

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE SPECIAL BOARD MEETING
HELD ON FEBRUARY 25, 2020
AT THE
SAN ELIJO WATER CAMPUS

Jody Hubbard, Chair

Kristi Becker, Vice Chair

A meeting of the Board of Directors of San Elijo Joint Powers Authority (SEJPA) was held Tuesday, February 25, 2020, at 8:30 a.m., at the San Elijo Water Campus at 2695 Manchester Avenue, Cardiff by the Sea, California.

1. CALL TO ORDER

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

2. ROLL CALL

Directors Present:

Jody Hubbard
Kristi Becker
Catherine Blakespear
David Zito

Directors Absent:

None

Others Present:

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

SEJPA Counsel:

Procopio, Cory, Hargreaves & Savitch	Greg Moser
	Maryam Rastagar

City of Encinitas:

Assistant City Manager	Mark Delin
Director of Public Works	Carl Quiram
Assistant Director/Assistant General Manager	Isam Hireish

City of Solana Beach:

City Manager	Greg Wade
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3. PLEDGE OF ALLEGIANCE

Chair Hubbard led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

None

5. AWARDS AND RECOGNITION

General Manager Thornton recognized Michael Konicke's 5 years of service to San Elijo Joint Powers Authority.

6. CONSENT CALENDAR

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

Agenda Item No. 7 Approval of Minutes for the January 27, 2020 Meeting

Agenda Item No. 8 Approval for Payment of Warrants and Monthly Investment Report

Agenda Item No. 9 San Elijo Water Campus Treated Effluent Flows – Monthly Report

Agenda Item No. 10 San Elijo Recycled Water Program – Monthly Report

Motion carried with the following vote of approval:

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

11. ITEMS REMOVED FROM CONSENT CALENDAR

None

12. OCEAN OUTFALL 2019 INSPECTION

Chris Trees, Director of Operations, presented the 2019 ocean outfall inspection report, which was completed by Carollo Engineers and Marine Taxonomic Services, Inc. The San Elijo Ocean Outfall was found to be in excellent overall condition. Offshore areas of the outfall were stable and showed no signs of ballast movement, spalling, rust staining, cracking, or other deficiencies in the concrete pipe. Mr. Trees discussed recommendations for future maintenance activities for continued reliable operation of the San Elijo Ocean Outfall.

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

1. Accept and file the San Elijo Ocean Outfall Year 2019 Integrity Report prepared by Carollo Engineers.

Motion carried with the following vote of approval:

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

13. MID YEAR REVIEW OF OPERATING BUDGET

The General Manager presented the mid-year analysis of the SEJPA's FY 2019-20 financial forecast. Programs managed and operated by the SEJPA include: Wastewater Treatment, Laboratory Services, Ocean Outfall, Pump Stations, Stormwater Services, and Recycled Water. Mr. Thornton informed the Board of Directors that total operating expenses for the agency are expected to be under budget by \$42,692 or 0.6%. The forecast for the Recycled Water program is to deliver \$530,221 in revenue over expense.

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

14. WATER CAMPUS IMPROVEMENT PROJECT UPDATE

The General Manager updated the Board of Directors on the Water Campus Improvement project. Mr. Thornton stated that staff is in discussion with PCL Construction to finalize the Guaranteed Maximum Price (GMP), project schedule, and construction documents. This information will be incorporated into the lease-purchase agreement amendment and is anticipated to be presented at the March 2020 Board Meeting. The current project budget is approximately \$3.75 million or approximately 20% over the anticipated budget. To fund this gap, staff will seek additional cost support from Caltrans, as well as seek credit for the land contributed to the proposed multi-use trail to offset fees from the City of Encinitas. The remaining shortfall will be funded from existing future capital cash from the wastewater and recycled water programs.

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

15. GENERAL MANAGER'S REPORT

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

The General Manager stated SEJPA is working with Greg Moser and his team to update SEJPA's bylaws, this is anticipated to be brought to the Board during the March Board Meeting.

16. GENERAL COUNSEL'S REPORT

None

17. BOARD MEMBER COMMENTS

Board Member Zito stated that there is a possibility he may miss the next scheduled Board Meeting, March 9, 2020. The Board agreed to keep the next Board Meeting as scheduled.

18. ADJOURNMENT

The meeting adjourned at 10:38 a.m. The next Board of Directors meeting will be held on Monday, March 9, 2020 at 8:30 a.m.

Respectfully submitted,

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

Michael T. Thornton, P.E.
General Manager