Agenda Item No. 7A

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE BOARD MEETING
HELD ON SEPTEMBER 15, 2026
AT THE SAN ELIJO WATER CAMPUS

Luke Shaffer, Chair — David Zito, Vice Chair

A meeting of the Board of Directors of the San Elijo Joint Powers Authority (SEJPA) was held Tuesday, September 15, 2026, at 8:30 a.m., at the San Elijo Water Campus.

1. CALL TO ORDER

Chair Shaffer called the meeting to order at 8:30 a.m.

2. ROLL CALL

Directors Present:

Board Chair	Luke Shaffer
Vice Chair	David Zito
Board Member	Jim O'Hara
Board Member	Kristi Becker

Others Present:

General Manager	Michael Thornton
Deputy General Manager	Thomas Falk
Director of Finance and Administration	Kevin Lang
Administrative Coordinator	Vanessa Hackney

SEJPA Counsel:

Snell and Wilmer	Tracie Stender

City of Encinitas:

Senior City Engineer	Will Trax

City of Solana Beach:

City Engineer	Austin Frisby

3. PLEDGE OF ALLEGIANCE

Board Member O'Hara led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS/PUBLIC COMMENT PERIOD

None.

5. NEW HIRES, AWARDS AND RECOGNITION

None.

6. CHANGES TO THE AGENDA

None.

7. CONSENT CALENDAR

Agenda Item No. 7A	APPROVAL OF MINUTES FOR JUNE 21, 2026 MEETING
Agenda Item No. 7B.1	APPROVAL FOR PAYMENT OF WARRANTS AND MONTHLY INVESTMENT REPORTS – JULY 2026
Agenda Item No. 7B.2	APPROVAL FOR PAYMENT OF WARRANTS AND MONTHLY INVESTMENT REPORTS – AUGUST 2026
Agenda Item No. 7C.1	WASTEWATER TREATMENT REPORT – JUNE 2026
Agenda Item No. 7C.2	WASTEWATER TREATMENT REPORT – JULY 2026
Agenda Item No. 7D.1	RECYCLED WATER REPORT – JUNE 2026
Agenda Item No. 7D.2	RECYCLED WATER REPORT – JULY 2026
Agenda Item No. 7E	RECYCLED WATER REPORT – JULY 2026
Agenda Item No. 7F	CONSTRUCTION COMPLETION ACCEPTANCE – EMERGENCY RECYCLED WATER PIPELINE REPAIR AT EAST (MAIN) ENTRY GATE
Agenda Item No. 7G	AWARD OF PRELIMINARY ENGINEERING-DESIGN SERVICES FOR OLIVENHAIN PUMP STATION GENERATOR AND ELECTRICAL UPGRADES PROJECT
Agenda Item No. 7H	AMEND PROFESSIONAL SERVICES AGREEMENT FOR AS-NEEDED CONSULTING ENGINEERING SERVICES
Agenda Item No. 7I	PROJECT MANAGEMENT AND ENGINEERING SERVICES FOR LOMAS SANTA FE BOOSTER PUMP STATION REHABILITATION

Moved by Vice Chair Zito and seconded by Board Member O'Hara to approve the Consent Calendar.

Motion carried with the following vote of approval:

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

9A. NOTICE OF EMERGENCY SITUATION AND AWARD OF CONSTRUCTION CONTRACT FOR REPIARS TO RECYCLED WATER PIPELINE LATERAL ON SAXONY ROAD IN ENCINITAS

Deputy General Manager Thomas Falk presented to the Board that on September 8, 2026, at approximately 11:00 a.m., staff was notified of water surfacing through the asphalt pavement above a buried recycled water lateral at approximately 171 Saxony Road in Encinitas. Staff promptly investigated and conferred with both the City of Encinitas' Engineering Department and San Dieguito Water District. Staff determined the leak to be limited in magnitude but requiring prompt repair due to its location within a public street and uncertainty regarding the integrity of the buried lateral connection.

Burtech Pipeline was contacted and was requested to support. Burtech is submitting documentation to secure a Construction Public Right-of-Way (PROW) permit from the City of Encinitas and preparing a crew to excavate, dewater the trench and repair the damaged pipeline in an expeditious manner. The work in the public street will be completed to the City's standards including pavement restoration. Once all work is completed, SEJPA will reconcile time and materials charges with Burtech and close out the emergency declaration.

Under SEJPA's Resolution 2022-01 and PCC 22050, the General Manager authorized emergency repairs without competitive bidding.

The cost of the emergency repairs will be funded through the Recycled Water Program's reserves. The recommended contract with Burtech Pipeline for this work is for an amount not to exceed $50,000.

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

1. Review and Confirm this Emergency Condition Pursuant to San Elijo Joint Powers Authority's Resolution 2022-01 "Purchasing Policies and Procedures" and Public Contract Code 22050, and ratify the General Manager's execution of an emergency repair agreement with Burtech Pipeline for repairs to buried recycled water pipeline lateral on Saxony Road.

Motion carried with the following vote of approval:

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

9B. AWARD OF ENGINEERING-DESIGN SERVICES FOR RECYCLED WATER PIPELINE REPLACEMENT PROJECT

Deputy General Manager Thomas Falk presented the Recycled Water Pipeline Replacement Project (Project) to the Board. Since 2013, SEJPA has experienced six significant leaks in buried ductile iron pipeline sections at the San Elijo Water Campus (SEWC). Due to the recent frequency of failures, staff determined that replacement of the localized ductile iron pipeline was necessary to improve reliability.

