

# BURBANK SANITARY DISTRICT

## REGULAR MEETING AGENDA FOR March 19, 2013 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 2/19/13.
5. **WARRANTS**
  - 5.A. Approval of Warrants. Board action required: Approve four (4) warrants.
    1. Enviro-Commercial Sweeping, Inc. District Street Sweeping Services.
    2. Mark Thomas & Company, Inc. District Management Services.
    3. First Tech Federal Credit Union. Board of Directors Payroll.
    4. Meyers Nave.
6. **NEW BUSINESS**
  - 6.A. Meyer Nave. Rates for Legal Service. Board action required: Discussion.
  - 6.B. District Management Services – District Manager –Engineer. Board action required: Acknowledge Steven Machida as District Manager-Engineer
  - 6.C. District Audit FY2010-11 & FY-2012 Capitalization of Street Improvements for inclusion in the Audit or written-off as a District Asset. Board action required: Discussion and Adopt Resolution # 238
  - 6.D. Cupertino Sanitary District's Response to the Draft Environmental Impact Report on the Treatment Plant. Board action required: None.
  - 6.E. GreenWaste Recovery, Inc. Refuse Rate Index. Board action required: None.
  - 6.F. Special District Risk Management Authority (SDRMA). Notice of Intent to Withdraw. Board action required: None.
  - 6.G. California Association of Sanitation Agencies (CASA). 2013 Spring Conference. 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. Annual Spring Clean Up Day. Review details for annual Spring Clean Up Day. Board action required: None.
  - 7.C. District-wide Video/Maintenance. Staff report on video and cleaning of the district sewers. Board action required: None.
  - 7D. Status of Economic Interest Form 700 – Annual Statement. Board action required: none
8. **SUBCOMMITTEE REPORTS**
  - 8.A. Subcommittee Reports. Updates on Board Subcommittee items. Board action required: None.

**9. ADJOURNMENT: *NEXT REGULAR MEETING - Tuesday, April 16, 2013***

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.**