NORTH SAN MATEO COUNTY SANITATION DISTRICT

a subsidiary of the City of Daly City

333 – 90TH STREET, DALY CITY, CALIFORNIA 94015-1895

(650) 991-8127

REGULAR MEETING – BOARD OF DIRECTORS

Monday, April 28, 2014 - 6:45 PM
City Hall Council Chambers – 2nd Floor
333 – 90th Street, Daly City, CA 94015

AGENDA

Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should call the office of the City Clerk at 991-8078. *We will need* ***FIVE (5) WORKING DAYS BEFORE ANY FUTURE MEETINGS*** *to make any necessary accommodations.*

CALL TO ORDER:

ROLL CALL:

APPROVAL OF AGENDA:

CONSENT AGENDA

All items listed on the Consent Agenda are considered to be routine and may be approved by one roll call vote of the Board of Directors. There shall be no separate discussion of the matters on the Consent Agenda unless requested by a member of the Board. If discussion is required, that item will be removed from the Consent Agenda and will be considered separately at the end of the Agenda.

Minutes:

1. Regular Meeting of March 24, 2014

Action Items:

2. Sewer Service Charge Appeals - FY 2013/14

3. Revenue and Expenditures Summary Report - February 2014

END OF CONSENT AGENDA

"AVAILABILITY OF PUBLIC RECORDS. All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the City Clerk's Office, City Hall located at 333 90th Street, Daly City, CA during normal business hours, at the same time that the public records are distributed or made available to the legislative body."

PUBLIC APPEARANCES/ORAL COMMUNICATION:

4. Public Hearing - Recertification of Updated Sewer System Management Plan (SSMP)

Staff:
Royer
Recommended Action:
Adopt Resolution

REPORTS:

5. Board of Directors

6. Staff

ADJOURNMENT:

REGULAR MEETING - BOARD OF DIRECTORS

MINUTES

March 24, 2014

The Board of Directors of the North San Mateo County Sanitation District convened in a Regular Meeting on March 24, 2014, in the City Council Chamber, City Hall, 333 - 90th Street, Daly City, California.

The meeting was called to order by Chair Canepa at 6:45 p.m.

ROLL CALL:

Present: Guingona, Buenaventura, Klatt, Torres, Canepa

Staff Present: General Manager Patricia Martel, District Counsel Rose Zimmerman, Assistant City Manager Julie Thuy Underwood, Finance Director Lawrence Chiu, Director of Water and Wastewater Resources Patrick Sweetland, and Office Assistant II Angelica Zermeno as Recording Secretary.

APPROVAL OF AGENDA:

Motion was made, seconded (Klatt/Buenaventura) and unanimously approved.

CONSENT AGENDA:

1. **Minutes of Regular Meeting of February 10, 2014**
2. **Sewer Service Charge Appeals – FYs 2013/14**
3. **Revenue and Expenditures Summary Report – January 2014**

Motion was made, seconded (Buenaventura/Torres) and unanimously carried to adopt the Consent Agenda Regular Meeting of February 10, 2014.

NEW BUSINESS:

4. **Set Time and Place for Public Hearing – Updated Sewer System Management Plan (SSMP)**

Director of Water and Wastewater Resources Patrick Sweetland recommended the Board set time and place for a public hearing for 6:45 p.m. on Monday, April 28, 2014, to solicit public input and approve the recommended updates to the Sewer System Management Plan (SSMP). The regulations are mandated by the National Pollutant Discharge Elimination System, Water Discharge Requirements for Sanitary Sewer Systems, which involve recertification of local programs every five years. The updates will include the hydraulic model and the condition assessment, which capital projects will be scheduled annually in accordance with the SSMP. Revisions to the Monitoring and Reporting Program will also be included. Water quality sampling is required for sanitary sewer overflows (SSOs) greater than or equal to 50,000 gallons and agencies will be required to develop a Water Quality Monitoring Program plan in order for staff to be prepared to conduct the sampling when needed.

Motion was made, seconded (Torres/Klatt) and unanimously carried on a roll call vote to adopt the Resolution No. 14-SD-04, "Set Time and Place for Public Hearing – Updated Sewer System Management Plan (SSMP)".

