

AGENDA
REGULAR BOARD MEETING OF THE
SAN ELIJO JOINT POWERS AUTHORITY
JUNE 20, 2023 AT 8:30 A.M.
SAN ELIJO WATER CAMPUS – BOARD MEETING ROOM
2695 MANCHESTER AVENUE
CARDIFF BY THE SEA, CALIFORNIA

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. ORAL COMMUNICATIONS/PUBLIC COMMENT PERIOD (NON-ACTION ITEM)
5. AWARDS AND RECOGNITION
6. * **CONSENT CALENDAR**
7. * [APPROVAL OF MINUTES FOR MAY 16, 2023 MEETING](#)
8. * [APPROVAL FOR PAYMENT OF WARRANTS AND MONTHLY INVESTMENT REPORTS](#)
9. * [WASTEWATER TREATMENT REPORT](#)
10. * [RECYCLED WATER REPORT](#)
11. * [REPORTABLE MEETINGS](#)
12. * [UPDATE OF EMERGENCY REPAIRS TO RECYCLED WATER PIPELINE IN MANCHESTER AVE.](#)
13. * [ADOPT RESOLUTION NO. 2023-02, RECOGNIZING THE 100-YEAR ANNIVERSARY OF SANTA FE IRRIGATION DISTRICT](#)
14. * [2023/24 SUPERVISORY CONTROL AND DATA ACQUISITION \(SCADA\) SERVICES CONTRACT AMENDMENT](#)
15. * ITEMS REMOVED FROM CONSENT CALENDAR

Items on the Consent Calendar are routine matters and there will be no discussion unless an item is removed from the Consent Calendar. Items removed by a "Request to Speak" form from the public will be handled immediately following adoption of the Consent Calendar. Items removed by a Board Member will be handled as directed by the Board.

REGULAR AGENDA

16. **[ADOPTION OF THE SAN ELIJO JOINT POWERS AUTHORITY FISCAL YEAR 2023-24 BUDGET, INVESTMENT POLICY, AND APPOINTMENT OF TREASURER](#)**

1. Adopt Resolution No. 2022-03, Approving the San Elijo Joint Powers Authority Operating and Capital Improvement Budgets for Fiscal Year 2023-24;
2. Adopt Resolution No. 2022-04, Approving the San Elijo Joint Powers Authority Investment Policy and Guidelines and Appointment of Amy Chang as SEJPA Treasurer; and
3. Discuss and take action as appropriate.

Staff Reference: General Manager

17. **[CAPITAL PROGRAM UPDATE](#)**

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

Staff Reference: Director of Infrastructure and Sustainability

18. **[GENERAL MANAGER'S REPORT](#)**

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

19. **[GENERAL COUNSEL'S REPORT](#)**

Informational report by the General Counsel on items not requiring Board action.

20. **[BOARD MEMBER COMMENTS](#)**

This item is placed on the agenda to allow individual Board Members to briefly convey information to the Board or public, or to request staff to place a matter on a future agenda and/or report back on any matter. There is no discussion or action taken on comments by Board Members.

21. **[CLOSED SESSION](#)**

The Board will adjourn to Closed Session to discuss item(s) identified below. Closed Session is not open to the public; however, an opportunity will be provided at this time if members of the public would like to comment on any item listed below. (Three-minute limit.) A closed session may be held at any time during this meeting of the San Elijo Joint Powers Authority for the purposes of discussing potential or pending litigation or other appropriate matters pursuant to the "Ralph M. Brown Act".

A closed session will be held per Government Code Section 54957 (b), Public Employee Employment, Title: General Manager.

22. DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE GENERAL MANAGER MERIT BONUS

The General Manager's employment agreement allows for consideration and award of a merit bonus payable in June of each year. Staff recommendation is to discuss and take action as appropriate.

Staff Reference: General Manager

23. ADJOURNMENT

The next regularly scheduled San Elijo Joint Powers Authority Board Meeting will be Tuesday, August 15, 2023 at 8:30 a.m.

NOTICE:

The San Elijo Joint Powers Authority's open and public meetings comply with the protections and prohibitions contained in Section 202 of the Americans With Disabilities Act of 1990 (42 U.S.C Section 12132), and the federal rules and regulations adopted in implementation thereof. Any person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting of the SEJPA Board of Directors, may request such modification or accommodation from Michael T. Thornton, General Manager, (760) 753-6203 ext. 72.

The agenda package and materials related to an agenda item submitted after the packet's distribution to the Board are available for public review in the lobby of the SEJPA Administrative Office during normal business hours. Agendas and minutes are available at www.sejpa.org. The SEJPA Board meetings are generally held on the third Tuesday of each month, with no scheduled meetings in July.

AFFIDAVIT OF POSTING

I, Michael T. Thornton, Secretary of the San Elijo Joint Powers Authority, hereby certify that I posted, or have caused to be posted, a copy of the foregoing agenda on the SEJPA website at www.sejpa.org, and in the following locations:

San Elijo Water Campus (formerly known as San Elijo Water Reclamation Facility),
2695 Manchester Avenue, Cardiff, California
City of Encinitas, 505 South Vulcan Avenue, Encinitas, California
City of Solana Beach, 635 South Highway 101, Solana Beach, California

The notice was posted at least 72 hours prior to the meeting, in accordance with Government Code Section 54954.2(a).

Date: June 15, 2023

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

Michael T. Thornton, P.E.
Secretary / General Manager

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE BOARD MEETING
HELD ON MAY 16, 2023
AT THE SAN ELIJO WATER CAMPUS

David Zito, Chair

Tony Kranz, Vice Chair

A meeting of the Board of Directors of San Elijo Joint Powers Authority (SEJPA) was held Tuesday, May 16, 2023, at 8:30 a.m., at the San Elijo Water Campus.

1. CALL TO ORDER

Chair Zito called the meeting to order at 8:34 a.m.

2. ROLL CALL

Directors Present:

David Zito
Tony Kranz
Kristi Becker
Kellie Hinze

Others Present:

General Manager	Michael Thornton
Director of Operations	Chris Trees
Director of Infrastructure and Sustainability	Tom Falk
Administrative Assistant II	Abby Schlenk

SEJPA Counsel:

Procopio	Kevin Davis
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City of Solana Beach:

City Manager	Greg Wade
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San Dieguito Water District:

Principal Engineer	Habib Hariri
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Rising Tide Partners:

C.E.O.	Neal Bloom
Marketing & Communications Associate	Iris Grootenhuis

Fieldman Rolapp & Associates

Principal	James V. Fabian
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Oppenheimer & Co. Inc.

Managing Director	Rick Brandis
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Jones Hall

Shareholder	James A. Wawrzyniak, Jr.
Shareholder	David T. Fama

3. PLEDGE OF ALLEGIANCE

Board Chair, David Zito, led the Pledge of Allegiance.

4. ORAL COMMUNICATION/PUBLIC COMMENT PERIOD

None.

5. AWARDS AND RECOGNITION

None.

6. CONSENT CALENDAR

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

Agenda Item No. 7	Approval of Minutes for the April 18, 2023 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	Update of Emergency Repairs to Recycled Water Pipeline in Manchester Ave.

Motion carried with the following vote of approval:

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

14. SAN ELIJO JOINT POWERS AUTHORITY FISCAL YEAR 2023-24 RECOMMENDED BUDGET UPDATE

As of now, SEJPA has not received any proposed changes or public comments on the recommended budget for FY 2023-24. However, staff have identified one change: adding \$14,832 of Other Revenue to account for laboratory rental revenue that SEJPA is scheduled to receive in FY 2023-24. While significant, this addition did not have a material effect on the overall budget.

The FY 2023-24 budget, along with the investment policy and appointment of SEJPA Treasurer for that year, will be presented to the Board of Directors for adoption at the June meeting.

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

15. APPROVE PRIVATE PLACEMENT LOAN FOR THE RECYCLED WATER CAPITAL IMPROVEMENT PROGRAM PROJECTS

General Manager, Michael Thornton, gave a presentation on the procurement, evaluation, and selection process for a Private Placement Loan Agreement with Webster Bank, National Association to finance the Recycled Water Capital Improvement Program Projects.

The loan will provide approximately \$10 million of funding for the recycled water capital program and approximately \$120,000 for bond counsel, underwriting, and financial advisory services, resulting in a total estimated loan amount of \$10,120,000. Staff have reviewed the recycled water financial model, which indicates that the program can sustain the annual debt payment of this loan.

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

1. Authorize Board Chair and General Manager to execute the Private Placement Loan Agreement with Webster Bank, National Association for an amount not-to-exceed \$10,120,000;
2. Adopt Resolution 2023-01 Authorizing Recycled Water Enterprise Financing Via Execution and Delivery of the Loan Agreement, and Authorizing Official Actions Related Thereto; and
3. Discuss and take action as appropriate.

Motion carried with the following vote of approval:

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

16. GENERAL MANAGER'S REPORT

General Manager, Michael Thornton, continued the topic of recycled water by sharing that staff is working with Encinitas Ranch Golf Authority (ERGA) on an extension of the Surplus Recycled Water Agreement between SEJPA, ERGA, and San Dieguito Water District. The current 7-year agreement expires in 2024 and the parties are interested in extending and updating the agreement. Included in this discussion, is the SEJPA's request to ERGA for a utility easement through the golf course for the connecting pipeline to the Wanket Tank. Staff expects the agreement extension and proposed easement could be ready for the Board of Director's consideration at the June meeting.

17. GENERAL COUNSEL'S REPORT

Procopio Associate Kevin Davis gave a reminder that he and Associate Adriana Ochoa will be attending the next Attorney's Committee Meeting by the California Association of Sanitation Agencies (CASA) hosted on Friday, May 19, 2023. He stated that he may return to the next SEJPA Board Meeting with policy updates and information on any new legislation from the meeting.

18. BOARD MEMBER COMMENTS

None.

19. CLOSED SESSION

None.

20. ADJOURNMENT

The meeting adjourned at 8:57 a.m. The next Board of Directors meeting is scheduled to be held on Tuesday, June 20, 2023 at 8:30 a.m.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

SAN ELIJO JOINT POWERS AUTHORITY
PAYMENT OF WARRANTS
23-06
For the Month of May 2023

Warrant #	Vendor Name	G/L Account	Warrant Description	Amount
42262	CA Sanitation Risk Mgmt Auth.	Insurance - Liability	Pooled liability - 12/31/22 - 12/31/23	\$ 45,396.00
42263	Olivenhain Municipal Water Dis	Rent, Service - Landscape and Professional	Pipeline rental, Wanket Reservoir landscape maint, Grant admin	3,738.13
42264	Underground Service Alert/SC	Services - Alarm	Dig alert, Safe excavation board	111.95
42265	A-Check Global	Preemployment Screening	New hire	433.47
42266	ABBA Pump Parts & Service	Repair Parts Expense	Pump #3 repair parts	415.00
42267	Ahrens Mechanical	Services - Construction	Emergency repairs to Recycled Water Pipeline	39,968.83
42268	Akeso Occupation Health	Services - Medical	New hire	365.00
42269	Allied Storage Containers	Equipment Rental/Lease	20' and 40' storage containers 04/15/23 - 05/12/23	359.89
42270	Ardurra Group, Inc	Services - Engineering	Wanket tanket refurbish support from 03/01/23 to 03/31/23	14,368.09
42271	AT&T	Utilities - Telephone	Phone service 03/13/23 - 04/12/23	615.56
42272	Black & Veatch	Services - Engineering	Dewatering facilities upgrades through 04/14/23	9,810.00
42273	Brenntag Pacific, Inc	Supplies - Chemicals	Sodium Tripolyphosphate	2,417.91
42274	California Water Technologies	Supplies - Chem - Ferric Chlo	Ferric Chloride Solution	7,762.27
42275	CDM Smith	Services - Engineering	Services from 02/05/23 - 04/08/23	3,873.00
42276	EDCO Waste & Recycling Service	Utilities - Trash	April	467.48
42277	City of Encinitas	Services - Maintenance	Traffic signal repair	11,070.29
42278	ERA	Supplies - Lab	ERA samples and QC's	2,708.32
42279	Eurofins Calscience, LLC	Services - Laboratory	Testing water samples	2,145.00
42280	Excel Landscape, Inc.	Services - Landscape	Grounds maintenance service - April	4,202.00
42281	Hardy Diagnostics	Supplies - Lab	Various Supplies	1,844.40
42282	Hoch Consulting, APC	Services - Professional	Grant admin	13,317.50
42283	McMaster-Carr Supply Co.	Shop Tools and Equip., Repair Parts	Various tools, equipment, repair parts	813.44
42284	Mission Square	ICMA Retirement	ICMA - 401a	12,071.77
42285	Mission Square - 304175	EE Deduction Benefits	ICMA - 457	20,502.60
42286	Cosby Oil Company, Inc	Fuel	Fuel - April	446.65
42287	Olin Corp - Chlor Alkali	Supplies - Chem - Sodium Hypo	Procurement of Sodium Hypochlorite	7,324.65
42288	Olivenhain Municipal Water Dis	Services - Professional	Grant administration	12,140.10
42289	Plant Tek Inc.	Services - Maintenance	Palm treatment	2,700.00
42290	ProBuild Company, LLC	Supplies - Shop & Field	Various Supplies	270.45
42291	RSF Security Systems	Services - Alarm	Cellular fire system monitoring	49.00
42292	Santa Fe Irrigation District	Utilities - Water (Suppl.)	1722 Lomas Santa Fe Dr - 02/02/23 - 03/31/2023	4,198.24
42293	Abigail Marina Schlenk	Supplies - Office	Employee reimbursement - Board meeting supplies	18.60
42294	Specialty Seals & Accessories	Repair Parts Expense	Repair parts	2,275.62
42295	Tesco Controls	Services - Professional	SCADA Support Services	6,020.00
42296	Trussell Technologies, Inc	Services - Engineering	T1 - Operational support	1,750.50
42297	Unifirst Corporation	Services - Uniforms	Uniform service	887.59
42298	Univar Solutions USA Inc.	Supplies - Chem - Odor	Caustic soda	2,650.27
42299	UPS	Postage/Shipping	Shipping	19.99
42300	USA Bluebook	Supplies - Lab, Repair Parts	Various supplies and repair parts	1,779.94

