



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

**TO:** Finance Committee Members and Metro Commissioners

**DATE:** Wednesday, November 30, 2011

**TIME:** 8:30 a.m.

**LOCATION:** **NOTE CHANGE OF MEETING LOCATION:**  
**BBK - (Best Best & Krieger) 655 West Broadway, 15<sup>th</sup> Floor, San Diego, CA 92101\***

\* The location and time of future meetings is subject to change

**THIS NOTICE HAS BEEN DISTRIBUTED TO THE METRO COMMISSIONERS AND FINANCE COMMITTEE MEMBERS**

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1. Roll Call
2. Public Comments  
*Persons speaking during Public Comment may address the Metro Finance Committee on any subject matter within the jurisdiction of the Metro Finance Committee that is not listed as an agenda item. Comments are limited to three (3) minutes. Please complete a Speaker Slip and submit it prior to the meeting.*
3. Approval of Minutes from the June 29, 2011 Finance Committee Meeting (**Attachment**)
4. Pump Station #2 Power Reliability and Surge Protection Project (**Attachment**)
5. Metro CIP, 2012 & Forecast (**Attachment**)
6. Revisions to 2010 Exhibit E Audit Agreed Upon Procedures (**Attachments**)
7. June 30, 2011 Metro Wastewater JPA Financial Statements (**Attachment**)
8. Review of Other Items from the November Metro TAC Meeting (Item 8.1 on the **Attached MetroTAC Agenda**)
9. Review of Items to be Brought Forward to the Metro Commission/Metro JPA
10. Other Business of the Finance Committee
11. Adjournment

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

*Materials provided to the Metro Finance Committee related to any open-session item on this agenda are available for public review by contacting Karyn Keese (858)514.1008 during normal business hours.*

**Finance Committee 2011 Meeting Schedule**

January 26	May 25	September 28
February 23	June 29	October 26
March 23	July 27	November 30
April 27	August 31	December 28

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

*The Metro Finance Committee requests individuals who require alternative agenda format or special accommodations to access, attend, and/or participate in the Metro Finance Committee meetings, contact Margaret*

*O'Donnell at (619)525.1354, at least forty-eight hours in advance of the meetings.*

**ATTACHMENT #3**  
**July 29, 2011 Draft Minutes**



Metro Wastewater JPA Finance Committee  
June 29, 2011  
Draft Minutes

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Meeting called to order: 8:32 a.m. at Atkins North America Offices, 9275 Sky Park Court, San Diego, CA 92101 by Committee Chairman Ovrom.

**1. Roll Call**

**Attendees:**

Al Ovrom, Committee Chairman, Metro Wastewater JPA Finance Committee  
Augie Caires, Committee Member  
Louis Natividad, Committee Member  
Ed Spriggs, Committee Member

**Support Staff:**

Karen Jassoy, Treasurer  
Karyn Keese, Atkins  
Paula de Sousa, BBK

**City of San Diego Staff:**

Peggy Merino, Public Utilities Department (PUD)  
Rex Ragucos, Public Utilities Department (PUD)

**General Public:**

Rita Bell, Otay Water District

**2. Public Comment**

There was no public comment.

**3. Approval of Minutes from the May 25, 2011 Finance Committee Meeting**

Upon motion by Committee Member Natividad, seconded by Committee Member Caires, the May 25, 2011 Regular Meeting Minutes were approved unanimously.

**4. Review of Items to be Brought Forward to the Metro JPA/Commission**

**4.A. 2011 Year End Projections**

Mr. Ragucos gave a presentation regarding the year-end projections for FYE 2011. He noted that as of June 15, 2011 only 88% of the O&M Metro budget had been expended with a projected year end variance of \$26.6 million in unexpended budget cost. Only 14.38% of the CIP budget has been

expended because project execution rates are down and one large project had been dropped from the CIP (Point Loma Grit Processing Improvements) and another large project Metro Facilities Control Upgrade was only 15% complete. Ms. Keese provided a handout to the Committee of the Metro CIP that was from a presentation to IROC. It is attached to these minutes. Several changes were recommended by the Committee prior to presentation being shown to the Metro JPA/Commission at their July meeting including a detail of the CIP by project and how much had been expended on each project similar to the one provided to IROC.