5. **Notice of Completion for Delong Street and Station Avenue Sewer Main Improvements**

Director of Water and Wastewater Resources Patrick Sweetland recommends the Board accept the improvements completed for the Delong Street and Station Avenue Sewer Main Improvements projects. The projects replaced manholes, reconnected sewer laterals and resurfaced the street pavement along Delong Street and Station Avenue. The pavement restoration work extended past the sewer main replacement limits in order to coordinate with the District's sewer main and Daly City's pavement rehabilitation program and to reduce the impact and inconvenience to residents. Stoloski & Gonzalez, Inc. of Half Moon Bay, California, has completed all improvements required by the construction contract and is now complete to the satisfaction of staff.

Motion was made, seconded (Torres/Klatt) and unanimously carried on a roll call vote to adopt Resolution No. 14-SD-05, "Notice of Completion for Delong Street and Station Avenue Sewer Main Improvements".

REPORTS:

6. **Board of Directors**

None.

7. **Staff**

None.

ADJOURNMENT:

Motion was made, seconded (Torres/Guingona) and unanimously carried to adjourn the Regular Meeting at 6:48 p.m.

Item # 2

Agenda Report

North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: April 28, 2014

Subject: SEWER SERVICE CHARGE APPEALS – FISCAL 2013-14

Recommended Action

Based on staff review, I recommend that the sewer service charge be revised and based on annual water consumption or average yearly consumption excluding the base period.

Daly City Water

Yusra Abuzahriyeh

Parcel #008-311-150

Staff is available to provide any additional information desired by the Chair or Board Members.

Respectfully submitted,

Lawrence Chiu

Lawrence Chiu
Director of Finance and
Administrative Services

CC: District General Manager
City Attorney
Department of Water and Wastewater Resources

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE 4/28/14

PARCEL NO.	008-311-150	2013-14
CUSTOMER NAME	YUSRA ABUZAHRIYEH	
SERVICE ADDRESS	1361 SOUTHGATE AVE., DALY CITY	

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	63
		2 MONTHS PRIOR	40
2 MONTHS AFTER	34	4 MONTHS PRIOR	36
4 MONTHS AFTER	41	6 MONTHS PRIOR	39
		8 MONTHS PRIOR	33
		10 MONTHS PRIOR	29
		ACTUAL ANNUAL USAGE	**240**
		BASE PERIOD ANNUALIZED	378
		ANNUAL CREDIT IN UNITS (MUST BE OVER 15 UNITS)	**138**
		PERCENTAGE CHANGE (MUST BE OVER 10%)	**58%**
		ANNUAL CREDIT IN DOLLARS	**$725.88**

(N.S.M.C.S.D. $5.26 per unit)

REASON FOR APPEAL

DURING THE BASE PERIOD, MR. ABUZAHRIYEH HAD LEAKAGE WHICH WAS REPAIRED WITH A REMODEL OF HIS KITCHEN AND BATHROOM.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

SANITATION DISTRICT

EXPENDITURES REPORT

FOR THE MONTH OF FEBRUARY 2014

		CURRENT MONTH	YEAR TO-DATE
SALARIES AND BENEFITS	$	426,407	3,931,841
SERVICES & SUPPLIES (Includes reimbursements to Sanitation Collection/ Treatment Division)		329,807	4,099,651
OTHER CHARGES		178,991	1,616,160
CAPITAL OUTLAYS		336,562	3,085,985
LESS ASSETS TO BALANCE SHEET			(320,696)
TRANSFERS		221,970	950,273
TOTAL	$	1,493,737	13,363,214