SAN ELIJO JOINT POWERS AUTHORITY
PAYMENT OF WARRANTS
23-06
For the Month of May 2023

Warrant #	Vendor Name	G/L Account	Warrant Description	Amount
42301	Verizon Wireless	Utilities - Telephone	03/11/23 - 04/10/23	622.02
42302	Void			-
42303	Void			-
42304	Volt Management Corp	Services - Temp	Internship program	18,042.74
42305	WageWorks			149.75
42306	A-B-CPR & First Aid Training	Training - Safety	CPR training	1,045.00
42307	Adam Kaye	Services - Professional	Public communications	100.00
42308	Affordable Drain Services	Services - Maintenance	Jet/Vac Truck	795.00
42309	Aflac	EE Deduction Benefits	Aflac - Mar, Apr, May	1,773.76
42310	Allied Storage Containers	Equipment Rental/Lease	20' and 40' storage containers 05/13/23 - 06/09/23	359.89
42311	AT & T	Utilities - Telephone	Alarm service - April	380.22
42312	Caltrol, Inc.	Repair Parts Expense	AWP actuator	1,954.70
42313	CASA	Seminars/Education	Conference - M. Thornton	625.00
42314	City National Bank	Interest Expense - AWT Note	Loan agreement # 11 - 20	74,076.57
42315	Corodata	Rent	Record storage - April and boxes	122.42
42316	Enthalpy Analytical, LLC	Services - Laboratory	Laboratory toxicity testing service for March 2023	1,050.00
42317	Fisher Scientific	Supplies - Shop & Field, Chemicals	Bottle holder, Sodium Dodecylbenzene	607.42
42318	Hach Company	Services - Maintenance	Annual instrumentation service contract	24,850.00
42319	Idexx Distribution, Inc.	Supplies - Lab	Various Supplies	7,918.90
42320	King Lee Technologies	Repair Parts Expense	Filter cartridges	1,579.50
42321	Liquid Environmental Solution	Services - Grit & Screenings	Roll off box	3,855.00
42322	McMaster-Carr Supply Co.	Repair Parts Expense	Various Supplies	2,698.03
42323	MetLife - Group Benefits	Dental/Vision	Dental - June	2,311.81
42324	Nash Fabricators	Services - Maintenance	Emergency repair of Biosolids conveyer	1,889.00
42325	Olivenhain Municipal Water Dis	Rent	Quail Gardens, Zona Gale, Sandalwood, Wiegand	4,275.00
42326	OneSource Distributors, Inc.	Repair Parts Expense	Conduit	1,171.44
42327	Pacific Pipeline Supply	Supplies - Shop & Field	Tape	58.78
42328	Michael Piper	Subsistence - Travel/Rm & Bd	Employee reimbursement - Various	1,067.89
42329	RCK Controls, Inc.	Services - Professional	Del Mar Fairgrounds infield treatment system	3,560.00
42330	Rockwell Solutions	Repair Parts Expense	Chopper pump parts	7,109.54
42331	Rusty Wallis, Inc.	Services - Maintenance	Water softener, tank service, salt bags	285.97
42332	Santa Fe Irrigation District	Utilities - Water (Suppl.)	Highland Dr. - 03/02/23 - 05/01/23	355.90
42333	Santa Fe Irrigation District	SFID Distribution Pipeline	Pipeline purchase payment	7,713.84
42334	San Dieguito Water District	Utilities - Water	Water	714.06
42335	Southcoast Heating & A/C	Services - Maintenance	HVAC repairs	335.51
42336	Southland Manufacturing, Inc.	Supplies - Shop & Field	Straw wattles and storm water supplies	1,850.63
42337	Terminix Processing Center	Services - Maintenance	Pest control service	441.00
42338	Unifirst Corporation	Services - Uniforms	Uniform service	296.62
42339	United Laboratories	Supplies - Chemicals	Polymer	486.68

SAN ELIJO JOINT POWERS AUTHORITY
PAYMENT OF WARRANTS
23-06
For the Month of May 2023

Warrant #	Vendor Name	G/L Account	Warrant Description	Amount
42340	Underground Service Alert/SC	Services - Alarm	Dig alert, Safe excavation board	283.40
42341	USA Bluebook	Supplies - Lab, Repair Parts Expense	Nitrate, pump, pump head	2,342.33
42342	Void			-
42343	Void			-
42344	Volt Management Corp	Services - Temp	Internship program	23,671.18
42345	Benefits Coordinators Corp.	Dental/Vision	Vision - May	331.20
42346	VWR International, Inc.	Shop Tools and Equip.	Thermometer	288.14
42347	WM Corporate Services, Inc.	Services - Grit & Screenings	10 yard roll of disposal	3,666.24
On-line 777	CA. Dept. of Tax & Fee Admin.	Accrued Sales Tax Payable	Use tax - 01/01/23 - 03/31/23	447.00
On-line 778	Home Depot Credit Services	Shop Tools and Equip.	Various Supplies	1,891.57
On-line 779	Public Employees- Retirement	Retirement Plan - PERS	Retirement - 04/01/23 - 04/14/23	18,091.69
On-line 780	ReadyRefresh	Supplies - Lab	Lab and kitchen supplies	1,242.43
On-line 781	BankCard Center	Vehicle Maintenance	Various Supplies	7,236.93
On-line 782	P.E.R.S.	Medical Insurance - Pers	Health - June	32,013.49
On-line 783	San Diego Gas & Electric	Utilities - Gas & Electric	Gas and electric 04/08/23 - 05/09/23	91,751.55
On-line 784	Sun Life Financial	Life Insurance/Disability	Life and disability - June	2,284.27
	San Elijo Payroll Account	Payroll	Payroll - 05/05/2023	94,703.89
	San Elijo Payroll Account	Payroll	Payroll - 05/19/2023	89,657.58
				\$ 787,741.98

SAN ELIJO JOINT POWERS AUTHORITY

PAYMENT OF WARRANTS SUMMARY

**For the Month of May 2023
As of May 31, 2023**

PAYMENT OF WARRANTS		\$ 787,741.98
Reference Number	23-06	

I hereby certify that the demands listed and covered by warrants are correct and just to the best of my knowledge, and that the money is available in the proper funds to pay these demands. The cash flows of the SEJPA, including the Member Agency commitment in their operating budgets to support the operations of the SEJPA, are expected to be adequate to meet the SEJPA's obligations over the next six months. I also certify that the SEJPA's investment portfolio complies with the SEJPA's investment policy.



Amy Chang
Director of Finance & Administration

STATEMENT OF FUNDS AVAILABLE FOR PAYMENT OF WARRANTS
AND INVESTMENT INFORMATION
As of May 31, 2023

FUNDS ON DEPOSIT WITH	AMOUNT
LOCAL AGENCY INVESTMENT FUND <i>(MAY 2023 YIELD 2.883%)</i>	
UNRESTRICTED DEPOSITS	\$ 22,017,782.48
CALIFORNIA BANK AND TRUST <i>(MAY 2023 YIELD 0.01%)</i>	
REGULAR CHECKING	237,006.19
PAYROLL CHECKING	94,933.17
U.S. Bank - TRUSTEE (PRIVATE PLACEMENT LOAN FUNDS) <i>(MAY 2023 YIELD 4.15%)</i>	10,007,970.00
PARS - TRUSTEE (POST-EMPLOYMENT BENEFITS TRUST) <i>(APRIL 2023 YIELD 0.70%)</i>	596,404.74
TOTAL RESOURCES	\$ 32,954,096.58

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SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 20, 2023

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: WASTEWATER TREATMENT REPORT

RECOMMENDATION

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

DISCUSSION

Monthly Treatment Plant Performance and Evaluation

Wastewater treatment for the San Elijo Joint Powers Authority (SEJPA) met all National Pollutant Discharge Elimination System (NPDES) ocean effluent limitation requirements for the month of April 2023. The primary indicators of treatment performance include the removal of Total Suspended Solids (TSS) and Carbonaceous Biochemical Oxygen Demand (CBOD). The SEJPA is required to remove a minimum of 85 percent of the TSS and CBOD from the wastewater. Treatment levels for **TSS** and **CBOD** were **98.2** and **98.9** percent removal, respectively, during the month of April.

Exceptional Water Treatment

A large, stylized water drop graphic with a dark blue outline and a light blue-to-white gradient fill. It is positioned on the left side of the graphic area.

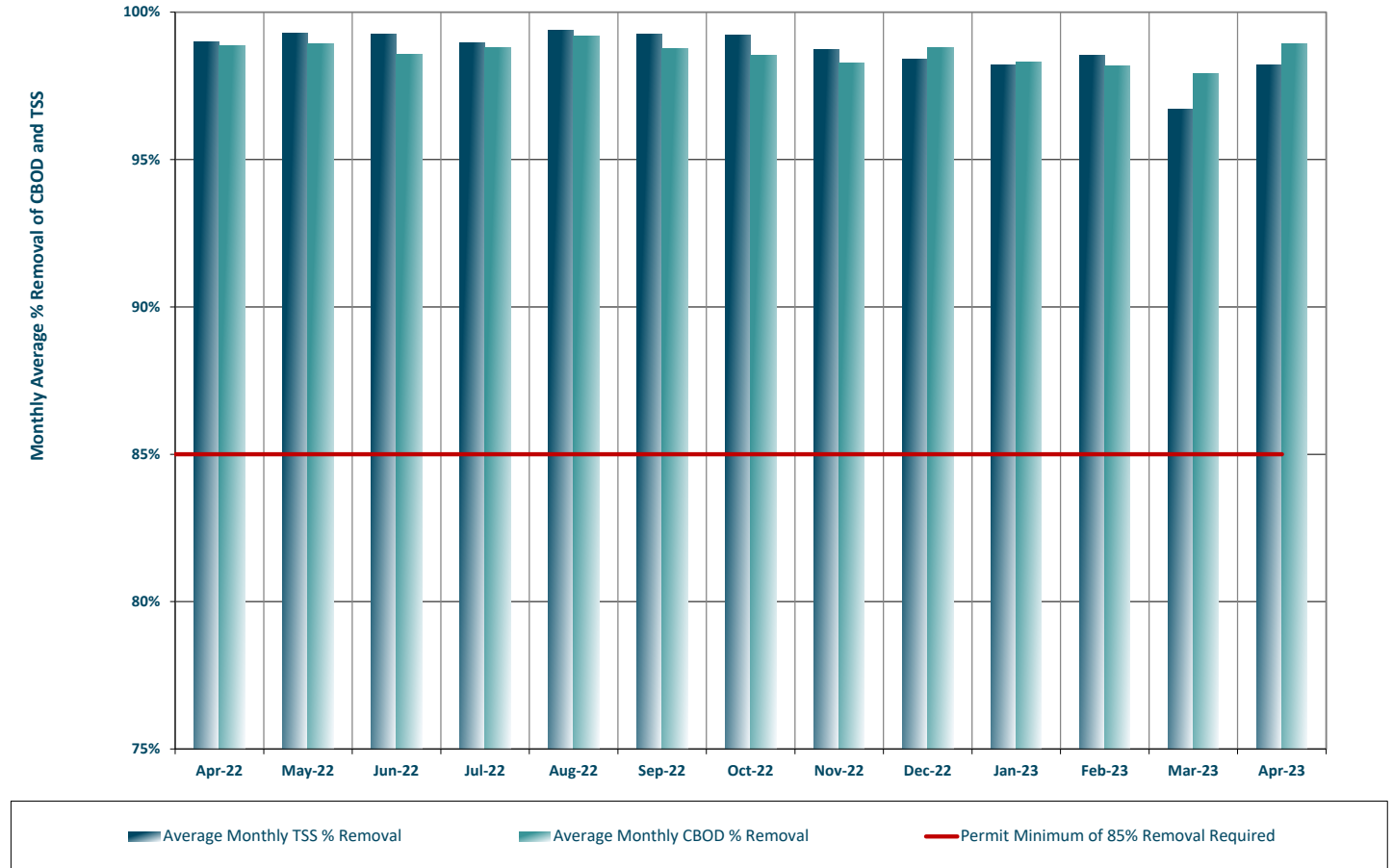
Treatment Removed
98.2% of TSS

A large, stylized water drop graphic with a dark blue outline and a light blue-to-white gradient fill. It is positioned on the right side of the graphic area.

