

SAN ELIJO JOINT POWERS AUTHORITY  
MINUTES OF THE BOARD MEETING  
HELD ON DECEMBER 10, 2012  
AT THE  
SAN ELIJO WATER RECLAMATION FACILITY

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Teresa Barth, Chair

David Roberts, Vice Chair

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A Meeting of the Board of Directors of the San Elijo Joint Powers Authority (SEJPA) was held Monday, December 10, 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  
Mark Muir  
David W. Roberts

*Directors Absent:*

Thomas M. Campbell

*Others Present:*

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

Michael Thornton  
Greg Lewis  
Christopher Trees  
Monica Blake  
Carrie Cook  
Marisa Buckles  
Jennifer Basco  
John Clark

*SEJPA Counsel:*

Procopio, Cory, Hargreaves & Savitch

Aiko Yamakawa

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

Bill Wilson  
Glenn Pruim

David Ott

Mohammad "Mo" Sammak

Leaf & Cole, LLP

Mike Zizzi

3. PLEDGE OF ALLEGIANCE

Vice Chair Roberts led the Pledge of Allegiance.

4. ORAL COMMUNICATIONS

Glenn Prum, Director of Engineering and Public Works for the City of Encinitas introduced himself to the SEJPA staff and Board Members.

5. PRESENTATION OF AWARDS

The General Manager recognized John Clark, Chief Plant Operator, for 20 years of service, and announced to the Board of Directors that Mr. Clark will be retiring at the end of the month.

The General Manager recognized Monica Blake, Administrative Assistant, for 5 years of service, and announced to the Board of Directors that Ms. Blake is also retiring at the end of the month.

The General Manager presented David Roberts, Vice Chair of the SEJPA Board of Directors, with an award for his service to the SEJPA as both a Board Member and as Chair of the Board. The General Manager noted that this will be Vice Chair Roberts last meeting as a member of the SEJPA Board of Directors and that staff wishes him well in his new position as San Diego County Board Supervisor.

6. CONSENT CALENDAR

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

Consent Calendar:

Agenda Item No. 7	Approval of Minutes for the November 13, 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. SAN ELIJO JOINT POWERS AUTHORITY ANNUAL AUDIT

The Director of Finance/Administration presented the 2011-12 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 second 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. Mr. Zizzi stated that the financial statements this year were more complex than in prior years due to the 2011 bond refinancing and prepayment of the California Energy Commission loan with proceeds from the new bond issue. Mr. Zizzi commented on the complexity of the Statement of Audition Standards (SAS) 114 letter and stated the majority of the audit adjustments were due to the bond refunding. Mr. Zizzi stated that from an operational standpoint, excluding the bond refinancing, the year under audit was very similar to years past. 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 Roberts and seconded by Board Member Muir to:

1. Accept and file the 2011-12 Fiscal Year Audit for the San Elijo Joint Powers Authority.

Motion carried with the following vote of approval:

AYES: Barth, Muir and Roberts  
NOES: None  
ABSENT: Campbell  
ABSTAIN: None

13. 2012 YEAR IN REVIEW – RECOGNIZING AGENCY ACHIEVEMENTS AND SUCCESSES

The General Manager presented highlights of the SEJPA's accomplishments and successes for the calendar year 2012. Included in the highlights were that the agency achieved perfect permit compliance and incurred zero wastewater spills during the year. In addition, due to treatment process improvements, the SEJPA greatly exceeded minimum treatment requirements for ocean discharge of treated effluent. The General Manager also reported that this is the 12<sup>th</sup> consecutive year without a lost workday due to injury. The General Manager reviewed industry recognition awards for 2012 including the California Wastewater Environment Association (CWEA) award for Small Plant of the Year, at both the local and state level. The General Manager also noted that CWEA recognized a SEJPA employee as the San Diego Section Operator of the Year. The General Manager concluded his presentation with a review of the capital infrastructure projects that the SEJPA is leading or partnering on.

This memorandum was submitted for information only.

14. GENERAL MANAGER'S REPORT

None

15. GENERAL COUNSEL'S REPORT

General Counsel reported that there is an amendment to the Brown Act that takes effect January 1, 2013. The new bill states that if there is a violation to the Brown Act, the District Attorney or any interested party can send a Cease and Desist letter for an alleged Brown Act violation going back nine months. In the past, it could not be done on past actions. The agency would have an opportunity to respond to the allegations within 30 days. If the agency does not respond or correct the alleged violation, the court would decide if there was a violation, and if so, the interested party would have the opportunity to recover any attorney fees. This will only apply to actions beginning on January 1, 2013.

16. BOARD MEMBER COMMENTS

Chair Barth stated that she attended the ACWA Conference in San Diego and spoke with Fran Spivy-Weber, Board Member of the California State Water Resources Control Board. Fran Spivy-Weber stated that at the state-level she praises SEJPA's efforts for high quality, energy efficient wastewater treatment.

17. CLOSED SESSION

None

18. ADJOURNMENT

The Board of Directors adjourned at 9:52 a.m. The next Board of Directors meeting will be held on January 14, 2013.

Respectfully submitted,



Michael T. Thornton, P.E.  
General Manager