AUDITED Lawrence Chan Director of Finance

APPROVED ______________________ Board Chair

APPROVED ______________________ General Manager/Secretary

DATE APPROVED ______________________

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 02/28/14

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb- rances	Remaining Balance	Percnt To-dat
REVENUES:							
TAXES							
3110 SECRD PRPRTY TX	1,293,322.67	1,247,598.78	0.00	761,072.63	0.00	486,526	61.0
3120 UNSCRD PRPRTY T	73,245.77	70,432.38	0.00	70,143.14	0.00	289	99.6
3123 SPPLMNTL PRPRTY	27,126.75	13,684.28	0.00	18,610.56	0.00	(4,926)	136.0
3180 RPTTF DISTRIBTN	67,728.90	0.00	0.00	29,891.19	0.00	(29,891)	0.0
3613 HMWNRS PRPRTY T	8,915.02	9,736.58	0.00	4,396.30	0.00	5,340	45.2
Total TAXES	1,470,339.11	1,341,452.02	0.00	884,113.82	0.00	457,338	65.9
RENTS AND INTEREST							
3510 INVSTMNT ERNNGS	199,358.29	268,395.00	0.00	83,189.92	0.00	185,205	31.0
3515 UNRLZD GN(LSS)N	(216,648.66)	0.00	9,326.46	98,149.19	0.00	(98,149)	0.0
Ttl RNTS AND INTRS	(17,290.37)	268,395.00	9,326.46	181,339.11	0.00	87,056	67.6
CHARGES AND FEES							
3901 SSC TAX ROLL	13,558,905.69	13,183,050.00	(4,013.80)	7,842,951.46	0.00	5,340,099	59.5
3902 SSC WESTBOROUGH	1,485,112.27	1,484,832.00	794,676.47	794,676.47	0.00	690,156	53.5
3903 SSC COLMA	33,364.14	35,600.00	0.00	31,390.02	0.00	4,210	88.2
3904 SSC SF JAIL	142,991.61	109,000.00	0.00	0.00	0.00	109,000	0.0
3911 WATER SALES	245,098.37	180,825.00	22,899.27	194,289.73	0.00	(13,465)	107.4
3921 CONNECTIN CHRGS	135,098.40	115,000.00	10,269.00	74,534.00	0.00	40,466	64.8
Total CHRGS AND FS	15,600,570.48	15,108,307.00	823,830.94	8,937,841.68	0.00	6,170,465	59.2
MISCELLANEOUS REVENUES							
3810 PROPERTY DSPSLS	1,872.40	0.00	1,905.60	4,698.80	0.00	(4,699)	0.0
3852 WRKRS CMP - SLF	86,719.83	0.00	(1,151.13)	13,209.23	0.00	(13,209)	0.0
3860 MISCELLANES RVN	34,469.22	0.00	400.00	1,170.00	0.00	(1,170)	0.0
Total MSCLLNS RVNS	123,061.45	0.00	1,154.47	19,078.03	0.00	(19,078)	0.0
OPERATING TRANSFERS IN							
3953 IF FM 41-381-37	1,462,371.00	1,469,738.06	122,478.17	979,825.36	0.00	489,913	66.7
Ttl OPRTNG TRNSFRS	1,462,371.00	1,469,738.06	122,478.17	979,825.36	0.00	489,913	66.7
* Total Revenues	18,639,051.67	18,187,892.08	956,790.04	11,002,198.00	0.00	7,185,694	60.5

