

METRO TAC AGENDA (Technical Advisory Committee to Metro JPA)

TO: Metro TAC Representatives and Metro Commissioners

DATE: Wednesday, May 17, 2023

TIME: 11:00 a.m. to 1:30 p.m.

LOCATION: MetroTAC is holding its May meeting virtually. An E-mail containing

information on how to participate in the meeting will be distributed to the MetroTAC members e-mail list and approved San Diego City Staff by Monday, May 15, 2023 by 5:00 p.m. If you do not receive the e-mail, please contact Lori Peoples at Ipeoples@chulavistaca.gov PRIOR to the meeting

date

- 1. <u>ACTION</u>: Review and Approve Metro TAC Action Minutes for the Meeting of April 19, 2023 (Beth Gentry) (**Attachment**)
- 2. **ACTION**: Consideration and Possible Action to Hold Metro TAC Meetings in Person on a Quarterly Basis Starting September 2023 (Beth Gentry)
- 3. PRESENTATION: Pure Water Program Update
 - a. Summary of Presentation to the City of San Diego's Environment Committee (Amy Dorman) (Attachment)
 - b. Direct Potable Reuse (Doug Owen) (Attachment to follow)
- 4. <u>UPDATE</u>: Ocean Pollution Reduction Act (OPRA) II/Secondary Equivalency (Tom Rosales/Scott Tulloch)
- 5. **UPDATE**: Metro Wastewater (Financial) (Standing Item) (Adam Jones)
 - a. Updated FY2024 Metro Budget Estimate (Attachment)
- 6. **UPDATE**: Metro Wastewater (General) (Tom Rosales)
 - a. April 2020 Spill Update
 - b. January 2023 Spill Update (Attachment)
- 7. **UPDATE:** Pure Water Program (Standing Item) (Amy Dorman)
 - General Update
- 8. **UPDATE:** Financial (Standing Item) (Karyn Keze)
 - a. Stantec Status Update
 - b. Functional Allocated Billing (FAB) System Methodology Workshop (TAC Special Meeting: May 31, 2023, 10AM via Zoom)
 - c. As Needed Metro Technical Assistance
 - d. Hosting Board Secretary electronically (e.g. email and IT support)

- 9. **UPDATE**: Metro Commission/JPA Board Meeting Recap (Standing Item)
- 10. **REPORT**: MetroTAC Work Plan (Standing Item) (Beth Gentry) (**Attachment**)
- 11. Review of Items to be Brought Forward to the Regular Metro Commission/Metro JPA Meeting (June 1, 2023)
- 12. Other Business of Metro TAC
- 13. Adjournment (To the next Regular Meeting June 21, 2023)

Metro TAC 2023 Meeting Schedule				
January 19	May 17	September 20		
February 15	June 21	October 18		
March 16	July 19	November 15		
April 19	August 16	December 20		

ATTACHMENT 1

MINUTES OF APRIL 19, 2023



MetroTAC

(Technical Advisory Committee to Metro Commission/JPA)

ACTION MINUTES

DATE OF MEETING: April 19, 2023

TIME: 11:00 AM

LOCATION: Zoom Meeting held Online

MEETING ATTENDANCE:

Members Present

Beth Gentry, Chula Vista Leon Firsht, Coronado (absent) Joe Bride, Del Mar (absent) Yazmin Arellano, El Cajon Mike James, El Cajon Juan Larios, Imperial Beach Hamed Hashemian. La Mesa Joe Kuhn, La Mesa Izzy Murguia, Lemon Grove (arrived 11:21)

Carmen Kasner, National City

Bob Kennedy, Otay WD (arrived 12:13)

Paul Clarke, Padre Dam MWD

Alisa Nichols, Poway

Peejay Tubongbanua, County of San Diego (absent)

Staff/Consultants Present

Karvn Keze, the Keze Group Scott Tulloch, NV5 Dexter Wilson, Wilson Engineering Lee Ann Jones-Santos, Treasurer Lori Anne Peoples, Metro JPA Board Secretary

Chair Gentry announced that Hamed Hashemian, who has worked 26 years in La Mesa and served 5 years on the MetroTAC, was leaving the City of La Mesa, and taking a position as Deputy Director of Public Works for the City of Palmdale. Additionally, Frank Rivera, who has been with the City of Chula Vista for 38 years and served on MetroTAC for many of those, was retiring May 4th.

