

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE BOARD MEETING
HELD ON DECEMBER 14, 2021
VIA VIDEO CONFERENCE

Kristi Becker, Chair

Kellie Hinze, Vice Chair

A meeting of the Board of Directors of San Elijo Joint Powers Authority (SEJPA) was held Tuesday, December 14, 2021, at 8:30 a.m., via a public web conference.

1. CALL TO ORDER

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

2. ROLL CALL

Directors Present:

Kristi Becker
Kellie Hinze
Catherine Blakespear
David Zito

Directors Absent:

None

Others Present:

Director of Operations
Director of Finance and Administration
Administrative Coordinator

Chris Trees
Amy Chang
Vanessa Hackney

SEJPA Counsel:

Procopio

Adriana Ochoa

City of Encinitas:

Assistant City Manager

Jennifer Campbell

3. PLEDGE OF ALLEGIANCE

Director of Operations, Christopher Trees led the Pledge of Allegiance.

4. ORAL COMMUNICATION/PUBLIC COMMENT PERIOD

None.

5. AWARDS AND RECOGNITION

None.

6. CONSENT CALENDAR

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

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| Agenda Item No. 7 | Approval of Minutes for the November 16, 2021 Meeting |
| Agenda Item No. 8 | Approval for Payment of Warrants and Monthly Investment Report |
| Agenda Item No. 9 | Wastewater Treatment Report |
| Agenda Item No. 10 | Recycled Water Report |
| Agenda Item No. 11 | Reportable Meetings |

Motion carried with the following vote of approval:

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

13. AB 361 FINDINGS IN SUPPORT OF VIRTUAL MEETINGS

The Board of Directors discussed the ongoing state of emergency and made the following findings and determinations, moved by Board Member Zito and seconded by Board Member Blakespear to:

1. FIND and DECLARE pursuant to Government Code 54953(e)(3) that the Board of Directors has reconsidered the circumstances of the state of emergency, and
2. FIND and DECLARE that, in light of the information provided in this staff report and the corresponding verbal discussion during this Board Meeting, the state of emergency continues to directly impact the ability of the members to meet safely in person, or state or local officials continue to impose or recommend measures to promote social distancing.
3. The Board gave direction to staff to conduct the January 2022 San Elijo Joint Powers Authority Board of Directors Meetings virtually.

Motion carried with the following vote of approval:

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

14. 2022 ELECTION OF OFFICERS AND BOARD MEETING SCHEDULE

Director of Operations, Christopher Trees, stated that in accordance with its formation agreement the SEJPA Board is required to appoint a chairperson and vice-chairperson

and establish the Board Meeting schedule for its regular meeting by the second meeting of each calendar year.

The appointment of chairperson and vice chairperson is by nomination and vote of the SEJPA Board. After Discussion, the proposed 2022 Regular Meeting Schedule of the Board of Directors is 8:30 a.m. on the third Tuesday of each month, with exceptions in January (forth Tuesday), July (no meeting), and December (second Tuesday).

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

1. Appoint Kellie Hinze as Chairperson and David Zito as Vice Chairperson for the 2022 SEJPA Board of Directors;
2. Adopt the Board Meeting Schedule for 2022.

Motion carried with the following vote of approval:

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

15. 2022 CLASSIFICATION AND COMPENSATION STUDY

Director of Finance and Administration, Amy Chang, reported San Elijo Joint Powers Authority (SEJPA) employees are currently operating under a 3-year labor agreement (Resolution No. 2019-03), which is scheduled to expire June 30, 2022. As part of the resolution, the Competitiveness Assessment Decision section states, "The SEJPA will perform a Classification and Compensation Study and present recommendations to the SEJPA Board of Directors prior to the end of this contract."

SEJPA has the option of completing the Classification and Compensation study in-house or through the use of a consultant. The cost to have a consultant prepare a Classification and Compensation study is estimated to be between \$20,000 and \$40,000 depending on the scope and number of comparators.

There is no external cost to having the study completed in-house, and this effort could be executed under the direction of the General Manager

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

1. Direct staff to complete the Classification and Compensation Study in house.

Motion carried with the following vote of approval:

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

16. GENERAL MANAGER'S REPORT

None.

17. GENERAL COUNSEL'S REPORT

None.

18. BOARD MEMBER COMMENTS

None.

19. CLOSED SESSION

None.

20. ADJOURNMENT

The meeting adjourned at 8:52 a.m. The next Board of Directors meeting is scheduled to be held on Tuesday, January 25, 2022 at 8:30 a.m.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager