



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

SPECIAL MEETING AGENDA- NOTICE ADDENDUM

The Ojai Valley Sanitary District Board of Directors will hold a Meeting **Monday June 21, 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=mdab3d17f1ca155f18a3f80f11e37c413>

Join by meeting number

Meeting number (access code): 1469 11 9692

Meeting password: EKq2H42WKcN

Tap to join from a mobile device (attendees only)

[1-844-992-4726](tel:1-844-992-4726), [1469119692##](tel:1469119692) United States Toll Free

[+1-408-418-9388](tel:+1-408-418-9388), [1469119692##](tel:1469119692) 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 [1469119692@ojaisan.webex.com](tel:1469119692)

You can also dial 173.243.2.68 and enter your meeting number.

Join using Microsoft Lync or Microsoft Skype for Business

Dial [1469119692.ojaisan@lync.webex.com](tel:1469119692)

If you are a host, [click here](#) to view host information.

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 Special Meeting at 6:00 p.m., via Webex, on Monday June 21, 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.

PUBLIC HEARINGS:

6. **[Proposed Ordinance No. OVSD-83 – Amending The District Code of Regulations to Establish Sewer Service Charges](#)**
 - a. Conduct the Second reading, by title only, of Ordinance No. OVSD-83, Amending The District Code of Regulations to Establish Sewer Service Charges; and
 - b. Conduct the public hearing in accordance with Proposition No. 218:
 1. Open public hearing.
 2. Receive staff report and recommendations.
 3. Report of written communications by Clerk of the Board.
 4. Public comment.
 5. Close public hearing.
 6. Discussion by Board of Directors.
 - c. Adopt Ordinance No. OVSD-83, with the effective date of July 1, 2021.
7. **[Sewer Service Charges For Collection On Tax Rolls For Fiscal Year 2021-2022](#)**
 - a. Adopt Resolution No. 2021-05, Regarding Collection of Sewer Service Charges by The County of Ventura; and
 - b. Adopt Exhibit A, the report listing parcels with the final amounts to be collected for Fiscal Year (FY) 2021-2021 for reentry on the general tax roll for collection in FY 2021-2022;
 - c. Conduct the public hearing:
 1. Open public hearing.
 2. Report of written communications by Clerk of the Board.

3. Public comment.
 4. Close public hearing.
 5. Discussion by Board of Directors.
 - d. Adopt Exhibit B, the report listing parcels with the final amounts to be collected by FY 2021/2022 for initial entry on the general tax roll for collection in FY 2021/2022;
 - e. Direct the Clerk of the Board to file a certified copy of the adopted resolution with the Ventura County Auditor-Controller with a statement endorsed over her signature that the resolution was adopted by your Board; and
 - f. Direct staff to coordinate collection of sewer service charges on the general tax roll of Ventura County with the County Auditor-Controller, Assessor, and Tax Collector.
8. **Sewer Capacity Charges Paid In Installments – Collected On The Tax Roll For Fiscal year 2021-2022**
- a. Adopt Resolution No. 2021-06, Regarding Collection of Capacity Charges By The County of Ventura; and
 - b. Adopt Exhibit A, the report listing parcels with the final amounts to be collected for FY 2021/2022 for reentry on the general tax roll for collection in FY 2021/2022;
 - c. Conduct the public hearing:
 1. Open public hearing.
 2. Report of written communications by Clerk of the Board.
 3. Public comment
 4. Close public hearing.
 5. Discussion by Board of Directors.
 - d. Adopt Exhibit B, the report listing parcels with the final amounts to be collected by FY 2021/2022 for initial entry on the general tax roll for collection in FY 2021/2022;
 - e. Direct the Clerk of the Board to file a certified copy of the adopted resolution with the Ventura County Auditor-Controller with a statement endorsed over her signature that the resolution was adopted by your Board; and
 - f. Direct staff to coordinate collection of the annual installment of capacity charges on the general tax roll of Ventura County with the County Auditor-Controller, Assessor, and Tax Collector.

