



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 January 23, 2017 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 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.

6. **Approval of Minutes** – Special Meeting December 19, 2016 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
7. **Multi-Jurisdictional Hazard Mitigation Plan For Ventura County – Resolution No. 2017-02**
 - a. Adopt Resolution No.2017-02, Approving the Disaster Mitigation Act 2000 Multi-Jurisdictional Hazard Mitigation Plan (2015) for Ventura County, California; and
 - b. Direct Staff to file the Resolution with The County Sheriff's Office of emergency Services.
8. **Deferred Payment of Capacity Charges Agreements & Cease Violation Agreement**
 - a. Approve the Agreement To Cease Violation as listed below:
 - 022-0-210-010 The 1994 Storhaug Family Trust

- b. Approve the Agreements Affecting Real Property as listed below:
 - 023-0-150-205 Chet & Mellanie Hilgers
 - 031-0-092-125 Jose Centeno & Mercedes Araujo
- c. Authorize the Chairman to sign the approved Agreements; and
- d. Direct staff to record the Agreements with the County of Ventura Recorder's Office.

9. **Review of Disbursements/Checks For The Period of December 8, 2016 to January 11, 2017**

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

ACTION ITEMS:

10. **Annual Investment Policy – Resolution No. 2017-01**

- a. Adopt Resolution No. 2017-01, Resolution of the Board of Directors of the Ojai Valley Sanitary District Stating the Investment Policy For District Funds; and
- b. Direct staff to continue working with Morgan Stanley to provide investment management services for the District.

OR

- c. Direct staff as the Board deems appropriate in regard to the investment of the District's funds.

11. **Contract No. 2017-01 – WWTP Drying Beds Concrete Slab Rehabilitation Project - Budget Adjustment No. 2017-15**

- a. Authorize the Chairman to sign Contract No. 2015-07, Between Ojai Valley Sanitary District and Hughes General Engineering, Inc. for the WWTP Drying Bed Concrete Slab Rehabilitation Project in an amount not to exceed \$22,500; and
- b. Adopt Budget Adjustment No. 2017-15 transferring \$22,500 from the Treatment Plant Replacement Reserve to fund the Project.

12. **Manhole Adjustments – Contract No. 2017-02 – Toro Enterprises Inc.**

Authorize Chairman to sign Contract No. 2017-02 Agreement for Manhole Adjustments between Ojai Valley Sanitary and Toro Enterprises Inc., in the amount not to exceed \$41,800.

13. **Customer Service Database Improvements – Budget Adjustment No. 2017-16**

- a. Accept CPI Solution’s proposal to perform modifications to the District’s custom Customer Service Database computer program as outlined in their proposal dated January 5, 2017, on a time and materials basis not to exceed \$78,870; and
- b. Adopt Budget Adjustment No. 2017-16 transferring \$78,870 from the Equipment Reserve into the Major Expenditure-Admin account.

14. **Fiscal Years 2017-2018 & 2018-2019 Budget Preparation Schedule**

- a. Adopt the budget schedule as presented; and
- b. Select either Wednesday April 26th or Thursday April 27th for a Special Meeting to conduct a budget study session;
- c. Set a Special Meeting to be held on Wednesday May 2nd for the adoption of the Final Budget;
- d. Direct Staff to cancel the regularly scheduled Board Meeting in June scheduled for June 26th; and
- e. Set a Special Meeting to be held on Monday June 19, 2017 to conduct regular District business for the month of June and the 218 Hearing.

15. **Appointment of Board Committees & Representatives**

Chairman Stone will present his appointment of individual Directors to serve on the Board’s Committees and as the Board’s representative to boards, committees and agencies outside the District for calendar year 2017.

INFORMATION ITEMS – FOR RECEIPT & FILE

16. **Monthly Financial Reports**

17. **Quarterly 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. **Board Member & General Manager Comment**

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

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

Jan. 17, 2017 @ 1:30 p.m.
Date & Time Posted At District Office