



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 March 25, 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** - Regular Meeting February 25, 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:
 - 061-0-110-070Bateman-Rhodes 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. **Independent Audit Services Contract No. 2013-01 (Services for Fiscal Years Ending June 30, 2014, 2015 & 2016)**
 - a. Award a three-year contract for the annual independent audit to Poindexter and Company for the fiscal years ending June 30, 2014, 2015, and 2016; and
 - b. Authorize the Chairman to sign Contract No. 2013-01 in the maximum amount of \$30,750 for these services.

11. **Information Technology Equipment Replacement**

Authorize staff to accept Starnet Data Design, Inc.'s proposal dated February 21, 2013 to replace the voice & data networking switches at the District's Main Office and Treatment Plant facilities for the quoted price of \$33,026.40 (including switches, installation, 1 year service support & tax).

12. **Manhole Replacement Frames & Covers – Budget Adjustment No. 2013-12**
 - a. Authorize the purchase of 50 manhole frames and covers from Neenah Foundry Company for a cost not exceed of \$22,685 including tax and freight; and
 - b. Adopt Budget Adjustment No. 2013-12 authorizing the transferring of funds from the Collection System Replacement Reserve to the Capital Expenditure/Line Maintenance accounts to provide funding for this contract.

13. **California Special Districts Association – Board of Directors - Nominations For Seat B**
 - a. Nominate a candidate to run for election to Seat B of Region 5 on the CSDA Board of Directors; and
 - b. Direct staff to complete the CSDA Nomination Form with the nominee's name and to return the form to the CSDA office prior to the deadline of May 24, 2013.

INFORMATION ITEMS – FOR RECEIPT & FILE

14. **Monthly Financial Reports**
15. **Monthly Investment Report**
16. **Staff Reports - Operations, Administration and Management of the District**

17. **Committee Reports**

No Reports

18. **Reports On Meetings, Seminars, or Conferences Attended**

19. **Items of Interest/Correspondence/Articles**

20. 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

21. **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

March 20, 2013 1:30 p.m.
Date & Time Posted At District Office