

BAYSHORE SANITARY DISTRICT
MINUTES
Meeting of January 26, 2023

Opening of Meeting and Roll Call:

The meeting was called to order at 7:07 P.M.

Present: Constantino, Rizzi, Sy, Tonna

Absent: Gallagher

Staff: Maintenance Director Landi, Engineer Yeager, District Clerk Landi and Counsel Alex Mog

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
None
- (3) Acknowledgment of recent correspondence to the District
Counsel Mog provided some clarification on recent legislation regarding campaign donations. People who are directly elected cannot act on business before the board if they have received \$250 or more from the individual or entity affected by that business.

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 22, 2022 meeting
- (5) Payment authorization for bills and compensation
- (6) Accept December, 2022 report on District's current financial status
- (7) Accept December, 2022 checking account reconciliation

A motion was made by Director Constantino, seconded by Director Sy and passed by voice vote to approve 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: Director Rizzi said he has continued to post the agenda at Lawson Hall even though Daly City doesn't operate the facility.
Director Tonna mentioned that the line for the Second Harvest food giveaway is quite long. There are one or two other food programs held in the District.
- (10) Brisbane: No report.

Staff Reports:

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

(a) Monthly report on District operations and maintenance: Prior to the meeting Directors were provided with photos of the recent storm. Checked the Carlyle Pump Station (CPS) at 9:15 A.M. on December 31 and there had been 3.2” of rain overnight. Received a high water alarm at 11:40 P.M., responded but couldn’t get to the CPS since Bayshore Boulevard was flooded. Cars and busses were being detoured to Main Street. There was about 12-14” of water in the yard past the gate and about 3 feet of water in the street. The CPS was monitored from home via computer. Checked the station on January 1 and there was over 2 million gallons in less than 24 hours. There was 6” of rain between 9:15 A.M. on December 31 and 7:30 A.M. on January 1. Four pumps ran for a total of 42 hours. On January 2 there was still about a foot of water on the road. The buildings across the street on Industrial were flooded. We successfully came through the storm.

Mr. Landi explained that infiltration is ground water that can seep into pipe joints/cracks and also from old laterals. Inflow is water coming from things like roof drains and drains that are in driveway low spots. The Engineer explained how wet weather affects the annual SFPUC sewer service charges.

A new computer board was installed in the generator by Bayside Equipment.

USA has changed to a new reporting system which requires multi step response. It is time consuming and will take some time to adjust.

There were 5 service calls during the reporting period. They involved lateral problems or came under the responsibility of the property owner. North San Mateo County Sanitation District reports the service requests and if the Maintenance Director is in the District he will check to see if their assistance is required.

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

The Engineer thanked the Maintenance Director for his response to the CPS during the recent storm and said that between those responses and the information we can gather from the SCADA system we will have a lot of information to help with future planning.

(a) December meter reading data: The average daily flow was 413,933 gallons. A dry weather month like August would average 253,324 gallons. The peak flow on January 5 was 1,277,000—5 times the daily flow in a dry August.

With regard to testing for I/I, we have done that several times. We have done metering, CCTV inspection of mains and laterals with access and smoke testing. We found a few minor things but haven’t found the smoking gun.

(b) Entitlements, 2022-23: There are no payments outstanding.

(c) Entitlements, long term: Some language in the Ordinance Code will need some review and clarification. Also, some administrative tasks aren’t adequately addressed in the Code, i.e. Class 4 permits and fees. The Engineer will work with Counsel Mog on those matters.

(d) Point Martin Phase 1: This is still under review by Daly City. The developer does not have approved drawings for anything. There are a number of conflicts with their plans. The City and developer are trying to finalize all the comments.

The recent storm has caused the need to remove mud from the property close to the road. The hillsides have been covered with plastic sheeting to prevent further slides. The Maintenance Director said they have built retaining walls and are performing some construction.

(e) Midway Village Phase 1: There is some continuing inspection. MidPen has submitted preliminary plans on Phase 2 and we provided our comments.

(f) SFPUC Connection Fee: Engineer Yeager explained that our contract requires us to collect a capacity fee for new connections. This is a fee imposed on all of San Francisco's customers. This fee applies to properties in Daly City not the portion of Brisbane we serve. When Brisbane renegotiates their contract in 2025 they will also be subject to this fee. For a typical customer with a ¾" meter the fee has increased by 8%. The total fee for new connections is \$8,570 which includes the District's \$3,414 fee.

(g) IIG cabling projects: They are a developer that put in underground conduits and then sell space. One project starts in Brisbane and goes to the San Francisco city limits and another goes down Geneva Avenue from Bayshore Boulevard to San Francisco. The developer has split the work into 3 projects and they are not coordinating the plans for all the projects.

(h) 466 Oriente and 158 Accacia Streets: Daly City has been very good about notifying us of any construction activity requiring building permits. They send us the plans and seek our comments. The City requires that the laterals be televised. If they require that the City portion be replaced we would also require placement of the portion in the right of way. Often we only require a new cleanout. Only the Accacia Street property needs a new cleanout.

In response to a question from Director Sy, ADUs that are part of or directly connected to the primary residence are not subject to a connection fee. Standalone units pay a pro rata connection fee.

Two items have recently come to the Engineer's attention. One is an assembly bill that would affect connection fees and capacity charges. Charges can't exceed the cost of service. Mr. Yeager briefly explained the method we use each year to calculate the connection fee. We have kept the fee at \$3,414 for several years even though often the annual calculation resulted in a higher value. District Counsel will look into this legislation.

The second item is changes in the language relative to the Sewer System Management Plan (SSMP). The changes were adopted in December, 2022 and will become effective in June, 2023. One of the changes requires entities to submit GIS maps to the Regional Board. We were forward thinking and already have a GIS mapping system. Another change is about spills including lateral spills. We need to go back to the original order and review it with respect to these revisions. The Clerk mentioned that CSRMA has a webinar scheduled for members re these changes.

(13) District Counsel – consideration of matters relating to:
Counsel will look into the assembly bill mentioned in the Engineer's report.

(14) District Clerk – consideration of matters relating to:
(a) AB 1234 Ethics Training: CSDA is offering a free two hour webinar to CSRMA members. We have been in touch with Neil McCormick. We will provide CSDA with Board members emails and then they will be contacted by CSDA with the log in information.

Old Business:

(15) Community outreach – newsletter: Director Sy said she has some ideas about content and volunteered to be on a subcommittee to work on this project. The Clerk will recirculate the first draft.

New Business:

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

Closed Session:

(19) Significant exposure to litigation pursuant to §54956.9(b): one case
A Closed Session was not necessary.

Adjournment:

A motion was made by Director Rizzi, seconded by Director Constantino and passed by voice vote to adjourn the meeting at 8:26 P.M. The next meeting is February 23, 2023

Submitted by, Joann Landi

/s/ Iris Gallagher
President

/s/ Norman Rizzi
Secretary