



OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023
(805) 646-5548 • FAX (805) 640-0842
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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 19, 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 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. **Seating of Newly Elected Directors**
3. **Roll Call**
4. **Pledge of Allegiance**
5. **Additions or amendments to the Agenda (Special Meeting None Permitted)**
6. **Public Comment** (items not on the agenda - three minute limit).

This is an opportunity for members of the public to address the Board on any item not on the agenda but under the subject matter jurisdiction of the Ojai Valley Sanitary District.

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 28, 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:
 - 028-0-072-230 Peter S. & Mary E. Crane
 - 018-0-150-215 Laurent H. Daigle
 - 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. **Signature Authorizations – Ojai Community Bank Accounts**
 - a. Designate the following Directors and District employees as authorized signatories on the two accounts at the Ojai Community Bank: William M. Stone, Peter M. Kaiser, Stan Greene, Russ Baggerly, John R. Burg, John R. Curtis, William Ulrich, Jeff Palmer, Brenda Krout; and

- b. Former Director William C. Murphy was directed to be removed as a signatory from both accounts; and
 - c. Direct staff to inform the Ojai Community Bank of the update to the authorized signatories.
10. [Review of Disbursements/Checks For The Period of November 21, 2016 to December 7, 2016](#)
- Review, receive and file the disbursements/checks as presented.

ACTION ITEMS:

11. [Contract No. 2016-21 – Residential Recycled Water Fill Station Analysis – Carollo Engineers, Inc. – Budget Adjustment No. 2017-14](#)
- a. Authorized the Chairman to sign Contract No. 2016-21, Between Ojai Valley Sanitary District and Carollo Engineers, Inc. to provide professional services for an assessment of the feasibility of a residential recycled water fill station at the District's plant in an amount not to exceed \$25,265; and
 - b. Adopt Budget Adjustment No. 2017-14 transferring \$25,265 from the Contingency & Stabilization Reserve to the Major Expenditures-Admin. account to cover the cost of this Contract.
12. [Election of Officers & Appointment of Committees & Board Representatives](#)
- a. Conduct election of Officers of the Board to serve for calendar year 2017 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 2017.

INFORMATION ITEMS

13. [Monthly Financial Reports](#)
14. [Monthly Investment Report](#)
15. [Staff Reports - Operations, Administration and Management of the District](#)
16. [Committee Reports](#)

None

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

None

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

19. **Board Member & General Manager Comment**

- a. Board Member Comments
- b. General Manager Comments

20. **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 13, 2016 @ 12:30 p.m.
Date & Time Posted At District Office