

1. CALL TO ORDER

Meeting Called to Order at 7:07 pm. Note that this meeting was conducted pursuant to California Government Code section 54953, Director Smith attended this meeting via teleconference from Fairfield Inn, 15011 Newport Ave, Tustin, CA, 92780. As a requirement of teleconference board meeting, all votes were roll-called.

2. ROLL CALL AND APPROVAL OF AGENDA

Directors Present: Bruce Smith (Teleconference), Michelle Kaelker-Boor, Keri Russo, Rebecca Yoder
Directors Absent: None
Counsel Present: Jennifer Faught
Staff: Richard Tanaka, Julie Chiu, Mark Thomas & Company, Inc.

Motion: To Approve the Agenda

Move: Kaelker-Boor **Second:** Russo

Board vote: **Ayes,** Yoder, Russo, Kaelker-Boor, Smith
Noes, None
Absent, None

3. PUBLIC COMMENTARY

A. Visitor Commentary –

Resident Sahpazis expressed to the Board his desire to be able to retain his own trash collection provider.

Former Resident/Board President Spies praised the board for delivering and completing the Olive Avenue Project.

B. Agency Representatives – None

C. Board Commentary – None

4. NEW BUSINESS

A. Public Hearing to Consider Rate Increase

1. Staff Report-

District Manager Tanaka presented a PowerPoint on The District/Treatment Plant's history, current status of facilities, financial status and the need for a rate increase.

2. Open Public Hearing-

Director Kaelker-Boor opened the Public Hearing at 7:35pm

Resident Sahpazis expressed his support for the rate increase to repair both of

The District and Treatment Plant's aging facilities.

Director Kaelker-Boor noted the Staff had originally recommended a 15% rate increase and the board reduced the increase to 10%. The majority of other districts using the San Jose Treatment Plant are also recommending a 10% increase.

3. Close Public Hearing-

Director Kaelker-Boor closed the Public Hearing at 7:50pm.

4. Board Action

Approve Ordinance No. 60, Providing for the Imposition of District Sewer Service Charge for Fiscal Year 2014-2015

Motion: To Approve Ordinance No. 60

Move: Kaelker-Boor **Second:** Russo

Board vote: **Ayes,** Yoder, Russo, Kaelker-Boor, Smith
Noes, None
Absent, None

B. Resolution No. 246- Electing to be subject to uniform construction cost accounting act (Informal Bidding Act).

District Manager Tanaka presented a consideration to adopt this resolution to allow flexibility in the implementation of the capital improvement projects via informal bid process.

Motion: To Approve Resolution No. 246

Move: Yoder **Second:** Russo

Board vote: **Ayes,** Yoder, Russo, Kaelker-Boor, Smith
Noes, None
Absent, None

C. American Alternative Insurance Corporation. Discuss the Non-Renewal of District Policy. Board action required: None

District Manager Tanaka informed the board that the American Alternative Insurance Corporation will not be renewing the District contract this upcoming year. CSRMA will be getting quotes from 3 new insurance providers. This item will be included on next month's regular meeting agenda for further discussion.

5. CONSENT CALENDAR

A. Approval of Minutes. Board action required: Approve Meeting Minutes from 3/25/2014 and 4/15/2014.

Motion: To Approve Meeting Minutes from 3/25/2014 and 4/15/2014

Move: Yoder **Second:** Russo

Board vote: **Ayes,** Yoder, Russo, Kaelker-Boor, Smith

Noes, None
Absent, None

6. WARRANTS

- A. Approval of Warrants. Board action required: Approve five (5) warrants.
1. Enviro-Commercial Sweeping (District Street Sweeping Services)
 2. Mark Thomas & Company, Inc. (District Management Services)
 3. First Tech Federal Credit Union (Board of Directors Payroll)
 4. Meyer Nave (District Legal Services)
 5. Pacific Underground Construction. (Olive Ave Improvement Project)

Motion: To Approve warrants.

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

7. OLD BUSINESS

- A. Annual Spring Clean Up day. Updates on the upcoming Annual Spring Clean Up Day. Board action required: None

This item will be rescheduled for next regularly scheduled board meeting.

- B. Board Vacancy. Update on Status. Board action required: None

This item will be rescheduled for next regularly scheduled board meeting.

- C. Street Sweeping. Update on Status of Enviro-Commercial Sweeping. Board action required: Approved Enviro-Commercial Sweeping Agreement.

Staff Member Chiu reported she has been in correspondence with Enviro-Commercial regarding the Board Member's observations of the street sweeping. Enviro-Commercial educated Staff Member Chiu as to the limitations the sweeping truck do to the district's constraints. Aside from the constraints, Enviro-Commercial recognizes there is room for improvement. Board Members are pleased with Enviro-Commercials performance in recent sweep.

Motion: To Approve Enviro-Commercial Sweeping Contract

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

- D. Olive Avenue Sewer Project close-out and acceptance of improvements. Board action required: Resolution No. 247 accepting said improvement.

Staff Memo was presented for project close-out. Staff Member Chiu reported the project is complete and all permits have been sign off.

Motion: To Approve Resolution No. 247

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

8. OTHER ITEMS

- A. Resolution No. 245 – Discuss Resolution No. 245 commending Bruce Smith on his six years of service to the District Board. Board action required: Adopt Resolution No. 245

Motion: To Approve Resolution No. 245

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

- B. Election of New Officers. Board action required: Elect new officers

Director Russo nominated Director Kaelker-Boor as President, Director Kaelker-Boor accepted the nomination.

Director Kaelker-Boor nominated Director Russo as Secretary, Director Russo accepted the nomination.

A motion was made to accept the nomination and election of officers.

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

9. SUBCOMMITTEE REPORTS

- A. Yoder will be updating the Burbank Sanitary District website.

8. ADJOURNMENT

Motion: To adjourn meeting at 8:35 pm.

Move: Yoder **Second:** Russo

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

Approved: June 17, 2014

Respectfully Submitted,
Mark Thomas & Company, Inc.

Michelle Kaelker-Boor, President

District Administrator
Julie Chiu