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 September 25, 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** - Regular Meeting, August 28, 2017 (a recording of each meeting is retained at the District Office for a minimum of 4 years)

7. **Deferred Payment of Capacity Charges Agreement**
   a. Approve the Agreement Affecting Real Property as listed below:
      - 061-0-090-230 Jensen Family Trust
   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.

8. **Review of Disbursements/Checks For The Period of August 17, 2017 to September 18, 2017**

Approve the checks for payment as submitted.
ACTION ITEMS:

9. **Construction Contract No. 2017-19 - For Shady Lane Realignment Project**
   a. Find the Shady Lane Realignment Project to be Categorically Exempt in accordance with CEQA Section 15301(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. Approve and authorize the Chairman to sign Contract No. 2017-19, Between Ojai Valley Sanitary District and Frank's Rooter & Pumping Service Inc. for the Shady Lane Realignment Project in an amount not to exceed $49,671; and
   d. Adopt Budget Adjustment No. 2018-10 transferring $49,671 from the Collection System Replacement Reserve to fund the Project.

Alternative actions if determined by the Board to be added to the project approvals:
   e. Direct Staff to engage the services of a Native American Monitor during the excavation of soils, document excavation and findings and file a report with the City. Include any additional monitoring costs as required for the project.

    Approve and authorize the Chairman to sign Contract No. 2017-20 Agreement For Root Control Services Between Ojai Valley Sanitary and Duke's Root Control, Inc., in the amount not to exceed $22,296.66.

    a. Approve and authorized the Chairman to sign Contract No. 2017-21, between the Ojai Valley Sanitary District and Phoenix Civil Engineering, Inc. to provide engineering services related to the second design phase of solar panel project for the UV Reactor at the Wastewater Treatment Plant, for a total not to exceed $42,740; and
    b. Adopt Budget Adjustment No. 2018-12 transferring $42,740 from the Treatment Plant Replacement Reserve fund to the Major Expenditures-T/P account to cover the cost of Contract No. 2014-17.
12. **Incomplete Contracts & Purchases From FY 2016/17 Budget – Budget Adjustment No. 2018-11**

Adopt Budget Adjustment No. 2018-11 continuing outstanding expenditures from the prior fiscal year into the Fiscal Year 2017/2018 Budget in the amount of $784,262 and the $13,500 surplus in the operational budget for IT Equipment purchase be transferred back into the Equipment Reserve.

13. **Closed Session: Conference with Legal Counsel – Anticipated Litigation (Government Code §54956.9(d)(2)): (One case involving potential real property litigation)**

14. **Closed Session: Public Employee Performance Evaluation Government Code §54957**

Title: General Manager annual evaluation.

15. **General Manager Compensation**

Direct staff as the Board deems appropriate.

**INFORMATION ITEMS – FOR RECEIPT & FILE**

16. **Legal Services Agreement & Fee Schedule – Arnold, LaRochelle, Mathews, Van-Conas & Zirbel, LLP**

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 By Board Members**

22. **Items of Interest/Correspondence/Articles**
23. **Board Member & General Manager Comment**

   a. **Board Member Comments**

   Opportunity for Board Members to briefly comment on matters they deem appropriate to the business of the District. A Board Member may ask a question of staff for clarification, make a brief announcement, or make a brief report on his/her own activities related to the District. A Board Member may also provide a reference to staff or other resources for factual information, or request staff to report back to the Board at a subsequent meeting concerning a matter related to the District business. The Board Member may also direct staff to place a matter of District business on a future Board agenda.

   b. **General Manager Comments**

   - August 30, 2017 Letter to City of Ojai Proposed Street Improvements
   - September 19, 2017 Letter to City of Ojai – RE: Notice of Action Required

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]

*Sept. 19, 2017 @ 2:30 p.m.*

Date & Time Posted At District Office