

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE SPECIAL BOARD MEETING
HELD ON JANUARY 27, 2020
AT THE
SAN ELIJO WATER RECLAMATION FACILITY

Jody Hubbard, Chair

Kristi Becker, Vice Chair

A meeting of the Board of Directors of San Elijo Joint Powers Authority (SEJPA) was held Monday, January 27, 2020, 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 Hubbard called the meeting to order at 8:30 a.m.

2. ROLL CALL

Directors Present:

Jody Hubbard
Kristi Becker
Catherine Blakespear
David Zito

Directors Absent:

None

Others Present:

General Manager	Michael Thornton
Director of Operations	Chris Trees
Director of Finance and Administration	Amy Chang
Administrative Coordinator	Vanessa Hackney

SEJPA Counsel:

Procopio, Cory, Hargreaves & Savitch	Adriana Ochoa
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City of Encinitas:

Assistant City Manager	Mark Delin
Director of Public Works	Carl Quiram

City of Solana Beach:

City Manager	Greg Wade
Director of Engineering/Public Works	Mohammad "Mo" Sammak

3. PLEDGE OF ALLEGIANCE

Chair Hubbard led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

None

5. AWARDS AND RECOGNITION

None

6. CONSENT CALENDAR

Moved by Board Member Zito and seconded by Vice Chair Becker to approve the Consent Calendar.

Agenda Item No. 7 Approval of Minutes for the December 9, 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

Motion carried with the following vote of approval:

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

11. ITEMS REMOVED FROM CONSENT CALENDAR

None

12. RESOLUTION APPROVAL OF SEJPA INVESTMENT POLICY AND GUIDELINES, AND APPOINTMENT OF SEJPA TREASURER

General Manager Thornton stated that the previous SEJPA Treasurer was Paul F. Kinkel, Director of Finance/Administration, who retired December 30, 2019, and recommended that Amy Chang, the new Director of Finance/Administration, be appointed as the SEJPA Treasurer for the remainder of FY2019-2020.

The proposed Investment Policy and Guidelines in Resolution No. 2020-04 is unchanged from 2019-20.

Moved by Board Member Zito and seconded by Chair Hubbard to:

1. Adopt Resolution No. 2020-04, Resolution Approving the San Elijo Joint Powers Authority Investment Policy and Guidelines and Appointment of Amy Chang as SEJPA Treasurer.

Motion carried with the following vote of approval:

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

13. AGREEMENT AMENDMENT FOR ENGINEERING SERVICES

General Manager Thornton advised that staff is seeking additional engineering support from Carollo Engineers to utilize the electrical model that they developed for the arc flash study to quantify existing loads and to provide recommendations to meet anticipated new power demands. In addition, Carollo will evaluate the existing emergency generator to determine if the generator has capacity available to serve the new project.

Moved by Board Member Blakespear and seconded by Board Member Zito to:

1. Authorize the General Manager to amend the professional services agreement with Carollo Engineers for an additional \$34,582.

Motion carried with the following vote of approval:

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

14. WATER CAMPUS IMPROVEMENT PROJECT UPDATE

The General Manager updated the Board of Directors on the building and site improvements project. Mr. Thornton stated that during the design process, PCL Construction provided feedback that the original trail concept that utilized a concrete box culvert for the storm channel relocation would exceed the project budget. To help reduce these anticipated construction costs, Kimley-Horn and Associated (KHA) evaluated the design to identify options to reduce costs. This effort required additional design hours to complete but provided valuable cost control for the project. Mr. Thornton also stated that in preparation for construction, the project team conducted site investigations to locate existing below ground utilities within the project footprint. Review of the data indicates that the multiple wells will likely be required to remove excess water from the site soil prior to construction activities. Additional design effort is required for the well design from Roesling, Nakamura, and Terada Architects (RNT). The architect will provide geotechnical, mechanical, and electrical support in design of the well system utilizing their current sub-consultants. In addition, RNT will also provide a coordinated trenching plan in order to develop a cost-effective plan for routing new utilities within the project site.

Moved by Board Member Zito and seconded by Chair Hubbard to:

1. Authorize the General Manager to amend the professional services agreement with Kimley-Horn and Associates for an additional \$97,600; and
2. Authorize the General Manager to amend the professional services agreement with Roesling, Nakamura, and Terada Architects for an additional \$56,425.

Motion carried with the following vote of approval:

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

15. GENERAL MANAGER'S REPORT

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

The General Manager stated that on January 6, 2020, Air Scrubber No. 2 encountered mechanical difficulties with its air blower. Staff responded promptly and appropriately. Equipment was repair and returned to service in 10 Calendar Days. No odor complaints were received during the outage and all air quality samples indicated safe air quality.

16. GENERAL COUNSEL'S REPORT

None

17. BOARD MEMBER COMMENTS

Chair Hubbard commented that the group was looking to move the February Board Meeting to February 24, 2020. All Board Members concurred that the new date would work for them.

18. CLOSED SESSION

None

19. ADJOURNMENT

The meeting adjourned at 10:05 a.m. The next Board of Directors meeting will be held on Monday, February 24, 2020 at 8:30 a.m.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager