



**Metro Finance Committee
REGULAR MEETING**
(Finance Advisory Committee to Metro JPA)

Physical Location: 9192 Topaz Way, San Diego, PUD II Conference Room 2B

TO: Finance Committee Members and Metro JPA

DATE: Tuesday, February 24, 2026

TIME: 10:00 a.m.

Note: Any member of the public may provide comments to the Finance Committee on any agenda item or on a matter not appearing on the agenda, but within the jurisdiction of the Finance Committee. Public comments may be submitted to lorimetrojpa@gmail.com in advance of the meeting, or in real time via in-person comment, or if appearing remotely, via virtual attendance using the “Raise Hand” function. Please indicate whether your comment is on a specific agenda item or a non-agenda item. When providing comments to the Finance Committee, it is requested that you provide your name and city of residence for the record. Commenters are requested to address their comments to the Finance Committee as a whole through the Chair. **Comments are limited to three (3) minutes.** If you have anything that you wish to be distributed to the Finance Committee, please provide it to the Secretary via lorimetrojpa@gmail.com, who will distribute the information to the members.

The public may choose to participate in person or remotely by virtual means:

Join on your computer, mobile app, room device or call in

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Join:

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Meeting ID: 250 899 501 478 58

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THIS NOTICE HAS BEEN DISTRIBUTED TO THE METRO FINANCE COMMITTEE MEMBERS and METRO DIRECTORS (for information only)

1. **ROLL CALL**
2. **PUBLIC ORAL COMMUNICATIONS**
3. **ACTION:** Approval of Board Member Request for Remote Appearance (Adriana Ochoa)
4. **ACTION:** Approval of the Minutes from December 9, 2025 Finance Committee Regular Meeting (**Attachment**)
5. **ACTION:** Consideration and Possible Action to Recommend Approval to the Metro JPA/Commission of the FY 2020 Reconciliation (Karyn Keze) (**Attachment**)
6. **DISCUSSION: Existing Programs:** Review, Discussion and Direction on the FY 2027 Draft Budget (Karyn Keze/Lee Ann Jones-Santos) (**Attachment**)
7. **DISCUSSION: Potential New Programs:** Consideration and Possible Action to Include New Budget Items in FY 2027 Draft Budget
 - a. Memberships in Organizations & Conference Attendance (**Attachment**) (Karyn Keze/Lee Ann Jones-Santos)
 - i. CSDA
 - ii. CASA, Etc.
 - b. Social Media (Adriana Ochoa/Karyn Keze/Lee Ann Jones-Santos)
 - i. Liability Insurance
8. **Review of Items to be Brought Forward to the Metro Commission/Metro JPA**
9. **Other Business of the Finance Committee**
10. **Adjournment**

The Next Finance Committee Meeting will be scheduled on a date to be determined if needed.

The Metro Finance Committee may act on any item listed on the agenda whether it is listed "for action" or not.

Materials provided to the Metro Finance Committee related to any open-session item on this agenda are available for public review by contacting Executive Director Karyn Keze (619) 733-8876 during normal business hours.

In compliance with the AMERICANS WITH DISABILITIES ACT

Persons with disabilities that require modifications or accommodations, please contact General Counsel Adriana Ochoa at arochoa@swlaw.com by no later than two hours prior to the meeting to request reasonable modifications or accommodations consistent with the Americans with Disabilities Act and Metro JPA Commission shall promptly work with you to resolve the matter in favor of accessibility.



Metro Wastewater JPA Finance Committee Meeting
December 9, 2025
Minutes

The meeting was called to order: 11:00 a.m. by Committee Chair De Hoff

1. ROLL CALL

Committee Members' Present:

Peter De Hoff, Poway (Chair)
Jerry Jones, Lemon Grove Sanitation District (Vice Chair)
Ditas Yamane, National City
Mark Robak, Otay Water (arrived 11:21 am)
Mitch McKay, City of Imperial Beach
Jose Preciado, City of Chula Vista (Alternate – remote – 12:02 am)

Committee Members Absent:

None

Support Staff:

Karyn Keze, Executive Director, The Keze Group, LLC (remote)
Adriana Ochoa, General Counsel, Snell & Wilmer Law
Lee Ann Jones-Santos, Metro JPA Assistant Treasurer
Lori Anne Peoples, Metro Secretary

Others:

Blake Behringer, Metro TAC Chair (remote)

General Public:

None

2. ACTION: APPROVAL OF BOARD MEMBER REQUEST FOR REMOTE APPEARANCE

General Counsel Ochoa stated she had received a request from Alternate Jose Preciado to appear remotely under AB2499 due to physical disability.

ACTION: Motion by Director Yamane, seconded by Vice Chair Jones to approve the request. Motion carried as follows:

AYES: De Hoff, McKay, Jones, Yamane
NAYS: None
ABSTAIN: None
ABSENT: Robak, Preciado

3. ACTION: APPROVAL OF MINUTES FROM MARCH 24, 2025, FINANCE COMMITTEE REGULAR MEETING

ACTION: Motion by Vice Chair Jones, seconded by Director Yamane to approve the Minutes. Motion carried as follows:

AYES: De Hoff, McKay, Jones, Yamane
NAYS: None
ABSTAIN: None
ABSENT: Robak, Preciado

4. ACTION: CONSIDERATION AND POSSIBLE ACTION TO RECOMMEND APPROVAL TO THE METRO JPA/COMMISSION:

a. Website Rebuild and Annual Hosting Contract

b. Memberships in Organizations & Conference Attendance

- i. CSDA**
- ii. CASA, Etc.**

a. Assistant Treasurer Jones-Santos provided a brief verbal overview of her attachments in the agenda package.

ACTION: Motion by Vice Chair Jones, seconded by Director McKay, to approve the recommended website rebuild and annual hosting contract. Motion carried as follows:

AYES: De Hoff, McKay, Jones, Yamane
NAYS: None
ABSTAIN: None
ABSENT: Robak, Preciado

Executive Director Keze thanked Ms. Jones-Santos for her hard work on the task, which was outside her regular duties.

- b. Chair De Hoff provided a brief overview of the item. Executive Director Keze stated that this item came up due to one of the website vendors' requirements that we be a CSDA member. This is a special district of the League of CA Cities. CSDA is \$1800/year to join, CASA is population based. The City of San Diego is already a member so she has discussed this with Lisa to see if we could use their membership as we are their Commission, which she did not say no to, but needs to check with management and legal.

Assistant Treasurer Jones-Santos stated she had spoken with CWEA, Water Reuse which is national population based and CSDA and CASA which are both California based. She was informed that if we had membership in CSDA, only Executive Team members could attend, not the Board of Directors.

Director Roback arrived.

Ms. Jones-Santos stated further that she was having difficulty reaching individuals to speak with, she believed this was due to the holidays and asked if anyone had any other groups, they would like her to investigate.

Vice Chair Jones expressed his concern that we were looking for something when we were not the lead agency.

Director Yamane noted that she already attends as a representative of her city and boards she sits on but would support joining if we could piggyback on San Diego's membership. She also stated that CSDA would not assist our Treasurer as their focus is different than with the JPA is involved with.

Alternate Director Preciado arrived.

Director Robak stated he was involved with CSDA and would not recommend joining them if there was no value. He stated it would only cost \$300 a month, and they have many training programs and are highly active in California and San Diego. The legislative advocacy that they could provide would be well worth it.

Chair De Hoff stated that he felt additional information needed to be gathered brought back to the next meeting, so we can drill down as to whether Directors can attend and participate in their workshops.

Consensus was to direct staff to gather more information.

5. ACTION: CONSIDERATION AND POSSIBLE ACTION TO RECOMMEND TO THE METRO JPA/COMMISSION ACH IMPLEMENTATION

Assistant Treasurer Jones-Santos provided a brief overview of her staff report included in the agenda package. She noted that a sampling study with several members two Board Members and two vendors had been conducted and they stated there were no issues and liked the improved service of not having to deposit checks. There would be cost savings in the time it takes her to process manual checks. The bank cost is only \$20/month unless there are more than 15 checks processed monthly. Once approved, each Director will have a form to fill out and submit to participate.

ACTION: Motion by Director Yamane, seconded by Vice Chair Jones, to recommend approval to the JPA/Commission. Motion carried as follows:

AYES: De Hoff, McKay, Jones, Yamane, Robak
NAYS: None
ABSTAIN: None
ABSENT: None

6. **ACTION: CONSIDERATION AND POSSIBLE ACTION TO RECOMMEND APPROVAL TO THE METRO JPA/COMMISSION OF A REIMBURSEMENT AGREEMENT FOR PROFESSIONAL SERVICES BY AND BETWEEN THE CITY OF SAN DIEGO AND THE METRO WASTEWATER JOINT POWERS AUTHORITY**

Executive Director Keze provided an overview of the item, stating it was three years in the making. The final agreement will be provided to the JPA Board, and it has already been approved to move forward by TAC. Once signed, the JPA will be reimbursed approximately \$60,000 for Kathleen Noel of Dexter Wilson Engineering technical work on FAB and SARA.

General Counsel Ochoa noted that the formatting needed fixing. The agreement ends June 30, 2026, but reimburses for 2 years retroactively and then a new agreement will have to be negotiated .

ACTION: Motion by Vice Chair Jones, seconded by Director Yamane, to recommend approval by the JPA. Motion carried as follows:

AYES: De Hoff, McKay, Jones, Yamane, Robak
NAYS: None
ABSTAIN: None
ABSENT: None

7. **UPDATE: SB 707 VIRTUAL MEETINGS**

General Counsel Ochoa provided a brief verbal overview of what this meant for the JPA and committees.

ACTION: Motion by Director Yamane, seconded by Director McKay, for General Counsel to bring back the details and findings required and a Resolution to the next meeting for consideration to allow for virtual meetings for the JPA and Finance Committee. Motion carried as follows:

AYES: De Hoff, McKay, Jones, Yamane, Robak
NAYS: None
ABSTAIN: None
ABSENT: None

8. **REVIEW OF ITEMS TO BE BROUGHT FORWARD TO THE METRO JPA/METRO COMMISSION**

Executive Director Keze stated Items 4a, 5, 6 & 7 would move forward.

9. **OTHER BUSINESS OF THE FINANCE COMMITTEE**

None.

10. **ADJOURNMENT:** There being no further business, Committee Chair De Hoff declared the meeting adjourned at 12:11 pm.

FY 2020 JPA Budget Allocations True-Up*

	FY2020 JPA Budget		FY 2020 Audit		Reconciliation
	San Diego Flow / Strength %	Agency Allocation	San Diego Flow / Strength %	Agency Allocation	Due to/ Due from
Chula Vista	30.18%	\$ 135,162	31.33%	\$ 140,332.96	\$ 5,170.96
Coronado	3.51%	\$ 15,729	2.62%	\$ 11,753.61	\$ (3,975.39)
County of SD *	16.98%	\$ 76,056	16.30%	\$ 73,004.32	\$ (3,051.68)
Del Mar	0.06%	\$ 257	-0.01%	\$ (24.56)	\$ (281.56)
El Cajon	14.69%	\$ 65,784	13.83%	\$ 61,958.16	\$ (3,825.84)
Imperial Beach	3.70%	\$ 16,550	3.88%	\$ 17,375.70	\$ 825.70
La Mesa	7.66%	\$ 34,291	9.23%	\$ 41,324.32	\$ 7,033.32
Lemon Grove	3.49%	\$ 15,614	3.63%	\$ 16,271.61	\$ 657.61
National City	7.04%	\$ 31,551	8.16%	\$ 36,561.37	\$ 5,010.37
Otay Water District	0.92%	\$ 4,106	0.58%	\$ 2,616.37	\$ (1,489.63)
Padre Dam MWD	6.71%	\$ 30,035	5.06%	\$ 22,654.28	\$ (7,380.72)
Poway	5.07%	\$ 22,715	5.36%	\$ 24,021.86	\$ 1,306.86
Total	100.00%	\$ 447,850	100.00%	\$ 447,850.00	\$ 0.00

*Based on City of San Diego final FY 2020 Audit and Reconciliation

**METRO WASTEWATER JPA
INITIAL AGENCY BILLING FY '20 (BEFORE FY '17 TRUE-UP)**

	FY '19				Initial Billing FY '20		
	Flow / Strength	Agency Allocation	FY '16 Audit True-up	Revised Agency Billings	Flow / Strength	Agency Allocation	Difference from Prior Year
Chula Vista	29.73%	\$ 123,464.00	\$ 11,146.44	\$ 134,610.44	30.18%	\$ 135,162.00	\$ 11,698.00
Coronado	4.31%	\$ 17,886.00	\$ (4,533.43)	\$ 13,352.57	3.51%	\$ 15,729.00	\$ (2,157.00)
County of SD *	16.44%	\$ 68,291.00	\$ (7,808.14)	\$ 60,482.86	16.98%	\$ 76,056.00	\$ 7,765.00
Del Mar	0.06%	\$ 236.00	\$ 316.10	\$ 552.10	0.06%	\$ 257.00	\$ 21.00
El Cajon	14.37%	\$ 59,696.00	\$ 3,469.83	\$ 63,165.83	14.69%	\$ 65,784.00	\$ 6,088.00
Imperial Beach	3.57%	\$ 14,815.00	\$ (180.45)	\$ 14,634.55	3.70%	\$ 16,550.00	\$ 1,735.00
La Mesa	7.72%	\$ 32,055.00	\$ (403.94)	\$ 31,651.06	7.66%	\$ 34,291.00	\$ 2,236.00
Lemon Grove	3.89%	\$ 16,172.00	\$ (2,121.91)	\$ 14,050.09	3.49%	\$ 15,614.00	\$ (558.00)
National City	7.13%	\$ 29,618.00	\$ (1,103.28)	\$ 28,514.72	7.04%	\$ 31,551.00	\$ 1,933.00
Otay Water District	0.83%	\$ 3,437.00	\$ 85.67	\$ 3,522.67	0.92%	\$ 4,106.00	\$ 669.00
Padre Dam MWD	7.23%	\$ 30,047.00	\$ 2,995.89	\$ 33,042.89	6.71%	\$ 30,035.00	\$ (12.00)
Poway	4.72%	\$ 19,624.00	\$ (1,862.80)	\$ 17,761.20	5.07%	\$ 22,715.00	\$ 3,091.00
Total	100.00%	\$ 415,341.00	\$ 0.00	\$ 415,341.00	100.00%	\$ 447,850.00	\$ 32,509.00
<i>Total Required from Budget</i>		\$ 415,340.00				\$ 447,850.00	

* County of SD includes East Otay Mesa, Lakeside/Alpine, Spring Valley and Wintergardens

TABLE B

CITY OF SAN DIEGO - PUBLIC UTILITIES DEPARTMENT
 PROJECTED DISTRIBUTION OF SYSTEM WASTEWATER COSTS - FISCAL YEAR 2020
 FUNCTIONAL-DESIGN BASED ALLOCATION METHOD

AGENCY	ALLOCATION OF COSTS BY FLOW, SUSPENDED SOLIDS AND CHEMICAL OXYGEN DEMAND				TOTAL PAID FOR FY 2020	DIFFERENCE	% OF TOTAL
	FLOW (a)	SS (a)	COD (a)	TOTAL FLOW, SS & COD			
CHULA VISTA	\$10,758,698	\$6,179,309	\$5,522,296	\$22,460,303	\$24,144,148	(\$1,683,845)	31.33%
CORONADO	\$901,097	\$510,129	\$382,743	\$1,793,969	\$2,809,604	(\$1,015,635)	2.62%
DEL MAR	(\$1,883)	(\$1,017)	(\$587)	(\$3,487)	\$45,960	(\$49,447)	-0.01%
EAST OTAY MESA	\$178,709	\$86,181	\$77,750	\$342,641	\$369,572	(\$26,931)	0.52%
EL CAJON	\$4,750,054	\$3,857,430	\$2,766,399	\$11,373,882	\$11,751,112	(\$377,230)	13.83%
IMPERIAL BEACH	\$1,332,117	\$564,502	\$530,235	\$2,426,854	\$2,956,336	(\$529,482)	3.88%
LA MESA	\$3,168,150	\$1,447,934	\$1,363,063	\$5,979,146	\$6,125,448	(\$146,302)	9.23%
LAKESIDE/ALPINE	\$1,930,007	\$981,170	\$859,644	\$3,770,821	\$4,960,152	(\$1,189,331)	5.62%
LEMON GROVE	\$1,247,471	\$612,929	\$533,248	\$2,393,648	\$2,789,176	(\$395,528)	3.63%
NATIONAL CITY	\$2,802,996	\$1,290,258	\$1,433,912	\$5,527,166	\$5,635,936	(\$108,770)	8.16%
OTAY	\$200,585	\$250,746	\$103,290	\$554,620	\$733,532	(\$178,912)	0.58%
PADRE DAM	\$1,736,802	\$3,348,126	\$1,703,161	\$6,788,089	\$5,365,192	\$1,422,897	5.06%
POWAY	\$1,841,648	\$744,435	\$714,036	\$3,300,119	\$4,057,532	(\$757,413)	5.36%
SPRING VALLEY	\$2,881,324	\$1,355,343	\$1,246,891	\$5,483,558	\$6,802,256	(\$1,318,698)	8.39%
WINTERGARDENS	\$606,874	\$338,586	\$258,019	\$1,203,478	\$1,454,040	(\$250,562)	1.77%
SUBTOTAL PARTICIPATING AGENCIES	\$34,334,648	\$21,566,060	\$17,494,100	\$73,394,808	\$79,999,996	(\$6,605,188)	100.00%
SAN DIEGO	\$68,977,639	\$35,139,734	\$33,272,638	\$137,390,011			
TOTAL	\$103,312,287	\$56,705,795	\$50,766,738	\$210,784,819			



MEMORANDUM

TO: Metro JPA Finance Committee

FROM: Karyn Keze, Financial Consultant

RE: Agenda Item 6: Existing Programs: Review and Direction on the FY 2027 Draft Budget

As we begin development of the FY 2027 Budget, this agenda item focuses on the continuation of existing programs and services. The draft budget materials are provided through a series of attachments for the Committee's review and direction. Narrative budget text will follow next month once Committee input has been incorporated.

Attachment 1 – FY 2026 Budget versus Actual

Attachment 1 provides a year-to-date comparison of the FY 2026 adopted budget to projected actual expenditures. At this time, expenditures are projected to come in approximately \$158,454 under budget (19%). Of this amount, \$60,000 (approximately 38%) is attributable to a reimbursement contract negotiated for technical services related to SARA provided by Dexter Wilson Engineering to the City of San Diego. This reimbursement is considered a one-time adjustment and is most likely not expected to recur in future fiscal years. The remaining variance reflects the completion of major SARA-related work and continued careful cost management during the fiscal year.

Attachment 2 – FY 2027 Proposed Operating Budget

Attachment 2 presents the proposed operating budget for FY 2027, which fully funds all existing programs and incorporates funding for the new Executive Director position. Even with this addition, the proposed FY 2027 budget is \$43,638 (6%) lower than the FY 2026 adopted budget, primarily due to the completion of SARA-related efforts and associated workload reductions.

Attachment 3 – FY 2027 Budget Funding Allocation

Attachment 3 provides a comparison of budget allocations to each Participating Agency (PA) over the past two fiscal years. The table reflects the anticipated impacts of East County agencies beginning to transfer sewage flows to their Advanced Water Purification Project, currently projected to begin start-up in April 2027. The resulting changes in flow and strength allocations are reflected in the projected funding shares.

Attachment 4 – FY 2027 Budget Funding Including FY 2020 Audit True-Up

Attachment 4 reflects the final billing table for each PA after application of the FY 2020 audit true-up, which was discussed under Item 5 of this agenda. This table shows the adjusted billing amounts under the current FY 2027 draft budget once the audit reconciliation is incorporated.

Attachments 5–7 – Consultant Scopes of Work

The final three attachments include updated scopes of work for the Engineering Consultant, Treasury Team (Treasurer and Assistant Treasurer), and Financial Consultant for FY 2027.

- The **Engineering Consultant** scope has been reduced from \$200,000 annually to \$153,880 following completion of SARA. Efforts are now focused on Phase 2 configuration, Inflow & Infiltration (I&I) Reduction Study coordination, and major capital improvement projects including Pump Stations 1 and 2.
- The **Treasury Team** scope reflects an increase to address the newly established webmaster function and additional hours required to meet expanded financial compliance and reporting requirements.
- The **Financial Consultant** scope has been reduced from \$168,000 to \$115,940, reflecting the completion of SARA and the transition of Executive Director responsibilities. The scope returns to the core financial oversight, budgeting, audit coordination, and advisory services that have supported the JPA since 1998.

The Committee is requested to review the attached materials and provide directions on the FY 2027 Draft Budget for existing programs prior to preparation of the full budget narrative and subsequent Board consideration.

