



## 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 22, 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:**

7. **Proposed Ordinance No. OVSD-77 – Amending The District Code of Regulations to Establish Sewer Service Charges**
  - a. Conduct the Second reading, by title only, of Ordinance No. OVSD-77, Amending The District Code of Regulations to Establish Sewer Service Charges; and
  - b. Conduct the public hearing in accordance with Proposition No. 218:
    1. Open public hearing.
    2. Receive staff report and recommendations.
    3. Report of written communications by Clerk of the Board.
    4. Public comment.
    5. Close public hearing.
    6. Discussion by Board of Directors.
  - c. Adopt Ordinance No. OVSD-77, with the effective date of July 1, 2015.
8. **Sewer Service Charges For Collection On Tax Rolls For Fiscal Year 2015-2016**
  - a. Adopt Resolution No. 2015-04, 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) 2015-2016 for reentry on the general tax roll for collection in FY 2015-2016;



- 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 2015/2016 for initial entry on the general tax roll for collection in FY 2015/2016;
- 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.

9. **Sewer Capacity Charges Paid In Installments – Collected On The Tax Roll For Fiscal year 2015-2016**

- a. Adopt Resolution No. 2015-05, 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 2015/2016 for reentry on the general tax roll for collection in FY 2015/2016;
- 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 2015/2016 for initial entry on the general tax roll for collection in FY 2015/2016;
- 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.

10. **SDS Financing Program – Installment Payments - Collection on Tax Rolls For Fiscal Year 2015-2016**
- a. Adopt Resolution No. 2015-06, 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) 2015-2016 for reentry on the general tax roll for collection in FY 2015-2016;
  - 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.

**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.

11. **Approval of Minutes** – Special Meeting May 18, 2015 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
12. **Deferred Payment of Capacity Charges Agreement**
- a. Approve the Agreement Affecting Real Property as listed below:
    - 061-0-140-345 Princess O’Mahoney & Michael Nash
  - 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.
13. **Approval of Checks**
- Approve the checks for payment as submitted.

**ACTION ITEMS:**

14. **Manhole Replacement Frames & Covers – Budget Adjustment No. 2015-29**
- a. Authorize the purchase of 100 manhole frames and covers from Neenah Foundry Company for a cost not exceed of \$37,410 including tax and freight; and
  - b. Adopt Budget Adjustment No. 2015-29 authorizing the transferring of funds from the Collection System Replacement Reserve to the Capital Expenditure account to provide funding for this purchase.
15. **Contract No. 2015-07 – Ojai Valley Trail Manhole Rehabilitation**
- a. Authorize the Chairman to sign Contract No. 2015-07, Between Ojai Valley Sanitary District and J&H Engineering General Contractors, Inc. for the Ojai Valley Trail Manhole Rehabilitation Project in an amount not to exceed \$69,100; and
  - b. Adopt Budget Adjustment No. 2015-30 transferring \$69,100 from the Collection System Replacement Reserve to fund the Project.
16. **Employee Safety – Purchase of Automated External Defibrillators**
- Authorize the General Manager to purchase 2 AEDs from SuperiorAED at their quoted price of \$2,795.60 including 1 year of medical oversight & direction and taxes.
17. **Revised Salary Schedule - Resolution No. 2015-07**
- Adopt Resolution No. 2015-07, Resolution for the Adoption of the Ojai Valley Sanitary District Salary Schedule and Position & Benefits Authorization, to become effective on July 5, 2015.
18. **California Special Districts Association – Board Elections**
- a. Select one of the three candidates on the CSDA ballot to vote for to fill the Coastal Network’s Seat A 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 7, 2015.

**INFORMATION ITEMS – FOR RECEIPT & FILE**

19. **Monthly Financial Reports**
20. **Monthly Investment Report**



21. [Staff Reports - Operations, Administration and Management of the District](#)
22. [Committee Reports](#)
23. [Reports On Meetings, Seminars, or Conferences Attended](#)
24. [Items of Interest/Correspondence/Articles](#)
25. [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
26. [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 16, 2015 @ 4:00 p.m.  
Date & Time Posted At District Office