

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE BOARD MEETING
HELD ON MARCH 17, 2026
AT THE SAN ELIJO WATER CAMPUS

Luke Shaffer, Chair

David Zito, Vice Chair

A meeting of the Board of Directors of the San Elijo Joint Powers Authority (SEJPA) was held Tuesday, March 17, 2026, at 8:30 a.m., at the San Elijo Water Campus.

1. CALL TO ORDER

Board Chair Schaffer called the meeting to order at 8:39 a.m.

2. ROLL CALL

Directors Present:

Board Chair

Luke Shaffer

Vice Chair

David Zito

Board Member

Jim O'Hara

Directors Absent:

Board Member

Kristi Becker

Others Present:

General Manager

Michael Thornton

Deputy General Manager

Thomas Falk

Director of Operations

Christopher Trees

Director of Finance and Administration

Kevin Lang

Administrative Coordinator

Vanessa Hackney

SEJPA Counsel:

Snell and Wilmer

Tracie Stender

3. PLEDGE OF ALLEGIANCE

Board Chair Shaffer led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS/PUBLIC COMMENT PERIOD

None.

5. AWARDS AND RECOGNITION

New Hires:

Jose Garcia, Lead Mechanic (Rehire) – Prior Service - 2015 - 2023

Recognition:

Javier Perez, Laboratory Analyst I

Master of Science in Biochemistry – University of Saint Joseph

6. CONSENT CALENDAR

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| Agenda Item No. 7 | Approval of Minutes for the February 17, 2026 Board Meeting |
| Agenda Item No. 8 | Approval for Payment of Warrants and Monthly Investment Report – February 2026 |
| Agenda Item No. 9 | Wastewater Treatment Report – January 2026 |
| Agenda Item No. 10 | Recycled Water Report – January 2026 |
| Agenda Item No. 11 | Reportable Meetings |
| Agenda Item No. 12 | Award of Chemical Contracts for Ferric Chloride, Sodium Hydroxide, and Citric Acid for Fiscal Year 2027-2029 |
| Agenda Item No. 13 | Purposely Left Blank |
| Agenda Item No. 14 | Purposely Left Blank |

Moved by Vice Chair Zito and seconded by Board Member O’Hara to approve the Consent Calendar.

Motion carried with the following vote of approval:

AYES: Shaffer, Zito (casting 2 votes: one in personal capacity, one as proxy for Board Member Becker), O’Hara
NOES: None
ABSENT: Becker
ABSTAIN: None

16. CAPITAL PROGRAM UPDATE

Deputy General Manager Thomas Falk presented an update on the San Elijo Joint Powers Authority Capital Program. He reported that the \$21 million 3-Year Capital Plan (2023–2025) is nearing completion, and that efforts are now shifting toward updating the 2025 Facility Plan in coordination with the consultant team. The team has completed technical studies addressing treatment plant hydraulics, resource recovery, energy optimization, treatment capacity, and asset management. Staff are working closely with the consultants to review these studies and translate identified facility needs into defined capital projects for implementation over the next decade. Asset management priorities include rehabilitation of tanks and equipment in the primary, digester, and secondary treatment areas, as well as the dissolved air flotation system.

The FY2026–28 Capital Plan, introduced with the FY2025–26 Budget, will remain consistent in the FY2026–27 Budget. Capital needs identified through the Facility Plan update will be brought to the Board for authorization as projects advance. Wastewater Program capital needs are estimated at \$8.25 million and will be funded on a pay-as-you-go basis through annual capital contributions from member agencies.

The Recycled Water Cost of Service Study has been completed, and the Board adopted a rate structure supporting \$6.29 million in capital expenditures over the FY2026–28 period, including completion of ongoing construction projects. Following final accounting of Phase 4 projects, including additional costs associated with the Wanket Tank project, approximately \$3 million in remaining capital funding will be required. These costs are expected to be funded through recycled water loan proceeds and pay-as-you-go capital funding through 2028

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

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20. GENERAL MANAGER’S REPORT

General Manager Michael Thorton provided the Board with a schedule of upcoming events leading to the presentation and adoption of the San Elijo Joint Powers Authority’s Fiscal Year 2026–27 Budget, as well as the solicitation and award of a new financial audit firm.

21. GENERAL COUNSEL'S REPORT

None.

22. BOARD MEMBER COMMENTS

None.

23. CLOSED SESSION

None.

24. ADJOURNMENT

The meeting adjourned at 9:03 a.m. The next Board of Directors meeting is scheduled to be held on Tuesday, April 21, 2026 at 8:30 a.m.