**ATTACHMENT 1
FY 2026 PROJECTED BUDGET VERSUS ACTUALS**

	Actual Through 12/31/2025	Estimate Remaining Months	Forecast Through 6/30/2026	Approved Annual Budget	Forecast over / (under) Budget	
					\$	%
Income						
Membership Dues	\$ 790,857	\$ -	\$ 790,857	\$ 790,855	\$ 2	0%
Use of Reserves	\$ -	-	-	-	-	
City of San Diego	\$ 12,567	\$ 72,299	84,866	27,000	57,866	214%
Interest Income	10,485	7,524	18,009	16,657	1,352	8%
Total Income	\$ 813,910	\$ 79,823	\$ 893,733	\$ 834,512	\$ 59,221	7%
Expense						
Admin - Board Secretary	\$ 17,611	\$ 24,600	\$ 42,211	\$ 49,200	\$ (6,989)	-14%
Bank Charges	138	138	276	200	76	38%
Financial Services				-		
Audit Fees	6,405	17,225	23,630	23,630	-	0%
Executive Director - The Keze Grou	98,019	96,000	194,019	168,000	26,019	15%
Treasurer	35,218	25,000	60,218	50,000	10,218	20%
JPA/TAC meeting expenses	2,552	3,300	5,852	6,600	(748)	-11%
Miscellaneous	-	-	-	250	(250)	
Per Diem - Board	21,658	27,800	49,458	55,600	(6,142)	-11%
Printing, Postage, Supplies	95	100	195	800	(605)	-76%
Professional Services						
Engineering - Dexter Wilson	68,040	100,000	168,040	200,000	(31,960)	-16%
Engineering - NV5	-	-	-	-	-	
Legal - 2nd ARA/PW	44,992	24,000	68,992	150,000	(81,008)	-54%
Legal - General	27,373	72,000	99,373	60,000	39,373	66%
Legal - Spill	3,281	3,000	6,281	30,000	(23,720)	-79%
Consensus Support	-	-	-	12,450	(12,450)	
Strategic Planning	-	-	-	-	-	
IT & Communications	-	9,414	9,414	20,000	(10,586)	-53%
Telephone, Internet, Software	538	3,000	3,538	4,000	(462)	-12%
Website Maintenance & Hosting	3,782	-	3,782	3,782	(0)	0%
Total Expense	\$ 329,701	\$ 405,577	\$ 735,278	\$ 834,512	\$ (99,234)	-12%
Net Income (Loss)	\$ 484,208	\$ (325,754)	\$ 158,454	\$ -	\$ 158,454	19%

**ATTACHMENT 2
FY 2027 PROPOSED OPERATING BUDGET**

	FY 2027 Proposed Annual Budget	Difference from FY '26 Forecast	Difference from FY '26 Budget		Variations in Line Items Compared to the 2027 budget	FY
			\$	%		
Income						
Membership Dues	\$ 740,365	\$ (50,492)	\$ (50,490)	-7%		
Use of Reserves		-	-		No reserves are needed in FY 2027	
City of San Diego	27,000	(57,866)	-	0%	Base contract rebudgeted	
Interest Income	23,509	5,500	6,852	29%	Increase due to reserve funds in LAIF	
Total Income	\$ 790,874	\$ (102,859)	\$ (43,638)	-6%		
Expense						
Admin - Board Secretary	\$ 49,200	6,989	\$ -	0%	Rebudgeted	
Executive Director	\$ 64,800	64,800	\$ 64,800	100%	30/hrs. per month based on current ED hourly rate	
Bank Charges	600	324	400	67%	Updated for LAIF wire Transfers & ACH	
Financial Services						
Audit Fees	-	(23,630)	(23,630)	0%	Biannual Audit - Next in FY2028	
Financial Consultant- The Keze Group	115,940	(78,079)	(52,060)	-45%	Decrease - SARA & ED tasks	
Treasurer	80,640	20,422	30,640	38%	Inclusion of webmaster scope & financial requirements	
JPA/TAC meeting expenses	6,600	748	-	0%	Rebudgeted	
Miscellaneous	250	250	-	0%	Rebudgeted	
Per Diem - Board	55,600	6,142	-	0%	Rebudgeted; covers COLA increase	
Printing, Postage, Supplies	1,000	805	200	20%	Increase based on actual expense forecast	
Professional Services						
Engineering - Dexter Wilson	153,880	(14,160)	(46,120)	-30%	Decrease following SARA draft completion	
Engineering - NV5	-	-	-		Decrease following SARA draft completion	
Legal - S&W (2nd ARA/PW)	110,000	41,008	(40,000)	-36%	Decrease following SARA draft completion	
Legal - S&W (General)	100,000	627	40,000	40%	Increase for New ED support	
Legal - S&W (Spill)	30,000	23,720	-	0%	Rebudgeted	
Consensus Support	12,450	12,450	-	0%	Rebudgeted	
Strategic Planning	-	-	-		Contract completed in FY 2025	
IT & Communications	1,500	(7,914)	(18,500)	-1233%	Replacement computer for Board Secretary	
Telephone, Internet, Software	4,000	462	-	0%	Rebudgeted	
Website Maintenance & Hosting	4,414	632	632	14%	Year 2 of IonBlade Contract - Managed Support	
Total Expense	\$ 790,874	\$ 55,596	\$ (43,638)	-6%		

Fund Balance at 6/30/25	\$ 740,157
Projected Net Income FY 26	\$ 158,454
Projected 6/30/26 Fund Balance	\$ 898,611
4 Months Operating Expenses FY'27	\$ 263,625
3 Months Contingency Reserve FY'27	\$ 197,719
Amount over Required Reserves	437,268

**ATTACHMENT 3
FY 2027 BUDGET FUNDING**

	ACTUAL FY 2025 BILLING				ACTUAL FY 2026 BILLING		PROPOSED FY 2027 BILLING			
Agency	Per Cent	Base Amount	Reserve	Amount	Per Cent	Amount	Per Cent	Amount		
	Agency Billing %	Total Base Budget Billing	Contribution Per Agency	Total FY 2025 + Reserve	Agency Billing %	Total Agency Billing	Agency Billing %	Total Agency Billing	Difference FY2026	
Chula Vista	33.03%	\$ 261,255	\$ 65,314	\$ 326,569	30.57%	\$ 241,795	33.13%	\$ 245,294	\$ 3,500	1.4%
Coronado	2.64%	\$ 20,870	\$ 5,218	\$ 26,088	2.31%	\$ 18,232	2.50%	\$ 18,544	\$ 312	1.7%
County of SD*	17.02%	\$ 134,572	\$ 33,643	\$ 168,215	17.40%	\$ 137,631	17.84%	\$ 132,092	\$ (5,539)	-4.0%
Del Mar	0.03%	\$ 212	\$ 53	\$ 264	0.02%	\$ 170	0.03%	\$ 208	\$ 38	22.5%
El Cajon	14.43%	\$ 114,097	\$ 28,524	\$ 142,621	16.25%	\$ 128,518	10.87%	\$ 80,487	\$ (48,031)	-37.4%
Imperial Beach	3.89%	\$ 30,765	\$ 7,691	\$ 38,456	3.92%	\$ 31,010	4.18%	\$ 30,929	\$ (81)	-0.3%
La Mesa	7.15%	\$ 56,520	\$ 14,130	\$ 70,649	6.75%	\$ 53,410	7.39%	\$ 54,682	\$ 1,272	2.4%
Lemon Grove	3.21%	\$ 25,350	\$ 6,338	\$ 31,688	2.31%	\$ 18,268	2.81%	\$ 20,775	\$ 2,507	13.7%
National City	7.64%	\$ 60,414	\$ 15,104	\$ 75,518	7.50%	\$ 59,289	8.04%	\$ 59,553	\$ 265	0.4%
Otay Water District	0.65%	\$ 5,101	\$ 1,275	\$ 6,376	0.55%	\$ 4,380	0.83%	\$ 6,143	\$ 1,764	40.3%
Padre Dam MWD	6.27%	\$ 49,625	\$ 12,406	\$ 62,032	8.40%	\$ 66,432	8.34%	\$ 61,733	\$ (4,699)	-7.1%
Poway	4.06%	\$ 32,073	\$ 8,018	\$ 40,092	4.01%	\$ 31,722	4.04%	\$ 29,925	\$ (1,797)	-5.7%
Total	100%	790,855	\$ 197,714	\$ 988,569	100.0%	\$ 790,855	100.00%	\$ 740,365	\$ (50,490)	-6.4%

