

# BAYSHORE SANITARY DISTRICT

## AGENDA

Meeting of June 27, 2024 at 6:00 P.M.

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### Opening of Meeting and Roll Call:

- (1) Budget Workshop

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

- (2) Communications from members of the public
- (3) Communications from members of the District Board and Staff
- (4) 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.)*

- (5) Minutes of the May 23, 2024 meeting
- (6) Payment authorization for bills and compensation
- (7) Accept May, 2024 report on District's current financial status
- (8) Accept May, 2024 checking account reconciliation

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

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

### Staff Reports:

- (12) Maintenance Director – consideration of matters relating to:
  - (a) Monthly report on District operations and maintenance
- (13) District Engineer – consideration of matters relating to:
  - (a) May 2024 meter reading data
  - (b) Various cabling projects
  - (c) Daly City/North San Mateo County Sanitation District Maintenance Contract
  - (d) Daly City/North San Mateo County Sanitation District CPS Maintenance Scope
  - (e) Carlyle Pump Station Master Plan
  - (f) Capacity Entitlement – Chevron Station
  - (g) SFPUC Contract

- (h) BSD FY 2024-25 Budget-Previous Budgets
  - (i) BSD Budget FY 2024-25 – Preliminary SFPUC Sewer Service Charge
  - (j) BSD Budget FY 2024-25 – Preliminary BSD Sewer Service Charges
  - (k) Brisbane Baylands – CalWater Non-Binding Letter of Understanding
- (14) District Counsel – consideration of matters relating to:  
(a) Bidding for small projects
- (15) District Clerk – consideration of matters relating to:  
(a) San Mateo County election instruction materials and Resolution 2024-02  
A Resolution Calling for the Election of Two Members of the Governing Board  
in the November, 2024 Election

**Old Business:**

- (16) Succession Planning
- (17) District's 100<sup>th</sup> Anniversary – established May 18, 1925

**New Business:**

- (18) Resolution No. 2024-01 setting Appropriations Limit for FY 2024-25
- (19) Selection of auditor for FY 2023-24
  - a. Fechter & Co. CPAs
- (20) Reports on other matters: no action will be taken

**Adjournment:**

**Next Resolution #2024-03**  
**Next Ordinance #108**

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).