

SAN ELIJO JOINT POWERS AUTHORITY  
MINUTES OF THE BOARD MEETING  
HELD ON SEPTEMBER 19, 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, September 19, 2023, at 8:30 a.m., at the San Elijo Water Campus.

1. CALL TO ORDER

Chair Zito called the meeting to order at 8:30 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
Director of Finance and Administration	Amy Chang
Management Analyst I	Abby Schlenk

*SEJPA Counsel:*

Procopio	Adriana Ochoa
----------	---------------

*City of Solana Beach:*

Director of Engineering/Public Works	Mohammad "Mo" Sammak
City Manager	Greg Wade

*San Dieguito Water District:*

Principal Engineer	Habib Hariri
--------------------	--------------

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 Becker and seconded by Vice Chair Kranz to approve the Consent Calendar.

- |                    |   |
|--------------------|---|
| Agenda Item No. 7  | Approval of Minutes for the August 15, 2023 Board Meeting               |
| Agenda Item No. 8  | Approval for Payment of Warrants and Monthly Investment Report - August |
| Agenda Item No. 9  | Wastewater Treatment Report   |
| Agenda Item No. 10 | Recycled Water Report   |
| Agenda Item No. 11 | Reportable Meetings   |
| Agenda Item No. 12 | FY 2022-23 Financial Audit Engagement Letter Acceptance                 |
| Agenda Item No. 13 | Employee Handbook Update  |
| Agenda Item No. 14 | Purchase of Control Valves for Recycled Water Pump Station              |

Motion carried with the following vote of approval:

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

16. AWARD OF CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE WANKET TANK REFURBISHMENT AND CONVERSION, RECYCLED WATER PIPELINE, RECYCLED WATER VALVE REPLACEMENT, AND MOONLIGHT BEACH PUMP STATION MODIFICATION PROJECT

Director of Infrastructure & Sustainability, Tom Falk, presented staff's strategy for bundling construction management and inspection services for the Wanket Tank Refurbishment and Conversion, Recycled Water Pipeline, Recycled Water Valve Replacement, and Moonlight Beach Pump Station Modification projects. The intent is to increase efficiency and streamline administration by retaining one engineering firm to perform construction management and inspection (CM&I) for these projects.

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

1. Authorize the General Manager to execute Professional Services Agreement with CDM Smith, Inc. in an amount no-to-exceed \$571,480 for construction management and inspection of the Wanket Tank Refurbishment and Conversion, Recycled Water Valve Pipeline, Recycled Water Valve Replacement, and Moonlight Beach Pump Station Modification Projects with cost shared between the Recycled Water Program and Encinitas Sanitary Division.

Motion carried with the following vote of approval:

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

17. CAPITAL PROGRAM UPDATE

Director of Infrastructure and Sustainability, Tom 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.

18. GENERAL MANAGER'S REPORT

General Manager, Michael Thornton, provided an update that there were no spills, injuries, outfall issues, or property damage to agency facilities caused by Hurricane Hillary.

General Manager Thornton also stated that he will be leading a facility tour and presentation with U.S. Bureau of Reclamation staff as part of the North San Diego Water Reuse Coalition to provide status updates on projects utilizing grant funding from the U.S. Bureau of Reclamation.

General Manager Thornton provided the Board with an update on SEJPA's technical service support to Leucadia Wastewater District. The two agencies are in discussions to extend the agreement for a second year of technical support. This agreement allows for operational cross-training, staff development, and regional collaboration.

Lastly, General Manager Thornton introduced SEJPA's new social media accounts to the Board, including Facebook, Instagram, and LinkedIn.

19. GENERAL COUNSEL'S REPORT

Legal Counsel, Adriana Ochoa, announced that Procopio, Cory, Hargreaves & Savitch LLP is hosting a complimentary Brown Act training on October 10<sup>th</sup>. Board Member and staff are all welcome to attend.

20. BOARD MEMBER COMMENTS

None.

21. CLOSED SESSION

None.

22. ADJOURNMENT

The meeting adjourned at 9:08 a.m. The next Board of Directors meeting is scheduled to be held on Tuesday, October 17, 2023 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