#### **4.B. 2012 Metro Operating and CIP Budget**

Mr. Ragucos gave a presentation regarding the adopted 2012 Metro budget. The overall Metro 2012 budget is down \$31.5 million from 2011. In addition the budget includes a staff reduction of 35.95. Some of the staff reductions are due to the consolidation of the water and wastewater departments and therefore the elimination of duplicate staff. Other major reductions include savings in the cost of chemical, a reduction in the CPU Contingency, general Public Utilities saving due to the restructure, and supplies/securities contracts. One reduction shown was for the McGuigan Settlement. The Committee asked what this settlement was for but staff did not have details. Ms. Keese stated that Metro TAC had the same question and had put it on her action list. She will be meeting with City Internal Audit Staff after the next Metro TAC meeting to review and see if this an appropriate cost that the PAs should be sharing in as this settlement has to do with a pension lawsuit. Ms. de Sousa stated that she would contact Tom Zeleny to gain a better understanding of the lawsuit. The CIP budget was reviewed with the Committee and it too is down substantially from 2011.

#### **4.C. Fourth Amendment to Metro JPA Treasurer's Service Agreement with Padre Dam MWD**

Ms. Jassoy reviewed the contract with the Committee. Ms. de Sousa added some history and that the contract amount was identical to last year's contract.

**ACTION:** Upon motion by Chairman Ovrom, seconded by Committee Member Caires, the Committee unanimously approved that the Fourth Amendment should be brought forward to the Metro JPA/Commission for review and possible acceptance at their July 2011 meeting.

#### **4.D. JPA Fiscal Year 2011 Potential Audit**

Ms. Keese handed out an process memorandum prepared by prior Treasurer Wilson. It was decided last year by the Metro JPA/Commission that if an annual review of the JPA's financial records was performed it should be by the Finance Committee. After discussion it was decided by the Committee that Chairman Ovrom and Vice Chairman Boyack should work with Treasurer Jassoy on this review later in the fall of 2011 for the fiscal year-ending June 30, 2011.

### **5. Other Business of the JPA**

The Finance Committee recommended that items 4.A., 4.B. and 4.C. should be moved forward to the July 2011 Metro JPA/Commission meeting.

### **6. Adjournment**

The meeting was adjourned at 9:30 a.m. The next regularly scheduled meeting of the Finance Committee will be August 31, 2011 at the Atkins San Diego Office. It is anticipated that the Finance Committee will go dark in July as the Metro JPA/Commission is not planning to meet in August and there are at this time no anticipated items requiring their review.

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**ATTACHMENT #4**  
**Pump Station 2 Power Reliability**  
**& Surge Protection Project**

## **Presentation to Metro Finance Committee**

### **Pump Station 2 Power Reliability and Surge Protection Project**

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#### **General:**

Pump Station 2 (PS 2) is the largest pump station in the Metropolitan Sewerage System and is an integral component to the successful operation of the System. The pump station has a peak capacity of 432 million gallons per day (mgd) and houses a total of eight (8) pumps, six (6) electric pumps and two (2) natural gas engine driven pumps. This facility receives and conveys wastewater flows to the Point Loma Wastewater Treatment Plant. Therefore, the reliability of PS 2 is of utmost importance to the operation of the Metropolitan Sewerage System.

#### **Background:**

Past improvements and upgrades for PS 2 have not addressed the backup power for the facility since it was commissioned in 1963. The PS 2 facility currently has three feeds from San Diego Gas and Electric (SDG&E). Two of the feeds are fed from the same substation. An existing agreement between the Public Utilities Department and SDG&E limits a maximum of two pumps per utility feed under normal conditions and three pumps per utility feed under emergency conditions, in the event that one or two feeds have failed. Therefore, by losing two of the three utility feeds the pump station has five (5) pumps available - three electric pumps and two engine driven pumps. To provide safe and reliable operation of PS 2, this facility frequently requires the use of six (6) pumps during the rainy season to convey flows to the Point Loma Wastewater Treatment Plant. On some occasions, the pump station has gone up to a seven (7) pump operation. Therefore, losing two of the three utility feeds will not sustain the power requirements during peak wet weather flows. Because of this pump station's critical function, Environmental Protection Agency (EPA) guidelines recommend that facilities like PS 2 be equipped with two separate and independent sources of electrical power either from two separate utility substations or from a single substation and a plant based generator. Each of the two power sources must provide 100% of the power requirement. The power supply of the pump station does not comply with the EPA guidelines.

Besides satisfying the EPA guidelines, it is also required that forcemain surge protection be provided during high flows. At least, one of the engine driven pumps is needed to protect the forcemains from water hammer phenomenon in the event of a total power failure during high flows (High flow is defined as three (3) pumps in operation on a single force main or five pumps in operation on two (2) force mains.). The existing engine driven pumps are aging and not reliable. The maintenance costs are very high and equipment spare parts are not readily available.

## **Project Description:**

This project will provide:

1. Power reliability - By providing two separate and independent power sources as recommended by the Environmental Protection Agency guidelines.
2. Surge Protection - At least one pump during high flows must continue to operate to prevent water-hammer phenomenon, which can cause breakage of the forcemains. This project will provide flexibility for any pump to provide surge protection by converting the engine driven pumps to electrical pumps.
3. Reduction of dependence on SDG&E power - The unforeseen SDG&E blackout on September 8, 2011 highlighted the importance of an independent power source, i.e. City owned generators.

## **Project Scope:**

The project consists of two separate phases:

### **Design Phase – Current Request**

- The Consultant will conduct an evaluation of the electrical system at PS 2. The Consultant will also conduct an independent analysis of all the feasible alternatives, including those identified in a previous Business Case Evaluation, and identify the most optimal alternative for implementation. Based on this information, the Consultant will prepare a Technical Memorandum documenting all findings and recommendations.
- The Consultant will prepare construction plans and specifications for the selected alternative recommended in the TM.
- The City, per Council Policy 300-07, has selected Lee & Ro, Inc. as design consultant for this project.

### **Construction Phase – Future Request**

- Prior to construction, City staff will present construction plans and specifications to the Metro TAC and Metro Commission for approval of construction funds.

## **Schedule:**

Issue Notice to Proceed to the Designer: April 2012

Complete Technical Memorandum: July 2012

Start Design: August 2012



Complete Design Plans and Specification: June 2013

Bid & Award (including Metro Commission and Council Approvals): December 2013

Start Construction: January 2014

End Construction: June 2015

**Costs:**

The preliminary total project cost estimate for this project is \$31.2 Million.

Consultant Design Fee \$1,750,000 (Current Request)

Construction Cost \$25,200,000 (Future Request, dependent on alternative selected)

Contingency \$2,000,000 (Future Request)

Administrative Costs \$2,250,000 (Approximately \$500,000 included in current request)

- Project Management: Project Manager (PM), Planning, Plan Review, Constructability Review, Purchasing & Contract (P&C), EOCP, Environmental, DSD Plan Check (DSD), and Permit.
- Construction Management: Survey, Testing Lab, Residence Engineer, Construction Manager (CM), and Inspector.

**Projected Budget:**

FY11	\$878,281	(PM, Planning, and P&C)
FY12	\$250,000	(TM, Design, PM, P&C, DSD, Environmental, and EOCP)
FY13	\$1,750,000	(Design, Plan Review, Constructability Review, DSD, PM, P&C, and Permit)
FY14	\$14,351,719	(Construction, PM, Survey, Testing Lab, Residence Engineer, CM, and Inspector)
FY15	\$14,000,000	(Construction, PM, Testing Lab, Residence Engineer, CM, and Inspector)
Total	\$31,230,000	

**Requested Action:**

This request is for approval to award a design contract to Lee & Ro, Inc., in the amount of \$1.75 million and \$500,000 for administrative cost. The Metro share of this cost is 33.5% of the total or \$753,750. Approval of construction funding will be requested in a future action.

