



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 24, 2017 - 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 27, 2017

Action Items:

2. Sewer Service Charge Appeals - FY 2017/18
3. Revenue and Expenditure Summary Report - February 2017

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 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.

NEW BUSINESS:

4. Designation of General Manager as the Authorized Representative to Execute Proposition 1 Financial Agreement with the State Water Resources Control Board

Staff:

Sweetland

Recommended Action:

Adopt Resolution

REPORTS:

5. Board of Directors
6. Staff

ADJOURNMENT:

REGULAR MEETING - BOARD OF DIRECTORS

MINUTES

March 27, 2017

The Board of Directors of the North San Mateo County Sanitation District convened in a Regular Meeting on March 27, 2017, in the City Council Chamber, City Hall, 333 - 90th Street, Daly City, California.

The meeting was called to order by Chairman Glenn Sylvester at 6:46 p.m.

ROLL CALL:

Present: Christensen, Buenaventura, Guingona, Sylvester

Absent: Manalo

Staff Present: General Manager Patricia Martel, District Counsel Rose Zimmerman, Plant & Equipment Maintenance Manager Joshua Cosgrove, Senior Management Analyst Jason Poon and Director of Water and Wastewater Resources Patrick Sweetland as Recording Secretary.

APPROVAL OF AGENDA:

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

CONSENT AGENDA:

1. **Minutes of Regular Meeting of February 27, 2017**
2. **Revenue and Expenditures Summary Reports – December 2016 and January 2017**

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

NEW BUSINESS:

3. **Authorize Professional Services Agreement for Design Services for Park Plaza, Southgate and San Fernando Sewer Main Improvements Project**

Director of Water & Wastewater Resources Patrick Sweetland recommended that the Board execute a Professional Services Agreement with Wilsey Ham of San Mateo, CA, to provide professional design services, prepare contract documents and provide construction support for the Park Plaza, Southgate and San Fernando Sewer Main Improvements Project in an amount not to exceed \$131,599. The scope of work includes geotechnical services, utility field verification & utility conflict resolution, topographic survey of immediate surroundings, coordination with utility agencies, assess the suitability for trenchless replacements, prepare plans, specifications and construction cost estimates and bid and construction support. Staff requested proposals for design services on December 14, 2016. Four firms submitted proposals by the due date on January 13, 2017. Wilsey Ham was one of the firms that had experience and qualifications that most closely met the needs of the project.

Motion was made, seconded (Buenaventura/Christensen) and unanimously carried to adopt the Resolution No. 17-SD-02, "Authorize Professional Services Agreement for Design Services for Park Plaza, Southgate and San Fernando Sewer Main Improvements Project".

4. Authorize Professional Services Agreement for Design Services for Miriam and El Portal Sewer Main Improvements Project

Director of Water & Wastewater Resources Patrick Sweetland recommended that the Board pre-appropriate FY 2018 design funds of \$150,000 and execute a Professional Services Agreement with Wilsey Ham of San Mateo, CA, to provide professional design services, prepare contract documents, and provide construction support for the Miriam and El Portal Sewer Main Improvements Project in an amount not to exceed \$134,717. The scope of work includes geotechnical services, utility field verification & utility conflict resolution, topographic survey of immediate surroundings, coordination with utility agencies, assess the suitability for trenchless replacements, prepare plans, specifications and construction cost estimates and bid and construction support. Staff requested proposals for design services on December 14, 2016. Four firms submitted proposals by the due date on January 13, 2017. Wilsey Ham was one of the firms that had experience and qualifications that most closely met the needs of the project. Pre-appropriating design funds of \$150,000 into the current fiscal year will be needed to execute the agreement and cover design administration.

Motion was made, seconded (Christensen/Guingona) and unanimously carried to adopt the Resolution No. 17-SD-03, "Authorize Professional Services Agreement for Design Services for Miriam and El Portal Sewer Main Improvements Project".

