

1. CALL TO ORDER

President Kaelker-Boor called the meeting to order at 7:03 pm.

2. ROLL CALL AND APPROVAL OF AGENDA

Directors Present: Michelle Kaelker-Boor, Keri Russo, Rebecca Yoder, Rene Prupes
Directors Absent: Ken Colson (Approved 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:** Russo
Board vote: **Ayes,** Kaelker-Boor, Russo, Yoder, Prupes,
Noes, None
Absent, Colson

3. PUBLIC COMMENTARY

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

4. CLOSED SESSION

4.A. Conference with Legal Counsel – Anticipated Litigation

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: 1 case

Closed session discussion commenced at 7:05 pm and ended at 7:45 pm. No reportable action taken at the closed session.

5. CONSENT CALENDAR

- A. Approval of Minutes from the Regular Meeting of November 15, 2016.

Motion: To Approve Meeting Minutes from the Regular Meeting of November 15, 2016.

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

6. WARRANTS

A. Approval of Warrants

1. Mark Thomas & Company, Inc. (District Management Services and BSD CIPs)
2. First Tech Federal Credit Union (Board of Directors Payroll)
3. Meyers Nave (District Legal Services)
4. California Association of Sanitation Agencies (2017 Membership Renewal)
5. State Water Resources Control Board (Annual Permit Fee)
6. West Valley Sanitation District (Common Interest Group Expenses 5/1/16 – 10/31/16)

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

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

7. NEW BUSINESS

7.A. Board Elections. Elect a new President and Secretary for 2017.

Motion: To elect Director Yoder as President for 2017

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

Motion: To elect Director Colson as Secretary and Director Russo as Pro-Secretary for 2017

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

7.B. City of San Jose – FY2015-16 Operation & Maintenance Cost Sharing.

Staff reported the FY2015-16 Operation & Maintenance cost sharing from City of San Jose. There will be credits of \$44,449 for Operation & Maintenance and \$27,285 for CIP billings. District will request cash payment in lieu of applying as a credit. The total payment of \$71,734 will be reimbursed to the District with a check as part of the third quarter payment process.

7.C. Adoption of Resolutions related to SRF Loan Program.

Board reviewed and approved 3 resolutions related to SRF Loan Program.

Motion: To approve the following Resolutions:

Resolution # 262 - Reimburse Expenditures paid prior to the issuance of the obligations or the approval by the State Water Board of the District-Wide CIP Funds.

Resolution # 263 – Authorize District Manager-Engineer or Designee to execute a financial assistance application for a financing agreement from the State Water Resources Control Board.

Resolution # 264 – Pledge Revenues and Fund(s) for the District-Wide CIP Project

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

8. OLD BUSINESS

8.A. Biennial District Audit FY2014-15 & FY2015-16.

Board reviewed and approved Final Biennial District Audit FY2014-15 & FY2015-16.

Motion: To approve Biennial District Audit FY2014-15 & FY2015-16

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

8.B. Status of District Capital Improvement Program and Financing.

- Household Income Survey
- SRF Loan Application Package Resubmittal

Staff reported that the Household Income Survey has still not reached the 13% of the required response rate and approximately 60 more responses are still needed to meet the target to be qualified. After discussion, Board decided to have District staff to go door to door to encourage residents to fill out the Income Survey for the remaining residence that the Board did not finish over the Thanksgiving holiday. Staff also reported that the updated SFR loan application package will be submitted to the State this Thursday.

9. HOUSEKEEPING ITEMS

A. Update on Housekeeping Items.

No update

B. Consideration to cancel January 3, 2017 Meeting and Rescheduling January 17th to 24th.

Board decided to move the January 3 Meeting to January 10 and reschedule the January 17th to 24th.

B. Agenda Items for next upcoming meeting:

- Update on Household Income Survey and SFR Loan Package

11. ADJOURNMENT

Motion: To adjourn meeting at 8.25 pm.

Move: Russo **Second:** Prupes

Board vote: **Ayes,** Kaelker-Boor, Russo, Yoder, Prupes

Noes, None

Absent, Colson

Abstain, None

Approved: January 24, 2017

Rebecca Yoder, President

Respectfully Submitted,
Mark Thomas & Company, Inc.

District Manager
Richard Tanaka