

BURBANK SANITARY DISTRICT

REGULAR MEETING AGENDA FOR February 2, 2006 at 7:30 PM at the DISTRICT OFFICE

**Please Note Meeting Location in Cupertino at
20833 Stevens Creek Blvd., Suite 104*
(Across From Northwest YMCA on Alves Drive)**

In compliance with the Americans with Disabilities Act of 1990, if you need special assistance to participate in a District meeting, or you need a copy of the agenda, or the agenda packet, in an appropriate alternative format, please contact the District Administrator's office at (408) 253-7863. Notification of at least 48 hours prior to the meeting or time when services are needed will assist the District staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

1. CALL TO ORDER

2. ROLL CALL AND APPROVAL OF AGENDA

3. **PUBLIC COMMENTARY** – This area is reserved for items **not** listed on the agenda. According to the Brown Act, the Board cannot respond to commentary. Any item may, at the discretion of the Board, be placed on the next agenda. There is a three (3) minute limit for individual speakers.

- 3.A. Visitor Commentary
- 3.B. Agency Representatives
- 3.C. Board Commentary

4. CONSENT CALENDAR

- 4.A. Approval of Warrants. Board action required: Approve three (3) warrants.
- 4.B. Approval of Minutes. Board action required: Approve Minutes from Regular Meeting of 01/05/06 and 01/19/06

5. CORRESPONDENCE - NONE

6. REPORTS

- 6.A. Recyclable Waste Quotas. Status report from Staff regarding the recycling diversion goals versus actual landfill tonnage based on Green Valley Disposal reports. No Board action required.

7. UNFINISHED BUSINESS

- 7.A. Raymond Avenue- Insituform Pipe Liner Repair. Status report from Staff. No Board action required.
- 7.B. Connection Permits- 1916 Elliott Street and 337 Irving Avenue. Status report from Staff. No Board action required.
- 7.C. Local Agency Formation Commission (LAFCO) Service review progress. Status report from Staff. No Board action required.

8. NEW BUSINESS

- 8.A. Burbank Sanitary District Budget. Discussion and review of current and previous fiscal year Operations and Maintenance budgets. Board action require: None.
- 8.B. Burbank Sanitary District Letterhead/Business Cards. Discussion on whether to order District letterhead and business cards. Board action required: Direct staff whether or not to pursue this matter.

8. NEW BUSINESS (continued)

- 8.C. Burbank Sanitary District Website. Discussion on content, audio files of meetings, and possible delegation to subcommittee. Board action required: Discussion and possible action.
- 8.D. Planning for 2006. Discussion of planning goals and milestones for next year. Board Action Required: Discussion and possible action/delegation to staff or subcommittee.
- 8.E. Dunham & Watkins, CPAs Engagement Letter. Board discussion regarding Dunham & Watkins proposal for preparation of the FY 2004-05 Management Discussion and Analysis report. Board Action Required: Approval and signing of engagement letter.
- 8.F. Resolution Ratifying the Board of Directors' Actions Taken by Votes of 2:1. Board Resolution ratifying actions taken by votes of 2:1 on the Board meetings of 06/06/05, 07/14/05, 08/04/05 and 08/10/05. Board Action Required: Approval Resolution.

9. ADJOURNMENT: *NEXT REGULAR MEETING: Thursday, February 16, 2006.*

- * Pursuant to Government Code 54954 subsection b, subsection 4, this new facility constitutes the closest meeting facility for the Burbank Sanitary District, since the District has no other meeting facility within the boundaries of the territory, over which the Burbank Sanitary District exercises jurisdiction.