. Anctil	100	2060	336	5401	R
300		<b>Total Services Outside Services</b>	<b>25,000.00</b>						
301									
302		<b>Meters - Materials &amp; Supplies</b>							
303		Tuition Reimbursement	5,000.00	C. Tapia	100	2070	000	5143	
304		Travel (AWWA/TRI-STATE)	3,000.00	C. Tapia	100	2070	000	5202	R
305		Meetings & Seminars	2,000.00	C. Tapia	100	2070	000	5203	R
306		AWWA Membership	400.00	C. Tapia	100	2070	000	5204	R

**Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts**

Line No.	Department	Description	Budget Amount	Requested by:	Requested				Recurring
					Fund	Dept	SubD	Acct	
307		Certification Renewals	300.00	C. Tapia	100	2070	000	5204	R
308		USC Backflow XCC Membership	200.00	C. Tapia	100	2070	000	5204	R
309		Construction Meters 5 @ \$800	4,000.00	C. Tapia	100	2070	000	5301	
310		DFW LIDS	10,000.00	C. Tapia	100	2070	000	5301	
311		Gaskets	1,500.00	C. Tapia	100	2070	000	5301	R
312		Hand Tools	1,200.00	C. Tapia	100	2070	000	5301	R
313		Meter Parts & Inventory	60,000.00	C. Tapia	100	2070	000	5301	
314		MXU 203 @ \$168	34,200.00	C. Tapia	100	2070	000	5301	
315		Office Supplies	200.00	C. Tapia	100	2070	000	5301	R
316		Safety Boots	1,000.00	C. Tapia	100	2070	000	5301	R
317		<b>Total Meters Materials &amp; Supplies</b>	<b>123,000.00</b>						
318									
319		<b>Meters - Outside Services</b>							
320		Bee Removal from Meter Boxes	2,000.00	C. Tapia	100	2070	000	5401	R
321		Concrete Repair	1,000.00	C. Tapia	100	2070	000	5401	
322		Meter Testing & Replcmnt Program Labor	20,000.00	C. Tapia	100	2070	000	5401	
323		Meter Testing & Replcmnt Program Test	15,000.00	C. Tapia	100	2070	000	5401	
324		Repairs & Maint VGB/VXU	1,000.00	C. Tapia	100	2070	000	5401	
325		Uniform Delivery	2,000.00	C. Tapia	100	2070	000	5401	R
326		<b>Total Meters Outside Services</b>	<b>41,000.00</b>						
327									
328		<b>Backflow Prevention - Materials &amp; Supplies</b>							
329		Travel (AWWA)	3,000.00	C. Tapia	100	2080	000	5202	
330		Meetings & Seminars	3,000.00	C. Tapia	100	2080	000	5203	
331		Backflow Gauge Calibration	300.00	C. Tapia	100	2080	000	5301	R
332		Backflow Parts & Replacement Assemblies	700.00	C. Tapia	100	2080	000	5301	
333		<b>Total Backflow Materials &amp; Supplies</b>	<b>7,000.00</b>						
334									
335		<b>Backflow Prevention - Outside Services</b>							
336		BSI Charge Per Backflow Test Submission	49,300.00	C. Tapia	100	2080	000	5401	
337		VWD Devices Tested by 3rd Party	2,000.00	C. Tapia	100	2080	000	5401	R
338		Yearly Fee to BSI	700.00	C. Tapia	100	2080	000	5401	R
339		<b>Total Backflow Outside Services</b>	<b>52,000.00</b>						
340									
341		<b>Customer Accounts - Materials &amp; Supplies</b>							
342		Meetings & Seminars	2,000.00	E. Saavedra	100	4010	000	5203	
343		High Usage Postcards	1,300.00	E. Saavedra	100	4010	000	5301	R
344		Infosend Door Hangers/Fedex	65,000.00	E. Saavedra	100	4010	000	5301	R
345		Office Supplies	2,400.00	E. Saavedra	100	4010	000	5301	R
346		Infosend Postage	55,000.00	E. Saavedra	100	4010	000	5304	R
347		Tuition Reimbursement	1,300.00	E. Saavedra	100	4010	000	5143	R
348		<b>Total Customer Accounts - Materials &amp; Supplies</b>	<b>127,000.00</b>						
349									
350		<b>Customer Accounts - Outside Services</b>							
351		Check Scanner Maintenance	1,500.00	E. Saavedra	100	4010	000	5401	R
352		Infosend Printing and Process	35,000.00	E. Saavedra	100	4010	000	5401	R
353		NorthStar/Infosend ProfessionalServices	7,500.00	E. Saavedra	100	4010	000	5401	R
354		Shredding Services	1,600.00	E. Saavedra	100	4010	000	5401	R
355		Weekly Deposit Service	2,400.00	E. Saavedra	100	4010	000	5401	R
356		<b>Total Customer Accounts - Outside Services</b>	<b>48,000.00</b>						
357									
358		<b>Vehicles &amp; Equipment - Materials &amp; Supplies</b>							
359		Portable 200 kW Generators - Batteries	600.00	D. Toth	100	4210	000	5301	R
360		Portable 200 kW Generators - Oil & Filters (Annual Maintenance)	700.00	D. Toth	100	4210	000	5301	R
361	(Water & Sewer)	Fleet Maintenance Supplies	25,000.00	S. Klein	100	4210	000	5301	R
362	(Water & Sewer)	Emergency Repair Parts	25,000.00	S. Klein	100	4210	000	5301	R
363	(Water & Sewer)	Equipment Rental	7,500.00	S. Klein	100	4210	000	5308	R
364	(Water & Sewer)	Small Tools	7,500.00	S. Klein	100	4210	000	5311	R
365		Other	2,700.00	E. Pedrazzi	100	4210	000	5301	
366		<b>Total Vehicles &amp; Equipment Materials &amp; Supplies</b>	<b>69,000.00</b>						
367									
368		<b>Vehicles &amp; Equipment - Fuel</b>							
369	(Water & Sewer)	Fuel	100,000.00	E. Pedrazzi	100	4210	0	5307	R
370		<b>Total Vehicles &amp; Equipment Fuel</b>	<b>100,000.00</b>						
371									
372		<b>Vehicles &amp; Equipment - Outside Services</b>							
373	(Water & Sewer)	Smog & Smoke Tests	1,700.00	S. Klein	100	4210	0	5401	R
374	(Water & Sewer)	Specialized equipment repairs	30,000.00	S. Klein	100	4210	0	5401	R
375		Other	8,300.00	E. Pedrazzi	100	4210	0	5401	
376		<b>Total Vehicles &amp; Equipment Outside Services</b>	<b>40,000.00</b>						
377									
378		<b>Buildings &amp; Grounds - Materials &amp; Supplies</b>							
379	(Water & Sewer)	Batteries-Admin/Ops Main Yard generator (Bldg-E)	500.00	D. Toth	100	4110	0	5301	R
380	(Water & Sewer)	Bldg. "E" generator - oil & filters (annual maintenance)	500.00	D. Toth	100	4110	0	5301	R
381	(Water & Sewer)	Lamps, Ballasts and LED Upgrades	8,000.00	D. Toth	100	4110	0	5301	R
382	(Water & Sewer)	Travel for Training & Seminars	1,000.00	S. Klein	100	4110	0	5202	R
383	(Water & Sewer)	Training & Seminars	3,000.00	S. Klein	100	4110	0	5203	R
384	(Water & Sewer)	Dues & Cetifications	1,000.00	S. Klein	100	4110	0	5204	R
385	(Water & Sewer)	Equipment: Materials for Forklifts and Pressure Washer	1,500.00	S. Klein	100	4110	0	5301	R
386	(Water & Sewer)	LED Lightbulb Replacements	2,000.00	S. Klein	100	4110	0	5301	R

**Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts**

Line No.	Department	Description	Budget Amount	Requested by:	Fund	Dept	SubD	Acct	Recurring
					100	4110	0	5301	
387	(Water & Sewer)	Fuel Island: Materials Purchased for Fuel Master and the Island	2,000.00	S. Klein	100	4110	0	5301	R
388	(Water & Sewer)	Cleaning: Supplies and Chemicals for Cleaning	5,500.00	S. Klein	100	4110	0	5301	R
389	(Water & Sewer)	Construction: Materials Purchased to Make Repairs to Facility	11,000.00	S. Klein	100	4110	0	5301	R
390	(Water & Sewer)	Door Locks: Material Purchased to Make Repairs	2,000.00	S. Klein	100	4110	0	5301	R
391	(Water & Sewer)	Fire System: Materials Purchased for Repairs/Modifications	6,000.00	S. Klein	100	4110	0	5301	R
392	(Water & Sewer)	Furniture Replacement	9,000.00	S. Klein	100	4110	0	5301	R
393	(Water & Sewer)	Gates: Materials Ordered to make Repairs/Modifications	3,000.00	S. Klein	100	4110	0	5301	R
394	(Water & Sewer)	HVAC: Ducting, Filters, and VFD's Purchased for Repairs	5,000.00	S. Klein	100	4110	0	5301	R
395	(Water & Sewer)	Ice Machine: Filters and Materials for Repairs	2,000.00	S. Klein	100	4110	0	5301	R
396	(Water & Sewer)	Material Replacement: Worn out items that need Replacing	3,000.00	S. Klein	100	4110	0	5301	R
397	(Water & Sewer)	Parking Lot: Cones, Delineators, Materials Purchased for Replacing	1,000.00	S. Klein	100	4110	0	5301	R
398	(Water & Sewer)	Plumbing: Drain Traps, Plungers, Tile, Sinks, etc.	3,500.00	S. Klein	100	4110	0	5301	R
399	(Water & Sewer)	Equipment Rental for Facility Maintenance	3,100.00	S. Klein	100	4110	0	5308	R
400	(Water & Sewer)	Safety Boots for Staff	500.00	S. Klein	100	4110	0	5310	R
401	(Water & Sewer)	Facility Maintenance Tools	5,500.00	S. Klein	100	4110	0	5311	R
402	(Water & Sewer)	Other	3,400.00	E. Pedrazzi	100	4110	0	5301	R
403	<b>Total Buildings &amp; Grounds Materials &amp; Supplies</b>		<b>83,000.00</b>						
404	<b>Buildings &amp; Grounds - Outside Services</b>								
405	(Water & Sewer)	Bldg. 'C' Annual Hoist Inspections (Welding & Cla-Val shops)	500.00	D. Toth	100	4110	0	5401	R
407	(Water & Sewer)	Weed Abatement	2,300.00	S. Klein	100	4110	0	5401	R
408	(Water & Sewer)	HVAC Water Treatment	2,500.00	S. Klein	100	4110	0	5401	R
409	(Water & Sewer)	Carpet Cleaning/Floor Stripping Scrubbing and Sealing	6,000.00	S. Klein	100	4110	0	5401	R
410	(Water & Sewer)	Construction / Beautification Repairs to Facility	20,000.00	S. Klein	100	4110	0	5401	R
411	(Water & Sewer)	Door Locks: Locksmith Door Lock and Repair Services	7,000.00	S. Klein	100	4110	0	5401	R
412	(Water & Sewer)	Elevator: Testing, Repairs, and Recertification per CA State Regulations	2,300.00	S. Klein	100	4110	0	5401	R
413	(Water & Sewer)	Fire System: Repairs to Risers and Sprinklers. Quarterly Testing Required	2,500.00	S. Klein	100	4110	0	5401	R
414	(Water & Sewer)	Fuel Island: Repairs Required by Certified Technician	2,500.00	S. Klein	100	4110	0	5401	R
415	(Water & Sewer)	Gates: Middle gate, Front Gate, and Back Gate Repairs	3,000.00	S. Klein	100	4110	0	5401	R
416	(Water & Sewer)	Solar Panel Repairs	5,400.00	S. Klein	100	4110	0	5401	R
417	(Water & Sewer)	HVAC: Maintenance and Repairs of the Chillers and System	20,600.00	S. Klein	100	4110	0	5401	R
418	(Water & Sewer)	Ice Machine: Cleaning and Repairs Made to the Facilities Ice Machines (3)	3,500.00	S. Klein	100	4110	0	5401	R
419	(Water & Sewer)	Pest Control: Rat Traps and Spraying for Insects Around the Facility	3,800.00	S. Klein	100	4110	0	5401	R
420	(Water & Sewer)	Plants: Rain Gutter Cleaning and Front Garden Upkeep	1,600.00	S. Klein	100	4110	0	5401	R
421	(Water & Sewer)	Plumbing: Repairing, Replacing Toilets and Urinals	6,200.00	S. Klein	100	4110	0	5401	R
422	(Water & Sewer)	Security: After Hours Security and After Hours Call Center	3,500.00	S. Klein	100	4110	0	5401	R
423	(Water & Sewer)	Shredding: File Shredding of Secure Documents	3,300.00	S. Klein	100	4110	0	5401	R
424	(Water & Sewer)	Trash: Trash and Recycling Services	5,000.00	S. Klein	100	4110	0	5401	R
425	(Water & Sewer)	TV: Television Service	1,000.00	S. Klein	100	4110	0	5401	R
426	(Water & Sewer)	Solar Panel Cleaning	4,000.00	S. Klein	100	4110	0	5401	R
427	(Water & Sewer)	Uniforms for Staff	9,000.00	S. Klein	100	4110	0	5401	R
428	(Water & Sewer)	1.5 Ton HVACs - Maintenance & Repairs	2,500.00	S. Klein	100	4110	0	5401	R
429	(Water & Sewer)	Janitorial Services (12 Months - COVID)	27,000.00	S. Klein	100	4110	0	5401	R
430	(Water & Sewer)	Hazardous Waste: Proper Disposal of Hazardous, Universal, and E-Waste	5,000.00	T. Woolslayer	100	4110	0	5401	R
431	(Water & Sewer)	Other	3,000.00	E. Pedrazzi	100	4110	0	5401	R
432	<b>Total Buildings &amp; Grounds Outside Services</b>		<b>153,000.00</b>						
433	<b>Buildings &amp; Grounds - Electricity</b>								
434		Electricity	100,000.00	E. Pedrazzi	100	4110	0	5306	R
436	<b>Total Buildings &amp; Grounds Electricity</b>		<b>100,000.00</b>						
437	<b>Engineering - Materials &amp; Supplies</b>								
439	<b>Engineering</b>								
440		Tuition Reimbursement	4,000.00	E. Lopez	100	5010	000	5143	R
441		Travel Expense	500.00	E. Lopez	100	5010	000	5202	R
442		Meetings & Seminars	2,500.00	E. Lopez	100	5010	000	5203	R
443		Dues & Subscriptions	1,000.00	E. Lopez	100	5010	000	5204	R
444		Office Supplies	1,800.00	E. Lopez	100	5010	000	5301	R
445		Safety Boots	400.00	E. Lopez	100	5010	000	5301	R
446	<b>Capital Facilities</b>								
447		Conferences, Meetings, and Seminars	2,000.00	R. Morgan	100	5020	000	5203	R
448		Engineering Training	2,500.00	R. Morgan	100	5020	000	5203	R
449		Leadership/Supervisory Training	1,000.00	R. Morgan	100	5020	000	5203	R
450		Dues and Subscriptions	500.00	R. Morgan	100	5020	000	5204	R
451		Engineering Subscriptions	800.00	R. Morgan	100	5020	000	5204	R
452		Field Engineering Supplies	300.00	R. Morgan	100	5020	000	5301	R
453		Office Furniture	400.00	R. Morgan	100	5020	000	5301	R
454		Office Supplies	100.00	R. Morgan	100	5020	000	5301	R
455		Printing Supplies	200.00	R. Morgan	100	5020	000	5301	R
456		Technical Manuals	300.00	R. Morgan	100	5020	000	5301	R
457	<b>Construction Inspection</b>								
458		Meetings & Seminars	3,000.00	R. Cervantes	100	5030	000	5203	R
459		Cert Renewals	300.00	R. Cervantes	100	5030	000	5204	R
460		Materials and Supplies	1,000.00	R. Cervantes	100	5030	000	5301	R
461		Safety Boots	400.00	R. Cervantes	100	5030	000	5301	R
462		Small Tools	4,000.00	R. Cervantes	100	5030	000	5311	R
463	<b>Asset Management</b>								
464		Travel Expenses	1,000.00	S. Bowman	100	5040	000	5202	R
465		GIS Maximo Training	1,000.00	S. Bowman	100	5040	000	5203	R
466		Meetings and Seminars	900.00	S. Bowman	100	5040	000	5203	R
467		Dues and Subscriptions	500.00	S. Bowman	100	5040	000	5204	R

**Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts**

Line No.	Department	Description	Budget Amount	Requested by:	Fund	Dept	SubD	Acct	Recurring
468		Office Furniture	500.00	S. Bowman	100	5040	000	5301	
469		Office Supplies	1,300.00	S. Bowman	100	5040	000	5301	R
470		Printing Supplies	1,500.00	S. Bowman	100	5040	000	5301	
471		Technical Manuals	300.00	S. Bowman	100	5040	000	5301	R
472		<b>Total Engineering Materials &amp; Supplies</b>	<b>34,000.00</b>						
473									
474		<b>Engineering - Outside Services</b>							
475		<b>Engineering</b>							
476		County Recorder's Office Recording Fees	1,000.00	E. Lopez	100	5010	000	5401	R
477		Outside Services - Misc.	7,500.00	E. Lopez	100	5010	000	5401	
478		<b>Capital Facilities</b>							
479		Hillside Property Assessment	71,000.00	R. Morgan	100	5020	000	5401	
480		Engineering Design Services	4,000.00	R. Morgan	100	5020	000	5401	
481		Reprographic Services	300.00	R. Morgan	100	5020	000	5401	
482		Shipping Services	300.00	R. Morgan	100	5020	000	5401	R
483		Survey Services	8,000.00	R. Morgan	100	5020	000	5401	R
484		Title Reports	1,000.00	R. Morgan	100	5020	000	5401	R
485		<b>Construction Inspection</b>							
486		Outside Services - Misc.	7,500.00	R. Cervantes	100	5030	000	5401	R
487		Outside Srvc (Undergd. Srvc. Alert Fees)	7,500.00	R. Cervantes	100	5030	701	5401	R
488		<b>Asset Management</b>							
489		Cathodic Protection System Testing	5,000.00	S. Bowman	100	5040	000	5401	R
490		GIS Technical Support / Utility Network	17,000.00	S. Bowman	100	5040	000	5401	
491		Plotter/Printer Services	2,000.00	S. Bowman	100	5040	000	5401	R
492		Reprographic Services	600.00	S. Bowman	100	5040	000	5401	R
493		Shipping Services	300.00	S. Bowman	100	5040	000	5401	R
494		<b>Total Engineering Outside Services</b>	<b>133,000.00</b>						
495									
496		<b>Safety - Materials &amp; Supplies</b>							
497	(Water & Sewer)	Travel Expenses for Cert and Classes	3,000.00	T. Woollayer	100	5210	000	5202	R
498	(Water & Sewer)	Meetings, Seminars, Prof. Dev. for Safety	3,000.00	T. Woollayer	100	5210	000	5203	R
499	(Water & Sewer)	Dues & Sub Pacif Safety Center, Asse, Nsc	600.00	T. Woollayer	100	5210	000	5204	R
500	(Water & Sewer)	AED Rplcmnt -End of equipment life	5,000.00	T. Woollayer	100	5210	000	5301	R
501	(Water & Sewer)	CPR/First Aid/AED Refills	500.00	T. Woollayer	100	5210	000	5301	R
502	(Water & Sewer)	DOT Compliance - JJ Keller On-line	700.00	T. Woollayer	100	5210	000	5301	R
503	(Water & Sewer)	Emergency Operations Center Supplies	300.00	T. Woollayer	100	5210	000	5301	R
504	(Water & Sewer)	Ergonomic Equipment - District Wide	1,500.00	T. Woollayer	100	5210	000	5301	R
505	(Water & Sewer)	Fall Protection Equipment & special PPE	1,000.00	T. Woollayer	100	5210	000	5301	R
506	(Water & Sewer)	Gas Detection & Calibration Eq.	300.00	T. Woollayer	100	5210	000	5301	R
507	(Water & Sewer)	Hazmat Trailer Maint. and Technical Part	500.00	T. Woollayer	100	5210	000	5301	R
508	(Water & Sewer)	Office Supplies and Safety Boots	300.00	T. Woollayer	100	5210	000	5301	R
509	(Water & Sewer)	Regulation Books Updates	200.00	T. Woollayer	100	5210	000	5301	R
510	(Water & Sewer)	Respiratory Protection Eqpt. and Maint.	2,500.00	T. Woollayer	100	5210	000	5301	R
511	(Water & Sewer)	Training Materials (shipping and rental)	300.00	T. Woollayer	100	5210	000	5301	R
512	(Water & Sewer)	Uniforms	200.00	T. Woollayer	100	5210	000	5301	R
513	(Water & Sewer)	Wellness Room- Repairs/Supplies	300.00	T. Woollayer	100	5210	000	5301	R
514	(Water & Sewer)	Other Materials and Supplies	800.00	T. Woollayer	100	5210	000	5301	R
515		<b>Total Safety Materials &amp; Supplies</b>	<b>21,000.00</b>						
516									
517		<b>Safety - Outside Services</b>							
518	(Water & Sewer)	AED Medical Program Agreement	200.00	T. Woollayer	100	5210	000	5401	R
519	(Water & Sewer)	Annual Fire Extinguisher Srvc	1,500.00	T. Woollayer	100	5210	000	5401	R
520	(Water & Sewer)	Annual Safety Survey-NSC	3,100.00	T. Woollayer	100	5210	000	5401	R
521	(Water & Sewer)	Clinic - Physicals - Annl, Hazmat	3,000.00	T. Woollayer	100	5210	000	5401	R
522	(Water & Sewer)	DOT Compliance Program (Sinette)	200.00	T. Woollayer	100	5210	000	5401	R
523	(Water & Sewer)	Drug Testing (DOT Compliance)	1,000.00	T. Woollayer	100	5210	000	5401	R
524	(Water & Sewer)	Ergonomic Assessments - DW	700.00	T. Woollayer	100	5210	000	5401	R
525	(Water & Sewer)	Hearing Exam and Fit Testing Svc-mobile	3,300.00	T. Woollayer	100	5210	000	5401	R
526	(Water & Sewer)	Occupational Health Clinic Svc Misc	1,000.00	T. Woollayer	100	5210	000	5401	R
527	(Water & Sewer)	Physicals - DOT Recertifications	1,500.00	T. Woollayer	100	5210	000	5401	R
528	(Water & Sewer)	Safety Consultant Svc-Indoor Air, etc	76,500.00	T. Woollayer	100	5210	000	5401	R
529	(Water & Sewer)	Safety Data Sheet Compliance Svc	1,400.00	T. Woollayer	100	5210	000	5401	R
530	(Water & Sewer)	Training - Annual HAZWOPER Refresher	1,000.00	T. Woollayer	100	5210	000	5401	R
531	(Water & Sewer)	Training - Hazardous Waste Management	800.00	T. Woollayer	100	5210	000	5401	R
532	(Water & Sewer)	Training - ICS 300 & 400 (EOC/ Em Prep)	3,800.00	T. Woollayer	100	5210	000	5401	R
533	(Water & Sewer)	Training - Other As Needed	1,300.00	T. Woollayer	100	5210	000	5401	R
534	(Water & Sewer)	Training - Outside Trainer 1	1,000.00	T. Woollayer	100	5210	000	5401	R
535	(Water & Sewer)	Training - Outside Trainer 2	1,000.00	T. Woollayer	100	5210	000	5401	R
536	(Water & Sewer)	Training - Railway/ Roadway Worker	2,700.00	T. Woollayer	100	5210	000	5401	R
537	(Water & Sewer)	Training HAZWOPER 24 HR New Hazmat Mbrs	1,000.00	T. Woollayer	100	5210	000	5401	R
538	(Water & Sewer)	Training - Driving, Behind the Wheel	3,500.00	T. Woollayer	100	5210	000	5401	R
539	(Water & Sewer)	Wellness Programs	500.00	T. Woollayer	100	5210	000	5401	R
540		<b>Total Safety Outside Services</b>	<b>110,000.00</b>						
541									
542		<b>IT - Materials &amp; Supplies</b>							
543	(Water & Sewer)	IT Staff Dev. Training	3,000.00	M. Labarrere	100	6230	000	5203	
544		MISAC Yearly Dues	500.00	M. Labarrere	100	6230	000	5204	
545		Miscellaneous	5,500.00	M. Labarrere	100	6230	000	5301	R
546	(Water & Sewer)	Postage Meter Machine - Lease Only	1,000.00	M. Labarrere	100	6230	000	5308	
547	(Water & Sewer)	Xerox Copier Machines - Lease & Usage	26,000.00	M. Labarrere	100	6230	000	5308	
548		<b>Total Materials &amp; Supplies</b>	<b>36,000.00</b>						
549									
550		<b>IT - Outside Services</b>							
551	(Water & Sewer)	Communications (AT&T / Verizon)	50,000.00	M. Labarrere	100	6230	000	5305	R
552	(Water & Sewer)	Exede Satellite Back-up Internet	800.00	M. Labarrere	100	6230	000	5305	R
553	(Water & Sewer)	Adobe Creative Cloud Sub _PubInfo_Staff	7,000.00	M. Labarrere	100	6230	000	5401	R
554	(Water & Sewer)	ArcGIS Licensing/Annual Support	13,000.00	M. Labarrere	100	6230	000	5401	R

**Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts**

Line No.	Department	Description	Budget Amount	Requested by:	Fund				Recurring
					Fund	Dept	SubD	Acct	
555	(Water & Sewer)	AutoCAD (DLT Solutions)	1,700.00	M. Labarrere	100	6230	000	5401	R
556	(Water & Sewer)	Autocad Electrical (Autodesk)	2,300.00	M. Labarrere	100	6230	000	5401	R
557	(Water & Sewer)	Backflow subscriptions for Meters	600.00	M. Labarrere	100	6230	000	5401	R
558	(Water & Sewer)	Bluebeam Revu Software	1,300.00	M. Labarrere	100	6230	000	5401	R
559	(Water & Sewer)	Bluewave Annual Support/Maint.	2,000.00	M. Labarrere	100	6230	000	5401	R
560	(Water & Sewer)	Cabling Services (Teldata)	4,000.00	M. Labarrere	100	6230	000	5401	R
561	(Water & Sewer)	Camtasia Gov Version for Cons.	100.00	M. Labarrere	100	6230	000	5401	R
562	(Water & Sewer)	Cisco Smartnet Annual Support & Maint	5,000.00	M. Labarrere	100	6230	000	5401	R
563	(Water & Sewer)	Cloudflare Web Application Firewall	1,300.00	M. Labarrere	100	6230	000	5401	R
564	(Water & Sewer)	Cyber Liability Insurance (ACWAJPIA)	24,000.00	M. Labarrere	100	6230	000	5401	R
565	(Water & Sewer)	Cylance Protect Antivirus	3,500.00	M. Labarrere	100	6230	000	5401	R
566	(Water & Sewer)	Dell Datacenter Server Hosts (3)	7,000.00	M. Labarrere	100	6230	000	5401	R
567	(Water & Sewer)	Dell Datacenter Switches (2) Support	3,000.00	M. Labarrere	100	6230	000	5401	R
568	(Water & Sewer)	Duo Two-factor Auth. Licenses for Bus.	500.00	M. Labarrere	100	6230	000	5401	R
569	(Water)	E-logger Licenses Yearly Maint.	5,500.00	M. Labarrere	100	6230	000	5401	R
570	(Water & Sewer)	Envato Software for Conservation	100.00	M. Labarrere	100	6230	000	5401	R
571	(Water)	Ford Fleet Software for Mechanics	500.00	M. Labarrere	100	6230	000	5401	R
572	(Water & Sewer)	FTR Board Mtg Software	400.00	M. Labarrere	100	6230	000	5401	R
573	(Water & Sewer)	Fuel Master	1,400.00	M. Labarrere	100	6230	000	5401	R
574	(Water & Sewer)	GEMS & NS (Harris)	44,000.00	M. Labarrere	100	6230	000	5401	R
575	(Water & Sewer)	GEMS Secure Check - Annual Support	500.00	M. Labarrere	100	6230	000	5401	R
576	(Water & Sewer)	GFI Faxmaker Support (Lantelligence)	300.00	M. Labarrere	100	6230	000	5401	R
577	(Water & Sewer)	Godaddy DNS Certificates	200.00	M. Labarrere	100	6230	000	5401	R
578	(Water & Sewer)	Harris Consulting / Support	8,000.00	M. Labarrere	100	6230	000	5401	R
579	(Water & Sewer)	Helpdesk Software	2,500.00	M. Labarrere	100	6230	000	5401	R
580	(Water & Sewer)	Ignition Support/Maint (Inductive Auto)	9,500.00	M. Labarrere	100	6230	000	5401	R
581	(Water & Sewer)	Infrastructure Monitoring & Network Supp	30,000.00	M. Labarrere	100	6230	000	5401	R
582	(Water & Sewer)	Joslte Intranet Service/Licenses	5,500.00	M. Labarrere	100	6230	000	5401	R
583	(Water & Sewer)	Knowbe4 Phishing Software	900.00	M. Labarrere	100	6230	000	5401	R
584	(Water & Sewer)	Laserfiche Annual Support (CPS)	11,000.00	M. Labarrere	100	6230	000	5401	R
585	(Water & Sewer)	Manageengine Desktop Central	2,300.00	M. Labarrere	100	6230	000	5401	R
586	(Water & Sewer)	Mapplet (Spatial Wave)	4,300.00	M. Labarrere	100	6230	000	5401	R
587	(Water & Sewer)	Maximo Licensing (IBM)	35,000.00	M. Labarrere	100	6230	000	5401	R
588	(Water & Sewer)	Maximo Software Support (TRM)	17,500.00	M. Labarrere	100	6230	000	5401	R
589	(Water & Sewer)	Microsoft Office 365 Licenses	52,000.00	M. Labarrere	100	6230	000	5401	R
590	(Water & Sewer)	Mitchel Online for Fleet (Techworks)	1,300.00	M. Labarrere	100	6230	000	5401	R
591	(Water & Sewer)	Mitel Phone System Support	4,100.00	M. Labarrere	100	6230	000	5401	R
592	(Water & Sewer)	NeoGOV	6,000.00	M. Labarrere	100	6230	000	5401	R
593	(Water & Sewer)	Nimble Server Support/Maint.	3,800.00	M. Labarrere	100	6230	000	5401	R
594	(Water & Sewer)	Noregan JPRO Software for Vactor Trucks	1,100.00	M. Labarrere	100	6230	000	5401	R
595	(Water & Sewer)	Ocularis Licenses Support/Maint. for Cam	800.00	M. Labarrere	100	6230	000	5401	R
596	(Water & Sewer)	Off Site Tape Storage (Corodata)	1,200.00	M. Labarrere	100	6230	000	5401	R
597	(Water & Sewer)	Palo Alto Firewall Yearly Support	18,000.00	M. Labarrere	100	6230	000	5401	R
598	(Water & Sewer)	PARRE Software for Awia Compliance	300.00	M. Labarrere	100	6230	000	5401	R
599	(Water & Sewer)	Password State	500.00	M. Labarrere	100	6230	000	5401	R
600	(Water & Sewer)	RealQuest (Corelogic)	2,000.00	M. Labarrere	100	6230	000	5401	R
601	(Water & Sewer)	Remit Plus Annual Subscription	2,700.00	M. Labarrere	100	6230	000	5401	R
602	(Water & Sewer)	Robotic Tape Library Maintenance Contrac	700.00	M. Labarrere	100	6230	000	5401	R
603	(Water & Sewer)	Rockwell Software for Programming	1,300.00	M. Labarrere	100	6230	000	5401	R
604	(Water & Sewer)	Secure Works Security Monitoring Annual	22,000.00	M. Labarrere	100	6230	000	5401	R
605	(Water & Sewer)	Sensus Software Support for Meters	2,000.00	M. Labarrere	100	6230	000	5401	R
606	(Water & Sewer)	Spatial Wave Product Enhancements (USA	1,800.00	M. Labarrere	100	6230	000	5401	R
607	(Water & Sewer)	Surveymonkey	200.00	M. Labarrere	100	6230	000	5401	R
608	(Water & Sewer)	Teamviewer Annual Subscription	1,500.00	M. Labarrere	100	6230	000	5401	R
609	(Water & Sewer)	Varonis Datavantage Data Gov. Software	4,300.00	M. Labarrere	100	6230	000	5401	R
610	(Water & Sewer)	Veem Backup Software Support	4,300.00	M. Labarrere	100	6230	000	5401	R
611	(Water & Sewer)	VMWare Licenses & Support	6,000.00	M. Labarrere	100	6230	000	5401	R
612	(Water & Sewer)	Water and Sewer Gems (Bentley)	9,000.00	M. Labarrere	100	6230	000	5401	R
613	(Water & Sewer)	Website Hosting (Granicus)	6,000.00	M. Labarrere	100	6230	000	5401	R
614	(Water & Sewer)	Zoom (Public Meetings)	1,100.00	M. Labarrere	100	6230	000	5401	R
615	(Water & Sewer)	Other	5,500.00	M. Labarrere	100	6230	000	5401	R
616		<b>Total IT Outside Services</b>	<b>466,000.00</b>						
617									
618		<b>General &amp; Administrative - Travel for Training, Meetings, etc.</b>							
619	(Water & Sewer)	General Manager	10,000.00	G. Pruum	100	6120	000	5202	R
620	(Water & Sewer)	HR - Travel Conferences	2,500.00	R. Emmanuel	100	6130	000	5202	R
621	(Water & Sewer)	O&M - Travel Expenses	2,000.00	E. Pedrazzi	100	6405	0	5202	R
622	(Water & Sewer)	Mech/Elec - Travel Expenses	2,000.00	D. Toth	100	6410	0	5202	R
623	(Water & Sewer)	Construction - Travel Expenses	2,000.00	K. Ancil	100	6420	0	5202	R
624	(Water & Sewer)	Finance - Travel Conferences	2,500.00	W. Owen	100	6210	000	5202	R
625		Water Ops - Travel Expenses	2,000.00	S. Askine	100	6430	0	5202	R
626		<b>Total G&amp;A Travel</b>	<b>23,000.00</b>						
627									
628		<b>General &amp; Administrative - Meetings &amp; Seminars</b>							
629	(Water & Sewer)	O&M - Training, Meetings & Seminars	2,000.00	E. Pedrazzi	100	6405	0	5203	R
630	(Water & Sewer)	American Water College - Annual Dues	7,000.00	E. Pedrazzi	100	6405	000	5203	R
631	(Water & Sewer)	HR - Meetings & Seminars	2,000.00	R. Emmanuel	100	6130	000	5203	R
632	(Water & Sewer)	Mech/Elec - Contact Hours/Certification Training/Seminars	3,000.00	D. Toth	100	6410	0	5203	R
633	(Water & Sewer)	Construction - Contact Hours/Certification Training/Seminars	2,000.00	K. Ancil	100	6420	0	5203	R
634		Water Ops - Contact Hours/Certification Training/Seminars	3,000.00	S. Askine	100	6430	0	5203	R
635	(Water & Sewer)	Finance - Tuition Reimbursement	2,600.00	W. Owen	100	6210	000	5143	R
636		Finance/Accounting	2,400.00	W. Owen	100	6210	000	5203	R
637		<b>Total G&amp;A Meetings and Seminars</b>	<b>24,000.00</b>						
638									
639		<b>General &amp; Administrative - Dues &amp; Subscriptions</b>							

**Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts**

Line No.	Department	Description	Budget Amount	Requested by:	Fund			Acct	Recurring
					Fund	Dept	SubD		
640	(Water & Sewer)	American Water Works Assn	4,600.00	W. Owen	100	6120	000	5204	R
641	(Water & Sewer)	California Special Dist Assn.	4,100.00	W. Owen	100	6120	000	5204	R
642	(Water & Sewer)	ACWA	29,000.00	W. Owen	100	6120	000	5204	R
643	(Water & Sewer)	Water Education Foundation	11,000.00	W. Owen	100	6120	000	5204	R
644	(Water & Sewer)	Waterreuse Association	3,500.00	W. Owen	100	6120	000	5204	R
645	(Water & Sewer)	San Diego North Edc (Last Paid 2016)	2,700.00	W. Owen	100	6120	000	5204	R
646	(Water & Sewer)	Water Research Foundation	1,000.00	W. Owen	100	6120	000	5204	R
647	(Water & Sewer)	Costco	100.00	W. Owen	100	6210	000	5204	R
648	(Water & Sewer)	CMTA	200.00	W. Owen	100	6210	000	5204	R
649	(Water & Sewer)	CSMFO	200.00	W. Owen	100	6210	000	5204	R
650	(Water & Sewer)	GFOA	600.00	W. Owen	100	6210	000	5204	R
651	(Water & Sewer)	LAFCO	20,000.00	W. Owen	100	6120	000	5204	R
652	(Water & Sewer)	O&M - Certification Dues & Subscriptions	1,000.00	E. Pedrazzi	100	6405	0	5204	R
653	(Water & Sewer)	Human Resources - Dues & Subscriptions	1,000.00	R. Emmanuel	100	6130	000	5204	R
654	(Water & Sewer)	Mech/Elec - Certification Dues & Subscriptions	2,000.00	D. Toth	100	6410	0	5204	R
655	(Water & Sewer)	Construction - Certification Dues & Subscriptions	2,000.00	K. Ancil	100	6420	0	5204	R
656	(Water & Sewer)	Water Ops - Certification Dues & Subscriptions	2,000.00	S. Askine	100	6430	0	5204	R
657	<b>Total G&amp;A Dues &amp; Subscriptions</b>		<b>85,000.00</b>						
658	<b>General &amp; Administrative - Materials &amp; Supplies</b>								
659	<b>General &amp; Administrative - Materials &amp; Supplies</b>								
660	(Water & Sewer)	Annual Employee Appreciation Gift	2,000.00	R. Emmanuel	100	6130	000	5301	R
661		Employee Recognition Program	500.00	R. Emmanuel	100	6130	000	5301	R
662		Employee Retirement Gifts	300.00	R. Emmanuel	100	6130	000	5301	R
663		Employee Service Awards	700.00	R. Emmanuel	100	6130	000	5301	R
664		Human Resources	1,500.00	R. Emmanuel	100	6130	000	5301	R
665	(Water & Sewer)	General Manager	5,000.00	G. Prui	100	6120	000	5301	R
666	(Water & Sewer)	Board Of Directors	5,000.00	G. Prui	100	6110	000	5301	R
667	(Water & Sewer)	Finance/Accounting	9,000.00	W. Owen	100	6210	000	5301	R
668	(Water & Sewer)	O&M (Office supplies)	2,500.00	E. Pedrazzi	100	6405	0	5301	R
669	(Water & Sewer)	O&M (Uniform T-Shirts)	2,500.00	E. Pedrazzi	100	6405	0	5301	R
670	(Water & Sewer)	Mech/Elec (Office supplies, safety boots, etc.)	2,500.00	E. Pedrazzi	100	6410	0	5301	R
671	(Water & Sewer)	Construction (Office supplies, safety boots, etc.)	5,000.00	E. Pedrazzi	100	6420	0	5301	R
672	(Water & Sewer)	Water Ops (Office supplies, safety boots, etc.)	2,500.00	E. Pedrazzi	100	6430	0	5301	R
673	<b>Total G&amp;A Materials &amp; Supplies</b>		<b>39,000.00</b>						
674	<b>General &amp; Administrative - Outside Services</b>								
675	<b>General &amp; Administrative - Outside Services</b>								
676	(Water & Sewer)	HR - Annual Employee Appr Lunch Cater	2,000.00	R. Emmanuel	100	6130	000	5401	R
677	(Water & Sewer)	HR - Compensation Study MOU	25,000.00	R. Emmanuel	100	6130	000	5401	R
678	(Water & Sewer)	HR - Diversity Recruitment TPI	1,000.00	R. Emmanuel	100	6130	000	5401	R
679	(Water & Sewer)	HR - Employee Coach TPI	3,000.00	R. Emmanuel	100	6130	000	5401	R
680	(Water & Sewer)	HR - Employee File Scanning	3,000.00	R. Emmanuel	100	6130	000	5401	R
681	(Water & Sewer)	HR - Job Postings, Background, Physicals	10,000.00	R. Emmanuel	100	6130	000	5401	R
682	(Water & Sewer)	HR - LCW Training Consortium	4,000.00	R. Emmanuel	100	6130	000	5401	R
683	(Water & Sewer)	HR- Supervisor Leadership TPI	1,000.00	R. Emmanuel	100	6130	000	5401	R
684	(Water & Sewer)	Finance - Investment Services - Chandler	32,600.00	W. Owen	100	6210	000	5401	R
685	(Water & Sewer)	Finance - GASB Reporting	4,000.00	W. Owen	100	6210	000	5401	R
686	(Water & Sewer)	Tracker Investment Software	3,400.00	W. Owen	100	6210	000	5401	R
687	(Water & Sewer)	PlanetBids Annual Fees	12,000.00	E. Pedrazzi	100	6405	0	5401	R
688	(Water & Sewer)	Mechanical/Electrical - Uniform Services	3,000.00	E. Pedrazzi	100	6410	0	5401	R
689	(Water & Sewer)	Other	1,000.00	W. Owen	100	6210	000	5401	R
690	<b>Total G&amp;A Outside Services</b>		<b>105,000.00</b>						
691	<b>General &amp; Administrative - Auditing</b>								
692	<b>General &amp; Administrative - Auditing</b>								
693	(Water & Sewer)	Finance - Audit Services	13,000.00	W. Owen	100	6210	0	5403	R
694	<b>Total G&amp;A Auditing</b>		<b>13,000.00</b>						
695	<b>General &amp; Administrative - Banking</b>								
696	<b>General &amp; Administrative - Banking</b>								
697	(Water & Sewer)	Finance - Banking Fees (Union Bank)	25,000.00	W. Owen	100	6210	0	5501	R
698	<b>Total G&amp;A Banking</b>		<b>25,000.00</b>						
699	<b>General &amp; Administrative - Regulatory Fees</b>								
700	<b>General &amp; Administrative - Regulatory Fees</b>								
701	(Water & Sewer)	AWIA Compliance-Update Emerg Resp Plan	35,000.00	T. Woolslayer	100	6405	000	5502	R
702	(Water & Sewer)	Fees-SWRCB Insp and Comply	3,000.00	T. Woolslayer	100	6405	000	5502	R
703	(Water & Sewer)	Fees-Unplanned Fees, Misc Discharges	3,600.00	T. Woolslayer	100	6405	000	5502	R
704	(Water & Sewer)	Permit- CA ARB Woodchipper	200.00	T. Woolslayer	100	6405	000	5502	R
705	(Water & Sewer)	Permit- SD DEHQ HM BEP and UST at HQ	1,500.00	T. Woolslayer	100	6405	000	5502	R
706	(Water & Sewer)	Permit-APCD Gas Pump at HQ	500.00	T. Woolslayer	100	6405	000	5502	R
707	(Water & Sewer)	Permit-CA ARB Generator (Portable)	500.00	T. Woolslayer	100	6405	000	5502	R
708	(Water & Sewer)	Permit-Elevator at HQ (CA DIR)	200.00	T. Woolslayer	100	6405	000	5502	R
709	(Water & Sewer)	Permit-SWRCB Pot Water Disch.(4DW0395)	3,500.00	T. Woolslayer	100	6405	000	5502	R
710	(Water & Sewer)	SWRCB Water System Annual Fees	70,000.00	W. Owen	100	6430	000	5502	R
711	<b>Total G&amp;A Regulatory Fees</b>		<b>118,000.00</b>						

**Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts**

Line No.	Department	Description	Budget Amount	Requested by:	Fund	Dept	SubD	Acct	Recurring
<b>Sewer</b>									
<b>1</b>	<b>Collection &amp; Conveyance - Materials &amp; Supplies</b>								
2		Travel Expenses	2,000.00	J. Woodard	200	3010	0	5202	R
3		Contact Hours-Certification Training	5,000.00	J. Woodard	200	3010	0	5203	R
4		Certification Dues & Subscriptions	5,000.00	J. Woodard	200	3010	0	5204	R
5		Replace worn traffic control equipment - signs & cones	1,000.00	J. Woodard	200	3010	0	5301	R
6		Replace Misc. Vactor Wear Items	7,500.00	J. Woodard	200	3010	0	5301	R
7		Annual carbon exchange at vent structures & lift stations	10,000.00	J. Woodard	200	3010	0	5301	R
8		Manhole rings & covers	12,500.00	J. Woodard	200	3010	0	5301	R
9		Replacement Combination Truck Hose - 1" x 60'	15,000.00	J. Woodard	200	3010	0	5301	R
10		CCTV annual maintenance items	16,500.00	J. Woodard	200	3010	0	5301	R
11		Smart Cover Flow Sensors	35,000.00	J. Woodard	200	3010	0	5301	R
12		Equipment Rental	1,000.00	J. Woodard	200	3010	0	5308	R
13		Safety Equipment	4,000.00	J. Woodard	200	3010	0	5310	R
14		Small Tools	4,000.00	J. Woodard	200	3010	0	5311	R
15		Small Tools	9,000.00	D. Toth	200	3010	0	5311	R
16		Landscaping - Repair Parts & Supplies	3,000.00	S. Klein	200	3010	0	5301	R
17		Safety supplies & boots	8,000.00	E. Pedrazzi	200	3010	0	5310	R
18	<b>East Outfall:</b>								
19		Misc. supplies	1,500.00	J. Woodard	200	3010	601	5301	R
20		Chemical injection maintenance parts	1,000.00	D. Toth	200	3010	601	5301	R
21	<b>West Outfall:</b>								
22		Misc. supplies	1,500.00	J. Woodard	200	3010	602	5301	R
23		Other	2,500.00	E. Pedrazzi	200	3010	0	5301	R
24	<b>Total Collection &amp; Conveyance Materials &amp; Supplies</b>		<b>145,000.00</b>						
25									
26	<b>Collection &amp; Conveyance - Electricity</b>								
27		Electricity	2,000.00	E. Pedrazzi	200	3010	0	5306	R
28	<b>Total Collection &amp; Conveyance Electricity</b>		<b>2,000.00</b>						
29									
30	<b>Collection &amp; Conveyance - Chemicals</b>								
31		Odor Control Chemicals - Montiel, LSM, LS3	55,000.00	J. Woodard	200	3010	0	5350	R
32		Odor Control Chemicals - East Outfall at LS1	190,000.00	J. Woodard	200	3010	601	5350	R
33		Odor Control Chemicals - West Outfall at Poinsettia	240,000.00	J. Woodard	200	3010	602	5350	R
34	<b>Total Collection &amp; Conveyance Chemicals</b>		<b>485,000.00</b>						
35									
36	<b>Collection &amp; Conveyance - Outside Services</b>								
37		Annual calibration for billing sewer flow meters	3,000.00	J. Woodard	200	3010	0	5401	R
38		Safety training (outside training/trainers)	4,000.00	J. Woodard	200	3010	0	5401	R
39		Annual Confined Spaces Winch Certifications	6,500.00	J. Woodard	200	3010	0	5401	R
40		Traffic control services	7,000.00	J. Woodard	200	3010	0	5401	R
41		Annual carbon exchange at vent structures & lift stations (disposal only)	9,000.00	J. Woodard	200	3010	0	5401	R
42		Roach control service	10,000.00	J. Woodard	200	3010	0	5401	R
43		Annual CCTV Maintenance	16,500.00	J. Woodard	200	3010	0	5401	R
44		Vactor maintenance	35,000.00	J. Woodard	200	3010	0	5401	R
45		Manhole coating and repair	35,000.00	J. Woodard	200	3010	0	5401	R
46		Manhole Raising & Adjusting	50,000.00	J. Woodard	200	3010	0	5401	R
47		Odor Control Program - Consulting Service	20,000.00	J. Woodard	200	3010	0	5401	R
48		SCADA programming	5,000.00	J. Woodard	200	3010	0	5405	R
49		Phone service for Duty SCADA iPad	2,500.00	J. Woodard	200	3010	0	5405	R
50		Weed Abatement	15,400.00	S. Klein	200	3010	0	5401	R
51		Emergency Repairs Due to Sewer Line Breaks	20,000.00	K. Antclif	200	3010	0	5401	R
52		Uniform Services	4,000.00	E. Pedrazzi	200	3010	0	5401	R
53		County of SD DEH HMBEP BEP LS1	800.00	T. Woolslayer	200	3010	0	5502	R
54		State Water Resources Control Board Waste Discharge Permit Facility ID: 9SSO10676	19,500.00	T. Woolslayer	200	3010	0	5502	R
55		County of SD DEH HMBEP (Poinsettia)	600.00	T. Woolslayer	200	3010	0	5502	R
56	<b>East Outfall:</b>								
57		Weed Abatement	5,400.00	S. Klein	200	3010	601	5401	R
58		Other	700.00	J. Woodard	200	3010	601	5401	R
59	<b>West Outfall:</b>								
60		Weed Abatement	5,400.00	S. Klein	200	3010	602	5401	R
61		Other	500.00	J. Woodard	200	3010	602	5401	R
62		Other	1,200.00	E. Pedrazzi	200	3010	0	5401	R
63	<b>Total Collection &amp; Conveyance Outside Services</b>		<b>277,000.00</b>						
64									
65	<b>Lift Stations - Materials &amp; Supplies</b>								
66	<b>Lake San Marcos:</b>								
67		Pump maintenance parts	15,000.00	D. Toth	200	3020	201	5301	R
68		Oil and Filters for generator	500.00	D. Toth	200	3020	201	5301	R
69		Chemical injection maintenance parts	1,000.00	D. Toth	200	3020	201	5301	R
70		Wet Well Level Controls - Replacement Parts & Components	2,000.00	D. Toth	200	3020	201	5301	R
71		Batteries for PLC & UPS	300.00	D. Toth	200	3020	201	5302	R
72	<b>Montiel Lift Station:</b>								
73		Pump maintenance parts	5,000.00	D. Toth	200	3020	202	5301	R
74		Batteries for PLC & UPS	300.00	D. Toth	200	3020	202	5302	R

**Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts**

Line No.	Department	Description	Budget Amount	Requested by:	Fund	Dept	SubD	Acct	Recurring
75	<b>Questhaven Lift Station:</b>								
76		Pump maintenance parts	1,000.00	D. Toth	200	3020	203	5301	R
77		Oil and Filters for generator	200.00	D. Toth	200	3020	203	5301	R
78		Chemical injection maintenance parts	1,000.00	D. Toth	200	3020	203	5301	R
79		Battery for Generator	200.00	D. Toth	200	3020	203	5301	
80		Batteries for PLC & UPS	300.00	D. Toth	200	3020	203	5302	R
81		Other	3,200.00	E. Pedrazzi	200	3020	xxx	5301	
82		<b>Total Lift Stations Materials &amp; Supplies</b>	<b>30,000.00</b>						
83	<hr/>								
84	<b>Lift Stations - Outside Services</b>								
85	<b>Lake San Marcos:</b>								
86		Hoist Inspection	200.00	D. Toth	200	3020	201	5401	R
87		Flow meter calibration	200.00	D. Toth	200	3020	201	5401	R
88		Pest control - Termite treatment of building	1,500.00	D. Toth	200	3020	201	5401	
89		Arc Flash PPE Labeling for NFPA 70E	17,000.00	D. Toth	200	3020	201	5401	
90		Permit-APCD Generator	800.00	T. Woolslayer	200	3020	201	5502	R
91		Permit-APCD Scrubber	500.00	T. Woolslayer	200	3020	201	5502	R
92		Permit-SD DEHQ HM BEP	700.00	T. Woolslayer	200	3020	201	5502	R
93	<b>Montiel Lift Station:</b>								
94		Wet Well Annual Cleaning	7,000.00	J. Woodard	200	3020	202	5401	R
95		Arc Flash PPE Labeling for NFPA 70E	15,000.00	D. Toth	200	3020	202	5401	
96		Permit-APCD Generator Questhaven - LS3	600.00	T. Woolslayer	200	3020	202	5502	R
97		Permit-APCD Scrubber Questhaven - LS3	700.00	T. Woolslayer	200	3020	202	5502	R
98		Permit-SD DEHQ HAZMAT Bus Em Plan (BEP)	700.00	T. Woolslayer	200	3020	202	5502	R
99	<b>Questhaven Lift Station:</b>								
100		Flow meter calibration	200.00	D. Toth	200	3020	203	5401	R
101		Hoist Inspection	200.00	D. Toth	200	3020	203	5401	R
102		Arc Flash PPE Labeling for NFPA 70E	17,000.00	D. Toth	200	3020	203	5401	
103		Asphalt repair and seal coat	3,500.00	K. Anctil	200	3020	203	5401	
104		Air Pollution Control District - Generator	700.00	T. Woolslayer	200	3020	203	5502	R
105		Air Pollution Control District - Scrubber	600.00	T. Woolslayer	200	3020	203	5502	R
106		County of SD DEH Hazardous Materials	700.00	T. Woolslayer	200	3020	203	5502	R
107		Other	3,200.00	E. Pedrazzi	200	3020	xxx	5401	
108		<b>Total Lift Stations Outside Services</b>	<b>71,000.00</b>						
109	<hr/>								
110	<b>Lift Stations - Electricity</b>								
111	<b>Lake San Marcos:</b>								
112		Electricity	25,000.00	E. Pedrazzi	200	3020	201	5306	R
113	<b>Montiel Lift Station:</b>								
114		Electricity	4,000.00	E. Pedrazzi	200	3020	202	5306	R
115	<b>Questhaven Lift Station:</b>								
116		Electricity	3,000.00	E. Pedrazzi	200	3020	203	5306	R
117		<b>Total Lift Stations - Electricity</b>	<b>32,000.00</b>						
118	<hr/>								
119	<b>Source Control - Materials &amp; Supplies</b>								
120		Meetings and Seminars/ Professional Development/ Certification Renewal (Source Control Tech)	3,000.00	E. Pedrazzi	200	3060	0	5203	R
121		Sampling supplies	1,000.00	E. Pedrazzi	200	3060	0	5301	R
122		EHC33 Pre-packaged bacteria for grease control	21,000.00	E. Pedrazzi	200	3060	0	5301	R
123		FOG Control Outreach	500.00	E. Pedrazzi	200	3060	0	5301	R
124		Small tools	1,000.00	E. Pedrazzi	200	3060	0	5311	R
125		Other	500.00	E. Pedrazzi	200	3060	0	5301	
126		<b>Total Source Control Materials &amp; Supplies</b>	<b>27,000.00</b>						
127	<hr/>								
128	<b>Source Control - Outside Services</b>								
129		Fight FOG Bill Insert	4,500.00	E. Pedrazzi	200	3060	0	5401	R
130		VWD Cease the Grease Brochure	2,000.00	E. Pedrazzi	200	3060	0	5401	
131		Uniform Shirts (Source Control Technician)	600.00	E. Pedrazzi	200	3060	0	5401	R
132		Other	900.00	E. Pedrazzi	200	3060	0	5401	
133		<b>Total Source Control Outside Services</b>	<b>8,000.00</b>						
134	<hr/>								
135	<b>Meadowlark Lift Station - Materials &amp; Supplies</b>								
136		Odor Scrubber Carbon Replacement	7,500.00	J. Woodard	250	3710	0	5301	R
137		Oil & filters for generator	500.00	D. Toth	250	3710	0	5301	R
138		Batteries for generator	500.00	D. Toth	250	3710	0	5301	R
139		Pump repair/maintenance parts for 2,800 gpm pumps	13,000.00	D. Toth	250	3710	0	5301	R
140		Pump maintenance parts: impeller, wear rings, mechanical seals	13,000.00	D. Toth	250	3710	0	5301	R
141		Oil & filters for channel grinder units	700.00	D. Toth	250	3710	0	5301	R
142		Batteries for PLC & UPS	300.00	D. Toth	250	3710	0	5302	R
143		Chemical injection maintenance parts	1,000.00	D. Toth	250	3710	0	5301	R
144		Refurbish Channel Grinder	25,000.00	D. Toth	250	3710	0	5309	R
145		Other	500.00	E. Pedrazzi	250	3710	0	5301	
146		<b>Total Meadowlark Lift Station Materials &amp; Supplies</b>	<b>62,000.00</b>						
147	<hr/>								
148	<b>Meadowlark Lift Station - Chemicals</b>								
149		Odor Control Chemicals	175,000.00	J. Woodard	250	3710	0	5353	R
150		<b>Total Meadowlark Lift Station Chemicals</b>	<b>175,000.00</b>						
151	<hr/>								



**Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts**

Line No.	Department	Description	Budget Amount	Requested by:	Fund	Dept	SubD	Acct	Recurring
152	<b>Meadowlark Lift Station - Outside Services</b>								
153		Flow Meter Calibration	200.00	D. Toth	250	3710	0	5401	R
154		Hoist Inspections	800.00	D. Toth	250	3710	0	5401	R
155		Refurbish Motor(s)	13,000.00	D. Toth	250	3710	0	5401	R
156		Update Lockout/Tagout Procedures	9,500.00	D. Toth	250	3710	0	5401	
157		Arc Flash PPE Labeling for NFPA 70E	17,000.00	D. Toth	250	3710	0	5401	
158		Permit-APCD Generator Meadowlark LS	400.00	T. Woolslayer	250	3710	000	5502	R
159		Permit-APCD Scrubber Meadowlark LS	800.00	T. Woolslayer	250	3710	000	5502	R
160		Permit-SD DEHQ HM BEP	800.00	T. Woolslayer	250	3710	000	5502	R
161		Other	500.00	E. Pedrazzi	250	3710	0	5401	
162		<b>Total Meadowlark Lift Station Outside Services</b>	<b>43,000.00</b>						
163									
164	<b>Meadowlark Lift Station - Electricity</b>								
165		Electricity	35,000.00	E. Pedrazzi	250	3710	0	5306	R
166		<b>Total Meadowlark Lift Station Electricity</b>	<b>35,000.00</b>						
167									
168	<b>Meadowlark Treatment Plant - Materials &amp; Supplies</b>								
169		Travel Expenses	2,000.00	M. Wiese	200	3410	0	5202	R
170		Contact Hours-Certification Training	5,000.00	M. Wiese	200	3410	0	5203	R
171		Certification Dues & Subscriptions	3,000.00	M. Wiese	200	3410	0	5204	R
172		Odor Scrubber #2 Maintenance Parts	5,000.00	M. Wiese	200	3410	0	5301	R
173		Building Maintenance	3,000.00	M. Wiese	200	3410	0	5301	R
174		Odor Scrubber #1 Maintenance Parts	1,500.00	M. Wiese	200	3410	0	5301	R
175		Aeration Dissolved Oxygen Meter Parts	3,000.00	M. Wiese	200	3410	0	5301	R
176		Treatment Process Laboratory and Sampling Supplies	7,000.00	M. Wiese	200	3410	0	5301	R
177		PVC Piping/Valves Supplies	2,500.00	M. Wiese	200	3410	0	5301	R
178		Office Furniture	8,500.00	M. Wiese	200	3410	0	5301	
179		Signs & Mounting Hardware for Tours	8,500.00	M. Wiese	200	3410	0	5301	
180		Computer and SCADA parts & supplies	5,000.00	M. Wiese	200	3410	0	5302	R
181		Fuel - Diesel (Emergency Generator)	20,000.00	M. Wiese	200	3410	0	5307	R
182		Equipment Rental	3,500.00	M. Wiese	200	3410	0	5308	R
183		Equipment to Remove South Roughing Filter from Service	20,000.00	M. Wiese	200	3410	0	5308	
184		Safety Equipment/Supplies	3,000.00	M. Wiese	200	3410	0	5310	R
185		Small Tools/Hoses/Nozzles	4,000.00	M. Wiese	200	3410	0	5311	R
186		Generator Maintenance Parts	4,000.00	D. Toth	200	3410	0	5301	R
187		Oil & Filters for motors and equipment	3,000.00	D. Toth	200	3410	0	5301	R
188		Waste Backwash Pump - Rebuild Parts	6,000.00	D. Toth	200	3410	0	5301	R
189		Neuros Blowers - maintenance parts	5,000.00	D. Toth	200	3410	0	5301	R
190		Skimmer Acuator Service Parts	3,000.00	D. Toth	200	3410	0	5301	R
191		Small Influent Pump Service Parts	15,000.00	D. Toth	200	3410	0	5301	R
192		Batteries for emergency generator	1,000.00	D. Toth	200	3410	0	5301	
193		Spare Peristaltic Pump for Odor Scrubber #2	5,000.00	D. Toth	200	3410	0	5301	
194		Batteries (PLC & UPS)	2,000.00	D. Toth	200	3410	0	5302	R
195		Generator Service	2,000.00	D. Toth	200	3410	0	5309	R
196		Headworks Grinder Annual Rebuild and Service	36,000.00	D. Toth	200	3410	0	5309	R
197		Solids Pump Annual Refurbishment- Stator & Rotor Replacement	37,000.00	D. Toth	200	3410	0	5309	R
198		Primary Sludge Pump - stator, rotor & seal housing repair parts	7,500.00	D. Toth	200	3410	0	5309	R
199		South Influent Grinder Annual Repair	40,000.00	D. Toth	200	3410	0	5309	R
200		Safety supplies & boots	2,000.00	E. Pedrazzi	200	3410	0	5310	R
201		Other	2,000.00	E. Pedrazzi	200	3410	0	5301	
202		<b>Subtotal Materials &amp; Supplies</b>	<b>275,000.00</b>						
203									
204	<b>Meadowlark Treatment Plant (Reclaimed) - Materials &amp; Supplies</b>								
205		Annual Maintenance Parts for 4 Chlorine Analyzers	6,500.00	M. Wiese	250	3410	0	5301	R
206		Laboratory Supplies	6,500.00	M. Wiese	250	3410	0	5301	R
207		PVC Piping/Valves for chlorine system (Inside Chlorine Rooms)	2,500.00	M. Wiese	250	3410	0	5301	R
208		NTU Meter Supplies (including new probe)	5,000.00	M. Wiese	250	3410	0	5301	R
209		Chlorine Gas Arrestor Canisters and Plumbing	4,000.00	M. Wiese	250	3410	0	5301	R
210		Signs and Mounting Hardware for Tours	8,500.00	M. Wiese	250	3410	0	5301	R
211		Top Loading Scale for Laboratory	1,500.00	M. Wiese	250	3410	0	5301	R
212		Replacement CCT Influent Flow Meter	2,500.00	M. Wiese	250	3410	0	5301	R
213		Replacement Filter Level Indicator	2,500.00	M. Wiese	250	3410	0	5301	R
214		Replacement Composite Sampler	11,000.00	M. Wiese	250	3410	0	5301	R
215		Equipment Rental	2,500.00	M. Wiese	250	3410	0	5308	R
216		Safety Equipment/Supplies	4,000.00	M. Wiese	250	3410	0	5310	
217		Coagulant Chemical Injector Pumps - Rebuild Kits	2,000.00	D. Toth	250	3410	0	5301	
218		Oil & Filters for motors and equipment	2,000.00	D. Toth	250	3410	0	5301	
219		Bisulfite Pump Supplies	3,000.00	D. Toth	250	3410	0	5301	
220		12" Check Valve Parts for Reclaim/Effluent Pumps	6,000.00	D. Toth	250	3410	0	5301	
221		CL2 Injection Pump-Sec Sed Clarifiers Channel (Replacement)	15,000.00	D. Toth	250	3410	0	5301	
222		24" Reclaimed Check Valve Rebuild Parts	5,500.00	D. Toth	250	3410	0	5301	R
223		Reclaimed Pump VFD Fan Kit	11,000.00	D. Toth	250	3410	0	5301	R
224		Batteries for PLC & UPS	1,000.00	D. Toth	250	3410	0	5302	R
225		Other	3,500.00	E. Pedrazzi	250	3410	0	5301	
226		<b>Subtotal Materials &amp; Supplies</b>	<b>106,000.00</b>						
227									
228		<b>Total Meadowlark Treatment Plant Materials &amp; Supplies</b>	<b>381,000.00</b>						

**Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts**

Line No.	Department	Description	Budget Amount	Requested by:	Fund	Dept	SubD	Acct	Recurring
229									
230	<b>Meadowlark Treatment Plant - Chemicals</b>								
231		Treatment Process Chemicals	60,000.00	M. Wiese	200	3410	0	5350	R
232		Subtotal Chemicals	60,000.00						
233									
234	<b>Meadowlark Treatment Plant (Reclaimed) - Chemicals</b>								
235		Treatment Process Chemicals	185,000.00	M. Wiese	250	3410	0	5353	R
236		Subtotal Chemicals	185,000.00						
237									
238		<b>Total Meadowlark Treatment Plant Chemicals</b>	245,000.00						
239									
240	<b>Meadowlark Treatment Plant - Outside Services</b>								
241		Encina Wastewater Authority - Lab Services	50,000.00	M. Wiese	200	3410	0	5401	R
242		Building Maintenance - Repairs & Painting	10,000.00	M. Wiese	200	3410	0	5401	R
243		Composite Sampler Service (9 Samplers)	3,000.00	M. Wiese	200	3410	0	5401	R
244		DI Water System and Water Softener Annual Contract	6,000.00	M. Wiese	200	3410	0	5401	R
245		Pest control services	1,500.00	M. Wiese	200	3410	0	5401	R
246		Crane Services	2,500.00	M. Wiese	200	3410	0	5401	R
247		SCADA Programming and Computer Services	25,000.00	M. Wiese	200	3410	0	5405	R
248		MRF Flow Meter Annual Calibration	1,000.00	D. Toth	200	3410	0	5401	R
249		Hoist Inspection & Load Test	1,500.00	D. Toth	200	3410	0	5401	R
250		Neuros blowers - Technical support	5,000.00	D. Toth	200	3410	0	5401	R
251		Weed Abatement	3,100.00	S. Klein	200	3410	0	5401	R
252		Uniform Services	5,000.00	E. Pedrazzi	200	3410	0	5401	R
253		Knight Security	4,000.00	E. Pedrazzi	200	3410	0	5401	R
254		EDCO - Waste & Recycling Services	2,000.00	E. Pedrazzi	200	3410	0	5401	R
255		DIRECTV (For Alternate EOC)	1,500.00	E. Pedrazzi	200	3410	0	5401	R
256		Building Maintenance - Cleaning Contract	20,000.00	S. Klein	200	3410	0	5401	R
257		HVAC Annual Contract	5,000.00	S. Klein	200	3410	0	5401	R
258		APCD Generator Testing	2,000.00	T. Woolslayer	200	3410	000	5502	R
259		Permit APCD Scrubber	1,500.00	T. Woolslayer	200	3410	000	5502	R
260		Permit-APCD Generator	1,500.00	T. Woolslayer	200	3410	000	5502	R
261		Permit-SD DEHQ (Hazmat, BEP, ASTs)	2,000.00	T. Woolslayer	200	3410	000	5502	R
262		Permit-SWRCB Storm Water WDID 9371003264	1,800.00	T. Woolslayer	200	3410	000	5502	R
263		Other	1,100.00	E. Pedrazzi	200	3410	0	5401	
264		Subtotal Outside Services	156,000.00						
265									
266	<b>Meadowlark Treatment Plant (Reclaimed) - Outside Services</b>								
267		Encina Wastewater Authority - Lab Services	25,000.00	M. Wiese	250	3410	0	5401	R
268		Quarterly Fire System Testing and Service	1,500.00	M. Wiese	250	3410	0	5401	R
269		Chlorine Equipment Annual Maintenance Contract	18,000.00	M. Wiese	250	3410	0	5401	R
270		Laboratory Equipment Annual Calibration/Maintenance	1,200.00	M. Wiese	250	3410	0	5401	R
271		Rebuild of PVC Chlorine Injector	5,000.00	M. Wiese	250	3410	0	5401	R
272		Crane Services	1,500.00	M. Wiese	250	3410	0	5401	R
273		SCBA Annual Inspection and Certification	1,000.00	M. Wiese	250	3410	0	5401	R
274		SCADA Programming and Computer Services	15,000.00	M. Wiese	250	3410	0	5405	R
275		ELAP Certification	8,000.00	M. Wiese	250	3410	0	5502	R
276		ELAP Inspection for 2023 Renewal	5,500.00	M. Wiese	250	3410	0	5502	
277		MRF Flow Meter Annual Calibration	1,300.00	D. Toth	250	3410	0	5401	R
278		Chlorine Injection - Gas Master Annual Service	10,000.00	D. Toth	250	3410	0	5401	R
279		County of SD DEH Hazardous Materials and Business Emergency Plan (HMBEP)	500.00	T. Woolslayer	250	3410	0	5502	R
280		State Water Resources Control Board WDR (Title 22)	27,500.00	T. Woolslayer	250	3410	0	5502	R
281		Other	2,000.00	E. Pedrazzi	250	3410	0	5401	
282		Subtotal Outside Services	123,000.00						
283									
284		<b>Total Meadowlark Treatment Plant Outside Services</b>	279,000.00						
285									
286	<b>Meadowlark Treatment Plant - Electricity</b>								
287		Primary & Secondary	150,000.00	E. Pedrazzi	200	3410	0	5306	R
288		Tertiary	60,000.00	E. Pedrazzi	250	3410	0	5306	R
289		Total Meadowlark Treatment Plant Electricity	210,000.00						
290									
291	<b>Mahr Reservoir - Materials &amp; Supplies</b>								
292		Building Improvements & Maintenance	2,000.00	M. Wiese	250	3810	0	5301	R
293		LG Sonic Algae Control System- Replacement Water Quality Sensors	10,000.00	M. Wiese	250	3810	0	5301	R
295		Portable Restroom Rental - Monthly Service	3,500.00	M. Wiese	250	3810	0	5308	R
296		Maintenance parts for On-site Generation System	5,000.00	D. Toth	250	3810	0	5301	R
297		Maintenance parts for Aeration System	2,500.00	D. Toth	250	3810	0	5301	R
298		Batteries for PLC & UPS	300.00	D. Toth	250	3810	0	5302	R
299		Other	1,700.00	E. Pedrazzi	250	3810	0	5301	
300		Total Mahr Reservoir Materials & Supplies	25,000.00						
301									
302	<b>Mahr Reservoir - Chemicals</b>								
303		Water Quality Maintenance - Treatment Chemicals & Bacteria	5,000.00	M. Wiese	250	3810	0	5353	R
304		Salt for On-site Generation System	35,000.00	M. Wiese	250	3810	0	5353	R
305		Total Mahr Reservoir Chemicals	40,000.00						
306									

Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts

Line No.	Department	Description	Budget Amount	Requested by:	Fund	Dept	SubD	Acct	Recurring
307	<b>Mahr Reservoir - Outside Services</b>								
308		Water Softener Service for On-site Generation System	12,000.00	M. Wiese	250	3810	0	5401	R
309		LG Sonic - Interactive Algae Control Services & Water Quality Data	8,000.00	M. Wiese	250	3810	0	5401	R
310		Water Quality Analysis	2,000.00	M. Wiese	250	3810	0	5401	R
311		Dam Survey	3,000.00	M. Wiese	250	3810	0	5401	R
312		Flow meter calibration	200.00	D. Toth	250	3810	0	5401	R
313		Quarterly Service for On-site Generation System	8,000.00	D. Toth	250	3810	0	5401	R
314		Arc Flash PPE Labeling for NFPA 70E	15,000.00	D. Toth	250	3810	0	5401	
315		Weed Abatement	6,200.00	S. Klein	250	3810	0	5401	R
316		Dam EAP for Cal OES	7,500.00	T. Woolslayer	250	3810	000	5401	R
317		County of SD DEH Haz Material Busi Plan	700.00	T. Woolslayer	250	3810	000	5502	
318		Dam Fees Department of Water Resources	19,000.00	T. Woolslayer	250	3810	000	5502	R
319		Other	400.00	E. Pedrazzi	250	3810	0	5401	
320		<b>Total Mahr Reservoir Outside Services</b>	<b>82,000.00</b>						
321									
322	<b>Mahr Reservoir - Electricity</b>								
323		Electricity	65,000.00	E. Pedrazzi	250	3810	0	5306	R
324		<b>Total Mahr Reservoir Electricity</b>	<b>65,000.00</b>						
325									
326	<b>Customer Accounts - Materials &amp; Supplies</b>								
327		Meetings and Seminars	1,800.00	E. Saavedra	200	4010	000	5203	R
328		Infosend Door Hangers/Fedex	62,000.00	E. Saavedra	200	4010	000	5301	R
329		Office Supplies	2,000.00	E. Saavedra	200	4010	000	5301	R
330		Infosend Postage	52,000.00	E. Saavedra	200	4010	000	5304	R
331		Tuition Reimbursement	1,200.00	E. Saavedra	200	4010	000	5143	R
332		<b>Total Customer Accounts - Materials &amp; Supplies</b>	<b>119,000.00</b>						
333									
334	<b>Customer Accounts - Outside Services</b>								
335		Check Scanner Maintenance	1,200.00	E. Saavedra	200	4010	000	5401	R
336		Infosend Printing & Process	40,000.00	E. Saavedra	200	4010	000	5401	R
337		NorthStar/Infosend ProfessionalServices	2,800.00	E. Saavedra	200	4010	000	5401	R
338		Shredding Service	1,500.00	E. Saavedra	200	4010	000	5401	R
339		Weekly Deposit Service	1,500.00	E. Saavedra	200	4010	000	5401	R
340		<b>Total Customer Accounts - Outside Services</b>	<b>47,000.00</b>						
341									
342	<b>Vehicles &amp; Equipment - Materials &amp; Supplies</b>								
343	(Water & Sewer)	Fleet Maintenance Supplies	15,000.00	S. Klein	200	4210	0	5301	R
344	(Water & Sewer)	Emergency Repair Parts	25,000.00	S. Klein	200	4210	0	5301	R
345	(Water & Sewer)	Equipment Rental	7,500.00	S. Klein	200	4210	0	5308	R
346	(Water & Sewer)	Small Tools	7,500.00	S. Klein	200	4210	0	5311	R
347		Other	2,000.00	E. Pedrazzi	200	4210	0	5301	
348		<b>Total Vehicles &amp; Equipment Materials &amp; Supplies</b>	<b>57,000.00</b>						
349									
350	<b>Vehicles &amp; Equipment - Fuel</b>								
351									
352	(Water & Sewer)	Fuel	45,000.00	E. Pedrazzi	200	4210	0	5307	R
353		<b>Total Vehicles &amp; Equipment Fuel</b>	<b>45,000.00</b>						
354									
355	<b>Vehicles &amp; Equipment - Outside Services</b>								
356	(Water & Sewer)	Smog & Smoke Tests	1,500.00	S. Klein	200	4210	0	5401	R
357	(Water & Sewer)	Specialized equipment repairs	20,000.00	S. Klein	200	4210	0	5401	R
358		Other	3,500.00	E. Pedrazzi	200	4210	0	5401	
359		<b>Total Vehicles &amp; Equipment Outside Services</b>	<b>25,000.00</b>						
360									
361	<b>Buildings &amp; Grounds - Materials &amp; Supplies</b>								
362	(Water & Sewer)	Travel for Training & Seminars	1,000.00	S. Klein	200	4110	0	5202	R
363	(Water & Sewer)	Training & Seminars	1,000.00	S. Klein	200	4110	0	5203	R
364	(Water & Sewer)	Dues & Certifications	1,000.00	S. Klein	200	4110	0	5204	R
365	(Water & Sewer)	Equipment: Materials for Forklifts and Pressure Washer	1,000.00	S. Klein	200	4110	0	5301	R
366	(Water & Sewer)	Fuel Island: Materials Purchased for Fuel Master and the Island	1,500.00	S. Klein	200	4110	0	5301	R
367	(Water & Sewer)	Construction: Materials Purchased to Make Repairs to Facility	9,000.00	S. Klein	200	4110	0	5301	R
368	(Water & Sewer)	Door Locks: Material Purchased for Repairs	2,000.00	S. Klein	200	4110	0	5301	R
369	(Water & Sewer)	Cleaning: Supplies and Chemicals for Cleaning	7,500.00	S. Klein	200	4110	0	5301	R
370	(Water & Sewer)	Fire System: Materials Purchased for Repairs/Modifications	4,500.00	S. Klein	200	4110	0	5301	R
371	(Water & Sewer)	Furniture: Replacement	9,000.00	S. Klein	200	4110	0	5301	R
372	(Water & Sewer)	Gates: Materials Ordered to make Repairs/Modifications	2,500.00	S. Klein	200	4110	0	5301	R
373	(Water & Sewer)	HVAC: Ducting, Filters, and VFD's Purchased for Repairs	3,500.00	S. Klein	200	4110	0	5301	R
374	(Water & Sewer)	Ice Machine: Filters and Materials for Repairs	2,000.00	S. Klein	200	4110	0	5301	R
375	(Water & Sewer)	Material Replacement: Worn out items that need Replacing	3,000.00	S. Klein	200	4110	0	5301	R
376	(Water & Sewer)	Parking Lot: Cones, Delineators, Materials Purchased for Replacing	1,000.00	S. Klein	200	4110	0	5301	R
377	(Water & Sewer)	Plumbing: Drain Traps, Plungers, Tile, Sinks, etc.	3,500.00	S. Klein	200	4110	0	5301	R
378	(Water & Sewer)	Equipment Rental for Facility Maintenance	2,400.00	S. Klein	200	4110	0	5308	R
379	(Water & Sewer)	Safety Boots for Staff	500.00	S. Klein	200	4110	0	5310	R
380	(Water & Sewer)	Facilities Maintenance Tools	2,000.00	S. Klein	200	4110	0	5311	R
381	(Water & Sewer)	Lanscapers Tools	3,000.00	S. Klein	200	4110	0	5311	R
382		Other	4,100.00	E. Pedrazzi	200	4110	0	5301	
383		<b>Total Buildings &amp; Grounds Materials &amp; Supplies</b>	<b>65,000.00</b>						
384									
385	<b>Buildings &amp; Grounds - Outside Services</b>								

**Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts**

Line No.	Department	Description	Budget Amount	Requested by:	Requested				Recurring
					Fund	Dept	SubD	Acct	
386	(Water & Sewer)	Weed Abatement	2,300.00	S. Klein	200	4110	0	5401	R
387	(Water & Sewer)	Solar Panel Repairs	4,000.00	S. Klein	200	4110	0	5401	R
388	(Water & Sewer)	HVAC Water Treatment	2,300.00	S. Klein	200	4110	0	5401	R
389	(Water & Sewer)	Carpet Cleaning/Floor Stripping Scrubbing and Sealing	3,500.00	S. Klein	200	4110	0	5401	R
390	(Water & Sewer)	Construction / Beautification Repairs to Facility	19,000.00	S. Klein	200	4110	0	5401	R
391	(Water & Sewer)	Door Locks: Locksmith Door Lock and Repair Services	5,000.00	S. Klein	200	4110	0	5401	R
392	(Water & Sewer)	Elevator: Testing, Repairs, and Recertification per CA State Regulations	2,300.00	S. Klein	200	4110	0	5401	R
393	(Water & Sewer)	Fire System: Repairs to Risers and Sprinklers. Quarterly Testing Required	2,500.00	S. Klein	200	4110	0	5401	R
394	(Water & Sewer)	Fuel Island: Repairs Required by Certified Technician	3,000.00	S. Klein	200	4110	0	5401	R
395	(Water & Sewer)	Gates: Middle gate, Front Gate, and Back Gate Repairs	2,600.00	S. Klein	200	4110	0	5401	R
396	(Water & Sewer)	HVAC: Maintenance and Repairs of the Chillers and System	17,000.00	S. Klein	200	4110	0	5401	R
397	(Water & Sewer)	Ice Machine: Cleaning and Repairs Made to the Facilities Ice Machines (3)	3,200.00	S. Klein	200	4110	0	5401	R
398	(Water & Sewer)	Pest Control: Rat Traps and Spraying for Insects Around the Facility	3,700.00	S. Klein	200	4110	0	5401	R
399	(Water & Sewer)	Plants: Rain Gutter Cleaning and Front Garden Up keep	1,500.00	S. Klein	200	4110	0	5401	R
400	(Water & Sewer)	Plumbing: Repairing, Replacing Toilets and Urinals	6,600.00	S. Klein	200	4110	0	5401	R
401	(Water & Sewer)	Security: After Hours Security and After Hours Call Center	3,300.00	S. Klein	200	4110	0	5401	R
402	(Water & Sewer)	Shredding: File Shredding of Secure Documents	2,700.00	S. Klein	200	4110	0	5401	R
403	(Water & Sewer)	Trash: Trash and Recycling Services	5,000.00	S. Klein	200	4110	0	5401	R
404	(Water & Sewer)	TV: Television Service	700.00	S. Klein	200	4110	0	5401	R
405	(Water & Sewer)	Uniform: Uniforms for Staff	6,000.00	S. Klein	200	4110	0	5401	R
406	(Water & Sewer)	1.5 Ton HVAC Back-up for Emergencies in Server Room	4,300.00	S. Klein	200	4110	0	5401	R
407	(Water & Sewer)	Solar Panel Cleaning	3,100.00	S. Klein	200	4110	0	5401	R
408	(Water & Sewer)	Janitorial Services (12 Months - COVID)	27,000.00	S. Klein	200	4110	0	5401	R
409	(Water & Sewer)	Hazardous Waste: Proper Disposal of Hazardous, Universal, and E-Waste	5,000.00	T. Woolslayer	200	4110	0	5401	R
410		Other	2,400.00	E. Pedrazzi	200	4110	0	5401	R
411		<b>Total Buildings &amp; Grounds Outside Services</b>	<b>138,000.00</b>						
412									
413	<b>Buildings &amp; Grounds - Electricity</b>								
414		Electricity	95,000.00	E. Pedrazzi	200	4110	0	5306	R
415		<b>Total Buildings &amp; Grounds Electricity</b>	<b>95,000.00</b>						
416									
417	<b>Engineering - Materials &amp; Supplies</b>								
418		<b>Engineering</b>							
419		Tuition Reimbursement	4,000.00	E. Lopez	200	5010	000	5143	R
420		Travel Expenses	500.00	E. Lopez	200	5010	000	5202	R
421		Meetings & Seminars	2,500.00	E. Lopez	200	5010	000	5203	R
422		Dues & Subscriptions	1,000.00	E. Lopez	200	5010	000	5204	R
423		Office Supplies	1,800.00	E. Lopez	200	5010	000	5301	R
424		Safety Boots	400.00	E. Lopez	200	5010	000	5301	R
425		<b>Capital Facilities</b>							
426		Conferences, Meetings, and Seminars	2,000.00	R. Morgan	200	5020	000	5203	R
427		Engineering Training	2,500.00	R. Morgan	200	5020	000	5203	R
428		Leadership/Supervisory Training	1,000.00	R. Morgan	200	5020	000	5203	R
429		Dues and Subscriptions	500.00	R. Morgan	200	5020	000	5204	R
430		Engineering Subscriptions	800.00	R. Morgan	200	5020	000	5204	R
431		Field Engineering Supplies	300.00	R. Morgan	200	5020	000	5301	R
432		Office Furniture	400.00	R. Morgan	200	5020	000	5301	R
433		Office Supplies	200.00	R. Morgan	200	5020	000	5301	R
434		Printing Supplies	200.00	R. Morgan	200	5020	000	5301	R
435		Technical Manuals	300.00	R. Morgan	200	5020	000	5301	R
436		<b>Inspection</b>							
437		Meetings, Seminars & Training	3,000.00	R. Cervantes	200	5030	000	5203	R
438		Cert Renewals	300.00	R. Cervantes	200	5030	000	5204	R
439		Materials & Supplies	1,000.00	R. Cervantes	200	5030	000	5301	R
440		Safety Boots	400.00	R. Cervantes	200	5030	000	5301	R
441		Small Tools	4,000.00	R. Cervantes	200	5030	000	5311	R
442		<b>Asset Management</b>							
443		Travel Expenses	1,000.00	S. Bowman	200	5040	000	5202	R
444		GIS Maximo Training	1,000.00	S. Bowman	200	5040	000	5203	R
445		Meetings and Seminars	900.00	S. Bowman	200	5040	000	5203	R
446		Dues and Subscriptions	500.00	S. Bowman	200	5040	000	5204	R
447		Office Furniture	500.00	S. Bowman	200	5040	000	5301	R
448		Office Supplies	200.00	S. Bowman	200	5040	000	5301	R
449		Printing Supplies	1,500.00	S. Bowman	200	5040	000	5301	R
450		Technical Manuals	300.00	S. Bowman	200	5040	000	5301	R
451		<b>Total Engineering Materials &amp; Supplies</b>	<b>33,000.00</b>						
452									
453	<b>Engineering - Outside Services</b>								
454		<b>Engineering</b>							
455		County Recorder's Office Recording Fees	1,000.00	E. Lopez	200	5010	000	5401	R
456		Outside Services - Misc.	7,500.00	E. Lopez	200	5010	000	5401	R
457		<b>Capital Facilities</b>							
458		Hillside Property Assessment	69,000.00	R. Morgan	200	5020	000	5401	R
459		Engineering Design Services	4,000.00	R. Morgan	200	5020	000	5401	R
460		Reprographic Services	300.00	R. Morgan	200	5020	000	5401	R
461		RMC WIIN Annual Grant Costs	20,000.00	R. Morgan	200	5020	000	5401	R
462		Shipping Services	300.00	R. Morgan	200	5020	000	5401	R
463		Survey Services	8,000.00	R. Morgan	200	5020	000	5401	R
464		Title Reports	1,000.00	R. Morgan	200	5020	000	5401	R
465		<b>Inspection</b>							
466		Outside Services - Misc.	7,500.00	R. Cervantes	200	5030	000	5401	R
467		Outside Svc (Undergd. Svc. Alert Fees)	7,500.00	R. Cervantes	200	5030	701	5401	R
468		<b>Asset Management</b>							
469		Cathodic Protection System Testing	2,000.00	S. Bowman	200	5040	000	5401	R

**Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts**

Line No.	Department	Description	Budget	Requested	Fund	Dept	SubD	Acct	Recurring
			Amount	by:					
470		GIS Technical Support / Utility Network	17,000.00	S. Bowman	200	5040	000	5401	
471		Plotter/Printer Services	2,000.00	S. Bowman	200	5040	000	5401	R
472		Reprographic Services	600.00	S. Bowman	200	5040	000	5401	R
473		Shipping Services	300.00	S. Bowman	200	5040	000	5401	R
474		<b>Total Engineering Outside Services</b>	<b>148,000.00</b>						
475									
476		<b>Safety - Materials &amp; Supplies</b>							
477	(Water & Sewer)	Travel Expenses	3,000.00	T. Woollayer	200	5210	000	5202	R
478	(Water & Sewer)	Meetings & Seminars/ Professional Dvlmpn	3,000.00	T. Woollayer	200	5210	000	5203	R
479	(Water & Sewer)	Dues and Subscriptions	600.00	T. Woollayer	200	5210	000	5204	R
480	(Water & Sewer)	AED Replacement (5)	4,800.00	T. Woollayer	200	5210	000	5301	R
481	(Water & Sewer)	CPR/First Aid/AED Refills	500.00	T. Woollayer	200	5210	000	5301	R
482	(Water & Sewer)	DOT Compliance e-Tools	700.00	T. Woollayer	200	5210	000	5301	R
483	(Water & Sewer)	Emergency Operations Center Supplies	400.00	T. Woollayer	200	5210	000	5301	R
484	(Water & Sewer)	Ergonomic Equipment - District Wide	1,500.00	T. Woollayer	200	5210	000	5301	R
485	(Water & Sewer)	Fall Protection Equip (Specialized/ New)	1,000.00	T. Woollayer	200	5210	000	5301	R
486	(Water & Sewer)	Gas Detection & Calibration Equipment	300.00	T. Woollayer	200	5210	000	5301	R
487	(Water & Sewer)	Hazmat Trailer Misc Eqpt and Maint.	500.00	T. Woollayer	200	5210	000	5301	R
488	(Water & Sewer)	Materials & Supplies Not Budgeted	800.00	T. Woollayer	200	5210	000	5301	R
489	(Water & Sewer)	Office Supplies, Safety Boots, Etc.	300.00	T. Woollayer	200	5210	000	5301	R
490	(Water & Sewer)	Regulation Books and Updates	200.00	T. Woollayer	200	5210	000	5301	R
491	(Water & Sewer)	Respiratory Protection Eqpt and Supplies	2,600.00	T. Woollayer	200	5210	000	5301	R
492	(Water & Sewer)	Training Materials (books, shipping)	300.00	T. Woollayer	200	5210	000	5301	R
493	(Water & Sewer)	Uniforms	200.00	T. Woollayer	200	5210	000	5301	R
494	(Water & Sewer)	Wellness Room -Repairs, Add'l Equipment	300.00	T. Woollayer	200	5210	000	5301	R
495		<b>Total Safety Materials &amp; Supplies</b>	<b>21,000.00</b>						
496									
497		<b>Safety - Outside Services</b>							
498	(Water & Sewer)	AED Medical Program Annual Renewal	200.00	T. Woollayer	200	5210	000	5401	R
499	(Water & Sewer)	Annual Fire Extinguisher Service	1,500.00	T. Woollayer	200	5210	000	5401	R
500	(Water & Sewer)	Annual Safety Survey - NSC	3,000.00	T. Woollayer	200	5210	000	5401	R
501	(Water & Sewer)	DOT Compliance Program (Sinette)	200.00	T. Woollayer	200	5210	000	5401	R
502	(Water & Sewer)	Drug Testing - DOT Compliance	1,500.00	T. Woollayer	200	5210	000	5401	R
503	(Water & Sewer)	Ergonomic Assessments - District Wide	700.00	T. Woollayer	200	5210	000	5401	R
504	(Water & Sewer)	Hearing Exam & Respirator Fit Testing	3,300.00	T. Woollayer	200	5210	000	5401	R
505	(Water & Sewer)	Occupational Health Clinic Misc Svcs	1,500.00	T. Woollayer	200	5210	000	5401	R
506	(Water & Sewer)	Physicals - Annual, Hazmat	3,000.00	T. Woollayer	200	5210	000	5401	R
507	(Water & Sewer)	Physicals - DOT Recertification	1,500.00	T. Woollayer	200	5210	000	5401	R
508	(Water & Sewer)	Safety Consultant Svcs-Indoor Air, etc.	73,500.00	T. Woollayer	200	5210	000	5401	R
509	(Water & Sewer)	Safety Data Sheet/ GHS Compliance Svc	1,400.00	T. Woollayer	200	5210	000	5401	R
510	(Water & Sewer)	Training - Driver, Behind the Wheel	3,500.00	T. Woollayer	200	5210	000	5401	R
511	(Water & Sewer)	Training - Hazardous Waste Mgmt	800.00	T. Woollayer	200	5210	000	5401	R
512	(Water & Sewer)	Training - ICS 300 & 400 (EOC/ Em Prep)	3,800.00	T. Woollayer	200	5210	000	5401	R
513	(Water & Sewer)	Training - Misc Other As Needed	1,500.00	T. Woollayer	200	5210	000	5401	R
514	(Water & Sewer)	Training- Hazwoper 24 Hour New Employee	1,000.00	T. Woollayer	200	5210	000	5401	R
515	(Water & Sewer)	Training -Railway Safety Annual Requir	2,700.00	T. Woollayer	200	5210	000	5401	R
516	(Water & Sewer)	Training-Annual HAZWOPER Refresher	1,000.00	T. Woollayer	200	5210	000	5401	R
517	(Water & Sewer)	Training-Safety-Outside Vendor 1	1,000.00	T. Woollayer	200	5210	000	5401	R
518	(Water & Sewer)	Training-Safety-Outside Vendor 2	1,000.00	T. Woollayer	200	5210	000	5401	R
519	(Water & Sewer)	Wellness Programs	400.00	T. Woollayer	200	5210	000	5401	R
520		<b>Total Safety Outside Services</b>	<b>108,000.00</b>						
521									
522		<b>IT - Materials &amp; Supplies</b>							
523	(Water & Sewer)	IT Staff Development/Training	3,000.00	M. Labarrere	200	6230	000	5203	R
524	(Water & Sewer)	Misac Yearly Dues	500.00	M. Labarrere	200	6230	000	5204	R
526	(Water & Sewer)	Postage Meter Machine - Lease Only	1,200.00	M. Labarrere	200	6230	000	5308	R
527	(Water & Sewer)	Xerox Copier Machines - Lease & Usage	24,000.00	M. Labarrere	200	6230	000	5308	R
528	(Water & Sewer)	Other	6,300.00	M. Labarrere	200	6230	000	5301	R
529		<b>Total Materials &amp; Supplies</b>	<b>35,000.00</b>						
530									
531		<b>IT - Outside Services</b>							
532	(Water & Sewer)	Communications (AT&T / Verizon)	48,000.00	M. Labarrere	200	6230	000	5305	R
533	(Water & Sewer)	Exede Satellite Back-up Internet -Viasat	700.00	M. Labarrere	200	6230	000	5305	R
534	(Water & Sewer)	Adobe Creative Cloud Sub _PubInfo_Staff	5,000.00	M. Labarrere	200	6230	000	5401	R
535	(Water & Sewer)	ArcGIS Licensing/Annual Support (ESRI)	12,000.00	M. Labarrere	200	6230	000	5401	R
536	(Water & Sewer)	Autocad (DLT Solutions)	1,600.00	M. Labarrere	200	6230	000	5401	R
537	(Water & Sewer)	Autocad Electrical (Autodesk)	2,200.00	M. Labarrere	200	6230	000	5401	R
538	(Water & Sewer)	Bluebeam Revu Software Electronic Plan	1,200.00	M. Labarrere	200	6230	000	5401	R
539	(Water & Sewer)	Bluewave Annual Support/Maintenance	2,000.00	M. Labarrere	200	6230	000	5401	R
540	(Water & Sewer)	Cabling Services (Teldata)	4,000.00	M. Labarrere	200	6230	000	5401	R
541	(Water & Sewer)	Camtasia Government Version for Conserva	100.00	M. Labarrere	200	6230	000	5401	R
542	(Water & Sewer)	Cisco Smartnet Annual Support & Maint	5,000.00	M. Labarrere	200	6230	000	5401	R
543	(Water & Sewer)	Cloudflare Web Application Firewall	1,300.00	M. Labarrere	200	6230	000	5401	R
544	(Water & Sewer)	Cyber Liability Insurance (ACWAJPIA)	23,000.00	M. Labarrere	200	6230	000	5401	R
545	(Water & Sewer)	Cylanceprotect Antivirus	3,500.00	M. Labarrere	200	6230	000	5401	R
546	(Water & Sewer)	Dell Datacenter Server Hosts (3)	6,300.00	M. Labarrere	200	6230	000	5401	R
547	(Water & Sewer)	Dell Datacenter Switches (2) Support/Mai	3,000.00	M. Labarrere	200	6230	000	5401	R
548	(Water & Sewer)	Duo Two-factor Authentication Licenses	500.00	M. Labarrere	200	6230	000	5401	R
549	(Water & Sewer)	E-logger Licenses Yearly Maintenance	5,000.00	M. Labarrere	200	6230	000	5401	R
550	(Water & Sewer)	Envato Software for Conservation	100.00	M. Labarrere	200	6230	000	5401	R
551	(Water & Sewer)	For The Record (FTR) Board Meeting Softw	400.00	M. Labarrere	200	6230	000	5401	R
552	(Water & Sewer)	Ford Fleet Software for Mechanics	500.00	M. Labarrere	200	6230	000	5401	R
553	(Water & Sewer)	Fuel Master	1,300.00	M. Labarrere	200	6230	000	5401	R
554	(Water & Sewer)	GEMS & Northstar (Harris)	44,000.00	M. Labarrere	200	6230	000	5401	R
555	(Water & Sewer)	GEMS Secure Check Annual Support/Mainte	500.00	M. Labarrere	200	6230	000	5401	R
556	(Water & Sewer)	GFI Faxmaker Support (Intelligence)	300.00	M. Labarrere	200	6230	000	5401	R
557	(Water & Sewer)	GNET CCTV Licenses & Annual Maint for Co	3,000.00	M. Labarrere	200	6230	000	5401	R

**Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts**

Line No.	Department	Description	Budget Amount	Requested by:					Recurring
				Fund	Dept	SubD	Acct		
558	(Water & Sewer)	Godaddy DNS Certificates	200.00	M. Labarrere	200	6230	000	5401	R
559	(Water & Sewer)	Harris Consulting / Support	7,000.00	M. Labarrere	200	6230	000	5401	R
560	(Water & Sewer)	Helpdesk Software	2,500.00	M. Labarrere	200	6230	000	5401	R
561	(Water & Sewer)	Ignition Support & Maint -Inductive Auto	9,500.00	M. Labarrere	200	6230	000	5401	R
562	(Water & Sewer)	Infrastructure Monitoring & Network Supp	30,000.00	M. Labarrere	200	6230	000	5401	R
563	(Water & Sewer)	Jostle Intranet Service/Licenses	5,500.00	M. Labarrere	200	6230	000	5401	R
564	(Water & Sewer)	Knowbe4 Phishing Software	900.00	M. Labarrere	200	6230	000	5401	R
565	(Water & Sewer)	Laserfiche Annual Support (CPS)	10,000.00	M. Labarrere	200	6230	000	5401	R
566	(Water & Sewer)	Manageengine Desktop Central	2,300.00	M. Labarrere	200	6230	000	5401	R
567	(Water & Sewer)	Mapplet (Spatial Wave)	4,200.00	M. Labarrere	200	6230	000	5401	R
568	(Water & Sewer)	Maximo Licensing (IBM)	35,000.00	M. Labarrere	200	6230	000	5401	R
569	(Water & Sewer)	Maximo Software Support (TRM)	17,500.00	M. Labarrere	200	6230	000	5401	R
570	(Water & Sewer)	Microsoft Office 365 Licenses -Contract	50,000.00	M. Labarrere	200	6230	000	5401	R
571	(Water & Sewer)	Mitchell1 Online For Fleet (Techworks)	1,200.00	M. Labarrere	200	6230	000	5401	R
572	(Water & Sewer)	Mitel Phone System Support Lantellig	4,100.00	M. Labarrere	200	6230	000	5401	R
573	(Water & Sewer)	NeoGOV	5,500.00	M. Labarrere	200	6230	000	5401	R
574	(Water & Sewer)	Nimble Server Support & Maintenance	3,800.00	M. Labarrere	200	6230	000	5401	R
575	(Water & Sewer)	Noregan JPRO Software for Vactor Trucks	1,000.00	M. Labarrere	200	6230	000	5401	R
576	(Water & Sewer)	Ocularis Licenses Support And Maintenanc	700.00	M. Labarrere	200	6230	000	5401	R
577	(Water & Sewer)	Off-site Tape Storage (Corodata)	1,200.00	M. Labarrere	200	6230	000	5401	R
578	(Water & Sewer)	Palo Alto Firewall Yearly Support/Mainte	17,000.00	M. Labarrere	200	6230	000	5401	R
579	(Water & Sewer)	PARRE Software For AWIA Compliance	300.00	M. Labarrere	200	6230	000	5401	R
580	(Water & Sewer)	Password State	500.00	M. Labarrere	200	6230	000	5401	R
581	(Water & Sewer)	RealQuest (Core Logic)	1,700.00	M. Labarrere	200	6230	000	5401	R
582	(Water & Sewer)	Remit Plus Annual Subscription	2,600.00	M. Labarrere	200	6230	000	5401	R
583	(Water & Sewer)	Robotic Tape Library Maintenance Contrac	700.00	M. Labarrere	200	6230	000	5401	R
584	(Water & Sewer)	Rockwell Software for Programming-1sourc	1,200.00	M. Labarrere	200	6230	000	5401	R
585	(Water & Sewer)	Secureworks Security Monitoring Annual R	22,000.00	M. Labarrere	200	6230	000	5401	R
586	(Water & Sewer)	Smart Covers Sewer Flow Meter Readings	17,000.00	M. Labarrere	200	6230	000	5401	R
587	(Water & Sewer)	Spatial Wave Product Enhancements (USA	1,800.00	M. Labarrere	200	6230	000	5401	R
588	(Water & Sewer)	Surveymonkey	200.00	M. Labarrere	200	6230	000	5401	R
589	(Water & Sewer)	Teamviewer Annual Subscription	1,500.00	M. Labarrere	200	6230	000	5401	R
590	(Water & Sewer)	Varonis Datadvantage Data Goverence Soft	4,200.00	M. Labarrere	200	6230	000	5401	R
591	(Water & Sewer)	Veeam Backup Software Support	4,300.00	M. Labarrere	200	6230	000	5401	R
592	(Water & Sewer)	VMWare Licenses & Support	6,000.00	M. Labarrere	200	6230	000	5401	R
593	(Water & Sewer)	Water & Sewer GEMS (Bentley)	8,000.00	M. Labarrere	200	6230	000	5401	R
594	(Water & Sewer)	Website Hosting (Granicus)	6,000.00	M. Labarrere	200	6230	000	5401	R
595	(Water & Sewer)	Zoom (Public Meetings)	1,100.00	M. Labarrere	200	6230	000	5401	R
596	(Water & Sewer)	Other	5,300.00	M. Labarrere	200	6230	000	5401	R
597		<b>Total IT Outside Services</b>	<b>468,000.00</b>						
598									
599		<b>General &amp; Administrative - Travel</b>							
600	(Water & Sewer)	O&M - Travel Expenses	1,000.00	E. Pedrazzi	200	6405	0	5202	R
601	(Water & Sewer)	General Manager	8,000.00	G. Pruiem	200	6120	000	5202	R
602		HR - Travel Conferences	2,500.00	R. Emmanuel	200	6130	000	5202	R
603	(Water & Sewer)	Finance	2,500.00	W. Owen	200	6210	0	5202	R
604	(Water & Sewer)	Mech/Elec - Travel Expenses	2,000.00	D. Toth	200	6410	0	5202	R
605		<b>Total G&amp;A Travel</b>	<b>16,000.00</b>						
606									
607		<b>General &amp; Administrative - Training, Meetings, etc.</b>							
608	(Water & Sewer)	Human Resources	2,600.00	R. Emmanuel	200	6130	0	5203	R
609	(Water & Sewer)	Finance	3,000.00	W. Owen	200	6210	0	5203	R
610	(Water & Sewer)	Finance - Tuition Reimbursement	2,400.00	W. Owen	200	6210	0	5143	R
611	(Water & Sewer)	O&M - Training, Meetings & Seminars	1,500.00	E. Pedrazzi	200	6405	0	5203	R
612	(Water & Sewer)	O&M - American Water College	7,000.00	E. Pedrazzi	200	6405	0	5203	R
613	(Water & Sewer)	Mech/Elec - Training, Meetings & Seminars	2,000.00	D. Toth	200	6410	0	5203	R
614	(Water & Sewer)	Construction - Contact Hours/Certification Training/Seminars	500.00	K. Anctil	200	6420	0	5203	R
615		<b>Total G&amp;A Training</b>	<b>19,000.00</b>						
616									
617		<b>General &amp; Administrative - Dues &amp; Subscriptions</b>							
618	(Water & Sewer)	Human Resources	1,000.00	R. Emmanuel	200	6130	000	5204	R
619	(Water & Sewer)	C.A.S.A.	17,000.00	W. Owen	200	6120	000	5204	R
620	(Water & Sewer)	California Special Dist Assn.	4,600.00	W. Owen	200	6120	000	5204	R
621	(Water & Sewer)	LAFCO	21,500.00	W. Owen	200	6120	000	5204	R
622	(Water & Sewer)	San Diego North Edc	2,900.00	W. Owen	200	6120	000	5204	R
623		Finance	1,000.00	W. Owen	200	6210	000	5204	R
624	(Water & Sewer)	O&M - Certification Dues & Subscriptions	1,000.00	E. Pedrazzi	200	6405	0	5204	R
625	(Water & Sewer)	Mech/Elec Certification Dues & Subscriptions	2,000.00	D. Toth	200	6410	0	5204	R
626	(Water & Sewer)	Construction - Certification Dues & Subscriptions	1,000.00	K. Anctil	200	6420	0	5204	R
627		<b>Total G&amp;A Dues &amp; Subscriptions</b>	<b>52,000.00</b>						
628									
629		<b>General &amp; Administrative - Materials &amp; Supplies</b>							
630	(Water & Sewer)	Human Resources	1,500.00	R. Emmanuel	200	6130	000	5301	R
631	(Water & Sewer)	Annual Employee Appreciation Gift	2,000.00	R. Emmanuel	200	6130	000	5301	R
632	(Water & Sewer)	Employee Recognition Program	500.00	R. Emmanuel	200	6130	000	5301	R
633	(Water & Sewer)	Employee Retirement Gifts	300.00	R. Emmanuel	200	6130	000	5301	R
634	(Water & Sewer)	Employee Service Awards	1,000.00	R. Emmanuel	200	6130	000	5301	R
635	(Water & Sewer)	Finance/accounting	2,500.00	W. Owen	200	6210	000	5301	R
636	(Water & Sewer)	Mech/Elec (Office supplies, safety boots, etc.)	2,500.00	E. Pedrazzi	200	6410	0	5301	R
637	(Water & Sewer)	Construction (Office supplies, safety boots, etc.)	3,000.00	E. Pedrazzi	200	6420	0	5301	R
638	(Water & Sewer)	O&M (Office supplies)	2,200.00	E. Pedrazzi	200	6405	0	5301	R
639	(Water & Sewer)	O&M (Uniform T-Shirts)	2,500.00	E. Pedrazzi	200	6405	0	5301	R

Vallecitos Water District  
2022-2023 Budget Request  
Materials and Services Budget Amounts

Line No.	Department	Description	Budget Amount	Requested by:	Fund	Dept	SubD	Acct	Recurring
640	<b>Total G&amp;A Materials &amp; Supplies</b>		<b>18,000.00</b>						
641									
642	<b>General &amp; Administrative - Outside Services</b>								
643	(Water & Sewer)	Annual Employee Appr Lunch Cater	2,000.00	R. Emmanuel	200	6130	000	5401	R
644	(Water & Sewer)	Compensation Study MOU	25,000.00	R. Emmanuel	200	6130	000	5401	
645	(Water & Sewer)	Diversity Recruitment TPI	1,000.00	R. Emmanuel	200	6130	000	5401	R
646	(Water & Sewer)	Employee Coach TPI	3,000.00	R. Emmanuel	200	6130	000	5401	R
647	(Water & Sewer)	Employee File Scanning	3,000.00	R. Emmanuel	200	6130	000	5401	
648	(Water & Sewer)	Job Postings, Background, Physicals	10,000.00	R. Emmanuel	200	6130	000	5401	R
649	(Water & Sewer)	LCW Training Consortium	4,000.00	R. Emmanuel	200	6130	000	5401	R
650	(Water & Sewer)	Supervisor Leadership TPI	1,000.00	R. Emmanuel	200	6130	000	5401	R
651	(Water & Sewer)	General Manager	20,000.00	G. Pruum	200	6120	000	5401	
652	(Water & Sewer)	Finance - GASB Reporting	4,000.00	W. Owen	200	6210	000	5401	R
653	(Water & Sewer)	Finance - Investment Services (chandler	32,500.00	W. Owen	200	6210	000	5401	R
654	(Water & Sewer)	Tracker Investment Software	2,700.00	W. Owen	200	6210	000	5401	R
655	(Water & Sewer)	PlanetBids Annual Fees	12,000.00	E. Pedrazzi	200	6405	0	5401	R
656	(Water & Sewer)	Mechanical/Electrical - Uniform Services	2,800.00	E. Pedrazzi	200	6410	0	5401	R
657	<b>Total G&amp;A Outside Services</b>		<b>123,000.00</b>						
658									
659	<b>General &amp; Administrative - Auditing</b>								
660	(Water & Sewer)	Finance - Audit Services (Davis Farr)	13,000.00	W. Owen	200	6210	0	5403	R
661	<b>Total G&amp;A Auditing</b>		<b>13,000.00</b>						
662									
663	<b>General &amp; Administrative - Banking</b>								
664	(Water & Sewer)	Finance - Banking Fees (Union Bank)	25,000.00	W. Owen	200	6210	0	5501	R
665	<b>Total G&amp;A Banking</b>		<b>25,000.00</b>						
666									
667									
668	<b>General &amp; Administrative - Regulatory Fees</b>								
669	(Water & Sewer)	Emergency Response Plan Update for AWIA	35,000.00	T. Woolslayer	200	6405	000	5502	
670	(Water & Sewer)	Fees & Fines - Miscellaneous - Unplanned	3,100.00	T. Woolslayer	200	6405	000	5502	R
671	(Water & Sewer)	Permit- CA ARB Woodchipper	200.00	T. Woolslayer	200	6405	000	5502	R
672	(Water & Sewer)	Permit Fees-APCD HQ Gas Pump	500.00	T. Woolslayer	200	6405	000	5502	R
673	(Water & Sewer)	Permit Fees-General SWRCB Insp & Comply	3,000.00	T. Woolslayer	200	6405	000	5502	R
674	(Water & Sewer)	Permit-CA ARB Generator 261 (Portable)	500.00	T. Woolslayer	200	6405	000	5502	R
675	(Water & Sewer)	Permit-Elevator at HQ	200.00	T. Woolslayer	200	6405	000	5502	R
676	(Water & Sewer)	Permit-SD DEHQ HMBEP and UST	1,500.00	T. Woolslayer	200	6405	000	5502	R
677	<b>Total G&amp;A Regulatory Fees</b>		<b>44,000.00</b>						