



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, July 14, 2025 - 6:45 PM

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

1. To submit written comments by meeting day, please email dwwr@dalycity.org and include "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.

Please note: Any emailed comments received after 4:00 p.m. on the meeting date are not guaranteed to be received by the Board members prior to the meeting. Comments are not read aloud into the record.

2. To speak at the meeting in person, please complete a Speaker Card located at the entrance to the Council Chamber and submit it 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 (650) 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. Minutes of Regular Meeting June 23, 2025

Action Items:

2. Sewer Service Charge Appeals - Fiscal Year 2025-26
3. Adopt the North San Mateo County Sanitation District's Fiscal Years 2026 and 2027 Operating and Capital Budgets
4. Authorize the Purchase of Disinfection Chemicals for the Wastewater Treatment Facility (WWTF)
5. Authorize the Purchase of Coagulant Chemicals from Polydyne Inc. for the Wastewater Treatment Facility (WWTF)

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.

ORDINANCES:

6. Second Reading, Ordinance No. 97, Amending Ordinance No. 33 Prescribing Rates and Charges for Sewage Disposal Service

STAFF: Rose Zimmerman

RECOMMENDATION: Adopt Ordinance by Roll Call Vote

REPORTS:

7. Board of Directors

8. Staff

ADJOURNMENT:

REGULAR MEETING - BOARD OF DIRECTORS

MINUTES

June 23, 2025

The Board of Directors of the North San Mateo County Sanitation District convened in a Regular Meeting on June 23, 2025, in the City Council Chamber, City Hall, 333 - 90th Street, Daly City, California.

The meeting was called to order by Chair Dr. Rod Daus-Magbual at 7:04 p.m.

ROLL CALL:

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

Absent: None

Staff Present: General Manager Thomas J. Piccolotti, District Counsel Rose Zimmerman, Director of Water and Wastewater Resources Joshua Cosgrove, Chief of Operations Greg Krauss, Senior Management Analyst Anthony Tofiga, Collection System Manager Louis Langi, Director of Finance and Administrative Services Tim Nevin, Assistant to the City Manager Leilani Ramos, Office Assistant II Erika Luna, 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 Special Meeting of May 27, 2025**
2. **Sewer Service Charges Appeals – Fiscal Year 2025-26**
3. **Adopt Appropriations Limitation for Fiscal Year 2026**
4. **Approval of Required Vista Grande Drainage Basin Improvement Project Habitat Mitigation Per Coastal Development Permit of the California Coastal Commission**

Motion was made, seconded (Manalo/DiGiovanni) and unanimously carried to adopt the Consent Agenda and Resolution 25-SD-09, “Adoption of Appropriations Limitation for Fiscal Year 2025-2026”.

PUBLIC HEARING:

5. **Sewer Service Charges for FYs 2025/26, 2026/27, 2027/28, and 2028/29**

Motion was made, seconded (Manalo/Proaño) and unanimously approved to Open the Public Hearing.

The District’s Public Hearing was duly published and posted consistent with state statutes with notifications mailed to all property owners within the district consistent with the 45-day guideline established under Proposition 218. Director of Water and Wastewater Resources Joshua Cosgrove recommended that the Board, upon conclusion of the Public Hearing, adopt Resolution for the Collection of Sewer Service Charges, including Village Serramonte Rates, for Fiscal Years 2025/26, 2026/27, 2027/28, and 2028/29 on the County Tax Roll; adopt Resolution Making Findings and Determination for Execution pursuant to California Environmental Quality Act (CEQA) and Determination for Services; adopt Resolution Increasing the Minimum Flow Used to Determine the Minimum Charge be Increased to 1.00 CCF per Month, or 12 CCF per year (25 gallons per day); adopt Resolution Overruling Protests and Confirming Report on Sewer Service Charges for FYs 2025/26, 2026/27, 2027/28, and 2028/29; and do the first reading, by title only, of Ordinance No. 97 amending Ordinance No. 33 of the North San Mateo County Sanitation District Prescribing Rates and Charges for Sewage Disposal Services.

The recommendation for scheduled rate increase is due to both anticipated new capital projects, notably Vista Grande, and current operating cost increases of the wastewater system. The proposed rate structure will allow the District to fully fund its Capital Program, while covering the rising costs of energy, chemicals, regulatory permitting, and expanding laboratory testing. The District must also provide its electronic roll to the County no later than August 1st for inclusion in the upcoming tax roll.

