

# **Metro Wastewater JPA FY 2027 Operating Budget**



**North City Water Reclamation Plant Pure Water Project  
Secondary Clarifiers with RAS Piping  
(April 2026)**

- 1. FY 2027 Draft Operating Budget (Document)**
- 2. FY 2027 Draft Operating Budget Overview  
(Summary PowerPoint)**
- 3. FY 2027 Draft Operating Budget –  
Four-Year Consultant Contracts Overview  
(PowerPoint)**



# **METRO WASTEWATER JPA**



**FY 2027 OPERATING BUDGET**  
**May 7, 2026**

## **Metro Wastewater JPA Mission Statement (2025)**

The Metro JPA's mission is to create an equitable partnership with the San Diego City Council and Mayor on regional wastewater issues. The JPA achieves this through these guiding principles:

- Strive to ensure fair rates for all participating agencies, to protect the environment, and to make regionally balanced decisions.
- Advocate for services to be delivered safely, reliably, and at the lowest possible cost.
- Support stakeholder collaboration, open dialogue, and making data-informed policy decisions.

Thank You to the City of San Diego for Pictures of the Pure Water Program Phase 1 Projects.

Cover: Pure Water Program: North City Water Reclamation Plant Expansion - April 16, 2026



**TO: Metro Wastewater JPA Directors**  
**FROM: Karyn L. Keze, Executive Director**  
**DATE: May 7, 2026**  
**RE: Agenda Item No. 9, FY 2027 JPA DRAFT OPERATING BUDGET**

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## **INTRODUCTION**

The FY 2027 Operating Budget for the Metro Wastewater Joint Powers Authority (JPA) has been developed to support the JPA's continued transition from planning to implementation of major regional initiatives, while maintaining a disciplined and stable financial approach.

The proposed budget reflects modest increases associated with organizational and operational adjustments, including updated consultant agreements and the establishment of a standalone Executive Director role. Consistent with directions provided by the Finance Committee, the budget incorporates the use of available reserves and non-operating revenues to maintain stable Participating Agency billing levels.

## **FY 2027 BUDGET OVERVIEW AND ORGANIZATIONAL TRANSITION**

Over the past six years, the JPA has evolved from an observer to an active participant in regional wastewater—and, at times, water—issues affecting the San Diego Metro Wastewater System (Metro). Prior to FY 2020, the JPA's technical role focused primarily on reviewing Metro costs through the annual Exhibit E audit for contract compliance, and the organization was largely supported by a financial consultant, with limited engineering support on an as-needed basis.

That role began to expand during the first Amended and Restated Agreement (ARA) negotiations, when engineering consultants were engaged to support design and operations cost reviews for Pure Water Phase 1. As a result, JPA engineering and financial consultants helped secure more accurate and equitable Phase 1 cost allocations, shifting over \$200 million (16%) in project costs from the Metro System to the City of San Diego's water utility.

Additional refinements to cost allocation methodologies have continued to generate measurable savings to the Metro System and directly reduce the financial burden on the Participating Agencies (PAs). These adjustments continue to be reviewed annually as

part of the Exhibit E audit process. To support this expanded level of technical oversight, the JPA Operating Budget evolved accordingly.

With the initiation of the Second Amended and Restated Agreement (SARA) negotiations in April 2021, the JPA's role further expanded through a collaborative partnership with the City of San Diego Public Utilities Department (PUD). This effort culminated in the release of a final draft in October 2025 and approval by eleven Participating Agencies and the City of San Diego by early April 2026.

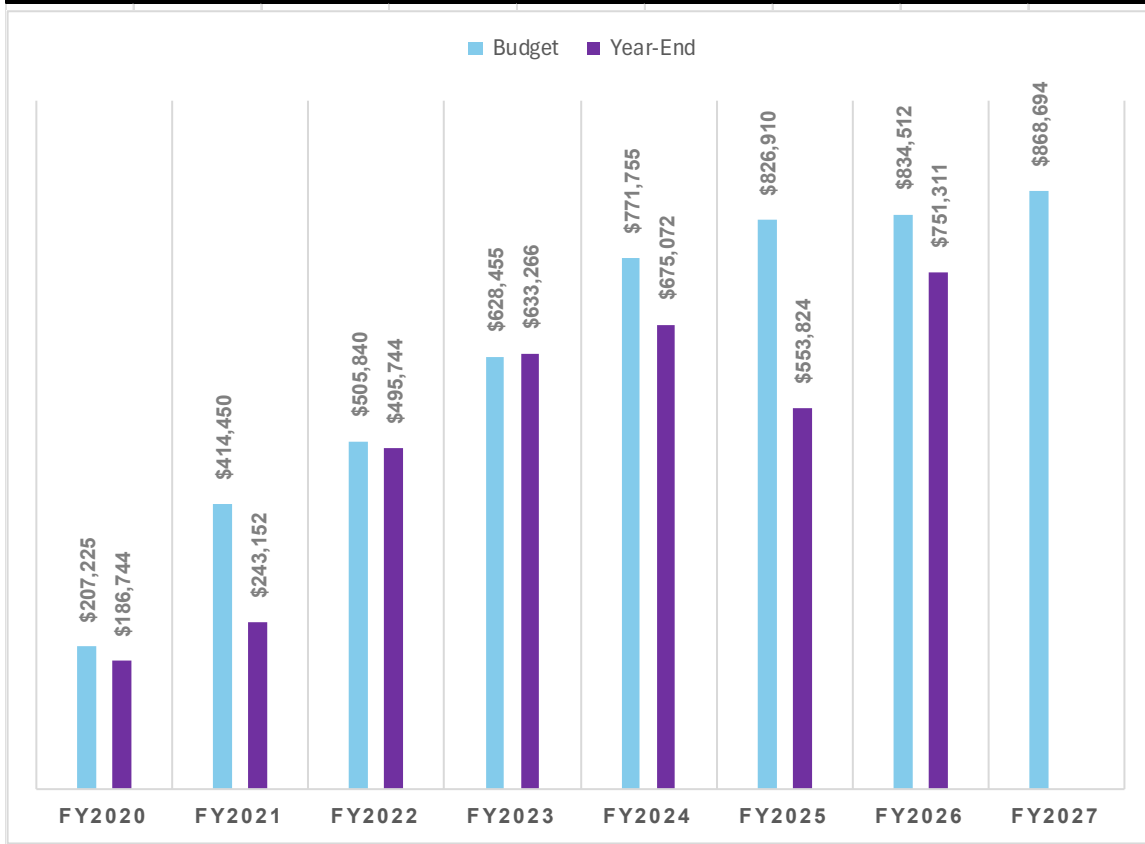
This collaboration also led to the development and adoption of the Functional Allocation Billing (FAB) system, a modernized approach to Metro cost allocation approved by the JPA in January 2026 and now moving into implementation in FY 2027.

Today, JPA consultants support major regional initiatives, including capital planning for key infrastructure, Pure Water Phase 2, regulatory compliance efforts, and the Regional Inflow and Infiltration (I&I) Study.

With SARA and FAB transitioning from development to implementation, the role of the JPA—and its consultants—is evolving. The FY 2027 budget reflects this transition. All major consultant agreements expire June 30, 2026. Following review by the Succession Planning and Executive Director Ad Hoc Committees, and recommendation by the Finance Committee, the Board is being presented with updated four-year agreements for the JPA's core consulting functions. In addition, the Executive Director role—established in FY 2025—is being formalized as a standalone position beginning in FY 2027, reflecting the increasing scope of the JPA's responsibilities.

Chart 1 illustrates the trend in operating expenditures from FY 2021 to present. While the budget increased through FY 2024 to support expanded responsibilities, it has since stabilized. During this same period, the JPA's financial position has strengthened significantly through the full funding of operating and contingency reserves.

**CHART 1  
BUDGET VS. ACTUAL FY 2020 - FY 2027**



Prior to FY 2025, the JPA did not operate under a formal long-term financial framework. The development and implementation of structured financial policies, including reserve funding, has strengthened the JPA’s financial management and supports the stability reflected in the FY 2027 Budget.

**ORGANIZATIONAL AND STRATEGIC PLANNING PROGRESS**

Over the past several years, the Metro Wastewater JPA has taken deliberate steps to formalize its internal operations and strengthen its capacity to manage an expanding role in regional wastewater planning and oversight.

In FY 2024, the JPA formed a Reorganization Ad Hoc Committee, which resulted in the development of the agency’s first formal organizational structure. This effort clarified the roles and responsibilities of the JPA’s consultants, established a central point of administrative coordination, and created the position of Executive Director. These changes provided the JPA with a defined framework for internal management and decision-making and marked an important step in the agency’s organizational maturation.

Building on that foundation, in FY 2025 the JPA established a Strategic Planning Ad Hoc Committee to develop a set of Strategic Goals and Objectives to guide the agency's work over the next five years. These priorities reflect the JPA's expanded technical role and increasing involvement in regional initiatives. During FY 2026, these goals and objectives have been refined to guide the JPA through the implementation phase of SARA, FAB, and other major programs. (See Attachment 1: Metro Wastewater JPA Mission Statement and Strategic Goals & Objectives)

Also in FY 2025, the Board established a Succession Planning Ad Hoc Committee to evaluate the JPA's long-term organizational structure and staffing approach in advance of the June 30, 2026, expiration of all major consultant contracts. Through FY 2026, the Committee, together with the Executive Director Ad Hoc Committee, conducted a comprehensive review of consultant roles, responsibilities, and performance, and developed recommendations to continue a consultant-based structure supported by updated four-year agreements.

A key outcome of this process is the formal transition of the Executive Director role into a standalone position beginning in FY 2027. This change reflects both the increasing complexity of the JPA's responsibilities and the need for dedicated executive-level coordination to support Board priorities, regional collaboration, and implementation of major initiatives. (See Attachment 2: FY 2027 Organizational Chart.)

Together, these efforts have established a more structured, intentional, and sustainable organizational framework for the JPA in FY 2027. As the agency moves into the implementation phase of SARA and FAB, it is well positioned to support regional decision-making, manage its technical responsibilities, and maintain clear and consistent coordination with Participating Agencies and the City of San Diego.

## **FY 2026 MILESTONES**

FY 2026 marked a year of significant progress in governance, financial management, and regional coordination. These accomplishments reflect the JPA's continued evolution and readiness to transition from planning to implementation. Key milestones include:

### **Governance and Organizational Structure**

- **Adoption of the JPA's First Policies and Procedures Manual**

The Board adopted the JPA's first comprehensive Policies and Procedures Manual, establishing formal Board and financial policies, including the agency's first Investment Policy. This milestone represents a significant step in strengthening governance, internal controls, and financial and management oversight.

- **Completion of Consultant Performance Review and Contract Strategy**  
The Succession Planning and Executive Director Ad Hoc Committees completed a comprehensive review of consultant roles and performance, resulting in recommendations for updated four-year agreements to support continuity and organizational effectiveness.
- **Transition to a Standalone Executive Director Role**  
The Board advanced the transition of the Executive Director position into a dedicated role beginning in FY 2027, reflecting the increasing scope and complexity of the JPA's responsibilities.

## **Financial Management and Stability**

- **Development and Implementation of a Formal Financial Framework**  
The JPA established a more structured financial approach, including the full funding of operating and contingency reserves, improving financial stability and enabling more predictable long-term planning.
- **Stabilization of Participating Agency Billing**  
Through disciplined financial planning and reserve management, the JPA maintained consistent billing levels to Participating Agencies despite increasing responsibilities and system-wide cost pressures.
- **Enhanced Investment Strategy and Increased Interest Earnings**  
With the adoption of the Investment Policy, the JPA is now able to actively manage and invest its operating funds and reserves. This has significantly improved interest earnings, increasing from nominal levels in prior years to a projected \$24,000 in FY 2027.
- **Expansion of Cost Recovery and Revenue Sources**  
The JPA successfully negotiated, for the first time, reimbursement from the City of San Diego for a portion of engineering support costs associated with regional efforts, including FAB, the Inflow and Infiltration (I&I) Study, and other technical services. This agreement is expected to generate approximately \$65,000 in revenue by the end of FY 2026. The JPA will continue to pursue similar cost recovery opportunities under future engineering agreements.

## **Operational Improvements**

- **Website Redesign and Modernization Project**  
The JPA initiated a comprehensive website update, including completion of a competitive procurement process and selection of a new platform. The updated website will improve accessibility, transparency, and public access to JPA information, with project completion anticipated by June 30, 2026.
- **Implementation of ACH Payment Processing**  
The JPA also initiated the transition from paper checks to electronic ACH payments for vendors and Board member per diems. This modernization improves administrative efficiency, reduces processing time and costs, and provides more timely and convenient payment to recipients.

## **Regional Programs and Implementation**

- **Advancement and Approval of SARA and Administrative Agreement No. 1 (AA1)**

Eleven of the twelve Participating Agencies, along with the City of San Diego, have approved SARA and AA1. These actions represent significant regional progress toward implementing an updated governance and administrative framework for the Metro System.

- **Adoption of the Functional Allocation Billing (FAB) Framework**

The JPA unanimously approved the FAB methodology in January 2026, modernizing the regional cost allocation framework to better reflect system use, support long-term financial stability, and align with evolving system operations.

- **Expanded Regional Coordination and Technical Engagement**

JPA consultants continued active participation in major regional initiatives, including Pure Water implementation, capital planning for key facilities, regulatory compliance efforts, and the regional Inflow and Infiltration (I&I) Study.

# METRO WASTEWATER JPA FY 2027 OPERATING BUDGET

## FY 2027 BUDGET OVERVIEW

The proposed FY 2027 Operating Budget totals **\$868,694** representing an increase of \$34,182 (4%) over the FY 2026 Adopted Budget and \$117,383 above projected FY 2026 year-end expenditures. A full summary of FY 2026 Projected Budget Versus Actuals can be found in Attachment 3.

The FY 2027 increase reflects targeted adjustments associated with the JPA's organizational transition, including the standalone Executive Director role, updated consultant agreements, and the addition of Insurance and Memberships.

A summary of the proposed FY 2027 budget and comparison to FY 2026 is provided in Table 1. Detailed schedules of the budget tables are included in the Appendices. The full FY 2027 budget and comparison to FY 2026 can be found in Attachment 4.

TABLE 1						
FY 2026 VS. FY 2027 PROPOSED OPERATING BUDGET						
	FY 2026			FY 2027 Proposed		
	Approved	Forecast	Over/(Under)	Budget	Difference FY 2026	
Administration & Finance	\$322,800	\$360,688	\$ 37,888	\$433,750	\$ 110,950	34%
General & Administrative Expenses	\$ 15,632	\$ 14,893	\$ (739)	\$ 27,114	\$ 11,482	73%
Professional Services	\$496,080	\$375,730	\$ (120,350)	\$407,830	\$ (88,250)	-18%
<b>TOTAL</b>	<b>\$834,512</b>	<b>\$751,311</b>	<b>\$ (83,201)</b>	<b>\$868,694</b>	<b>\$ 34,182</b>	<b>4%</b>

Consistent with Finance Committee direction, the proposed budget incorporates the use of available reserves, after meeting policy-required levels, together with non-operating revenues to offset the increase in expenditures. As a result, the base amount billed to the PAs as Membership Dues will remain unchanged from FY 2026.

PA billing will remain at **\$790,855**, with the remaining budget funded through a combination of reserve use and non-operating revenues as shown in Table 2. This approach maintains stable and predictable costs during a period of organizational transition.

TABLE 2 INCOME: FY 2027 OPERATING BUDGET				
Income:	FY 2027 Budget	Difference from FY 2026 Budget		Variations in Line Items Compared to the FY 2026 budget
Membership Dues	\$ 790,855	\$0	0%	Recommend billing same amount as FY 2026
Use of Reserves	\$ 27,329	\$27,329	100%	Reserves used to maintain budget at FY2026 level
City of San Diego	\$ 27,000	\$0	0%	Base contract rebudgeted
Interest Income	\$ 23,509	\$6,852	29%	Increase due to reserve funds in LAIF
	\$ 868,694	\$34,182	4%	

## SECTION 1: KEY BUDGET CHANGES

The FY 2027 Operating Budget reflects a limited number of targeted adjustments aligned with the JPA's continued organizational transition, refinement of its financial framework, and support of its expanded regional responsibilities. Key changes from the FY 2026 Adopted Budget include and are summarized in Table 3:

- Establishment of a Standalone Executive Director Position:**  
 Beginning in FY 2027, the Executive Director role is implemented as a dedicated position, separate from the Financial Consultant scope. This change reflects the increasing scope and complexity of the JPA's responsibilities and provides focused executive-level coordination to support Board priorities and regional initiatives.
- Alignment of Consultant Contracts with Four-Year Agreements:**  
 Budgeted amounts for the Treasurer, Financial Consultant, Board Secretary, and Engineering Consultant have been updated to reflect proposed four-year contract terms. These adjustments support continuity, clarify roles and responsibilities, and align compensation with the JPA's current operational needs.
- Addition of Insurance as a Budget Category:**  
 The FY 2027 budget includes, for the first time, potential funding for liability insurance coverage to support the JPA's governance and risk management framework. This addition reflects standard organizational practices and aligns with the JPA's maturing structure.
- Addition of Memberships and Professional Dues:**  
 The budget incorporates costs associated with potential participation in professional organizations, specifically membership in CSDA, which is potentially required in connection with the JPA's liability insurance coverage. These memberships provide access to governance resources, training, and industry best practices relevant to JPA operations.

TABLE 3				
CHANGES: FY 2027 PROPOSED OPERATING BUDGET				
Expense:	FY 2027 Budget	Difference from FY 2026 Budget		Variations in Line Items Compared to the FY 2026 budget
<b>EXISTING PROGRAMS:</b>				
Audit Fees	\$ -	\$ (23,630)		Biannual Audit - Next in FY2028
Executive Director	\$ 126,000	\$ 126,000	100%	New Position
Admin - Board Secretary	\$ 50,000	\$ 800	2%	Contract rounded
Bank Charges	\$ 600	\$ 400	67%	Updated for LAIF Wire Transfers & ACH
Financial Consultant	\$ 124,000	\$ (44,000)	-35%	Decrease - SARA & ED tasks
Treasurer	\$ 78,150	\$ 28,150	36%	Inclusion of webmaster scope + financial requirements
Miscellaneous	\$ 1,500	\$ 250	17%	Increased by Treasurer's Bond
Printing, Postage, Supplies	\$ 1,000	\$ 200	20%	Increase based on actual expense forecast
Engineering	\$ 153,880	\$ (46,120)	-30%	Decrease following SARA draft completion
IT & Communications	\$ 1,500	\$ (18,500)	-1233%	Decrease due to Website Update
Website Maintenance & Hosting	\$ 4,414	\$ 632	14%	Year 2 of IonBlade Contract - Managed Support
<b>NEW PROGRAMS:</b>				
Memberships	\$ 2,000	\$ 2,000	100%	CSDA membership required for SDRMA Insurance
Insurance	\$ 7,000	\$ 7,000	100%	Preliminary estimate from SDRMA w/o Cyber
<b>TOTAL</b>	<b>\$ 550,044</b>	<b>\$ 33,182</b>	<b>6%</b>	

The Succession Planning Ad Hoc Committee and the Finance Committee will continue to evaluate the JPA's participation in professional organizations and the scope of liability insurance coverage, with current budgeted amounts subject to refinement as recommendations and associated policies are developed and brought forward for Board consideration and approval during FY 2027.

