

SAN ELIJO JOINT POWERS AUTHORITY  
MINUTES OF THE BOARD MEETING  
HELD ON JUNE 17, 2025  
AT THE SAN ELIJO WATER CAMPUS

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Kristi Becker, Chair

Luke Shaffer, Vice Chair

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A meeting of the Board of Directors of the San Elijo Joint Powers Authority (SEJPA) was held Tuesday, June 17, 2025, at 8:30 a.m., at the San Elijo Water Campus.

1. CALL TO ORDER

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

2. ROLL CALL

*Directors Present:*

Board Chair

Kristi Becker

Vice Chair

Luke Shaffer

Board Member

David Zito

Board Member

Jim O'Hara

*Others Present:*

General Manager

Michael Thornton

Director of Operations

Christopher Trees

Director of Infrastructure and Sustainability

Thomas Falk

Director of Finance and Administration

Kevin Lang

Senior Project Manager

Michael Konicke

Accounting Technician I

Maria Cruz

Mechanic II

Miguel Becerra

*SEJPA Counsel:*

Snell and Wilmer

Adriana Ochoa

*City of Encinitas:*

Senior Engineer

Daniel Nutter

*City of Solana Beach:*

City Engineer

Dan Goldberg

3. PLEDGE OF ALLEGIANCE

Board Chair Becker led the Pledge of Allegiance.

**Board Action:** Vote to include Agenda Item No.19 - NOTICE OF EMERGENCY SITUATION AND AWARD OF CONSTRUCTION CONTRACT FOR REPAIRS TO RECYCLED WATER PIPELINE ON THE SAN ELIJO WATER CAMPUS (SUBJECT TO TWO-THIRDS VOTE OF THE SAN ELIJO JOINT POWERS AUTHORITY BOARD) \*

Upon request from the General Manager Michael T. Thornton, the Board voted to include a non-agendized item related to the declaration of an Emergency Situation and subsequent contract awards related to repairs needed to the SEJPA recycled water pipeline. To approve the inclusion of the non-agendized item a two-thirds vote is required.

Moved by Board Member Zito and seconded by Board Chair Becker to approve the addition of Agenda Item No. 19.

Motion carried with the following vote of approval:

AYES: Becker, Shaffer, O'Hara, Zito  
NOES: None  
ABSENT: None  
ABSTAIN: None

4. ORAL COMMUNICATION/PUBLIC COMMENT PERIOD

None.

5. AWARDS AND RECOGNITION

Miguel Becerra – Associate of Science Degree – Air Conditioning, Heating, and Refrigeration

6. CONSENT CALENDAR

Agenda Item No. 7	Approval of Minutes for the May 20, 2025 Board Meeting
Agenda Item No. 8	Approval for Payment of Warrants and Monthly Investment Report – May 2025
Agenda Item No. 9	Wastewater Treatment Report – April 2025
Agenda Item No. 10	Recycled Water Report – April 2025
Agenda Item No. 11	Reportable Meetings
Agenda Item No. 12	San Elijo Joint Powers Authority Contract for Procurement of Uniform Services and Safety Related Supplies for Fiscal Years 2025-26 through 2027-28
Agenda Item No. 13	Extension of Information Technology (IT) Services Agreement with the City of Encinitas
Agenda Item No. 14	Restructuring the Sale of Reclaimed Water to the City of Del Mar and 22 <sup>nd</sup> District Agricultural Association

Moved by Board Member Zito and seconded by Board Member O'Hara to approve the Consent Calendar.

Motion carried with the following vote of approval:

AYES: Becker, Shaffer, O'Hara, Zito  
NOES: None  
ABSENT: None  
ABSTAIN: None

16. ADOPTION OF THE SAN ELIJO JOINT POWERS AUTHORITY FISCAL YEAR 2025-26 BUDGET, INVESTMENT POLICY, AND APPOINTMENT OF TREASURER

Director of Finance and Administration Kevin Lang presented an overview of FY 2025-26 Recommended Budget which was initially presented at the April 2025 board meeting. The total FY 2025–26 Budget is \$17,521,525, comprising \$11,204,651 in operating expenses, \$3,941,368 in capital appropriations, and \$2,375,506 in debt service payments. Director Lang highlighted that there were no changes received from Member Agencies or participating government agencies. Director Lang also provided an update on the revised recycled water rate assumptions to be included in the budget as follows, staff recommend to update a previously included recycled water rate increase of 12% effective July 1, 2025, to a more gradual 3.9% increase on July 1, 2025 and a 7.8% increase on January 1, 2026. Director Lang also discussed the annual adoption of San Elijo Joint Powers Authority's investment policy and guidelines. Director Lang reported that there would be no changes to the list of authorized investment instruments for the upcoming fiscal year. General Manager Mike Thornton then recommended the appointment of Director Kevin Lang as treasurer for FY 2025-26.

Moved by Board Member Zito and seconded by Board Member O'Hara to:

1. Adopt Resolution No. 2025-03, Approving the San Elijo Joint Powers Authority Operating and Capital Improvement Budgets for Fiscal Year 2025-26;
2. Adopt Resolution No. 2025-04, Approving the San Elijo Joint Powers Authority Investment Policy and Guidelines and Appointment of Kevin Lang as SEJPA Treasurer; and
3. Discuss and take action as appropriate.