1. ACTION: Review and Approve MetroTAC Action Minutes for the Meeting of March 15, 2023

ACTION: Motion by Beth Gentry, seconded by Yazmin Arellano, the Minutes be approved. Motion carried unanimously.

2. Metro Commission/JPA Board Meeting Recap Chair Gentry noted that the February Treasurers Report was approved; the workshop was a huge success and thanked all involved in the coordination and preparation, presentations and thanked Tom Rosales and Amy Dorman for coordinating the tour of the North City Pure Water Facility.

San Diego City Staff/Consultants

Tom Rosales, City of San Diego Amy Dorman, City of San Diego Adam Jones, City of San Diego Chris Ojeda, City of San Diego Andrea Demich, City of San Diego

Others Present

Doug Owen, STANTEC Benjamin Stewart, STANTEC Mark Elliott, Jacobs (legacy CH2M) (arrived 11:30) Sanjay Gaur, EC AWP Consultant

Item 8 was heard at this time.

8. <u>UPDATE: Metro Wastewater (General)</u>

- a. April 2020 Spill Update
- b. January 2023 Spill Update
- c. Capital Program Master Planning Process Status
- a. Tom Rosales stated that they are scheduled for consideration at the Regional Board to enter into the Settlement Agreement at the Regional Board's June 14th meeting. Currently the settlement agreement is in the comment period.
- b. Staff is wrapping up the technical report which is Step 1 in the process.

Dexter Wilson inquired as to whether he would be given an opportunity to review the 2023 spill report prior to submittal to the Regional Board. Tom Rosales confirmed this to be true. Tom further stated that it needed to be submitted the following Friday and that there will be back and forth with the Regional Board, and he will give Dexter the opportunity to see what is being submitted during the process.

c. In a couple of weeks, kick-off meetings with the consultant will begin. The process will integrate priorities for CIP planning. Further, he stated he would schedule the consultant to provide a presentation to TAC in a couple of months.

Adam Jones, City of San Diego stated it was looking like the project would be done by the end of 2024 and requested that MetroTAC provide things they feel they would like to see integrated.

3. <u>ACTION</u>: <u>Consideration and Possible Action to Recommend to the Metro JPA/Commission</u> <u>Award of the Construction Contract for PW Phase 2 – Central Area Small Scale Facility</u>

Andrea Demich, Assistant Deputy Director, Public Utilities Department, provided a brief overview of her Power Point presentation

ACTION: Motion by Bob Kennedy, seconded by Beth Gentry, the item be approved for submission to the Metro JPA/Commission. Motion carried unanimously.

4. <u>ACTION</u>: Consideration and Possible Action to Recommend to the Metro Wastewater Joint Powers Authority (JPA) Approval of the FY 2024 Metro Wastewater JPA Budget

Karyn Keze noted that the next 3 items (4, 5 and 6) pertained to the budget which was slimmed down due to the establishment of 4-year contracts for the three executive team consultants plus the Treasurer and the Board Secretary last year. Thus, the only contracts this year are for contract amendments for the three of the Executive Team consultants and a new annual contract for Paul Redvers Brown, Inc. whose ARA facilitation contract is only for one year. She stated she and Lee Ann Jones-Santos would provide an overview of these items and then a vote could be taken after the three items are presented as they are interrelated.

Karyn Keze added that Chair Jones had requested incorporation of funding in the budget for unforeseen expenses in all the Executive Team contracts. She also noted that the Participating Agencies JPA Budget Allocation is based on the City of San Diego 's projected FY 2024 January budget estimate and that these figures will be reconciled as part of the Exhibit E Audit for FY2024 so that everyone ultimately pays on actual not the estimate.

JPA Treasurer, Lee Ann Jones Santos provided a brief verbal overview of the PowerPoint presentation, which was included in the agenda packet, noting that the budget increases were due to unforeseen tasks and events during the current fiscal year which are influencing the FY2024 budget.

General Counsel Adriana Ochoa explained the procedures for these three items and gave a brief overview of the Dexter Wilson contract noting that all 3 contracts were similar. The amendments include a budget amendment to the current FY and an increased dollar amount for the annual ceiling not to exceed total amount.