One resident spoke in opposition to the proposed sewer service charge increase and 104 protest letters were received.

Motion was made, seconded (Manalo/DiGiovanni) and unanimously approved to Close the Public Hearing.

Motion was made, seconded (Sylvester/Manalo) and unanimously carried by roll call vote to adopt items A, B, C, and D into Resolution 25-SD-11, "Providing for Collection on Property Tax Roll and Confirming Report on Sewer Service Charges for FYs 2025/26, 2026/27, 2027/28, and 2028/29".

Motion was made, seconded (Manalo/DiGiovanni, Sylvester) to approve "First Reading (by Title Only) of Ordinance No. 97 amending Ordinance No. 33 of the North San Mateo County Sanitation District Prescribing Rates and Charges for Sewage Disposal Services". Ordinance was introduced by Board Member DiGiovanni.

REPORTS:

6. Board of Directors

None.

7. Staff

None.

ADJOURNMENT:

At 7:49 p.m., call of adjournment of Regular Meeting by Chair Dr. Rod Daus-Magbual.



North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: July 14, 2025

Subject: SEWER SERVICE CHARGE APPEALS - FISCAL YEAR 2025-26

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

Barua, Dibakar
Karani, Vijeta Abhay
APN# 102-160-030

Emlay, Morgan
Emlay, Edna
APN# 003-131-230

Fokin Trust
Nikolaj Fokin, TTEE
APN# 004-111-150

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 "Tim J. Nevin".

Tim Nevin
Director of Finance and Administrative Services
City of Daly City

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.	102-160-030	2025-26
CUSTOMER NAME	Dibakar Barua & Vijeta Abhay Karani	
SERVICE ADDRESS	730 Pointe Pacific Dr. Unit 5, Daly City CA 94014	

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	280
		2 MONTHS PRIOR	7
2 MONTHS AFTER	12	4 MONTHS PRIOR	4
4 MONTHS AFTER	8	6 MONTHS PRIOR	6
		8 MONTHS PRIOR	9
		10 MONTHS PRIOR	12
		ACTUAL ANNUAL USAGE	318
		BASE PERIOD ANNUALIZED	1680
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	1362
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	428%
		ANNUAL CREDIT IN DOLLARS	\$14,587.02
		(N.S.M.C.S.D. \$10.71 per unit)	

REASON FOR APPEAL

Residents had a severe water leak from December 2024 through the base period. They were abroad during that time and wasn't aware of the issue until they returned in mid-January. Usage decreased after repairs were completed. Requesting to adjust sewer fee on upcoming tax roll.

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. 003-131-230 2025-26
CUSTOMER NAME Morgan & Edna Emlay
SERVICE ADDRESS 6598 Mission St., Daly City, CA 94014

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	68
		2 MONTHS PRIOR	1
2 MONTHS AFTER	2	4 MONTHS PRIOR	2
4 MONTHS AFTER	1	6 MONTHS PRIOR	1
		8 MONTHS PRIOR	2
		10 MONTHS PRIOR	3
		ACTUAL ANNUAL USAGE	77
		BASE PERIOD ANNUALIZED	408
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	331
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	430%
		ANNUAL CREDIT IN DOLLARS	\$3,545.01

(N.S.M.C.S.D. \$10.71 per unit)

REASON FOR APPEAL

Residents had a toilet leak during the base period. Usage decreased after repairs where completed.
Requesting to adjust the sewer charge on upcoming tax roll.

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. 004-111-150 2025-26
CUSTOMER NAME Nikolai Fokin
SERVICE ADDRESS 427 Winchester St., Daly City CA 94014

CREDIT BASED ON ACTUAL ANNUAL USAGE

WATER USAGE:

		BASE PERIOD	18
		2 MONTHS PRIOR	8
2 MONTHS AFTER	24	4 MONTHS PRIOR	7
4 MONTHS AFTER	7	6 MONTHS PRIOR	8
		8 MONTHS PRIOR	5
		10 MONTHS PRIOR	5
		ACTUAL ANNUAL USAGE	51
		BASE PERIOD ANNUALIZED	108
		ANNUAL CREDIT IN UNITS	
		(MUST BE OVER 15 UNITS)	57
		PERCENTAGE CHANGE	
		(MUST BE OVER 10%)	112%
		ANNUAL CREDIT IN DOLLARS	\$610.47
		(N.S.M.C.S.D. \$10.71 per unit)	

REASON FOR APPEAL

Residents had a toilet leak and broken faucet during the base period. Usage decreased after repairs were completed. Requesting to adjust sewer fee on upcoming tax roll.