* County of SD includes East Otay Mesa, Lakeside/Alpine, Spring Valley and Wintergardens

**Based on 2/26 flow adjustments to FY 2027 January Budget Estimate

ATTACHMENT 4

FY 2027 BUDGET FUNDING INCLUDING FY2020 BUDGET TRUE-UP

Agency	FY 2027 BILLING		FY 2020 TRUE-UP	
	Per Cent	Amount		
	Agency Billing %	Total Agency Billing	FY 2020 True-Up	Total FY 2027 Billing
<i>Chula Vista</i>	33.13%	\$ 245,294	\$ 5,171	\$ 250,465
<i>Coronado</i>	2.50%	\$ 18,544	\$ (3,975)	\$ 14,568
<i>County of SD*</i>	17.84%	\$ 132,092	\$ (3,052)	\$ 129,040
<i>Del Mar</i>	0.03%	\$ 208	\$ (282)	\$ (74)
<i>El Cajon</i>	10.87%	\$ 80,487	\$ (3,826)	\$ 76,661
<i>Imperial Beach</i>	4.18%	\$ 30,929	\$ 826	\$ 31,755
<i>La Mesa</i>	7.39%	\$ 54,682	\$ 7,033	\$ 61,715
<i>Lemon Grove</i>	2.81%	\$ 20,775	\$ 658	\$ 21,432
<i>National City</i>	8.04%	\$ 59,553	\$ 5,010	\$ 64,564
<i>Otay Water District</i>	0.83%	\$ 6,143	\$ (1,490)	\$ 4,654
<i>Padre Dam MWD</i>	8.34%	\$ 61,733	\$ (7,381)	\$ 54,352
<i>Poway</i>	4.04%	\$ 29,925	\$ 1,307	\$ 31,232
<i>Total</i>	100.00%	\$ 740,365	\$ 0.00	\$ 740,365

* County of SD includes East Otay Mesa, Lakeside/Alpine, Spring Valley

**ATTACHMENT A
DEXTER WILSON ENGINEERING
PROPOSED SCOPE AND FEES**

EXHIBIT A

Scope of Services

The purpose of this As-Needed Engineering Consulting Contract for the Metro Wastewater JPA is to provide technical and financial support to the Participating Agencies (“PAs”) in meeting their objectives of fair rates, equitable cost sharing, and program validation. To meet this intent Dexter Wilson Engineering, Inc. will review engineering information, reports, drawings, and costs prepared by the City of San Diego or their consultants.

1. Attendance at and assistance in preparation of agendas for Metro TAC meetings.
2. Attendance at and assistance in preparation of agendas for the Metro JPA meetings.
3. Attend and prepare for Committee/AdHoc meetings as directed by JPA Executive Director.
4. Attend and prepare for other meetings as directed by JPA Executive Director..
5. Prepare cost estimates, cost sharing material, scope of works, or other material as directed by JPA Executive Director.
6. Review Pure Water reports, plans, and specifications and provide comments as directed by the JPA Executive Director. Attendance at Pure Water Phase 2 Workshops.
7. Assist Financial Consultant with Metro Audits and Pure Water cost splits.
8. Attendance at and assistance in preparation of agendas for FIG Meetings.
9. Lead Metro TAC I&I Committee for a regional I&I Study.
10. Assist the City of San Diego with the implementation of SARA and FAB.

EXHIBIT B
Schedule of Charges – FY 2027

Work completed under this contract will be billed on a monthly basis. Fees will be calculated on an hourly rate basis by multiplying the actual hours worked on the job in each classification by the rates in the schedule below. These rates are subject to change in January of each year. All direct costs will be billed outside the proposed cost ceiling at cost plus 10 percent. Consultant invoices will be billed inside the cost ceiling at cost plus 5 percent.

Summary of Hours by Task:

- | | |
|---------------------------------------|--------------------------------------|
| Task 1— Estimated 5 hours per month. | Task 7 — Estimated 100 hours total. |
| Task 2— Estimated 5 hours per month. | Task 8— Estimated 3 hours per month. |
| Task 3 — Estimated 3 hours per month. | Task 9 — Estimated 5 hours per month |
| Task 4 — Estimated 3 hours per month. | Task 10— Estimated 50 hours total. |
| Task 5 — Estimated 5 hours per month. | |
| Task 6 — Estimated 200 hours total. | |

FY 26-27 Proposed Budget					
Task	Professional	Technical	Clerical	Total	Task Cost
1	60	0	0	60	\$13,425
2	60	0	0	60	\$13,425
3	36	0	0	36	\$7,860
4	36	0	0	36	\$7,860
5	60	0	20	80	\$14,275
6	200	0	20	220	\$43,000
7	100	0	0	100	\$22,375
8	36	0	0	36	\$7,860
9	60	0	0	60	\$13,425
10	50	0	0	50	\$10,375
TOTAL	698	0	40	1,098	\$153,880

EXHIBIT "B" (cont.)

Schedule of Charges

**Rate Schedule
Effective January 1, 2026**

CLASSIFICATION

HOURLY RATE

Office Personnel:

Planning/Design

Principal Engineer	\$240.00
Managing Engineer	\$230.00
Project Engineer	\$210.00
Senior Engineer	\$195.00
Design Engineer III	\$185.00
Design Engineer II	\$175.00
Design Engineer I	\$165.00
Associate Engineer III	\$155.00
Associate Engineer II	\$135.00
Associate Engineer I	\$120.00
Engineering Aide II	\$110.00
Engineering Aide I	\$105.00

Drafting/Design

Senior Designer	\$160.00
Senior Drafter	\$125.00
Drafter II	\$115.00
Drafter I	\$110.00

Clerical

\$ 75.00

PROPOSED SCOPE OF WORK FOR TREASURER/ASSISTANT TREASURER FY 2027

The Metro JPA Treasurer oversees all financial transactions and ensures strict accountability of funds in compliance with Government Code Sections 6505 and 6505.5. Until Fiscal Year (FY) 2025, the Treasurer was an employee of one of the PAs' finance departments, with the Metro JPA reimbursing the PA for the Treasurer's services. However, starting in FY 2025, the Board of Directors determined it was more efficient to engage a consultant Certified Public Accountant (CPA) to fulfill the Treasurer's duties.

The Treasurer serves as the depository and custodian of all Metro JPA accounts, funds, and money, supporting budget preparation, financial reporting, record-keeping, and cash management. Key duties include reviewing and processing consultant and vendor invoices, preparing checks for Board signatures, supporting the Executive Director/Financial Consultant in budget preparation, managing member agency invoicing, and participating in the bi-annual audit. The Treasurer works on an as-needed, hourly basis to fulfill these responsibilities.

