

**AGENDA
REGULAR BOARD MEETING OF THE
SAN ELIJO JOINT POWERS AUTHORITY
FEBRUARY 15, 2022 AT 8:30 A.M.**

The next regular meeting of the San Elijo Joint Powers Authority (SEJPA) will be on Tuesday, February 15, 2022 at 8:30 a.m., PST.

This meeting is being noticed and held virtually pursuant to Government Code section 54953(e)(1) and (e)(3). Members of the public will only be allowed to participate in meetings telephonically.

This regular meeting of the San Elijo Joint Powers Authority can be accessed using the phone number listed below:

Dial-In Phone Number: 253-215-8782

Meeting ID: 882 7911 4714

Public Comment. Anyone wishing to address the Board of Directors with respect to a particular agenda item is encouraged to submit an email to hackneyv@sejpa.org by no later than 7:30 a.m. the day of the meeting, February 15, 2022 with the subject line “Request to Provide Public Comment.” You may include your public comment in your email and your comments will be read into the record during the Oral Communications/Public Comment Period (Item #4). Please include your name, address, group affiliation (if applicable), and agenda item (if applicable) in your email. Alternatively, you can simply request time to speak during the public comment portion of the Board meeting, and you will be called upon to provide your comment in real-time during the public comment portion of the Board meeting (Item #4). In the email, please include your name, the item you wish to speak about, and the telephone number that you will be calling from so that the Board Chair may invite you to provide your public comment.

Members of the public that wish to provide public comment may also address the Board of Directors in real time via telephone conference for up to 3 minutes during the Oral Communications/Public Comment Period (Item #4). During the Public Comment Period, the Board Chair will invite members of the public that wish to speak to unmute and identify themselves and the matter they wish to speak upon. If multiple persons wish to speak, the Board Chair may request all public speakers first identify themselves to create a list of public speakers, and may thereafter mute all lines and unmute each public speaker one by one for three minutes at a time, in order to allow the identified members of the public to give their public comment in an orderly and uninterrupted manner.

Persons with disabilities that require modifications or accommodations should email hackneyv@sejpa.org or call 760-753-6203 x71 by no later than 7:30 A.M. the day of the meeting to request reasonable modifications or accommodations consistent with the Americans with Disabilities Act and SEJPA shall promptly work with you to resolve the matter in favor of accessibility.

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1. CALL TO ORDER
 2. ROLL CALL
 3. PLEDGE OF ALLEGIANCE
 4. ORAL COMMUNICATIONS/PUBLIC COMMENT PERIOD (NON-ACTION ITEM)
 5. AWARDS AND RECOGNITION

6. * **CONSENT CALENDAR**
7. * [APPROVAL OF MINUTES FOR JANUARY 25, 2022 MEETING](#)
8. * [APPROVAL FOR PAYMENT OF WARRANTS AND MONTHLY INVESTMENT REPORTS](#)
9. * [WASTEWATER TREATMENT REPORT](#)
10. * [RECYCLED WATER REPORT](#)
11. * [REPORTABLE MEETINGS](#)
12. * [ACCEPTANCE OF COMPLETION – CONSTRUCTION CONTRACT FOR THE WATER CAMPUS IMPROVEMENT PROJECT](#)
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. * [AB 361 FINDINGS REGARDING VIRTUAL MEETING \(ACTION ITEM\)](#)

Staff respectfully recommends the Board of Directors:

1. FIND and DECLARE pursuant to Government Code 54953(e)(3) that the Board of Directors has reconsidered the circumstances of the state of emergency, and
2. FIND and DECLARE that, in light of the information provided in this staff report and the corresponding verbal discussion during this Board Meeting, the state of emergency continues to directly impact the ability of the members to meet safely in person, or state or local officials continue to impose or recommend measures to promote social distancing.
3. Provide direction with respect to whether the March Board Meeting should be virtual or in person.

Staff Reference: General Manager

15. [SAN ELIJO JOINT POWERS AUTHORITY MID-YEAR REVIEW OF THE FISCAL YEAR 2021-22 OPERATING BUDGET](#)

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

Staff Reference: Director of Finance and Administration

16. CONSIDER RESOLUTION APPROVING ELECTRIC VEHICLE CHARGING STATION FEE STRUCTURE AND RELATED ACTIONS

It is recommended that the Board of Directors

1. Adopt Resolution 2022-02 establishing an Electric Vehicle Charging Station Fee Structure;
2. Discuss and take action as appropriate

Staff Reference: General Manager

17. GENERAL MANAGER'S REPORT

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

18. GENERAL COUNSEL'S REPORT

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

19. 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.

20. 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 REAL PROPERTY NEGOTIATORS (Gov. Code 54956.8)

Property: 2695 Manchester Ave. Cardiff By The Sea, CA 92007

Agency Negotiator: Michael Thornton, General Manager

Negotiating Parties: The City of Encinitas

Under negotiation: Price and Terms of Payment

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code 54956.8)

Property: Parcel Number 254-61-111

Agency Negotiator: Michael Thornton, General Manager

Negotiating Parties: San Dieguito Water District

Under negotiation: Price and Terms of Payment

21. ADJOURNMENT

The next regularly scheduled San Elijo Joint Powers Authority Board Meeting will be Tuesday, March 15, 2022 at 8:30 a.m.

NOTICE:

The San Elijo Joint Powers Authority's open and public meetings comply with 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 third Tuesday of each month, with no scheduled meetings in July.

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 on the SEJPA website at www.sejpa.org, and in the following locations:

San Elijo Water Campus (formerly known as 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: February 10, 2022

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

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

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE BOARD MEETING
HELD ON JANUARY 25, 2022
VIA VIDEO CONFERENCE

Kellie Hinze, Chair

David Zito, Vice Chair

A meeting of the Board of Directors of San Elijo Joint Powers Authority (SEJPA) was held Tuesday, January 25, 2022, at 8:30 a.m., via a public web conference.

1. CALL TO ORDER

Chair Hinze called the meeting to order at 8:31 a.m.

2. ROLL CALL

Directors Present:

Kellie Hinze
David Zito
Catherine Blakespear
Kristi Becker

Directors Absent:

None

Others Present:

General Manager
Director of Operations
Director of Finance and Administration
Senior Project Manager
Administrative Coordinator
Financial Analyst in Training

Michael Thornton
Chris Trees
Amy Chang
Michael Konicke
Vanessa Hackney
Damon Suda

SEJPA Counsel:

Procopio

Tracie Stender

City of Encinitas:

Director of Utilities/General Manager
Assistant City Manager

Isam Hireish
Jennifer Campbell

City of Solana Beach:

City Manager
Director of Engineering/Public Works

Greg Wade
Mohammad "Mo" Sammak

Leaf & Cole:

Partner

Michael J. Zizzi

3. PLEDGE OF ALLEGIANCE

General Manager Thornton led the Pledge of Allegiance.

4. ORAL COMMUNICATION/PUBLIC COMMENT PERIOD

None.

5. AWARDS AND RECOGNITION

SEJPA was recognized by the California Water Quality Monitoring Council and State Water Resources Control Board for partnering in Covid-19 monitoring in wastewater. The research, which included more than 30 wastewater utilities throughout the state of California, used wastewater based epidemiology to quantify trends in COVID-19. This information complements clinical testing and can detect viruses shed by both symptomatic and asymptomatic individuals. The research demonstrated that wastewater based epidemiology can yield information sooner than collating individual testing and hospitalization records, thus providing potential as an early warning system for community outbreaks.

6. AB 361 FINDINGS REGARDING VIRTUAL MEETING (ACTION ITEM)

The Board of Directors discussed the ongoing state of emergency and made the following findings and determinations, moved by Vice Chair Zito and seconded by Board Member Becker to:

1. In light of the information provided in the staff report and the corresponding verbal discussion during this Board meeting, the Board of Directors hereby determines pursuant to Government Code 54953(e)(1)(B) and (C) that as a result of the Covid- 19 pandemic, meeting in person would present imminent risks to the health or safety of attendees.
2. The Board gave direction to staff to conduct the February 2022 San Elijo Joint Powers Authority Board of Directors Meetings virtually.

Motion carried with the following vote of approval:

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

7. CONSENT CALENDAR

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

- | | |
|--------------------|--|
| Agenda Item No. 8 | Approval of Minutes for the December 14, 2021 Meeting |
| Agenda Item No. 9 | Approval for Payment of Warrants and Monthly Investment Report |
| Agenda Item No. 10 | Wastewater Treatment Report |
| Agenda Item No. 11 | Recycled Water Report |
| Agenda Item No. 12 | Reportable Meetings |

Motion carried with the following vote of approval:

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

14. FISCAL YEAR 2020-21 FINANCIAL AUDIT REPORT ACCEPTANCE

Mr. Michael Zizzi, a Partner for Leaf & Cole, presented the financial audit of SEJPA for FY 2020-21. The audit has been completed and it is the auditor's opinion that SEJPA's June 30, 2021 financial statements are presented fairly in all material aspects. The audit was performed in accordance with auditing standards generally accepted in the United States of America and the State Controller's Minimum Audit Requirements for California Special Districts. Upon completion of the audit, Leaf & Cole stated that no transactions were noted where there was a lack of authoritative guidance or consensus. In addition, there were no difficulties or disagreements with management in performing and completing the audit.

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

1. Accept and file the FY 2020-21 Audited Financial Statements for San Elijo Joint Powers Authority;
2. Accept and file the FY 2020-21 SAS 114 Letter.

Motion carried with the following vote of approval:

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

15. SAN ELIJO JOINT POWERS AUTHORITY END OF YEAR REVIEW OF THE FY 2020-21 OPERATING AND DEBT SERVICE EXPENSES

Director of Finance and Administration, Amy Chang, provided a review of Fiscal Year 2020-21 operating and debt expenses and stated that overall, SEJPA completed the year below budget. Total budget savings was \$455,725 or 5.9%, which included a contribution of \$105,000 to the PARS trust to reduce future pension liability. Wastewater Treatment, Laboratory Services, Pump Stations, Ocean Outfall, and Storm Drain programs were under budget by \$569,763 or 9.8%. Recycled Water expenditures were \$114,038 or 6.1% over budget. All debt service payments were paid according to the loan agreements.

No action required. This presentation is for information only.

16. GENERAL MANAGER'S REPORT

General Manager Thornton provided an update on Grant Funding through Proposition 84, Round 4 IRWM Program. SEJPA has received funding totaling approximately \$2.2 million. The funding is for a variety of projects, including, \$600,000 for the City of Solana Beach for the construction of a recycled water pipeline, \$600,000 to SEJPA for the Encinitas Ranch Recycled Water Expansion Project, and another \$375,000 for low

impact development for stormwater water quality improvement projects at the San Elijo Water Campus, \$200,000 going to the City of Encinitas for their street scape project, \$600,000 to Olivenhain Municipal Water District for their Recycled Water expansion on Manchester from the I-5 freeway towards El Camino Real, and \$75,000 to the Nature Collective supporting their educational programs on water quality and healthy watersheds.

Two additional IRWM grants, through Proposition 1, just kicked off bringing roughly \$4 million into the region. These grants will be managed by SEJPA and funding will go to SEJPA for stormwater and recycled water improvements, the City of Oceanside for their recycled water system expansion, and Olivenhain Municipal Water District for their expanding recycled water service within the City of Encinitas.

Finally, SEJPA is working on refining the scope for a Bureau of Reclamation grant with a potential grant value of \$3 to \$4 million. This would fund new Recycled Water infrastructure for SEJPA, supporting the region's independence from imported water as well as sustainability for local water supplies.

General Manager Thornton also stated that SEJPA expects to have a closed session in the February Board Meeting to evaluate two lease agreements, one for a lease renewal and one for a potential new lease agreement.

17. GENERAL COUNSEL'S REPORT

General Counsel, Tracie Stender, stated that Procopio is monitoring three items for SEJPA:

- Kaanaana decision and potential expansion of prevailing wage for special districts
- AB 1434, proposing urban water use objectives and reducing from 55 gallons per capita daily to 40 gallons per capita by 2030
- Supreme court took up a challenge to the EPA's definition of "Waters to the U.S."

We will keep Board and staff apprised of these developments.

18. BOARD MEMBER COMMENTS

None.

19. CLOSED SESSION

None.

20. ADJOURNMENT

The meeting adjourned at 9:06 a.m. The next Board of Directors meeting is scheduled to be held on Tuesday, February 15, 2022 at 8:30 a.m.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

SAN ELIJO JOINT POWERS AUTHORITY
PAYMENT OF WARRANTS
22-01
For the Month of January 2022

| Warrant # | Vendor Name | G/L Account | Warrant Description | Amount |
|-----------|--------------------------------|---|---|-------------|
| 40711 | Abila | Licenses | Accounting software | \$ 1,991.55 |
| 40712 | Allied Storage Containers | Equipment Rental/Lease | 20' and 40 storage containers - 01/01/22 - 01/31/22 | 359.89 |
| 40713 | AT&T | Utilities - Telephone | Alarm service - 01/01/22 - 01/31/22 | 408.59 |
| 40714 | Atlas | Services - Engineering | WCI project | 13,401.50 |
| 40715 | American Water Works Assoc. | Dues & Memberships | Membership - M. Piper | 100.00 |
| 40716 | Butler Building & Engineering | Services - Engineering | Urban runoff off station inlet valve replacement | 4,380.00 |
| 40717 | California Boiler | Services - Maintenance | Boiler maintenance | 4,889.98 |
| 40718 | Carollo Engineers | Services - Engineering | Administration building fiber optic improvements | 19,220.00 |
| 40719 | CDM Smith | Services - Engineering | Eng. svc for MFRO structure and Laundry 11/28/21-01/08/22 | 3,207.00 |
| 40720 | Corodata | Rent | Record storage - Dec | 102.01 |
| 40721 | EDCO Waste & Recycling Service | Utilities - Trash | Dec | 323.52 |
| 40722 | City of Encinitas | Service - IT Support | Admin network - Oct | 7,956.75 |
| 40723 | City of Encinitas | Licenses | Zoom - Oct | 39.98 |
| 40724 | City of Encinitas | Licenses | Duo - Oct | 30.00 |
| 40725 | City of Encinitas | Service - IT Support | Admin network - Nov | 7,956.75 |
| 40726 | City of Encinitas | Licenses | Zoom - Nov | 39.98 |
| 40727 | City of Encinitas | Licenses | Duo - Nov | 30.00 |
| 40728 | City of Encinitas | Service - IT Support | Admin network - Dec | 7,956.75 |
| 40729 | City of Encinitas | Licenses | Zoom - Dec | 39.98 |
| 40730 | City of Encinitas | Licenses | Duo - Dec | 30.00 |
| 40731 | Enthalpy Analytical, LLC | Services - Laboratory | Laboratory toxicity testing | 1,050.00 |
| 40732 | EnvirGreen Electronic Rec | Services - Other | E-waste recycling | 70.00 |
| 40733 | Evoqua Water Technologies | Supplies - Chem - Odor | Laboratory toxicity testing | 5,779.75 |
| 40734 | Frankie Abeyta | Accounts Receivable Control | Health and wellness - F. Abeyta | 50.00 |
| 40735 | FRS Environmental | Services - Maintenance | Parts washer and service | 286.82 |
| 40736 | gafcon | Services - Professional | WCI project | 253.67 |
| 40737 | Grainger, Inc. | Supplies - Shop & Field | Extension ladder replacement | 604.90 |
| 40738 | Hach Company | Repair Parts Expense | Micro filtration feed replacement probe | 1,430.82 |
| 40739 | The Hardwood & Hardware Co. | Supplies - Shop & Field | Various supplies | 760.29 |
| 40740 | Hardy Diagnostics | Supplies - Lab | Various supplies | 3,576.31 |
| 40741 | Helix Environmental Planning | Services - Professional | WCI project | 6,064.17 |
| 40742 | JCI Jones Chemicals, Inc | Supplies - Chem - Sodium Hypo | Sodium hypochlorite | 4,047.98 |
| 40743 | Kimley-Horn & Associates, Inc. | Services - Professional | Civil engineering services | 6,140.00 |
| 40744 | Larry Walker Associates | Services - Professional | Lab quality systems review | 925.80 |
| 40745 | Liquid Environmental Solution | Services - Grit & Screenings | Grease and scum pumping, Roll-off box delivery | 2,970.00 |
| 40746 | MBC Applied Environmental | Services - Professional | Region nine kelp survey | 6,291.54 |
| 40747 | McMaster-Carr Supply Co. | Repair Parts Expense, Shop Tools, Supplies | Various supplies | 2,406.27 |
| 40748 | Michael Baker International | Services - Engineering | Plume tracking study | 11,157.50 |
| 40749 | Michael R. Welch, Ph.D., P.E. | Services - Professional | As needed regulatory support services | 3,230.00 |
| 40750 | Nobel Systems | Licenses | GIS annual subscription | 11,400.00 |
| 40751 | OneSource Distributors, Inc. | Repair Parts Expense | Rail switch | 921.06 |
| 40752 | ProBuild Company, LLC | Repair Parts Expense, Safety Supplies | Various supplies | 615.77 |
| 40753 | Procopio Cory Hargreaves | Services - Legal | General | 3,266.00 |
| 40754 | Roesling Nakamura Terada Archi | Services - Professional | Building improvements - Sep | 17,090.00 |
| 40755 | Santa Fe Irrigation District | Utilities - Water | Water | 397.57 |
| 40756 | Santa Fe Irrigation District | SFID Distribution Pipeline | Pipeline purchase payment | 744.83 |
| 40757 | San Dieguito Water District | Utilities - Water | Water | 2,415.34 |
| 40758 | State Water Resources Control | Fees - Permits | Annual permit | 32,352.00 |
| 40759 | Terminix Processing Center | Services - Maintenance | Pest control services | 441.00 |
| 40760 | Unifirst Corporation | Services - Uniforms | Uniform service | 159.72 |
| 40761 | Univar Solutions USA Inc. | Supplies - Chem - Odor | Sodium hydroxide | 2,640.75 |
| 40762 | UPS | Postage/Shipping | Shipping | 267.31 |
| 40763 | Underground Service Alert/SC | Services - Alarm | Safe excavation, Dig alert - Jan | 278.74 |
| 40764 | Vantagepoint Transfer Agents | EE Deduction Benefits | ICMA - 457 | 8,995.41 |
| 40765 | Vantagepoint Transfer Agents | ICMA Retirement | ICMA - 401a | 4,343.81 |
| 40766 | Volt Management Corp | Services - Temp | Internship program | 11,802.09 |
| 40767 | VWR International, Inc. | Supplies - Lab | Glass filter | 572.21 |
| 40768 | Xerox Corporation | Services - Other | Equipment moving and relocation | 372.20 |
| 40769 | AGX CORPORATION | Repair Parts Expense | Capacitance transmitter and 10ft probe | 4,155.58 |
| 40770 | Ardurra Group, Inc | Services - Engineering | Wanket tank conversion evaluation | 19,730.00 |
| 40771 | AT&T | Utilities - Telephone | Phone service - 12/13/21 - 01/12/22 | 577.21 |
| 40772 | Barracuda Networks, Inc | Utilities - Internet | Cloud storage | 635.25 |
| 40773 | Bay City Electric Works | Services - Maintenance | Preventative maintenance - Jan | 310.00 |
| 40774 | Boot World, Inc. | Uniforms - Boots | Safety boots (3) | 574.51 |
| 40775 | California Water Technologies | Supplies - Chem - Ferric Chlo | Ferric Chloride | 5,992.03 |
| 40776 | City of Solana Beach | Prop 84 Rd 4 | Prop 84 round 4 IRWM grant fund distribution | 600,000.00 |
| 40777 | County of San Diego | Fees - Permits | APCD1997-SITE-10270 | 481.00 |
| 40778 | CWEA | Dues & Memberships | Certificate renewal (2) | 283.00 |
| 40779 | Denali Water Solutions LLC | Services - Biosolids Hauling | Dec | 16,865.25 |
| 40780 | Eurofins Calscience, LLC | Services - Laboratory | Testing water samples | 5,055.00 |
| 40781 | Evantec Scientific | Supplies - Lab | Various supplies | 2,095.81 |
| 40782 | Excel Landscape, Inc. | Services - Landscape | Ground maintenance service - Jan | 4,202.00 |
| 40783 | National Filter Media | Repair Parts Expense | Belt press wires | 238.14 |
| 40784 | GEM Site Development LLC | Retrofit Expenses | Meter installation | 20,674.65 |
| 40785 | The Hardwood & Hardware Co. | Repair Parts Expense | Various supplies | 57.68 |
| 40786 | Horrocks Engineers | Services - Engineering | Moonlight Beach pump station rehabilitation | 19,456.50 |
| 40787 | Idexx Distribution, Inc. | Supplies - Lab | Enterolert media | 2,115.47 |
| 40788 | Liquid Environmental Solution | Services - Grease & Scum, Grit & Screenings | Grease and scum pumping, Roll off box delivery | 2,018.56 |
| 40789 | McMaster-Carr Supply Co. | Repair Parts Expense, Shop Tools, Supplies | Various supplies | 2,742.32 |
| 40790 | MetLife - Group Benefits | Dental/Vision | Dental - Feb | 2,027.78 |
| 40791 | Midas Shop | Vehicle Maintenance | Auto repair and maintenance services | 833.21 |
| 40792 | Olivenhain Municipal Water Dis | Rent, Maintenance Service | Wiegand Zona Gale - 2nd Qrt. 21/22, Pipeline rental payment - Dec | 6,446.66 |
| 40793 | ProBuild Company, LLC | Repair Parts Expense, Supplies | Supplies for urban pond, Tape | 121.56 |
| 40794 | Rohan & Sons, Inc | Services - Maintenance | Bi-annual maintenance | 385.00 |
| 40795 | Santa Fe Irrigation District | Retrofit Expenses, Water | Recycled water meter installation, Water | 3,887.27 |
| 40796 | San Elijo Lagoon Conservancy | Prop 84 Rd 4 | Prop 84 round 4 IRWM grant fund distribution | 75,000.00 |
| 40797 | State Water Resources Control | Fees - Permits | Annual permit | 2,301.00 |
| 40798 | Trussell Technologies, Inc | Services - Engineering | Stormwater and recycled water quality enhancement | 150.50 |
| 40799 | Unifirst Corporation | Services - Uniforms | Uniform service | 123.33 |

SAN ELIJO JOINT POWERS AUTHORITY
PAYMENT OF WARRANTS
22-01
For the Month of January 2022

| Warrant # | Vendor Name | G/L Account | Warrant Description | Amount |
|------------------|------------------------------|------------------------------|---|-------------------------------|
| 40800 | Univar Solutions USA Inc. | Supplies - Chemicals | Citric Acid | 10,289.44 |
| 40801 | USA Bluebook | Supplies - Lab | Various supplies | 3,260.80 |
| 40802 | Vantagepoint Transfer Agents | EE Deduction Benefits | ICMA - 457 | 9,099.15 |
| 40803 | Vantagepoint Transfer Agents | ICMA Retirement | ICMA - 401a | 4,352.90 |
| 40804 | Verizon Wireless | Utilities - Telephone | 12/11/21 - 01/10/22 | 485.80 |
| 40805 | Verizon Wireless | Utilities - Telephone | Cell phone service - 12/08/21 - 01/07/22 | 280.76 |
| 40806 | Volt Management Corp | Services - Temp | Internship program | 3,306.81 |
| 40807 | WageWorks | Payroll Processing Fees | Admin and compliance fee - Dec | 128.75 |
| 40808 | Water Environment Federation | Dues & Memberships | Membership - M. Henke | 332.00 |
| 40809 | WM Corporate Services, Inc. | Services - Grit & Screenings | 10 yard roll off disposal - 12/01/21 - 12/31/21 | 3,882.79 |
| 40810 | WorkPartners Occupational | Services - Medical | COVID-19 tests | 553.00 |
| On-line 615 | Aflac | EE Deduction Benefits | Aflac - Jan | 339.60 |
| On-line 616 | Public Employees- Retirement | Retirement Plan - PERS | Retirement - 12/25/21 - 01/07/22 | 16,285.60 |
| On-line 617 | BankCard Center | Capital Outlay | Various supplies | 5,553.29 |
| On-line 618 | Home Depot Credit Services | Supplies - Shop & Field | Various supplies | 660.13 |
| On-line 619 | P.E.R.S. | Medical Insurance - Pers | Health - Feb | 23,961.50 |
| On-line 620 | Public Employees- Retirement | Retirement Plan - PERS | Retirement - 01/08/22 - 01/21/22 | 16,494.67 |
| On-line 621 | ReadyRefresh | Supplies - Lab | Kitchen and lab supplies | 416.24 |
| On-line 622 | SDG&E | Utilities - Gas & Electric | Gas and electric - 12/09/21 - 01/08/22 | 63,716.35 |
| On-line 623 | Sun Life Financial | Life Insurance/Disability | Life and disability insurance - Jan | 1,945.86 |
| | San Elijo Payroll Account | Payroll | Payroll - 01/14/2022 | 104,337.26 |
| | San Elijo Payroll Account | Payroll | Payroll - 01/28/2022 | 93,262.07 |
| | | | | <u><u>\$ 1,391,116.90</u></u> |

SAN ELIJO JOINT POWERS AUTHORITY

PAYMENT OF WARRANTS SUMMARY

**For the Month of January 2022
As of January 31, 2022**

| | |
|---------------------|-----------------|
| PAYMENT OF WARRANTS | \$ 1,391,116.90 |
| Reference Number | 22-01 |

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.



