

BURBANK SANITARY DISTRICT

REGULAR MEETING AGENDA FOR February 19, 2019 at 7:00 PM at the DISTRICT OFFICE

Please Note Meeting Location at the District Office in Cupertino at
20863 Stevens Creek Blvd., Suite 100* (Behind Peet's Coffee and Panera Bread)

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **PUBLIC COMMENTARY** – This area is reserved for items **not** listed on the agenda. The Brown Act does not allow discussion of or action on items not on the agenda. The Board may briefly respond to comments or questions from members of the public, provide a reference to staff or other resources for factual information, or direct staff to place the issue on a future agenda. There is a three (3) minute limit for individual speakers.
 - 4.A. Visitor Commentary
 - 4.B. Agency Representatives
 - 4.C. Board Commentary
5. **CLOSED SESSION**
 - 5.A. CONFERENCE WITH LEGAL COUNSEL –EXISTING LITIGATION
Paragraph (1) of Subdivision (d) of Section 54956.9 Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District and the City of Milpitas v. The City of San Jose, The City of Santa Clara, and Does 1 through 50 inclusive.
6. **CONSENT CALENDAR**
 - 6.A. Approval of Minutes. Board action required: Approve Meeting Minutes from 1/15/19.
7. **WARRANTS**
 - 7.A. Approval of Warrants. Board action required: Approve three (3) warrants.
 1. Mark Thomas & Company, Inc. (District Management Services and BSD CIPs)
 2. First Tech Federal Credit Union (Board of Directors' Payroll)
 3. Atkinson Farasyn, LLP (District Legal Services)
8. **NEW BUSINESS**
 - 8.A. Form 700 Filing. Board action required: Complete individual filing by April 2.
 - 8.B. Annual Spring Clean Up Day. Board action required: Finalize date for Spring Clean Up Day.
 - 8.C. Recycling Crayons Program. Board action required: Discuss and authorize staff to link the information to the District website.
 - 8.D. District Transparency Certificate of Excellence January 2019 – 2021. Board action required: None
9. **OLD BUSINESS**
 - 9.A. Master Plan Update. Board action required: Review Operations Code Sections 7 & 8.
 - 9.B. City of San Jose – FY2017-18 Third Quarter Credits. Board action required: None.
 - 9.C. Update on Annual Mainline/Lateral Maintenance. Board action required: None.

- 9.D. GreenWaste Recovery, Inc. 1). Education Outreach Follow Up. 2) Waste Stream Reduction. 3) Quarterly Report October – December 2018. 4) Annual Report 2018. Board action required: None
- 9.E. District Clerk Application Update. Board action required: Set up interview for candidates.

10. SUBCOMMITTEE REPORT

- 10.A. Recruitment Subcommittee Update. Board action required. None.

11. HOUSEKEEPING ITEMS

- 11.A. Updates on Housekeeping Items. Board action required: None.
- 11.B. Agenda Items for Next Upcoming Meeting. Board action required: None.

12. ADJOURNMENT: NEXT REGULAR MEETING – Tuesday, March 5, 2019

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the District Administrator's office at (408) 255-2137. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service. In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection at the District Office. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda.

* Pursuant to Government Code 54954 subsection b, subsection 4, this facility constitutes the closest meeting facility for the Burbank Sanitary District, since the District has no other meeting facility within the boundaries of the territory, over which the Burbank **Sanitary District exercises jurisdiction.**