

6. NEW BUSINESS (continued)

New Business
(continued)

the issues faced by the District and potential projects that they would like to undertake in the future. The directors were in agreement that Ms. Boor would be a good addition to the board. Staff recommended a Roll Call vote on the matter. Staff noted that upon approval of the appointment, Ms. Boor would take the Oath of Office at the next meeting and that date would be her effective start date as a director.

Motion: To Approve the Appointment of Ms. Michelle Kaelker-Boor to fill the vacant director position on the Burbank Sanitary District board.

Move: Russo **Second:** Yoder
Roll Call Board vote: **Aye,** Smith
 Aye, Russo
 Aye, Yoder
 Aye, Spies
 Noes, None
 Absent, None

- B. FY 2012-13 Operating Budget. Staff reviewed the draft operating budget for the upcoming fiscal year. There were no significant changes in the budget items, but the City of San Jose Treatment Plant O&M, Capital, and bond payments differed from the previous year. The board reviewed and discussed each budget item and compared them to the previous budget. Staff noted that the final budget will be adopted at the next meeting.
- C. Mark Thomas and Company (MTCo) Contract. Staff reviewed the MTCo contract and noted the annual Consumer Price Index (CPI) adjustment to the management budget. The CPI index for the 12-month period from September 2010 to September 2011 is 3.9%. Per the contract, each management line item will be increased by 3.9% for the current fiscal year. Per the contract, the staff billing rates will remain the same as specified in the contract.

7. OLD BUSINESS

Old Business

- A. Olive Avenue Sewer Project. Staff reported that the seventh and final Olive Avenue property owner had been contacted and was agreeable to participating in the project. Staff will work with District Counsel to prepare an agreement for the owners to sign. Projected bid date for the project will be July.
- B. Spring Clean Up. Staff reviewed the annual clean up event details. Director Smith presented his report and noted that the event went smoothly. GreenWaste Recovery had adequate staffing at each dumpster site and were checking flyers for proof of residency and eligibility for the event. Staff reported that a tonnage report would be submitted at the next meeting.

7. OLD BUSINESS (continued)

- C. Preventative Maintenance/Video and Repair. Staff reported that bids will be solicited for the District-wide video inspection of all the sewer main lines in June or July. The information from these inspections will be used to develop a revised Capital Improvement Project list.

Old Business
(continued)

8. SUBCOMMITTEE REPORTS – Director Spies reported that the board director vacancy notice had been posted on the District website.

Subcommittee
Reports

4. CONSENT CALENDAR (moved agenda item)

Motion: To Approve Minutes from the Regular Meeting of 04/17 /12.

Move: Russo

Second: Spies

Board vote:

Ayes, Smith, Russo, Spies

Noes, None

Abstain, Yoder

Consent
Calendar

9. ADJOURNMENT:

Motion: To adjourn meeting.

Move: Yoder

Second: Russo

Board vote:

Ayes, Smith, Russo, Yoder, Spies

Noes, None

Absent, None

Adjournment

Approved: June 19, 2012

Respectfully Submitted,
Mark Thomas & Company, Inc.

Bruce Smith, President

District Manager – Engineer
Donald Toy, Administrator