

**BURBANK SANITARY DISTRICT**

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**REGULAR MEETING AGENDA FOR**  
**December 20, 2011 at 7:00 PM at the DISTRICT OFFICE**

Please Note Meeting Location at the District Office in Cupertino at  
20833 Stevens Creek Blvd., Suite 104\* (Across From Northwest YMCA on Alves Drive)

**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 Regular Meeting Minutes from 11/15/11.

**5. WARRANTS**

- 5.A. Approval of Warrants. Board action required: Approve six (6) 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 Services.
  - 5. State Water Resources Control Board (SWRCB). Annual Permit Fee.
  - 6. California Special Districts Association (CSDA). Annual Membership renewal.

**6. NEW BUSINESS**

- 6.A. Board Elections. Nominate and elect a new President and Secretary for 2012. Board action required: Elect Board President and Secretary for 2012.
- 6.B. Olive Avenue Sewer Project. Review staff report regarding Olive Avenue Sewer Project. Board action required: Approve Olive Avenue Sewer Project.
- 6.C. Olive Avenue Sewer Project Engineering Design. Review cost proposal for the Olive Avenue Sewer Project Design. Board action required: Approve Olive Avenue Sewer Project Design Proposal.
- 6.D. District Office Relocation. Discuss the February 2012 relocation of the District offices. Board action required: None.

**7. OLD BUSINESS**

- 7.A. Oath of Office. Sign revised Oath of Office forms. Board action required: Directors Marke and Smith sign revised Oath of Office forms.

**8. SUBCOMMITTEE REPORTS**

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

**9. ADJOURNMENT: *NEXT REGULAR MEETING - Tuesday, January 17, 2012***

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.**