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**BURBANK SANITARY DISTRICT  
REGULAR MEETING AGENDA FOR  
December 19, 2023 at 7:00 PM**

**The meeting will be held at 7:00 p.m. in person at District Office, 20863 Stevens Creek Boulevard, Suite 100, Cupertino, CA 95014 and via teleconferencing and anyone interested may also call in. [call (866) 899-4679 Conference ID: 785-518-013]**

**1. CALL TO ORDER**

**2. ROLL CALL**

**3. APPROVAL OF AGENDA**

**4. PUBLIC COMMENTARY** – This area is reserved for items **not** listed on the agenda. The Brown Act does not allow discussion of or action on items not on the agenda. The Board may briefly respond to comments or questions from members of the public, provide a reference to staff or other resources for factual information, or direct staff to place the issue on a future agenda. There is a three (3) minute limit for individual speakers.

4.A. Visitor Commentary

4.B. Agency Representatives

4.C. Board Commentary

**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.

**6. UNFINISHED BUSINESS ITEM MOVED UP ON THE AGENDA**

6.A. Board Orientation. Board action required: Discuss memo on ADUs and Sanitary Sewer District.

**7. CONSENT CALENDAR**

7.A. Approval of Minutes. Board action required: Approve Meeting Minutes from 12/5/23.

**8. WARRANTS**

8.A. Approval of Warrants. Board action required: Approve seven (7) warrants.

1. Mark Thomas & Company, Inc. (District Management Services)

2. First Tech Federal Credit Union (Board of Directors' Payroll)

3. Armento and Hynes, LLP (District Legal Services)

4. Cupertino Sanitary District (Common Interest Agreement July – September 2023)

5. California Association of Sanitation Agencies (Registration 2024 CASA Winter Conference)

6. State Water Resources Control Board (Annual Permit Fee 7/1/23 – 6/30/24)

7. Frangich Joseph M Trustee (Sewer Service Charges Refund FY2023-24 – 150 & 152 Cleveland Ave)

**9. NEW BUSINESS**

9.A. Board Elections. Elect a President and Secretary for 2024. Board action required: Elect Board President and Secretary for 2024.

**10. UNFINISHED BUSINESS**

10.A. GreenWaste Recovery, Inc. – 1) Annual Spring Clean Up Planning. 2) Updated Annual Service Notice. Board action required: Consider May 11, 2024 as the Annual Spring Clean Up Day.

**11. HOUSEKEEPING ITEMS**

11.A. Updates on Housekeeping Items. Board action required: None.

11.B. Agenda Items for Next Meeting. Board action required: None.

**12. ADJOURNMENT: NEXT REGULAR MEETING – Tuesday, January 2, 2024**

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the District Administrator's office at (408) 255-2137. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service. In accordance with California Government Code Section 54957.5, any writing or document that is a public record, relates to an open session agenda item, and is distributed less than 72 hours prior to a regular meeting will be made available for public inspection at the District Office. If, however, the document or writing is not distributed until the regular meeting to which it relates, then the document or writing will be made available to the public at the location of the meeting, as listed on this agenda.

\* Pursuant to Government Code 54954 subsection b, subsection 4, this facility constitutes the closest meeting facility for the Burbank Sanitary District, since the District has no other meeting facility within the boundaries of the territory, over which the Burbank Sanitary District exercises jurisdiction.