

# BURBANK SANITARY DISTRICT

## REGULAR MEETING AGENDA FOR May 17, 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. CONSENT CALENDAR

- 4.A. Approval of Minutes. Board action required: Approve Meeting Minutes from 5/3/16.

### 5. WARRANTS

- 5.A. Approval of Warrants. Board action required: Approve 5 (five) warrants.

- 1. Mark Thomas & Company, Inc. (District Management Services and BSD CIPs)
- 2. First Tech Federal Credit Union (Board of Directors Payroll)
- 3. Meyers Nave ( District Legal Services)
- 4. Roto-Rooter Plumbers (Lateral Stoppage – 115 Boston Ave & 444 Rutland Ave)
- 5. Cratus, Inc. (Arleta & Irving Ave CIP Project)

### 6. NEW BUSINESS

- 6.A. District Insurance. Review of District Insurance Renewal Proposal. Board action required: Approve District Insurance Renewal Proposal.
- 6.B. SB272 Catalog of Enterprise System. Board action required: Review and approve District's catalog for posting on District's website.
- 6.C. Ordinance No. 62 – Policy update regarding connections, cleanouts, maintenance of side sewers, work about existing sewers and sewage backflow protective devices. Board action required: Review and approve Ordinance No. 62.

### 7. OLD BUSINESS

- 7.A. Status of GreenWaste Recovery, Inc. – Contract Renewal. Board action required: None.
- 7.B. Status update for Annual Spring Clean Up Day. Board action required: None.
- 7.C. Status Update on the Agreement with City of San Jose – Wastewater Facility. Board action required: None
- 7.D. Status of District Capital Improvement Program – Arleta & Irving Ave Construction Closeout. Board action required: Accept Project and Adopt Resolution No. 258

## **8. SUBCOMMITTEE REPORTS**

- 8.A. Transparency - Discussion of the transparency of the District business. Board action required: None.
  - 8.A.1. Review and approve of resolutions for District Reserve Policy and Code of Ethics policy.  
Board action required: Adopt Resolution No. 256 and 257
- 8.B. District Website – District Website update. Board action required: None.

## **9. HOUSEKEEPING ITEMS**

- 9.A. Updates on Housekeeping items. Board action required: None.
- 9.B. Agenda Items for next upcoming meeting. Board action required: None
- 9.C. Nextdoor.com Update. Board action required: None

## **10. ADJOURNMENT: *NEXT REGULAR MEETING – Tuesday, June 7, 2016***

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.**