Fiscal Year (FY) 2027

During FY2027, Rodney Greek, CPA and Assistant Treasurer Lee Ann Jones Santos will provide professional Government Treasurer Accounting services to Metro JPA as follows:

- Monitor and manage separate bank accounts to include savings and checking.
- Maintain and reconcile bank accounts,
- Prepare Member Agency annual billings.
- Collect and deposit Member Agency billings.
- Make authorized expenditures related to conducting Metro Metro JPA business.
- Provide biannual unaudited financial reporting which reflects cash balances, outstanding receivables, and payables.
- Provide biannual unaudited income statement financial reporting. Financial reporting will separately track Metro JPA receipts and expenditures.
- Accrual basis of accounting will be used to reveal outstanding receivables and payables to the extent known as of the financial statement date.
- Attend staff and Board meetings as desired by the Metro Commission.
- Consult and respond to questions from member agencies concerning finances and billings.
- Review and Update Financial/Fiscal Policies as needed.
 - Draft Equipment replacement Policy.
 - Add Review of Stale dated checks to year end procedures policy.
 - Review records to ensure adherence to the Records Retention Policy.
- Assist Board Secretary As-Needed.
- Implement process improvements for financial accounting, processing and reporting as new technologies are developed and identified.
- Administrator and manage the Metro Wastewater JPA/Commission website and lead the website redesign project.
- Other incidental services consistent with the Treasurer's position.

Services will be billed quarterly based on hours worked for each line item. Professional Government Accounting Services will be provided at billable rates as follows:

Treasurer/CPA - \$315.00 per hour

Assistant Treasurer - \$205.00 per hour

FY 2027 Services

Budgeted Hours are as follows:

TASK	Estimated Hours	Estimated Budget
Monthly Invoicing	36	\$7,380.00
Annual Agency Billing - issue bills, collect and deposit.	3	615.00
Maintain and Reconcile Bank Accounts	32	6,670.00
Mid-Year Financials	30	7,400.00
Year End Financials	40	8,930.00
Budget - review actuals and contracts, work with Executive Director on format.	9	2,395.00
Finance/Finance Committee Meetings	30	7,470.00
Metro TAC Meetings	14	3,310.00
Metro Commission Meetings	40	11,500.00
Review and Update Fiscal Policies	15	4,725.00
Assist Board Secretary As-Needed	25	5,125.00
Administer & Manage Website Redesign Project	60	12,740.00
Miscellaneous	10	2,380.00
TOTAL ESTIMATE:	344 Hours	\$80,640.00

Additional Meetings will be billed at a minimum 2 hours times billable rate.

Consultant Contact Information:

Rodney Greek, CPA

California CPA License # 75279

1325 N. Vulcan Ave.

Encinitas, CA 92024

CPA's Office Phone: 760-809-0681

CPA's Office Email:

rjgreek@cox.net

Assistant Treasurer – Lee Ann Jones-Santos

Assistant Treasurer's Phone: 619-823-8129

Assistant Treasurer's Email: lasantos8928@gmail.com



Scope of Services: Financial Consultant Metro Wastewater Joint Powers Authority (Metro JPA)

I. Purpose

The Financial Consultant serves as Metro JPA's chief financial advisor and provides independent financial oversight, analysis, and strategic guidance in support of the Board of Directors, Treasurer, and Executive Director. The Consultant ensures fiscal integrity, cost allocation accuracy, and protection of Participating Agency (PA) financial interests under the Metro Agreement, including implementation of the Second Amended and Restated Agreement (SARA).

This role is advisory and financial in nature and does not duplicate the administrative or operational responsibilities of the Executive Director.

II. Core Responsibilities

1. Financial Oversight and Due Diligence

- Prepare the annual Metro JPA Operating Budget.
- Provide monthly financial review and monitoring in support of the Treasurer, including:
 - Review and approval of vendor invoices
 - Review of bank reconciliations
 - Review of monthly financial statements and budget-to-actual tracking
- Provide financial analysis and forecasting as requested.
- Support development and refinement of fiscal policies and financial controls.

2. City of San Diego Budget & Cost Allocation Review

- Review and monitor the City of San Diego Public Utilities Department (PUD) annual O&M and CIP budgets and Five-Year Projections.
- Analyze and evaluate cost allocations to ensure consistency with the Metro Agreement.
- Review PUD CIP cost allocations in coordination with engineering consultants.
- Provide financial review and input on Functional Allocated Billing (FAB) implementation and related rate structures.

3. Metro Agreement & Rate Matters

- Act as financial negotiator and advisor regarding interpretation and implementation of the Metro Agreement, as amended.
- Provide financial analysis related to San Diego rate cases affecting Metro and Participating Agencies.
- Support implementation and financial monitoring of Metro billing system charges.

4. SARA Implementation (Reduced Scope)

- Provide financial oversight and guidance related to implementation of the Second Amended and Restated Agreement (SARA) especially the final development of repurified water revenues.
- Review cost allocation methodologies and billing impacts associated with SARA implementation and new Phase 1 facilities.
- Assist in transition and financial interpretation issues arising during early implementation.
- Coordinate with the Executive Director and legal counsel as needed on financial provisions.

5. Audit Support

- Support the annual City of San Diego audit process (Exhibit E) as it relates to Metro.
- Review Exhibit E Audit materials and related documentation for financial accuracy, proper cost allocations, and contract compliance.
- Assist with Metro JPA's independent audit process as requested by Treasurer.

6. Participating Agency Financial Technical Support

- Provide detailed financial analysis and consultation to Participating Agency (PA) technical and financial staff (TAC members) regarding Metro-related financial matters.
- Assist PAs in understanding and evaluating City of San Diego forecasts, annual billings, Five-Year Projections, and rate impacts.
- Provide modeling and scenario analysis to support PA planning and budgeting.
- Assist PAs in incorporating Metro-related cost projections into their own rate cases and long-term financial plans.
- Serve as a financial resource to TAC members to ensure consistent understanding and interpretation of Metro Agreement cost allocation methodologies.
- Facilitate technical financial discussions between the City, Metro consultants, and Participating Agencies when necessary.

7. Advisory & Executive Team Support

- Participate in Executive Team coordination meetings as needed.
- Provide financial support to the Executive Director during transition and learning curve related to Metro financial structure and history.

- Attend Board, TAC, Finance Committee, and Ad Hoc meetings as necessary to present financial analysis and respond to questions.

The Financial Consultant does not prepare Board agendas, coordinate meeting logistics, or perform administrative website management functions.

III. Specific Task Categories

For purposes of budgeting and tracking, services are anticipated to fall within the following categories:

Description	Current Contract		Proposed FY 2027 Contract	
	Budget Hours	Budget Amount	Budget Hours	Budget Amount
1. Routine Meetings	123	\$ 20,910	120	\$22,440.00
2. Exhibit E Audit Review	100	\$ 17,000	100	\$18,700.00
3. Review of PUD Budget & Five-Year Forecasts	54	\$ 9,180	50	\$9,350.00
4. SD Rate Cases/FAB Implementation	88	\$ 14,960	80	\$14,960.00
5. Pure Water Program Cost Allocation/SARA	300	\$ 51,000	50	\$9,350.00
6. Metro TAC & JPA Financial Support	144	\$ 24,480	145	\$27,115.00
7. General JPA Financial Management	74	\$ 12,470	75	\$14,025.00
8. Executive Director	107	\$ 18,000		\$0.00
TOTAL	990	\$168,000	620	\$115,940.00

IV. Compensation

Services shall be performed on an hourly basis pursuant to written agreement, not to exceed the authorized annual budgeted amount. The FY 2027 hourly rate is \$187/hour.



