



OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

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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 21, 2018 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. **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 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 April 23, 2018 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
7. **Review of Disbursements/Checks For The Period of April 25, 2018 to May 14, 2018**

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

ACTION ITEMS:

8. **Annual Independent Financial Audit – Fiscal Year Year 2016/2017**
 - a. Receive a verbal report by Danna McGrew, CPA & partner with Bartlett, Pringle & Wolf, LLP, about the Fiscal Year 2016/2017 independent financial audit report;
 - b. Accept the audit report as meeting the contract requirements and authorize the payment of any fees due for its preparation;
 - c. Direct distribution of copies of the report to the State Controller, County Auditor-Controller and other interested parties.

9. **Ultraviolet Disinfection (UV) System Replacement Lamps & Sleeves – Budget Adjustment No. 2018-28**

Approve and authorize the transfer of \$18,999 from the Treatment Plant Replacement Reserve into the Major Expenditures-TP to provide funding for the purchase of replacement UV Lamps & Sleeves through the adoption of Budget Adjustment No. 2018-28.

10. **Countywide Oversight Board – Independent Special Districts Representative - Election**

- a. Select a candidate for the Independent Special Districts' seat on the Countywide Oversight Board; and
- b. Authorize the Chairman to sign the official ballot casing the District's vote for the selected candidate; and
- c. Direct staff to submit the executed ballot to Ventura LAFCO prior to the deadline of June 15, 2018.

11. **Sewer Service Charges For Collection On Tax Rolls For Fiscal Year 2018-2019 – Set Hearing**

- a. Accept the reports listing parcel numbers and the amounts of proposed charges to be placed on the tax roll for collection FY 2018-2019 (Exhibits A & B);
- b. Set June 25, 2018 at 6:00 p.m. in the District boardroom as the time and place for a hearing to be held to review parcels to be reentered and added for the first time;
- c. Direct the Clerk of the Board to notify by mail each person to whom any parcel listed on Exhibit B is assessed of (1) the District's intent to have service charges for FY 2018-2019 collected on the general tax rolls of Ventura County, and (2) the time and place of the hearing for the proposed assessment reports; and
- d. Direct the Clerk of the Board to publish a notice of the report filing and the time and place of the hearing. Publication of the notice shall be once a week for two successive weeks with five intervening days.

12. **Sewer Capacity Charges Paid In Installments – Collected On The Tax Roll For Fiscal Year 2018-2019 – Set Hearing**

- a. Accept the report listing parcel numbers and the amounts of proposed charges to be placed on the tax roll for collection FY 2018-2019 (Exhibits A & B);
- b. Set June 25, 2018 at 6:00 p.m. in the District boardroom as the time and place for a hearing to be held to review parcels for entry on the general tax roll for collection in FY 2018-2019;
- c. Direct the Clerk of the Board to notify by mail each property owner of any parcel listed on Exhibit B assessing them of (1) the District's intent to have installments on the Deferred Capacity Charge Agreements due for FY 2018-2019 collected on the general tax rolls of Ventura County, and (2) the time and place of the hearing for the proposed assessment reports; and
- d. Direct the Clerk of the Board to publish a notice of the report filing and the time and place of the hearing. Publication of the notice shall be once a week for three successive weeks with five intervening days between each publication.

13. **SDS Financing Program – Installment Payments – Collection On Tax Rolls For Fiscal year 2018-2019 – Set Hearing**

- a. Accept the report listing parcel numbers and the amounts of proposed charges to be placed on the tax roll for collection FY 2018-2019 (Exhibit A);
- b. Set June 25, 2018 at 6:00 p.m. in the District boardroom as the time and place for a hearing to be held to review parcels for reentry on the general tax roll for collection in FY 2018-2019;
- c. Direct the Clerk of the Board to publish a notice of the report filing and the time and place of the hearing. Publication of the notice shall be once a week for two successive weeks with five intervening days.

INFORMATION ITEMS – FOR RECEIPT & FILE

14. **Annual Connection Charge Reserve Report**
15. **Monthly Financial Reports**
16. **Monthly Investment Report**
17. **Staff Reports - Operations, Administration and Management of the District**
18. **Committee Reports**
19. **Reports On Meetings, Seminars, or Conferences Attended**

20. Items of Interest/Correspondence/Articles

21. 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

22. 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 16, 2018 @ 2:30 p.m.

Date & Time Posted At District Office