

1. CALL TO ORDER

The Board of the Burbank Sanitary District convened this date at 5:30 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 5:34 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, joined remotely), Vincent Mammano (Strategy Consultant)
Counsel: None
Advisor: None
Visitors: None

3. APPROVAL OF AGENDA

Motion: To approve the agenda.

Move: Sclafani

Second: Negrete

Board vote:

Ayes: Prupes, Colson, Sclafani, Negrete, Seldal

Noes: None

Absent: None

4. PUBLIC COMMENTARY

4.A. Visitor Commentary – None.

4.B. Agency Representatives – Ben gave an update that District staff were able to claim the ownership of BSD.

4.C. Board Commentary – Director Prupes mentioned that we need to have allies in the neighborhood to be proactive and vigilant on issues related to garbage pickup and sewer construction work in the District.

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 August 20, 2024

Motion: To approve Meeting Minutes from the Regular Meeting of August 20, 2024

Move: Colson

Second: Negrete

Board vote:

Ayes: Prupes, Colson, Sclafani, Negrete, Seldal

Noes: None

Absent: None

Abstain: None

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)

Motion: To approve three (3) warrants as listed.

Move: Seldal

Second: Negrete

Board vote:

Ayes: Prupes, Colson, Sclafani, Negrete, Seldal

Noes: None

Absent: None

8. NEW BUSINESS

8.B. Registrar of Voters – Certificate of Election. Board action required: None.

The Board reviewed and noted the Certificate of Election Facts and Request to Fill Elective Office by Appointment. There were no contenders for the position of Director.

9. UNFINISHED BUSINESS

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

The Board discussed the LRFP with its Strategy Consultant and drafted core values, mission, and vision of BSD. In addition, the Board revisited the Plan Goal. Directors are to review the mission/vision/values prior to the next Board Meeting. Staff are to review the themes and condense them, as well as develop a draft background.

Board will continue to work on the LRFP in the next Board Meeting.

10. HOUSEKEEPING ITEMS

11.A. Updates on Housekeeping Items.

No Update.

11.B. Agenda Items for Upcoming Meetings.

The next Board Meeting is scheduled for October 22, 2024, at 5:30 PM to discuss LRFP. The meetings on October 1, 2024 and October 15, 2024 will be canceled unless urgent business is required to come before the Board.

11. ADJOURNMENT – NEXT SPECIAL MEETING– Tuesday, October 22, 2024.

Motion: To adjourn meeting at 7:54 pm.

Move: Negrete

Second: Sclafani

Board vote:

Ayes: Prupes, Sclafani, Colson, Seldal, Negrete

Noes: None

Absent: None

Approved: October 22, 2024

Respectfully Submitted,

Mark Thomas & Company, Inc.

Rene Prupes, President

District Manager
Benjamin T. Porter, PE