

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: Colson **Second:** Negrete

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 March 17, 2026

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

Move: Negrete **Second:** Seldal

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. Armento and Hynes, LLP (District Legal Services)
4. City of San Jose (TP O&M & Capital Billing Q4 FY2025-26)
5. County Roads & Airports (Encroachment Permit – Annual Clean Up Day)

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

Move: Seldal **Second:** Sclafani

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

8. NEW BUSINESS

8.A. FY2025-26 Third Quarter Financial Review. Board action required: None.

The Board reviewed and noted the FY2025-26 Third Quarter Financial Review.

8.B. Set Public Hearing for FY2026-27 Taxroll Collection on June 16, 2026. Board action required: Set Public Hearing for Taxroll Collection on June 16, 2026.

Motion: To set Public Hearing for Taxroll Collection on June 16, 2026.

Move: Seldal **Second:** Negrete

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

8.C. District Participation in 2026 CASA Rate Survey. – Board action required. None.

District staff to respond to 2026 CASA Rate Survey, the Board directed staff to request the aggregated results from the previous year's participation.

9. UNFINISHED BUSINESS

9.A. BSD Lower Lateral CIP Project Update. Board action required: None.

The Board reviewed the staff memo and noted the CIP project update and directed staff to prioritize outreach to homeowners.

9.B. GreenWaste Recovery, Inc. - Annual Spring Clean Up Planning. Board action required: None.

The Board discussed the following items:

- Engineer Chou will be attending the Clean Up Day and begin the day at the compost Station.
- Engineer Chou to prepare Director Handouts.

9.C. 2026 Sewer System Management Plan Certification. Board action required: Review SSMP and adopt Resolution #299.

The Board reviewed the SSMP and adopted Resolution #299.

Motion: To adopt Resolution #299 for 2026 SSMP Certification.

Move: Colson **Second:** Seldal

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

9.D. Biannual Meeting with Santa Clara County Integrated Waste Management Services Debrief. Board action required: None.

Engineer Chou provided a debrief of the biannual meeting with County Integrated Waste Management.

10. HOUSEKEEPING ITEMS

10.A. Updates on Housekeeping Items.

- Proposal to make the second Board Meeting in July a special meeting to accommodate scheduling.

10.B. Agenda Items for Upcoming Meetings.

No update.

11. ADJOURNMENT – NEXT REGULAR MEETING – Tuesday, May 19, 2026.

Motion: To adjourn meeting at 7:58 pm.

Move: Sclafani **Second:** Negrete

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

Approved: May 19, 2026

Respectfully Submitted,

Mark Thomas & Company, Inc.

Rene Prupes, President

District Manager
Benjamin T. Porter, PE