

AGENDA
SAN ELIJO JOINT POWERS AUTHORITY
MONDAY MAY 14, 2012 AT 9:00 AM
SAN ELIJO WATER RECLAMATION FACILITY – CONFERENCE ROOM
2695 MANCHESTER AVENUE
CARDIFF BY THE SEA,
CALIFORNIA

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. ORAL COMMUNICATIONS (NON-ACTION ITEM)
5. PRESENTATION OF AWARDS

Ravy Chea – 20 Years of Service

CWEA State Award: 2011 Small Plant of the Year
6. * **CONSENT CALENDAR**
7. * APPROVAL OF MINUTES FOR THE APRIL 9, 2012 MEETING
8. * APPROVAL FOR PAYMENT OF WARRANTS AND MONTHLY INVESTMENT REPORTS
9. * SAN ELIJO WATER RECLAMATION FACILITY TREATED EFFLUENT FLOWS – MONTHLY REPORT
10. * SAN ELIJO JOINT POWERS AUTHORITY RECYCLED WATER PROGRAM – MONTHLY REPORT
11. * ITEMS REMOVED FROM CONSENT CALENDAR

Items on the Consent Calendar are routine matters and there will be no discussion unless an item is removed from the Consent Calendar. Items removed by a "Request to Speak" form from the public will be handled immediately following adoption of the Consent Calendar. Items removed by a Board Member will be handled as directed by the Board.

REGULAR AGENDA

12. PRE-ENGAGEMENT MEETING WITH SAN ELIJO JOINT POWERS AUTHORITY AUDITORS

It is recommended that the Board of Directors:

1. Discuss and take action as appropriate.

Staff Reference: Director of Finance/Administration

13. SAN ELIJO JOINT POWERS AUTHORITY FISCAL YEAR 2012-13 RECOMMENDED BUDGET UPDATE

It is recommended that the Board of Directors:

1. Discuss and take action as appropriate.

Staff Reference: Director of Finance/Administration

14. STATUS REPORT: WASTEWATER INFRASTRUCTURE CAPITAL PROJECTS

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

Staff Reference: General Manager

15. GENERAL MANAGER'S REPORT

Informational report by the General Manager on items not requiring Board action.

16. GENERAL COUNSEL'S REPORT

Informational report by the General Counsel on items not requiring Board action.

17. BOARD MEMBER COMMENTS

This item is placed on the agenda to allow individual Board Members to briefly convey information to the Board or public, or to request staff to place a matter on a future agenda and/or report back on any matter. There is no discussion or action taken on comments by Board Members.

18. CLOSED SESSION

A closed session will be held per Government Code Section 54957.6: Labor Negotiations and per Government Code Section 54957: Employee Performance Evaluation. Title: General Manager

A closed session may be held at any time during this meeting of the San Elijo Joint Powers Authority for the purposes of discussing potential or pending litigation or other appropriate matters pursuant to the "Ralph M. Brown Act".

19. ADJOURNMENT

The next regularly scheduled San Elijo Joint Powers Authority Board Meeting will be June 11, 2012 at 9:00 a.m.

NOTICE:

The San Elijo Joint Powers Authority's open and public meetings meet the protections and prohibitions contained in Section 202 of the Americans With Disabilities Act of 1990 (42 U.S.C Section 12132), and the federal rules and regulations adopted in implementation thereof. Any person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting of the SEJPA Board of Directors may request such modification or accommodation from Michael T. Thornton, General Manager, (760) 753-6203 ext. 72.

The agenda package and materials related to an agenda item submitted after the packet's distribution to the Board is available for public review in the lobby of the SEJPA Administrative Office during normal business hours. Agendas and minutes are available at www.sejpa.org. The SEJPA Board meetings are held on the second Monday of the month, except August.

AFFIDAVIT OF POSTING

I, Michael T. Thornton, Secretary of the San Elijo Joint Powers Authority, hereby certify that I posted, or have caused to be posted, a copy of the foregoing agenda in the following locations:

San Elijo Water Reclamation Facility, 2695 Manchester Avenue, Cardiff, California
City of Encinitas, 505 South Vulcan Avenue, Encinitas, California
City of Solana Beach, 635 South Highway 101, Solana Beach, California

The notice was posted at least 72 hours prior to the meeting, in accordance with Government Code Section 54954.2(a).

Date: May 9, 2012



Michael T. Thornton, P.E.
Secretary / General Manager

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE BOARD MEETING
HELD ON APRIL 9, 2012
AT THE
SAN ELIJO WATER RECLAMATION FACILITY

Teresa Barth, Chair

David Roberts, Vice Chair

A Meeting of the Board of Directors of the San Elijo Joint Powers Authority (SEJPA) was held Monday, April 9, 2012, at 9:00 a.m., at the San Elijo Water Reclamation Facility at 2695 Manchester Avenue, Cardiff by the Sea, California.

1. CALL TO ORDER

Chair Barth called the meeting to order at 9:00 a.m.

2. ROLL CALL

Directors Present:

Teresa Barth
Thomas M. Campbell
Mark Muir
David W. Roberts

Others Present:

General Manager
Director of Finance/Administration
Director of Operations
Administrative Assistant
Accounting Technician
Safety/HR Administrator

Michael Thornton
Greg Lewis
Christopher Trees
Monica Blake
Carrie Cook
Marisa Buckles

SEJPA Counsel:

Procopio, Cory, Hargreaves & Savitch

Greg Moser

City of Encinitas,
City Manager
Public Works Management Analyst
City of Solana Beach,
City Manager
City of Solana Beach,
Director of Engineering/Public Works

Gus Vina
Bill Wilson

David Ott

Mohammad "Mo" Sammak

3. PLEDGE OF ALLEGIANCE

Gus Vina led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

None

5. PRESENTATION OF AWARDS

None

6. CONSENT CALENDAR

Moved by Board Member Muir and seconded by Vice Chair Roberts to approve the Consent Calendar with unanimous vote of approval.

Consent Calendar:

- | | |
|--------------------|--|
| Agenda Item No. 7 | Approval of Minutes for the March 12, 2012 meeting |
| Agenda Item No. 8 | Approval for Payment of Warrants and Monthly Investment Report |
| Agenda Item No. 9 | San Elijo Water Reclamation Facility Treated Effluent Flows – Monthly Report |
| Agenda Item No. 10 | San Elijo Joint Powers Authority Recycled Water Program – Monthly Report |

11. ITEMS REMOVED FROM CONSENT CALENDAR

None

12. PRESENTATION OF THE SAN ELIJO JOINT POWERS AUTHORITY FISCAL YEAR 2012-13 RECOMMENDED BUDGET

The Director of Finance/Administration provided a PowerPoint presentation on the Fiscal Year (FY) 2012-13 Recommended Budget and answered questions from the Board of Directors. The total recommended FY 2012-13 budget for the Wastewater Treatment Fund, which includes operations and debt service, is \$5,374,877, a 4.7 percent decrease from the previous year. Revenues to support the Wastewater Treatment Fund come from the users of the provided services including the Member Agencies, Rancho Santa Fe Community Service Districts and Escondido. The total recommended FY 2012-13 operating budget for the Water Reclamation Fund, which includes operations and debt service, is \$1,957,028, a 7.2 percent increase from the previous year. The increase is attributable to new debt issued for the Advanced Water Treatment Project. Water Reclamation Fund revenues come from the sale of recycled water. The FY 2012-13 appropriation for the Capital Project fund is \$1,032,000, up from \$942,000 and is funded based on ownership or leased capacity of the facilities being improved or constructed.