STAFF RECOMMENDATION TO BOARD

Grant Adjustment - Based on actual annual usage



North San Mateo County Sanitation District

A subsidiary of the City of Daly City

Meeting Date: July 14, 2025

Subject: Adopt the North San Mateo County Sanitation District's Fiscal Years 2026 and 2027 Operating and Capital Budgets

Recommended Action

Staff recommends the Board adopt the North San Mateo County Sanitation District's ("District") Operating and Capital Budget for the Fiscal Years 2026 and 2027.

Discussion

Formal budgetary authorization as stated in the District Code is required by the Board to adopt the Operating and Capital Budgets for Fiscal Years 2026 and 2027, as incorporated in Attachment "A". The budget presented for your consideration and adoption was reviewed by the Board of Directors during the Daly City Finance Department's budget presentation and subsequent Council approval at the June 9th City Council Meeting.

The District is required to adopt the Budget under California law. Among other things, a budget appropriates public funds, thereby providing the legal authorization from the governing body to expend these funds.

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

Respectfully submitted,

A handwritten signature in black ink that reads "Anthony Tofiga".

Anthony Tofiga
Senior Management Analyst

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

Joshua Cosgrove
Director of Water and Wastewater Resources

Attachment "A": Fiscal Years 2026 and 2027 Sanitation District Operating and Capital Budgets

CITY OF DALY CITY**Biennial Budget
FY 2026 and FY 2027****Sanitation District**

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Revenues	Actual	Actual	Adjusted	Approved	Approved
Taxes	2,620,297	2,725,057	2,890,837	2,989,712	3,079,404
From Other Agencies	57,577	-	-	-	-
Rents and Interest	565,196	2,582,007	420,000	432,600	445,578
Charges and Fees	25,132,013	25,667,680	27,508,973	28,131,442	28,957,985
Miscellaneous Revenues	106,044	101,292	104,000	1,000	1,000
Operating Transfers In	3,107,300	3,353,308	3,258,776	3,356,539	3,457,235
Total Revenues	<u>\$31,588,426</u>	<u>\$34,429,344</u>	<u>\$34,182,586</u>	<u>\$34,911,294</u>	<u>\$35,941,202</u>
Expenditures	Actual	Actual	Adjusted	Approved	Approved
Salaries and Benefits	11,208,360	12,791,802	13,985,876	14,962,777	15,215,178
Services and Supplies	13,028,683	13,675,608	13,863,308	13,957,664	14,090,623
Other Charges	362,932	321,418	(74,599)	395,230	393,155
Fixed Charges	2,197,337	2,552,151	2,987,615	3,061,264	3,242,404
Debt Service	284,966	563,746	-	-	-
Depreciation	2,324,857	2,295,520	2,500,000	2,500,000	2,500,000
Capital Outlay	238,738	180,573	249,972	228,000	228,000
Operating Transfers Out	1,136,644	1,189,780	1,401,126	1,382,382	1,360,254
Total Expenditures	<u>\$30,782,517</u>	<u>\$33,570,596</u>	<u>\$34,913,297</u>	<u>\$36,487,317</u>	<u>\$37,029,614</u>

CITY OF DALY CITY Biennial Budget FY 2026 and FY 2027	Fund:	SANITATION DISTRICT	87
	Department:	WATER & WASTEWATER RES.	380
	Program:	WWR ADMIN	370

