

BAYSHORE SANITARY DISTRICT
MINUTES
Meeting of April 27, 2023

Opening of Meeting and Roll Call:

The meeting was called to order at 7:02 P.M.

Present: Constantino, Rizzi, Sy, Tonna

Absent: Gallagher

Staff: Maintenance Director Landi, Engineer Yeager, District Clerk Landi, 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

Counsel Mog told the Board that a representative from the SFPUC had planned to attend the meeting to discuss the 2021 billing issue; however, he had a last minute conflict and will not be here this evening. Director Tonna said he was looking forward to the discussion and feels that we should defer any action until the May meeting when President Gallagher is present and a representative from the SFPUC is able to be present.

Engineer Yeager said that we received notice of a new EIR for the Baylands. He said that the report does not indicate that the District is the provider of wastewater service. Comments are requested by May 25.

(3) Acknowledgment of recent correspondence 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 March 23, 2023 meeting

(5) Payment authorization for bills and compensation

(6) Accept March, 2023 report on District's current financial status

(7) Accept March, 2023 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: We received notice that the next meeting will include FY 2023-24 budget approval.

(b) CSDA – Local Chapter: No report.

(9) Daly City: Director Tonna mentioned that the aquarium on Geneva Avenue is closing. Director Sy believes the owners are planning to open another business. Director Constantino mentioned receiving a bill levied on Bay Ridge and Linda Vista residents to cover the costs to maintain retention basins. Director Tonna reported that there are more events being held at the Cow Palace, i.e. a carnival, wrestling, etc., a good thing.

(10) Brisbane: No report.

Staff Reports:

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

(a) Monthly report on District operations and maintenance: Pump #2 is back in service and working properly. Pump #1 needs to be pulled to remove rags and other material. An inspection was done at Midway Village to make sure the clearance between a lateral and an electrical line was adequate—it was.

(b) Generator cleaning service: We are continuing to have problems with the generator. The filters have been changed and Bayside Equipment recommended that a fuel polishing service be hired to remove bacteria and debris from the tank. Mr. Landi showed the Board a sample of the fuel containing the sediment. The tank will need to be about 90% full. We were expecting a proposal; will follow up to get quote.

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

(a) March meter reading data: The average daily flow was 504,000 gallons. Rain events totaled 8 inches.

(b) Overlook: We have resolved the annual sewer service issue. A letter was sent to Daly City advising that the Board would be accepting the Overlook sewer mains at this meeting.

(c) Various cabling projects: Daly City has issued potholing permits only at this time.

(d) Brisbane storm drain facilities: Brisbane provided plans for the 1999 retention facility near the PG&E yard. They don't have a lot of records on the old Bayshore Highway.

(e) GIS map: Murgreen Environmental updated the District maps to include the Overlook project. The maker of the software had a free reader tool. There is no longer a free tool and the cost is \$10,000. The only thing we need is the pdf map and excel sheets. The GIS mapping project was done in 2016 and this is the first update required. We don't need the reader tool. Murgreen Environment can provide service on a time and material basis. The next update will be after we receive record drawings for Midway Village.

(f) 2321 Geneva Avenue: This is the 153 condominium project which is just inside the District. It will be going through the Daly City Planning Division process in May. This property is the empty lot across the street from the Cow Palace. A very small portion of the parcel is in San Francisco. This project is being done by the group that did the Accacia/Velasco development.

(g) 158 Accacia Street: This is a minor remodel that may or may not have to replace the lateral.

(h) Point Martin Phase 1 & 2: Engineer Yeager attended a zoom meeting today. Our comments have been resolved. However, when they make a change to other utilities it can affect our utilities.

(i) Annual sewer service charges: EDS has obtained the County APN data and that information is now in Engineer Yeager's system. He has sent requests for water consumption data to Daly City, Brisbane and San Francisco.