It was reported that the total cost to the Member Agencies of the FY 2012-13 recommended budget for all programs funded including capital improvements and debt service will decrease from a year ago. The City of Encinitas will see a reduction of cost of 6.9 percent, while the City of Solana Beach will see a reduction of 3.4 percent.

The Director of Finance/Administration stated that on the basis of 15,992 connected equivalent dwelling units (EDU's) through December 2011, the services provided to the Member Agencies by the SEJPA for wastewater treatment and disposal will cost an average of \$153.14 per EDU. This represents a decrease of 4.7 percent from a year ago.

It was recommended that the Board of Directors take the Recommended Budget to their respective Councils for further discussion and support. The budget will then be discussed at the next scheduled Board meeting.

This was an informational report not requiring Board action.

13. FINAL ARBITRAGE REPORT ON THE REFUNDED 2003 REVENUE BONDS

The Director of Finance/Administration reported that the final step in refunding the 2003 Bonds is to complete the federal arbitrage report to ensure the tax exempt status of the bonds is not compromised by excess earnings on the reserve account during the life of the bonds. When the bonds were originally issued, the arbitrage yield was calculated to be 3.847 percent, and the reserves cannot earn more than that during the life of the bonds.

The Director of Finance/Administration stated that during the refunding process, the SEJPA negotiated a settlement with the reserve account investor, Wells Fargo Bank, to end the forward purchase agreement that the bond reserves were invested in. Since the yield on the investment instrument was above current market rates, Wells Fargo was willing to pay a premium to terminate the contract. This premium is considered interest earnings for the purpose of arbitrage and is added to the earnings of the reserve over its life. This caused the reserve to earn in excess of the arbitrage yield for the period 2003 through 2011. The final arbitrage report requires earnings in excess of the arbitrage yield be relinquished to the Internal Revenue Service to maintain the tax exempt status of the bonds. The final arbitrage report was completed by Willdan Financial Service in March 2012 and the report concluded that the SEJPA reserve fund earnings exceeded the arbitrage yield calculation by \$158,838.86.

The Director of Finance/Administration stated that the amount due the Internal Revenue Service has no impact on the SEJPA or Member Agencies' budgets since the rebate is taken from the proceeds paid by Wells Fargo Bank during the refunding process.

Moved by Board Member Muir and seconded by Board Member Campbell to:

1. Authorize the General Manager to submit form 8038-T to the Internal Revenue Service along with the \$158,838.86 payment due.

Motion carried with unanimous vote of approval.

14. PARTNERSHIP WITH OLIVENHAIN MUNICIPAL WATER DISTRICT (OMWD) REGARDING LOCAL WATER SUPPLY DEVELOPMENT

The General Manager stated that as part of the North San Diego County Cooperative Demineralization Project, OMWD is studying the feasibility of a brackish water purification project known as the San Elijo Valley Groundwater Project (SEVGP). To determine the water quality and quantity in a deep aquifer beneath the San Elijo Lagoon, a test well needs to be constructed and a three-day pump test performed. OMWD contacted the SEJPA to inquire if treatment and disposal of the water extracted from the three-day test could be provided. SEJPA staff has evaluated this request and is in favor of approving it. The General Manager reported that OMWD will provide full cost recovery to the SEJPA for the treatment and disposal of the test water. Therefore, this is a cost neutral project to the SEJPA.

Moved by Board Member Muir and seconded by Chair Barth to:

1. Authorize the General Manager to enter into Agreement with the Olivenhain Municipal Water District for the conveyance, treatment, and recycling or disposal of test water associated with the proposed San Elijo Valley Groundwater Project.

Motion carried with unanimous vote of approval.

15. GENERAL MANAGER'S REPORT

The General Manager reported that on March 15th he made a presentation to the San Diego Regional Chapter of WaterReuse on the San Elijo Advanced Water Treatment Project. The presentation focused on the proactive approach of the SEJPA to address water quality concerns, being innovative in the capture and treatment of urban runoff, and the SEJPA's success in securing grant funding and low-interest financing. The General Manager stated that the City of San Diego presented on their first single-family residence use of recycled water for landscaping, which will likely pave the way for more recycled water use in this application.

The General Manager stated that he spoke at the 6th Annual World Water Day Festival at the Agua Hedionda Lagoon Discovery Center. His presentation focused on what recycled water is and how it benefits our community, which provided an opportunity to highlight the SEJPA's recycled water program.

16. GENERAL COUNSEL'S REPORT

General Counsel Greg Moser stated that Cal-LAFCO's interest in the regulation of joint powers authorities did not make their list of legislative priorities. Also, the California Fair Political Practices Commission (FPPC) adopted changes to its regulations so that boards voting on committee appointments do not create conflicts of interest.

17. BOARD MEMBER COMMENTS

None

18. CLOSED SESSION

The Board of Directors adjourned to closed session at 10:07 a.m., with Labor Negotiators Michael Thornton and Greg Lewis, per Government Code Section 54957.6: Labor Negotiations.

19. ADJOURNMENT

The Board of Directors came out of closed session at 10:22 a.m. with no reportable action and adjourned at 10:23 a.m. The next Board of Directors meeting will be held on May 14, 2012.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

PAYMENT OF WARRANTS

12-05

3-May-12

VENDOR	DESCRIPTION OF EXPENSE	AMOUNT
<u>12-05 Warrants</u>		
AG Tech, LLC	Biosolids hauling - March	\$9,953.08
AT&T	Alarm service	\$380.14
AT&T	Phone service - 02/13/12 - 03/13/12	\$380.27
AT&T - Eden Garden	DSL - 02/20/12 - 03/19/12	\$73.23
AT&T - Olivenhain	DSL - 03/10/12 - 04/09/12	\$72.76
Abcana Industries	Hydrochloric acid - plant	\$439.39
Affordable Pipeline Services	Line cleaning - Olivenhain P. S.	\$1,020.00
American Backflow Prevention	Membership - M. Piper	\$75.00
Applied Industrial Technologies	Repair parts - boiler pump - plant	\$56.01
Aquatic Bioassay	Lab testing - lab	\$960.00
Arrowhead	Kitchen and lab supplies	\$240.59
Atlas Pumping Service	Grease and scum pumping - April	\$554.88
Atlas Pumping Service	Grease and scum pumping - March	\$554.88
Atlas Pumping Service	Grit and screening	\$742.35
BankCard Center	Meeting, licenses, repair parts, and seminar	\$2,238.61
Barracuda Networks, Inc.	Network - back-up servers - April	\$50.00
Bavco	Valve test kit - water reclamation	\$1,034.40
Bee Friendly	Bee removal - water reclamation	\$640.00
Blake, Monica	Expense report - mileage	\$29.37
Buckles, Marisa	Expense report - employee meeting	\$54.51
CWEA	Membership - K. Regnier	\$132.00
Cal State Compliance	Consulting services - water reclamation	\$2,500.00
Calscience Environmental Lab	Lab testing - lab and water reclamation	\$380.00
Coast Waste Management, Inc.	Roll-off rental	\$40.00
Complete Office	Office supplies - April	\$152.02
Corodata	Record storage - March	\$81.88
Custom Awning & Canvas	Restore two awnings - plant	\$665.00
Del Mar Blue Print	Printing maps for Fletcher Cove P. S.	\$26.94
EDCO Waste & Recycling	Trash service - March	\$187.77
Eaton Corporation	Soft start controlling pump - water reclamation	\$8,870.00
Gate Masters Inc.	Front gate repair - plant	\$110.00
Golden State Overnight	Mailing monthly and quarterly regulatory reports	\$38.00
Grainger, Inc.	Liquid flow meter - plant and all pump stations	\$198.26
Guardian	Dental - April	\$1,348.06
Hardy Diagnostics	Lab supplies - outfall and water reclamation	\$409.74
Health and Human Resource	EAP - April	\$351.12
Home Depot Credit Services	Gnatcatcher noise protection project - plant	\$786.10
Hydroscape Products, Inc.	Landscape plumbing parts - plant	\$65.33
IRS	2003 refunding revenue bonds - Arbitrage Rebate	\$158,838.86
Jani-King	Janitorial service - April	\$882.64
Kennedy / Jenks Consultants	Recycled water demineralization project	\$40,300.73
Konica	Monthly copier maintenance	\$115.53
Larsen, Casey	Expense report - communications devices - water rec.	\$210.45
Lewis, Greg	Expense report - transponder alarm system - water rec.	\$80.91
Lewis, Greg	Expense report - portable generator, office supplies - plant	\$1,339.78

PAYMENT OF WARRANTS

12-05

3-May-12

VENDOR	DESCRIPTION OF EXPENSE	AMOUNT
Lewis, Greg	Expense report - safety switch - plant	\$632.66
Lowell Corporation	Plumbing parts - digester - plant	\$554.82
Marine Taxonomic Services	Offshore monitoring - outfall - April	\$740.00
McMaster-Carr Supply Co.	Plumbing parts - plant	\$87.52
McMaster-Carr Supply Co.	Plumbing parts - plant	\$198.82
McMaster-Carr Supply Co.	Plumbing parts - Cardiff P. S.	\$172.55
Medlin & Associates, Inc.	Gnatcatcher - noise mitigation monitoring - plant	\$8,493.00
Medlin & Associates, Inc.	Gnatcatcher - noise mitigation monitoring - plant	\$1,239.00
MegaPath Inc.	T-1 service - April	\$278.13
OMWD	Manchester - 02/08/12 - 03/07/12	\$45.48
PERS - Retirement	Retirement premium - 04/06/12	\$15,257.48
PERS - Retirement	Retirement premium - 04/20/12	\$15,394.55
Pacific Pipeline Supply	Shop and field supply - water reclamation	\$349.11
Pacific Pipeline Supply	Shop and field supply - Olivenhain P. S.	\$121.76
Pacific Pipeline Supply	Repair part, shop and field supply - plant	\$408.92
Pacific Safety Council	First aid, AED, and CPR training	\$750.00
Palomar Backflow Inc.	Repair parts - plant	\$625.00
Petty Cash	Replenish petty cash	\$168.09
Piper, Michael	Expense report - cell phone repair	\$35.00
Polydyne Inc.	Clarifloc ® WE-007 - plant	\$2,602.16
Polydyne Inc.	Clarifloc ® WE-007 - plant	\$7,806.49
Preferred Benefits Insurance	Vision insurance - April	\$315.16
Probuild	Repair, shop and field supplies - March	\$105.02
Procopio, Cory, Hargreaves	General legal services - March	\$3,263.25
RSIS, Inc.	Calibrate equipment for permit compliance - all P. S.	\$1,892.00
RT Corporation	Lab supplies - lab, water reclamation, and outfall	\$863.60
Rain For Rent, Inc.	Equipment rental - Olivenhain P. S.	\$2,840.83
Rain For Rent, Inc.	Equipment rental - Olivenhain P. S.	\$4,797.22
Rising Tide Partners	Consulting services	\$282.00
Rockwell Engineering	Vaughan pedestal chopper pump - Solana Beach P. S.	\$12,127.51
Rockwell Engineering	Vaughan horizontal chopper pump - plant	\$9,849.13
San Diego Gas and Electric	Gas and electric - 02/06/12 - 03/07/12	\$32,417.01
San Diego Gas and Electric	Gas and electric - 03/08/12 - 04/06/12 - Cardiff	\$1,262.48
San Diego Gas and Electric	Gas and electric - 03/08/12 - 04/06/12 - Valley	\$1,726.39
San Dieguito Water District	2710 Manchester - 01/23/12 - 03/26/12	\$198.65
San Dieguito Water District	Manchester RWM 1 - 02/29/12 - 03/27/12	\$104.91
San Dieguito Water District	Manchester RWM 4 - 02/29/12 - 03/27/12	\$142.57
San Dieguito Water District	Manchester RWM 5 - 02/29/12 - 03/27/12	\$387.36
San Dieguito Water District	Manchester RWM 6 - 02/29/12 - 03/27/12	\$2,985.90
San Dieguito Water District	Manchester - 01/23/12 - 03/26/12	\$172.10
San Dieguito Water District	Manchester - 01/23/12 - 03/26/12	\$208.13
San Dieguito Water District	S. Coast Highway 101 - 01/23/12 - 03/26/12	\$41.89
San Dieguito Water District	Fee for meter installation - water reclamation	\$330.00
San Elijo Payroll Account	Payroll - 04/06/12	\$75,426.61
San Elijo Payroll Account	Payroll - 04/20/12	\$76,641.71
Safetyline, Inc.	Safety vest for emergency response team	\$163.07
Santa Fe Irrigation District	Lomas Santa Fe Dr. - 01/18/12 - 03/21/12	\$819.24

PAYMENT OF WARRANTS

12-05

3-May-12

VENDOR	DESCRIPTION OF EXPENSE	AMOUNT
Santa Fe Irrigation District	Valley - 02/29/12 - 03/28/12	\$72.55
Smart & Final	Office supplies	\$25.90
Southern Contracting Company	Electrical Upgrades Capital Project - March	\$253,155.15
Sprint	Cellular phone service - February and March	\$579.44
T.S. Industrial Supply	Plumbing parts - plant	\$462.06
Terminix Processing Center	Pest control - March	\$81.00
Thornton, Michael	Expense report - WateReuse Conference	\$672.16
Trussell Technologies, Inc.	Consulting svcs. for treatment improvement	\$6,864.00
USA Bluebook	Safety supplies and repair parts - plant	\$447.97
Underground Service Alert	Dig alert - March	\$48.00
Unifirst Corporation	Uniform service - March	\$87.09
Unifirst Corporation	Uniform service - April	\$398.12
VWR International, Inc.	Lab supplies - lab, plant, and outfall	\$1,114.24
Valencia's Auto Upholstery	Sludge tractor repair	\$150.00
Western Water Works Support	Plumbing supplies - water reclamation	\$2,380.89
Wright Express FSC	Fuel - March	\$1,168.00
Total 12-05 Warrants		\$790,691.44


SAN ELIJO JOINT POWERS AUTHORITY

PAYMENT OF WARRANTS SUMMARY

3-May-12

PAYMENT OF WARRANTS		\$790,691.44
Reference Number	12-05	

I hereby certify that the demands listed and covered by warrants are correct and just to the best of my knowledge, and that the money is available in the proper funds to pay these demands. The cash flows of the SEJPA, including the Member Agency commitment in their operating budgets to support the operations of the SEJPA, are expected to be adequate to meet the SEJPA's obligations over the next six months. I also certify that the SEJPA's investment portfolio complies with the SEJPA's investment policy.



Gregory Lewis
Director of Finance/Administration
Treasurer

STATEMENT OF FUNDS AVAILABLE FOR PAYMENT OF WARRANTS
AND INVESTMENT INFORMATION
AS OF

3-May-12

<u>FUNDS ON DEPOSIT WITH</u>	<u>AMOUNT</u>
LOCAL AGENCY INVESTMENT FUND <i>(MARCH 2012 YIELD 0.383%)</i>	
SELF INSURANCE RESERVE	\$ 300,000.00
RESTRICTED SRF RESERVE	\$ 630,000.00
UNRESTRICTED DEPOSITS	\$ 6,323,832.71
ADVANCED WATER TREATMENT LOAN PROCEEDS	\$ 2,000,000.00
CALIFORNIA BANK AND TRUST <i>(MARCH 2012 YIELD 0.05%)</i>	
REGULAR CHECKING	\$ 54,729.24
PAYROLL CHECKING	\$ 5,000.00
TOTAL RESOURCES	\$ 9,313,561.95

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

May 14, 2012

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: SAN ELIJO WATER RECLAMATION FACILITY TREATED EFFLUENT FLOWS –
MONTHLY REPORT

RECOMMENDATION

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

DISCUSSION

Monthly Treatment Plant Performance and Evaluation

Wastewater treatment for the San Elijo Joint Powers Authority (SEJPA) met all NPDES ocean effluent limitation requirements for the month of March 2012. The primary indicators of treatment performance include the removal of Carbonaceous Biochemical Oxygen Demand (CBOD) and Total Suspended Solids (TSS). The SEJPA is required to remove a minimum of 85 percent of the CBOD and TSS from the wastewater. Treatment levels for CBOD and TSS were 97.9 percent and 96.1 percent, respectively, for March (as shown in Figure 1 and Figure 2).

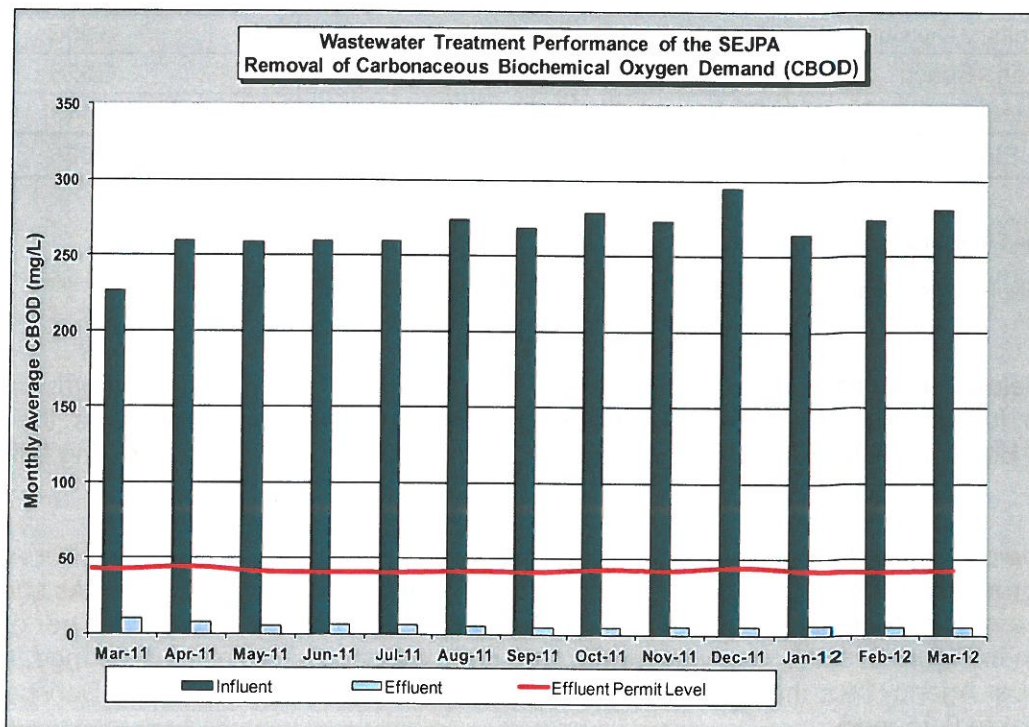


FIGURE 1

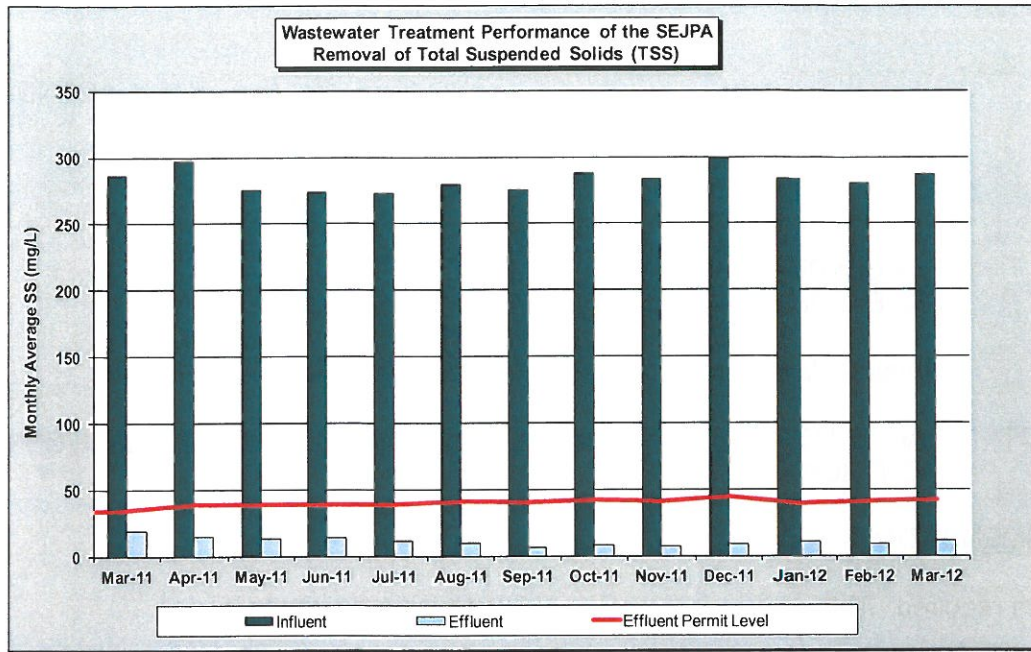


FIGURE 2

Member Agency Flows

Presented below are the influent and effluent flows for the month of March. Average daily influent flows were recorded for each Member Agency. Total effluent flow was recorded for the San Elijo Water Reclamation Facility.

	March	
	Influent (mgd)	Effluent (mgd)*
Cardiff Sanitary Division	1.313	0.968
City of Solana Beach	1.255	0.925
Rancho Santa Fe SID	0.153	0.113
Total San Elijo WRF Flow	2.721	2.006

Notes: As of July 1995, Rancho Santa Fe Community Services District (CSD) combined SID #2 and SID #3 into one Sewer Improvement District (SID).

* Effluent is calculated by subtracting the recycled water production from the influent wastewater.

Table 1 (below) presents the historical average, maximum, and unit influent and effluent flow rates per month for each of the Member Agencies since July 2008. It also presents the number of connected Equivalent Dwelling Units (EDUs) for each of the Member Agencies during this same time period.

Figure 3 (below) presents the historical average daily flows per month for each Member Agency. This is to provide a historical overview of the average treated flow by each agency. As shown in the figure, the average treated flow typically ranges between 2.9 and 3.1 million gallons per day (mgd). Also shown in Figure 3 is the total wastewater treatment capacity of the plant, 5.25 mgd, of which each Member Agency has the right to 2.5 mgd, and Rancho Santa Fe Community Service District has the right to 0.25 mgd.

SAN ELIJO WATER RECLAMATION FACILITY MONTHLY REPORT - FLOWS AND EDUS

MONTH	AVERAGE DAILY INFLUENT FLOW RATE (MGD)				AVERAGE DAILY EFFLUENT FLOW RATE (MGD)				CONNECTED EDUS				AVERAGE UNIT INFLUENT FLOW RATE (GAL/EDU/DAY)			
	CSD	RSF	SB	TOTAL PLANT	CSD	RSF	SB	TOTAL PLANT	CSD	RSF	SB	TOTAL	CSD	RSF	SB	TOTAL PLANT
Jul-08	1,713	0,131	1,324	3,168	0,722	0,055	0,558	1,335	8,163	456	7,728	16,347	210	288	171	194
Aug-08	1,562	0,125	1,483	3,170	0,608	0,048	0,577	1,233	8,165	457	7,728	16,350	191	274	192	194
Sep-08	1,547	0,121	1,378	3,046	0,813	0,084	0,724	1,601	8,167	459	7,728	16,354	189	284	178	186
Oct-08	1,478	0,111	1,319	2,908	0,671	0,051	0,599	1,321	8,170	460	7,728	16,358	181	242	171	178
Nov-08	1,511	0,118	1,329	2,958	1,080	0,084	0,950	2,114	8,171	462	7,728	16,361	185	256	172	181
Dec-08	1,580	0,156	1,362	3,098	1,446	0,143	1,246	2,835	8,172	462	7,728	16,362	193	338	176	189
Jan-09	1,522	0,141	1,354	3,017	1,256	0,116	1,117	2,489	8,177	462	7,728	16,367	186	306	175	184
Feb-09	1,599	0,145	1,330	3,074	1,408	0,128	1,171	2,707	8,179	462	7,728	16,369	196	314	172	188
Mar-09	1,510	0,124	1,307	2,941	1,030	0,085	0,892	2,007	8,180	463	7,728	16,371	185	288	169	180
Apr-09	1,463	0,116	1,262	2,841	0,731	0,058	0,630	1,419	8,183	463	7,728	16,374	179	251	163	174
May-09	1,465	0,117	1,247	2,829	0,712	0,057	0,606	1,375	8,185	464	7,728	16,377	179	252	161	173
Jun-09	1,479	0,115	1,319	2,913	0,712	0,056	0,635	1,403	8,185	465	7,728	16,378	181	248	171	178
Jul-09	1,437	0,109	1,376	2,922	0,599	0,045	0,573	1,217	8,186	467	7,728	16,381	175	242	184	181
Aug-09	1,431	0,113	1,419	2,963	0,603	0,047	0,598	1,248	8,187	468	7,728	16,383	171	231	174	174
Sep-09	1,404	0,108	1,346	2,858	0,690	0,053	0,661	1,404	8,187	468	7,728	16,383	168	231	172	172
Oct-09	1,375	0,108	1,332	2,815	0,744	0,058	0,721	1,523	8,189	469	7,728	16,386	167	237	171	171
Nov-09	1,366	0,111	1,323	2,800	0,843	0,069	0,816	1,728	8,193	469	7,728	16,390	171	271	171	174
Dec-09	1,401	0,127	1,322	2,850	1,149	0,104	1,084	2,337	8,196	472	7,728	16,396	187	329	178	187
Jan-10	1,532	0,155	1,372	3,059	1,271	0,128	1,138	2,537	8,197	474	7,728	16,399	181	313	179	184
Feb-10	1,487	0,148	1,382	3,017	1,371	0,136	1,274	2,781	8,198	474	7,728	16,400	177	306	181	183
Mar-10	1,455	0,145	1,398	2,998	1,108	0,110	1,064	2,282	8,198	474	7,728	16,400	177	289	180	182
Apr-10	1,451	0,137	1,391	2,979	1,058	0,100	1,014	2,172	8,202	474	7,728	16,403	168	270	179	176
May-10	1,379	0,128	1,385	2,892	0,672	0,063	0,675	1,410	8,204	475	7,728	16,407	168	258	188	184
Jun-10	1,437	0,122	1,453	3,012	0,650	0,055	0,657	1,362	8,205	475	7,728	16,408	166	263	188	180
Jul-10	1,375	0,119	1,466	2,960	0,694	0,061	0,740	1,495	8,207	475	7,728	16,410	164	240	174	171
Aug-10	1,366	0,125	1,451	2,942	0,585	0,053	0,621	1,259	8,207	477	7,728	16,412	172	258	170	173
Sep-10	1,346	0,114	1,342	2,802	0,627	0,053	0,626	1,306	8,209	478	7,728	16,415	170	245	168	171
Oct-10	1,413	0,123	1,311	2,847	1,177	0,102	1,092	2,371	8,212	478	7,728	16,418	195	450	178	195
Nov-10	1,399	0,117	1,297	2,813	1,090	0,091	1,011	2,192	8,227	478	7,728	16,433	176	331	173	177
Dec-10	1,605	0,215	1,375	3,195	1,417	0,189	1,214	2,820	8,228	480	7,728	16,436	160	376	171	172
Jan-11	1,452	0,158	1,338	2,948	1,272	0,139	1,172	2,583	8,248	482	7,728	16,458	160	376	171	172
Feb-11	1,413	0,156	1,339	2,908	1,176	0,130	1,114	2,420	8,248	483	7,728	16,459	161	336	171	171
Mar-11	1,387	0,208	1,343	2,938	1,186	0,178	1,148	2,512	8,249	483	7,728	16,460	163	323	180	176
Apr-11	1,320	0,181	1,323	2,824	0,867	0,118	0,869	1,854	8,250	484	7,728	16,462	157	312	185	175
May-11	1,327	0,162	1,320	2,809	0,564	0,069	0,561	1,194	8,252	485	7,728	16,465	157	310	182	173
Jun-11	1,343	0,156	1,390	2,889	0,545	0,063	0,564	1,172	8,254	486	7,728	16,468	153	301	172	166
Jul-11	1,293	0,151	1,430	2,874	0,425	0,050	0,470	0,945	8,260	486	7,728	16,474	153	292	169	164
Aug-11	1,292	0,150	1,405	2,847	0,479	0,056	0,521	1,056	8,261	486	7,728	16,475	162	344	169	171
Sep-11	1,262	0,146	1,333	2,741	0,564	0,066	0,596	1,226	8,264	487	7,728	16,479	157	337	169	168
Oct-11	1,260	0,142	1,303	2,705	0,730	0,082	0,755	1,567	8,266	488	7,728	16,482	160	232	169	168
Nov-11	1,338	0,167	1,307	2,812	1,099	0,137	1,074	2,310	8,268	488	7,728	16,484	152	281	166	163
Dec-11	1,299	0,164	1,305	2,768	1,103	0,139	1,108	2,350	8,269	488	7,728	16,485	159	314	162	165
Jan-12	1,291	0,145	1,303	2,739	1,032	0,116	1,042	2,190								
Feb-12	1,259	0,137	1,283	2,679	1,006	0,109	1,025	2,140								
Mar-12	1,313	0,153	1,255	2,721	0,968	0,113	0,925	2,006								

TABLE 1

ASSUMPTIONS: SB average flow includes San Elijo Hills flow of 0.131 mgd
SB Connected EDUs includes 300 EDUs for the City of San Diego

CSD: Cardiff Sanitary Division
RSF CSD: Ranch Santa Fe Community Service District
SB: Solana Beach
EDU: Equivalent Dwelling Unit

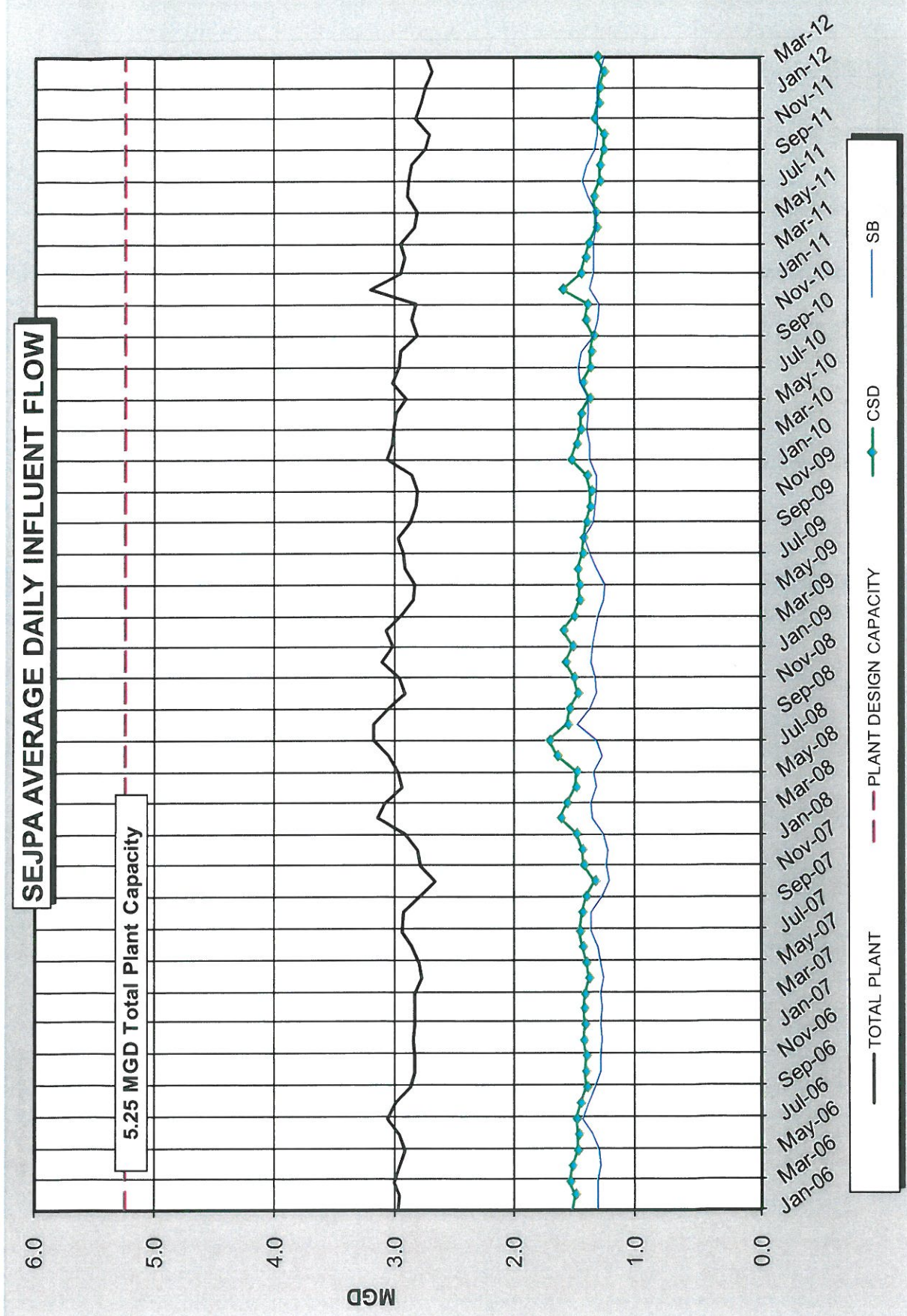


Figure 3

City of Escondido Flows

The average and peak flow rate from the City of Escondido's Hale Avenue Resource Recovery Facility, which discharges through the San Elijo Ocean Outfall, is reported below. The following average flow rate and peak flow rate is reported by the City of Escondido for the month of March.

	March (mgd)
Escondido (Average flow rate)	11.9
Escondido (Peak flow rate)	18.2

Connected Equivalent Dwelling Units

The number of EDUs connected for each of the Member Agencies for the month of March is as follows:

	March (EDU)
Cardiff Sanitary Division	8,269
Rancho Santa Fe SID	488
City of Solana Beach	7,428
San Diego (to Solana Beach)	300
Total EDUs to System	16,485

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

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SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

May 14, 2012

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: SAN ELIJO WATER RECLAMATION PROGRAM – MONTHLY REPORT

RECOMMENDATION

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

DISCUSSION

Recycled Water Production

For the month of March 2012, recycled water demand was 62.92 acre-feet (AF), which was met using 62.92 AF of recycled water and 0.00 AF of supplementation with potable water. This equates to a blend mix for March of 100.0 percent recycled water and 0.0 percent potable water supplementation.

Figure 1 (attached) provides monthly supply demands for recycled water over the last five years. Figure 2 (attached) provides a graphical view of annual recycled water demand spanning the last eleven fiscal years. Recycled water demand can fluctuate from year to year, which is typically a function of weather. For example, Fiscal Year 2003-04, an unusually dry year, resulted in increased recycled water demand; and Fiscal Year 2004-05, an unusually wet year, resulted in lower recycled water demand.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

