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 08, 2019 - 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 February 25, 2019

Action Items:

2. Revenue and Expenditure Summary Reports - January and February 2019

3. Authorization to Rehabilitate the Gravity Thickener Tank #2

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."

REORGANIZATION OF BOARD OF DIRECTORS

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.

REPORTS:

4. Board of Directors

5. Staff

ADJOURNMENT:

REGULAR MEETING - BOARD OF DIRECTORS

MINUTES

February 25, 2019

The Board of Directors of the North San Mateo County Sanitation District convened in a Regular Meeting on February 25, 2019, in the City Council Chamber, City Hall, 333 - 90th Street, Daly City, California.

The meeting was called to order by Chairman Raymond Buenaventura at 6:50 p.m.

ROLL CALL:

Present: DiGiovanni, Manalo, Daus-Magbual, Sylvester, Buenaventura
Absent:

Staff Present: General Manager Shawnna Maltbie, District Counsel Rose Zimmerman, Director of Water and Wastewater Resources Thomas Piccolotti, Plant and Equipment Maintenance Manager Joshua Cosgrove, Utility Billing Supervisor Anthony Tofiga, and Office Assistant II Gillian Chow as Recording Secretary.

APPROVAL OF AGENDA:

Motion was made, seconded (Manalo/Sylvester) and unanimously approved.

CONSENT AGENDA:

1. **Minutes of Regular Meeting of January 14, 2019**
2. **Sewer Service Charge Appeals – FY 2018/19**
3. **Revenue and Expenditures Summary Report – December 2018**

Motion was made, seconded (Manalo/Daus-Magbual) and unanimously carried to adopt the Consent Agenda.

NEW BUSINESS:

None.

REPORTS:

4. **Board of Directors**

   None.

5. **Staff**

   None

ADJOURNMENT:

At 6:51 p.m., call of adjournment of Regular Meeting by Chairman Raymond Buenaventura.

NORTH SAN MATEO COUNTY SANITATION DISTRICT

EXPENDITURES REPORT

FOR THE MONTH OF JANUARY 2019

		CURRENT MONTH	YEAR TO-DATE
SALARIES AND BENEFITS	$	740,593	5,110,661
SERVICES, UTILITIES & SUPPLIES (Includes reimbursements to Sanitation Collection/Treatment Division)		560,751	4,439,728
DEPRECIATION & OTHER CHARGES		282,350	1,748,128
CAPITAL OUTLAYS		203,401	1,973,086
LESS ASSETS TO BALANCE SHEET		0	(20,323)
TRANSFERS		96,242	1,014,282
TOTAL	$	1,883,337	14,265,562