Treatment Removed
98.9% of CBOD

Figure 1 (below) shows historic treatment performance trends for the removal of TSS and CBOD over the last 13 months compared to the permit minimum removal requirement of 85%.

Figure 1: Wastewater Treatment Performance of the SEJPA % Removal of Total Suspended Solids (TSS) and Carbonaceous Biochemical Oxygen Demand (CBOD)



Figures 2 and 3 (below) show historic influent vs effluent TSS and CBOD concentration fluctuations in the strength of the wastewater being received and discharged by the SEJPA.

FIGURE 2: TREATED EFFLUENT FLOWS REMOVAL OF TSS

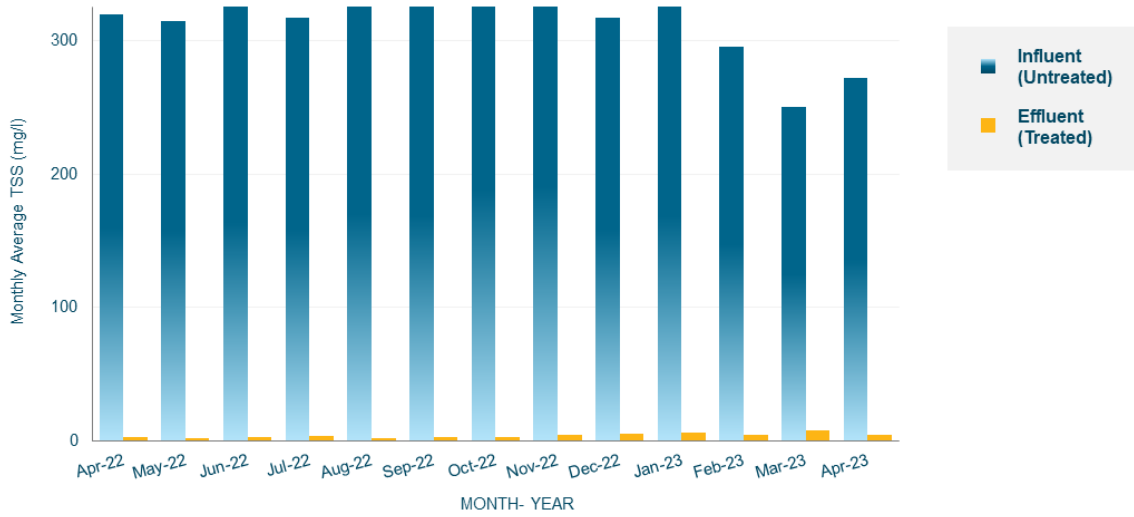
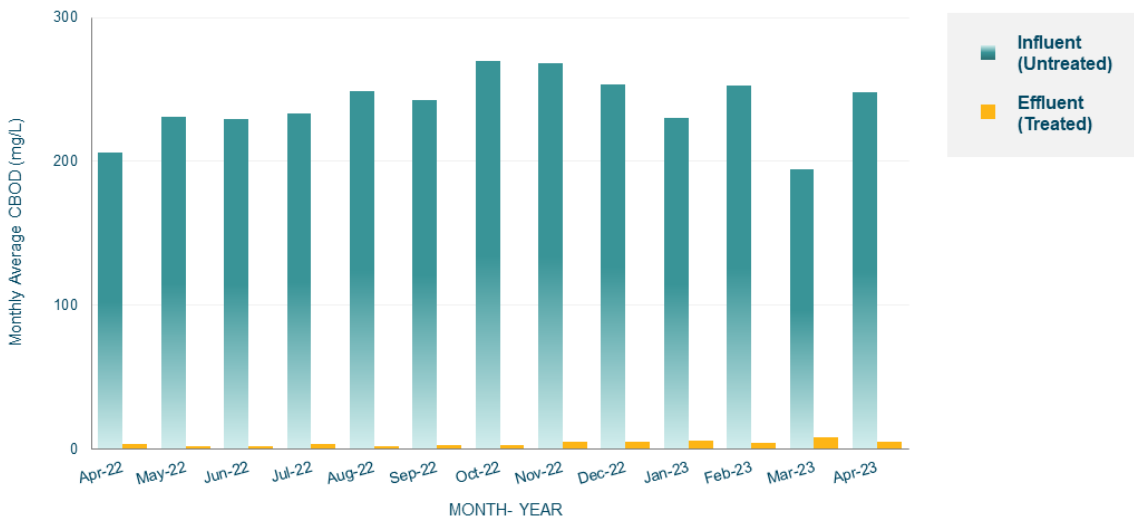


FIGURE 3: TREATED EFFLUENT FLOWS REMOVAL OF CBOD



Member Agency Flows

Table 1 (below) presents the influent and effluent flows for the month of April. Average daily influent flows were recorded for each Member Agency. Total effluent flow was calculated for the San Elijo Water Campus. Approximately 43% of the influent flow was diverted for recycled water use in April.

TABLE 1 - INFLUENT AND EFFLUENT FLOWS IN APRIL

APRIL			
	Influent (mad)	Recycled Water (mad)	Effluent (mad)*
Cardiff Sanitaru Division	1.244	0.53	0.714
Citu of Solana Beach	0.915	0.39	0.525
Rancho Santa Fe SID	0.187	0.079	0.108
Citu of Del Mar	0.303	0.129	0.174
Total San Elijo Water Campus Flow	2.649	1.128	1.521

* Effluent is calculated by subtracting the recycled water production from the influent wastewater.

Table 2 (below) presents the historical average and unit influent rates per month for each of the Member Agencies during the past 3 years. It also presents the number of connected Equivalent Dwelling Units (EDUs) for each of the Member Agencies during this same time.

TABLE 2 - SAN ELIJO WATER CAMPUS MONTHLY REPORT - FLOWS AND EDUS

MONTH	AVERAGE DAILY INFLUENT FLOW RATE (MGD)					CONNECTED EDUs					AVERAGE UNIT INFLUENT FLOW RATE (GAL/EDU/DAY)				
	CSD	RSF	SB	DM	TOTAL PLANT	CSD	RSF	SB	DM	TOTAL EDUS	CSD	RSF	SB	DM	TOTAL PLANT
Jan-20	1.194	0.163	0.917	0.410	2.684	8,517	571	8,105	2,612	19,805	140	286	113	157	136
Feb-20	1.176	0.146	0.919	0.352	2.593	8,517	571	8,105	2,612	19,805	138	256	113	135	131
Mar-20	1.432	0.185	0.907	0.389	2.913	8,519	572	8,105	2,612	19,808	168	324	112	149	147
Apr-20	1.720	0.231	0.912	0.377	3.240	8,522	572	8,105	2,612	19,811	202	404	113	153	164
May-20	1.293	0.158	0.853	0.304	2.608	8,523	573	8,105	2,612	19,813	152	276	105	133	132
Jun-20	1.251	0.164	0.897	0.434	2.746	8,534	576	8,105	2,612	19,826	147	285	111	179	139
Jul-20	1.231	0.157	0.937	0.548	2.873	8,535	576	8,110	2,616	19,837	144	273	116	222	145
Aug-20	1.226	0.156	0.950	0.478	2.810	8,540	577	8,110	2,616	19,843	144	271	117	194	142
Sep-20	1.225	0.151	0.956	0.362	2.694	8,540	578	8,110	2,616	19,844	143	261	118	146	136
Oct-20	1.197	0.142	0.940	0.316	2.595	8,543	579	8,110	2,616	19,848	140	245	116	128	131
Nov-20	1.200	0.142	0.927	0.341	2.610	8,543	579	8,110	2,616	19,848	140	245	114	138	131
Dec-20	1.217	0.141	0.893	0.304	2.555	8,543	579	8,110	2,616	19,848	142	244	110	123	129
Jan-21	1.238	0.150	0.909	0.323	2.620	8,543	579	8,110	2,616	19,848	145	259	112	129	132
Feb-21	1.224	0.151	0.926	0.306	2.607	8,548	579	8,110	2,616	19,853	143	261	114	121	131
Mar-21	1.291	0.160	0.968	0.332	2.751	8,548	579	8,110	2,616	19,853	151	277	119	131	139
Apr-21	1.232	0.160	0.925	0.320	2.637	8,552	579	8,110	2,616	19,857	144	277	114	129	133
May-21	1.189	0.157	0.932	0.323	2.601	8,552	579	8,110	2,616	19,857	139	271	115	130	131
Jun-21	1.218	0.148	0.938	0.358	2.662	8,554	579	8,110	2,616	19,859	142	256	116	145	134
Jul-21	1.183	0.144	0.972	0.435	2.734	8,554	579	8,124	2,616	19,873	138	249	120	178	138
Aug-21	1.178	0.150	0.966	0.480	2.774	8,556	579	8,124	2,616	19,875	138	259	119	196	140
Sep-21	1.153	0.129	0.948	0.353	2.583	8,557	579	8,124	2,616	19,876	135	223	117	144	130
Oct-21	1.225	0.126	0.885	0.329	2.565	8,557	579	8,124	2,616	19,876	143	218	109	139	129
Nov-21	1.156	0.131	0.911	0.329	2.527	8,557	581	8,124	2,616	19,878	135	226	112	135	127
Dec-21	1.264	0.145	0.913	0.310	2.632	8,557	581	8,124	2,616	19,878	148	250	112	127	132
Jan-22	1.174	0.140	0.906	0.357	2.577	8,557	581	8,124	2,616	19,878	137	241	112	145	130
Feb-22	1.113	0.158	0.929	0.300	2.500	8,557	581	8,124	2,616	19,878	130	272	114	120	126
Mar-22	1.176	0.142	0.946	0.307	2.571	8,557	581	8,124	2,616	19,878	137	245	116	123	129
Apr-22	1.134	0.140	0.875	0.315	2.464	8,557	582	8,124	2,616	19,879	133	241	108	129	124
May-22	1.146	0.140	0.877	0.301	2.464	8,557	582	8,124	2,616	19,879	134	241	108	123	124
Jun-22	1.133	0.138	0.921	0.452	2.644	8,557	583	8,124	2,616	19,880	132	237	113	184	133
Jul-22	1.124	0.129	0.948	0.438	2.639	8,557	583	8,142	2,616	19,898	131	221	116	179	133
Aug-22	1.163	0.133	0.929	0.448	2.673	8,557	583	8,142	2,616	19,898	136	228	114	185	134
Sep-22	1.139	0.125	0.904	0.381	2.549	8,557	584	8,142	2,616	19,899	133	214	111	158	128
Oct-22	1.083	0.128	0.890	0.295	2.396	8,557	584	8,142	2,616	19,899	127	219	109	122	120
Nov-22	1.205	0.124	0.879	0.336	2.544	8,557	585	8,142	2,616	19,900	141	212	108	138	128
Dec-22	1.186	0.133	0.906	0.374	2.599	8,557	585	8,142	2,616	19,900	139	228	111	151	131
Jan-23	1.630	0.200	0.979	0.379	3.188	8,557	585	8,142	2,616	19,900	190	342	120	153	160
Feb-23	1.323	0.167	0.930	0.371	2.791	8,557	585	8,142	2,616	19,900	155	286	114	149	140
Mar-23	1.892	0.255	1.044	0.392	3.583	8,557	585	8,142	2,616	19,900	221	436	128	154	180
Apr-23	1.244	0.187	0.915	0.303	2.649	8,557	586	8,142	2,616	19,901	145	319	112	123	133

