

1. CALL TO ORDER

The Board of the Burbank Sanitary District convened this date at 7:00 p.m. via teleconferencing in accordance with Executive Order N-33-20. President Sclafani called the meeting to order at 7:04 p.m.

2. ROLL CALL

Directors Present: Ken Colson (joined meeting at 7:07 p.m.), Rebecca Yoder, Rene Prupes, Procopio Sclafani, Michelle Kaelker-Boor
Directors Absent: None
Counsel Present: Valerie Armento, Armento-Hynes, LLP (present for the beginning of the open session and the entire closed session)
Staff: Benjamin Porter (District Manager), Robert Woodhouse (Deputy District Manager)
Advisor: Richard Tanaka (present for the beginning of the open session and the entire closed session)
Visitors: None

3. APPROVAL OF AGENDA

Motion: To approve the agenda.

Move: Yoder

Second: Kaelker-Boor

Board vote:

Ayes: Yoder, Kaelker-Boor, Prupes, Sclafani

Noes: None

Absent: Colson

4. PUBLIC COMMENTARY

4.A. Visitor Commentary – None.

4.B. Agency Representatives – None.

4.C. Board Commentary - None.

5. CLOSED SESSION

5.A. CONFERENCE WITH LEGAL COUNSEL –EXISTING LITIGATION

Government Code Section 54956.9(d)(1) 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.

Closed session discussion commenced at 7:10 pm and ended at 7:18 pm. Manager Porter and Deputy Manager Woodhouse were excused. No reportable action was taken at the closed session. Staff rejoined the regular session.

6. CONSENT CALENDAR

6.A. Approval of Minutes from the Regular Meetings of April 20, 2021.

Motion: To approve Meeting Minutes from the Regular Meetings of April 20, 2021.

Move: Colson

Second: Prupes

Board vote:

Ayes: Prupes, Sclafani, Kaelker-Boor, Yoder, Colson

Noes: None

Absent: None

7. NEW BUSINESS

7.A. Proposed LAFCO Budget for Fiscal Year 2021-2022.

Manager Porter presented the proposed LAFCO budget for Fiscal Year 2021-2022.

7.B. SSMP Recertification. Board action required: None.

Deputy Manager Woodhouse presented slides that described the approach taken to update the SSMP for certification.

8. OLD BUSINESS

8.A. Status of SRF Loan and Design Update.

Manager Porter presented the status report on the SRF Loan. Board reviewed the Loan Agreement and Closing Resolution.

Motion: To adopt Resolution#284 – Closing Resolution for SRF Loan.

Move: Kaelker-Boor

Second: Prupes

Board vote:

Ayes: Prupes, Sclafani, Kaelker-Boor, Yoder, Colson

Noes: None

Absent: None

8.B. Long Range Financial Planning.

District to consider participating in NextDoor as a business and not as a public agency. Plan to move forward with the development of a draft Strategic Plan. Goal is to develop a draft plan within six months.

8.C. GreenWaste Recovery, Inc – 1.) Spring Clean Up Day Update, 2.) GreenWaste refuse Protocols, 3.) Quarterly Report – January – March 2021.

1. Manager Porter provided an update for Annual Spring Clean Up Day. Residents in the District may contact the District to obtain copy of flyer for the Clean Up Day.
2. GreenWaste is planning to work on the Lid Flip Audit in late June 2021. COVID-19 has interrupted Green Waste's ability to perform the audit.
3. Board reviewed and noted the GreenWaste's first quarterly report.

8.D. District Website Update.

Manager Porter provided an update. Staff will proceed with an agreement with Arif to complete the website update.

8.E. COVID-19 Update.

No update.

9. HOUSEKEEPING ITEMS

9.A. Updates on Housekeeping Items.

Board questioned about the date of the term on the Form 470. Staff to send Form 470 to the Board members for filing.

9.B. Agenda Items for Next Upcoming Meeting.

GreenWaste – Inquire as to what happened on February 22,2021 that caused so many pickups to be blocked.

10. ADJOURNMENT – NEXT REGULAR MEETING – Tuesday, May 18, 2021

Motion: To adjourn meeting at 8:42 pm.

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

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

Approved: May 18, 2021

Respectfully Submitted,

Mark Thomas & Company, Inc.

Procopio Sclafani, President

District Manager
Benjamin T. Porter, PE