

AGENDA
SAN ELIJO JOINT POWERS AUTHORITY
MONDAY JANUARY 13, 2014 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
 - Michael Dietrich – 25 Years of Service
 - Emmanuel Hurtado – 5 Years of Service
 - Casey Larsen – 5 Years of Service
6. * **CONSENT CALENDAR**
7. * APPROVAL OF MINUTES FOR THE DECEMBER 9, 2013 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. **ELECTION OF OFFICERS AND SCHEDULE OF BOARD MEETINGS**

It is recommended that the Board of Directors:

1. Appoint Chairperson and Vice Chairperson for the 2014 SEJPA Board of Directors;
2. Select Regular Meeting Place and Time for 2014; and
3. Discuss and take action as appropriate.

Staff Reference: General Manager

13. **SAN ELIJO OCEAN OUTFALL 2013 ANNUAL INSPECTION REPORT**

It is recommended that the Board of Directors:

1. Accept and file the San Elijo Ocean Outfall Year 2013 Annual Inspection Report prepared by Merkel & Associates, Inc.; and
2. Discuss and take action as appropriate.

Staff Reference: General Manager

14. **PROJECT UPDATE FOR THE GENERATOR REPLACEMENT PROJECT AT THE SAN ELIJO WATER RECLAMATION FACILITY**

1. Authorize the \$33,000 in remaining Capital Funding from the Electrical Upgrades Project to be used for the SEWRF Generator Replacement Project;
2. Authorize the use of previously budgeted Capital Funding in the amount of \$647,000 from the Headworks/Grit Chamber Rehabilitation Project to be used for the SEWRF Generator Replacement Project; and
3. Discuss and take action as appropriate.

Staff Reference: General Manager

15. **PROJECT UPDATE FOR THE BIOSOLIDS CONVEYOR REPLACEMENT PROJECT AT THE SAN ELIJO WATER RECLAMATION FACILITY**

1. Discuss and take action as appropriate.

Staff Reference: General Manager

16. **GENERAL MANAGER'S REPORT**

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

17. GENERAL COUNSEL'S REPORT

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

18. 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.

19. CLOSED SESSION

A closed session will be held per Government Code Section 54956.8: Real Property Negotiations

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".

20. ADJOURNMENT

The next regularly scheduled San Elijo Joint Powers Authority Board Meeting will be Monday, February 10, 2014 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: January 8, 2014



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

SAN ELIJO JOINT POWERS AUTHORITY
MINUTES OF THE BOARD MEETING
HELD ON DECEMBER 9, 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, December 9, 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

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

2. ROLL CALL

Directors Present:

Teresa Barth
Thomas M. Campbell
Mark Muir
David Zito

Directors Absent:

None

Others Present:

General Manager
Director of Finance & Administration
Administrative Assistant
Accounting Technician
Safety/HR Administrator
Wastewater Lead Operator

Michael Thornton
Paul Kinkel
Jennifer Basco
Carrie Cook
Marisa Buckles
Kenneth Regnier

SEJPA Counsel:

Procopio, Cory, Hargreaves & Savitch

Adriana Sanchez

City of Encinitas,
Public Works Management Analyst

Bill Wilson

City of Solana Beach,
City Manager
Director of Engineering/Public Works

David Ott
Mohammad "Mo" Sammak

San Dieguito Water District,
Assistant General Manager

Bill O'Donnell

Leaf & Cole, LLP

Michael Zizzi

3. PLEDGE OF ALLEGIANCE

General Manager Thornton led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

None

5. PRESENTATION OF AWARDS

The General Manager recognized Kenneth Regnier, Wastewater Lead Operator, for 21 years of service, and announced to the Board of Directors that Mr. Regnier will be retiring at the end of this month. On behalf of the Board of Directors, Chair Campbell thanked Mr. Regnier for his service to the agency and wished him continued success.

6. CONSENT CALENDAR

Moved by Vice Chair Muir and seconded by Board Member Zito to approve the Consent Calendar.

Motion carried with unanimous vote of approval.

Consent Calendar:

Agenda Item No. 7	Approval of Minutes for the November 12, 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

11. ITEMS REMOVED FROM CONSENT CALENDAR

None

12. SAN ELIJO JOINT POWERS AUTHORITY ANNUAL AUDIT

Paul Kinkel, Director of Finance/Administration presented the 2012-13 Fiscal Year Audit and introduced Mike Zizzi from Leaf & Cole, LLP to give an overview of the audit findings. Leaf & Cole, LLP is in the third year of a four year contract to provide audit services for the SEJPA. Mr. Zizzi stated that the SEJPA's financial statements are in conformity with accounting principles generally accepted in the United States of America, as well as the State Controller's Minimum Auditing Requirements for California Special Districts.

Mike Zizzi stated that there were no significant difficulties or disagreements with management in performing and completing the audit. The list of adjustments made during the audit process were due to the reconciliation of certain accounts during the audit process and the restatement of the Bond Issuance Costs in accordance with Government Accounting Standards Board No. 65, "Items Previously Reported as Assets and Liabilities" where certain debt issuance costs are expensed when incurred rather than amortized over the life of the bond. Mr. Zizzi concluded his presentation with a review of the financials and statement of cash flows, and then answered Board Member questions.

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

1. Accept and file the 2012-13 Fiscal Year Audit for the San Elijo Joint Powers Authority.

Motion carried with unanimous vote of approval.

13. CALIFORNIA SANITATION RISK MANAGEMENT AUTHORITY (CSRMA) RISK CONTROL AUDIT

General Manager Thornton reported to the Board of Directors that the SEJPA is a member of the CSRMA, a risk-pooling self-insurance authority. The CSRMA provides a variety of audits that assist members in identifying and addressing loss exposures, as well as providing recommendations for risk management. The General Manager stated that through a recent CSRMA risk control audit, the SEJPA scored high for its control loss practices and procedures. However the audit did identify areas of potential improvement and staff worked with CSRMA to develop implementable action items. These action items were: (1) develop a fall protection policy; (2) review job descriptions and the employee handbook for employment law compliance; (3) develop a survey to capture employee opinions and attitudes on safe work practices, areas of risk, and risk mitigation; and (4) evaluate SEJPA's network and SCADA system for external vulnerabilities. The General Manager noted that the evaluation of the network and SCADA system is currently underway as part of another project. The remaining action items have an estimated cost to implement of \$7,500.

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

1. Receive and file CSRMA Risk Control Audit.

Motion carried with unanimous vote of approval.

14. SAN ELIJO JOINT POWERS AUTHORITY (SEJPA) RECYCLED WATER PROGRAM – PROPOSED WHOLESALE AGREEMENT AMENDMENTS

General Manager Thornton presented to the Board of Directors for approval consideration amendments to the existing Recycled Water Wholesale Agreement with the San Dieguito Water District (SDWD) and with the Santa Fe Irrigation District (SFID). The Amendments are for three year terms with cost/price certainty for the first two years, and with the cost/price being adjusted based on cost of service principles for the third year. The amendments were developed in collaboration with staff from SDWD and SFID, and have support for approval at the staff level.

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

1. Approve and Authorize the General Manager to Execute the Second Amendment to the Agreement for Sale of Reclaimed Water to the San Dieguito Water District by the San Elijo Joint Powers Authority; and
2. Approve and Authorize the General Manager to Execute the Fourth Amendment to the Agreement for Sale of Reclaimed Water to the Santa Fe Irrigation District by the San Elijo Joint Powers Authority.

Motion carried with unanimous vote of approval.

15. 2013 YEAR IN REVIEW – RECOGNIZING AGENCY ACHIEVEMENTS AND SUCCESSES

The General Manager presented highlights of the SEJPA's accomplishments and successes for calendar year 2013. Included in the highlights were the agency's permit compliance record, safety record, and wastewater treatment performance. In addition, the General Manager stated that this is the 13th consecutive year without a lost workday due to injury. He recognized the SEJPA's safety committee for its excellent work in creating a culture of safety at the agency. The General Manager then reviewed industry recognition awards that the SEJPA received in 2013 including the California Wastewater Environment Association (CWEA) Safety Award, at both the local and state level. The General Manager concluded his presentation with a review of the capital infrastructure projects that the SEJPA is leading or is partnering with other agencies.

Vice Chair Campbell inquired about any failures in the past year. The General Manager reported on the recent failure of several vital pieces of equipment at the plant and at the Solana Beach Pump Station, and how those events place the agency in a reactionary position. It is the goal of the General Manager to develop a plan to address aging infrastructure.

This memorandum was submitted for information only.

16. GENERAL MANAGER'S REPORT

General Manager Thornton stated that he attended several meetings during the past month, including: (1) presenting to the San Dieguito Water District's Board on potable reuse and its potential impacts locally; (2) participating in the San Diego Integrated Regional Water Management meeting; and (3) participating in the WaterReuse Board Meeting.

17. GENERAL COUNSEL'S REPORT

Adriana Sanchez reported to the Board of Directors that Governor Jerry Brown signed Senate Bill 751, amending the Ralph M. Brown Act (Government Code § 54950 et seq.) to require the votes of each member of a legislative body of a local agency to be publicly reported.

18. BOARD MEMBER COMMENTS

None

19. CLOSED SESSION

None

20. ADJOURNMENT

The meeting adjourned at 10 a.m. The next Board of Directors meeting will be held on January 13, 2014.