CSD: Cardiff Sanitary Division

RSF: Ranch Santa Fe Community Service District

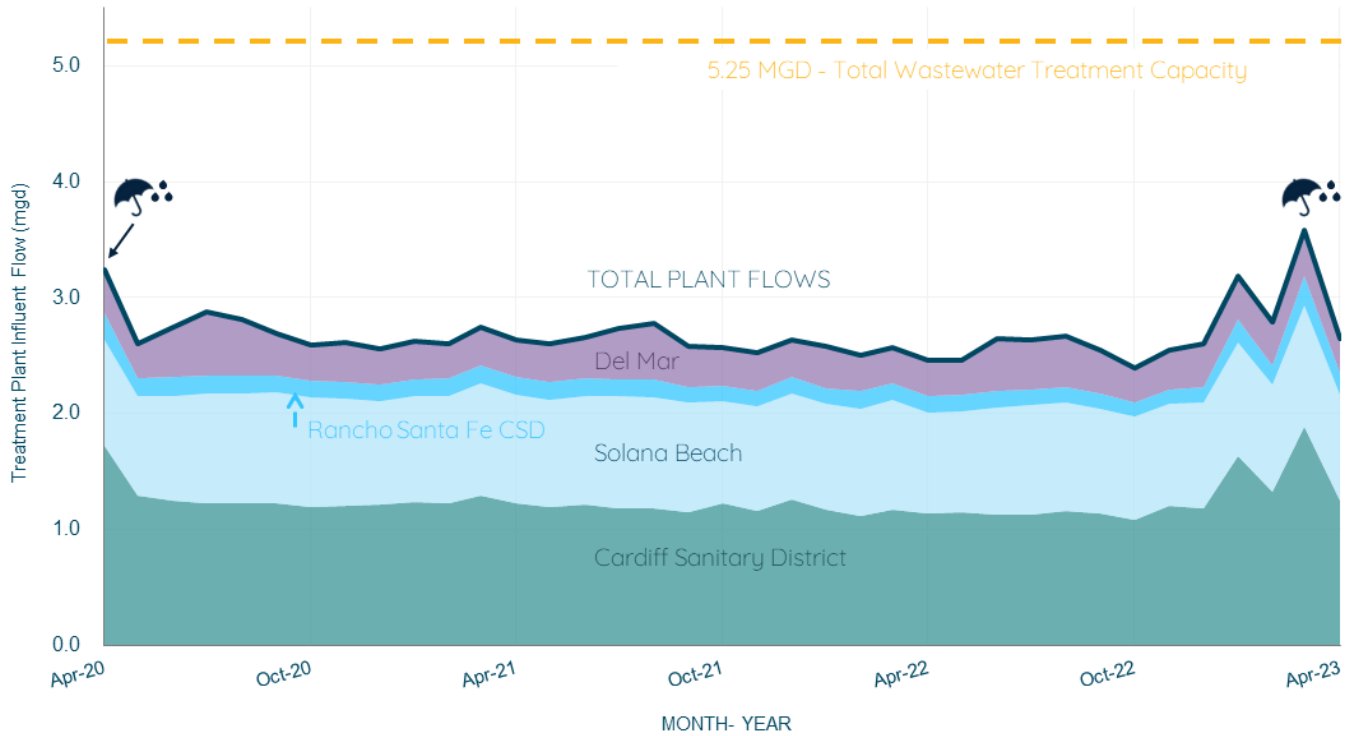
SB: Solana Beach

DM: City of Del Mar

EDU: Equivalent Dwelling Unit

Figure 4 (below) presents the 3-year historical average daily flows per month for each Member Agency. This is to provide a historical overview of the average flow treated for each agency. Also shown in Figure 4 is the total wastewater treatment capacity of the water campus, 5.25 mgd, of which each Member Agency has the right to 2.2 mgd, Rancho Santa Fe Community Service District leases 0.25 mgd, and the City of Del Mar leases 0.60 mgd.

FIGURE 4: SEJPA AVERAGE DAILY FLOWS OVER THE PAST 3 YEARS



City of Escondido Flows

The average and peak flow rate for the month of April 2023 from the City of Escondido's Hale Avenue Resource Recovery Facility, which discharges through the San Elijo Ocean Outfall, is reported below in Table 3.

TABLE 3 - CITY OF ESCONDIDO FLOWS

	Flow (mgd)
Escondido (Average flow rate)	13.0
Escondido (Peak flow rate)	19.1

Connected Equivalent Dwelling Units

The Cities of Encinitas, Solana Beach and Del Mar updated the number of connected EDUs that are reported to the SEJPA in July 2022. The Rancho Santa Fe CSD update their connected EDUs report every month. The number of EDUs connected for each of the Member Agencies and lease agencies is reported in Table 4 below.

TABLE 4 - CONNECTED EDUs BY AGENCY

	Connected (EDU)
Cardiff Sanitary Division	8,557
Rancho Santa Fe SID	586
City of Solana Beach	7,806
San Diego (to Solana Beach)	337
City of Del Mar	2,616
Total EDUs to System	19,901

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

*

AGENDA ITEM NO. 10

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 20, 2023

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: RECYCLED WATER REPORT

RECOMMENDATION

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

DISCUSSION

Recycled Water Production

For the month of April 2023, recycled water demand was 80.1 acre-feet (AF), which was met using 80.0 AF of recycled water and supplemented with 0.1 AF of potable water. April demand was 42.8% below budget expectations of 140 AF due to rain. The total water production of 1,178 AF for the first ten months of FY 2022-23 was slightly below budget by 6.8%.

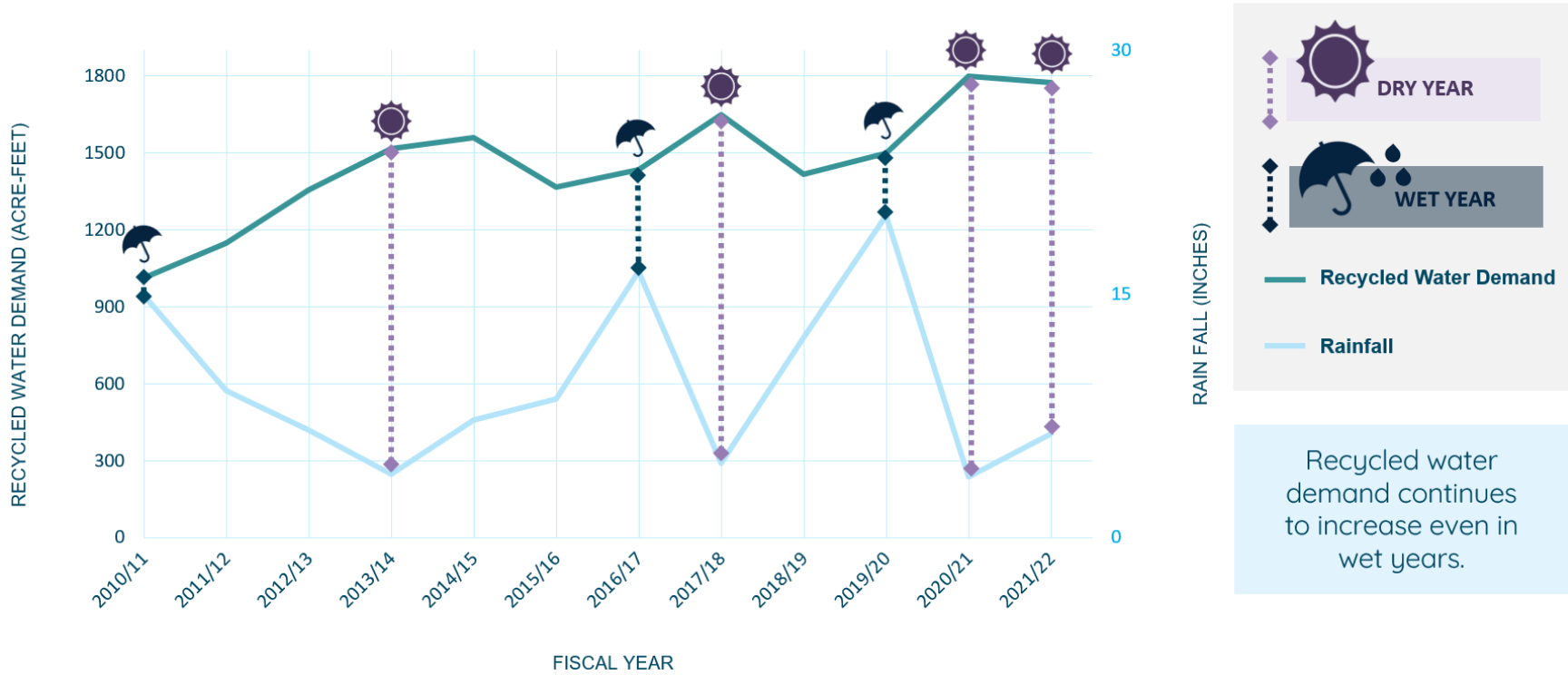
Figure 1 (attached) provides a graphical view of annual recycled water demand spanning the last 10 fiscal years, with the overlay of annual rainfall. Since the recycled water program primarily serves outdoor irrigation, annual demand is reduced during wet periods and increases during times of drought. Figure 2 (attached) shows the monthly recycled water demand for each April for the last ten years to provide a year-over-year comparison. Figure 3 (attached) compares budget versus actual recycled water sales for FY 2022-23.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

FIGURE 1: RECYCLED WATER DEMAND AND RAINFALL COMPARISON



Recycled water demand continues to increase even in wet years.