**SECTION 2: RESERVE STRATEGY AND PARTICIPATING AGENCY BILLING**

The FY 2027 Operating Budget reflects modest expenditure increases while maintaining stable Participating Agency billings. The proposed budget includes a net increase of \$34,182 over the FY 2026 Adopted Budget. Consistent with Finance Committee direction, this increase is offset through the use of available reserves, after meeting policy-required levels, together with non-operating revenues.

As shown in Table 4, the projected FY 2026 year-end fund balance, after meeting required Operating and Contingency Reserve levels, provides sufficient available funds to support this approach. As a result, Participating Agency total Membership Dues for FY 2027 remain unchanged at \$790,855. This approach reflects the effectiveness of the JPA's financial framework and the role of reserves in smoothing year-to-year fluctuations.

**TABLE 4  
SUMMARY OF PROJECTED FUND BALANCES AND RESERVES**

Fund Balance at 6/30/25	\$ 740,157
Projected Net Income FY 26	\$ 142,422
Projected 6/30/26 Fund Balance	\$ 882,579
4 Months Operating Expenses FY'27	\$ 289,565
3 Months Contingency Reserve FY'27	\$ 217,174
Amount over Required Reserves	375,841

Table 5 (and Attachment 5A) summarizes actual billing for FY 2025 and FY 2026 and compares it to projected FY 2027 base allocations. Membership Dues are allocated using the same methodology as the annual City of San Diego’s Metro billings, based on projected flows and wastewater strength.

**TABLE 5  
FY 2027 MEMBERSHIP DUES BILLINGS AND PRIOR YEAR COMPARISONS**

<i>Budget Allocated</i>		\$ 790,855	\$ 197,714	\$ 988,569		\$ 790,855				
	<b>ACTUAL FY 2025 BILLING</b>				<b>ACTUAL FY 2026 BILLING</b>		<b>PROPOSED FY 2027 BILLING</b>			
<i>Agency</i>	<i>Per Cent</i>	<i>Base Amount</i>	<i>Reserve</i>	<i>Amount</i>	<i>Per Cent</i>	<i>Amount</i>	<i>Per Cent</i>	<i>Amount</i>		
	<i>Agency Billing %</i>	<i>Total Base Budget Billing</i>	<i>Reserve Contribution Per Agency</i>	<i>Total FY 2025 + Reserve</i>	<i>Agency Billing %</i>	<i>Total Agency Billing</i>	<i>Agency Billing %</i>	<i>Total Agency Billing</i>	<i>Difference FY2026</i>	
<i>Chula Vista</i>	33.03%	\$ 261,255	\$ 65,314	\$ 326,569	30.57%	\$ 241,795	32.93%	\$ 260,417	\$ 18,623	7.7%
<i>Coronado</i>	2.64%	\$ 20,870	\$ 5,218	\$ 26,088	2.31%	\$ 18,232	2.46%	\$ 19,449	\$ 1,217	6.7%
<i>County of SD*</i>	17.02%	\$ 134,572	\$ 33,643	\$ 168,215	17.40%	\$ 137,631	17.86%	\$ 141,236	\$ 3,605	2.6%
<i>Del Mar</i>	0.03%	\$ 212	\$ 53	\$ 264	0.02%	\$ 170	0.03%	\$ 212	\$ 42	24.8%
<i>El Cajon</i>	14.43%	\$ 114,097	\$ 28,524	\$ 142,621	16.25%	\$ 128,518	11.19%	\$ 88,481	\$ (40,037)	-31.2%
<i>Imperial Beach</i>	3.89%	\$ 30,765	\$ 7,691	\$ 38,456	3.92%	\$ 31,010	4.16%	\$ 32,863	\$ 1,852	6.0%
<i>La Mesa</i>	7.15%	\$ 56,520	\$ 14,130	\$ 70,649	6.75%	\$ 53,410	7.29%	\$ 57,668	\$ 4,258	8.0%
<i>Lemon Grove</i>	3.21%	\$ 25,350	\$ 6,338	\$ 31,688	2.31%	\$ 18,268	2.73%	\$ 21,618	\$ 3,350	18.3%
<i>National City</i>	7.64%	\$ 60,414	\$ 15,104	\$ 75,518	7.50%	\$ 59,289	7.99%	\$ 63,151	\$ 3,862	6.5%
<i>Otay Water District</i>	0.65%	\$ 5,101	\$ 1,275	\$ 6,376	0.55%	\$ 4,380	0.81%	\$ 6,420	\$ 2,040	46.6%
<i>Padre Dam MWD</i>	6.27%	\$ 49,625	\$ 12,406	\$ 62,032	8.40%	\$ 66,432	8.61%	\$ 68,057	\$ 1,625	2.4%
<i>Poway</i>	4.06%	\$ 32,073	\$ 8,018	\$ 40,092	4.01%	\$ 31,722	3.96%	\$ 31,285	\$ (437)	-1.4%
<b>Total</b>	<b>100%</b>	<b>790,855</b>	<b>197,714</b>	<b>988,569</b>	<b>100.0%</b>	<b>790,855</b>	<b>100.00%</b>	<b>790,855</b>	<b>\$ (0)</b>	<b>0.0%</b>

\* County of SD includes East Otay Mesa, Lakeside/Alpine, Spring Valley, Wintergardens  
 \*\*Based on 3/19/26 flow adjustments to FY 2027 January Budget Estimate

Variations between FY 2026 and FY 2027 allocations reflect changes in projected flows, including the initial transition associated with the East County Advanced Water Purification (ECAWP) facilities. Consistent with this methodology, changes in any agency’s flows result in corresponding adjustments to cost allocations among all Participating Agencies.

### SECTION 3: BILLING METHODOLOGY AND FY 2020 RECONCILIATION

The calculation of FY 2027 Membership Dues includes two components:

1. **FY 2027 Base Allocation** based on projected flows and strength.
2. **True-Up Adjustment** from prior years based on audited data.

Consistent with the City of San Diego’s methodology, prior year allocations are adjusted based on audited flows and loads. During FY 2026, the City of San Diego completed its FY 2020 audit, and the JPA has incorporated the corresponding reconciliation into their Membership billing.

Table 6 (and Attachment 5B) summarizes the FY 2020 true-up adjustments of the JPA’s 2020 budget when the audited agency allocations are applied.

	<b>FY2020 JPA Budget</b>		<b>FY 2020 Audit*</b>		<b>Reconciliation</b>
	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
<b>Total</b>	<b>100.00%</b>	<b>\$ 447,850</b>	<b>100.00%</b>	<b>\$ 447,850.00</b>	<b>\$ 0.00</b>

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

When combined with the FY 2027 base allocations, the resulting total Membership Dues for each Participating Agency are shown in Table 7 (and Attachment 5C).

**TABLE 7  
FY 2027 BUDGET FUNDING INCLUDING FY2020 BUDGET TRUE-UP**

Agency	FY 2027 BILLING		FY2027 w/FY 2020 True-Up	
	Per Cent	Amount		
	Agency Billing %	Total Agency Billing	FY 2020 True-Up	Total FY 2027 Billing
<i>Chula Vista</i>	32.93%	\$ 260,417	\$ 5,171	\$ 265,588
<i>Coronado</i>	2.46%	\$ 19,449	\$ (3,975)	\$ 15,473
<i>County of SD*</i>	17.86%	\$ 141,236	\$ (3,052)	\$ 138,184
<i>Del Mar</i>	0.03%	\$ 212	\$ (282)	\$ (70)
<i>El Cajon</i>	11.19%	\$ 88,481	\$ (3,826)	\$ 84,655
<i>Imperial Beach</i>	4.16%	\$ 32,863	\$ 826	\$ 33,688
<i>La Mesa</i>	7.29%	\$ 57,668	\$ 7,033	\$ 64,701
<i>Lemon Grove</i>	2.73%	\$ 21,618	\$ 658	\$ 22,275
<i>National City</i>	7.99%	\$ 63,151	\$ 5,010	\$ 68,161
<i>Otay Water District</i>	0.81%	\$ 6,420	\$ (1,490)	\$ 4,930
<i>Padre Dam MWD</i>	8.61%	\$ 68,057	\$ (7,381)	\$ 60,676
<i>Poway</i>	3.96%	\$ 31,285	\$ 1,307	\$ 32,592
<b>Total</b>	100.00%	\$ 790,855	\$ 0.00	\$ 790,855

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

#### **SECTION 4: CONCLUSION AND RECOMMENDATION**

The FY 2027 Operating Budget reflects the continued maturation of the Metro Wastewater JPA as it transitions from planning to implementation of major regional initiatives, including SARA and the Functional Allocation Billing (FAB) framework. The proposed budget incorporates targeted adjustments to support this transition while maintaining a disciplined and structured financial approach.

Through the implementation of a formal financial framework, including the establishment and full funding of operating and contingency reserves, the JPA is well positioned to manage its responsibilities with greater stability and predictability. The FY 2027 budget demonstrates the effectiveness of this approach by accommodating necessary organizational and operational changes while maintaining stable Participating Agency billing.

Based on the review and recommendation of the Finance Committee, it is recommended that the Board adopt the FY 2027 Operating Budget, subject to any final adjustments related to Executive Director compensation, insurance, and memberships, or changes in San Diego's FY 2027 Metro Budget cost allocations needed during the upcoming fiscal year.

# ATTACHMENT 1

## Metro Wastewater JPA Mission Statement and Strategic Goals & Objectives



Morena Pump Station Roof – Pipe Supports – January 2026

## **Metro JPA 2025 Mission Statement and Strategic Goals & Objectives**

### **Mission Statement**

The Metro JPA’s mission is to create an equitable partnership with the San Diego City Council and Mayor on regional wastewater issues. The JPA achieves this through these guiding principles:

- Strive to ensure fair rates for all participating agencies, to protect the environment, and to make regionally balanced decisions.
- Advocate for services to be delivered safely, reliably, and at the lowest possible cost.
- Support stakeholder collaboration, open dialogue, and making datainformed policy decisions.

### **Strategic Goal 1 - Oversee METRO System Management and**

**Operations:** The METRO JPA and METRO TAC must continue their oversight (i.e., monitor, review, audit, value-engineer, negotiate, etc.) of the City of San Diego’s management and operation of the METRO System on behalf of the Participating Agencies’ ratepayers.

**Strategic Objective 1 - Oversee Service and Billing:** City of San Diego Public Utilities Department to ensure that services provided to METRO member agencies are efficiently delivered.

**Strategic Objective 2 - Oversee Costs and Rates:** Oversee the City of San Diego’s METRO wastewater programs, including Pure Water, sewer fees, and recycled water rates to protect the interests of METRO member agencies.

### **Strategic Objective 3 - Oversee Capital Improvements and Maintenance**

**Operations:** Oversee the City of San Diego’s METRO wastewater system capital improvement program (CIP) and maintenance operations, to protect the environment and the investment of METRO member agencies.

**Strategic Objective 4 – Continue Audit Process:** Maintain the integrity of the annual audit of the City of San Diego to ensure that only METRO wastewater costs are billed to METRO member agencies.

**Strategic Objective 5 - Monitor Billing Equity Framework -** Conduct continual review of the billing system, including the progress of new procedures that determine flow and strength allocations to the Participating Agencies. Conduct a review of the flow metering monitoring system, sampling locations, and cost allocation and audit perimeters a minimum of every five years to be consistent with section 3.5.3 of the Amended Restated Agreement.

**Strategic Objective 6 – Support Second Amended Restated Agreement (SARA) and Revised Billing Structure (FAB):** Advocate for and support the Participating Agencies (PA’s)’s review and approval of the Second Amended Restated Agreement (SARA). Support the successful implementation of the new SARA billing structure (e.g., Functional Allocated Billing (FAB), Industrial Waste Program payments, Administrative Agreement, etc.) contained in the SARA.

**Strategic Objective 7 - Monitor and Mitigate Infiltration and Inflow (I&I):** Work with the City of San Diego and Participating Agencies to reduce infiltration and inflow (I&I) and Sanitary Sewer Overflows (SSOs). These are becoming more frequent due to conditions of aging infrastructure, as well as increased frequency of storm severity. Participate in a Regional I&I study that will identify ways to reduce I&I and implement recommendations from I&I study as appropriate.

**Strategic Objective 8 - Monitor Industrial Waste Provisions:** There is extensive language in SARA about monitoring industrial waste and pretreatment requirements. The Metro JPA staff will monitor the fees for industrial users on behalf of the City and Participating Agencies. The financial burden will be retained for the most part by industrial users, but a general benefit to all other users will be recognized in the billing structure. An example of a specific general benefit is that monitoring industrial waste and pretreatment prevents chemicals from being discharged into the sewer system that would upset biological processes in the Metro system needed for proper treatment and disposal.

<p align="center"><b>Strategic Goal 2: Oversight of the City of San Diego’s Water Reuse Planning (Pure Water San Diego)</b> - As the City of San Diego expands the scope of its wastewater operations to include the Pure Water San Diego program, the scope of oversight provided by the METRO JPA and the METRO TAC expands.</p>
<p><b>Strategic Objective 1 - Oversee and Support OPRA II Legislation:</b> Support the City of San Diego’s efforts to obtain legislation (OPRA II) to allow for secondary equivalency for the Pt. Loma Wastewater Treatment Plant. Obtaining this change in legislation will avoid unnecessary expenses and upgrades to the Pt Loma treatment plant. The Metro JPA staff will maintain ongoing technical, financial and regulatory analyses of the permit process and provide comments to the City of San Diego, METRO Commission and METRO JPA as needed.</p>
<p><b>Strategic Objective 2 - Oversee Permit Planning for Pt. Loma Treatment Plant:</b> Maintain ongoing technical, financial and regulatory analyses and provide comments to the City of San Diego, METRO Commission and METRO JPA as needed.</p>
<p><b>Strategic Objective 3 - Oversee Recycled Water Pricing Study:</b> Maintain ongoing technical, financial and regulatory analyses and provide comments to the City of San Diego, METRO Commission and METRO JPA as needed.</p>
<p><b>Strategic Objective 4 - Monitor Potable Reuse Regulatory Development:</b> Regulations have been adopted for both indirect and direct potable reuse. Metro JPA will continue to monitor, participate and advocate where appropriate for regulatory adoption that is environmentally safe and the most cost-effective.</p>

**Strategic Objective 5 - Oversee Pure Water Program, Phase 2, and any Associated Projects:** Maintain ongoing technical, financial and regulatory analyses as the location and composition of each facility is determined. As Phase 2 costs are developed, ensure that an appropriate allocation methodology of costs will be established. The Metro JPA supports the City of San Diego in reaching their regulatory purification requirements through value engineering and pursuit of the most cost-effective alternatives. This could include Direct Potable Reuse (DPR) and inclusion of independent purification projects within the service area.

**Strategic Objective 6 - Monitor Efforts to Regulate Newly-identified Chemicals and Pollutants -** Metro JPA will monitor, participate and advocate for appropriate regulations regarding wastewater pollutants and chemicals, such as PFAS. Metro JPA will collaborate with the City of San Diego to develop the best strategies to minimize potential costs while maintaining appropriate environmental responsibility.

**Strategic Objective 7 - Support the City’s Consideration and Analysis of Possible New Sewage and Other Inflow Sources:** Monitor and support the City of San Diego’s consideration and analysis of new sources, such as sewage and stormwater, as these opportunities develop.

**Strategic Goal 3: - Develop and Maintain Key Partnerships:** Effectively partner with the City of San Diego and key stakeholders, working together to ensure fair rates for participating agencies, regionally balanced decisions, and the best possible management for all multi-jurisdiction-use facilities.

**Strategic Objective 1 - Commit to Partnering and Professionalism:** Work effectively with the City of San Diego and other stakeholders aspiring to high standards of professionalism and a commitment to collaboration.

**Strategic Objective 2 - Participate in Committees and Projects:** Work collaboratively on projects and committees such as the Financial Implementation Group (FIG) and the Infiltration and Inflow (I&I) study.

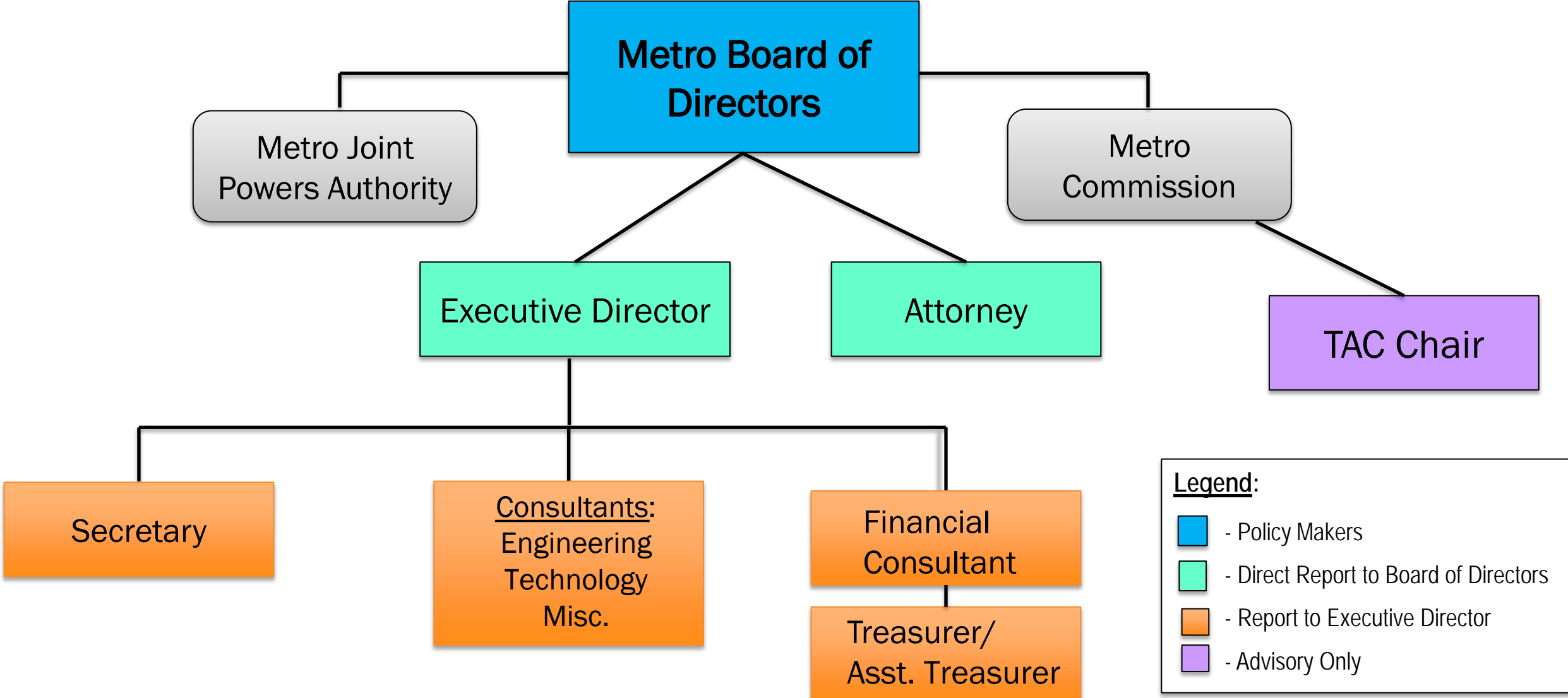
# ATTACHMENT 2

## Metro Wastewater JPA 2027 Organizational Chart



**North City Water Reclamation Plant Expansion**  
Secondary Clarifier Interior in Operation – March 2026

# Metro JPA Organizational Chart FY 2027



**Legend:**

- - Policy Makers
- - Direct Report to Board of Directors
- - Report to Executive Director
- - Advisory Only