MONTHLY RECYCLED WATER DEMAND

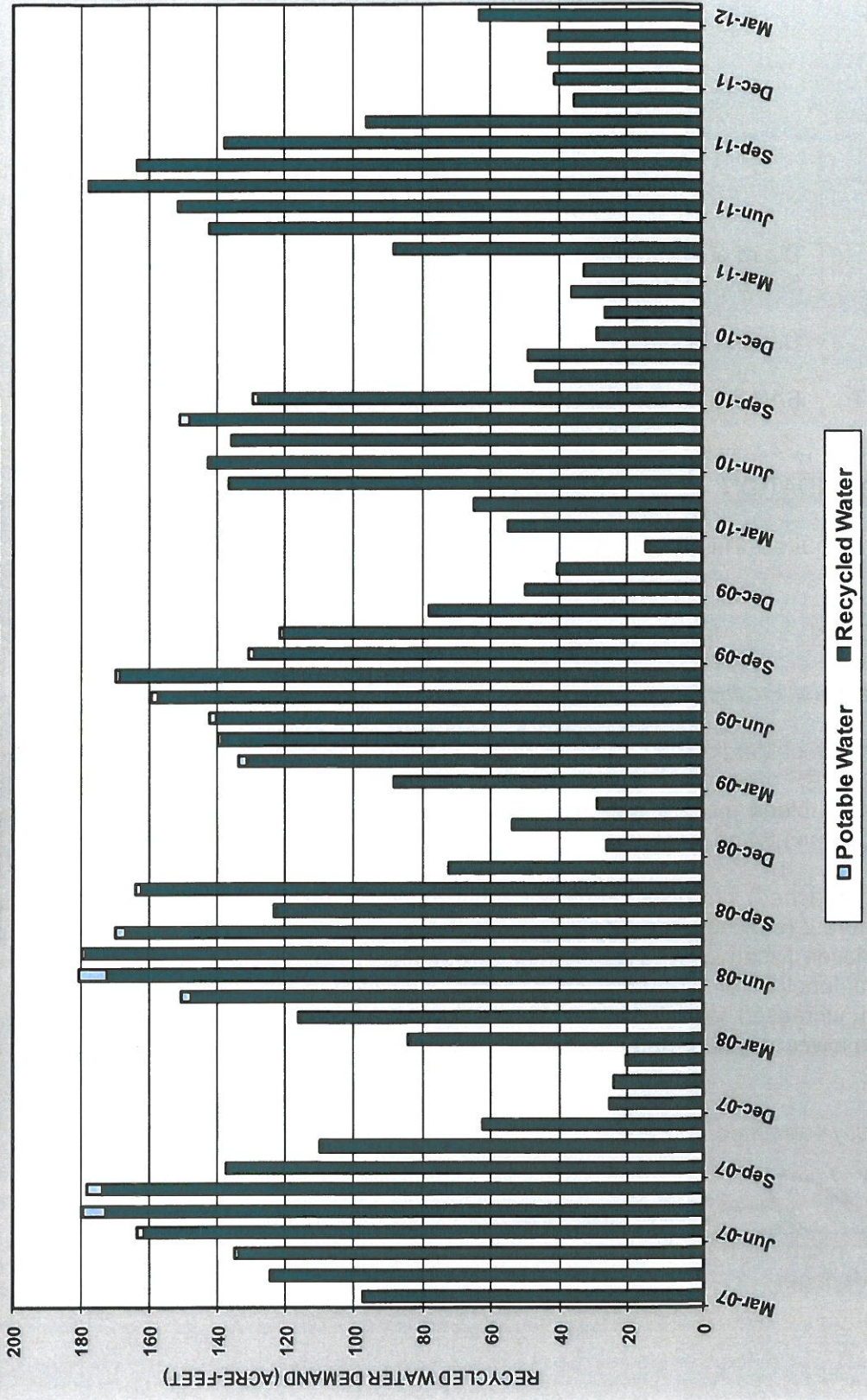


Figure 1

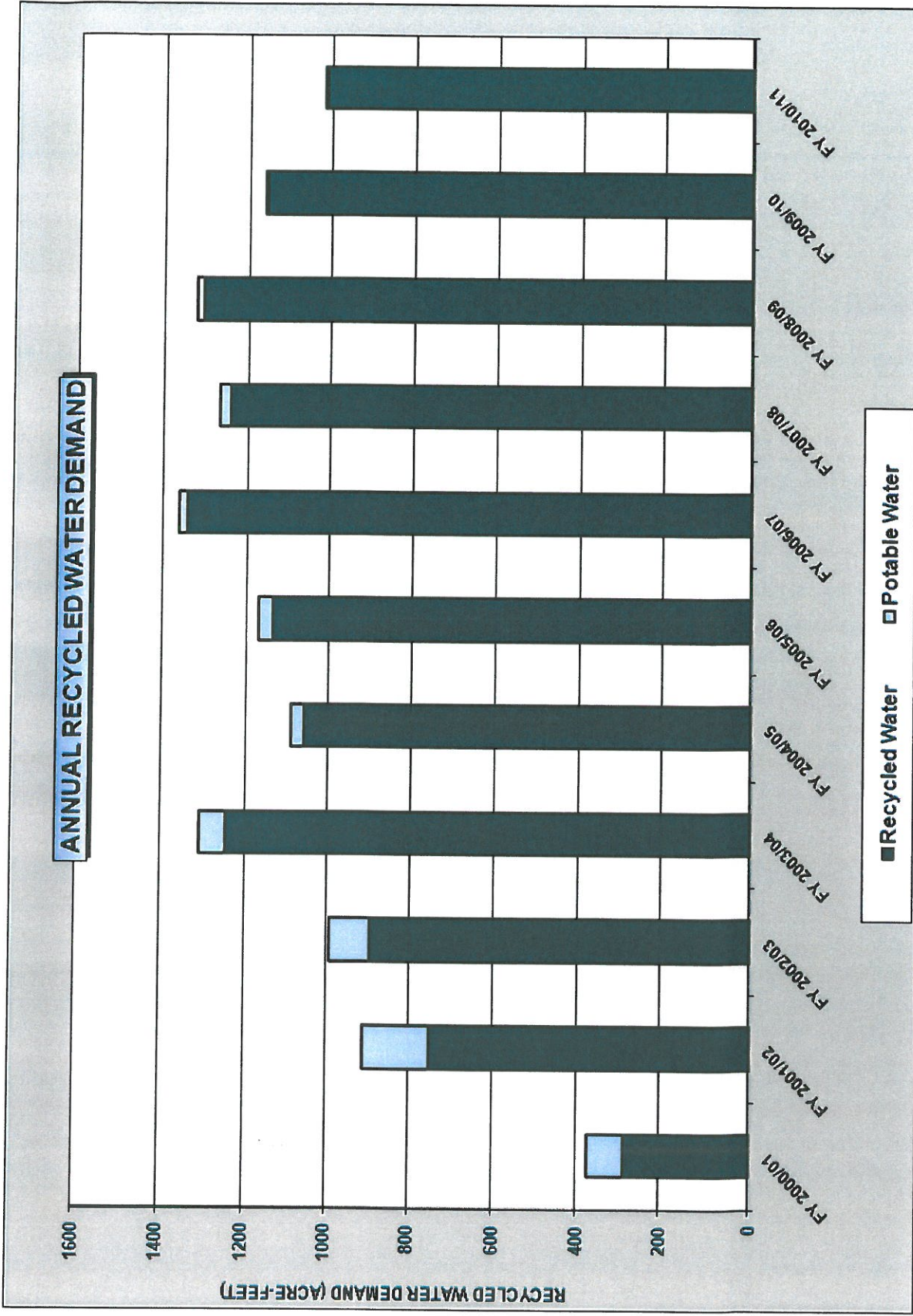


Figure 2

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

May 14, 2012

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: Director of Finance/Administration

SUBJECT: PRE-ENGAGEMENT MEETING WITH SAN ELIJO JOINT POWERS
AUTHORITY AUDITORS

RECOMMENDATION

It is recommended that the Board of Directors:

1. Discuss and take action, as appropriate.

DISCUSSION

During the presentation of the Fiscal Year 2011-12 financial audit, the SEJPA Board suggested that the audit process be adjusted to include verbal discussions between the Board of Directors and the auditors. Currently, the existing process begins with receipt of an engagement letter from the audit firm explaining the audit process and fee schedule. The auditors then perform field work to test the accuracy and completeness of the financial statements and financial health of the SEJPA for the fiscal year being reviewed. The auditors also conduct field interviews with SEJPA management to identify practices and possible weaknesses or areas of improvement.

Moving forward, the SEJPA auditor will hold a pre-engagement audit meeting with the Board of Directors and will review the audit process field questions, ideas and/or concerns of the Board to be addressed during the Fiscal Year audit.


The purpose of the pre-engagement meeting is to communicate with those charged with governance of the SEJPA, the responsibilities of the auditor and management under Generally Accepted Auditing Standards and to provide an overview of the planned scope and timing of the audit. In addition, the auditors and the Board will develop a two-way dialogue which could provide valuable information for the audit process.

