



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 October 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** – Regular Meeting September 23, 2013 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
8. **Approval of Checks**
Approve the checks for payment as submitted.

ACTION ITEMS:

9. **Hearing – Alleged Violation No. 2013-0093 – 12420 MacDonald Drive Ojai, CA**

Based on the evidence presented by the District General Manager and the property owners at the October 28, 2013 hearing, the Board may take any of the following actions:

- a. Affirm the General Manager's August 28, 2013 ruling that there are two single dwelling units on the property at 12420 MacDonald Drive Ojai, CA and only one capacity fee has been collected; **and**

- b. Affirm the General Manager’s decision to waive applicable fines and penalties and require the property owners to pay to the District capacity and sewer service fees as outlined in the General Manager’s ruling in the amount of \$9,984.40.

OR

- c. Affirm the General Manager’s August 28, 2013 ruling that there are two single dwelling units on the property at 12420 MacDonald Drive Ojai, CA and only one capacity fee has been collected; **and**
- d. Overturn the General Manager’s decision to waive applicable fines and penalties and require the property owners to pay to the District capacity and sewer service as outlined in the Notice of Violation issued on August 13, 2013.

OR

- e. Continue the hearing regarding the property owner’s Request for Reconsideration of Ruling on Notice of Violation on Alleged Violation No. 2013-0093 to a later date in order to obtain and consider additional information.

OR

- f. Find that the provisions set forth in District Code of Regulations Chapter 10 governing unpermitted connections are unwarranted as a result of special circumstances unique to the property owners and not common among other Owners similarly situated and, upon the Board’s motion, modify or suspend the application of said provisions as to the property owners for the period during which the special circumstances exist.

10. **Prior Fiscal Year Budget – Income & Expense Reconciliation**

Adopt Budget Adjustment No. 2014-08 transferring \$240,000 of the surplus funds from fiscal year 2012/13 into the Equipment Reserve and transferring the remaining surplus funds, in the amount of \$172,515, into Contingency & Stabilization Reserve.

11. **Manhole Replacement Frames & Covers – Budget Adjustment No. 2014-09**
 - a. Authorize the purchase of 100 manhole frames and covers from Neenah Foundry Company for a cost not exceed of \$45,210 including tax and freight; and
 - b. Adopt Budget Adjustment No. 2014-09 authorizing the transferring of funds from the Collection System Replacement Reserve to the Capital Expenditure/Line Maintenance accounts to provide funding for this purchase.

12. **Vehicle Replacement – Budget Adjustment No. 2014-10**
 - a. Authorize staff to purchase a 2014 Ford F-150 Supercab pickup with accessories from Vista Ford Oxnard for the quoted total price of \$26,293.20; and
 - b. Authorize staff to purchase a 2014 Ford Explorer from Vista Ford Oxnard for the quoted total price of \$27,785.27; and
 - c. Adopt Budget Adjustment No. 2014-10 transferring \$54,079 from the Vehicle Equipment Reserve into the Major Expenditures-Collection System to provide funding for the purchase of these vehicles.

13. **Influent Pumps Replacement – Budget Adjustment No. 2014-11**
 - a. Authorize staff to purchase two Flygt pumps model NP-3202.095 for a total price of \$64,713; and
 - b. Adopt Budget Adjustment No. 2014-11 transferring funds from the Treatment Plant Replacement Reserve to provide funding for the purchase of the two pumps.

14. **November & December Board Meetings – Consider Rescheduling**

Consider the need to re-schedule the November & December 2013 regularly scheduled Board meetings.

INFORMATION ITEMS – FOR RECEIPT & FILE

15. **Preliminary Information - Fiscal Year 2012/2013 Annual Independent Financial Audit**
16. **Lateral Inspection Committee Progress Update**
17. **CSRMA – Risk Control Audit Report – 2013**
18. **Monthly Financial Reports**
19. **Quarterly Investment Report**

20. [Staff Reports - Operations, Administration and Management of the District](#)
21. [Committee Reports](#)
22. [Reports On Meetings, Seminars, or Conferences Attended](#)
23. [Items of Interest/Correspondence/Articles](#)
24. 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
25. **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

October 22, 2013 @ 1:30 p.m.
Date & Time Posted At District Office