



**Special Meeting of the Metro Commission  
and Metro Wastewater JPA**

**AGENDA**

**Thursday, MAY 5, 2011  
11:00 a.m.**

**Coronado Community Center  
1845 Strand Way  
Coronado, California**

*"The mission of the Metro Commission is to create an equitable partnership with the San Diego City Council on wastewater issues in the San Diego region that ensures fair rates for participating agencies, concern for the environment, and regionally balanced decisions through data analysis, collaboration among all stakeholders, and open dialogue."*

**Note:** Any member of the Public may address the Metro Commission/Metro Wastewater JPA on any Agenda Item. Please complete a Speaker Slip and submit it to the Administrative Assistant or Chairperson prior to the start of the meeting if possible, or in advance of the specific item being called. Comments are limited to three (3) minutes per individual.

Documentation  
Included

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE TO THE FLAG
3. PUBLIC COMMENT  
*Persons speaking during Public Comment may address the Metro Commission/ Metro Wastewater JPA on any subject matter within the jurisdiction of the Metro Commission and/or Metro Wastewater JPA that is not listed as an agenda item. Comments are limited to three (3) minutes. Please complete a Speaker Slip and submit it prior to the start of the meeting.*
- X 4. **ACTION** – CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE MINUTES OF March 3, 2011 (**Attachment**)
- X 5. KEY RELATED ITEMS WE SHOULD BE TRACKING/GETTING UP TO SPEED ON (**Attachment**)
6. METRO TAC UPDATE
7. IROC UPDATE
  - a. Report from IROC Representative Caires
8. FINANCE COMMITTEE
  - a. Report from Finance Committee

Documentation  
Included

9. REPORT OF GENERAL COUNSEL
10. PROPOSED AGENDA ITEMS FOR THE NEXT METRO COMMISSION/ METRO WASTEWATER JPA MEETING **June 2, 2011**.
11. METRO COMMISSIONERS' AND JPA BOARD MEMBERS' COMMENTS
12. ADJOURNMENT OF METRO COMMISSION AND METRO WASTEWATER JPA TO THE STRATEGIC PLANNING WORKSHOP IMMEDIATELY FOLLOWING THIS SPECIAL MEETING

The Metro Commission and/or Metro Wastewater JPA may take action on any item listed in this Agenda whether or not it is listed "For Action."

*Materials provided to the Metro Commission and/or Metro Wastewater JPA related to any open-session item on this agenda are available for public review by contacting L. Peoples at (619) 476-2557 during normal business hours.*

***In compliance with the  
AMERICANS WITH DISABILITIES ACT***

*The Metro Commission/Metro Wastewater JPA requests individuals who require alternative agenda format or special accommodations to access, attend, and/or participate in the Metro Commission/Metro Wastewater JPA meetings, contact E. Patino at (858) 292.6321, at least forty-eight hours in advance of the meetings.*

May 5, 2011

Metro Commission/Metro  
Wastewater JPA Agenda

# AGENDA ITEM 4

## Attachment



**Meeting of the Metro Commission  
and Metro Wastewater JPA**

**9192 Topaz Way (MOC II) Auditorium  
San Diego, California**

**March 3, 2011  
DRAFT Minutes**

Chairman Ewin called the meeting to order at 12:06 p.m. A quorum of the Metro Wastewater JPA and Metro Commission was declared, and the following representatives were present:

**1. ROLL CALL**

<u>Agencies</u>	<u>Representatives</u>		<u>Alternate</u>
City of Chula Vista	Cheryl Cox		Scott Tulloch
City of Coronado	Al Ovrom		Scott Huth
City of Del Mar	Donald Mosier	X	
City of El Cajon	Bill Wells	X	Dennis Davies
City of Imperial Beach	Ed Spriggs	X	
City of La Mesa	Ernie Ewin	X	
Lemon Grove Sanitation District	Jerry Jones		Patrick Lund
City of National City	Louis Natividad	X	Joe Smith
City of Poway	Merrilee Boyack		Leah Browder
City of San Diego	Jerry Sanders		Roger Bailey
County of San Diego	Dianne Jacob		Daniel Brogadir
Otay Water District	Mark Robak	X	
Padre Dam MWD	Augie Caires	X	Augie Scalzitti
Metro TAC Chair	Scott Huth	X	Greg Humora
IROC	Jim Peugh		(No representative)

