



Monthly Executive Director's Report March 2025

The purpose of this report is to provide an update on the activities, progress, and outcomes related to the JPA's initiatives. It aims to ensure transparency, document key discussions and decisions, and keep all stakeholders informed of ongoing efforts and upcoming milestones.

In March, a sizable portion of the Executive Director's and Executive Teams' efforts was dedicated to finalizing the draft language for **the Second Amended and Restated Agreement (SARA)** which was introduced to Metro TAC members at their March 19, 2025, meeting. To assist in implementation the Draft SARA document as well as the Staff Report and PowerPoint Presentation have been uploaded to the "News" section of the website and can be found at:

<https://www.metrojpa.org/Home/Components/News/News/127/18?backlist=%2fhome> .

During the implementation process these documents will be updated as needed and noted in the Monthly Executive Director's Report as to any changes/additions.

Key Tasks and Updates:

1. Pure Water Ad Hoc Recommendations for SARA Implementation Process

The following is an excerpt from the Staff Report that was presented to Metro TAC at their meeting regarding the recommendations from the Pure Water AdHoc's March 10, 2025, meeting in which they concurred that the SARA draft should be moved forward for presentation to Metro TAC and the Metro JPA/Com as the first step in the implementation process. Their recommendations included an implementation schedule as well as draft language for a motion for the May Metro JPA/Com meeting. These items will be discussed over the next couple of months at Metro TAC and Metro JPA/Com meetings.

"The Metro Commission Pure Water Ad Hoc, together Metro's Executive Staff, respectfully recommend the Metro JPA representatives discuss, evaluate and provide input or comments to the draft SARA. TAC representatives have been encouraged to confer with their Participating Agency staff, legal counsel and Metro JPA Board representatives, so that the Metro JPA Board representatives

can be prepared to discuss and ask questions in advance of the next two Metro Board meetings (see below).

PURE WATER AD HOC RECOMMENDED APPROVAL TIMELINE:

March 19, 2025 - Presentation of SARA to TAC for First Pass Review; circulate draft.

SARA to TAC.

April 3, 2025 - Presentation of SARA to Metro Commission for introduction and discussion (information item only).

April 16, 2025 - Stantec Presentation and Discussion to TAC regarding Functional

Allocated Billing methodology, revisit SARA discussion, address TAC questions, vote on recommendation to Metro Commission.

May 1, 2025 - Metro Commission Meeting – Staff intends to seek a vote from the Metro Commission to approve the recommendation below to the Participating Agencies:

PURE WATER AD HOC RECOMMENDATION: A motion for the Metro Commission to recommend to the Participating Agencies' approval of the SARA subject to non-substantive revisions and corrections, which non-substantive determinations shall be made by the Participating Agency's Attorney and City/General Manager.

- That way, if changes are made, the PA's Attorney and City/General Manager believe they are non-substantive; the PA's approval can stand without having to go back to governing body.
- If substantive changes are made, SARA will need to go back to PA governing body for approval of amended version, but then the City Council/Board can only focus on the substantive changes. We hope this will make for a faster review."

2. Metro JPA Finance Committee Met on March 24, 2025

The Finance Committee met to review several key issues:

- The Committee held its second meeting to review the draft JPA Policies & Procedures Manual. They compared the draft with the redlined version of previous policies, incorporating revisions and new content. After final review, the Committee unanimously approved the manual to be forwarded to Metro TAC and the Metro JPA/Commission for review and potential approval.

Due to the release of the Draft SARA document and exhibits, the manual will not be agendaized until the May Metro TAC and June Metro JPA/Commission meetings. Given the extended review time allowed by this delay and the manual's size, it has been uploaded to the JPA website. Members are encouraged to review it there at their leisure. Please note that the redlined version will not be included in the agenda packets due to its size; it is

available for download on the JPA website for those interested in reviewing it. The draft manual, the redlined version, and the PowerPoint given to the Finance Committee can be found at:

