

**BURBANK SANITARY DISTRICT
MINUTES OF PUBLIC OUTRACH/REGULAR MEETING
BOARD OF DIRECTORS**

July 18, 2017

1. CALL TO ORDER

Acting-President Kaelker-Boor called the meeting to order at 7:02 pm. Meeting conducted at the Rose Garden Branch Library, 1580 Naglee Avenue, San Jose. CA 95126.

2. ROLL CALL

Directors Present: Michelle Kaelker-Boor, Keri Russo, Rene Prupes
Directors Absent: Rebecca Yoder, Ken Colson (Excused and Approved)
Counsel Present: None
Staff: Richard Tanaka (District Manager), Benjamin Porter, Esteban Delgadillo,
Mark Thomas
Visitors: Tom (Property Owner at Leigh Ave)

3. APPROVAL OF AGENDA

Motion: To approve the Agenda with moving Item 5 to after Item 7 to allow time for more visitors to arrive.

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

4. PUBLIC COMMENTARY

4A. Visitor Commentary – Visitor indicated he attended prior outreach meeting and was interested in finding out what has occurred since. He also commented that he was particularly interested in finding out what has occurred in the area around his property (location not included in minutes for privacy).

4B. Agency Representatives – None

4C. Board Commentary – Director Russo commented, in response to the visitor's comment and for his benefit, on the reasoning behind the definition of Zones A and B.

6. CONSENT CALENDAR

6.A. Approval of Minutes from the Regular Meeting of July 11, 2017.

Motion: To Approve Meeting Minutes from the Regular Meeting of July 11, 2017.

Move: Prupes **Second:** Russo

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

7. WARRANTS

7A. Approval of Warrant

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- Mark Thomas & Company, Inc. (District Management Services and BSD CIPs)
- First Tech Federal Credit Union (Board of Directors' Payroll)
- Alliant Insurance Services, Inc. (District Insurance Premium)
- Able Underground Construction, Inc. (Boston Ave Repair)
- DB Incorporated (Public Outreach Meeting & Notice)
- City of San Jose (Treatment Plant Operations & Maintenance Q1 2017-18)
- City of San Jose (Treatment Plant Capital Billing Q1 2017-18)
- County Roads & Airports (Encroachment Permits – Boston Ave & Spring Clean Up)

Director Kaelker-Boor invited the Visitor to review the bills and warrants.

Motion: To Approve eight (8) warrants as listed.

Move: Russo **Second:** Prupes

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

5. PUBLIC OUTREACH MEETING TO DISCUSS DISTRICT'S ACTIVITIES

Director Kaelker-Boor and Manager Tanaka provided Powerpoint presentation on the District's activities, which included status on the District capital program, City of San Jose/Santa Clara Regional Wastewater Facility, grant and loan funding, and District transparency. Director Prupes also participated in the presentation at the Community Outreach meeting.

8 NEW BUSINESS

8A. Final Fiscal Year Expenditure Review. Review Q4 Expenditure for FY2016-17.

Board deferred Item 8A to the next meeting

8B. Registrar of Voters – Candidate Information for Nomination Period.

Board deferred Item 8B to the next meeting.

9 SUBCOMMITTEE REPORT

9A. Annual Spring Clean Up Reduction Update.

Board deferred Item 9A to the next meeting.

10 HOUSEKEEPING ITEMS

10A. Update on Housekeeping Items.

Director Prupes informed that she will be out of town from 8/1/17 – 8/5/17 and she would like to attend the next meeting by conference. Staff to notify Director Prupes of the

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required posting of the Board Meeting and conference call information.

10B. Agenda Items for next upcoming meetings

Items that were deferred this week.

11 ADJOURNMENT

Motion: To adjourn meeting at 8.30 pm.

Move: Russo

Second: Prupes

Board vote:

Ayes, Kaelker-Boor, Russo, Prupes

Noes, None

Absent, Yoder, Colson

Abstain, None

Approved: August 1, 2017

Respectfully Submitted,

Mark Thomas & Company, Inc.

Michelle Kaelker-Boor, President (acting)

District Manager
Richard Tanaka