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

SAN ELIJO JOINT POWERS AUTHORITY**PAYMENT OF WARRANTS****14-01****For the Month of December-2013**

Check #	Vendor Name	Description	Amount	
29576	AT&T - 9777	Utilities - Telephone	Phone service - 10/13/13 - 11/12/13	380.89
29577	Atlas Pumping Service Inc.	Services - Grease & Scum	Grease and scum pumping	2,582.79
29578	Barracuda Networks, Inc	Utilities - Internet	Network back-up	50.00
29579	Bay City Electric Works	Services - Maintenance	Trouble call cancelled	60.50
29580	The Brickman Group LTD	Services - Landscape	Landscape service - December	385.00
29581	Brithinee Electric	Repair Parts Expense	Baldor motor	373.72
29582	Marisa Buckles	Subsistence - Travel/Rm & Bd	Mileage	87.37
29583	California Water Technologies	Supplies - Chem - Ferrous	Ferric chloride - plant	5,141.57
29584	Carlson & Beauloye Air Power	Services - Maintenance	Service compressors and air oil separator	905.73
29585	Complete Office	Supplies - Office	Calendar, paper, and filing systems	263.71
29586	Crown Point Embroidery	Employee Rewards Program	Employee shirts	93.96
29587	CSCC-John or Cindy Young	Services - Other	Advanced water treatment project	500.00
29588	CWEA - TCP	Dues & Memberships	Certificate - Lab - A. Simonson	77.00
29589	EDCO Waste & Recycling Service	Utilities - Trash	Trash service - November	202.41
29590	Escondido Metal Supply	Repair Parts Expense	Steel flat bar	39.26
29591	Fisher Scientific	Supplies - Lab	Tubes	285.40
29592	Hach Company	Repair Parts Expense	Wiper blades and sc200 controller AC-DC	1,957.93
29593	Harrington Industrial Plastics	Repair Parts Expense	2 1/2" and 3" pipes	75.16
29594	Home Depot Credit Services	Supplies - Safety	Pump run truck supplies and bushings	323.03
29595	Jennifer Basco	Subsistence - Travel/Rm & Bd	Mileage	48.21
29596	Paul Kinkel	Supplies - Office	Office supplies, postage, and mileage	92.26
29597	The Lawton Group	Services - Temp	Work week - 11/11/13 - 11/17/13	202.50
29598	Leaf & Cole, LLP	Services - Accounting	Audit - progress billing	1,100.00
29599	Marine Taxonomic Services, LTD	Services - Laboratory	Nearshore, offshore, and intensive monitoring	1,250.00
29600	McMaster-Carr Supply Co.	Repair Parts Expense	Plumbing supplies	195.53
29601	MegaPath Corporation	Utilities - Internet	T-1 service - December	279.27
29602	Metro Fire & Safety	Services - Maintenance	Service fire sprinkler system	395.00
29603	Napa Auto Parts	Vehicle Maintenance	Fuel filters and window fluid	14.91
29604	Norman S. Wright Dennison Mcke	Repair Parts Expense	Exhaust fan	993.60
29605	OneSource Distributors, Inc.	Supplies - Shop & Field	Electrical supplies	189.00
29606	Public Employees- Retirement	Retirement Plan - PERS	Retirement - 11/09/13 - 11/22/13	15,345.87
29607	RSF Security Systems	Services - Alarm	Security - 12/01/13 - 02/28/14	1,413.00
29608	Southwest Membrane Operation	Dues & Memberships	Membership dues	300.00
29609	Sun Life Financial	Life Insurance/Disability	Life and disability insurance - December	1,353.59
29610	Sunbelt Rentals	Services - Maintenance	175KW diesel generator - 11/07/13 - 12/04/13	1,890.00
29611	Terminix Processing Center	Services - Maintenance	Pest control	100.00
29612	Michael Thornton	Subsistence - Travel/Rm & Bd	SCAP meeting	395.00
29613	Trussell Technologies, Inc	Services - Engineering	Process engineering and evaluation	4,778.00
29614	UPS	Postage/Shipping	Mailing compliance reports	52.87
29615	Vantagepoint Transfer Agents	ICMA Retirement	457 - ICMA	8,561.53
29616	Vantagepoint Transfer Agents	ICMA Retirement	401a - ICMA	2,646.06
29617	Vaughn Irrigation Services, In	Services - Maintenance	Watt 6" control valve - Lomas Santa Fe	392.00
29618	VWR International, Inc.	Supplies - Lab	Tape, bottles, buffer, filters, and tubes	777.40
29619	Watereuse	Dues & Memberships	Membership - agency	890.24
29620	Ag Tech, LLC	Services - Biosolids Hauling	Biosolids hauling - November	11,985.88
29621	Airgas West	Supplies - Shop & Field	Compressed gas	28.87
29622	Arrowhead	Supplies - Lab	Kitchen and lab supplies	361.06
29623	AT&T	Utilities - Telephone	DSL - 10/20/13 - 11/19/13	78.51
29624	Atlas Pumping Service Inc.	Services - Grease & Scum	Grease and scum pumping	554.88
29625	Babbitt International, Inc.	Repair Parts Expense	Ultrasonic level transmitter	825.97
29626	BankCard Center	Supplies - Office	Seminars, office supplies, and repair parts	424.73
29627	Coast Waste Management, Inc.	Utilities - Trash	Grit and screening - storm drains	1,296.90
29628	Complete Office	Supplies - Office	Paper, appointment books, and dry erase board	364.17
29629	Corodata	Rent	Record storage - November	73.74
29630	CWEA - TCP	Dues & Memberships	Certificate - Mechanical - E. Hurtado	82.00
29631	GHD Inc.	Services - Engineering	Recycled water rate study	3,012.00

SAN ELIJO JOINT POWERS AUTHORITY**PAYMENT OF WARRANTS****14-01****For the Month of December-2013**

Check #	Vendor Name	Description	Amount
29632	Golden State Overnight	Postage/Shipping	Mailing lab samples 26.10
29633	Guardian	Dental/Vision	Dental - 12/01/13 - 12/31/13 1,236.33
29634	Hach Company	Repair Parts Expense	Lamp assembly, photocell, and StablCal turbidity 831.93
29635	Hardy Diagnostics	Supplies - Lab	Duo-spore indicator, Lauryl Tryptose 597.81
29636	Hilts Consulting Group, Inc.	Services - Engineering	Engineering - Replacement covers for F.E.B. 6,870.00
29637	Jani-King of CA, Inc. - SEO	Services - Janitorial	Janitorial service - December 882.64
29638	John Deere Landscapes, Inc.	Repair Parts Expense	600V direct bury splice kit 114.80
29639	Konica Minolta	Services - Maintenance	Copier monthly maintenance 127.49
29640	The Lawton Group	Services - Temp	Weeks worked - 11/18/13 - 12/01/13 472.50
29641	McMaster-Carr Supply Co.	Repair Parts Expense	Plumbing supplies 701.21
29642	Midas Shop	Vehicle Maintenance	Oil changes 377.03
29643	Napa Auto Parts	Vehicle Maintenance	Lamp blub 3.76
29644	Olivenhain Municipal Water District	Rent	OMWD pipeline rental payment 3,586.50
29645	OneSource Distributors, Inc.	Repair Parts Expense	800F-N5g Integrated LED and latch mount 42.79
29646	Public Employees- Retirement	Retirement Plan - PERS	Retirement - 11/23/13 - 12/06/13 15,345.87
29647	Preferred Benefit Insurance	Dental/Vision	Vision - 12/01/13 - 12/31/13 308.90
29648	ProBuild	Repair Parts Expense	Plumbing supplies 54.08
29649	San Dieguito Water	Utilities - Water	Recycled water meters 09/23/13 - 11/26/13 1,469.85
29650	San Dieguito Water District	Utilities - Water	Recycled water meters 09/23/13 - 11/26/13 5,389.68
29651	Santa Fe Irrigation District	Utilities - Water (Suppl.)	Lomas Santa Fe - 09/19/13 - 11/19/13 868.39
29652	Santa Fe Irrigation District	Utilities - Water	Valley - 10/30/13 - 11/26/13 85.31
29653	Santa Fe Irrigation District	SFID Distribution Pipeline	Pipeline purchase payment - November 664.26
29654	Smart & Final	Supplies - Office	Kitchen supplies 128.53
29655	Terminix Processing Center	Services - Maintenance	Pest control 20.00
29656	Michael Thornton	Subsistence - Travel/Rm & Bd	Meeting 48.66
29657	Trussell Technologies, Inc	Services - Engineering	Process engineering and evaluation 915.50
29658	Unifirst Corporation	Services - Uniforms	Uniform service 252.43
29659	Univar USA Inc.	Supplies - Chemicals	Hydrochloric acid 298.48
29660	UPS	Postage/Shipping	Mailing reports 29.39
29661	Underground Service Alert/SC	Services - Alarm	Dig alert - November 55.50
29662	Vantagepoint Transfer Agents	ICMA Retirement	457 - ICMA 8,959.30
29663	Vantagepoint Transfer Agents	ICMA Retirement	401a - ICMA 2,646.06
29664	VWR International, Inc.	Supplies - Lab	Tubes, pipette filler, and PH meter with case 655.18
29665	WEX Bank	Fuel	Fuel - November 712.67
29666	County of San Diego	Fees - Permits	Permit to operate 1,927.00
29667	All American First Aid & Safety	Supplies - Safety	First aid kits for trucks 113.24
29668	Applied Industrial Tech.	Repair Parts Expense	Single row ball bearings 133.98
29669	Susana Arredondo	Dues & Memberships	CWEA lab exam 190.00
29670	AT&T - 9777	Utilities - Telephone	Phone service -11/13/2013 - 12/12/2013 382.56
29671	AT&T	Utilities - Telephone	DSL - 11/10/13 - 12/09/13 78.09
29672	AT&T	Utilities - Telephone	Alarm service 382.82
29673	Atlas Pumping Service Inc.	Services - Grease & Scum	Grease and scum pumping 554.88
29674	Barracuda Networks, Inc	Utilities - Internet	Network back-up 50.00
29675	Brenntag Pacific, Inc	Supplies - Chem - Odor	Sodium Hydroxide 2,291.70
29676	Calscience Environmental Lab	Services - Laboratory	Lab testing 296.00
29677	California Environmental Cont	Repair Parts Expense	Suction check valve 601.88
29678	Chick's Electric Motor Service	Repair Parts Expense	Four new sets of brakes for barscreen 913.19
29679	CS-Amsco	Capital Outlay	Flanged butterfly valve and flapper check valve 12,558.24
29680	CWEA Membership	Dues & Memberships	Membership - M. Dietrich 148.00
29681	D&H Water Systems	Repair Parts Expense	Probe unit 633.47
29682	Dickson	Services - Testing	1 PT NIST calibration recorder charts 837.00
29683	Michael D. Dietrich	Dues & Memberships	Certificate - M. Dietrich 300.00
29684	Dudek & Associates	Services - Engineering	Emergency power project 3,719.35
29685	Dwyer Instruments, Inc.	Repair Parts Expense	Flowmeter with non-removal SS valve 739.12
29686	EDCO Waste & Recycling Service	Utilities - Trash	Trash service - December 202.41