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb- rances	Remaining Balance	Percnt To-dat
EXPENDITURES:							
SALARIES AND BENEFITS							
4101 SALARIES	3,971,859.77	4,225,024.64	268,901.04	2,435,689.28	0.00	1,789,335	57.6
4102 HOURLY WAGES	42,754.31	52,123.76	2,594.82	23,914.80	0.00	28,209	45.9
4103 OVERTIME	81,048.72	102,561.71	3,037.18	61,047.02	0.00	41,515	59.5
4104 PERS RETIREMENT	926,862.85	990,722.67	64,011.75	597,028.54	0.00	393,694	60.3
4105 GROUP INSURANCE	645,273.26	659,576.84	37,483.68	371,398.77	0.00	288,178	56.3
4106 WORKERS CMPNSTN	285,206.19	278,531.26	21,653.59	204,367.32	0.00	74,164	73.4
4107 MEDICARE	53,765.70	50,433.46	3,784.81	34,729.67	0.00	15,704	68.9
4108 UNMPLYMNT INSRN	4,400.22	9,479.00	0.00	0.00	0.00	9,479	0.0
4109 COMPNSTD ABSNCS	(51,784.56)	0.00	0.00	0.00	0.00	0	0.0
4110 TERMINATION PAY	53,338.87	0.00	2,460.67	18,362.39	0.00	(18,362)	0.0
4112 STANDBY PAY	18,200.00	18,200.00	1,400.00	12,600.00	0.00	5,600	69.2
4116 INJURY LEAVE	109,969.07	0.00	0.00	18,659.57	0.00	(18,659)	0.0
4118 RETIREE HEALTH	200,376.28	384,477.00	21,079.52	153,980.92	0.00	230,496	40.0
4119 SOCIAL SECURITY	551.86	2,884.50	0.00	63.04	0.00	2,821	2.2
4120 OTHR PST EMPLYM	155,996.00	0.00	0.00	0.00	0.00	0	0.0
Ttl SLRS AND BNFTS	6,497,818.54	6,774,014.84	426,407.06	3,931,841.32	0.00	2,842,174	58.0
SERVICES AND SUPPLIES							
4209 MLG RMB/CR ALLW	1,800.00	1,950.00	150.00	1,200.00	0.00	750	61.5
4211 ADVERTISING	196.00	19,200.20	0.00	129.00	0.00	19,071	0.7
4212 COMMUNICATIONS	34,552.10	33,209.12	2,793.67	21,764.47	0.00	11,445	65.5
4213 UTILITIES	881,651.08	899,265.20	65,187.88	594,312.36	0.00	304,953	66.1
4217 EQPMNT MNTNNC C	66,672.72	77,608.21	5,542.54	39,159.60	1,758.00	36,691	52.7
4219 PROFESSNL SRVCS	17,268.59	69,640.00	10,662.12	29,317.09	13,172.91	27,150	61.0
4220 OTHR CNTRCTL SR	3,586,090.37	4,159,662.33	46,013.56	1,910,676.59	1,645,799.94	603,186	85.5
4228 PUMP STATIN RPR	68,613.19	66,362.48	6,729.72	29,611.31	0.00	36,751	44.6
4230 OFFICE EXPENSE	18,927.68	16,122.59	3,392.91	14,339.32	0.00	1,783	88.9
4231 SAFETY GEAR	21,675.20	38,427.77	705.84	7,803.50	0.00	30,624	20.3
4234 SPECIL DPRTMNTL	6,185.48	20,300.00	2,281.09	2,973.69	0.00	17,326	14.6
4235 BUILDING MNTNNC	60,791.62	57,877.32	4,151.74	40,336.36	0.00	17,541	69.7
4237 CLOTHING	25,484.07	23,633.86	1,152.77	13,256.41	0.00	10,377	56.1
4241 STRTS OPRTNG SP	5,892.91	11,351.63	381.42	5,027.72	0.00	6,324	44.3
4243 OPERATING SPPLS	849,860.47	1,137,809.02	56,667.45	568,020.79	156,978.58	412,810	63.7
4244 REPARS & MNTNNC	164,530.69	166,764.62	31,024.55	136,199.55	0.00	30,565	81.7
4246 FUELS & MTR OLS	18,693.28	75,613.76	7,510.19	22,469.79	0.00	53,144	29.7
4255 SMALL EQUIPMENT	20,861.33	15,036.50	4,951.13	18,980.03	0.00	(3,943)	126.2
4313 INVNTRY ADJSTMN	(151,164.98)	0.00	0.00	0.00	0.00	0	0.0
Ttl SRVCS AND SPPL	5,698,581.80	6,889,834.61	249,298.58	3,455,577.58	1,817,709.43	1,616,548	76.5

