

AGENDA
SAN ELIJO JOINT POWERS AUTHORITY
MONDAY, JUNE 10, 2019 AT 8:30 AM
SAN ELIJO WATER RECLAMATION FACILITY – CONFERENCE ROOM
2695 MANCHESTER AVENUE
CARDIFF BY THE SEA, CALIFORNIA

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. ORAL COMMUNICATIONS (NON-ACTION ITEM)
5. AWARDS AND RECOGNITION
6. * **CONSENT CALENDAR**
7. * APPROVAL OF MINUTES FOR MAY 13, 2019 MEETING
8. * APPROVAL FOR PAYMENT OF WARRANTS AND MONTHLY INVESTMENT REPORTS
9. * SAN ELIJO WATER RECLAMATION FACILITY TREATED EFFLUENT FLOWS – MONTHLY REPORT
10. * SAN ELIJO JOINT POWERS AUTHORITY RECYCLED WATER PROGRAM – MONTHLY REPORT
11. * APPROVE SODIUM HYPOCHLORITE AGREEMENT EXTENSION
12. * APPROVE PROFESSIONAL ENGINEERING SERVICES AGREEMENT FOR TRUSSELL TECHNOLOGIES, INC.
13. * ITEMS REMOVED FROM CONSENT CALENDAR

Items on the Consent Calendar are routine matters and there will be no discussion unless an item is removed from the Consent Calendar. Items removed by a "Request to Speak" form from the public will be handled immediately following adoption of the Consent Calendar. Items removed by a Board Member will be handled as directed by the Board.

REGULAR AGENDA

14. APPROVE BIOSOLIDS HAULING AND REUSE CONTRACTING

1. Authorize the General Manager to enter into a 5-year agreement with Denali Water Solutions for the procurement of Biosolids Hauling and Reuse for an amount not to exceed \$1,022,661; and
2. Discuss and take action as appropriate.

Staff Reference: General Manager

15. ADOPTION OF THE SAN ELIJO JOINT POWERS AUTHORITY FISCAL YEAR 2019-20 BUDGET, INVESTMENT POLICY, AND APPOINTMENT OF TREASURER

1. Adopt Resolution No. 2019-04, Resolution Approving the San Elijo Joint Powers Authority Operating and Capital Improvement Budgets for Fiscal Year 2019-20;
2. Adopt Resolution No. 2019-05, Resolution Approving the San Elijo Joint Powers Authority Investment Policy and Guidelines and Appointment of Paul F. Kinkel as SEJPA Treasurer; and
3. Discuss and take action as appropriate.

Staff Reference: General Manager

16. CONSIDERATION OF APPROVAL OF SALARY AND BENEFITS FOR FISCAL YEARS 2019-20, 2020-21, AND 2021-22

1. Adopt Resolution No. 2019-03, Resolution Adopting the San Elijo Joint Powers Authority Salary and Benefits for Fiscal Years 2019-20, 2020-21, and 2021-22;
2. Approve the addition of Intern to the FY 2019-20 Classification and Salary Schedule; and
3. Discuss and take action as appropriate.

Staff Reference: General Manager

17. BUILDING AND SITE IMPROVEMENT PROJECT DISCUSSION

For information only. This is a continuing monthly item to discuss the building and site improvement project.

Staff Reference: General Manager

18. GENERAL MANAGER'S REPORT

Informational report by the General Manager on items not requiring Board action.

19. GENERAL COUNSEL'S REPORT

Informational report by the General Counsel on items not requiring Board action.

20. BOARD MEMBER COMMENTS

This item is placed on the agenda to allow individual Board Members to briefly convey information to the Board or public, or to request staff to place a matter on a future agenda and/or report back on any matter. There is no discussion or action taken on comments by Board Members.

21. CLOSED SESSION

The Board will adjourn to Closed Session to discuss item(s) identified below. Closed Session is not open to the public; however, an opportunity will be provided at this time if members of the public would like to comment on any item listed below. (Three minute limit.) A closed session may be held at any time during this meeting of the San Elijo Joint Powers Authority for the purposes of discussing potential or pending litigation or other appropriate matters pursuant to the "Ralph M. Brown Act".

- CONFERENCE WITH LABOR NEGOTIATOR; Agency Negotiator: Michael T. Thornton, General Manager; Unrepresented Employees: All Non-Contract Employees pursuant to Gov. Code Section 54957.6.
- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION pursuant to Gov. Code 54956.9(d)(4) - Two Matters.
- PUBLIC EMPLOYEE PERFORMANCE EVALUATION: General Manager, pursuant to Gov. Code 54957.

22. CONSIDERATION OF GENERAL MANAGER PERFORMANCE BONUS (COMPENSATION) PER CURRENT EMPLOYMENT AGREEMENT

1. Discuss and take action as appropriate.

Staff Reference: General Manager

23. ADJOURNMENT

The next regularly scheduled San Elijo Joint Powers Authority Board Meeting will be Monday, July 8, 2019 at 8:30 a.m.

NOTICE:

The San Elijo Joint Powers Authority's open and public meetings meet the protections and prohibitions contained in Section 202 of the Americans With Disabilities Act of 1990 (42 U.S.C Section 12132), and the federal rules and regulations adopted in implementation thereof. Any person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting of the SEJPA Board of Directors may request such modification or accommodation from Michael T. Thornton, General Manager, (760) 753-6203 ext. 72.

The agenda package and materials related to an agenda item submitted after the packet's distribution to the Board is available for public review in the lobby of the SEJPA Administrative Office during normal business hours. Agendas and minutes are available at www.sejpa.org. The SEJPA Board meetings are held on the second Monday of the month, except August.

AFFIDAVIT OF POSTING

I, Michael T. Thornton, Secretary of the San Elijo Joint Powers Authority, hereby certify that I posted, or have caused to be posted, a copy of the foregoing agenda in the following locations:

San Elijo Water Reclamation Facility, 2695 Manchester Avenue, Cardiff, California
City of Encinitas, 505 South Vulcan Avenue, Encinitas, California
City of Solana Beach, 635 South Highway 101, Solana Beach, California

The notice was posted at least 72 hours prior to the meeting, in accordance with Government Code Section 54954.2(a).

Date: June 5, 2019

A handwritten signature in black ink, appearing to read "M. T. Thornton", is written over a horizontal line.

Michael T. Thornton, P.E.
Secretary / General Manager

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE REGULAR BOARD MEETING
HELD ON MAY 13, 2019
AT THE
SAN ELIJO WATER RECLAMATION FACILITY

David Zito, Chair

Jody Hubbard, Vice Chair

A regular meeting of the Board of Directors of the San Elijo Joint Powers Authority (SEJPA) was held Monday, May 13, 2019, at 8:30 a.m., at the San Elijo Water Reclamation Facility at 2695 Manchester Avenue, Cardiff by the Sea, California.

1. CALL TO ORDER

Chair Zito called the meeting to order at 8:30 a.m.

2. ROLL CALL

Directors Present:

David Zito
Jody Hubbard
Kristi Becker
Catherine Blakespear

Directors Absent:

None

Others Present:

General Manager
Project Manager
Administrative Assistant/Board Clerk

Michael Thornton
Mike Konicke
Jennifer Basco

SEJPA Counsel:

Procopio, Cory, Hargreaves & Savitch

Adriana Ochoa

City of Encinitas:

Public Works Management Analyst

Bill Wilson

City of Solana Beach:

City Manager
Director of Engineering/Public Works

Greg Wade
Mohammad "Mo" Sammak

San Dieguito Water District

General Manager

Bill O'Donnell

Trussell Technologies, Inc.

Shane Trussell, Ph.D., P.E., BCEE

Woodard and Curran Inc.

Janet Fordunski, P.E.

3. PLEDGE OF ALLEGIANCE

Chair Zito led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

None

5. AWARDS AND RECOGNITION

None

6. CONSENT CALENDAR

Moved by Board Member Blakespear and seconded by Board Member Becker to approve the Consent Calendar.

Agenda Item No. 7	Approval of Minutes for the April 15, 2019 Meeting
Agenda Item No. 8	Approval for Payment of Warrants and Monthly Investment Report
Agenda Item No. 9	San Elijo Water Reclamation Facility Treated Effluent Flows – Monthly Report
Agenda Item No. 10	San Elijo Joint Powers Authority Recycled Water Program – Monthly Report
Agenda Item No. 11	San Elijo Joint Powers Authority Fiscal Year 2019-20 Recommended Budget Update

Motion carried with the following vote of approval:

AYES:	Zito, Hubbard, Becker, Blakespear
NOES	None
ABSENT:	None
ABSTAIN:	None

12. ITEMS REMOVED FROM CONSENT CALENDAR

None

13. RECYCLED WATER EXPANSION PLAN; PARTNERSHIP PROJECT WITH SANTA FE IRRIGATION DISTRICT, SAN DIEGUITO WATER DISTRICT, OLIVENHAIN MUNICIPAL WATER DISTRICT, LEUCADIA WASTEWATER DISTRICT, AND SAN ELIJO JOINT POWERS AUTHORITY

General Manager Thornton stated that in 2016, SEJPA partnered with San Dieguito Water District (SDWD), and Santa Fe Irrigation District (SFID) to prepare a Potable

Reuse Feasibility Study. The primary conclusion of the feasibility study was that a potable reuse project utilizing surface water augmentation at the San Dieguito Reservoir appeared feasible and cost effective. In November 2017, the Board of Directors authorized the General Manager to participate in the development of the Recycled Water Expansion Plan to further refine the potential potable reuse project. In addition, the Board approved a cost sharing agreement with SFID, SDWD, Olivenhain Municipal Water District, and Leucadia Wastewater District to fund the Plan. Mr. Thornton introduced Janet Fordunski (Woodard and Curran) and Shane Trussell (Trussell Technologies) who assisted in the preparation of the Plan. Mr. Trussell presented the findings of the Plan and answered questions regarding state regulations, available wastewater, required capital improvements, and costs.

The General Manager stated that the participating agencies are interested in continuing the development of this project. There are several steps still remaining before preliminary design can commence. The engineering team will develop a proposed scope of work and fee for addressing these items, which will be presented at a future SEJPA Board meeting for approval consideration.

No action required. This memorandum was submitted for information only.

14. BUILDING AND SITE IMPROVEMENT PROJECT DISCUSSION

The General Manager updated the Board of the Directors on the Building and Site Improvements project. The project design is progressing well and is expected to be completed this summer. Solar energy is being integrated into the project and will include solar car ports, roof and ground mounted panels, and electrical car charging stations. The current solar design has an estimated power production of 0.4 to 0.6 megawatts. Staff is working to fund the solar through a power purchase agreement that incorporates the capital cost of the project into the cost of electricity. Mr. Thornton also stated that permit and easement activities are underway with regulatory stakeholders. The California Coastal Commission has approved the SEJPA's request to adjust the open space easement on the western side of the San Elijo Water Reclamation Facility property to accommodate the proposed bike and pedestrian trail. Staff has also hosted several meetings to engage the public and to provide a forum for project comments. Mr. Thornton stated that a variety of interested parties have submitted project support letters.

No action required. This memorandum was submitted for information only.

15. GENERAL MANAGER'S REPORT

The General Manager shared Governor Gavin Newsom's Executive Order N-10-19 with the Board of Directors, which provides direction for developing sustainable water systems in California. Next, Mr. Thornton shared WaterReuse California's letter to the Honorable Robert Hertzberg and Scott Wiener regarding proposed legislation SB 332. WaterReuse California opposes SB 332, unless amended. The Board of Directors requested that SEJPA send a "support if amended" letter to Hertzberg and Wiener. Lastly, Mr. Thornton stated that he met with congressional representatives in Washington D.C. to discuss federal funding for local water reuse projects.

16. GENERAL COUNSEL'S REPORT

Adriana Ochoa introduced herself to the Board of Directors. Ms. Ochoa stated that the General Counsel is tracking Senate Bill 332 and Assembly Bill 69. She will be attending a California Association of Sanitation Agencies meeting later this month where she will address Senate Bill 332.

17. BOARD MEMBER COMMENTS

None

18. CLOSED SESSION

The Board of Directors adjourned to closed session at 9:27 a.m., pursuant to the following Government Code Section:

- Conference with Labor Negotiator; Agency Negotiator: Michael T. Thornton, General Manager; Unrepresented Employees: All Non-Contract Employees pursuant to Government Code Section 54957.6.

The Board of Directors came out of closed session at 9:50 a.m., with no reportable action.

19. ADJOURNMENT

The meeting adjourned at 9:51 a.m. The next Board of Directors meeting will be held on Monday, June 10, 2019 at 8:30 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'M. Thornton', written over a horizontal line.

Michael T. Thornton, P.E.
General Manager

SAN ELIJO JOINT POWERS AUTHORITY**PAYMENT OF WARRANTS****19-06****For the Month of May 2019**

Warrant #	Vendor Name	G/L Account	Warrant Description	Amount
37133	Ag Tech, LLC	Services - Biosolids Hauling	Biosolids hauling - April	17,213.57
37134	Arbor West Tree Surgeons, Inc.	Services - Landscape	Trimmed and thinned trees	14,510.00
37135	Atlas Pumping Service Inc.	Services - Grease & Scum	Grease and scum pumping	1,072.32
37136	James Barnett	Fuel	Standby vehicle	10.00
37137	Brenntag Pacific, Inc.	Supplies - Chemicals	Sodium hydroxide	1,440.97
37138	City National Bank	AWP Loan	Loan Agreement	74,076.57
37139	Coast Waste Management, Inc.	Services - Grit & Screenings	Service charge - 04/15/19 - 04/30/19	91.56
37140	CS-Amsco	Repair Parts Expense	Plug valves with G series handwheel	4,646.44
37141	Department of Consumer Affairs	Dues & Memberships	Membership	115.00
37142	EDCO Waste & Recycling Service	Utilities - Trash	April	242.75
37143	Encina Wastewater Authority	Service - EWA Support	Resource sharing - HR and safety	798.96
37144	GC Pivotal LLC	Utilities - Internet	T-1 service - June	355.24
37145	Hach Company	Supplies - Lab	Laboratory supplies	896.36
37146	Harbor Freight Tools	Supplies - Safety	Tools	815.22
37147	Jennifer Basco	Subsistence - Travel	Mileage for March and April	112.77
37148	Kemira Water Solutions, Inc.	Supplies - Chemicals	Ferric chloride	4,772.04
37149	Paul Kinkel	CSRMA Health and Wellness	Health and wellness	60.00
37150	LiftOff, LLC	Licenses	Exchange online software	1,980.00
37151	Lizbeth Ecke	Licenses	Temporary construction access	750.00
37152	McMaster-Carr Supply Co.	Repair Parts Expense	Plumbing parts, tubes, clamps, hoses, hangers	1,939.45
37153	Olivenhain Municipal Water District	Rent	Pipeline rental payment - April	8,959.50
37154	PCL Construction Services	Services - Contractors	Design services	23,162.00
37155	Polydyne Inc.	Supplies - Chemicals	Clarifloc WE-007 and C-378	13,040.80
37156	Preferred Benefit Insurance	Dental/Vision	Vision - May	314.50
37157	ProBuild Company, LLC	Supplies - Shop & Field	Parts, shop and field supplies	215.82
37158	Random Deeds Media LLC	Services - Professional	Various	3,510.00
37159	Santa Fe Irrigation District	Utilities - Water	Recycled water	474.42
37160	Santa Fe Irrigation District	SFID Distribution Pipeline	Pipeline purchase payment - April	1,266.53
37161	San Dieguito Water District	Utilities - Water	Recycled water	578.54
37162	Sigma-Aldrich	Supplies - Lab	Laboratory supplies	834.03
37163	SWRCB	Fees - Permits	Annual permit fee	484.00
37164	Terminix Processing Center	Services - Maintenance	April	384.00
37165	Tesco Controls	Services - Professional	SCADA upgrades	56,250.00
37166	Thatcher Company of California	Supplies - Chemicals	Aluminum sulfate	5,079.51
37167	Unifirst Corporation	Services - Uniforms	Uniform service	125.06
37168	UPS	Postage/Shipping	Postage	11.86
37169	Underground Service Alert/SC	Services - Alarm	Dig alert - April	227.66
37170	USA Bluebook	Shop Tools and Equip.	Samplers, pump tubes, steamscrubber washer	9,934.34
37171	USP Technologies	Equipment Rental/Lease	Feed systems	862.00
37172	Vantagepoint Transfer Agents	EE Deduction Benefits	ICMA - 457	6,427.44
37173	Vantagepoint Transfer Agents	ICMA Retirement	ICMA - 401a	3,472.83
37174	Volt Management Corp	Services - Intern Program	Periods ended - 04/12/19 and 04/26/19	1,291.68
37175	CA Regional Wtr. Quality Control Board	Fees - Permits	Bike trail project	2,129.00
On-line 190	Chevron & Texaco Business Card	Fuel	April/May	609.67
On-line 191	Public Employees - Retirement	Retirement Plan - PERS	Retirement - 04/20/19 - 05/03/19	13,361.22
37176	Aflac	EE Deduction Benefits	Aflac - May	595.08
37177	Airgas USA, LLC	Shop Tools and Equip.	Welding	249.89
37178	Aquatic Bioassay	Services - Laboratory	Toxicity testing	1,050.00
37179	AT&T	Utilities - Telephone	Phone service - 04/13/19 - 05/12/19	398.21
37180	AT&T	Utilities - Telephone	Alarm service - May	399.60
37181	Atlas Pumping Service Inc.	Services - Grease & Scum	Grease & scum pumping, grit & screenings	1,463.88
37182	American Water Chemicals, Inc.	Supplies - Chemicals	Membrane antiscalant	6,608.67
37183	Boot World, Inc.	Uniforms - Boots	Safety boots	174.49
37184	Carollo Engineers	Services - Engineering	SCADA upgrades; arc flash and protection study	4,860.80
37185	Consolidated Electrical Dist.	Repair Parts Expense	Variable frequency drive motor	4,229.19
37186	Chemco Products Company	Supplies - Chemicals	Sludge heat loop treatment	367.41
37187	Complete Office	Supplies - Office	Office supplies	54.48
37188	Corodata	Rent	Record storage - April	131.78
37189	County of San Diego	Fees - Permits	Facility permit	1,795.00
37190	CS-Amsco	Repair Parts Expense	Plug valve	1,466.34
37191	D&H Water Systems	Repair Parts Expense	Rollers, tubes, valves, and diaphragm	768.80

SAN ELIJO JOINT POWERS AUTHORITY**PAYMENT OF WARRANTS****19-06****For the Month of May 2019**

Warrant #	Vendor Name	G/L Account	Warrant Description	Amount
37192	County of San Diego	Fees - Permits	2026571-E-62869-0419	153.00
37193	DMV	Services - Other	02/01/19 - 04/30/2019	7.00
37194	Dudek & Associates	Services - Professional	ESDC - Preliminary treatment upgrades	1,614.06
37195	Duperon Corporation	Equipment Rental/Lease	Washer compactor final payment	538.75
37196	eMaint Enterprises, LLC	Licenses	Software license	1,188.00
37197	Environmental Water Solutions	Repair Parts Expense	Sediment trap	6,219.45
37198	Forte of San Diego	Supplies - Janitorial	Supplies and service for June	1,400.77
37199	Winston Friedly	Seminars/Education	Membership CWEA	368.00
37200	Jose Garcia	CSRMA Health and Wellness	Health and wellness	60.00
37201	Grainger, Inc.	Repair Parts Expense	Gasket and silicone	696.30
37202	Hardy Diagnostics	Supplies - Lab	Laboratory supplies	1,320.02
37203	Harrington Industrial Plastics	Repair Parts Expense	Seal, ball check valve, and electrode	2,423.26
37204	Hoch Consulting, APC	Services - Professional	IRWM and NSDWRC	27,560.00
37205	Idexx Distribution, Inc.	Supplies - Lab	Laboratory supplies	865.26
37206	Kemira Water Solutions, Inc.	Supplies - Chemicals	Ferric chloride	5,033.86
37207	Lee Michael Konicke	Subsistence - Travel/Rm & Bd	Coastal Commission hearing, DBIA conference	1,876.34
37208	Larry Walker Associates	Services - Professional	Lab training and best practices	10,324.00
37209	Lomas Santa Fe Country Club	Other Personnel Cost	Deposit	250.00
37210	Marine Taxonomic Services, Ltd.	Services - Contractors	Monitoring	2,250.00
37211	McMaster-Carr Supply Co.	Shop Tools and Equip.	Valves, tubing, plumbing parts, netting, ladder	1,863.42
37212	MetLife - Group Benefits	Dental/Vision	Dental - June	1,935.56
37213	Midas Shop	Vehicle Maintenance	Tires and oil change	1,008.05
37214	Olin Corp - Chlor Alkali	Supplies - Chemicals	Sodium hypochlorite	3,706.61
37215	Olivenhain Municipal Water District	Services - Maintenance	Wiegand Reservoir Zona Gale	3,026.66
37216	Eric ORiley	Repair Parts Expense	Wash press cleaning	101.54
37217	Pacific Green Landscape	Services - Landscape	May	2,625.00
37218	Pacific Pipeline Supply	Repair Parts Expense	Brass plumbing parts, nuts/bolts set, gaskets, pvc	1,662.20
37219	Procopio Cory Hargreaves	Services - Legal	General - April	2,307.50
37220	Rockwell Solutions	Repair Parts Expense	Gasket, impeller, and cutter bars	9,566.14
37221	Rohan & Sons, Inc.	Services - Maintenance	Air conditioning service	440.00
37222	RSF Security Systems	Services - Alarm	Security - 06/01/19 - 08/31/19; alarm installation	1,823.00
37223	Rusty Wallis, Inc.	Services - Maintenance	Water softener, carbon tanks, and salt bags	124.39
37224	Ryan Herco Products Corp.	Repair Parts Expense	Press gauge	559.56
37225	Santa Fe Irrigation District	Services - Professional; Water	Potable reuse; recycled water	2,137.56
37226	San Dieguito Water District	Utilities - Water	Recycled water	1,438.92
37227	Sigma-Aldrich	Supplies - Lab	Laboratory supplies	724.34
37228	Smart & Final	Supplies - Office	Kitchen supplies	141.64
37229	T.S. Industrial Supply	Supplies - Shop & Field	Plumbing parts	994.57
37230	Technology Integration Group	Services - Maintenance	Copier	192.71
37231	Unifirst Corporation	Services - Uniforms	Uniform service	407.25
37232	UPS	Postage/Shipping	Water samples	147.45
37233	US Bank PARS Acct.#6746050100	Accrued Liabilities	Post-employment benefit trust	50,000.00
37234	Vantagepoint Transfer Agents	EE Deduction Benefits	ICMA - 457	6,427.44
37235	Vantagepoint Transfer Agents	ICMA Retirement	ICMA - 401a	4,222.22
37236	Verizon Wireless	Utilities - Telephone	04/11/19 - 05/10/19	337.95
37237	Verizon Wireless	Utilities - Telephone	Cell phone service - 04/08/19 - 05/07/19	810.34
37238	Volt Management Corp	Services - Intern Program	Periods ending - 03/15/19 through 05/12/2019	7,946.70
37239	VWR International, Inc.	Supplies - Lab	Calibration kit	821.05
37240	WageWorks	Payroll Processing Fees	Admin and compliance fee - April	123.50
37241	Water Systems Consulting, Inc.	Services - Professional	Public outreach and strategic communications	11,342.50
On-line 192	BankCard Center	Various	Repairs, shop and field supplies	8,572.98
On-line 193	Chevron & Texaco Business Card	Fuel	May	173.42
On-line 194	Home Depot Credit Services	Supplies - Safety	Parts, shop and field supplies	578.31
On-line 195	P.E.R.S.	Medical Insurance - PERS	Health - June	22,959.48
On-line 196	Public Employees- Retirement	Retirement Plan - PERS	Retirement - 05/04/19 - 05/17/19	13,361.22
On-line 197	San Diego Gas & Electric	Utilities - Gas & Electric	Gas and electric - 04/04/19 - 05/06/19	58,825.22
On-line 198	Sun Life Financial	Life Insurance/Disability	Life and disability insurance - June	1,700.10
	San Elijo Payroll Account	Payroll	Payroll - 05/10/2019	70,481.59
	San Elijo Payroll Account	Payroll	Payroll - 05/24/2019	73,411.74
				<u><u>\$ 736,697.15</u></u>

SAN ELIJO JOINT POWERS AUTHORITY

PAYMENT OF WARRANTS SUMMARY

**For the Month of May 2019
As of May 30, 2019**

PAYMENT OF WARRANTS	\$ 736,697.15
Reference Number	19-06

I hereby certify that the demands listed and covered by warrants are correct and just to the best of my knowledge, and that the money is available in the proper funds to pay these demands. The cash flows of the SEJPA, including the Member Agency commitment in their operating budgets to support the operations of the SEJPA, are expected to be adequate to meet the SEJPA's obligations over the next six months. I also certify that the SEJPA's investment portfolio complies with the SEJPA's investment policy.