FIGURE 2: APRIL RECYCLED WATER DEMAND

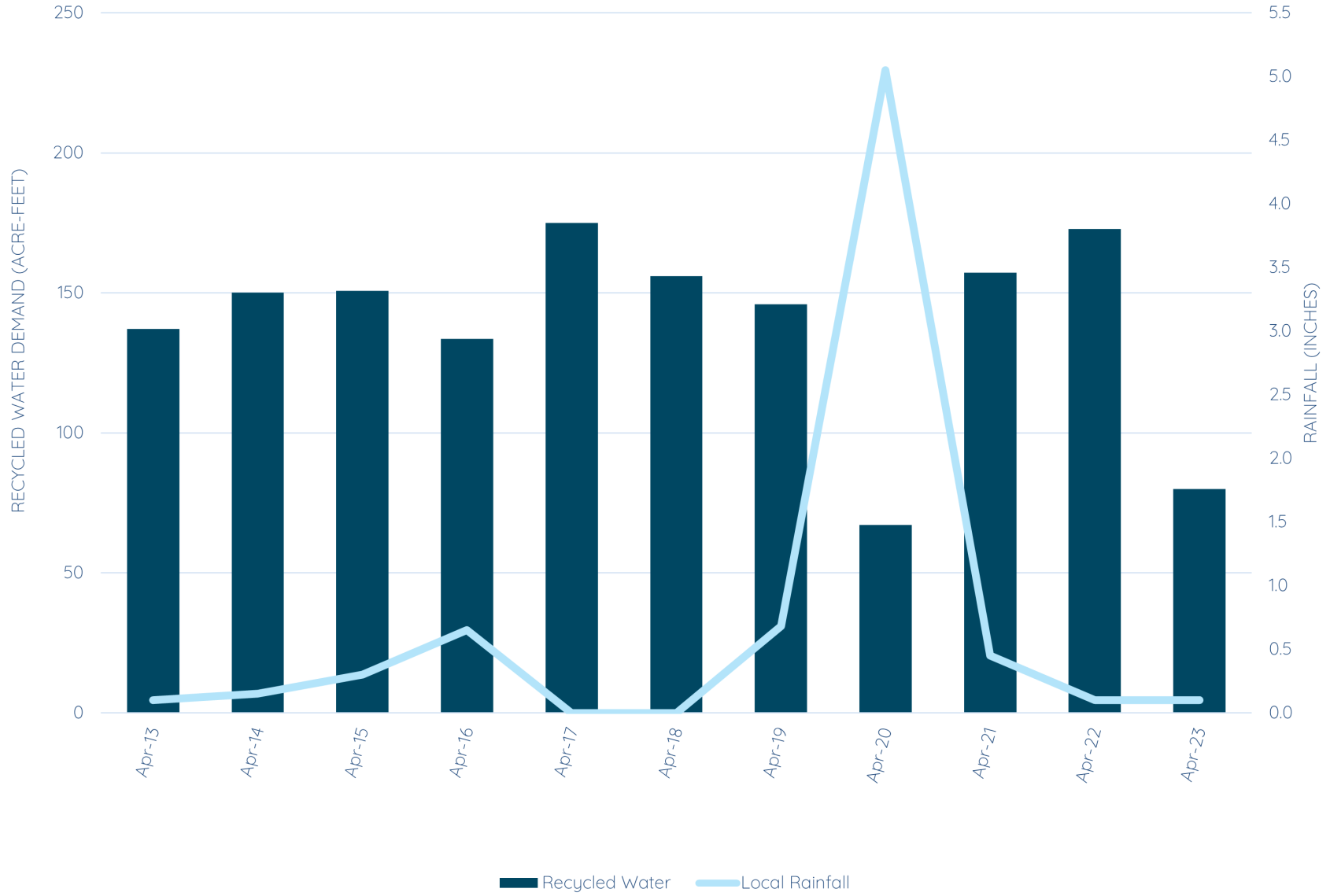
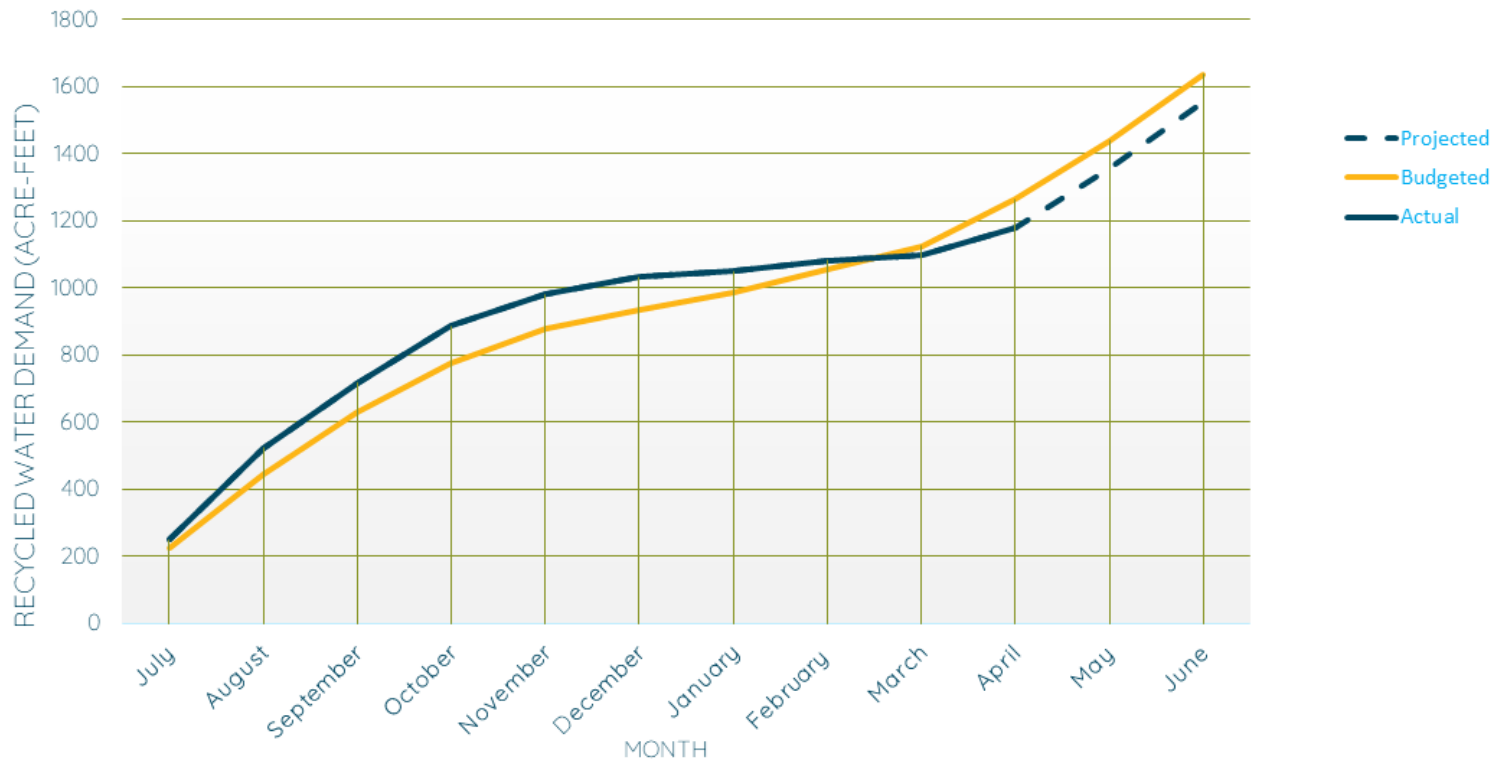


FIGURE 3: FY2022/23 CUMULATIVE DEMAND VS BUDGET



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AGENDA ITEM NO. 11

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 20, 2023

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: REPORTABLE MEETINGS

RECOMMENDATION

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

BACKGROUND

The General Manager or his designee may meet monthly with one or more Board Members in preparation for the Board Meeting.

DISCUSSION

The following meetings have taken place since the previous Board Meeting:

1. Meeting to review Board Meeting Agenda with Board Chair Zito on May 15, 2023.

FINANCIAL IMPACT

Per the SEJPA Restatement Agreement, SEJPA pays the Board Member \$160 for each reportable meeting. These meetings are accounted for in our annual budget.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

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SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 20, 2023

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: UPDATE OF EMERGENCY REPAIRS TO RECYCLED WATER PIPELINE IN
MANCHESTER AVE.

RECOMMENDATION

It is recommended that the Board of Directors:

1. Confirm the continuation of the Agreement with GEM Site Development, LLC pursuant to San Elijo Joint Power Authority's Resolution 2022-01 "Purchasing Policies and Procedures" and Public Contract Code 22050, pending completion of final grind and overlay pavement restoration.

BACKGROUND

On February 5, 2023, staff observed a pipeline leak just east of the intersection of the San Elijo Water Campus entrance on Manchester Avenue. As reported to the Board on February 21st, staff investigated the situation and enacted emergency provisions of our Purchasing Policy and Procedures to retain a local pipeline contractor, GEM Site Development, LLC (GEM) under a time and materials (T&M) contract. SEJPA's Resolution 2022-01 "Purchasing Policies and Procedures", Part 3.1.d provided for emergency contract in this situation under the General Manager's authority.

The Contractor located the on February 6, 2023, and under SEJPA's direction, GEM proceeded with repair work including material purchases, removing a section of damaged pipe, and replacement of the pipe with repair couplings, joint restraints, and a new service saddle. Trench preparation, pipe bedding, backfill and trench repair were completed in accordance with City of Encinitas standards and the pipeline was returned to service on February 11, 2023. Pursuant to City of Encinitas requirements, the Contractor was to return at a future date to perform a final grind and overlay patch on the trench.

Pursuant to Section 22050 of the Public Contract Code (PCC) SEJPA is to provide an update to the governing Board until the action (here, the emergency repair contract) is terminated.

DISCUSSION

Although the pipeline repair and initial road paving has been completed, final pavement restoration consistent with the City's paving requirements is still outstanding. Providing a time between initial and final pavement restorage provides allowance for potential settling and correction. This final paving work element has been delayed for several months due to persistent wet weather that has strained availability of GEM's limited management and labor resources. GEM's local crew is also working for other local agencies on urgent cleanup and repairs to damaged infrastructure caused by the atypical weather events experienced this spring. Upon completion of all work, SEJPA will reconcile the time and materials charges in order to approve and pay-out GEM's final invoice. After this final reconciliation is performed, the General Manager will terminate the time and materials contract with GEM.

FINANCIAL IMPACT

Funding for this emergency event will be allocated from the recycled water reserve fund. Board action on February 21, 2023, confirmed the Emergency Condition and ratified the emergency repair contract with GEM Site Development, LLC for an amount not to exceed an estimated value of \$50,000. SEJPA is monitoring the Time and Material (T&M) costs and does not anticipate the repair work to exceed the authorized amount.

RECOMMENDATION

It is recommended that the Board of Directors:

1. Confirm the continuation of the Agreement with GEM Site Development, LLC pursuant to San Elijo Joint Power Authority's Resolution 2022-01 "Purchasing Policies and Procedures" and Public Contract Code 22050, pending completion of final grind and overlay pavement restoration.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 20, 2023

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: ADOPT RESOLUTION NO. 2023-02, RECOGNIZING THE 100-YEAR ANNIVERSARY OF SANTA FE IRRIGATION DISTRICT

RECOMMENDATION

It is recommended that the Board of Directors:

1. Adopt Resolution No. 2023-02, Recognizing the 100-Year Anniversary of Santa Fe Irrigation District; and
2. Discuss and take action as appropriate.

BACKGROUND

Santa Fe Irrigation District (SFID) has been serving the communities of Solana Beach, areas of Rancho Santa Fe, and Fairbanks Ranch since 1923. This year marks the centennial anniversary for SFID as it celebrates 100-years of service.

For more than two decades, SFID and San Elijo Joint Powers Authority (SEJPA) have worked together to provide recycled water service to the City of Solana Beach and portions of Rancho Santa Fe. Successful collaboration includes bringing recycled water to community icons such as the San Dieguito Park, Lomas Santa Fe Golf Course and Executive Course, as well as to schools, homeowner associations, businesses, and miles of street and freeway landscape irrigation. This effort has saved more than 3.7 billion gallons in the SFID service area.

SEJPA and SFID partnership continues to be instrumental in supporting the development and advancement of recycled water and advancing towards potable reuse. Over the years, SFID has partnered with SEJPA and other water agencies on evaluating the feasibility of potable reuse in north coastal San Diego County.

DISCUSSION

This resolution recognizes and commends SFID for providing 100-years of safe and reliable water service to the City of Solana Beach and areas of Rancho Santa Fe. Their continued support and collaboration with the SEJPA in developing local and sustainable water supplies is critical to moving the program forward.

FINANCIAL IMPACT

None.

It is recommended that the Board of Directors:

1. Adopt Resolution No. 2023-02, Recognizing the 100-Year Anniversary of Santa Fe Irrigation District; and
2. Discuss and take action as appropriate.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

Attachment 1: Resolution 2023-02

Attachment 1

RESOLUTION NO. 2023-02

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE SAN ELIJO JOINT POWERS AUTHORITY
CONGRATULATING SANTA FE IRRIGATION DISTRICT ON ITS 100TH ANNIVERSARY**

WHEREAS, on June 21, 2023, Santa Fe Irrigation District will celebrate 100 years of meeting the water supply needs of all its customers, safely, sustainably, reliably, and cost-effectively; and

WHEREAS, on February 26, 1923, the County of San Diego Board of Supervisors certified that Santa Fe Irrigation District was duly organized and certified the election of five Board of Directors; and

WHEREAS, Santa Fe Irrigation District was deemed responsible for the regulation of water provided from Lake Hodges to the city of Solana Beach and areas of Rancho Santa Fe and Fairbanks Ranch; and

WHEREAS, in 1948 Santa Fe Irrigation District joined the San Diego County Water Authority to acquire the right to purchase and distribute imported water to its customers; and

WHEREAS, in 1967, Santa Fe Irrigation District and the San Dieguito Water District entered a joint venture to build the R.E. Badger Filtration Plant to treat water from Lake Hodges and imported water purchased from the San Diego County Water Authority; and

WHEREAS, the dedicated efforts of the Board of Directors of Santa Fe Irrigation District and staff have played a major role in maintaining the quality of life and contributing to the economic growth of the communities it serves; and

WHEREAS, Santa Fe Irrigation District and San Elijo Joint Powers Authority have collaborated on recycled water service since 2000, resulting in an offset of more than 11,000 acre-feet of potable water; and

NOW, THEREFORE, BE IT RESOLVED that the San Elijo Joint Powers Authority, Board of Directors recognizes and congratulates Santa Fe Irrigation District on its 100 years of service.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the San Elijo Joint Powers Authority, California, held on this 20th day of June 2023 by the following vote:

Ayes: Boardmembers:
Noes: Boardmembers:
Abstained: Boardmembers:
Absent: Boardmembers:

Attest:

Signature: _____
David Zito, Chairperson

Signature: _____
Michael T. Thornton, P.E.
Secretary of the Board

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 20, 2023

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: 2023/24 SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA)
SERVICES CONTRACT AMENDMENT

RECOMMENDATION

It is recommended that the Board of Directors:

1. Authorize the General Manager to amend SCADA Services contract with Tesco Controls, Inc., increasing the contract amount by \$76,500, and extending the period of service through June 30, 2024; and
2. Discuss and take action as appropriate.

BACKGROUND

San Elijo Joint Powers Authority (SEJPA) uses a Supervisory Control and Data Acquisition (SCADA) system to monitor and control water treatment, distribution, and storage processes. The SCADA system is comprised of computer hardware and software, which communicates by fiber optics, private cellular network, and wireless radio links to convey information, alarms, and operational inputs. The system allows staff to monitor facility operations and process performance in real-time, both onsite and remotely. Treatment Operators utilize SCADA to adjust pump speeds; open and close valves; monitor flows, tank levels, and pump discharge pressures; and observe water quality measurements 24 hours a day. The SCADA system provides for reliable and efficient operation of treatment and conveyance systems.