SAN ELIJO JOINT POWERS AUTHORITY**PAYMENT OF WARRANTS****14-01****For the Month of December-2013**

Check #	Vendor Name	Description	Amount	
29687	Flo-Systems, Inc.	Repair Parts Expense	Cone housing and liner cone	1,512.00
29688	Gierlich Mitchell, Inc.	Services - Maintenance	Inspected primary tanks and shear pins	993.73
29689	Guardian	Dental/Vision	Dental - 01/01/14 - 01/31/14	1,545.24
29690	Hach Company	Supplies - Lab	Salinity, nutrient, and StablCal turbidity	498.37
29691	Harman Corporation	Services - Maintenance	Custom machined plugs	1,025.42
29692	Health and Human Resource	Employee Assistance Program	December	317.68
29693	Hoch Consulting, APC	Services - Engineering	Project engineering services	8,066.25
29694	The Lawton Group	Services - Temp	Weeks worked - 12/02/13 - 12/15/13	540.00
29695	LCI Backhoe Service	Subcontractors	Remove and replace 2" air vac	5,850.00
29696	Marine Taxonomic Services, LTD	Services - Laboratory	Nearshore, offshore, and intensive monitoring	1,250.00
29697	McMaster-Carr Supply Co.	Repair Parts Expense	Low-carbon steel square tube and pipe nipples	149.30
29698	MegaPath Corporation	Utilities - Internet	T1 service - January	279.27
29699	Merkel & Associates	Subcontractors	2013 ocean outfall inspection and maintenance	9,800.00
29700	Motion Industries, Inc.	Repair Parts Expense	Belt for belt feed pump #1	584.04
29701	OneSource Distributors, Inc.	Repair Parts Expense	Four channel analog output	335.21
29702	Pacific Green Landscape	Services - Landscape	Landscape - December	1,125.00
29703	Pacific Pipeline Supply	Repair Parts Expense	Gaskets and plumbing parts	314.06
29704	Peerless Materials Co., LLC	Supplies - Shop & Field	Shop towels	334.80
29705	P.E.R.S.	Medical Insurance - Pers	Health - January	17,509.00
29706	Public Employees- Retirement	Retirement Plan - PERS	Retirement - 12/07/13 - 12/20/13	15,345.87
29707	Polydyne Inc.	Supplies - Chem - Polymer	Clarifloc (R) WE-007	11,426.40
29708	Procopio Cory Hargreaves	Services - Legal	General - November	1,271.75
29709	San Dieguito Trophy	Employee Rewards Program	Retirement plaque	80.73
29710	San Diego Gas & Electric	Utilities - Gas & Electric	Gas and electric - 11/05/13 - 12/05/13	44,572.91
29711	Sloan Electric Company	Repair Parts Expense	Fan kit and service call	1,518.68
29712	Specter Instruments	Licenses	Annual software maintenance and support	395.00
29713	Sunbelt Rentals	Equipment Rental/Lease	175KW diesel generator - 12/05/13 - 01/01/14	1,890.00
29714	Terminix Processing Center	Services - Maintenance	Pest control	237.00
29715	Christopher A. Trees	Subsistence - Travel/Rm & Bd	Mileage	20.34
29716	Trussell Technologies, Inc	Services - Engineering	Process engineering and evaluation	1,432.00
29717	Unifirst Corporation	Services - Uniforms	Uniform service	262.81
29718	UPS	Postage/Shipping	Mailing parts and compliance reports	77.10
29719	Vantagepoint Transfer Agents	ICMA Retirement	457 - ICMA	8,959.30
29720	Vantagepoint Transfer Agents	ICMA Retirement	401a - ICMA	33,400.76
29721	Vantagepoint Transfer Agents	ICMA Retirement	401a - ICMA	2,646.06
29722	Vaughn Irrigation Services, Inc.	Services - Maintenance	Service call - Lomas Santa Fe P. S.	796.57
29723	Verizon Wireless	Utilities - Telephone	Cell phone service - 12/08/13 - 01/07/14	512.34
29724	VWR International, Inc.	Supplies - Lab	Tubes, conductivity standard, and pipette glass	1,643.58
29725	W.M. Lyles Co.	Services - Construction	Recycled water demineralization	283,673.15
	San Elijo Payroll Account	Payroll	Payroll - 11/29/13 (Less Retirement Plans)	54,785.89
	San Elijo Payroll Account	Payroll	Payroll - 12/13/13 (Less Retirement Plans)	56,414.30
	San Elijo Payroll Account	Payroll	Payroll - 12/27/13 (Less Retirement Plans)	54,159.53
	San Elijo Payroll Account	Payroll	Payroll - 12/31/13 (Less Retirement Plans)	6,132.04
			Wire transfer fee	12.00
				<u>\$792,057.32</u>

SAN ELIJO JOINT POWERS AUTHORITY

PAYMENT OF WARRANTS SUMMARY

**For the Month of December-2013
As of January 1, 2014**

PAYMENT OF WARRANTS \$ 792,057.32
Reference Number 14-01

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.



Paul F. Kinkel
Director of Finance & Administration

STATEMENT OF FUNDS AVAILABLE FOR PAYMENT OF WARRANTS
AND INVESTMENT INFORMATION
As of January 1, 2014

FUNDS ON DEPOSIT WITH	AMOUNT
LOCAL AGENCY INVESTMENT FUND <i>(SEPTEMBER 2013 YIELD 0.26%)</i>	
RESTRICTED SRF RESERVE	\$ 630,000.00
UNRESTRICTED DEPOSITS	\$ 5,241,201.99
CALIFORNIA BANK AND TRUST <i>(SEPTEMBER 2013 YIELD 0.01%)</i>	
REGULAR CHECKING	\$ 119,848.75
PAYROLL CHECKING	\$ 5,000.00
 TOTAL RESOURCES	 \$ 5,996,050.74

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

January 13, 2014

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

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

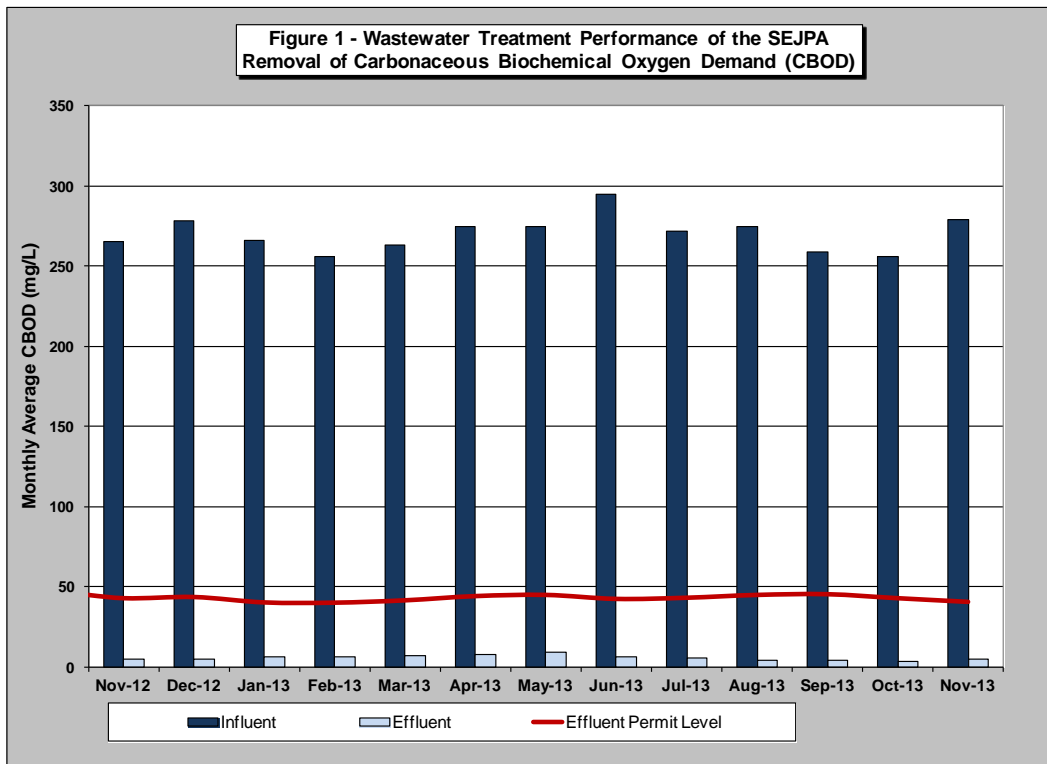
RECOMMENDATION

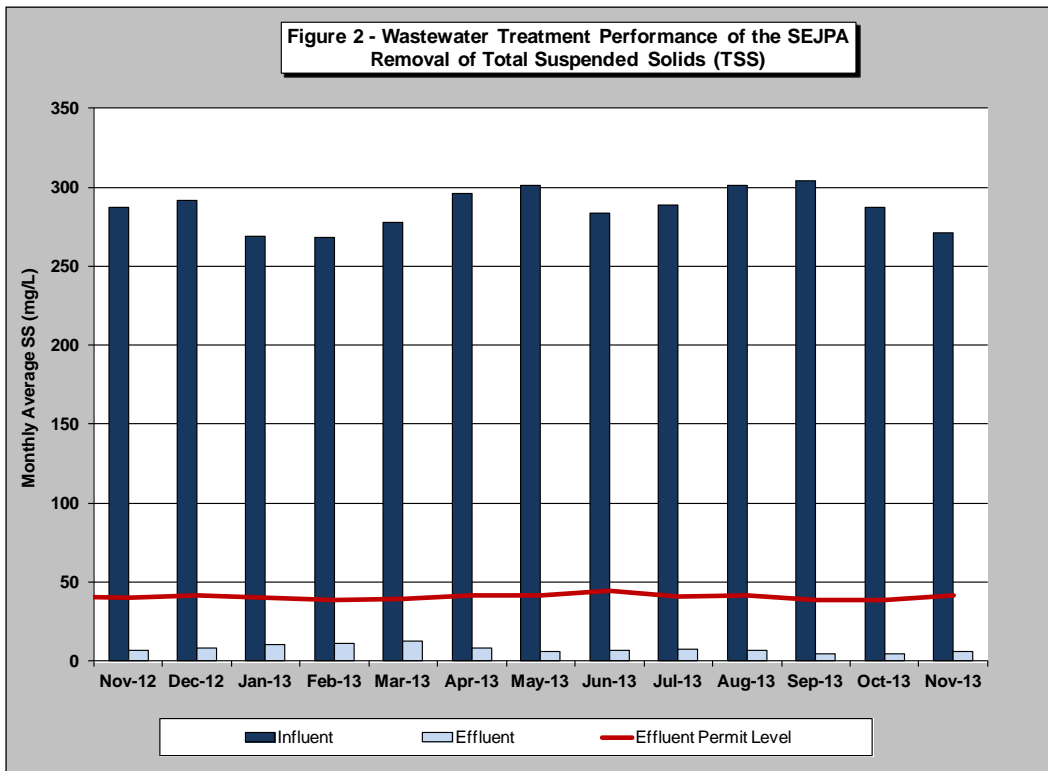
No action required. This memorandum is submitted for information only.

