



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 August 22, 2016 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, July 25, 2016 (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 Agreements Affecting Real Property as listed below:
 - 021-0-043-180 Richard W. Walker
 - 022-0-152-100 Minda G. Rebello
 - b. Authorize the Chairman to sign the approved Agreements; and
 - c. Direct staff to record the Agreements with the County of Ventura Recorder's Office.
9. **Audit Engagement Letter – Poindexter & Company Certified Public Accountant**

Authorize the Chairman to sign the audit engagement letter from Poindexter & Company, Certified Public Accountant, dated May 26, 2016.

10. **Spring-Ventura-Grand Annexation (OVSD 2016-02) – Resolution No. 2016-02**
- a. Find the Spring-Ventura-Grand Annexation (OVSD 2016-02) to be Categorically Exempt in accordance with CEQA Section 15319 (b) 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. Adopt Resolution No. 2016-02 initiating proceedings for the Spring-Ventura-Grand Annexation (OVSD 2016-02).

11. **Review of Disbursements/Checks For The Period of July 14 to August 15, 2016**

Review, receive and file the disbursements/checks as presented.

ACTION ITEMS:

12. **Information Technology Equipment – Firewall Replacement**

Authorize the General Manager to purchase the PA-3020 Firewall Security Appliance from Starnet Data Design, Inc. as identified in their proposal dated July 25, 2016, in an amount not to exceed \$17,366.

13. **Contract Nos. 2016-13 & 2016-17 – WWTP Paving Project**

- a. Authorized the Chairman to sign Contract No. 2016-13, Between Ojai Valley Sanitary District and J & H Engineering General Contractors, Inc. for the construction of the WWTP Paving Project, for a total not to exceed \$288,687.50; and
- b. Authorize the Chairman to sign Contract No. 2016-17, between Ojai Valley Sanitary District and Phoenix Civil Engineering to provide construction management services for the WWTP Paving Project in an amount not to exceed \$22,398;
- c. Adopt Budget Adjustment No. 2017-05 transferring \$311,086 from the Collection System Replacement Reserve fund to the Major Expenditures-C/S account to cover the cost of this Project.

14. **Employees' Cafeteria Health Insurance Plan – Premium Increases - Resolution No. 2016-11**
- a. Approve increasing the monthly, per employee Cafeteria Health Insurance Plan to \$1,658 effective December 1, 2016 to cover premiums for January 2017.
 - b. Adopt Resolution No. 20136-11, Fixing the Employer's Contribution, reflecting the changes to the Cafeteria Plan; and
 - c. Direct staff to forward the executed Resolution No. 2016-11 to CalPERS notifying them of these changes.
15. **Appointment of Vacant Committee Positions**
- Staff announces Chairman Curtis' appointments to fill the vacant positions on the Ordinance/Public Relations/ Newsletter/Webpage Committee and the Finance Committee created by the resignation of Division 7 representative William C. Murphy; the appointed Directors will serve on these Committees through the end of the calendar year 2016.

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

August 17, 2016 @ 12:30 p.m.
Date & Time Posted At District Office