

# BAYSHORE SANITARY DISTRICT

## AGENDA

Regular Meeting of January 15, 2026 at 7:00 P.M.

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### Opening of Meeting and Roll Call:

**Oral and Written Communications:** (Concerning matters not on the Agenda; no action will be taken nor will extended discussion be permitted.)

- (1) Communications from members of the public
- (2) Communications from members of the District Board and Staff
- (3) Acknowledgment of recent communications to the District

**Consent Agenda:** *(Any member of the Board or the public can request that an item be removed from the Consent Agenda. If there are no objections all items are voted upon by one motion.)*

- (4) Minutes of the December 18, 2025 meeting
- (5) Payment authorization for bills and compensation
- (6) Accept December, 2025 report on District's current financial status
- (7) Accept December, 2025 checking and LAIF account reconciliations

### Board Reports – consideration of matters relating to:

- (8) President Gallagher
  - (a) LAFCo
  - (b) CSDA – Local Chapter
- (9) Daly City
- (10) Brisbane

### Staff Reports:

- (11) Maintenance Director – consideration of matters relating to:
  - (a) Monthly report on District operations and maintenance
  - (b) Status of Retirement/Non-Retirement
- (12) District Engineer – consideration of matters relating to:
  - (a) December meter reading data
  - (b) Various cabling projects
  - (c) Brisbane Landfill Industrial Discharge Permit
  - (d) Comorant
  - (e) Cow Palace redevelopment
  - (f) Sanitary Sewer System Service Area Boundary Map
  - (g) Point Martin
  - (h) Capacity Entitlement fees
  - (i) BSD Capacity Charge
  - (j) Upcoming rate increase

- (k) SFPUC Term Sheet
  
- (13) District Counsel – consideration of matters relating to:
  - (a) Approve Updated Sewer System Management Plan (SSMP) Organizational Chart
  - (b) Review and direction regarding scope of work for Murgreen Environmental
    - i. Current Murgreen Scope For CPS Contract
    - ii. Proposed Murgreen Scope For Maintenance Director
  
- (14) District Clerk – consideration of matters relating to:
  - (a) Sample language for upcoming rate increase notice
  - (b) Direct deposit for director’s fee
  - (c) On-line bill pay & ACH payments pending signatory changes @ Tri Counties

**Old Business:**

- (15) Succession Planning

**New Business:**

- (16) Election of officers for 2026 – continued to April 23, 2026 meeting
- (17) Reports on other matters

**Adjournment:**

**Next Resolution #2026-01**  
**Next Ordinance #110**

The Board reserves the right to take action on or to conduct a closed session in connection with any item of business on its Agenda insofar as it is legally permitted to do so pursuant to the Ralph M. Brown Act.

*AMERICANS WITH DISABILITIES ACT:* In compliance with the Americans With Disabilities Act, those requiring auxiliary aids or services in attending or participating in this meeting should notify the District at least 48 hours prior to the meeting at (415) 467-1144 or [BayshoreSanitary@aol.com](mailto:BayshoreSanitary@aol.com).