

1. CALL TO ORDER

President Spies called the meeting to order at 7:05 pm.

Call to Order

2. ROLL CALL AND APPROVAL OF AGENDA

Directors Present: Soren Spies, Keri Russo, Bruce Smith, Michael Yoder, Michelle Kaelker-Boor (arrived 7:07 pm late by notification)

Directors Absent: None

Counsel Present: Jennifer Faught

Staff: Steve Machida, Donald Toy, Mark Thomas & Company, Inc.

Roll Call and
Approval of
Agenda

Motion: To Approve the Agenda.

Move: Russo **Second:** Smith

Board vote: **Ayes,** Spies, Kaelker-Boor, Yoder, Smith, Russo

Noes, None

Absent, None

3. PUBLIC COMMENTARY

- A. Visitor Commentary – None.
- B. Agency Representatives – S. Machida stated that he was sorry see that Don Toy was leaving Mark Thomas. J. Faught introduced herself to the Board and suggested that she attend future BSD meetings when she is in the South Bay.
- C. Board Commentary – Director Spies stated that the Board should use BSD email account for all District business.

Public
Commentary

4. CONSENT CALENDAR

- A. Approval Minutes from the Regular Meeting of 11/20/12 and 12/18/12.

Motion: To Approve Minutes from the Regular Meeting of 11/20/12.

Move: Russo **Second:** Kaelker-Boor

Board vote: **Ayes,** Spies, Russo, Kaelker-Boor, Yoder

Noes, None

Absent: None

Abstain: Smith

Motion: To Approve Minutes from the Regular Meeting of 12/18/12.

Move: Smith **Second:** Russo

Board vote: **Ayes,** Smith, Russo, Kaelker-Boor

Noes, None

Absent, None

Abstain: Spies, Yoder

Consent
Calendar

5. WARRANTS

Warrants

A. Approval of 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. Santa Clara County Roads and Airports. Encroachment Permit – Sewer lateral repair 488 Raymond Ave.
6. Santa Clara County Integrated Waste Management Program. Oct-Dec payment.
7. City of San Jose. 2012-13 Q3 O&M Treatment Fee.

Motion: To approve seven (7) warrants as listed.

Move: Russo **Second:** Yoder

Board vote: **Ayes,** Spies, Kaelker-Boor, Yoder, Smith, Russo
 Noes, None
 Absent, None

6. NEW BUSINESS

New Business

- A. Mark Thomas & Company. Don Toy remarked that he has decided to leave Mark Thomas. He wanted to thank the Directors for their guidance and service to BSD. Directors thanked Don Toy for his service. Steven Machida reported that CASA will be holding their Mid-Year conference this week (1/16/2013) and he is happy to learn that the BSD is considering joining CASA as a member.
- B. Annual Spring Clean Up Day. The Board reviewed and approved May 11, 2013 for the Spring Clean Up Day in the District. Director Russo will be the Director in charge for the day of the event. S. Machida will be in contact with Patty Medina at Green Waste Recovery to coordinate the event.
- C. Independent Special District Selection Committee. Director Spies reported on the January 11, 2013 meeting and provided the history on LAFCO representation. The representative from the El Camino Hospital District contacted Director Spies seeking an approval vote. Director Spies reported on the final nominees and the vote. Director Russo on the Santa Clara County Special District Associate meeting that she attended. Director Spies stated that it is important to attend these meetings and that they should work out an attendance schedule.
- D. FY 2012-13 Q2 Expenditure Review. The Board reviewed
- E. BSD Website. Director Spies has updated the BSD website and recommends that the maintenance of the site should now be passed to another Director. He recommends Director Yoder to be the web site manager. Director Yoder accepts the assignment.

7. OLD BUSINESS

Old Business

- A. Olive Avenue Sewer Project. The Olive Avenue project is still on schedule to be bid in February 2013. The project design and specifications will need some modifications.

- B. District-wide Video/Maintenance. Don Toy reported that based on the amount of work performed, he is recommending terminating the current video contract. Director Spies asked the Board how they wished to proceed. By consensus, the Board wanted to re-bid the reminder of the video projects and pay Able for the work that they completed.

8. SUBCOMMITTEE REPORTS –

Subcommittee
Reports

Director Spies reported that the District website is up to date.

Adjournment

Director Spies agreed to review the current BSD Audit. Director Smith agrees to sit on the Finance subcommittee and review the audit report.

9. ADJOURNMENT:

Motion: To adjourn meeting.

Move: Yoder **Second:** Smith

Board vote: **Ayes,** Spies, Kaelker-Boor, Yoder, Smith, Russo

Noes, None

Absent, None

Approved: February 19, 2013

Respectfully Submitted,
Mark Thomas & Company, Inc.

Soren Spies, President

District Manager – Engineer
Steven Machida, Deputy District Manager