**ATTACHMENT #5**  
**Metro CIP, 2012 and Forecast**

## **ATTACHMENTS #6**

**A - Calendar for Exhibit E Audit**

**B - Revisions to 2010 Exhibit E Audit Procedures**

## FY10 Exhibit E Audit Calendar

Purpose: To map out the completion of the FY10 Exhibit E Audit  
As of 10/26/11

Beginning Date	Ending Date	Task	Responsible
8/15/2011	8/16/11 Done	Request MGO to choose week to audit for SDDPC expenditures	Miyuki Freeman
10/25/2011	11/1/2011	Set-up Kickoff meeting with MGO and PA's	Debra Campbell
11/1/2011	11/30/2011	Provide individual sewer flow schedules for each PA & the City	Peggy Merino
11/1/2011	11/30/2011	Provide strength based billing schedule of percentages for PA's & City	Peggy Merino
11/1/2011	11/30/2011	Provide sample data for each PA and the City	Peggy Merino
11/1/2011	11/30/2011	Provide Mass Balance of the system	Peggy Merino/Huy Nguyen
11/1/2011	11/30/2011	Provide summary spreadsheet of allocation of expenses to PA's & City	Peggy Merino
11/1/2011	11/7/2011	Request Comptroller to provide listing that Sample will be chosen from	Debra Campbell
11/7/2011	11/7/2011	Provide listing to PUD that Sample will be chosen from	Sally Rubi
11/7/2011	11/8/2011	Provide listing to MGO so the Sample can be chosen	Debra Campbell
11/8/2011	11/10/2011	Return listing, with Sample items highlighted, to PUD	Miyuki Freeman
11/10/2011	11/10/2011	Provide listing to PA so the Sample can be chosen	Debra Campbell
11/10/2011	11/14/2011	Return listing, with Sample items highlighted, to PUD	Karyn Keese
11/14/2011	1/12/2012	Prepare Sample for review	Debra Campbell
1/12/2012	1/12/2012	Provide Excel file to MGO with all Sample items	Debra Campbell
1/17/2012	2/17/2012	MGO Review Sample	Miyuki Freeman / Sophia Zhang
1/17/2012	2/17/2012	Respond to any questions from MGO	Debra Campbell
2/17/2012	2/24/2012	Meet with MGO for any unresolved questions regarding audit	Miyuki Freeman / Sophia Zhang / Debra Campbell
2/27/2012	2/29/2012	Return Excel file to PUD of Sample, questions, and responses	Miyuki Freeman
TBD	TBD	Submit FY10 Exhibit E Schedule (draft) to MGO	Sally Rubi
2/29/2012	3/5/2012	Forward Excel file to PA of Sample, questions, and responses	Debra Campbell
3/12/2012	3/16/2012	PA Review Sample	Karyn Keese / Karen Jassoy
3/12/2012	3/30/2012	Respond to any questions from PA's	Debra Campbell
4/2/2012	4/5/2012	Meet with PA's for any unresolved questions regarding audit	Karyn Keese / Debra Campbell / Sue LaNier
4/5/2012	4/10/2012	Return Excel file to PUD of Sample, questions, and responses	Karyn Keese
4/10/2012	4/11/2012	Prepare Findings Schedule	Debra Campbell

## **FY10 Exhibit E Audit Calendar**

Purpose: To map out the completion of the FY10 Exhibit E Audit  
As of 10/26/11

<b>Beginning Date</b>	<b>Ending Date</b>	<b>Task</b>	<b>Responsible</b>
4/11/2012	4/11/2012	Submit Draft Findings Schedule to MGO	Debra Campbell
TBD	TBD	Submit revised FY10 Exhibit E Schedule (draft) to MGO	Sally Rubi
4/11/2012	4/16/2012	Provide Variance Analysis spreadsheet	MGO
4/16/2012	4/30/2012	Submit responses to Variance Analysis	Sally Rubi / Debra Campbell
4/30/2012	5/11/2012	Provide finalized FY10 Exhibit E Schedules	Sally Rubi / Debra Campbell
TBD	TBD	Present FY10 Exhibit E Report to TAC/Metro Commission (PAs)	PUD / MGO

