

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE BOARD MEETING
HELD ON JULY 8, 2013
AT THE
SAN ELIJO WATER RECLAMATION FACILITY

Thomas M. Campbell, Chair

Mark Muir, Vice Chair

A Meeting of the Board of Directors of the San Elijo Joint Powers Authority (SEJPA) was held Monday, July 8, 2013, 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

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

2. ROLL CALL

Directors Present:

Teresa Barth
Mark Muir
David Ott (Solana Beach Alternate)
David Zito

Directors Absent:

Thomas M. Campbell

Others Present:

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

Michael Thornton
Christopher Trees
Jennifer Basco
Carrie Cook
Marisa Buckles

SEJPA Counsel:

Procopio, Cory, Hargreaves & Savitch

Greg Moser
Adriana Sanchez

City of Solana Beach,
Director of Engineering/Public Works

Mohammad "Mo" Sammak

3. PLEDGE OF ALLEGIANCE

Board Member Ott led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

None

5. PRESENTATION OF AWARDS

None

6. CONSENT CALENDAR

Moved by Board Member Zito and seconded by Board Member Barth to approve the Consent Calendar.

Motion carried with the following vote of approval:

AYES: Barth, Muir, Ott and Zito
NOES: None
ABSENT: Campbell
ABSTAIN: None

Consent Calendar:

- | | |
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| Agenda Item No. 7 | Approval of Minutes for the June 10, 2013 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 |
| Agenda Item No. 11 | Authorization for Intensive Monitoring Agreement |
| Agenda Item No. 12 | Staffing Reclassification – Non-Exempt/Exempt |

13. ITEMS REMOVED FROM CONSENT CALENDAR

None

14. ACCEPT AND FILE – FINAL DESIGN PLANS AND SPECIFICATIONS FOR THE FLOW EQUALIZATION BASINS COVER REPLACEMENT PROJECT AT THE SAN ELIJO WATER RECLAMATION FACILITY

The General Manager informed the Board of Directors that the covers for the flow equalization basins (FEB) are nearing the end of their useful life and are showing signs of weather damage. The SEJPA selected Hilts Consulting Group, Inc. to develop design drawings and construction specifications for removing and replacing the FEB covers.

Moved by Board Member Barth and seconded by Board Member Zito to:

1. Authorize the General Manager to accept and file the Final Design Plans and Specifications for the FEB Cover Replacement Project for the San Elijo Water Reclamation Facility prepared by Hilts Consulting Group, Inc.;
2. Authorize the General Manager to award an Engineering Support contract to Hilts Consulting Group, Inc. in an amount not to exceed \$50,000;
3. Authorize the General Manager to file a Notice of Exemption in accordance with CEQA, Categorical Exemption, Class 2 for the project; and
4. Authorize the General Manager to publicly advertise and bid the construction contract.

Motion carried with the following vote of approval:

AYES: Barth, Muir, Ott, and Zito
NOES: None
ABSENT: Campbell
ABSTAIN: None

15. PROJECT APPROVAL FOR THE GENERATOR REPLACEMENT PROJECT AT THE SAN ELIJO WATER RECLAMATION FACILITY

General Manager Thornton reported on the emergency generators at the San Elijo Water Reclamation Facility, which are nearing the end of their expected life cycle. Mr. Thornton stated that with the catastrophic failure of Generator No. 1, and regulations by the San Diego County Air Pollution Control District governing emergency generator emissions, the SEJPA needs to replace, rather than repair, Generator No. 1. The SEJPA has requested a proposal from Dudek to investigate options for generator replacement.

Moved by Board Member Zito and seconded by Board Member Barth to:

1. Authorize the General Manager to hire a consultant for Engineering Design and Bidding Support in the amount not to exceed \$80,000;
2. Authorize the General Manager to file a Notice of Exemption in accordance with CEQA for the project; and
3. Authorize the General Manager to publicly advertise and bid the construction contract.

Motion carried with the following vote of approval:

AYES: Barth, Muir, Ott, and Zito
NOES: None
ABSENT: Campbell
ABSTAIN: None

16. NOTICE OF SUBSTANTIAL COMPLETION – CONSTRUCTION OF THE ADVANCED WATER TREATMENT PROJECT FOR THE SAN ELIJO WATER RECLAMATION FACILITY

General Manager Thornton reported that the construction of the Advanced Water Treatment Project has reached the substantial completion milestone. The Advanced Water Treatment facility is operational and the remaining work under this contract can be described as “punch list” items. W.M. Lyles is the general contractor for this project and will be required to complete all project punch items prior to final payment. Mr. Thornton explained to the Board Members that with the approval of substantial construction completion, the SEJPA will make payment in the amount of \$184,000 to W.M. Lyles and reduce retention holdings from 10% to 5% of the contract value. To date, the SEJPA has made payment to W.M. Lyles in the amount of \$3,642,416. The total contract value is \$4,209,868. Mr. Thornton stated that the project is currently tracking on budget, with only one potential change order under consideration, and the project has been a safety success with zero injuries reported on the job.

Moved by Board Member Barth and seconded by Board Member Zito to:

1. Authorize the General Manager to submit a letter of substantial completion to W.M. Lyles Co.

Motion carried with the following vote of approval:

AYES: Barth, Muir, Ott, and Zito
NOES: None
ABSENT: Campbell
ABSTAIN: None

17. GENERAL MANAGER'S REPORT

General Manager Thornton stated that with the completion of the Cost of Service Study, the SEJPA is working on extending the terms of the agreements with the San Dieguito Water District and the Santa Fe Irrigation District.

18. GENERAL COUNSEL'S REPORT

Greg Moser introduced attorney Adriana Sanchez to the Board of Directors, who will be attending future Board meetings.

19. BOARD MEMBER COMMENTS

None

20. CLOSED SESSION

None

21. ADJOURNMENT

The meeting adjourned at 9:17 a.m. The next Board of Directors meeting will be held on September 9, 2013.

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