Chair Gentry provided a verbal overview of the addition to the Karyn Keze contract being due to a scope of work increase via adding the position of Administrative Coordinator to her role.

General Counsel stated that all three contract amendments (Dexter Wilson, Karyn Keze and NV5) could be voted on in one motion. She further noted that the actual budget for NV5 was being increased by \$10,000 to amend the ceiling of \$40,000 and a not to exceed amount of \$160,000 for the four years. The attachments for this agreement were incorrect in the agenda.

- 5. <u>ACTION</u>: Consideration and Possible Action to Recommend to the Metro Commission/Metro Wastewater JPA Approval of the Following Budget Adjustments for FY 2023 and Corresponding Contract Amendments:
 - a. Budget Increase of \$58,400 for Engineering Services; and corresponding Amendment to the Professional Services Agreement between Metro Wastewater Joint Powers Authority and Dexter Wilson Engineering
 - b. Budget Increase of \$50,000 for Technical, Financial, and Administrative Coordination Services; and Amendment to the Professional Services Agreement between Metro Wastewater Joint Powers Authority and The Keze Group, LLC
 - c. Budget Increase of \$10,000 for Engineering Technical Support; and Amendment to the Professional Services Agreement between Metro Wastewater Joint Powers Authority and NV5, Inc.
- 6. <u>ACTION</u>: Consideration and Possible Action to Recommend to the Metro Wastewater JPA Approval of the Following Budget/Contract Items Relating to FY 2024:
 - a. Professional Services Agreement with Paul Redvers Brown, Inc. for Facilitator Services for FY 2024
 - **b.** Reimbursement Agreement with the City of San Diego for Facilitator Services with Paul Redvers Brown, Inc. for FY 2024

General Counsel Ochoa noted that last two year's agreements for the Facilitator for the 2nd ARA were only one-year agreements therefore the items under 6 were for another one-year agreement. There is no change in the dollar amount and no change in the hourly rate or any other terms of the agreement. (Corrected copy included as Exhibit A)

ACTIONS: <u>Item 4</u>. Motion by Robert Kennedy, seconded by Alisa Nichols to approve the budget. Motion carried unanimously.

<u>Item 5</u>. Motion by Yazmin Arellano, seconded by Alisa Nichols to approve the FY 2023 Amendments and Contract amendments a, b and c with the correction to the NV5 agreement as noted by General Counsel. Motion carried by unanimous vote.

<u>Item 6</u>. Motion by Robert Kennedy, seconded by Yasmin Arellano to approve amendments a and b and to request Mr. Brown attend the JPA meeting for an introduction and overview of the process he provides. Motion carried unanimously.

Karyn Keze stated that the next step in the budget process is to take these items to the Finance Committee whose meeting is being held next Wednesday, April 26, 2023, at 10 am. They will also be discussing creating a formal reserve policy for the JPA. Once fully drafted, this policy will be brought back to MetroTAC for review and approval.

7. **UPDATE**: Metro Wastewater (Financial)

Adam Jones, Deputy Director of Finance in the Public Utilities Department of the City of San Diego, noted that he was contacted last week by a PA regarding their FY 2024 flow projections. Thus, he is open for the next 2 weeks to any other Participating Agencies' potential revisions to their flow projections. At the end of April, he will adjust the FY 2024 budget amounts for the PAs. He is working with MGO on the FY 2020 Exhibit E Audit and expects this to come to TAC in late fall. He noted that most PAs should get refunds from FY 2020 audit. He then introduced Chris Ojeda who will take over for him in June while he is on leave to welcome his 3rd child.

Item 8 was heard earlier after Item 2

8. <u>UPDATE</u>: <u>Metro Wastewater (General)</u>

- a. April 2020 Spill Update
- b. January 2023 Spill Update
- c. Capital Program Master Planning Process Status

9. <u>UPDATE</u>: Fiscal Year 2023 Metro Capital Improvement Program and Funding Sources

Tung Phung was not present at the meeting.

