

BAYSHORE SANITARY DISTRICT
MINUTES
Regular Meeting of March 24, 2022

Opening of Meeting and Roll Call:

The meeting was called to order at 7:02 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 Constantino will be attending the Special District Leadership Academy in San Diego April 3-6.
- (3) Acknowledgment of recent communications to the District
None

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 Regular Meeting of February 24, 2022
- (5) Payment authorization for bills and compensation
- (6) Accept February, 2022 report on District's current financial status
- (7) Accept February, 2022 checking account reconciliation

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

Board Reports – consideration of matters relating to:

- (8) President Gallagher
 - (a) LAFCo: No report.
 - (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 Station is now operating properly. Pump #2 had a broken packing gland and was out of service for about 1½ days. It was repaired by Pump Repair Service, reinstalled and placed back in service. In spite of the fact that the pumps are 50 years old they do not have excessive hours on them. We will, however, eventually have to replace the pumps.

As noted in the monthly report there were extensive inspections at the Midway Village project. Most of the sewer has been installed. The line in the park can be abandoned. The contractor will fill with grout/slurry seal. They will need to relocate the buried manhole in the park. The Engineer said the District will need to abandon the easement in the park. Counsel said this should be agendaized for April since it may take Board action. The ground water is being collected in Baker tanks. There is a short section of line in the area of the 96" storm line that has yet to be done. When everything is up to grade and streets paved, the final air testing will be conducted.

There were 7 final lateral inspections in the Overlook project – all passed. The development will probably be complete by October. There are 15 open permits. We need to send a letter to Overlook advising them that they must clean all lines prior to the District accepting the sewer lines. The Engineer will request that they field survey the manholes so we can add them to our GIS mapping.

In response to a question from Director Tonna, the Board was advised that the service request at 530 Alexis Circle was related to an internal problem and the resident was advised to call a plumber. There was discussion of the homes on Alexis Circle that have no cleanouts. If one of those homeowners experiences a problem they should call the District so we can make sure the main is not the source of their problem.

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

(a) February meter reading data: There were no rain events in February. The average daily flow was 270,857 gallons, close to summertime flow.

(b) Midway Village: There is nothing to add to the Maintenance Director's report on this project.

(c) PG&E Egbert electric transmission line – Carter Street: We have received the revised drawings which have extensive changes. The new electrical lines and conduit do not impact the sewer line like the original plans did. The Engineer has accepted the revised drawings. Daly City is still conducting their review. PG&E has not shown all the water lines. Once Daly City signs off they can issue the encroachment permit to the contractor and work can begin. There will be some inspection time on this project.

(d) Mag-Meter replacement: Telstar had indicated a 6-8 week delivery schedule. The Engineer will follow up with them.

(e) 200 Industrial Way (Florian): Florian installed a hydraulic machine that cuts metal. The SFPUC advised them that they needed an industrial discharge permit and gave them a deadline of March 17 to do so; they have not complied. San Francisco has sent Florian a notice of violation and then followed up with an email to Engineer Yeager asking if the District should have

filed the notice. We prefer that San Francisco send the notice since we have not done this before. Counsel said that San Francisco seems readily prepared to deal with this and it is more cost effective for them to handle. We should probably follow up with a demand that Florian comply with the District requirements. The Engineer said that with this hydraulic unit they are not actually discharging so he wonders if they need an industrial discharge permit from the District. San Francisco will periodically inspect the property to make sure the machine is operating properly. San Francisco is interested in the quality of the discharge and our concern is the volume discharged. The Engineer explained that when an entity has an industrial discharge permit they send the water quality and volume reports to San Francisco and they in turn provide the District with the amount discharged. Monitoring is a function that San Francisco handles especially with regard to water quality issues. Counsel said that per our contract San Francisco can handle compliance or they can have the District handle compliance. Permits the District issues have the San Francisco permit attached and we state that the permittee will comply with the San Francisco requirements and ours, whichever are the most stringent.

In light of the fact that the Board suspended the \$6,076.22 capacity entitlement charge, the \$382 permit fee for San Francisco is miniscule. Our permit fee is \$750 which covers the permit and the staff time. Engineer Yeager provided Florian with a Class 4 permit application which they have not submitted. It was noted that we do need to verify that they have indeed reduced their water usage. There was Board consensus that we correspond with Florian advising them that they must comply with the San Francisco and District permit requirements.

(f) Smart Cities Northern Corridor Expansion: This is the project proposed to divert traffic off of Highway 101 to Bayshore Boulevard. We have responded to their request for utility mapping. Our request for additional information has not been met. Engineer Yeager will write to the project manager of the program; the Board concurred. This project impacts the District as it will cross the force main.

(g) 2665 Geneva Avenue: They have submitted their permit application and paid the associated fees. The developer will be providing plans to Daly City for the 7 additional dwelling units.

(h) 221 Accacia Street: This is a remodel project not an ADU. There are no additional plumbing fixtures being added so Daly City will not require CCTV of the lateral. There is no approved cleanout so we have advised the property owner that they are responsible for the lateral all the way to the street.

(i) 731 Schwerin Street/Phase 3 Communications: This is a project proposed for PG&E by Phase 3. It involves placing a conduit from the Martin Service Center along Schwerin Street and up to Geneva and then along Geneva. The Engineer is not sure about the purpose of the conduit. Plans were submitted to Daly City and they contacted Engineer Yeager. He contacted Phase 3 and advised them that they needed to obtain a permit from the District. They have submitted the permit application and fee. The plans indicate 2 crossings of the main and 1 crossing of a service line at the Bayshore School. The work will be done by bore. Phase 3 has been very cooperative to work with.

(13) District Counsel – consideration of matters relating to:

With regard to the documents for the financing plan for Pt. Martin, all is in order and the District's part is done.

There is a proposed Assembly Bill (#1944) that if adopted would allow boards to continue to meet virtually without a cumbersome process. One reason noted is that virtual meetings have increased public participation.

(14) District Clerk – consideration of matters relating to:

(a) Consideration of a resolution in opposition to Initiative 21-0042A1: There will be no action taken.

Old Business:

None

New Business:

(15) Community outreach

Director Swanbeck explained that she has been monitoring the high speed rail project and how it might affect the District. More definitive information will be released in May.

The Board was provided with 3 examples of district outreach to their constituents. Our last newsletter to residents was issued in 2015. Going forward (1) we will research what other entities are doing to make residents aware of their district and (2) Director Constantino will inquire of other districts when he attends the leadership academy in April. President Gallagher suggested we set a deadline for a fall distribution.

(16) Reports on other matters: no action will be taken

None

Closed Session:

The Closed Session began at 8:31 P.M.

(17) Significant exposure to litigation pursuant to §54956.9(b)(2): one case

The closed session ended at 8:33. There is no reportable action.

Adjournment:

The meeting was adjourned at 8:37 P.M. The next regular meeting is April 21, 2022 at 7:00 P.M.

Submitted by, Joann Landi

/s/ Iris Gallagher
President

/s/ Norman Rizzi
Secretary