Paul F. Kinkel
Director of Finance & Administration

STATEMENT OF FUNDS AVAILABLE FOR PAYMENT OF WARRANTS
AND INVESTMENT INFORMATION
As of May 30, 2019

FUNDS ON DEPOSIT WITH	AMOUNT
LOCAL AGENCY INVESTMENT FUND	
<i>(APRIL 2019 YIELD 2.445%)</i>	
RESTRICTED SRF RESERVE	\$ 630,000.00
UNRESTRICTED DEPOSITS	\$ 8,660,443.29
CALIFORNIA BANK AND TRUST	
<i>(APRIL 2019 YIELD 0.01%)</i>	
REGULAR CHECKING	\$ 410,946.20
PAYROLL CHECKING	\$ 5,000.00
UNION BANK - TRUSTEE (BOND FUNDS)	
BLACKROCK	\$ 395,323.63
<i>(APRIL 2019 YIELD 2.30%)</i>	
LAIF	\$ 15,266,036.67
<i>(APRIL 2019 YIELD 2.445%)</i>	
PARS - TRUSTEE (POST-EMPLOYMENT BENEFITS TRUST)	\$ 50,000.00
<i>(Q1 2019 ANNUALIZED 7.99% NET OF FEES)</i>	
TOTAL RESOURCES	\$ 25,417,749.79

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 10, 2019

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: SAN ELIJO WATER RECLAMATION FACILITY TREATED EFFLUENT FLOWS
– MONTHLY REPORT

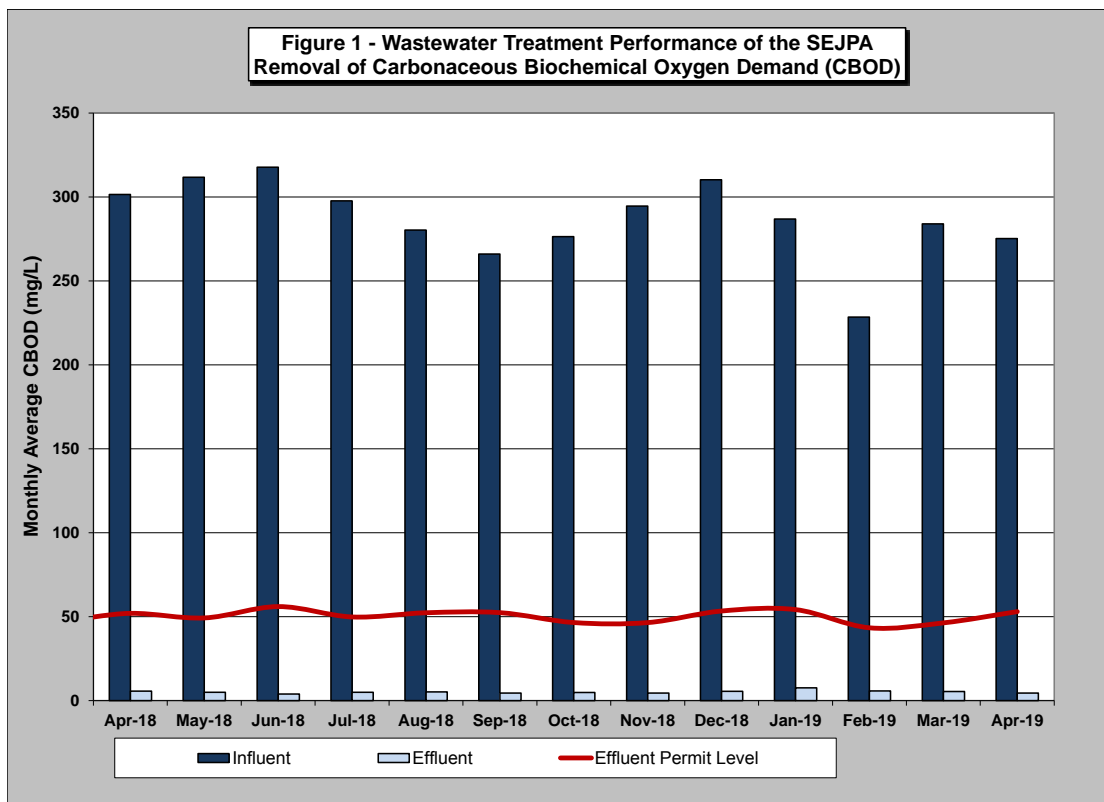
RECOMMENDATION

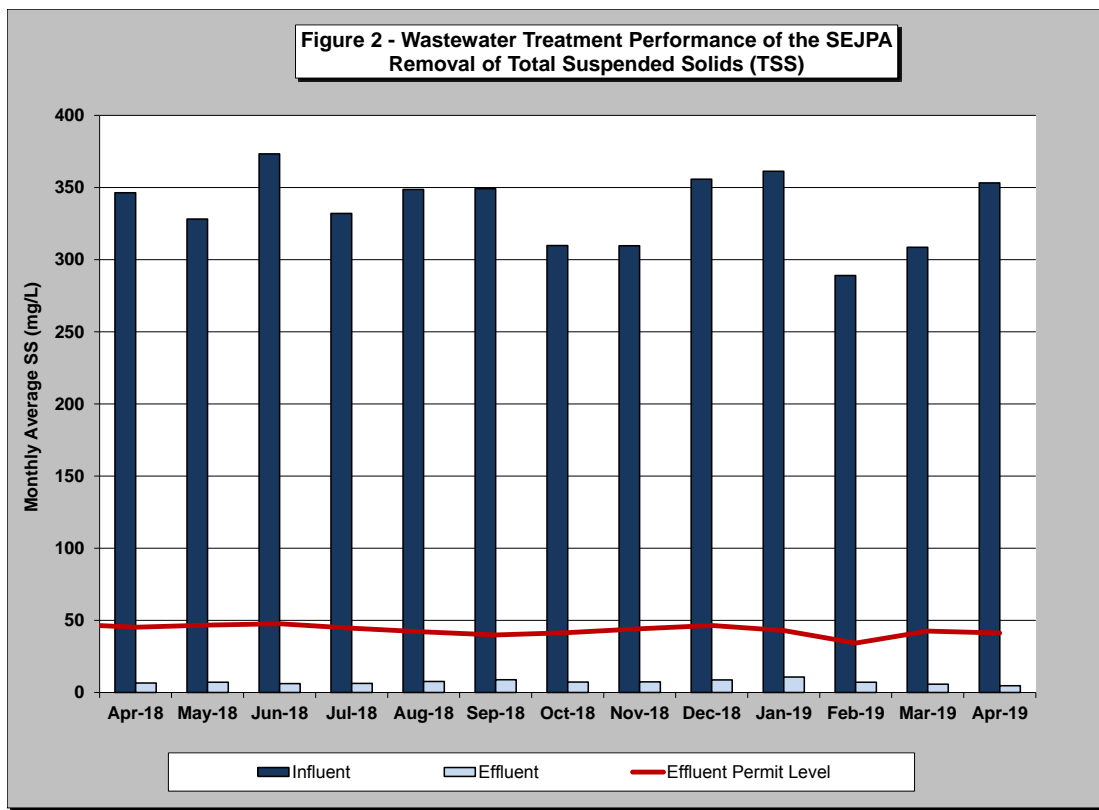
No action required. This memorandum is submitted for information only.

DISCUSSION

Monthly Treatment Plant Performance and Evaluation

Wastewater treatment for the San Elijo Joint Powers Authority (SEJPA) met all National Pollutant Discharge Elimination System (NPDES) ocean effluent limitation requirements for the month of April 2019. The primary indicators of treatment performance include the removal of Carbonaceous Biochemical Oxygen Demand (CBOD) and Total Suspended Solids (TSS). The SEJPA is required to remove a minimum of 85 percent of the CBOD and TSS from the wastewater. Treatment levels for CBOD and TSS were 98.4 and 98.7 percent removal, respectively (as shown in Figure 1 and Figure 2).





Member Agency Flows

Presented below are the influent and effluent flows for the month of April. Average daily influent flows were recorded for each Member Agency. Total effluent flow was calculated for the San Elijo Water Reclamation Facility.

	April	
	<u>Influent (mgd)</u>	<u>Effluent (mgd)*</u>
Cardiff Sanitary Division	1.119	0.330
City of Solana Beach	0.887	0.262
Rancho Santa Fe SID	0.138	0.040
City of Del Mar	0.334	0.099
Total San Elijo WRF Flow	2.478	0.731

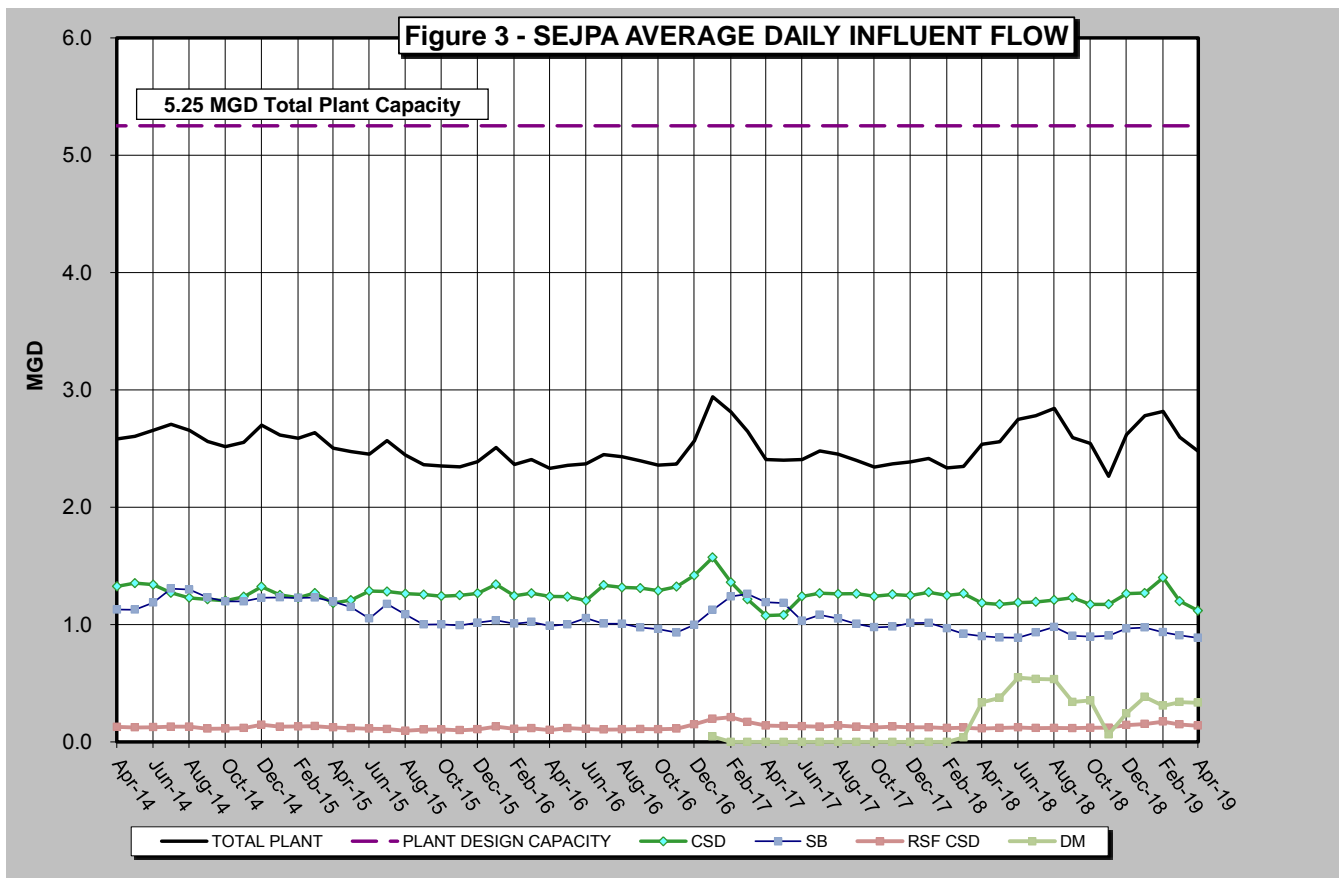
* Effluent is calculated by subtracting the recycled water production from the influent wastewater.

Table 1 (below) presents the historical average, maximum, and unit influent and effluent flow rates per month for each of the Member Agencies during the past 5 years. It also presents the number of connected Equivalent Dwelling Units (EDUs) for each of the Member Agencies during this same time period.

TABLE 1 - SAN ELIJO WATER RECLAMATION FACILITY MONTHLY REPORT - FLOWS AND EDUS

MONTH	AVERAGE DAILY INFLUENT FLOW RATE (MGD)					AVERAGE DAILY EFFLUENT FLOW RATE (MGD)					CONNECTED EDUs					AVERAGE UNIT INFLUENT FLOW RATE (GAL/EDU/DAY)							
	CSD	RSF	CSD	SB	DM	TOTAL PLANT	CSD	RSF	CSD	SB	DM	TOTAL PLANT	CSD EDUS	RSF EDUS	CSD EDUS	SB EDUS	DM EDUS	TOTAL EDUS	CSD	RSF	SB	DM	TOTAL PLANT
Jan-14	1.322	0.135	1.194			2.651	0.851	0.087	0.768			1.706	8,318	495	7,728			16,541	159	273	155		160
Feb-14	1.314	0.127	1.172			2.613	0.954	0.093	0.851			1.898	8,323	495	7,728			16,546	158	257	152		158
Mar-14	1.339	0.134	1.185			2.658	0.858	0.086	0.760			1.704	8,324	496	7,728			16,548	161	270	153		161
Apr-14	1.326	0.128	1.128			2.582	0.449	0.043	0.382			0.874	8,328	498	7,728			16,554	159	257	146		156
May-14	1.353	0.124	1.127			2.604	0.159	0.015	0.132			0.306	8,333	498	7,728			16,559	162	249	146		157
Jun-14	1.341	0.126	1.188			2.655	0.207	0.020	0.183			0.410	8,333	498	7,728			16,559	161	253	154		160
Jul-14	1.271	0.130	1.307			2.708	0.232	0.024	0.239			0.495	8,338	499	7,728			16,565	152	261	169		163
Aug-14	1.228	0.130	1.298			2.656	0.227	0.024	0.239			0.490	8,345	500	7,728			16,573	147	260	168		160
Sep-14	1.215	0.113	1.232			2.560	0.211	0.019	0.214			0.444	8,351	500	7,728			16,579	145	226	159		154
Oct-14	1.204	0.114	1.198			2.516	0.394	0.038	0.392			0.824	8,353	500	7,728			16,581	144	228	155		152
Nov-14	1.237	0.118	1.198			2.553	0.667	0.063	0.646			1.376	8,354	502	7,728			16,584	148	235	155		154
Dec-14	1.323	0.147	1.229			2.699	1.163	0.129	1.081			2.373	8,355	502	7,728			16,585	158	293	159		163
Jan-15	1.253	0.130	1.232			2.615	0.984	0.102	0.967			2.053	8,359	503	7,977			16,838	150	259	154		155
Feb-15	1.229	0.132	1.228			2.589	0.757	0.081	0.757			1.595	8,361	504	7,977			16,841	147	262	154		154
Mar-15	1.269	0.135	1.231			2.635	0.583	0.062	0.566			1.211	8,365	504	7,977			16,846	152	268	154		156
Apr-15	1.183	0.124	1.196			2.503	0.350	0.036	0.354			0.740	8,366	504	7,977			16,847	141	246	150		149
May-15	1.209	0.117	1.149			2.475	0.545	0.053	0.518			1.116	8,367	505	7,977			16,848	144	232	144		147
Jun-15	1.287	0.113	1.052			2.452	0.362	0.032	0.296			0.690	8,369	506	7,977			16,852	154	224	132		146
Jul-15	1.282	0.110	1.176			2.568	0.392	0.034	0.359			0.785	8,370	510	8,003			16,883	153	216	147		152
Aug-15	1.264	0.095	1.087			2.446	0.315	0.023	0.271			0.609	8,371	510	8,003			16,884	151	186	136		145
Sep-15	1.256	0.105	1.001			2.362	0.457	0.038	0.364			0.859	8,372	511	8,003			16,885	150	206	125		140
Oct-15	1.243	0.106	1.002			2.351	0.681	0.058	0.549			1.288	8,373	511	8,003			16,886	148	208	125		139
Nov-15	1.250	0.100	0.994			2.344	0.792	0.063	0.630			1.485	8,376	511	8,003			16,889	149	196	124		139
Dec-15	1.266	0.107	1.016			2.389	0.971	0.082	0.780			1.833	8,377	511	8,003			16,891	151	210	127		141
Jan-16	1.342	0.131	1.037			2.510	1.189	0.116	0.918			2.223	8,380	511	8,003			16,894	160	257	130		149
Feb-16	1.245	0.112	1.008			2.365	0.780	0.070	0.631			1.481	8,383	512	8,003			16,897	149	219	126		140
Mar-16	1.267	0.116	1.023			2.406	0.763	0.070	0.616			1.449	8,388	512	8,003			16,903	151	227	128		142
Apr-16	1.240	0.102	0.990			2.332	0.675	0.055	0.539			1.269	8,389	512	8,003			16,904	148	199	124		138
May-16	1.238	0.117	1.002			2.357	0.505	0.048	0.409			0.962	8,389	512	8,003			16,904	148	229	125		139
Jun-16	1.205	0.111	1.055			2.371	0.362	0.033	0.317			0.712	8,390	514	8,003			16,907	144	216	132		140
Jul-16	1.336	0.105	1.008			2.449	0.586	0.046	0.442			1.074	8,392	514	8,020			16,926	159	204	126		145
Aug-16	1.317	0.107	1.007			2.431	0.647	0.053	0.495			1.195	8,393	516	8,020			16,929	157	207	126		144
Sep-16	1.311	0.110	0.975			2.396	0.601	0.050	0.447			1.098	8,394	516	8,020			16,930	156	213	122		142
Oct-16	1.289	0.108	0.962			2.359	0.521	0.043	0.389			0.953	8,397	517	8,020			16,933	154	209	120		139
Nov-16	1.323	0.113	0.932			2.368	0.730	0.062	0.514			1.306	8,403	517	8,020			16,940	157	219	116		140
Dec-16	1.419	0.150	0.998			2.567	1.179	0.125	0.829			2.133	8,406	549	8,020			16,975	169	273	124		151
Jan-17	1.572	0.197	1.125	0.047		2.941	1.489	0.186	1.066	0.045		2.786	8,409	549	8,020	1,716		18,694	187	359	140	142	157
Feb-17	1.361	0.211	1.240	0.000		2.812	1.236	0.192	1.126	0.000		2.554	8,409	549	8,020	1,716		18,694	162	384	155	0	166
Mar-17	1.215	0.170	1.261	0.000		2.646	0.856	0.120	0.889	0.000		1.865	8,413	550	8,020	1,716		18,698	144	309	157	0	156
Apr-17	1.077	0.139	1.190	0.000		2.406	0.841	0.108	0.929	0.000		1.878	8,414	551	8,020	1,716		18,700	128	252	148	0	142
May-17	1.082	0.136	1.184	0.000		2.402	0.842	0.106	0.922	0.000		1.870	8,416	551	8,049	1,716		18,732	129	247	147	0	141
Jun-17	1.241	0.134	1.032	0.000		2.407	0.980	0.106	0.815	0.000		1.901	8,420	551	8,049	1,716		18,737	147	243	128	0	141
Jul-17	1.267	0.130	1.083	0.000		2.480	0.802	0.082	0.685	0.000		1.569	8,421	551	8,061	1,716		18,749	150	236	134	0	146
Aug-17	1.262	0.139	1.051	0.000		2.452	0.852	0.094	0.709	0.000		1.655	8,423	553	8,061	1,716		18,753	150	251	130	0	144
Sep-17	1.264	0.130	1.006	0.000		2.400	0.866	0.089	0.689	0.000		1.644	8,427	555	8,061	1,716		18,759	150	234	125	0	141
Oct-17	1.242	0.123	0.977	0.000		2.342	0.543	0.053	0.427	0.000		1.023	8,431	555	8,061	1,716		18,763	147	222	121	0	137
Nov-17	1.257	0.131	0.983	0.000		2.371	0.661	0.069	0.517	0.000		1.247	8,431	554	8,061	1,716		18,762	149	237	122	0	139
Dec-17	1.248	0.125	1.014	0.000		2.387	0.693	0.070	0.563	0.000		1.326	8,431	554	8,061	1,716		18,762	148	226	126	0	140
Jan-18	1.276	0.125	1.015	0.000		2.416	0.886	0.087	0.705	0.000		1.678	8,435	555	8,061	1,716		18,767	151	225	126	0	142
Feb-18	1.249	0.118	0.968	0.000		2.335	0.601	0.056	0.466	0.000		1.123	8,441	555	8,061	1,716		18,773	148	213	120	0	137
Mar-18	1.265	0.122	0.922	0.039		2.348	0.857	0.083	0.625	0.026		1.591	8,451	555	8,061	1,716		18,782	150	220	114	149	125
Apr-18	1.184	0.115	0.901	0.337		2.537	0.627	0.061	0.477	0.179		1.344	8,451	559	8,061	1,716		18,786	140	206	112	129	135
May-18	1.173	0.119	0.890	0.376		2.558	0.566	0.057	0.430	0.182		1.235	8,461	562	8,061	1,716		18,799	139	212	110	144	136
Jun-18	1.188	0.124	0.888	0.549		2.749	0.557	0.058	0.417	0.258		1.290	8,466	562	8,061	1,716		18,804	140	221	110	210	146
Jul-18	1.193	0.118	0.933	0.537		2.781	0.619	0.061	0.484	0.278		1.442	8,478	562	8,083	2,611		19,733	141	210	115	206	141
Aug-18	1.210	0.119	0.980	0.534		2.843	0.686	0.067	0.555	0.303		1.611	8,481	563	8,083	2,611		19,737	143	212	121	205	144
Sep-18	1.230	0.117	0.905	0.341		2.593	0.677	0.064	0.498	0.188		1.427	8,481	563	8,083	2,611		19,737	145	208	112	131	131
Oct-18	1.172	0.121	0.897	0.354		2.544	0.529	0.054	0.405	0.160		1.148	8,481	564	8,083	2,611		19,738	138	215	111	136	129
Nov-18	1.173	0.121	0.906	0.064		2.264	0.495	0.051	0.383	0.027		0.956	8,488	565	8,083	2,611		19,746	138	214	112	136	

Figure 3 (below) presents the 5-year historical average daily flows per month for each Member Agency. This is to provide a historical overview of the average treated flow by each agency. Also shown in Figure 3 is the total wastewater treatment capacity of the plant, 5.25 mgd, of which each Member Agency has the right to 2.2 mgd, Rancho Santa Fe Community Service District leases 0.25 mgd, and the City of Del Mar leases 0.60 mgd.