10. <u>UPDATE</u>: <u>Pure Water Program</u>

- a. Pure Water Construction Contracts Update (Next update in June)
- b. General Update

Amy Dorman, City of San Diego stated she would be giving an update at the next environmental committee meeting next Thursday at 9 am. She then shared the Phase 1 maps (copy included as Exhibit B) and included a verbal overview of what each facility noted was providing.

11. <u>UPDATE</u>: <u>Financial Report</u>

a. Workshop for PA Finance/Technical Staff – May 2023

Karyn Keze stated that she, Adam Jones, and Dexter Wilson felt that the education process for the PA's on the outcome of the revised billing system study should be started in the next month. She had asked Lori to send an email requesting that any finance department staff who would be involved in the approval process of the revised rate structure be included in the workshop and not just the TAC representatives. This gives everyone time to understand the process, be involved, and start asking questions. She requested the PAs provide Lori the information for anyone else in their agency who should be notified of the meeting if they had not yet. This workshop will be separate from the regular TAC meeting so that only one item can be focused on.

Adam Jones, City of San Diego added that the goal is to get the needed people involved who will need to understand the rates so everyone is speaking the same language.

Karyn Keze stated a separate meeting will be held for the JPA Directors as well. They will not be included in the TAC workshop due to Brown Act restrictions. The workshop will be held via Zoom for TAC and other PA technical personnel only.

Chair Gentry stated everyone should make sure that the person who will need to sign off on this section of the 2nd ARA is in the loop noting that in some cases this may just be the City Engineer and not a Finance person.

12. REPORT: IRWMP Update

Karen Jassoy provided an update noting that the bulk of the last meeting revolved around drought. They have an Ad Hoc working group with the goal to address the ongoing conditions in the region. They have had 3 meetings and this was a report out of the 2nd meeting. There were a lot of good regional ideas and they are trying to come up with a regional project to benefit everyone. One thought was to have a central database to provide credit for low income people to get broken pipes fixed.

13. Review of items to be Brought Forward to the Regular Metro Commission/Metro Wastewater JPA Meeting on May 4, 2023

Chair Gentry stated Item 3, 4, 5 and 6 would move forward.

14. Other Business of MetroTAC

Chair Gentry stated that she was proposing in person meetings quarterly starting in July and will bring this back for a vote at the next meeting. Alisa Nichol stated she thought this would be a good idea and Yazmin Arellano gave thumbs up.

Karyn Keze stated she was working on a Hybrid option as well but that the focus of these quarterly meetings was to meet in person and that having a Hybrid option defeats to purpose for having an in-person meeting.

15. Adjournment to the Next Regular Meeting

There being no further business the meeting was adjourned at 12:45 p.m.

EXHIBIT A

4-19-23 ITEM 5C CONTRACT AMDT. W/NV5 (CORRECTED)

AMENDMENT TO THE AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN METRO WASTEWATER JOINT POWERS AUTHORITY AND NV5, INC.

This Amendment ("Amendment") to the Agreement for Professional Services Between Metro Wastewater Joint Powers Authority and NV5, Inc., dated July 1, 2022 ("Agreement") is made and entered into this ____ day of April, 2023 by and between the parties to that Agreement, the Metro Wastewater Joint Powers Authority, existing and organized pursuant to the provisions of Government Code section 6500 *et seq.* ("Metro JPA"), on the one hand, and NV5, Inc. ("Consultant"), on the other hand. Metro JPA and Consultant are sometimes referred to individually as "Party" and collectively as "Parties."

RECITALS

- A. WHEREAS, Metro JPA and Consultant entered into the Agreement in order for Consultant to provide duly licensed and qualified Technical As-Needed Engineering Advisory Services to Metro JPA;
- B. WHEREAS, Consultant has expended additional hours per month in FY 22-23 than those set forth in the FY 22-23 Proposed Budget, as set forth in the April 4, 2023 letter from Consultant to Metro JPA attached hereto as "Exhibit 1" and incorporated into this Amendment by reference;
- C. WHEREAS, Sections 4 and 23 of the Agreement state that the Agreement may be modified by an Amendment executed by both Parties. The Parties have not previously modified or amended the Agreement; and
- D. WHEREAS, Metro JPA and Consultant mutually desire to amend the Agreement to increase the annual and total compensation amounts under the Agreement, thereby increasing the Metro JPA Fiscal Year 22-23 through 25-26 budgets as described below.