Amy Chang
Director of Finance & Administration

STATEMENT OF FUNDS AVAILABLE FOR PAYMENT OF WARRANTS
AND INVESTMENT INFORMATION
As of January 31, 2022

| FUNDS ON DEPOSIT WITH | AMOUNT |
|--|-------------------------|
| LOCAL AGENCY INVESTMENT FUND <i>(JANUARY 2022 YIELD 0.234%)</i> | |
| UNRESTRICTED DEPOSITS | 15,884,846.20 |
| CALIFORNIA BANK AND TRUST <i>(JANUARY 2022 YIELD 0.01%)</i> | |
| REGULAR CHECKING | 2,674,458.19 |
| PAYROLL CHECKING | 5,000.00 |
| PARS - TRUSTEE (POST-EMPLOYMENT BENEFITS TRUST) <i>(DECEMBER 2021 YIELD 1.95%)</i> | 351,252.81 |
| TOTAL RESOURCES | <u>\$ 18,915,557.20</u> |

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

February 15, 2022

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: WASTEWATER TREATMENT 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 December 2021. 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 **98.3** and **98.3** percent removal, respectively, during the month of December.

Exceptional Water Treatment

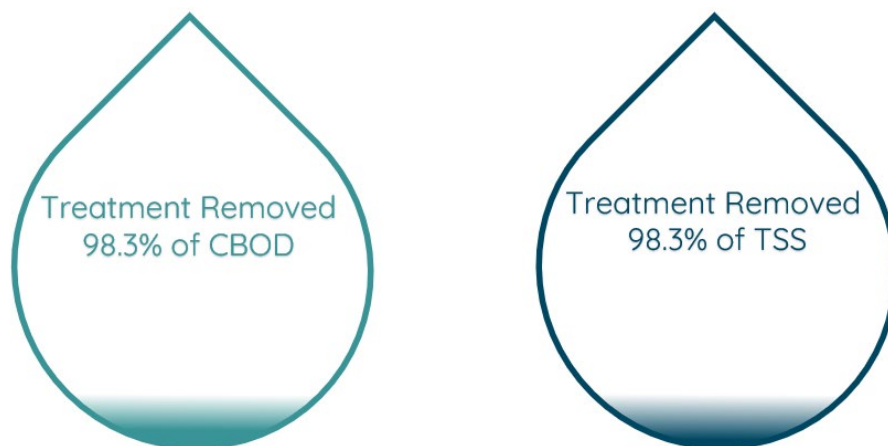
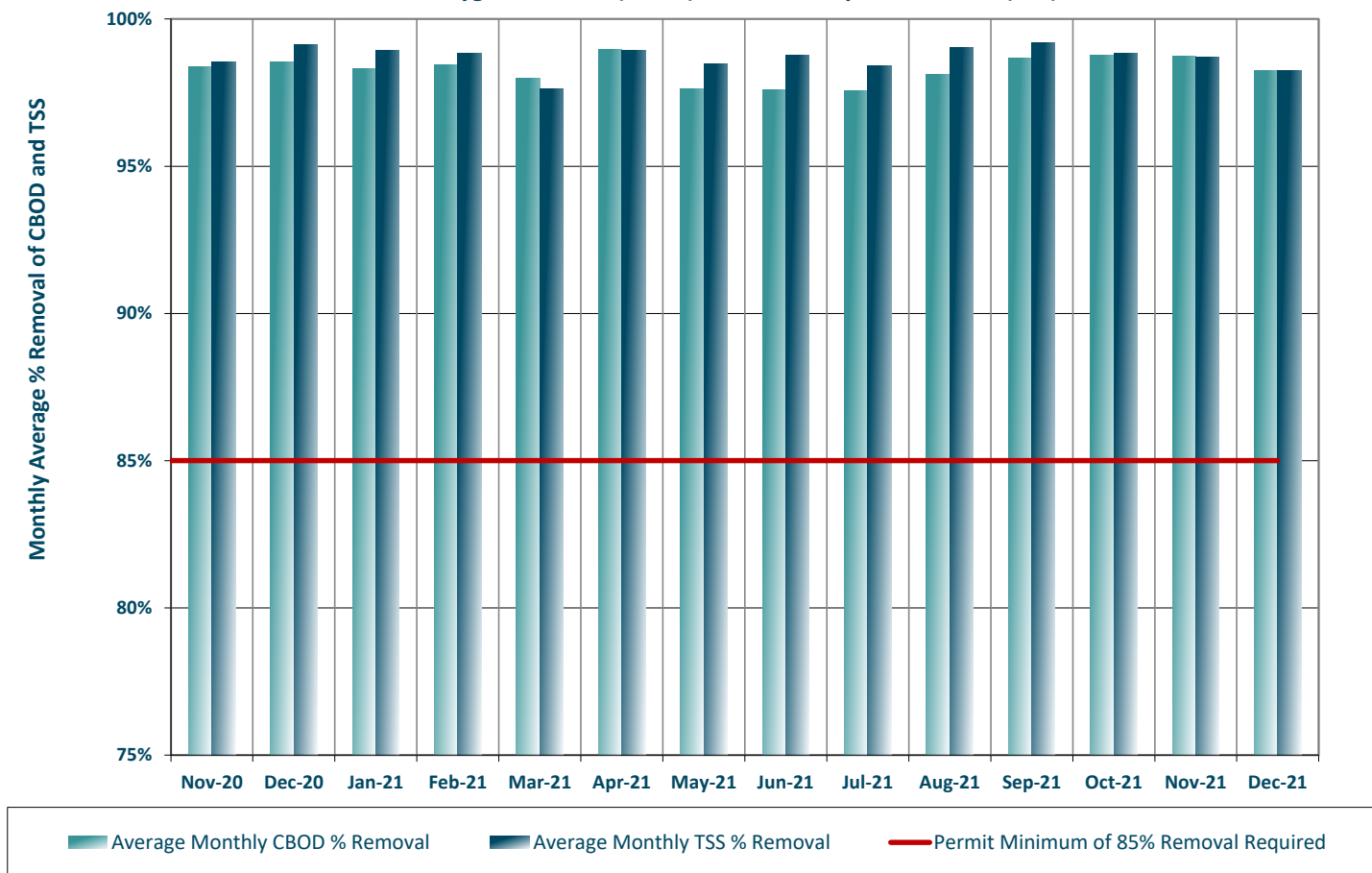


Figure 1 (below) shows historic treatment performance trends for the removal of CBOD and TSS over the last 13 months compared to the permit minimum removal requirement of 85%.

Figure 1: Wastewater Treatment Performance of the SEJPA % Removal of Carbonaceous Biochemical Oxygen Demand (CBOD) and Total Suspended Solids (TSS)



Figures 2 and 3 (below) show historic influent vs effluent CBOD and TSS concentration fluctuations in the strength of the wastewater being received and discharged by the SEJPA.

FIGURE 2: TREATED EFFLUENT FLOWS REMOVAL OF CBOD

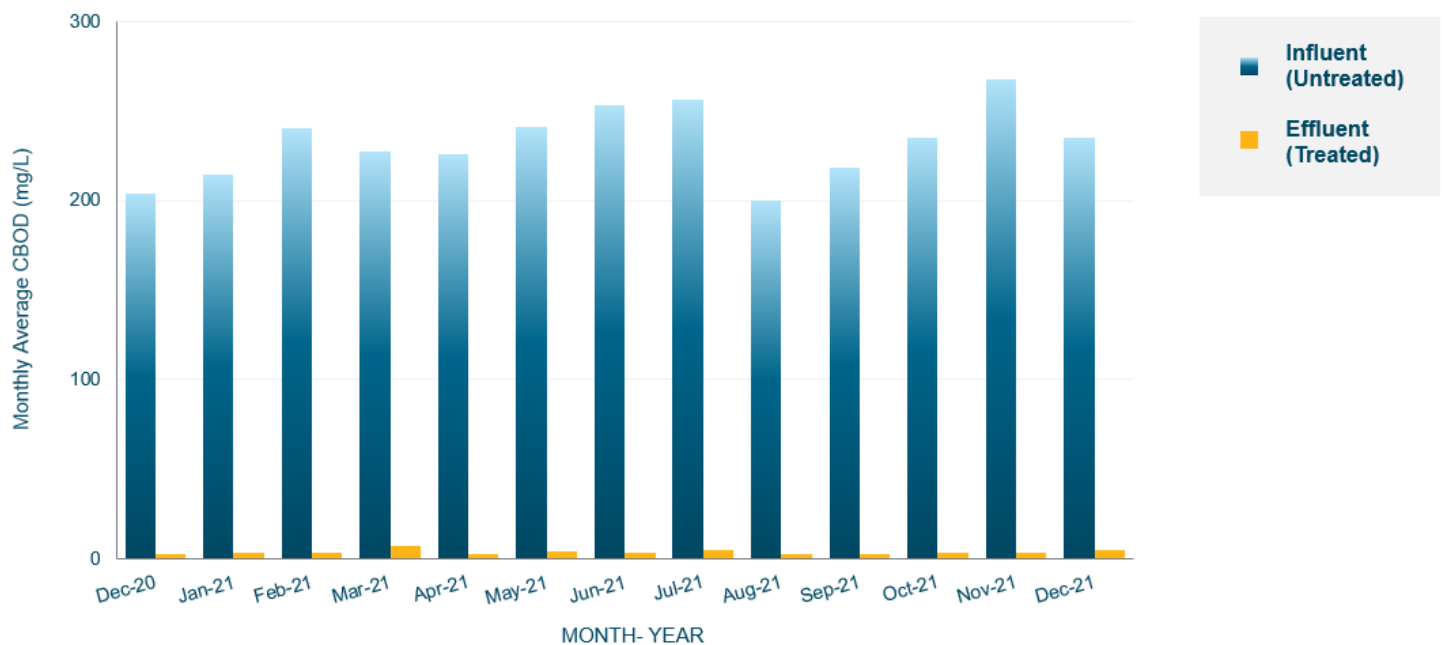


FIGURE 3: TREATED EFFLUENT FLOWS REMOVAL OF TSS

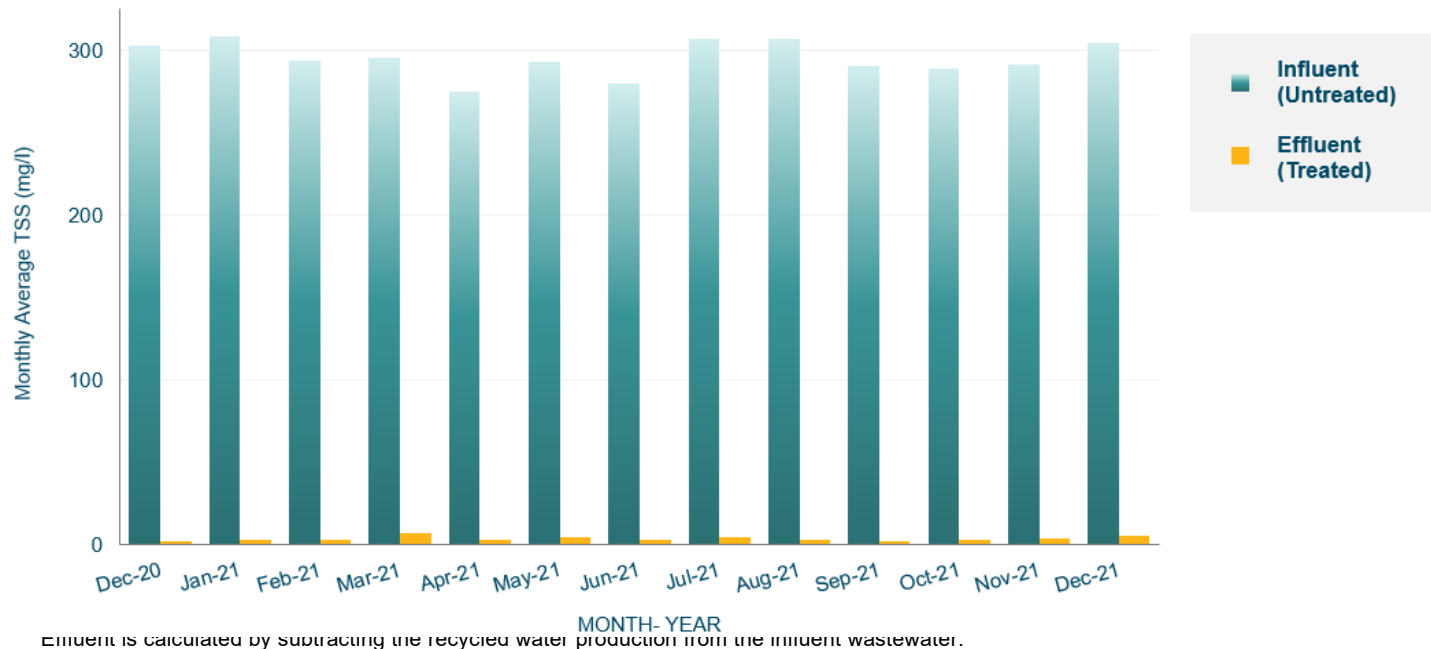


Table 2 (below) presents the historical average and unit influent rates per month for each of the Member Agencies during the past 3 years. It also presents the number of connected Equivalent Dwelling Units (EDUs) for each of the Member Agencies during this same time period.

TABLE 2 - SAN ELIJO WATER CAMPUS MONTHLY REPORT - FLOWS AND EDUS

| | AVERAGE DAILY INFLUENT FLOW RATE (MGD) | | | | | CONNECTED EDUs | | | | | AVERAGE UNIT INFLUENT FLOW RATE (GAL/EDU/DAY) | | | | | | |
|--------|--|-------|-------|-------|-------|----------------|-----|-------|-------|--------|---|------------|-----|-----|-----|----|-------------|
| MONTH | CSD | RSF | CSD | SB | DM | TOTAL PLANT | CSD | RSF | CSD | SB | DM | TOTAL EDUS | CSD | RSF | SB | DM | TOTAL PLANT |
| Jan-19 | 1.269 | 0.153 | 0.975 | 0.384 | 2.781 | 8,491 | 566 | 8,083 | 2,611 | 19,751 | 149 | 271 | 121 | 147 | 141 | | |
| Feb-19 | 1.400 | 0.173 | 0.935 | 0.309 | 2.817 | 8,492 | 566 | 8,083 | 2,611 | 19,752 | 165 | 306 | 116 | 137 | 145 | | |
| Mar-19 | 1.200 | 0.149 | 0.908 | 0.340 | 2.597 | 8,493 | 568 | 8,083 | 2,611 | 19,755 | 141 | 263 | 112 | 132 | 132 | | |
| Apr-19 | 1.119 | 0.138 | 0.887 | 0.334 | 2.478 | 8,494 | 568 | 8,083 | 2,611 | 19,756 | 132 | 243 | 110 | 128 | 125 | | |
| May-19 | 1.125 | 0.133 | 0.880 | 0.361 | 2.499 | 8,494 | 568 | 8,083 | 2,611 | 19,756 | 132 | 234 | 109 | 138 | 126 | | |
| Jun-19 | 1.162 | 0.126 | 0.903 | 0.507 | 2.698 | 8,504 | 568 | 8,083 | 2,611 | 19,766 | 137 | 222 | 112 | 194 | 136 | | |
| Jul-19 | 1.127 | 0.128 | 0.924 | 0.546 | 2.725 | 8,504 | 568 | 8,083 | 2,611 | 19,766 | 133 | 226 | 114 | 209 | 138 | | |
| Aug-19 | 1.148 | 0.126 | 0.938 | 0.567 | 2.779 | 8,505 | 570 | 8,105 | 2,612 | 19,792 | 135 | 221 | 116 | 217 | 140 | | |
| Sep-19 | 1.131 | 0.132 | 0.918 | 0.393 | 2.574 | 8,507 | 570 | 8,105 | 2,612 | 19,794 | 133 | 232 | 113 | 150 | 130 | | |
| Oct-19 | 1.120 | 0.124 | 0.914 | 0.378 | 2.536 | 8,507 | 571 | 8,105 | 2,612 | 19,795 | 132 | 217 | 113 | 145 | 128 | | |
| Nov-19 | 1.230 | 0.137 | 0.927 | 0.437 | 2.731 | 8,510 | 571 | 8,105 | 2,612 | 19,798 | 145 | 240 | 114 | 172 | 138 | | |
| Dec-19 | 1.347 | 0.173 | 0.946 | 0.483 | 2.949 | 8,516 | 571 | 8,105 | 2,612 | 19,804 | 158 | 303 | 117 | 185 | 149 | | |
| Jan-20 | 1.194 | 0.163 | 0.917 | 0.410 | 2.684 | 8,517 | 571 | 8,105 | 2,612 | 19,805 | 140 | 286 | 113 | 157 | 136 | | |
| Feb-20 | 1.176 | 0.146 | 0.919 | 0.352 | 2.593 | 8,517 | 571 | 8,105 | 2,612 | 19,805 | 138 | 256 | 113 | 135 | 131 | | |
| Mar-20 | 1.432 | 0.185 | 0.907 | 0.389 | 2.913 | 8,519 | 572 | 8,105 | 2,612 | 19,808 | 168 | 324 | 112 | 149 | 147 | | |
| Apr-20 | 1.720 | 0.231 | 0.912 | 0.377 | 3.240 | 8,522 | 572 | 8,105 | 2,612 | 19,811 | 202 | 404 | 113 | 153 | 164 | | |
| May-20 | 1.293 | 0.158 | 0.853 | 0.304 | 2.608 | 8,523 | 573 | 8,105 | 2,612 | 19,813 | 152 | 276 | 105 | 133 | 132 | | |
| Jun-20 | 1.251 | 0.164 | 0.897 | 0.434 | 2.746 | 8,534 | 576 | 8,105 | 2,612 | 19,826 | 147 | 285 | 111 | 179 | 139 | | |
| Jul-20 | 1.231 | 0.157 | 0.937 | 0.548 | 2.873 | 8,535 | 576 | 8,110 | 2,616 | 19,837 | 144 | 273 | 116 | 222 | 145 | | |
| Aug-20 | 1.226 | 0.156 | 0.950 | 0.478 | 2.810 | 8,540 | 577 | 8,110 | 2,616 | 19,843 | 144 | 271 | 117 | 194 | 142 | | |
| Sep-20 | 1.225 | 0.151 | 0.956 | 0.362 | 2.694 | 8,540 | 578 | 8,110 | 2,616 | 19,844 | 143 | 261 | 118 | 146 | 136 | | |
| Oct-20 | 1.197 | 0.142 | 0.940 | 0.316 | 2.595 | 8,543 | 579 | 8,110 | 2,616 | 19,848 | 140 | 245 | 116 | 128 | 131 | | |
| Nov-20 | 1.200 | 0.142 | 0.927 | 0.341 | 2.610 | 8,543 | 579 | 8,110 | 2,616 | 19,848 | 140 | 245 | 114 | 138 | 131 | | |
| Dec-20 | 1.217 | 0.141 | 0.893 | 0.304 | 2.555 | 8,543 | 579 | 8,110 | 2,616 | 19,848 | 142 | 244 | 110 | 123 | 129 | | |
| Jan-21 | 1.238 | 0.150 | 0.909 | 0.323 | 2.620 | 8,543 | 579 | 8,110 | 2,616 | 19,848 | 145 | 259 | 112 | 129 | 132 | | |
| Feb-21 | 1.224 | 0.151 | 0.926 | 0.306 | 2.607 | 8,548 | 579 | 8,110 | 2,616 | 19,853 | 143 | 261 | 114 | 121 | 131 | | |
| Mar-21 | 1.291 | 0.160 | 0.968 | 0.332 | 2.751 | 8,548 | 579 | 8,110 | 2,616 | 19,853 | 151 | 277 | 119 | 131 | 139 | | |
| Apr-21 | 1.232 | 0.160 | 0.925 | 0.320 | 2.637 | 8,552 | 579 | 8,110 | 2,616 | 19,857 | 144 | 277 | 114 | 129 | 133 | | |
| May-21 | 1.189 | 0.157 | 0.932 | 0.323 | 2.601 | 8,552 | 579 | 8,110 | 2,616 | 19,857 | 139 | 271 | 115 | 130 | 131 | | |
| Jun-21 | 1.218 | 0.148 | 0.938 | 0.358 | 2.662 | 8,554 | 579 | 8,110 | 2,616 | 19,859 | 142 | 256 | 116 | 145 | 134 | | |
| Jul-21 | 1.183 | 0.144 | 0.972 | 0.435 | 2.734 | 8,554 | 579 | 8,124 | 2,616 | 19,873 | 138 | 249 | 120 | 178 | 138 | | |
| Aug-21 | 1.178 | 0.150 | 0.966 | 0.480 | 2.774 | 8,556 | 579 | 8,124 | 2,616 | 19,875 | 138 | 259 | 119 | 196 | 140 | | |
| Sep-21 | 1.153 | 0.129 | 0.948 | 0.353 | 2.583 | 8,557 | 579 | 8,124 | 2,616 | 19,876 | 135 | 223 | 117 | 144 | 130 | | |
| Oct-21 | 1.225 | 0.126 | 0.885 | 0.329 | 2.565 | 8,557 | 579 | 8,124 | 2,616 | 19,876 | 143 | 218 | 109 | 139 | 129 | | |
| Nov-21 | 1.156 | 0.131 | 0.911 | 0.329 | 2.527 | 8,557 | 581 | 8,124 | 2,616 | 19,878 | 135 | 226 | 112 | 135 | 127 | | |
| Dec-21 | 1.264 | 0.145 | 0.913 | 0.310 | 2.632 | 8,557 | 581 | 8,124 | 2,616 | 19,878 | 148 | 250 | 112 | 127 | 132 | | |

CSD: Cardiff Sanitary Division

RSF CSD: Ranch Santa Fe Community Service District

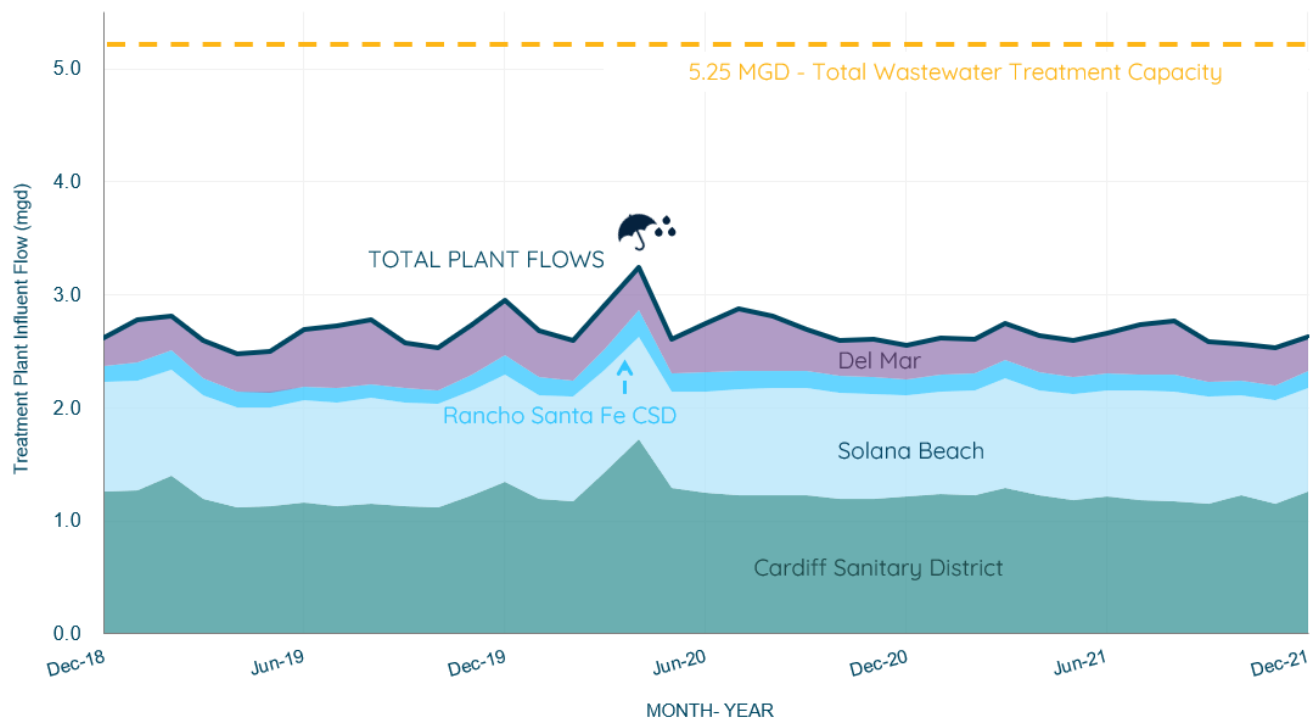
SB: Solana Beach

DM: City of Del Mar

EDU: Equivalent Dwelling Unit

Figure 4 (below) presents the 3-year historical average daily flows per month for each Member Agency. This is to provide a historical overview of the average flow treated for each agency. Also shown in Figure 4 is the total wastewater treatment capacity of the water campus, 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.

