

1. CALL TO ORDER

President Yoder called the meeting to order at 7:06 pm.

2. ROLL CALL AND APPROVAL OF AGENDA

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

Motion: To approve the Agenda

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

3. PUBLIC COMMENTARY

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

4. CONSENT CALENDAR

- A. Approval of Minutes from the Special Meeting of January 24, 2017.

Motion: To Approve Meeting Minutes from the Special Meeting of January 24, 2017.

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

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. Meyers Nave (District Legal Services)
 - 4. Patel & Associates, LLP (District Audit Services)
 - 5. Safeguard Business Systems, Inc. (District Check Books)
 - 6. Able Septic Tank Service (Mainline and Laterals Maintenance)

Motion: To Approve five (5) warrants except item 5.A.2. Staff to verify payee name for warrant 5.A.2, First Tech Federal Credit Union.

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

6. NEW BUSINESS

6.A. Update on Annual Maintenance for Mainlines and Lateral.

Staff reported that the annual maintenance for mainlines and laterals had been completed by Able Septic Tank Service. Staff will compile a report of the maintenance results and findings.

6.B. Form 700 Filing Update.

Staff reported that the Form 700 filing will be due on April 3, 2017. Staff also briefed the instructions on filing Form 700. Staff to email the instructions on how to file Form 700 to the Board.

6.C. Consider Changing Board Meeting to Once a Month.

Board decided to keep meetings to twice a month but meeting can be cancelled if District Manager and President concur that the meeting is not necessary.

6.D. Request by Manager to change Board Meeting date of 3/21.

Board discussed the request by Manager to change Board Meeting date of March 21, and it was decided to keep the meeting as scheduled for March 21, 2017.

7. OLD BUSINESS

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

- Status of SRF Loan Application Package

Staff reported the SRF Loan Application is still under process. Staff to follow up with State Water Resources Control Board and report the status at the next Board Meeting.

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

Board and Staff discussed the status of our negotiation with the City of San Jose relative to our Master Agreement issues and staff reported that the next mediation will be held on March 29, 2017.

8. HOUSEKEEPING ITEMS

A. Update on Housekeeping Items.

No Update.

B. Agenda Items for next upcoming meetings:

- SRF Loan Funding Status
- District 10 years CIP Plan Details
- Maintenance Report
- Form 700
- GreenWaste Dumpster Day

9. ADJOURNMENT

Motion: To adjourn meeting at 8.14 pm.

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

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

Noes, None

Absent, Russo

Abstain, None

Approved: March 21, 2017

Rebecca Yoder, President

Respectfully Submitted,
Mark Thomas & Company, Inc.

District Manager
Richard Tanaka