



## 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 June 23, 2014 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:**

7. **Sewer Service Charges For Collection on Tax Rolls for Fiscal Year 2014/15**
  - a. Adopt Resolution No. 2014-06, Regarding Collection of Sewer Service Charges By The County of Ventura; and
  - b. Adopt Exhibit A, the report listing parcels with the final amounts to be collected for Fiscal Year (FY) 2014-2015 for reentry on the general tax roll for collection in FY 2014-2015;
  - c. Conduct the public hearing:
    1. Open public hearing.
    2. Report of written communications by Clerk of the Board.
    3. Public comment.
    4. Close public hearing.
    5. Discussion by Board of Directors.
  - d. Adopt Exhibit B, the report listing parcels with the final amounts to be collected by FY 2014/2015 for initial entry on the general tax roll for collection in FY 2014/2015;
  - e. Direct the Clerk of the Board to file an certified copy of the adopted resolution with the Ventura County Auditor-Controller with a statement endorsed over her signature that the resolution was adopted by your Board; and

- f. Direct staff to coordinate collection of sewer service charges on the general tax roll of Ventura County with the County Auditor-Controller, Assessor, and Tax Collector.

8. **SDS Financing Program – Installment Payments – Collection On Tax Rolls For Fiscal Year 2014-2015**

- a. Adopt Resolution No. 2014-07, Regarding Collection of Financing Costs and Charges By The County of Ventura; and
- b. Adopt Exhibit A, the report listing parcels with the debt installment payments to be collected for Fiscal Year (FY) 2014-2015 for reentry on the general tax roll for collection in FY 2014-2015;
- c. Conduct the public hearing:
  - 1. Open public hearing.
  - 2. Report of written communications by Clerk of the Board.
  - 3. Public comment.
  - 4. Close public hearing.
  - 5. Discussion by Board of Directors.
- d. Direct the Clerk of the Board to file an certified copy of the adopted resolution with the Ventura County Auditor-Controller with a statement endorsed over her signature that the resolution was adopted by your Board; and
- e. Direct staff to coordinate collection of the bi-annual principal and interest installment payments, from several projects financed by the District, on the general tax roll of Ventura County with the County Auditor-Controller, Assessor, and Tax Collector.

9. **Sewer Capacity Charges Paid In Installments – Collected On The Tax Roll For Fiscal Year 2014-2015**

- a. Adopt Resolution No. 2014-08, Regarding Collection of Capacity Charges By The County of Ventura; and
- b. Adopt Exhibit A, the report listing parcels with the final amounts to be collected for FY 2014/2015 for reentry on the general tax roll for collection in FY 2014/2015;
- c. Conduct the public hearing:
  - 1. Open public hearing.
  - 2. Report of written communications by Clerk of the Board.
  - 3. Public comment
  - 4. Close public hearing.
  - 5. Discussion by Board of Directors.

- d. Adopt Exhibit B, the report listing parcels with the final amounts to be collected by FY 2014/2015 for initial entry on the general tax roll for collection in FY 2014/2015;
- e. Direct the Clerk of the Board to file an certified copy of the adopted resolution with the Ventura County Auditor-Controller with a statement endorsed over her signature that the resolution was adopted by your Board; and
- f. Direct staff to coordinate collection of the annual installment of capacity charges on the general tax roll of Ventura County with the County Auditor-Controller, Assessor, and Tax Collector.

**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.

10. [Approval of Minutes](#) – Special Meeting May 19, 2014 and Special Meeting June 9, 2014 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
11. [Deferred Payment of Capacity Charges Agreement](#)
  - a. Approve the Agreements Affecting Real Property as listed below:
    - 061-0-031-410      Natalio Cornejo & Maria G. Mejia-Cornejo
    - 023-0-190-120      Ojai Grand Slam Inv LLC
  - b. Authorize the Chairman to sign the approved Agreements; and
  - c. Direct staff to record the Agreements with the County of Ventura Recorder's Office.
12. [Approval of Checks](#)

Approve the checks for payment as submitted.

**ACTION ITEMS:**

13. **Ultraviolet Disinfection (UV) System Replacement Lamps – Budget Adjustment No. 2014-31**
- a. Authorize staff to purchase from IronbrookUV 880 UV lamps # G64T51 for a total price of \$19,693 including tax & shipping; and
  - b. Adopt Budget Adjustment No. 2014-31 transferring \$19,693 from the Treatment Plant Replacement Reserve into the Major Expenditures-Treatment Plant to provide funding for the UV lamps.
14. **Manhole Rehabilitation – Budget Adjustment No. 2014-32**
- Adopt Budget Adjustment No. 2014-32 transferring \$31,305 from the Collection System Replacement Reserve to provide funding for manhole rehabilitations pursuant to the District's Capital Improvement Plan.
15. **Programmable Logic Controllers (PLCs) Upgrade – Budget Adjustment No. 2014-33**
- a. Accept Venco Controls, Inc. proposal for upgrade to the Treatment Plant's PLCs No. 1, No. 2 & No. 3, in an amount not to exceed \$182,950; and
  - b. Adopt Budget Adjustment No. 2014-33 transferring \$182,950 from the Equipment Replacement Reserve into the Major Expenditures-T/P account to cover the cost of this purchase.
16. **Contract No. 2014-11 – Ventura Regional Sanitation District – 3 Year Contract For Services**
- Authorize the Chairman to sign Contract No. 2014-11, Three-Year Contract For Services between Ojai Valley Sanitary District and Ventura Regional Sanitation District, effective date of contract to be July 1, 2014 through June 30, 2017.
17. **Human Resource Policy – Resolution No. 2014-04**
- Adopt Resolution No. 2014-04, Adoption of the Ojai Valley Sanitary District Human Resources Policy and rescinds Resolution No. 2012-01, to be effective immediately.

18. **Cost of Living Salary Adjustment – Resolution No. 2014-05**
- a. Approve a 0.5 percent cost-of-living adjustment of salary ranges for all District employees, excluding the General Manager;
  - b. Adopt Resolution No. 2014-05, Adoption of the Ojai Valley Sanitary District Salary reflecting the 0.5 percent cost-of-living increase, Effective July 6, 2014.
19. **Ventura River Watershed Coordinator Funding**
- a. Approve use of District facilities and logistical support for Staff to provide a meeting location and meeting organization as part of a volunteer effort for the VRWC
- OR**
- b. Approve an annual contribution of \$6,400 per year to the City of Ventura to fund a city staff part time watershed coordinator for the VRWC
- OR**
- c. Approve an annual contribution of an amount determined by the Board, to the City of Ventura to fund a city staff part time watershed coordinator for the VRWC
20. **California Special Districts Association – Board Elections**
- a. Select one of the three candidates on the CSDA ballot to vote for to fill Region 5's Seat C on the CSDA Board of Directors; and
  - b. Direct staff to cast the ballot for the selected candidate and to return the ballot to the CSDA office prior to the deadline of August 1, 2014.

**INFORMATION ITEMS**

21. **Strategic Plan 2014**
22. **2014-2015 Fiscal Year Final Budget Implementation**
23. **CalPERS Pension Fund Investment Returns**
24. **Sewer Service Rate Study – 2010**
25. **Unpermitted Connections Report**
26. **Monthly Financial Reports**

27. [Monthly Investment Report](#)
28. [Staff Reports - Operations, Administration and Management of the District](#)
29. [Committee Reports](#)
30. [Director Reports On Meetings, Seminars, or Conferences Attended](#)
31. [Items of Interest/Correspondence/Articles](#)
32. **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
33. **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**

**June 17, 2013 @ 4:30 p.m.**  
**Date & Time Posted At**  
**District Office**