

1. CALL TO ORDER

President Yoder called the meeting to order at 7:01 pm.

2. ROLL CALL AND APPROVAL OF AGENDA

Directors Present: Rebecca Yoder, Michelle Kaelker-Boor, Keri Russo, Rene Prupes
Directors Absent: Ken Colson (Approved excused absence)
Counsel Present: None
Staff: Richard Tanaka, Ivy To, Mark Thomas & Company, Inc.
Visitors: None

Motion: To approve the Agenda

Move: Prupes **Second:** Russo
Board vote: **Ayes,** Yoder, Kaelker-Boor, Russo, Prupes,
Noes, None
Absent, Colson

3. PUBLIC COMMENTARY

- A. Visitor Commentary – None
- B. Agency Representatives – Manager Tanaka reported the meeting on the January 24, 2017 County Board of Supervisors related to management audit for County Sanitation District No.2-3 as it relates to treatment plant issues.
- C. Board Commentary – None

4. CONSENT CALENDAR

- A. Approval of Minutes from the Regular Meeting of December 20, 2016.

Motion: To Approve Meeting Minutes from the Regular Meeting of December 20, 2016.

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

5. WARRANTS

- A. Approval of Warrants
 - 1. Mark Thomas & Company, Inc. (District Management Services and BSD CIPs)
 - 2. First Tech Federal Credit Union (Board of Directors Payroll)
 - 3. City of San Jose (Treatment Plant 2016-17 Q3 O&M)
 - 4. City of San Jose (Treatment Plant 2016-17 Q3 Capital Billing)

Motion: To Approve four (4) warrants as listed with clarification to what the City of San Jose “O&M Personal Expenses” are.

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

6. NEW BUSINESS

6.A. Quarterly Expenditure Review.

Board reviewed the 2nd quarter expenditure for FY2016-17.

6.B. GreenWaste Recovery, Inc. – October – December 2016 Quarterly Report.

Board reviewed the October – December 2016 GreenWaste Recovery, Inc. Quarterly Report. Staff to contact GreenWaste Recovery to show the extra services from the new agreement.

7. OLD BUSINESS

7.A. Status of District Capital Improvement Program and Financing.

- Household Income Survey
- SRF Loan Application Package Resubmittal

Board reviewed the final Household Income Survey Report, and it was determined that the Burbank Sanitary District’s residents’ annual household income is above the annual state average; therefore, the District is not considered a Small Disadvantage Community to qualify for a state grant.

Staff reported that the SRF Loan Application has been submitted. Staff to update both the Household Income Survey results and SFR Loan Application status on the District Website.

7.B. Status of San Jose/Santa Clara Master Agreement.

Staff briefed the Board on negotiations with the Master Agreement with the City of San Jose. The next mediation date with the City of San Jose will be held on March 29, 2017.

9. HOUSEKEEPING ITEMS

A. Update on Housekeeping Items.

Director Russo request for an excused absence for the meeting of February 21, 2017.

Motion: To approve excused absence for Director Russo from the meeting of February 21, 2017.

Move: Kaelker-Boor **Second:** Prupes
Board vote: **Ayes,** Yoder, Kaelker-Boor, Russo, Prupes

Noes, None
Absent, Colson
Abstain, None

B. Agenda Items for next upcoming meeting:

- Maintenance Update

11. ADJOURNMENT

Motion: To adjourn meeting at 8.35 pm.

Move: Russo **Second:** Prupes

Board vote: **Ayes,** Yoder, Kaelker-Boor, Russo, Prupes

Noes, None

Absent, Colson

Abstain, None

Approved: February 21, 2017

Respectfully Submitted,
Mark Thomas & Company, Inc.

Rebecca Yoder, President

District Manager
Richard Tanaka