



**COUNTY OF SAN DIEGO  
SANITATION DISTRICT**

**STATEMENT OF PROCEEDINGS**

***THE MINUTES OF THE SANITATION DISTRICT***

**May 20, 2025**

STATEMENT OF PROCEEDINGS  
COUNTY OF SAN DIEGO  
SANITATION DISTRICT  
REGULAR MEETING AGENDA

**TUESDAY, MAY 20, 2025, 9:00 AM**  
COUNTY ADMINISTRATION CENTER  
BOARD CHAMBER, ROOM 310  
1600 PACIFIC HIGHWAY, SAN DIEGO, CA 92101

- A. **REGULAR SESSION:** Meeting was called to order at 9:04 a.m.

**PRESENT:** Directors Terra Lawson-Remer, Vice-Chair; Joel Anderson; Monica Montgomery Steppe; Jim Desmond; also, Andrew Potter, Clerk of the Board of Supervisors.

**ABSENT:** (District 1 Seat Vacant)

- B. **Statement (just cause) and/or Consideration of a Request to Participate Remotely (emergency circumstances) by a Director, if applicable.**
- C. **Non-Agenda Public Communication:** Opportunity for individuals to speak to the Board on any subject matter within the Board's jurisdiction but not an item on the agenda. In accordance with the Board's Rules of Procedure, individuals may only speak at one Non-Agenda Public Communication session per meeting. The speaker may select which session (General Legislative or Land Use Legislative Session) to address the Board for Non-Agenda Public Communication at their convenience.
- D. **Approval of the Statement of Proceedings/Minutes for the meeting of April 23, 2025.**

**ACTION:**

ON MOTION of Director Anderson, seconded by Director Montgomery Steppe, the Board of Directors of the San Diego County Sanitation District approved the Statement of Proceedings/Minutes for the session of April 23, 2025.

**ABSENT:** (District 1 Seat Vacant)

**NOTICE: THE BOARD OF SUPERVISORS MAY TAKE ANY ACTION WITH RESPECT TO THE ITEMS INCLUDED ON THIS AGENDA. RECOMMENDATIONS MADE BY COUNTY STAFF DO NOT LIMIT ACTIONS THAT THE BOARD OF SUPERVISORS MAY TAKE. MEMBERS OF THE PUBLIC SHOULD NOT RELY UPON THE RECOMMENDATIONS IN THE BOARD LETTER AS DETERMINATIVE OF THE ACTION THE BOARD OF SUPERVISORS MAY TAKE ON A PARTICULAR MATTER.**

## **Agenda Items**

### **DISCUSSION ITEM**

<b>Agenda #</b>	<b>Subject</b>
1.	FISCAL YEAR 2024-25 THIRD QUARTER SAN DIEGO COUNTY SANITATION DISTRICT OPERATIONAL PLAN STATUS REPORT AND BUDGET ADJUSTMENTS (4 VOTES)

**1. SUBJECT: FISCAL YEAR 2024-25 THIRD QUARTER SAN DIEGO COUNTY  
SANITATION DISTRICT OPERATIONAL PLAN STATUS REPORT  
AND BUDGET ADJUSTMENTS (DISTRICTS: ALL)**

**OVERVIEW**

This item recommends budget adjustment in the San Diego County Sanitation District as part of the Fiscal Year 2024-25 Third Quarter Operational Plan budget adjustments.

**RECOMMENDATION(S)**

**CHIEF ADMINISTRATIVE OFFICER**

1. Increase the San Diego County Sanitation District (Sanitation District) budget by \$1,575,000 to fund increased costs of the Jamacha Main Sewer Improvement project; the funding source is available prior year Sanitation District Fund fund balance.
  - Establish appropriations of \$1,575,000 in the Sanitation District, Capital Assets Land/Acquisitions, to support increased construction cost in Jamacha Force Main Sewer Improvement Project 1022027, based on available prior year Sanitation District Fund fund balance. **(4 VOTES)**
2. Increase the Sanitation District budget by \$800,000 to fund increased maintenance and fuel costs in their fleet; the funding source is available prior year Sanitation District Fund fund balance.
  - Establish appropriation of \$800,000 in the Sanitation District, Services & Supplies, for increased cost associated with vehicle usage, based on available prior year Sanitation District Fund fund balance. **(4 VOTES)**

**EQUITY IMPACT STATEMENT**

The recommended actions are intended to provide resources to address inequities in County services and to identify disparities, develop meaningful outcomes, and create a County government culture of equity, belonging, and racial justice.

**SUSTAINABILITY IMPACT STATEMENT**

Today's actions support the sustainability measures across the County considering the environment, economy, health/wellbeing, and/or social aspects of the community by aligning the County's available resources with services to maintain fiscal stability and ensure long-term solvency.

**FISCAL IMPACT**

Funds associated with today's recommendations are not included in the Fiscal Year 2024-25 Operational Plan in the San Diego County Sanitation District (Sanitation District). If approved, this action will result in cost and revenue of \$2,375,000 to fund increased costs of the Jamacha Main Sewer Improvement project (\$1,575,000) and for increased cost associated with vehicle usage (\$800,000). The funding source is available prior year Sanitation District Fund fund balance. There will be no change in net General Fund cost and no additional staff years.

**BUSINESS IMPACT STATEMENT**

N/A

**ACTION:**

ON MOTION of Director Anderson, seconded by Director Desmond, the Board of Directors of the San Diego County Sanitation District took action as recommended.

AYES: Anderson, Lawson-Remer, Montgomery Steppe, Desmond

ABSENT: (District 1 Seat Vacant)


There being no further business, the Board of Directors of the San Diego County Sanitation District recessed at 4:05 p.m.

ANDREW POTTER  
Clerk of the Board of Directors  
of Sanitation District

Notes By: Vizcarra

NOTE: This Statement of Proceedings sets forth all actions taken by the County of San Diego Board of Directors of the Sanitation District on the matters stated, but not necessarily the chronological sequence in which the matters were taken up.


Approved by the Board of Directors, on Wednesday, June 25, 2025.

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TERRA LAWSON-REMER  
Vice-Chair

Attest:

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ANDREW POTTER  
Clerk of the Board