City of Escondido Flows

The average and peak flow rate for the month of April 2019 from the City of Escondido's Hale Avenue Resource Recovery Facility, which discharges through the San Elijo Ocean Outfall, is reported below.

	Flow (mgd)
Escondido (Average flow rate)	10.41
Escondido (Peak flow rate)	18.1

Connected Equivalent Dwelling Units

The City of Solana Beach and the City of Del Mar updated the connected EDUs number that is reported to the SEJPA in July 2018. The City of Encinitas and Rancho Santa Fe CSD report their connected EDUs every month. The number of EDUs connected for each of the Member Agencies and lease agencies is as follows:

	Connected (EDU)
Cardiff Sanitary Division	8,494
Rancho Santa Fe SID	568
City of Solana Beach	7,747
San Diego (to Solana Beach)	337
City of Del Mar	2,611
Total EDUs to System	19,756

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 10, 2019

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: SAN ELIJO WATER RECLAMATION PROGRAM – MONTHLY REPORT

RECOMMENDATION

No action required. This memorandum is submitted for information only.

DISCUSSION

Recycled Water Production

For the month of April 2019, recycled water demand was 145.97 acre-feet (AF), which was met using 145.97 AF of recycled water no supplementation with potable water.

April demand was 2% above budget. The total water production for the year is below budget by 18% or 77 AF for the first 10 months of the fiscal year. The decline in recycled water sales is due to higher than expected rainfall.

Figure 1 (attached) provides monthly demands for recycled water since deliveries began in September 2000. Figure 2 (attached) provides a graphical view of annual recycled water demand spanning the last 18 fiscal years. Figure 3 (attached) shows the monthly recycled water demand for each April since the program began. Figure 4 (attached) compares budget versus actual recycled water sales for FY 2018-19; showing sales are trending slightly below budget.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

Figure 1 - MONTHLY RECYCLED WATER DEMAND

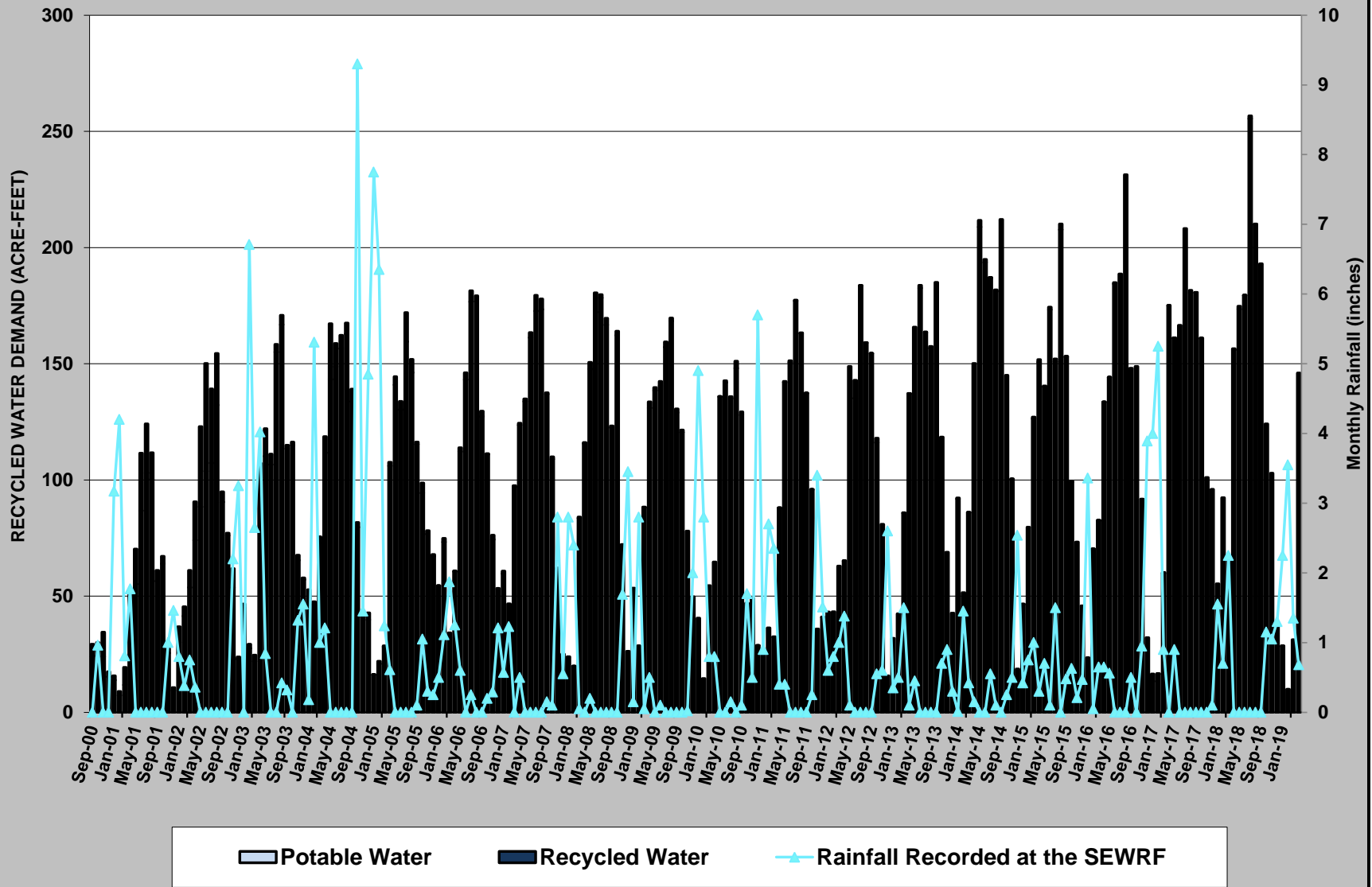


Figure 2 - RECYCLED WATER DEMAND by FISCAL YEAR

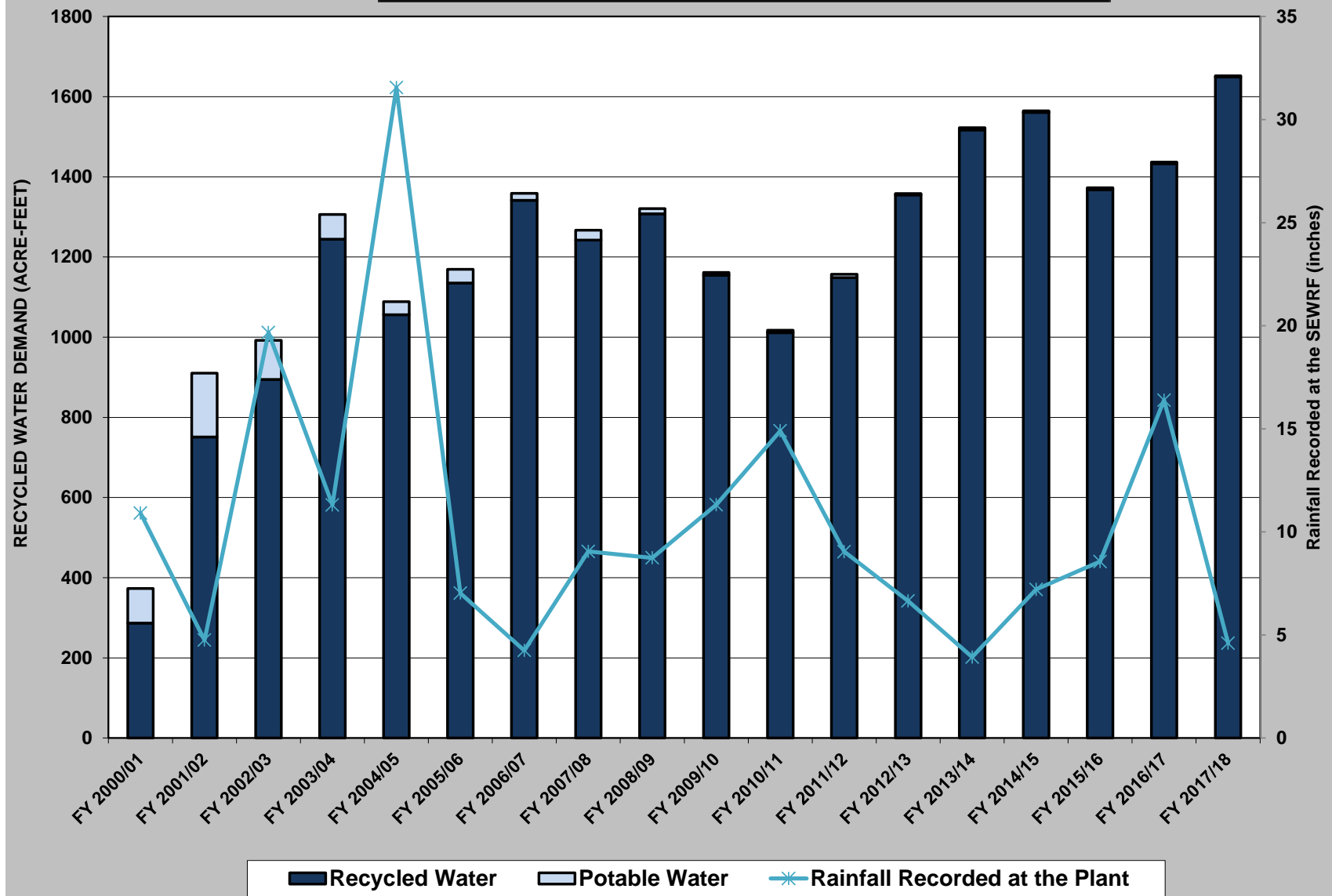


Figure 3 - APRIL RECYCLED WATER DEMAND

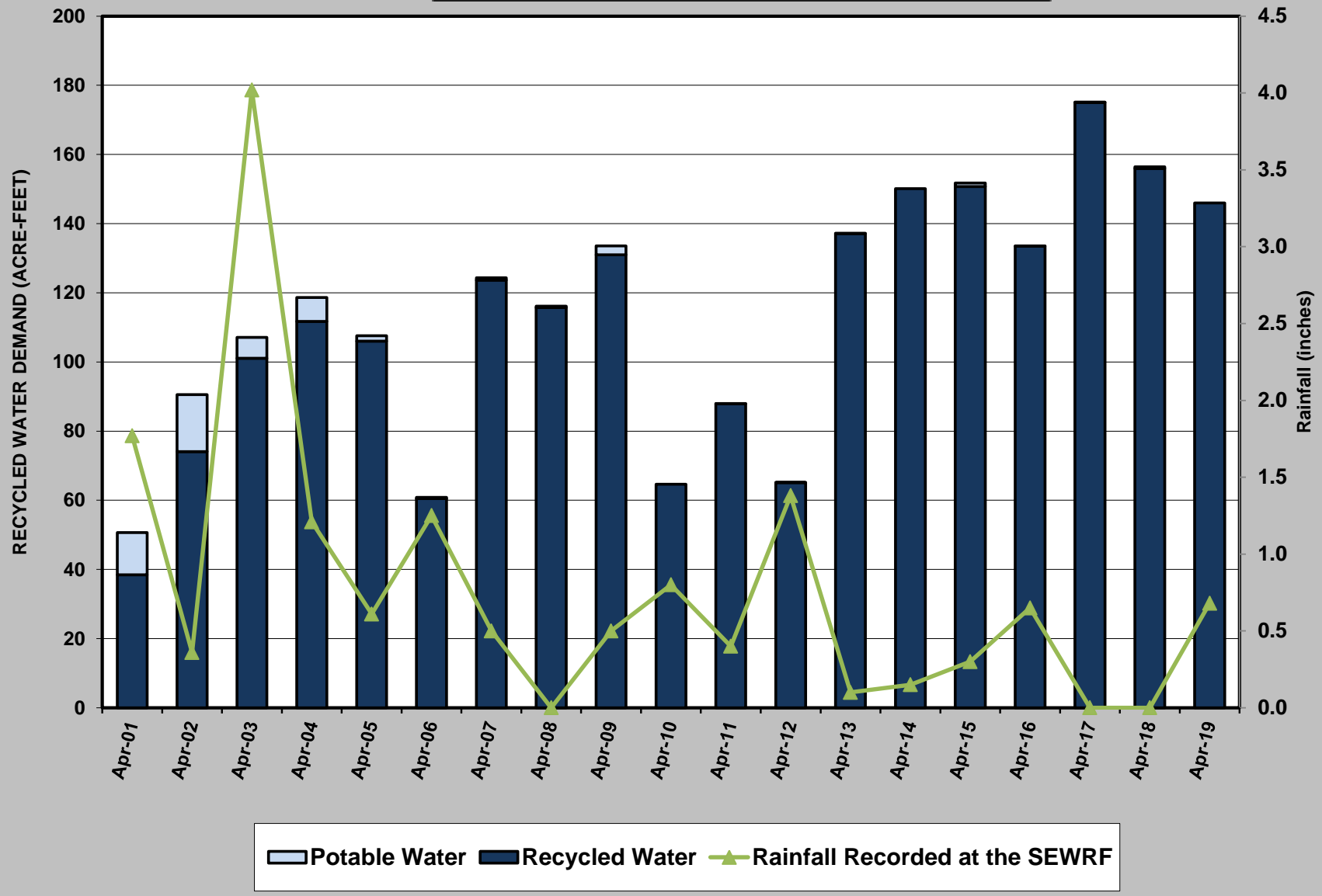
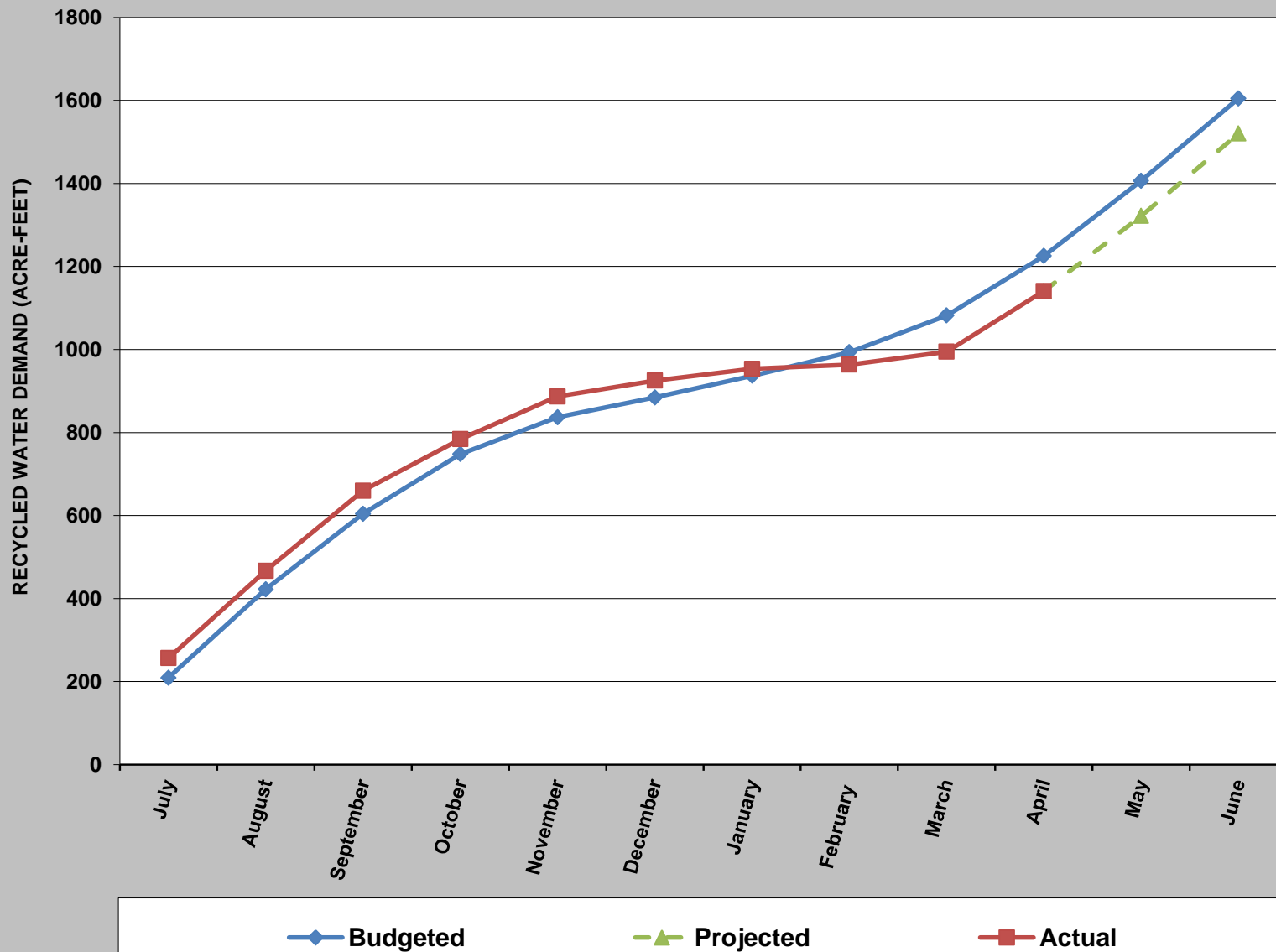


Figure 4 - RECYCLED WATER DEMAND BUDGET vs ACTUAL



SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 10, 2019

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: APPROVE SODIUM HYPOCHLORITE AGREEMENT EXTENSION

RECOMMENDATION

It is recommended that the Board of Directors:

1. Authorize the General Manager to amend the agreement with Olin Corporation for the procurement of Sodium Hypochlorite for an amount not to exceed \$82,000 for FY 2019-20; and
2. Discuss and take action as appropriate.

BACKGROUND

San Elijo Joint Powers Authority (SEJPA) and Encina Wastewater Authority (EWA) operate water pollution control facilities and water reclamation facilities in north coastal San Diego County. Over the last several years, the agencies have partnered to identify opportunities to share resources, collaborate on mutual aid, and create efficiencies to reduce costs and improve service.

In 2016, EWA and SEJPA examined opportunities to reduce cost through bulk purchasing of supplies and services. Staff identified two chemicals (Sodium Hypochlorite and Ferric Chloride) that are common to the operation of both agencies and that are purchased in large quantities, usually through multi-year agreement.

DISCUSSION

In May 2018, SEJPA and EWA staff prepared a bid solicitation for Sodium Hypochlorite, and Olin Corporation submitted the low bid proposal with a unit cost of \$0.744 per gallon. On June 11, 2018, the SEJPA Board authorized the General Manager to enter into agreement with Olin Corporation to supply sodium hypochlorite at a unit price of \$0.744 per gallon and for an amount not to exceed \$62,000. This agreement has the option for two single year extensions upon mutual agreement by all parties.

On May 22, 2019, SEJPA requested to extend the term of the agreement for an additional year at the same unit price of \$0.744 per gallon, and Olin accepted the request.

Staff anticipates an increase in this chemical use for FY 2019-20, with projected usage in the range of \$70,000 to \$82,000. Staff recommends an agreement limit of \$82,000 for FY 2019-20.

FISCAL IMPACT

The FY 2019-20 Recommended Budget includes \$82,653 for sodium hypochlorite, which provides allowance for variance in volume use. The proposed agreement extension is for a recommended amount not to exceed \$82,000. If chemical use beyond this agreement value is required, staff will return the item for Board consideration.

It is therefore recommended that the Board of Directors:

1. Authorize the General Manager to amend the agreement with Olin Corporation for the procurement of Sodium Hypochlorite for an amount not to exceed \$82,000 for FY 2019-20; and
2. Discuss and take action as appropriate.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

Attachment 1: Amendment 1 to Agreement between San Elijo Joint Powers Authority and Olin Corporation for Purchase and Delivery of Sodium Hypochlorite

ATTACHMENT 1
AMENDMENT 1 TO AGREEMENT

This **AMENDMENT 1** is made and entered into on this 20th day of May, 2019, by and between the San Elijo Joint Powers Authority, a joint powers authority organized and operating pursuant to Government Code Sections 6500 et seq., hereinafter referred to as "AUTHORITY", and Olin Corporation, dba Olin Chlor Alkali Products and Vinyl, hereinafter referred to as "SUPPLIER".

WITNESSETH:

WHEREAS, Encina Wastewater Authority (EWA) and AUTHORITY jointly invited bids for the provision of Sodium Hypochlorite;

WHEREAS, on July 1, 2018, AUTHORITY entered into an Agreement with SUPPLIER for such services in the amount of \$62,000; and

WHEREAS, the AUTHORITY desires and SUPPLIER is willing extend the term of the AGREEMENT for an additional year for the provision of Sodium Hypochlorite at the same price per unit.

WHEREAS, the AUTHORITY and SUPPLIER agree that the additional services related to this AMENDMENT 1 shall not exceed \$82,000 unless otherwise agreed to by both parties in writing.

NOW THEREFORE, the AUTHORITY and SUPPLIER agree to amend Section 1 and the first paragraph of Section 3 of the AGREEMENT as follows:

1. TERM. The term of this Agreement shall be from the date this Agreement is made and entered, as first written above, until June 30, 2020, with the option of one (1) additional year term at the request of AUTHORITY.
2. AUTHORITY'S OBLIGATIONS. For furnishing services or supplies as specified in the Agreement, AUTHORITY will pay and SUPPLIER shall receive compensation for Sodium Hypochlorite at the unit price of \$0.744 per gallon. The total amount of Sodium Hydroxide to be purchased under this Agreement has been estimated to be 80,000 gallons per year, but actual usage may be considerably less. In no case will total compensation exceed \$144,000. The unit cost and total cost shall include all delivery, tax, and shipping charges.

All other provisions of the AGREEMENT shall remain unchanged.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed the day and year first above written.

SAN ELIJO JOINT POWERS AUTHORITY

**OLIN CORPORATION, DBA OLIN
CHLOR ALKALI PRODUCTS AND
VINYLS**

By: _____
Michael T. Thornton
General Manager

By: _____

Printed Name: _____

Title: _____

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 10, 2019

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: APPROVE PROFESSIONAL ENGINEERING SERVICES
AGREEMENT FOR TRUSSELL TECHNOLOGIES, INC.

RECOMMENDATION

It is recommended that the Board of Directors:

1. Authorize the General Manager to enter into a Professional Engineering Services Agreement with Trussell Technologies, Inc. for an amount not to exceed \$91,008; and,
2. Discuss and take action as appropriate.

BACKGROUND

Trussell Technologies, Inc. is an environmental engineering firm that focuses on the quality and purification of water, wastewater, and recycled water. Areas of practice include the design and evaluation of processes for the treatment of drinking water and recycling domestic wastewater; the impact of water quality on the materials in treatment plants and distribution systems; and the significance of water contaminants to the public and the environment.

San Elijo Joint Powers Authority (SEJPA) has previously contracted with Trussell Technologies for the design and process modeling of the Performance Optimization of the Activated Sludge Project, the Advanced Water Purification Project, the Operations Plan, and the Potable Reuse Feasibility Study, as well as various projects to enhance the treatment process through automation.

Dr. Shane Trussell is the President of Trussell Technologies, Inc. and has a B.S. in Chemical Engineering from the University of California (U.C.) at Riverside, a M.S. in Environmental Engineering from U.C. Los Angeles, and a Ph.D. in Environmental Engineering from U.C. Berkeley. He is a registered Civil Engineer in the State of California with more than 20 years of experience who has authored more than 100 publications.

