

BAYSHORE SANITARY DISTRICT
MINUTES
Regular Meeting of February 24, 2022

Opening of Meeting and Roll Call:

The meeting was called to order at 7:00 P.M. As permitted per State of California Executive Orders N-29-20 and N-08-21 the meeting of the Bayshore Sanitary District was conducted via Zoom. Members of the public were invited to join the meeting. The information on how to join the meeting was included in the posted agendas.

Present: Constantino, Gallagher, Rizzi, Swanbeck, Tonna
Absent: None
Staff: Maintenance Director Landi, Engineer Yeager, Counsel Hundley and District Clerk Landi

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
None
- (2) Communications from members of the District Board and Staff
Director Swanbeck suggested that the Board consider issuing an informational flyer/brochure to District residents. The matter will be placed on the March agenda.
- (3) Acknowledgment of recent communications to the District
President Gallagher acknowledged three recent communications – a letter from the County urging public entities to oppose a bill proposing to use ERAF to fill the vehicle license fee gap, a notice of LAFCo’s March 16 meeting and information about a State program re 529 accounts for employees.

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 Special and Regular Meetings of January 27, 2022
- (5) Payment authorization for bills and compensation
- (6) Accept January, 2022 report on District’s current financial status
- (7) Accept January, 2022 checking account reconciliation

A motion was made by Director Swanbeck, seconded by Director Rizzi and unanimously passed by voice vote to approve consent items 4-7.

Board Reports – consideration of matters relating to:

- (8) President Gallagher

(a) LAFCo: As mentioned above the next meeting is March 16 with one item of business being approval of the budget. The Maintenance Director mentioned that LAFCo is accepting applications for two public members.

(b) CSDA – Local Chapter: No report.

(9) Daly City: No report.

(10) Brisbane: No report.

Staff Reports:

(11) Maintenance Director – consideration of matters relating to:

(a) Monthly report on District operations and maintenance: The Carlyle Pump Station is in good order. The bedding material in the odor filter at the back of the CPS will need soil replenishment in the next year. This is done about every 3 years.

There was a field meeting for PG&E's Egbert Station running from Guadalupe Parkway to Geneva Avenue. The reason for this station is that in the case of an earthquake causing a failure the District area could be out of power for months; this is a backup.

There have been no inspections at Midway Village during this reporting period. They have Baker tanks and a treatment facility that is being used for their groundwater discharge. Today they discharged 12,000 gallons and will discharge more tomorrow. Next week they will be installing the sewer line. They have to bypass our existing line.

There were no service requests during the reporting period.

(12) District Engineer – consideration of matters relating to:

(a) January meter reading data: There were two rainfall events in January. The average daily flow was 319,097 gallons.

(b) Midway Village: There were some conflicts with respect to the storm sewer which had to be solved before they can get back to installing the sanitary sewer. Discharge results are provided to San Francisco but we are more interested in the volume discharged. That is how industrial groundwater discharge usually work.

(c) PG&E Egbert electric transmission line: As mentioned there was a field meeting and it is obvious that the PG&E plans do not accurately represent field conditions. Daly City and the District have marked all utilities, some of which PG&E was not aware of. PG&E is potholing and is finished with the Saddleback area and is working their way down to Geneva Avenue. The Engineer needs to reach out to PG&E to see how they plan to handle the sewer installation. They were supposed to start on February 4 but are still conducting field verification. Carter Street will be torn up for several months with only one lane of traffic. PG&E has been advised that there are other projects in the area and they will need to coordinate with those developments.

(d) Sewer System Management Plan (SSMP): The original SSMP was prepared in 2008 and revised in 2013, 2015 and 2018. It will need to be updated in FY 2023-24.

(e) Mag-Meter replacement: We have issued a purchase order letter to Telstar. The meter has been ordered and will take about six weeks. We have a verbal quote from Pump Repair Service.

(f) 10 Industrial Way: The capacity entitlement billing has been rescinded since it has been determined that water was being stolen via an outside faucet. We will make an adjustment on the FY 22-23 sewer service charge billing.

(g) 200 Industrial Way (Florian): The billing for extra capacity has been rescinded with the caveat that the water recycling machinery has been installed. They were advised that in addition to an industrial discharge permit from the SFPUC they will also need to secure a permit from the District.

(h) Smart Cities Northern Corridor Expansion: We received a request for utility information along Bayshore Boulevard for this project sponsored by the San Mateo City/County Association of governments. The purpose of this project is to provide alternate routes for traffic during periods of peak demand or accidents on 101. Traffic would be diverted to Bayshore Boulevard. Signalization, cameras and message boards would be used to alert and control traffic. Mr. Yeager has requested additional information about the project.

(i) 2665 Geneva Avenue: The proposal is to add seven additional units and one commercial unit to the ground floor of the building. This was first proposed in 2017 when plans were submitted and fees paid. They are restarting the project and will need to obtain a new Class 4 permit. We need to make sure that they have provisions to install meters for the commercial spaces.

(13) District Counsel – consideration of matters relating to:
None

(14) District Clerk – consideration of matters relating to:
The Board was advised that the Comcast internet and telephone service has been extended for an additional 36 months with an increase of about \$10 per month.

Old Business:
None

New Business:

(15) CSDA Special District Leadership Academy
There are two sessions being offered—one in San Diego in April and another in Napa in September. This seems to be the first time they have offered all four modules in 2½ days vs. stretching it out over several sessions. President Gallagher is interested in attending the September academy and Director Constantino may attend the April academy if his schedule permits. It was the consensus of the Board that two members can attend the academy.

(16) Reports on other matters: no action will be taken
None

Closed Session:

The Closed Session began at 7:33 P.M.

(17) Significant exposure to litigation pursuant to §54956.9(b): one case

The closed session ended at 7:37. There is no reportable action.

President Gallagher advised the Board that her email has been hacked. If anyone gets an email from her aol account hit delete.

Adjournment:

The meeting was adjourned at 7:52 P.M. The next regular meeting is March 24, 2022 at 7:00 P.M.

Submitted by, Joann Landi

/s/ Iris Gallagher
President

/s/ Norman Rizzi
Secretary