# ATTACHMENT 3

## Metro Wastewater JPA FY 2026 Budget Versus Actuals



**North City Water Reclamation Plant Expansion – January 2026**  
NCPWF Influent Pump Station

**ATTACHMENT 3  
FY 2026 PROJECTED BUDGET VERSUS ACTUALS**

	Actual Through 12/31/2025	Estimate Remaining Months	Forecast Through 6/30/2026	Approved Annual FY 2026 Budget	Forecast over / (under) Budget	
					\$	%
<b>Income</b>						
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%
<b>Total Income</b>	<b>\$ 813,910</b>	<b>\$ 79,823</b>	<b>\$ 893,733</b>	<b>\$ 834,512</b>	<b>\$ 59,221</b>	<b>7%</b>
<b>Expense</b>						
Admin - Board Secretary	\$ 17,611	\$ 24,600	\$ 42,211	\$ 49,200	\$ (6,989)	-14%
Executive Director						
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 Group	98,019	96,000	194,019	168,000	26,019	15%
Treasurer	35,218	39,782	75,000	50,000	25,000	50%
JPATAC meeting expenses	2,552	3,300	5,852	6,600	(748)	-11%
Memberships						
Insurance						
Miscellaneous	-	-	1,250	250	1,000	400%
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%
<b>Total Expense</b>	<b>\$ 329,701</b>	<b>\$ 420,359</b>	<b>\$ 751,311</b>	<b>\$ 834,512</b>	<b>\$ (83,201)</b>	<b>-10%</b>
<b>Net Income (Loss)</b>	<b>\$ 484,208</b>	<b>\$ (340,536)</b>	<b>\$ 142,422</b>	<b>\$ -</b>	<b>\$ 142,422</b>	<b>17%</b>

# ATTACHMENT 4

## Metro Wastewater JPA FY 2027 Proposed Operating Budget



**North City Water Reclamation Plant Expansion – January 2026**  
Second Stage Bioreactor Basins

**ATTACHMENT 4  
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 FY 2026 Adopted Budget
			\$	%	
<b>Income</b>					
Membership Dues	\$ 790,855	\$ (2)	\$ 0	0%	Recommend billing same amount as FY 2026
Use of Reserves	27,329	27,329	27,329	100%	Reserves used to maintain budget at FY2026 level
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
<b>Total Income</b>	<b>\$ 868,694</b>	<b>\$ (25,039)</b>	<b>\$ 34,182</b>	<b>4%</b>	
<b>Expense</b>					
Admin - Board Secretary	\$ 50,000	7,789	\$ 800	2%	Contract rounded
Executive Director	\$ 126,000	126,000	\$ 126,000	100%	Budget based on projected contract
Bank Charges	600	324	400	67%	Updated for LAIF Wire Transfers & ACH
<b>Financial Services</b>					
Audit Fees	-	(23,630)	(23,630)	0%	Biannual Audit - Next in FY2028
Financial Consultant- The Keze Group	124,000	(70,019)	(44,000)	-35%	Decrease - SARA & ED tasks
Treasurer	78,150	3,150	28,150	36%	Inclusion of webmaster scope + financial requirements
JPA/TAC meeting expenses	6,600	748	-	0%	Rebudgeted
Memberships	2,000	2,000	2,000	100%	CSDA membership required for SDRMA Insurance
Insurance	7,000	7,000	7,000	100%	Preliminary estimate from SDRMA w/o Cyber
Miscellaneous	1,500	250	1,250	83%	Increased by Treasurer's Bond
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
<b>Professional Services</b>					
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%	Decrease due to Website Update
Telephone, Internet, Software	4,000	462	-	0%	Rebudgeted
Website Maintenance & Hosting	4,414	632	632	14%	Year 2 of IonBlade Contract - Managed Support
<b>Total Expense</b>	<b>\$ 868,694</b>	<b>\$ 117,383</b>	<b>\$ 34,182</b>	<b>4%</b>	

**SUMMARY OF PROJECTED FUND BALANCES AND RESERVES**

Fund Balance at 6/30/25	\$ 740,157
Projected Net Income FY 26	\$ 142,422
Projected 6/30/26 Fund Balance	\$ 882,579
4 Months Operating Expenses FY'27	\$ 289,565
3 Months Contingency Reserve FY'27	\$ 217,174
Amount over Required Reserves	375,841

# ATTACHMENT 5

## Metro Wastewater JPA FY 2027 Budget Funding

5A: FY 2027 Membership Dues Billings and Prior Year Comparisons

5B: FY 2020 JPA Budget Allocations True-Up

5C: FY 2027 Budget Funding Including FY 2020 Budget True-Up



**Morena Pump Station – Aerial – February 2025**

**ATTACHMENT 5A**

**FY 2027 MEMBERSHIP DUES BILLINGS AND PRIOR YEAR COMPARISONS**

<i>Budget Allocated</i>		\$ 790,855	\$ 197,714	\$ 988,569		\$ 790,855				
	<b>ACTUAL FY 2025 BILLING</b>				<b>ACTUAL FY 2026 BILLING</b>		<b>PROPOSED FY 2027 BILLING</b>			
<i>Agency</i>	<i>Per Cent</i>	<i>Base Amount</i>	<i>Reserve</i>	<i>Amount</i>	<i>Per Cent</i>	<i>Amount</i>	<i>Per Cent</i>	<i>Amount</i>		
	<i>Agency Billing %</i>	<i>Total Base Budget Billing</i>	<i>Reserve Contribution Per Agency</i>	<i>Total FY 2025 + Reserve</i>	<i>Agency Billing %</i>	<i>Total Agency Billing</i>	<i>Agency Billing %</i>	<i>Total Agency Billing</i>	<i>Difference FY2026</i>	
<i>Chula Vista</i>	33.03%	\$ 261,255	\$ 65,314	\$ 326,569	30.57%	\$ 241,795	32.93%	\$ 260,417	\$ 18,623	7.7%
<i>Coronado</i>	2.64%	\$ 20,870	\$ 5,218	\$ 26,088	2.31%	\$ 18,232	2.46%	\$ 19,449	\$ 1,217	6.7%
<i>County of SD*</i>	17.02%	\$ 134,572	\$ 33,643	\$ 168,215	17.40%	\$ 137,631	17.86%	\$ 141,236	\$ 3,605	2.6%
<i>Del Mar</i>	0.03%	\$ 212	\$ 53	\$ 264	0.02%	\$ 170	0.03%	\$ 212	\$ 42	24.8%
<i>El Cajon</i>	14.43%	\$ 114,097	\$ 28,524	\$ 142,621	16.25%	\$ 128,518	11.19%	\$ 88,481	\$ (40,037)	-31.2%
<i>Imperial Beach</i>	3.89%	\$ 30,765	\$ 7,691	\$ 38,456	3.92%	\$ 31,010	4.16%	\$ 32,863	\$ 1,852	6.0%
<i>La Mesa</i>	7.15%	\$ 56,520	\$ 14,130	\$ 70,649	6.75%	\$ 53,410	7.29%	\$ 57,668	\$ 4,258	8.0%
<i>Lemon Grove</i>	3.21%	\$ 25,350	\$ 6,338	\$ 31,688	2.31%	\$ 18,268	2.73%	\$ 21,618	\$ 3,350	18.3%
<i>National City</i>	7.64%	\$ 60,414	\$ 15,104	\$ 75,518	7.50%	\$ 59,289	7.99%	\$ 63,151	\$ 3,862	6.5%
<i>Otay Water District</i>	0.65%	\$ 5,101	\$ 1,275	\$ 6,376	0.55%	\$ 4,380	0.81%	\$ 6,420	\$ 2,040	46.6%
<i>Padre Dam MWD</i>	6.27%	\$ 49,625	\$ 12,406	\$ 62,032	8.40%	\$ 66,432	8.61%	\$ 68,057	\$ 1,625	2.4%
<i>Poway</i>	4.06%	\$ 32,073	\$ 8,018	\$ 40,092	4.01%	\$ 31,722	3.96%	\$ 31,285	\$ (437)	-1.4%
<b>Total</b>	100%	<b>790,855</b>	<b>\$ 197,714</b>	<b>\$ 988,569</b>	100.0%	<b>\$ 790,855</b>	100.00%	<b>\$ 790,855</b>	<b>\$ (0)</b>	0.0%

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

\*\*Based on 3/19/26 flow adjustments to FY 2027 January Budget Estimate

**ATTACHMENT 5B  
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
<b>Total</b>	<b>100.00%</b>	<b>\$ 447,850</b>	<b>100.00%</b>	<b>\$ 447,850.00</b>	<b>\$ 0.00</b>

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

**ATTACHMENT 5C  
FY 2027 BUDGET FUNDING INCLUDING FY2020 BUDGET TRUE-UP**

Agency	FY 2027 BILLING		FY2027 w/FY 2020 True-Up	
	Per Cent	Amount		
	Agency Billing %	Total Agency Billing	FY 2020 True-Up	Total FY 2027 Billing
<i>Chula Vista</i>	32.93%	\$ 260,417	\$ 5,171	\$ 265,588
<i>Coronado</i>	2.46%	\$ 19,449	\$ (3,975)	\$ 15,473
<i>County of SD*</i>	17.86%	\$ 141,236	\$ (3,052)	\$ 138,184
<i>Del Mar</i>	0.03%	\$ 212	\$ (282)	\$ (70)
<i>El Cajon</i>	11.19%	\$ 88,481	\$ (3,826)	\$ 84,655
<i>Imperial Beach</i>	4.16%	\$ 32,863	\$ 826	\$ 33,688
<i>La Mesa</i>	7.29%	\$ 57,668	\$ 7,033	\$ 64,701
<i>Lemon Grove</i>	2.73%	\$ 21,618	\$ 658	\$ 22,275
<i>National City</i>	7.99%	\$ 63,151	\$ 5,010	\$ 68,161
<i>Otay Water District</i>	0.81%	\$ 6,420	\$ (1,490)	\$ 4,930
<i>Padre Dam MWD</i>	8.61%	\$ 68,057	\$ (7,381)	\$ 60,676
<i>Poway</i>	3.96%	\$ 31,285	\$ 1,307	\$ 32,592
<b>Total</b>	100.00%	\$ 790,855	\$ 0.00	\$ 790,855