NOW THEREFORE, in consideration of the mutual obligations of the Parties herein expressed, Metro JPA and Consultant agree to amend the Agreement as follows:

AMENDMENT TO AGREEMENT

- 1. <u>Amendment to Budgeted Compensation</u>. Section 3 of the Agreement is hereby deleted and replaced in its entirety with the following:
 - 3. Compensation.
 - (a) Subject to paragraph 3(b) below, Metro JPA shall pay for Consultant's services in accordance with the Schedule of Charges set forth in Exhibit "B" to the Agreement, as revised by the following: Exhibit B is hereby amended to increase the Fiscal Year (July 1 June 30)

2022–2023 budget amount by \$10,000, from an initial ceiling of \$30,000 to an amended ceiling of \$40,000. In other words, the total amount of compensation Metro shall pay Consultant for services rendered under this Agreement for Fiscal Year 22-23 shall not exceed \$40,000.

- (b) Exhibit B is further amended to reflect that for Fiscal Years 23-24, 24-25, and 25-26, the total amount of compensation Metro shall pay Consultant for services rendered under this Agreement shall not exceed \$40,000 per Fiscal Year. The aggregate compensation paid during the four-year term of this Agreement shall not exceed \$160,000 without the written approval of Metro JPA. Periodic payments shall be made within thirty (30) days of receipt of a statement for services rendered. Payments to Consultant for work performed will be made on a monthly billing basis.
- 2. <u>Incorporation and Superiority</u>. This Amendment is intended to be made a part of and is hereby incorporated into the terms of the Agreement. In all other respects, except only as specifically modified above, the Agreement is reaffirmed, remains in full force and effect, and is enforceable in accordance with its respective terms. In the event of any conflict or inconsistency between the provisions of this Amendment and the provisions of the Agreement, the provisions of this Amendment shall prevail.
- 3. <u>Incorporation by Reference</u>. The Recitals set forth in Sections A through D above are hereby incorporated into this Amendment by reference.

IN WITNESS HEREOF, BY SIGNING BELOW THE PARTIES HERETO VOLUNTARILY ENTER INTO THIS AMENDMENT AND ACKNOWLEDGE THAT THEY HAVE READ AND UNDERSTAND THE TERMS SET FORTH HEREIN AND AGREE TO BE BOUND THEREBY.

METRO WASTEWATER JOINT POWERS AUTHORITY

By:	Date:
Chairperson	
APPROVED AS TO FORM:	
AFFROVED AS TO FORM.	
By:	
Adriana R. Ochoa	
Procopio, Cory, Hargreaves & Savi	ch LLP
General Counsel for Metro JPA	

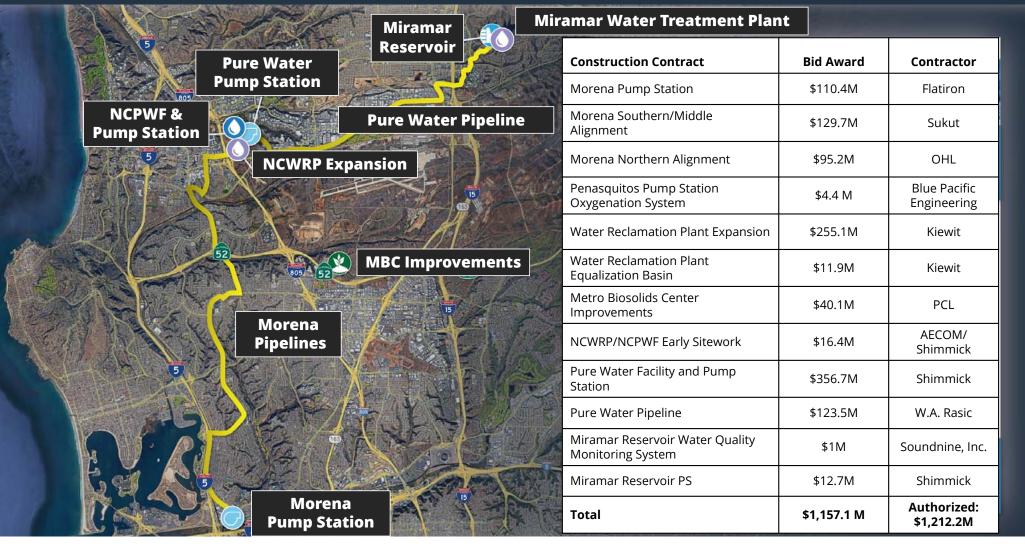
NV5, INC.		
By:	Date:	