9. **SDS Financing Program – Installment Payments - Collection on Tax Rolls For Fiscal Year 2021-2022**

- a. Adopt Resolution No. 2021-07, Regarding Collection of Financing Costs and Charges By The County of Ventura; and
- b. Adopt Exhibit A, the report listing parcels with the debt installment payments to be collected for Fiscal Year (FY) 2021-2022 for reentry on the general tax roll for collection in FY 2021-2022;
- c. Conduct the public hearing:
 1. Open public hearing.
 2. Report of written communications by Clerk of the Board.
 3. Public comment.
 4. Close public hearing.
 5. Discussion by Board of Directors.
- d. Direct the Clerk of the Board to file a certified copy of the adopted resolution with the Ventura County Auditor-Controller with a statement endorsed over her signature that the resolution was adopted by your Board; and
- e. Direct staff to coordinate collection of the bi-annual principal and interest installment payments, from several projects financed by the District, on the general tax roll of Ventura County with the County Auditor-Controller, Assessor, and Tax Collector.

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.

10. **Approval of Minutes** – Regular Meeting May 24, 2021(a recording of each meeting is retained at the District Office for a minimum of 4 years)

11. **Review of Disbursements/Checks For The Period of May 19, 2021 to June 15, 2021**

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

ACTION ITEMS:

12. **TMDL Nutrient Reduction Project Update**

Receive the provided update and give any direction to staff necessary.

13. **WWTP Chemical Feed Infrastructure Replacement Project Contract 2021-01-
Ellison Environmental Inc. dba Fluid Resource Management and Contract
2021-09- Phoenix Civil Engineering, Inc. and Budget Adjustment 2021-25**
- a. Find the WWTP Fuel Storage Improvement Project to be Categorically Exempt in accordance with CEQA Section 15302(c) 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. Waive the lack of a second corporate signature as an inconsequential irregularity. Allow five business days for Ellison Environmental, Inc. dba as Fluid Resource Management to provide the second corporate signature with signatory authority documentation to demonstrate compliance with the Instructions for Bidders; and
 - d. Approve and Authorize the Chairman to sign Contract No. 2021-01 for the Construction of the WWTP Chemical Feed Infrastructure Replacement Project between the Ojai Valley Sanitary District and Ellison Environmental, Inc. dba Fluid Resource Management in an amount not to exceed \$1,263,603.26; and
 - e. Approve and Authorize the Chairman to sign Contract No. 2021-09, for Construction Phase Services for the WWTP Chemical Feed Infrastructure Replacement Project between the Ojai Valley Sanitary District and Phoenix Civil Engineering, Inc. in an amount not to exceed \$55,790; and
 - f. Adopt Budget Adjustment No. 2021-25 Transferring \$565,311 from the Equipment Reserve Fund and \$754,083 from the Treatment Plant Replacement Reserve Fund for a total of \$1,319,394 to the Major Expenditures-TP account to cover the cost of this project
14. **Discussion- Board Meeting Attendance Options**
- a. Review Board, Committee and Workshop attendance options A, B and
 - b. Determine Board preference of attendance format to be effective when COVID-19 restrictions allow.
 - c. Direct staff to move forward with implementation and corresponding notifications of attendance options

15. [Network Security Enhancements](#)

- a. Direct staff to proceed with the software and hardware security enhancements as recommended by ISSquared
- b. Adopt Budget Adjustment No. 2021-26 Transferring \$55,942 from the Equipment Reserve Fund to the Major Expenditures-Admin account to cover the cost of these recommended security enhancements.

16. [Tesla back up battery for Treatment Plant](#)

- a. Direct Staff to proceed with the project.
- b. Find the Tesla Back Up Battery Project at the Treatment Plant to be Categorical-ly Exempt in accordance with CEQA Section 15301, class 1 and the District's Administrative Supplement to The State CEQA Guidelines; and
- c. Direct staff to file a Notice of Exemption in accordance with CEQA Section 15062; and

INFORMATION ITEMS – FOR RECEIPT & FILE

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**

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

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:



Alison Young – Clerk of the Board

June 17, 2021 @ 11:30 p.m.
Date & Time Posted At District Office