

BURBANK SANITARY DISTRICT

REGULAR MEETING AGENDA FOR June 18, 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:
 - 1) Amend and Re-Approve Meeting Minutes from 4/16/13.
 - 2) Approve Meeting Minutes from 5/21/13
5. **WARRANTS**
 - 5.A. Approval of Warrants. Board action required: Approve seven (7) 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. District Legal Service
 5. S&M Engineering. Lateral Repair -124 Brooklyn Ave
 6. Presidio Systems, Inc. – District CCTV
 7. Alliant Insurance Services, Inc. – District Insurance
6. **NEW BUSINESS**
 - 6.A. FY 2013-14 Operating Budget. Review and discuss the proposed Operation Budget for FY 2013-14. Board action required: adopt FY 2013-2014 Budget.
 - 6.B. FY 2013-14 Tax Roll. Review and Accept the 2013-14 Sewer Service Charges. Board action required. accept 2013-14 Sewer Service Charges.
 - 6.C. Meyers Nave – Proposed District Legal Service Rates. Board action required: review and approve proposed District Legal Service Rates.
7. **OLD BUSINESS**
 - 7.A. Olive Avenue Sewer Project. Update on Olive Avenue Sewer Project and review of the contract for Pacific Underground Construction (PUC). Agreement to be distributed at the meeting. Board action required: Approve the agreement for PUC and authorize the District Manager to sign the agreement for the Board.
 - 7.B. Annual Spring Clean Up Day. Review details of recent annual Spring Clean Up Day and report on follow-up actions. 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, July 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.**