The Project will replace approximately 1,100 linear feet of existing 12-inch ductile iron pipe with a more corrosion-resistant material, anticipated to be PVC C900 or a similar plastic piping system. The Project also incorporates replacement of existing ductile iron filtered water piping and an automated filtered water diversion valve identified as high-priority assets through recent facility planning. Combining these improvements with the pipeline replacement will provide economies of scale and proactively address identified asset management risks.

SEJPA publicly advertised a Request for Proposals (RFP) through PlanetBids for professional engineering services, including project management, pre-design investigations, engineering, final design, and related services. Two proposals were received by the August 20, 2026 deadline from Hoch Consulting, Inc. and Scheidel Engineering, Inc. A selection panel reviewed and scored the proposals in accordance with the RFP evaluation criteria, and Hoch Consulting was identified as the highest-ranked firm.

Following the qualifications-based selection process and negotiations regarding scope and fees, staff recommended awarding a Professional Services Agreement to Hoch Consulting in an amount not-to-exceed $135,543 for Project design.

Staff noted that, in June 2026, the Board authorized the use of federal Title XVI grant proceeds associated with the Recycled Water Conservation and Production Upgrade Project to fund eligible recycled water pipeline replacement costs, estimated at approximately $1.2 million. The design costs will be funded through the authorized capital reserve appropriation.

Moved by Board Member O’Hara and seconded by Board Member Becker to:

1. Authorize the General Manager to execute Professional Services Agreement with Hoch Consulting, Inc. in an amount not-to-exceed $135,543 for the design of the Recycled Water Pipeline Replacement Project

Motion carried with the following vote of approval:

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

9C. TREATMENT AND DISTRIBUTION PERFORMANCE UPDATE

General Manager Michael Thornton presented an update on summer 2026 operations at the San Elijo Water Campus (SEWC). Periods of increased wastewater strength and near-record recycled water demand challenged treatment and distribution system performance.

Operations staff managed the conditions; however, intermittent coliform detections and pressure concerns in the northern service area highlighted limitations in existing facilities.

Staff is using recent operating experience to implement near-term improvements and prioritize longer-term capital investments through the Facility Plan. Concentrated nighttime irrigation increased peak demands on recycled water production, storage, pumping, and distribution, resulting in periods of inadequate pressure for some northern service area customers.

The recycled water system was designed to supplement recycled water with potable water when production or storage is insufficient to meet peak demand. Wanket Reservoir is expected to be placed into service this winter, providing additional storage and operational flexibility while reducing peak-demand stress.

The Facility Plan will identify and evaluate phased capital improvements needed to increase treatment capacity, improve recycled water quality, and enhance peak-demand reliability.

No new capital authorization is requested with this item.

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

9D. CAPITAL PROGRAM UPDATE

Deputy General Manager Thomas Falk presented that SEJPA's Capital Improvement Program is currently advancing a series of near-term capital projects focused on rehabilitation and replacement of aging infrastructure, electrical and control system modernization, recycled water reliability, and other priority asset needs. Several of these projects are progressing through engineering and procurement, with construction phases starting later this year.

Concurrently, staff and consultant(s) are nearing completion of SEJPA's updated facility planning effort, titled the Plant Resiliency, Efficiency, and Performance (PREP) Plan. Staff has reviewed and provided comments on the draft report, with final revisions underway.

FYE 2026–2028 Capital Plan expenditures are budgeted and Board-approved at $8.25 million for wastewater and $4 million for recycled water. Under SEJPA's "Pay-Go" funding strategy, projects will advance based on priority and available funding, with implementation contracts brought to the Board for authorization.

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

9E. GENERAL MANAGER EMPLOYMENT AGREEMENT BY AND BETWEEN SAN ELIJO JOINT POWERS AUTHORITY AND THOMAS FALK

General Counsel Tracie Stender reported to the Board that earlier this year, following notice from San Elijo Joint Powers Authority's (SEJPA) General Manager, Michael T. Thornton, of his intent to retire effective November 3, 2026, the Board of Directors initiated succession planning measures that included promoting Thomas Falk, formerly Director of Infrastructure and Sustainability, to Deputy General Manager.

Following negotiations between the Board of Directors and Mr. Falk in May and July 2026, the Board directed General Counsel to prepare a General Manager Employment Agreement reflecting the negotiated terms.

Approval of the Agreement appoints Mr. Falk as General Manager effective November 3, 2026 and through June 30, 2029.

The General Manager's annual base salary of $290,000.00 and benefits are funded through SEJPA's annual operating budget. Approval of the proposed Employment Agreement does not require a separate budget appropriation.

Moved by Vice Chair Zito and seconded by Chair Shaffer to:

1. Approve the General Manager Employment Agreement by and between San Elijo Joint Powers Authority and Thomas Falk, with an effective date of November 3, 2026.

Motion carried with the following vote of approval:

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

10. GENERAL MANAGER'S REPORT

General Manager Michael Thornton provided a brief update to the Board regarding staff's ongoing preparations for the potential impacts of the anticipated Super El Niño conditions in San Diego County this winter.

11. GENERAL COUNSEL'S REPORT

General Counsel Tracie Stender reported to the Board that California's Legislative Session has just come to an end and Counsel will be reporting back to the Board next month with any relevant new laws.

12. BOARD MEMBER COMMENTS

None.

13. CLOSED SESSION

None.

14. ADJOURNMENT

The meeting adjourned at 9:40 a.m. The next Board of Directors meeting is scheduled to be held on Tuesday, October 20, 2026 at 8:30 a.m.