



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, May 09, 2016 - 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 April 25, 2016

END OF CONSENT AGENDA

PUBLIC APPEARANCES/ORAL COMMUNICATIONS:

NOTE: Speakers are limited to two minutes, unless modified by the Chair. The District cannot take action on any matter raised under this item.

***“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.”*

Agenda – Sanitation District

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REPORTS:

2. Board of Directors
3. Staff
- A Citizens' Advisory Committee FY 2016/17

Staff:

Sweetland

Recommended Action:

Information Only

ADJOURNMENT:

REGULAR MEETING - BOARD OF DIRECTORS

MINUTES

April 25, 2016

The Board of Directors of the North San Mateo County Sanitation District convened in a Regular Meeting on April 25, 2016, in the City Council Chamber, City Hall, 333 - 90th Street, Daly City, California.

The meeting was called to order by Chairman Sal Torres at 6:45 p.m.

ROLL CALL:

Present: Christensen, Canepa, Buenaventura, Torres

Absent: Guingona

Staff Present: General Manager Patricia Martel, District Counsel Rose Zimmerman, Assistant City Manager Julie Thuy Underwood, Director of Water and Wastewater Resources Patrick Sweetland, and Emelyn Ponce as Recording Secretary.

APPROVAL OF AGENDA:

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

CONSENT AGENDA:

1. **Minutes of Regular Meeting of February 22, 2016**
2. **Sewer Service Charge Appeals –FY 2015/16**

Motion was made, seconded (Canepa/Christensen) and unanimously carried to adopt the Consent Agenda.

NEW BUSINESS:

3. **Setting Time and Place of Public Hearing for Sewer Service Charge Report FY 2016/17, 2017/18 and 2018/19**

Director of Water and Wastewater Resources Patrick Sweetland requested the Board set time and place of Public Hearing for 2016/17, 2017/18 and 2018/19 Sewer Service Charge Report for 6:45 p.m., Monday, June 13, 2016. Staff is recommending changes to the sewer service charge for fiscal years 2016/17, 2017/18 and 2018/19 reflecting an 8% increase for each year. The 2016/17 Sewer Service Charge Report will be made available for public view in the Department of Finance.

Motion was made, seconded (Buenaventura/Canepa) and unanimously carried to adopt the Resolution No. 16-SD-04, "Setting Time and Place of Public Hearing For Sewer Service Charge Report for FY 2016/17, 2017/18 & 2018/19".

REPORTS:

4. **Board of Directors**

None.

5. **Staff**

A. Vista Grande Drainage Basin Improvement Project

Director Patrick Sweetland informed the Board that Vista Grande Drainage Basin Improvement Project has a 60-day EIR review beginning April 29, 2016. Public meeting on the review process is set on May 26, 2016, 7pm, at City Council Chamber.

ADJOURNMENT:

Motion was made, seconded (Canepa/Christensen) and unanimously carried to adjourn the Regular Meeting at 6:50 p.m.



North San Mateo County Sanitation District

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Meeting Date: May 9, 2016

Subject: CITIZENS' ADVISORY COMMITTEE FY 2016/17

Recommended Action

Information item to the Board of Directors.

Background

The Citizens' Advisory Committee (CAC) is comprised of homeowner and merchant associations and other interested parties to review current and projected financial requirements of the North San Mateo County Sanitation District in order to determine the need for rate adjustments.

Discussion

As part of the current two-year budget cycle, staff is currently reviewing projected revenue and expenditure projections, along with the proposed Sanitation District Capital Projects. Preliminary evaluations indicate it is likely that a rate adjustment is in order to meet necessary operation commitments and capital improvements. District's current sewer service charge was amended in 2013 to \$6.26 per cubic foot in FY 2015/16. Local groups on the attached list will be sent invitations to participate in this year's meeting scheduled on June 2nd in the Daly City Training Room, 1st floor of City Hall.

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patrick Sweetland".

Patrick Sweetland
Director of Water and Wastewater Resources

Attachment

CITIZENS' ADVISORY COMMITTEE FISCAL YEAR 2016/17

Belle Vista Homeowners Association

Ric Perez, Property Manager
c/o The Manor Association
353 Maine Street
Redwood City, CA 94063
Phone: (650) 222-4727 (CP) & (650) 637-1616

Broadmoor Property Owners Association

David Jay, President
1751 Sweetwood Drive
Broadmoor, CA 94015
Phone: (650) 755-9892 dgjay@pacbell.net

Crocker Neighborhood Association

Leah Berlanga, President
103 Irvington St.
Daly City, CA 94016
Phone: (408) 469-9208 lberlanga@yahoo.com

Crown Colony Homeowners Association

Rick Crump, President
396 Imperial Way #305
Daly City, CA 94015
Phone: (650) 757-6544 re.cc@astound.net

Cypress Point Homeowners Association

Rich Brugger, President
396 Innisfree Drive
Daly City, CA 94015
Phone: (650) 892-9932

Daly City Council of Homeowners and Residents Associations

Vaughn Jones, President
261 Palisades Drive
Daly City, CA 94015
Phone: (650) 756-6795 evaughn318@aol.com

Franciscan Mobile Homeowners Association

Jon Hall, Property Manager
700 Hoffman Street
Daly City, CA 94014
Phone: (650) 755-3483/Fax (650) 755-9682

Grandview Village Homeowners Association

c/o PML Management Corp. Attn: Gregory Fox
655 Mariner's Island, Suite 301
San Mateo, CA 94404
Phone: (650) 349-9113

Greater Daly City/Colma Chamber of Commerce

Georgette Sarles, CEO & President
355 Gellert Boulevard, Suite 138
Daly City, CA 94015
Phone: (650) 755-3900

Hillside Homeowners Improvement Association

Richard Rocchetta, President
P.O. Box 383 or 1255 Hillside Blvd.
Daly City, CA 94014
Phone: (650) 992-9144 rocchetta@sbcglobal.net

John Daly Residents Association

Denise Kelly, President
71 Fairway Drive
Daly City, CA 94015
Phone: (650) 755-9567 deniseakelly@comcast.net

Original Daly City Protective Association

Judith Christensen, President
428 San Diego Avenue
Daly City, CA 94014
Phone: (650) 756-3128 judith94014@gmail.com

Pointe Pacific Homeowners Association

c/o CitiScape Property Management Attn: Anna Schultz
3450 3rd St., Ste 1A
San Francisco, CA 94124
Phone: (415) 401-2000 or Fax: (415) 695-2999

Serramonte Highlands Homeowners Association

George Mockridge, Manager
311 Michelle Lane
Daly City, CA 94015
Phone: (650) 878-1773 geo0510@aol.com

Serramonte Homeowners Association

Susan Roxas, President
89 Norwood Avenue
Daly City, CA 94015
Phone: (650) 878-5694 croxhome@yahoo.com

Serravista Homeowners Association

Ray Satorre, Secretary/Representative
103 Serravista Avenue
Daly City, CA 94015 rsatorre@aol.com
Phone: (650) 878-8090 or (650) 222-2510

Skyline-Palisades Residential Association

Vaughn Jones, President
261 Palisades Drive
Daly City, CA 94015
Phone: (650) 756-6795 evaughn318@aol.com

Southern Hills Homeowners Association

Chip Wright, Representative
110 Alta Vista Way
Daly City, CA 94014
Phone: 415-334-7871

St. Francis Heights Association

Cathy Pantazy, Representative
75 Castillejo Dr
Daly City, CA 94015
Phone: (650) 755-5883 pantazy@sbcglobal.net

Town of Colma

Sean Rabe, City Manager
1198 El Camino Real
Colma, CA 94014
Phone: (650) 997-8300/9

Traditions Belhaven Homeowners Association

Romeo Tayag, President
338 Cerro Court
Daly City, CA 94015
Phone No. (650) 757-6215

Village in the Park Homeowners Association

Marilyn Thickett, Representative
86 Cityview Dr
Daly City, CA 94014

Village Serramonte Homeowners Association

Susan Prewitt c/o Eugene Burger Mgt Corp
2001 Union Street, Suite 106
San Francisco, CA 94123
Phone: 415-561-0800

Westborough Water District

Darryl Barrow, General Manager
P.O. Box 2747
South San Francisco, CA 94083
Phone: (650) 589-1435

Westlake Estates Homeowners Association

Theodore V. Tronoff, President
79 El Portal Way
Daly City, CA 94015
Phone: (650) 755-7144

Westlake Knolls

Elaine Francisco, President
80 Huntington Drive
Daly City, CA 94015
(650) 994-5912

Westlake Merchants Association

Georgette Sarles, President
322 Westlake Center
Daly City, CA 94015
Phone: (650) 992-7550

Westlake Village Apartments

William Choutka, General Manager
333 Park Plaza Drive
Daly City, CA 94015
Phone: (650) 755-1313