

**BURBANK SANITARY DISTRICT
BOARD OF DIRECTORS**

**MINUTES OF REGULAR MEETING
November 15, 2011**

1. CALL TO ORDER

President Yoder called the meeting to order at 7:00 pm.

Call to Order

2. ROLL CALL AND APPROVAL OF AGENDA

Directors Present: Michael Yoder, John Marke, Soren Spies, Bruce Smith, Keri Russo
Directors Absent: None
Counsel Present: None
Staff: Donald Toy, Mark Thomas & Company, Inc.

Roll Call and
Approval of
Agenda

Motion: To approve the agenda.

Move: Russo **Second:** Smith

Board vote: **Ayes,** Yoder, Marke, Spies, Smith, Russo **Noes,** None
Absent, None

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 10/18 /11.

Move: Russo **Second:** Spies

Board vote: **Ayes,** Yoder, Spies, Smith, Russo **Noes,** None
Absent, None **Abstain,** Marke

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.

Warrants

Motion: To approve three (3) warrants as listed.

Move: Russo **Second:** Smith

Board vote: **Ayes,** Yoder, Marke, Spies, Smith, Russo **Noes,** None
Absent, None

6. NEW BUSINESS

- A. Oath of Office. Directors Marke and Smith took their Oaths of Office for their 4-year terms beginning January 1, 2012.

New Business

7. OLD BUSINESS

Old Business

- A. Olive Ave. Sewer Connections. Staff presented two memos to the Board.

The first memo pertained to the situation at 2312 Olive Avenue. Staff reported that the owner of the property, Mr. Hamid Tabrizi, had been contacted regarding the status of the required sewer extension to be built on Olive Avenue to serve his illegally connected property. Mr. Tabrizi stated that he has no funds available to build the sewer extension. Staff noted that a disclosure regarding the requirement to build the sewer was signed by Mr. Tabrizi during the sale of the property. Mr. Tabrizi had inquired if the same requirement had been made of the property across the street at 2311 Olive Avenue, which is currently for sale also. Staff told Mr. Tabrizi that an investigation into several properties along Olive had begun, but the problem would not be fully resolved for quite some time.

Mr. Tabrizi indicated that because he does not have enough money to build the sewer at this time, that he would potentially leave his house unoccupied (because he will not be able to receive a building permit final or certificate of occupancy without the sewer extension completed) until the Board takes action regarding the other properties on Olive.

The second memo outlined the background and status of the seven Olive Avenue properties. All seven parcels are located mid-block and are connected to the sewer system via the adjacent property's sewer lines to the main sewers on Boston, Brooklyn, Cleveland Avenues. Staff reviewed the three options for the Board to review.

Option 1 would have the District fund the entire project, including main sewer line, lateral sewers, cleanouts, and all on-site reconnections. The total cost would be approximately \$155,000. Option 2 has the District responsible for only the offsite improvements and the property owners would have to pay for their own onsite sewer reconnections. Option 3 puts the entire cost burden on the property owners. Staff recommended that Option 2 would be the preferred method.

Additionally, the owners could be given a choice to enter into a financing agreement with the District for the cost of the onsite work if they did not have the necessary funds immediately available. Staff proposed a financing plan for the total onsite costs to be paid over a period of years on the property tax bill. The Board discussed potential details of this option, including the possibility of including an interest charge if the owners chose the finance option. The Board agreed that a nominal interest rate of four percent (4%) annually (which matches our most recent sewer rate increase percentage) would be low enough to not impact the owners that chose the finance option, but also enough that owners with the adequate funds would choose to pay off the costs immediately.

