

BAYSHORE SANITARY DISTRICT

MINUTES

Regular Meeting of April 26, 2012

Opening of Meeting: The meeting was called to order at 7:03 P.M.

Roll Call:

Present: Gallagher, Quinteros, Rizzi, Swanbeck, Tonna

Absent: None

Also: Maintenance Director Landi, District Counsel Bakker, District Engineer Yeager 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
None
- (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 March 22, 2012
- (5) Payment authorization for bills and compensation
- (6) Accept 3/31/12 report on District's current financial status
- (7) Accept March, 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 5405-5420.

Board Reports – consideration of matters relating to:

- (8) President Gallagher
 - (a) LAFCo: There was no meeting in April. LAFCo is currently circulating the draft Municipal Service Review for the Mosquito Abatement District which will be taken under consideration at the May meeting. That may be President Gallagher's last meeting as a Commissioner since she has decided not to stand for re-election.
 - (b) CSDA – Local Chapter: The meeting is May 1 and Supervisor Carole Groom will be the guest speaker. There was brief discussion regarding the County Free Library being considered the largest special district in some of the former redevelopment agencies by virtue of the revenue and tax code.

(c) Redevelopment Oversight Board: The President said it has been pretty intense this past month since the payment schedule had to be submitted by April 16th. She noted that the other members of the Board are employees and are fulfilling their duties on their work time. The next meeting is next Monday at 9 am. She believes that the frequency of the meetings will begin to lessen.

Director Swanbeck said that there are a number of bills going through the legislature which would change the way that Redevelopment Oversight Boards are doing their work. CASA is opposed to all the bills.

(9) Daly City: Director Rizzi said that it is difficult to determine how many units are occupied at 2665 Geneva Avenue since it appears that there are a number of short term rentals. It doesn't appear that there are any businesses on the lower level. Director Quinteros said that there are plans for 15 homes on Carter and Martin Streets.

(10) Brisbane: The April CAG meeting was cancelled and rescheduled for May.

Staff Reports:

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

(a) Monthly report on District operations and maintenance: The Carlyle station is operating properly. There have been a number of field meetings regarding the SFPUC 60" water line project. Preconstruction video inspection has been done.

Ranger Pipeline inquired about discharging ground water into the District's system at a point in front of the PG&E substation. The cleanout was televised and it was determined that it was not connected to the District's mainline. The Engineer said that it is common to have abandoned lines under ground.

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

(a) March meter reading data: The computed is reasonably close to the calculated. It typically is close but heavy rains make more of a difference.

(b) SFPUC billing: Will wait to set up a meeting with Randy Breault.

(c) Brisbane landfill: They were having problems with their meter. It has been replaced and we will estimate the missing data. Their permit expired April 22nd. They have submitted their application and a letter from the SFPUC. The term of the permit runs through June, 2015. The last time the District issued the permit, we discussed temporary capacity entitlement. We set up a formula rather than charging the full capacity entitlement fee. They were charged based on the number of years they were discharging. They have a charge of \$3,246.15 for the three year discharge which is in lieu of a capacity entitlement. This is unique to this permit; there are no others. In response to a question regarding ownership, the Engineer said that Sunquest is the owner of record on the tax rolls.

A motion was made by Director Swanbeck to approve the temporary groundwater discharge permit. The motion was seconded by Director Quinteros and unanimously approved by voice vote.

(d) Brisbane Baylands: The Engineer received a call from the consultant doing the environmental report. She had questions regarding Bayshore Sanitary's discharge to the SFPUC for the last five years. She also had questions regarding the District's CIP. She was advised that the document had already been submitted to her firm.

(e) PG&E Geneva Avenue: PG&E is talking about under grounding all the electrical lines on Geneva and requested copies of District maps. They are in the initial design phase.

(f) CSPL #2: Ranger Pipeline is the contractor; the SFPUC is the owner. Ranger paid plan check fees for the SFPUC. Then Ranger requested a permit for draining a domestic water line—that permit was issued two months ago. Ranger was having difficulty closing a valve and needed to extend the permit to increase the capacity. After some difficulties, the SFPUC took over discharge of the dewatering. The potable water discharge is now complete. Ranger Pipeline has submitted an application, letter from the SFPUC and a deposit for a permit to discharge construction water. The permit will expire December 31, 2012. A motion was made by Director Swanbeck, seconded by Director Tonna and passed unanimously by voice vote to approve the temporary discharge permit.

Ranger Pipeline has located the District's utilities and have done some additional work which we required. They have not submitted their detailed plans yet.

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

(a) Update - C&C of San Francisco and District Joint Powers Agreement renewal: No update.

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

(a) Update – permit deposits. Black and Veatch responded to our March letter notifying the District that their project was complete. A refund will be issued. The new owners of 2665 Geneva called again to inquire as to what action would be pursued to recover the deposit shortfall. They reiterated their belief that the prior owner is responsible for payment.

Old Business:

(15) City of Daly City – reciprocity agreement re project permit fees
President Gallagher said she will begin a dialog soon.

(16) Consideration of compensation for appointee to Redevelopment Oversight Board –
Resolution 2012-02

President Gallagher recused herself and Vice President Quinteros chaired the rest of the meeting. Counsel said the resolution clarifies the types of meetings that are compensable. The statute limits the number of meetings to six per month. A motion was made by Director Swanbeck to approve Resolution 2012-02, a Resolution Clarifying the Types of Meetings for Which Compensation Will Be Provided. The motion was seconded by Director Tonna and unanimously passed.

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| Ayes: | Quinteros, Rizzi, Swanbeck, Tonna |
| Noes: | None |
| Abstain: | None |
| Absent: | Gallagher |

New Business:

- (17) Consideration of Cigna Dental increase
Cigna is increasing the coverage five per cent. There were no objections; the coverage will be continued.
- (18) CSDA Legislative Days, 5/16-17
At this time no Director or staff member plan to attend
- (19) Reports on other matters: no action will be taken
None

Adjournment:

A motion was made by Director Tonna, seconded by Director Swanbeck and passed to adjourn the meeting at 8:02. P.M. The next meeting is May 24, 2012.

Submitted by Joann Landi