FIGURE 4: SEJPA AVERAGE DAILY FLOWS OVER THE PAST 3 YEARS



City of Escondido Flows

The average and peak flow rate for the month of December 2021 from the City of Escondido's Hale Avenue Resource Recovery Facility, which discharges through the San Elijo Ocean Outfall, is reported below in Table 3.

TABLE 3 – CITY OF ESCONDIDO FLOWS

| | Flow (mgd) |
|-------------------------------|------------|
| Escondido (Average flow rate) | 9.95 |
| Escondido (Peak flow rate) | 19.1 |

Connected Equivalent Dwelling Units

The City of Solana Beach and the City of Del Mar updated the number of connected EDUs that is reported to the SEJPA in July 2021. The City of Encinitas and Rancho Santa Fe CSD update their connected EDUs report every month. The number of EDUs connected for each of the Member Agencies and lease agencies is reported in Table 4 below.

TABLE 4 – CONNECTED EDUs BY AGENCY

| | Connected (EDU) |
|-----------------------------|-----------------|
| Cardiff Sanitary Division | 8,557 |
| Rancho Santa Fe SID | 581 |
| City of Solana Beach | 7,787 |
| San Diego (to Solana Beach) | 337 |
| City of Del Mar | 2,616 |
| Total EDUs to System | 19,878 |

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

February 15, 2022

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: RECYCLED WATER REPORT

RECOMMENDATION

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

DISCUSSION

Recycled Water Production

For the month of December 2021, recycled water demand was 36.0 acre-feet (AF), which was met using 36.0 AF of recycled water and 0.0 AF supplementation with potable water.

December demand was 40% below budget expectations of 60 AF due to rainy weather (2.41 inches of rain measured at the Water Campus) in the area. The total water production for the first six months of FY 2021-22 was slightly below budget by 6.4%. Recycled water production for the calendar year 2021 ended at a record high of 1,668 AF, the most ever produced during a calendar year in the history of the recycling program.

Figure 1 (attached) provides a graphical view of annual recycled water demand spanning the last 10 fiscal years, with the overlay of annual rainfall. Since the recycled water program primarily serves outdoor irrigation, annual demand is reduced during wet periods and increases during times of drought. Figure 2 (attached) shows the monthly recycled water demand for each December for the last ten years to provide a year-over-year comparison. Figure 3 (attached) compares budget versus actual recycled water sales for FY 2021-22.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

FIGURE 1: RECYCLED WATER DEMAND AND RAINFALL COMPARISON

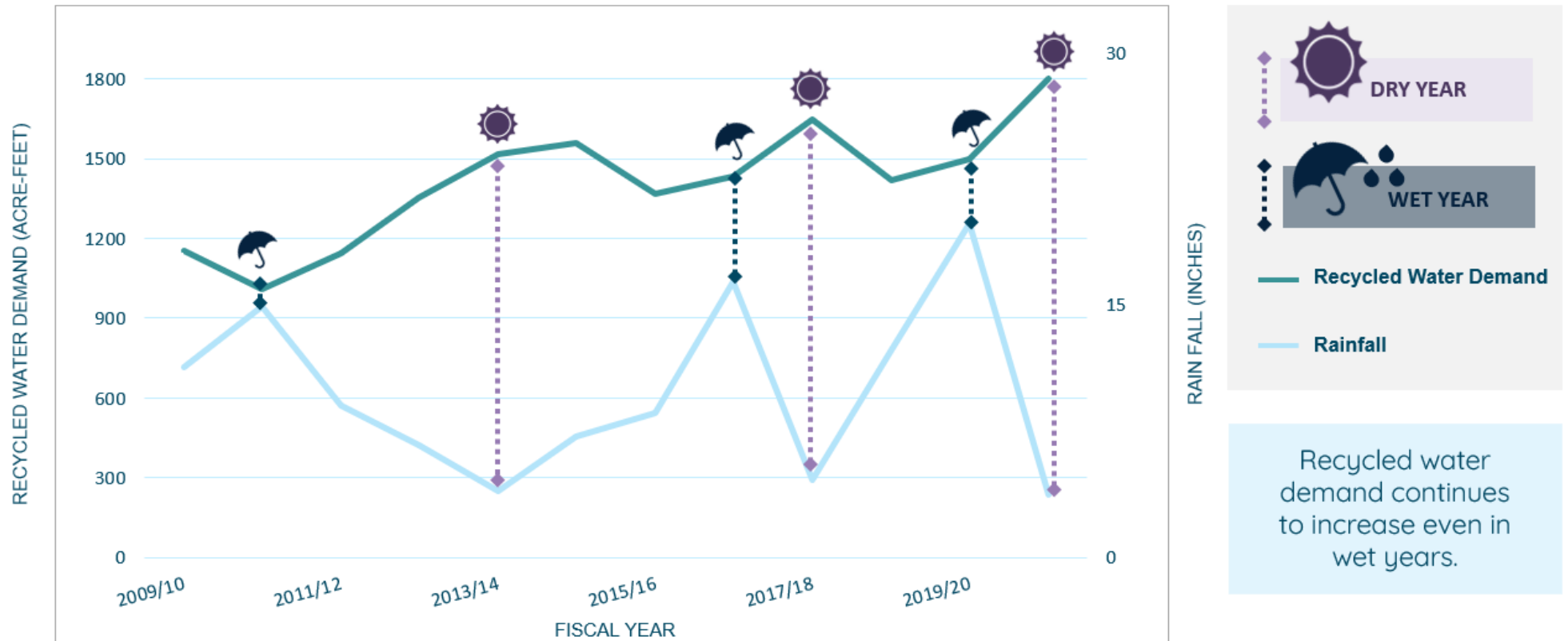


FIGURE 2: DECEMBER RECYCLED WATER DEMAND

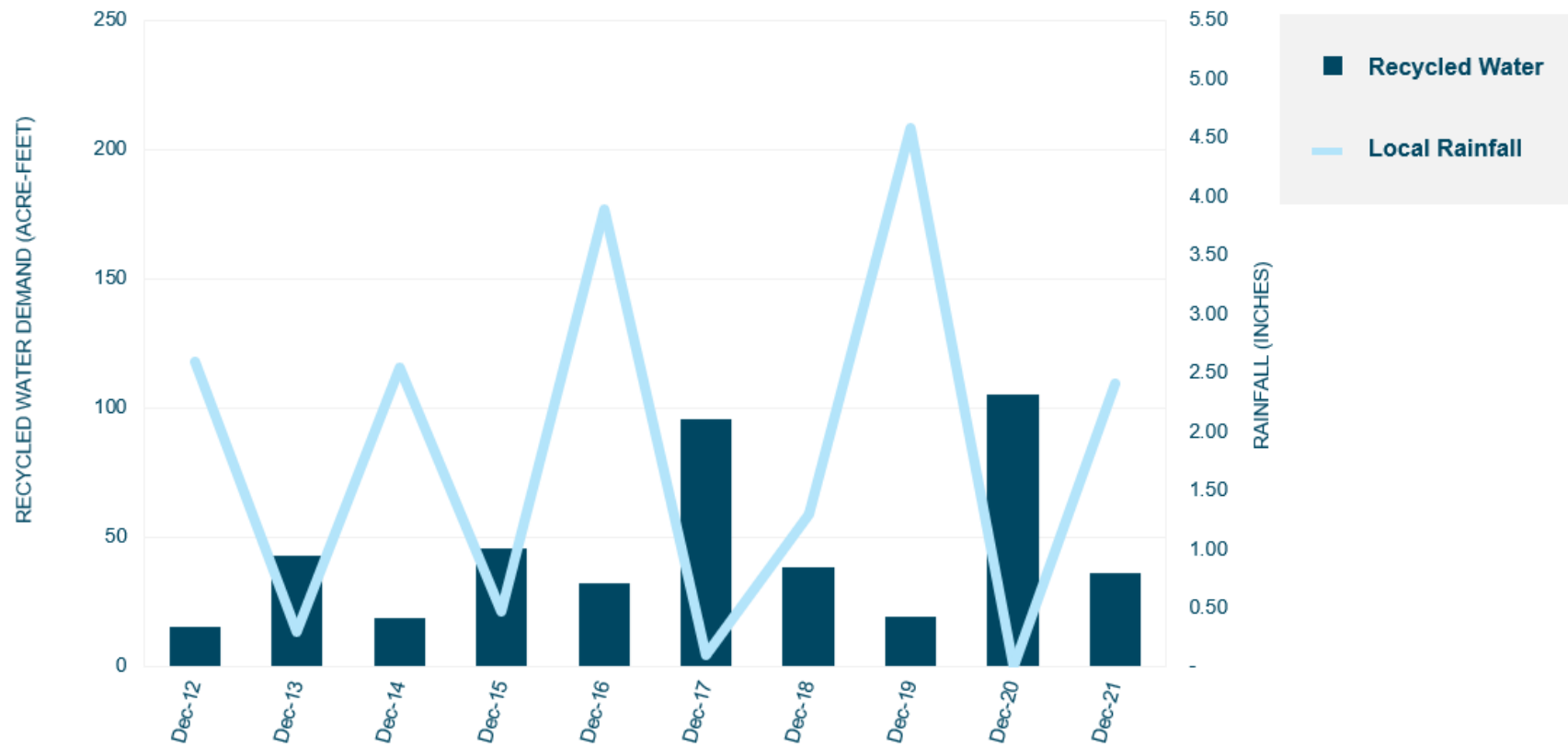
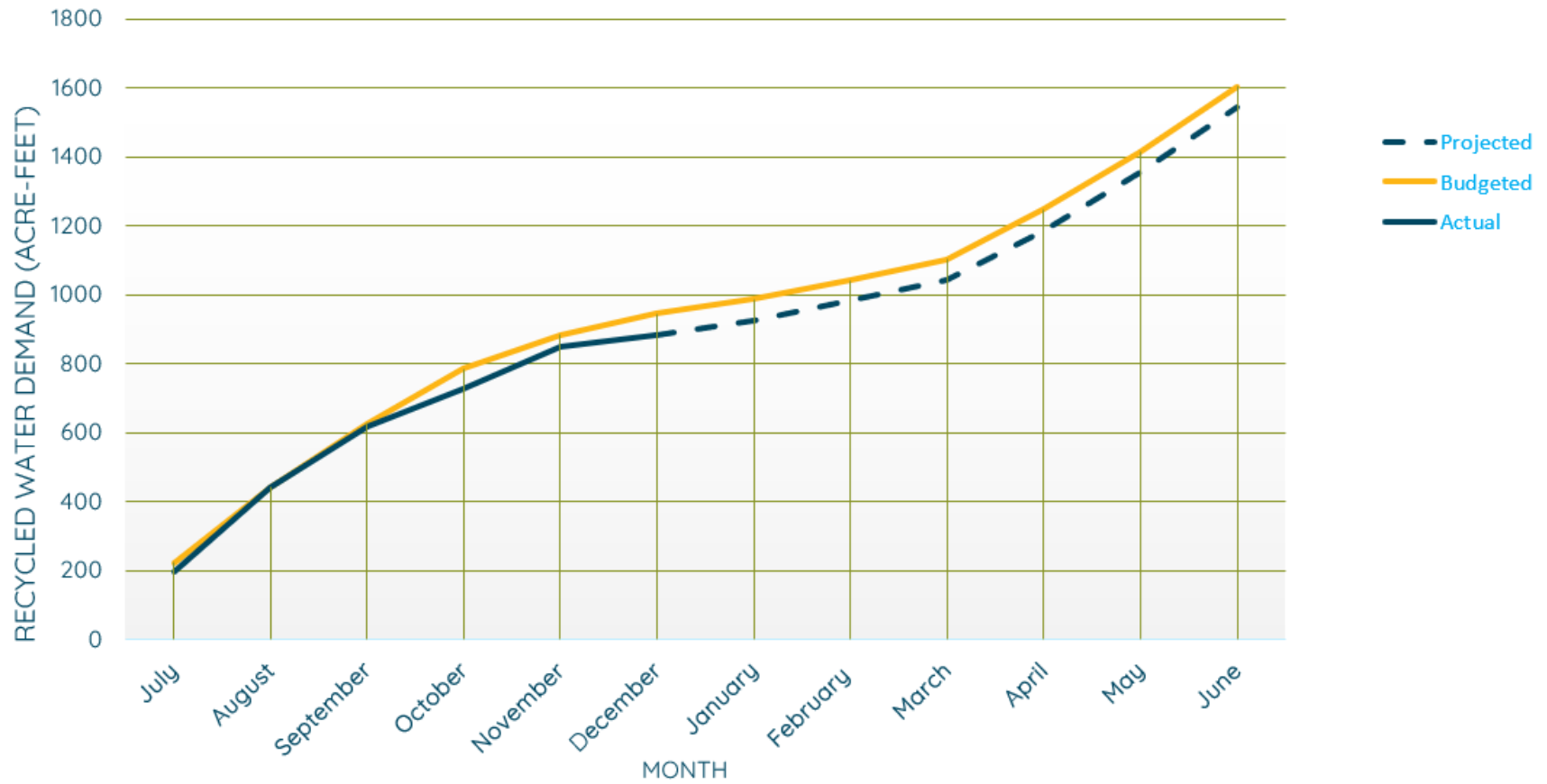


FIGURE 3: FY2020/21 CUMULATIVE DEMAND VS BUDGET



SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

February 15, 2022

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: REPORTABLE MEETINGS

RECOMMENDATION

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

BACKGROUND

The General Manager or his designee may meet monthly with one or more Board Members in preparation for the Board Meeting.

DISCUSSION

The following meetings have taken place since the previous Board Meeting:

1. Meeting to review Board Meeting Agenda with Board Chair Hinze on January 21, 2022.

FINANCIAL IMPACT

Per the SEJPA Restatement Agreement, SEJPA pays the Board Member \$160 for each reportable meeting. These meetings are accounted for in our annual budget.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

February 15, 2022

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: ACCEPTANCE OF COMPLETION – CONSTRUCTION CONTRACT FOR THE
WATER CAMPUS IMPROVEMENT PROJECT

RECOMMENDATION

It is recommended that the Board of Directors:

1. Authorize the General Manager to accept the Water Campus Improvement Project on behalf of the SEJPA and record the project Notice of Completion; and
2. Authorize the General Manager to amend the professional services agreement with Roesling, Nakamura, Terada Architects for additional design services in the amount of \$14,130; and
3. Discuss and take other action as appropriate.

BACKGROUND

The San Elijo Joint Powers Authority (SEJPA) recently completed construction of the Water Campus Improvement (WCI) project, which provides a broad array of benefits to both SEJPA and the community including road safety improvements, a bicycle and pedestrian trail, public parking and EV charging stations, stormwater flood mitigation and water quality improvements, solar energy production, and safety and cybersecurity enhancements. The project received \$5.4 million from Caltrans for transportation-related improvements, as well as \$370,000 for Integrated Regional Water Management (IRWM) grant stormwater improvements. Electrical and grading work for the 0.6-megawatt solar photovoltaic (PV) power system were completed during WCI construction, and the remainder of the solar system is constructed and financed separately through a power purchase agreement with REC Solar with an expected completion in Fall 2022.

DISCUSSION

The Water Campus Improvement project construction contract was awarded to PCL Construction for an amount of \$18,410,000 in May 2020. During construction, the contractor encountered conditions that differed from the construction documents, as well as performed additional work at the direction of the SEJPA. Construction change orders approved by the SEJPA Board resulted

in an additional project cost of \$915,731 or roughly 5% of the contract value, which was within budgetary expectations.

Minor additional design costs were also incurred during construction, which included revisions to the depth of the building foundation excavation and keyway in order to mitigate construction constraints due to higher than anticipated groundwater levels. Staff recommends approval of the additional fee in the amount of \$14,130.

The project was successfully completed with no reportable injuries or permit violations.

FINANCIAL IMPACT

The total budget for the project is \$20,595,000 which includes construction and other project costs such as engineering, environmental compliance, special inspection, IT and security, and permits. The estimated actual project cost is expected to be \$20,549,130, and all final costs and invoices are currently under review.

| Water Campus Improvement – Budget Summary | | |
|--|----------------------|----------------------|
| Item | Est. Actual | Budget |
| Base construction cost (GMP) | 18,410,000 | \$ 18,410,000 |
| Construction change orders | 936,024 | 915,731 |
| Other project costs | 1,203,399 | 1,269,269 |
| TOTAL | \$ 20,549,423 | \$ 20,595,000 |

It is therefore recommended that the Board of Directors:

1. Authorize the General Manager to accept the Water Campus Improvement Project on behalf of the SEJPA and record the project Notice of Completion; and
2. Authorize the General Manager to amend the professional services agreement with Roesling, Nakamura, Terada Architects for additional design services in the amount of \$14,130; and
3. Discuss and take other action as appropriate.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

February 15, 2022

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: AB 361 FINDINGS IN SUPPORT OF VIRTUAL MEETINGS

RECOMMENDATION

Staff respectfully recommends the Board of Directors:

1. FIND and DECLARE pursuant to Government Code 54953(e)(3) that the Board of Directors has reconsidered the circumstances of the state of emergency, and
2. FIND and DECLARE that, in light of the information provided in this staff report and the corresponding verbal discussion during this Board meeting, the state of emergency continues to directly impact the ability of the members to meet safely in person, or state or local officials continue to impose or recommend measures to promote social distancing.
3. Provide direction with respect to whether the March Board meeting should be virtual or in person.

BACKGROUND

On March 4, 2020, the Governor declared a state of emergency arising from the Covid-19 pandemic. Assembly Bill No. 361 took effect September 16, 2021. It amends the Brown Act and allows public agencies to utilize telephonic or virtual meetings without compliance with the telephonic agenda provisions of the Brown Act found in Government Code 54953(b)(3) if any of the following circumstances are met:

- (A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.
- (B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.
- (C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

These circumstances allow agencies to hold entirely virtual board meetings during the current pandemic, while California is in a proclaimed state of emergency. The previous teleconference rules under the Brown Act also remain in place, but are not as flexible.

If a board meeting is held virtually under the new provisions of AB 361, the agenda must still be posted under the appropriate timelines: 72 hours in advance for a regular board meeting, and 24 hours in advance for a special board meeting. The agenda must include the meeting link or dial-in, so that members of the public may access the meeting. Members of the public must be allowed to address the board in real-time during the meeting. Boards can no longer require public comments to be submitted in advance and there must be an opportunity to provide comments in real time.





If a board meets virtually under AB 361, and thereafter wishes to continue meeting virtually during the state of emergency, the board must make findings every 30 days that 1) the board has reconsidered the circumstances of the state of emergency and 2) the state of emergency continues to directly impact the ability of the members to meet safely in person or state or local officials continue to impose or recommend measures to promote social distancing.

DISCUSSION

California remains in a state of emergency related to the Covid-19 pandemic. The Delta variant continues to threaten lives, and is particularly threatening for persons who are unvaccinated and for those who are considered high-risk, such as persons over 65 or those who are immune-compromised or have underlying health conditions. The most recent Omicron variant has been spreading rapidly, causing an uptick in cases and hospitalizations.

The County of San Diego Health and Human Services Agency's Epidemiology and Immunization Services Branch prepares a Weekly Coronavirus Disease 2019 (COVID-19) Surveillance Report, which is attached to this staff report for the Board's information and consideration. A screenshot of Table 1 of the February 9, 2022 Report, which includes a Summary of Cases, Deaths, and Outbreaks by Date Reported for San Diego County, is provided below for the Board's information, so that the Board can review the current and local data and evaluate whether the pandemic continues to directly impact the ability of the Board members to meet safely.

Table 1. Summary of Cases, Deaths, and Outbreaks by Date Reported

| | 1/30 – 2/5/2022 | 1/23 – 1/29/2022 | Cumulative |
|-----------------|--|------------------|------------|
| Cases | 18,514  | 40,503 | 713,763 |
| Avg Daily Cases | 2,645  | 5,786 | 1,020 |
| Deaths | 121  | 99 | 4,786 |
| Outbreaks | 71  | 68 | 3,655 |

Consistent with the Board's direction given at the January Board meeting, staff noticed and prepared this February meeting as a virtual meeting. Out of an abundance of caution, and given the recent Covid-19 data presented above, staff recommends the Board continue to meet virtually until meeting in person is safe for the health and safety of all Board members, staff and attendees.

STAFF RECOMMENDATION

Staff respectfully recommends the Board of Directors:

1. FIND and DECLARE pursuant to Government Code 54953(e)(3) that the Board of Directors has reconsidered the circumstances of the state of emergency, and
2. FIND and DECLARE that, in light of the information provided in this staff report and the corresponding verbal discussion during this Board meeting, the state of emergency continues to directly impact the ability of the members to meet safely in person, or state or local officials continue to impose or recommend measures to promote social distancing.
3. Provide direction with respect to whether the March Board meeting should be virtual or in person.

FINANCIAL IMPACT

None.