**CITY OF SAN DIEGO  
METROPOLITAN WASTEWATER UTILITY  
JUNE 30, 2010**

**SOURCE**> Exhibit E Work Plan

**PURPOSE**> To document the procedures performed.

1. Determine and document any changes in the Regional Wastewater Disposal Agreement filed on May 18, 1998, at the Office of the Clerk, San Diego, California.
2. Determine and document any changes in the Exhibit E billing process.
3. Determine and document reasons for variances in Exhibit E line items greater than 10% over the prior year.
4. Determine and document any changes in sewer flow monitoring and reporting.
5. Obtain individual sewer flow schedules for each Participating Agency (PA) and the City of San Diego (City) and verify the mathematical accuracy.~~verify.~~
6. Obtain strength based billing schedule of percentages for each PA and the City and verify the mathematical accuracy.~~verify.~~
7. ~~A Trace and agree the~~ individual sewer flow schedules for each PA and the City and strength based billing schedule of percentages for each PA and the City, to summary schedule prepared to aggregate all PA's and City flows. Verify the Mathematical accuracy of the~~verify~~ schedule and agree trace 100% of PA's and City flow totals to the respective individual flow schedules.
8. Verify the Mathematical accuracy of the~~verify~~ amount billed to each PA. Agree Trace each PA's final adjustment to supporting documentation.
9. Verify that AMRIS the reports generated from the City's SAP system utilized to compile and prepare the City's FY 2009/10 Comprehensive Annual Financial Report (CAFR), reports generated from SAP system reconciles to the Exhibit E schedule and substantiate the completeness of the population of expenses, completeness by verifying that, whether include the total Exhibit E expense sample, population is included in the total reported expenses reported in the City's FY 2009/10 current year CAFR.
- 9.10. The City will generate a transaction report extracting a listing of all transactions in excess of \$1,000 in Funds ~~70000141508 and 41509~~ through the end of the fiscal year. MGO will judgmentally select a sample of 250 transactions, with no more than ~~5025~~ of the transactions being payroll related. Additional 25 of the 50 of the payroll related transactions being payroll

~~related will be selected from the City's previous City's general ledger GL system (AMRIS) related to for the fiscal year FY 2009/10-2010.~~ Invoices from the Also, San Diego Data Processing Corporations (SDDPC) ~~invoices~~ will be excluded from the ~~MGO~~ sample of expenses. The ~~expense~~ samples will be tested for allowability and reasonableness, and ~~agreed be traced back~~ to original source documentation and ~~inclusion in the forward to~~ Exhibit E schedule. In addition, the sample will be reviewed for compliance with the City and PA's contractual agreements that may affect the financial statements.

~~10.11.~~ The City will generate a transaction report of Muni-only expenses, listing all transactions in excess of \$1,000 in Funds ~~41508 and 41509700000~~ for the period July 1, 2009 through June 30, 2010 through the end of the fiscal year. MGO will judgmentally select a sample of ~~6040 nonpayroll related~~ transactions. The samples selected will be tested for ~~un-non~~ allowability and ~~reasonableness for exclusion non-inclusion in schedule~~ from the Exhibit E schedule.

~~11.12.~~ Obtain the Metro Commission-/MetroTAC representatives sample of ~~100-200~~ transactions. The samples will be tested for allowability and reasonableness and ~~be traced agreed back~~ to original source documentation and ~~inclusion forward to in the~~ Exhibit E schedule. In addition, the ~~sample~~s will be reviewed for compliance with the City and PA's contractual agreements that may effect the financial statements.

~~12. Metro Commission / MetroTAC representatives will select a week during the year for MGO to inspect the SDPPC billings. This week of transactions will be tested for allowability and reasonableness and traced back to the allocation and forward to Exhibit E. (week 26 selected).~~

~~13.~~

~~14.~~

~~15.13.~~ Verify that direct charges are reversed backed out off from the general government services cost allocation and that the total allocations for all services are uniformly applied to all City departments. ~~and are reasonable.~~

~~16.14.~~ The City will provide Metro Commission-/MetroTAC representatives with the detailed capital projects report that rolls up into the MWWD schedule for capital project and debt allocation. We will Agree the final detailed capital project summaries to the MWWD schedule included in the "Retro Adjustment."

~~17.15.~~ Obtain the Metro Commission-/MetroTAC representatives's sample of 25 transactions, (10 related to capital project and 15 related to income credits and other fund contributions) and agree the transactions from the to be traced from Revenue Ledger to the Exhibit E schedule.

~~18.16.~~ Agree the debt service allocation to supporting documentation. Ascertain that benefits and credits associated with bond financing have been equitably allocated and that the methodology used in billing the PA's<sup>2</sup> for debt services payments is reasonable ~~are appropriate~~.

~~19.17.~~ Review the City's schedule calculating the Actuarial Required Contribution (ARC), Net Pension Obligation (NPO) and Annual Pension Cost (APC) for the ~~current~~ year ended June 30, ~~20102009~~. Determine that the City's this schedule is prepared in accordance with general accepted accounting principles applicable standards (GAAP) and confirm that the this schedule



utilizes the full actuarial rates as presented in the June 30, ~~2008~~2007 actuarial report (study) and that the allocation of the NPO to the Sewer Fund is reasonable. Make available to the MetroTAC /-Metro Commission representatives a copy of the June 30, ~~2008~~2007 actuarial report and the City's ~~2010~~2009 schedule for their review.

