

# BURBANK SANITARY DISTRICT

## REGULAR MEETING AGENDA FOR February 18, 2014 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. According to the Brown Act, the Board cannot respond to commentary. Any item may, at the discretion of the Board, be placed on the next agenda. There is a three (3) minute limit for individual speakers.
  - 3.A. Visitor Commentary
  - 3.B. Agency Representatives
  - 3.C. Board Commentary
4. **CONSENT CALENDAR**
  - 4.A. Approval of Minutes. Board action required: Approve Meeting Minutes from 1/21/14, 1/23/14 & 1/30/2014.
5. **WARRANTS**
  - 5.A. Approval of Warrants. Board action required: Approve six (6) warrants.
    1. Enviro-Commercial Sweeping (District Street Sweeping Services)
    2. Mark Thomas & Company, Inc. (District Management Services)
    3. First Tech Federal Credit Union (Board of Directors Payroll)
    4. AB/JDD Plumbing (Lateral Stoppage – 76 Brooklyn Ave)
    5. S&M Engineering, Inc. (Lateral Stoppage – 51 Topeka Ave & Maint on Olive Ave)
    6. SCC Registrar of Voters (Appointment Fees)
6. **NEW BUSINESS**
  - 6.A. Annual Spring Clean Up Day. Discuss Saturday, May 10 as the date for the annual clean up. Board action required: Confirm May 10th date for Spring Clean Up event.
  - 6.B. Form 700. Review details for 2014 Form 700 filing. Board action required: None
  - 6.C. Board Vacancy. Discuss process and current options as well as criteria that can be used to select a board member. Board action required: None
  - 6.D. SJ-SC Treatment Plant Update: Board action required: None
7. **OLD BUSINESS**
  - 7.A. Olive Avenue Sewer Project. Update on Olive Avenue Sewer Project. Board action required: None
  - 7.B. Enviro-Commercial Sweeping, Inc. Update on street sweeping contract. Board action required: Authorize District Manager to negotiate new street sweeping contract or approve no change
  - 7.C. GreenWaste Recovery, Inc. - Facility Tour. Board action required: None.
  - 7.D. LAFCO Service Report: Respond to questions raised by LAFCO by March 14, 2014 as requested. Board action required: Approve/Modify draft response letter and authorize District Manager to send BSD response letter.

**8. SUBCOMMITTEE REPORTS**

8.A. Subcommittee Reports. Updates on Board Subcommittee items. Board action required: None.

**9. ADJOURNMENT: *NEXT REGULAR MEETING - Tuesday, March 18, 2014***

**10. CLOSED SESSION**

10.A. LAFCO Service Report. To discuss board's stance on annexation and/or dissolution. Board action required: None

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.**