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: Weekly Coronavirus Disease 2019 (COVID-19) Surveillance Report

COVID-19 Watch

Weekly Coronavirus Disease 2019 (COVID-19) Surveillance Report

Prepared by Epidemiology and Immunization Services
Branch

www.sdepi.org

February 9, 2022

Cases

713,763

Deaths

4,786

Outbreaks

3,655

Data through 2/5/2022

Report Content Links

- Page 2: [Summary](#)
- Page 3: [COVID-19 Infections by Vaccination Status](#)
- Page 4: [COVID-19 Hospitalizations by Vaccination Status](#)
- Page 5: [COVID-19 Deaths by Vaccination Status](#)
- Page 6: [COVID-19 Spread in San Diego County: R-effective Trend](#)
- Page 7: [Daily COVID-19 Counts by Vaccination Status – Previous 3 Months](#)
- Page 8: [Weekly COVID-19 Counts by Age – Previous 3 Months](#)
- Page 9: [Selected Characteristics of COVID-19 Cases, Hospitalizations, and Deaths](#)
- Page 10: [Age-Adjusted COVID-19 Case Rates by Race/Ethnicity](#)
- Page 11: [Age-Adjusted COVID-19 Hospitalization Rates by Race/Ethnicity](#)
- Page 12: [Case Rates by Zip Code of Residence](#)
- Page 13: [COVID-19 Potential Exposure Settings](#)
[Community Setting Outbreaks](#)
- Page 14: [Number of Vaccinations Administered and Cumulative Number of Persons Fully Vaccinated](#)
[Percent Fully Vaccinated by Zip Code of Residence](#)
- Page 15: [COVID-19 Vaccinations by Race/Ethnicity and Health Equity](#)
- Page 16: [COVID-19 Cases in Children and Outbreaks in School Settings](#)
- Page 17: [COVID-19 Cases in Schools](#)
- Page 18: [COVID-19 Laboratory Test Positivity Rate – Previous 12 Months](#)
[Emergency Department Data – Previous 12 Months](#)
- Page 19: [COVID-19 Pandemic at a Glance](#)
- Page 20: [Pandemic at a Glance: Summary of COVID-19-associated Deaths](#)

Epidemiology and Immunization Services Branch

www.sdepi.org (619) 692-8499

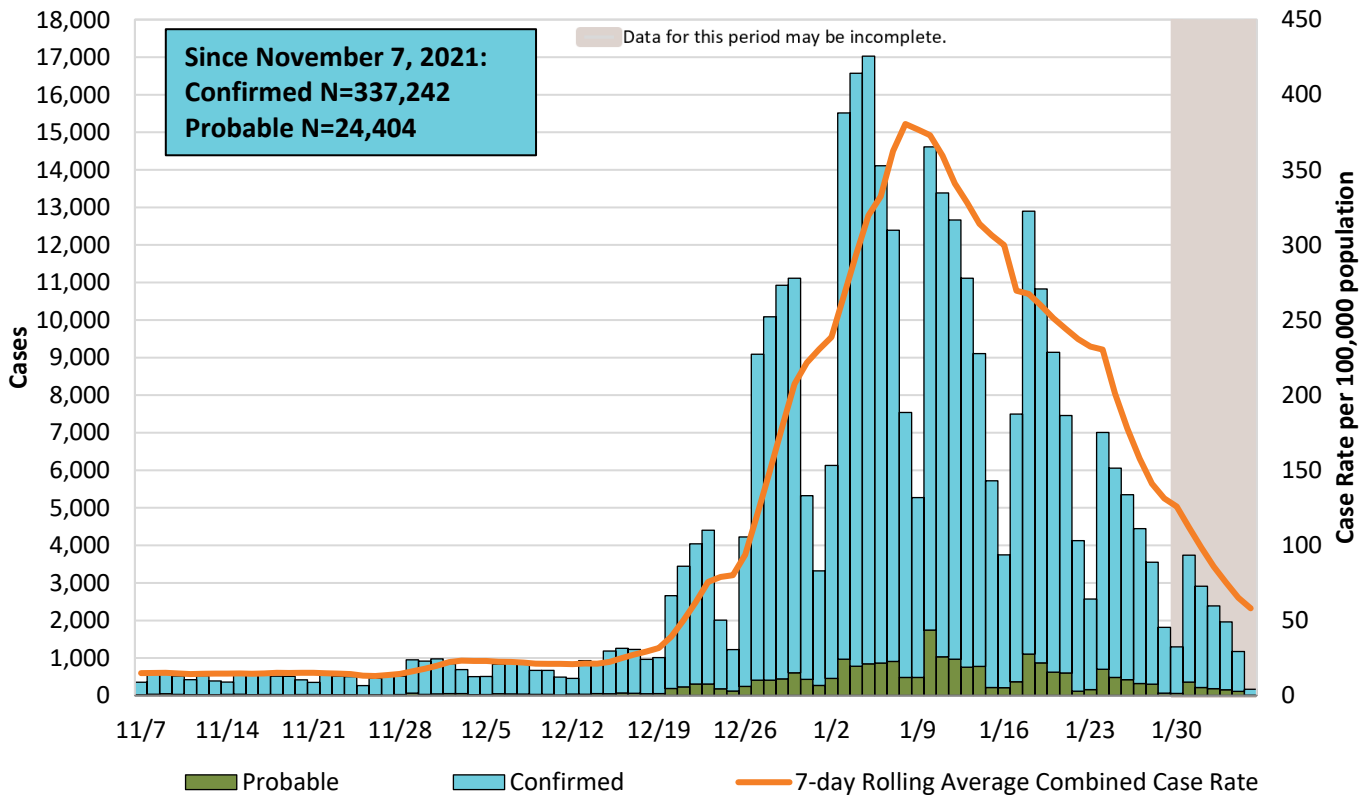
COVID-19 WATCH

Weekly Coronavirus Disease 2019 (COVID-19) Surveillance Report

Data through 2/5/2022



Figure 1. COVID-19 Confirmed and Probable Cases and 7-Day Rolling Average Case Rate by Date of Illness Onset*, San Diego County Residents, N=361,646



*When onset date is unavailable, specimen collection date, date of death, or date reported is used instead.

**Probable cases are antigen positive tests received since August 1, 2020.

Table 1. Summary of Cases, Deaths, and Outbreaks by Date Reported

| | 1/30 – 2/5/2022 | 1/23 – 1/29/2022 | Cumulative |
|------------------------|-----------------|------------------|------------|
| Cases | 18,514 | 40,503 | 713,763 |
| Avg Daily Cases | 2,645 | 5,786 | 1,020 |
| Deaths | 121 | 99 | 4,786 |
| Outbreaks | 71 | 68 | 3,655 |



COVID-19 WATCH

Weekly Coronavirus Disease 2019 (COVID-19) Surveillance Report



COVID-19 Infections by Vaccination Status

Case rate for not fully vaccinated residents is **3 times higher** than those fully vaccinated + booster

Dates: 1/16-1/22/2022

Not Fully Vaccinated*
Case Rate
(per 100,000)

353.0

Fully Vaccinated†
Case Rate
(per 100,000)

186.3

Fully Vaccinated +
Booster‡ Case Rate
(per 100,000)

118.3

Figure 2. 7-Day Rolling Average COVID-19 Case Rate by Vaccination Status in San Diego County Residents in the Previous Three Months

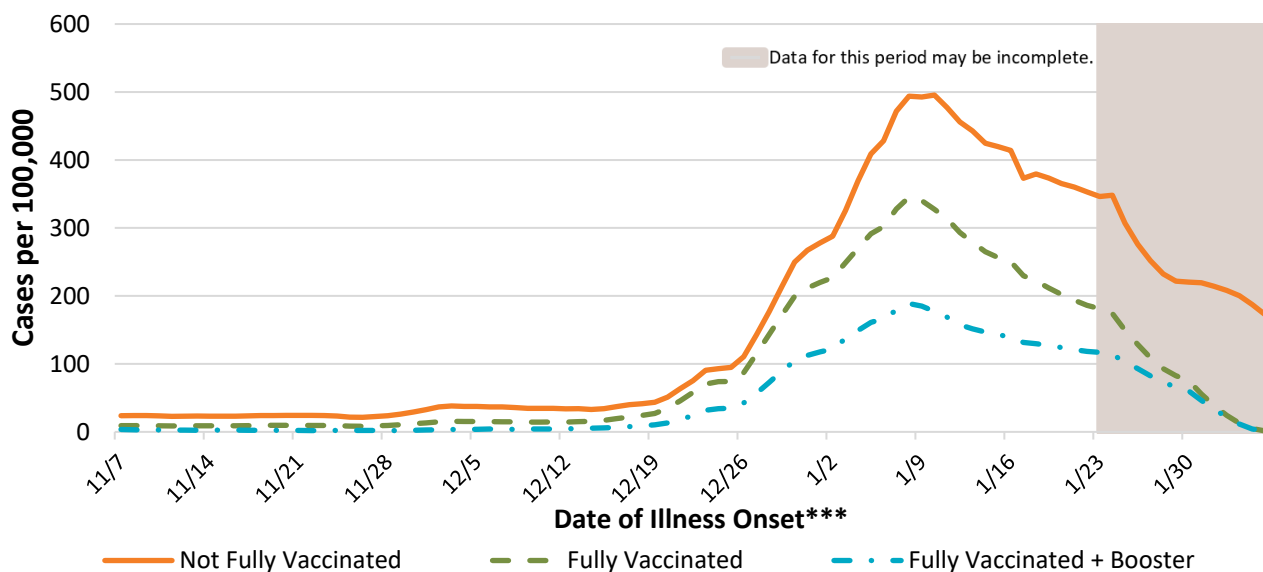


Table 2. COVID-19 Cases by Vaccination Status Among San Diego County Residents with Illness Onset Dates[§] during Previous Three Months[¶]

| | Not Fully Vaccinated* | Fully Vaccinated† | Fully Vaccinated + Booster‡ | Total |
|------------------|-----------------------|-------------------|-----------------------------|---------|
| Cases | 154,156 (47.5%) | 133,410 (41.1%) | 37,134 (11.4%) | 324,700 |
| Hospitalizations | 1,530 (59.6%) | 799 (31.1%) | 237 (9.2%) | 2,566 |
| Deaths | 297 (68.8%) | 127 (29.4%) | 8 (1.9%) | 432 |

* Not fully vaccinated includes individuals with one dose of the two-dose series, no doses, or unknown vaccination status. Individuals who are not yet eligible for the vaccine are also included.

† Cases who first tested positive (based on specimen collection date) greater than or equal to 14 days after receiving the final dose of COVID-19 vaccine.

‡ Cases who first tested positive (based on specimen collection date) greater than or equal to 14 days after receiving a booster dose of COVID-19 vaccine at least 2 months after a J&J vaccine or 5 months after a Pfizer or Moderna vaccine series.

§ If case did not have symptoms or illness onset date is unavailable, the earliest of specimen collection date, date of death, or date reported is used instead.

¶ Percentages are among total cases, hospitalizations, and deaths for the time period. Cases with recent infection or onset dates may not yet be reported and vaccination data for recently reported cases may be incomplete. Hospitalizations and deaths from the last 14 days may not yet be reported. To account for this, data for the most recent two weeks are not included.

San Diego County Population from SANDAG 2019 Population Estimates (Prepared June 2020) = 3,351,784. The fully vaccinated population and the boosted population for each day is the cumulative number of county residents documented to have received the final or booster dose of COVID-19 vaccine at least 14 days prior to that day. The not fully vaccinated population is the estimated total county population minus the fully vaccinated and boosted populations.

Data through
2/5/2022

Epidemiology and Immunization Services Branch

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COVID-19 WATCH

Weekly Coronavirus Disease 2019 (COVID-19) Surveillance Report



COVID-19 Hospitalizations by Vaccination Status

Hospitalization rate for not fully vaccinated residents is **3 times higher** than fully vaccinated residents

Dates: 1/2/2022-1/15/2022

Not Fully Vaccinated*
Hospitalization Rate
(per 100,000)

2.41

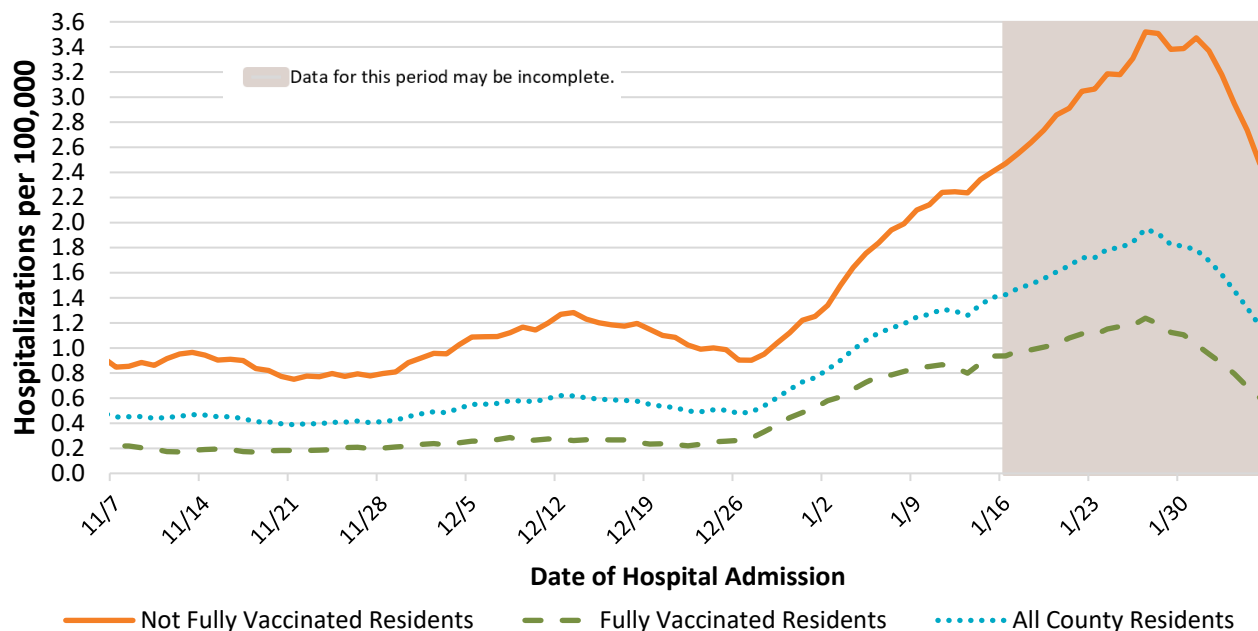
Fully Vaccinated **
Hospitalization Rate
(per 100,000)

0.94

County Overall Hospitalization Rate
(per 100,000)

1.40

Figure 3. 14-Day Rolling Average COVID-19 Hospitalization Rate by Vaccination Status in San Diego County Residents in the Previous Three Months



*Not fully vaccinated includes individuals with one dose of the two-dose series, no doses, or unknown vaccination status. Individuals who are not yet eligible for the vaccine are also included.

**Cases who first tested positive (based on specimen collection date) greater than or equal to 14 days after receiving the final dose of COVID-19 vaccine.

San Diego County Population from SANDAG 2019 Population Estimates (Prepared June 2020) = 3,351,784. The fully vaccinated population for each day is the cumulative number of county residents documented to have received the final dose of COVID-19 vaccine at least 14 days prior to that day. The not fully vaccinated population is the estimated total county population minus the fully vaccinated population. Fully vaccinated + booster hospitalization rates are not shown because there are few fully vaccinated + booster hospitalizations to report; see Table 2 for counts.



COVID-19 WATCH

Weekly Coronavirus Disease 2019 (COVID-19) Surveillance Report



COVID-19 Deaths by Vaccination Status

Death rate for not fully vaccinated residents is **3 times higher** than fully vaccinated residents

Dates: 1/2/2022-1/15/2022

Not Fully Vaccinated*
Death Rate
(per million)

4.68

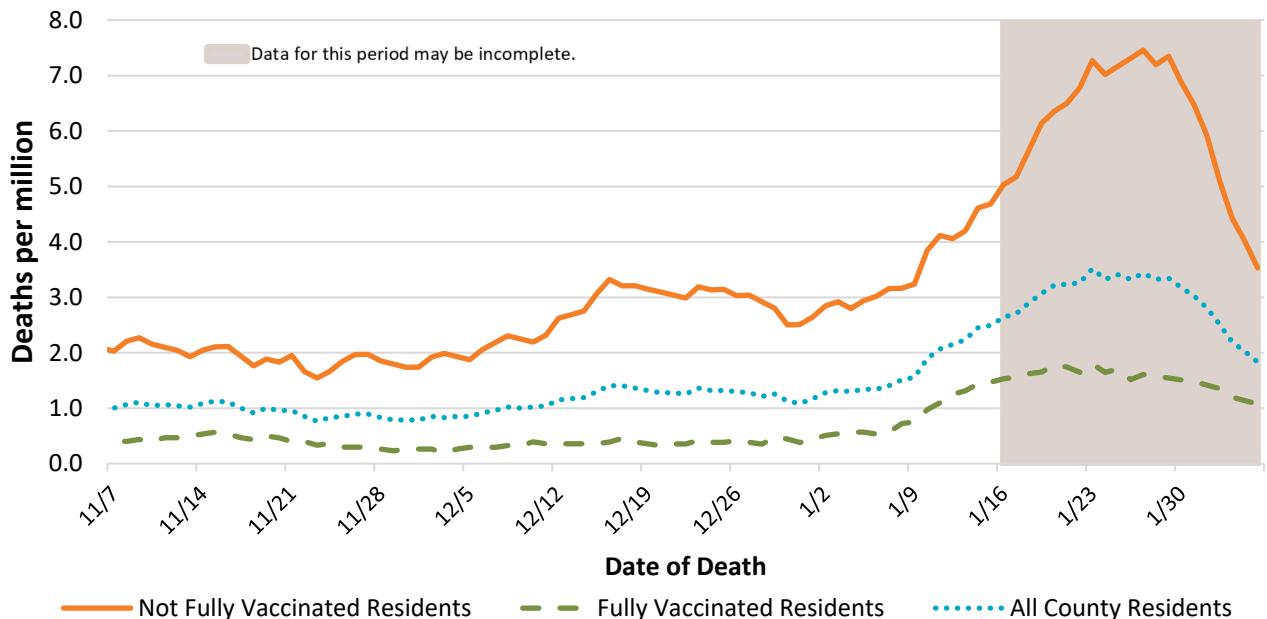
Fully Vaccinated **
Death Rate
(per million)

1.47

County Overall
Death Rate
(per million)

2.49

Figure 4. 14-Day Rolling Average COVID-19 Death Rate by Vaccination Status in San Diego County Residents in the Previous Three Months



*Not fully vaccinated includes individuals with one dose of the two-dose series, no doses, or unknown vaccination status. Individuals who are not yet eligible for the vaccine are also included.

**Cases who first tested positive (based on specimen collection date) greater than or equal to 14 days after receiving the final dose of COVID-19 vaccine.

San Diego County Population from SANDAG 2019 Population Estimates (Prepared June 2020) = 3,351,784. The fully vaccinated population for each day is the cumulative number of county residents documented to have received the final dose of COVID-19 vaccine more than 14 days prior to that day. The not fully vaccinated population is the estimated total county population minus the fully vaccinated population. Fully vaccinated + booster death rates are not shown because there are few fully vaccinated + booster deaths to report; see Table 2 for counts.



COVID-19 Spread in San Diego County: R-effective Trend

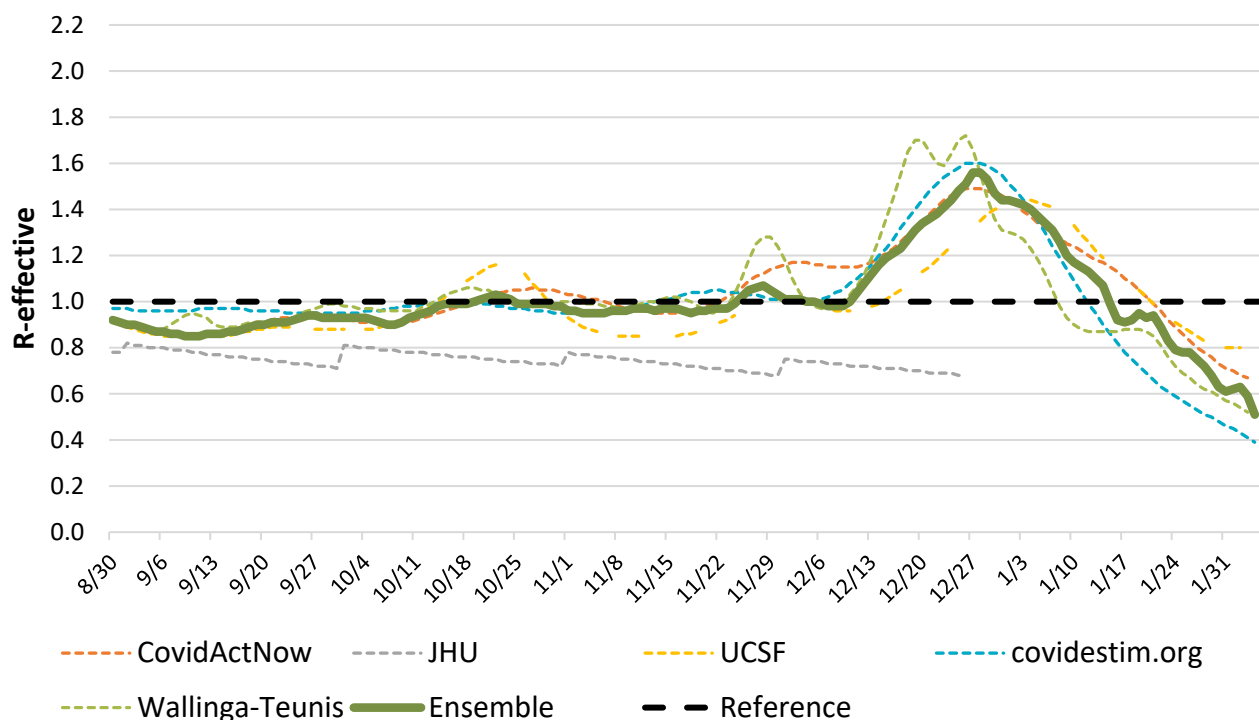
- The effective reproduction number (R effective or R-eff) is the average number of people each infected person will pass the virus onto and represents the rate at which a virus is spreading. If R-eff >1, the number of infected persons will increase. If R-eff <1, the number of infected persons will decrease. If R-eff =1, the number of infected persons is constant.
- R effective should be interpreted with caution. It is based on a theoretical set of assumptions to derive an average number across San Diego County. It does not take into account factors such as local population density or social behavior.
- These R effective estimates come from the California COVID Assessment Tool Nowcasts (<https://calcat.covid19.ca.gov/cacovidmodels/>). Each estimate on the graph comes from a different group with different modeling methods. The ensemble takes the median of all the nowcasts available on a given date and smooths it with a three-day moving average.