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Revenues	Actual	Actual	Adjusted	Approved	Approved
From Other Agencies	3,763	-	-	-	-
Miscellaneous Revenues	-	605	-	-	-
Operating Transfers In	1,553,805	1,615,750	1,646,635	1,696,034	1,746,915
Total Revenues	\$ 1,557,568	\$ 1,616,355	\$ 1,646,635	\$ 1,696,034	\$ 1,746,915
Expenditures	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	Actual	Actual	Adjusted	Approved	Approved
Salaries and Benefits	2,154,353	2,070,044	3,415,057	3,694,176	3,761,860
Services and Supplies	251,463	328,489	179,766	249,800	249,900
Other Charges	30,996	36,049	10,359	31,800	32,325
Fixed Charges	182,509	346,522	146,920	141,091	144,566
Operating Transfers Out	216,636	223,273	232,204	239,171	246,346
Total Expenditures	\$ 2,835,958	\$ 3,004,378	\$ 3,984,307	\$ 4,356,038	\$ 4,434,997

CITY OF DALY CITY Biennial Budget FY 2026 and FY 2027	Fund:	SANITATION DISTRICT	87
	Department:	WATER & WASTEWATER RES.	381
	Program:	WWR OPERATIONS	372

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Revenues	Actual	Actual	Adjusted	Approved	Approved
From Other Agencies	8,854	-	-	-	-
Miscellaneous Revenues	640	-	1,000	1,000	1,000
Total Revenues	\$ 9,494	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
Expenditures	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	Actual	Actual	Adjusted	Approved	Approved
Salaries and Benefits	3,038,300	3,676,083	3,518,144	3,867,176	3,923,719
Services and Supplies	9,834,828	10,581,079	10,874,746	10,650,181	10,765,181
Other Charges	231,330	141,505	(43,911)	235,900	235,900
Fixed Charges	669,126	653,972	956,637	967,024	1,041,500
Operating Transfers Out	251,771	273,147	387,827	280,485	288,900
Total Expenditures	\$ 14,025,354	\$ 15,325,785	\$ 15,693,444	\$ 16,000,766	\$ 16,255,200

CITY OF DALY CITY Biennial Budget FY 2026 and FY 2027	Fund:	SANITATION DISTRICT	87
	Department:	WATER & WASTEWATER RES.	381
	Program:	LABORATORY	374

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Revenues	Actual	Actual	Adjusted	Approved	Approved
From Other Agencies	3,511	-	-	-	-
Operating Transfers In	463,134	495,151	469,631	483,720	498,232
Total Revenues	<u>\$ 466,645</u>	<u>\$ 495,151</u>	<u>\$ 469,631</u>	<u>\$ 483,720</u>	<u>\$ 498,232</u>
	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Expenditures	Actual	Actual	Adjusted	Approved	Approved
Salaries and Benefits	659,249	776,292	647,146	647,090	648,822
Services and Supplies	492,965	463,239	457,647	621,400	621,400
Other Charges	4,527	9,528	(6,396)	11,910	11,910
Fixed Charges	48,260	58,736	82,336	82,607	88,495
Operating Transfers Out	41,430	43,087	44,811	46,155	47,540
Total Expenditures	<u>\$ 1,246,431</u>	<u>\$ 1,350,882</u>	<u>\$ 1,225,543</u>	<u>\$ 1,409,162</u>	<u>\$ 1,418,166</u>

CITY OF DALY CITY Biennial Budget FY 2026 and FY 2027	Fund:	SANITATION DISTRICT	87
	Department:	WATER & WASTEWATER RES.	382
	Program:	COLLECTION SYS	376

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Revenues	Actual	Actual	Adjusted	Approved	Approved
From Other Agencies	3,872	-	-	-	-
Miscellaneous Revenues	84,129	62,226	100,000	-	-
Total Revenues	<u>\$ 88,002</u>	<u>\$ 62,226</u>	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ -</u>
	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Expenditures	Actual	Actual	Adjusted	Approved	Approved
Salaries and Benefits	1,970,548	2,304,456	2,226,908	2,532,352	2,558,217
Services and Supplies	396,607	356,610	357,713	440,177	440,177
Other Charges	14,031	25,832	19,702	37,240	34,640
Fixed Charges	829,664	989,390	1,193,502	1,106,464	1,167,903
Capital Outlay	36,627	28,469	37,000	37,000	37,000
Operating Transfers Out	132,941	138,259	143,789	148,103	152,546
Total Expenditures	<u>\$ 3,380,417</u>	<u>\$ 3,843,016</u>	<u>\$ 3,978,614</u>	<u>\$ 4,301,335</u>	<u>\$ 4,390,483</u>

