BURBANK SANITARY DISTRICT BOARD OF DIRECTORS

MINUTES OF REGULAR MEETING April 20, 2010

1. CALL TO ORDER

Call to Order

Roll Call and Approval of

Agenda

President Yoder called the meeting to order at 7:04 pm.

2. ROLL CALL AND APPROVAL OF AGENDA

Directors Present: Michael Yoder, Soren Spies, Keri Russo

Directors Absent: John Marke, Bruce Smith

Counsel Present:

None

Staff:

Donald Toy, Mark Thomas & Company, Inc.

Motion: To approve the agenda.

Move: Spies Second: Russo

Board vote:

Ayes, Yoder, Spies, Russo

Noes, None

Absent, Marke, Smith

3. PUBLIC COMMENTARY

Public Commentary

- A. Visitor Commentary None.
- B. Agency Representatives None.
- C. Board Commentary Directors Yoder and Spies welcomed Ms. Keri Russo to the Board as the newest Director.

4. CONSENT CALENDAR

Consent Calendar

The approval of minutes from the March 16, 2010 meeting was deferred to the next meeting due to the absence of Directors Marke and Smith.

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. Addison Avenue Credit Union. Board of Directors Payroll.
 - 4. Patel & Assoc. District Audit Report FY 2008-09 Fee.
 - 5. Jim Watkins, CPA. MD&A Report FY 2008-09 Fee.
 - 6. Santa Clara County. Encroachment Permit Fees, 2009-10 CIP/Repairs.
 - 7. City of San Jose, FY 2009-10 Q4 O&M, Capital, Bond Payment.
 - 8. ABLE Underground Construction. FY 2009-10 CIP/Repairs payment.
 - 9. Meyers Nave. District Legal Services.

Motion: To approve nine (9) warrants as listed.

Move: Spies

Second: Russo

Board vote:

Ayes, Yoder, Spies, Russo

Noes, None

Absent, Marke, Smith

BURBANK SANITARY DISTRICT BOARD OF DIRECTORS

MINUTES OF REGULAR MEETING April 20, 2010

6. NEW BUSINESS

New Business

A. Quarterly Financial Report. Review Q3 financial report. Staff presented the quarterly expenditure report for board review.

7. OLD BUSINESS

Old Business

Subcommittee Reports

Adjournment

- A. FY 2010-11 Annual Budget. The Board reviewed the draft FY 2010-11 annual budget. The preventative maintenance and CIP items were discussed and staff will make additional recommendations at the next meeting. The final budget will be approved at the June meeting.
- B. Spring Clean Up 2010. The annual clean up event will take place on May 8, 2010. Staff was directed to contact GWR for the status of the mailed notices.
- C. FY 2008-09 Audit Report. Staff reported that the final audit report was being published and copies would be available by the next meeting. Director Spies reported that he'd reviewed the draft report.
- 8. SUBCOMMITTEE REPORTS None.

9. ADJOURNMENT: Next Regular Meeting: Tuesday, May 18, 2010

Motion: To adjourn meeting.

Move: Russo Second: Spies

Board vote: Ayes, Yoder, Spies, Russo Absent, Marke, Smith

Noes, None

Absolt, Marko, Billin

Approved: May 18, 2010

Respectfully Submitted,

Mark Thomas & Company, Inc.

Michael E. Yoder, President

District Manager – Engineer Donald Toy, Administrator