

1. CALL TO ORDER

The Board of the Burbank Sanitary District convened this date at 7:00 p.m. in person at the District Office at 20863 Stevens Creek Boulevard, Suite 100, Cupertino, CA 95014 and via teleconferencing. President Prupes called the meeting to order at 7:00 p.m.

2. ROLL CALL

Directors Present: Rene Prupes, Procopio Sclafani, Ken Colson, Mark Negrete, Kristina Seldal
Directors Absent: None
Counsel Present: Valerie Armento (Present for the open session through Item 6.A)
Staff: Benjamin Porter (District Manager), Vani Kathula (Senior Sanitary Engineer)
Advisor: None
Visitors: None

3. APPROVAL OF AGENDA

Motion: To approve the agenda.

Move: Sclafani **Second:** Negrete

Board vote: **Ayes:** Prupes, Sclafani, Colson, Negrete, Seldal
Noes: None
Absent: None

4. PUBLIC COMMENTARY

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

5. CLOSED SESSION

5.A. CONFERENCE WITH LEGAL COUNSEL –EXISTING LITIGATION

Government Code Section 54956.9(d)(1) Name of Case: County Sanitation District 2-3, West Valley Sanitation District, Cupertino Sanitary District, Burbank Sanitary District and the City of Milpitas v. The City of San Jose, The City of Santa Clara, and Does 1 through 50 inclusive.

The closed session discussion commenced at 7:05 pm and ended at 7:15 pm. Manager Porter and Engineer Kathula were excused. No reportable action was taken at the closed session. Staff rejoined the regular session.

6. UNFINISHED BUSINESS ITEM MOVED UP ON THE AGENDA

- 6.A. Board Orientation – Brown Act Compliance Board action required: None.
Counsel Armento briefed the Board and shared a copy of the Brown Act’s communication guidelines.

6.B. Long Range Financial Planning (LRFP). Board action required: Discuss LRFP.

The Board discussed LRFP and projected five years into the future and developed an execution strategy for each of the following topics.

1. Communications (Internal and external)
2. Education
3. Accountability
4. Operations
5. Finance

7. CONSENT CALENDAR

7.A. Approval of Minutes from the Regular Meeting of September 19, 2023

Motion: To approve Meeting Minutes from the Regular Meeting of September 19, 2023

Move: Colson

Second: Seldal

Board vote:

Ayes: Prupes, Sclafani, Colson, Negrete, Seldal

Noes: None

Absent: None

Abstain: None

8. NEW BUSINESS

None.

9. HOUSEKEEPING ITEMS

9.A. Updates on Housekeeping Items.

Staff to follow up with LAFCO regarding blighted properties in BSD.

9.B. Agenda Items for Next Upcoming Meeting.

- Board Orientation Topic – Operations Code for future meeting.
- LAFCO Follow update under Housekeeping Items
- Director Sclafani is excused from the meeting of 10/17/23.

10. ADJOURNMENT – NEXT REGULAR MEETING – Tuesday, October 17, 2023

Motion: To adjourn the meeting at 9:00 pm.

Move: Prupes

Second: Seldal

Board vote:

Ayes: Prupes, Sclafani, Colson, Negrete, Seldal

Noes: None

Absent: None.

Approved: October 17, 2023

Respectfully Submitted,

Mark Thomas & Company, Inc.

Rene Prupes, President

District Manager
Benjamin T. Porter, PE