CITY OF DALY CITY Biennial Budget FY 2026 and FY 2027	Fund:	SANITATION DISTRICT	87
	Department:	WATER & WASTEWATER RES.	383
	Program:	P&E MAINTENANCE	373

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Revenues	Actual	Actual	Adjusted	Approved	Approved
From Other Agencies	34,764	-	-	-	-
Miscellaneous Revenues	21,275	38,461	3,000	-	-
Operating Transfers In	1,090,361	1,242,408	1,142,510	1,176,785	1,212,089
Total Revenues	\$ 1,146,400	\$ 1,280,869	\$ 1,145,510	\$ 1,176,785	\$ 1,212,089
Expenditures	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	Actual	Actual	Adjusted	Approved	Approved
Salaries and Benefits	3,385,910	3,964,926	4,178,621	4,221,984	4,322,559
Services and Supplies	1,265,615	1,076,483	1,206,759	1,162,212	1,162,212
Other Charges	7,674	27,282	(5,169)	39,180	39,180
Fixed Charges	467,642	503,379	608,061	763,884	799,727
Capital Outlay*	202,111	152,104	212,972	191,000	191,000
Operating Transfers Out	248,449	256,780	267,051	275,063	283,315
Total Expenditures	\$ 5,577,400	\$ 5,980,955	\$ 6,468,295	\$ 6,653,322	\$ 6,797,993

* Expense Contra accounting adjustment excluded.

CITY OF DALY CITY Biennial Budget FY 2026 and FY 2027	Fund:	SANITATION DISTRICT	87
	Department:	WATER & WASTEWATER RES.	920
	Program:	SANITATION DIST	105

	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
Revenues	Actual	Actual	Adjusted	Approved	Approved
Taxes	2,620,297	2,725,057	2,890,837	2,989,712	3,079,404
From Other Agencies	2,813	-	-	-	-
Rents and Interest	565,196	2,582,007	420,000	432,600	445,578
Charges and Fees	25,132,013	25,667,680	27,508,973	28,131,442	28,957,985
Total Revenues	\$ 28,320,318	\$ 30,974,744	\$ 30,819,810	\$ 31,553,754	\$ 32,482,967
Expenditures	2022-2023	2023-2024	2024-2025	2025-2026	2026-2027
	Actual	Actual	Adjusted	Approved	Approved
Services and Supplies	787,206	869,708	786,677	833,894	851,753
Other Charges	74,375	81,222	(49,185)	39,200	39,200
Fixed Charges	136	152	158	194	214
Debt Service*	284,966	563,746	-	-	-
Depreciation	2,324,857	2,295,520	2,500,000	2,500,000	2,500,000
Operating Transfers Out	245,417	255,234	325,443	393,406	341,609
Total Expenditures	\$ 3,716,957	\$ 4,065,580	\$ 3,563,093	\$ 3,766,694	\$ 3,732,775

Capital Improvement Plan Allocation by Project

PROJECT NAME	BUDGETED FY 2025	APPROVED FY 2026	APPROVED FY 2027	PROJECTED FY 2028	PROJECTED FY 2029	PROJECTED FY 2030
SANITATION FUND						
Sanitation						
2024-25 MRP TRASH CAPTURE	70,000	-	-	-	-	-
DIGESTER 2 CLEANING	-	-	-	600,000	-	-
HEADWORKS 1 FINE SCREEN REPLACEMENT	200,000	300,000	-	2,000,000	-	-
NEW EMERGENCY PLANT GENERATOR	-	-	-	-	3,000,000	-
TO JUNIPERO SERRA	1,000,000	-	-	10,000,000	-	-
PLANT COMPRESSOR REPLACEMENT	-	-	-	750,000	-	-
PLANT PROCESS IMPROVEMENTS	500,000	350,000	350,000	350,000	350,000	350,000
PLANT STRUCTURE IMPROVEMENTS	350,000	200,000	200,000	200,000	200,000	200,000
RESURFACE S/S STREETS	100,000	400,000	400,000	400,000	400,000	400,000
SEWER LIFT STATION REHAB/REPLACEMENT	400,000	250,000	250,000	250,000	250,000	250,000
SEWER MAIN REHABILITATION/IMPROVEMENTS	200,000	200,000	200,000	-	-	-
SSMP/MASTER PLAN - SYSTEM IMPROVEMENTS	200,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000
TREATMENT PLANT AIR SCRUBBERS	100,000	300,000	300,000	-	-	-
TREATMENT PLANT ELECTRICAL UPGRADE	250,000	500,000	500,000	-	-	-
VEHICLE UPGRADES	40,000	50,000	-	-	-	-
VISTA GRANDE DRAINAGE BASIN IMPROVEMENT PROJECT	595,174	-	-	3,500,000	3,500,000	3,500,000
Total	4,005,174	5,050,000	4,700,000	20,550,000	10,200,000	7,200,000



