

**1. CALL TO ORDER**

Acting-President Russo called the meeting to order at 7:01 pm.

**2. ROLL CALL AND APPROVAL OF AGENDA**

Directors Present: Keri Russo, Rebecca Yoder, Ken Colson, Rene Prupes  
Directors Absent: Michelle Kaelker-Boor (Excused absence)  
Counsel Present: Jennifer Faught (Meyers & Nave) on phone conference for the closed session  
Staff: Richard Tanaka, Ivy To, Mark Thomas & Company, Inc.  
Visitors: None

**Motion:** To approve the Agenda.

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

**3. PUBLIC COMMENTARY**

- A. Visitor Commentary – None
- B. Agency Representatives – None
- C. Board Commentary – In absence of Director Kaelker-Boor, Director Russo will be presiding as Acting President for this board meeting. Acting-President Russo will inform Director Kaelker-Boor of actions taken at this meeting.

**4. PUBLIC HEARING**

4.A. Public Hearing on Taxroll collection for FY2016-17

- Manager Tanaka presented the Taxroll report for Fiscal Year 2016-17.
- Acting-President Russo called and closed the Public Hearing.
- Board discussed and adopted the Resolution No. 259 to approve Sewer Service Charge Report for Fiscal Year 2016-2017

**Motion:** To adopt Resolution No. 259

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

**5. CLOSED SESSION**

- 5.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 7:06 pm and ended at 7:27 pm. No reportable action taken at the closed session.

**5.B. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
Significant exposure to litigation pursuant to paragraph (2) subdivision (d) of 54956.9:1 potential case

Closed session discussion commenced at 7:27 pm and ended at 7:40 pm. No reportable action taken at the closed session.

**6. CONSENT CALENDAR**

A. Approval of Minutes from the Regular Meeting of June 7, 2016.

**Motion:** To Approve Meeting Minutes from the Regular Meeting of June 7, 2016 with revision.

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

**7. WARRANTS**

A. Approval of Warrants

1. Mark Thomas & Company, Inc. (District Management Services)
2. First Tech Federal Credit Union (Board of Directors Payroll)
3. DB Incorporated (Approved Rate Increase Notice)
4. Local Agency Formation Commission (Share of Cost)
5. West Valley Sanitation District (Expenses for Common Interest Group)
6. Meyers Nave (District Legal Services)

**Motion:** To Approve six (6) warrants as listed

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

**8. OLD BUSINESS**

8.A. Cleanouts related to Arleta and Irving CIP.

After Board's discussion of the process in informing the property owners about Arleta and Irving CIP Project and the potential need to install cleanouts, Board concluded that it would be in District's interest not to charge the homeowners for the cost of the property line cleanout. Board directed staff to prepare letters to inform property owners of this decision. Moving forward for the future CIP projects, District will follow the adopted

Ordinance No. 62 and inform homeowners affected by the CIP projects in advance of construction about possible property line cleanout installation and charges.

8.B. District Operations Budget.

Manager Tanaka presented the proposed District Budget for FY2016-17.

**Motion:** To Approve District Operations Budget for FY2016-17.

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

8.C. Status of GreenWaste Recovery, Inc. – Contract Renewal.

There were no updates.

8. D. Follow up on Annual Spring Clean Up Day.

Item was deferred to next meeting.

8.E. Status of District Capital Improvement Program.

Staff reported on the SRFL funding application. The timeframe for the State to review the application is around 6-9 months. District will know by early next year if funding will be approved.

**9. SUBCOMMITTEE REPORTS**

**A. Transparency**

Staff is currently reviewing the Transparency packet. Staff to send the completed packet to Director Russo and Director Prupes for review.

**B. District Website**

There were no updates.

**9. HOUSEKEEPING ITEMS**

**A. Update on Housekeeping Items.**

- Director Yoder reminded that she will be on vacation from July 5 – July 29.
- Director Prupes suggested that the following information should be added every time whenever notices or flyers are sent.
  - One time free large item pick up
  - FOG Prevention
  - What not to flush down to the toilet

➤ 10 Year CIP Updates on website

B. Agenda Items for next upcoming meeting.

- Follow Up on Annual Spring Clean Up Day
- Status on Property line Cleanout from Arleta and Irving CIP Project
- GreenWaste – Contract Renewal
- Transparency
- Once a month meetings

C. Nextdoor.com Update

Director Russo advised that she will post a reminder to the residents about 1 free pick up per year through GreenWaste on Nextdoor.com.

**10. ADJOURNMENT**

**Motion:** To adjourn meeting at 8:40 pm.

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

Approved: July 5, 2016

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Michelle Kaelker-Boor, President

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

District Manager  
Richard Tanaka