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb-rances	Remaining Balance	Percnt To-dat
OTHER CHARGES							
4215 RENTS AND LEASS	292.96	5,500.00	0.00	0.00	0.00	5,500	0.0
4302 MMBRSHPS & PBLC	33,036.46	44,647.68	902.00	31,957.43	0.00	12,690	71.6
4303 TRAVEL & METNGS	2,303.77	8,186.95	0.00	1,107.10	0.00	7,080	13.5
4304 EDUCATN & TRNNG	31,251.99	48,282.90	3,601.16	12,912.82	0.00	35,370	26.7
4434 MSCLLNS OTHR CH	163,314.30	209,596.36	1,405.87	123,844.50	0.00	85,752	59.1
4603 CONTINGENCIES	0.00	6,666.50	0.00	0.00	0.00	6,667	0.0
Total OTHER CHARGS	230,199.48	322,880.39	5,909.03	169,821.85	0.00	153,059	52.6
FIXED CHARGES							
4208 TLPHN SRVC CHRG	6,467.40	6,467.23	538.95	4,311.60	0.00	2,156	66.7
4216 VHCL SRVC CHRGS	296,710.32	296,710.29	24,725.86	197,806.88	0.00	98,903	66.7
4223 INFRMTN SRVCS C	338,666.40	338,666.45	28,222.20	225,777.60	0.00	112,889	66.7
4226 MAL/MSSNGR SRVC	3,786.60	3,786.64	315.55	2,524.40	0.00	1,262	66.7
4227 COPIER SERVICES	7,692.00	7,692.00	641.00	5,128.00	0.00	2,564	66.7
4233 POSTAGE	3,720.72	3,720.77	310.06	2,480.48	0.00	1,240	66.7
4301 GNRL INSRNC CHR	309,065.88	309,065.83	25,755.49	206,043.92	0.00	103,022	66.7
Total FIXED CHARGS	966,109.32	966,109.21	80,509.11	644,072.88	0.00	322,036	66.7
CAPITAL OUTLAY							
4504 ENGINERNG SRVCS	1,424,024.62	2,795,351.54	22,069.00	786,007.89	1,518,287.84	491,056	82.4
4507 MAINS CONSTRCTN	171,051.24	3,093,435.87	11,556.00	649,283.01	177,034.54	2,267,118	26.7
4508 STRM DRN CNSTRC	0.00	1,376,234.00	0.00	0.00	43,253.53	1,332,980	3.1
4509 STRETS CNSTRCTN	17,600.00	0.00	0.00	0.00	0.00	0	0.0
4516 IN-HS SRVCS / C	78,012.85	225,337.52	3,554.28	25,929.41	0.00	199,408	11.5
4518 CNSTRCTN INSP S	0.00	29,500.00	670.72	20,066.09	0.00	9,434	68.0
4520 BUILDINGS	91,094.88	673,732.96	129,983.80	403,948.07	5,774.76	264,010	60.8
4522 PUMP STATIONS	65,295.98	572.65	0.00	0.00	0.00	573	0.0
4528 CNSTRCTN INSPCT	0.00	3,143.20	0.00	348.00	0.00	2,795	11.1
4529 SNTTN TRTMNT PL	244,614.00	464,008.92	0.00	52,296.90	36,800.00	374,912	19.2
4530 SANITATN EQPMNT	1,091,957.85	2,286,679.65	168,164.17	879,828.14	473,503.33	933,348	59.2
4532 OTHR CNTRCTL SR	927.03	128,757.16	0.00	54.90	0.00	128,702	0.0
4550 TLS AND SHP EQP	32,387.50	39,345.89	564.22	32,782.78	0.00	6,563	83.3
4551 CMMNCTNS EQPMNT	9,512.67	411.00	0.00	0.00	0.00	411	0.0
4552 LIGHTS & GNRTRS	0.00	255,000.00	0.00	235,440.00	19,586.85	(27)	100.0
4554 ALARM SYSTEMS	22,994.33	0.00	0.00	0.00	0.00	0	0.0
4558 VEHICULR EQPMNT	0.00	277.00	0.00	0.00	0.00	277	0.0
4567 COMPUTER EQPMNT	10,700.00	267,047.28	0.00	0.00	162,069.65	104,978	60.7
4571 COMPUTER SOFTWR	0.00	40,000.00	0.00	0.00	0.00	40,000	0.0
4597 EXPNS CNTR ACCN	(1,180,778.78)	0.00	0.00	(320,696.03)	0.00	320,696	0.0
Total CAPITAL OTLY	2,079,394.17	11,678,834.64	336,562.19	2,765,289.16	2,436,310.50	6,477,235	44.5

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 02/28/14

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb-rances	Remaining Balance	Percnt To-dat
OPERATING TRANSFERS OUT							
4651 IF T 01-031-031	1,047,223.08	1,065,116.00	88,759.66	710,077.28	0.00	355,039	66.7
4667 IF T 51-315-453	106,869.00	491,767.00	133,210.00	133,210.00	0.00	358,557	27.1
4672 IF T 55-035-458	0.00	10,152.03	0.00	6,986.19	0.00	3,166	68.8
4685 IF TO 17-312	0.00	100,000.00	0.00	100,000.00	0.00	0	100.0
Ttl OPRTNG TRNSFRS	1,154,092.08	1,667,035.03	221,969.66	950,273.47	0.00	716,762	57.0
DEBT SERVICE							
4378 NOTE PRINCIPAL	209,558.26	214,797.00	0.00	214,797.22	0.00	(0)	100.0
4379 NOTE INTEREST	76,264.12	70,949.00	0.00	74,081.16	0.00	(3,132)	104.4
4385 PRNCPL PYMNT CN	(209,558.26)	(214,797.00)	0.00	(214,797.22)	0.00	0	100.0
Total DEBT SERVICE	76,264.12	70,949.00	0.00	74,081.16	0.00	(3,132)	104.4
DEPRECIATION							
4431 DEPRECIATION	2,003,719.28	1,870,366.00	173,081.62	1,372,257.04	0.00	498,109	73.4
Total DEPRECIATION	2,003,719.28	1,870,366.00	173,081.62	1,372,257.04	0.00	498,109	73.4
* Total Expenditurs	18,706,178.79	30,240,023.72	1,493,737.25	13,363,214.46	4,254,019.93	12,622,789	58.3
Nt fr SNTTN DSTRCT F	(67,127.12)	(12,052,131.64)	(536,947.21)	(2,361,016.46)	(4,254,019.93)	(5,437,095)	

