

1. CALL TO ORDER

President Kaelker-Boor called the meeting to order at 7:10 pm.

2. ROLL CALL AND APPROVAL OF AGENDA

Directors Present: Michelle Kaelker-Boor, Keri Russo, Rebecca Yoder, ken Colson, Rene Prupes
Directors Absent: None
Counsel Present: None
Staff: Richard Tanaka, Thanh Nguyen, Mark Thomas & Company, Inc.
Visitor: None

Motion: To approve the Agenda.

Move: Russo **Second:** Yoder
Board vote: **Ayes,** Kaelker-Boor, Russo, Yoder, Colson, Prupes
Noes, None
Absent, None

3. PUBLIC COMMENTARY

- A. Visitor Commentary – None
- B. Agency Representatives – None
- C. Board Commentary – None

4. CONSENT CALENDAR

- A. Approval of Minutes from the Regular Meeting of January 20, 2015

Motion: To Approve Meeting Minutes from the Regular Meeting of January 20, 2015

Move: Russo **Second:** Prupes
Board vote: **Ayes,** Kaelker-Boor, Russo, Yoder, Colson, Prupes
Absent, None
Abstain, None

5. WARRANTS

- A. Approval of Warrants.
 - 1. Enviro-Commercial Sweeping. (District Street Sweeping Service)
 - 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. Patel & Associates, LLP (District Audit Services)

Call to Order

Roll Call and
Approval of
Agenda

Public
Commentary

Consent Calendar

Warrants

Motion: To Approve five (5) warrants as listed.

Move: Russo **Second:** Colson

Board vote: **Ayes,** Kaelker-Boor, Russo, Yoder, Colson, Prupes
Noes, None
Absent, None
Abstain, None

6. NEW BUSINESS

New Business

6.A. GreenWaste Recovery, Inc. – Refuse Rate Index. Board reviewed the Refuse Rate Index and note and file for BSD record.

6.B. Santa Clara County Special District Association (SCCSDA) – 2015 Annual Membership due.

Board discussed the pros and cons for being a member of SCCSDA and decided not to be a member for 2015.

Motion: Not to be a member of SCCSDA

Move: Yoder **Second:** Colson

Board vote: **Ayes,** Kaelker-Boor, Russo, Yoder, Colson, Prupes
Noes, None
Absent, None
Abstain, None

6.C. Coastline Water Resources (CLWR) truck performing work in the District.

Staff reported that CLWR has been performing sewer mainline maintenance for City of San Jose (CSJ), and Directors noted that some of the District’s mainlines were also cleaned by them. Staff will follow up with CSJ for the details.

6.D. Refile Form 700.

Staff reminded the Board to file the Form 700 by April 1, 2015.

7. OLD BUSINESS

Old Business

7.A. District Website – Presentation of new District Website.

President Kaelker-Boor will be the lead person moving forward to complete the new Website.

7.B. Capital Improvement Program (CIPs) Update the status on letter and survey to property owners.

Staff reported that approximately 100 letters and survey forms have been received back from the property owners. District inspectors have already started conducting

site visits as well as performing CCTV. Staff will provide update at the next meeting.

- 7.C. Annual Spring Clean Up Day. Reviewed the flyer for Annual Spring Clean Up Day.

Motion: To Approve flyer for Annual Spring Clean Up Day with condition of adding coupon tickets to the flyer, which will allow homeowner making multiple trips to the dump site.

Move: Yoder **Second:** Russo

Board vote: **Ayes,** Kaelker-Boor, Russo, Yoder, Colson, Prupes
Noes, None
Absent, None
Abstain, None

- 7.D. Updates of CASA 2015 Winter Conference, Palm Springs, CA - January 21-23, 2015.

Director Yoder attended the CASA conference and provided report to the Board. In summary, the majority of the materials provided at the conference dealt with the treatment plant issues and not to the collection agencies.

- 7.E. Updates of San Jose/Santa Clara Regional Wastewater Facility Special Tour.

President Kaelker-Boor and Director Colson had attended the tours. Staff to check if there is any available tour for Director Prupes.

- 7.F. District Sewer Main Maintenance. Update the status of informal bid process to perform annual maintenance.

Staff to contact City of San Jose (CSJ) to determine which sewer mains have been serviced by City's contractor and request for CCTV video on those lines. Item.7.F will be deferred to next meeting.

- 7.G. Street Sweeping – Update the status of the street sweeping.

Board commented that the performance of street sweeping is improving.

- 7.H. 29A Cecil Ave. – Update the status of non-standard cleanout installation.

Staff reported that a letter has been sent to the homeowner. Staff will update the Board with status at next Board meeting.

8. SUBCOMMITTEE REPORTS

- A.** Board Subcommittee. - None

Subcommittee
Report

9. HOUSEKEEPING ITEMS

- To check December 2014 and January 2015 payroll for Director Prupes.
- Next Board Meeting has been changed to March 10, 2015 instead of March 17, 2015.

Housekeeping
Items

10. ADJOURNMENT

Motion: To adjourn meeting at 10:25 pm.

Move: Russo **Second:** Prupes

Board vote: **Ayes,** Kaelker-Boor, Russo, Yoder, Colson, Prupes

Noes, None

Absent, None

Abstain, None

Adjournment

Approved: March 10, 2015

Respectfully Submitted,
Mark Thomas & Company, Inc.

Michelle Kaelker-Boor, President

District Manager
Richard Tanaka