Others present: Metro JPA General Counsel Paula de Sousa; Metro JPA Secretary David Scherer; Prior Metro JPA Treasurer Doug Wilson; City of San Diego Public Utilities Director Roger Bailey; City of San Diego Deputy City Attorney Tom Zeleny and Karyn Keese and Dean Gipson – PBS&J

**2. PLEDGE OF ALLEGIANCE TO THE FLAG**

Commissioner Natividad led the Pledge.

Chair Ewin presented Metro JPA Secretary/Del Mar Public Works Director David Scherer with a small token of appreciation on behalf of the Metro Commission/Metro Wastewater JPA for his service to the JPA and MetroTAC.

Chair Ewin presented Metro JPA Treasurer/Padre Dam Municipal Water District CEO Doug Wilson with a small token of appreciation on behalf of the Metro Commission/Metro Wastewater JPA for his guidance and service to the JPA.

Commissioner Jones recognized Patrick Lund, City Engineer of Lemon Grove who is leaving for another position, for his time with the City and support of the Metro Commission/Metro Wastewater JPA and Metro TAC

**3. PUBLIC COMMENT**

There was no public comment.

**4. ACTION - CONSIDERATION AND POSSIBLE ACTION TO APPROVE THE MINUTES OF DECEMBER 2, 2010.**

**ACTION:** Upon motion by Commissioner Mosier seconded by Commissioner Caires, the February 2, 2011 Regular Meeting Minutes were approved unanimously.

**5. ACTION - CONSIDERATION AND POSSIBLE ACTION TO APPROVE AMENDMENT TO THE ADMINISTRATIVE SUPPORT SERVICES CONTRACT AND AMENDMENT TO ADMINISTRATIVE SERVICES REIMBURSEMENT AGREEMENT WITH THE CITY OF SAN DIEGO**

**ACTION:** Upon motion by Commissioner Jones, seconded by Commissioner Natividad, the amendments be approved. Motion carried unanimously.

**6. FINANCE COMMITTEE MEMBERSHIP**

Chairman Ewin provided a brief overview of the Finance Committee and its membership.

- a. Consideration and possible action to reduce the number of Finance Committee Members from 6 to 5.

**ACTION:** Motion by Commissioner Natividad, seconded by Commissioner Caires to reduce the number of Finance Committee Members from 6 to 5. Motion carried unanimously.

- b. Appointment by Chair of members to the Metro JPA Finance Committee.

Chair Ewin stated that currently Commissioners Boyack, Caires, and Ovrom serve and recommended the addition of Commissioners Natividad and Spriggs.

**ACTION:** Motion by Commissioner Caires, seconded by Commissioner Cox to add Commissioners Natividad and Spriggs. Motion carried unanimously.

**7. ACTION – CONSIDERATION AND POSSIBLE ACTION TO REVIEW AND ACCEPT THE FY 2009 EXHIBIT E AUDIT**

Ms. Keese provided an introduction to the item noting that it had already been before the MetroTAC and Finance Committees two times, both recommending acceptance.

Anthony Negri, Audit Director of MGO provided a brief overview of the audit report.

**ACTION:** Motion by Commissioner Natividad, seconded by Commissioner Caires, to accept the audit report subject to allocation issues being worked out prior to refunds being issued. Motion carried unanimously.

**8. CALCULATION OF 2011 OPERATIONS RESERVE**

Ms. Keese provided an overview of the staff report noting that this was a negotiated protocol and that the MetroTAC and Finance Committee had recommended a roll over of the funds.

**ACTION:** Motion by Commissioner Caires, seconded by Commissioner Jones, to approve the calculation of the 2011 operations reserve. Motion carried unanimously.

**9. METRO TAC UPDATE**

MetroTAC Chairman Huth provided the update noting that Work Plan Item 14 had been updated and current and the TAC was working on the conclusion of comments to the technical memorandums on the Recycled Water Study.

