

**1. CALL TO ORDER**

President Yoder called the meeting to order at 7:00 pm.

**2. ROLL CALL**

Directors Present: Rebecca Yoder, Michelle Kaelker-Boor, Keri Russo, Ken Colson, Rene Prupes  
Directors Absent: None  
Counsel Present: Jennifer Faught, Meyers Nave (on phone conference for Closed Session)  
Staff: Richard Tanaka (District Manager), Ben Porter, Mark Thomas  
Visitors: Procopio Sclafani

**3. APPROVAL OF AGENDA**

**Motion:** To approve the Agenda

**Move:** Prupes     **Second:** Russo

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

**4. PUBLIC COMMENTARY**

- 4.A. Visitor Commentary – None.
- 4.B. Agency Representatives – None.
- 4.C. Board Commentary – Board expressed welcome back to Director Colson. President Yoder advised that she will be moving at the end of next spring. Further discussion to occur during Board item 9.A. regarding election filing.

**5. CLOSED SESSION**

Closed session discussion commenced at 7:58 pm and ended at 8:10 pm. No reportable action taken at the closed session.

**6. CONSENT CALENDAR**

- 6.A. Approval of Minutes from the Regular Meeting of September 19, 2017.

**Motion:** To Approve Meeting Minutes from the Regular Meeting of September 19, 2017.

**Move:** Prupes                     **Second:** Russo

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

**7. WARRANTS**

- 7.A. Approval of Warrants

1. Mark Thomas (District Management Services and BSD CIPs)
2. First Tech Federal Credit Union (Board of Directors Payroll)
3. City of San Jose (Treatment Plant 2017-18 Q2 Capital Billing)
4. City of San Jose (Treatment Plant 2017-18 Q2 O&M and Bonds)

**Motion:** To Approve four (4) warrants as listed.

**Move:** Prupes    **Second:** Russo

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

**8. NEW BUSINESS**

8.A. Quarterly Expenditure Review.

Board reviewed and discussed 2017-18 first quarter financial report. Directors discussed Budget and expenses on repair for Boston Avenue.

8.B. Correspondence – GreenWaste Recovery, Inc. – Garbage Delinquent Account Update

Manager Tanaka gave an update on Garbage Delinquent Account. One account is delinquent.

**9. OLD BUSINESS**

9.A. Update on Upcoming Election Nomination Filing.

President Yoder will file the nomination but she will be leaving at the end of the school year. Board proposed to post the vacancy notice on Next Door and as well as on Supervisor Ken Yeager’s monthly news email.

9.B. Update on District Capital Improvement Program and Financing.

Manager Tanaka advised that he has contacted the SWRCB for the status of the loan application but they have not responded yet.

9.C Upcoming Meeting Dates for Discussion.

Board discussed the upcoming meeting dates for January and decided to cancel the first meeting on January 2 and the 2<sup>nd</sup> meeting will remain unchanged on January 16.

Director Colson informed the Board that he will be out of town beginning December 3 through March 17, 2018.

**10. SUBCOMMITTEE REPORT**

10.A. Annual Spring Clean Up Reduction Update

The following brainstorming ideas were discussed to reduce/divert waste for dumpster day that ends up landfills.

- Yard sale one week or two weekends before dumpster day
  - Hope Services coordination Monday after the yard sale or dumpster day
  - Bold note on flyer for No Hazardous Materials
  - Give direction on disposal of hazardous materials on Facebook, Newsletter or YouTube
- Board members will consider ideas and discuss again at next Board meeting.

**11. HOUSEKEEPING ITEMS**

11.A. Update on Housekeeping Items.

- Director Prupes completed her Ethics Training.

11.B. Agenda Items for next upcoming meetings:

- Commendation for Director Russo
- Continue discussion of YouTube channel for disposal of hazardous materials and recycling and other ideas for Spring cleanup.

**12. ADJOURNMENT**

**Motion:** To adjourn meeting at 8.16 pm.

**Move:** Russo                      **Second:** Prupes

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

Approved: November 14, 2017

Respectfully Submitted,

**Mark Thomas & Company, Inc.**

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Rebecca Yoder, President

District Manager  
Richard Tanaka