Motion carried with the following vote of approval:

AYES: Becker, Shaffer, O'Hara , Zito  
NOES: None  
ABSENT: None  
ABSTAIN: None

17. CAPITAL PROGRAM UPDATE

Director of Infrastructure and Sustainability Tom Falk presented an update on the San Elijo Joint Powers Authority Capital Program. Director Falk noted that the \$21 million 3-Year Capital Plan (2023-2025) is nearing completion and that attention will be focused on updating the 2025 Facility Plan which will prioritize capital needs over the next decade (2026-2035). As part of this effort, San Elijo JPA staff and the consultant team conducted condition assessments of remote pump station sites and the San Elijo Water Campus. Director Falk also reported that one capital project was completed over the past quarter, and three ongoing capital projects will be completing construction over the next six months. Director Falk also described the FY 2025-26 Capital Program priorities which will be prioritized for this fiscal year.

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

18. WANKET RESERVOIR ASSIGNMENT AND ASSUMPTION AGREEMENT

General Manager Michael Thornton presented the Wanket Reservoir assignment and assumption agreement. Under the current agreements, as presented by Mr. Thornton, Olivenhain (OMWD) retains ownership and asset liability for two-thirds of the Reservoir capacity although their recycled water distribution system does not physically connect to that site. Olivenhain has expressed interest in transferring their ownership share to San Elijo Joint Powers Authority (SEJPA). Mr. Thornton noted that this proposed action would benefit both agencies by providing the following: simplified governance, administrative efficiency, asset relief for OMWD and asset optimization and regional benefit. Mr. Thornton stated that there would be no immediate cost or purchase price to SEJPA, and the funding is already included in SEJPA's capital program budget. This item will be returned to the Board for approval later.

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

19. NOTICE OF EMERGENCY SITUATION AND AWARD OF CONSTRUCTION CONTRACT FOR REPAIRS TO RECYCLED WATER PIPELINE ON THE SAN ELIJO WATER CAMPUS (SUBJECT TO TWO-THIRDS VOTE OF THE SAN ELIJO JOINT POWERS AUTHORITY BOARD) \*

Director of Infrastructure and Sustainability Thomas Falk presented to the Board regarding an emergency repair which happened on the recycled water pipeline at the San Elijo Water Campus. The recycled water pipeline failure happened on June 14, 2025. Following the commencement of emergency repairs after hours and on the weekend, the pipe was repaired and placed back into service on June 15, 2025. The agency acted on emergency authority which is granted when physical condition threatens public health or safety or the environment and requires immediate remedial action. Director Falk pointed out that San Elijo JPA Purchasing Policies and Procedures, Resolution 2022-01, allows for emergency contracts to be awarded without bids and allows the General Manager to declare

emergency conditions to deploy resources. The emergency repair cost estimate is up to \$60,000 and will be funded by recycled water operating reserves. The final paving will be completed via an existing, separate contract, with the cost to be determined.

Moved by Vice-Chairperson Shaffer and seconded by Board Member O'Hara to:

1. Review and Confirm this Emergency Condition pursuant to San Elijo Joint Power Authority's Resolution 2022-01 "Purchasing Policies and Procedures" and Public Contract Code 22050, and ratify the General Manager's execution of an emergency repair agreement with Burtech Pipeline for repairs to buried recycled water pipeline at the San Elijo Water Campus; and
2. Discuss and take action as appropriate.

Motion carried with the following vote of approval:

AYES: Becker, Shaffer, O'Hara , Zito  
NOES: None  
ABSENT: None  
ABSTAIN: None

20. GENERAL MANAGER'S REPORT

General Manager Michael Thornton reported that the agency is a part of the North San Diego Water Reuse Coalition that seeks funding for recycled water projects and recently the Bureau of Reclamation has awarded funding of \$23M. Previously the agency was seeking funding for the Biological Treatment Improvement Project however that has been postponed due to insufficient funding. Instead, General Manager Thornton stated that staff are now seeking \$2 million in grant funding for a Water Conservation Project which will save 18 million gallons of recycled water annually and make more water available for new customers. The grant application has been submitted.

21. GENERAL COUNSEL'S REPORT

None.

22. BOARD MEMBER COMMENTS

None.

23. CLOSED SESSION

A closed session was held per Government Code Section 54957 (b)(1), Public Employee Performance Evaluation, Title: General Manager

Closed session ended at 9:43 a.m.. No reportable actions taken.

24. DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE GENERAL MANAGER MERIT BONUS

The General Manager's employment agreement allows for consideration and award of a merit bonus payable in June of each year. Staff recommendation is to discuss and take action as appropriate.

Moved by Board Member Zito and seconded by Vice-Chairperson Shaffer to award the General Manager his full \$5,000 bonus per the General Manager's employment agreement.

Motion carried with the following vote of approval:

AYES: Becker, Shaffer, O'Hara , Zito

NOES: None

ABSENT: None

ABSTAIN: None

25. ADJOURNMENT

The meeting adjourned at 9:44 a.m. The next Board of Directors meeting is scheduled to be held on Tuesday, August 19, 2025 at 8:30 a.m.