EXHIBIT B

4-19-23 ITEM 10B PURE WATER PROGRAM UPDATE -GENERAL



Public Utilities Department



ATTACHMENT 3a

SUMMARY OF PRESENTATION TO CITY OF SD ENVIRONMENTAL COMMITTEE

Public Utilities Department

Pure Water Program Update

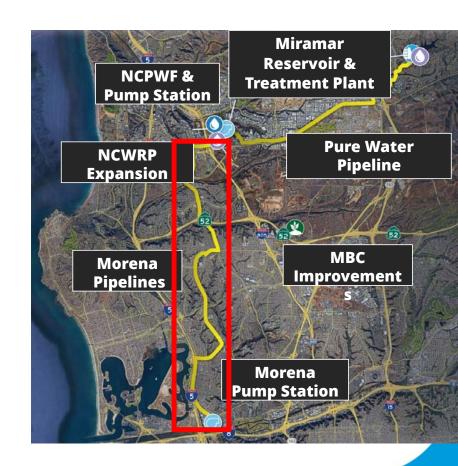
Metro TAC May 17, 2023



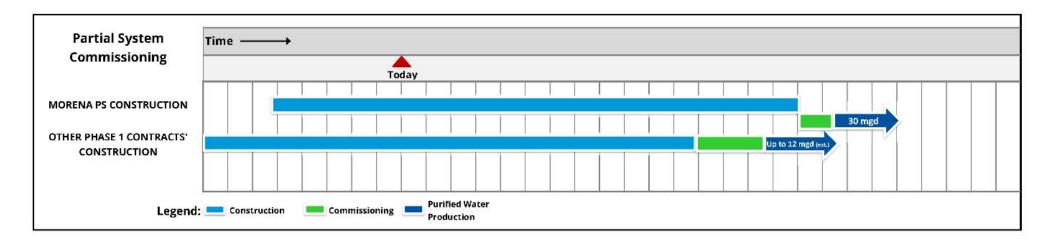


Revised Commissioning Strategy

- Wastewater flow to North City is greater than recycled water demand
- Leverage surplus wastewater to start producing Pure Water prior to Morena Pump Station completion
- Increase Pure Water production to 30 mgd after Morena Pump Station is online
- "Partial" Phase 1 Commissioning to begin when all non-Morena projects are completed
 - Isolates Morena, minimizes program impacts









Pure Facility Operations Readiness

- Hiring Progress
- Operator Certification Training
 - City recognized as a "founding agency" of the State's certification program
- Engagement in Construction





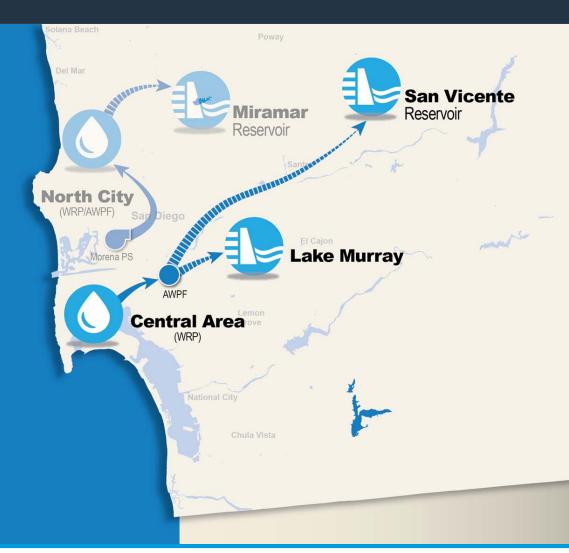
Phase 2 Status

Demonstration Testing - Small Scale Facility

- Award: May 2023
- End of Construction: Late 2023/Early 2024
- Operations: 2024 2026

Program Management Consultant Procurement

- Interviews: January 2023
- Finalize negotiations: May 2023
- Request approval to award: July/Sept 2023
- Initial task: validate Phase 2 facility plan and basis







