



## 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 SPECIAL MEETING

**NOTICE IS HEREBY GIVEN** that the Ojai Valley Sanitary District Board of Directors will hold a special meeting at 6:00 p.m. on Monday December 15, 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 24 hours preceding this Board meeting, and contains all items on which Board action will be allowed pursuant to Government Code Section 54956. 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 tape recorded in their entirety (excluding authorized closed sessions).

The business to be transacted is as follows:

SPECIAL MEETING - AGENDA

December 15, 2014

Page 2

1. **Call to Order**
2. **Seating of Newly Elected Directors**
3. **Roll Call**
4. **Pledge of Allegiance**
5. **Additions or amendments to the Agenda (Special Meeting None Permitted)**
6. **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.

7. **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.

8. **Approval of Minutes** – Regular Meeting November 24, 2014 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
9. **Deferred Payment of Capacity Charges Agreement**
  - a. Approve the Agreement Affecting Real Property as listed below:
    - 032-0-222-085 Michael Tello
  - 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.
10. **Signature Authorizations – Ojai Community Bank Accounts**
  - a. Designate the following Directors and District employees as authorized signatories on the two accounts at the Ojai Community Bank: William C. Murphy; William M. Stone, Peter M. Kaiser, Stan Greene, Russ Baggerly, John R. Burg, John R. Curtis, Jeff Palmer, Brenda Krout; and
  - b. Direct staff to provide the updated list of authorized signatories to the Ojai Community Bank.



11. Approval of Checks

Approve the checks for payment as submitted.

**ACTION ITEMS:**

12. Recognition of William D. O'Brien's Service – Resolution No. 2014-12

Adopt Resolution No. 2014-12, Resolution of Commendation and Expression of Appreciation of William D. O'Brien For His Dedicated Service To The Ojai Valley Sanitary District.

13. Contract No. 2014-24 – Phase 1 Asset Management Plan

- a. Accept MNS Engineers, Inc.'s proposal for providing engineering services for the preparation of Phase 1 Asset Management Plan; and
- b. Authorize the Chairman to sign Contract No. 2014-24, Between Ojai Valley Sanitary District and MNS Engineers, Inc. for professional engineering services for the preparation of Phase 1 Asset Management Plan, in an amount not to exceed \$15,500; and
- c. Adopt Budget Adjustment No. 2015-19 transferring funds from the Contingency & Stabilization Reserve to provide funding for this contract.

14. Memorandum of Agreement – Cost sharing to Fund Receiving Water Monitoring - Ventura River Algae TMDL

Authorize the Chairman to sign the Memorandum of Agreement Between City of San Buenaventura, City of Ojai, Ojai Valley Sanitary District, Farm Bureau of Ventura County, California Department of Transportation, Ventura County Watershed Protection District and County of Ventura, To Provide Equal Cost sharing To fund Receiving Water Monitoring as Required By The Ventura River Algae Total Maximum Daily Load.

15. Election of Officers & Appointment of Committees & Board Representatives

- a. Conduct election of Officers of the Board to serve for calendar year 2015 according to the process outlined in Article VII of the Bylaws; and
- b. Renew the current Standing Committees as established by Resolution No. 2014-02; and
- c. Newly elected Chairperson to appoint individual Directors to serve on Board Committees and as the Board's representative to boards, committees and agencies outside the District for calendar year 2015.

**INFORMATION ITEMS**

16. [Monthly Financial Reports](#)
17. [Monthly Investment Report](#)
18. [Staff Reports - Operations, Administration and Management of the District](#)
19. [Committee Reports](#)  
  
No Reports
20. [Reports On Meetings, Seminars, or Conferences Attended](#)
21. [Items of Interest/Correspondence/Articles](#)
22. **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
23. **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:

  
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Brenda Krout – Clerk of the Board

**December 10, 2014 @ 1:30 p.m.**  
Date & Time Posted At District Office