**10. IROC UPDATE**

a. Report from IROC Representative Caires

IROC Representative Caires provided the following update from their February 22, 2011 meeting:

1. Bid To Goal Program: City Staff are looking for suitable replacement incentive programs now that the Mayor has announced that B2G will end this fiscal year.
2. Advanced Water Purification Facility (AWPF): Construction is proceeding on this Indirect Potable Reuse (IPR) project, with operations expected to start in May. The City is continuing its public outreach program to educate citizens about Advanced Water Purification.
3. Waste Water Spills: Eleven reportable spills have occurred year to date, equaling last years YTD number, continuing a trend of reduced spills.
- 4 Comprehensive Policy for a Sustainable Water Supply in San Diego: Council Member Lightner presented this draft to IROC for future consideration.
5. Managed Competition Program: A presentation on the City's new Managed Competition Program was given to IROC. It was emphasized that MC is not outsourcing and not privatization. It is a City service that is competed with a non-City business. The City has selected six City services for the MC process, including the customer service function of the PUD.
6. Independent Accountant Review: An "Agreed Scope of Work" was presented to IROC for their input. This audit will analyze the use of water and waste water funds associated with past rate increases, analyze the sources and uses of debt proceeds for water and waste water bond notes, and to analyze the DRES Account (Dedicated Reserve for Efficiencies and Savings) used for unspent CIP funds.
7. IROC 2011 Annual Report: This report is still in the development stage .

**11. FINANCE COMMITTEE**

a. Report from Finance Committee

Chairman Ewin noted that the Finance Committee had met and any questions will be addressed by Chair Ovrom upon his return.

Chairman Ewin requested Item 13 be heard at this time.

**13. PRESENTATION BY THE ENVIRONMENTAL COMMUNITY ON RECYCLED WATER AND THE REGIONAL WASTEWATER SYSTEM**

MetroTAC Chair Huth stated that this item was to be considered an initial meeting to establish a "formal" dialogue and then introduced Bruce Reznick, Executive Director – San Diego Coastkeeper, Mario Gonzalez of the Coast Law Group and Dawn Guendert, Technical Consultant with Surfrider. Each represents one of the organizations participating in the IPR (Indirect Potable Reuse) Study. Mr. Gonzales and Mr. Reznick provided a brief background on their history in the IPR.

Chairman Ewin stated he was hoping that the JPA Board would take their information back to their City Councils to discuss and requested and received consensus of the JPA Board to receive issues provided and then work out with staff and some JPA Board members to work together and identify a list and set up a dialogue to work on.

Chairman Ewin requested the EHC (Environmental Health Coalition) provide in written form, key points they would like to discuss to MetroTAC Chair Huth.

MetroTAC Chair Huth stated that the JPA had already taken a position on the IPR and previously commented on the Recycled Water Study to look at as a tool that in the future can be used for policy documents.

At 1:45 Commissioner Natividad left the meeting.

At 1:48 Commissioner Spriggs left the meeting.

At 1:48 Commissioner Cox left the meeting.

**12. STRATEGIC PLANNING COMMITTEE**

a. Report from Strategic Planning Committee

Strategic Planning Committee Caires reminded everyone that the Strategic Planning Workshop was being held on May 5<sup>th</sup> in Coronado at the Nautilus Room in the Community Center from 11 am to 3 pm and that a Pre-Workshop Survey would be sent on or about April 4<sup>th</sup> which he and the Committee were hoping to receive 100% response.

**14. KEY RELATED ITEMS WE SHOULD BE TRACKING/GETTING UP TO SPEED ON**

There were none.

**15. REPORT OF GENERAL COUNSEL**

There was none.

**16. PROPOSED AGENDA ITEMS FOR THE NEXT METRO COMMISSION METRO WASTEWATER JPA MEETING (April 7, 2011)**

There were none.

**17. METRO COMMISSIONERS' and JPA BOARD MEMBERS' COMMENTS**

There were none.

**18. ADJOURNMENT OF METRO COMMISSION AND METRO WASTEWATER JPA**

At 1:52 p.m., there being no further business, Chairman Ewin declared the meeting adjourned.

