

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE BOARD MEETING
HELD ON JANUARY 10, 2018
AT THE
SAN ELIJO WATER RECLAMATION FACILITY

Ginger Marshall, Chair

Tasha Boerner Horvath, Vice Chair

A meeting of the Board of Directors of the San Elijo Joint Powers Authority (SEJPA) was held Wednesday, January 10, 2018, at 8:00 a.m., at the San Elijo Water Reclamation Facility at 2695 Manchester Avenue, Cardiff by the Sea, California.

1. CALL TO ORDER

Chair Marshall called the meeting to order at 8:01 a.m.

2. ROLL CALL

Directors Present:

Ginger Marshall
Tasha Boerner Horvath
David Zito
Joe Mosca

Directors Absent:

None

Others Present:

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

Michael Thornton
Chris Trees
Paul Kinkel
Mike Konicke
Jennifer Basco
Beatriz Arellano

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:

Public Works Management Analyst

Bill Wilson

Encinitas Ranch Community Association

Dick Stern

3. PLEDGE OF ALLEGIANCE

Chair Marshall led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

Dick Stern, President of Encinitas Ranch Community Association, addressed the Board of Directors regarding his continued support and commitment to the Encinitas Ranch Recycled Water project.

5. PRESENTATION OF AWARDS

None

6. CONSENT CALENDAR

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

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

Motion carried with the following vote of approval:

AYES: Marshall, Boerner Horvath, Zito, Mosca
NOES None
ABSENT: None
ABSTAIN: None

Agenda Item No. 7 Approval of Minutes for the December 11, 2017 Meeting

Motion carried with the following vote of approval:

AYES: Boerner Horvath, Zito, Mosca
NOES None
ABSENT: None
ABSTAIN: Marshall

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

Motion carried with the following vote of approval:

AYES: Marshall, Boerner Horvath, Zito
NOES: None
ABSENT: None
ABSTAIN: Mosca

11. ITEMS REMOVED FROM CONSENT CALENDAR

None

12. ELECTION OF OFFICERS AND SCHEDULE OF BOARD MEETINGS

General Manager Thornton stated that in accordance with Article 3 of the San Elijo Joint Powers Authority (SEJPA) Restatement Agreement, the SEJPA Board is required to appoint a chairperson and vice chairperson, and establish the time and place for its regular meeting by the second meeting of each calendar year.

Moved by Board Member Zito and seconded by Chair Marshall to:

1. Appoint Tasha Boerner Horvath as Chairperson for the 2018 SEJPA Board of Directors.

Motion carried with the following vote of approval:

AYES: Marshall, Boerner Horvath, Zito, Mosca
NOES: None
ABSENT: None
ABSTAIN: None

Moved by Chair Boerner Horvath and seconded by Board Member Mosca to:

2. Appoint David Zito as Vice Chair for the 2018 SEJPA Board of Directors.

Motion carried with the following vote of approval:

AYES: Boerner Horvath, Zito, Mosca, Marshall
NOES: None
ABSENT: None
ABSTAIN: None

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

3. Establish the SEJPA regular meeting schedule for 2018 as the second Monday of each month, with no planned meeting for July, and the August meeting set for August 20th, with the meeting location as the San Elijo Water Reclamation Facility, and meeting time at 8:30 a.m.

Motion carried with the following vote of approval:

AYES: Boerner Horvath, Zito, Mosca, Marshall
NOES: None
ABSENT: None
ABSTAIN: None

13. RECYCLED WATER COST OF SERVICE AND PROPOSED WHOLESALE RATE INCREASE FOR FISCAL YEARS 2018-19, 2019-20, AND 2020-21

General Manager Thornton provided a brief background on the Raftelis Financial Consultants 2016 cost of service report. The report provides a basis for the cost of recycled water service and provided recommended water rate increases for Fiscal Year Ending (FYE) 2017 through 2020. Staff is in the process of updating the cost of service model using the actual financial results for FYE 2016 and 2017, budget information for FYE 2018, and revenue/expense forecasts for the future years. The General Manager stated that meetings with each of the water purveyors to review the financial model data and assumptions have been scheduled. Staff anticipates that the final report will be presented to the Board for public discussion in April 2018.

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

14. AWARD CONTRACT FOR CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA) SUPPORT

General Manager Thornton informed the Board of Directors that in April 2016, the Mitigated Negative Declaration (MND) for the San Elijo Water Reclamation Facility (SEWRF) capital upgrades was adopted. Subsequent to the adoption, staff identified additional project components and changes to original envisioned projects that will likely require the existing environmental documents to be reviewed and updated. The four major components include: 1) a new round-about on Manchester Avenue at the entrance to the SEWRF; 2) the North Coast Corridor Program (NCC)/Caltrans bike path through the SEWRF; 3) additional photovoltaic solar at the SEWRF; and 4) storm water and/or recycled water retention facilities being considered at the SEWRF. The General Manager stated the SEJPA engaged HELIX Environmental Planning to develop a scope of services and fee for completing the necessary environmental review and CEQA support. SEJPA selected Helix based on their ongoing performance with the SEJPA and in-depth knowledge of the NCC Program. The SEJPA capital program has adequate funding for the award of the proposed service agreement with Helix Environmental Planning.

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

1. Approve Professional Service Agreement with Helix Environmental Planning for CEQA Support for an amount not to exceed \$88,400.

Motion carried with the following vote of approval:

AYES: Boerner Horvath, Zito, Mosca, Marshall
NOES: None
ABSENT: None
ABSTAIN: None

15. GENERAL MANAGER'S REPORT

General Manager Thornton provided a brief update on the Land Outfall Replacement project. The SEJPA created a BlogSpot, where the public can view the status of construction. Next, the General Manager informed the Board of Directors of recommended new requirements by the EPA and the San Diego Regional Water

Quality Control Board for proposed new ocean discharge National Pollutant Discharge Elimination System (NPDES) permit.

16. GENERAL COUNSEL'S REPORT

None

17. BOARD MEMBER COMMENTS

None

18. CLOSED SESSION

The Board of Directors adjourned to closed session at 8:52 a.m., pursuant to Government Code Section 54957: Employee Performance Evaluation. Title: General Manager.

The Board of Directors came out of closed session at 9:23 a.m., with no reportable action.

19. CONSIDERATION OF GENERAL MANAGER EMPLOYMENT COMPENSATION

Moved by Chair Boerner Horvath and seconded by Vice Chair Zito to:

1. Approve an extension of the General Manager's Employment Contract, with an increased base salary as reflected in the revised Exhibit B to the contract, which was as follows:
 - a. Base Salary of \$206,915 for the period January 1, 2018 through December 31, 2018; and
 - b. Base Salary of \$216,220 for the period January 1, 2019 through December 31, 2019.

Motion carried with the following vote of approval:

AYES: Boerner Horvath, Zito, Mosca, Marshall
NOES: None
ABSENT: None
ABSTAIN: None

20. ADJOURNMENT

The meeting adjourned at 9:26 a.m. The next Board of Directors meeting will be held on February 12, 2018 at 8:30 a.m.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager