

**1. CALL TO ORDER**

President Smith called the meeting to order at 7:10 pm.

Call to Order

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

Directors Present: Bruce Smith, Keri Russo, Soren Spies, Michelle Kaelker-Boor  
Directors Absent: Michael Yoder (no notification)  
Counsel Present: None  
Staff: Donald Toy, Mark Thomas & Company, Inc.

Roll Call and  
Approval of  
Agenda

**Motion:** To Approve the Agenda.  
**Move:** Spies                      **Second:** Russo  
**Board vote:**                      **Ayes,** Smith, Spies, Russo, Kaelker-Boor                      **Noes,** None  
   **Absent,** Yoder

**3. PUBLIC COMMENTARY**

- A. Visitor Commentary – None.
- B. Agency Representatives – None.
- C. Board Commentary – None.

Public  
Commentary

**4. CONSENT CALENDAR**

**Motion:** To Approve Minutes from the Regular Meeting of 06/19 /12.  
**Move:** Spies                      **Second:** Kaelker-Boor  
**Board vote:**                      **Ayes,** Smith, Spies, Russo, Kaelker-Boor                      **Noes,** None  
   **Absent,** Yoder

Consent  
Calendar

**5. WARRANTS**

- A. Approval of Warrants.
  - 1. Enviro-Commercial Sweeping, Inc. District Street Sweeping Services.
  - 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. Santa Clara County Integrated Waste Program. Apr-June 2012 Payment.
  - 6. Santa Clara County Special Districts Association. Annual Membership.
  - 7. City of San Jose. FY 2012-13 Q1 Treatment Plant O&M Payment.

Warrants

**Motion:** To approve seven (7) warrants as listed.  
**Move:** Spies                      **Second:** Russo  
**Board vote:**                      **Ayes,** Smith, Spies, Russo, Kaelker-Boor                      **Noes,** None  
   **Absent,** Yoder

**6. NEW BUSINESS**

New Business

- A. Property Line Cleanout Program. Staff reviewed a proposed program where the District would set aside annual funding for the partial reimbursement to property owners who installed property line cleanouts. The Board discussed the merits of the program and the potential fund amount that would be allocated on a yearly basis. Staff noted that the District's CIP plan for mainline and lateral repair and replacement should be a main focus for the District's reserve funds. The Board decided that no action would be taken at this time regarding the property line cleanout program.
- B. Conflict of Interest Resolution No. 233. The Board did their biennial review of the Conflict of Interest policy as outlined in Resolution No. 233.
- C. FY 2012-13 Tax Roll. Staff reported that the annual tax roll preparation has been underway and was scheduled for completion prior to the August 10 submittal date. The commercial audit is near completion and a report will be presented to the Board at the next meeting.
- D. First Tech Credit Union. Staff noted that the FTCU requires two board directors as signatories on the District checking account. Directors Smith and Russo signed the signatory form and staff will submit it to FTCU.
- E. Quarterly Expenditure Review. The Board reviewed the quarterly expenditure report for Q4 FY 2011-12 and compared it to the operating budget.

**7. OLD BUSINESS**

Old Business

- A. Santa Clara County Special Districts Association (SCCSDA). Director Russo reported the details of her attendance at the SCCSDA meeting. The SCCSDA is trying to get two seats on the Santa Clara County LAFCO commission and needs a majority of the seventeen members of SCCSDA to vote for the move. The SCCSDA has been campaigning the BSD Board to vote for the approval, but the District Board has not attended enough meetings to gather the necessary information to make a final decision. A special SCCSDA meeting will be held in mid-August to further discuss the matter. Director Spies stated that he was willing to support SCCSDA's push to join LAFCO and Director Kaelker-Boor noted that there was a benefit to having SCCSDA represented in LAFCO.

**Motion:** To Notify SCCSDA of BSD's Approval for SCCSDA to Join LAFCO, with annual expenditures to BSD not to exceed \$2,500.

**Move:** Spies

**Second:** Russo

**Board vote:**

**Ayes,** Smith, Spies, Russo, Kaelker-Boor

**Noes,** None

**Absent,** Yoder

- B. Olive Avenue Sewer Project. Staff reported that the owner agreements for the Olive Avenue owners were prepared and would be sent out in the next week. A staff update report will be presented at the next meeting.

**8. SUBCOMMITTEE REPORTS** – Director Spies reported that the District website is regularly updated with meeting minutes and agendas.

Subcommittee  
Reports

**9. ADJOURNMENT:**

Adjournment

**Motion:** To adjourn meeting.

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

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

Due to scheduling issues, the next Board Meeting will be held on a special date, Thursday, August 23, 2012, at the regular meeting time.

Approved: August 23, 2012

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

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Bruce Smith, President

District Manager – Engineer  
Donald Toy, Administrator