Membership Consideration

Summarized By: **Lee Ann Jones-Santos**

Date: **2/18/2026**

Project: **Membership Review and Consideration**

Introduction:

As part of the FY 2027 budget development process, and at the request of members of the Board, staff has conducted a review of potential professional associations that may provide value to the Metro Wastewater Joint Powers Authority (JPA). This review is intended to assist the Board in evaluating whether membership in one or more associations would enhance the JPA's effectiveness, provide cost-efficient access to professional resources, and support the organization's evolving operational and governance needs. As part of this review, staff identified newly enacted training mandates under Senate Bill 827 (SB 827), effective January 1, 2026, and assessed whether membership in a professional association could assist the JPA in fulfilling these statutory requirements.

SB 827 expands existing ethics requirements and establishes a new fiscal training mandate for local agency officials, including elected officials and designated staff. The law requires completion of two hours of fiscal and financial training every two years, covering topics such as public budgeting, financial reporting, capital financing, debt management, and the responsible stewardship of public resources. Officials beginning service on or after January 1, 2026 must complete the training within six months of assuming office, while those currently serving must comply by January 1, 2028. Agencies are also required to maintain records of completed trainings and annually provide information regarding available training opportunities. Ensuring access to compliant, high-quality training resources will therefore be an important component of the JPA's ongoing governance and fiscal oversight responsibilities.

Key Membership Findings:

Vendor 1: CASA

To become a member of the California Association of Sanitation Agencies (CASA), you can potentially join as a public agency or organization authorized to engage in wastewater management. CASA offers various membership benefits, including access to networking opportunities, mentorship programs, and advocacy for clean water interests.

Types of Membership: Potential Associate (we do not treat sewage)

Price Competitiveness: \$660 (Based on number of staff - up to 5 staff members).

Education/Training: CASA offers multiple conferences, workshops, and webinars throughout the year. 2026 Annual Conference in August in Napa California (no cost information at this time). Washington DC Policy Forum February 23-24, 2026, member cost \$775 and non-member cost \$1200.

Customer Service: Non-responsive

Vendor 2: CSDA

The California Special Districts Association (CSDA) serves as the voice for special districts in California, providing resources and support to help them effectively serve their communities. CSDA offers professional development opportunities, cost-saving programs, and an interactive map of independent special districts in California to enhance visibility and collaboration among districts. Additionally, CSDA hosts an annual conference to bring together members and stakeholders.

Types of Membership: Associate (references JPAs)

Price Competitiveness: \$1872 based on operating revenue (eligible Executive Director, Treasurer, Asst. Treasurer and Board Secretary). Fiscal year 2026 free trial until June 30th. The first year of membership has a 20% discount.

Education/Training: Provides various training and conferences. For example, SB827 training is offered to members at no cost. The non-member cost is \$125. If sold out there is an on-demand webinar at a later date. Annual Conference (early registration) shows a cost of \$890 for a member and \$1780 for a non-member.

Customer Service: Excellent

Vendor 3: Water Reuse

The WaterReuse Association is the only national trade association dedicated to advancing laws, policies, and public acceptance of recycled water, representing over 200 communities and 60 million people across the United States.

Types of Membership: Reuse Related Businesses – Individual Consulting Firms would need to join. The JPA cannot join with no employees.

Price Competitiveness: Not Applicable

Education/Training: Technical for water reuse and no financial training

Customer Service: Responsive

Conclusion:

Staff's review and outreach to these associations has been ongoing since November. The California Association of Sanitation Agencies (CASA) has not yet responded to inquiries regarding the JPA's eligibility for membership or the specific training and event opportunities available. The Water Reuse association requires membership at the individual consultant firm or government agency level and is primarily focused on legislative advocacy rather than governance or fiscal training support.

Of the organizations reviewed, the California Special Districts Association (CSDA) has provided the most complete information regarding membership structure, eligibility, and training offerings. CSDA allows JPAs to join and permits consultant staff to participate, provided they are not simultaneously employees of a firm or government agency. However, individual Board members are not included under the JPA's membership and would need to participate through their respective cities or districts; many Board members may already have access to CSDA resources through their home agencies. CSDA offers conferences, governance resources, and SB 827-compliant training, along with member and non-member pricing options. In addition, CSDA has extended a free trial membership from March through June 2026 and offers a discounted first-year membership rate. It should also be noted that CSDA bills on a calendar-year basis.

In summary, the Board may wish to weigh responsiveness, eligibility structure, governance support, SB 827 training availability, and overall cost in determining whether association membership would provide meaningful value to the JPA and, if so, which organization best aligns with the Authority's operational and compliance needs.

From: [Karyn Keze](#)
To: "Olivia Robertson"
Cc: "otaymark@cox.net"; "[Jerry Jones](#)"; "treasurer@metrojpa.org"
Subject: RE: CSDA Membership
Date: Wednesday, December 10, 2025 8:15:00 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Thank you so much for the clarification. It is important that the Committee has accurate information upon which to make their decision. I will provide this information to them when we consider it again as part of our budget process in February. Happy Holidays.

Regards,

Karyn Keze
The Keze Group
Executive Director
Metro Wastewater JPA
619.733.8876

From: Olivia Robertson <oliviar@csda.net>
Sent: Wednesday, December 10, 2025 7:45 AM
To: Karyn Keze <karyn@kezegroup.com>
Cc: otaymark@cox.net; [Jerry Jones <councilmanjjones@gmail.com>](mailto:jerry.jones@gmail.com); treasurer@metrojpa.org
Subject: Re: CSDA Membership

Hi Karyn,

Good morning! Yes, that is correct. Your agency's board members are not eligible for CSDA membership access through a membership for Metro Wastewater JPA. They are only eligible for membership through the agency they are elected to.

Only the three part time staff of Metro Wastewater JPA would have access to membership.

Please let me know if you have any further questions.

Best,

Olivia Robertson
Member Services Specialist

California Special Districts Association
1112 I Street, Suite 200
Sacramento, CA 95814
877.924.2732
www.csda.net

A Proud California Special Districts Alliance Partner.
California Special Districts Association
Special District Risk Management Authority
CSDA Finance Corporation



From: Karyn Keze <karyn@kezegroup.com>
Sent: Tuesday, December 9, 2025 5:08 PM
To: Olivia Robertson <oliviarr@csda.net>
Cc: otaymark@cox.net <otaymark@cox.net>; Jerry Jones <councilmanjjones@gmail.com>;
treasurer@metrojpa.org <treasurer@metrojpa.org>
Subject: RE: CSDA Membership

Thank you so much for your quick response. I do need further clarification on your paragraph that states:

“CSDA Membership extends to the entirety of the JPA’s staff. Any board members of a JPA are listed under their primary organization and eligible for membership access in line with that organization’s membership status, and many are already eligible through the special district, city, or county they represent.”

In particular: “Any board members of a JPA are listed under **their primary organization** and **eligible for membership access in line with that organization’s membership status**”.

Does that mean that they are eligible for membership only through **the actual organization (that organizations?) they are elected to** and not through the JPA itself? I want to clearly understand the distinction between how you are using the term “staff” and “board members”.

It is my understanding that the only the three part-time staff are “eligible for access to member benefits if Metro Wastewater JPA joins as a CSDA member” and this does not apply to our Board of Directors.

I do realize we have a strange organization, but I want to be clear who is and who isn't eligible so that I am informing our budget committee accurately.

Thanks so much.

Regards,

Karyn Keze
The Keze Group
Executive Director
Metro Wastewater JPA
619.733.8876

From: Olivia Robertson <oliviari@csda.net>
Sent: Tuesday, December 9, 2025 4:54 PM
To: Karyn Keze <karyn@kezegroup.com>
Cc: otaymark@cox.net; Jerry Jones <councilmanjjones@gmail.com>; treasurer@metrojpa.org
Subject: Re: CSDA Membership

Hi Karyn,

Good afternoon! Thank you for reaching out, I am happy to provide further clarification.