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 November 2013. 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 98.3 and 97.8 percent removal, respectively, in the period (as shown in Figure 1 and Figure 2).





Member Agency Flows

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

	November	
	<u>Influent (mgd)</u>	<u>Effluent (mgd)*</u>
Cardiff Sanitary Division	1.348	0.932
City of Solana Beach	1.194	0.826
Rancho Santa Fe SID	0.133	0.092
Total San Elijo WRF Flow	2.675	1.850

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 (next page) presents the historical average, maximum, and unit influent and effluent flow rates per month for each of the Member Agencies during the past 5 years. It also presents the number of connected Equivalent Dwelling Units (EDUs) for each of the Member Agencies during this same time period.

TABLE 1 - 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 CSD	SB	TOTAL PLANT	CSD	RSF CSD	SB	TOTAL PLANT	CSD EDUS	RSF EDUS	SB EDUS	TOTAL EDUS	CSD	RSF	SB	TOTAL PLANT
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	268	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	176	234	178	178
Aug-09	1.431	0.113	1.419	2.963	0.603	0.047	0.598	1.248	8,186	467	7,728	16,381	175	242	184	181
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	171	231	174	174
Oct-09	1.375	0.108	1.332	2.815	0.744	0.058	0.721	1.523	8,187	468	7,728	16,383	168	231	172	172
Nov-09	1.366	0.111	1.323	2.800	0.843	0.069	0.816	1.728	8,189	469	7,728	16,386	167	237	171	171
Dec-09	1.401	0.127	1.322	2.850	1.149	0.104	1.084	2.337	8,193	469	7,728	16,390	171	271	171	174
Jan-10	1.532	0.155	1.372	3.059	1.271	0.128	1.138	2.537	8,196	472	7,728	16,396	187	329	178	187
Feb-10	1.487	0.148	1.382	3.017	1.371	0.136	1.274	2.781	8,197	474	7,728	16,399	181	313	179	184
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	306	181	183
Apr-10	1.451	0.137	1.391	2.979	1.058	0.100	1.014	2.172	8,198	474	7,728	16,400	177	289	180	182
May-10	1.379	0.128	1.385	2.892	0.672	0.063	0.675	1.410	8,201	474	7,728	16,403	168	270	179	176
Jun-10	1.437	0.122	1.453	3.012	0.650	0.055	0.657	1.362	8,202	474	7,728	16,404	175	258	188	184
Jul-10	1.375	0.119	1.466	2.960	0.694	0.061	0.740	1.495	8,204	475	7,728	16,407	168	251	190	180
Aug-10	1.366	0.125	1.451	2.942	0.585	0.053	0.621	1.259	8,205	475	7,728	16,408	166	263	188	179
Sep-10	1.346	0.114	1.342	2.802	0.627	0.053	0.626	1.306	8,207	475	7,728	16,410	164	240	174	171
Oct-10	1.413	0.123	1.311	2.847	1.177	0.102	1.092	2.371	8,207	477	7,728	16,412	172	258	170	173
Nov-10	1.399	0.117	1.297	2.813	1.090	0.091	1.011	2.192	8,209	478	7,728	16,415	170	245	168	171
Dec-10	1.605	0.215	1.375	3.195	1.417	0.189	1.214	2.820	8,212	478	7,728	16,418	195	450	178	195
Jan-11	1.452	0.158	1.338	2.948	1.272	0.139	1.172	2.583	8,227	478	7,728	16,433	176	331	173	179
Feb-11	1.413	0.156	1.339	2.908	1.176	0.130	1.114	2.420	8,228	480	7,728	16,436	172	325	173	177
Mar-11	1.387	0.208	1.343	2.938	1.186	0.178	1.148	2.512	8,229	480	7,728	16,437	169	434	174	179
Apr-11	1.320	0.181	1.323	2.824	0.867	0.118	0.869	1.854	8,248	482	7,728	16,458	160	376	171	172
May-11	1.327	0.162	1.320	2.809	0.564	0.069	0.561	1.194	8,248	483	7,728	16,459	161	336	171	171
Jun-11	1.343	0.156	1.390	2.889	0.545	0.063	0.564	1.172	8,249	483	7,728	16,460	163	323	180	176
Jul-11	1.293	0.151	1.430	2.874	0.425	0.050	0.470	0.945	8,250	484	7,728	16,462	157	312	185	175
Aug-11	1.292	0.150	1.405	2.847	0.479	0.056	0.521	1.056	8,252	485	7,728	16,465	157	310	182	173
Sep-11	1.262	0.146	1.333	2.741	0.564	0.066	0.596	1.226	8,254	486	7,728	16,468	153	301	172	166
Oct-11	1.260	0.142	1.303	2.705	0.730	0.082	0.755	1.567	8,260	486	7,728	16,474	153	292	169	164
Nov-11	1.338	0.167	1.307	2.812	1.099	0.137	1.074	2.310	8,261	486	7,728	16,475	162	344	169	171
Dec-11	1.299	0.164	1.305	2.768	1.103	0.139	1.108	2.350	8,264	487	7,728	16,479	157	337	169	168
Jan-12	1.291	0.145	1.303	2.739	1.032	0.116	1.042	2.190	8,266	488	7,728	16,482	160	232	169	166
Feb-12	1.259	0.137	1.283	2.679	1.006	0.109	1.025	2.140	8,268	488	7,728	16,484	152	281	166	163
Mar-12	1.313	0.153	1.255	2.721	0.968	0.113	0.925	2.006	8,269	488	7,728	16,485	159	314	162	165
Apr-12	1.348	0.145	1.209	2.702	0.906	0.097	0.813	1.816	8,278	488	7,728	16,494	163	297	156	164
May-12	1.333	0.150	1.211	2.694	0.577	0.065	0.525	1.167	8,280	488	7,728	16,496	161	308	157	163
Jun-12	1.365	0.143	1.237	2.745	0.547	0.057	0.496	1.100	8,284	489	7,728	16,501	165	293	160	166
Jul-12	1.372	0.126	1.296	2.794	0.457	0.042	0.431	0.930	8,289	489	7,728	16,506	166	258	168	169
Aug-12	1.383	0.128	1.291	2.802	0.473	0.044	0.441	0.958	8,290	490	7,728	16,508	167	261	167	170
Sep-12	1.349	0.142	1.220	2.711	0.544	0.058	0.492	1.094	8,291	490	7,728	16,509	163	290	158	164
Oct-12	1.327	0.123	1.203	2.653	0.678	0.063	0.615	1.356	8,294	490	7,728	16,512	160	251	156	161
Nov-12	1.343	0.128	1.181	2.652	0.862	0.082	0.758	1.702	8,299	490	7,728	16,517	162	261	153	161
Dec-12	1.383	0.141	1.197	2.721	1.261	0.129	1.091	2.481	8,300	490	7,728	16,518	167	288	155	165
Jan-13	1.357	0.145	1.215	2.717	1.155	0.124	1.034	2.313	8,300	490	7,728	16,518	163	296	157	164
Feb-13	1.349	0.138	1.201	2.688	1.048	0.108	0.933	2.089	8,301	490	7,728	16,519	163	282	155	163
Mar-13	1.402	0.154	1.235	2.791	0.905	0.100	0.797	1.802	8,302	493	7,728	16,521	169	314	160	169
Apr-13	1.297	0.124	1.237	2.658	0.531	0.051	0.506	1.088	8,304	493	7,728	16,523	156	253	160	161
May-13	1.339	0.126	1.185	2.650	0.376	0.036	0.333	0.745	8,304	493	7,728	16,525	161	256	153	160
Jun-13	1.341	0.126	1.190	2.657	0.269	0.025	0.239	0.533	8,307	493	7,728	16,528	161	256	154	161
Jul-13	1.366	0.144	1.269	2.779	0.482	0.050	0.448	0.980	8,309	493	7,728	16,530	164	292	164	168
Aug-13	1.342	0.168	1.258	2.768	0.380	0.048	0.356	0.784	8,311	494	7,728	16,533	161	340	163	167
Sep-13	1.343	0.117	1.193	2.653	0.403	0.036	0.358	0.797	8,311	494	7,728	16,533	162	237	154	160
Oct-13	1.319	0.132	1.184	2.635	0.629	0.063	0.565	1.257	8,314	494	7,728	16,536	159	267	153	159
Nov-13	1.348	0.133	1.194	2.675	0.932	0.092	0.826	1.850	8,315	494	7,728	16,537	162	270	155	162

