



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 23, 2015 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 23, 2015 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
8. **Deferred Payment of Capacity Charges Agreements**
 - a. Approve the Agreement Affecting Real Property as listed below:
 - 023-0-110-400 Laurel D. Moore 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. **Contract No. 2015-02 – Schematic Design Services – Tico Road New Workshop & Garage Remodel**
 - a. Authorized the Chairman to sign Contract No. 2015-02, between Ojai Valley Sanitary District and Mainstreet Architects, to complete the 3D schematic design work for new workshop building and garage remodel at the Tico Road facilities for a total not to exceed \$10,875; and
 - b. Authorize staff to utilize the \$6,925 unspent from Contract No. 2014-16 toward the funding of Contract No. 2015-02; and
 - c. Adopt Budget Adjustment No. 2015-23 transferring \$3,950 from the Building Reserve into Major Expenditures-Admin. to fund the remaining cost of Contract No. 2015-02.

11. **Contract No. 2015-03 – Engineering Services – Tico Road Facilities**
 - a. Authorized the Chairman to sign Contract No. 2015-03, between Ojai Valley Sanitary District and Phoenix Civil Engineering, Inc. to provide design engineering of the District office accessibility/site improvements project for a total not to exceed \$43,923; and
 - b. Adopt Budget Adjustment No. 2015-24 transferring \$43,923 from the Building Reserve into Major Expenditures-Admin. to cover the cost of Contract No. 2015-03.

12. **Contract No. 2015-04 – Geotechnical Services Pipe Scale Evaluation**
 - a. Authorized the Chairman to sign Contract No. 2015-04, between the Ojai Valley Sanitary District and Oakridge Geoscience, Inc. to provide geotechnical services associated with evaluating the potential cause(s) of the pipeline scale in the Ayers Avenue area of the City of Ojai for a total not to exceed \$16,170; and
 - b. Adopt Budget Adjustment No. 2015-26 transferring \$16,170 from the Collection System Replacement Reserve into Major Expenditures-C/S. to fund the cost of Contract No. 2015-04.

13. **Portable Flow Meter Upgrades – Budget Adjustment No. 2015-25**

- a. Authorize the General Manager to accept the Target1 proposal to supply 3 portable flow meters, including installation, 1 year maintenance & warranty, shipping and tax in an amount not to exceed \$28,945; and
- b. Authorize the General Manager to accept the Hack Company proposal to supply the necessary parts to upgrade 4 Flo-Dar meters equipping them with remote access communications in an amount not to exceed \$27,885, including tax and shipping; and
- c. Adopt Budget Adjustment No. 2015-25 transferring \$56,830 from the Equipment Reserve to the Collection System Major Expenditures account to fund the cost of the portable flow meter upgrades and replacements.

14. **Request Designate Day of Service – Select Committee Meetings**

Designate the meetings of the Ordinance, Finance and Personnel Committees from February through June 2015 as a Day of Service at the request of the Board for the Directors serving on these Committees, in accordance with District Ordinance No. OVSD-73, Section 3.d.

15. **California Special Districts Association – Board of Directors – Nominations For Seat A**

- a. Nominate a candidate to run for election to Seat A 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 22, 2015.

INFORMATION ITEMS – FOR RECEIPT & FILE

16. **Monthly Financial Reports**

17. **Monthly Investment Report**

18. **Staff Reports - Operations, Administration and Management of the District**

19. **Committee 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:


Brenda Krout – Clerk of the Board

March 18, 2015 @ 2:30 p.m.
Date & Time Posted At District Office