5. Authorize Contract Amendment with McMillen-Jacobs Associates to Perform 90% Design Work on the Vista Grande Drainage Basin Improvement Project

Director of Water & Wastewater Resources Patrick Sweetland recommended that the Board execute contract Amendment #2 with McMillen/Jacobs Associates (MJA) in the amount of \$2,988,900 to perform 90% engineering design (Task 3) work for the Vista Grande Drainage Basin Improvement Project. MJA has provided a series of Task 3 work to bring the project toward 90% design completion. Although MJA has provided a complete listing of work to include 100% design and bidding assistance, only the Task 3 authorization is being sought as part of this recommended action.

Motion was made, seconded (Christensen/Buenaventura) and unanimously carried to adopt the Resolution No. 17-SD-04, "Authorize Contract Amendment with McMillen/Jacobs Associates to Perform 90% Design Work on the Vista Grande Drainage Basin Improvement Project".

REPORTS:

6. Board of Directors

None.

7. Staff

None.

ADJOURNMENT:

Motion was made, seconded (Buenaventura/Christensen) and unanimously carried to adjourn the Regular Meeting at 6:57 p.m.



North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: April 24, 2017

Subject: SEWER SERVICE CHARGE APPEALS - FISCAL YEAR 2017-18

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

Katherine Chen

Parcel #008-366-240

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

Respectfully submitted,

A handwritten signature in cursive script that reads "Anthony Tofiga".

Anthony Tofiga
Utility Billing Supervisor

A handwritten signature in cursive script that reads "Lawrence Chiu".

Lawrence Chiu
Director of Finance and
Administrative Services

Attachment: Sewer Service Charge Appeal

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 4/24/17

PARCEL NO. 008-366-240 2017-18
CUSTOMER NAME KATHERINE CHEN
SERVICE ADDRESS 935 HIGATE DR., DALY CITY

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	37
		2 MONTHS PRIOR	4
2 MONTHS AFTER	5	4 MONTHS PRIOR	5
		6 MONTHS PRIOR	6
		8 MONTHS PRIOR	8
		10 MONTHS PRIOR	4
		ACTUAL ANNUAL USAGE	64
		BASE PERIOD ANNUALIZED	222
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	158
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	247%
		ANNUAL CREDIT IN DOLLARS	\$1,153.40
		(N.S.M.C.S.D. \$7.30 per unit)	

REASON FOR APPEAL

DURING THE BASE PERIOD, MS. CHEN HAD A LEAKING TOILET.
WHEN THE LEAK WAS REPAIRED, THE USAGE DROPPED.

STAFF RECOMMENDATION TO BOARD

GRANT ADJUSTMENT - BASED ON ACTUAL ANNUAL CONSUMPTION.

SANITATION DISTRICT
EXPENDITURES REPORT
FOR THE MONTH OF FEBRUARY 2017

	<u>CURRENT MONTH</u>	<u>YEAR TO-DATE</u>
SALARIES AND BENEFITS	\$ 619,518	5,258,014
SERVICES & SUPPLIES (Includes reimbursements to Sanitation Collection/ Treatment Division)	475,924	4,936,839
OTHER CHARGES	205,862	1,844,299
CAPITAL OUTLAYS	78,998	2,065,748
LESS ASSETS TO BALANCE SHEET	0	0
TRANSFERS	<u>95,286</u>	<u>807,287</u>
TOTAL	\$ <u><u>1,475,587</u></u>	<u><u>14,912,187</u></u>

