

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE BOARD MEETING
HELD ON NOVEMBER 9, 2015
AT THE
SAN ELIJO WATER RECLAMATION FACILITY

David Zito, Chair

Catherine S. Blakespear, Vice Chair

A meeting of the Board of Directors of the San Elijo Joint Powers Authority (SEJPA) was held Monday, November 9, 2015, at 9:00 a.m., at the San Elijo Water Reclamation Facility at 2695 Manchester Avenue, Cardiff by the Sea, California.

1. CALL TO ORDER

Chair Zito called the meeting to order at 9:02 a.m.

2. ROLL CALL

Directors Present:

Catherine S. Blakespear
Ginger Marshall
Mark Muir
David Zito

Directors Absent:

None

Others Present:

General Manager
Director of Operations
Director of Finance & Administration
Administrative Assistant/Board Clerk

Michael Thornton
Christopher Trees
Paul Kinkel
Jennifer Basco

SEJPA Counsel:

Procopio, Cory, Hargreaves & Savitch

Greg Moser

City of Solana Beach:

City Manager
Director of Engineering/Public Works

Greg Wade
Mohammad "Mo" Sammak

City of Encinitas:

Director of Engineering and Public Works
Public Works Management Analyst

Glenn Pruiam
Bill Wilson

Leaf & Cole, LLP:

Michael Zizzi, CPA

Olivenhain Municipal Water District:

Engineering Manager
Engineering Services Supervisor

George Briest
Chad Williams

RMC Water and Environment:
Senior Water Resources Planner

Rosalyn Prickett, AICP

Trussell Technologies, Inc.

Shane Trussell, Ph.D., P.E., BCEE

3. PLEDGE OF ALLEGIANCE

Chair Zito led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

None

5. PRESENTATION OF AWARDS

None

6. CONSENT CALENDAR

Moved by Board Member Muir and seconded by Board Member Marshall to approve the Consent Calendar.

Motion carried with unanimous vote of approval.

Consent Calendar:

Agenda Item No. 7 Approval of Minutes for the October 12, 2015 meeting

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

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

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

11. ITEMS REMOVED FROM CONSENT CALENDAR

None

12. COLIFORM STUDY REPORT ACCEPTANCE

The General Manager reported that the SEJPA has been working with Trussell Technologies since 2014, to investigate and eliminate sporadic coliform issues associated with the recycled water treatment process. Trussell Technologies reviewed several years of water quality data, developed a test plan, and performed fieldwork to execute the plan. The results of the investigation were presented in the Trussell Technologies Coliform Technical Memorandum.

Mr. Thornton reported that two probable causes for the increased total coliform were identified (particle shielding and possible sample contamination) and recommendations to eliminate the problem were presented. Short-term operational changes include: (1) increased manual cleaning of the granular media filters (GMF); (2) reduced acceleration and deceleration of flow rates through the GMF; and (3) changes to the sample location. The recommended long-term capital projects include evaluate replacing the GMF with membrane filtration and adding recycled water storage at the treatment facility.

The General Manager stated that there is no financial impact associated with accepting and filing the report. Evaluation of long-term recommendations will be incorporated into future planning documents for the recycled water system.

Moved by Board Member Muir and seconded by Board Member Marshall to:

1. Accept and file the Trussell Technologies Coliform Study Report.

Motion carried with unanimous vote of approval.

13. 2014-15 FINANCIAL AUDIT ACCEPTANCE

Paul Kinkel, Director of Finance and Administration presented the 2014-15 Fiscal Year Audit. The financial statements were prepared in accordance with generally accepted accounting principles (GAAP) and the Government Accounting Standards Board (GASB). Mr. Kinkel stated that the only adjustments made during the audit process were due to the new GASB's Statement No. 68, Accounting and Financial Reporting for Pensions. Mr. Kinkel then introduced Mike Zizzi from Leaf & Cole, LLP to give an overview of the audit findings.

Mr. Zizzi stated that the SEJPA's financial statements are in conformity with accounting principles generally accepted in the United States of America. Mr. Zizzi briefly explained GASB 68, reviewed the financials and statement of cash flows, and then answered Board Member questions.