CSD: Cardiff Sanitary Division

RSF CSD: Ranch Santa Fe Community Service District

SB: Solana Beach

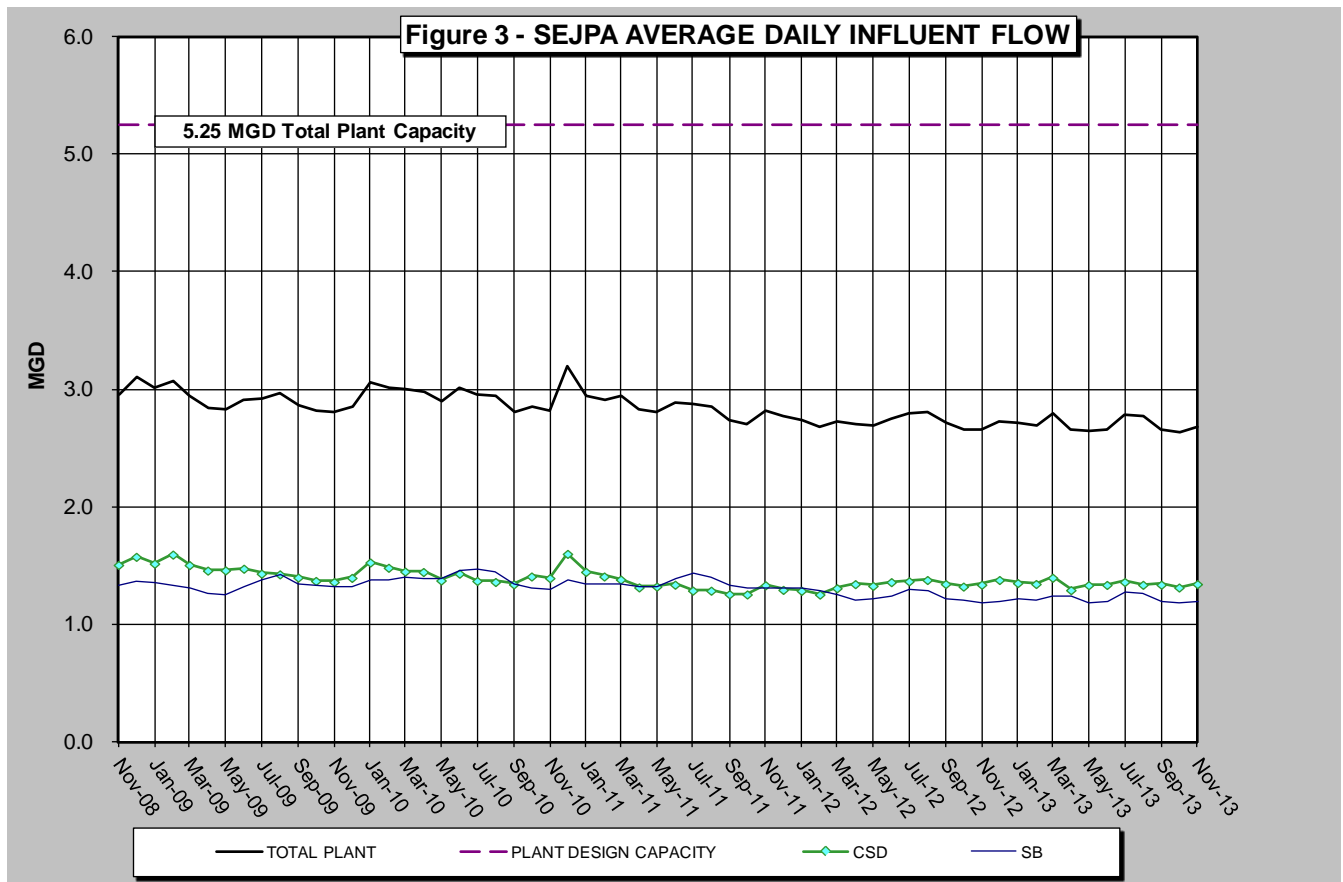
EDU: Equivalent Dwelling Unit

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

EDU Numbers Revised by Dudek for March and April 2013

Figure 3 (below) presents the 5-year 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 has been approximately 2.7 million gallons per day (mgd), down from 3.0 mgd in 2008. 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.



City of Escondido Flows

The average and peak flow rate from the City of Escondido 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 November.

	November (mgd)
Escondido (Average flow rate)	8.73
Escondido (Peak flow rate)	18.1

Connected Equivalent Dwelling Units

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

	November (EDU)
Cardiff Sanitary Division	8,315
Rancho Santa Fe SID	494
City of Solana Beach	7,428
San Diego (to Solana Beach)	300
Total EDUs to System	16,537

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

January 13, 2014

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 November 2013, recycled water demand was 68.83 acre-feet (AF), which was met using 68.83 AF of recycled water and 0.00 AF of supplementation with potable water.

During the month, staff noted two isolated positive coliform sample results in the recycled water effluent. These incidents began occurring intermittently during startup of the new Advanced Water Treatment system. Staff is collecting additional process samples to help identify the root cause so that it can be corrected. In November the chlorine contact tank was taken off line and cleaned to help ensure effective disinfection of the recycled water. The Regional Water Quality Control Board, which is the permitting agency with primary responsibility for the treatment system performance was informed of this issue and the corrective actions taken.

Figure 1 (attached) provides monthly supply demands for recycled water since September 2000. Figure 2 (attached) provides a graphical view of annual recycled water demand spanning fourteen completed fiscal years and the current fiscal year. Figure 3 (attached) shows the November recycled water demand for each November since the program began.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