CSDA Membership extends to the entirety of the JPA's staff. Any board members of a JPA are listed under their primary organization and eligible for membership access in line with that organization's membership status, and many are already eligible through the special district, city, or county they represent.

From what I understand, your three staff members are part time employees who work on a consultant basis but are not employed by another district, business, or agency that is eligible for CSDA membership. This means that they are indeed eligible for access to member benefits if Metro Wastewater JPA joins as a CSDA member.

Regarding advocacy, I've attached our 2025 Year-End Legislative report, which highlights our efforts and accomplishments over the last year. You can also explore our [Take Action page](#) for information on our current priorities.

I hope this is helpful. Please feel free to reach out with any additional questions.

Best,

Olivia Robertson

Member Services Specialist

California Special Districts Association
1112 I Street, Suite 200
Sacramento, CA 95814
877.924.2732
www.csda.net

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California Special Districts Association
Special District Risk Management Authority
CSDA Finance Corporation



From: Karyn Keze <karyn@kezegroup.com>

Sent: Tuesday, December 9, 2025 1:44 PM

To: Olivia Robertson <oliviar@csda.net>

Cc: otaymark@cox.net <otaymark@cox.net>; Jerry Jones <councilmanjjones@gmail.com>;
treasurer@metrojpa.org <treasurer@metrojpa.org>

Subject: CSDA Membership

Thank you again for your time and for the helpful discussions as we continue to evaluate CSDA membership. To support our Board's ongoing review, I'm hoping to clarify two items:

1. Eligibility to Access CSDA Member Benefits

Because we are a Joint Powers Authority and not a standalone special district, our Board Members are elected officials appointed by their respective agencies — currently two special districts, the County of San Diego, and nine cities. My understanding from our conversations is that this may limit their ability to independently access and utilize the full scope of CSDA member benefits.

Additionally, the Metro JPA does not employ staff directly; rather, we utilize consultants to fulfill administrative, technical, and operational roles.

Could you please provide written clarification of CSDA's current policy for JPAs, specifically:

- Which individuals within a JPA structure are eligible to access member benefits?

- Are Board Members appointed from other public agencies permitted to participate directly in CSDA offerings?
- Can consultant staff serving the JPA access benefits on behalf of the organization?

Having clear guidance on this will be very helpful for our decision-making.

2. CSDA Advocacy Program

We would also appreciate a current summary of your advocacy priorities — specifically, the legislative and regulatory issues your lobbying team is actively working on this year.

Thank you so much for assisting us with these clarifications. Please let me know if any additional information from us would be helpful.

Regards,

Karyn Keze
The Keze Group
Executive Director
Metro Wastewater JPA
619.733.8876



**California Special
Districts Association**

Districts Stronger Together



2025 Year-End Legislative Report

The Voice of Special Districts

Comprehensive Bill Reports

CSDA is honored to advocate for and represent special districts in the pursuit of providing members with the necessary resources to best serve their communities. In addition to the highlights and bill statistics provided in this report, view CSDA's 2025 year-end bill reports [here](#). (csda.net/advocate/bill-tracking)

The California State Legislature introduced and CSDA reviewed 2,833 measures during the 2025 Legislative Year. At the direction of CSDA's Legislative Committee, CSDA actively tracked 1,411 bills, and maintained priority positions on 131 measures. Of the 57 bills opposed by CSDA, only 6 became laws. Of the 74 bills supported by CSDA, 31 became laws.

2025 State Legislative Year Statistics

Of the 74 Bills Supported by CSDA...



Of the 57 Bills Opposed by CSDA...



Only 6 Became Laws.

2,833

Reviewed State Bills

1,411

Actively Tracked Bills

131

Priority Positions Adopted

Major Advocacy Accomplishments



CSDA's Special Districts Legislative Days: Legislative panel discussion

From left: Kyle Packham - Chief Advocacy & External Affairs Officer, Anthony Tannehill - Legislative Representative, Marcus Detwiler - Legislative Representative, Aaron Avery - Director of State Legislative Affairs

Local Control

Brown Act Revamp (SB 707 and AB 259)

Achieved critical amendments within the most significant Brown Act legislation in decades that will drastically narrow mandates and improve implementation.

Secured an extension to "just cause" and "emergency circumstances" remote meeting provisions sponsored by CSDA.

.Gov Website and Email Mandate (AB 810)

Successfully opposed: Would require special districts to use a .gov or .ca.gov website URL and email addresses. (2-year bill)

Workplace Technology (AB 1331)

Successfully opposed: Would unjustifiably limit the ability of employers to use certain workplace surveillance systems. (2-year bill)

Local Services

ZEV Mandate Reform (SB 496 and CARB Regulation Update)

Sponsored legislation to reform the CARB Advanced Clean Fleets regulation that unanimously passed two policy committees before being held in fiscal committee. Organized a city, county and special district comment letter for regulation updates.

Union Notification and Contracting Delay (AB 339)

Served as a leader in the local government coalition opposed to legislation that could have rendered contracting for services unworkable. (Signed by Governor)

Surplus Land Act (SB 79)

Resolved concerns over amendments that could have undermined special districts' ability to use district property.

Local Revenue

Property Tax Revenue for "Small" Homes (AB 317)

Successfully opposed: Would have eliminated property tax revenue on new homes measuring less than 1,500 square feet.

Development Related Fee Revenue for Affordable Housing (AB 874)

Successfully opposed: Would eliminate development related fee revenue for certain affordable housing developments. (2-year bill)

Wildfire Relief

Successfully supported: backfills to affected special districts for property tax revenue losses and supported budget requests for unique impacts from wildfires.



\$180,000+

Unclaimed Property Returned

CSDA partnered with State Controller Malia M. Cohen to return over \$180,000 in unclaimed property to 166 special districts.



3

New CSDA-Affiliated Chapters

29 Affiliated Chapters:

New! Special Districts Association of San Gabriel Valley, Special Districts Association of Santa Cruz and San Benito Counties, and Calaveras County Special Districts Association.



Local Affordability

Pension Un-reform (AB 1383)

Successfully opposed, with coalition partners: Would undermine pension reform and dramatically increase pension costs. (2-year bill)

Information Practices Act Mandate (AB 1337)

Successfully opposed: Would impose numerous, onerous data retention, handling, and collection mandates on local agencies. (2-year bill)

New Technologies (AB 1018 and SB 7)

Successfully opposed: AB 1018 (2-year bill)

Successfully led the local government coalition opposed to SB 7 (Vetoed by Governor):

- Both of which would unduly limit the ability of local governments to use certain developing automated decision systems technologies.



Grassroots

600+

Grassroots Mobilization Program Participants

CSDA has identified hundreds of members maintaining legislative relationships who are willing to activate when needed to impact public policy.

156

Average Responses to Formal CSDA Calls-to-Action

When CSDA issues a formal call for support or opposition on a top priority bill, special districts take action.



Special District Legislative Days

216

 Local Leaders Joined Together

30

 Regional Groups Represented

91

 Capitol Office Visits with Legislators And Staff

Save the Date

Special Districts Legislative Days 2026 April 7–8 in Sacramento



LegislativeDays.csdanet

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