

1. CALL TO ORDER

President Yoder called the meeting to order at 7:05 pm.

2. ROLL CALL

Directors Present: Rebecca Yoder, Michelle Kaelker-Boor, Rene Prupes
Directors Absent: Ken Colson, Procopio Sclafani (Approved absences)
Counsel Present: Steven Baird, Atkinson Farasyn LLP
Staff: Richard Tanaka (District Manager), Benjamin Porter, Mark Thomas
Visitors: Kevin Martinez, GreenWaste Recovery, Inc.

3. APPROVAL OF AGENDA

Motion: To approve the Agenda, after moving Item 7B and 7F to after Item 5A.

Move: Kaelker-Boor **Second:** Prupes

Board vote: **Ayes,** Yoder, Kaelker-Boor, Prupes
 Noes, None
 Absent, Colson, Sclafani

4. PUBLIC COMMENTARY

3.A. Visitor Commentary – None.
3.B. Agency Representatives – None.
3.C. Board Commentary – None.

5. CONSENT CALENDAR

5.A. Approval of Minutes from the Regular Meeting of February 6, 2018

Motion: To Approve Meeting Minutes from the Regular Meeting of February 6, 2018.

Move: Prupes **Second:** Kaelker-Boor

Board vote: **Ayes,** Yoder, Kaelker-Boor, Prupes
 Noes, None
 Absent, Colson, Sclafani
 Abstain, None

7. NEW BUSINESS (Moved Items)

7.B. Annual Spring Clean Up Day and Public Outreach Workshop

Board selected May 19 as the Annual Spring Clean Up Day. Board reviewed and commented on the flyer. Staff to revise the flyer and send it to GreenWaste for their final review. GreenWaste to mail out the flyer to all the residents by April 10.

Motion: Select May 19 as Annual Spring Clean Up Day.

Move: Kaelker-Boor **Second:** Prupes

Board vote: **Ayes,** Yoder, Kaelker-Boor, Prupes
 Noes, None
 Absent, Colson, Sclafani
 Abstain, None

7.F. GreenWaste Recovery, Inc. 1) Annual Report 2017. 2) January Delinquent Account.

Board reviewed and commented on GreenWaste's Annual Report and the January Delinquent Account Report. Kevin Martinez from GreenWaste advised that he will circle back with Operations regarding reducing recyclable scavenging prior to pickup. Board requested reviewing partnering agencies to divert higher quality material.

6. WARRANTS

6.A. Approval of Warrants

1. Mark Thomas (District Management Services and BSD CIPs)
2. First Tech Federal Credit Union (Board of Directors Payroll)
3. Meyers Nave (District Legal Services)
4. California Association of Sanitation Agencies (Membership Renewal)
5. Able Septic Tank Service (Mainline Stoppage – Richmond Ave LU-230)

Motion: To Approve five (5) warrants as listed.

Move: Prupes **Second:** Kaelker-Boor

Board vote: **Ayes,** Yoder, Kaelker-Boor, Prupes
 Noes, None
 Absent, Colson, Sclafani
 Abstain, None

7. NEW BUSINESS

7.A. District Counsel Appointment.

Board reviewed and discussed the requirements and the need for an appointment of new District Counsel. A motion was made and approved as follows:

Motion: Appoint Steven Baird as District Counsel and authorize President/Secretary to sign the Legal Services Contract with Atkinson Farasyn, LLP.

Move: Kaelker-Boor **Second:** Prupes

Board vote: **Ayes,** Yoder, Kaelker-Boor, Prupes
 Noes, None
 Absent, Colson, Sclafani
 Abstain, None

7.C. District Second Year CIP.

Board discussed and reviewed the cash flow analysis for the District CIP. Staff to prepare PowerPoint presentation for the Public Outreach meeting.

7.D. City of San Jose – FY2016-17 Q3 Adjustment for RWF O&M and CIP.

Manager Tanaka reported that the credit refund checks for the FY2016-17 3rd quarter adjustment RWF O&M and CIP had been received. The amount of the checks were \$47,769.00 and \$64,323.00 respectively.

7.E. Form 700 Filing.

Manager Tanaka advised that the Form700 Filing is upcoming. All Board members have to file Form 700 by April 1. New District Counsel, Stevens Baird will be added to the Form 700 list and Laura McKinney, current Interim District Counsel, will be removed.

8. OLD BUSINESS

None.

9. CLOSED SESSION

Closed session discussion commenced at 7:48 pm and ended at 8:26 pm. No reportable action taken at the closed session.

10. SUBCOMMITTEE REPORT

10.A. Annual Spring Clean Up Reduction Update

President Yoder advised that she and Director Colson will be coordinating with donation groups.

10.B. Recruitment Subcommittee Update

Director Kaelker-Boor advised that she had developed a contact list for the potential candidates and she will present it to the Board at the next meeting. She also requested to include the recruitment information on the Annual Spring Clean Up Day flyer.

11. HOUSEKEEPING ITEMS

11.A. Update on Housekeeping Items.

No update.

11.B. Agenda Item for next upcoming meeting.

- Form 700
- Annual Spring Clean Up Day Flyer
- Recruitment Subcommittee
- Public Outreach Meeting Presentation PowerPoint

12. ADJOURNMENT

Motion: To adjourn meeting at 8:55 pm.

Move: Kaelker-Boor **Second:** Prupes

Board vote: **Ayes,** Yoder, Kaelker-Boor, Prupes
Noes, None
Absent, Colson, Sclafani
Abstain, None

Approved: March 20, 2018

Respectfully Submitted,

Mark Thomas & Company, Inc.

Rebecca Yoder, President

District Manager
Richard Tanaka