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

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# FY 2027 JPA Budget Overview

Metro Wastewater JPA



May 7, 2026

North City Secondary Clarifiers & RAS Piping

# Purpose of Today's Discussion

- Review FY 2026 projected year-end
- Present FY 2027 proposed budget
- Highlight key budget changes
- Review reserve strategy
- Presents FY 2027 PA billing (including FY 2020 reconciliation)

	Actual Through 12/31/2025	Estimate Remaining Months	Forecast Through 6/30/2026	Approved Annual FY 2026 Budget	Forecast over / (under) Budget	
					\$	%
<b>Income</b>						
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%
<b>Total Income</b>	<b>\$ 813,910</b>	<b>\$ 79,823</b>	<b>\$ 893,733</b>	<b>\$ 834,512</b>	<b>\$ 59,221</b>	<b>7%</b>
<b>Expense</b>						
Admin - Board Secretary	\$ 17,611	\$ 24,600	\$ 42,211	\$ 49,200	\$ (6,989)	-14%
Executive Director						
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 Gro	98,019	96,000	194,019	168,000	26,019	15%
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JPA/TAC meeting expenses	2,552	3,300	5,852	6,600	(748)	-11%
Memberships						
Insurance						
Miscellaneous	-	-	1,250	250	1,000	400%
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%
<b>Total Expense</b>	<b>\$ 329,701</b>	<b>\$ 420,359</b>	<b>\$ 751,311</b>	<b>\$ 834,512</b>	<b>\$ (83,201)</b>	<b>-10%</b>

# FY 2026 Year-End Projection



# FY 2027 Proposed Budget

## **Total Budget: \$868,694**

- \$34,182 (4%) vs FY 2026 Adopted
- \$117,383 vs FY 2026 projected actuals

## **Key Drivers:**

- Standalone Executive Director role
- Updated consultant contract amounts
- Addition of Insurance
- Addition of Memberships (Potential CSDA or CASA)



**INCOME: FY 2027 OPERATING BUDGET**

Income:	FY 2027 Budget	Difference from FY 2026 Budget		Variances in Line Items Compared to the FY 2026 budget
Membership Dues	\$ 790,855	\$0	0%	Recommend billing same amount as FY 2026
Use of Reserves	\$ 27,329	\$27,329	100%	Reserves used to maintain budget at FY2026 level
City of San Diego	\$ 27,000	\$0	0%	Base contract rebudgeted
Interest Income	\$ 23,509	\$6,852	29%	Increase due to reserve funds in LAIF
	\$ 868,694	\$34,182	4%	

# FY 2027 Proposed Budget - Income

	FY 2027 Proposed Annual Budget	Difference from FY '26 Forecast	Difference from FY '26 Budget		Variiances in Line Items Compared to the FY 2026 Adopted Budget
Admin - Board Secretary	\$ 50,000	7,789	\$ 800	2%	Contract rounded
Executive Director	\$ 126,000	126,000	\$ 126,000	100%	Budget based on projected contract
Bank Charges	600	324	400	67%	Updated for LAIF Wire Transfers & ACH
<b>Financial Services</b>					
Audit Fees	-	(23,630)	(23,630)	0%	Biannual Audit - Next in FY2028
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Treasurer	78,150	3,150	28,150	36%	Inclusion of webmaster scope + financial requirements
JPA/TAC meeting expenses	6,600	748	-	0%	Rebudgeted
Memberships	2,000	2,000	2,000	100%	CSDA membership required for SDRMA Insurance
Insurance	7,000	7,000	7,000	100%	Preliminary estimate from SDRMA w/o Cyber
Miscellaneous	1,500	250	1,250	83%	Increased by Treasurer's Bond
Per Diem - Board	55,600	6,142	-	0%	Rebudgeted; covers COLA increase
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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%	Decrease due to Website Update
Telephone, Internet, Software	4,000	462	-	0%	Rebudgeted
Website Maintenance & Hosting	4,414	632	632	14%	Year 2 of IonBlade Contract - Managed Support
<b>Total Expense</b>	<b>\$ 868,694</b>	<b>\$ 117,383</b>	<b>\$ 34,182</b>	<b>4%</b>	

# FY 2027 Proposed Budget - Expenses

# Key Budget Changes (Old vs New)

## **New / Expanded:**

- Executive Director (standalone role)
- Insurance (new category)
- Memberships (new category - CSDA tied to insurance)

## **Adjusted:**

- Consultant contracts aligned to 4-year agreements

## **No Change:**

- Core technical support structure remains the same



# Reserve Strategy

## Fully funded in FY 2025:

- Operating Reserve
- Contingency Reserve

## Remaining available balance supports:

- Budget stabilization

## FY 2027 Use of reserves is:

- Limited
- Policy-consistent
- One-time (not structural)

### SUMMARY OF PROJECTED FUND BALANCES AND RESERVES

Fund Balance at 6/30/25	\$	740,157
Projected Net Income FY 26	\$	142,422
Projected 6/30/26 Fund Balance	\$	882,579
4 Months Operating Expenses FY'27	\$	289,565
3 Months Contingency Reserve FY'27	\$	217,174
Amount over Required Reserves		375,841

# Bottom Line: PA Billing

**No increase in total base billing to PAs**

**FY 2027 Membership Dues:**

👉 \$790,855 (same as FY 2026)

**Why:**

- Use of available reserves
- Non-operating revenue offsets



# JPA Budget Allocation Methodology

**Same methodology as annual City of San Diego Metro budget billing**

**Based on combined percentage of:**

- Projected flows
- Wastewater strengths

**Important:**

- Changes in flows = redistribution of costs
- Not a change in total budget



# Flow Impacts (ECAWP Transition)

**FY 2027 includes initial ECAWP startup impacts**

**Reduced flows from El Cajon, Lakeside/Alpine & Wintergardens**

**Result:**

- Cost redistribution to other agencies

👉 This is consistent with current Metro cost allocation methodology



**FY 2027 MEMBERSHIP DUES BILLINGS AND PRIOR YEAR COMPARISONS**

Agency	ACTUAL FY 2025 BILLING				ACTUAL FY 2026 BILLING		PROPOSED FY 2027 BILLING			
	Per Cent	Base Amount	Reserve	Amount	Per Cent	Amount	Per Cent	Amount		
	Agency Billing %	Total Base Budget Billing	Reserve Contribution Per Agency	Total FY 2025 + Reserve	Agency Billing %	Total Agency Billing	Agency Billing %	Total Agency Billing	Difference FY2026	
<b>Chula Vista</b>	33.03%	\$ 261,255	\$ 65,314	\$ 326,569	30.57%	\$ 241,795	32.93%	\$ 260,417	\$ 18,623	7.7%
<b>Coronado</b>	2.64%	\$ 20,870	\$ 5,218	\$ 26,088	2.31%	\$ 18,232	2.46%	\$ 19,449	\$ 1,217	6.7%
<b>County of SD*</b>	17.02%	\$ 134,572	\$ 33,643	\$ 168,215	17.40%	\$ 137,631	17.86%	\$ 141,236	\$ 3,605	2.6%
<b>Del Mar</b>	0.03%	\$ 212	\$ 53	\$ 264	0.02%	\$ 170	0.03%	\$ 212	\$ 42	24.8%
<b>El Cajon</b>	14.43%	\$ 114,097	\$ 28,524	\$ 142,621	16.25%	\$ 128,518	11.19%	\$ 88,481	\$ (40,037)	-31.2%
<b>Imperial Beach</b>	3.89%	\$ 30,765	\$ 7,691	\$ 38,456	3.92%	\$ 31,010	4.16%	\$ 32,863	\$ 1,852	6.0%
<b>La Mesa</b>	7.15%	\$ 56,520	\$ 14,130	\$ 70,649	6.75%	\$ 53,410	7.29%	\$ 57,668	\$ 4,258	8.0%
<b>Lemon Grove</b>	3.21%	\$ 25,350	\$ 6,338	\$ 31,688	2.31%	\$ 18,268	2.73%	\$ 21,618	\$ 3,350	18.3%
<b>National City</b>	7.64%	\$ 60,414	\$ 15,104	\$ 75,518	7.50%	\$ 59,289	7.99%	\$ 63,151	\$ 3,862	6.5%
<b>Otay Water District</b>	0.65%	\$ 5,101	\$ 1,275	\$ 6,376	0.55%	\$ 4,380	0.81%	\$ 6,420	\$ 2,040	46.6%
<b>Padre Dam MWD</b>	6.27%	\$ 49,625	\$ 12,406	\$ 62,032	8.40%	\$ 66,432	8.61%	\$ 68,057	\$ 1,625	2.4%
<b>Poway</b>	4.06%	\$ 32,073	\$ 8,018	\$ 40,092	4.01%	\$ 31,722	3.96%	\$ 31,285	\$ (437)	-1.4%
<b>Total</b>	100%	790,855	\$ 197,714	\$ 988,569	100.0%	\$ 790,855	100.00%	\$ 790,855	\$ (0)	0.0%

