

**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. 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), Sarah Chou (Associate Sanitary Engineer)  
Counsel: None  
Visitors: None

**3. APPROVAL OF AGENDA**

**Motion:** To approve the agenda.

**Move:** Negrete                      **Second:** Seldal

**Board vote:**                      **Ayes:** Prupes, Sclafani, Colson, Negrete, Seldal  
**Noes:** None  
**Abstain:** 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: West Valley Sanitation District and Burbank Sanitary District v. City of San Jose and City of Santa Clara, Court of Appeal, Sixth District, HO52372 and HO52818.

There was no closed session.

**6. CONSENT CALENDAR**

- 6A. Approval of Minutes from the Regular Meeting of February 17, 2026

**Motion:** To approve Meeting Minutes from the Regular Meeting of February 17, 2026

**Move:** Seldal                      **Second:** Negrete

**Board vote:**                      **Ayes:** Prupes, Sclafani, Colson, Negrete, Seldal  
**Noes:** None  
**Abstain:** None  
**Absent:** 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. County Roads & Airports (Encroachment Permit – 403 Leland Ave)
4. Luther Burbank School District (Parking Lot Booking Fee – Annual Clean Up Day 2026)
5. Luther Burbank School District (Parking Lot Booking Fee – Annual Clean Up Day 2025 Replacement check)

**Motion:** To approve five (5) warrants as listed.

**Move:** Sclafani                      **Second:** Seldal

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

**8. NEW BUSINESS**

8.A. November 3, 2026, General Election. Board action required: Review and adopt Resolution #300.

**Motion:** To adopt Resolution #300.

**Move:** Seldal                      **Second:** Sclafani

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

8.B. Preliminary District Budget FY2026-27 and Consideration of Rate Increase. Board action required: Discuss Preliminary Budget and Consider Rate Increase.

The Board discussed the preliminary budget and decided not to proceed with a rate increase.

8.C. City of San Jose – FY2026-27 Revenue Program and Regional Wastewater Facility Capital Cost Allocation. Board action required: None.

The Board reviewed and noted the FY2026-27 Revenue Program and Regional Wastewater Facility Capital Cost Allocation.

8.D. Santa Clara County Homeless Services. Board action required: None.

The Board reviewed and noted the Santa Clara County Homeless Services.

8.E. Biannual Meeting with Santa Clara County Integrated Waste Management Services. Board action required: None.

District Staff will attend the Biannual Meeting with Santa Clara County Integrated Waste Management Services with questions regarding the Zero Waste Silicon Valley e-waste program and communications for the County.

- 8.F. Local Agency Formation Commission (LAFCO) - Notice of Public Hearing. Board action required: None.

The Board reviewed and noted the Local Agency Formation Commission (LAFCO) - Notice of Public Hearing.

**9. UNFINISHED BUSINESS**

- 9.A. BSD Lower Lateral CIP Project Update. Board action required: Approval of purchase a Lateral Camera.

The Board agreed the District should own the equipment.

**Motion:** To approve the purchase of a Lateral Camera.

**Move:** Seldal                      **Second:** Negrete

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

- 9.B. GreenWaste Recovery, Inc.

1. Annual Spring Clean Up Planning. Board action required: Review and finalize Flyer.

District Staff will address final comments on the Clean Up Day flyer and survey. District Staff will send final draft of the Clean Up Day flyer to GreenWaste.

- 9.C. 2026 Sewer System Management Plan Certification. Board action required: Review SSMP.

The Board has reviewed the draft SSMP and provided their comments. District Staff will address the comments and present the final SSMP at the next Board Meeting for certification and adoption.

- 9.D. Form 700 – Statement of Economic Interest Update. Board action required: Board members to file Form 700 by April 1, 2026

The Board has acknowledged the Form 700 filing requirement and will file by the due date.

**10. HOUSEKEEPING ITEMS**

- 10.A. Updates on Housekeeping Items.

- 10.B. Agenda Items for Upcoming Meetings.

- 2026 Sewer System Management Plan Certification and Adoption.
- By consensus, the Board canceled the April 7, 2026, meeting.

**11. ADJOURNMENT – NEXT REGULAR MEETING – Tuesday, April 21, 2026.**

**Motion:** To adjourn meeting at 8:06 pm.

**Move:** Seldal

**Second:** Negrete

**Board vote:**

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

**Noes:** None

**Abstain:** None

**Absent:** None

Approved: April 21, 2026

Respectfully Submitted,

**Mark Thomas & Company, Inc.**

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Rene Prupes, President

District Manager  
Benjamin T. Porter, PE