

BAYSHORE SANITARY DISTRICT
MINUTES
Meeting of September 20, 2017

Roll Call:

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

Present: Gallagher, Quinteros, Rizzi, Swanbeck, Tonna

Absent: None

Also: Maintenance Director Landi 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 August 24, 2017 Meeting
- (5) Payment authorization for bills and compensation
- (6) Accept August 31, 2017 report on District's current financial status
- (7) Accept August, 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: There was a meeting today; no one from the District attended.
 - (b) CSDA – Local Chapter: The next meeting is October 3.
 - (c) Redevelopment Oversight Board: No report.
- (9) Daly City: All the former Robertson School buildings have been demolished. Director Rizzi asked if the proposed subdivision for the site is going to be a gated community. No one present was aware if that might be the case.

(10) Brisbane: There has been no decision made by the City Council with regard to the Baylands development plans.

Staff Reports:

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

(a) Monthly report on District operations and maintenance: The Accacia Street development passed the final inspections. Mr. Landi reported that the Carlyle Station is operating satisfactorily.

(b) Security cameras: The Maintenance Director reported that the security camera system has been installed and showed the Board the monitor. It's a DVR system that stores the footage and is motion activated.

(12) District Engineer – consideration of matters relating to: (The following are excerpts from the District Engineer's monthly report.)

(a) August meter reading data: The August flow was 253,645 gpd; typical for the dry weather period.

(b) Carlyle Pump Station upgrades: All that remains is to work out the process for submitting electronic certified payrolls.

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

(d) 2017-18 Entitlement Charges: The Alpine Motel has responded to its entitlement billing stating that they have had some plumbing leaks. They have contested charges on this same basis over the past few years. The Engineer requested that they provide documentation documenting the repairs; no response to date.

(e) End of Year Procedures Manual: Some editing has been done since the last meeting.

(f) SFPUC water quality testing: A letter was sent to the SFPUC requesting that further testing be suspended. There has been no response to the request.

(g) Robertson School: Comments on the utility plans have been submitted to Daly City.

(h) 139/137 Rio Verde Street: This project has changed dramatically since the Engineer was first contacted in July. The new proposal is to build a duplex with each unit containing 6 bedrooms and two offices. Comments have been provided to the developer along with a request for confirmation from Daly City regarding the water meter size.

(i) SF/SMCo mapping for USA purposes: We have worked with USA to amend the mapping used to define the District boundaries to eliminate the notifications we received that are not in our service area. There is a small discrepancy at the SF/SMC boundary; it is small and should not result in excessive alerts.

(j) 2665 Geneva Avenue: The Engineer has responded to the architect with regard to the proposed addition of 7 apartments in the existing building.

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

No report

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

No report

Old Business:

None

New Business:

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

There was a brief discussion about succession planning and eligibility requirements to run for a Board position.

Adjournment:

A motion was made by Director Rizzi, seconded by Director Quinteros and passed to adjourn the meeting at 8:00 P.M. The next Regular Meeting is October 26, 2017 @7:00P.M.

Submitted by Joann Landi