



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 - SANITATION DISTRICT

AGENDA

Monday, April 10, 2023 - 6:45 PM

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Public Participation:

There are two ways to submit public comment: (1) submit written comments by meeting day, and (2) attend the meeting in person.

1. To submit a comment in writing, please visit www.dalycity.org/agendas and complete the Public Comment form. In the comment field box, include the item number and/or title of the item as well as your comments. Public Comments may also be emailed to gchow@dalycity.org by including "Public Comment" in the subject line. All written comments received by 4:00 pm on meeting day will be provided to the Board members prior to the meeting. Comments are not read aloud into the record.

Please note: Any written comments received after 4:00 p.m. on the meeting date is not guaranteed to be received by the Board members prior to the meeting.

2. To speak at the meeting in person, please complete a Speaker Card located at the entrance to the Council Chambers and submit to a Staff Member as early in the meeting as possible.

Persons with disabilities who require auxiliary aids or services in attending or participating in this meeting should call the office of the Board Clerk at 991-8200 as soon as possible.

AVAILABILITY OF PUBLIC RECORDS:

All public record 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 13, 2023

Action Items:

2. Sewer Service Charge Appeals - Fiscal Year 2022-23
3. Acceptance of Required Inspection and Repairs to the Wastewater Treatment Facility's (WWTF) Submarine Outfall Pipe

END OF CONSENT AGENDA

PUBLIC APPEARANCES/ORAL COMMUNICATIONS

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

REPORTS:

4. Board of Directors
5. Staff

ADJOURNMENT:

REGULAR MEETING - BOARD OF DIRECTORS

MINUTES

February 13, 2023

The Board of Directors of the North San Mateo County Sanitation District convened in a Regular Meeting on February 13, 2023, in the City Council Chamber, City Hall, 333 - 90th Street, Daly City, California.

The meeting was called to order by Chairman Ray Buenaventura at 6:48 p.m.

ROLL CALL:

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

Absent: None

Staff Present: General Manager Thomas Piccolotti, District Counsel Rose Zimmerman, Acting Director of Water and Wastewater Resources Joshua Cosgrove, Acting Assistant Director of Water and Wastewater Resources Kaila DeFries, Chief of Operations Greg Krauss, Director of Finance and Administrative Services Tim Nevin, Assistant to the City Manager Leilani Ramos, Administrative Assistant III Gillian Chow, and Office Assistant II Ester Cabral as Recording Secretary.

APPROVAL OF AGENDA:

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

CONSENT AGENDA:

1. Minutes of Regular Meeting of January 9, 2023
2. Sewer Service Charge Appeals – Fiscal Year 2022-2023
3. Biosolids Hauling and Disposal
4. Vista Grande Canal Overflow and John Muir Drive Repairs

Motion was made, seconded (Manalo/Daus-Magbual) and unanimously approved.

NEW BUSINESS:

None.

REPORTS:

5. Board of Directors

None.

6. Staff

None.

ADJOURNMENT:

At 6:49 p.m., call of adjournment of Regular Meeting by Chairman Ray Buenaventura.

**North San Mateo County Sanitation District***a subsidiary of the City of Daly City***Meeting Date: April 10, 2023****Subject: SEWER SERVICE CHARGE APPEALS - FISCAL YEAR 2022-23****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

Alvarado, Penny
APN #006-261-440

Fernandez, Joseph V.
Gomez, Krystle
APN #008-311-100

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", with a long horizontal stroke extending to the right.

Timothy Nevin
Director of Finance and Administrative Services

Attachment: Sewer Service Charge Appeals

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. 006-261-440 2022-23
CUSTOMER NAME Penny Alvarado
SERVICE ADDRESS 174 Palisades Dr., Daly City CA 94015

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	30
		2 MONTHS PRIOR	15
2 MONTHS AFTER	18	4 MONTHS PRIOR	8
4 MONTHS AFTER	11	6 MONTHS PRIOR	10
		8 MONTHS PRIOR	12
		10 MONTHS PRIOR	10
		ACTUAL ANNUAL USAGE	85
		BASE PERIOD ANNUALIZED	180
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	95
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	112%
		ANNUAL CREDIT IN DOLLARS	\$856.90

(N.S.M.C.S.D. \$9.02 per unit)

REASON FOR APPEAL

During the base period, Ms. Alvarado had a toilet leak. She repaired it immediately after noticing high usage on her water bill. After the toilet was repaired, usage started to decrease.