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Recording Secretary

# AGENDA ITEM 5

## Attachment

**MetroTAC  
2010/2011 Work Plan**

MetroTAC Items	Description	Subcommittee Member(s)
Lateral Issues	Sewer laterals are owned by the property owners they serve, yet laterals often allow infiltration and roots to the main lines causing maintenance issues. As this is a common problem among PAs, the MetroTAC will gather statistics from national studies and develop solutions.	Tom Howard Joe Smith
Advanced Water Purification Demonstration Project	San Diego engaged CDM to design/build/operate the project for the water repurification pilot program. <i>2/8/11: Equipment to arrive 3/2011; tours will be held when operational (June/July 2011 timeframe)</i>	Al Lau
Fiscal Items	The Finance committee will continue to monitor and report on the financial issues affecting the Metro System and the charges to the PAs. The debt finance and reserve coverage issues have been resolved. Refunds totaling \$12.3 million were sent to most of the PA's.	Greg Humora Scott Huth Karen Jassoy Karyn Keese
Recycled Water Revenue Issue	Per our Regional wastewater Agreement revenues from SBWTP are to be shared with PA's. San Diego has not met the terms of the agreement and there are revenues owed the PA's. <i>2/2011: Staff is scheduled to meet with San Diego Staff on 3/3/11 to discuss issue.</i>	Scott Huth Scott Tulloch Karyn Keese
Water Reduction - Impacts on Sewer Rates	The MetroTAC wants to evaluate the possible impact to sewer rates and options as water use goes down, and consequently the sewer flows go down, reducing sewer revenues. Sewer strengths are also increasing because of less water to dilute the waste. We are currently monitoring the effects of this. <i>2/2011: wastewater revenues are declining due to conservation and flow reductions and agencies are re-prioritizing projects to be able to cover annual operations costs</i>	Eric Minicilli Manny Magaña Karyn Keese
"No Drugs Down the Drain"	The state has initiated a program to reduce pharmaceuticals entering the wastewater flows. There have been a number of collection events within the region. The MetroTAC, working in association with the Southern California Alliance of Publicly-owned Treatment Works (SCAP), will continue to monitor proposed legislation and develop educational tools to be used to further reduce the amount of drugs disposed of into the sanitary sewer system. <i>8/2010: County Sheriff and Chula Vista have set up locations for people to drop off unwanted medications and drugs.</i>	Greg Humora Dean Gipson
Flushable Items that do not Degrade	Several PAs have problems with flushable products, such as personal wipes, that do not degrade and cause blockages. MetroTAC is investigating solutions by other agencies, and a public affairs campaign to raise awareness of the problems caused by flushable products. We are also working with SCAP in their efforts to help formulate state legislation to require manufacturers of products to meet certain criteria prior to labeling them as "flushable." Follow AB2256 and offer support.	Eric Minicilli Dean Gipson
Grease Recycling	To reduce fats, oils, and grease (FOG) in the sewer systems, more and more restaurants are being required to collect and dispose of cooking grease. Companies exist that will collect the grease and turn it into energy. MetroTAC is exploring if a regional facility offers cost savings for the PAs. The PAs are also sharing information amongst each other for use in our individual programs.	Eric Minicilli Dean Gipson
"Power Tariff"	Power companies are moving to a peak demand pricing scheme which negatively impacts PAs with pump stations and other high energy uses. MetroTAC wants to evaluate the new legislation and regulations, and to identify and implement cost savings efforts for the PAs. <i>(8/2010): John Helminski at the City of San Diego is working on a sustainability project for CoSD</i>	Tom Howard Paula de Sousa