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 02/28/14

* Fund 87 SANITATION DISTRICT *

Obj Code Description	Prior Year Actual	Current Year Budget	Current Month Actual	Year-to -date Actual	Encumb-rances	Remaining Balance	Percnt To-dat
Total Rev - All Fnds	18,639,051.67	18,187,892.08	956,790.04	11,002,198.00	0.00	7,185,694	60.5
Ttl Expnd - All Fnds	18,706,178.79	30,240,023.72	1,493,737.25	13,363,214.46	4,254,019.93	12,622,789	58.3
All Funds Net	(67,127.12)	(12,052,131.64)	(536,947.21)	(2,361,016.46)	(4,254,019.93)	(5,437,095)	

Item # 4

Agenda Report

North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: April 28, 2014

Subject: Public Hearing – Recertification of Updated Sewer System Management Plan (SSMP)

Recommended Action

Staff recommends the District Board to adopt and approve the recommended updates to its Sewer System Management Plan (SSMP). The regulations are mandated by the National Pollutant Discharge Elimination System, Water Discharge Requirements for Sanitary Sewer Systems that involve legislative recertification every five years.

Background

On May 6, 2006, the State Water Resources Control Board issued its separate Statewide General Waste Discharge Requirements for Sanitary Sewer Systems, Order No. 2006-0003-DWQ, that required development of an SSMP with a set of date specific timelines.

The District Board approved its SSMP on April 23, 2009 and all required program elements have been completed.

Discussion

The SSMP has been the District guiding response document since its inception. The regulations require each agency to obtain their governing board's approval of the updated SSMP at a public hearing, and recertification is due no later than May 2, 2014.

The update has been available for the Board's review since April 18, 2014 and includes:

- The hydraulic model and the condition assessment prioritized a list of long and short term Capital Improvement Projects which are included in the 20 year plans with projects scheduled annually.

- Revisions to the Monitoring and Reporting Program – The State Water Resources Control Board issued an updated Monitoring and Reporting program (MRP) for the statewide Sanitary Sewer System General Waste Discharge Requirements (SSS WDR) in effect as of September 9, 2013. Water quality sampling is required for sanitary sewer overflows (SSOs) greater than or equal to 50,000 gallons. Agencies are required to develop a Water Quality Monitoring Program plan that should be in place so staff is ready to conduct the sampling if and when it is needed. Staff has revised the plan in accordance with the new requirements.

Fiscal Impact

Projects are identified in the 20 year plan. During the next biennial budget cycle proposed collection system projects include:

Bruno Ave., between School St.and Vale St	175 ft of 6" VCP with 6" HDPE/SDR35	Manholes and laterals
D St. and Mission St.	1,083 ft. of 10" and 12" pipe to 15" and 285 ft. of 10" pipe to 12"pipe along Mission St and D St	Manholes and laterals
Junipero Serra/Citrus	116 ft. of 8" pipe to 10"and 593 ft of 8"and 10" pipe to 12" and 977 ft of 10"and 12" pipe to 15" along Junipero Serra Blvd. and Citrus Avenue	Manholes and laterals
Serramonte	575 ft. of 8" pipe to 10" pipe along Serramonte Blvd from Gellert Blvd to Serramonte Center driveway	Manholes and laterals
Southgate Ave.	Escuela Dr. to Cerro Dr.; 578 ft. of 10" to 15" pipe	Manholes and laterals
Skyline Drive	Carmel Ave to South of Westmoor Ave; 1080 ft. of 8" pipe to 10" pipe,	Manholes and laterals

The projects total approximately $2.6 million.

Staff is available to answer any questions of the Chair and Members of the Board of Directors.

Respectfully submitted,

Cynthia J. Royer
Manager of Technical Services

Patrick Sweetland
Director of Water and Wastewater Resources