



OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

(805) 646-5548 • FAX (805) 640-0842

www.ojaisan.org

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that the Ojai Valley Sanitary District Board of Directors will hold a regular meeting at 6:00 p.m. on Monday January 28, 2013 at the District Office located at 1072 Tico Road, Ojai California.

If you require special accommodations for attendance at or participation in this meeting, please notify our office 24 hours in advance at (805) 646-5549. (Govt. Code Section 54954.1 and 54954.2(a).

The Ojai Valley Sanitary District Board of Directors encourages all interested parties to speak on any issue or subject matter subject to the District's jurisdiction. It is the desire of the Board that its business be conducted in an orderly and efficient manner.

PUBLIC INPUT:

All comments from the public are to be addressed to the Board of Directors, not to District Staff, Consultants or District Legal Counsel.

Items Not On The Agenda:

All speakers are requested to fill out a **Speaker Card (Green)** and submit it to the Clerk of the Board. All speakers are requested to present their information to the Board as concisely as possible with a three (3) minute time limit. This time limit may be modified by the Board Chairperson if necessary. If a member of the **public does not wish to speak** but wishes the Board to have benefit of their position on an issue, **they can present a Comment Card (Peach)** which will be acknowledged by the Chairperson. No response will be given or action taken unless an emergency exists as defined in subdivision (b) of the Government Code 54954.2. Items requiring action will be referred to staff or placed on a subsequent agenda.

Items On The Agenda:

All speakers are requested to fill out a **Speaker's Card (Green)** and submit it to the Clerk of the Board before the item is taken up for consideration. All speakers are requested to present their information to the Board as concisely as possible with a three (3) minute time limit. Allowing an individual to speak more than three minutes is at the discretion of the Chairperson of the Board. Speakers are encouraged to refrain from restating previous testimony. If a member of the **public does not wish to speak** but wishes the Board to have benefit of their position on an issue, they can present a **Comment Card (Peach)** which will be acknowledged by the Chairperson.

AGENDA

The agenda is posted at the District Office no later than 5 p.m. on the Friday preceding the Board meeting, and contains all items on which Board action will be allowed pursuant to Government Code Section 54954.2. Action will be taken on unanticipated items only when an emergency (as defined in Section 54956.5) exists or as otherwise allowed under Section 54954.2(b). All Board meetings are recorded in their entirety (excluding authorized closed sessions).

The business to be transacted is as follows:

1. **Call to Order**
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Additions or amendments to the Agenda**
5. **Public Concerns** (items not on the agenda - three minute limit).

This is an opportunity for members of the public to speak on items not on the agenda.

6. **Board Concerns** (Items not on the agenda - three-minute limit)

PUBLIC HEARINGS:

None

CONSENT ITEMS: - All consent items are considered in a single motion and voted on without discussion. Any item removed from the consent list at the request of a Board member or the public will be considered immediately following approval of the remaining consent items.

7. **Approval of Minutes** - Special Meetings December 14, 2012 and January 14, 2013 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
8. **Deferred Payment of Capacity Charges Agreement**
 - a. Approve the Agreement Affecting Real Property as listed below:
 - 063-0-172-475 Punamchand P. Prajapati, Trustee of the Prajapati Family Trust
 - b. Authorize the Chairman to sign the approved Agreement; and
 - c. Direct staff to record the Agreement with the County of Ventura Recorder's Office.
9. **Approval of Checks**

Approve the checks for payment as submitted.

ACTION ITEMS:

10. **Prior Year Carryover – Budget Adjustment No. 2013-10**

Adopt Budget Adjustment No. 2013-10 continuing outstanding amounts for installation of Sylvania Lighting from the prior fiscal year into the Fiscal Year 2012-2013 Budget in the amount of \$36,440.

11. **Annual Investment Policy – Resolution No. 2013-01**

- a. Adopt Resolution No. 2013-01, Resolution of the Board of Directors of the Ojai Valley Sanitary District Stating the Investment Policy For District Funds; and
- b. Direct staff to continue working with Morgan Stanley Smith Barney to provide investment management services for the District.

OR

- c. Direct staff as the Board deems appropriate in regard to the investment of the District's funds.

12. **Fiscal Year 2013-2014 Budget Preparation Schedule & Strategic Plan Review**

- a. Adopt the budget schedule as presented; and
- b. Select either Monday April 29th or Tuesday April 30th for a Special Meeting to conduct a budget study session;
- c. Set a Special Meeting to be held on Wednesday May 1st for the adoption of the Final Budget;
- d. Direct Staff to cancel the regularly scheduled Board Meeting in May scheduled for May 27th; and
- e. Set a Special Meeting to be held on Monday May 20, 2013 to conduct regular District business for the month of May; and
- f. Direct Staff to cancel the regularly scheduled Board Meeting in June scheduled for June 24th; and
- g. Set a Special Meeting to be held on Monday June 17, 2013 to conduct regular District business for the month of June.
- h. Set a Special Meeting to be held on Monday May 13, 2013 to conduct the biennial review of the District's Strategic Plan.

13. [Environmental Protection Agency's \(EPA\) Draft Pumping & Water Diversion TMDL for the Ventura River Watershed](#)

- a. Review staff's comment letter submitted to the Environmental Protection Agency (EPA) regarding EPA's draft Pumping & Water Diversion TMDL For The Ventura River Watershed;
- b. Direct staff as deemed appropriate.

14. [Appointment of Board Committees & Representatives](#)

Chairman Kaiser will present his appointment of individual Directors to serve on the Board's Committees and as the Board's representative to boards, committees and agencies outside the District for calendar year 2013.

INFORMATION ITEMS – FOR RECEIPT & FILE

15. [Monthly Financial Reports](#)

16. [Quarterly Investment Report](#)

17. [Staff Reports - Operations, Administration and Management of the District](#)

18. [Committee Reports](#)

19. [Reports On Meetings, Seminars, or Conferences Attended](#)

20. [Items at Interest/Correspondence/Articles](#)

21. Discussion (items not on the agenda - three-minute limit)

- a. Public - (Public is requested to present completed speaker's card to Clerk of the Board)
- b. Board Members
- c. General Manager

22. **Adjournment**

A staff report providing more detailed information is available for most agenda items, and may be reviewed in the District office during regular business hours (Monday through Friday from 8 a.m. to 5 p.m.). Copies of individual reports may be requested from the Clerk of the Board (646-5548).

ATTEST TO POSTING:


Brenda Krout – Clerk of the Board

January 23, 2013 @ 1:30 p.m.
Date & Time Posted At District Office