In 2011, Trussell partnered with SEJPA staff to write an Operations Plan for the wastewater treatment process, which documents system settings and parameters that provide optimum treatment. The Operations Plan is a valuable tool for training new employees, system diagnostics, and continuity for operations planning.

The Operations Plan was updated in 2013 to incorporate information related to the recycled water advanced water treatment system, and additional plant control systems. In 2017, the wastewater treatment process became unstable due to septicity in the incoming waste stream from conservation efforts in the community. This upset provided beneficial information and data that staff has been using to further optimize the process and prevent future events. Staff recommends updating the Operations Plan to document operational improvements, incorporate performance trends, and update standard operating procedures for the San Elijo Water Reclamation Facility (SEWRF).

DISCUSSION

SEJPA staff requested a proposal from Trussell Technologies to update the Operations Plan, provide operator training and education workshops, and provide continuing operational support during FY 2019-2020. The training sessions will highlight the updated operation plan and increase operator knowledge of the wastewater and recycled water practices and principles specific to the SEWRF.

Trussell Technologies provided a time and materials, not-to-exceed services proposal in the amount of \$91,008 to update the Operations Plan, provide training and education, and provide as-needed operational support.

FINANCIAL IMPACT

Funds for these services were included in the Fiscal Year 2019-20 Budget and \$91,008 is available for to this agreement. The Wastewater Treatment and Recycled Water programs will equally share in the cost of this agreement.

It is therefore, recommended that the Board of Directors:

1. Authorize the General Manager to enter into a Professional Engineering Services Agreement with Trussell Technologies, Inc. for an amount not to exceed \$91,008; and,
2. Discuss and take action as appropriate.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

Attachment 1: Trussell Technologies, Inc. – Operations Plan Update and Operator Training
Scope of Work and Budget



ATTACHMENT 1

May 23, 2019

Mike Thornton
General Manager
San Elijo Joint Powers Authority
2695 Manchester Avenue
Cardiff by the Sea, CA 92007

Subject: Operations Plan Update and Operator Training

Dear Mike,

We are pleased to submit this proposed scope and budget to the San Elijo Joint Powers Authority (SEJPA) for your consideration. The attached proposal details the work that would be completed to update the Operations Plan for the San Elijo Water Reclamation Facility (SEWRF) and provide educational training to SEJPA operations staff. Please contact me if you have any questions or would like to discuss this further.

Sincerely,

A handwritten signature in blue ink, appearing to read "R. Trussell". The signature is fluid and cursive, with a long, sweeping tail on the final letter.

R. Shane Trussell, Ph.D., P.E., BCEE
Trussell Technologies, Inc.

Enclosure: *Scope of Work, Schedule, and Budget*



Scope of Work

Task 1 – Operations Plan Update (Version 4)

In 2011, SEJPA retained the services of Trussell Technologies to develop an Operations Plan that established operational guidelines to optimize treatment at the SEWRF. More than two years of daily plant data and industry standards were analyzed to establish guidelines for operations staff to efficiently manage the treatment plant. These guidelines aimed to eliminate guesswork, minimize operational expenses, and improve or maintain process performance. Version 2 (January 2013) of the Operations Plan was the first update of this “living” document and it expanded the guidelines to include the new demineralization facility with some general additions as well as modifications to the filtration and disinfection sections. Version 3 (August 2016) of the Operations Plan incorporated additional operational data between 2013 and 2016 and provided specific calculations, conversion equations, and new reference tables to make the Operations Plan more complete and user friendly.

Since 2016, Trussell Technologies has continued to work closely with SEWRF operations staff to refine process control strategies and further improve treatment and reduce chemical and energy use. This task will review and update the Operations Plan to ensure it remains a relevant, user-friendly document for operations staff and management. The past three years of process and water quality data will be analyzed, and applicable figures and tables will be updated. Sections will be added and revised to ensure that the Operations Plan memorializes current operating trends and procedures. Decision making process diagrams will also be incorporated into Version 4 of the Operations Plan to provide framework that ensures each of the unit processes at SEWRF operate in the optimal range of treatment performance and efficiency.

Task 2 – Operator Training and Education Workshop Modules

In this task, Trussell Technologies will develop and conduct staff training modules primarily focused on the biological process treatment concepts and operational strategy for SEWRF. Four (4) training modules will be conducted and training materials provided as deliverables. Each workshop module will be approximately 2 hours, and will include presentation, hands-on problem solving and a discussion session. The training will educate attendees on advanced treatment diagnostics, biological evaluations, operational guidelines, memorialize lessons learned, and encourage leadership on all levels. The four (4) proposed training module topics are:

- Key Secondary Process Control Parameters and Partial Nitrification Concept
- Impacts of Septicity on Biological Treatment and Lessons Learned from Recent Treatment Plant Upsets in Southern California
- Anaerobic Selectors and Microbiology Diagnostics
- Dynamic Biological Process Control Strategy and Guidelines for SEWRF



Task 3 – Operational Support Consulting

This task provides budget so Trussell Technologies can communicate with and support SEJPA operations staff. Trussell Technologies will provide process treatment analysis and engineering support on an as-needed basis. Additionally, this task allows Trussell Technologies to remain engaged with the ongoing operation and performance of the SEWRF.

Schedule

The proposed schedule is provided in Table 1.

Table 1: Project Schedule

Task	SEJPA Operations Plan Update and Operator Training	2019						2020			
		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr
1	Operations Plan Update										
1.1	Data Analysis and Updating Figures/Tables										
1.2	Develop Basis of Operational Strategies										
1.3	Draft Operations Plan				★						
1.4	Finalize Operations Plan					★					
1.5	Project Management										
2.1	Operator Training and Education Modules										
2.2	Prepare Draft Presentations (4)										
2.3	Finalize Presentations (4)										
2.4	Training Workshops (4)				★	★	★	★			
2.5	Project Management										
3	Operational Support Consulting										
3.1	Operational Consulting and Communication										

★ Deliverable ★ Training Workshop

Budget

The estimated budget to complete Tasks 1 to 3 is \$91,008 based on time and materials. A cost breakdown is provided in Table 2 on the following page.



Table 2: Project Budget

Task No.	Position	Trussell Technologies			Total
		PE III	SE III	Eng I	
		Hourly Billing Rate*	\$257	\$167	\$131
1	Operations Plan Update				\$ 34,452
1.1	Data Analysis and Updating Figures/Tables		16	72	\$ 12,060
1.2	Develop Basis of Operational Strategies and Set Points	8	16		\$ 4,716
1.3	Draft Operations Plan	4	16	72	\$ 13,086
1.4	Finalize Operations Plan	2	4	8	\$ 2,223
1.5	Project Management	2	8	4	\$ 2,367
2	Operator Training and Education Modules				\$ 39,132
2.1	Prepare Draft Presentations (4)	4	64	128	\$ 28,386
2.2	Finalize Presentations (4)	4	8	24	\$ 5,490
2.3	Training Workshops (4)	2	8	8	\$ 2,889
2.4	Project Management	2	8	4	\$ 2,367
3	Operational Support Consulting				\$ 17,424
3.1	Operational Consulting and Communication	16	80		\$ 17,424
TOTAL		44	228	320	\$ 91,008

PE III Principal Engineer III
 SE III Senior Engineer III
 Eng 1 Engineer 1

*SEJPA discounted billing rates



**TRUSSELL TECHNOLOGIES, INC.
HOURLY BILLING RATES**

Effective: October 18, 2018

	Standard Billing Rates		San Elijo Joint Powers Authority Discounted Billing Rate	
	Normal Hourly Rate¹	Expert Daily Rate²	Normal Hourly Rate¹	Expert Daily Rate²
Senior Company Officer	\$ 300	\$ 3,600	\$ 270	\$ 3,240
Principal Engineer III	\$ 285	\$ 3,420	\$ 257	\$ 3,078
Principal Engineer II	\$ 270	\$ 3,240	\$ 243	\$ 2,916
Principal Engineer I	\$ 245	\$ 2,940	\$ 221	\$ 2,646
Supervising Engineer III	\$ 235	-	\$ 212	-
Supervising Engineer II	\$ 220	-	\$ 198	-
Supervising Engineer I	\$ 200	-	\$ 180	-
Senior Engineer III	\$ 185	-	\$ 167	-
Senior Engineer II	\$ 180	-	\$ 162	-
Senior Engineer I	\$ 170	-	\$ 153	-
Engineer II	\$ 155	-	\$ 140	-
Engineer I Senior Office Manager II	\$ 145	-	\$ 131	-
Associate Engineer II Senior Office Manager I	\$ 135	-	\$ 122	-
Associate Engineer I Office Manager III	\$ 130	-	\$ 117	-
Assistant Engineer II Office Manager II	\$ 115	-	\$ 104	-
Assistant Engineer I Office Manager I	\$ 110	-	\$ 99	-
Office / Lab Assistant II	\$ 105	-	\$ 95	-
Office / Lab Assistant I	\$ 95	-	\$ 86	-

1. Time will be billed in 15 minute increments
2. Time will be billed in increments of one day

Other Direct Costs

Mileage for vehicle use to be reimbursed at current IRS rate.
Travel, equipment rental and other direct costs to be reimbursed at actual cost plus 5%.

Outside Professional Services:

Outside professional services to be reimbursed at actual cost plus 15%

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 10, 2019

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: APPROVE BIOSOLIDS HAULING AND REUSE CONTRACTING

RECOMMENDATION

It is recommended that the Board of Directors:

1. Authorize the General Manager to enter into a 5-year agreement with Denali Water Solutions for the procurement of Biosolids Hauling and Reuse for an amount not to exceed \$1,022,661; and
2. Discuss and take action as appropriate.

BACKGROUND

San Elijo Joint Powers Authority (SEJPA) and Encina Wastewater Authority (EWA) operate water pollution control facilities and water reclamation facilities in north coastal San Diego County. Over the last several years, the agencies have partnered to identify opportunities to share resources, collaborate on mutual aid, and create efficiencies to reduce costs and improve service.

In 2016, EWA and SEJPA examined opportunities to reduce cost through bulk purchasing of supplies and services. Staff identified two chemicals (Sodium Hypochlorite and Ferric Chloride) that are common to the operation of both agencies and that are purchased in large quantities, usually through multi-year contracts. EWA and SEJPA also determined that biosolids hauling and reuse would be another appropriate contract that could be advertised and bid together.

Biosolids are created during the wastewater treatment process by removing solid material from the water, concentrating, digesting and drying that material. The resulting biosolid can be used to condition soil and fertilize crops or vegetation. Land application occurs through surface spreading, tilling, or injection below the surface. SEJPA, along with many other Southern California treatment facilities, relies on contractors to transport and land apply biosolids to farms in Yuma County, Arizona. Biosolids recycling in Yuma Arizona has been found to be a cost effective option for treatment plants in the San Diego area, due to shorter travel time and lower demand when compared to similar options north of Los Angeles in Kern County or San Bernardino County.

DISCUSSION

SEJPA and EWA staff prepared a bid solicitation for biosolids hauling and reuse, which was advertised on April 24, 2019 and bids were received on May 23, 2019. The bids received were as follows:

- | | |
|---------------------------|--|
| 1) Denali Water Solutions | \$51.50 per ton (Yuma County) |
| 2) Ag Tech, LLC | \$52.00 per ton (Yuma County) |
| 3) Synagro | \$59.90 per ton (Kern and Yuma County) |
| 4) Liberty Composting | \$86.40 per ton (Kern County) |

Denali Water Solutions submitted the low bid proposal with a unit cost of \$51.50 per ton, which is approximately 15% higher than the current effective price that is set to expire June 30, 2019. Based on SEJPA review of the bids and discussions with industry representatives, costs have increased since 2014, when the SEJPA last bid biosolids hauling and reuse. Furthermore, since this is a 5-year fixed unit price contract, the full inflation is received in the first year of the agreement, making the agreement more cost friendly in the following years. The proposed agreement is set to provide service from July 1, 2019 to June 30, 2024.

FISCAL IMPACT

The FY 2019-20 Recommended Budget includes \$180,000 for biosolids hauling and reuse, and has an additional \$28,000 in contingency funding, for a total of \$208,000. With the addition of wastewater service to the City of Del Mar, biosolids production has increased approximately 15%. Adding the increase in biosolids production to the new proposed unit price for FY 2019-20, the estimated expenditure for FY 2019-20 is \$203,700. Staff is recommending a 5-year contract amount not to exceed \$1,022,661, which averages \$204,532 per year. Funding in the FY 2019-20 Recommended Budget appears to be adequate for the anticipated costs associated with biosolids hauling and reuse. If biosolids production increases beyond current projections, then this contract may be returned to the Board for a funding level increase, which would likely occur in 2023.

It is therefore recommended that the Board of Directors:

1. Authorize the General Manager to enter into a 5-year agreement with Denali Water Solutions for the procurement of Biosolids Hauling and Reuse for an amount not to exceed \$1,022,661; and
2. Discuss and take action as appropriate.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

Attachment 1: Denali Water Solutions Bid Submission for Biosolids Hauling and Reuse (Disposal) Services

ATTACHMENT 1

**SAN ELIJO JOINT POWERS AUTHORITY SAN ELIJO
WATER RECLAMATION FACILITY & THE ENCINA
WASTEWATER AUTHORITY ENCINA WATER POLLUTION
CONTROL FACILITY**

**BIOSOLIDS HAULING AND REUSE (DISPOSAL)
SERVICES**

BID SPECIFICATION SE2020-BH

Bid Opening: May 23, 2019 at 11:00 am

**Office of the San Elijo Joint Power Authority (SEJPA)
General Manager
2965 Manchester Ave.
Cardiff by the Sea, CA 92007**

Proposer
Denali Water Solutions
3031 Franklin Ave
Riverside, CA 92507



May 21, 2019

Office of the San Elijo Joint Power Authority (SEJPA) General Manager
2695 Manchester Ave.
Cardiff, CA 92007

Re: Bid for Biosolids Hauling and Reuse (Disposal) Services

Denali Water Solutions (Denali Water) is pleased to respond to the San Elijo Joint Power Authority (SEJPA) and Encina Waste Authority (Encina) Bid for Biosolids Hauling and Reuse (Disposal) Services, Solicitation No. SE2020-BH.

Our approach to managing biosolids is unique compared to most other biosolids management companies. All biosolids management sites are susceptible to temporary closures due to inclement weather, regulatory changes or community issues. Instead of being limited to a single site, like most biosolids management companies, we offer a number of different sites in several different counties and location. Our management staff has experience during these events over the past 20 years including the El Nino event in 1997. This provides us the flexibility to divert SEJPA and Encina's biosolids from one site to another when an unforeseen situation arises. This is particularly important with the potential El Nino weather patterns. Companies that only offer one site are vulnerable to road closures due to flooding, fires, earthquakes, etc. This is increasingly important with the predicted El Nino weather pattern taking hold this winter. Also, unlike most other biosolids companies, we have a fleet of company trucks and trailers as well as numerous subcontractor haulers we use. This allows us to meet fluctuations in production or increased distance traveled better than companies that use only company equipment or only subcontractors.

Denali Water has provided transportation, disposal and reuse management services to the Wastewater Treatment Industry for over 24 years. We are the second largest biosolids management in country and operate throughout the United States. We currently transport and manage over 650,000 tons per year of residuals in California and Arizona alone.

Denali Water is one of California's largest biosolids and residual management companies and uses a mix of our own fleet of equipment, and subcontractors to meet daily fluctuations in production. We have extensive experience working with a large number of biosolids generators in California including City of Los Angeles, Los Angeles County Sanitation District, Orange County Sanitation District, City of San Diego, City of San Bernardino, East Bay MUD, City of San Francisco, among many others.



If you have any questions or need any additional information please contact **Jeff Thurber** at (949) 678-3153, or at our office located at 3031 Franklin Ave, Riverside, CA 92507.

Sincerely,

Jeff Thurber
Development Manager

A handwritten signature in black ink, appearing to read "Jeff Thurber", written over the printed name and title.

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10. APPENDIX

Land Application Permits

1. Introduction

Company Information

The San Elijo Joint Power Authority (SEJPA) and Encina Wastewater Authority (Encina) are soliciting proposals for Biosolids Hauling and Reuse (Disposal) Services. Denali Water Solutions has been San Diego County's leader in biosolids management and beneficial reuse services for years, providing biosolids hauling and management services to more wastewater treatment facilities in the county than any other company.

As a full service biosolids management company, Denali Water maintains a fleet of trucks and trailers specially designed for the biosolids hauling services SEJPA and Encina requires. As a contractor for numerous biosolids generators across California, Denali Water understands the SEJPA and Encina's need to have a viable beneficial reuse option available every day of the year, and the desire for long-term options for its biosolids. To meet this need, we offer multiple land application sites that operate year round. We currently employ 35 employees in the western region with four (4) employees that are salaried employees and the remainder are hourly.

Our broad experience includes providing beneficial reuse services for facilities that produce as little as 300 tons of biosolids per year to facilities that produce over 1,200 tons per day. We also boast of providing hauling and beneficial reuse services of over 350,000 tons of biosolids in California alone with some of the California's largest biosolids generators including the City of San Diego, City of Oceanside, City of Los Angeles, Los Angeles County Sanitation District, Orange County Sanitation District, City of Riverside, City of San Bernardino, and East Bay Municipal Utility District.

Through this extensive experience, our operations and Biosolids Management Plan have been through the National Biosolids Partnership's Biosolids Environmental Management System (EMS) for three different generators. We have designed our Biosolids Management Plan, our operating procedures for hauling and managing biosolids, to meet the biosolids management industry's highest standards. We understand the importance of providing our generators a clear plan of how we perform every aspect of operations to maximize the communication channels between the treatment plant and the contractor. We view our biosolids management service a partnership with the wastewater treatment facility with both parties having a stake in the responsible, uninterrupted hauling and management of their biosolids.

Key Personnel

Denali Water has been hauling all the biosolids produced from the City of Riverside since 2002. Our experience performing these services for the City is unmatched by any other company performing biosolids management today. Our managers have over 50 years of biosolids management combined. For Designation of Subcontractors form, see attached.

Below is a table of the key personnel Denali Water will use for this project:

Name	Duties	Level of Experience	Availability
Jeff Thurber, General Manager (949) 678-3153	Oversee project	28+ years as manager and principal of biosolids management companies	Available regular business hours and on call when needed
Noe Ramirez, Dispatcher (951) 269-9481	Schedule load pick-up and delivery, correspond with facility regarding equipment needs	14 Years experience as Commercial Driver hauling residuals, 12 years experience in biosolids management	Available 5-7 days per week by phone
Dale Hanna, Lead Driver & Dispatcher (310) 663-2945	Schedule load pick-up and delivery, correspond with facility regarding equipment needs	12 Years experience as Commercial Driver hauling residuals, 7 years experience in biosolids management	Available 5-7 days per week by phone
Chris Marks Regional Environmental Manager (760) 801-3175	Oversee environ. Compliance, beneficial reuse sites, reporting and monitoring activities	23 years as environmental manager, 10 years as area manager	Available regular business hours and on call when needed

2. Firm Experience

Denali Water has been beneficially reusing biosolids in California since 2001. Provided below are summaries of company biosolids management projects in California:

Project	Annual Quantity	Type of Project	Year
City of Oceanside Biosolids Hauling and Offsite Reuse 300 N. Coast Highway Oceanside, CA 92054	100 tons per day	Dewatered biosolids transportation and land application	2001 to present
City of San Diego Biosolids Hauling and Land Application 5240 Convoy Street, MS 901M San Diego, CA	400 – 500 tons per day	Dewatered biosolids, landfill and land application	1997 to present
Los Angeles County San District Biosolids Management Services 1955 Workman Mill Road Whittier, CA 90601 Matthew Bao mbao@lacsdsd.org (562) 699-7411 ext. 2809	50-200 tons per day	Dewatered Biosolids land application	2005 to present
City of Riverside Biosolids Hauling and Reuse 5950 Acorn Street Riverside, CA 92504	100-300 tons per day	Dewatered Biosolids land application Class B, non-class B	2002 to present
City of Los Angeles Management of City Biosolids 12000 Vista Del Mar Playa Del Rey, CA 90293 Alan Tran Alan.Tran@lacity.org (310) 648-5319	50-100 tons per day	Dewatered Biosolids composting and land application	2007 to present
East Bay Municipal Utility District Biosolids Land Application 375 11th Street Oakland, CA 94607	100-150 tons per day	Dewatered Biosolids, transportation and reuse, land application	2004 to present
City of Santa Cruz Biosolids End Use Services 110 California St Santa Cruz, CA 95060 Anne Hogan Ahogan@cityofsantacruz.com (831) 420-5425	50 tons per day	Dewatered biosolids, transportation and land application and alternative cover	2009-present
City of San Bernardino (as a subcontractor to Synagro) 399 Chandler Place San Bernardino, CA	75 tons per day	Dewatered biosolids transportation and land application	2004 to present

EMS Certified

Denali Water operates according to our Biosolids Management Plan (BMP). Our BMP has been audited and approved by the National Biosolids Partnership's Environmental Management System (EMS). Our BMP includes biosolids hauling procedures, land application procedures and landfill delivery procedures. We have participated in several EMS audits during the certification process for the Orange County Sanitation District, SEJPA and Encina of Los Angeles and the East Bay Municipal Utility District.

3. Scope of Services

Denali Water proposes providing three (3) water-tight, aluminum end-dump trailers to SEJPA for loading biosolids and an additional three (3) trailer for EWPCF. When the trailers are loaded and we are notified by SEJPA, we will pick-up the loaded trailer and haul it to our beneficial reuse sites. Denali Water operates 2-3 biosolids land application operations in Yuma County and 2-3 land application operations in Maricopa. We currently have over 7,000 acres of land in Yuma County registered with the Arizona Department of Environmental Quality (ADEQ) to receive biosolids as a soil amendment and fertilizer and over 10,000 acres permitted in Maricopa County. These sites provide over 400,000 tons of capacity per year and are available year round. We currently receive between 150,000 and 250,000 tons of biosolids for these sites and have at least 200,000 tons of capacity per year available for additional sources, providing enough capacity for more than 100% of SEJPA's biosolids. The addition of San Elijo Joint Power Authority's biosolids will not impact our available capacity and we will have excess capacity for at least the term of the SEJPA contract.

Denali Water is currently operating class A land application operations in Riverside County. We have over 2,000 acres permitted to use class A biosolids in Riverside County with an annual capacity of 60,000 tons. Only 10,000 tons are delivered to our Riverside County operations, leaving excess capacity to manage Encina's 5,500 dry tons of class A biosolids per year.

Denali Water's operations comply with all of the EPA Part 503 regulation and Arizona Department of Environmental Quality (ADEQ) requirements. We meet all monitoring and reporting imposed by the EPA and ADEQ. As a part of our Biosolids Management Plan, we prepare a Monthly Report for the generators we provide biosolids management services to. This report includes the destination of each load, the amount of biosolids spread in each field, a field report, and field map. On an annual basis, a Annual Report is prepared according to the regulatory requirements and a copy is submitted to our generators.

Denali Water has over 50 aluminum end-dump trailers and numerous company operated and owner operated trucks in southern California at our disposal to perform the hauling services for SEJPA. Our trailers will be water-tight and will be equipped with a tarp. We will be available to haul loads from SEJPA 7 days per week, day or night.

5. Implementation Schedule

Implementation Schedule

Once a Notice to Proceed is issued, Denali Water will coordinate with San Elijo JPA and Encina the date of mobilization of trailers to the Water Reclamation Facility, which can be within 72 hours of notice. Registration of SEJPA's and Encina's biosolids to our sites in Yuma County may take between one and two weeks before land application services can begin. This can be performed before the Notice to Proceed is issued to execute more quickly. It is Denali Water's intention to make the transition from the current biosolids hauler to our company as smooth as possible.

