

BAYSHORE SANITARY DISTRICT

MINUTES

Regular Meeting of March 22, 2012

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

Roll Call:

Present: Gallagher, Quinteros, Rizzi, Swanbeck, Tonna

Absent: None

Also: Maintenance Director Landi, District Counsel Bakker, and 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
The Clerk explained that since posting of the agenda 72 hours in advance of this meeting, the District received information regarding the April CASA Conference in Napa. She requested that it be placed on the agenda for consideration. A motion was made by Director Swanbeck, seconded by Director Tonna and unanimously passed by voice vote to add the item to the agenda.

(3) Acknowledgment of recent correspondence to the District
Correspondence was distributed prior to the meeting.

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 23, 2012
- (5) Payment authorization for bills and compensation
- (6) Accept 2/29/12 report on District's current financial status
- (7) Accept February, 2012 checking account reconciliation

A motion was made by Director Quinteros, seconded by Director Swanbeck and passed by voice vote approving the consent items which include payment by check numbers 5388-5404.

Board Reports – consideration of matters relating to:

- (8) President Gallagher
 - (a) LAFCo: There was a meeting yesterday; however, President Gallagher had her alternate attend. The Maintenance Director attended and reported that they discussed the Mosquito Abatement District and the embezzlement of funds that could reach as much as \$1,000,000. The 21 member Board is made up of an appointed representative from each of the 20 cities and 1 County appointee. The Commission voted to conduct another municipal service review as soon as possible. There was also a small annexation and review of the proposed budget which continues to increase annually.
 - (b) CSDA – Local Chapter: The next meeting is in May.

(c) Redevelopment Oversight Board: President Gallagher attended her first meeting today. She also attended an orientation meeting at the San Mateo Board of Education offices. There she heard presentations from attorneys who explained the procedure. The Board consists of Cathy Blackwood, Vice Chancellor of the Community College District; Mike Crilla; Steven Fuentes, Jefferson Union High School District; President Gallagher representing the District; Peggy Jenson, Deputy County Manager; Pat Martell, acting as the employee representative from the former RDA; and Sal Torres, Daly City Manager. Today's meeting included an attorney who has no affiliation with Daly City providing a review of the role of the oversight board. Peggy Jenson was elected to Chair the Board. There was review and discussion of the recognized payment schedule and how payments will be made. Redevelopment funds will be handled by the County Controller. President Gallagher was surprised to learn that there really will be no activity in the Bayshore area of Daly City.

(9) Daly City: Director Rizzi reported that he has learned that short term rentals are being allowed at 2665 Geneva. Apparently lack of transportation is a detriment to long term tenancy.

(10) Brisbane: There was a CAG meeting on Tuesday. Director Swanbeck attended and essentially the same topic is continually discussed, i.e. remediation. For the most part, there isn't anything to discuss until the EIR is issued. The next meeting is April 17.

Director Swanbeck attended the public hearing regarding the proposed Sierra Lumber expansion. It was tabled due to lack of a specific plan.

Staff Reports:

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

(a) Monthly report on District operations and maintenance: There were no service requests during the reporting period. On March 21 we received a call from Brisbane reporting a possible broken sewer line near the 7 Mile House where PG&E was changing a utility pole. A crew member ran the camera in our line and found that it was not damaged. It was simply ground water.

(12) District Engineer – consideration of matters relating to (*information below was taken from the Engineer's monthly report.*):

(a) February meter reading data: The computed readings are very close to the metered readings.

(b) SFPUC billing: The Engineer will arrange a meeting with the Brisbane Public Works Director, Randy Breault.

(c) Brisbane landfill: Howard Pearce has notified the District that they are having problems with the discharge meter; it will be replaced. We will have to estimate flows for the billing period during the time the meter is out of service.

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

(a) Update - C&C of San Francisco and District Joint Powers Agreement renewal: Had a conversation with Crispin. They are conducting a study to determine what the rates for the District should be. The first part of the study is to determine what portion of their system we use. They want phase one of the study to be complete by April 15. Counsel suggested to them that it may be a good idea for the District to be provided with the information gathered during phase one of the study.

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

(a) Update – permit deposits. Letters were been sent to Black & Veatch Construction and Brookfield Homes on March 9th seeking confirmation that their projects are complete and advising that should that be the case, a refund is due. Letters were sent to Civtel (March 9th) and Pacifica L26 LLC (2665 Geneva) (March 12th) advising that the costs associated with their projects exceed their deposit. They were provided with a breakdown of the costs. She reported on a conversation with the current owners of 2665 Geneva. They feel that since they purchased the property in December, 2010 and were unaware of any outstanding fees, the District should attempt recovery from the prior owner(s) of the property.

Old Business:

(15) City of Daly City – reciprocity agreement re project permit fees

The President said that since she will be seeing Pat Martell frequently on the Redevelopment Oversight Board, she will have an opportunity to start the discussion of reciprocity.

New Business:

(16) Consideration of compensation for appointee to Redevelopment Oversight Board

This item was taken up after President Gallagher excused herself from the meeting. This portion of the meeting was chaired by Vice President Quinteros. While the oversight boards get up and running, they will meet approximately every week for one or two months and after that probably will meet semi-monthly. The question is, does the Board feel that its representative can be compensated. There was agreement that the District should compensate the Director. Counsel will update the policy to allow compensation and bring back to the April meeting.

(17) Daly City General Plan

Counsel suggested that we comment that if there are any plans for additional sewer capacity needs that they notify the District.

(18) CASA Spring Conference

The Conference will be held at the Napa Marriot on April 25-27. At this time, no Director plans to attend.

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

None

Adjournment:

A motion was made by Director Swanbeck, seconded by Director Rizzi and passed to adjourn the meeting at 8:09. P.M. The next meeting is April 26, 2012.

Submitted by Joann Landi