SEJPA retained TESCO through a competitive qualification and proposal process in 2018 to complete the SCADA System Upgrade Project, a nearly \$600,000 capital project funded through the 2017 Clean Water Bond. The scope included new hardware (servers, data historians, monitors, controllers and panels), software, programming, equipment installation at six functional areas within the Water Campus and at five remote pump stations, cyber security enhancements, system testing and commissioning, warranty, training and support services.

Upon satisfactory completion of the SCADA System Upgrades Project, SEJPA retained TESCO under a separate professional SCADA Support Services Agreement for a value of \$33,000 to provide requested system maintenance tasks and as-needed services over the period of January 2021 through December 2022. SEJPA subsequently amended the contract to modify the scope,

increase the contract amount by \$5,780 to a not-to-exceed value of \$38,780, and to extend the period of service through June 30, 2023.

DISCUSSION

To ensure reliable functionality of the SCADA System, routine maintenance including troubleshooting glitches, updating software, and occasional programming modifications are necessary. This ongoing maintenance requires specialized skills and a thorough understanding of SEJPA’s SCADA System. SEJPA’s Operations Team and SCADA Manager have prioritized several critical SCADA System modifications for the coming year (Table 14-1). These additional upgrades and maintenance tasks exceed the capacity of our in-house SCADA resources.

TABLE 14-1: SUMMARY OF FISCAL YEAR 2023/24 SCADA SERVICES

Task	Identified Need
Performance testing of the system network	Startup sequence issues observed when servers reboot can hinder timely restarts, burden SEJPA staff time to manually resolve, and potentially leaves the system vulnerable.
Configure an offsite data storage solution	Current SCADA system is backed up on local storage devices. Storage of historical data offsite requires a Network Attached Switch (NAS), demilitarized zone (DMZ) from the firewall and an offsite storage solution.
Customized SCADA reporting software	Visualizing data collected through SCADA allows SEJPA staff to quickly interpret trends, troubleshoot issues, and make proactive operational decisions.
As-Needed Support Services	Provision of as-needed services allows SEJPA to augment its limited in-house SCADA resources to perform routine system modifications to maintain reliable operations and to respond to emergency events.

In response to SEJPA’s request, TESCO has proposed time and materials budget to support the above tasks including as-needed support services over the next 12 months for a not to exceed value of \$76,500. Extending this contract will provide SEJPA the necessary resources to maintain of the SCADA System in top working condition, resolve system vulnerabilities, optimize performance, and expand the interface to leverage the System’s capabilities.

FINANCIAL IMPACT

The FY 2023/24 Budget includes funding for this work allocated to Wastewater, Ocean Outfall, and Recycled Water programs at 50%, 20%, and 30%, respectively.

RECOMMENDATION

It is recommended that the Board of Directors:

1. Authorize the General Manager to amend SCADA Services contract with Tesco Controls, Inc., increasing the contract amount by \$76,500, and extending the period of service through June 30, 2024; and
2. Discuss and take action as appropriate.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

Attachment 1: TESCO Proposal for SCADA Support Tasks (FY 2023/24 Services)

SCADA Support Tasks

To: San Elijo Joint Powers Authority
Attn: Tom Falk
Re: San Elijo Joint Powers Authority
SCADA Support Tasks

Quote Date: 5/17/2023
Quote No.: 23C319Q03

Dear Tom:

Thank you for your continued interest in TESCO products, services, and solutions. We are pleased to quote the following scope of work pertaining to the above-referenced project.

Project Background

Tesco Controls is currently contracted with San Elijo Joint Powers Authority (Client) to provide support services regarding the Client's SCADA system under Tesco job number T-44854X4. There are several items that the Client would like Tesco to address. This quotation is to outline the scope of work on each task and provide a level of effort and associated costs. All services will be performed under the rates listed in the Rate Schedule below.

Tasks

Task 4 - Performance testing of system network and resolve sequencing issues and redundancy.

There have been issues discussed with Tesco that startup sequences are off when the servers reboot. In order to understand what is happening at the time of occurrence, Tesco has requested that the Client reach out to Tesco when it happens. Then Tesco can remote in and troubleshoot. Tesco will provision a bank of support hours to utilize for the troubleshooting as it arises.

Task 5 - Offsite Data Storage for SCADA 2.0

The Client would like to be able to store backups of the SCADA system and historical data offsite. Currently all backups are located on a Network Attached Storage (NAS) device on the SCADA network. In order to securely transfer the files offsite Tesco will provide another NAS device to be configured and installed within a demilitarized zone (DMZ) off of the firewall. Tesco will configure the first NAS to copy the backups to the new DMZ NAS. The Client will be purchasing a new Barracuda server for offsite storage. Tesco will configure the Barracuda server to access the files within the DMZ NAS.

Task 6 - Dream Reports

The Client currently has a Dream Reports license that they would like Tesco to configure. Tesco will configure the new software to duplicate the same reports that were originally configured. The Client will provide direction on Dream Report configurations; work under this task will be performed on a T&M basis up to the task item budget limit. Once the budget limit is met, then additional funds will need to be allocated in order to complete.

Task 7 – As Needed Support

Tesco will establish a Not-To-Exceed budget amount for as-needed services. Services will be provided either by task order development which a scope of work and corresponding price/budget will be established per task OR on-call remote technical support which may incur emergency services rates. These services to be performed on a time-plus-materials basis utilizing Tesco's standard hourly rates listed in the Rate Schedule below.

Cost

The following provide the summary of costs associated with the Tasks listed above:

Description	Amount
<ul style="list-style-type: none"> ■ Task 4 - Performance testing of system network and resolve sequencing issues and redundancy \$14,800.00 <ul style="list-style-type: none"> ○ Bank of 80 hours for troubleshooting when problem occurs (Not-to-Exceed) 	
<ul style="list-style-type: none"> ■ Task 5 - Offsite Data Storage for SCADA 2.0 \$12,100.00 <ul style="list-style-type: none"> ○ Provide and install Network Attached Storage Device and hard drives to match existing ○ Configure NAS Device with NAS-to-NAS replication ○ Configure new DMZ on Firewall and allow Barracuda traffic ○ Configure new Client Supplied Barracuda Server ○ Testing and commissioning 	
<ul style="list-style-type: none"> ■ Task 6 - Dream Reports \$29,600.00 <ul style="list-style-type: none"> ○ Replicate existing reports in Dream Reports (Not-to-Exceed) 	
<ul style="list-style-type: none"> ■ Task 7 – As Needed Support \$20,000.00 <ul style="list-style-type: none"> ○ Task order development or on-call remote services performed on a time-plus-materials basis (Not-to-Exceed) 	
Subtotal Tasks 5:	\$12,100.00
Not-to-Exceed Subtotal Tasks 4, 6, & 7:	\$64,400.00
Total Budget of Services Tasks 4-7:	\$76,500.00

Rate Schedule

The following rate schedule identifies the Professional Services offered by Tesco Controls, Inc (TESCO) for On-Call Task Order and/or On-Call Technical Support Services only. Please note that this rate schedule is not intended to be used for pre-designed projects, project bidding, or larger scale project opportunities, which shall be administered separately from this Service and Support Contract (TESCO can negotiate and quote these separate work efforts, as needed; please contact your TESCO representative for more detail). This rate schedule applies to the services and support covered by this Service Contract per the applicable rate category and correlating provision, as well as, additional services that may be available for other ancillary support needs.

The rates shown below include the direct hourly rate only and do not include expenses related to business travel, ME&I costs, per diem, or other miscellaneous fees.

Professional Services	Standard Rate	Emergency Services
Factory Repairs / Manufacturing Services	\$140	\$165
Engineering Support	\$135	\$160
Drafter/Designer	\$160	\$200
Project Engineer	\$185	\$255
Project Manager	\$185	\$255
PLC Applications Programmer	\$185	\$255
SCADA Applications Programmer	\$185	\$255
Field Service Engineer/Specialist	\$185	\$255
Network/Communications Engineer	\$215	\$270
Systems Architect/Systems Engineering Group	\$215	\$270

Service Provisions

Please note the following service provisions:

- Normal working hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. Overtime at one and one-half the standard rate is billed for services outside the normal working hours, excluding weekends and holidays.
- Saturday working hours are billed at two times the standard rates.
- Sunday working hours are billed at three times the standard rates.
- Holiday working hours are billed at three times the standard rates.
- The above rates are billed two-hour minimum and in half-hour increments per activity/mobilization.
- Portal-to-portal travel time is billed at the indicated hourly rate, plus \$0.69 per mile.
- Hardware components are billed at total cost (including overhead/procurement expenditures and applicable sales taxes) plus 15% margin (delivery is subject to manufacturer availability). Taxes and fees will be applied where appropriate.
- Actual travel expenses (airfare, ground transportation, lodging, meals, etc.) are billed at cost plus 20% overhead and administration. Taxes and fees will be applied where appropriate.
- Authorized third party services will be billed separately at total cost (including overhead/subcontract administration expenditures and any applicable sales taxes) plus 15% margin (delivery is subject to service provider availability). Taxes and fees will be applied where appropriate.
- Please note: The above listed rates and referenced disciplines are for technical and professional services only, which do not include any trade installation, trade work, construction activities, or trade labor.

Clarifications

The liability of Tesco Controls under this Service Contract agreement shall be limited to the reasonable value of the labor and services to be performed hereunder. Tesco Controls agrees to provide the services referenced herein, but does not assume any liability or responsibility for damages caused by a failure of the parts or components referenced herein or the loss of any data. Tesco Controls shall not be obligated under this agreement to provide an extension of the manufacturer's warranty for any component referenced herein.

Tesco Controls shall not be obligated under this agreement to provide services or repair damage caused by fire, explosion, vandalism, theft, act of God, misuse or abuse of equipment/components; such equipment may not be serviceable and may need to be replaced. Nor will Tesco Controls be liable for damage caused by unsupervised relocation, repair, or modifications to the equipment/components not performed by Tesco Controls (or previously authorized by Tesco Controls if such equipment is covered by the "covered components of this agreement").

- Unless otherwise indicated by the Scope of Work above, quote is to **furnish only** and does not include any trade labor, trade work, construction work, site improvement, contractor services, or any trade installation services. Any trade labor and/or related trade work shall be performed by others/contractor.
- Unless otherwise indicated by the Scope of Work above, the following is **not** included within this quotation:
 - Conduit, field wire, tubing, or basic trade installation materials (brackets, screws, bolts, j-box, stanchions, pull-box, etc.)
 - Instrumentation mounting components, brackets, stanchions, sunshields, etc.
 - Local control stations and/or field mounted disconnects.
 - Instrumentation, devices, components, or equipment not specifically identified in the above quotation.
 - Fiber optic patch panels, cable, splicing or terminations.
 - Networking infrastructure or architecture modifications to existing facilities.
 - Any 3rd party testing, harmonic testing/analysis, protective device coordination study, short-circuit analysis, or Arc-Flash Risk Assessment (AFRA) services.
 - Electrical interconnection diagrams for equipment not furnished by TESCO
 - ISA process control loop diagrams.
 - Signal loop diagrams for equipment not furnished by TESCO.

Terms and Conditions

- Quote is firm for 30 days unless otherwise stated.
- Intellectual Property and Confidentiality Notice: The scope of work and price quotation shall not be construed as a formal design or recommendations on design for the related project. All content contained within this quotation is the intellectual property under the proprietorship of Tesco Controls and is subject to applicable copyright laws. Such intellectual property shall not be duplicated, replicated, copied, or shared without explicit written consent from Tesco Controls as it contains confidential information and work product developed exclusively for use by Tesco Controls.
- Lead times for
- Lead-Time & Supply Chain Impacts: Due to the supply chain impacts imposed by the pandemic, all quoted lead-times are subject to change without notice.
- Unless otherwise stated above, price does not include any sales tax, use tax, or applicable fees; please apply any taxes and/or fees as appropriate. Please note that all invoices will include sales tax where applicable.
- TESCO price is FOB factory, full freight allowed.
- TESCO warranties against defect in design, workmanship, and materials for a period of one year from date of installation, and does not exceed 18 months from the date of shipment from the factory.
- TESCO carries liability insurance, with full workman's compensation coverage.
- Terms are net 30 days on approved credit accounts.
- Interest will be applied to all past due invoices.
- All merchandise sold is subject to lien laws.
- Final retention to be paid within 10 days after the project notice of completion.

Please feel free to contact us at (916) 395-8800 to discuss any questions or comments you may have regarding this quotation.

Sincerely,

TESCO CONTROLS

A handwritten signature in black ink, appearing to read "Caleb Ernst". The signature is fluid and cursive, with the first name "Caleb" being more prominent than the last name "Ernst".

