

**1. CALL TO ORDER**

President Smith called the meeting to order at 7:03 pm.

Call to Order

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

Directors Present: Bruce Smith, Michelle Kaelker-Boor, Michael Yoder, Keri Russo  
Directors Absent: None  
Counsel Present: None  
Staff: Nichol Bowersox, Mark Thomas & Company, Inc.

Roll Call and  
Approval of  
Agenda

**Motion:** To Approve the Agenda

**Move:** Russo **Second:** Yoder

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

**3. PUBLIC COMMENTARY**

Public  
Commentary

- A. Visitor Commentary – None
- B. Agency Representatives – None
- C. Board Commentary
  - President Smith directed staff to update his contact information. President Smith also updated the board on his discussions with Staff Member Bowersox on the Manager’s Performance Review.
  - Staff was directed to add an agenda item for Board consideration of moving the location of the Board Meetings. Staff will inquire on cost and availability of audio-visual equipment.

**4. CONSENT CALENDAR**

Consent  
Calendar

- A. Approval of Minutes from the Regular Meeting of October 15, 2013

**Motion:** To Approve Minutes from the Regular Meeting of October 15, 2013.

**Move:** Yoder **Second:** Russo

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

**5. 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. Meyers Nave, District Legal Service.
5. Able Septic Tank Service, 190 Boston Ave – Lateral stoppage.
6. California Association of Sanitation Agencies, 2014 Membership Dues.
7. State Water Resources Control Board, Annual Permit Fee.

**Motion:** To approve seven (7) warrants as listed.

**Move:** Yoder

**Second:** Kaelker-Boor

**Board vote:**

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

**Noes,** None

**Absent,** None

## **6. NEW BUSINESS**

New Business

- A. Resolution No. 241
  - The Board continued this item for discussion at the December 17 meeting.
- B. Resolution No. 242
  - The Board continued this item for discussion at the December 17 meeting.
- C. Board Director Vacancy Timeline
  - Staff Member Bowersox presented a summary of the board director vacancy timeline.
- D. Notice of Eligibility and Oaths of Office
  - The Board directed staff to schedule the Oaths of Office for the January board meeting.
- E. Potential Board Director Candidate
  - Tom King addressed the Board on his experience and intention to fill the vacant board director seat. Staff was directed to provide Mr. King a candidate application packet and to add the Appointment of Board Director as an agenda item for the next board meeting.
- F. GreenWaste Recovery
  - Staff Member Bowersox reported on the third quarter summary of the solid waste, recycling, and yard trimmings as provided by Green Waste Recovery. Staff will verify the above-average solid waste collection for the month of August. Staff was directed to discuss potential programs to improve the current diversion rate. Staff was also directed to schedule a tour for either January or February 2014 of the recycling facility for interested board members.

## **7. OLD BUSINESS**

Old Business

- A. Olive Avenue Sewer Project
  - Staff Member Bowersox provided the board with a draft letter to potential connectors and a matrix of the costs associated with the changes in the plans and lateral extensions. After board discussion, staff was directed to revise the letter based on the comments provided by the Board, confirm the quotes provided by PUC, and verify the interest rate and terms as previously discussed by the Board. By consensus, the Board will make available an 10-year term financing to all potential connectors.

B. Enviro-Commercial Sweeping, Inc

- Staff Member Bowersox reported that she received non-responses on the solicitation for bids for the street sweeping services. Staff will negotiate a new contract with Enviro-Commercial Sweeping and will continue to discuss potential service with Green Waste Recovery.

C. LAFCO Service Report

- Staff Member Bowersox provided the board with copies of the City of San Jose Comment Letter and Attachments to the Draft LAFCO Service Report. After board discussion, Staff was directed to work with the LAFCO Service Report sub-committee on preparing a response to the City of San Jose comments.

**8. SUBCOMMITTEE REPORTS**

- Website – Staff Member Bowersox reported that the billing information has been updated. Staff will work with Soren Spies on the new website and future updates.

Subcommittee  
Report

**9. ADJOURNMENT:**

Adjournment

**Motion:** To adjourn meeting at 8:30 pm.

**Move:** Yoder **Second:** Russo

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

Approved: December 17, 2013

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

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Bruce Smith, President

District Administrator  
Nichol Bowersox