BURBANK SANITARY DISTRICT **BOARD OF TRUSTEES**

MINUTES OF REGULAR MEETING August 17, 2006

1. CALL TO ORDER

Call to Order

Roll Call and Approval of

Agenda

President Carpenter called the meeting to order at 7:34pm.

2. ROLL CALL AND APPROVAL OF AGENDA

Directors Present: Directors Joe Carpenter, Soren Spies and Michael Yoder. Directors Lisa Post and John Marke (notified via email) Directors Absent:

Counsel Present:

None

Staff:

Donald Toy (Mark Thomas & Company, Inc.)

Motion: To approve the agenda. Move: Spies

Second: Yoder **Board vote:**

Ayes, Carpenter, Yoder, Spies Noes, None

Absent, Post, Marke

3. PUBLIC COMMENTARY

Public Commentary

A. Visitor Commentary – None.

B. Agency Representatives – None.

C. Board Commentary – Director Spies reported that he had contacted Neelima at LAFCO.

A. Approval of Minutes. Approve Minutes from Regular Meeting of 08/03/06.

4. CONSENT CALENDAR

Consent Calendar

Motion: To approve minutes from Regular Meeting of 08/03/06. Move: Yoder

Second: Spies

Board vote:

Ayes, Carpenter, Yoder, Spies Noes, None

Absent, Post, Marke

5. WARRANTS

A. Approval of One (1) Warrant:

1. Enviro-Commercial Sweeping Co. Street Sweeping Services.

Motion: To approve one (1) warrant. Second: Yoder Move: Spies

Board vote:

Ayes, Carpenter, Yoder, Spies Noes, None

Absent, Post, Marke

6. REPORTS

Reports

Warrants

A. 2006-07 Tax Roll. Staff reported that the district-wide parcel audit yielded six properties that are being erroneously billed on the tax roll. Most of the cases

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6. REPORTS (continued)

involved properties that are being charged as single family residences, but actually have secondary dwelling units on site. Staff was directed to contact counsel to discuss the procedures necessary to change the billing status for the next year's tax roll. Staff as also directed to check with the San Jose Water Company to see when the last commercial water records were obtained for determining the commercial sewer service charges for businesses in the District.

B. Luther Burbank School District. Staff report that the sewer service charge billings for the Luther Burbank School District (LBSD) had been researched and the records indicate that the LBSD had not been billed for the past four tax roll years. Staff was directed to draft a letter indicating the amounts owed and send it to the LBSD.

7. NEW BUSINESS

New Business

Reports (continued)

- A. Green Valley Disposal Company (GVDC). Staff reported that an email had been received regarding the proposed increase of garbage collection fees by the Green Valley Disposal Company. The Board directed staff to contact GVDC to obtain the following information:
 - 1) GVDC must submit a report outlining the proposed rate increases
 - 2) The rate increase would be effective January 1, 2007.
 - 3) In the future, GVDC should have better communication with the District on contract matters.
- B. California Regional Water Quality Control Board. Staff reported that the first portion of the Sewer System Management Plan (SSMP) was due on August 31, 2006, to the Regional Water Quality Control Board. Staff was in the process of preparing the necessary documents for submittal.
- C. City of San Jose Proposed Annexation Program. The Board discussed the City of San Jose's report on Island Annexations. A portion of the District is included in Phase 3 of the City's annexation plan.

9. ADJOURNMENT:

Next Regular Meeting: Thursday, September 7, 2006

Adjournment

Motion: To ac Move: Yoder

To adjourn meeting. der **Second:** Spies

Board vote:

Ayes, Carpenter, Yoder, Spies Noes, None

Absent, Post, Marke

Approved: September 7, 2006

Respectfully Submitted,

Mark Thomas & Company, Inc.

District Manager - Engineer

Joe Carpenter, President

Donald Toy Administrator