Caleb Ernst
Technical Sales Estimator
cernst@tescocontrols.com

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 20, 2023

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: ADOPTION OF THE SAN ELIJO JOINT POWERS AUTHORITY
FISCAL YEAR 2023-24 BUDGET, INVESTMENT POLICY, AND
APPOINTMENT OF TREASURER

RECOMMENDATION

It is recommended that the Board of Directors:

1. Adopt Resolution No. 2022-03, Approving the San Elijo Joint Powers Authority Operating and Capital Improvement Budgets for Fiscal Year 2023-24;
2. Adopt Resolution No. 2022-04, Approving the San Elijo Joint Powers Authority Investment Policy and Guidelines and Appointment of Amy Chang as SEJPA Treasurer; and
3. Discuss and take action as appropriate.

BACKGROUND

In April 2023, Staff presented the Fiscal Year (FY) 2023-24 Recommended Budget to the Board of Directors for review and public comment. In addition, staff met with staff from both Member Agencies and discussed the recommended budget with other government agencies that utilize San Elijo Joint Powers Authority (SEJPA) services.

In May 2023, Staff informed the Board of Directors that SEJPA has not received any proposed changes from the Member Agencies or other participating government agencies, as well as no public comments. However, staff have identified one change: adding \$14,832 of Other Revenue to account for laboratory rental revenue that SEJPA is scheduled to receive in FY 2023-24. In addition, the \$10 million private placement loan for the recycled water capital improvement plan was executed and the final debt service budget has been adjusted from the estimated \$800,000 to \$778,982 per the debt service schedule from the loan agreement. These changes increased revenue budget by \$14,832 and decreased overall expense budget by \$21,018.

DISCUSSION

FY 2023-24 Budget

The FY 2023-24 San Elijo Joint Powers Authority (SEJPA) Recommended Budget has been prepared in accordance with the SEJPA formation agreement and service agreements with other government entities. The budget estimates all expenditures necessary to provide wastewater treatment, waste disposal, water recycling, laboratory, ocean outfall, pump stations, and other services. The FY 2023-24 Recommended Budget Document is available on SEJPA's website at <https://www.sejpa.org/about-us/financials>.

The FY 2023-24 Recommended Budget consists of \$9,974,623 operating expense, \$6,570,000 capital appropriation, and \$2,373,548 debt service payments for a total budget of \$18,918,171. This amount includes the Recycled Water program, which has a total recommended budget of \$8,152,117 including operations and maintenance, capital projects appropriation, and debt service payments. The total recommended budget also includes Leucadia Wastewater District (WWD) Technical Support Services, a new program with a budget of \$22,800 and the second year of service to the 22nd District Agricultural Association clean water services program with a budget of \$136,953. Both programs are fully funded by the organizations that are requesting these services.

Program	Adopted Budget 2022-23	Recommended Budget 2023-24	Budget Change	% Change
Wastewater Treatment	\$ 3,455,532	\$ 3,963,797	\$ 508,265	14.7%
Laboratory Services	894,520	955,076	60,556	6.8%
Ocean Outfall	1,020,349	1,031,231	10,882	1.1%
Cardiff Sanitary Division Pump Stations	355,226	376,169	20,943	5.9%
Encinitas Sanitary Division Pump Station	155,882	167,777	11,895	7.6%
City of Encinitas Urban and Stormwater Services	37,314	55,514	18,200	48.8%
City of Solana Beach Pump Stations	446,437	463,275	16,838	3.8%
City of Solana Beach Generator Maintenance Services	14,884	15,507	623	4.2%
City of Del Mar Pump Station	61,888	66,392	4,504	7.3%
22nd District Agricultural Association (Del Mar Fairgrounds)	120,000	136,953	16,953	14.1%
Leucadia WWD Technical Support Services <i>New!</i>	-	22,800	22,800	
	\$ 6,562,032	\$ 7,254,491	\$ 692,459	10.6%
Recycled Water	2,349,413	2,720,132	370,719	15.8%
Total Operating Expenses	\$ 8,911,445	\$ 9,974,623	\$ 1,063,178	11.9%

The recommended FY 2023-24 Capital Improvement Program appropriation is \$6,570,000, which is comprised of the following.

Capital Project	Encinitas	Solana Beach	Del Mar	Rancho Santa Fe CSD	Escondido	Recycled Water	Total
Biological Treatment (NDN & CCT)* \$	220,000	\$ 220,000	\$ 60,000	\$ 25,000	\$ -	\$ 525,000	\$ 1,050,000
Stormwater Capture and Reuse*	146,667	146,667	40,000	16,666	-	350,000	700,000
Miscellaneous Projects	146,667	146,667	40,000	16,666	-	-	350,000
Laboratory Remodel	50,286	50,286	13,714	5,714	-	-	120,000
Outfall Reballast Reserve	4,412	4,412	1,176	490	39,510	-	50,000
Escondido Vault Rehabilitation	4,412	4,412	1,176	490	39,510	-	50,000
Olivehain Inlet Gate Replace	75,000	-	-	-	-	-	75,000
Moonlight Beach PS Rehab	600,000	-	-	-	-	-	600,000
RW Valve Replace (Wanket proj)	-	-	-	-	-	460,000	460,000
Wanket Tank Refurb & Pipeline	-	-	-	-	-	2,990,000	2,990,000
Pump Services	-	-	-	-	-	125,000	125,000
Total	\$ 1,247,444	\$ 572,444	\$ 156,066	\$ 65,026	\$ 79,020	\$ 4,450,000	\$ 6,570,000

* The Wastewater Program will reimburse the Recycled Water Program for its share of the NDN conversion and stormwater capture and reuse across the Water Campus through four annual installments of \$875,000 per year, totaling \$3.5 million, starting in FY 2023-24.

Recommended Debt Service for FY 2023-24 is \$2,373,548, which includes \$1,391,563 for Wastewater and \$981,985 for Recycled Water. Below is a table listing the debt services.

Expense	Adopted FY 2022-23	Recommended FY 2023-24	\$ Change	% Change
Wastewater - 2017 Revenue Bonds	\$ 1,337,425	\$ 1,338,175	\$ 750	0.1%
Wastewater - San Diego Gas & Electric	53,388	53,388	-	0.0%
Recycled Water - Advanced Water Purification	148,153	148,153	-	0.0%
Recycled Water - SFID Pipeline Loan	37,500	44,500	7,000	18.7%
Recycled Water - Solana Beach Pipeline Loan	11,250	10,350	(900)	-8.0%
Recycled Water - Capital Improvement Program (Phase 4)	-	778,982	778,982	100.0%
Total	\$ 1,587,716	\$ 2,373,548	\$ 785,832	49.5%

FY 2023-24 revenue budget is recommended at \$15,573,210. See below table for detail.

Revenue Source	Adopted Budget 2022-23	Recommended Budget 2023-24	Budget Change	% Change
City of Encinitas	\$ 4,874,444	\$ 4,691,390	\$ (183,054)	-3.8%
City of Solana Beach	3,145,811	3,332,966	187,155	5.9%
City of Del Mar	949,515	994,172	44,657	4.7%
22nd District Agricultural Association	120,000	136,953	16,953	14.1%
Rancho Santa Fe CSD	377,184	404,207	27,023	7.2%
City of Escondido	988,720	996,841	8,121	0.8%
Laboratory Services	42,000	100,600	58,600	139.5%
Recycled Water	4,236,796	4,803,713	566,917	13.4%
T-Mobile Cell Site Lease	31,783	32,736	953	3.0%
Other Revenue	50,000	37,632	(12,368)	-24.7%
Interest on Wastewater Operations	30,000	30,000	-	0.0%
Interest on Water Reclamation	12,000	12,000	-	0.0%
Total Revenue Sources	\$ 14,858,253	\$ 15,573,210	\$ 714,957	4.8%

The recommended FY 2023-24 Budget is now ready for Board consideration for adoption as presented in the attached Resolution No. 2023-03. A copy of the FY 2023-24 Recommended Budget Document is available on SEJPA website at <https://www.sejpa.org/about-us/financials>.

Investment Policy

State law requires that the Investment Policy be reviewed and adopted annually. Current SEJPA investment policy allows for investment in the State Local Agency Investment Fund (LAIF) and in the San Diego County Investment Pool. These two tools have been the basis of all investment activity since SEJPA became independent from the County of San Diego. Staff is recommending to add a third investment instrument, Money Market Fund, to provide diversified investment options. Money Market Fund, which allows investment in short-term dollar-denominated securities that are issued by diversified management companies and registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1 et seq.) in accordance with Government Code 53601(l)(2) and subject to the criteria and restrictions set forth in Government Code 53601(l)(4) and (5).

In addition, State law requires that a SEJPA Treasurer be appointed annually. The current SEJPA Treasurer is Amy Chang, Director of Finance and Administration. The General Manager recommends reappointing Amy Chang as SEJPA Treasurer.

RECOMMENDATION

It is recommended that the Board of Directors:

1. Adopt Resolution No. 2023-03, Approving the San Elijo Joint Powers Authority Operating and Capital Improvement Budgets for Fiscal Year 2023-24;
2. Adopt Resolution No. 2022-04, Approving the San Elijo Joint Powers Authority Investment Policy and Guidelines and Appointment of Amy Chang as SEJPA Treasurer; and
3. Discuss and take action as appropriate.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

Attachment 1: Resolution No. 2023-03, "Resolution Approving the San Elijo Joint Powers Authority Operating and Capital Improvement Budgets for Fiscal Year 2023-24"

Attachment 2: Resolution No. 2023-04, "Resolution Approving the San Elijo Joint Powers Authority Investment Policy and Guidelines and Appointment of SEJPA Treasurer"

Attachment 1

RESOLUTION NO. 2023-03

**RESOLUTION APPROVING THE SAN ELIJO JOINT POWERS AUTHORITY
OPERATING AND CAPITAL IMPROVEMENT BUDGETS
FOR FISCAL YEAR 2023-24**

WHEREAS, the San Elijo Joint Powers Authority (SEJPA) General Manager has submitted for the consideration of the SEJPA Board of Directors proposed SEJPA Operating and Capital Projects Budgets for Fiscal Year 2023-24;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SAN ELIJO JOINT POWERS AUTHORITY HEREBY RESOLVES AS FOLLOWS:

1. The Board of Directors has reviewed the Recommended Operating Budgets and Capital Projects Budget, and the funds included herein for the period of July 1, 2023 through June 30, 2024 and hereby finds that such budgets, as reviewed, are sound plans for the financing of required SEJPA operations and capital improvements during Fiscal Year 2023-24. Such budgets are hereby adopted.

San Elijo JPA Operations and Maintenance Fund	\$ 8,646,054
San Elijo JPA Water Reclamation Operating and Capital Projects Fund	8,152,117
San Elijo JPA Capital Projects Fund	<u>2,120,000</u>
Total	<u>\$ 18,918,171</u>

2. The Board of Directors authorizes carrying forward unexpended capital project appropriations and encumbered operating funds for the Fiscal Year 2023-24.
3. The Board of Directors authorizes the SEJPA Treasurer to deposit any surplus FY 2023-24 budgeted funds, meaning appropriated funds that are not expended or otherwise encumbered by June 30, 2024, into the SEJPA PARS Public Agencies Post-Employments Benefits Trust Program.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the San Elijo Joint Powers Authority, California, held on this 20th day of June, 2023 by the following vote:

Ayes:	Boardmembers:
Noes:	Boardmembers:
Abstained:	Boardmembers:
Absent:	Boardmembers:

Attest:

Signature: _____
David Zito, Chairperson

Signature: _____
Michael T. Thornton, P.E.
Secretary of the Board

Attachment 2

RESOLUTION NO. 2023-04

**RESOLUTION APPROVING THE SAN ELIJO JOINT POWERS AUTHORITY
INVESTMENT POLICY AND GUIDELINES AND
APPOINTMENT OF SEJPA TREASURER**

WHEREAS, the San Elijo Joint Powers Authority (SEJPA) General Manager has submitted for the consideration of SEJPA's Board of Directors, the proposed SEJPA Investment Policy and Guidelines;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SAN ELIJO JOINT POWERS AUTHORITY HEREBY RESOLVES AS FOLLOWS:

1. SEJPA Treasurer has prepared an Investment Policy and Guidelines, attached hereto as Exhibit A, and incorporated herein by reference as if set forth in full. In order to comply with prudent financial management practices, these guidelines are reviewed and approved on an annual basis in conjunction with the annual budget adoption.
2. The policy is intended to provide guidelines for the prudent investment of SEJPA's temporary idle cash and outline the policies for maximizing the efficiency of SEJPA's cash management system.
3. The investment goal is to enhance the economic condition of SEJPA while ensuring the safety of funds invested.
4. The assignment of Amy Chang as SEJPA Treasurer for the 2023-24 fiscal year.
5. The Board of Directors of the San Elijo Joint Powers Authority does hereby approve the Investment Policy and Guidelines attached hereto as Exhibit A.