Moved by Board Member Muir and seconded by Board Member Marshall to:

1. Accept and file the 2014-15 Fiscal Year Audit for the San Elijo Joint Powers Authority.

Motion carried with unanimous vote of approval.

14. UPDATE ON THE FINAL PROGRAM ENVIRONMENTAL IMPACT REPORT – NORTH SAN DIEGO REGIONAL RECYCLED WATER PROJECT

General Manager Thornton informed the Board of Directors that the Program Environmental Impact Report (PEIR) for the North San Diego Regional Recycled Water Project (NSDRRWP) was approved by its lead agency, Olivenhain Municipal Water District (OMWD) last month at their Board Meeting. The PEIR is an informational document that discloses the impacts of discretionary government actions on the environment. The General Manager introduced Rosalyn Prickett of RMC Water and

Environment, who provided an in-depth look at: (1) What is the Coalition; (2) What is the NSDRRWP; and (3) What is the California Environmental Quality Act (CEQA) process.

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

15. CAPITAL IMPROVEMENT PROJECT – PRELIMINARY TREATMENT UPGRADES

General Manager Thornton gave a brief background of the SEWRF's preliminary treatment system. This system provides basic physical treatment of the raw wastewater that enters the facility. The 2015 Facility Plan recommended Preliminary Treatment system improvements and equipment upgrades to address hydraulic limitations, system wear, and aging equipment. Dudek prepared the Preliminary Design Report (PDR) for the project, and recommended a combination of channel structures and equipment with the refurbishment of the existing headworks building. Upon successful completion of the PDR and upon Staff's request, Dudek submitted a proposal for final design. Mr. Thornton stated that Dudek's proposal was reviewed by a third party to ensure that it was complete and provided the best value to the agency. The award of the Final Design will require a commitment of \$263,522 from the Wastewater Capital Project Fund.

Moved by Board Member Muir and seconded by Board Member Marshall to:

1. Accept and file the Preliminary Design Report; and
2. Approve the Agreement with Dudek for Final Design for an amount not to exceed \$263,522.

Motion carried with unanimous vote of approval.

16. VILLAGE PARK RECYCLED WATER PROJECT UPDATE

Christopher Trees, Director of Operations, gave an update to the Board of Directors on the Village Park project, which is a joint project between the Olivenhain Municipal Water District (OMWD) and the SEJPA. This project includes more than 7 miles of new recycled water pipelines, the conversion of an existing potable water reservoir to recycled water storage, and the construction of a new water pressure boosting station. Mr. Trees stated that the project will provide recycled water for landscape irrigation for streetscape, greenbelts, and several schools, and is estimated to conserve 90 million gallons of potable water per year. Mr. Trees stated that approximately half of the pipes will be installed by the end of December and that the project is expected to be complete by June 2016.

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

17. GENERAL MANAGER'S REPORT

The General Manager informed the Board of Directors that the SEJPA received notice from the Department of Water Resources that SEJPA's IRWM Proposition 84, Round 4, project has been recommended for full funding. The General Manager also announced that the SEJPA's recycled water system is 15 years old and has produced 5.7 billion gallons of recycled water since the inception of the program.

18. GENERAL COUNSEL'S REPORT

Greg Moser updated the Board of Directors on the class action lawsuit against Ramona Municipal Water District. The lawsuit, filed in 2014, claimed that RMWD's method of charging sewer fees based on a parcel's assigned equivalent dwelling units (EDU) was not proportional since it was not based on a parcel's actual wastewater use and so violates Proposition 218. Mr. Moser stated that RMWD won because the judge ruled that the plaintiffs' failed to exhaust their administrative remedies by filing a protest before the sewer fees were approved, following Phase 1 of the trial.

19. BOARD MEMBER COMMENTS

Vice Chair Blakespear thanked the General Manager and staff for providing a tour of the SEWRF to the Cardiff School District.

20. CLOSED SESSION

None

21. ADJOURNMENT

The meeting adjourned at 10:41 a.m. The next Board of Directors meeting will be held on December 14, 2015.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager