

# BURBANK SANITARY DISTRICT

## REGULAR MEETING AGENDA FOR January 26, 2016 at 7:00 PM at the DISTRICT OFFICE

Please Note Meeting Location at the District Office in Cupertino at  
20863 Stevens Creek Blvd., Suite 100\* (Behind Peet's Coffee and Panera Bread)

1. **CALL TO ORDER**
2. **ROLL CALL AND APPROVAL OF AGENDA**
3. **PUBLIC COMMENTARY** – This area is reserved for items **not** listed on the agenda. The Brown Act does not allow discussion or action on items not on the agenda. The Board may briefly respond to comments or questions from members of the public, provide a reference to staff or other resources for factual information, or direct staff to place the issue on a future agenda. There is a three (3) minute limit for individual speakers.
  - 3.A. Visitor Commentary
  - 3.B. Agency Representatives
  - 3.C. Board Commentary
4. **CLOSED SECTION**
  - 4.A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: 1 case
5. **CONSENT CALENDAR**
  - 5.A. Approval of Minutes. Board action required: Approve Meeting Minutes from 1/5/2016
6. **WARRANTS**
  - 6.A. Approval of Warrants. Board action required: Approve 8 (eight) warrants.
    1. Mark Thomas & Company, Inc. (District Management Services and 10-Year CIP)
    2. First Tech Federal Credit Union (Board of Directors Payroll)
    3. Meyers Nave (District Legal Services)
    4. City of San Jose (Treatment Plant FY2015-16 Q3 Payment)
    5. Roto-Rooter (147 Cleveland Ave – lateral stoppage)
    6. County of Santa Clara – Registrar of Voters (Legal Publication & Appointment Fees)
    7. County of Santa Clara – Roads & Airports (Trench cut fee)
    8. DB Incorporated – (Printing Flyers)
7. **NEW BUSINESS**
  - 7.A. Review Public Outreach Meeting / Presentation set for January 27, 2016: Board action required: Finalize Presentation
  - 7.B. Appoint a backup Board Secretary. Board action required: Appoint a backup Board Secretary
  - 7.C. Greenwaste Contract Renewal and Annual Spring Clean Up Day. Staff discussion/presentation and agenda for February 16<sup>th</sup> Board Meeting Board action required: None at this time.
  - 7.D. Cancel February 2<sup>nd</sup> Board Meeting. Next regular Board Meeting - February 16, 2016. Board action required: Finalize Board Meeting dates.
  - 7.E. Form 700 Filing Update: Board Action required: None

**8. OLD BUSINESS**

- 8.A. District Capital Improvement Program: Status of the District Capital Improvement Program: Board action required: None
- 8.B. Additional reimbursement for Directors travel time, attendance at other meetings, etc. Board action required: Approve Resolution# 254

**9. SUBCOMMITTEE REPORTS**

- 9.A. Transparency - Discussion of the transparency of the District business. Board action required: None.
- 9.B. District Website – District Website update. Board action required: None.

**10. HOUSEKEEPING ITEMS**

- 10.A. Updates on Housekeeping items. Board action required: None.
- 10.B. Agenda Items for next upcoming meeting. Board action required: None

**11. ADJOURNMENT: *NEXT MEETING – Public Information Meeting Wednesday, January 27, 2016 at Rose Garden Branch Library, 1580 Naglee Ave, San Jose, CA 95126***

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the District Administrator's office at (408) 255-2137. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service. In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection at the District Office. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda.

\* Pursuant to Government Code 54954 subsection b, subsection 4, this facility constitutes the closest meeting facility for the Burbank Sanitary District, since the District has no other meeting facility within the boundaries of the territory, over which the Burbank **Sanitary District exercises jurisdiction.**