Equipment Assignment

Equipment Assignment

Denali Water California operations has over 50 aluminum end-dump trailers and numerous tractors, as well additional equipment including scales, roll-off bins, and roll-off equipment. For the San Elijo JPA contract, Denali Water will dedicate two (2), water tight, end-dump trailers and one tractor to pull two (2) to three (3) loads per week. We also own several yard goat tractors used to shuttle tractors around at a facilities. If San Elijo JPA needs a yard goat tractor, Denali Water can provide one with adequate notice.

Below is a partial list of company owned equipment.

TRUCKS

		#	LIC PLATE #	VIN #	YEAR	MAKE
TK	41	650065	K794664	1XPWD49X2DD180522	2013	PTRB
TK	42	650066	K794269	1XPWD49X4DD180523	2013	PTRB
TK	43	650069	K794270	1XPWD49XXDD180526	2013	PTRB
TK	44	650116	K794271	1XPWD49XXDD208714	2013	PTRB
TK	48	650118	K794665	1XPWD49X9DD208719	2013	PTRB
TK	45	650161	K794267	1XPHD49X3DD179520	2013	PTRB
TK	46	650162	K794268	1XPHD49X5DD179521	2013	PTRB
TK	51	454597	K778625	1XPHD49X1AD107789	2010	PTRB
TK	52	454600	K778628	1XPHD49X1AD107792	2010	PTRB
TK	12	5955	K778390	1FUJA6CG41PJ95955	2001	FRHT

T E C LEASING TRUCKS

		#	LIC PLATE #	VIN #	YEAR	MAKE
TK	300	40163	YAGW034	1M1AW09Y0DM030979	2013	MACK
TK	200	100486	YAHZ297	1M1AW09Y7GM058069	2016	MACK
TK	400	100487	YAHZ298	1M1AW09Y3GM058070	2016	MACK
TK	600	100485	YAHZ296	1M1AW09Y5GM8068	2016	MACK
TK	700	100488	YAHZ299	1M1AW09Y5GM058071	2016	MACK

TRAILERS

		#	LIC PLATE #	VIN #	YEAR	MAKE
FA		231	PT156860	4EPAA39261ATA3922	2001	Vantage
FA		232	PT151436	4EPAA39201ATA3981	2001	Vantage
FA		233	PT151437	4EPAA39241ATA3983	2001	Vantage
FA		236	PT144683	4EPAA39221ATA3979	2001	Vantage
FA		237	PT144695	4EPAA3920SATA0838	1995	Vantage
FA		240	PT144685	1T91J402XX1247700	1999	Travis
FA		241	PT144686	4EPAA39202ATA4517	2002	Vantage
FA		242	PT144687	4EPAA39293ATA4694	2002	Vantage

FA	243	PT144688	4EPAA39222ATA4261	2002	Vantage
FA	244	PT144689	4EPAA369252ATA4254	2002	Vantage
FA	245	PT156859	4EPAA39252ATA4500	2002	Vantage
FA	246	PT144697	4EPAA40213ATA4675	2002	Vantage
FA	247	PT156858	4EPAA39252ATA4450	2002	Vantage
FA	248	PT144699	4EPAA40293ATA4682	2002	Vantage
FA	249	PT144698	4EPAA39202ATA4503	2002	Vantage
TL	41-001	PT156895	48X1F3923F1009271	2015	TBTI
TL	41-002	PT156894	48X1F3925F1009272	2015	TBTI
TL	41-003	PT156893	48X1F3927F1009273	2015	TBTI
TL	41-004	PT156892	48X1F3929F1009274	2015	TBTI
TL	41-005	PT156891	48X1F3920F1009275	2015	TBTI
FA	260/319	PT144642	1T9EAAT24PG021967	1993	TRBK
TL	3520	PT144650	48XF402X51003520	2005	TRAVIS
TL	3425	PT144651	48X1F402551003425	2005	TRAVIS
TL	176	PT150571	10B76217EF006766	1984	BREN
TL	55	PT14193	1T9AE15BOCF003143	1982	TRAI
TL	4846	PT144621	4EPAA39263ATA4846	2003	Vantage
TL	4847	PT144620	4EPPA39283ATA4847	2003	Vantage
TL	4687	PT150573	4EPAA39213ATA4687	2003	Vantage
TL	4688	PT144625	4EPAA39233ATA688	2003	Vantage
TL	4692	PT144623	4EPAA39223STA4692	2003	Vantage

Regulatory Requirements

7. Regulatory Requirements

Attached are our company's regulatory approvals for land applying biosolids in Arizona. These approvals are in Solid Solutions', a Denali Water company, name.

Included with this proposal are the ADEQ registrations for Anderson Farms, Norris Farms and Cullison Farms. Actual ADEQ approval of SEJPA and Encina's biosolids to these sites shall be received after lab results are submitted to ADEQ. To meet ADEQ regulations, SEJPA will need to have all required lab analyses performed by an Arizona certified laboratory.

Contract Services Agreement Reviewed Statement

Contract Services Agreement Reviewed Statement

The Contract Services Agreements have been reviewed by Denali Water and Denali Water has no exception to the contract language.

Bid Submission Form

BID SUBMISSION FORM

PROVISION OF BIOSOLIDS HAULING AND REUSE (DISPOSAL) SERVICES SPECIFICATION NUMBER SE 2020-BH

TO: Michael T. Thornton, P.E., General Manager
San Elijo Joint Powers Authority
2695 Manchester Avenue
Cardiff, CA 92007

Dated: 5/22/19

Provision of approved Biosolids Hauling and Reuse (Disposal) Services, as outlined in the detailed specification, to the San Elijo Water Reclamation Facility and the Encina Water Pollution Control Facility for the period of July 1, 2019 to June 30, 2024.

OPTION NO.	APPROXIMATE QUANTITY	ITEM DESCRIPTION WITH PRICES WRITTEN IN WORDS	TOTAL FIGURES
---------------	-------------------------	--	------------------

1		Price per wet ton for <u>Preferred</u> Reuse Disposal Site Including hauling: <u>Fifty-one dollar fifty cents</u> (In Words)	<u>51.50</u> (In Numbers)
---	--	---	------------------------------

2		Price per wet ton for <u>Alternate</u> Reuse Disposal Site Including hauling: <u>Fifty-three dollars and seventy five cents</u> (In Words)	<u>53.75</u> (In Numbers)
---	--	---	------------------------------

3		Price per wet ton and price per mile for Fertilizer Sites Including hauling: <u>Twelve dollars fifty cents per ton</u> (In Words) <u>Six dollars per mile</u>	<u>12.50 per ton</u> (In Numbers) <u>6.00 per mile</u>
---	--	--	---

4		Price per wet ton for Yuma County Landfill Site, excluding tipping fees Including hauling: <u>Fifty-two dollars</u> (In Words)	<u>42.00</u> (In Numbers)
---	--	---	------------------------------

THE ONLY EXCEPTIONS FROM THE SPECIFICATIONS ARE:

Signature of Authorized Bidder Representative: _____

Name of Individual (Typed): Jeff Thurber Title: General Manager
Firm Name: Denali Water Solutions
Address: 3031 Franklin Ave
City: Riverside State: CA Zip: 92507 Telephone: 714-799-0801

**STATEMENT OF
QUALIFICATIONS AND REFERENCES**

PROVISION OF BIOSOLIDS HAULING AND REUSE (DISPOSAL) SERVICES
SPECIFICATION NUMBER SE 2020-BH

Proposing Contractor shall submit the number of years engaged in providing services included within the scope of the bid specifications under the present business name: _____
23 years providing biosolids management service in California

List and describe fully the last three contracts performed by your firm that demonstrate your ability to provide the supplies, equipment, or services included with the scope of the bid specifications. Attach additional pages if required. The Authority reserves the right to contact each of the references listed for additional information regarding your firm's qualifications.

Reference No. 1

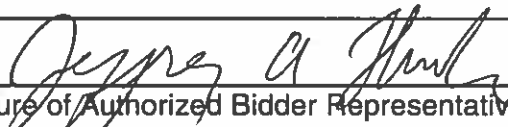
Customer Name: City of Los Angeles
Contact Individual: Alan Tran Phone No.: 310-648-5995
Address: 12000 Vista del Mar
Playa del Rey, CA 90293
Contract Amount: \$2,500,000 Year: 2005 to present
Description of supplies, equipment, or services provided:
Hauling and management of 75,000 tons per year of biosolids to multiple reuse options and sites

Reference No. 2

Customer Name: City of Santa Cruz
Contact Individual: Anne Hogan Phone No.: 831-420-5425
Address: 110 California St
Santa Cruz, CA 95060
Contract Amount: \$450,000 Year: 2009 to present
Description of supplies, equipment, or services provided:
Hauling and management of 12,000 tons per year of biosolids to multiple reuse options and sites

Reference No. 3

Customer Name: Los Angeles County Sanitation District
Contact Individual: Matt Bao Phone No.: 562-908-4288 x 2824
Address: 1955 Workman Mill Rd
Whittier, CA 90601
Contract Amount: \$2,500,000 Year: 2005 to present
Description of supplies, equipment, or services provided:
Hauling and management of 40,000 tons per year of biosolids to multiple land application sites


Signature of Authorized Bidder Representative

**STATEMENT OF BIDDER'S PAST CONTRACT
DISQUALIFICATIONS**

PROVISION OF BIOSOLIDS HAULING AND REUSE (DISPOSAL) SERVICES
SPECIFICATION NUMBER SE 2020-BH

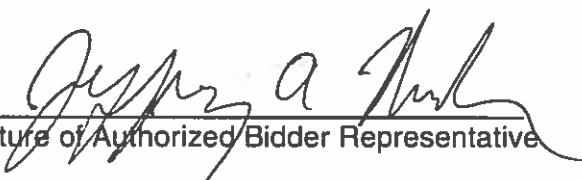
Pursuant to Section 10162 of the Public Contract Code, the bidder shall state whether such prospective bidder, any officer of such bidder, of any employee of such bidder who has a proprietary interest in such bidder, has ever been disqualified, removed, or otherwise prevented from bidding on, or completing a Federal, State or local government project because of the violation of law or a safety regulation, and if so to explain the circumstances.

1. Do you have any disqualification, removal, etc., as described in the above paragraph to declare?
yes _____ no X

2. If yes, explain the circumstances.

Executed on May 23, 2019 at Irvine, California.

I declare, under penalty of perjury, that the foregoing is true and correct.



Signature of Authorized Bidder Representative

COMPLIANCE WITH THE IMMIGRATION REFORM AND
CONTROL ACT OF 1986 (8 U.S.C. § 1324)

As a condition of submitting a bid for the Project, bidders are required to verify whether or not they have been fined or otherwise penalized within the past three (3) years for failing to obtain and/or maintain valid Employment Eligibility ("I-9") forms for employees pursuant to the Immigration Reform and Control Act of 1986 (the "Act"). The bidder shall check the appropriate box below, sign and date this page, and submit it to the San Elijo Joint Powers Authority (SEJPA) and the Encina Wastewater Authority (EWA) as part of their bid package.

Failure to properly submit this completed form shall result in the possible rejection of the bid as being non-responsive, in the SEJPA's and the EWA's sole discretion. In the event a bidder has been fined or otherwise penalized within the past three (3) years, the SEJPA and the EWA reserves the right, in its sole discretion, to reject the bid as being non-responsive. In the event the SEJPA or the EWA awards a contract to a bidder and subsequently discovers that the bidder was fined or otherwise penalized for failing to obtain and/or maintain valid I-9 forms within the past three (3) years and failed to disclose such information, the SEJPA and the EWA shall have the right, in its sole discretion, to immediately terminate the contract and award the bid to the next lowest bidder, or re-bid the project. The SEJPA and the EWA reserves the right to recover from the bidder any costs and/or damages sustained by the SEJPA and the EWA as the result of having to terminate the bidder from the Project and/or re-award the contract due to the bidder's failure to disclose previous I-9 violations.

ALL BIDDERS MUST CHECK ONE OF THE BOXES BELOW AND SIGN:

- ☐ Within the past three (3) years, bidder HAS been fined or otherwise penalized for failing to obtain and/or maintain valid I-9 forms for its employees.
- ☒ Within the past three (3) years, bidder HAS NOT been fined or otherwise penalized for failing to obtain and/or maintain valid I-9 forms for its employees.


Bidder's Signature

Denali Water Solutions
Company

5/22/19
Date



Douglas A. Ducey
Governor

ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY



Misael Cabrera
Director

Notice of Acceptance - Biosolids Application Registration

January 10, 2019

Solid Solutions, L.L.C.
Attention: Chris Marks
3031 Franklin Avenue
Riverside, CA 92507

Re: LTF #: 74331; Land Application Site Registration for Cullison Farms

Dear Mr. Marks:

The Arizona Department of Environmental Quality (ADEQ) received the above referenced request for registration on September 19, 2018. Upon reviewing this material, ADEQ has determined under A.A.C R18-9-1004 that your initial submittal was incomplete. On your revised submittal on January 8, 2019, your registration is accepted. Please be advised that this registration is valid only for biosolids generated by Moreno Valley RWRP and San Jacinto Valley RWRP; to be land applied on the named fields at the following coordinates:

Township: 8S		Range: 18W		Sections: 1, 12, 14	
Field ID: YM 2-151	Latitude: 32° 43' 51"N	Longitude: 114° 5' 52W	No. of Acres: 50		
Field ID: YM 2-152	Latitude: 32° 44' 05"N	Longitude: 114° 5' 31""W	No. of Acres: 35		
Field ID: YM 2-153	Latitude: 32° 43' 50"N	Longitude: 114° 5' 31"W	No. of Acres: 45		
Field ID: YM 2-161	Latitude: 32° 43' 45"N	Longitude: 114° 6' 50"W	No. of Acres: 64		
Field ID: YM 2-162	Latitude: 32° 43' 26"N	Longitude: 114° 7' 20"W	No. of Acres: 101		
Field ID: YM 2-163	Latitude: 32° 43' 26"N	Longitude: 114° 6' 47"W	No. of Acres: 101		
Field ID: YM 2-121	Latitude: 32 44' 28" N	Longitude: 114 04' 6" W	No. of Acres: 75		
Field ID: YM 2-141	Latitude: 32 43' 50"N	Longitude: 114 05' 8"W	No. of Acres: 80		
Field ID: YM 2-142	Latitude: 32 44' 03"N	Longitude: 114 04' 48"W	No. of Acres: 40		
Field ID: YM 2-143	Latitude: 32 43' 50"N	Longitude: 114 04' 48"W	No. of Acres: 40		
Field ID: YM 2-144	Latitude: 32 44' 03"N	Longitude: 114 04' 33"W	No. of Acres: 40		
Field ID: YM 2-145	Latitude: 32 43' 50"N	Longitude: 114 04' 33"W	No. of Acres: 40		
Field ID: YM 2-201	Latitude: 32° 43' 8"N	Longitude: 114° 8' 11"W	No. of Acres: 28		

Field ID: YM 2-202	Latitude: 32° 43' 04"N	Longitude: 114° 7' 57"W	No. of Acres: 22
Field ID: YM 2-203	Latitude: 32° 43' 15"N	Longitude: 114° 7' 34"W	No. of Acres: 10
Field ID: YM 2-204	Latitude: 32° 43' 06"N	Longitude: 114° 7' 34"W	No. of Acres: 25
Field ID: YM 2-205	Latitude: 32° 43' 00"N	Longitude: 114° 7' 34"W	No. of Acres: 25
Field ID: YM 2-206	Latitude: 32° 42' 54.7"N	Longitude: 114° 7' 34"W	No. of Acres: 40
Field ID: YM 2-211	Latitude: 32° 43' 04"N	Longitude: 114° 7' 26"W	No. of Acres: 40
Field ID: YM 2-212	Latitude: 32° 43' 04"N	Longitude: 114° 7' 18"W	No. of Acres: 40
Field ID: YM 2-213	Latitude: 32° 43' 04"N	Longitude: 114° 7' 11"W	No. of Acres: 40
Field ID: YM 2-214	Latitude: 32° 43' 04"N	Longitude: 114° 7' 3"W	No. of Acres: 40
Field ID: YM 2-215	Latitude: 32° 42' 41"N	Longitude: 114° 6' 52"W	No. of Acres: 40
Field ID: YM 2-216	Latitude: 32° 42' 41"N	Longitude: 114° 6' 46"W	No. of Acres: 40
Field ID: YM 2-217	Latitude: 32° 42' 41"N	Longitude: 114° 6' 38"W	No. of Acres: 40
Field ID: YM 2-218	Latitude: 32° 42' 41"N	Longitude: 114° 6' 34"W	No. of Acres: 40
Field ID: YM 2-251	Latitude: 32° 42' 04"N	Longitude: 114° 09' 38"W	No. of Acres: 40
Field ID: YM 2-281	Latitude: 32° 42' 19"N	Longitude: 114° 07' 23"W	No. of Acres: 40
Field ID: YM 2-282	Latitude: 32° 42' 7"N	Longitude: 114° 07' 23"W	No. of Acres: 40
Field ID: YM 2-283	Latitude: 32° 42' 7"N	Longitude: 114° 07' 4"W	No. of Acres: 40
Field ID: YM 2-301	Latitude: 32° 42' 16"N	Longitude: 114° 9' 24"W	No. of Acres: 28
Field ID: YM 2-302	Latitude: 32° 42' 16"N	Longitude: 114° 9' 11"W	No. of Acres: 38
Field ID: YM 2-303	Latitude: 32° 42' 16"N	Longitude: 114° 8' 54"W	No. of Acres: 40
Field ID: YM 2-304	Latitude: 32° 42' 16"N	Longitude: 114° 8' 39"W	No. of Acres: 40
Field ID: YM 2-305	Latitude: 32° 42' 05"N	Longitude: 114° 9' 24"W	No. of Acres: 40
Field ID: YM 2-306	Latitude: 32° 42' 05"N	Longitude: 114° 9' 11"W	No. of Acres: 40
Field ID: YM 2-307	Latitude: 32° 42' 05"N	Longitude: 114° 8' 54"W	No. of Acres: 40
Field ID: YM 2-308	Latitude: 32° 42' 05"N	Longitude: 114° 8' 39"W	No. of Acres: 40
Field ID: YM 2-309	Latitude: 32° 41' 51"N	Longitude: 114° 08' 54"W	No. of Acres: 40
Field ID: YM 2-351	Latitude: 32° 41' 24"N	Longitude: 114° 10' 28"W	No. of Acres: 44
Field ID: YM 2-219	Latitude: 32° 42' 41"N	Longitude: 114° 07' 25"W	No. of Acres: 38
Field ID: YM 2-220	Latitude: 32° 42' 41"N	Longitude: 114° 07' 07"W	No. of Acres: 40
Field ID: YM 2-221	Latitude: 32° 42' 32"N	Longitude: 114° 07' 22"W	No. of Acres: 40
Field ID: YM 2-222	Latitude: 32° 42' 32"N	Longitude: 114° 07' 07"W	No. of Acres: 40
Field ID: YM 2-1901	Latitude: 32° 42' 41"N	Longitude: 113° 56' 17"W	No. of Acres: 40

Field ID: YM 2-1902	Latitude: 32° 42' 35"N	Longitude: 113° 56' 17"W	No. of Acres: 40
Field ID: YM 2-2001	Latitude: 32° 42' 55"N	Longitude: 113° 55' 56"W	No. of Acres: 53
Field ID: YM 2-2002	Latitude: 32° 43' 17"N	Longitude: 113° 55' 56"W	No. of Acres: 53
Field ID: YM 2-2003	Latitude: 32° 42' 29"N	Longitude: 113° 55' 56"W	No. of Acres: 53
Field ID: YM 2-2004	Latitude: 32° 42' 52"N	Longitude: 113° 55' 56"W	No. of Acres: 45
Field ID: YM 2-2005	Latitude: 32° 42' 45"N	Longitude: 113° 55' 56"W	No. of Acres: 45
Field ID: YM 2-2006	Latitude: 32° 42' 37"N	Longitude: 113° 55' 56"W	No. of Acres: 45
Field ID: YM 2-2007	Latitude: 32° 42' 32"N	Longitude: 113° 55' 56"W	No. of Acres: 20
Field ID: YM 2-2008	Latitude: 32° 42' 17"N	Longitude: 113° 55' 56"W	No. of Acres: 80
Field ID: YM 2-2009	Latitude: 32° 42' 17"N	Longitude: 113° 55' 56"W	No. of Acres: 80
Field ID: YM 2-2010	Latitude: 32° 42' 41"N	Longitude: 113° 55' 56"W	No. of Acres: 80
Field ID: YM 2-2011	Latitude: 32° 42' 41"N	Longitude: 113° 55' 56"W	No. of Acres: 80
Field ID: YM 2-30	Latitude: 32° 40' 33"N	Longitude: 114° 05' 49"W	No. of Acres: 191.3
Field ID: YM 2-111	Latitude: 32° 44' 32"N	Longitude: 114° 04' 41"W	No. of Acres: 72
Field ID: YM 2-131	Latitude: 32° 43' 50"N	Longitude: 114° 3' 54"W	No. of Acres: 73.3
Field ID: YM 2-132	Latitude: 32° 43' 37"N	Longitude: 114° 4' 12"W	No. of Acres: 61
Field ID: YM 2-2101	Latitude: 32° 43' 50"N	Longitude: 113° 54' 25"W	No. of Acres: 51.9
Field ID: YM 2-2102	Latitude: 32° 43' 42"N	Longitude: 113° 54' 17" W	No. of Acres: 11.7
Field ID: YM 2-2103	Latitude: 32° 43' 38"N	Longitude: 113° 54' 14" W	No. of Acres: 13.7
Field ID: YM 2-2104	Latitude: 32° 43' 35"N	Longitude: 113° 54' 13"W	No. of Acres: 16
Field ID: YM 2-2106	Latitude: 32° 43' 26"N	Longitude: 113° 54' 11"W	No. of Acres: 14.7
Field ID: YM 2-2107	Latitude: 32° 43' 28"N	Longitude: 113° 54' 01"W	No. of Acres: 39
Field ID: YM 2-2108	Latitude: 32° 43' 15"N	Longitude: 113° 54' 00"W	No. of Acres: 39
Field ID: YM 2-2109	Latitude: 32° 43' 12"N	Longitude: 113° 53' 47"W	No. of Acres: 13
Field ID: YM 2-2110	Latitude: 32° 43' 00"N	Longitude: 113° 54' 00"W	No. of Acres: 40
Field ID: YM 2-2111	Latitude: 32° 43' 00"N	Longitude: 113° 53' 42"W	No. of Acres: 40

As the registered land applicator you are required to comply with all applicable provisions as established in A.A.C. Title 18, Chapter 9, Article 10, titled "Disposal, use, and Transportation of Biosolids," for each land application site.

Please be advised that your annual report is due on or before February 19 of the next year (A.A.C. R18-9-1014). Required forms and more information on land application of biosolids in Arizona can be found on the following site:

<http://www.azdeq.gov/biosolids-annual-report-form-applicators>

Sincerely,

A handwritten signature in black ink, appearing to read "Andy Koester".