<https://www.metrojpa.org/Home/Components/News/News/134/18?backlist=%2fhome>

- The Committee also reviewed the draft FY 2026 Metro JPA Operating Budget line by line. The overall budget reflects a modest 0.08% increase, attributed to Board Meeting Per Diems, meeting expenses, office supplies, and the bi-annual JPA audit contract. Two contracts will be removed: the one-time Strategic Planning contract and the NV5 engineering contract following Scott Tulloch's retirement and the completion of the Draft SARA document. The Finance Committee unanimously approved the budget as presented. Like the manual, the budget presentation will be deferred to the May Metro TAC and June Metro JPA/Commission meetings to allow for adequate introduction and review of the Draft SARA document. The draft budget can be found as Item 7 on the Finance Committee agenda at:

<https://www.metrojpa.org/Home/ShowDocument?id=4842>

Please Note: The JPA website serves as a central resource for information on the Metro System, Pure Water Program, and JPA operations, providing access to key documents, updates, and contact information.

3. OPRA II Reintroduced to Congress

Lisa Celeya reported at Metro TAC that Congressman Scott Peters did [reintroduce OPRA II](#) last month. The link takes you to his press release, where you will also find a one-page explanation of OPRA II as well as the full bill. The bill is currently awaiting consideration by the House Committee on Transportation and Infrastructure.

PUD staff have requested a meeting with their government affairs/ lobbying team and Rep. Peters office to talk through updated strategy given the changes in administration and Congress. Will keep you posted as we have more.

4. Exercise Caution with Unsolicited Emails

Considering increasing email-based threats targeting organizations and several recent incidents of Board and Executive Team members receiving spam emails, it's crucial to remain vigilant when handling unsolicited or unexpected emails. While I am not an IT specialist, I asked an IT associate to provide me with some guidelines to help protect your and our organization's computer integrity and security. **First and**

foremost, always look at the email address of the sender. If it doesn't look right, it's probably a scam. Here are some tips from my IT associate:

- **Exercise Caution with Unsolicited Emails:**
 - Be wary of emails from unknown senders, especially those requesting financial transactions or sensitive information.
 - Avoid opening attachments or clicking on links in unexpected emails, as they may contain malware.
- **Verify Unusual Requests:**
 - If you receive an email from a known contact that seems out of character or requests urgent action, verify its authenticity by contacting the sender through a trusted communication channel.
 - Or verify the email address that the sender is using. If it is not the normal email address of your contact, most likely this is a spam email address, and you should block it in your email system.
- **Report Suspicious Emails:**
 - If you suspect an email is malicious, report it to your email provider to help improve their spam detection systems.
 - If you have dedicated IT staff, make sure you report this to them.
- **Maintain Updated Security Measures:**
 - Ensure your devices have up-to-date antivirus software and that operating systems and applications are regularly updated to mitigate vulnerabilities.
- **Use Your Agencies Email System**
 - I have noticed that some Directors use personal email addresses and not the system provided by their City's/Districts. It is advisable to use your agency's email system as it has more protection from spam and IT backup support.

By collectively following these practices, we can strengthen our organization's defenses against email-based threats.

5. Inflow and Infiltration (I&I) Study:

The I&I committee met on March 20th and discussed progress on action items from the previous meeting including gathering the necessary data to characterize each sewer meter basin. The committee decided to analyze the March 2025 storms as Phase 1 of the I&I study since there was ~1" of rain throughout the County and no spills. The City of San Diego is preparing a scope of work and will bring it back to the committee next meeting.

6. Pump Station 1 Project

Metro Engineering Executive Team members were provided with the draft basis of design report for the Pump Station 1 project and given an opportunity to review, comment, and participate in Value Engineering meetings on the document. The project is still in the early phases of design and the Executive Team looks forward to continuing to work with the City of San Diego on it.

Upcoming Meetings:

- **Metro TAC Meeting:**
 - **Date:** April 16, 2025
 - **Format:** Zoom
 - **Main Topics:** FAB Presentation; SARA Discussion
- **Metro JPA/Commission Meeting:**
 - **Date:** May 1, 2025
 - **Format:** In-Person, MOC Auditorium
 - **Main Topics:** FAB Presentation; SARA Discussion