



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, March 08, 2021 - 6:45 PM
City Hall Council Chambers – 2nd Floor
333 – 90th Street, Daly City, CA 94015

AGENDA

[View the agenda and supporting documents in our website](#)

COVID-19 ANNOUNCEMENT - PUBLIC MEETINGS

Pursuant to Governor Newsom's Executive Order N-25-20, members of the Daly City Board and staff will participate in this meeting via a teleconference. Members of the public are encouraged to watch the meeting via Livestream at <http://bit.ly/dalycitymar8> and to register to speak at the zoom meeting and/or submit public comments via email to cityclerk@dalycity.org prior to the public meeting.

Public Participation:

There are two ways to submit public comment: (1) send written comments by 4:00 pm on meeting day and (2) register to speak at the meeting via Zoom.

To submit a comment in writing, please email cityclerk@dalycity.org and write "Public Comment" in the subject line. In the body of the email, include the item number and/or title of the item as well as your comments. All comments received by 4:00 pm will be emailed to the City Council members and included as an "Add to Packet" on the City's website prior to the meeting. Those comments received after 4:00 pm will be added to the record and shared with the City Council members for the public meeting. Comments are not read aloud into the record.

To speak at the meeting, you must register to join via Zoom. The City requests that you complete your registration by 5:00 pm on the meeting date. After registering, you will receive a confirmation email containing instructions on how to join the meeting, including a unique link. Your address and email will not be disclosed to the public. Public comment is limited to two minutes maximum.

To register to speak at the meeting via Zoom, visit <http://bit.ly/mar8zoomreg>. You must familiarize yourself with Zoom prior to joining the meeting. When you would like to speak on an item during the public comment portion of the meeting, you will need to use the "raise hand" feature in Zoom. The City will not be providing technical support.

If you do not wish to speak, the City requests that you watch the livestream of the meeting on the City's virtual meeting website at <http://bit.ly/dalycitymar8>.

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

"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."

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 22, 2021

Action Items:

2. Sewer Service Charge Appeals - FY2020/21

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.

REPORTS:

3. Board of Directors
4. Staff

ADJOURNMENT:

REGULAR MEETING - BOARD OF DIRECTORS

MINUTES

February 22, 2021

The Board of Directors of the North San Mateo County Sanitation District convened in a virtual Regular Meeting on February 22, 2021.

The meeting was called to order by Chairman Juslyn Manalo at 7:05 p.m.

ROLL CALL:

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

Absent: None.

Staff Present: General Manager Shawna Maltbie, Assistant City Manager Stephen Stolte, District Counsel Rose Zimmerman, Director of Water and Wastewater Resources Thomas Piccolotti, Plant and Equipment Maintenance Manager Joshua Cosgrove, Director of Finance and Administrative Services Tim Nevin and Office Assistant II Gillian Chow as Recording Secretary.

APPROVAL OF AGENDA:

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

CONSENT AGENDA:

1. **Minutes of Regular Meeting of December 14, 2020**
2. **Sewer Service Charge Appeals FY 2020/21**

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

NEW BUSINESS:

None.

REPORTS:

3. **Board of Directors**

None.

4. **Staff**

None

ADJOURNMENT:

At 7:08 p.m., call of adjournment of Regular Meeting by Chairman Juslyn Manalo.



North San Mateo County Sanitation District

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Meeting Date: March 8, 2021

Subject: SEWER SERVICE CHARGE APPEALS - FISCAL YEAR 2020-21

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

Ghadeer Shurafa

APN# 004-321-220

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Timothy Nevin".

Timothy Nevin
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

PARCEL NO. 004-321-220 2020-21
CUSTOMER NAME Ghadeer Shurafa
SERVICE ADDRESS 216 Frankfort St., Daly City, CA 94014

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	43
		2 MONTHS PRIOR	19
2 MONTHS AFTER	12	4 MONTHS PRIOR	11
4 MONTHS AFTER	0	6 MONTHS PRIOR	9
		8 MONTHS PRIOR	10
		10 MONTHS PRIOR	12
		ACTUAL ANNUAL USAGE	104
		BASE PERIOD ANNUALIZED	258
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	154
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	148%
		ANNUAL CREDIT IN DOLLARS	\$1,213.52
		(N.S.M.C.S.D. \$7.88 per unit)	

REASON FOR APPEAL

Customer had an increase in usage during the base period due an unidentified leak. Usage decreased after the base period.

STAFF RECOMMENDATION TO BOARD

Recommend approval based on actual usage.

To: Ellen Legaspi, City of Daly City Utility/Finance Division and North San Mateo County Sanitation District

From: Ghadeer Shurafa, homeowner of 216 Frankfort Street, Daly City, California parcel number 004-321-220 phone number (415)573-5733 Email Address Talsir_Shurafa@Yahoo.com

RE: Appeal to NSMCSD Sewer Fee as it relates to 2020-2021 San Mateo County Secured Tax Bill.
Disputed amount is \$2,640.40

Hello,

I am a single retired mother of 5 kids that has been living in the same home in Daly City since 1981. I am currently on a low fixed income and was surprised to see my property tax bill jump by over \$2,000 compared to the 2019/2020 tax bill. I live in my home with my youngest daughter that is currently in college. In the beginning of 2020, we experienced an issue with the water bill. The water bill was excessive I had my son inspect all the plumbing pipes/fixtures in the home for leaks, there were no leaks identified. He even placed blue tablets in all the toilet tanks to check for leakage and no leaks were identified. I contacted the water district, and they reduced the excessive bill to my normal water usage. It appears my FEDCA&NPDES storm fee on my 2020/2021 taxes were calculated using the excessive and inaccurate water bill that was disputed with the water district.

I would like to request an adjustment to reflect the appropriate amount of sewer usage. I have paid the full amount of \$5,298.96 of the 2020-2021 Secured Tax Bill. If this review is accepted please send me a check to: Ghadeer Shurafa at 216 Frankfort street Daly City, California 94014. I believe I was charged approximately \$2,200 over.

Thank you for your assistance. I appreciate you reviewing this case.

Sincerely,

Ghadeer Shurafa

November 11, 2020

X 
Ghadeer Shurafa