

1. CALL TO ORDER

President Yoder called the meeting to order at 7:08 pm.

Call to Order

2. ROLL CALL AND APPROVAL OF AGENDA

Directors Present: Michael Yoder, John Marke, Soren Spies, Bruce Smith
Directors Absent: None
Counsel Present: None
Staff: Donald Toy, Mark Thomas & Company, Inc.

Roll Call and
Approval of
Agenda

Motion: To approve the agenda.
Move: Spies **Second:** Marke
Board vote: **Ayes,** Yoder, Marke, Spies, Smith **Noes,** None
 Absent, None

3. PUBLIC COMMENTARY

- A. Visitor Commentary – Ms. Keri Russo, candidate for Board Director, introduces herself and her husband to the Board.
- B. Agency Representatives – None.
- C. Board Commentary – None.

Public
Commentary

4. CONSENT CALENDAR

Motion: To Approve Minutes from the Regular Meeting of 02/16/10.
Move: Marke **Second:** Spies
Board vote: **Ayes,** Yoder, Marke, Spies, Smith **Noes,** None
 Absent, None

Consent
Calendar

5. WARRANTS

- A. Approval of Warrants.
 - 1. Enviro-Commercial Sweeping, Inc. District Street Sweeping Services.
 - 2. Mark Thomas & Company, Inc. District Management Services.
 - 3. Addison Avenue Credit Union. Board of Directors Payroll.
 - 4. Michael Yoder. District website hosting fee.
 - 5. Patel & Assoc. District Audit Report FY 2008-09 Fee.

Warrants

Motion: To approve five (5) warrants as listed.
Move: Smith **Second:** Marke
Board vote: **Ayes,** Yoder, Marke, Spies, Smith **Noes,** None
 Absent, None

6. NEW BUSINESS

- A. Board Director Candidate. Ms. Keri Russo, a resident of District, introduced herself to the Board and stated her qualifications and reasons for wanting to be a director on the Board. She has lived in the District for almost two years and

New Business

**BURBANK SANITARY DISTRICT
BOARD OF DIRECTORS**

**MINUTES OF REGULAR MEETING
March 16, 2010**

6. NEW BUSINESS (continued)

New Business
(continued)

is interested in being involved with the community. The Board agreed that she would be a good fit for the role and directed staff to proceed with the appointment process. Staff stated that Ms. Russo could take the Oath of Office as early as the next meeting.

Motion: To Recommend the Appointment of Ms. Keri Russo to the Board.

Move: Spies

Second: Smith

Board vote:

Ayes, Yoder, Marke, Spies, Smith

Noes, None

Absent, None

- B. FY 2010-11 Annual Budget. Staff reviewed the first draft of the FY 2010-11 Annual Budget. Staff reported that the budget figures were based on the estimated fees sent to us by the City of San Jose for the treatment plan expenses and based on the current year's actual expenditures. A final budget will be approved at the May meeting.

7. OLD BUSINESS

Old Business

- A. Form 700. Staff collected and reviewed the Board's Form 700 documents.

- B. Spring Clean Up 2010. Director Spies volunteered to be the Director in charge of the annual Spring Clean Up event on Saturday, May 8, 2010. Staff will provide the contact information for GWR representatives involved in the event. A free gardening compost giveaway will be added to this year's event.

Motion: To Appoint Director Spies as the Director in Charge of the Spring Clean Up Event.

Move: Marke

Second: Smith

Board vote:

Ayes, Yoder, Marke, Spies, Smith

Noes, None

Absent, None

- 8. SUBCOMMITTEE REPORTS** – Staff was directed to provide the Finance Subcommittee with a copy of the draft FY 2008-09 Audit Report. Staff was also asked to prepare the quarterly expenditure report for review at the next meeting.

Subcommittee
Reports

- 9. ADJOURNMENT:** Next Regular Meeting: *Tuesday, April 20, 2010*

Adjournment

Motion: To adjourn meeting.

Move: Marke

Second: Smith

Board vote:


Ayes, Yoder, Marke, Spies, Smith

Noes, None

Absent, None

Approved: March 16, 2010

Respectfully Submitted,
Mark Thomas & Company, Inc.


Michael E. Yoder, President

District Manager – Engineer
Donald Toy, Administrator