

**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  
Staff: Benjamin Porter (District Manager), Vani Kathula (Senior Sanitary Engineer)  
Counsel: Valerie Armento (Joined remotely, attended the closed session)  
Advisor: None  
Visitors: None

**3. APPROVAL OF AGENDA**

**Motion:** To approve the agenda.

**Move:** Prupes                                   **Second:** Seldal

**Board vote (roll call):**                   **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 – Director Negrete informed the Board that he has completed the Ethics Training.

**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.

Closed session discussion commenced at 7:18 pm and ended at 7:25 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. Long Range Financial Planning. Board action required: Discuss LRFPP.  
Board discussed the Long-Range Financial Planning.

**7. CONSENT CALENDAR**

7.A. Approval of Minutes from the Regular Meeting of January 16, 2024

**Motion:** To approve Meeting Minutes from the Regular Meeting of January 16, 2024

**Move:** Sclafani

**Second:** Seldal

**Board vote (roll call):**

**Ayes:** Prupes, Sclafani, Colson, Negrete, Seldal

**Noes:** None

**Absent:** None

**Abstain:** None

**8. NEW BUSINESS**

8.A. Report on CASA Winter Conference 2024. Board action required: None.

Director Seldal attended the CASA Winter Conference. Director Seldal and Manager Porter gave an update on CASA conference and shared the information that they learned from attending various sessions.

**9. UNFINISHED BUSINESS**

9.A. GreenWaste Recovery, Inc. – 1) Annual Spring Clean Up Planning. Board action required: None.

Manager Porter discussed three used goods donation organizations that staff has contacted.

**10. HOUSEKEEPING ITEMS**

10.A. Updates on Housekeeping Items.

No update.

10.B. Agenda Items for Upcoming Meetings.

- Sustainability Planning for Board Orientation

**11. ADJOURNMENT – NEXT REGULAR MEETING – Tuesday, February 20, 2024**

**Motion:** To adjourn meeting at 8:40 pm.

**Move:** Negrete

**Second:** Sclafani

**Board vote (roll call):**

**Ayes:** Prupes, Sclafani, Colson, Negrete, Seldal

**Noes:** None

**Absent:** None.

Approved: February 20, 2024

Respectfully Submitted,

**Mark Thomas & Company, Inc.**

---

Rene Prupes, President

District Manager  
Benjamin T. Porter, PE