AUDITED Lam Chu Director of Finance

APPROVED ____________________ Board Chair

APPROVED ____________________ General Manager/Secre

DATE APPROVED ____________________

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 01/31/19

* 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	10,000,583.34	0.00	0.00	0.00	10,000,583	0.0
Total N/A	0.00	10,000,583.34	0.00	0.00	0.00	10,000,583	0.0
TAXES							
3110 SECRD PRPRTY TX	1,736,563.22	1,788,800.00	129,514.30	1,096,417.11	0.00	692,383	61.3
3120 UNSCRD PRPRTY T	90,042.36	88,349.00	0.00	91,543.87	0.00	(3,195)	103.6
3123 SPPLMNTL PRPRTY	58,127.29	62,381.00	6,264.53	22,264.28	0.00	40,117	35.7
3180 RPTTF DISTRIBTN	65,201.52	60,167.00	41,824.75	41,824.75	0.00	18,342	69.5
3613 HMWNRS PRPRTY T	7,802.63	7,584.00	2,794.69	3,992.41	0.00	3,592	52.6
Total TAXES	1,957,737.02	2,007,281.00	180,398.27	1,256,042.42	0.00	751,239	62.6
RENTS AND INTEREST							
3510 INVSTMNT ERNNGS	364,596.43	177,429.00	0.00	259,781.96	0.00	(82,353)	146.4
3515 UNRLZD GN(LSS)N	(116,100.52)	0.00	0.00	0.00	0.00	0	0.0
Ttl RNTS AND INTRS	248,495.91	177,429.00	0.00	259,781.96	0.00	(82,353)	146.4
FROM OTHER AGENCIES							
3601 RCPTS FRM OTHR	205,500.00	0.00	0.00	0.00	0.00	0	0.0
Ttl FRM OTHR AGNCS	205,500.00	0.00	0.00	0.00	0.00	0	0.0
CHARGES AND FEES							
3901 SSC TAX ROLL	18,300,557.62	19,171,414.00	1,126,880.58	11,052,064.23	0.00	8,119,350	57.6
3902 SSC WESTBOROUGH	2,016,259.49	2,116,040.00	0.00	0.00	0.00	2,116,040	0.0
3903 SSC COLMA	46,715.40	48,286.00	0.00	48,303.76	0.00	(18)	100.0
3904 SSC SF JAIL	234,693.00	233,391.00	0.00	0.00	0.00	233,391	0.0
3911 WATER SALES	151,278.12	306,900.00	5,847.99	78,348.19	0.00	228,552	25.5
3921 CONNECTIN CHRGS	757,820.40	588,230.00	32,297.00	163,119.00	0.00	425,111	27.7
Total CHRGS AND FS	21,507,324.03	22,464,261.00	1,165,025.57	11,341,835.18	0.00	11,122,426	50.5
MISCELLANEOUS REVENUES							
3810 PROPERTY DSPSLS	15,623.98	1,800.00	0.00	371.45	0.00	1,429	20.6
3852 WRKRS CMP - SLF	25,592.22	0.00	0.00	13,555.18	0.00	(13,555)	0.0
3860 MISCELLANES RVN	0.00	26,787.00	34,711.68	34,711.68	0.00	(7,925)	129.6
Total MSCLLNS RVNS	41,216.20	28,587.00	34,711.68	48,638.31	0.00	(20,051)	170.1
OPERATING TRANSFERS IN							
3953 IF FM 41-381-37	1,502,030.24	1,617,030.14	134,752.52	943,267.64	0.00	673,763	58.3
3958 IF FM 17-031-03	0.00	315,000.00	0.00	0.00	0.00	315,000	0.0
3996 IF FM 20-031-40	300,000.00	0.00	0.00	0.00	0.00	0	0.0

* 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
Ttl OPRTNG TRNSFRS	1,802,030.24	1,932,030.14	134,752.52	943,267.64	0.00	988,763	48.8
* Total Revenues	25,762,303.40	36,610,171.48	1,514,888.04	13,849,565.51	0.00	22,760,606	37.8

* 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	4,600,725.75	5,326,142.26	399,542.48	2,825,580.68	0.00	2,500,562	53.1
4102	HOURLY WAGES	28,415.00	27,206.40	2,913.20	33,980.84	0.00	(6,774)	124.9
4103	OVERTIME	142,276.60	132,167.00	5,253.87	77,806.94	0.00	54,360	58.9
4104	PERS RETIREMENT	874,010.07	1,966,049.05	74,623.84	530,832.65	0.00	1,435,216	27.0
4105	GROUP INSURANCE	687,303.35	790,488.72	65,813.99	431,601.85	0.00	358,887	54.6
4106	WORKERS CMPNSTN	706,277.03	732,254.40	59,182.55	437,687.69	0.00	294,567	59.8
4107	MEDICARE	69,328.03	76,982.56	6,343.84	42,544.82	0.00	34,438	55.3
4108	UNMPLYMNT INSRN	539.92	0.00	0.00	0.00	0.00	0	0.0
4109	COMPNSTD ABSNCS	462,731.56	0.00	0.00	0.00	0.00	0	0.0
4110	TERMINATION PAY	62,077.98	0.00	32,778.31	32,778.31	0.00	(32,778)	0.0
4112	STANDBY PAY	20,020.00	21,900.00	1,680.00	11,760.00	0.00	10,140	53.7
4116	INJURY LEAVE	30,866.53	0.00	0.00	17,031.34	0.00	(17,031)	0.0
4118	RETIREE HEALTH	274,628.18	336,117.00	23,027.90	162,647.37	0.00	173,470	48.4
4119	SOCIAL SECURITY	(2,079.61)	2,081.28	0.00	0.00	0.00	2,081	0.0
4120	OTHR PST EMPLYM	(338,454.00)	0.00	0.00	0.00	0.00	0	0.0
4125	PENSION EXPENSE	540,957.00	0.00	0.00	0.00	0.00	0	0.0
4126	UNFNDD PRS CNTR	718,394.49	0.00	69,433.08	506,408.56	0.00	(506,408)	0.0
	Ttl SLRS AND BNFTS	8,878,017.88	9,411,388.67	740,593.06	5,110,661.05	0.00	4,300,728	54.3
SERVICES AND SUPPLIES								
4211	ADVERTISING	303.60	0.00	0.00	0.00	0.00	0	0.0
4212	COMMUNICATIONS	48,312.98	40,300.32	8,346.53	29,981.23	0.00	10,319	74.4
4213	UTILITIES	1,227,647.73	1,163,120.00	87,527.85	645,331.53	0.00	517,788	55.5
4217	EQPMNT MNTNNC C	84,993.04	108,355.90	7,400.04	33,406.36	0.00	74,950	30.8
4219	PROFESSNL SRVCS	196,330.95	223,551.23	15,800.00	97,667.17	47,813.25	78,071	65.1
4220	OTHR CNTRCTL SR	4,646,166.61	4,818,358.92	145,025.03	1,896,740.73	161,856.88	2,759,761	42.7
4228	PUMP STATIN RPR	97,135.51	69,500.00	14,349.91	33,314.91	0.00	36,185	47.9
4230	OFFICE EXPENSE	16,828.56	24,929.68	3,236.16	9,320.14	0.00	15,610	37.4
4231	SAFETY GEAR	55,905.97	63,679.00	3,584.50	25,075.01	0.00	38,604	39.4
4234	SPECIL DPRTMNTL	219,861.14	253,394.98	366.83	14,191.16	0.00	239,204	5.6
4235	BUILDING MNTNNC	84,700.57	95,600.00	21,757.35	87,259.96	0.00	8,340	91.3
4237	CLOTHING	39,572.57	29,564.87	3,247.00	19,790.00	0.00	9,775	66.9
4241	STRTS OPRTNG SP	11,656.31	12,348.00	491.62	5,128.79	0.00	7,219	41.5
4243	OPERATING SPPLS	1,209,648.09	1,371,352.31	117,307.61	612,830.21	250,315.74	508,206	62.9
4244	REPARS & MNTNNC	210,661.28	232,357.00	13,610.05	101,678.62	0.00	130,678	43.8
4246	FUELS & MTR OLS	15,922.52	39,300.00	1,567.25	7,556.84	0.00	31,743	19.2
4255	SMALL EQUIPMENT	34,152.79	25,069.00	836.80	6,376.89	0.00	18,692	25.4
4313	INVNTRY ADJSTMN	101,168.93	0.00	0.00	0.00	0.00	0	0.0
	Ttl SRVCS AND SPPL	8,300,969.15	8,570,781.21	444,454.53	3,625,649.55	459,985.87	4,485,146	47.7

City of Daly City, California

Revenue and Expenditure Summary Report
By Fund
For the Period Ended 01/31/19

* 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	3,646.97	3,500.00	0.00	0.00	0.00	3,500	0.0
4302	MMBRSHPS & PBLC	17,160.14	44,582.05	1,082.70	36,357.10	0.00	8,225	81.6
4303	TRAVEL & METNGS	6,173.22	23,965.00	333.13	2,362.96	0.00	21,602	9.9
4304	EDUCATN & TRNNG	59,389.43	82,945.00	5,166.75	30,172.71	0.00	52,772	36.4
4434	MSCLLNS OTHR CH	166,667.44	288,485.35	62,820.00	136,319.50	0.00	152,166	47.3
	Total OTHER CHARGS	253,037.20	443,477.40	69,402.58	205,212.27	0.00	238,265	46.3
	FIXED CHARGES							
4208	TLPHN SRVC CHRG	25,162.20	22,890.75	1,907.58	13,353.06	0.00	9,538	58.3
4216	VHCL SRVC CHRGS	350,830.43	418,462.42	34,871.86	244,103.02	0.00	174,359	58.3
4223	INFRMTN SRVCS C	251,863.08	298,685.73	24,890.48	174,233.36	0.00	124,452	58.3
4226	MAL/MSSNGR SRVC	5,372.72	5,065.67	422.14	2,954.98	0.00	2,111	58.3
4227	COPIER SERVICES	8,861.88	10,370.38	864.19	6,049.33	0.00	4,321	58.3
4233	POSTAGE	4,747.44	4,901.43	408.45	2,859.15	0.00	2,042	58.3
4301	GNRL INSRNC CHR	493,860.84	635,187.16	52,932.26	370,525.82	0.00	264,661	58.3
	Total FIXED CHARGS	1,140,698.59	1,395,563.54	116,296.96	814,078.72	0.00	581,485	58.3
	CAPITAL OUTLAY							
4504	ENGINERNG SRVCS	1,951,018.32	3,108,771.92	67,122.61	1,233,568.04	279,982.48	1,595,221	48.7
4507	MAINS CONSTRCTN	598,787.83	0.00	0.00	0.00	0.00	0	0.0
4516	IN-HS SRV CHRGS	58,095.00	148,203.52	495.00	26,862.50	0.00	121,341	18.1
4518	IN-HS SRV CHG C	13,265.00	186,798.00	4,630.00	6,715.00	0.00	180,083	3.6
4520	BUILDINGS	2,762.58	30,189.82	770.00	4,120.00	26,069.82	0	100.0
4530	SANITATN EQPMNT	120,940.10	130,206.10	40,327.49	117,143.95	3,837.43	9,225	92.9
4534	CNTRCTL SRVCS D	229,068.65	702,936.35	103.00	35,548.50	103,400.35	563,988	19.8
4535	ADMINSTRTN DSGN	0.00	81,392.53	0.00	669.53	0.00	80,723	0.8
4536	CNTRCTL SRVCS C	1,218,502.89	7,733,273.97	89,658.43	504,500.20	1,588,756.54	5,640,017	27.1
4537	ADMNSTRTN CNSTR	0.00	28,000.00	0.00	0.00	0.00	28,000	0.0
4550	TLS AND SHP EQP	32,369.36	40,220.00	294.30	3,591.98	0.00	36,628	8.9
4551	CMMNCTNS EQPMNT	10,430.83	0.00	0.00	0.00	0.00	0	0.0
4563	ELECTRCL EQPMNT	63,747.21	69,987.06	0.00	40,366.55	25,165.00	4,456	93.6
4567	COMPUTER EQPMNT	0.00	18,836.00	0.00	0.00	0.00	18,836	0.0
4573	EQUIPMENT	245,018.37	148,520.00	0.00	0.00	33,520.00	115,000	22.6
4597	EXPNS CNTR ACCN	(3,875,521.12)	0.00	0.00	(20,323.32)	0.00	20,323	0.0
	Total CAPITAL OTLY	668,485.02	12,427,335.27	203,400.83	1,952,762.93	2,060,731.62	8,413,841	32.3
	OPERATING TRANSFERS OUT							
4642	IF TO 31-313	25,000.00	0.00	0.00	0.00	0.00	0	0.0
4651	IF T 01-031-031	1,149,146.88	1,154,892.89	96,241.07	673,687.49	0.00	481,205	58.3
4672	IF T 55-035-458	7,630.13	6,594.03	0.00	6,594.03	0.00	0	100.0
4675	IF TO 41-385	0.00	2,825,000.00	0.00	325,000.00	0.00	2,500,000	11.5

* 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
4683 IF TO 51-315	0.00	9,000.00	0.00	9,000.00	0.00	0	100.0
4685 IF TO 17-312	40,000.00	0.00	0.00	0.00	0.00	0	0.0
Ttl OPRTNG TRNSFRS	1,221,777.01	3,995,486.92	96,241.07	1,014,281.52	0.00	2,981,205	25.4
DEBT SERVICE							
4378 NOTE PRINCIPAL	237,095.94	249,099.00	0.00	243,023.34	0.00	6,076	97.6
4379 NOTE INTEREST	48,324.80	39,780.00	0.00	45,855.04	0.00	(6,075)	115.3
4385 PRNCPL PYMNT CN	(237,095.94)	(249,099.00)	0.00	(243,023.34)	0.00	(6,076)	97.6
Total DEBT SERVICE	48,324.80	39,780.00	0.00	45,855.04	0.00	(6,075)	115.3
DEPRECIATION							
4431 DEPRECIATION	2,512,241.42	2,733,880.58	212,946.97	1,497,061.07	0.00	1,236,820	54.8
Total DEPRECIATION	2,512,241.42	2,733,880.58	212,946.97	1,497,061.07	0.00	1,236,820	54.8
* Total Expenditurs	23,023,551.07	39,017,693.59	1,883,336.00	14,265,562.15	2,520,717.49	22,231,414	43.0
Nt fr SNTTN DSTRCT F	2,738,752.33	(2,407,522.11)	(368,447.96)	(415,996.64)	(2,520,717.49)	529,192	

* 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	25,762,303.40	36,610,171.48	1,514,888.04	13,849,565.51	0.00	22,760,606	37.8
Ttl Expnd - All Fnds	23,023,551.07	39,017,693.59	1,883,336.00	14,265,562.15	2,520,717.49	22,231,414	43.0
All Funds Net	2,738,752.33	(2,407,522.11)	(368,447.96)	(415,996.64)	(2,520,717.49)	529,192	

NORTH SAN MATEO COUNTY SANITATION DISTRICT

EXPENDITURES REPORT

FOR THE MONTH OF FEBRUARY 2019

		CURRENT MONTH		YEAR TO-DATE
SALARIES AND BENEFITS	$	685,439	$	5,796,100
SERVICES, UTILITIES & SUPPLIES (Includes reimbursements to Sanitation Collection/Treatment Division)		482,996		4,922,724
DEPRECIATION & OTHER CHARGES		217,957		1,966,085
CAPITAL OUTLAYS		51,888		2,024,974
LESS ASSETS TO BALANCE SHEET		(11,013)		(31,336)
TRANSFERS		96,241		1,110,523
TOTAL	$	1,523,508	$	15,789,070

AUDITED Lam Chu ______ Director of Finance

APPROVED ______ Board Chair

APPROVED ______ General Manager/Secretary

DATE APPROVED ______

* 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	10,000,583.34	0.00	0.00	0.00	10,000,583	0.0
	Total N/A	0.00	10,000,583.34	0.00	0.00	0.00	10,000,583	0.0
TAXES								
3110	SECRD PRPRTY TX	1,736,563.22	1,788,800.00	0.00	1,096,417.11	0.00	692,383	61.3
3120	UNSCRD PRPRTY T	90,042.36	88,349.00	0.00	91,543.87	0.00	(3,195)	103.6
3123	SPPLMNTL PRPRTY	58,127.29	62,381.00	4,679.22	26,943.50	0.00	35,438	43.2
3180	RPTTF DISTRIBTN	65,201.52	60,167.00	0.00	41,824.75	0.00	18,342	69.5
3613	HMWNRS PRPRTY T	7,802.63	7,584.00	0.00	3,992.41	0.00	3,592	52.6
	Total TAXES	1,957,737.02	2,007,281.00	4,679.22	1,260,721.64	0.00	746,559	62.8
RENTS AND INTEREST								
3510	INVSTMNT ERNNGS	364,596.43	177,429.00	0.00	259,781.96	0.00	(82,353)	146.4
3515	UNRLZD GN(LSS)N	(116,100.52)	0.00	0.00	0.00	0.00	0	0.0
	Ttl RNTS AND INTRS	248,495.91	177,429.00	0.00	259,781.96	0.00	(82,353)	146.4
FROM OTHER AGENCIES								
3601	RCPTS FRM OTHR	205,500.00	0.00	0.00	0.00	0.00	0	0.0
	Ttl FRM OTHR AGNCS	205,500.00	0.00	0.00	0.00	0.00	0	0.0
CHARGES AND FEES								
3901	SSC TAX ROLL	18,300,557.62	19,171,414.00	0.00	11,052,064.23	0.00	8,119,350	57.6
3902	SSC WESTBOROUGH	2,016,259.49	2,116,040.00	1,124,675.24	1,124,675.24	0.00	991,365	53.1
3903	SSC COLMA	46,715.40	48,286.00	0.00	48,303.76	0.00	(18)	100.0
3904	SSC SF JAIL	234,693.00	233,391.00	0.00	0.00	0.00	233,391	0.0
3911	WATER SALES	151,278.12	306,900.00	252.01	78,600.20	0.00	228,300	25.6
3921	CONNECTIN CHRGS	757,820.40	588,230.00	16,348.00	179,467.00	0.00	408,763	30.5
	Total CHRGS AND FS	21,507,324.03	22,464,261.00	1,141,275.25	12,483,110.43	0.00	9,981,151	55.6
MISCELLANEOUS REVENUES								
3810	PROPERTY DSPSLS	15,623.98	1,800.00	0.00	371.45	0.00	1,429	20.6
3852	WRKRS CMP - SLF	25,592.22	0.00	0.00	13,555.18	0.00	(13,555)	0.0
3860	MISCELLANES RVN	0.00	26,787.00	0.00	34,711.68	0.00	(7,925)	129.6
	Total MSCLLNS RVNS	41,216.20	28,587.00	0.00	48,638.31	0.00	(20,051)	170.1
OPERATING TRANSFERS IN								
3953	IF FM 41-381-37	1,502,030.24	1,617,030.14	134,752.52	1,078,020.16	0.00	539,010	66.7
3958	IF FM 17-031-03	0.00	315,000.00	0.00	0.00	0.00	315,000	0.0
3996	IF FM 20-031-40	300,000.00	0.00	0.00	0.00	0.00	0	0.0

* 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
Ttl OPRTNG TRNSFRS	1,802,030.24	1,932,030.14	134,752.52	1,078,020.16	0.00	854,010	55.8
* Total Revenues	25,762,303.40	36,610,171.48	1,280,706.99	15,130,272.50	0.00	21,479,899	41.3

* 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	4,600,725.75	5,326,142.26	378,557.39	3,204,138.07	0.00	2,122,004	60.2
4102	HOURLY WAGES	28,415.00	27,206.40	1,598.21	35,579.05	0.00	(8,373)	130.8
4103	OVERTIME	142,276.60	132,167.00	9,049.53	86,856.47	0.00	45,311	65.7
4104	PERS RETIREMENT	874,010.07	1,966,049.05	72,870.44	603,703.09	0.00	1,362,346	30.7
4105	GROUP INSURANCE	687,303.35	790,488.72	63,851.68	495,453.53	0.00	295,035	62.7
4106	WORKERS CMPNSTN	706,277.03	732,254.40	58,849.39	496,537.08	0.00	235,717	67.8
4107	MEDICARE	69,328.03	76,982.56	5,617.25	48,162.07	0.00	28,820	62.6
4108	UNMPLYMNT INSRN	539.92	0.00	0.00	0.00	0.00	0	0.0
4109	COMPNSTD ABSNCS	462,731.56	0.00	0.00	0.00	0.00	0	0.0
4110	TERMINATION PAY	62,077.98	0.00	1,790.84	34,569.15	0.00	(34,569)	0.0
4112	STANDBY PAY	20,020.00	21,900.00	1,680.00	13,440.00	0.00	8,460	61.4
4116	INJURY LEAVE	30,866.53	0.00	0.00	17,031.34	0.00	(17,031)	0.0
4118	RETIREE HEALTH	274,628.18	336,117.00	23,799.96	186,447.33	0.00	149,670	55.5
4119	SOCIAL SECURITY	(2,079.61)	2,081.28	0.00	0.00	0.00	2,081	0.0
4120	OTHR PST EMPLYM	(338,454.00)	0.00	0.00	0.00	0.00	0	0.0
4125	PENSION EXPENSE	540,957.00	0.00	0.00	0.00	0.00	0	0.0
4126	UNFNDD PRS CNTR	718,394.49	0.00	67,774.39	574,182.95	0.00	(574,183)	0.0
	Ttl SLRS AND BNFTS	8,878,017.88	9,411,388.67	685,439.08	5,796,100.13	0.00	3,615,289	61.6
SERVICES AND SUPPLIES								
4211	ADVERTISING	303.60	0.00	0.00	0.00	0.00	0	0.0
4212	COMMUNICATIONS	48,312.98	40,300.32	969.59	30,950.82	0.00	9,350	76.8
4213	UTILITIES	1,227,647.73	1,163,120.00	113,561.56	758,893.09	0.00	404,227	65.2
4217	EQPMNT MNTNNC C	84,993.04	108,355.90	3,880.34	37,286.70	0.00	71,069	34.4
4219	PROFESSNL SRVCS	196,330.95	223,551.23	10,524.00	108,191.17	38,513.25	76,847	65.6
4220	OTHR CNTRCTL SR	4,646,166.61	4,818,358.92	90,080.39	1,986,821.12	143,621.14	2,687,917	44.2
4228	PUMP STATIN RPR	97,135.51	69,500.00	13,200.00	46,514.91	6,482.35	16,503	76.3
4230	OFFICE EXPENSE	16,828.56	24,929.68	1,257.69	10,577.83	0.00	14,352	42.4
4231	SAFETY GEAR	55,905.97	63,679.00	4,454.20	29,529.21	0.00	34,150	46.4
4234	SPECIL DPRTMNTL	219,861.14	253,394.98	14,638.89	28,830.05	14,638.89	209,926	17.2
4235	BUILDING MNTNNC	84,700.57	95,600.00	11,932.26	99,192.22	0.00	(3,592)	103.8
4237	CLOTHING	39,572.57	29,564.87	3,517.30	23,307.30	0.00	6,258	78.8
4241	STRTS OPRTNG SP	11,656.31	12,348.00	485.16	5,613.95	0.00	6,734	45.5
4243	OPERATING SPPLS	1,209,648.09	1,371,352.31	76,833.96	689,664.17	226,893.82	454,794	66.8
4244	REPARS & MNTNNC	210,661.28	232,357.00	20,956.64	122,635.26	8,067.16	101,655	56.3
4246	FUELS & MTR OLS	15,922.52	39,300.00	0.00	7,556.84	0.00	31,743	19.2
4255	SMALL EQUIPMENT	34,152.79	25,069.00	407.07	6,783.96	0.00	18,285	27.1
4313	INVNTRY ADJSTMN	101,168.93	0.00	0.00	0.00	0.00	0	0.0
	Ttl SRVCS AND SPPL	8,300,969.15	8,570,781.21	366,699.05	3,992,348.60	438,216.61	4,140,216	51.7

* 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	3,646.97	3,500.00	0.00	0.00	0.00	3,500	0.0
4302	MMBRSHPS & PBLC	17,160.14	44,582.05	638.00	36,995.10	0.00	7,587	83.0
4303	TRAVEL & METNGS	6,173.22	23,965.00	435.54	2,798.50	0.00	21,167	11.7
4304	EDUCATN & TRNNG	59,389.43	82,945.00	2,100.36	32,273.07	0.00	50,672	38.9
4434	MSCLLNS OTHR CH	166,667.44	288,485.35	0.00	136,319.50	0.00	152,166	47.3
	Total OTHER CHARGS	253,037.20	443,477.40	3,173.90	208,386.17	0.00	235,091	47.0
FIXED CHARGES								
4208	TLPHN SRVC CHRG	25,162.20	22,890.75	1,907.58	15,260.64	0.00	7,630	66.7
4216	VHCL SRVC CHRGS	350,830.43	418,462.42	34,871.86	278,974.88	0.00	139,488	66.7
4223	INFRMTN SRVCS C	251,863.08	298,685.73	24,890.48	199,123.84	0.00	99,562	66.7
4226	MAL/MSSNGR SRVC	5,372.72	5,065.67	422.14	3,377.12	0.00	1,689	66.7
4227	COPIER SERVICES	8,861.88	10,370.38	864.19	6,913.52	0.00	3,457	66.7
4233	POSTAGE	4,747.44	4,901.43	408.45	3,267.60	0.00	1,634	66.7
4301	GNRL INSRNC CHR	493,860.84	635,187.16	52,932.26	423,458.08	0.00	211,729	66.7
	Total FIXED CHARGS	1,140,698.59	1,395,563.54	116,296.96	930,375.68	0.00	465,188	66.7
CAPITAL OUTLAY								
4504	ENGINERNG SRVCS	1,951,018.32	3,108,771.92	0.00	1,233,568.04	2,220,509.48	(345,306)	111.1
4507	MAINS CONSTRCTN	598,787.83	0.00	0.00	0.00	0.00	0	0.0
4516	IN-HS SRV CHRGS	58,095.00	148,203.52	5,525.00	32,387.50	0.00	115,816	21.9
4518	IN-HS SRV CHG C	13,265.00	186,798.00	5,820.00	12,535.00	0.00	174,263	6.7
4520	BUILDINGS	2,762.58	30,189.82	0.00	4,120.00	26,069.82	0	100.0
4530	SANITATN EQPMNT	120,940.10	130,206.10	0.00	117,143.95	13,062.15	0	100.0
4534	CNTRCTL SRVCS D	229,068.65	702,936.35	4,279.94	39,828.44	99,120.41	563,988	19.8
4535	ADMINSTRTN DSGN	0.00	81,392.53	0.00	669.53	0.00	80,723	0.8
4536	CNTRCTL SRVCS C	1,218,502.89	7,733,273.97	35,346.17	539,846.37	1,588,756.54	5,604,671	27.5
4537	ADMNSTRTN CNSTR	0.00	28,000.00	0.00	0.00	0.00	28,000	0.0
4550	TLS AND SHP EQP	32,369.36	40,220.00	917.35	4,509.33	0.00	35,711	11.2
4551	CMMNCTNS EQPMNT	10,430.83	0.00	0.00	0.00	0.00	0	0.0
4563	ELECTRCL EQPMNT	63,747.21	69,987.06	0.00	40,366.55	25,165.00	4,456	93.6
4567	COMPUTER EQPMNT	0.00	18,836.00	0.00	0.00	0.00	18,836	0.0
4573	EQUIPMENT	245,018.37	148,520.00	0.00	0.00	33,520.00	115,000	22.6
4597	EXPNS CNTR ACCN	(3,875,521.12)	0.00	(11,013.26)	(31,336.58)	0.00	31,337	0.0
	Total CAPITAL OTLY	668,485.02	12,427,335.27	40,875.20	1,993,638.13	4,006,203.40	6,427,494	48.3
OPERATING TRANSFERS OUT								
4642	IF TO 31-313	25,000.00	0.00	0.00	0.00	0.00	0	0.0
4651	IF T 01-031-031	1,149,146.88	1,154,892.89	96,241.07	769,928.56	0.00	384,964	66.7
4672	IF T 55-035-458	7,630.13	6,594.03	0.00	6,594.03	0.00	0	100.0
4675	IF TO 41-385	0.00	2,825,000.00	0.00	325,000.00	0.00	2,500,000	11.5

* 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
4683 IF TO 51-315	0.00	9,000.00	0.00	9,000.00	0.00	0	100.0
4685 IF TO 17-312	40,000.00	0.00	0.00	0.00	0.00	0	0.0
Ttl OPRTNG TRNSFRS	1,221,777.01	3,995,486.92	96,241.07	1,110,522.59	0.00	2,884,964	27.8
DEBT SERVICE							
4378 NOTE PRINCIPAL	237,095.94	249,099.00	0.00	243,023.34	0.00	6,076	97.6
4379 NOTE INTEREST	48,324.80	39,780.00	0.00	45,855.04	0.00	(6,075)	115.3
4385 PRNCPL PYMNT CN	(237,095.94)	(249,099.00)	0.00	(243,023.34)	0.00	(6,076)	97.6
Total DEBT SERVICE	48,324.80	39,780.00	0.00	45,855.04	0.00	(6,075)	115.3
DEPRECIATION							
4431 DEPRECIATION	2,512,241.42	2,733,880.58	214,782.62	1,711,843.69	0.00	1,022,037	62.6
Total DEPRECIATION	2,512,241.42	2,733,880.58	214,782.62	1,711,843.69	0.00	1,022,037	62.6
* Total Expenditurs	23,023,551.07	39,017,693.59	1,523,507.88	15,789,070.03	4,444,420.01	18,784,204	51.9
Nt fr SNTTN DSTRCT F	2,738,752.33	(2,407,522.11)	(242,800.89)	(658,797.53)	(4,444,420.01)	2,695,695	

* 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	25,762,303.40	36,610,171.48	1,280,706.99	15,130,272.50	0.00	21,479,899	41.3
Ttl Expnd - All Fnds	23,023,551.07	39,017,693.59	1,523,507.88	15,789,070.03	4,444,420.01	18,784,204	51.9
All Funds Net	2,738,752.33	(2,407,522.11)	(242,800.89)	(658,797.53)	(4,444,420.01)	2,695,695	

Item # 3

Agenda Report

North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: April 8, 2019

Subject: Authorization to Rehabilitate the Gravity Thickener Tank #2

Recommended Action

Authorize staff to contract with Grand Industries for the rehabilitation of the concrete internal structures of the Gravity Thickener tank #2 at the WWTP.

Background/Discussion

The Gravity Thickener #2 is a concrete structure that is a vital component of the solids handling process at the WWTP and it has been in service for approximately 60 years. Staff hired a structural engineer to evaluate the tank 2018 and the results showed signs of deterioration in the internal concrete with exposed rebar in some areas. Staff subsequently sought bids from three responsible and experienced contractors for this work, but only one returned a bid:

Contractor	Bid
Grand Industries	$137,500.00
Empire Engineering and Construction, Inc.	Declined
GSE Construction	Declined

Grand Industries is a responsible and experienced contractor that has successfully performed similar projects for the North San Mateo County Sanitation District at the WWTP and other wastewater facilities.

Fiscal Impact

The budget for this work is $150,000.00 which includes a 10% contingency amount. Sufficient funds are available for this project in the CIP Budget Account 87-920-958 Gravity Thickener 2 Rehab.

Summary/Conclusion

Staff requests that the Board accept all bids and authorize staff to contract with Grand Industries of Oakland California for the Bid amount of $137,500.00.

Respectfully submitted,

Joshua Cosgrove

Joshua Cosgrove
P&E Maintenance Manager