AUDITED



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 02/28/17

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* 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:								
N/A								
6212	SNTTN FND-FND B	0.00	4,638,000.00	0.00	0.00	0.00	4,638,000	0.0
	Total N/A	0.00	4,638,000.00	0.00	0.00	0.00	4,638,000	0.0
TAXES								
3110	SECRD PRPRTY TX	1,551,664.36	1,645,858.00	0.00	1,017,662.78	0.00	628,195	61.8
3120	UNSCRD PRPRTY T	78,774.78	75,898.00	0.00	0.00	0.00	75,898	0.0
3123	SPPLMNTL PRPRTY	61,102.92	44,200.00	2,576.71	32,500.92	0.00	11,699	73.5
3130	PRR YR PRPRTY T	0.00	0.00	0.00	(1,379.05)	0.00	1,379	0.0
3180	RPTTF DISTRIBTN	54,245.74	58,700.00	0.00	34,022.52	0.00	24,677	58.0
3613	HMWNRS PRPRTY T	8,407.16	8,960.00	0.00	4,051.33	0.00	4,909	45.2
	Total TAXES	1,754,194.96	1,833,616.00	2,576.71	1,086,858.50	0.00	746,758	59.3
RENTS AND INTEREST								
3510	INVSTMNT ERNNGS	221,186.59	173,102.00	0.00	113,398.34	0.00	59,704	65.5
3515	UNRLZD GN(LSS)N	63,699.69	0.00	0.00	0.00	0.00	0	0.0
	Ttl RNTS AND INTRS	284,886.28	173,102.00	0.00	113,398.34	0.00	59,704	65.5
CHARGES AND FEES								
3901	SSC TAX ROLL	16,605,972.17	16,258,798.00	0.00	9,181,770.90	0.00	7,077,027	56.5
3902	SSC WESTBOROUGH	1,901,997.05	1,775,902.00	945,452.97	945,452.97	0.00	830,449	53.2
3903	SSC COLMA	46,299.99	43,430.00	0.00	38,208.88	0.00	5,221	88.0
3904	SSC SF JAIL	181,975.20	165,764.00	0.00	0.00	0.00	165,764	0.0
3911	WATER SALES	306,809.79	345,000.00	0.00	78,680.35	0.00	266,320	22.8
3921	CONNECTIN CHRGS	652,833.03	499,375.00	16,398.00	327,535.00	0.00	171,840	65.6
	Total CHRGS AND FS	19,695,887.23	19,088,269.00	961,850.97	10,571,648.10	0.00	8,516,621	55.4
MISCELLANEOUS REVENUES								
3810	PROPERTY DSPSLS	1,342.75	1,600.00	0.00	727.65	0.00	872	45.5
3852	WRKRS CMP - SLF	23,828.36	0.00	4,513.72	25,928.33	0.00	(25,928)	0.0
3860	MISCELLANES RVN	82,651.92	31,787.00	0.00	20,772.00	0.00	11,015	65.3
	Total MSCLLNS RVNS	107,823.03	33,387.00	4,513.72	47,427.98	0.00	(14,041)	142.1
OPERATING TRANSFERS IN								
3953	IF FM 41-381-37	781,483.92	1,600,566.47	133,380.54	1,067,044.32	0.00	533,522	66.7
	Ttl OPRTNG TRNSFRS	781,483.92	1,600,566.47	133,380.54	1,067,044.32	0.00	533,522	66.7
*	Total Revenues	22,624,275.42	27,366,940.47	1,102,321.94	12,886,377.24	0.00	14,480,563	47.1

City of Daly City, California

Revenue and Expenditure Summary Report
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For the Period Ended 02/28/17

