

**1. CALL TO ORDER**

President Kaelker-Boor called the meeting to order at 7:06 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, Ivy To, Mark Thomas & Company, Inc.  
Visitors: None

**Motion:** To approve the Agenda.

**Move:** Russo **Second:** Prupes  
**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 – Director Colson apologized for not getting Nextdoor.com registration out. President Kaelker-Boor requested to agendaize an item regarding trash bins removal from curbside on next meeting agenda.

**4. CONSENT CALENDAR**

- A. Approval of Minutes from the Regular Meeting of May 3, 2016.

**Motion:** To Approve Meeting Minutes from the Regular Meeting of May 3, 2016.

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

**5. WARRANTS**

- A. Approval of Warrants
  - 1. Mark Thomas & Company, Inc. (District Management Services)
  - 2. First Tech Federal Credit Union (Board of Directors Payroll)
  - 3. Meyers Nave (District Legal Services)
  - 4. Roto-Rooter Plumbers (Lateral Stoppage 115 Boston Ave & 444 Rutland Ave)
  - 5. Cratus, Inc. (Arleta & Irving Ave CIP Project)

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

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

**6. NEW BUSINESS**

6.A. District Insurance.

Manager Tanaka informed about Alliant insurance renewal proposal for FY 2016-17 and mentioned that it is slightly more than last year. Staff to follow up with questions brought up from the Board and bring it back to the next Board Meeting.

6.B. SB272 Catalog of Enterprise System.

Board reviewed and approved the District catalog. Staff to post the catalog on the website as required by the law.

**Motion:** To Approve District Catalog of Enterprise System.

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

6.C. Ordinance No.62 – Policy update regarding connections, cleanouts, maintenance of side sewers, work about existing sewers and sewage backflow protective devices.

Board reviewed and requested minor revisions on the Ordinance No.62. Staff revised and updated the ordinance.

**Motion:** To Approve Ordinance No.62 with changes.

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

**Meeting Recessed: 8:00 pm to 8:08 pm.**

**7. OLD BUSINESS**

7.A. Status of GreenWaste Recovery, Inc. – Contract Renewal.

Staff reported that GreenWaste is revising the contract as a brand new contract.

7.B. Status update for Annual Spring Clean Up Day.

Name tags, vests, hardhats and contact list have been prepared for Directors for their use on the Spring Clean Up Day. Staff to deliver additional 6 flyers to President Kaelker-Boor, which she will be distributing to her neighbors who did not receive the flyers. Staff to send Directors' contact list to GreenWaste.

7.C. Status Update on the Agreement with City of San Jose – Wastewater Facility.

Staff updated the following items related to the Agreement with City of San Jose.

- Follow-up to California Public Records Act Request of February 9, 2016
- Cost and Award of Digester and Thickener Facilities Upgrade
- Mediation Process

7.D. Status of District Capital Improvement Program.

Staff reported the status of the Arleta and Irving Avenue construction closeout.

**Motion:** Accept project and adopt Resolution No. 258.

**Move:** Colson **Second:** Russo

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

**Noes,** None

**Absent,** None

**Abstain,** None

**8. SUBCOMMITTEE REPORTS**

**A. Transparency**

8.A.1. Review and approve resolutions for District Reserve Policy and Code of Ethics Policy.

Board reviewed and adopted Resolutions No. 256 and 257.

**Motion:** Adopt Resolution No. 256 – District Reserve Policy and Resolution No. 257 - Code of Ethics Policy.

**Move:** Prupes **Second:** Yoder

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

**Noes,** None

**Absent,** None

**Abstain,** None

**B. District Website**

Staff to post Public Hearing Meeting, SB272 Catalog Enterprise System and information of Santa Clara Household Hazardous Waste Program on the website, and remove Public Outreach meeting item from the website.

**9. HOUSEKEEPING ITEMS**

A. Update on Housekeeping Items.

Director Yoder advised that she will be on vacation from July 5 – July 29. Staff to prepare application to CSDA for Transparency Certification.

B. Agenda Items for next upcoming meeting.

- Insurance Renewal
- Report of Annual Spring Clean Up Day
- SRF Loan Application
- District Budget
- GreenWaste – Contract Renewal
- Trash Day – Before and After

C. Nextdoor.com Update

Director Colson to work with District Administrator on nextdoor.com setup.

**10. ADJOURNMENT**

**Motion:** To adjourn meeting at 9:40 pm.

**Move:** Russo    **Second:** Prupes

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

Approved: June 7, 2016

\_\_\_\_\_  
Michelle Kaelker-Boor, President

Respectfully Submitted,  
**Mark Thomas & Company, Inc.**

District Manager  
Richard Tanaka