Figure 5. R-effective Trend in San Diego County Over the Past Three Months

Latest estimate of R-effective is:

0.51

Spread of COVID-19 is likely decreasing



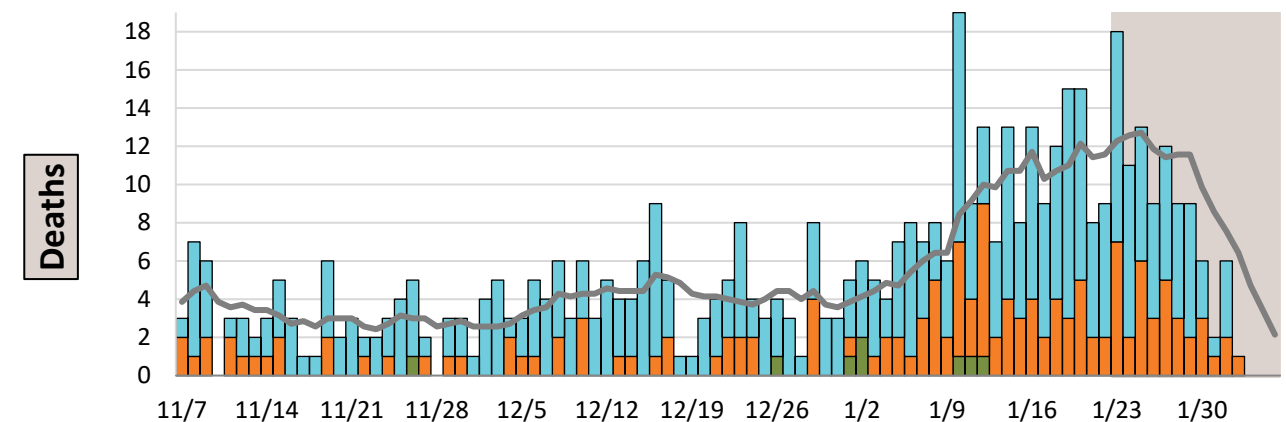
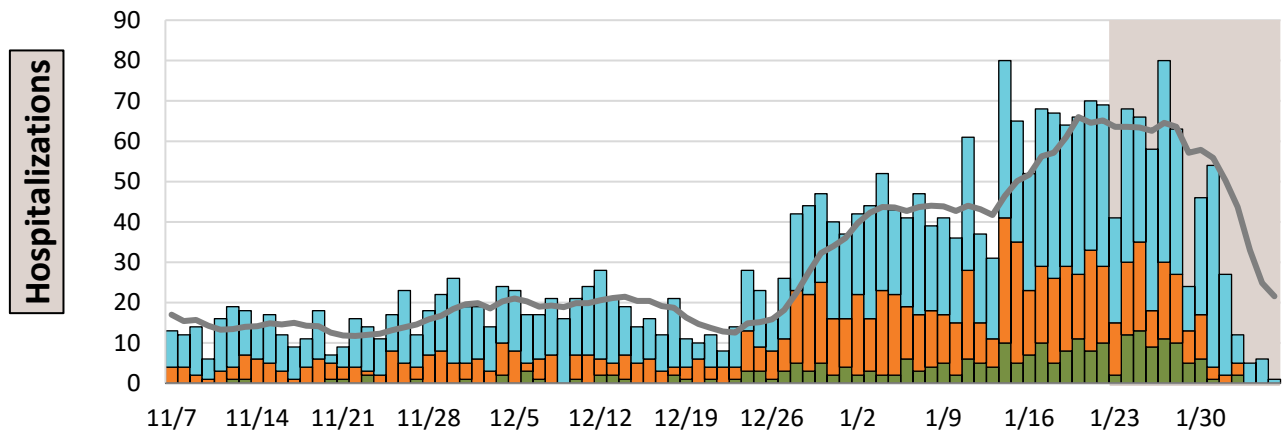
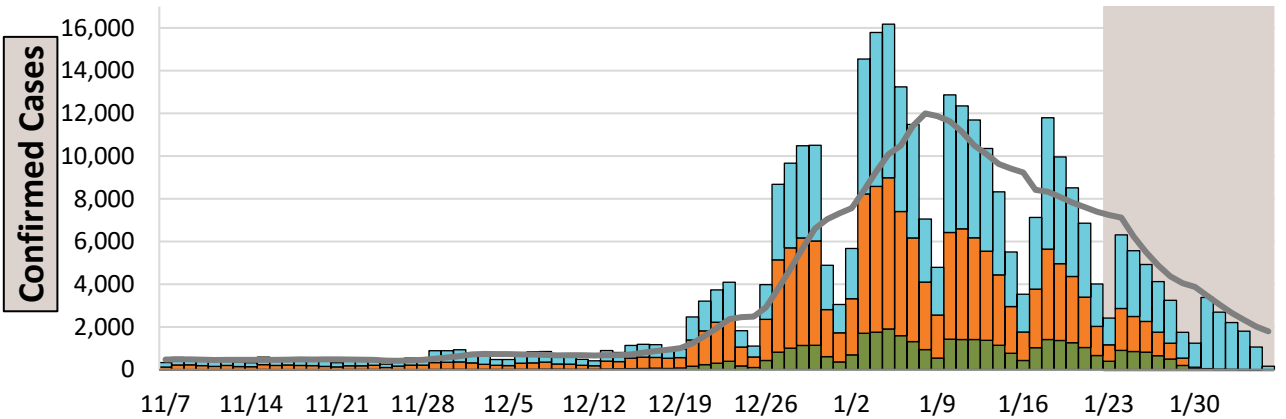
Source: <https://calcat.covid19.ca.gov/cacovidmodels/>

COVID-19 WATCH

Weekly Coronavirus Disease 2019 (COVID-19) Surveillance Report

Figures 6-8. Daily COVID-19 Counts by Vaccination Status – Previous 3 Months

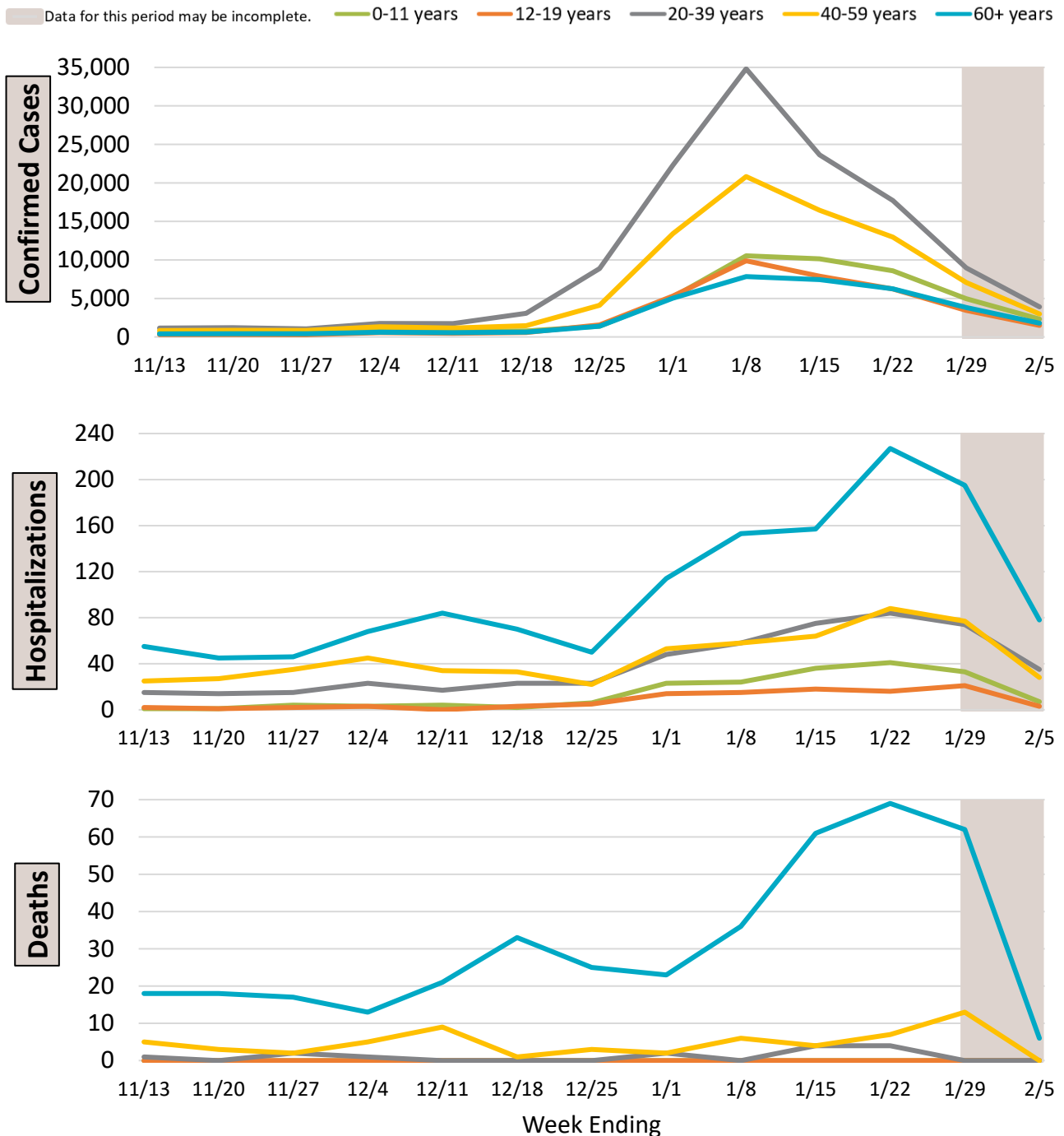
Data for this period may be incomplete Fully Vaccinated + Booster Fully Vaccinated Not Fully Vaccinated 7-day Rolling Average



COVID-19 WATCH

Weekly Coronavirus Disease 2019 (COVID-19) Surveillance Report

Figures 9-11. Weekly COVID-19 Counts by Age – Previous 3 Months



Selected Characteristics of COVID-19 Cases, Hospitalizations, and Deaths

Table 3. Confirmed Cases by Date Reported, Last Two Weeks vs. Cumulative

| Confirmed Cases | | January 23, 2022 – February 5, 2022 | February 14, 2020 – February 5, 2022 |
|-----------------|-----------------|-------------------------------------|--------------------------------------|
| | Confirmed cases | 59,017 | 713,763 |
| | Median age | 32 years | 33 years |
| | Age range | 0-100+ years | 0-100+ years |
| | Male | 27,613 (47%) | 339,579 (48%) |
| | Female | 30,757 (53%) | 367,991 (52%) |

Table 4. Confirmed Hospitalizations by Date of Admission, Last Two Weeks vs. Cumulative

| Hospitalizations | | January 23, 2022 – February 5, 2022 | February 14, 2020 – February 5, 2022 |
|------------------|------------------|-------------------------------------|--------------------------------------|
| | Hospitalizations | 551 (0.9%) | 21,065 (3%) |
| | Median age | 59 years | 62 years |
| | Age range | 0-101 years | 0-100+ years |
| | Male | 262 (47%) | 11,252 (53%) |
| | Female | 289 (53%) | 9,783 (47%) |

Sex is unknown for 0 hospitalization for the last two weeks and for 30 hospitalizations cumulatively.

Note: Percentage hospitalized is calculated based on the total number of cases; information may be unknown in some cases. Hospitalization counts are likely underreported and may increase as additional information is obtained.

Table 5. Confirmed Deaths by Date of Death, Last Two Weeks vs. Cumulative

| Deaths | | January 23, 2022 – February 5, 2022 | February 14, 2020 – February 5, 2022 |
|--------|-------------------------|-------------------------------------|--------------------------------------|
| | Deaths | 81 | 4,786 |
| | Case Fatality Ratio | N/A* | 0.7% |
| | Underlying Conditions** | 74 (91%) | 4,568 (95%) |
| | Median age | 76 years | 76 years |
| | Age range | 40-99 years | 10-100+ years |
| | Male | 50 (62%) | 2,873 (60%) |
| | Female | 31 (38%) | 1,913 (40%) |

*Data are incomplete for this time period.

**Refer to the graph on page 18 for more details.

Age-Adjusted COVID-19 Case Rates by Race/Ethnicity

Figure 12. Age-Adjusted Rates of Confirmed Cases by Race/Ethnicity, San Diego County Residents

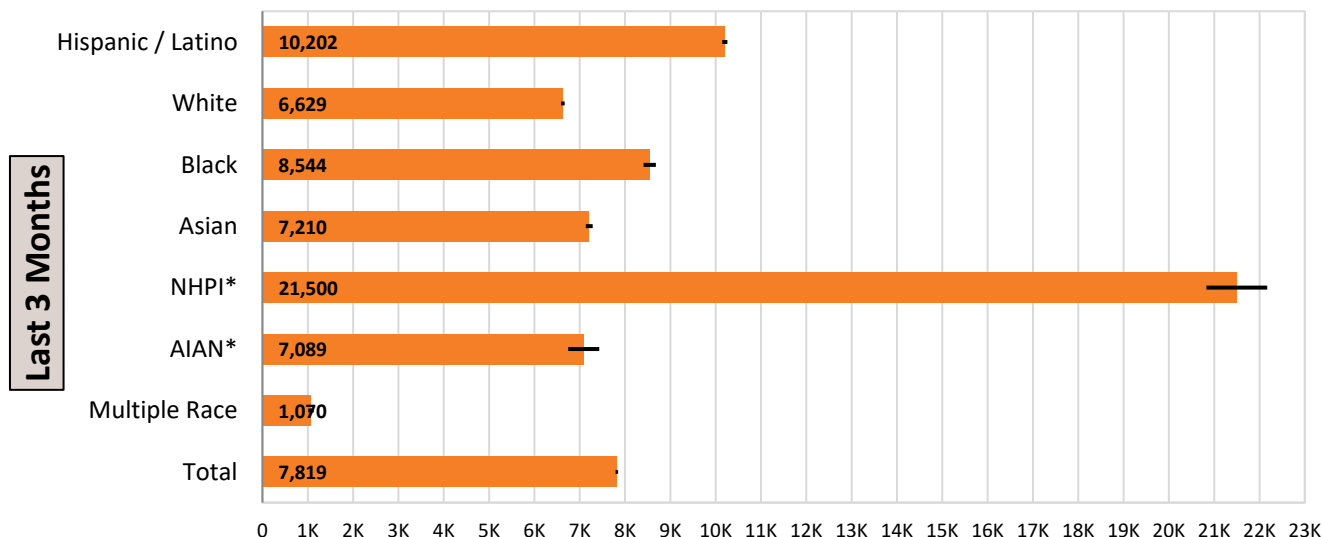
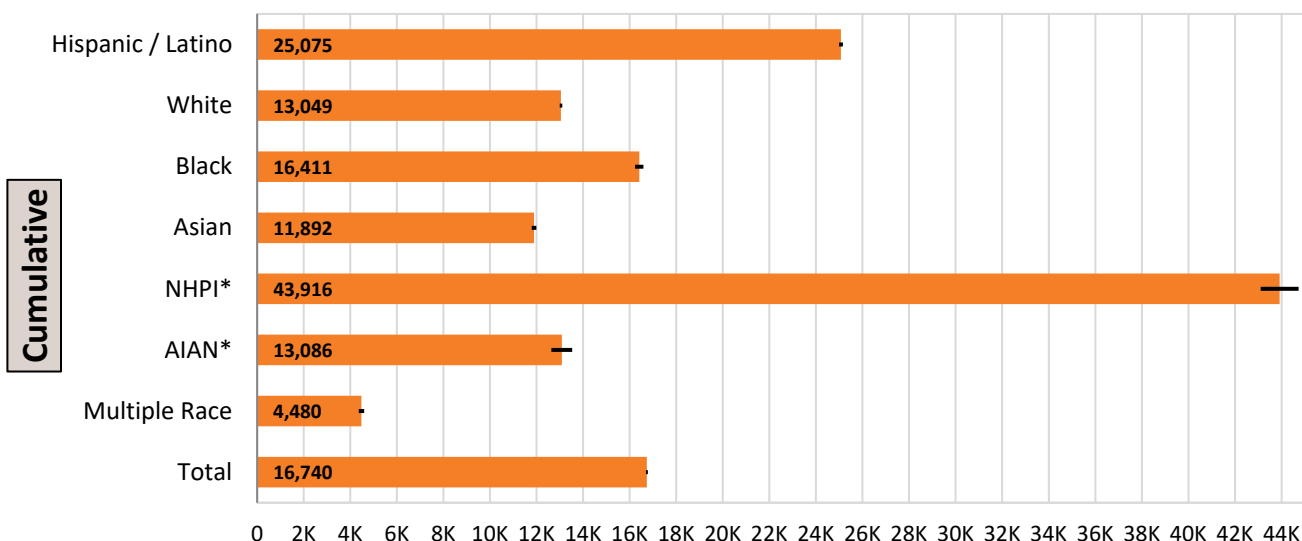


Figure 13. Age-Adjusted Rates of Confirmed Cases by Race/Ethnicity, San Diego County Residents



The black lines represent the 95% confidence intervals (error bars). Rates are not calculated for fewer than 20 events.

*NHPI=Native Hawaiian/Pacific Islander, AIAN=American Indian/Alaska Native.

Age-Adjusted COVID-19 Hospitalization Rates by Race/Ethnicity

Figure 14. Age-Adjusted Rates of Hospitalizations by Race/Ethnicity, San Diego County Residents

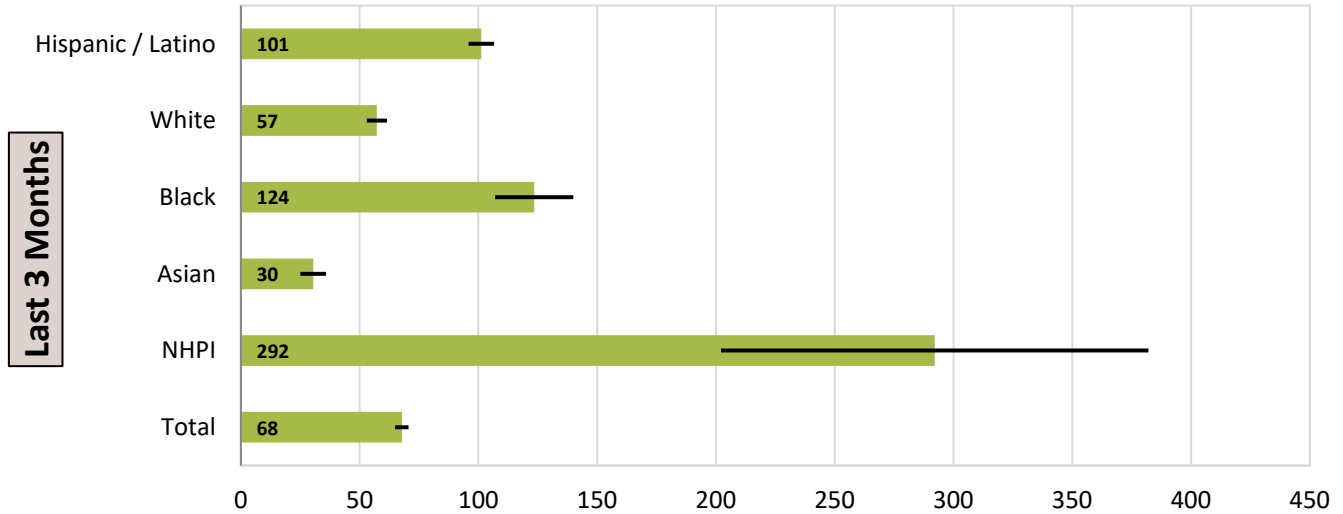
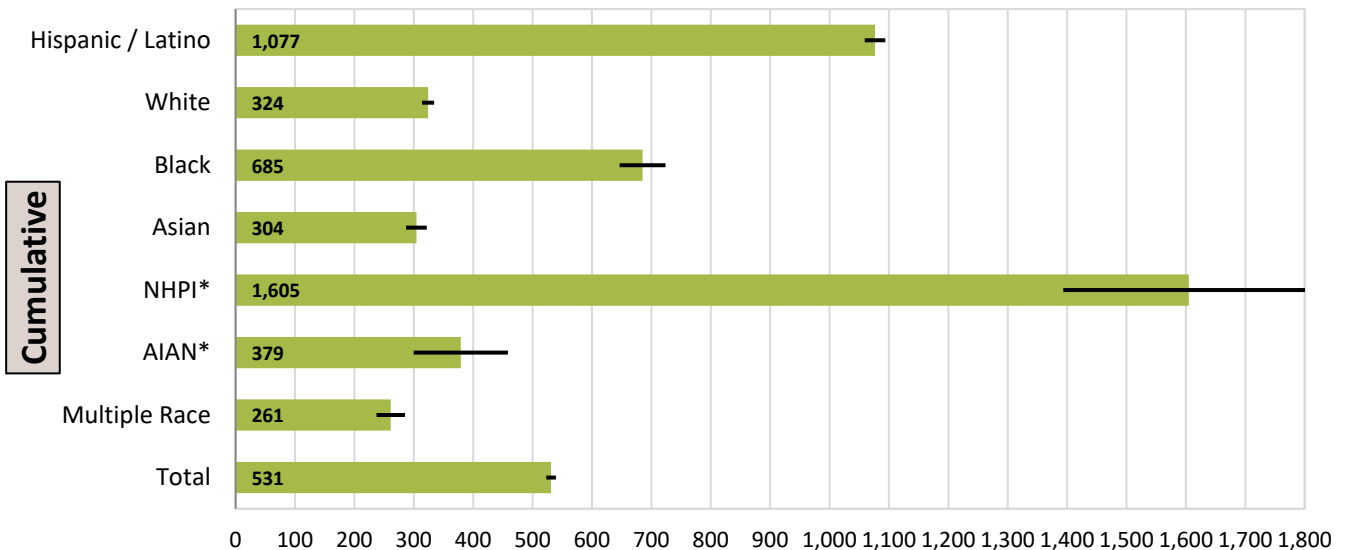


Figure 15. Age-Adjusted Rates of Hospitalizations by Race/Ethnicity, San Diego County Residents



The black lines represent the 95% confidence intervals (error bars).

Rates are not calculated for fewer than 20 events. Hospitalization rates were not calculated for the last three months for Multiple Race and AIAN because these categories have fewer than 20 events.

*NHPI=Native Hawaiian/Pacific Islander, AIAN=American Indian/Alaska Native.

COVID-19 WATCH

Weekly Coronavirus Disease 2019 (COVID-19) Surveillance Report

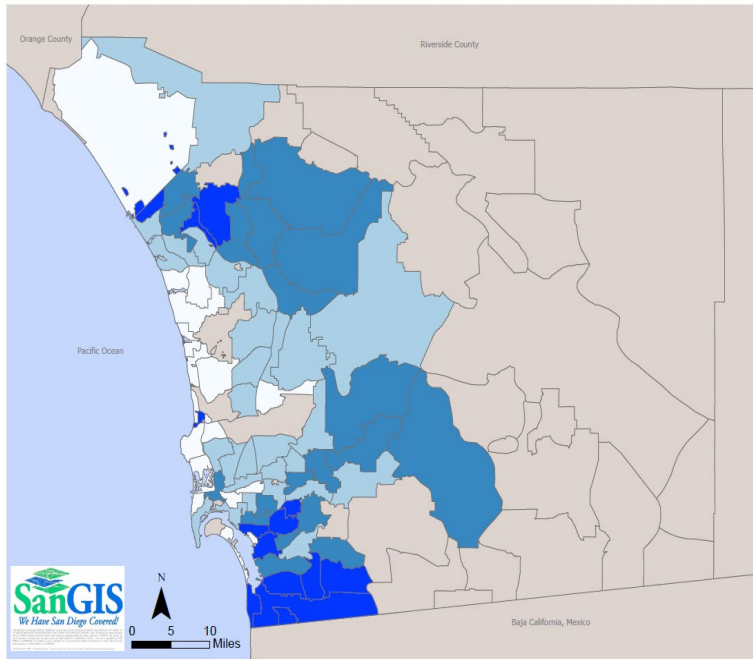


Figure 16. Confirmed Case Rate by Zip Code of Residence, 1/23/2022-2/5/2022, San Diego County
(Countywide Rate = 1,761 per 100,000 Population)

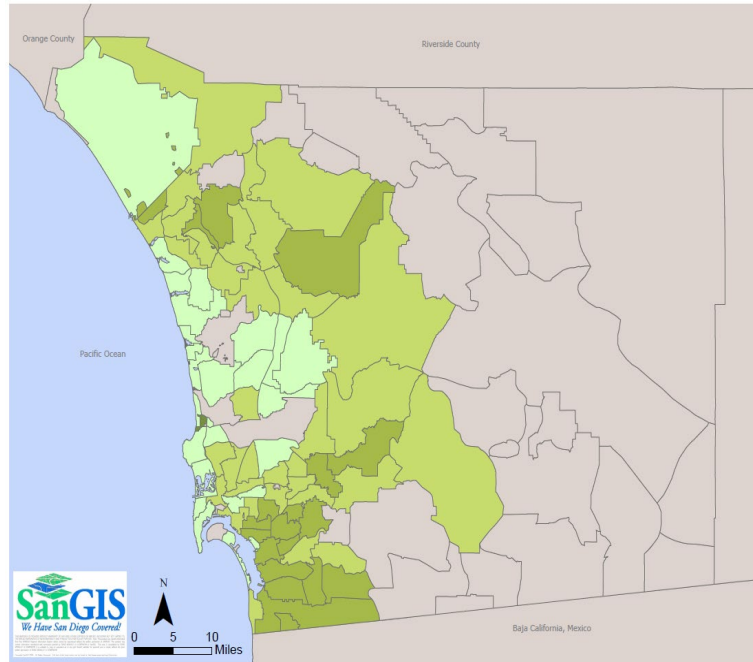
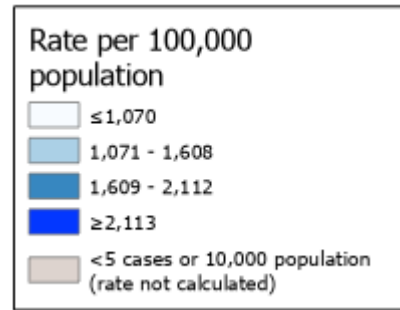
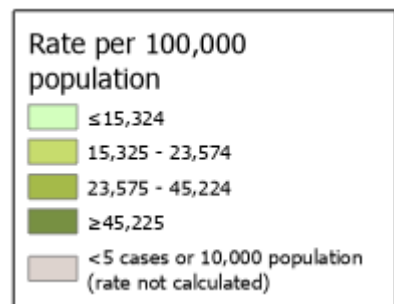


Figure 17. Cumulative Confirmed Case Rate by Zip Code of Residence, San Diego County
(Countywide Rate = 21,295 per 100,000 Population)

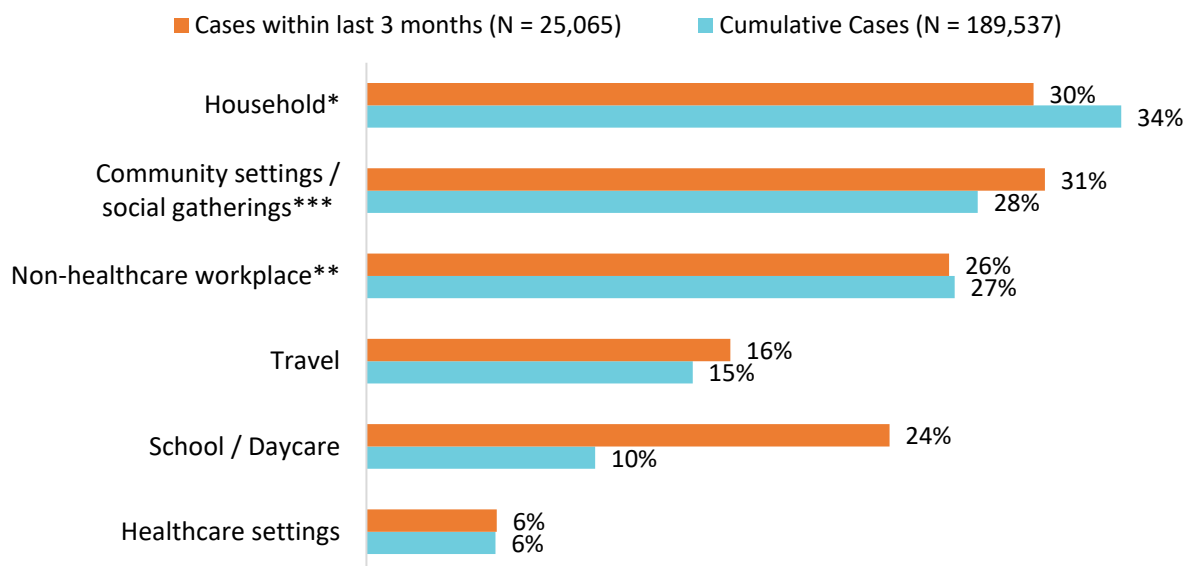


Confirmed COVID-19 Cases by Zip Code

Rates calculated using 2019 population estimates from the San Diego Association of Governments. Rates not calculated for counts under 5 cases or populations less than 10,000. Zip code is zip code of residence, which may not be location of exposure. Case [counts and rates](#) for each zip code are updated routinely on the County of San Diego COVID-19 website.