STAFF RECOMMENDATION TO BOARD

Grant Adjustment - Based on actual annual usage

NORTH SAN MATEO COUNTY SANITATION DISTRICT
SEWER SERVICE CHARGE APPEAL
BOARD MEETING DATE

PARCEL NO. 008-311-100 2022-23
CUSTOMER NAME Krystle Gomez and/or Joseph V. Fernandez
SERVICE ADDRESS 1379 Southgate Ave., Daly City, CA 94015

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	63
		2 MONTHS PRIOR	40
2 MONTHS AFTER	0	4 MONTHS PRIOR	30
4 MONTHS AFTER	3	6 MONTHS PRIOR	22
		8 MONTHS PRIOR	19
		10 MONTHS PRIOR	11
		ACTUAL ANNUAL USAGE	185
		BASE PERIOD ANNUALIZED	378
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	193
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	104%
		ANNUAL CREDIT IN DOLLARS	\$1,740.86
		(N.S.M.C.S.D. \$9.02 per unit)	

REASON FOR APPEAL

Customers purchased this property unaware that there was a leak during the base period. They immediately had it fixed after they moved in and water usage began to decrease.

STAFF RECOMMENDATION TO BOARD

Grant Adjustment - Based on actual annual usage



North San Mateo County Sanitation District

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Meeting Date: April 10, 2023

Subject: Acceptance of Required Inspection and Repairs to the Wastewater Treatment Facility's (WWTF) Submarine Outfall Pipe.

Recommended Action

Accept as complete the repair work and required inspection performed to staff's satisfaction by DRS Marine to the WWTF's submarine outfall pipe in an amount of \$236,000.00.

Background/Discussion

The treated water produced at the WWTP is conveyed through a submarine outfall pipe which is equipped with thirteen individual diffuser valves and discharges a half mile off Thornton Beach in the waters of the Pacific Ocean. The North San Mateo County Sanitation District (NSMCSD) is required as part of our environmental permit to inspect the pipe annually and make repairs as needed. The previous inspection performed showed that eight of the diffuser valves needed rehabilitation and repair. Staff worked with a manufacturing company to build replacement valves and this Board action provided for the installation of the valves to the pipe under the Pacific Ocean. DRS Marine performed the inspection and critical repair work, which is documented in a report and in a corresponding video. All work is now complete, and the outfall diffusers are all fully functioning.

Conclusion

Staff is satisfied with the project and is available to answer any questions or to provide additional information to the members of the NSMCSD Board.

Respectfully submitted,

A handwritten signature in blue ink that reads "Joshua Cosgrove".

Joshua Cosgrove
Director of Water and Wastewater Resources

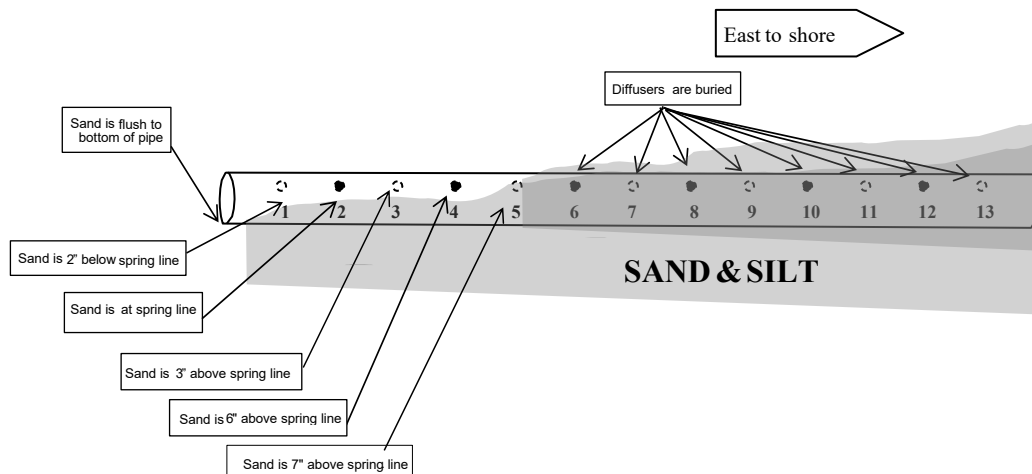
A handwritten signature in black ink that reads "Gregory Krauss".

Gregory Krauss
Chief of Operations

Attachment 1: Daly City Outfall Riser Drawing
Attachment 2: Pictures of Submarine Outfall Diffuser Repair

Daly City outfall diffuser section repairs

DRAWING A Ocean Outfall as found in 7/4/21 report D2103
Drawing is not to scale



DRAWING B Ocean Outfall showing new risers above mudline
Drawing is not to scale