Figure 1 - MONTHLY RECYCLED WATER DEMAND

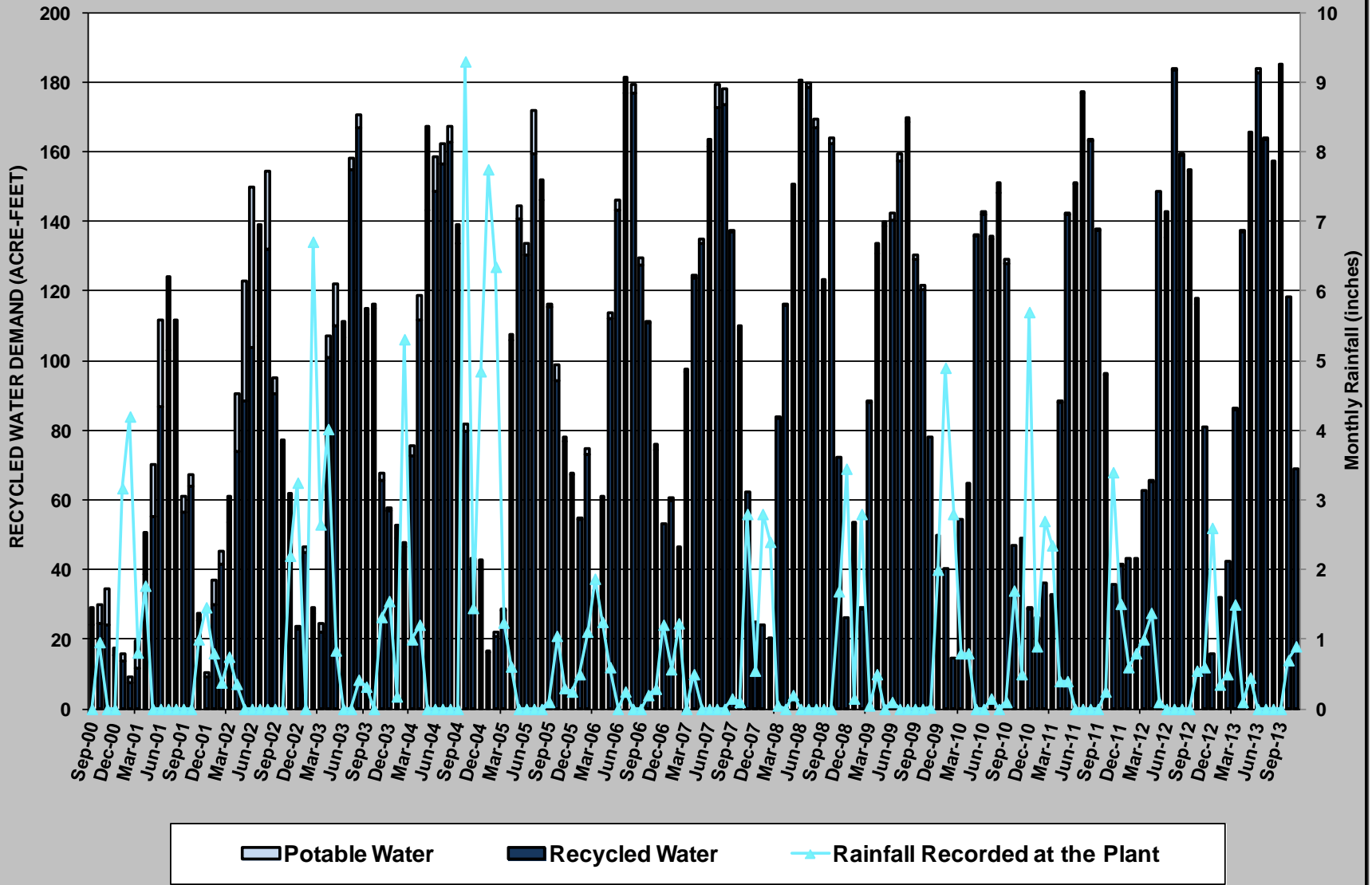


Figure 2 - RECYCLED WATER DEMAND by FISCAL YEAR

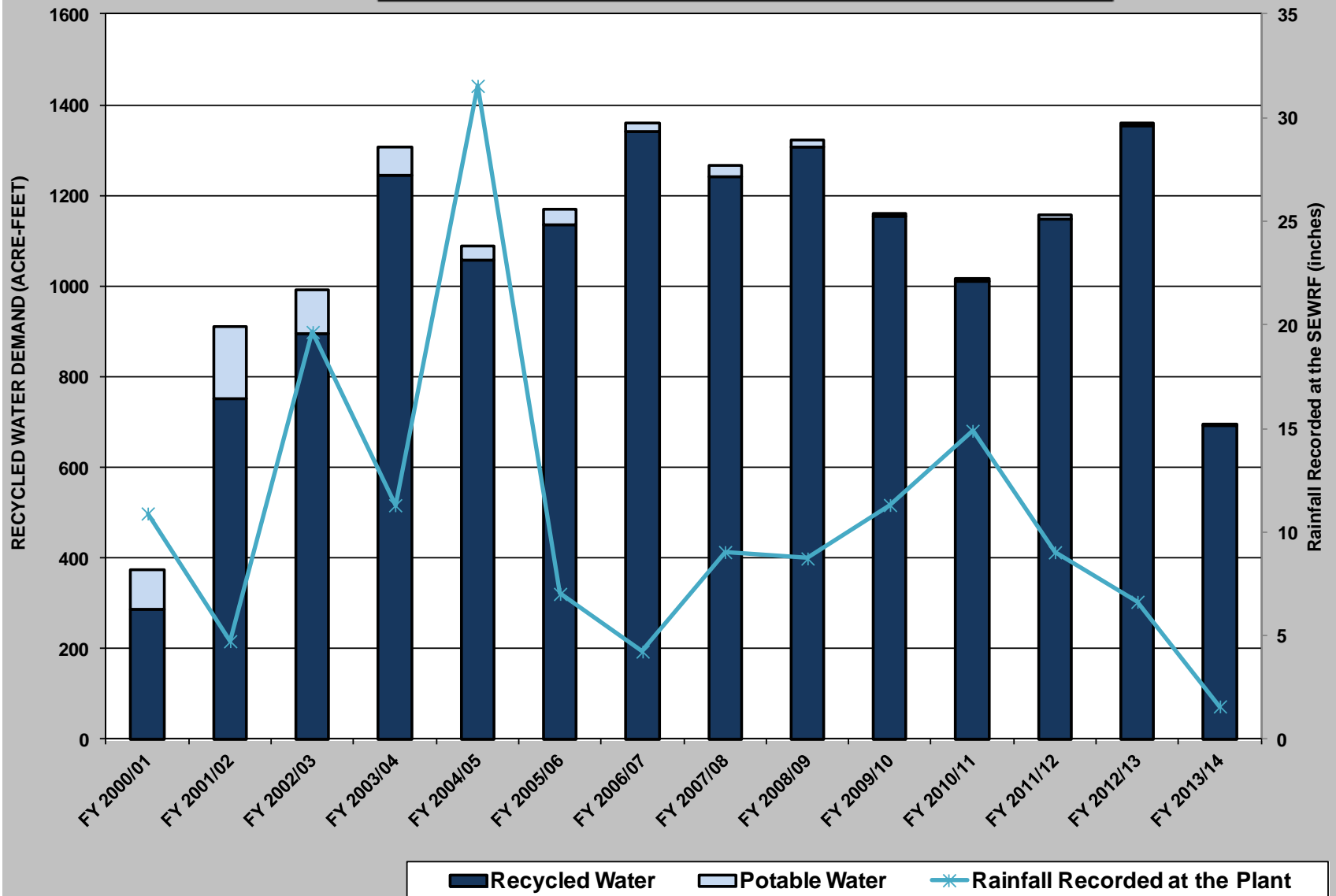
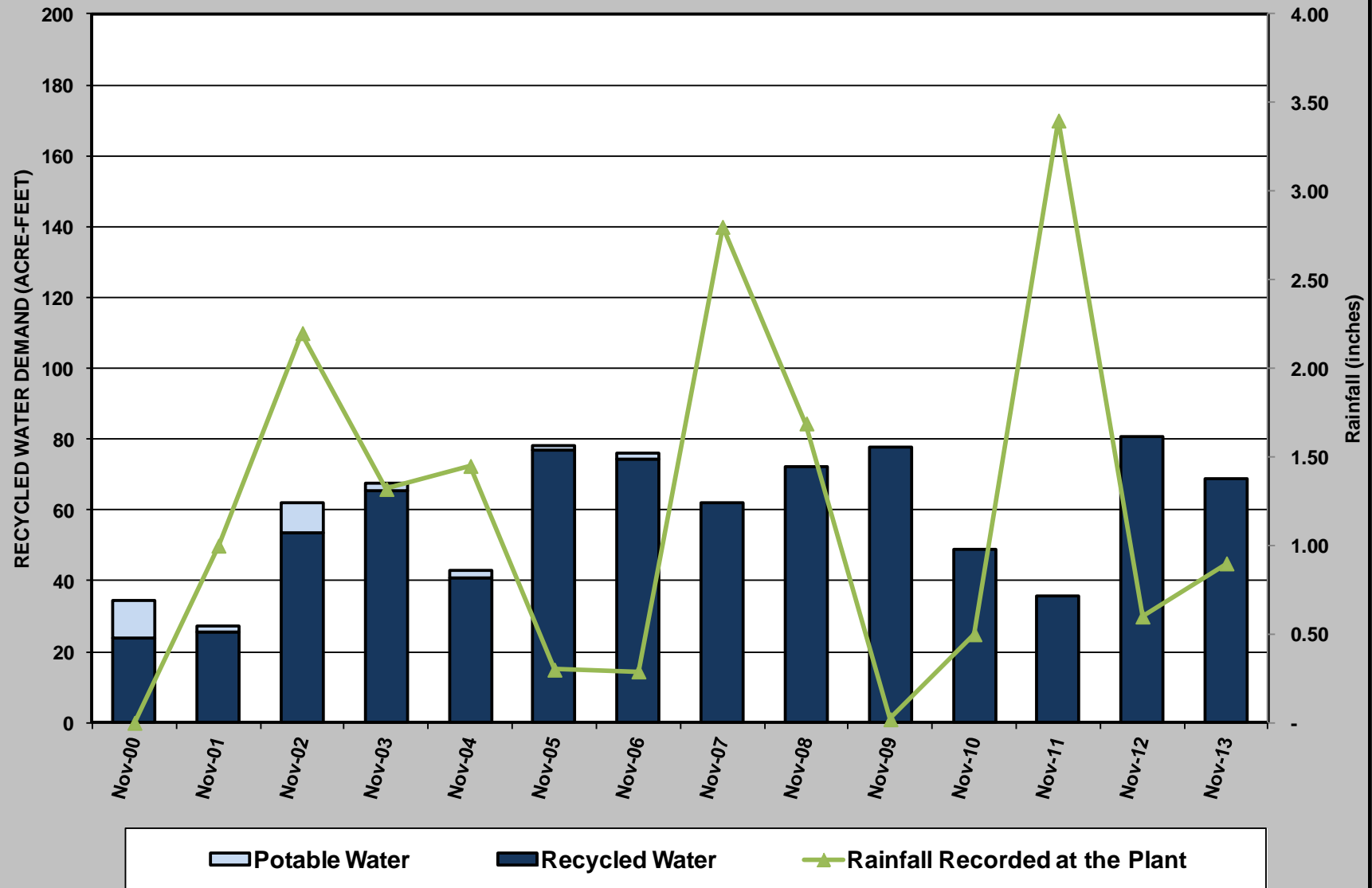


Figure 3 - NOVEMBER RECYCLED WATER DEMAND



SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

January 13, 2014

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: ELECTION OF OFFICERS AND SCHEDULE OF BOARD MEETINGS

RECOMMENDATION

It is recommended that the Board of Directors:

1. Appoint Chairperson and Vice Chairperson for the 2014 SEJPA Board of Directors;
2. Select Regular Meeting Place and Time for 2014; and
3. Discuss and take action as appropriate.

DISCUSSION

In accordance with Article 3 of the San Elijo Joint Powers Authority (SEJPA) formation agreement, the SEJPA Board is required to appoint a chairperson and vice chairperson and establish the time and place for its regular meeting by the second meeting of each calendar year. Historically, these appointments occur in January with a term period of one year. The SEJPA's regular meeting schedule has been generally set as 9:00 a.m. on the second Monday of each month, with no meeting in August. The regular meetings have been held at the San Elijo Water Reclamation Facility, located at 2695 Manchester Avenue, Cardiff-by-the-Sea, CA 92007. Should this be acceptable, the proposed listing of scheduled meetings for 2014 is attached.

It is therefore recommended that the Board of Directors:

1. Appoint Chairperson and Vice Chairperson for the 2014 SEJPA Board of Directors;
2. Select Regular Meeting Place and Time for 2014; and
3. Discuss and take action as appropriate.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

Attachment: Proposed 2014 Board Meeting Dates

BOARD OF DIRECTORS
San Elijo Joint Powers Authority

PROPOSED
2014 BOARD MEETING DATES

January 13
February 10
March 10
April 14
May 12
June 9
July 14
August – No Meeting
September 8
October 13
November 10
December 8



SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

January 13, 2014

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: SAN ELIJO OCEAN OUTFALL 2013 ANNUAL INSPECTION REPORT

RECOMMENDATION

It is recommended that the Board of Directors:

1. Accept and file the San Elijo Ocean Outfall Year 2013 Annual Inspection Report prepared by Merkel & Associates, Inc.; and
2. Discuss and take action as appropriate.

BACKGROUND

The San Elijo Ocean Outfall was commissioned in 1965 to discharge treated effluent from the San Elijo Water Reclamation Facility. The outfall was upgraded and expanded in 1974 to include discharge capacity for the City of Escondido's Hale Avenue Resource Recovery Facility. The length of the outfall is 8,000 feet with an end depth of approximately 150 feet below mean sea level. The diffuser section of pipe is composed of 1,176 feet of 48-inch pipe with 200 individual 2-inch diameter diffuser ports. The discharge of treated wastewater to the ocean is subject to strict environmental regulations that stipulate dilution requirements, distance from shore, and depth of water for which the effluent is discharged. To ensure that the ocean outfall is in sound operating condition and that environmental regulations are being met, the San Elijo Joint Powers Authority (SEJPA) inspects the outfall annually.

DISCUSSION

The SEJPA contracted with Merkel & Associates (Merkel) to complete the 2013 annual outfall inspection. Dive operations were conducted between September 30 and November 2, 2013. Diving staff conducted a general inspection of the outfall corridor from approximately the 100-foot depth level to the shore where the pipeline becomes fully buried. A Remote Operated Vehicle (ROV) was used to inspect the pipeline from the 100-foot depth level to the terminal end of the outfall, which is at a depth of approximately 150 feet. Inspection activity was attentive to the following:

- Evidence of surface failure of exposed concrete;
- Cracks or other deficiencies in the outfall;
- Joint integrity;

- Leaks or evidence of degradation;
- Attrition or the loss of the ballast materials as a result of physical, biological, or geologic processes;
- Scour of the nearby marine sediments;
- Inspection of exposed portholes and pile supports;
- Evaluation of cathodic protection at exposed anodes; and
- Clearing kelp that hindered inspection activities or threatened ballast material.