COVID-19 Potential Exposure Settings

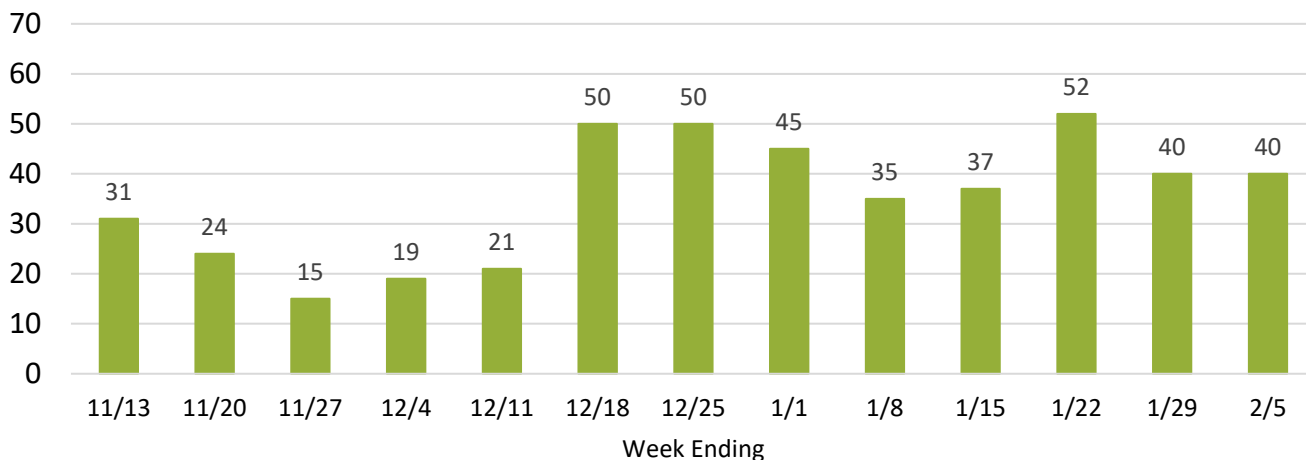
Figure 18. All Potential Exposure Settings Identified Among Confirmed Cases, San Diego County Residents



Potential exposure settings are places case-patients visited during their exposure period, not confirmed sources of infection. Persons may be exposed in multiple locations and types of settings, including the household, the workplace, educational settings, other community settings, and during travel. Community settings are defined as indoor or outdoor locations in which cases came within 6 feet of anyone who was not a household member for at least 15 minutes during the 2-14 days prior to symptom onset, even if the case wore a mask or facial covering.

COVID-19 Community Setting Outbreaks

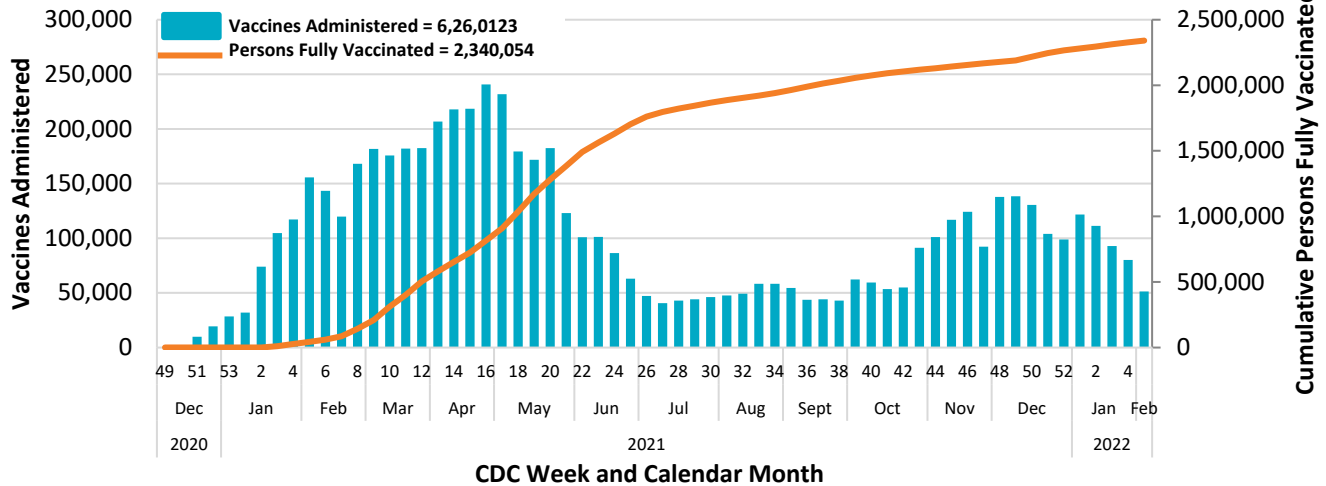
Figure 19. Community Setting Outbreaks* by Date Outbreak Confirmed
Total Number of Community Outbreaks=459



*Community setting outbreaks are defined as at least three probable or confirmed COVID-19 cases within a 14-day period in people who are epidemiologically-linked in the setting, are from different households, and are not identified as close contacts of each other in any other case investigation. Examples include workplaces, adult and child daycare facilities, K-12 schools and colleges/universities, and day camps.

COVID-19 Vaccinations

Figure 20. Number of COVID-19 Vaccinations Administered and Cumulative Number of Persons Fully Vaccinated by Week Among San Diego County Residents



The bars show vaccines administered, not individuals vaccinated. The line shows the cumulative number of persons fully vaccinated per the dose and schedule regimen for the vaccine received.

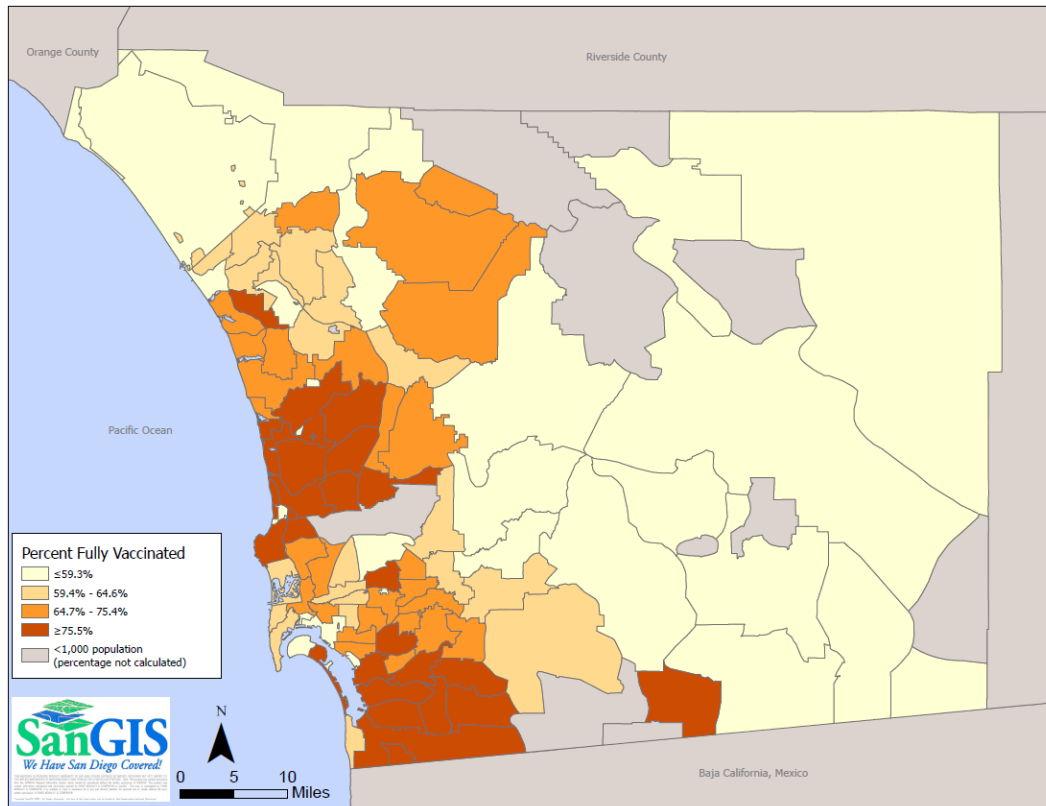


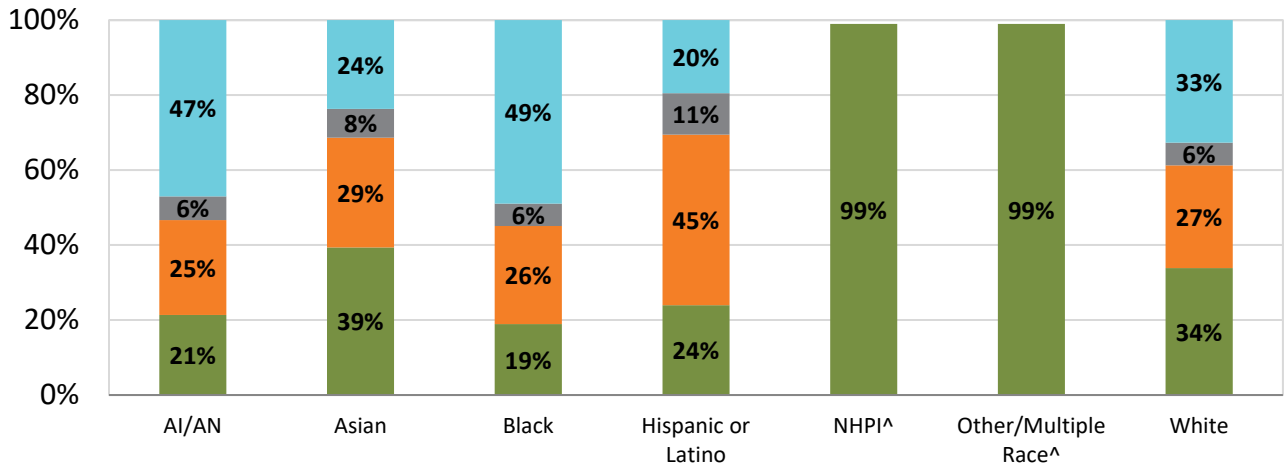
Figure 21. Percentage of the Total Population of San Diego County Residents Who are Fully Vaccinated, by Zip Code of Residence

Only includes vaccines that have been recorded in the San Diego Immunization Registry (SDIR). Some healthcare providers, including Veteran's Affairs, the Department of Defense, some tribal entities, and prisons do not report to SDIR. See this [dashboard](#), updated daily, for more detailed vaccine status information for San Diego County. Data source: San Diego Immunization Registry, SANDAG 2019 Population Estimates (Prepared June 2020).

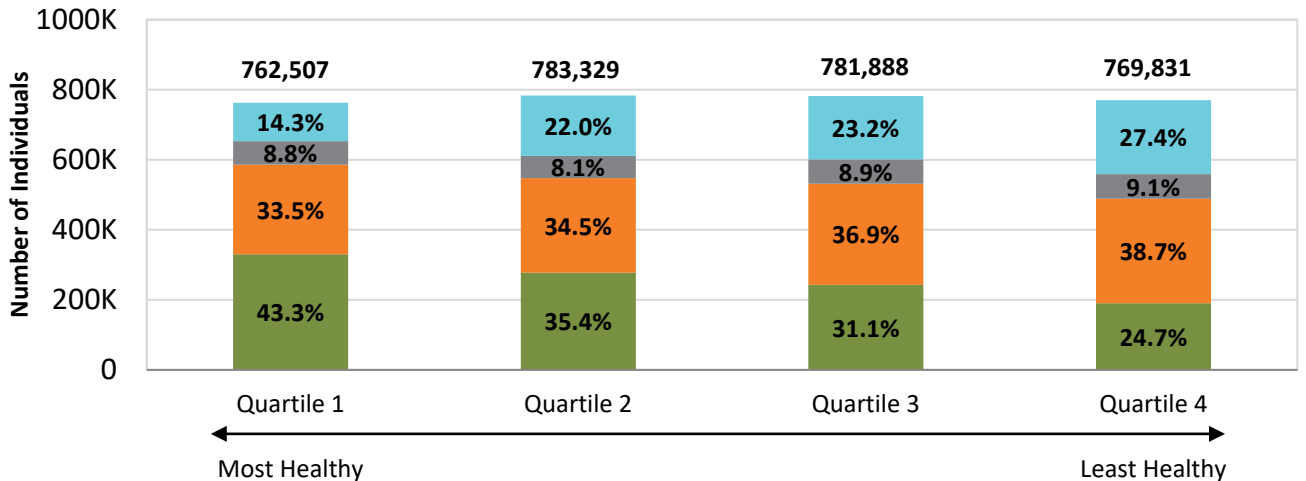
COVID-19 Vaccinations by Race/Ethnicity and Health Equity

■ Fully Vaccinated + Booster ■ Fully Vaccinated ■ Partially Vaccinated ■ Not Vaccinated

**Figure 22. Vaccination Status by Race/Ethnicity,
San Diego County Residents Age Five Years and Older**



**Figure 23. Vaccination Progress by Healthy Places Index Quartile,*
San Diego County Residents Age Five Years and Older**



*The California [Healthy Places Index](#)

^The percentage and rate of the population vaccinated with at least one dose of COVID-19 vaccine may approach, or exceed, 99% or 99% per 1,000 San Diego residents aged five years and older. The most recent race/ethnicity populations are 2019 estimates, which may underestimate the current population. When these demographics are analyzed, the population estimates may not reflect social and environmental changes of a community, possibly leading to an under- or overestimate of a population.

Individuals vaccinated by Veterans Affairs or Department of Defense are not included.

COVID-19 vaccine is not approved for those under age five at this time.

Data source: San Diego Immunization Registry, SANDAG 2019 Population Estimates (Prepared June 2020). Total population five years of age and older=3,144,061. Population estimate of 45,505 individuals do not reside in a census tract with a Healthy Places Index score.

Data through
2/5/2022

Epidemiology and Immunization Services Branch

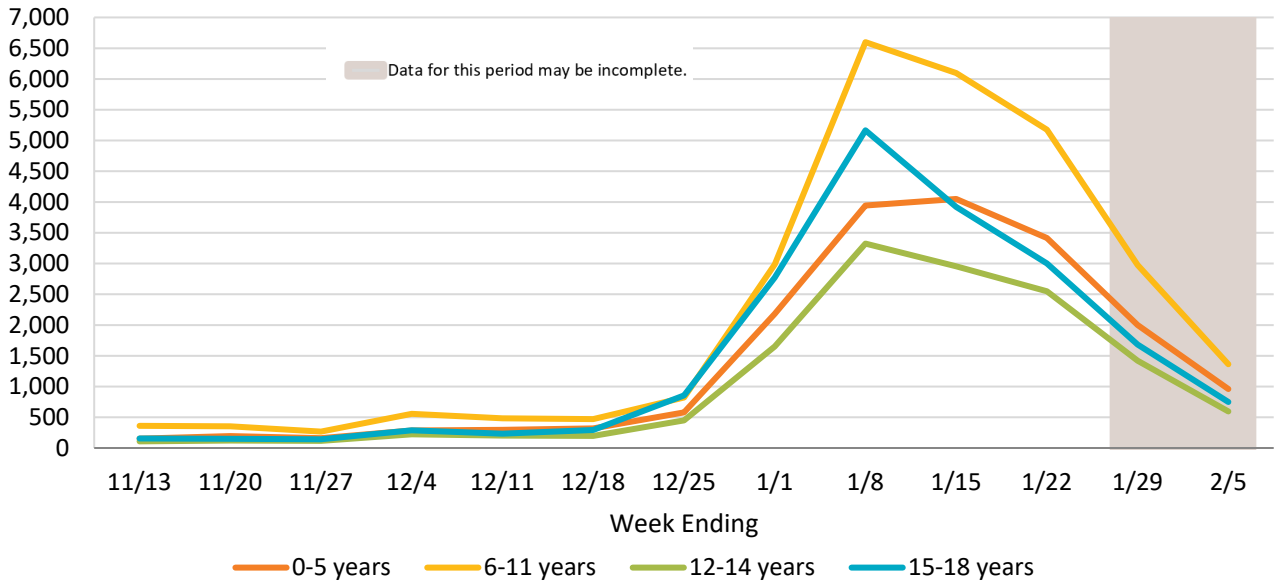
www.sdepi.org

(619) 692-8499



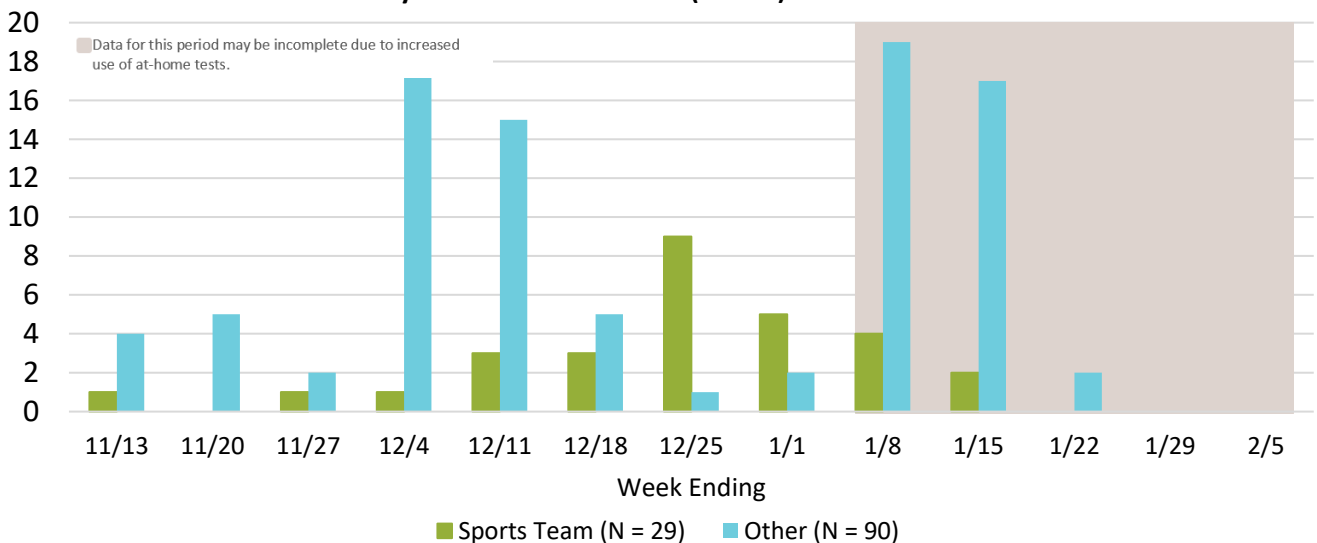
COVID-19 Cases in Children and Outbreaks in School Settings

**Figure 24. COVID-19 Confirmed Cases for Ages 0-18 Years by Week of Illness Onset,*
San Diego County Residents, N=80,385**



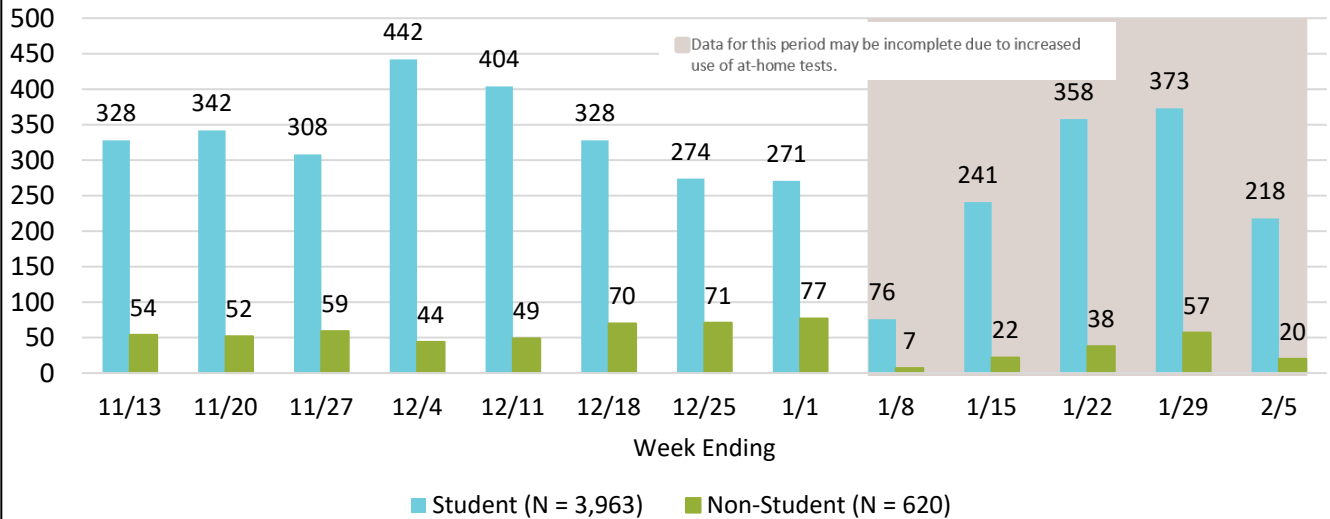
*When onset date is unavailable, specimen collection date, date of death, or date reported is used instead.