~~20.~~18. Obtain the Review-listing of legal costs provided by the City's Risk Management department and detailed allocation listing provided by the ~~Auditor's-Comptroller's~~ Office, and review to determine whether for any expenses -charged to member agencies for the period July 1, 2009 through June 30, 2010, were in FY201009 related to the pension fund and disclosure reviews and investigations.

~~21.~~Include a footnote regarding the City's-/MWWD's plan in relation to GASB Statement No. 45 #45, Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions.

~~22.~~

~~23.~~19. \_\_\_\_\_

**ATTACHMENT #7**  
**June 30, 2011 Metro Wastewater JPA Financial**  
**Statements**



**Metro Wastewater JPA  
Treasurer's Report  
Year ending June 30, 2011**

Metro Wastewater JPA  
Treasurer's Report  
Twelve months ending June 30, 2011  
Unaudited

<b><u>Beginning Cash Balance at July 1, 2010</u></b>	\$ 92,839
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**Operating Results**

Membership dues & Interest income	210,131
Expenses	<u>(217,803)</u>
Net Income (Loss)	(7,672)
Net change in receivables & payables (from cash flow)	<u>22,912</u>

<b>Cash provided (used) from operating activities</b>	15,240
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<b><u>Ending Cash Balance at June 30, 2011</u></b>	<u><u>\$ 108,079</u></u>
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Submitted by:

*Karen Jasson, Treasurer*

11/23/2011

**Metro Wastewater JPA - c/o Padre Dam MWD**

**Balance Sheet**

As of June 30

	<u>2011</u>	<u>2010</u>	<u>\$ Change</u>
<b>ASSETS</b>			
<b>Checking/Savings</b>			
California Bank & Trust Savings	\$ 103,951	\$ 89,428	\$ 14,523
California Bank & Trust Checking	<u>4,128</u>	<u>3,411</u>	<u>717</u>
<b>Total Checking/Savings</b>	108,079	92,839	15,240
<b>Accounts Receivable</b>	2,113	2,111	2
<b>Other Current Assets</b>	<u>150</u>	<u>-</u>	<u>150</u>
<b>TOTAL ASSETS</b>	<u><u>\$ 110,342</u></u>	<u><u>\$ 94,950</u></u>	<u><u>\$ 15,392</u></u>
<b>LIABILITIES &amp; EQUITY</b>			
<b>Liabilities</b>			
Total Accounts Payable	43,298	20,234	23,064
Unearned Membership Billings	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Liabilities</b>	43,298	20,234	23,064
<b>Equity</b>			
Retained Equity	74,716	61,141	13,575
Net Income	<u>(7,672)</u>	<u>13,575</u>	<u>(21,247)</u>
<b>Total Equity</b>	<u>67,044</u>	<u>74,716</u>	<u>(7,672)</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>\$ 110,342</u></u>	<u><u>\$ 94,950</u></u>	<u><u>\$ 15,392</u></u>

## Profit & Loss Budget vs. Actual

For the Year Ending June 30, 2011

	<u>Actual</u>	<u>Budget</u>	<u>\$ Over (Under) Budget</u>
<b>Income</b>			
<b>Membership Dues</b>	\$ 210,000	\$ 210,000	\$ -
<b>Interest Income</b>	131	1,500	(1,369)
	<u>\$ 210,131</u>	<u>\$ 211,500</u>	<u>\$ (1,369)</u>
<b>Expense</b>			
<b>PBS&amp;J</b>	\$ 139,448	\$ 106,000	\$ 33,448
<b>Legal</b>	32,907	38,500	(5,593)
<b>Per Diem - Agency</b>	17,400	24,750	(7,350)
<b>Administrative Support - Padre</b>	14,000	14,000	-
<b>Administrative Assistant</b>	4,800	3,600	1,200
<b>Metro/JPA/TAC meeting expenses</b>	4,453	5,500	(1,047)
<b>Automobile Expense</b>	1,594	3,000	(1,406)
<b>Telephone</b>	1,073	750	323
<b>Public Information</b>	759	2,000	(1,241)
<b>Office Supplies</b>	583	900	(317)
<b>Dues &amp; Subscriptions</b>	538	600	(62)
<b>Bank charges</b>	198	-	198
<b>Business Meals</b>	50	-	50
<b>Supplies</b>	-	750	(750)
<b>Annual Retreat - Strategic Plan</b>	-	3,000	(3,000)
<b>Contingencies</b>	-	10,000	(10,000)
<b>Total Expense</b>	<u>\$ 217,803</u>	<u>\$ 213,350</u>	<u>\$ 4,453</u>
<b>Net Income</b>	<u><u>\$ (7,672)</u></u>	<u><u>\$ (1,850)</u></u>	<u><u>\$ (5,822)</u></u>