Merkel reports that the San Elijo Ocean Outfall was found to be in excellent overall condition. Offshore areas of the outfall were stable and showed no signs of ballast movement; inshore ballast rock showed no significant signs of movement since the last reballasting project (2003). The outfall showed no signs of spalling, cracking, or other deficiencies in the concrete pipe. All observed joints were in alignment with no evidence of leaks. The near shore inspection revealed kelp growth on the pipeline and the surrounding ballast. The kelp was cleared to minimize the threat of ballast movement from the considerable buoyancy of the kelp.

The outfall was constructed with five access portholes that have metal covers. These covers use sacrificial zinc anodes for corrosion protection. The anodes on Portholes 1, 2, 3, 4, and 5 appear to have considerable mass remaining. The anode last installed was on porthole 4 in 2011.

During each annual inspection, efforts are made to inspect the 35 pile supports that secure the inshore section of the ocean outfall. Typically, these pile supports are covered by sand and cannot be inspected. This year, fifteen of the supports were exposed allowing inspection to be conducted. Anodes on all exposed pile supports except 31 and 33 were in good condition and have considerable anode mass remaining. The anode on Pile support 33 was completely exhausted during the inspection but was replaced on November 12, 2013. Anodes on pile support 31 are down to an estimated 65% remaining mass. The anode on Pile support 28 is scheduled for maintenance during the week of January 13, 2014.

SUMMARY AND RECOMMENDATIONS

The following points summarize the major findings of this outfall inspection:

- In general, the San Elijo Ocean Outfall was found to be in excellent overall condition.
- Ballast rock shows no significant sign of movement since the last reballasting project.
- The outfall showed no signs of spalling, rust staining, or cracking and there was no leakage observed from pipe joints or any other location on the outfall.
- Anodes were in good condition and have considerable mass remaining where these were visible and could be inspected.
- Overgrown kelp that was starting to lift ballast from the pipeline was completely removed from over the pipeline.
- The fifteen exposed pile supports surveyed during this inspection were found to have excellent cathodic protection, except for pile support 28, 31, and 33 (SEJPA has taken action to address these items).

The following items are recommendations for continued structural integrity and environmentally safe operation of the San Elijo Ocean Outfall:

- Complete a Remote Operated Vehicle (ROV) survey of the diffuser section of the outfall pipe at least every two years.
- Continue to cut all kelp on the pipeline and ballast pile so further ballast is not moved away from the pipeline.
- Monitor and inspect all visible pile support structures annually.
- Continue to perform “rapid response” overview inspections after periods of extremely high surf or earthquakes in order to identify damage and potential for failure due to scour, high-velocity currents, or major seafloor movement.
- During future inspections, anodes should be replaced when they become ineffective against preventing corrosion to pipe and pile structures.
- Continue preventative maintenance and detailed inspections of the pipeline using diver and ROV surveys.

The full report and a video of the dive inspection is on file in the SEJPA office and available for review.

It is therefore recommended that the Board of Directors:

1. Accept and file the San Elijo Ocean Outfall Year 2013 Annual Inspection Report prepared by Merkel & Associates, Inc.; and
2. Discuss and take action as appropriate.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager

Attachments: San Elijo Ocean Outfall Year 2013 Annual Inspection Project Summary,
Merkel & Associates, Inc., November 2013

San Elijo Ocean Outfall Inspection Report YEAR 2013

for:

San Elijo Joint Powers Authority

2695 Manchester Ave.

Cardiff by the Sea, CA 92007



by:

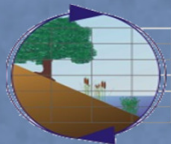
Merkel & Associates, Inc.

5434 Ruffin Road

San Diego, CA 92123

Ph. (858) 560-5465

Fx. (858) 560-7779



**SAN ELIJO OCEAN OUTFALL
YEAR 2013 ANNUAL INSPECTION**

INSPECTION REPORT

November 2013

Prepared for:

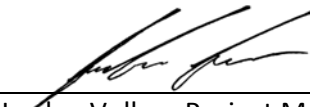
San Elijo Joint Powers Authority

Contact: Mr. Christopher Trees
2695 Manchester Ave
Cardiff by the Sea, CA 92007
Phone: 760-753-6203 x 70
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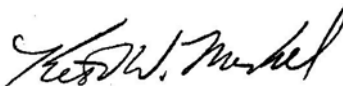
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SAN ELIJO OCEAN OUTFALL YEAR 2013 ANNUAL INSPECTION

Merkel & Associates, Inc.

November 2013

EXECUTIVE SUMMARY

Merkel & Associates, Inc. (M&A) performed the Year 2013 San Elijo Ocean Outfall annual inspection at the request of the San Elijo Joint Powers Authority (SEJPA) between September 30 and November 2, 2013. The purpose of the inspection was to look for evidence of spalling of the exposed concrete surfaces, cracks, or other signs of wear or degradation of the outfall structure, including inspecting joint integrity for leaks or evidence of degradation, inspecting diffuser flow, evaluating for other potential hazards, and checking attrition or the loss of efficacy of the pipe ballast material. The inspection involved diver examination of the outfall inshore of the 100-ft isobath; evaluation of exposed portholes; evaluation of cathodic protection (CP) at exposed anodes; cross-section surveys and depth profiling inshore of Station 32+00; clearing of kelp and debris from the pipe and ballast; and a survey of exposed pile supports. Photo and video documentation were collected along the entire outfall.

In general, the San Elijo Ocean Outfall was found to be in excellent overall condition. All areas offshore of Porthole 1 were stable and showed no signs of movement. Ballast rock inshore of Porthole 1 showed no significant signs of movement since the last reballasting project. The outfall showed no signs of spalling, rust staining, or cracking; and there was no leakage detected from pipe joints or any other locations on the outfall. Zinc anodes on all Portholes were present and have considerable anode mass remaining. Zinc anodes on all exposed pile supports, except Pile Supports 33 and 31, were present and have considerable anode mass remaining. Anodes on Pile Support 33 have been completely exhausted. Anodes on Pile Support 31 are down to an estimate of 65 percent. Pile Support 28 seems to have poor continuity between its anode and where it was tested.

To ensure continued structural integrity and environmentally safe operation of the San Elijo Ocean Outfall, the following recommendations should be considered:

1. Anodes on Pile Support 33 need to be replaced as soon as possible. Anodes on Pile Support 31 are low on remaining life; and though it is not crucial at this time, are recommended to be replaced in conjunction with the replacement of those on Pile Support 33. The conductor leads on Pile Support 28 should be cleaned and potentially replaced to ensure positive connection between the anode and piles.
2. The remaining observable cathodic protection anodes are in good service condition. These are expected to have multiple years of life under current conditions. As such, it is recommended that the anodes be inspected annually and replaced as needed when they reach 50 percent of their original mass.
3. Porthole 4 and Porthole 5 were excavated from misplaced ballast during prior survey years. At present, Porthole 4 remains at the bottom of a deeply excavated pit within the surrounding ballast. The porthole is located low enough in the ballast fill that it is regularly reburied by fill gravels placed to protect the pipe from the armor stone that was placed on top of the pipe. For ongoing ease of performing annual inspections, it is recommended that the overrunning fill be

removed far enough away from the porthole to avoid the need for regular clearing of the porthole for inspection purposes.

4. The deep reach of the pipe and the diffuser segment ports were inspected during the present investigation. The general inspection and video inspection of this segment of pipe and the diffusers has been performed on alternating years and should continue. Good stationing control should continue to be used over this section to aid in examination of pipe conditions during video playback.
5. SEJPA should continue to perform "rapid-response" overview inspections after periods of extremely high surf or significant seismic events to identify damage and potential for failure due to scour, high-velocity currents, or major seafloor movements. SEJPA should also continue preventive maintenance and detailed annual inspections of the entire pipeline using diver and ROV video surveys.



Photo 7. Stable ballast with schooling blacksmith (*Chromis punctipinnis*) and strawberry anemone (*Corynactis californica*)

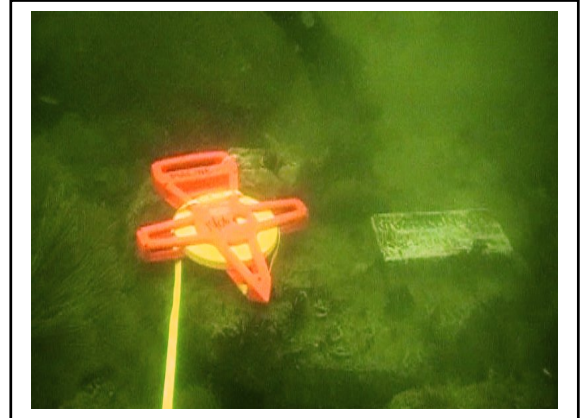


Photo 8. Cleaned zinc anode at Porthole 2 (STN 21+00)



Photo 9. Strawberry anemone (*Corynactis californica*) on stable ballast and



Photo 10. Gorgonians (*Muricea californica* and *Lophogorgia chilensis*) on stable 4-inch ballast rock

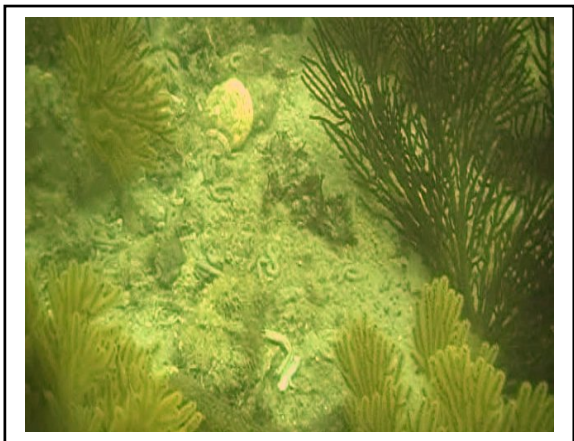


Photo 11. Gorgonians (*Muricea californica*) in stable ballast rock

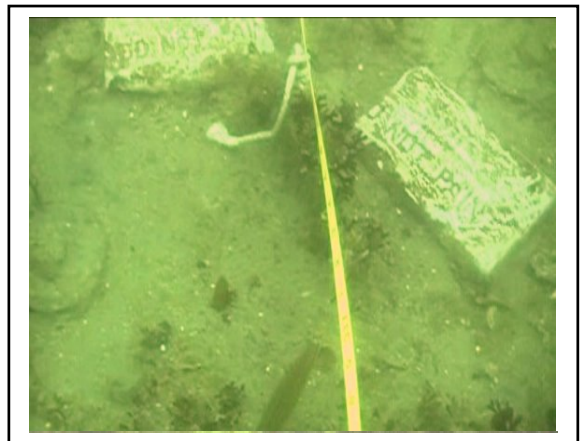


Photo 12. Cleaned zinc anode at Porthole 3 (STN 27+00)

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

January 13, 2014

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: PROJECT UPDATE FOR THE GENERATOR REPLACEMENT PROJECT AT
THE SAN ELIJO WATER RECLAMATION FACILITY

RECOMMENDATION

It is recommended that the Board of Directors:

1. Authorize the \$33,000 in remaining Capital Funding from the Electrical Upgrades Project to be used for the SEWRF Generator Replacement Project;
2. Authorize the use of previously budgeted Capital Funding in the amount of \$647,000 from the Headworks/Grit Chamber Rehabilitation Project to be used for the SEWRF Generator Replacement Project; and
3. Discuss and take action as appropriate.