ATTACHMENT 3b

DIRECT POTABLE REUSE (attachment to follow)

ATTACHMENT 6b

JANUARY 2023 SPILL UPDATE

Public Utilities Department

Technical Report - January 16, 2023 SSO





Public Utilities Department

Background

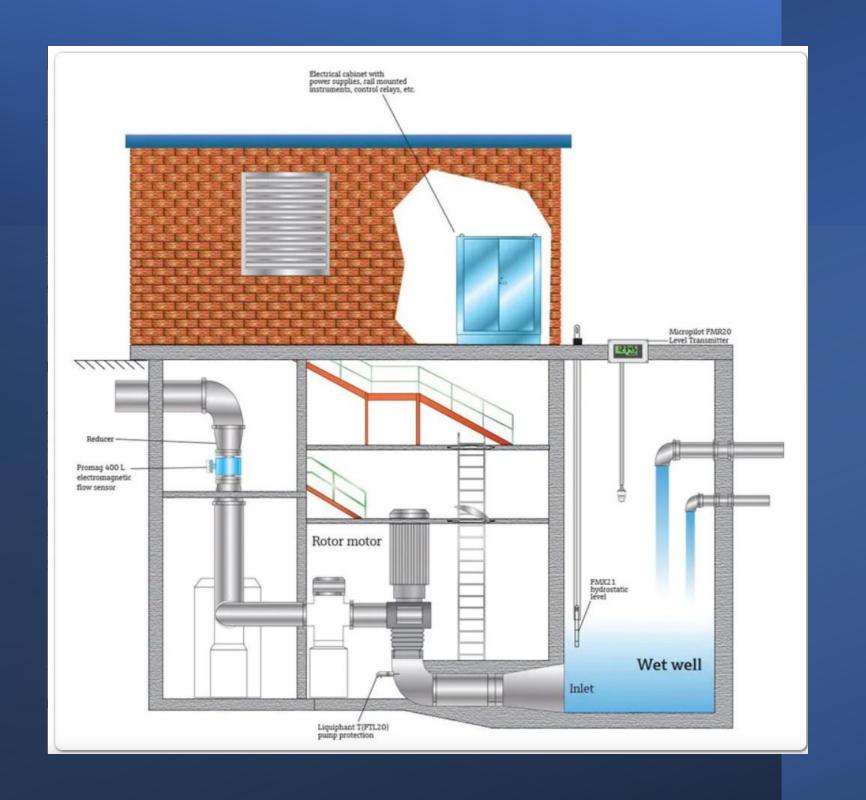
- Spill of approximately 11.2 million gallons reported on January 16,
 2023. Later revised to 9.9 million gallons
- Cause false reading on two ultrasonic level sensors triggered pumps to shut down
- 293 million gallons coming into station at time of shutdown
- Collection system backed up overflows occurred from manholes or backed up into commercial and garage area in some large residential tower properties
- Pumps shut down at 2:50 pm. Manual restart got all pumps back into operation by 4:15 pm



Pump Station 2

- Constructed in 1963
- Maximum capacity = 432 mgd
- Seven (7) duty pumps, one (1) back up pump
- Average annual flow about 160 mgd
- Pumps flows collected from City and Region to PLWWTP







Public Utilities Department

Ultrasonic Sensor Levels (Wetwell)





- Ultrasonic level sensors replaced hydrostatic pressure sensors in 2021
- Programmed to alarm when level difference is greater than 10%
- Error likely due to obstruction or submergence



Public Utilities Department

Spill Locations

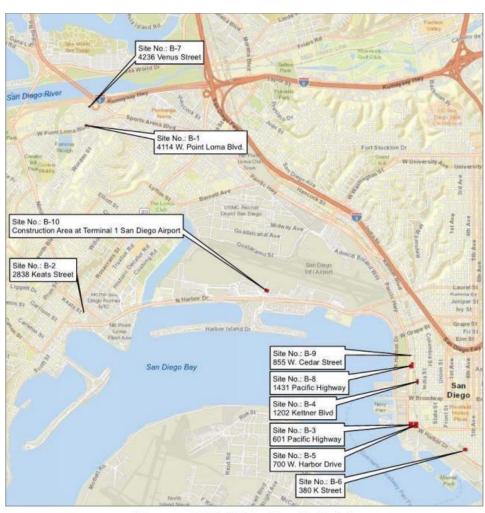


Figure 2-3: SSO Spill Sites (Non-Manholes)

