

1. CALL TO ORDER

The Board of the Burbank Sanitary District convened this date at 6:30 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 6:35 p.m.

2. ROLL CALL

Directors Present: Rene Prupes, Procopio Sclafani, Mark Negrete, Kristina Seldal
Directors Absent: Ken Colson (Excused Absence)
Staff: Benjamin Porter (District Manager)
Counsel: None
Advisor: None
Visitors: None

3. APPROVAL OF AGENDA

By consensus, the agenda of July 15, 2024, is approved.

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.

There was no Closed Session.

6. CONSENT CALENDAR

6.A. Approval of Minutes from the Regular Meeting of June 18, 2024

Motion: To approve Meeting Minutes from the Regular Meeting of June 18, 2024

Move: Seldal

Second: Negrete

Board vote:

Ayes: Prupes, Negrete, Seldal

Noes: None

Absent: Colson

Abstain: Sclafani

7. WARRANTS

7.A. Approval of 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. City of San Jose (TP O&M & Capital Billing 1Q FY2024-25)

5. State Water Resources Control Board (CWSRF Loan Repayment)
6. Local Agency Formation Commission (FY2024-25 LAFCO Share of Costs)
7. California Association of Sanitation Agencies (CASA Conference – Rene Prupes & Mark Negrete)

Motion: To approve seven (7) warrants as listed.

Move: Negrete

Second: Sclafani

Board vote:

Ayes: Prupes, Sclafani, Negrete, Seldal

Noes: None

Absent: Colson

8. NEW BUSINESS

8.A. FY2023-24 Year End Financial Review. Board action required: None.

Board reviewed and noted the FY2023-24 Year End Financial Review.

8.B. CASA Conference, July 31, 2024 – August 2, 2024. Board action required: None.

President Prupes and Director Negrete have been registered to attend the CASA conference July 31, 2024, to August 2, 2024.

9. UNFINISHED BUSINESS

9.A. District Insurance – Cyber Liability & Network Security Insurance Proposal. Board action required: Review and approve if Cyber Liability is required by the District.

Manager Porter and Director Sclafani will be having a meeting with the Insurance agent to go through Cyber Liability and determine if the District requires cyber coverage.

9.B. Long Range Financial Planning. Board action required: Discuss LRFP.

The Board discussed and provided input on the LRFP. Staff to send out the LRFP in Excel format to the Board Members.

9.C. GreenWaste Recovery, Inc. – 1) Annual Spring Clean Up Update. required: None.

The Board suggested installing cameras at the trouble spots to reduce illegal dumping.

9.D. District Website Update. Board action required: None.

No Update.

9.E. Board Orientation. Board action required: None.

No Update.

10. HOUSEKEEPING ITEMS

11.A. Updates on Housekeeping Items.

No Update.

11.B. Agenda Items for Upcoming Meetings.

No Update.

11. ADJOURNMENT – NEXT REGULAR MEETING – Tuesday, August 6, 2024, at 6:30 pm.

Motion: To adjourn meeting at 8:40 pm.

Move: Negrete

Second: Seldal

Board vote:

Ayes: Prupes, Sclafani, Negrete, Seldal

Noes: None

Absent: Colson

Approved: August 6, 2024

Respectfully Submitted,

Mark Thomas & Company, Inc.

Rene Prupes, President

District Manager
Benjamin T. Porter, PE