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

\*\*Based on 3/19/26 flow adjustments to FY 2027 January Budget Estimate



# FY 2020 Audit Reconciliation

## What this is:

- True-up based on audited flows and loads – San Diego
- Aligns JPA allocations with City audit
- Already reviewed with TAC

## Why now:

- FY 2020 San Diego “Exhibit E” audit completed in FY 2026

## Impact:

- One-time adjustment to each PA
- Reconciles FY 2020 JPA costs

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
<b>Total</b>	<b>100.00%</b>	<b>\$ 447,850</b>	<b>100.00%</b>	<b>\$ 447,850.00</b>	<b>\$ 0.00</b>

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

# Final Billing by Agency

## FY 2027 BUDGET FUNDING INCLUDING FY2020 BUDGET TRUE-UP

Agency	FY 2027 BILLING		FY2027 w/FY 2020 True-Up	
	Per Cent	Amount		
	Agency Billing %	Total Agency Billing	FY 2020 True-Up	Total FY 2027 Billing
<i>Chula Vista</i>	32.93%	\$ 260,417	\$ 5,171	\$ 265,588
<i>Coronado</i>	2.46%	\$ 19,449	\$ (3,975)	\$ 15,473
<i>County of SD*</i>	17.86%	\$ 141,236	\$ (3,052)	\$ 138,184
<i>Del Mar</i>	0.03%	\$ 212	\$ (282)	\$ (70)
<i>El Cajon</i>	11.19%	\$ 88,481	\$ (3,826)	\$ 84,655
<i>Imperial Beach</i>	4.16%	\$ 32,863	\$ 826	\$ 33,688
<i>La Mesa</i>	7.29%	\$ 57,668	\$ 7,033	\$ 64,701
<i>Lemon Grove</i>	2.73%	\$ 21,618	\$ 658	\$ 22,275
<i>National City</i>	7.99%	\$ 63,151	\$ 5,010	\$ 68,161
<i>Otay Water District</i>	0.81%	\$ 6,420	\$ (1,490)	\$ 4,930
<i>Padre Dam MWD</i>	8.61%	\$ 68,057	\$ (7,381)	\$ 60,676
<i>Poway</i>	3.96%	\$ 31,285	\$ 1,307	\$ 32,592
<b>Total</b>	100.00%	\$ 790,855	\$ 0.00	\$ 790,855

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

### This Table Shows:

- FY 2027 JPA budget base allocation
- FY 2020 true-up based on audit
- Final amount to be billed to each PA

👉 This is the **bottom line per agency**

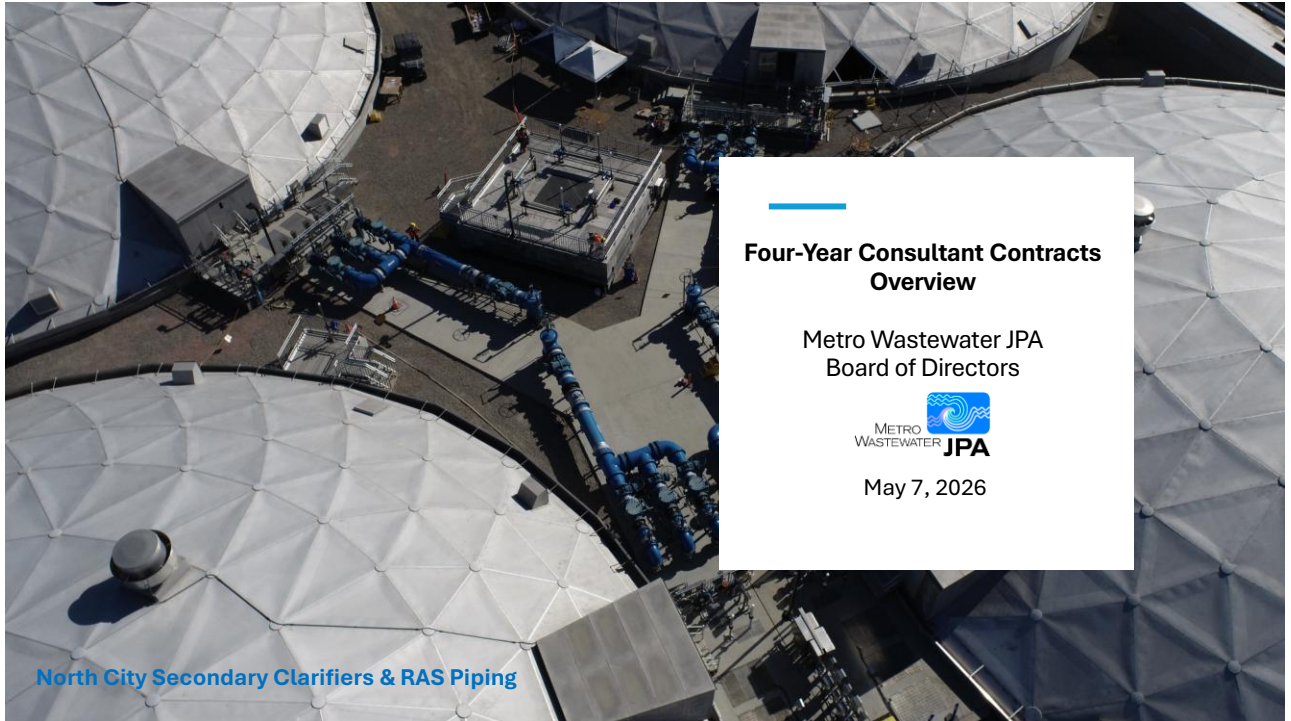
# Summary

- Budget increase is modest and targeted
- No increase to total PA base billing
- Reserves used strategically to stabilize costs
- Flow changes will shift allocations between agencies
- FY 2020 reconciliation incorporated
- Has been reviewed by TAC and Finance Committee and unanimously approved.

A long, narrow metal walkway with railings leads into a dark industrial space, likely a wastewater treatment plant. The walkway is made of metal grating and is flanked by yellow-painted metal railings. The ceiling is dark with several large, circular, recessed lights. The overall atmosphere is dimly lit and industrial.

# Questions?

**North City Secondary Clarifiers In Operation**



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## Purpose of Today's Discussion

Present recommended **four-year contracts** for:

- Financial Consultant
- Engineering Consultants
- Treasury Consultants
- Board Secretary

Reflects work of:

- Succession Planning Ad Hoc
- Executive Director Ad Hoc
- Finance Committee



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# Succession Planning Ad Hoc

## Succession Planning Effort

- Formed October 2025
- Charged with evaluating:
  - Future organizational structure
  - Consultant roles and responsibilities
  - Long-term staffing approach
- Goal:
  - Ensure continuity, expertise, and efficiency
  - Support Metro's strategic priorities



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# Key Decision Points

## Consultant Retention Approach:

- Evaluated:
  - Competitive procurement vs. retaining existing consultants
- Considerations:
  - Performance of current consultants
  - Institutional knowledge
  - Timing of major Metro initiatives

## Decision:

- **Retain existing consultants**
- Based on strong performance and need for continuity

## Key Takeaway:

Continuity was determined to be critical at this stage



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# Why Continuity Matters

## Current & Upcoming Major Efforts

- Implementation of **SARA**
- Start-up of **Phase 1 facilities**
- **Phase 2 configuration negotiations**
- **Phase 1 cost reconciliation and audit**

## Key Takeaway:

These efforts require **experienced, consistent technical and financial support**



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# 360 Review Process

## Consultant Evaluation Process

- Succession Planning AdHoc requested development of formal **360° review process**
- Conducted for all consultants by Executive Director

## Process included feedback from:

- Executive Director reviewed consultants
- AdHoc's
  - Executive Director AdHoc reviewed Executive Director and evaluated consultant's reviews
- Finance Committee – Reviewed and approved
- Board – reviewed outcome of all evaluations in closed session – April 2026

## Outcome:

- All consultants received **favorable evaluations** and offered new four-year contracts

## Key Takeaway:

Performance supported continuation of existing consultants



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# Contract Structure

## Four-Year Contract Approach

- Consistent with existing JPA policy
- Scopes of work:
  - Reviewed and refined by Ad Hoc's and Finance Committee
  - Reviewed and approved by TAC
- Provides:
  - Stability
  - Clear expectations
  - Defined roles and responsibilities



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# Consultant Scope Adjustments – FY 2027- FY 2030

## Key FY 2027-FY 2030 Changes

### Engineering Consultant

- Scope reduced in FY 2027 with partial implementation of SARA.
- Work redirected to key regional priorities, including leadership of the I&I Study, Pure Water Phase 2 configuration, and evolving capital projects for Pump Stations 1 & 2 and Point Loma.

### Financial Consultant

- Scope reduced in FY 2027 due to partial implementation of SARA and removal of Executive Director responsibilities.
- Will continue oversight of the JPA's financial management, budgeting, billing, long-term financial planning, and lead Phase 1 reconciliation project.

### Treasurer

- Scope updated to reflect current operational needs.
- Will continue treasury management functions and assume ongoing website administration responsibilities.



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## Projected Workload Considerations – Phase 1 Cost Reconciliation

### Phase 1 Cost Reconciliation Project

- Future workload for the Engineering Consultant, Financial Consultant, and Treasurer is expected to be influenced by the timing and complexity of the Phase 1 Cost Reconciliation Project associated with Pure Water Phase 1 start-up, currently estimated to begin in **FY 2027**.

### Current Planning Assumptions Include:

- **FY 2028 & FY 2029:**  
Initial workload is expected to be greatest during the start-up and transition period as reconciliation activities begin and processes are established.
- **FY 2030:**  
The level of consultant support is expected to gradually decline with reconciliations project’s scheduled completion in FY 2030.
- Actual workload may vary depending on project timing, City coordination, final accounting requirements, and resolution of reconciliation issues.



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### Financial Consultant Role

- Provides independent financial oversight and analysis
- Oversees JPA Treasury functions
- Reviews City audits, budgets, forecasts, and cost allocations
- Supports Metro billing and financial planning

### Scope Highlights

- Review of PUD budgets and 5-year forecasts
- FAB and billing methodology implementation
- Support for Exhibit E audits and lead Phase 1 reconciliation
- Direct financial support to TAC and Participating Agencies

## Financial Consultant Contract Summary

Description	Current Contract		Proposed FY 2027		Proposed FY 2028		Proposed FY 2029		Proposed FY 2030	
	Budget Hours	Budget Amount	Budget Hours	Budget Amount	Budget Hours	Budget Amount	Budget Hours	Budget Amount	Budget Hours	Budget Amount
1. Routine Meetings	123	\$20,910	120	\$22,200	120	\$ 22,920	120	\$ 23,640	120	\$ 24,360
2. Exhibit E Audit Review	100	\$17,000	100	\$18,500	150	\$ 28,650	200	\$ 39,400	150	\$ 30,450
3. Review of PUD Budget & Forecasts	54	\$ 9,180	50	\$9,250	50	\$ 9,550	50	\$ 9,850	50	\$ 10,150
4. SD Rate Cases/FAB Implementation	88	\$14,960	80	\$14,800	80	\$ 15,280	80	\$ 15,760	80	\$ 16,240
5. Pure Water Cost Allocations/SARA	300	\$51,000	100	\$18,500	100	\$ 19,100	100	\$ 19,700	50	\$ 10,150
6. Metro TAC & JPA Financial Support	144	\$24,480	145	\$26,825	145	\$ 27,695	145	\$ 28,565	145	\$ 29,435
7. General JPA Financial Management	74	\$12,470	75	\$13,875	75	\$ 14,325	75	\$ 14,775	75	\$ 15,225
8. Executive Director	107	\$18,000								
<b>TOTAL</b>	<b>990</b>	<b>\$168,000</b>	<b>670</b>	<b>\$123,950</b>	<b>720</b>	<b>\$ 137,520</b>	<b>770</b>	<b>\$ 151,690</b>	<b>670</b>	<b>\$ 136,010</b>
Hourly Rate:		\$180.00		\$185.00		\$191.00		\$197.00		\$203.00



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**Engineering Consultant Role**

- Provides technical oversight of Metro facilities and operations
- Reviews City capital and operating programs
- Supports system planning and capacity evaluation

**Scope Highlights**

- Review of CIP projects and cost allocations
- Technical support for SARA implementation
- Phase 1 startup and Phase 2 planning support
- Coordination with City engineering staff

# Engineering Consultant Contract Summary

Description	Proposed FY 2027				Proposed FY 2028				Proposed FY 2029				Proposed FY 2030			
	Principal Engineer Hours	Design Engineer Hours	Clerical Hours	Budget Amount	Principal Engineer Hours	Design Engineer Hours	Clerical Hours	Budget Amount	Principal Engineer Hours	Design Engineer Hours	Clerical Hours	Budget Amount	Principal Engineer Hours	Design Engineer Hours	Clerical Hours	Budget Amount
1. Metro TAC meetings.	45	15	0	\$ 13,425.00	45	15	0	\$ 13,425.00	45	15	0	\$ 13,425.00	45	15	0	\$ 13,425.00
2. Metro JPA meetings.	45	15	0	\$ 13,425.00	45	15	0	\$ 13,425.00	45	15	0	\$ 13,425.00	45	15	0	\$ 13,425.00
3. Committee/AdHoc meetings.	24	12	0	\$ 7,860.00	24	12	0	\$ 7,860.00	24	12	0	\$ 7,860.00	24	12	0	\$ 7,860.00
4. Other meetings.	24	12	0	\$ 7,860.00	24	12	0	\$ 7,860.00	24	12	0	\$ 7,860.00	24	12	0	\$ 7,860.00
5. Cost estimates, cost sharing material, scope of works, or other material.	35	25	20	\$ 14,275.00	35	25	20	\$ 14,275.00	35	25	20	\$ 14,275.00	35	25	20	\$ 14,275.00
6. Pure Water.	100	100	20	\$ 43,000.00	100	100	20	\$ 43,000.00	100	100	20	\$ 43,000.00	100	100	20	\$ 43,000.00
7. Metro Audits and Pure Water cost splits.	75	25	0	\$ 22,375.00	110	40	0	\$ 33,400.00	150	50	0	\$ 44,750.00	110	40	0	\$ 33,400.00
8. FIG meetings.	24	12	0	\$ 7,860.00	24	12	0	\$ 7,860.00	24	12	0	\$ 7,860.00	24	12	0	\$ 7,860.00
9. Metro TAC I&I Committee	45	15	0	\$ 13,425.00	45	15	0	\$ 13,425.00	45	15	0	\$ 13,425.00	45	15	0	\$ 13,425.00
10. SARA and FAB.	25	25	0	\$ 10,375.00	25	25	0	\$ 10,375.00	20	20	0	\$ 8,300.00	15	15	0	\$ 6,225.00
<b>TOTAL</b>	<b>442</b>	<b>256</b>	<b>40</b>	<b>\$ 153,880.00</b>	<b>477</b>	<b>271</b>	<b>40</b>	<b>\$164,905.00</b>	<b>512</b>	<b>276</b>	<b>40</b>	<b>\$174,180.00</b>	<b>467</b>	<b>261</b>	<b>40</b>	<b>\$160,755.00</b>
Hourly Rates:	240	175	75		240	175	75		240	175	75		240	175	75	



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**Treasury Role**

- Custodian of Metro JPA funds (Gov. Code compliance)
- Manages financial transactions, invoicing, and cash flow
- Supports budget preparation and audit processes

**Scope Highlights**

- Invoice processing, payment coordination, agency billing
- Financial recordkeeping and reporting
- Website Management

# Treasury Consultant Contract Summary

Description	Current Contract		Proposed FY 2027		Proposed FY 2028		Proposed FY 2029		Proposed FY 2030	
	Budget Hours	Budget Amount	Budget Hours	Budget Amount	Budget Hours	Budget Amount	Budget Hours	Budget Amount	Budget Hours	Budget Amount
Task 1: Monthly Invoicing	29.50	\$5,723	36.00	\$7,380	36.00	\$7,524	36.00	\$7,668	36.00	\$7,812
Task 2: Annual Agency Billing	6.50	\$1,261	3.00	\$615	3.00	\$627	3.00	\$639	3.00	\$651
Task 3: Banking	24.50	\$5,071	32.00	\$6,670	32.00	\$6,800	32.00	\$6,930	32.00	\$7,060
Task 4: Mid-Year Financials	10.00	\$1,940	30.00	\$6,700	30.00	\$6,830	30.00	\$6,960	30.00	\$7,090
Task 5: Year-End Financials/Biennial Audit	60.00	\$12,859	30.00	\$7,140	42.00	\$10,234	28.00	\$6,990	42.00	\$10,622
Task 6: Budget	23.75	\$4,687	9.00	\$2,395	9.00	\$2,441	9.00	\$2,487	9.00	\$2,533
Task 7: Fin Comm Meetings	19.00	\$4,587	30.00	\$7,470	30.00	\$7,614	30.00	\$7,758	30.00	\$7,902
Task 8: Metro TAC Mtgs	2.50	\$644	14.00	\$3,310	14.00	\$3,374	14.00	\$3,438	14.00	\$3,502
Task 9: Metro Comm Mtgs	14.50	\$3,290	40.00	\$11,500	40.00	\$11,720	40.00	\$11,940	40.00	\$12,160
Task 10: ACH	1.50	\$291								
Task 11: Policy Updates	3.00	\$900	15.00	\$4,725	15.00	\$4,815	15.00	\$4,905	15.00	\$4,995
Task 12: Board Admin	32.50	\$6,305	25.00	\$5,125	25.00	\$5,225	25.00	\$5,325	25.00	\$5,425
Task 13: Website Project	97.50	\$19,021	60.00	\$12,740	11.00	\$2,411	11.00	\$2,457	11.00	\$2,503
Task 14: Membership /	30.75	\$5,965								
Task 15: Review and Analysis of Exhibit E Audits					40.00	\$10,040	80.00	\$20,460	40.00	\$10,420
Task 16: Miscellaneous	10.75	\$2,456	10.00	\$2,380	10.00	\$2,426	10.00	\$2,472	10.00	\$2,518
<b>TOTAL</b>	<b>366.25</b>	<b>\$75,000</b>	<b>334.00</b>	<b>\$78,150</b>	<b>337.00</b>	<b>\$82,081</b>	<b>363.00</b>	<b>\$90,429</b>	<b>337.00</b>	<b>\$85,193</b>
Hourly Rate Treasurer		\$300.00		\$315.00		\$321.00		\$327.00		\$333.00
Hourly Rate Assistant Treasurer		\$194.00		\$205.00		\$209.00		\$213.00		\$217.00



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**Board Secretary Role**

- Supports Board and committee governance functions
- Ensures compliance with Brown Act and meeting requirements
- Maintains official records and documentation

**Scope Highlights**

- Agenda preparation and meeting coordination
- Minutes and records management
- Public noticing and compliance support
- Administrative support to Board and committees

# Board Secretary Contract Summary

Proposed Annual Contract Cap: \$50,000

Current Hourly Rate: \$72; Proposed \$75

Annual COLA adjustments based on May Consumer Price Index, San Diego Area

50% Reimbursed by City of San Diego



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## Recommended Action

**Committee Recommendations**

- AdHoc's approved four-year contracts
- TAC reviewed and approved scopes of work
- Finance Committee reviewed scopes of work and contracts and recommends approval

**Approve four-year contracts for:**

- Financial Consultant
- Engineering Consultant
- Treasurer
- Board Secretary



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# Questions?

North City Secondary Clarifiers In Operation