

**BURBANK SANITARY DISTRICT
BOARD OF TRUSTEES**

**MINUTES OF MEETING
June 2, 2005**

BOARD MEMBERS PRESENT:

PRESENT: Board Members Lisa Post, Joe Carpenter and Alex Amaya.
Other Attendees: Carl Beckham, (Mark Thomas & Company, Inc.), Andrew Ailes, (Mark Thomas & Company, Inc.), and Vincent Luccessi, (Mark Thomas & Company, Inc.).

1. CALL TO ORDER

Director Post called the meeting to order at 7:32 p.m.

Call To Order

2. ROLL CALL AND APPROVAL OF AGENDA

Members Post, Carpenter, Chavez and Amaya were in attendance and the agenda was approved.
Director Chavez arrived at 7:35 p.m.

Roll Call and
Approval of
Agenda

Motion: To approve agenda.

Move: Carpenter **Second:** Amaya

Board Vote: Ayes, Post, Carpenter, Chavez and Amaya

3. PUBLIC COMMENTARY

A. Visitor Commentary – None

Public
Commentary

B. Agency Representatives – None

Agency Rep.

C. Board Commentary – Director Carpenter expressed his gratitude for the well marked building for the change in meeting location at 20833 Stevens Creek Blvd., Suite 104.

Board
Commentary

Director Amaya notified the Board that he did not receive the agenda until June 1, 2005 and did not receive the warrant list until 2:30 p.m. on June 2, 2005. Director Chavez notified the board that he had received some information May 26, 2005.

Administrator Beckham asked for verification of the addresses of the Board members for proper delivery of Agenda packets.

Motion: To move Discussion Items to Item 6 on the agenda and Closed Session to Item 4.

Move: Carpenter **Second:** Post

Board vote: Ayes, Post, Carpenter, Chavez and Amaya

Motion: To open regular session.

Move: Carpenter **Second:** Post

Board vote: Ayes, Post, Carpenter, Chavez and Amaya

4. CONSENT CALENDAR

Consent
Calendar

A. Approval of Warrants

Motion: To Approve Warrant Item Numbers 1 - 9

Move: Carpenter **Second:** Post

Board vote: Ayes, Post, Carpenter, Chavez and Amaya

Director Carpenter requested Administrator Nash to research SBC Invoice 2957.

Motion: To defer Warrant Item Numbers 10 – 11

Move: Carpenter **Second:** Post

Board vote: Ayes, Post, Carpenter; Nays, Chavez and Amaya

<p>B. Approval of May 5, 2005 Minutes</p> <p>Motion: To Approve May 5, 2005 Minutes Move: Carpenter Second: Post Board vote: Ayes, Post, Carpenter; Nays, Chavez and Amaya</p>	<p>Consent Calendar</p>
<p>5. DISCUSSION/ACTION/REPORT</p>	
<p>A. Appointment of District Counsel – Discussion on Contract with Meyers-Nave Professional Law Corporation. Director Amaya reported that he had not received a copy of the contract to review. Director Carpenter verified that the contents of Amaya’s packet did include the Contract.</p> <p>Motion: To defer item to the next meeting Move: Post Second: Carpenter Board vote: Ayes, Post and Carpenter Nays, Amaya Abstention*, Chavez *Chaves later changed his vote to Nay.</p>	<p>Discussion/ Action/Report</p>
<p>B. Authorize Administrator to post Director’s hours – Resolution No. ____.</p> <p>Motion: To defer item to the next meeting Move: Chavez Second: Carpenter Board vote: Ayes, Post, Carpenter, Chavez and Amaya</p>	
<p>C. ABR Invoices – After discussion, the Board directed Administrator Beckham to have Administrator Nash coordinate with Alfred Rafuson to reconcile contract work with extra work and provide more clarity in the invoices.</p> <p>Motion: To defer item to the next meeting Move: Chavez Second: Carpenter Board vote: Ayes, Post, Carpenter, Chavez and Amaya</p>	
<p>D. 337 Irving Avenue - Discussion regarding 337 Irving Avenue. Director Carpenter requested that Administrator Beckham to have Administrator Nash coordinate with Alfred Rafuson and research item and return with a report.</p>	
<p>E. District Administrator Report – Discussion regarding Trash Pick up service. Administrator Beckham was directed to write letter to Green Valley Sanitation requesting District be notified prior to any account being shut off of service. Letters are also to be copied to each Board member. President Post announced to the Board the importance of returning keys to Mark Thomas & Company, Inc. or directly to 97 Boston Avenue building management. Discussion on AOL Emails and the Purchase of software by Director Carpenter with a cost less than fifty dollars.</p> <p>Motion: To approve purchase of software for computer upgrade Move: Post Second: Amaya Board vote: Ayes, Post, Carpenter, Chavez and Amaya</p>	
<p>F. Able Underground Construction, Inc. Report – No discussion.</p> <p>Motion: To continue item to the next meeting Move: Chavez Second: Carpenter Board vote: Ayes, Post, Carpenter, Chavez and Amaya</p>	

G. Burbank Sanitary District Ordinance Numbers 5 & 12

Motion: To continue item to the next meeting
Move: Chavez **Second:** Carpenter
Board vote: Ayes, Post, Carpenter, Chavez and Amaya

Discussion/
Action/Report

H. Disposal of Surplus District Property

Motion: To continue item to the next meeting
Move: Chavez **Second:** Carpenter
Board vote: Ayes, Post, Carpenter, Chavez and Amaya

I. Board Meeting Location – Discussion on meeting within the Burbank District. Options for For new location are, as follows: Lincoln High School, Burbank, City Hall, Community Center, Lyons Club, Valley Hotel and Lou’s Village Restaurant. The Board had a standing Objection to the Mark Thomas & Company, Inc. Cupertino Office as a permanent meeting facility.

6. DISTRICT MAIL AND CORRESPONDENCE

The Board directed Secretary Nash to include this item on the next agenda.

District Mail and
Correspondence

7. CLOSED SESSION – Moved to Item 4

Closed Session

8. ADJOURNMENT

Adjournment

Motion: To adjourn meeting and continue the temporary use of Mark Thomas & Company, Inc. Board Room, Cupertino at 7:30. Carpenter informed the Board that he will be unable to attend the July 7, 2005 Meeting.

Move: Post **Second:** Carpenter
Board vote: Ayes, Post, Carpenter, Chavez and Amaya

Motion: To adjourn meeting.
Move: Post **Second:** Carpenter
Board vote: Ayes, Post, Carpenter and Amaya

Respectfully Submitted,

Mark Thomas & Company, Inc.
District Manager – Engineer

Carl Beckham
Administrator

Approved: June 2, 2005

Lisa M. Post, President