Andy Koester, Manager
Surface Water Protection Section, Water Quality Division
Arizona Department of Environmental Quality

Cc: ADEQ GIS



ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY
Water Quality Compliance Section
1110 W. Washington Street, MO5415B-1
Phoenix, Arizona 85007
602-771-4612 (voicemail 602-771-4505 (fax))

**BIOSOLIDS LAND APPLICATION AND SUPPLEMENTAL REQUEST
FOR REGISTRATION****

APPLICATOR INFORMATION

Name of Company or Individuals: Solid Solutions, L.L.C. Telephone: 760-801-3175
Fax: 714-799-0140
Address: 3031 Franklin Ave
City: Riverside State: CA Zip: 92507
Contact Person: Chris Marks *****Email: chrisamarks@comcast.net

NPDES Permit # (if applicable) Other Permits: Specify #

Are you an: ☐ Individual or ☒ Corporation/Association/Labor Union/Other Legal Entity

GENERATOR/PREPARER OF BIOSOLIDS

FACILITY TYPE ☒ WWTP ☐ COMPOSTER ☐ BIOSOLIDS PROCESSING ☐ PUBLIC/PRIVATE

Name of Company/Individuals: San Jacinto Valley RWRP Telephone: 951-928-3777

Address: 770 N. Sanderson Ave

City: San Jacinto State: CA Zip: 92583

Contact Person: Jim Shain Telephone: 951-928-3777 x 6202

NPDES #: (if applicable) CAL000425 State Equivalent Specify #:

Pathogen Treatment Alternative ☐ Class A - Alternative # _____ ☒ Class B - Alternative # 5

Vector Treatment Method: Option 1 Check here if you produce EQB. ☐ EQB

BIOSOLIDS METAL CONTENT IN Mg/Kg ON DRY WEIGHT BASIS (attach analytical report)

As = <1.85	Cd = <0.926	Cr = 9.01	Cu = 250	Pb = 4.93
Hg = 0.447	Mo = 8.37	Ni = 10.3	Se = 8.08	Zn = 588

NAME OF LABORATORY UTILIZED: Xenco Laboratories

DATE AND NUMBER OF MOST RECENT SAMPLES: 8/13/2018

**ADEQ review of your application is subject to Licensing time frames (LTF) statute under A.R.S. 41-2072 through 41-1079 and the licensing time frames rules under A.A.C. R18-1-501 through R18-1-525. The review time is 15 days.

NOTE TO APPLICATORS:

- A person shall not apply bulk biosolids to the land if the biosolids are likely to adversely affect a threatened or endangered species as listed under section 4 of the Endangered Species Act (16 U.S.C 1553), or its designated critical habitat defined in 16 U.S.C. 1532. ADEQ encourages applicators to inquire with the U.S. Fish and Wildlife Service to determine if the proposed application may have an adverse affect.
- Applicators should contact the Arizona State Parks Board to confirm that biosolids land application activities at a specific site do not adversely effect "historic properties."

SITE SPECIFIC INFORMATION FOR APPLICATION SITE (complete for each site)Name of Company
or Individuals: Cullison Farms

Telephone: (928) 941-2050

Address: P.O. Box 204

City: Wellton

State: AZ

Zip: 85356

Contact Person: Greg Cullison

Telephone: (928) 941-2050

Site LocationCross streets/landmarks: Between Ave 27E and 32 E, North of County 10th Ave: Aztec I-8 and Spot Road**Directions**

To Site: I-8 exit Spot Road, proceed south to fields on the east of spot road

Nearest

City or Town Wellton, Aztec

County: Yuma

Description of Site:☐ Reclamation Site☒ Farm☐ Other: _____ includes composting site or biosolids processing site

Township: 8 South

Range: 18 W

Section: 1, 12, 14

Total Acres: 4428

Depth to Groundwater: 70 ft

Field ID: YM 2-151

Latitude: 32° 43' 51"N

Longitude: 114° 5' 52"W

No. of Acres: 50

Field ID: YM 2-152

Latitude: 32° 44' 05"N

Longitude: 114° 5' 31"W

No. of Acres: 35

Field ID: YM 2-153

Latitude: 32° 43' 50"N

Longitude: 114° 5' 31"W

No. of Acres: 45

Field ID: YM 2-161

Latitude: 32° 43' 45"N

Longitude: 114° 6' 50"W

No. of Acres: 64

Field ID: YM 2-162

Latitude: 32° 43' 26"N

Longitude: 114° 7' 20"W

No. of Acres: 101

SOIL METAL CONTENT IN Mg/Kg ON DRY WEIGHT BASIS

*Soil analysis is only required if site had previously received biosolids and sludge application records are not available.

* Attach soil
analysis, if
required
above

As =

Cd =

Cu =

Pb =

Hg =

Ni =

Se =

Zn =

SLOPE:
Check the
applicable
condition:☒ None of the fields have a slope greater than 6%.☐ The slope is greater than 6% on part of the site, biosolids will not be applied to that portion.☐ The slope is greater than 6% and NPDES Permit No. _____ applies to the site.

PUBLIC NOTICE: 2 weeks required

☐ Proof of Public Notice with the Request for Registration is attached

I CERTIFY THAT THE ABOVE INFORMATION IS COMPLETE AND TRUE TO THE BEST OF MY KNOWLEDGE.



SIGNATURE

Manager

TITLE:

1/7/19

DATE:

ADDITIONAL FIELDS

Field ID: YM 2-163	Latitude: 32° 43' 26"N	Longitude: 114° 6' 47"W	No. of Acres: 101
Field ID: YM 2-121	Latitude: 32 44' 28" N	Longitude: 114 04' 6" W	No. of Acres: 75
Field ID: YM 2-141	Latitude: 32 43' 50"N	Longitude: 114 05' 8"	No. of Acres: 80
Field ID: YM 2-142	Latitude: 32 44' 03"N	Longitude: 114 04' 48"	No. of Acres: 40
Field ID: YM 2-143	Latitude: 32 43' 50"N	Longitude: 114 04' 48"	No. of Acres: 40
Field ID: YM 2-144	Latitude: 32 44' 03"N	Longitude: 114 04' 33"	No. of Acres: 40
Field ID: YM 2-145	Latitude: 32 43' 50"N	Longitude: 114 04' 33"	No. of Acres: 40
Field ID: YM 2-201	Latitude: 32° 43' 8"N	Longitude: 114° 8' 11"W	No. of Acres: 28
Field ID: YM 2-202	Latitude: 32° 43' 04"N	Longitude: 114° 7' 57"W	No. of Acres: 22
Field ID: YM 2-203	Latitude: 32° 43' 15"N	Longitude: 114° 7' 34"W	No. of Acres: 10
Field ID: YM 2-204	Latitude: 32° 43' 06"N	Longitude: 114° 7' 34"W	No. of Acres: 25
Field ID: YM 2-205	Latitude: 32° 43' 00"N	Longitude: 114° 7' 34"W	No. of Acres: 25
Field ID: YM 2-206	Latitude: 32° 42' 54.7"N	Longitude: 114° 7' 34"W	No. of Acres: 40
Field ID: YM 2-211	Latitude: 32° 43' 04"N	Longitude: 114° 7' 26"W	No. of Acres: 40
Field ID: YM 2-212	Latitude: 32° 43' 04"N	Longitude: 114° 7' 18"W	No. of Acres: 40
Field ID: YM 2-213	Latitude: 32° 43' 04"N	Longitude: 114° 7' 11"W	No. of Acres: 40
Field ID: YM 2-214	Latitude: 32° 43' 04"N	Longitude: 114° 7' 3"W	No. of Acres: 40
Field ID: YM 2-215	Latitude: 32° 42' 41"N	Longitude: 114° 6' 52"W	No. of Acres: 40
Field ID: YM 2-216	Latitude: 32° 42' 41"N	Longitude: 114° 6' 46"W	No. of Acres: 40
Field ID: YM 2-217	Latitude: 32° 42' 41"N	Longitude: 114° 6' 38"W	No. of Acres: 40
Field ID: YM 2-218	Latitude: 32° 42' 41"N	Longitude: 114° 6' 34"W	No. of Acres: 40
Field ID: YM 2-251	Latitude: 32° 42' 04"N	Longitude: 114° 09' 38"W	No. of Acres: 40
Field ID: YM 2-281	Latitude: 32° 42' 19"N	Longitude: 114° 07' 23"W	No. of Acres: 40
Field ID: YM 2-282	Latitude: 32° 42' 7"N	Longitude: 114° 07' 23"W	No. of Acres: 40
Field ID: YM 2-283	Latitude: 32° 42' 7"N	Longitude: 114° 07' 4"W	No. of Acres: 40
Field ID: YM 2-301	Latitude: 32° 42' 16"N	Longitude: 114° 9' 24"W	No. of Acres: 28
Field ID: YM 2-302	Latitude: 32° 42' 16"N	Longitude: 114° 9' 11"W	No. of Acres: 38
Field ID: YM 2-303	Latitude: 32° 42' 16"N	Longitude: 114° 8' 54"W	No. of Acres: 40
Field ID: YM 2-304	Latitude: 32° 42' 16"N	Longitude: 114° 8' 39"W	No. of Acres: 40
Field ID: YM 2-305	Latitude: 32° 42' 05"N	Longitude: 114° 9' 24"W	No. of Acres: 40
Field ID: YM 2-306	Latitude: 32° 42' 05"N	Longitude: 114° 9' 11"W	No. of Acres: 40
Field ID: YM 2-307	Latitude: 32° 42' 05"N	Longitude: 114° 8' 54"W	No. of Acres: 40
Field ID: YM 2-308	Latitude: 32° 42' 05"N	Longitude: 114° 8' 39"W	No. of Acres: 40
Field ID: YM 2-309	Latitude: 32° 41' 51"N	Longitude: 114° 08' 54"W	No. of Acres: 40

Field ID: YM 2-351	Latitude: 32° 41' 24"N	Longitude: 114° 10' 28"W	No. of Acres: 44
Field ID: YM 2-219	Latitude: 32° 42' 41"N	Longitude: 114° 07' 25"W	No. of Acres: 38
Field ID: YM 2-220	Latitude: 32° 42' 41"N	Longitude: 114° 07' 07"W	No. of Acres: 40
Field ID: YM 2-221	Latitude: 32° 42' 32"N	Longitude: 114° 07' 22"W	No. of Acres: 40
Field ID: YM 2-222	Latitude: 32° 42' 32"N	Longitude: 114° 07' 07"W	No. of Acres: 40
Field ID: YM 2-1901	Latitude: 32° 42' 41"N	Longitude: 113° 56' 17"W	No. of Acres: 40
Field ID: YM 2-1902	Latitude: 32° 42' 35"N	Longitude: 113° 56' 17"W	No. of Acres: 40
Field ID: YM 2-2001	Latitude: 32° 42' 55"N	Longitude: 113° 55' 56"W	No. of Acres: 53
Field ID: YM 2-2002	Latitude: 32° 43' 17"N	Longitude: 113° 55' 56"W	No. of Acres: 53
Field ID: YM 2-2003	Latitude: 32° 42' 29"N	Longitude: 113° 55' 56"W	No. of Acres: 53
Field ID: YM 2-2004	Latitude: 32° 42' 52"N	Longitude: 113° 55' 56"W	No. of Acres: 45
Field ID: YM 2-2005	Latitude: 32° 42' 45"N	Longitude: 113° 55' 56"W	No. of Acres: 45
Field ID: YM 2-2006	Latitude: 32° 42' 37"N	Longitude: 113° 55' 56"W	No. of Acres: 45
Field ID: YM 2-2007	Latitude: 32° 42' 32"N	Longitude: 113° 55' 56"W	No. of Acres: 20
Field ID: YM 2-2008	Latitude: 32° 42' 17"N	Longitude: 113° 55' 56"W	No. of Acres: 80
Field ID: YM 2-2009	Latitude: 32° 42' 17"N	Longitude: 113° 55' 56"W	No. of Acres: 80
Field ID: YM 2-2010	Latitude: 32° 42' 41"N	Longitude: 113° 55' 56"W	No. of Acres: 80
Field ID: YM 2-2011	Latitude: 32° 42' 41"N	Longitude: 113° 55' 56"W	No. of Acres: 80
Field ID: YM 2-30	Latitude: 32° 40' 33"N	Longitude: 114° 05' 49"W	No. of Acres: 191.3
Field ID: YM 2-111	Latitude: 32° 44' 32"N	Longitude: 114° 04' 41"W	No. of Acres: 72
Field ID: YM 2-131	Latitude: 32° 43' 50"N	Longitude: 114° 3' 54"W	No. of Acres: 73.3
Field ID: YM 2-132	Latitude: 32° 43' 37"N	Longitude: 114° 4' 12"W	No. of Acres: 61
Field ID: YM 2-2101	Latitude: 32° 43' 50"N	Longitude: 113° 54' 25"W	No. of Acres: 51.9
Field ID: YM 2-2102	Latitude: 32° 43' 42"N	Longitude: 113° 54' 17" W	No. of Acres: 11.7
Field ID: YM 2-2103	Latitude: 32° 43' 38"N	Longitude: 113° 54' 14" W	No. of Acres: 13.7
Field ID: YM 2-2104	Latitude: 32° 43' 35"N	Longitude: 113° 54' 13"W	No. of Acres: 16
Field ID: YM 2-2106	Latitude: 32° 43' 26"N	Longitude: 113° 54' 11"W	No. of Acres: 14.7
Field ID: YM 2-2107	Latitude: 32° 43' 28"N	Longitude: 113° 54' 01"W	No. of Acres: 39
Field ID: YM 2-2108	Latitude: 32° 43' 15"N	Longitude: 113° 54' 00"W	No. of Acres: 39
Field ID: YM 2-2109	Latitude: 32° 43' 12"N	Longitude: 113° 53' 47"W	No. of Acres: 13
Field ID: YM 2-2110	Latitude: 32° 43' 00"N	Longitude: 113° 54' 00"W	No. of Acres: 40
Field ID: YM 2-2111	Latitude: 32° 43' 00"N	Longitude: 113° 53' 42"W	No. of Acres: 40



Douglas A. Ducey
Governor

ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY



Misael Cabrera
Director

Notice of Acceptance - Biosolids Application Registration

September 27, 2018

Solid Solutions, L.L.C.
Attention: Chris Marks
3031 Franklin Avenue
Riverside, CA 92507

Re: LTF #: 73512; Land Application Site Registration for Andersen Farms – BRAMS Trust

Dear Mr. Millage:

The Arizona Department of Environmental Quality (ADEQ) received the above referenced request for registration on September 19, 2018. Upon reviewing this material, ADEQ has determined under A.A.C R18-9-1004 that your submittal is complete. Your registration is accepted. Please be advised that this registration is valid only for biosolids generated by City of San Diego – MBC, San Luis Rey WWTP, La Salina WWTP, City of Riverside, LACSD – JWPCP, City of Colton WWTP, and Valley Sanitary District; to be land applied on the named fields at the following coordinates:

Township 6S Range 12W Section 17, 18, 19, 20			
Field#	Latitude	Longitude	Acres
YM 8-7	N 32 54 52	W 113 31 10	63.3
YM 8-8	N 32 54 52	W 113 30 39	58.6
YM 8-9	N 32 54 32	W 113 32 10	117.2
YM 8-10	N 32 54 32	W 113 31 10	117.2
YM 8-11	N 32 54 32	W 113 31 39	117.2
YM 8-12	N 32 54 03	W 113 32 13	108.2
YM 8-13	N 32 54 04	W 113 31 45	75.8
YM 8-14	N 32 54 04	W 113 31 10	117.2
YM 8-15	N 32 54 04	W 113 30 35	108.2
YM 8-16	N 32 53 40	W 113 32 10	125.7
YM 8-17	N 32 53 40	W 113 31 45	93.3

As the registered land applicator you are required to comply with all applicable provisions as established in A.A.C. Title 18, Chapter 9, Article 10, titled "Disposal, use, and Transportation of Biosolids," for each land application site.

Please be advised that your annual report is due on or before February 19 of the next year (A.A.C. R18-9-1014). Required forms and more information on land application of biosolids in Arizona can be found on the following site:
<http://www.azdeq.gov/biosolids-annual-report-form-applicators>

Sincerely,

A handwritten signature in black ink, appearing to read "Andy Koester", with a stylized flourish at the end.

Andy Koester, Manager
Surface Water Protection Section, Water Quality Division
Arizona Department of Environmental Quality

Cc: ADEQ GIS



ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY
Water Quality Compliance Section
1110 W. Washington Street, MO5415B-1
Phoenix, Arizona 85007
602-771-4612 (voicemail 602-771-4505 (fax))

**BIOSOLIDS LAND APPLICATION AND SUPPLEMENTAL REQUEST
FOR REGISTRATION****

APPLICATOR INFORMATION

Name of Company Telephone: 760-801-3175
or Individuals: Solid Solutions, L.L.C. Fax: 714-799-0140
Address: 3031 Franklin Ave
City: Riverside State: CA Zip: 92507
Contact Person: Chris Marks *****Email: chrisamarks@comcast.net

NPDES Permit # (if applicable) Other Permits: Specify #

Are you an: ☐ Individual or ☒ Corporation/Association/Labor Union/Other Legal Entity

GENERATOR/PREPARER OF BIOSOLIDS

FACILITY TYPE ☒ WWTP ☐ COMPOSTER ☐ BIOSOLIDS PROCESSING ☐ PUBLIC/PRIVATE

Name of Company/Individuals: LACSD - JWPCP Telephone: 562-699-7411

Address: 24501 South Figueroa Ave

City: Carson State: CA Zip: 90745

Contact Person: Matt Bao Telephone: 562-699-7411

NPDES #: State Equivalent
(if applicable) Specify #:

Pathogen Treatment Alternative ☐ Class A - Alternative # _____ ☒ Class B - Alternative # 5

Vector Treatment Method: Option 1 Check here if you produce EQB. ☐ EQB

BIOSOLIDS METAL CONTENT IN Mg/Kg ON DRY WEIGHT BASIS (attach analytical report)

As = 6.39	Cd = 6.9	Cr = 101	Cu = 326	Pb = 16.7
Hg = 1.8	Mo = 25.2	Ni = 40.7	Se = 25.1	Zn = 785


NAME OF LABORATORY UTILIZED: Joint Water Pollution Control Plant

DATE AND NUMBER OF MOST RECENT SAMPLES: 6/5/18

**ADEQ review of your application is subject to Licensing time frames (LTF) statute under A.R.S. 41-2072 through 41-1079 and the licensing time frames rules under A.A.C. R18-1-501 through R18-1-525. The review time is 15 days.

NOTE TO APPLICATORS:

- A person shall not apply bulk biosolids to the land if the biosolids are likely to adversely affect a threatened or endangered species as listed under section 4 of the Endangered Species Act (16 U.S.C 1553), or its designated critical habitat defined in 16 U.S.C. 1532. ADEQ encourages applicators to inquire with the U.S. Fish and Wildlife Service to determine if the proposed application may have an adverse affect.
- Applicators should contact the Arizona State Parks Board to confirm that biosolids land application activities at a specific site do not adversely effect "historic properties."

SITE SPECIFIC INFORMATION FOR APPLICATION SITE (complete for each site)			
Name of Company or Individuals: Andersen Farms – BRAMS Trust		Telephone: 480-221-7657	
Address: 1318 E. LaVieve			
City: Tempe		State: AZ	Zip: 85333
Contact Person: Scott Andersen		Telephone: 480-221-7657	
Site Location Cross streets/landmarks: East of Dateland Rd. South of Paloma Rd			
Directions To Site: : From I-8 W, Exit Dateland Rd. proceed north 7 miles to farm on the right			
Nearest City or Town: Dateland		County: Yuma	
Description of Site: <input type="checkbox"/> Reclamation Site <input checked="" type="checkbox"/> Farm <input type="checkbox"/> Other: _____ includes composting site or biosolids processing site			
Township: 6S		Range: 12W	Section: 17, 18, 19, 20
Total Acres: 1,101.9		Depth to Groundwater: 100+ ft	
Field ID: YM 8-7	Latitude: 32 54' 52"N	Longitude: 113 31' 10" W	No. of Acres: 63.3
Field ID: YM 8-8	Latitude: 32 54' 52"N	Longitude: 113 30' 39" W	No. of Acres: 58.6
Field ID: YM 8-9	Latitude: 32 54' 32"N	Longitude: 113 32' 10" W	No. of Acres: 117.2
Field ID: YM 8-10	Latitude: 32 54' 32"N	Longitude: 113 31' 10" W	No. of Acres: 117.2
Field ID: YM 8-11	Latitude: 32 54' 32"N	Longitude: 113 31' 39" W	No. of Acres: 117.2
SOIL METAL CONTENT IN Mg/Kg ON DRY WEIGHT BASIS *Soil analysis is only required if site had previously received biosolids and sludge application records are not available.			
* Attach soil analysis, if required above	As =	Cd =	Cu = Pb =
	Hg =	Ni =	Se = Zn =
SLOPE: Check the applicable condition:	<input checked="" type="checkbox"/> None of the fields have a slope greater than 6%.		
	<input type="checkbox"/> The slope is greater than 6% on part of the site, biosolids will not be applied to that portion.		
	<input type="checkbox"/> The slope is greater than 6% and NPDES Permit No. _____ applies to the site.		
PUBLIC NOTICE: 2 weeks required		<input checked="" type="checkbox"/> Proof of Public Notice with the Request for Registration is attached	
I CERTIFY THAT THE ABOVE INFORMATION IS COMPLETE AND TRUE TO THE BEST OF MY KNOWLEDGE.			
 SIGNATURE		Manager TITLE	9/17/18 DATE

ADDITIONAL FIELDS

Field ID: YM 8-12	Latitude: 32 54' 03" N	Longitude: 113 32' 13" W	No. of Acres: 108.2
Field ID: YM 8-13	Latitude: 32 54' 04" N	Longitude: 113 31' 45" W	No. of Acres: 75.8
Field ID: YM 8-14	Latitude: 32 54' 04" N	Longitude: 113 31' 10" W	No. of Acres: 117.2
Field ID: YM 8-15	Latitude: 32 54' 04" N	Longitude: 113 30' 35" W	No. of Acres: 108.2
Field ID: YM 8-16	Latitude: 32 53' 40" N	Longitude: 113 32' 10" W	No. of Acres: 125.7
Field ID: YM 8-17	Latitude: 32 53' 40" N	Longitude: 113 31' 45" W	No. of Acres: 93.3



Janet Napolitano
Governor

ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY

1110 West Washington Street • Phoenix, Arizona 85007
(602) 771-2300 • www.azdeq.gov



Stephen A. Owens
Director

Notice of Acceptance Biosolids Application Registration

September 3, 2008

Mr. Chris Marks
Solid Solutions, L.L.C
12340 Seal Beach Blvd
Suite # B-383
Seal Beach, CA 90740

Re: Land Application Site Registration and Addition of Generators for Norris Farms

Dear Mr. Marks:

The Arizona Department of Environmental Quality (ADEQ) received the above referenced request for registration August 29, 2008. Upon reviewing this material, ADEQ has determined under A.A.C R18-9-1004 that your submittal is complete. Your registration is accepted. Please be advised that this registration is valid only for biosolids generated by the city of Mesa – NWWRP and GWRP, to be land applied only at the fields that are now registered, with the following center field coordinates:

<u>Field ID</u>	<u>Latitude</u>	<u>Longitude</u>
YM 1-1	N32.48.58	W113.27.10
YM 1-2	N32.48.58	W113.27.00
YM 1-3	N32.48.58	W113.26.49
YM 1-4	N32.49.02	W113.26.14
YM 1-5	N32.48.56	W113.26.14
YM 1-6	N32.48.44	W113.26.14
YM 1-7	N32.48.36	W113.26.14
YM 1-8	N32.48.30	W113.26.14
YM 1-15	N32.48.36	W113.25.29
YM 1-16	N32.48.36	W113.25.47
YM 1-17	N32.48.28	W113.25.29
YM 1-18	N32.48.28	W113.25.47
YM 1-19	N32.48.19	W113.25.29

Northern Regional Office
1801 W. Route 66 • Suite 117 • Flagstaff, AZ 86001
(928) 779-0313

Southern Regional Office
400 West Congress Street • Suite 433 • Tucson, AZ 85701
(520) 628-6733

YM 1-20	N32.48.19	W113.25.47
YM 1-D1	N32.48.19	W113.26.36
YM 1-D2	N32.48.19	W113.26.23
YM 1-D3	N32.48.19	W113.26.07
YM 1-D4	N32.48.19	W113.25.51

As the registered land applicator you are required to comply with all applicable provisions as established in **A.A.C. Title 18, Chapter 9, Article 10**, titled "Disposal, use, and Transportation of Biosolids", for each land application site. Your annual report is due on or before February 19 of the next year (**A.A.C. R18-9-1014**). Required forms and more information on land application of biosolids in Arizona can be found on the following site:
<http://www.azdeq.gov/function/forms/appswater.html#biq>.

