



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 September 23, 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 August 26, 2013 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
8. **Resolution No. 2013-10 – Administrative Hearing Procedures & Rules For Requests For Reconsideration of Ruling On Notice Of Violation**

Adopt Resolution No. 2013-10, Resolution of the Ojai Valley Sanitary District Board of Directors Adopting Administrative Hearing Procedures and Rules Governing Property Owner “Requests For reconsideration of Ruling on Notice of Violation”.
9. **Conference/Seminar/Workshop Reporting Form**
 - a. Accept the Conference/Seminar/Workshop Reporting form as presented; and
 - b. Direct Directors and District staff to utilize this form to report on their individual attendance to District sponsored conferences/seminars/workshops.
10. **Approval of Checks**

Approve the checks for payment as submitted.

ACTION ITEMS:

11. **Incomplete Contracts & Purchases From FY 2012/2013 Budget – Budget Adjustment No. 2014-07**

Adopt Budget Adjustment No. 2014-07 continuing outstanding expenditures from the prior fiscal year into the Fiscal Year 2013/2014 Budget in the amount of \$280,707 and transferring the remaining \$6,259 allocated for the Habitat Conservation Plan into the Contingency & Stabilization Reserve.

12. **Information Technology Equipment Replacement**

- a. Authorize staff to purchase the identified replacements for 12 workstations from CompuWave for the quoted total price of \$29,489 including tax; and
- b. Authorize staff to purchase the identified replacements for 2 laptop computers from Dell for the quoted total price of \$6,069 including tax; and
- c. Authorize staff to purchase one Server from Dell for a quoted total price of \$23,736 including tax; and
- d. Authorize staff to purchase a NAS server from Celeros for a quoted total price of \$23,779 including tax; and
- e. Authorize staff to purchase new VoIP phone system from StarNet Data Design for a quoted price of \$19,537 including tax.

13. **Amendment To Memorandum of Understanding – Watershed Councils of Ventura County (WCVC) – Resolution No. 2013-09**

- a. Approved the Amendment to the Memorandum of Understanding for the Watersheds Coalition of Ventura County (WCVC): and
- b. Adopt Resolution No. 2013-09, Amendment To Memorandum of Understanding Between the Ojai Valley Sanitary District and the County of Ventura to Participate in the Watersheds Coalition of Ventura County's Integrated Regional Water Management (IRWM) Planning Efforts.

14. **Closed Session: Public Employee Performance Evaluation Government Code §54957**

Title: General Manager annual evaluation.

INFORMATION ITEMS – FOR RECEIPT & FILE

15. [CSRMA – Risk Control Audit Report – 2013](#)
16. [Update on Renewal of District’s National Pollutant Discharge Elimination System \(NPDES\) Permit From Los Angeles Regional Water Quality Control Board](#)
17. [Monthly Financial Reports](#)
18. [Monthly Investment Report](#)
19. [Staff Reports - Operations, Administration and Management of the District](#)
20. [Committee Reports](#)
21. [Reports On Meetings, Seminars, or Conferences Attended](#)
22. [Items of Interest/Correspondence/Articles](#)
23. 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
24. **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

Sept. 18, 2013 @ 10:30 a.m.
Date & Time Posted At District Office