



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 4, 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).

SPECIAL MEETING - AGENDA

May 4, 2015

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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)

ACTION ITEM:

7. **Final Budget – Fiscal Years 2015-16 & 2016-17 – Adoption**
 - a. Adopt the Final Budget for Fiscal Years 2015-2016 & 2016-2017 as presented; and
 - b. Authorize staff to implement the decisions embodied in the Final Budget for Fiscal Years 2015-2016 & 2016-2017; and
 - c. Direct staff to continue managing the Capital Improvement Plan by initiating, and presenting to the Board for funding authorization, individual projects as appropriate.

INFORMATION ITEMS

8. **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
9. **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 1, 2015 @ 11:30 a.m.
Date & Time Posted At District Office



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May 1, 2015

Board of Directors
Ojai Valley Sanitary District
Ojai, CA 93023

FINAL BUDGET FISCAL YEARS 2015-16 & 2016-17 – ADOPTION

We have prepared the Final Budget in compliance with the Board of Director's direction from the April 30, 2015 Board Meeting where the Preliminary Budget was reviewed. The Final Budget Fiscal Years 2015-16 & 2016-17 is included as a separate document for your reference.

The Final Budget was developed with the following:

- 0% increase in wages matching the CPI increase
- No increase in employee benefits
- 2% increase in rates
- Restructure of Reserve Funds
- Enhanced Collection System Investment
- Funding for Algae TMDL/Nutrient studies and projects
- Capital Improvement Program Implementation
- Staffing Increase By 2 Positions

Income

Sewer service charges comprise the vast majority of the District's income; however, interest, fees and property tax also make up the income stream. The final budget includes a couple of changes to the total income including an increase in the monthly sewer service rate over the next two years.

Staff has slightly increased the projected/anticipated interest rate the District will receive on our investments based on the performance in the past 2 years; and during our continuing Commercial Account review (and in conjunction with our Customer Service Database and County Tax roll review) we have increased the number of Capacity Units that will be billed.

O&M

The final O&M budget for FY 2015-16 has experienced an increase of \$619,576, or 12 percent, from FY 2014-15 and FY 2016-17 has experience a decrease of \$193,306, or 3.4 percent, from FY 2015-16 based on actual operational needs.

Reserves

The final budget includes a couple of changes in the Reserve Fund structure and the contributions levels, based on the recent Asset Valuation Analysis Study by MNS and Rate Study completed by Raftelis.

The Treatment Plant Upgrade Reserve is being eliminated with the balance being transferred into the Treatment Plant Replacement Reserve and the Future Purchases Reserve is being eliminated with the balance being transferred into the Collection System Replacement Reserve.

Contribution to the Treatment Plant Replacement Reserve is being reduced to \$630,000 for each of the following 2 years and the Collection System Replacement Reserve is being increased to \$1,037,046 in fiscal year 2015-16 and to \$1,270,526 in fiscal year 2016-17. These contribution changes are based on planning projects for the next 10-20 years.

CIP

Staff will continue to implement “normal” CIP projects along with the enhanced level projects. The normal level projects consist of repairs, pump and component replacements, pipe patches, and similar projects that have occurred over the past 5 years. The enhanced CIP projects include those major collection system lining and I&I control projects as well as the Treatment Plant nutrient reduction strategies.

Staff recommends the Board approve the Final Budget and implement the decisions embodied in this Budget which includes:

- 2 Percent Increase in monthly Sewer Service Charge in 2015-16 & 2016-17
- Restructure of Reserve Funds
- Staffing Increase By 2 Positions
- Transfers from Equipment Reserve to General Fund For Information Technology Replacements - \$427,288 in 2015-16 & \$276,102 in 2016-17
- Reduced customer charges related to 2003 & 2007 Bond Issues
- Allocated transfers to the Reserve funds during both fiscal years

If you have any questions about the budget prior to the Board Meeting please call me at 646-5548.

RECOMMENDATION:

It is recommended the Board:

- a. Adopt the Final Budget for Fiscal Years 2015-2016 & 2016-2017 as presented;
and
- b. Authorize staff to implement the decisions embodied in the Final Budget for
Fiscal Years 2015-2016 & 2016-2017; and
- c. Direct staff to continue managing the Capital Improvement Plan by initiating, and
presenting to the Board for funding authorization, individual projects as
appropriate.



Jeff Palmer
General Manager

Enc. Final Budget Fiscal Years 2015-2016 & 2016-2017