

1. CALL TO ORDER

President Kaelker-Boor called the meeting to order at 7:02 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: Jennifer Faught (Meyers & Nave) on phone conference for the closed session
Staff: Richard Tanaka, Ivy To, Mark Thomas & Company, Inc.
Visitors: Annie Raygoza (Property Owner 476 Arleta Ave), Ray Reyes (Property Owner 454 Arleta Ave)

Motion: To approve the Agenda.

Move: Prupes **Second:** Russo
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 – None

4. CONSENT CALENDAR

- A. Approval of Minutes from the Regular Meeting of May 17, 2016

Motion: To Approve Meeting Minutes from the Regular Meeting of May 17, 2016.

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

5. NEW BUSINESS

- 5.A. Discussion of trash bins removal from curbside.
Item 5.A moved to 5.B. under District's Operations Code.
- 5.B. Status Update on District's Operations Code.

Manager Tanaka explained that BSD's Operations Code is all prior adopted ordinances and there is no one concise document. Staff is recommending that BSD prepare a District Operations Code combined into one manual. Board agreed and authorize staff to prepare the Operations Code. Staff indicated that the Operations Code should be ready in about 2 months.

6. OLD BUSINESS

6.A. District Insurance.

Board reviewed and approved the District Insurance Renewal Proposal.

Motion: To Approve District Insurance Renewal Proposal for 2016-2017.

Move: Yoder **Second:** Colson

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

Noes, None

Absent, None

Abstain, None

6.B. District Operations Budget.

Board reviewed and discussed the draft proposed Operation Budget for FY2016-17. Staff to prepare a report to show the approved budget, final fiscal year number, percentages and proposed budget with a line item explanations for Board to review at the next board meeting.

6.C. Status of GreenWaste Recovery, Inc. – Contract renewal.

Staff reported that GreenWaste is still working on the contract.

6.D. Report of Annual Clean Up Day.

Board commented the following feedback on the Annual Clean Up Day.

- Fewer dumpsters on Bailey Ave/partial time
- Need people enforcing correctly
- Residents dumping construction material
- Monitor Bailey Ave more carefully and set time limit
- Each bin was filled up by 9:30am
- Scott Ave and Leland Ave went well
- Need yard trimming bins
- Provide thank you gift to school
- Encourage residents to dispose large big items to recycled sites
- Emphasize 1 free pickup on Nextdoor, on mailers, etc
- Demo waste
- Need spotters
- More signage
- Washers/dryers in E-Waste bin
- Look up Paid for E-Waste Program

Staff to develop an action list to improve the Clean Up Day's process.

6.E. Status of District Capital Improvement Program (CIP).

A) Feedback/update of property line cleanout reimbursement letter.

Manager Tanaka reported the CIP program and explained why it was needed to install the property line cleanouts and noted that property line cleanouts are owned and maintained by property owner. Annie Raygoza (Property Owner 476 Arleta Ave) and Ray Reyes (Property Owner 454 Arleta Ave) were present on this subject matter and presented their case/story to the Board. Board acknowledged their presentation and agreed that lesson learned from this experience will be useful moving forward with other capital projects.

Motion: To move Item 9A and 9B in front of Item 8 Subcommittee Reports

Move: Russo **Second:** Yoder

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

9. CLOSED SESSION

9.A. Conference With Legal Counsel – Anticipated Litigation

Initiation of litigation pursuant to paragraph (4) subdivision (d) of Section 54956.9: 1 case

Closed session discussion commenced at 8:26 pm. No reportable action taken at the closed session.

9.B. Conference with Legal Counsel – Anticipated Litigation

Initiation of litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 1 potential case

Closed session discussion ended at 9:15 pm. No reportable action taken at the closed session.

8. SUBCOMMITTEE REPORTS

A. Transparency

District staff is working on the Transparency packet and Director Russo and Director Prupes will review once it is complete.

B. District Website

No Update

9. HOUSEKEEPING ITEMS

A. Update on Housekeeping Items.

No Update

B. Agenda Items for next upcoming meeting.

- Public Hearing for TaxRoll
- Budget Details
- Property Line Cleanout
- GreenWaste – E-Waste
- Transparency Packet
- Annual Spring Cleanup Followup

C. Nextdoor.com Update.

No update

10. ADJOURNMENT

Motion: To adjourn meeting at 9:28 pm.

Move: Russo **Second:** Yoder

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

Approved: June 21, 2016

Keri Russo, Acting-President

Respectfully Submitted,
Mark Thomas & Company, Inc.

District Manager
Richard Tanaka