(j) SSMP revisions: The District's emergency response plan must be completed by June 1. It makes sense to update the entire document at the same time. We are going to coordinate with North San Mateo County Sanitation District (NSMCSD) with regard to providing emergency response. The updated plan will include handling of emergencies at the Carlyle Pump Station. This update needs to be written in such a manner as to be a legacy document as there are anticipated staffing changes in the future. Engineer Yeager read the District's statement of goals in the original SSMP. The matter of proper documentation of spills will be addressed in the next NSMCSD agreement amendment.

(k) SFPUC annual sewer service charge: This will have a significant impact on the District going forward. Last year the sewer service charge was about 2% higher than the prior year because the SFPUC deferred capital projects. They are moving forward with a massive capital improvement project over the next 10 years and projecting a cost increase of 9% each year. In other words the District's sewer service charge could double in 10 years. Engineer Yeager prepared a memo which answers questions about what the rates will be in the future and how they will compare with Brisbane. It comes down to a 4.1 billion dollar bond issue which will include the Treasure Island wastewater facility and some extensive storm drain projects. Right now a San Francisco resident pays \$1,595 a year for a 250 gpd discharge; Bayshore residents pay \$857. By 2026 San Francisco residents will pay \$1,860 and Bayshore residents will pay \$1,018. San Francisco is planning to introduce a storm water fee separate from the sanitary fee. They will charge each lot in San Francisco a monthly fee of about \$8.

Brisbane did a rate study in December, 2022 and had a hearing in April. Brisbane and the District are more similar than the Engineer realized. We have 1,548 accounts and Brisbane has 1,918. Operating expenses for the District are \$1,872,450 and for Brisbane it is \$3,382,000 – almost double that of the District. We are in a sound fiscal position. Brisbane hasn't raised rates for about 10 years and has used reserves to fund the system. Their monthly charge is going to increase from \$900 a year to \$1,400 a year in one step. The District's will rise \$60 year over year.

When we raised our sewer service charge rates it was based on a 7% annual increase by the SFPUC. For budgeting purposes we need to plan on a 10% increase which is due to the SFPUC bond indebtedness.

(13) District Counsel – consideration of matters relating to:
No report

(14) District Clerk – consideration of matters relating to:
No report.

Old Business:

(15) Community outreach – newsletter – no update

New Business:

(16) Resolution 2023-01 Accepting Maintenance Obligation and Control of the

Common Sewer Lines Serving the Overlook Development in Daly City

The sewer service charge billing issue was worked out at the last meeting so all outstanding items have been resolved. We can now accept the operation and maintenance of the sanitary sewers. A motion was made by Director Sy, seconded by Director Constantino to adopt Resolution 2023-01 and passed by the following roll call vote:

Ayes: Constantino, Rizzi, Sy, Tonna
Noes: None
Absent: Gallagher

(17) Ordinance No. 108 An Ordinance Amending Ordinance Section 301.5

Counsel Mog said the new order from the State Water Resources Board has made it necessary to clarify language with regard to District providing service if there is an approved cleanout at the property line. The owner is responsible from the cleanout to the house. The State may misinterpret the current language to mean that we own and operate the lateral so the language in the code section has been amended to more clearly distinguish the responsibility of the property owner and the District. A motion was made to adopt Ordinance No.108 by Director Constantino, seconded by Director Sy and passed by the following roll call vote:

Ayes: Constantino, Rizzi, Sy, Tonna
Noes: None
Absent: Gallagher

The Clerk will submit the Ordinance to the San Mateo County Times for publication.

(18) Revised SSMP Legally Responsible Official and Data Submitter appointments

A motion was made by Director Constantino naming the Maintenance Director as the Legally Responsible Official and the Clerk as the Data Submitter. The motion was seconded by Director Sy and unanimously passed by voice vote.

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

None

Closed Session:

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

The Closed Session began at 8:09 P.M. and was closed at 8:17 P.M. No reportable action was taken.

Adjournment:

A motion was made by Director Rizzi, seconded by Director Constantino and passed by voice vote to adjourn the meeting at 8:18 P.M. The next meeting is May 25, 2023 at 7:00 P.M.

Submitted by Joann Landi

/s/ Iris Gallagher
President

/s/ Norman Rizzi
Secretary