**Statement of Cash Flows**

July through June 30, 2011

<b>Operating Activities</b>	
<b>Net Income</b>	\$ (7,672)
<b>Adjustments to reconcile Net Income</b>	
<b>to net cash provided by operations:</b>	
<b>Accounts Receivable</b>	(2)
<b>Prepaid Meeting Expense</b>	(150)
<b>Accounts Payable</b>	<u>23,064</u>
<b>Net cash provided by Operating Activities</b>	<u>15,240</u>
<b>Cash at beginning of period</b>	<u>92,839</u>
<b>Cash at end of period</b>	<u><u>\$ 108,079</u></u>

Metro Wastewater JPA - C/O Padre Dam MWD

**A/R Aging Summary**

As of June 30, 2011

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
City of San Diego - Metro Wastewater Dept	\$ 2,113	\$ -	\$ -	\$ -	\$ -	\$ 2,113
<b>TOTAL</b>	<u><u>\$ 2,113</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 2,113</u></u>



**Metro Wastewater JPA - C/O Padre Dam MWD**  
**Vendor Balance Summary**  
As of June 30, 2011

<b>Abel R. Rodriguez</b>	<b>\$</b>	<b>440.00</b>
<b>Atkins North America, Inc</b>		<b>26,381.95</b>
<b>Augie Caires</b>		<b>547.92</b>
<b>Best Best &amp; Krieger</b>		<b>4,781.00</b>
<b>Cheryl S. Cox</b>		<b>150.00</b>
<b>Edward Spriggs</b>		<b>450.00</b>
<b>Lori Anne Peoples</b>		<b>4,958.58</b>
<b>Luis Natividad</b>		<b>150.00</b>
<b>Padre Dam</b>		<b>5,438.60</b>
<b>TOTAL</b>	<b>\$</b>	<b>43,298.05</b>

**ATTACHMENT #8**  
**Review of Other Items from November MetroTAC**  
**Meeting**



**METRO TAC AGENDA**  
**(Technical Advisory Committee to Metro JPA)**

**TO:** Metro TAC Representatives and Metro Commissioners  
**DATE:** Wednesday, November 16, 2011  
**TIME:** 11:00 p.m. to 1:30 p.m.  
**LOCATION:** MWWD, 9192 Topaz Way, (MOC II Auditorium) – Lunch will be provided

***\*PLEASE DISTRIBUTE THIS NOTICE TO METRO COMMISSIONERS AND METRO TAC REPRESENTATIVES\****

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1. Review and Approve MetroTAC Action Minutes for the Meetings of [October 19, 2011](#) **(Attachment)**
2. Metro Commission/JPA Board Meeting Recap (Standing Item)
3. Financial Update (Karyn Keese)
4. Records Retention (Karyn Keese)
5. Public Utilities Capital Improvement Program Audit Report September 2011 **(Attachment)**
6. Metro CIP, 2012 and Forecast
7. Pump Station #2 Power Reliability and Surge Protection Project
- 8. Metro Wastewater Update **(Item 1)**
9. MetroTAC Work Plan (Standing Item)
10. Municipal Transportation Agreements (Standing Item) (Edgar Patino)
11. Review of Items to be Brought Forward to the Metro Commission/Metro JPA Meeting of [January 5, 2012](#)
12. Other Business of Metro TAC
13. Adjournment ([To the next Regular Meeting, December 21, 2011](#))

**Metro TAC 2011 Meeting Schedule**

January 19	May 18	September 21
February 16	June 15	October 19
March 16	July 20	November 16
April 20	August 17	December 21