



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 21, 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 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:

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

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 November 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 Agreement**
 - a. Approve the Agreement Affecting Real Property as listed below:
 - 020-0-192-040 Pauline Mercado Revocable 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. **Santa Ana Lift Station Rehabilitation – Contract Nos. 2015-16 & 2015-18 – Budget Adjustment No. 2016-19**
 - a. Find the Santa Ana Lift Station Rehabilitation Project to be Categorically Exempt in accordance with CEQA Section 15301 and the District’s Administrative Supplement to The State CEQA Guidelines; and
 - b. Direct Staff to file a Notice of Exemption in accordance with CEQA Section 15062; and
 - c. Authorized the Chairman to sign Contract No. 2015-16, Between Ojai Valley Sanitary District and Schock Contracting Corporation for the construction of the Santa Ana Lift Station Rehabilitation Project, for a total not to exceed \$744,886; and
 - d. Authorize the Chairman to sign Contract No. 2015-18 with Phoenix Civil Engineering for the construction management services for the Santa Ana Lift Station Rehabilitation Project in an amount not to exceed \$58,779;
 - e. Adopt Budget Adjustment No. 2016-19 transferring \$803,665 from the Collection System Replacement Reserve to the Major Expenditures-T/P account to cover the cost of this Project.

11. **Election of Officers & Appointment of Committees & Board Representatives**
 - a. Conduct election of Officers of the Board to serve for calendar year 2016 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 2016.

INFORMATION ITEMS

12. **Monthly Financial Reports**
13. **Monthly Investment Report**
14. **Staff Reports - Operations, Administration and Management of the District**
15. **Committee Reports**
16. **Reports On Meetings, Seminars, or Conferences Attended**

17. Items of Interest/Correspondence/Articles

18. 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

19. 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

December 16, 2015 @ 10:30 a.m.
Date & Time Posted At District Office