

1. CALL TO ORDER

Call to Order

President Kaelker-Boor called the meeting to order at 7:00 pm.

2. ROLL CALL AND APPROVAL OF AGENDA

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, Thanh Nguyen, Mark Thomas & Company, Inc.

Visitor: None

Motion: To approve the Agenda.

Move: Russo **Second:** Colson

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

Noes, None

Absent, None

3. PUBLIC COMMENTARY

Public
Commentary

A. Visitor Commentary – None

B. Agency Representatives – Manager Tanaka introduced the new District Administrator, Ivy To.

C. Board Commentary – President Kaelker-Boor advised that Jimmy Lew from Burbank Neighborhood Association invited District Board to make a presentation on information related to the District at an upcoming neighborhood outreach event. Topics include but not limited to rates increase, new website, upcoming Public Hearing, and etc.

Consent Calendar

4. CONSENT CALENDAR

A. Approval of Minutes from the Regular Meeting of May 5, 2015

Motion: To Approve Meeting Minutes from the Regular Meeting of May 5, 2015.

Move: Russo **Second:** Prupes

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

Absent, None

Abstain, Yoder

5. WARRANTS

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. City of San Jose (Reimbursement of Mainline Maintenance)
6. DB, Inc. (Printing & Mailing of Rate Increase Notices)

Motion: To Approve six (6) warrants as listed with a correction to invoice No. n/a to No. 23064 on the warrant list.

Move: Colson **Second:** Russo

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

6. NEW BUSINESS

6.A. FY2015 – 2016 Operation Budget.

Board reviewed the draft FY2015-2016 Operation Budget. Staff to update the budget per Board comments and to bring back to the Board for approval after the decision is made on the rate increases.

6.B. District Insurance.

Board reviewed the District Insurance Renewal Proposal.

Motion: To Approve District Insurance Renewal Proposal.

Move: Prupes **Second:** Colson

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

6.C. Street Sweeper.

Board discussed on using non-potable water for street sweeping. Staff to check with the Street Sweeping Company for their action plans on water conservation is and find out how much water do they use for cleaning the streets each time.

6.D. Discussion on Brown Act/Conflict of Interest.

Board discussed Brown Act/Conflict of Interest related to board members serving on multiple subcommittees. Board made a decision that Director Prupes and Director Yoder are appointed to the Transparency Subcommittee and President Kaelker-Boor will remain as the only director for the Website Subcommittee.

7. OLD BUSINESS

7.A. Capital Improvement Programs (CIPs).

Staff presented updates on the development of the 10 year CIP, particularly in the Zone A

New Business

Old Business

area. Based on preliminary engineering completed to date, Zone A strategy will be to replace the pipe in the same location (backyard) by pipe bursting technology. Staff will continue to perform preliminary engineering and develop presentation materials for the next board meeting.

7.B. Spring Clean Up Day.

Board reported the Spring Clean Up Day that took place on May 9, 2015. Board discussed the following:

- Kevin Martinez from GreenWaste will be the new contact person for Clean Up Day.
- District received one complaint and had responded to the complainer regarding compost distribution at the Compost Bin.
- Bins on Bailey Ave & Richmond Ave were small and the streets are narrow, bins should be relocated to the wider street next year.
- Suggest to encourage homeowners to conduct garage sales a week before Spring Clean Up Day
- Suggest to have Goodwill or Hope trucks to drive by on Spring clean Up Day
- Suggest hosting at Burbank School to prevent traffic
- Suggest better signage for compost and E-waste
- West Valley has 2 days for Spring Clean Up, District may need to consider having 2 Spring Clean Up day as well

8. SUBCOMMITTEE REPORTS

8.A. Transparency.

Director Prupes and Director Yoder will serve on this subcommittee. Transparency topics will be posted on the website upon approval of the Board. Committee will work to get District certified for Transparency Certification.

9. HOUSEKEEPING ITEMS

- To change the next meeting date to June 1 instead of June 2.
- District staff to update the District Website.
- Director Prupes to take Ethics Training.
- Director Colson is excused from all the meetings for the entire month of June.
- Add item 8.B. Website Update under Subcommittee Reports on the next agenda.

Motion: To change the next meeting from June 2 to June 1

Move: Prupes **Second:** Russo

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

Subcommittee
Report

Housekeeping
Items

10. ADJOURNMENT

Adjournment

Motion: To adjourn meeting at 9:15 pm.

Move: Russo **Second:** Yoder

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

Noes, None

Absent, None

Abstain, None

Approved: June 1, 2015

Respectfully Submitted,
Mark Thomas & Company, Inc.

Michelle Kaelker-Boor, President

District Manager
Richard Tanaka