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EXPENDITURES:								
SALARIES AND BENEFITS								
4101	SALARIES	3,979,940.26	4,571,690.30	353,998.76	2,966,448.12	0.00	1,605,242	64.9
4102	HOURLY WAGES	85,133.93	33,552.00	1,908.98	18,677.08	0.00	14,875	55.7
4103	OVERTIME	124,228.88	111,716.00	5,626.42	107,044.63	0.00	4,671	95.8
4104	PERS RETIREMENT	1,080,727.56	1,396,737.52	110,643.31	962,891.75	0.00	433,846	68.9
4105	GROUP INSURANCE	660,292.02	683,156.14	59,010.12	456,185.54	0.00	226,971	66.8
4106	WORKERS CMPNSTN	438,084.12	583,030.60	53,613.00	460,109.22	0.00	122,921	78.9
4107	MEDICARE	60,062.27	62,898.89	5,215.27	46,838.91	0.00	16,060	74.5
4108	UNPLYMNT INSRN	6,882.90	0.00	0.00	0.00	0.00	0	0.0
4109	COMPNSTD ABSNCS	168,235.00	0.00	0.00	0.00	0.00	0	0.0
4110	TERMINATION PAY	111,049.12	0.00	0.00	13,959.09	0.00	(13,959)	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	23,869.73	0.00	5,568.34	30,580.66	0.00	(30,581)	0.0
4118	RETIREE HEALTH	261,299.75	240,766.00	22,215.27	179,704.74	0.00	61,061	74.6
4119	SOCIAL SECURITY	3,935.09	9,633.72	318.10	2,974.46	0.00	6,659	30.9
4120	OTHR PST EMPLYM	190,902.00	0.00	0.00	0.00	0.00	0	0.0
4125	PENSION EXPENSE	(4,775,785.00)	0.00	0.00	0.00	0.00	0	0.0
Ttl SLRS AND BNFTS		2,437,057.63	7,711,381.17	619,517.57	5,258,014.20	0.00	2,453,367	68.2
SERVICES AND SUPPLIES								
4209	MLG RMB/CR ALLW	1,800.00	450.00	0.00	450.00	0.00	0	100.0
4211	ADVERTISING	244.00	1,000.00	0.00	141.00	0.00	859	14.1
4212	COMMUNICATIONS	35,438.35	75,271.89	2,148.44	24,037.70	0.00	51,234	31.9
4213	UTILITIES	939,016.68	1,008,806.08	204,337.98	679,474.42	0.00	329,332	67.4
4217	EQPMNT MNTNNC C	77,806.57	101,960.00	4,636.87	44,195.93	7,390.00	50,374	50.6
4219	PROFESSNL SRVCS	34,326.41	147,590.00	1,313.00	12,166.00	8,294.00	127,130	13.9
4220	OTHR CNTRCTL SR	3,894,390.39	4,541,726.44	75,816.83	2,483,355.28	192,694.81	1,865,676	58.9
4228	PUMP STATIN RPR	70,979.20	67,500.00	15.21	36,375.60	26,212.20	4,912	92.7
4230	OFFICE EXPENSE	19,213.75	18,765.96	1,346.26	8,975.56	0.00	9,790	47.8
4231	SAFETY GEAR	46,387.44	58,335.00	3,134.40	21,869.06	0.00	36,466	37.5
4234	SPECIL DPRTMNTL	37,212.96	245,875.00	0.00	17,683.80	30,000.00	198,191	19.4
4235	BUILDING MNTNNC	79,741.30	71,300.00	5,654.59	68,026.53	0.00	3,273	95.4
4237	CLOTHING	30,110.39	27,940.00	1,585.20	19,102.21	0.00	8,838	68.4
4241	STRTS OPRTNG SP	11,733.51	11,760.80	129.50	3,981.31	0.00	7,779	33.9
4243	OPERATING SPPLS	1,082,590.69	1,458,852.32	79,272.91	665,858.67	257,832.83	535,161	63.3
4244	REPAIRS & MNTNNC	178,414.17	219,081.52	5,984.55	124,392.83	0.00	94,689	56.8
4246	FUELS & MTR OLS	13,618.22	38,100.00	0.00	4,638.51	0.00	33,461	12.2
4253	LANDSCAP MNTNNC	17,308.50	0.00	0.00	0.00	0.00	0	0.0
4255	SMALL EQUIPMENT	19,319.61	31,505.01	1,714.83	9,437.48	0.00	22,068	30.0
4313	INVNTY ADJSTMN	(12,131.66)	0.00	0.00	0.00	0.00	0	0.0

City of Daly City, California

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Ttl	SRVCS AND SPPL	6,577,520.48	8,125,820.02	387,090.57	4,224,161.89	522,423.84	3,379,234	58.4
OTHER CHARGES								
4215	RENTS AND LEASS	1,170.66	3,700.00	0.00	0.00	0.00	3,700	0.0
4302	MMBRSHPS & PBLC	30,838.88	43,338.63	593.00	28,779.42	0.00	14,559	66.4
4303	TRAVEL & METNGS	3,563.56	20,350.00	111.38	2,324.94	0.00	18,025	11.4
4304	EDUCATN & TRNNG	60,325.96	75,302.00	696.00	15,364.36	0.00	59,938	20.4
4434	MSCLLNS OTHR CH	132,464.43	286,460.02	0.00	105,266.00	0.00	181,194	36.7
4603	CONTINGENCIES	0.00	37,007.00	0.00	0.00	0.00	37,007	0.0
Total	OTHER CHARGS	228,363.49	466,157.65	1,400.38	151,734.72	0.00	314,423	32.6
FIXED CHARGES								
4208	TLPHN SRVC CHRG	19,579.92	25,162.15	2,096.85	16,774.80	0.00	8,387	66.7
4216	VHCL SRVC CHRGS	357,487.18	343,121.00	28,593.42	228,747.36	0.00	114,374	66.7
4223	INFRMTN SRVCS C	345,473.52	249,369.29	20,780.76	166,246.08	0.00	83,123	66.7
4224	BLDG MNTNNC SVC	0.00	0.00	0.00	2,010.52	0.00	(2,010)	0.0
4226	MAL/MSSNGR SRVC	3,802.32	5,293.69	441.14	3,529.12	0.00	1,765	66.7
4227	COPIER SERVICES	8,270.64	8,861.85	738.49	5,907.92	0.00	2,954	66.7
4233	POSTAGE	4,421.04	4,747.43	395.62	3,164.96	0.00	1,582	66.7
4301	GNRL INSRNC CHR	581,242.62	429,445.00	35,787.08	286,296.64	0.00	143,148	66.7
Total	FIXED CHARGS	1,320,277.24	1,066,000.41	88,833.36	712,677.40	0.00	353,323	66.9
CAPITAL OUTLAY								
4504	ENGINERNG SRVCS	384,678.84	954,977.45	12,884.64	168,029.20	697,981.69	88,967	90.7
4507	MAINS CONSTRCTN	701,130.95	2,153,344.31	32,300.00	777,153.32	1,421,426.58	(45,235)	102.1
4516	IN-HS SRV CHRGS	140,124.33	133,982.33	7,355.00	86,325.00	0.00	47,657	64.4
4518	IN-HS SRV CHG C	0.00	116,000.00	0.00	920.00	0.00	115,080	0.8
4520	BUILDINGS	236,365.71	73,045.49	7,141.68	91,758.70	79,472.11	(98,185)	234.4
4528	CNSTRCTN INSPCT	10,243.20	0.00	0.00	0.00	0.00	0	0.0
4529	SNTTN TRTMNT PL	90,321.48	0.00	0.00	0.00	0.00	0	0.0
4530	SANITATN EQPMNT	710,597.18	155,086.65	0.00	139,392.67	118,143.20	(102,449)	166.1
4532	OTHR CNTRCTL SR	110,098.00	0.00	0.00	0.00	0.00	0	0.0
4534	CNTRCTL SRVCS D	0.00	690,000.00	0.00	0.00	0.00	690,000	0.0
4535	ADMINSTRN DSGN	0.00	3,000.00	0.00	0.00	0.00	3,000	0.0
4536	CNTRCTL SRVCS C	0.00	3,124,051.00	26,365.41	817,651.32	285,703.75	2,020,696	35.3
4537	ADMNSTRN CNSTR	0.00	1,000.00	0.00	0.00	0.00	1,000	0.0
4550	TLS AND SHP EQP	37,516.71	38,200.00	523.40	18,293.87	0.00	19,906	47.9
4557	RPRGRPHC EQPMNT	0.00	9,925.00	0.00	0.00	0.00	9,925	0.0
4563	ELECTRCL EQPMNT	8,184.10	341,815.90	0.00	2,098.35	13,634.55	326,083	4.6
4567	COMPUTER EQPMNT	30,600.00	18,836.00	0.00	0.00	18,836.00	0	100.0
4571	COMPUTER SOFTWR	362.50	0.00	0.00	0.00	0.00	0	0.0
4573	EQUIPMENT	0.00	312,500.00	0.00	0.00	285,000.00	27,500	91.2

City of Daly City, California
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4597	EXPNS CNTR ACCN	(1,275,266.42)	0.00	(7,572.53)	(35,874.39)	0.00	35,874	0.0
	Total CAPITAL OTLY	1,184,956.58	8,125,764.13	78,997.60	2,065,748.04	2,920,197.88	3,139,818	61.4
	OPERATING TRANSFERS OUT							
4649	IF TO 55-035	0.00	120,000.00	0.00	45,000.00	0.00	75,000	37.5
4651	IF T 01-031-031	1,101,570.00	1,143,430.00	95,285.83	762,286.64	0.00	381,143	66.7
4667	IF T 51-315-453	0.00	149,947.00	0.00	0.00	0.00	149,947	0.0
4672	IF T 55-035-458	3,577.41	0.00	0.00	0.00	0.00	0	0.0
4685	IF TO 17-312	0.00	269,000.00	0.00	0.00	0.00	269,000	0.0
	Ttl OPRTNG TRNSFRS	1,105,147.41	1,682,377.00	95,285.83	807,286.64	0.00	875,090	48.0
	DEBT SERVICE							
4378	NOTE PRINCIPAL	225,671.33	231,313.11	0.00	231,313.11	0.00	0	100.0
4379	NOTE INTEREST	59,916.05	57,565.27	0.00	57,565.27	0.00	0	100.0
4385	PRNCPL PYMNT CN	(225,671.33)	(231,313.11)	0.00	(231,313.11)	0.00	0	100.0
	Total DEBT SERVICE	59,916.05	57,565.27	0.00	57,565.27	0.00	0	100.0
	DEPRECIATION							
4431	DEPRECIATION	2,491,046.18	2,693,491.32	204,461.67	1,634,999.02	0.00	1,058,492	60.7
	Total DEPRECIATION	2,491,046.18	2,693,491.32	204,461.67	1,634,999.02	0.00	1,058,492	60.7
*	Total Expenditurs	15,404,285.06	29,928,556.97	1,475,586.98	14,912,187.18	3,442,621.72	11,573,748	61.3
	Nt fr SNTTN DSTRCT F	7,219,990.36	(2,561,616.50)	(373,265.04)	(2,025,809.94)	(3,442,621.72)	2,906,815	
		=====	=====	=====	=====	=====	=====	

City of Daly City, California
Revenue and Expenditure Summary Report
By Fund
For the Period Ended 02/28/17

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* 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		22,624,275.42	27,366,940.47	1,102,321.94	12,886,377.24	0.00	14,480,563	47.1
Ttl Expnd - All Fnds		15,404,285.06	29,928,556.97	1,475,586.98	14,912,187.18	3,442,621.72	11,573,748	61.3
		-----	-----	-----	-----	-----	-----	-----
All Funds Net		7,219,990.36	(2,561,616.50)	(373,265.04)	(2,025,809.94)	(3,442,621.72)	2,906,815	
		=====	=====	=====	=====	=====	=====	



North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: April 24, 2017

Subject: Designation of General Manager as the Authorized Representative to Execute Proposition 1 Financial Agreement with the State Water Resources Control Board

Recommended Action

Adopt resolution designating the General Manager as the District's authorized representative to execute all documents with the State Water Resources Control Board to implement award of \$10,000,000 grant in Proposition 1 funding for the Vista Grande Drainage Basin Improvement Project.

Background

December 20, 2016 award letter issued by the State Water Resources Control Board.

Discussion

The adoption of the draft resolution by the Board of Directors is a formal first step that initiates discussions with assigned State Board staff to secure the authorized state grant.

Staff is available to answer any questions or to provide additional information as desired by the Chair and 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

RESOLUTION NO. _____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH SAN MATEO COUNTY SANITATION DISTRICT AUTHORIZING SUBMISSION OF APPLICATION TO STATE WATER RESOURCES CONTROL BOARD FOR THE STORM WATER GRANT PROGRAM'S PROPOSITION 1 ROUND 1 IMPLEMENTATION GRANT SOLICITATION
(Vista Grande Drainage Basin Improvement Project)

WHEREAS, on behalf of the North San Mateo County Sanitation District, a subsidiary of the City of Daly City, staff of the Department of Water and Wastewater Resources directed the submission of an application to the State Water Resources Control Board for the Storm Water Grant Program's (SWGP) Proposition 1 Round 1 Implementation Grant solicitation; and

WHEREAS, the Department of Water and Wastewater Resources staff sought the maximum available funding for the Vista Grande Drainage Basin Improvement Project; and,

WHEREAS, the Vista Grande Drainage Basin Improvement Project proposes to address storm-related flooding within the Basin while providing the additional benefit of augmenting the water level of Lake Merced; and,

WHEREAS, the City of Daly City is the Lead Agency under the California Environmental Quality Act (CEQA) and the National Park Services (NPS) as the Lead Agency under the National Environmental Policy Act (NEPA) have prepared and submitted a Draft Environmental Impact Report (EIR)/Environmental Impact Statement (EIS) evaluating environmental impacts of, and alternatives to, the proposed Vista Grande Drainage Basin Improvement Project (Project); and

WHEREAS, the City of Daly City has identified the following objectives for the proposed Project to include:

- Improve stormwater drainage of the lower Vista Grande Basin to accommodate peak flows generated by the 25-year design storm;
- Provide a sustainable source of stormwater, establish a target maximum water surface elevation, and implement a Lake Management Plan for management of Lake Merced water quality, groundwater, and surface water elevation;
- Improve recreational access and reduce litter transfer and deposition along the Pacific Ocean beach below Fort Funston;
- Maximize use of existing rights-of-way, easements, and infrastructure to minimize construction-related costs, habitat disturbance, and disruption to recreational users; and,

WHEREAS, on December 10, 2016, the State Water Resources Control Board notified staff of Daly City's Department of Water and Wastewater Resources that the Vista Grande Drainage Basin Improvement Project has been approved for funding; and,

NOW, THEREFORE BE IT RESOLVED by the District Board of the North San Mateo County Sanitation District, a subsidiary of the City of Daly City, as follows:

The General Manager (the “Authorized Representative”) or designee is hereby authorized and directed to sign and file, for and on behalf of the Entity, a Financial Assistance Application for an assistance agreement from the State Water Resources Control Board for the planning, design, and construction of (the “Project”).

This Authorized Representative, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

The Authorized Representative, or his/her designee, is designated to represent the Entity in carrying out the Entity’s responsibilities under the assistance agreement, including certifying disbursement requests on behalf of the Entity and compliance with applicable requirements.

CERTIFICATION

I do hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a meeting of the held on April 24, 2017.

I hereby certify that the foregoing resolution was duly and regularly passed and adopted by the Board of Directors of the North San Mateo County Sanitation District, San Mateo County, California, at a meeting thereof held on the _____ day of _____, 2017, by the following vote:

AYES, and in favor thereof, _____

NOES, _____

ABSENT, _____

GENERAL MANAGER, NORTH SAN MATEO
COUNTY SANITATION DISTRICT

APPROVED:

CHAIRMAN