MetroTAC Items	Description	Subcommittee Member(s)
Recycled Water Study	As part of the secondary waiver process, San Diego agreed to perform a recycled water study within the Metro service area. That study is currently underway, and MetroTAC has representatives participating in the working groups. 8/2010: Al Lau and Dean Gipson attended the Coarse Screening Workshop in August 2010. 2/2011: <i>The next Status Update Meeting is 3/29/11; final draft report expected in April 2011</i>	Scott Huth Al Lau Dean Gipson
Recycled Water Rate Study	San Diego is working on a rate study for pricing recycled water from the South Bay plant and the North City plant. MetroTAC, in addition to individual PAs, have been engaged in this process and have provided comments on drafts San Diego has produced. We are currently waiting for San Diego to promulgate a new draft which addresses the changes we have requested. 8/2010: draft study is expected in September 2010. 2/2011: <i>draft study still not issued</i>	Karyn Keese Scott Huth
Metro JPA Strategic Initiatives	MetroTAC to develop success measures for the JPA strategic initiatives and suggest a schedule to complete certain items.	Scott Huth Dan Brogadir Dean Gipson
Salt Creek Diversion	9/2010: OWD, Chula Vista and San Diego met to discuss options and who will pay for project; Chula Vista and OWD are reviewing options. 2/2011: <i>OWD and PBS&amp;J reviewed calculations with CoSD staff; San Diego to provide backup data for TAC to review</i>	Roberto Yano Manny Magaña Karyn Keese
<b>Board Members' Items</b>		
Metro JPA Strategic Plan	2/2011: <i>committee to meet 2/28/11 to plan for retreat to be held on 5/5/11</i>	Augie Caires Ernie Ewin Mark Robak
Rate Case Items	San Diego is starting the process for their next five-year rate case. As part of that process, MetroTAC and the Finance Committee will be monitoring the City's proposals as we move forward.	Karyn Keese
Schedule E	MetroTAC and the Finance Committee are active and will monitor this process. Individual items related to Schedule E will come directly to the Board as they develop.	Karen Jassoy Karyn Keese
Future bonding	MetroTAC and the Finance Committee are active and will monitor this process. Individual items related to bonding efforts will come directly to the Board as they develop.	Karen Jassoy Karyn Keese
Changes in water legislation	MetroTAC and the Board should monitor and report on proposed and new legislation or changes in existing legislation that impact wastewater conveyance, treatment, and disposal, including recycled water issues	Paula de Sousa
Role of Metro JPA regarding Recycled Water	As plans for water reuse unfold and projects are identified, Metro JPA's role must be defined with respect to water reuse and impacts to the various regional sewer treatment and conveyance facilities	Scott Huth Dean Gipson
Border Region	Impacts of sewer treatment and disposal along the international border should be monitored and reported to the Board. These issues would directly affect the South Bay plants on both sides of the border.	
IROC Performance Audits	Work with IROC to identify areas to be audited; participate in audit process. 8/2010: provide the top 5 areas to audit by September IROC meeting	Augie Caires

Completed Items	Description	Subcommittee Member(s)
Debt Reserve and Operating Reserve Discussion	<p>In March 2010, the JPA approved recommendations developed by Metro JPA Finance Committee, MetroTAC, and the City of San Diego regarding how the PA's will fund the operating reserve and debt financing. MetroTAC has prepared a policy document to memorialize this agreement.</p> <p><b>Project complete: 4/10</b></p>	Scott Huth Karyn Keese
State WDRs & WDR Communications Plan	<p>The Waste Discharge Requirements (WDRs), a statewide requirement that became effective on May 2, 2006, requires all owners of a sewer collection system to prepare a Sewer System Management Plan (SSMP). Agencies' plans have been created. We will continue to work to meet state requirements, taking the opportunity to work together to create efficiencies in producing public outreach literature and implementing public programs.</p> <p><b>Project complete: 5/10</b></p>	Dennis Davies Patrick Lund
Ocean Maps from Scripps	<p>Schedule a presentation on the Sea Level Rise research by either Dr. Emily Young, San Diego Foundation, or Karen Goodrich, Tijuana River National Estuarine Research Reserve</p> <p><b>Project complete: 5/10</b></p>	Board Member Item
Secondary Waiver	<p>The City of San Diego received approval from the Coastal Commission and now the Waiver is being processed by the EPA. The new 5 year waiver to operate the Point Loma Wastewater Treatment Plant at advanced primary went into effect August 1, 2010.</p> <p><b>Project complete 7/10</b></p>	Scott Huth