

BAYSHORE SANITARY DISTRICT
MINUTES
Meeting of May 25, 2017

Roll Call:

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

Present: Gallagher, Quinteros, Rizzi, Swanbeck, Tonna
Absent: None
Also: Counsel Quint, Maintenance Director Landi, 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
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 Regular Meeting of April 27, 2017
- (5) Payment authorization for bills and compensation
- (6) Accept April 30, 2017 report on District's current financial status
- (7) Accept April, 2017 checking account reconciliation

A motion was made by Director Quinteros seconded by Director Swanbeck and passed by voice vote approving consent items 4-7.

Board Reports – consideration of matters relating to:

- (8) President Gallagher
 - (a) LAFCo: No one attended the May meeting.
 - (b) CSDA – Local Chapter: (i) A representative from Assemblyman Mullin's office attended the meeting and discussed current State legislation. There was a lengthy discussion regarding affordable housing and AB84, a bill expected to pass, which will move California's super Tuesday from June to March. (ii) Menlo Park Fire District is conducting a drone conference on June 2 at the Stanford Linear Accelerator Center. There will be a drawing for a \$1,400 drone. (iii) There was brief discussion regarding the costs of San Mateo County LAFCO vs. the necessity. (iv) Colleen Haley, the CSDA Regional representative, attended and led a

discussion regarding chapter affiliation agreements. When the San Mateo Chapter was formed in the mid 1990's, as well as others in the State, we did not officially affiliate. CSDA is proposing that every chapter consider being a recognized affiliate. There is no cost but each chapter has to provide evidence of liability coverage. The Clerk will check with Alliant to confirm that the District's insurance provides coverage for directors who attend meetings of organizations of interest. This issue will be discussed at the next Local Chapter meeting in August. If a majority of Chapter participants would rather stay an independent group, they would no longer be able use the CSDA acronym. This item will be placed on our June agenda for discussion.

(c) Redevelopment Oversight Board: The Board met on May 18th to approve the sale of 2950 Geneva Avenue. There were four offers; an offer of \$650,000, all cash with no contingencies, was accepted. There were two offers of \$750,000; one was withdrawn and the other had several contingencies. The original offer of \$691,000 was withdrawn since they were unable to get financing. There might be one final meeting of the Board in early in 2018 to approve the final payments.

(9) Daly City: Director Swanbeck attended the Planning Commission meetings regarding the proposed development next to Saddleback. CEQA findings were accepted and the zoning was changed. In lieu of low income housing, the developer is proposing to provide funding that can be used on a senior project in another area of Daly City. There will be an informational meeting at Lawson Hall at the end of June.

(10) Brisbane: There was a meeting on Tuesday evening at which Universal Paragon was scheduled to make their final presentation of the proposed project. The Planning Commission is recommending no housing in the 660 acre development.

Staff Reports:

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

(a) Monthly report on District operations and maintenance: (i) Carlyle Station is functioning properly. Pump #1 was pulled because it was not pumping up to par. A mop head was removed and the gallons per minute are back in the normal range. (ii) The new lateral at 209 MacDonald Avenue was inspected. There has been no action at 205 which is cross connected. (iii) Reviewed plans for 220 Accacia Street. The project does not require a permit or fees from the District. (iv) As reported at the last meeting the lateral at 834 Schwerin Street was broken at the curb/gutter area. It has been repaired and inspected. (v) All the laterals in the Accacia-Velasco development have passed inspection except for #32. That lateral needs to be cleaned. The final inspection of the main line will be done after the road elevation problems are settled. (vi) In response to a question from Director Swanbeck, the Maintenance Director advised that the main and lateral on the old Syufy Drive-in property were capped many years ago.

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

(a) April meter reading data: The average flow was 303,387 gpd which is still above typical dry weather flow. We should get back down to dry weather flow this month.

(b) Carlyle Pump Station upgrades: The Bay Area Air Quality Management District has accepted our application for the new generator and we have received their invoice. The next step will be to issue them a start-up notice when the new generator is put into service. The generator will be shipped in June. The Clerk mentioned that she has inquired about the District receiving a credit for the existing permit which runs to April, 2018.

(c) Update CIP/Master Plan: No update.

(d) PG&E Agreement: At the last meeting District Counsel was authorized to send a letter to PG&E advising them that if they seek to obtain a variance from District Ordinances, that will require Board action. There has been no response to that May 9th letter.

(e) Daly City/District Memorandum of Understanding (MOU): Richard Chiu, City Engineer/Public Works Director, advised the Engineer that staff is satisfied with the MOU. The District needs to approve the document and then it will go to the City Council. A motion was made by Director Swanbeck, seconded by Director Tonna and unanimously passed by voice vote authorizing the President to sign the MOU.

(f) Zayo Group: This group is going to do the boring under Geneva & Pueblo. We are unsure about the status of the project so Engineer Yeager will make an inquiry.

(g) Accacia Street Subdivision: The developer and City have been going round and round regarding the grade of the street. Their as-built drawings now show the correct elevations. Daly City provided a set of plans which Engineer Yeager will review and offer comments as appropriate.

(h) Robertson School: Toll Brothers have submitted their plan check deposit.

(i) 209 MacDonald Avenue: This is the site of the demolition and rebuild of a residence. During the project it was discovered that 205 is connected to the same lateral. As reported above, 209 has installed a new lateral. The City has advised that 205 must install its own, separate lateral and until that is done, they will not issue an occupancy permit for 209.

(j) 2017-18 Sewer Service Charge: Water usage data has been received from Brisbane, San Francisco and Daly City. The Engineer prepared an initial draft breakdown by category which was distributed and reviewed. Overall it is anticipated that there will be a slight decrease compared to FY 16-17. Based on current information the estimate for FY 17-18 sewer service charge is \$992,541.74. He mentioned that \$2,100 paid by PG&E this fiscal year is actually for FY 17-18. With regard to the Robertson School site, Toll Brothers now owns the property and will be responsible for sewer service charges for that parcel. The numbers are good enough that we can schedule a budget workshop, preferably in early June. The Engineer will work on an estimate of the District's sewer service charge obligation to the SFPUC.

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

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

The District phone and internet service were up for renegotiation with AT&T. Their rates were going to increase substantially. In order to try to keep costs down the representative suggested switching to Uverse for internet service. Compared the AT&T service to what Comcast has to offer and decided that Comcast rates were more competitive and the internet service for uploading and downloading was superior to what AT&T offered. The 2-year

package will include internet service, a TV plan, one phone line for business and a second for the pump station alarm system for \$129.90 per month plus taxes.

Old Business:

None

New Business:

(15) Schedule Budget Workshop

There was agreement that a Budget Workshop will be held on June 8 at 7:00 P.M. The Clerk will have a special meeting notice posted on the website as required by statute.

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

None

Adjournment:

The meeting was adjourned at 8:05 P.M. There will be a Special Meeting on June 8 @7:00 P.M. and the next Regular Meeting is June 22, 2017 @7:00 P.M.

Submitted by Joann Landi