BACKGROUND

The San Elijo Joint Powers Authority (SEJPA) owns and operates the San Elijo Water Reclamation Facility (SEWRF), which provides essential public services. The facility must be operational at all times. To support this, the SEWRF is equipped with an emergency power system that includes two diesel driven generators. Both of these generators are more than 20 years old and are at the end of their life cycle. In late 2012, one of the generators became inoperable and was diagnosed with a cracked engine block. In early 2013, the regulating agency (San Diego Air Pollution Control Board) informed the SEJPA that repairing the generator was not an option as the generator does not meet current air pollution control requirements. The recommended action was to replace the generator with a new unit that meets today's air quality standards.

In February 2013 as part of the mid-year budget review, staff informed the Board that approximately \$100,000 of the FY 2012-2013 Wastewater Program Budget would be utilized for the generator replacement project. The funding would be from unspent operating funds and from the program's contingency funding line item.

In June 2013, the Board approved the FY2013-14 SEJPA Budget that included an additional \$50,000 in project funding, which increased the project fund to \$150,000.

The SEJPA retained the engineering firm Dudek to develop a preliminary design report to evaluate options for replacing the generators. The evaluation included three options for replacing the generators and the recommendations considered upfront capital cost, operating costs, and energy distribution capabilities. The recommended option was to replace the existing generators, which are 250kW and 500kW sized units, with one 800kW unit. This option produced the lowest long-term cost to own and it provides the greatest flexibility in managing and distributing power throughout the facility.

DISCUSSION

At the July 8, 2013 Board meeting, the Board authorized staff to move forward with the final design of the generator replacement project and publicly advertise and bid the construction contract. The Board authorized the General Manager to hire a consultant for Engineering Design and Bidding Support in the amount not to exceed \$80,000 and to file a Notice of Exemption in accordance with CEQA for the project.

The SEJPA selected the team of Dudek and MPA to complete the final design and prepare the construction bidding documents. During the preparation of the final design, the City of Solana Beach notified the SEJPA that the San Elijo Hills Pump Station emergency generator also needed to be replaced. The San Elijo Hills Pump Station is owned by the City of Solana Beach and operated and maintained by the SEJPA. The City inquired if the San Elijo Hills project could be incorporated into the SEJPA project. The reasons for combining the projects is to save costs associated with common design specifications between the projects, contract administration, construction management, and to gain economy of scale in the construction bid process.

The SEJPA General Manager approved including the San Elijo Hills Project into the design package and negotiated a change order with the design team for \$22,000. The City of Solana Beach agreed to cover all costs associated with the pump station project.

The Final Design of the SEWRF and the San Elijo Hills Generator Replacement Project has been completed and submitted for acceptance to the SEJPA. Staff has reviewed the final design with the City of Solana Beach engineering staff. The project is now ready for public bidding.

Staff intends to advertise the project for bid in January 2014, with a bid opening in February 2014. It is anticipated that the construction agreement for the project will be brought to the Board for approval consideration in March 2014. The SEJPA has negotiated an agreement with the APCD that allows for a temporary generator onsite at the SEWRF until October 31, 2014. It is the SEJPA's intent to have the generator project operational prior to October 2014.

FINANCIAL IMPACT

Originally, staff estimated replacing the generators at the SEWRF at \$500,000. Upon completion of the 90% Final Design, Dudek estimates that the construction costs may be on the order of \$715,000. When adding in engineering, permitting, legal review, and construction management, the revised project budget is \$830,000. The engineer noted that there is more

than \$100,000 in contingency in their estimate. However, the construction sector is experiencing more activity and construction bids are on the rise.

The SEJPA has only partially funded the SEWRF Generator Replacement Project in its capital program as the replacement of both generators was not anticipated at this time. Currently, the project has approximately \$150,000 in funding. As reported to the Board at the July 2013 Board meeting, staff proposes to fund the remaining balance through the utilization of capital funding remaining from the Electrical Upgrade Project and funding previously budgeted for the Headworks/Grit Chamber Rehabilitation Project. The Electrical Upgrade project was recently completed and finished under budget with approximately \$33,000 remaining in that project fund. The Headworks/Grit project is a planned future project with an anticipated cost on the order of \$2 million. The SEJPA has been saving towards this project and will have a fund balance of \$825,000 in this fiscal year. Although the Headworks/Grit project is important, the generator replacement project requires action now. Therefore, staff is recommending that funding be re-allocated from the future Headworks/Grit Chamber Rehabilitation project to the SEWRF Generator Replacement Project.

The San Elijo Hills Pump Station Generator Replacement Project has an estimated capital budget of \$270,000. The City of Solana Beach will provide funding to the SEJPA for this project.

Proposed SEWRF & San Elijo Hills Generator Replacement Project Budget

Project Element	SEWRF	San Elijo Hills	Total Budget
Final Design and Bid Support	\$73,000	\$22,000	\$95,000
Construction Management	\$32,000	\$10,000	\$42,000
Administration, Legal & Permitting	10,000	\$3,000	\$13,000
Construction	\$715,000	\$235,000	\$950,000
TOTAL	\$830,000	\$270,000	\$1,100,000

The recommended re-allocation of capital funds are as follows:

1. Electrical Upgrade Project – \$33,000 (project was completed under budget)
2. Headworks/Grit Chamber Rehabilitation project - \$647,000

It is therefore recommended that the Board of Directors:

1. Authorize the \$33,000 in remaining Capital Funding from the Electrical Upgrades Project to be used for the SEWRF Generator Replacement Project;
2. Authorize the use of previously budgeted Capital Funding in the amount of \$647,000 from the Headworks/Grit Chamber Rehabilitation Project to be used for the SEWRF Generator Replacement Project; and
3. Discuss and take action as appropriate.

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

SAN ELIJO JOINT POWERS AUTHORITY
MEMORANDUM

January 13, 2014

TO: Board of Directors
San Elijo Joint Powers Authority

FROM: General Manager

SUBJECT: PROJECT UPDATE FOR THE BIOSOLIDS CONVEYOR REPLACEMENT
PROJECT AT THE SAN ELIJO WATER RECLAMATION FACILITY

RECOMMENDATION

It is recommended that the Board of Directors:

1. Discuss and take action as appropriate.

BACKGROUND

The San Elijo Joint Powers Authority (SEJPA) owns and operates the San Elijo Water Reclamation Facility (SEWRF). The SEWRF is comprised of a 5.25 million gallon per day (MGD) wastewater treatment facility and a 3.02 MGD water recycling facility.

Part of the wastewater treatment process is the removal and treatment of biosolids from the wastewater. The treatment process at the SEWRF includes anaerobic digestion, dissolved air floatation thickening, and belt press dewatering. The final product at the SEWRF meets the US EPA's criteria for "Class B" biosolids. Class B requirements are designed to reduce pathogen levels in the biosolids to levels that protect public health and the environment. After treatment, the biosolids are trucked to Arizona for subsurface farm application for the growing of Sudan grass, alfalfa, and other "non-human" consumption crops.

Many of the SEJPA's biosolids processing systems have more than 20 years of service and some equipment is nearing the end of its expected life cycle. The 2007 Facility Master Plan prepared by Carollo Engineers identified the biosolids conveyor and dewatering equipment as assets that would likely need to be replaced in the near term. In anticipation of this project and other needed replacement work associated with the biosolids process, the SEJPA has been accumulating capital funds in the Biosolids Building Reserve.

DISCUSSION

In 2012, staff began investigating a replacement for the aging biosolids conveyor system. The conveyor system lifts biosolids from the belt presses into a storage hopper for loading into

trucks. The conveyor is becoming less reliable and must be operational in order for the SEWRF to process biosolids. The conveyor is experiencing an increase in maintenance requirements and, due to its age, many of its replacement parts are no longer readily available.

In May 2013, the Board authorized preparation of plans and specifications for the replacement of the conveyor system by Hoch Consulting as a task in the As-Needed Engineering Services contract. At the October 14, 2013 Board meeting, the contract with Hoch Consulting was amended to include additional engineering services for developing contractor bid documents for the project. The project design is anticipated to be completed in January 2014 and the SEJPA will promptly move to the construction bidding phase. Based on the current project schedule, it is likely that the construction contract will be brought to the Board for approval consideration in April 2014.

FINANCIAL IMPACT

The project budget is \$493,000 and is itemized as (1) design and construction management, (2) administration and legal (3) construction, and (4) contingency funding. The construction cost is estimated at \$403,000. The project budget is presented below.

Conveyor Replacement Project Budget

Project Element	Budget
Design & Construction Management	\$40,000
Administration & Legal	\$10,000
Construction	\$403,000
Contingency funding (10% of construction)	\$40,000
TOTAL	\$493,000

The SEJPA began collecting capital funds in the Biosolids Building Reserve in FY 2004/05 for replacement of equipment associated with the biosolids handling and dewatering process. As of June 30, 2013 the balance in the biosolids reserve is \$574,188. SEJPA staff has discussed this project with staff from the Member Agencies to brief them on the need for the project, project scope, and the funding requirement for FY 2013-14.

It is therefore recommended that the Board of Directors:

1. Discuss and take action as appropriate.

Respectfully submitted,



Michael T. Thornton, P.E.
General Manager