

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, Ken Colson
Directors Absent: Rebecca Yoder
Counsel Present: Jennifer Faught, Rick Phillips by Teleconference
Staff: Richard Tanaka, Thanh Nguyen, Mark Thomas & Company, Inc.

Motion: To Approve the Agenda

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

3. PUBLIC COMMENTARY

- A. Visitor Commentary – None
- B. Agency Representatives – None
- C. Board Commentary – Director Colson commented that the street cleaning on Cecil Avenue where $\frac{3}{4}$ is in the District and $\frac{1}{4}$ is in San Jose, along with a wider streets where parking is allowed on both sides are cleaning problem due to parked cars. Board brought up the idea of getting a person to blow out trash and debris from the parking strips so that the sweeping truck can pick up trash and debris from the street as it goes along the cars.

4. CLOSED SESSION

A. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

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

Closed session discussion commenced at 7:12 pm and ended at 7:32 pm.
No reportable action taken at the closed session.

5. CONSENT CALENDAR

- A. Approval of Minutes from the Regular Meeting from July 15, 2014

Motion: To Approve Meeting Minutes from the Regular Meeting of July 15, 2014.

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

Call to Order

Roll Call and
Approval of
Agenda

Public
Commentary

Closed Session

Consent Calendar

6. WARRANTS

Warrants

A. Approval of 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. Able Septic Tank Service (Lateral Maintenance)

Motion: To Approve five (5) warrants as listed.

Move: Colson **Second:** Russo

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

7. NEW BUSINESS

New Business

A. First Tech Federal Credit Union. Review and update signature card.

Motion: To remove Bruce Smith from signatory and add Director Kaelker-Boor and Director Colson on the signature card

Move: Russo **Second:** Colson

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

8. OLD BUSINESS

Old Business

- A. Condition Assessment Report. Manager Tanaka presented the exhibits and reports for the capital improvement program for spot repairs and total replacement of sewer mains. Board discussed prioritization and felt that the spot repairs being in the streets should be first order of work. Staff indicated that for a spot repairs, it is recommended that an informal bidding process can be utilized. Staff will update exhibits and reports for further discussion.
- B. 190 Boston Ave. Review and update the status of the lateral stoppage. Manager Tanaka reported that based on the field video inspection, the lateral needs to be repaired as it has multiple cracks, offset and fracture which is causing by root intrusions. Board decided to include this repair as part of this year CIP project.
- C. 2014 Biennial Review for Conflict of Interest Code. Manager Tanaka advised that District Administrator and Operation Manager will be added to the 2014 Conflict of Interest Code. Previously added positions such as Deputy District Manager and Deputy District Engineer remain unchanged.

Motion: To authorize President Kaelker-Boor to sign the 2014 Biennial Review.

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

9. SUBCOMMITTEE REPORTS – None

Subcommittee
Reports

10. HOUSEKEEPING ITEMS

Housekeeping
Items

- Director Colson provided Form 700.
- Garbage pick-up day reminder notice to be sent out to all residents.
- Audit update to be agenized at the next Board meeting.
- Staff to provide hard copies of previous board meeting minutes and agendas in a combined binder for ease of access to the Board.

11. CLOSED SESSION

- A. Manager Review – Performance evaluation for District Manager – No reportable action at the closed session.

Closed Session

12. ADJOURNMENT

Adjournment

Motion: To adjourn meeting at 10:18 pm.
Move: Colson **Second:** Russo
Board vote: **Ayes,** Russo, Kaelker-Boor, Colson
 Noes, None
 Absent, Yoder
 Abstain, None

Approved: September 16, 2014

Respectfully Submitted,
Mark Thomas & Company, Inc.

Michelle Kaelker-Boor, President

District Manager
Richard Tanaka