North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: July 14, 2025

Subject: Authorize the Purchase of Disinfection Chemicals for the Wastewater Treatment Facility (WWTF)

Recommended Action

Authorize staff to purchase disinfection chemicals for the WWTF in an amount not to exceed \$900,000 for Fiscal Year 2025-2026.

Background/Discussion

The purchase of chemicals for the WWTF's disinfection process is a necessary component of maintaining the Facility's environmental permit. Sodium Hypochlorite is used to disinfect the effluent as the final process and Sodium Bisulfite is used to neutralize the Sodium Hypochlorite prior to discharging into the Pacific Ocean. Both chemicals are part of the bid process by the Bay Area Chemical Consortium, in which the District is a member. The Consortium ensures that its members receive the lowest price on the chemicals associated with the Consortium. This company also had the most responsive customer service while providing the chemicals within the required time.

This purchase will cover these chemical expenditures for the WWTF for Fiscal Year 2025-2026.

Fiscal Impact

Sufficient funds are available in the Sanitation Fund 48737200-51016 Operating Supplies.

Summary/Conclusion

Authorize staff to purchase disinfection chemicals for the WWTF in an amount not to exceed \$900,000 for Fiscal Year 2025-2026.

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



North San Mateo County Sanitation District

a subsidiary of the City of Daly City

Meeting Date: July 14, 2025

Subject: Authorize the Purchase of Coagulant Chemicals from Polydyne Inc. for the Wastewater Treatment Facility (WWTF)

Recommended Action

Authorize staff to purchase coagulant chemicals for the WWTF from Polydyne Inc. in an amount not to exceed \$900,000.

Background/Discussion

This is the regular annual request to purchase coagulant chemicals for the WWTF. The purchase of this specific chemical is a necessary component of treating wastewater and maintaining the WWTF's environmental permit. These chemicals help to bind and remove wastewater solids in several critical treatment processes such as the centrifuges, recycled water system, and air flotation system. Staff worked with different chemical manufacturers to determine which blends work most efficiently in our WWTF and the chemicals from Polydyne Inc. were shown to have the best performance. This company also had the best customer service while providing the chemicals within the required time.

This purchase will cover the coagulant chemical expenditures for the WWTF for Fiscal Year 2025-2026 as projected by staff.

Fiscal Impact

Sufficient funds are available in the Sanitation Fund 48737200-51016 Operating Supplies.

Summary/Conclusion

Authorize staff to purchase coagulant chemicals for the WWTF from Polydyne Inc. in an amount not to exceed \$900,000.

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

AN ORDINANCE OF THE NORTH SAN MATEO COUNTY SANITATION DISTRICT
AMENDING ORDINANCE NO. 33 PRESCRIBING RATES AND CHARGES
FOR SEWAGE DISPOSAL SERVICE

BE IT ORDAINED by the Board of Directors of the North San Mateo County Sanitation District, San Mateo County, as follows:

Section 1: Section 10 of Article II of that certain ordinance entitled "Ordinance No. 33, An Ordinance Prescribing Rates and Charges for Sewage Disposal Service and Providing Procedures and Penalties for Its Enforcement," passed by the Board of Directors of the North San Mateo County Sanitation District on April 15, 1974, as heretofore amended, is hereby amended to read as follows:

A. General District Rates (Non-Village Serramonte) Schedule: Sewer service charges are hereby prescribed for all premises connected to the sanitation or sewerage system of the District. The rates for the 2025/2026 Tax Roll shall be computed at the rate of Ten Dollars and Seventy-one Cents (\$10.71), per one hundred (100) cubic feet of water consumption calculated on the basis of two months' average winter water consumption annualized, with a minimum of One Hundred Twenty-eight Dollars and Fifty-two Cents (\$128.52) per annum.