PASSED AND ADOPTED at a regular meeting of the Board of Directors of the San Elijo Joint Powers Authority, California, held on this 20th day of June, 2023 by the following vote:

Ayes:	Boardmembers:
Noes:	Boardmembers:
Abstained:	Boardmembers:
Absent:	Boardmembers:

Attest:

Signature: _____
David Zito, Chairperson

Signature: _____
Michael T. Thornton, P.E.
Secretary of the Board

**EXHIBIT A
TO
RESOLUTION NO. 2023-04**

**SAN ELIJO JOINT POWERS AUTHORITY
INVESTMENT POLICY AND GUIDELINES AND
APPOINTMENT OF SEJPA TREASURER**

1. PURPOSE

This Statement is intended to provide guidelines for the prudent investment of San Elijo Joint Powers Authority's (SEJPA) temporary idle cash, and outline the policies for maximizing the efficiency of SEJPA cash management system. The investment goal is to enhance the economic condition of SEJPA while ensuring the safety of funds invested.

2. OBJECTIVE

SEJPA cash management system is designed to accurately monitor and forecast expenditures and revenues, thus enabling SEJPA to invest funds to the fullest extent possible. SEJPA attempts to obtain the highest yield on its investments consistent with the criteria established for safety and liquidity.

3. POLICY

SEJPA Treasurer is responsible for investing the surplus funds in SEJPA Treasury in accordance with the California Government Code, Sections 53600 et seq. and 53635 et seq. SEJPA makes investments in accordance with California Government Code 53600.3, which states "all governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law."

The three principal factors of safety, liquidity and yield are to be taken into consideration when making investment decisions.

- A) Safety. Safety and the minimizing of risk associated with investing refer to attempts to reduce the potential for loss of principal, interest or a combination of the two. SEJPA invests only in those instruments that are considered very safe.
- B) Liquidity. Liquidity refers to the ability to convert an investment to cash promptly with a minimum risk of losing some portion of principal or interest. A portion of the portfolio should be maintained in liquid short-term securities which can be converted to cash, if necessary, to meet disbursement requirements.

- C) Yield. Yield is the average annual return on an investment based on the interest rate, price, and length of time to maturity. SEJPA attempts to obtain the highest yield possible, provided that the basic criteria of safety and liquidity have been met.

4. INVESTMENT INSTRUMENTS

SEJPA may invest in the following instruments under the guidelines as provided herein:

- A) Local Agency Investment Fund (LAIF). Investment of funds in the California LAIF which allows the State Treasurer to invest through the Pooled Money Investment Account. Maximum investment is subject to state regulation.
- B) County of San Diego County Treasury. Investment of funds in the Treasury of the County of San Diego that allows the County Treasurer to invest through the Pooled Money Investment Account.
- C) Money Market Fund. Investment of funds in the Money Market Fund which allows investment in short-term dollar-denominated securities that are issued by diversified management companies and registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1 et seq.) in accordance with Government Code 53601(l)(2) and subject to the criteria and restrictions set forth in Government Code 53601(l)(4) and (5).

5. SAFEKEEPING

All investments of SEJPA shall have the San Elijo Joint Powers Authority as registered owner or shall be kept in the custody of SEJPA or by a qualified safekeeping institution.

6. INVESTMENT REPORTS

- A) SEJPA Treasurer shall submit a monthly investment report to SEJPA's General Manager Board of Directors containing the following information:
- Financial institution
 - Type of investment
 - Amount of deposit
 - Rate of interest
- B) SEJPA Treasurer shall annually render a Statement of Investment Policy to the Board of Directors.

7. INVESTMENT OF BOND FUNDS

In accordance with Government Code Section 53601, moneys held by a trustee or fiscal agent and pledged to the payment or security of bonds, may be invested in accordance with the statutory provisions governing the issuance of those bonds, ordinance, resolution, or indenture of trust.

* * * End of Policy * * *

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

June 20, 2023

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: Director of Infrastructure and Sustainability

SUBJECT: CAPITAL PROGRAM UPDATE

RECOMMENDATION

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

BACKGROUND

In 2017, the San Elijo Joint Powers Authority (SEJPA) commenced a phased capital improvement program to replace and upgrade wastewater and recycled water infrastructure. The capital improvement projects were identified in the 2015 Facility Plan, which assessed the condition of the agency wastewater and recycled water assets for performance, risk of failure, and ability to meet future regulatory compliance. Subsequent studies and planning efforts further developed project scopes and priorities for specific projects. Phases 1 and 2 (completed in 2022), and Phase 3 (in progress), are fully funded through 2017 Clean Water Bond, recycled water sales, past capital cash contributions from agencies served by SEJPA, Caltrans and federal grants. Phase 3 of the Capital Program is the Biosolids Dewatering Facilities Improvements and MS-2 Replacement Project with a total capital budget (including pre-construction costs) of \$12.1 million.

In March 2023, SEJPA approved the project list for Phase 4 of the capital program consisting of four bundled projects budgeted at \$18.3 million: (1) Wanket Reservoir Refurbishment, Pipeline and Recycled Water Valve Replacements; (2) Stormwater Capture and Reuse and Site Water Quality Improvements; (3) Biological Treatment Improvements (a.k.a., Nitrification/Denitrification and Chlorine Contact Tank Rerating); and (4) Moonlight Beach Pump Station. Phase 4 Projects will be funded through grants, recycled water revenues, wastewater capital cash contributions, and dedicated funding from City of Encinitas for the Moonlight Beach PS. A \$10 million private placement loan was executed in May 2023 to finance these capital expenditures, bridging grant reimbursements and future recycled water revenue receipts. SEJPA has also identified and is in the process of developing miscellaneous near-term projects under the capital program with order of magnitude costs estimated at \$1.8 million that will be funded through capital cash contributions and capital outlays to be included in annual budgets.

DISCUSSION

SEJPA will deliver the 3-Year Capital Plan (2023 – 2025) consisting of prioritized Phase 3, Phase 4, and Miscellaneous Near-Term Projects with a total budgeted cost estimated at approximately

\$32.2 million. The 3-Year Capital Plan delivery schedule and cost is summarized in Figure 15-1 and Table 15-1 highlights major progress as of June 2023.

FIGURE 15-1: 3-YEAR CAPITAL PLAN SCHEDULE AND COST SUMMARY

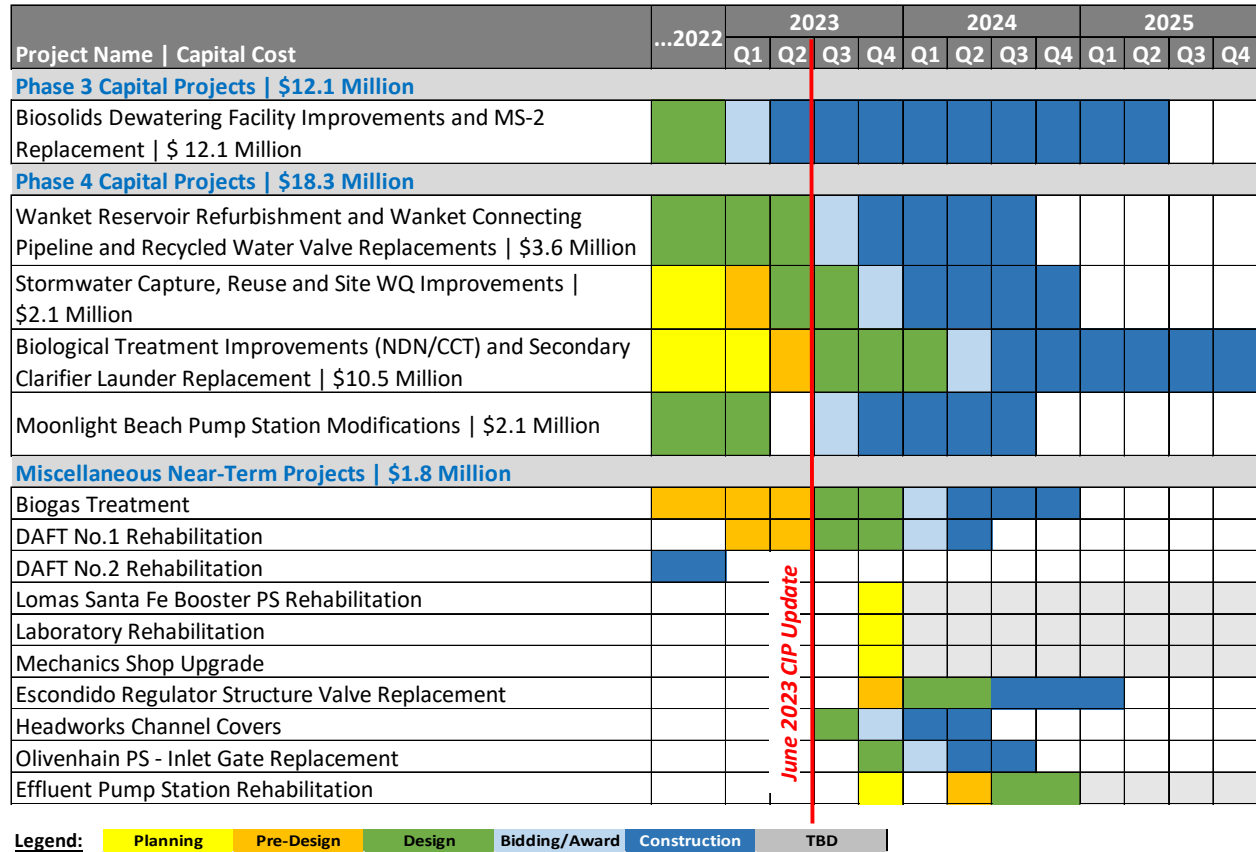


TABLE 15-1: 3-YEAR CAPITAL PLAN, PROJECT STATUS SUMMARY

Project Name (Status)	Progress as of June 2023
Phase 3 Capital Projects	
Biosolids Dewatering Facility Improvements and MS-2 Replacement (Construction)	<ul style="list-style-type: none"> ✓ Construction Contract Awarded (January 2023) ✓ Submittals and Pre-Construction Activities ✓ Change Order to Upsize MS-2 for Future Facilities ✓ Monitoring Project Schedule
Phase 4 Capital Projects	
Wanket Reservoir Refurbishment and Wanket Connecting Pipeline and Recycled Water Valve Replacements (100% Design)	<ul style="list-style-type: none"> ✓ Design nearing 100% ✓ CEQA, Notice of Exemption filed ✓ Negotiating Pipeline Easement with Golf Course ✓ Evaluating Electrical Service Options ✓ Anticipate Construction Bid in Q4, 2023
Stormwater Capture, Reuse and Site WQ Improvements (Preliminary Design)	<ul style="list-style-type: none"> ✓ Design Contract Awarded (April 2023) ✓ Preliminary Engineering and Survey ✓ Anticipate Construction Bid in Q1, 2024

Project Name (Status)	Progress as of June 2023
Biological Treatment Improvements (NDN/CCT) and Secondary Clarifier Launder Replacement (Pre-Design)	<ul style="list-style-type: none"> ✓ RFP for Design Services: Advertised June 2023 ✓ Anticipate Award of Design contract in August 2023
Moonlight Beach Pump Station Modifications (Bidding)	<ul style="list-style-type: none"> ✓ Final P&S, plus design of supplemental safety improvements ✓ Advertised for Bid in June 2023 ✓ Anticipate Construction Award in August 2023
Miscellaneous Near-Term Projects	
Biogas Treatment (Pre-Design)	✓ Preliminary engineering and gas sampling in progress
DAFT No.1 Rehabilitation (Pre-Design)	✓ Condition assessment and project scoping in progress
DAFT No.2 Rehabilitation (Complete)	✓ Completed, April 2023
Lomas Santa Fe Booster PS Rehabilitation (Planning)	✓ Condition assessment and project scoping in Fall 2023
Laboratory Rehabilitation (Planning)	✓ Needs assessment and scoping to be completed in Summer 2023
Mechanics Shop Upgrade (Planning)	✓ Needs assessment and scoping to be completed in Summer 2023
Escondido Regulator Structure Valve Replacement (Planning)	✓ Condition assessment and project scoping in Fall 2023
Headworks Channel Covers (Pre-Design)	✓ Scoping and design development in progress
Olivenhain PS - Inlet Gate Replacement (Planning)	✓ Slide Gate purchase planned for Q1, 2024
Effluent Pump Station Rehabilitation (Planning)	✓ Condition assessment and project scoping in Fall 2023

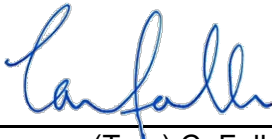
FINANCIAL IMPACT

There is no financial impact associated with this staff report.

RECOMMENDATION

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

Respectfully submitted,



Thomas (Tom) C. Falk, P.E., PMP
 Director of Infrastructure and Sustainability