

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE BOARD MEETING
HELD ON JULY 13, 2020
VIA VIDEO CONFERENCE

Jody Hubbard, Chair

Kristi Becker, Vice Chair

A meeting of the Board of Directors of San Elijo Joint Powers Authority (SEJPA) was held Monday, July 13, 2020, at 8:30 a.m., via a public web conference.

1. CALL TO ORDER

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

2. ROLL CALL

Directors Present:

Jody Hubbard
Kristi Becker
Catherine Blakespear
David Zito

Directors Absent:

None

Others Present:

General Manager	Michael Thornton
Director of Operations	Chris Trees
Director of Finance and Administration	Amy Chang
Administrative Coordinator	Vanessa Hackney
Senior Project Manager	Mike Konicke

SEJPA Counsel:

Procopio, Cory, Hargreaves & Savitch	Tracie Stender
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City of Encinitas:

Assistant City Manager	Mark Delin
Director of Public Works	Carl Quiram
Assistant Director/Assistant General Manager	Isam Hireish

City of Solana Beach:

Assistant City Manager	Dan King
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3. PLEDGE OF ALLEGIANCE

General Manager Thornton led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

None

5. AWARDS AND RECOGNITION

None

6. CONSENT CALENDAR

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

Agenda Item No. 7 Approval of Minutes for the June 8, 2020 Meeting

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

Agenda Item No. 9 San Elijo Water Campus Treated Effluent Flows – Monthly Report

Agenda Item No. 10 San Elijo Water Recycling Program – Monthly Report

Motion carried with the following vote of approval:

AYES: Hubbard, Becker, Blakespear, Zito

NOES: None

ABSENT: None

ABSTAIN: None

11. ITEMS REMOVED FROM CONSENT CALENDAR

None

12. PROFESSIONAL SERVICE AGREEMENT FOR RECYCLED WATER SYSTEM DISTRIBUTION AND STORAGE ANALYSIS

Director of Operations, Christopher Trees stated San Elijo Joint Powers Authority owns and operates a recycled water utility that provides recycled water to multiple water purveyors in north San Diego County. SEJPA has been working with local cities and agencies to expand the recycling program.

SEJPA has identified potential improvements to deliver recycled water from the San Elijo Water Campus to its northern distribution system which includes recycled water storage at Wiegand tank and Oak Crest tank. Also within this service area is the Wanket tank, which is a potable water reservoir that has been offline for more than a decade. Refurbishing the Wanket tank and connecting it the SEJPA recycled water distribution system could significantly increase the storage capacity and allow the SEJPA more operational flexibility during wet weather events.

To evaluate the different storage options, SEJPA requested professional engineering proposals, three proposals were received from reputable engineering companies. After review of the technical proposals it was determined that Infrastructure Engineering Corporation showed the greatest depth of knowledge of the system and issues being investigated and their proposal provided the best value to the agency.

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

1. Authorize the General Manager to enter into a professional services agreement with Infrastructure Engineering Corporation in the amount of \$52,365; and
2. Discuss and take action as appropriate.

Motion carried with the following vote of approval:

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

13. CAPITAL IMPROVEMENT PROGRAM UPDATE

Senior Project Manager, Michael Konicke stated that in 2017, the San Elijo Joint Powers Authority commenced a phased capital improvement program. The capital improvement projects were identified in the 2015 Facility Plan, then bundled into four phases to prioritize capital spending, streamline project delivery, minimize community impacts, and reduce cost through economies of scale.

Phase I has been completed with a construction cost of \$14.7 million.

Phase II of the Capital Program has a construction budget of \$23.3 million and consists of multiple projects, including the Electrical System Improvements (completed in 2018), Encinitas Ranch Recycled Water Expansion (completed in 2019), Supervisory Control and Data Acquisition Upgrades, and Water Campus Improvement Project. The Supervisory Control and Data Acquisition Upgrades project is substantially complete. The Water Campus Improvement project is divided into two components to manage risk associated with the COVID-19 pandemic. The first component broke ground in June 2020 and consists of project elements that required construction during the dry weather season. The second component is expected to begin in September 2020.

Phase III, the Solids Treatment Improvements, is in the pre-design phase. From pre-design, a recommend project or projects will move forward into full design and construction documents. This work is expected to commence in the last quarter of 2020, based on staffing resources.

Phase IV consists of Resource Recovery and Reuse projects, including stormwater capture and reuse, solar power generation, potable reuse, and other sustainability-focused projects. Currently, staff is pursuing the integration of solar and stormwater capture/reuse into the Water Campus Improvement Project. Staff will present information on these efforts at future Board meetings. In addition, staff is pursuing grant funding and multi-agency collaboration to help fund and advance these projects.

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

14. DISCUSS CHANGING BOARD MEETING SCHEDULE FOR 2020

General Manager Thornton stated that the SEJPA Board meeting schedule has been generally set as 8:30 a.m. on the second Monday of each month. For calendar year 2020, COVID-19 and other circumstances have disrupted this meeting schedule, providing an opportunity to evaluate the schedule. Moving the regular meeting date to the third Tuesday of the month would achieve the greatest efficiencies and minimize the need for staff to work on weekends.

Moved by Chair Hubbard and seconded by Vice Chair Becker to:

1. Adopt the recommended remaining 2020 Regularly Scheduled Board Meeting dates.

Motion carried with the following vote of approval:

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

15. GENERAL MANAGER'S REPORT

General Manager Thornton discussed the SEJPA Formation Agreement, last updated in 2008. There is need to update the agreement to reflect current operating conditions, recognize new legislation, and review the agreement to improve purchasing and budgeting process. It is anticipated that the recommended updates will be presented to the Board at the next Board Meeting, September 2020.

General Manager Thornton stated that SEJPA is in discussion with San Diego State University Engineering Department to collaborate on a project to monitor for early outbreak detection by evaluating the persistence of the COVID-19 virus in wastewater.

18. GENERAL COUNSEL'S REPORT

None

19. BOARD MEMBER COMMENTS

None

23. ADJOURNMENT

The meeting adjourned at 9:28 a.m. The next Board of Directors meeting is schedule to be held on Tuesday, September 15, 2020 at 8:30 a.m.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager