

OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

(805) 646-5548 • FAX (805) 640-0842

www.ojaisan.org

NOTICE TO THE OJAI VALLEY SANITARY DISTRICT BOARD OF DIRECTORS AND GENERAL PUBLIC

REGULAR MEETING AGENDA- NOTICE ADDENDUM

The Ojai Valley Sanitary District Board of Directors will hold a Meeting **Monday May 24, 2021 at 6:00 pm, via Webex conference.**

IN RESPONSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS, AND IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S RECENT ORDER TO LIMIT INDOOR OPERATIONS AS A PRECAUTIONARY MEASURE TO HELP SLOW THE SPREAD OF COVID-19, THE OVSD HEADQUARTERS FACILITY ON TICO ROAD IS CLOSED TO THE PUBLIC. TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE BOARD MEETING AND PROVIDE PUBLIC COMMENT PLEASE REFER TO PAGE 2 OF THIS AGENDA

When it's time, join your Webex meeting here.

[Join meeting](#)

More ways to join:

Join from the meeting link

<https://ojaisan.webex.com/ojaisan/j.php?MTID=md93779efc60fe647a8fc4f36c67e260e>

Join by meeting number

Meeting number (access code): 187 722 3432

Meeting password: 4qwWjnMzt34

Tap to join from a mobile device (attendees only)

[1-844-992-4726](tel:1-844-992-4726), [1877223432##](tel:1877223432) United States Toll Free

[+1-408-418-9388](tel:+1-408-418-9388), [1877223432##](tel:1877223432) United States Toll

Join by phone

1-844-992-4726 United States Toll Free

+1-408-418-9388 United States Toll

[Global call-in numbers](#) | [Toll-free calling restrictions](#)

Join from a video system or application

Dial [1877223432](tel:1877223432)@ojaisan.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

Join using Microsoft Lync or Microsoft Skype for Business

Dial [1877223432](tel:1877223432).ojaisan@lync.webex.com

Need help? Go to <https://help.webex.com>



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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., via Webex, on Monday May 24, 2021.

If you require special accommodations for attendance at or participation in this meeting, please notify our office 24 hours in advance at (805) 646-5548. (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**
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.

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 26 22, 2021 and Special Meetings April 28, 2021 and May 3, 2021(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 19, 2021 to May 19, 2021**

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

ACTION ITEMS:

8. **Sewer Service Charges For Collection On Tax Rolls For Fiscal Year 2021-2022 – 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 2021-2022 (Exhibits A & B);
 - b. Set June 21, 2021 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 2021-22 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.

9. **Sewer Capacity Charges Paid In Installments – Collected On The Tax Roll For Fiscal Year 2021-2022 – 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 2021-2022 (Exhibits A & B);
- b. Set June 21, 2021 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 2021-2022;
- 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 2021-2022 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.

10. **SDS Financing Program – Installment Payments – Collection On Tax Rolls For Fiscal year 2021-2022 – 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 2021-2022 (Exhibit A);
- b. Set June 21, 2021 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 2021-2022;
- 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.

11. **Audit Engagement Letter – Fechter & Company Certified Public Accountant**

Authorize the Chairman and General manager to sign the audit engagement letter from Fechter & Company, Certified Public Accountant, dated April 6, 2021 which outlines the auditor services Fechter & Company will provide during the completion of the audit of the District's financial records for fiscal year ending June 30, 2021, including some COVID-19 considerations.

12. **[Proposed Ordinance No. OVSD-83 – Amending The District Code of Regulations to Establish Sewer Service Charges](#)**

- a. Consider amending the District Sewer Service Charges to meet the revenue requirements included in the Final Budget For Fiscal Year 2021-22;
- b. Find the proposed fee revisions are statutorily exempt pursuant to California Resources Code §21080(b)(8) and title 14, California Code of Regulations Section 15273(a) and CEQA review is therefore not required;
- c. Conduct the first reading, by title only, of Ordinance No. OVSD-83; and
- d. Direct staff to place Ordinance No. OVSD-83 on the June 21, 2021 agenda for the second reading, public hearing, and adoption.

13. **[Sewer Lateral Connection Insert Project- Contract 2021-04 Southwest Pipeline and Trenchless Corp. and Budget Adjustment No. 2021-24](#)**

- a. Find the 2021 Sewer Lateral Connection Insert Project to be Categorical 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 authorized the Chairman to sign Contract No. 2021-04, between Ojai Valley Sanitary District and Southwest Pipeline and Trenchless Corp. for the construction of the 2021 Sewer Lateral Connection Insert Project, for a total not to exceed \$256,600; and
- d. Adopt Budget Adjustment No. 2021-24 transferring \$256,600 from the Collection System Replacement Reserve fund to the Major Expenditures-CS account to cover the cost of this Project.

INFORMATION ITEMS – FOR RECEIPT & FILE

14. **[Monthly Financial Reports](#)**

15. **[Quarterly Investment Report](#)**

16. **[Staff Reports - Operations, Administration and Management of the District](#)**

17. **[Committee Reports](#)**

18. **[Reports on Meetings, Seminars, or Conferences Attended](#)**

19. **[Items of Interest/Correspondence/Articles](#)**

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

a. Board Member Comments

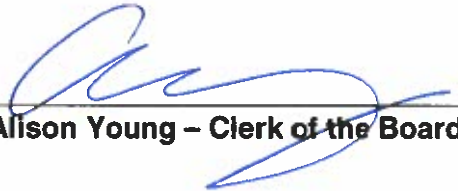
Opportunity for Board Members to briefly comment on matters they deem appropriate to the business of the District. A Board Member may ask a question of staff for clarification, make a brief announcement, or make a brief report on his/her own activities related to the District. A Board Member may also 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

21. **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:



Alison Young – Clerk of the Board

May 19, 2021 @ 1:30 p.m.
Date & Time Posted At District Office