The rates for the 2026/2027 Tax Roll shall be computed at the rate of Eleven Dollars and Sixty-seven Cents (\$11.67), per one hundred (100) cubic feet of water consumption calculated on the basis of two months' average winter water consumption annualized, with a minimum of One Hundred Forty Dollars and four cents (\$140.04) per annum."

The rates for the 2027/2028 Tax Roll shall be computed at the rate of Twelve Dollars and Seventy-eight Cents (\$12.78), per one hundred (100) cubic feet of water consumption calculated on the basis of two months' average winter water consumption annualized, with a minimum of One Hundred Fifty-three Dollars and Thirty-six Cents (\$153.36) per annum."

The rates for the 2028/2029 Tax Roll shall be computed at the rate of Thirteen Dollars and Ninety-three Cents (\$13.93), per one hundred (100) cubic feet of water consumption calculated on the basis of two months' average winter water consumption annualized, with a minimum of One Hundred Sixty-seven Dollars and Sixteen Cents (\$167.16) per annum.

B. Village Serramonte Rates Schedule: Sewer service charges for premises located in the Village Serramonte area are separately prescribed due to the conveyance and treatment of wastewater by the Town of Colma and the City of South San Francisco. These rates are based on the cost of service from these providers and are phased in through FY 2028/29 as follows:

The rates for the 2025/2026 Tax Roll shall be Eleven Dollars and Sixty-five Cents (\$11.65), per one hundred (100) cubic feet, with a minimum of One Hundred Thirty-nine Dollars and Eighty-three Cents (\$139.83) per annum.

The rates for the 2026/2027 Tax Roll shall be Thirteen Dollars and Forty-eight Cents (\$13.48), per one hundred (100) cubic feet, with a minimum of One Hundred Sixty-one Dollars and Seventy Cents (\$161.70) per annum.

The rates for the 2027/2028 Tax Roll shall be Fifteen Dollars and Thirty Cents (\$15.30), per one hundred (100) cubic feet, with a minimum of One Hundred Eighty-three Dollars and Fifty-seven Cents (\$183.57) per annum.

The rates for the 2028/2029 Tax Roll shall be Seventeen Dollars and Twelve Cents (\$17.12), per one hundred (100) cubic feet, with a minimum of Two Hundred Five Dollars and Forty-four Cents (\$205.44) per annum.

The minimum charge applies to all customers whose annual flow is 12 hundred cubic feet or less.

Section 2: In accordance with the California Environmental Quality Act (“CEQA”), Public Resources Code §21000 et seq. and the regulations promulgated pursuant to CEQA (“the State Guidelines”) the District Board finds that this Ordinance establishes and modifies rates and charges for the purposes of meeting operating expenses of the District, meeting financial reserve needs and requirements of the District and/or obtaining funds for capital projects which are necessary to maintain services within existing service areas in the District (State Guidelines §15273).

Section 3: Severability.

If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The Board of Directors of the North San Mateo County Sanitation District declares that it would have adopted each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, clauses, phrases or portions be declared invalid or unconstitutional.

Section 4: Publication

Upon adoption by the Board of Directors of the North San Mateo County Sanitation District, this ordinance shall be posted in three public places and shall be published once in a newspaper of general circulation, within 15 days following its passage and adoption.

AN ORDINANCE OF THE NORTH SAN MATEO COUNTY SANITATION DISTRICT
AMENDING ORDINANCE NO. 33 PRESCRIBING RATES AND CHARGES
FOR SEWAGE DISPOSAL SERVICE

Introduced this 23rd day of June, 2025.

Passed and adopted as an Ordinance of the North San Mateo County Sanitation District at a regular meeting of the Board of Directors of the North San Mateo County Sanitation District held on the _____ day of _____, 2025, by the following vote:

AYES, Director: _____

NOES, Director: _____

ABSENT, Director: _____

GENERAL MANAGER OF THE NORTH SAN
MATEO COUNTY SANITATION DISTRICT

APPROVED:

CHAIR