

SAN ELIJO JOINT POWERS AUTHORITY  
MINUTES OF THE BOARD MEETING  
HELD ON FEBRUARY 15, 2022  
VIA VIDEO CONFERENCE

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Kellie Hinze, Chair

David Zito, Vice Chair

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A meeting of the Board of Directors of San Elijo Joint Powers Authority (SEJPA) was held Tuesday, February 15, 2022, at 8:30 a.m., via a public web conference.

1. CALL TO ORDER

Chair Hinze called the meeting to order at 8:32 a.m.

2. ROLL CALL

*Directors Present:*

Kellie Hinze  
Catherine Blakespear  
Kristi Becker

*Alternate Present:*

Greg Wade

*Directors Absent:*

David Zito

*Others Present:*

General Manager  
Director of Operations  
Director of Finance and Administration  
Administrative Coordinator

Michael Thornton  
Chris Trees  
Amy Chang  
Vanessa Hackney

*SEJPA Counsel:*

Procopio

Tracie Stender

*City of Encinitas:*

Assistant City Manager

Jennifer Campbell

*City of Solana Beach:*

Director of Engineering/Public Works

Mohammad "Mo" Sammak

*City of Del Mar:*

Public Works Director/City Engineer

Joe Bride

3. PLEDGE OF ALLEGIANCE

General Manager Thornton led the Pledge of Allegiance.

4. ORAL COMMUNICATION/PUBLIC COMMENT PERIOD

None.

5. AWARDS AND RECOGNITION

None.

6. CONSENT CALENDAR

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

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|--------------------|---|
| Agenda Item No. 7  | Approval of Minutes for the December 14, 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   |
| Agenda Item No. 12 | Acceptance of Completion – Construction Contract for the Water Campus Improvement Project |

Motion carried with the following vote of approval:

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

14. AB 361 FINDINGS REGARDING VIRTUAL MEETING (ACTION ITEM)

The Board of Directors discussed the ongoing state of emergency and made the following findings and determinations, moved by Board Member Blakespear and seconded by Board Member Becker 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 March 2022 San Elijo Joint Powers Authority Board of Directors Meetings virtually.

Motion carried with the following vote of approval:

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

15. SAN ELIJO JOINT POWERS AUTHORITY MID-YEAR REVIEW OF THE FISCAL YEAR 2021-22 OPERATING BUDGET

Director of Finance and Administration, Amy Chang, stated that SEJPA provides wastewater treatment and disposal, water recycling, and technical support to local clean-water programs. In providing these services, SEJPA seeks to accomplish its mission in an environmentally, socially, and fiscally responsible manner. The total budget for Fiscal Year 2021-22 is \$8,003,113.

Total operating expenses for the agency are expected to be under budget by \$103,342 or 1.7%. Eight programs are estimated to finish the fiscal year below budget, while two programs (Ocean Outfall and City of Encinitas) are tracking above budget due to the Plume Tracking Study and additional sediment disposal service. The Recycled Water program is expected to deliver \$1,140,985 revenue over expense.

No action required. This presentation is for information only.

16. CONSIDER RESOLUTION APPROVING ELECTRIC VEHICLE CHARGING STATION FEE STRUCTURE AND RELATED ACTIONS

General Manager Thornton stated that the recently completed Water Campus Improvement Project includes six Electric Vehicle (EV) Charging Stations. Encouraging the use of electric vehicles by providing convenient access to EV charging stations is supported by SEJPA and each member agency's Climate Change Action Plans.

The EV charging stations utilize a third-party billing and networking provider for customer billing interface and EV system monitoring and maintenance. SEJPA has selected ChargePoint, Inc. (ChargePoint) for these services.

All EV charging station usage data is available to staff in a cloud database. Staff will evaluate the usage and costs to the agency and recommend rate adjustments as required to encourage charger utilization and provide a cost neutral source of EV power over a 3-year evaluation period.

The pricing plan that is being presented for adoption was designed to cover energy costs, transactions fees, and regular equipment maintenance while keeping the charging cost competitive with surrounding EV stations. Establishing parking fees at the station encourages turnover of the parking space to maximize EV charging availability to the public and system utilization.

Staff recommends setting a fee structure at \$0.3564/kWh with a parking fee of \$2.00 an hour after the third hour. Partial hours would be charged the full hourly fee. The parking fee would only apply to the EV charging stations, and only after the third hour of use. The remaining parking stalls (non-EV Charging) would be free to the public.

Moved by Chair Hinze and seconded by Board Member Becker to:

1. Adopt Resolution 2022-02 establishing an Electric Vehicle Charging Station Fee Structure

Motion carried with the following vote of approval:

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

17. GENERAL MANAGER'S REPORT

General Manager Thornton stated that SEJPA received two unsolicited offers to conduct water related research at the water campus. Staff is evaluating these offers, both of which are interested in leasing office and laboratory space. If these proposals merit moving forward, staff will present the recommended lease offer to the Board at a future Board Meeting.

General Manager Thornton also provided an update on SEJPA's Urban Water and Clean Water services program. SEJPA has been approached by the Del Mar Fairgrounds for providing them with clean water services associated with their stormwater program. These services are in line with technical abilities and knowledge of our staff and would provide new revenue into the agency. As these discussions mature, the Board will be updated.

18. GENERAL COUNSEL'S REPORT

None.

19. BOARD MEMBER COMMENTS

None.

20. CLOSED SESSION

A closed session was held for:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code 54956.8)  
Property: 2695 Manchester Ave. Cardiff By The Sea, CA 92007  
Agency Negotiator: Michael Thornton, General Manager  
Negotiating Parties: The City of Encinitas  
Under negotiation: Price and Terms of Payment

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code 54956.8)  
Property: Parcel Number 254-61-111  
Agency Negotiator: Michael Thornton, General Manager  
Negotiating Parties: San Dieguito Water District  
Under negotiation: Price and Terms of Payment

No reportable actions were taken.

21. ADJOURNMENT

The meeting adjourned at 9:28 a.m. The next Board of Directors meeting is scheduled to be held on Tuesday, March 15, 2022 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