

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE BOARD MEETING
HELD ON JANUARY 21, 2025
AT THE SAN ELIJO WATER CAMPUS

Kristi Becker, Chair

A meeting of the Board of Directors of San Elijo Joint Powers Authority (SEJPA) was held Tuesday, January 21, 2025, at 8:36 a.m., at the San Elijo Water Campus.

1. CALL TO ORDER

Board Chair Becker called the meeting to order at 8:36 a.m.

2. ROLL CALL

Directors Present:

Kristi Becker
Jim O'Hara (arrived 8:40 a.m.)
David Zito
Luke Shaffer

Others Present:

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| General Manager | Michael Thornton |
| Director of Infrastructure and Sustainability | Tom Falk |
| Director Finance and Administration | Kevin Lang |
| Senior Project Manager | Michael Konicke |
| Accounting Technician I | Maria Cruz |

SEJPA Counsel:

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| Snell & Wilmer | Adriana Ochoa |
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City of Encinitas:

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| Engineer | Daniel Nutter |
| Director of Utilities | Isam Hireish |

City of Solana Beach:

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| Principal Engineer | Dan Goldberg |
| City Manager | Alyssa Muto |

3. PLEDGE OF ALLEGIANCE

Board Chair, Becker, led the Pledge of Allegiance.

4. ORAL COMMUNICATION/PUBLIC COMMENT PERIOD

None.

5. AWARDS AND RECOGNITION

San Elijo Joint Powers Authority New Hires:

- Ryan Aguilar, Operator-in-Training, December 3, 2024

Recognition of Recent Achievement:

- Tyler Cook – Wastewater Treatment Plant Operator – Grade V
- Evan Fox – Wastewater Treatment Plant Operator – Grade II
- Miguel Becerra – Mechanical Technologist Certification – Grade II
- Winston Friedly – Electrical and Instrumentation Certification – Grade I
- Javier Perez – Laboratory Analyst Certification – Grade I
- Yani Reyes-Heyer – Associates of Science Degree – Business Administration

6. CONSENT CALENDAR

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| Agenda Item No. 7 | Approval of Minutes for the December 10, 2024 Board Meeting |
| Agenda Item No. 8 | Approval for Payment of Warrants and Monthly Investment Report – December 2024 |
| Agenda Item No. 9 | Wastewater Treatment Report – November 2024 |
| Agenda Item No. 10 | Recycled Water Report – November 2024 |
| Agenda Item No. 11 | Reportable Meetings |
| Agenda Item No. 12 | Award Contract for Toxicity Testing Services for Fiscal Years 2025 – 2028 |
| Agenda Item No. 13 | Authorize Change Order No. 10 for the Biosolids Dewatering Facility Improvement Project |

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

Motion carried with the following vote of approval:

AYES: Becker, Shaffer, Zito
NOES: None
ABSENT: O’Hara
ABSTAIN: None

15. 2025 ELECTION OF OFFICERS AND BOARD MEETING SCHEDULE

General Manager Michael Thornton reviewed the standard procedure for electing officers for the SEJPA Board. The Board voted to appoint Board Member Becker as Chairperson of the Board.

As the City of Encinitas is scheduled to appoint a new council member in January 2025, which may affect the designated representatives on the SEJPA Board of Directors, the Board decided to defer the appointment of the Vice Chairperson until the February Board meeting.

The Board also voted to approve the 2025 Regular Meeting Schedule for the Board of Directors. Meetings will be held at 8:30 a.m. on the third Tuesday of each month, except for December, when the meeting will be held on the second Tuesday, and no meeting will be scheduled in July.

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

1. Appoint Chairperson Becker for the 2025 SEJPA Board of Directors;
2. Select a regular meeting schedule for 2025; and
3. Discuss and take action as appropriate.

Motion carried with the following vote of approval:

AYES: Becker, O'Hara, Shaffer, Zito
NOES: None
ABSENT: None
ABSTAIN: None

16. CAPITAL PROGRAM UPDATE

Director of Infrastructure and Sustainability Thomas Falk reviewed SEJPA's 3-year capital plan, delivery schedule, and cost summary. He also reviewed the status of ongoing projects, provided a 3-month lookahead for the upcoming quarter, and explained how staff are working to monitor and mitigate capital program risks.

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

17. AWARD CONSTRUCTION PHASE CONTRACTS FOR THE STORMWATER CAPTURE AND REUSE PROJECT

Director of Infrastructure and Sustainability Thomas Falk presented the scope and purpose of the Stormwater Capture and Reuse Project. He also provided background on the history and benefits of the project. Staff recommended award of the Stormwater Project to Canyon Springs Enterprises, which was the lowest responsive and responsible bidder.

Moved by Board Member Zito and seconded by Board Member O'Hara to:

1. Authorize the General Manager to award and execute a contract for the construction of the Stormwater Capture and Reuse and Site Water Quality Improvements Project to Canyon Springs Enterprises in the lump sum amount of \$1,119,300;
2. Authorize the General Manager to execute Amendment 1 to the professional services agreement with Dudek for engineering services during construction for the Project in an amount not to exceed \$35,000; and ;
3. Authorize the General Manager to execute Amendment 1 to the professional services agreement with Valley CM for construction management and inspection services for the Project in an amount not to exceed \$49,875; and
4. Authorize the General Manager to execute a professional services agreement with Gafcon for labor compliance services for the Project in an amount not to exceed \$9,492; and
5. Discuss and take action as appropriate.

Motion carried with the following vote of approval:

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| AYES: | Becker, O'Hara, Shaffer, Zito |
| NOES | None |
| ABSENT: | None |
| ABSTAIN: | None |

18. GENERAL MANAGER'S REPORT

General Manager Mike Thorton presented a grant update and notice that staff is currently working on a Recycled Water Cost of Service Study with findings expected to be presented in April 2025.

19. GENERAL COUNSEL'S REPORT

General Counsel Adriana Ochoa gave a brief introduction to the new board members and reported that she will be meeting with the attorney's group for the California Association of Sanitation Agencies (CASA) on February 7, 2025. Adriana will present applicable legislation and findings from her attendance.

20. BOARD MEMBER COMMENTS

None.

21. CLOSED SESSION

None.

22. ADJOURNMENT

The meeting adjourned at 9:42 a.m. The next Board of Directors meeting is scheduled to be held on Tuesday, February 18, 2025, 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