Please contact me at (602) 771-4612 if you have questions regarding this Notice or the status of your registration.

Sincerely,



Daniel L. Czecholinski, CHMM
Biosolids Program Coordinator
Water Quality Compliance Assurance Unit

LTF: # 48461
REF: #AU09054



ARIZONA DEPARTMENT OF ENVIRONMENTAL QUALITY
Water Quality Compliance Section
1110 W. Washington Street, MO5415B-1
Phoenix, Arizona 85007
602-771-4612 (voicemail 602-771-4505 (fax))

**BIOSOLIDS LAND APPLICATION AND SUPPLEMENTAL REQUEST
FOR REGISTRATION****

APPLICATOR INFORMATION

Name of Company Telephone: 760-801-3175
or Individuals: Solid Solutions, L.L.C. Fax: 714-799-0140
Address: 12812 Valley View Street, Suite 9
City: Garden Grove State: CA Zip: 92845
Contact Person: Chris Marks *****Email: chrisamarks@comcast.net

NPDES Permit # (if applicable) Other Permits: Specify #

Are you an: ☐ Individual or ☒ Corporation/Association/Labor Union/Other Legal Entity

GENERATOR/PREPARER OF BIOSOLIDS

FACILITY TYPE ☒ WWTP ☐ COMPOSTER ☐ BIOSOLIDS PROCESSING ☐ PUBLIC/PRIVATE

Name of Company/Individuals: San Elijo Water Reclamation Facility Telephone: 760-753-6203

Address: 2695 Manchester Ave

City: Cardiff-By-The-Sea State: CA City: Cardiff-By-The-Sea

Contact Person: John Clark Telephone: 760-753-6203

NPDES #: State Equivalent
(if applicable) CA0107999 Specify #:

Pathogen Treatment Alternative ☐ Class A - Alternative # _____ Pathogen Treatment Alternative

Vector Treatment Method: Option _____ I _____ Check here if you produce EQB.

BIOSOLIDS METAL CONTENT IN Mg/Kg ON DRY WEIGHT BASIS (attach analytical report)

As = 2.0	Cd = 2.0	Cr = 35	Cu = 639	Pb = 20
Hg = 1.0	Mo = 10	Ni = 18	Se = 4.0	Zn = 883

NAME OF LABORATORY UTILIZED: A&L Eastern

DATE AND NUMBER OF MOST RECENT SAMPLES: 4/19/2011 - 1 sample

**ADEQ review of your application is subject to Licensing time frames (LTF) statute under A.R.S. 41-2072 through 41-1079 and the licensing time frames rules under A.A.C. R18-1-501 through R18-1-525. The review time is 15 days.

NOTE TO APPLICATORS:

- A person shall not apply bulk biosolids to the land if the biosolids are likely to adversely affect a threatened or endangered species as listed under section 4 of the Endangered Species Act (16 U.S.C 1553), or its designated critical habitat defined in 16 U.S.C. 1532. ADEQ encourages applicators to inquire with the U.S. Fish and Wildlife Service to determine if the proposed application may have an adverse affect.
- Applicators should contact the Arizona State Parks Board to confirm that biosolids land application activities at a specific site do not adversely effect "historic properties."

SITE SPECIFIC INFORMATION FOR APPLICATION SITE (complete for each site)

Name of Company

or Individuals: Norris Farms

Telephone: (602) 768-0317

Address: 805 Eason

City: Buckeye

State: AZ

Zip: 85326

Contact Person: Jon Warkomski

Telephone: (602) 768-0317

Site Location

Cross streets/landmarks: I-8 and Exit 73

Directions

To Site: I-8 East, Exit at Exit 73 Aztec. Proceed South of dairy

Nearest

City or Town Dateland

County: Yuma

Description of Site:

☐ Reclamation Site☒ Farm☐ Other: _____ includes composting site or biosolids processing site

Township: 7S

Range: 12W

Section: 13, 18, 19, 20, 24

Total Acres: 1084.85

Depth to Groundwater: 70 ft

Field ID: YM 1-1

Latitude: 32 48' 58"N

Longitude: 113 27' 10"W

No. of Acres: 68.37

Field ID: YM 1-2

Latitude: 32 48' 58"N

Longitude: 113 27' 00"W

No. of Acres: 74.45

Field ID: YM 1-3

Latitude: 32 48' 58"N

Longitude: 113 26' 49"W

No. of Acres: 80.23

Field ID: YM 1-4

Latitude: 32 49' 02"N

Longitude: 113 26' 14"W

No. of Acres: 87.04

Field ID: YM 1-5

Latitude: 32 48' 56"N

Longitude: 113 26' 14"W

No. of Acres: 102.37

SOIL METAL CONTENT IN Mg/Kg ON DRY WEIGHT BASIS

*Soil analysis is only required if site had previously received biosolids and sludge application records are not available.

* Attach soil analysis, if required above

As =

Cd =

Cu =

Pb =

Hg =

Ni =

Se =

Zn =

SLOPE:
Check the applicable condition:☒ None of the fields have a slope greater than 6%.☐ The slope is greater than 6% on part of the site, biosolids will not be applied to that portion.☐ The slope is greater than 6% and NPDES Permit No. _____ applies to the site.

PUBLIC NOTICE: 2 weeks required

☐ Proof of Public Notice with the Request for Registration is attached

I CERTIFY THAT THE ABOVE INFORMATION IS COMPLETE AND TRUE TO THE BEST OF MY KNOWLEDGE.

SIGNATURE

TITLE

DATE

ADDITIONAL FIELDS

Field ID: YM 1-6	Latitude: 32 48' 44"N	Longitude: 113 26' 14"W	No. of Acres: 99.27
Field ID: YM 1-7	Latitude: 32 48' 36"N	Longitude: 113 26' 14"W	No. of Acres: 60.79
Field ID: YM 1-8	Latitude: 32 48' 30"N	Longitude: 113 26' 14"W	No. of Acres: 73.91
Field ID: YM 1-15	Latitude: 32 48' 36"N	Longitude: 113 25' 29"W	No. of Acres: 51.27
Field ID: YM 1-16	Latitude: 32 48' 36"N	Longitude: 113 25' 47"W	No. of Acres: 50.50
Field ID: YM 1-17	Latitude: 32 48' 28"N	Longitude: 113 25' 29"W	No. of Acres: 49.99
Field ID: YM 1-18	Latitude: 32 48' 28"N	Longitude: 113 25' 47"W	No. of Acres: 49.24
Field ID: YM 1-19	Latitude: 32 48' 19"N	Longitude: 113 25' 29"W	No. of Acres: 49.53
Field ID: YM 1-20	Latitude: 32 48' 19"N	Longitude: 113 25' 47"W	No. of Acres: 47.89
Field ID: YM 1-D1	Latitude: 32 48' 19"N	Longitude: 113 26' 36"W	No. of Acres: 35.0
Field ID: YM 1-D2	Latitude: 32 48' 19"N	Longitude: 113 26' 23"W	No. of Acres: 35.0
Field ID: YM 1-D3	Latitude: 32 48' 19"N	Longitude: 113 26' 07"W	No. of Acres: 35.0
Field ID: YM 1-D4	Latitude: 32 48' 19"N	Longitude: 113 25' 51"W	No. of Acres: 35.0
Field ID: YM 1-10A	Latitude: 32 48' 10"N	Longitude: 113 26' 40"W	No. of Acres: 50.8
Field ID: YM 1-10B	Latitude: 32 48' 10"N	Longitude: 113 26' 01"W	No. of Acres: 52.1
Field ID: YM 1-10C	Latitude: 32 48' 10"N	Longitude: 113 25' 38"W	No. of Acres: 26.4
Field ID: YM 1-10D	Latitude: 32 48' 10"N	Longitude: 113 25' 22"W	No. of Acres: 26.5
Field ID: YM 1-11A	Latitude: 32 48' 03"N	Longitude: 113 26' 40"W	No. of Acres: 49.9
Field ID: YM 1-11B	Latitude: 32 48' 03"N	Longitude: 113 26' 01"W	No. of Acres: 51.1
Field ID: YM 1-11C	Latitude: 32 48' 03"N	Longitude: 113 25' 38"W	No. of Acres: 26.0
Field ID: YM 1-11D	Latitude: 32 48' 03"N	Longitude: 113 25' 22"W	No. of Acres: 26.0
Field ID: YM 1-12A	Latitude: 32 47' 53"N	Longitude: 113 26' 40"W	No. of Acres: 46.9
Field ID: YM 1-12B	Latitude: 32 47' 53"N	Longitude: 113 26' 01"W	No. of Acres: 47.2
Field ID: YM 1-12C	Latitude: 32 47' 53"N	Longitude: 113 25' 38"W	No. of Acres: 24.5
Field ID: YM 1-12D	Latitude: 32 47' 53"N	Longitude: 113 25' 22"W	No. of Acres: 24.5

Contract Services Agreement Reviewed Statement

Contract Services Agreement Reviewed Statement

The Contract Services Agreements have been reviewed by Denali Water and Denali Water has no exception to the contract language.

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 10, 2019

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: ADOPTION OF THE SAN ELIJO JOINT POWERS AUTHORITY FISCAL YEAR
2019-20 BUDGET, INVESTMENT POLICY, AND APPOINTMENT OF
TREASURER

RECOMMENDATION

It is recommended that the Board of Directors:

1. Adopt Resolution No. 2019-04, Resolution Approving the San Elijo Joint Powers Authority Operating and Capital Improvement Budgets for Fiscal Year 2019-20;
2. Adopt Resolution No. 2019-05, Resolution Approving the San Elijo Joint Powers Authority Investment Policy and Guidelines and Appointment of Paul F. Kinkel as SEJPA Treasurer; and
3. Discuss and take action as appropriate.

DISCUSSION

The Fiscal Year (FY) 2019-20 Recommended Budget (Budget) was presented publicly to the Board of Directors at the April and May 2019 Board meetings for discussion, comments, and direction. San Elijo Joint Powers Authority (SEJPA) staff has reached out to both Member Agencies and the other participating government agencies served by the SEJPA to receive comments. In addition, the Budget was posted on the SEJPA website for public access. The SEJPA has received no comments or requested changes. Therefore, the Budget is being presented to the Board of Directors for adoption under Resolution No. 2019-04.

The Budget is anticipated to be adequate to fulfill the mission of the SEJPA and is consistent with the sewer rate structures of the Member Agencies. The recommended FY 2019-20 Operating expense budget is presented in Table 1:

Table 1. Operating Expense

Service	Recommended FY 2019-20 Budget
Wastewater and Laboratory	\$ 3,578,230
Ocean Outfall	835,925
Pump Stations	930,333
Storm Water and Urban Runoff	48,707
Other	13,151
Total Operating Expense before Recycled Water	\$ 5,406,346
Recycled Water	1,535,009
Total Operating Expense	\$ 6,941,355

The recommended FY 2019-20 Capital Revenue request is \$1,672,427, which is comprised of the following:

- Wastewater Treatment \$948,177
- Ocean Outfall \$288,800
- Cardiff Pump Station \$250,000
- Solana Beach Pump Station \$20,000
- Recycled Water \$165,450

The FY 2019-20 Debt Service is \$2,510,459; and consists of \$1,512,631 for Wastewater and \$997,828 for Recycled Water.

SEJPA management has carefully reviewed the proposed budget including debt financing to control costs without impacting the agency's ability to perform its vital functions. The proposed budget for all program operating costs will increase by approximately \$504,709. Wastewater Treatment is planned to increase \$122,916 or 4.3%, and the Ocean Outfall Program expenses are planned to increase by \$140,927 or 20.3%. The Ocean Outfall Program increase is directly related to additional ocean outfall monitoring requirements by the San Diego Regional Water Quality Control Board. All other programs are budgeted to increase \$240,866, or 17.8 percent. The majority of these cost increases are associated with the Environmental Laboratory Accreditation Program, safety (arc flash study), and odor controlling chemicals.

The recommended FY 2019-20 Budget is now ready for consideration for adoption as presented in the attached Resolution No. 2019-04.

INVESTMENT POLICY

State law requires that the Investment Policy be reviewed and adopted annually. The SEJPA has evaluated alternative investment options including the California Asset Management Program (CAMP), however no changes are recommended to the SEJPA investment policy at this time. The SEJPA investment policy allows for investment in the State Local Agency Investment Fund (LAIF) and in the San Diego County Investment Pool. These two tools have

been the basis of all investment activity since the SEJPA became independent from the County of San Diego.

In addition, State law requires that a SEJPA Treasurer be appointed annually. The current SEJPA Treasurer is Paul F. Kinkel, Director of Finance/Administration. The General Manager recommends reappointing Mr. Kinkel as the SEJPA Treasurer.

It is therefore recommended that the Board of Directors:

1. Adopt Resolution No. 2019-04, Resolution Approving the San Elijo Joint Powers Authority Operating and Capital Improvement Budgets for Fiscal Year 2019-20;
2. Adopt Resolution No. 2019-05, Resolution Approving the San Elijo Joint Powers Authority Investment Policy and Guidelines and Appointment of Paul F. Kinkel as SEJPA Treasurer; and
3. Discuss and take action as appropriate.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'M. Thornton', written over a horizontal line.

Michael T. Thornton, P.E.
General Manager

Attachment 1: Resolution No. 2019-04, "Resolution Approving the San Elijo Joint Powers Authority Operating and Capital Improvement Budgets for Fiscal Year 2019-20"

Attachment 2: Resolution No. 2019-05, "Resolution Approving the San Elijo Joint Powers Authority Investment Policy and Guidelines and Appointment of SEJPA Treasurer"

ATTACHMENT 1

RESOLUTION NO. 2019-04

**RESOLUTION APPROVING THE SAN ELIJO JOINT POWERS AUTHORITY
OPERATING AND CAPITAL IMPROVEMENT BUDGETS
FOR FISCAL YEAR 2019-20**

WHEREAS, the San Elijo Joint Powers Authority (SEJPA) General Manager has submitted for the consideration of the SEJPA Board of Directors proposed SEJPA Operating and Capital Projects Budgets for Fiscal Year 2019-20;

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

1. The Board of Directors has reviewed the proposed Operating Budgets and Capital Projects Budget, and the funds included herein for the period of July 1, 2019 through June 30, 2020 and hereby finds that such budgets, as reviewed, are sound plans for the financing of required SEJPA operations and capital improvements during Fiscal Year 2019-20. Such budgets are hereby adopted.

San Elijo JPA Operations and Maintenance Fund	\$ 6,865,589
San Elijo JPA Water Reclamation Operating Fund	2,532,837
San Elijo JPA Capital Projects Fund	1,672,427
Total	<u>\$ 11,070,853</u>

2. The Board of Directors authorizes carrying forward unexpended capital project appropriations and encumbered operating funds for the Fiscal Year 2019-20.

PASSED AND ADOPTED this 10th day of June, 2019, by the following vote:

AYES: Boardmembers:

NOES: Boardmembers:

ABSENT: Boardmembers:

ABSTAIN: Boardmembers:

David Zito, Chairperson
SEJPA Board of Directors

ATTEST:

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

ATTACHMENT 2

RESOLUTION NO. 2019-05

**RESOLUTION APPROVING THE SAN ELIJO JOINT POWERS AUTHORITY
INVESTMENT POLICY AND GUIDELINES AND
APPOINTMENT OF SEJPA TREASURER**

WHEREAS, the San Elijo Joint Powers Authority (SEJPA) General Manager has submitted for the consideration of the SEJPA Board of Directors, the proposed SEJPA Investment Policy and Guidelines;

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

1. The SEJPA Treasurer has prepared an Investment Policy and Guidelines, attached hereto as Exhibit A, and incorporated herein by reference as if set forth in full. In order to comply with prudent financial management practices, these guidelines are reviewed and approved on an annual basis in conjunction with the annual budget adoption.
2. The policy is intended to provide guidelines for the prudent investment of the SEJPA's temporary idle cash and outline the policies for maximizing the efficiency of the SEJPA's cash management system.
3. The investment goal is to enhance the economic condition of the SEJPA while insuring the safety of funds invested.
4. The assignment of Paul F. Kinkel as SEJPA Treasurer for the 2019-20 fiscal year.
5. The Board of Directors of the San Elijo Joint Powers Authority does hereby approve the Investment Policy and Guidelines attached hereto as Exhibit A.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the San Elijo Joint Powers Authority, California, held on this 10th day of June, 2019 by the following vote:

AYES: Boardmembers:

NOES: Boardmembers:

ABSENT: Boardmembers:

ABSTAIN: Boardmembers:

David Zito, Chairperson
SEJPA Board of Directors

ATTEST:

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

**EXHIBIT A
TO
RESOLUTION NO. 2019-05**

**SAN ELIJO JOINT POWERS AUTHORITY
INVESTMENT POLICY AND GUIDELINES AND
APPOINTMENT OF SEJPA TREASURER**

1. PURPOSE

This Statement is intended to provide guidelines for the prudent investment of the San Elijo Joint Powers Authority's (SEJPA) temporary idle cash, and outline the policies for maximizing the efficiency of the SEJPA's cash management system. The investment goal is to enhance the economic condition of the SEJPA while insuring the safety of funds invested.

2. OBJECTIVE

The SEJPA's cash management system is designed to accurately monitor and forecast expenditures and revenues, thus enabling the SEJPA to invest funds to the fullest extent possible. The SEJPA attempts to obtain the highest yield on its investments consistent with the criteria established for safety and liquidity.

3. POLICY

The SEJPA Treasurer is responsible for investing the surplus funds in the SEJPA Treasury in accordance with the California Government Code, Sections 53600 et seq. and 53635 et seq. The SEJPA makes investments in accordance with California Government Code 53600.3, which states "all governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law."

The three principal factors of safety, liquidity and yield are to be taken into consideration when making investment decisions.

- A) Safety. Safety and the minimizing of risk associated with investing refer to attempts to reduce the potential for loss of principal, interest or a combination of the two. The SEJPA invests only in those instruments that are considered very safe.
- B) Liquidity. Liquidity refers to the ability to convert an investment to cash promptly with a minimum risk of losing some portion of principal or interest. A portion of the portfolio should be maintained in liquid short-term securities which can be converted to cash if necessary to meet disbursement requirements.

- C) Yield. Yield is the average annual return on an investment based on the interest rate, price, and length of time to maturity. The SEJPA attempts to obtain the highest yield possible, provided that the basic criteria of safety and liquidity have been met.

4. INVESTMENT INSTRUMENTS

The SEJPA may invest in the following instruments under the guidelines as provided herein:

- A) Local Agency Investment Fund (LAIF). Investment of funds in the California LAIF which allows the State Treasurer to invest through the Pooled Money Investment Account. Maximum investment is subject to state regulation.
- B) County of San Diego County Treasury. Investment of funds in the Treasury of the County of San Diego that allows the County Treasurer to invest through the Pooled Money Investment Account.

5. SAFEKEEPING

All investments of the SEJPA shall have the San Elijo Joint Powers Authority as registered owner or shall be kept in the custody of the SEJPA or by a qualified safekeeping institution.

6. INVESTMENT REPORTS

- A) The SEJPA Treasurer shall submit a monthly investment report to the SEJPA General Manager and SEJPA Board of Directors containing the following information:
- Financial institution
 - Type of investment
 - Amount of deposit
 - Rate of interest
- B) The SEJPA Treasurer shall annually render a Statement of Investment Policy to the SEJPA Board of Directors.

7. INVESTMENT OF BOND FUNDS

In accordance with Government Code Section 53601, moneys held by a trustee or fiscal agent and pledged to the payment or security of bonds . . . may be invested in accordance with the statutory provisions governing the issuance of those bonds, in accordance with the ordinance, resolution, indenture, or agreement of the local agency providing for the issuance as identified in an "Indenture of Trust".

* * * End of Policy * * *

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 10, 2019

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: CONSIDERATION OF APPROVAL OF SALARY AND BENEFITS FOR FISCAL
YEARS 2019-20, 2020-21, AND 2021-22

RECOMMENDATION

It is recommended that the Board of Directors:

1. Adopt Resolution No. 2019-03, Resolution Adopting the San Elijo Joint Powers Authority Salary and Benefits for Fiscal Years 2019-20, 2020-21, and 2021-22;
2. Approve the addition of Intern to the FY 2019-20 Classification and Salary Schedule; and
3. Discuss and take action as appropriate.

DISCUSSION

San Elijo Joint Powers Authority (SEJPA) employees are currently operating under a 3-year labor agreement (Resolution No. 2018-02), which is scheduled to expire June 30, 2019. The Board provided direction to the General Manager to engage staff to develop a new labor agreement. Through an informal labor negotiation process, the General Manager met with the employees over a 3 month period in which a proposed labor agreement was developed. This agreement was presented in concept to the Board for general direction at the May 13, 2019 Board meeting in closed session.

The labor agreement is now being presented to the Board for approval consideration. The agreement is for a term of 3 years (fiscal year 2019-20, 2020-21, and 2021-22) and includes the following substantive changes from the prior labor agreement:

- Provide for increases in the Salary Schedule as follows:
 - January 1, 2020 3.0%
 - January 1, 2021 1.0% to 3.0%*
 - January 1, 2022 1.0% to 3.0%*

* Salary schedule adjustment is proposed to be based on San Diego Urban Wage and Clerical Workers Index, with a potential range adjustment of no less than 1% and no more than 3% per year as measured for the prior 12-month period, typically ending in September.

- Non-exempt operations and maintenance employees are required to respond to emergency situations. Non-exempt employees shall be compensated 1.25 hours of regular pay per day of standby service. For example, an employee paid \$24 per hours would receive \$30 per day of standby service ($\$24 \times 1.25 = \30). The previous agreement provided for 1.0 hour at their regular rate of pay.
- The SEJPA shall provide up to \$200.00 upon the hire date, and yearly thereafter towards the purchase of safety shoes/boots required of their position. The previous agreement provided \$185.00. This amount has been adjusted for inflation based on San Diego-Carlsbad, CA all urban consumer price index.
- The SEJPA shall reimburse approved tuition fees and education material costs expended by an employee for successfully completed courses up to \$625.00 for any one course and up to a maximum of \$2,300.00 per employee per fiscal year. The previous agreement provided up to \$600.00 for any one course and up to a maximum of \$2,000.00 per employee per fiscal year.

The employees voted to accept the proposed labor agreement on May 8, 2019. At this time, the labor agreement is being presented to the Board of Directors for consideration of approval through the adoption of Resolution No. 2019-03.

In addition, the General Manager has prepared the FY 2019-20 Classification and Salary Schedule. The classification and salary schedule was previously presented to the Board for approval in April 2019; however the Intern position classification was omitted. The salary schedule is being presented with this addition for Board consideration.