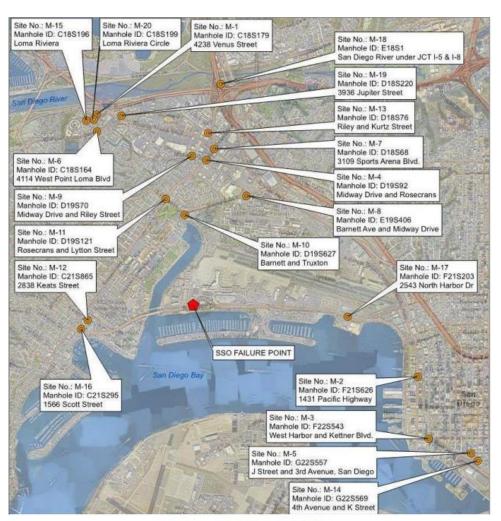


Figure 2-2: SSO Sites (Manholes)



Corrective Actions

- Ultrasonic sensor replacement (shielded installation). Installed drop sensors for redundancy
- Programming changes low reading will not trigger shutdown
- Additional staff training
- Audible alarms and additional screen notifications added
- Modified storm readiness/operational protocols (staff, equipment)
- Improvements to pump station CIP initiated





9

ATTACHMENT 10

METROTAC WORK PLAN



Metro TAC & JPA Work Plan Active & Pending Items May 2023 Updated Items in Red Italics

Active Items	Description	Member(s)
Metro JPA Pure Water AdHoc (2 nd ARA)	JPA Board work group. Formed to review all items being negotiated in the 2 nd ARA prior to going to the full Board. Meets every 2-3 weeks as needed. First meeting March 16, 2022.	Jerry Jones, Chair Bill Baber, Vice Chair Gary Kendrick Jose Preciado John Duncan JPA Executive Team
IRWMP	JPA Members should monitor funding opportunities at: http://www.sdirwmp.org Details can be found in minutes of each TAC meeting.	Karen Jassoy Alisa Nichols (alt)
Exhibit E Audit	8/22: FY2019 audit approved and reconciliation complete. OCIP meeting held. 5/23: FY2020 audit fieldwork underway; report expected late fall 2023.	Lee Ann Jones- Santos Karyn Keze Dexter Wilson
Industrial Wastewater Control Committee	Formed to work with San Diego on new standards for industrial waste discharge and cost allocation of same. 1/2021: SD is trying to formalize a pretreatment rate case and has hired a consultant. Monthly updates are presented at TAC and JPA. 5/23: Draft pretreatment language and provisions (Exhibit "X") presented to 2 nd ARA negotiating team for review and incorporation into the 2 nd ARA document.	Beth Gentry Interested JPA members Dexter Wilson SD Staff & Consultants
Emergency Mutual Aid Committee	Formed with the intent the sharing of resources during an emergency. First draft was completed and the next draft will be circulated for interested agencies. Quarterly updates given by Peejay Tuongbanua at Metro TAC meetings.	Peejay Tuongbanua Steve Beppler, Yazmin Arellano, Mike James
Phase I Financial Implementation Working Group (FIG)	This working group was formed to continue to work on Section 2.9.1 and other financial implementations issues in Exhibit F associated with the Amended Restated Agreement. Group continues to meet every two weeks.	Karyn Keze Dexter Wilson SD staff & consultants
2 nd ARA Negotiating Team	This group was created to negotiate the 2 nd Amended Restated Agreement (2nd ARA) which will incorporate the completed financial and other items from the first ARA. Negotiating Team meets every 3 weeks to follow through with topics raised during the First ARA and th rewriting of the ARA document.	Dexter Wilson Beth Gentry Yazmin Arellano Karyn Keze Scott Tulloch SD staff & consultants
Changes in	NOTE: Procopio, Metro TAC and the Commission/JPA should monitor	Procopio
wastewater/water legislation		JPA members as appropriate

