

BURBANK SANITARY DISTRICT

REGULAR MEETING AGENDA FOR December 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. **NEW BUSINESS**
 - 4.A. Oath of Office – Rene Prupes to take the Oath of Office. Board action required: Board President to administer and sign Oath of Office form.
 - 4.B. Board Elections. Elect a new President and Secretary for 2015. Board action required: Elect Board President and Secretary for 2015.
 - 4.C. District Audit. Review District Audit for FY 2012-13 and FY 2013-14. Board action required: Accept and approve.
 - 4.D. Revised Memorandum of Understanding (MOU) for California Integrated Waste Management. County revised the Household Hazardous Waste Program Surcharge to increase \$0.10 per household per month each fiscal year beginning July 2016 until it reaches the \$0.70 per household per month where it will remain for the duration of this MOU. Board action required: Review and authorize President to execute the revised MOU.
5. **CONSENT CALENDAR**
 - 5.A. Approval of Minutes. Board action required: Approve Meeting Minutes from 11/10/2014.
6. **WARRANTS**
 - 6.A. Approval of Warrants. Board action required: Approve 7 (seven) warrants.
 1. Enviro-Commercial Sweeping (District Street Sweeping Services)
 2. Mark Thomas & Company, Inc. (District Management Services)
 3. Mark Thomas & Company, Inc. (Reimbursable)
 4. First Tech Federal Credit Union (Board of Directors Payroll)
 5. Meyers Nave (District Legal Services)
 6. California Association of Sanitation Agencies (2015 Membership Dues)
 7. Roto-Rooter Plumbers (Lateral Stoppage – 190 Boston Ave)
7. **OLD BUSINESS**
 - 7.A. Capital Improvement Programs (CIPs). Review and draft letter and survey to property. Next Step: Authorize Staff to mail the draft letter and survey form.

8. SUBCOMMITTEE REPORTS

- 8.A. Subcommittee Reports. Updates on Board Subcommittee items. Board action required: None.
- 8.B. District Website – Presentation of new draft District Website. Board action required: None.

9. HOUSEKEEPING ITEMS

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

10. ADJOURNMENT: *NEXT REGULAR MEETING - Tuesday, January 20, 2015*

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.**