

# BURBANK SANITARY DISTRICT

## REGULAR MEETING AGENDA FOR September 16, 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. 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 8/19/2014 and 8/27/14

### 5. WARRANTS

- 5.A. Approval of Warrants. Board action required: Approve 6 (six) 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. Meyers Nave (District Legal Services)
- 5. Able Septic Tank Service (Lateral Stoppage/Maintenance)
- 6. Roto-Rooter Sewer Service (Lateral Stoppage)

### 6. NEW BUSINESS

- 6.A. Revised Memorandum of Understanding (MOU) for California Integrated Waste Management. County discovered HHW fee was incorrect in the original MOU. The corrected amount should be \$0.70 per household per month in lieu of \$0.30 stated in the original MOU and beginning July 1, 2018 increase to \$0.73 per household per month. Board action required: Review and approve revised MOU.
- 6.B. Garbage Pick-up Day Reminder Notice. Update the status of the reminder notice. Board action required: None
- 6.C. Street Sweeping - Cecil Ave. Discuss the street sweeping problems on Cecil Ave. Board action required: None.

### 7. OLD BUSINESS

- 7.A. Condition Assessment Report. Review and update of Condition Assessment Report and Capital Improvement Program.
  - 7.A-1. Review strategy for implementation of CIP. No Board Action Required
  - 7.A-2. Consider 2014 Annual Report and A Meeting Notice for Capital Improvements Programs. Set public workshop as first item of business for next board meeting (October 21 at Luther Burbank School) Board action required: Review and approve 2014 Annual Report and Meeting Notice.

7.A-3. Approve first year CIP for FY 2014-15. Authorize District Engineer to prepare plans and specifications.

7.B. BSD Biennial Audit. Update the status of BSD Biennial Audit. Board action required: None.

7.C. 96 Boston Ave – Update the status of the property line cleanout which was broken while performing lateral maintenance. Board action required: None

## **8. SUBCOMMITTEE REPORTS**

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

## **9. HOUSEKEEPING ITEMS**

9.A. Updates on Housekeeping items. Board action required: None.

## **10. ADJOURNMENT: *NEXT REGULAR MEETING - Tuesday, October 21, 2014***

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.**