

1. CALL TO ORDER

President Carpenter called the meeting to order at 7:30pm.

2. ROLL CALL AND APPROVAL OF AGENDA

Directors Present: Directors Joe Carpenter, Lisa M. Post, John Marke, Soren Spies (arrived at 7:37pm), and Michael Yoder

Directors Absent: None

Counsel Present: None

Staff: Donald Toy (Mark Thomas & Company, Inc.)

Motion: To approve the agenda.

Move: Post **Second:** Marke

Board vote: **Ayes,** Carpenter, Post, Yoder, Marke, Spies **Noes,** None

3. PUBLIC COMMENTARY

A. Visitor Commentary – None.

B. Agency Representatives – Staff reported the results of the Annual Spring Clean Up Day, as provided by Green Valley Disposal Co. (GVDC) All thirty dumpsters were filled and the event was over by 1:30pm. A large portion of the waste was separated at the recycling facility and the remainder was landfilled. GVDC did not have an exact tonnage for the landfilled portion.

C. Board Commentary – President Carpenter stated that a portable toilet was still in front of a house at 390/392 Arleta Avenue. Staff was directed to verify the address and send a notice of violation.

4. CONSENT CALENDAR

A. Approval of Minutes. Approve Minutes from Regular Meeting of 06/01/06.

Motion: To approve minutes from Regular Meeting of 06/01/06.

Move: Marke **Second:** Yoder

Board vote: **Ayes,** Carpenter, Post, Marke, Spies, Yoder **Noes,** None

5. WARRANTS

A. Approval of Six (6) Warrants:

1. Dunham & Watkins. Accounting Services.

2. Integrated Waste Management Program. FY 2005-06 Payment. President Carpenter directed staff to add this item as a recurring monthly charge and to contact IWM to determine if the District owes any fees for previous years due to underpayment. Staff was directed to have Counsel draft a letter to IWM regarding the previous payments.

3. City of San Jose. Fourth Quarter FY 2005-06 Bond Payments.

4. Mark Thomas & Company, Inc. Management Services

5. Able Underground Construction. Preventative Maintenance Cleaning.

6. Meyers Nave. Legal Services.

Call to Order

Roll Call and
Approval of
Agenda

Public
Commentary

Consent
Calendar

Warrants

5. WARRANTS (continued)

Motion: To approve six (6) warrants.

Move: Marke

Second: Yoder

Board vote: Ayes, Carpenter, Post, Marke, Spies, Yoder Noes, None

Warrants

6. REPORTS

- A. Subcommittee Reports. Director Spies reported on the status of the Burbank Website and volunteered to update and maintain the District website with the assistance of Director Yoder. Staff was directed to obtain the necessary passwords and access information to make weekly updates. There was no update report from the LAFCO subcommittee.
- B. Preventative Maintenance Plan. Staff reported that Able Underground Construction had begun cleaning portions of the District's sewer system, as described in the Preventative Maintenance Plan. Staff presented a map and main line cleaning schedule of the Plan to the Board.
- C. Luther Burbank School District. Staff reported the cost and scheduling request to use the Luther Burbank School District's (LBSD) facilities for future Board meetings. LBSD staff also agreed to post the Burbank Sanitary District meeting agendas on their bulletin board.
- D. Garbage Violations. Staff reported that Counsel was drafting a final notice of violation to the owner and residents of 487 Laswell Avenue.

Reports

7. UNFINISHED BUSINESS

- A. Burbank Sanitary District Budget FY 2006-07. Staff presented the proposed operating budget for FY 2006-07. The budget showed a \$143,000 deficit, based on some budget item numbers carried over from the previous year. Staff was directed to research the actual amounts spent in FY 2005-06 and revise the proposed FY 2006-07 budget to reflect a balanced amount. Staff was directed to review the sewer service charge rate increases to recalculate the revenue for FY 06-07. Staff will present a revised budget at the next Board Meeting.

Unfinished
Business

8. NEW BUSINESS

- A. Mark Thomas & Company, Inc. Budget Re-Allocation FY 2006-07. Staff presented the proposed re-allocation of the district management/maintenance budget for FY 2006-07. Based on actual amounts spent in FY 2005-06, staff recommended that portions of the Management and Maintenance budget be reallocated for FY 2006-07. President Carpenter directed staff to readjust the budget amount to reflect the 'not to exceed' amount as specified in the contract between the District and Mark Thomas & Co. Staff was also directed to incorporate reimbursables into the monthly invoice billings rather than have them separated as individually billed invoices. Staff said that a revised budget would be presented at the next Board Meeting.

New
Business

9. ADJOURNMENT: Next Regular Meeting: *Thursday, July 6, 2006*

Adjournment

Motion: To adjourn meeting.

Move: Yoder **Second:** Spies

Board vote: **Ayes,** Carpenter, Post, Marke, Spies, Yoder **Noes,** None

Approved: July 6, 2006

Respectfully Submitted,

Mark Thomas & Company, Inc.
District Manager – Engineer

Joe Carpenter, President

Donald Toy
Administrator