**Figure 25. COVID-19 Outbreaks in School Settings (Tk-12th Grade)
by Week of Illness Onset (N=119)**



COVID-19 Cases in Schools

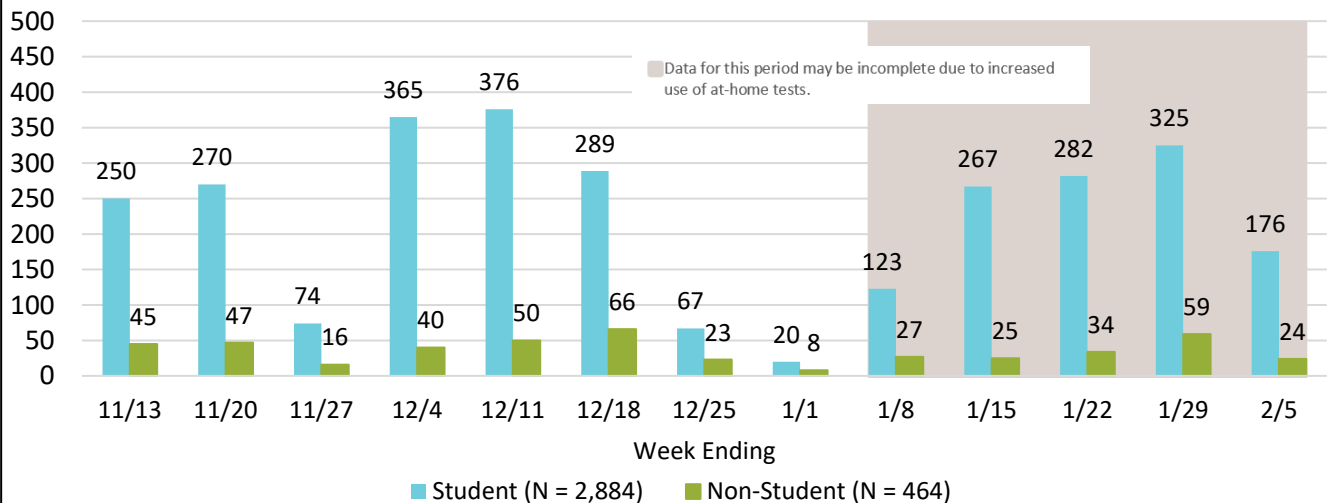
Figure 26. Confirmed Cases Physically Present at K-12 Schools During Exposure Period* by Week of Illness Onset, San Diego County Residents, N=4,583**



*Cases are among students and non-students physically present at a K-12 school 2-14 days prior to symptom onset (or lab collection date if asymptomatic) with COVID-19.

**If case did not have symptoms or illness onset date is unavailable, the earliest of specimen collection date, date of death, or date reported is used instead.

Figure 27. Confirmed Cases Physically Present at K-12 Schools During Communicable Period* by Week of Illness Onset, San Diego County Residents, N=3,348**



*Cases are among students and non-students physically present at a K-12 school 48 hours prior to symptom onset (or lab collection date if asymptomatic) with COVID-19.

**If case did not have symptoms or illness onset date is unavailable, the earliest of specimen collection date, date of death, or date reported is used instead.

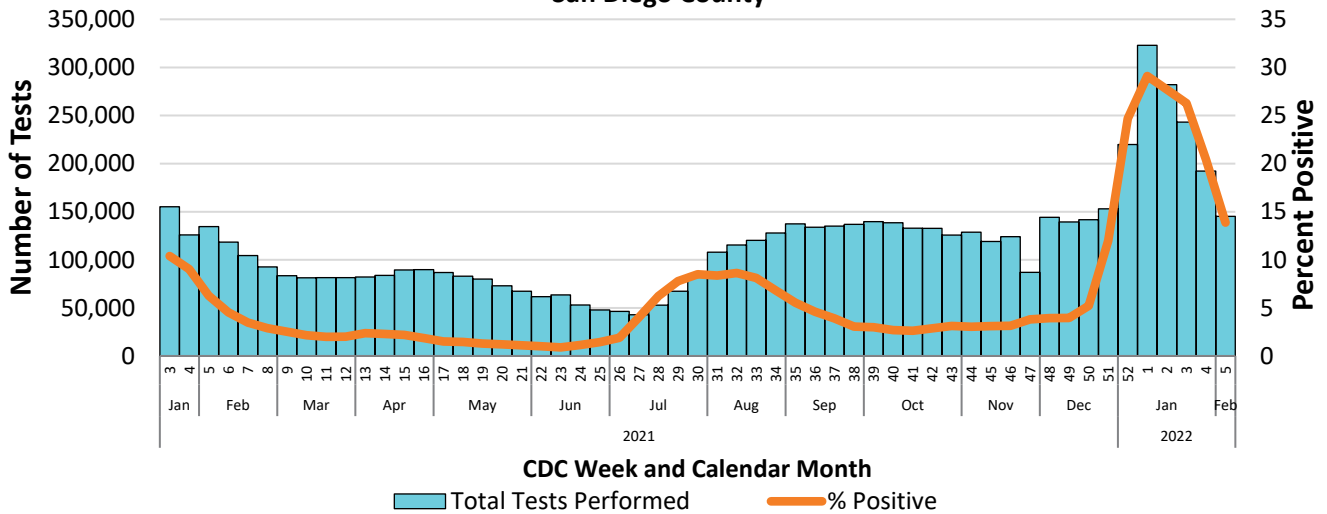
COVID-19 WATCH

Weekly Coronavirus Disease 2019 (COVID-19) Surveillance Report



COVID-19 Laboratory Test Positivity Rate – Previous 12 Months

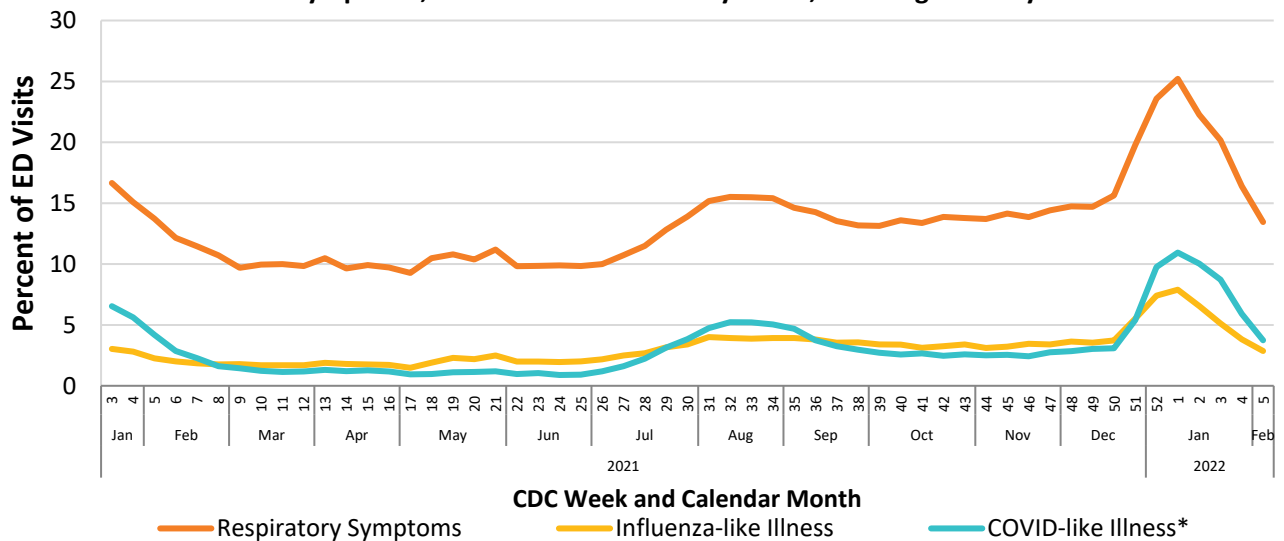
Figure 28. COVID-19 Testing Volume and Positivity by Week of Specimen Collection, San Diego County



Includes PCR tests performed by COSD Public Health, hospital, and reference laboratories and reported via Electronic Laboratory Reporting (ELR) and line lists. Excludes invalid, indeterminate, and unsatisfactory results.

Emergency Department Data – Previous 12 Months

Figure 29. Percent of Emergency Department Visit Chief Complaints for ILI, Respiratory Symptoms, or COVID-like Illness* by Week, San Diego County



Categories are not mutually exclusive. *COVID-like Illness includes fever and cough, shortness of breath, or difficulty breathing OR coronavirus diagnostic codes.

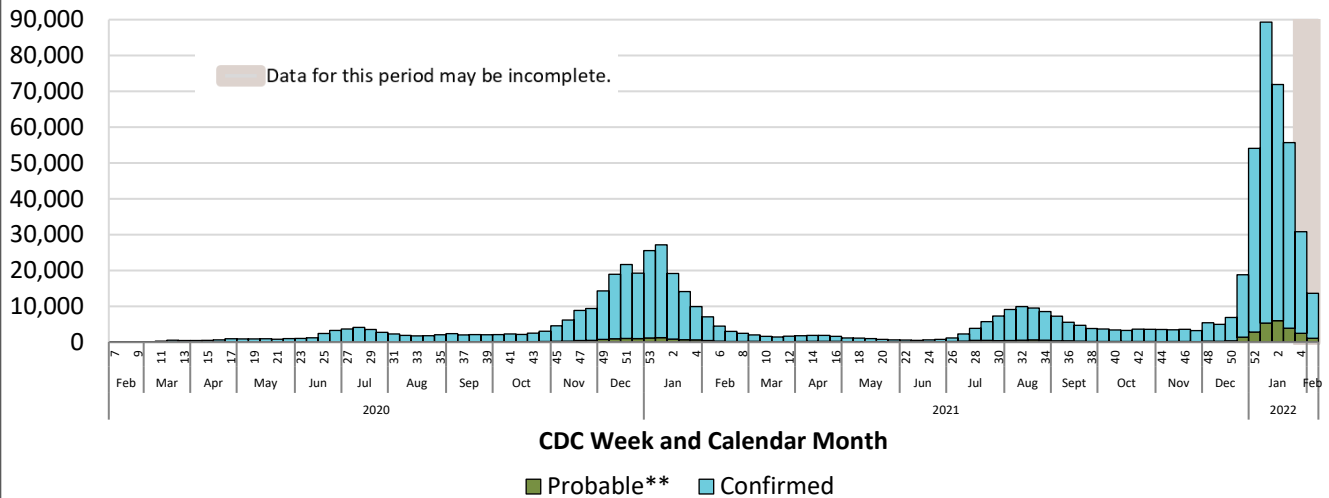
Data through
2/5/2022

Epidemiology and Immunization Services Branch
www.sdepi.org (619) 692-8499



COVID-19 Pandemic at a Glance

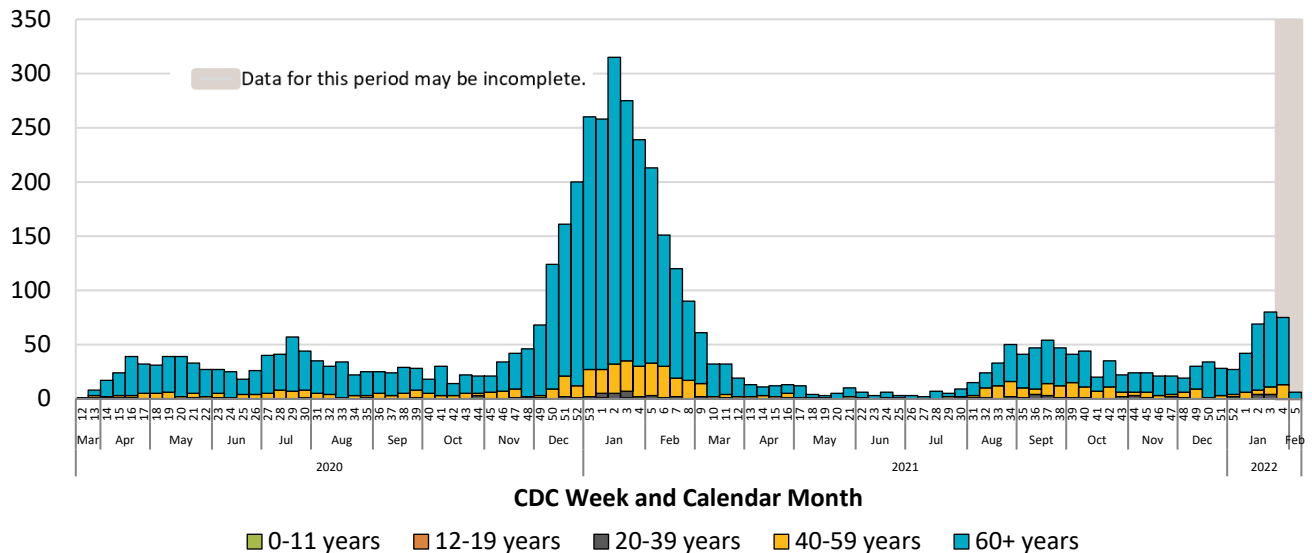
Figure 30. COVID-19 Confirmed and Probable Cases by Week of Illness Onset*, San Diego County Residents, N=759,997



*When onset date is unavailable, specimen collection date, date of death, or date reported is used instead.

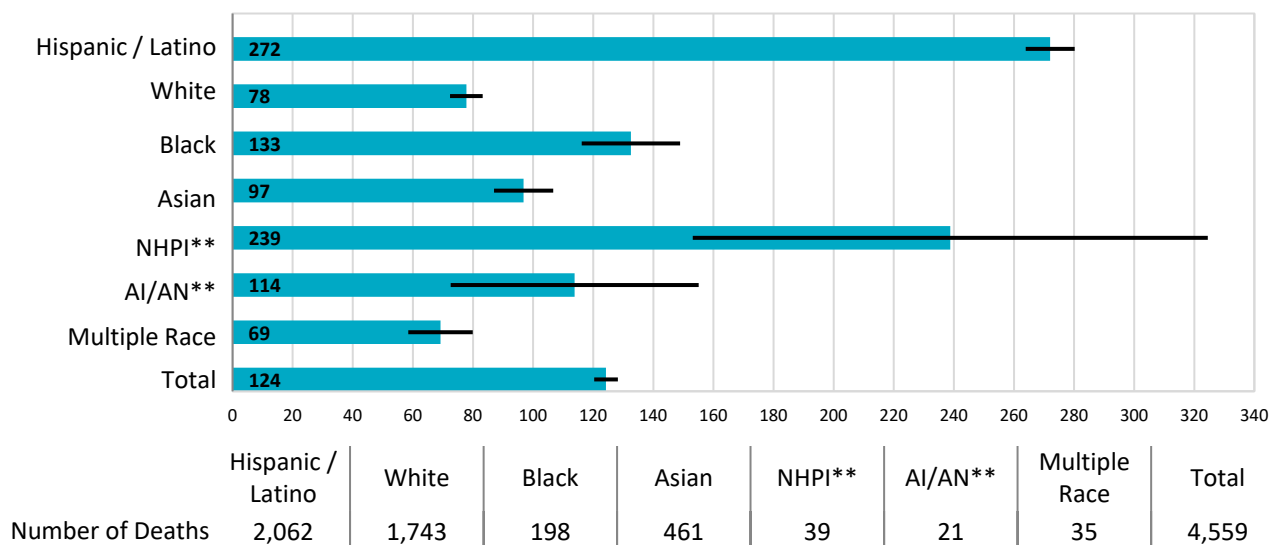
**Probable cases are antigen positive tests received since August 1, 2020.

Figure 31. COVID-19 Deaths by Week of Death San Diego County Residents, N=4,786



Pandemic at a Glance: Summary of COVID-19-associated Deaths

Figure 32. Age-Adjusted Rates of COVID-19-associated Deaths by Race/Ethnicity, San Diego County Residents, N=4,559*

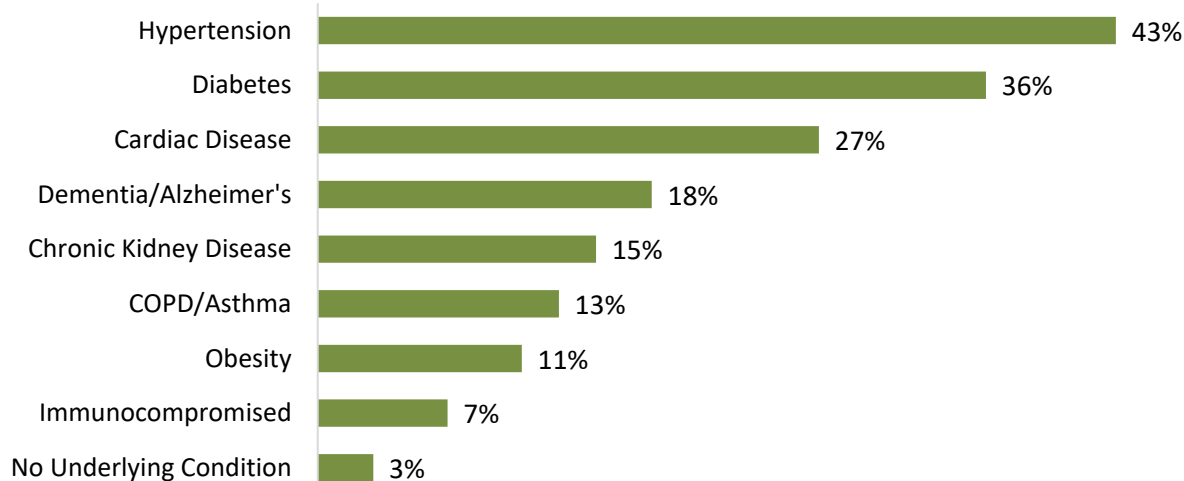


The black lines represent the 95% confidence intervals (error bars). Rates are not calculated for fewer than 20 events.

*Race/ethnicity are unknown for 227 deaths.

**NHPI=Native Hawaiian/Pacific Islander, AI/AN=American Indian/Alaska Native.

Figure 33. Common Underlying Conditions, COVID-19-associated Deaths



Persons may have more than one underlying condition. These data are abstracted from death certificates and available medical records and may not reflect a complete list of underlying conditions for each person.

COVID-19 Watch Data Sources

The following sources of data are used to produce this report:

- **COVID-19 case reports:** Medical providers and laboratories report individual cases of PCR-confirmed and antigen-positive probable COVID-19 via fax or electronic laboratory reporting (ELR) to the County of San Diego Epidemiology Unit.
- **COVID-19 deaths:** The County of San Diego requests that all deaths related to COVID-19 be reported for surveillance purposes. Medical facilities may report these deaths directly to the Epidemiology Unit or they may be identified by the Office of Vital Records through death certificate registration. The Epidemiology Unit compiles the data, and only reports deaths that can be verified by a death certificate.
- **Emergency Department Chief Complaint Data:** Electronic emergency department data are reported to the Epidemiology Unit daily. The number of respiratory chief complaints and the number of total emergency department visits are used to calculate percentages for all respiratory-related visits and visits specific to influenza-like illness and COVID-like illness.
- **COVID-19 outbreaks:**
 - Skilled Nursing Facilities: at least one case of laboratory-confirmed COVID-19 in a resident.
 - Non-SNF Institution/Congregate Settings: At least three probable or confirmed COVID-19 cases within a 14-day period in epidemiologically-linked residents and/or staff.
 - Community settings: At least three probable or confirmed COVID-19 cases within a 14-day period in people who are epidemiologically-linked in the setting, are from different households, and are not identified as close contacts of each other in any other case investigation.
- **COVID-19 vaccinations:** Number of vaccinations registered in the San Diego Immunization Registry (SDIR) by participating providers. Some providers, including the VA, DoD, other military, some tribal, and prisons do not report to SDIR.
- **SANDAG population estimates, vintage 2019:** Rates are calculated using 2019 population estimates from the San Diego Association of Governments. Rates are not calculated for counts under five cases.

The purpose of the weekly **COVID-19 Watch** is to summarize current COVID-19 surveillance in San Diego County.

Data are preliminary and may change due to delayed reporting and additional information obtained during investigations.

For information on influenza in San Diego County, please see the weekly [Influenza Watch](#) surveillance report. Additional influenza data and resources and a link to subscribe to the Influenza Watch are available on the Epidemiology Unit [website](#).

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SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

February 15, 2022

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: Director of Finance and Administration

SUBJECT: SAN ELIJO JOINT POWERS AUTHORITY MID-YEAR REVIEW OF THE
FISCAL YEAR 2021-22 OPERATING BUDGET

RECOMMENDATION

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

BACKGROUND

This is a mid-year review of the operating expenses for the 10 programs managed and operated by San Elijo Joint Powers Authority (SEJPA) that includes:

- Wastewater Treatment
- Laboratory Services
- Ocean Outfall
- Cardiff Pump Stations
- Solana Beach Pump Stations
- City of Solana Beach Services
- Encinitas Pump Stations
- Encinitas Stormwater
- Del Mar Pump Station
- Recycled Water

SEJPA provides wastewater treatment and disposal, water recycling, and technical support to local clean-water programs. In providing these services, SEJPA seeks to accomplish its mission in an environmentally, socially, and fiscally responsible manner. Each of the programs below is funded by the customer base that is served. The costs are allocated based on actual flows treated or level of effort provided. The total budget for Fiscal Year 2021-22 is \$11,747,391, which includes operating expense of \$8,003,113, capital costs of \$2,235,000, and debt service of \$1,509,278.

DISCUSSION

The following information is an estimate of expenses for Fiscal Year 2021-22, ending June 30, 2022. SEJPA's management developed the mid-year review based on actual costs incurred through the first six months of the fiscal year, cost trends, and anticipated future costs. Estimates provided in this report are based on current information. Final results may differ due to emergencies, unplanned repairs, or unforeseen events.