This Board agenda item provides Michael Zizzi, from the audit firm of Leaf & Cole, LLP, the opportunity to conduct a pre-engagement audit meeting with staff and the Board of Directors of the SEJPA.

It is, therefore, recommended that the Board of Directors:

1. Discuss and take action, as appropriate.

Respectfully submitted,



Gregory Lewis
Director of Finance/Administration

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

May 14, 2012

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: Director of Finance/Administration

SUBJECT: SAN ELIJO JOINT POWERS AUTHORITY FISCAL YEAR 2012-13
RECOMMENDED BUDGET UPDATE

RECOMMENDATION

It is recommended that the Board of Directors:

1. Discuss and take action, as appropriate.

DISCUSSION

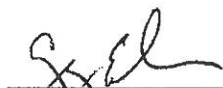
In April 2012, SEJPA staff presented the FY 2012-13 Recommended Budget to the Board of Directors for their review and comment. Additionally, during the past month, SEJPA staff has had discussions with staff members from both Member Agencies. There are no recommended changes to the SEJPA Fiscal Year 2012-13 budget being proposed by either Member Agency.

The budget will be presented to the Board of Directors for adoption at the June meeting along with the investment policy and appointment of SEJPA Treasurer. Any action from this meeting will be incorporated into the budget before the June meeting.

It is, therefore, recommended that the Board of Directors:

1. Discuss and take action, as appropriate.

Respectfully submitted,



Gregory Lewis
Director of Finance/Administration

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

May 14, 2012

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: STATUS REPORT – WASTEWATER INFRASTRUCTURE CAPITAL PROJECTS

RECOMMENDATION

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

DISCUSSION

The San Elijo Joint Powers Authority (SEJPA) is a wastewater agency with the mission of protecting the environment and public health through the safe and reliable treatment of municipal wastewater. The SEJPA owns and operates wastewater and recycled water infrastructure to accomplish this mission. In addition, the SEJPA's member agencies (the cities of Encinitas and Solana Beach) own the wastewater conveyance infrastructure. Together, this infrastructure provides the means for collecting and conveying wastewater from businesses and residences of Encinitas, Solana Beach, and Rancho Santa Fe for treatment and recycling or disposal by the SEJPA.

Currently, there are four major construction projects in progress; the SEJPA Electrical Upgrades Project, Olivenhain Pump Station Replacement Project, Olivenhain Force Main Replacement Project, and SEJPA Advanced Water Treatment Project. Two of these projects are being lead by the SEJPA and two are being lead by the City of Encinitas. This staff report provides a brief update on each project.

Electrical Upgrades Project

Many of the existing electrical systems at the San Elijo Water Reclamation Facility (SEWRF) have more than 30 years of service and are nearing the end of their expected life cycle. For some of the equipment, the original manufacturer no longer provides support or produces spare parts for the equipment. As a result, the 2007 Facility Master Plan identified the upgrade and replacement of aging electrical systems at the SEWRF as a priority project.

The SEJPA awarded the Design contract for the Electrical Upgrades Project to the engineering firm CDM in March 2010 for a value of \$210,000. The



New motor control center is part of the Electrical Upgrades Project.

construction contract was awarded to Southern Contracting Company in May 2011. The construction contract value for this project is \$1.06 million. The SEJPA is performing the majority of the construction management services with its own staff resulting in an estimated savings of \$45,000. Outsourced construction inspection services are expected to cost \$30,000. Construction is currently in progress and is anticipated to be completed by July 2012.

Olivenhain Pump Station Replacement Project

Built in 1971, the Olivenhain Sewer Pump Station is more than 40 years old and was identified for replacement due to aged equipment and a lack of safety redundancies to prevent sewage spills. The station is located at the intersection of Manchester Avenue and the northbound off ramp from Interstate 5, adjacent to San Elijo Lagoon. The station collects raw wastewater from the Olivenhain Trunk Sewer that runs along Manchester Avenue east of Interstate 5 and the Solana Beach Siphon Sewer which crosses the San Elijo Lagoon just east of Interstate 5. The Olivenhain Pump Station then conveys raw wastewater through a pipeline (force main) along Manchester Avenue to the San Elijo Water Reclamation Facility.

The new pump station design incorporates Leadership in Energy and Environmental Design (LEED) Green Design Standards including the use of recycled construction materials, solar panels, recycled water for landscape irrigation and toilet flushing, and energy-efficient equipment. The City of Encinitas adopted a Mitigated Negative Declaration for the project on February 3, 2010. A Coastal Development Permit was approved on March 1, 2010 for the project. The construction contract was awarded to the construction firm W.M. Lyles in February 2011, and the project is scheduled for completion by the end of 2012. The total project value is \$6.7 million, which includes design, permitting, construction, and project contingency funding.

City of Encinitas is the owner of this pump station and is the managing agency for this project. The SEJPA provided technical assistance during the design phase, and is providing the operation support and start-up assistance during construction.

Olivenhain Force Main Replacement Project

In 2011, the City of Encinitas determined that the Olivenhain sewer force main, and a portion of the Coast Highway 101 sewer force main, required emergency replacement due to accelerated corrosion of the pipelines. The Olivenhain Sewer Force Main is located along Manchester Avenue between the San Elijo Water Reclamation Facility and the Olivenhain Sewer Pump Station. The portion of the Coast Highway 101 Sewer Force Main that needs to be replaced is located under the Highway 101 Bridge at the mouth of the San Elijo Lagoon. Both sewer force mains are within the vicinity of sensitive wetlands and coastline including the San Elijo Lagoon and Cardiff State Beach. The need for emergency replacement of these two force mains is based on the estimated remaining service life that was determined by non-destructive testing. As a consequence of the short remaining service life of these pipelines, staff developed an expedited replacement timeline. Despite this expedited process, the Olivenhain line failed on December 28, 2011, which makes expeditious repairs of these lines even more critical.



Force main installation at the San Elijo Water Reclamation Facility.

In October 2011, the City awarded the design contract to Atkins North America, Inc. to prepare plans, specifications, and cost estimates for the Olivenhain Sewer Force Main and Coast Highway 101 Sewer Force Main Replacement Project. The construction contract was awarded in January 2012 to the construction firm ARB, Inc. The project is scheduled for completion by December 2012. The total project value for the sewer pipeline project is \$4.3 million, which includes design, permitting, construction, and project contingency funding.

Advanced Water Treatment Project

In recent years, the SEJPA Water Reclamation Program has experienced difficulties in achieving permit compliance for total dissolved solids (TDS) in the recycled water. The source of the TDS, also referenced as salinity, is from the local water supply, TDS infiltration into the sanitary collection systems, and the use of salt-based water softeners by homes and businesses. In response to the permit compliance issues, the SEJPA has spent the last three years planning, designing, and permitting an advanced water treatment system at the San Elijo Water Reclamation Facility. As part of these efforts, the SEJPA successfully obtained approximately \$700,000 through a competitive grant process administered through Proposition 84 - Integrated Regional Water Management Program.

In November 2011, the SEJPA finalized negotiations with W.M. Lyles Construction Company to construct the Advanced Water Treatment Project under a lease-purchase agreement. The construction services agreement tied to the lease-purchase agreement was signed in November 2011 for a guaranteed maximum price (GMP) contract value of \$4.2 million. Construction of the Advanced Water Treatment Project is currently in progress and is anticipated to be completed by February 2013.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager