



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 26, 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/dalycityapr26> 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/apr26zoomreg>. 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/dalycityapr26>.

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 April 12, 2021

Action Items:

2. Resolution of Intent to Adopt Appropriations Limitation (Gann Limit) FY 2021-22

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

April 12, 2021

The Board of Directors of the North San Mateo County Sanitation District convened in a virtual Regular Meeting on April 12, 2021.

The meeting was called to order by Chairman Juslyn Manalo at 6:46 p.m.

ROLL CALL:

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

Absent: None.

Staff Present: General Manager Shawwna Maltbie, Assistant City Manager Stephen Stolte, Assistant to the City Manager Leilani Ramos, District Counsel Rose Zimmerman, Director of Water and Wastewater Resources Thomas Piccolotti, Chief of Operations Greg Krauss, Plant and Equipment Maintenance Manager Joshua Cosgrove, Senior Management Analyst Anthony Tofiga, Director of Finance and Administrative Services Tim Nevin and Office Assistant II Gillian Chow as Recording Secretary.

APPROVAL OF AGENDA:

CONSENT AGENDA:

1. **Minutes of Regular Meeting of March 22, 2021**
2. **Sewer Service Charge Appeals FY2020/2021 and 2021/22**

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

NEW BUSINESS:

3. Setting Time and Place of Public Hearing for Sewer Service Charge Report Fiscal Years 2021/22, 2022/23, 2023/24

Director of Water and Wastewater Resources Thomas Piccolotti recommended that the District Board approve on Setting Time and Place of Public Hearing for Fiscal Years 2021-22, 2022-23, and 2023-24 Sewer Service Charge Report for 6:45 p.m., Monday, June 12, 2021. NSMCSD Ordinance No.95, adopted by the Board July 22, 2019, where the Board did not increase the Sewer Service Charge for Fiscal Years 2019-20 and 2020-21 but maintained the existing rates. Staff and financial consultants Hilton, Farnkopf, and Hobson (HF&H) prepared a NSMCSD Rate Study and Financial Model that estimated future revenues and expenditures base on the most current financial information to develop a rate structure that would fund the next three years. The recommended changes to the Sewer Service Charge for Fiscal Years 2021-22, 2022-23, and 2023-24 reflect a 5% increase on July 1, 2021, a 9% increase on July 1, 2022, and a 9% increase on July 1, 2023.

Motion was made, seconded (DiGiovanni/Sylvester) and unanimously carried to adopt the Resolution No. 21-SD-01, "Setting Time and Place of Public Hearing for Sewer Service Charge Report Fiscal Years 2021/22, 2022/2023, 2023/24."

REPORTS:

4. **Board of Directors**
None.
5. **Staff**
None.

ADJOURNMENT:

At 6:56 p.m., call of adjournment of Regular Meeting by Chairman Juslyn Manalo.



North San Mateo County Sanitation District

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Meeting Date: April 26, 2021

Subject: Resolution of Intent to Adopt Appropriations Limitation (Gann Limit)

Recommended Action

Approve Resolution of Intent to adopt the annual Appropriations Limitation (Gann Limit).

Background

As required by Article XIII B of the State Constitution (Proposition 111 or the Gann Amendment), the Sanitation District Board of Directors is required to adopt an annual appropriations limitation. This resolution establishes the Agency's intent to adopt the appropriations limitation for Fiscal Year (FY) 2021-22.

Discussion

Adoption of the Appropriations Limitation will be requested at the Sanitation District meeting of June 28, 2021. At that time, the Department of Finance and Administrative Services will provide the calculations of proceeds of taxes and the appropriations limit based on our estimates for the coming FY. This information will be available for public inspection beginning Friday, June 11, 2021 on the City's website at www.dalycity.org.

Appropriate notice will be posted by the Department of Finance and Administrative Services regarding the availability of the documentation.

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

Respectfully submitted,

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

Timothy J. Nevin
Director of Finance and Administrative Services