Operating and Maintenance Expenses Summary

Overall, operating & maintenance expenses are estimated to end the fiscal year under budget by \$103,342 or 1.3%. Below are three tables showing these expenses by program, expense category, and specific line items within the Supplies and Services category. By program, eight out of ten programs are tracking under budget. By expense category, Personnel is slightly above budget and Supplies and Services is tracking below budget. Capital Outlay is tracking above budget. Following these tables are detailed discussions for each program.

| Program | Budget FY 2021-22 | Estimate FY 2021-22 | Under / (Over) Budget | % Budget Spent |
|---------------------------------------|------------------------------|--------------------------------|----------------------------------|---------------------------|
| Wastewater Treatment | \$ 3,202,668 | \$ 3,114,171 | \$ 88,497 | 97.2% |
| Laboratory | 841,210 | 831,479 | 9,731 | 98.8% |
| Ocean Outfall | 1,103,408 | 1,131,424 | (28,016) | 102.5% |
| Cardiff Sanitary Division | 296,008 | 291,070 | 4,938 | 98.3% |
| Encinitas Sanitary Division | 151,184 | 138,749 | 12,435 | 91.8% |
| City of Encinitas | 35,048 | 44,742 | (9,694) | 127.7% |
| City of Solana Beach | 418,351 | 395,178 | 23,173 | 94.5% |
| City of Solana Beach Services | 14,111 | 13,873 | 238 | 98.3% |
| City of Del Mar | 57,425 | 55,729 | 1,696 | 97.0% |
| Programs before Recycled Water | \$ 6,119,413 | \$ 6,016,415 | \$ 102,998 | 98.3% |
| Recycled Water | 1,883,700 | 1,883,356 | 344 | 100.0% |
| Total All SEJPA Programs | \$ 8,003,113 | \$ 7,899,771 | \$ 103,342 | 98.7% |

| Expense Category | Budget FY 2021-22 | Estimate FY 2021-22 | Under / (Over) Budget | % Budget Spent |
|---------------------------------|------------------------------|--------------------------------|----------------------------------|---------------------------|
| Personnel | \$ 3,724,190 | \$ 3,725,225 | \$ (1,035) | 100.0% |
| Supplies & Services | 4,023,023 | 4,016,783 | 6,240 | 99.8% |
| Capital Outlay | 96,900 | 157,763 | (60,863) | 162.8% |
| Contingency | 159,000 | - | 159,000 | 0.0% |
| Total All SEJPA Programs | \$ 8,003,113 | \$ 7,899,771 | \$ 103,342 | 98.7% |

| Supplies and Services | Budget FY 2021-22 | Estimate FY 2021-22 | Under / (Over) Budget | % Budget Over/(Under) |
|---------------------------------|------------------------------|--------------------------------|----------------------------------|----------------------------------|
| Utilities | \$ 915,265 | \$ 941,881 | \$ (26,616) | 102.9% |
| Contracted services | 1,485,548 | 1,546,049 | (60,501) | 104.1% |
| Supplies | 587,474 | 569,769 | 17,705 | 97.0% |
| Miscellaneous | 345,248 | 308,312 | 36,936 | 89.3% |
| Repair parts expense | 203,900 | 191,146 | 12,754 | 93.7% |
| Disposal services | 247,900 | 265,502 | (17,602) | 107.1% |
| Insurance | 107,585 | 83,845 | 23,740 | 77.9% |
| Permit/purveyor fees | 130,103 | 110,278 | 19,825 | 84.8% |
| Total All SEJPA Programs | \$ 4,023,023 | \$ 4,016,783 | \$ 6,240 | 99.8% |

Operating and Maintenance Expenses by Program

Wastewater Treatment

This program is the cost center for operations and maintenance activities for wastewater treatment at the San Elijo Water Campus. Activities include primary and secondary wastewater treatment for the cities of Encinitas, Solana Beach, and Del Mar as well as the Rancho Santa Fe Community Services Districts, with the effluent being recycled or disposed to the ocean. Wastewater biosolids are treated and dewatered, then hauled by contractor to Arizona for beneficial reuse through land application.

Wastewater Treatment is expected to be under budget by \$88,497 or 2.8%. Personnel and Capital Outlay is slightly over budget due to the unanticipated equipment replacement, which will be offset by the contingency category. Supplies and Services are under budget due to a spectrum of expenses tracking less than anticipated.

| <i>Expense Category</i> | Budget FY 2021-22 | Estimate FY 2021-22 | Under / (Over) Budget | % Budget Spent |
|---------------------------------------|------------------------------|--------------------------------|----------------------------------|---------------------------|
| Personnel | \$ 1,408,137 | \$ 1,409,291 | \$ (1,154) | 100.1% |
| Supplies & Services | 1,692,531 | 1,645,690 | 46,841 | 97.2% |
| Capital Outlay | 26,000 | 59,189 | (33,189) | 227.7% |
| Contingency | 76,000 | - | 76,000 | 0.0% |
| Total JPA Wastewater Treatment | \$ 3,202,668 | \$ 3,114,171 | \$ 88,497 | 97.2% |

Laboratory Services

The laboratory located at the San Elijo Water Campus provides analytical laboratory services for SEJPA's wastewater and recycled water programs, as well as to other entities through contract agreements. For the Fiscal Year 2021-22, contract agreements include the Fairbanks Ranch Community Services District, the Rancho Santa Fe Community Services District, the Santa Fe Valley Community Services District, the Whispering Palms Community Services District, and the San Elijo Lagoon Conservancy.

Overall, Laboratory Services are expected to be under budget by \$9,731 or 1.2%.

| <i>Expense Category</i> | Budget FY 2021-22 | Estimate FY 2021-22 | Under / (Over) Budget | % Budget Spent |
|--------------------------------|------------------------------|--------------------------------|----------------------------------|---------------------------|
| Personnel | \$ 641,788 | \$ 641,281 | \$ 507 | 99.9% |
| Supplies & Services | 180,522 | 177,197 | 3,325 | 98.2% |
| Capital Outlay | 13,900 | 13,000 | 900 | 93.5% |
| Contingency | 5,000 | - | 5,000 | 0.0% |
| Total JPA Laboratory | \$ 841,210 | \$ 831,479 | \$ 9,731 | 98.8% |

Ocean Outfall

This program provides a cost center for all operation and maintenance services related to the Ocean Outfall system. These activities include effluent pump station operation and maintenance, ocean monitoring, sampling and testing, outfall inspection, maintenance, and repairs. As the outfall capacity is shared through an agreement with the City of Escondido, all operations and maintenance costs are shared on the basis of actual usage (measured by discharged flows).

Ocean Outfall is expected to be over budget by \$28,016 or 2.5% due to Plume Tracking Study. More of the contracted work is estimated to be completed during this fiscal year instead of next fiscal year, and the sampling equipment cost needed for the study is higher than anticipated.

| <i>Expense Category</i> | Budget FY 2021-22 | Estimate FY 2021-22 | Under / (Over) Budget | % Budget Spent |
|--------------------------------|------------------------------|--------------------------------|----------------------------------|---------------------------|
| Personnel | \$ 483,760 | \$ 483,559 | \$ 201 | 100.0% |
| Supplies & Services | 591,648 | 634,226 | (42,578) | 107.2% |
| Capital Outlay | 3,000 | 13,639 | (10,639) | 454.6% |
| Contingency | 25,000 | - | 25,000 | 0.0% |
| Total JPA Ocean Outfall | \$ 1,103,408 | \$ 1,131,424 | \$ (28,016) | 102.5% |

Cardiff Sanitary Division

Pump station maintenance and operation services are provided to the City of Encinitas, Cardiff Sanitary Division (CSD). These facilities include the Cardiff, Coast Highway, and Olivenhain pump stations. The actual costs incurred are borne solely by the CSD.

Expenses are projected to be under budget by \$4,938 or 1.7%. Capital outlay expense is for an unanticipated equipment replacement that will be covered by Contingency category.

| <i>Expense Category</i> | Budget FY 2021-22 | Estimate FY 2021-22 | Under / (Over) Budget | % Budget Spent |
|--|------------------------------|--------------------------------|----------------------------------|---------------------------|
| Personnel | \$ 162,887 | \$ 162,029 | \$ 858 | 99.5% |
| Supplies & Services | 113,621 | 111,041 | 2,580 | 97.7% |
| Capital Outlay | - | 18,000 | (18,000) | - |
| Contingency | 19,500 | - | 19,500 | 0.0% |
| Total Cardiff Sanitary Division | \$ 296,008 | \$ 291,070 | \$ 4,938 | 98.3% |

Encinitas Sanitary Division

SEJPA provides pump station maintenance and operation services to the City of Encinitas, Encinitas Sanitary Division (ESD) for the Moonlight Beach pump station. The actual costs incurred are borne solely by the ESD.

Overall, this program is forecast to be under budget by \$12,435 or 8.2%.

| <i>Expense Category</i> | Budget FY 2021-22 | Estimate FY 2021-22 | Under / (Over) Budget | % Budget Spent |
|--|------------------------------|--------------------------------|----------------------------------|---------------------------|
| Personnel | \$ 76,019 | \$ 75,549 | \$ 470 | 99.4% |
| Supplies & Services | 61,165 | 59,200 | 1,965 | 96.8% |
| Capital Outlay | 4,000 | 4,000 | - | 100.0% |
| Contingency | 10,000 | - | 10,000 | 0.0% |
| Total Encinitas Sanitary Division | \$ 151,184 | \$ 138,749 | \$ 12,435 | 91.8% |

City of Encinitas

Under this program, SEJPA provides stormwater related maintenance and operation services to the City of Encinitas. These services include the Urban Runoff Treatment Facility, the Phoebe Stormwater Pump Station, and the Storm Drain Sediment Drying and Disposal program. The actual costs incurred are borne solely by the City of Encinitas.

The City of Encinitas requested additional sediment disposal service assistance that resulted in expenses exceeding normal budget. This program is expected to end the year over budget by \$9,694 or 27.7%.

| <i>Expense Category</i> | Budget FY 2021-22 | Estimate FY 2021-22 | Under / (Over) Budget | % Budget Spent |
|--------------------------------|------------------------------|--------------------------------|----------------------------------|---------------------------|
| Personnel | \$ 25,262 | \$ 24,668 | \$ 594 | 97.6% |
| Supplies & Services | 8,286 | 20,074 | (11,788) | 242.3% |
| Capital Outlay | - | - | - | - |
| Contingency | 1,500 | - | 1,500 | 0.0% |
| Total City of Encinitas | \$ 35,048 | \$ 44,742 | \$ (9,694) | 127.7% |

City of Solana Beach

This program provides pump station maintenance and operation services to the City of Solana Beach. These facilities include the Eden Gardens, Solana Beach, San Elijo Hills, and Fletcher Cove pump stations, as well as the Storm Drain Sediment Drying and Disposal Program.

This program is forecast to complete the year under budget by \$23,173 or 5.5%.

| <i>Expense Category</i> | Budget FY 2021-22 | Estimate FY 2021-22 | Under / (Over) Budget | % Budget Spent |
|-----------------------------------|------------------------------|--------------------------------|----------------------------------|---------------------------|
| Personnel | \$ 218,897 | \$ 218,259 | \$ 638 | 99.7% |
| Supplies & Services | 179,454 | 176,919 | 2,535 | 98.6% |
| Capital Outlay | - | - | - | - |
| Contingency | 20,000 | - | 20,000 | 0.0% |
| Total City of Solana Beach | \$ 418,351 | \$ 395,178 | \$ 23,173 | 94.5% |

City of Solana Beach Services

This program provides for emergency power generator maintenance services located at the City of Solana Beach City Hall and the Lomas Santa Fe Fire Station. Costs incurred are reimbursed solely by the City of Solana Beach.

The current outlook for this program is expected to be at budget.

| <i>Expense Category</i> | Budget FY 2021-22 | Estimate FY 2021-22 | Under / (Over) Budget | % Budget Spent |
|--|------------------------------|--------------------------------|----------------------------------|---------------------------|
| Personnel | \$ 7,134 | \$ 7,053 | \$ 81 | 98.9% |
| Supplies & Services | 6,977 | 6,820 | 157 | 97.8% |
| Capital Outlay | - | - | - | - |
| Contingency | - | - | - | - |
| Total City of Solana Beach Services | \$ 14,111 | \$ 13,873 | \$ 238 | 98.3% |

City of Del Mar

The City of Del Mar (Del Mar) has contracted with the SEJPA to provide pump station operation and maintenance and other sanitary sewer services including daily operations and maintenance support, Programmable Logic Controller (PLC) programming, instrumentation installation, and wet well cleaning and disposal services.

Overall, this program is expected to be under budget by \$1,696 or 3.0%.

| Expense Category | Budget FY 2021-22 | Estimate FY 2021-22 | Under / (Over) Budget | % Budget Spent |
|------------------------------|------------------------------|--------------------------------|----------------------------------|---------------------------|
| Personnel | \$ 41,432 | \$ 43,068 | \$ (1,636) | 103.9% |
| Supplies & Services | 13,993 | 12,662 | 1,331 | 90.5% |
| Contingency | 2,000 | - | 2,000 | 0.0% |
| Total City of Del Mar | \$ 57,425 | \$ 55,729 | \$ 1,696 | 97.0% |

Recycled Water Program

SEJPA recycled water program produces high quality water for irrigation and industrial uses. It is a locally produced, drought resistant water supply, that helps support a diversified regional water portfolio.

SEJPA wholesales recycled water to San Dieguito Water District, Santa Fe Irrigation District, Olivenhain Municipal Water District, and the City of Del Mar, as well as direct sales to the Encinitas Ranch Golf Authority. End customers that use the recycled water include the Encinitas Ranch Golf Course, Lomas Santa Fe Executive and Country Club Golf Courses, Encinitas Community Park, Ecke YMCA, Del Mar Fairgrounds, various Home Owners Associations landscaping, local schools, parks, businesses, and street/freeway landscape.

The San Dieguito Water District's estimated revenue is lower than budget due to reduced irrigation water demand from Caltrans during construction of the new irrigation system along the freeway. Also, the City of Del Mar revenue is lower than budget because the Del Mar Fairgrounds has not hosted as many events due to the pandemic, which reduced recycled water purchases.

The anticipated revenue of \$3,697,394 less the estimated operations and maintenance, debt service, and capital costs expenses of \$2,556,409 will result in \$1,140,985 revenue over expense. When accounting for one-time grant reimbursement funding of \$585,000, the remaining net revenue is estimated to be \$555,985 (\$1,140,985 – 585,000), which will increase the Recycled Water Fund Reserves to help fund future capital repair and replacement needs.

Recycled Water Program Revenues:

Recycled Water revenues are expected to be under budget by \$146,013 or 3.8%.

| Recycled Water Customer | Budget FY 2021-22 | Estimate FY 2021-22 | Under / (Over) Budget | % of Budget |
|-------------------------------------|------------------------------|--------------------------------|----------------------------------|------------------------|
| Santa Fe Irrigation District | \$ 930,846 | \$ 933,281 | \$ (2,435) | 100.3% |
| San Dieguito Water District | 665,848 | 632,065 | 33,783 | 94.9% |
| City of Del Mar | 191,201 | 107,454 | 83,747 | 56.2% |
| Encinitas Ranch Golf Association | 302,794 | 302,794 | - | 100.0% |
| Olivenhain Municipal Water District | 432,718 | 453,349 | (20,631) | 104.8% |
| Total Customer Revenue | \$ 2,523,407 | \$ 2,428,943 | \$ 94,464 | 96.3% |
| MWD and CWA Incentives | 720,000 | 683,451 | 36,549 | 94.9% |
| State Grants | 600,000 | 585,000 | 15,000 | 97.5% |
| Total Recycled Water Revenue | \$ 3,843,407 | \$ 3,697,394 | \$ 146,013 | 96.2% |

The MWD and CWA (Metropolitan Water District and San Diego County Water Authority respectively) revenues are incentive funding for recycled water. The Integrated Regional Water Management (IRWM) revenue is grant funding for recycle water projects through Proposition 84.

Recycled Water Program Expenses:

Overall, Recycled Water operating and maintenance expenses plus debt service and capital costs are expected to finish the year in alignment with budget.

| Expense Category | Budget FY 2021-22 | Estimate FY 2021-22 | Under / (Over) Budget | % Budget Spent |
|--------------------------------|------------------------------|--------------------------------|----------------------------------|---------------------------|
| Personnel | \$ 658,874 | \$ 660,467 | \$ (1,593) | 100.2% |
| Supplies & Services | 1,174,826 | 1,172,953 | 1,873 | 99.8% |
| Capital Outlay | 50,000 | 49,936 | 64 | 99.9% |
| Total Operating Expense | \$ 1,883,700 | \$ 1,883,356 | \$ 344 | 100.0% |
| Debt Service | 173,053 | 173,053 | - | 100.0% |
| Capital Costs | 500,000 | 500,000 | - | 100.0% |
| Total Expense | \$ 2,556,753 | \$ 2,556,409 | \$ 344 | 100.0% |

CONCLUSION

Total operating expenses for the agency are expected to be under budget by \$103,342 or 1.7%. Eight programs are estimated to finish the fiscal year below budget, while two programs (Ocean Outfall and City of Encinitas) are tracking above budget due to the Plume Tracking Study and additional sediment disposal service.

RECOMMENDATION

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

Respectfully submitted,



Amy Chang
Director of Finance and Administration

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

February 15, 2022

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: CONSIDER RESOLUTION APPROVING ELECTRIC VEHICLE CHARGING
STATION FEE STRUCTURE AND RELATED ACTIONS

RECOMMENDATION

It is recommended that the Board of Directors:

1. Adopt Resolution 2022-02 establishing an Electric Vehicle Charging Station Fee Structure;
2. Discuss and take action as appropriate;

BACKGROUND

The recently completed Water Campus Improvement Project includes six Electric Vehicle (EV) Charging Stations at the San Elijo Water Campus. The EV charging stations are located in the front public parking lot that is adjacent to the regional bike and pedestrian path and across the street from the San Elijo Lagoon Nature Center. Encouraging the use of electric vehicles by providing convenient access to EV charging stations is intended to reduce greenhouse gas emissions, which is a key component of the San Elijo Joint Powers Authority (SEJPA) and each member agency's Climate Change Action Plans. In order to provide EV charging to the public, the SEJPA desires to establish a fee structure sufficient to recover but not exceed SEJPA's cost of providing the service, including costs for the electric power, as well as for system operation, maintenance, and administration.

DISCUSSION

The EV charging stations typically utilize a third-party billing and networking provider for customer billing interface and EV system monitoring and maintenance. SEJPA has selected ChargePoint, Inc. (ChargePoint) for these services. ChargePoint is considered the industry leader in providing networked EV charging stations throughout the United States. ChargePoint operates 111,000 charging stations and has established partnerships with large and small entities in both the private and public sectors, including a strong presence in southern California and the County of San Diego. SEJPA staff spoke with staff from other cities that utilize ChargePoint, each giving a strong reference for ChargePoint's performance.

To use a ChargePoint administered EV station, customers create an account on ChargePoint's website or download the mobile application. Customers have two options: acquire a ChargePoint Card that can be used at the station or use their phone to pay. Downloading the mobile app has its advantages as it offers many options where a customer can 1) see which stations are available for charging, 2) start charging by holding the phone up to the card reader at the station, 3) receive notifications when the car is finished charging or when a station becomes available, 4) schedule charging, set reminders, get notifications and track usage, and 5) alert ChargePoint when issues are encountered.

ChargePoint also has cooperative agreements with other electric vehicle charging operators, such as EVGo, Plug Share, and Sema Connect to name a few. This means that a customer who has an account set up with one of these competitive companies can use San Elijo's ChargePoint station as well.

All EV charging station usage data is available to staff in a cloud database and includes a wide variety of reports to help provide an ongoing review of each station, including revenues received, actual electrical costs, station performance and maintenance needs. Staff will evaluate the usage and costs to the agency and recommend rate adjustments as required to encourage charger utilization and provide a cost neutral source of EV power over a 3-year evaluation period.

FINANCIAL IMPACT

In order to optimize the use of the charging stations and allow multiple electric vehicles to use the charging equipment during a typical day, ChargePoint encourages staff to develop a pricing plan designed to cover energy costs, transactions fees, and regular equipment maintenance while keeping competitive fees with surrounding stations. Establishing parking fees at the station encourages turnover of the parking space to maximize EV charging availability to the public and system utilization.

Staff recommends setting a fee structure similar to nearby stations at \$0.3564/kWh with a parking fee of \$2.00 an hour after the third hour. Partial hours would be charged the full hourly fee. At the proposed rate, a typical 2-hour and 4-hour charging session would result in a customer fee of \$5.13 and \$12.45 respectively, assuming charging is occurring the entire duration. Staff is also considering allowing the public to use the charging stations overnight and will confer with Encinitas City staff in regards to this allowance. Staff will monitor use and demand of the charging stations during the proposed three-year startup period to determine if any adjustments to the use fee structure are needed, including implementation of graduated parking fee pricing.

| SEJPA's Estimated Cost Recovery Calculation | |
|---|--------------------|
| Cost of Electricity* | \$0.225/kWh |
| Maintenance Cost Recovery | \$0.076/kWh |
| Administration Cost Recovery | \$0.023/kWh |
| Subtotal | \$0.324/kWh |

* Cost of electricity includes time-of-use grid power and onsite solar power that is planned to be online in October 2022

| End User Cost** | |
|-----------------------|---------------------|
| SEJPA cost | \$0.324/kWh |
| ChargePoint fee (10%) | \$0.0324/kWh |
| Total | \$0.3564/kWh |

** Parking fee (\$2.00 per hour) for parking beyond 3 hours is not included

RECOMMENDATION

It is recommended that the Board of Directors:

1. Adopt Resolution 2022-02 establishing an Electric Vehicle Charging Station Fee Structure;
2. Discuss and take action as appropriate;

Respectfully submitted,



Michael Thornton, P.E.
General Manager

ATTACHMENT 1: RESOLUTION 2022-02

RESOLUTION NO. 2022-02

**RESOLUTION APPROVING ELECTRIC VEHICLE CHARGING STATION FEE STRUCTURE
AND RELATED ACTIONS**

WHEREAS, electric vehicles (“EV”) reduce harmful greenhouse gas emissions and improve air quality and are being increasingly utilized, including by San Elijo Joint Powers Authority (“SEJPA”) employees and associates;

WHEREAS, California has been expanding its policies to promote the installation and use of EV charging stations, including at the workplace;

WHEREAS, the County of San Diego has adopted measures to reduce greenhouse gas emissions and increase EV ownership and charging station installation;

WHEREAS, the San Diego County Association of Governments has identified EV charging station accessibility as a critical public need;

WHEREAS, SEJPA’s own mission and initiatives seek to promote sustainability, including energy efficiency and reduction of greenhouse gas emissions, as outlined in the SEJPA Climate Change Action Plan;

WHEREAS, SEJPA has authority to purchase and manage any property convenient for the operation of its system;

WHEREAS, SEJPA has authority to fix and collect a fee or charge in connection with its system;

WHEREAS, as part of its Water Campus Improvement Project, SEJPA intends to purchase, install and maintain EV charging stations on its premises, which will be available for agency and public use, on an entirely voluntary basis; and

WHEREAS, SEJPA seeks to fix and collect fees for EV charging station use and extended parking sufficient to recover a portion of the cost of providing the service and to promote EV charging station access.

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

1. The Board of Directors hereby finds that the provision of EV charging stations on SEJPA’s premises will provide a benefit to SEJPA employees and the public that is in furtherance of state and local policy and SEJPA’s own mission and values.
2. The Board of Directors further finds that any use of EV charging stations on SEJPA’s premises will be entirely voluntarily. EV charging station use shall not be conditioned upon payment of a subscription fee nor membership in any association or organization.
3. The Board of Directors hereby establishes the following fees: for the use of EV charging stations on SEJPA’s premises: \$0.3564 per kWh for the use of EV charging stations; and \$2 per hour for EV charging station parking of four (4) hours or more (collectively, “EV Charging Station Fees”). The EV Charging Station Fees consist of the reasonably estimated costs as set forth in Exhibit A.
4. The Board of Directors hereby authorizes SEJPA to collect EV Charging Station Fees from users of the EV charging stations on SEJPA’s premises and directs that SEJPA maintain a separate accounting of EV Charging Station Fees and apply that revenue first

to the maintenance, operation, and administration of the EV charging stations, then to any other legal purpose.

5. The Board of Directors hereby delegates its authority to enforce this Resolution to the General Manager ("Designee"), and directs the Designee to take all necessary and appropriate actions in furtherance of this Resolution, including without limitation providing for the collection of EV Charging Station Fees and establishing terms, conditions and protocols for EV charging station access and use.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the San Elijo Joint Powers Authority, California, held on this ___ day of _____ 2022 by the following vote:

AYES: Boardmembers:

NOES: Boardmembers:

ABSENT: Boardmembers:

ABSTAIN: Boardmembers:

Kellie Hinze, Chairperson
SEJPA Board of Directors

ATTEST:

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

EXHIBIT A
EV CHARGING STATION FEE

| SEJPA's Estimated Cost Recovery Calculation | |
|---|--------------------|
| Cost of Electricity* | \$0.225/kWh |
| Maintenance Cost Recovery | \$0.076/kWh |
| Administration Cost Recovery | \$0.023/kWh |
| Subtotal | \$0.324/kWh |

* Cost of electricity includes time-of-use grid power and onsite solar power that is planned to be online in October 2022

| End User Energy Cost | |
|-----------------------|---------------------|
| SEJPA cost | \$0.324/kWh |
| ChargePoint fee (10%) | \$0.0324/kWh |
| Total | \$0.3564/kWh |

| Parking Fee | |
|----------------|----------|
| 0-3 hours | \$0/hour |
| 4 hours and up | \$2/hour |

*Partial hours will be charged the full \$2 fee.