

# BURBANK SANITARY DISTRICT

## REGULAR MEETING AGENDA FOR December 12, 2017 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**
3. **APPROVAL OF AGENDA**
4. **PUBLIC COMMENTARY** – This area is reserved for items **not** listed on the agenda. The Brown Act does not allow discussion of 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.
  - 4.A. Visitor Commentary
  - 4.B. Agency Representatives
  - 4.C. Board Commentary
5. **PRESENT COMMENDATION FOR DIRECTOR RUSSO**
6. **OATHS OF OFFICE**
  - 6.A Registrar of Voters – Notices of Eligibility and Oaths of Office. Board action required: Director Michelle Kaelker-Boor and Procopio Scalfani to take Oaths of Office
7. **APPOINTMENT OF INTERIM DISTRICT COUNSEL**
  - 7.A. Appointment of Interim District Counsel. Board action required: Appoint Laura McKining as Interim District Counsel.
8. **CLOSED SESSION**
  - 8.A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Initiation of litigation pursuant to paragraph (4) subdivision (d) of Section 54956.9: 1 case
9. **CONSENT CALENDAR**
  - 9.A. Approval of Minutes. Board action required: Approve Meeting Minutes from 11/14/17.
10. **WARRANTS**
  - 10.A. Approval of Warrants. Board action required: Approve Four (4) 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. West Valley Sanitation District (Common Interest Group Expenses)
11. **NEW BUSINESS**
  - 11.A Board Elections. Elect a new President and Secretary for 2018. Board action required: Elect Board President and Secretary for 2018.
  - 11.B. Annual Mainline/Lateral Maintenance Board action required: Review and approve bid for annual mainline and lateral maintenance.
  - 11.C. GreenWaste Recovery, Inc. 1) July – September 2017 Quarterly Report. 2) November 2017 Delinquent Account. Board action required: None

11.D. City of San Jose – FY2016-17 Operating & Maintenance Cost Sharing. Board action required: None

**12. SUBCOMMITTEE REPORT**

12.A. Annual Spring Clean Up Reduction Update. Board action required: None

**13. HOUSEKEEPING ITEMS**

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

13.B. Agenda Items for next upcoming meeting. Board action required: None

**14. ADJOURNMENT: NEXT REGULAR MEETING – Tuesday, January 16, 2018**

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.**