

BURBANK SANITARY DISTRICT

REGULAR MEETING AGENDA FOR August 20, 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 7/16/2013.
5. **WARRANTS**
 - 5.A. Approval of Warrants. Board action required: Approve seven (7) warrants.
 1. Mark Thomas & Company, Inc. District Management Services.
 2. First Tech Federal Credit Union. Board of Directors Payroll.
 3. Meyers Nave. District Legal Service.
 4. AB/JDD Plumbing. Lateral Stoppage, 28 Topeka Ave
 5. Patel & Associates. District Audit Service.
 6. S&M Engineering. CCTV – 28 Topeka Ave
 7. Santa Clara County Special District Association. 2013 Annual Membership Fee.
6. **NEW BUSINESS**
 - 6.A. Audit for FY 2011-12 and FY 2012-13. Board action required: Certify and approve the Audit Report for FY 2011-12 and FY 2012-13.
 - 6.B. LAFCO Summary Report. Board action required: None.
 - 6.C. LAFCO suggestions for service sustainability – possible processes for District annexation and dissolution. Board action required: Discuss possible District-initiated annexation and direct Staff as to how the Board wishes to proceed.
 - 6.D. District Expense Reimbursements. Board action required: Discuss District related expense reimbursements and direct Staff to prepare a District reimbursement policy for Board approval.
 - 6.E. Mark Thomas and Company, Inc. Contract Renewal. Board action required: Discuss and approve the proposed Mark Thomas and Company, Inc. contract or provide new revised language that is to be included in the in contract.
 - 6.F. GreenWaste Recovery, Inc. – FY2013-2014 Outreach Plan. Board action required: Review the Collection Service Notices and provide comments to Staff
7. **OLD BUSINESS**
 - 7.A. Olive Avenue Sewer Project. Update on Olive Avenue Sewer Project. Board action required: None.
 - 7.B. Board Election. Update regarding upcoming November election. Board action required: None.
 - 7.C. Result of CCTV Pipe Evaluation. 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, September 17, 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.**