BURBANK SANITARY DISTRICT BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING July 3, 2008

1. CALL TO ORDER

Call to Order

Roll Call and

President Post called the meeting to order at 7:37pm.

2. ROLL CALL AND APPROVAL OF AGENDA

Approval of Agenda

Directors Present: Lisa Post, John Marke, Soren Spies (arrived 7:37pm)

Directors Absent: Michael Yoder, Bruce Smith (both via email)

Counsel Present: None

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

Steve Machida, Mark Thomas & Company, Inc.

Motion: To approve the agenda. **Move:** Marke **Second:** Spies

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

Absent, Yoder, Smith

3. PUBLIC COMMENTARY

Public Commentary

- A. Visitor Commentary None.
- B. Agency Representatives Staff reported that the bulletin board cabinet had been removed from the old District office and brought to the new office. Staff asked the Board if they would like to mount the bulletin board at the Luther Burbank School District. Staff will inquire with the School District. Staff stated that a separate budget item had not been set aside for the inspection of the FY 2008-09 CIP repair projects.
- C. Board Commentary President Post asked staff about the letter of appreciation for Mr. Bryan Otake. Staff responded that a letter would be drafted for presentation to Mr. Otake at the next meeting and that he could possibly attend telephonically to accept the letter.

4. CONSENT CALENDAR

Consent Calendar

A. Approval of Minutes. Board action required: Approve Minutes from the Meetings of 06/05/08 and 06/19/08.

Motion: To approve the minutes from the 06/19/08.

Move: Spies **Second:** Marke

Board vote: Aves, Post, Spies, Marke Noes, None

Absent, Yoder, Smith

The minutes from the meeting of June 5, 2008, were deferred until the next meeting.

BURBANK SANITARY DISTRICT BOARD OF TRUSTEES

MINUTES OF REGULAR MEETING July 3, 2008

5. WARRANTS

Warrants

- A. Approval of Warrants.
 - 1. Enviro-Commercial Sweeping, Inc. District Sweeping Services.
 - 2. Meyers Nave. District Legal Services.
 - 3. USE Credit Union. District Board Payroll.
 - 4. Mark Thomas & Company, Inc. District Management Services.
 - 5. Able Underground Construction. Maintenance and Repairs
 - 6. Jim Watkins, CPA. FY 2006-07 Audit Report MD&A.

Motion: To approve six warrants as listed.

Move: Spies Second: Marke

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

Absent, Yoder, Smith

3. OLD BUSINESS

Old Business

- A. Santa Clara County Controller-Treasurer Dept. Staff reported that the County of Santa Clara had changed their main bank from Bank of West to Bank of America (BofA) and that they were requesting that the District open a checking account independent of the County. The Board directed staff to proceed with opening a checking account with BofA. Staff will investigate the terms of the new account and report back to the Board.
- B. Annexation of Burbank No. 40. Staff reported that discussions with LAFCO indicated that future annexations to the City of San Jose were on the long term plan and that the District should set up a meeting with LAFCO and the City to discuss the issues. The Board directed staff to keep this item on the agenda for discussion at the next meeting.
- C. FY 2008-11 Sewer Service Charges. Staff reported that the advertisement of Ordinance No. 58 had been executed and that was the last step per the provisions of Proposition 218 in finalizing the sewer service charge rate increases for FY 2008-011.
- 9. ADJOURNMENT: Next Regular Meeting: Thursday, July 17, 2008

Adjournment

Motion: To adjourn meeting.

Move: Marke Second: Spies

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

Absent, Yoder, Smith

Approved: July 17, 2008 Respectfully Submitted,

Mark Thomas & Company, Inc.

District Manager - Engineer

Donald Toy Administrator

Lisa Post, President