

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE SPECIAL BOARD MEETING
HELD ON June 8, 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, June 8, 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
Project Manager	Mike Konicke

SEJPA Counsel:

Procopio, Cory, Hargreaves & Savitch	Adriana Ochoa
--------------------------------------	---------------

City of Encinitas:

None

City of Solana Beach:

City Manager	Greg Wade
Director of Engineering/Public Works	Mohammad "Mo" Sammak
Finance Director/Treasurer	Marie Marron Berkuti

3. PLEDGE OF ALLEGIANCE

Web conference meeting so no pledge of allegiance performed.

4. ORAL COMMUNICATIONS

None

5. AWARDS AND RECOGNITION

IRWM Grant Funding (see Staff Report No. 16)

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 May 4, 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 |
| Agenda Item No. 11 | Approve Ferric Chloride Purchase Agreement Extension |
| Agenda Item No. 12 | Approve Sodium Hypochlorite Purchase Agreement Extension |
| Agenda Item No. 13 | Approve Aluminum Sulfate and Citric Acid Purchase Agreement Extension |

Motion carried with the following vote of approval:

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

14. ITEMS REMOVED FROM CONSENT CALENDAR

None

15. ADOPTION OF THE SAN ELIJO JOINT POWERS AUTHORITY FISCAL YEAR 2020-21 BUDGET, INVESTMENT POLICY, APPOINTMENT OF TREASURER, AND AUTHORIZE PUBLIC AGENCIES POST-EMPLOYMENT BENEFITS TRUST FUNDING

General Manager Thornton presented the Recommended Budget for FY 2020-21 to the Board for approval consideration. The San Elijo Joint Powers Authority (SEJPA) received no public comments or requests for budget changes. Therefore, at this time, the Recommended FY 2020-21 Budget is ready for adoption.

General Manager Thornton also stated that staff is not recommending any changes to SEJPA's investment policy for FY 2020-21, and that the FY 2020-21 Investment Policy and Guidelines is ready for adoption. The General Manager recommended the appointment of Amy Chang, Director of Finance and Administration, as SEJPA Treasurer for FY 2020-21.

Lastly, General Manager Thornton recommended applying unspent operational funds from FY 2019-20 budget to the PARS Public Agencies Post-Employment Benefits Trust (Trust) program. Balance in this Trust program may be used at the Board's discretion to reduce the Unfunded Actuarial Liability or CalPERS pension expenses to manage annual cash demands.

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

1. Adopt Resolution No. 2020-05, Resolution Approving the San Elijo Joint Powers Authority Operating and Capital Improvement Budgets for Fiscal Year 2020-21;
2. Adopt Resolution No. 2020-06, Resolution Approving the San Elijo Joint Powers Authority Investment Policy and Guidelines and Appointment of Amy Chang as SEJPA Treasurer;
3. Authorize SEJPA Treasurer to deposit any surplus FY 2019-20 budgeted funds not expended or otherwise encumbered by June 30, 2020 into the SEJPA PARS Public Agencies Post-Employments Benefits Trust Program; and
4. 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

16. PROPOSITION 1, INTEGRATED REGIONAL WATER MANAGEMENT, GRANT UPDATE

General Manager Thornton stated San Elijo Joint Powers Authority had applied for two grants from the Proposition 1, Integrated Regional Water Management (IRWM) program, and both pursuits were successful. The first grant was for approximately \$2.8 million to build new recycled water infrastructure in North Coastal San Diego County. The grant was a collaborative effort between the City of Oceanside, Olivenhain Municipal Water District, and SEJPA. The second grant is for stormwater capture and reuse at the San Elijo Water Campus and water education. The grant team for this award is SEJPA and the Nature Collective. The recommended grant value for both grants to SEJPA is approximately \$1.4 million.

General Manager Thornton stated that the two grant agreements will be presented to the Board of Directors for acceptance consideration at a future Board Meeting.

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

17. GENERAL MANAGER'S REPORT

General Manager Thornton stated that San Elijo Joint Powers Authority is in discussion with San Dieguito Water District and the 22nd Agricultural District on their Recycled Water Agreements with a goal to develop Agreement modifications that benefit all parties involved.

General Manager Thornton recognized Director of Operations, Chris Trees, for negotiating a temporary construction easement with San Diego Gas & Electric. This lease will provide \$38,000 in revenue over a short period of time on land that is currently sitting idle.

18. GENERAL COUNSEL'S REPORT

None

19. BOARD MEMBER COMMENTS

None

20. CLOSED SESSION

At 9:14 a.m., General Manager Thornton, General Council, and Board Members went into closed session per Government Code Section 54957(b)(1); 54957.6: PUBLIC EMPLOYEE PERFORMANCE EVALUATION. Title: General Manager.

21. REPORT OUT OF CLOSED SESSION

At 9:28 a.m., General Manager Thornton, General Council, and Board Members returned to open session Board Meeting.

22. CONSIDERATION OF GENERAL MANAGER PERFORMANCE BONUS (COMPENSATION) PER CURRENT EMPLOYMENT AGREEMENT

Board Member Zito stated that General Manager Thornton has done an excellent job, and that the organization has been well managed, is financially sound, and has met all of its objectives. Board Member Zito then stated he would be making a motion to award General Manager Thornton the full \$10,000 performance bonus.

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

1. Award the General Manager a \$10,000 performance bonus as outlined in the General Manager employment contract.

Motion carried with the following vote of approval:

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

23. ADJOURNMENT

The meeting adjourned at 9:30 a.m. The next Board of Directors meeting is schedule to be held on Monday, July 13, 2020 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