It is therefore recommended that the Board of Directors:

1. Adopt Resolution No. 2019-03, Resolution Adopting the San Elijo Joint Powers Authority Salary and Benefits for Fiscal Years 2019-20, 2020-21, and 2021-22;
2. Approve the addition of Intern to the FY 2019-20 Classification and Salary Schedule; and
3. Discuss and take action as appropriate.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

Attachment 1: FY 2019-20 Classification and Salary Schedule
Attachment 2: Resolution No. 2019-03

ATTACHMENT 1

SAN ELIJO JOINT POWERS AUTHORITY PROPOSED CLASSIFICATION AND SALARY SCHEDULE

July 1, 2019

Position	Base Salary			
	Hourly		Annual	
	Minimum	Maximum	Minimum	Maximum
Accounting Series				
<i>Accounting Technician I</i>	\$ 20.27	\$ 28.15	\$ 42,157	\$ 58,552
<i>Accounting Technician II</i>	23.46	32.58	48,793	67,769
<i>Accounting Technician III</i>	27.15	37.71	56,474	78,436
Administrative Series				
<i>Administrative Assistant I</i>	15.02	21.16	31,251	44,015
<i>Administrative Assistant II</i>	20.15	28.79	41,919	59,885
<i>Administrative Assistant III</i>	24.23	32.75	50,404	68,114
Director of Operations	62.29	86.52	129,569	179,957
Director of Finance/Administration	62.29	86.52	129,569	179,957
General Manager (Under Contract)	102.96	102.96	214,157	214,157
Laboratory Series				
<i>Laboratory Analyst in Training</i>	22.38	31.30	46,553	65,110
<i>Laboratory Analyst I</i>	24.78	34.41	51,532	71,572
<i>Laboratory Analyst II</i>	29.64	41.17	61,661	85,640
<i>Senior Laboratory Analyst</i>	38.25	53.13	79,568	110,511
<i>Laboratory Manager</i>	40.99	56.93	85,255	118,409
Mechanic Series				
<i>Mechanic in Training</i>	22.38	31.30	46,553	65,110
<i>Mechanic I</i>	25.22	35.52	52,459	73,885
<i>Mechanic II</i>	29.16	41.07	60,651	85,424
<i>Lead Mechanic</i>	31.54	44.43	65,611	92,409
<i>Mechanical Systems Manager</i>	43.92	61.86	91,354	128,667
Project Manager	40.99	56.93	85,255	118,409
Systems Integration Series				
<i>Systems Integration Technician in Training</i>	22.16	31.30	46,087	65,110
<i>Systems Integration Technician I</i>	25.66	36.14	53,373	75,174
<i>Systems Integration Technician II</i>	29.87	42.07	62,123	87,497
<i>SCADA Manager</i>	46.44	68.30	96,600	142,059
Wastewater Treatment Operator Series				
<i>Operator-In-Training</i>	22.16	31.30	46,087	65,110
<i>Operator I</i>	25.37	35.49	52,776	73,813
<i>Operator II</i>	30.53	42.71	63,511	88,827
<i>Water Reclamation Specialist</i>	31.85	44.85	66,241	93,297
<i>Lead Operator</i>	34.79	49.00	72,358	101,913
<i>Chief Plant Operator</i>	43.92	61.86	91,354	128,667
Intern (All Departments) *	12.00	21.00	24,960	43,680

**Minimum will adjust to California law
Intern positions are generally part-time*

ATTACHMENT 2

RESOLUTION NO. 2019-03

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE SAN ELIJO JOINT POWERS AUTHORITY
ADOPTING SALARY AND BENEFITS
FOR FISCAL YEARS 2019-20, 2020-21, and 2021-22**

WHEREAS, the San Elijo Joint Powers Authority (SEJPA), which provides direct employment of SEJPA employees, desires to meet in an informal input process with SEJPA employees (Employees) regarding the wages, benefits, and certain other terms and conditions of employment;

WHEREAS, the Board of Directors has appointed the General Manager to act as a Labor Relations committee;

WHEREAS, the General Manager and the SEJPA Board of Directors have reviewed salary and benefit data of comparable service agencies;

WHEREAS, the General Manager has met with the Employees regarding compensation and benefits;

WHEREAS, the Employees are a valuable and important part of the SEJPA and have had the opportunity to meet in the informal input process with the designated SEJPA representative, the General Manager, on compensation, benefits, and other terms and conditions of employment;

NOW THEREFORE, be it resolved by the Board of Directors of the SEJPA that the salary, benefits, and other terms and conditions of employment for the Employees set forth below are hereby adopted and established as those of the SEJPA. The San Elijo Joint Powers Authority Employee Handbook may be updated as deemed necessary by the General Manager to incorporate these provisions.

SECTION I GENERAL

The provisions of this resolution shall commence on July 1, 2019 and terminate on June 30, 2022. If a new resolution is not in place by July 1, 2022, the provisions of this resolution will continue with all salary and benefit allowance frozen at the Fiscal Year 2021-22 limits. For Section II, F, the process for determining benefit limits remains the same until a new resolution is in place.

SECTION II BENEFITS**A. Vacation Leave**

Employees accrue vacation leave as follows:

Vacation Increment	Hours of Vacation Leave	Bi-Weekly Rate	Accrual	Maximum Accumulation
0-5 years	104	4.00 hours		208 hours
5-10 years	128	4.92 hours		256 hours
10-15 years	152	5.85 hours		304 hours
15+ years	184	7.08 hours		368 hours

Vacation leave for part-time employees is prorated based on the number of hours worked, e.g. an employee who works 30 hours per week would accrue vacation leave at a rate of 75 percent of that rate at which a regular full-time employee accrues vacation leave. Vacation accrues on an as-worked basis. Vacation does not accrue during any unpaid leave of absence.

Employees are entitled to accrue vacation leave up to a maximum amount equal to twice the employees' annual accrual rate ("Maximum Accumulation"), after which accrual ceases until the balance of maximum accrued hours falls below the Maximum Accumulation.

Accrued, Unused Vacation Payout upon Separation of Employment

Upon separation of employment with the SEJPA, accrued vacation benefits that have not been used or cashed out will be paid to the employee in accordance with applicable law.

Conversion of Accrued, Unused Vacation Leave to Cash

Annually, on December 1st of each year, an employee may elect to cash-out vacation hours in excess of 72 hours, provided that the employee has used at least 72 hours of vacation time within the previous 12 months. The maximum allowable hours to be cashed-out annually is limited to an amount equal to the employee's one-year accrual rate at the time the vacation is cashed out. For example, an employee with who has worked for SEJPA for 0 to 5 years is permitted to cash out a maximum of 104 hours annually, provided the employee has used at least 72 vacation hours during the 12 months preceding December 1. The pay rate will be the employee's applicable hourly wage at the time each cash-out payment is made. Cash-out will be paid on a quarterly basis by the last payday of April, July, October, and January. If an employee's employment is terminated prior to receiving all of the employee's quarterly cash-out payments, the employee will be paid all remaining accrued, unused vacation at the time the employee receives his or her final pay. The election to cash-out vacation hours may not be revoked or modified.

B. Holidays

Employees of the San Elijo Joint Powers Authority (SEJPA) receive 12 paid holidays each fiscal year: 10 fixed holidays and 2 floating holidays. Floating holidays for employees hired after the start of the fiscal year are prorated based upon the date of hire. Employees are entitled to pay that is equal to the employee's regularly scheduled hours on any given holiday.

Fixed holidays include:

- | | |
|---|--|
| 1. New Year's Day, January 1 | 6. Labor Day, First Monday in September |
| 2. Martin Luther King, Jr., Third Monday in January | 7. Veteran's Day, November 11 |
| 3. President's Day, Third Monday in February | 8. Thanksgiving Day, Fourth Thursday in November |
| 4. Memorial Day, Last Monday in May | 9. Day after Thanksgiving |
| 5. Independence Day, July 4 | 10. Christmas Day, December 25 |

C. Paid Sick Leave

Eligible Employees

All employees (including part-time and temporary) who work for the SEJPA are eligible to accrue Paid Sick Leave ("PSL") beginning on the first day of employment under the accrual rate and cap set forth in this policy.

Permitted Use

Eligible employees may use their accrued PSL to take paid time off for the diagnosis, care, or treatment of an existing health condition of (or preventive care for) the employee or the employee's family member.

For purposes of this policy, "family member" means a child, parent, spouse, registered domestic partner, grandparent, grandchild, or sibling of the employee. "Child" means a biological child, a foster child, an adopted child, a step-child, a child of a registered domestic partner, a legal ward, or a child of a person standing in loco parentis. "Parent" means a biological, foster, or adoptive parent, a step-parent, or a legal guardian of the employee or the employee's spouse or registered domestic partner. "Spouse" means a legal spouse, as defined by California law.

Employees may also use their PSL to take time off from work for reasons related to domestic violence, stalking, or sexual assault.

Accrual Rate, Maximum, and Carryover

Eligible **full-time employees** will accrue eight hours of PSL per month accumulated on a bi-weekly basis beginning immediately upon hire. Part-time employees will accrue on a prorated bases, but not less than one hour of PSL for every 30 hours worked beginning immediately upon hire. Accrual for non-exempt, part-time employees will be calculated based on actual hours worked. PSL accrues on an as-worked basis and does not accrue during an unpaid leave of absence.

There is a cap on PSL accrual. PSL accrues up to a maximum of 1,000 hours after which accrual ceases until the balance of maximum accrued hours falls below the cap. In such a case, no PSL will be earned for the period in which the employee's PSL was at the maximum. Accrued but unused PSL will carry over from year to year, subject to this maximum accrual.

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Limits on Use and Cashing Out

If an employee absents himself or herself from work for part or all of a workday for a reason covered by this policy, he or she will be required to use accrued PSL to make up for the absence. If while on vacation, an employee becomes ill, he/she may have the period of illness charged to his/her accumulated sick leave instead of vacation.

Employees who have accumulated more than 176 hours of sick leave may elect to be paid for any sick leave in excess of 176 hours provided an election is made prior to December 15th each year for payment in the following year. The pay rate will be 50 percent of the employee's hourly wage at the time of the cash-out.

Notification

The employee must provide reasonable advance notification, orally or in writing, of the need to use PSL, if foreseeable. If the need to use PSL is not foreseeable, the employee must provide notice as soon as practicable.

Termination

Employees who are not terminated for cause and have given the SEJPA 14 calendar days (beginning on the date the notice is received by the SEJPA) written notice shall be paid for 50 percent of their accumulated sick leave. Sick leave pay will be calculated based on the employee's regular rate of pay at the time of the cash-out.

All other employees who do not meet the conditions above will not receive pay in lieu of accrued but unused PSL. Accrued but unused PSL will not be paid out upon termination for cause or where the employee has failed to provide 14 days' notice of termination.

Retaliation

SEJPA prohibits discrimination or retaliation against employees for using their PSL.

D. Bereavement Leave

Employees may receive 3 days off with pay for bereavement of an individual who is a member of the employee's immediate family. Upon approval by the General Manager, additional sick leave may be used to supplement the bereavement leave in the event of a death of an immediate family member. Immediate family member is defined as:

Spouse	Mother/Father-in-Law
Child/Adopted Child	Daughter/Son-in-Law
Stepchild	Grandparent
Sibling	Niece/Nephew
Parent	Sister/Brother-in-Law
Stepparent	Registered Domestic Partner
Grandchild	Child of Registered Domestic Partner
Aunt/Uncle	Persons who have raised the employee

Employees may receive one paid full day off to attend the funeral of a relative who is not a member of the employee's immediate family. The SEJPA may request documentation (i.e. a copy of the death certificate) to certify the need for such leave.

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E. Administrative Leave

Exempt employees are exempt from overtime provisions of the Fair Labor Standards Act. In lieu of compensating overtime, these employees shall be entitled to take up to five (5) days of administrative leave annually. This leave must be taken in increments of not less than half a day.

F. Health, Dental Insurance and Vision Care Plan

Employees and their dependents are provided a group dental and vision care plan; the employer's contribution for premiums for vision and dental plans shall be an amount each year that is 95% of the average of the plans being offered, at the appropriate tier (single, double and family). Eligibility for dental and vision insurance will begin the first of the month following employment. If there is a conflict between this Agreement and the applicable plan document, the plan document shall apply.

Employees and their dependents are provided with group health insurance coverage under the CalPERS PEMCHA program. Effective July 1, 2019, the employer's contribution for each employee shall be an amount each year that is 95% of the average of all health plans CalPERS makes available to the SEJPA, excluding the CalPERS Care Plan, at the appropriate tier (single, double and family). The employee shall pay for any premium cost for coverage that exceeds the SEJPA's contribution. Eligibility for health coverage will begin the first of the month following employment.

Employees who meet the applicable eligibility requirements established by the SEJPA, in accordance with applicable law, shall be provided health, dental and vision insurance for themselves and their dependents, upon request. Flexible contributions allocated to part-time employees are prorated based on the number of hours worked, i.e. an employee who works 30 hours per week would receive 75 percent of the maximum annual contribution.

In lieu of health insurance coverage, eligible employees may elect to receive compensation of 25 percent of the single employee benefit in addition to their regular pay. Employees must show current proof of health insurance coverage under another plan outside of the SEJPA and may be required to periodically show proof upon request. Requests for compensation in lieu of health insurance coverage should be in writing and are subject to review and approval of the General Manager.

Employees hired before July 1, 2008, shall receive a minimum annual contribution of \$8,870 with maximum cash out of \$6,530.

G. Health Care Reimbursement

Employees shall be able to designate dollars for eligible medical, dental, and vision reimbursement. Employees may supplement Plan contributions with tax-exempt dollars through voluntary payroll deduction. Each employee shall assume responsibility for any income tax obligations resulting from participation in the health care reimbursement program.

H. Dependent Care Reimbursement

Employees shall be able to designate dollars for eligible dependent care reimbursement. Employees may supplement Plan contributions with tax-exempt dollars through voluntary payroll deduction. Each employee shall assume responsibility for any income tax obligations resulting from participation in the dependent care reimbursement program.

I. Life and Disability Insurance

The SEJPA provides for its employees life insurance equal to the employee's annual salary. Each employee shall assume responsibility for any income tax obligations resulting from the payment of insurance premiums.

The SEJPA provides for its employees' short-term and long-term disability insurances. Each employee shall assume responsibility for any income tax obligations resulting from the payment of insurance premiums and disability compensation received from the disability insurance provider.

J. Retirement

For all employees hired prior to July 1, 2012, the SEJPA shall participate in the California Public Employees' Retirement System (CalPERS) program, 2.5% at 55 Full Formula, One-Year Final Compensation for active SEJPA miscellaneous members effective July 1, 2008.

Effective the first pay date of each fiscal year, the employees shall pay the full employee portion as defined or set forth by CalPERS, which as of July 1, 2016 is 8.00%.

For all employees hired after June 30, 2012 and CalPERS Classic Employees, the SEJPA shall participate in the California Public Employees' Retirement System (CalPERS) program, 2.0% at 60 Full Formula, Three Year Average Final Compensation for active SEJPA miscellaneous members effective July 1, 2012. Effective the first pay date of each fiscal year, the employees shall pay the full employee portion as defined or set forth by CalPERS, which as of July 1, 2016 is 7.00%.

For all employees hired after January 1, 2013, the SEJPA shall participate in the California Public Employees' Retirement System (CalPERS) program, 2.0% at 62 Full Formula, subject to the California Public Employees' Pension Reform Act of 2013 ("PEPRA"). Effective the first pay date of each fiscal year, the employees shall pay the full employee portion as defined or set forth by CalPERS, which as of July 1, 2016 is 6.25%.

K. Deferred Compensation Plan

Where the employee voluntarily participates in the SEJPA's deferred compensation plan, the SEJPA shall contribute an equal amount on a matching basis up to 4 percent (4%) of the employee's annual base salary.

L. Uniforms and Safety Equipment

The SEJPA shall provide all laboratory, operations and maintenance employees (and any other employee classification as deemed appropriate) with necessary personal protective equipment as required for their duties, including but not limited to uniforms. The SEJPA shall provide employees, upon date of hire and yearly thereafter, up to a maximum amount of \$200.00 to purchase safety

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shoes/boots required of their position. If an employee damages their boots performing work duties, the General Manager has authority to approve reimbursement of replacement boots.

The SEJPA shall provide employees up to \$300.00 each fiscal year for the purchase of SEJPA-approved prescription safety glasses.

In certain circumstances, the General Manager also has authority to approve a uniform and safety equipment allowance beyond the maximum amount.

M. Tuition Reimbursement

The SEJPA will reimburse employees for certain educational expenses incurred by employees in connection with the employee's successful completion of educational courses approved in advance by the SEJPA. Employees may be reimbursed up to \$625.00 for any one course, and up to a maximum of \$2,300.00 per employee per fiscal year.

SECTION III. COMPENSATION

A. Employee Compensation

Employees, except the General Manager, shall receive compensation in accordance with the adjusted ranges in the Classification and Compensation Schedule.

B. Salary Adjustments

Effective the first pay date in January 2020, 2021, and 2022, the Classification and Compensation Schedule for all personnel classifications shall be increased as follows:

Year	Salary Schedule Adjustment*
January 1, 2020	3.0%
January 1, 2021	1.0% - 3.0%**
January 1, 2022	1.0% - 3.0%**

* Salary schedule adjustment shall apply to all SEJPA labor classifications except for the General Manager position, which is generally reviewed annually by the Board of Directors.

** The proposed measure of inflation is the San Diego Urban Wage and Clerical Workers Index, with a potential range adjustment of no less than 1% and no more than 3% per year as measured for the prior 12-month period.

Employees shall be provided a performance review, typically on an annual basis. Employees that are not at the top of their classification salary range shall receive consideration of a merit pay increase. At the discretion of the General Manager, employees may qualify for a one-time annual recognition bonus of up to \$800.00 for exceptional work performance.

The Classification and Compensation Schedule for Fiscal Year 2019-20 is shown in Exhibit A.

SEJPA and its employees acknowledge and agree that during the term of this agreement the SEJPA may implement decisions within its discretion related to implementation of its on-going assessment of

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the competitiveness of the SEJPA. This means that job positions, classifications, and their respective job descriptions may be revised, added, or deleted; work and shift hours may be revised; new or revised automation; and new or revised procedures may be implemented. The SEJPA invites employees to provide input on these decisions if they result in a modification of any express provision of the SEJPA's policies and procedures.

C. Working Out of Position Specification

Occasionally, an employee is required by the General Manager to assume an "acting" position that is outside his/her job specification. This policy is intended to provide the employee with additional compensation based upon the newly assumed duties.

An employee designated as "acting" by the General Manager, will assume the acting title and associated base salary for the position that he/she is assuming. This title and compensation will continue throughout the duration of the acting period. The General Manager can designate a rate of pay within the range of the assumed position. Under no circumstance will the employee's increased salary exceed the top of the assumed position range.

The needs of the SEJPA will prevail in determining the length of time for which the employee assumes the acting position.

This provision does not apply to the General Manager.

D. Shift Differential

The SEJPA shall pay non-exempt operations and maintenance employees a shift differential of \$1.50 per hour in addition to their base rate of pay for hours assigned to a work shift other than the day shift.

E. Standby Duty

Non-exempt operations and maintenance employees are required to be on standby to respond to emergency situations. Non-exempt operations and maintenance employees on standby are compensated at one and one-quarter (1.25) hour at their regular hourly rate of pay per day.

F. Call-Back

The SEJPA shall compensate, at the rate of time and one-half their regular rate of pay, non-exempt employees who are unexpectedly ordered to report back to duty to perform necessary work following completion of the non-exempt employee's workweek or work-shift and their departure from the site. Non-exempt employees called back under this condition shall receive a minimum of two hours compensation. Call-backs on holidays, weekdays or weekends after midnight and before the start of the non-exempt employee's regular shift are compensated at a rate of two times the non-exempt employee's regular hourly rate.

G. Meal Allowance

The SEJPA shall reimburse non-exempt employees a maximum of \$12.00 per meal for food and non-alcoholic beverages when the non-exempt employee is unexpectedly ordered to work due to an emergency for at least two hours overtime beyond the standard work shift.

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H. Incentive Program

The Employee Recognition Program is designed to provide an opportunity for the SEJPA to recognize dedicated and loyal employees who contribute to its success.

1. Professional and Technical Achievement

Recognizes employees for their individual accomplishments in the area of work related professional development such as education or technical certification or recognition by a work related professional organization, payable within 45 days of receiving certification or education and providing proof of completion of the qualifying certification or education.

Industry Awards and Professional Certifications - \$500.00

Associates Degree - \$1,000.00, Bachelor's Degree - \$1,500.00, Master's Degree - \$2,000.00

2. Organizational Performance Achievements

Recognizes employees for SEJPA accomplishments related to environmental performance, safety and industry recognition.

Environmental Performance

- Region 9 Regional Water Quality Control Board Performance
 - No more than 5 violations of NPDES requirements - \$250.00
 - 100% compliance with NPDES requirements - \$1,000.00
 - 100% compliance with NPDES requirements for 5 consecutive years - \$2,000.00
- Environmental Performance at Pump Stations
 - No reportable spills from pump stations - \$250.00
- Period of Performance
 - The period of performance will be January 1 to December 31, of each year, payable in January of the following year.

Safety Program – Provides incentive funding to all employees up to \$1,000.00 per employee per year that successfully perform safety inspections, safety presentations, develop corrective actions, demonstrate understanding of SEJPA's illness and Injury Prevention Plan, and safety online training as prescribed in the SEJPA Safety Program.

Industry Awards – Industry organizations may include, but not limited to, American Society of Civil Engineers (ASCE), California Water Environment Association (CWEA), WaterReuse, California Association of Sanitary Agencies (CASA), California Sanitary Risk Management Authority (CSRMA), and Water Environment Federation (WEF), payable within 60 days of receiving award and providing proof of receipt of award.

- Local Award – 1st place - \$150.00
- State Award – Honorable Mention, Second, or Third Place - \$200.00, First Place - \$300.00

All organizational awards apply to each and every employee employed on the date of award. Employees hired during the award year will receive a prorated award bonus provided they remain an employee on the date of the award. For example, an employee employed for only six (6) months of

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the award year will receive 50% of the applicable award bonus. Any single project or program may qualify for up to three industry awards in any one fiscal year period. For example, a capital project may achieve award recognition by four different organizations; however, the total award bonus will be limited to three.

Terms and Conditions of Employment

All other terms and conditions of employment are specified in the SEJPA's Employee Handbook.

Competitiveness Assessment Decision

The SEJPA will perform a Classification and Compensation Study and present recommendations to the SEJPA Board of Directors prior to the end of this contract.

PASSED AND AMENDED this 10th day of June, 2019, by the following vote:

AYES:	Boardmembers:
NOES:	Boardmembers:
ABSENT:	Boardmembers:
ABSTAIN:	Boardmembers:

David Zito, Chairperson
SEJPA Board of Directors

ATTEST:

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

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 10, 2019

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: BUILDING AND SITE IMPROVEMENT PROJECT DISCUSSION

RECOMMENDATION

For information only. This is a continuing monthly agenda item to discuss the building and site improvement project.

BACKGROUND

San Elijo Joint Powers Authority (SEJPA) is developing architectural and engineering designs for building and site improvements at the San Elijo Water Reclamation Facility. This project includes updating and modernizing the water campus to replace aging administration, operations, and maintenance buildings, upgrade physical and cyber security measures, improve the potable water and fire-fighting systems, and add new public parking. In addition, solar power, energy efficiency, automation and electrical system upgrades, EV charging stations, and other Climate Action Plan measures will be incorporated into the project design. Transportation improvements include a regional bicycle/pedestrian path connecting Birmingham Drive to Manchester Avenue through SEJPA property and road crossing enhancements at Manchester Avenue. The bike path, building, and site improvements are being integrated into a single project (Building and Site Improvement Project), which is expected to enter into construction in 2019.

DISCUSSION

This agenda item will allow for updates and discussion on the progress of this important multi-agency project, and provide an opportunity for staff to address any questions or concerns from the Board and public.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager