



## 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 May 18, 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:**

7. **Proposed Ordinance No. OVSD-75 Amending The Ojai Valley Sanitary District Code of Regulations**
  - a. Conduct the Second reading, by title only, of Ordinance No. OVSD-75, Amending the Ojai Valley Sanitary District Code of Regulations; and
  - b. Conduct the public hearing:
    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-75, with the effective date of May 27, 2015.

8. **Proposed Ordinance No. OVSD-76 An Ordinance Repealing OVSD Ordinance No. 49 and Amending The Ojai Valley Sanitary Code of Regulations**

- a. Conduct the Second reading, by title only, of Ordinance No. OVSD-76, An Ordinance Repealing OVSD Ordinance No. 49 and Amending The Ojai Valley Sanitary Code of Regulations; and
- b. Conduct the public hearing:
  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-76, with the effective date of May 27, 2015.

**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.

9. **Approval of Minutes** – Regular Meeting April 27, 2015 and Special Meetings April 30, 2015 & May 4, 2015 (a recording of each meeting is retained at the District Office for a minimum of 4 years)

10. **Deferred Payment of Capacity Charges Agreement**

- a. Approve the Agreement Affecting Real Property as listed below:
  - 017-0-160-150 Amherst Exchange Corporation
- 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.

11. **Approval of Checks**

Approve the checks for payment as submitted.



**ACTION ITEMS:**

12. **Rancho Matilija Lift Station – Meter Replacement – Budget Adjustment No. 2015-28**  

Adopt Budget Adjustment No. 2015-28 transferring \$4,976 from the Collection System Replacement Reserve to the Major Expenditures-C/S account to cover the cost of replacing the Rancho Matilija Lift Station mag-meter
13. **Proposed Ordinance No. OVSD-77 – Amending The District Code of Regulations to Establish Sewer Service Charges**
  - a. Consider amending the Ojai Valley Sanitary District Code of Regulations To Establish To Establish Sewer Service Charges, as presented in Ordinance No. OVSD-77;
  - b. Conduct the first reading, by title only, of Ordinance No. OVSD-77; and
  - c. Direct staff to place Ordinance No. OVSD-77 on the June 22, 2015 agenda for the second reading, public hearing, and adoption.
14. **Sewer Service Charges For Collection On Tax Rolls For Fiscal Year 2015-2016 – Set Hearing**
  - a. Accept the reports listing parcel numbers and the amounts of proposed charges to be placed on the tax roll for collection FY 2015-2016 (Exhibits A & B);
  - b. Set June 22, 2015 at 6:00 p.m. in the District boardroom as the time and place for a hearing to be held to review parcels to be reentered and added for the first time;
  - c. Direct the Clerk of the Board to notify by mail each person to whom any parcel listed on Exhibit B is assessed of (1) the District's intent to have service charges for FY 2015-2016 collected on the general tax rolls of Ventura County, and (2) the time and place of the hearing for the proposed assessment reports; and
  - d. Direct the Clerk of the Board to publish a notice of the report filing and the time and place of the hearing. Publication of the notice shall be once a week for two successive weeks with five intervening days.
15. **Sewer Capacity Charges Paid In Installments – Collected On The Tax Roll For Fiscal year 2015-2016 – Set Hearing**
  - a. Accept the report listing parcel numbers and the amounts of proposed charges to be placed on the tax roll for collection FY 2015-2016;
  - b. Set June 22, 2015 at 6:00 p.m. in the District boardroom as the time and place for a hearing to be held to review parcels for entry on the general tax roll for collection in FY 2015-2016;

- c. Direct the Clerk of the Board to notify by mail each property owner of any parcel listed on Exhibit B assessing them of (1) the District's intent to have installments on the Deferred Capacity Charge Agreements due for FY 2015-2016 collected on the general tax rolls of Ventura County, and (2) the time and place of the hearing for the proposed assessment reports; and
- d. Direct the Clerk of the Board to publish a notice of the report filing and the time and place of the hearing. Publication of the notice shall be once a week for three successive weeks with five intervening days between each publication.

16. **SDS Financing Program – Installment Payments - Collection on Tax Rolls For Fiscal Year 2015-2016 – Set Hearing**

- a. Accept the report listing parcel numbers and the amounts of proposed charges to be placed on the tax roll for collection FY 2015-2016 (Exhibit A);
- b. Set June 22, 2015 at 6:00 p.m. in the District boardroom as the time and place for a hearing to be held to review parcels for reentry on the general tax roll for collection in FY 2015-2016;
- c. Direct the Clerk of the Board to publish a notice of the report filing and the time and place of the hearing. Publication of the notice shall be once a week for two successive weeks with five intervening days.

**INFORMATION ITEMS – FOR RECEIPT & FILE**

17. **Monthly Financial Reports**

18. **Monthly Investment Report**

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

20. **Committee Reports**

21. **Reports On Meetings, Seminars, or Conferences Attended**

22. **Items of Interest/Correspondence/Articles**

23. **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

SPECIAL MEETING - AGENDA

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24. **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**

**May 13, 2015 @ 3:30 p.m.**  
**Date & Time Posted At District Office**