

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 May 3, 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=m676ba1e8507a9f19076065547c39b2b7>

Join by meeting number

Meeting number (access code): 187 532 8044

Meeting password: PeQPYMBP392

Tap to join from a mobile device (attendees only)

[1-844-992-4726](tel:1-844-992-4726), [1875328044##](tel:1875328044) United States Toll Free

[+1-408-418-9388](tel:+1-408-418-9388), [1875328044##](tel:1875328044) 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](#)

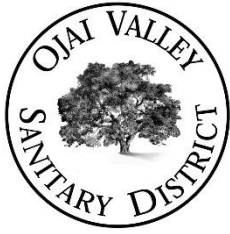
Join from a video system or application

Dial [1875328044](tel:1875328044)@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 [1875328044](tel:1875328044).ojaisan@lync.webex.com



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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 3, 2021** at the District Office located at 1072 Tico Road, Ojai, California, via Webex

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 (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.

ACTION ITEM:

6. **Final Budget – Fiscal Year 2021-2022 – Adoption**
 - a. Adopt the presented Final Budget for Fiscal Year 2021-2022 that includes a 2.5 percent increase in the service charge rate;

AND

- b. Direct staff to present a Rate Ordinance reflecting the proposed rate increase at the May 24, 2021 meeting for the first reading and setting of a date for the second reading & public hearing for the Ordinance; and
- c. Direct staff to mail, on or before May 7, 2021, a written Notice of Public Hearing Regarding Proposed Sewer Service Fees, Rates, and Charges to all property owners within the District to adhere to the requirements of Proposition No. 218.
- d. Authorize staff to implement the decisions embodied in the adopted Final Budget for Fiscal Year 2021-2022; and

- e. Direct staff to continue managing the Capital Improvement Plan by initiating, and presenting to the Board for funding authorization, individual projects as appropriate.

INFORMATION ITEMS

7. Board Member & General Manager Comment

a. Board Member Comments

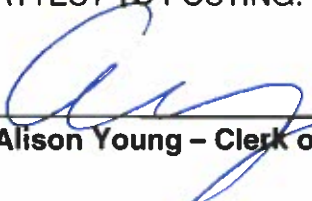
Opportunity for Board Members to briefly comment on matters they deem appropriate to the business of the District. A Board Member may ask a question of staff for clarification, make a brief announcement, or make a brief report on his/her own activities related to the District. A Board Member may also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

8. Adjournment

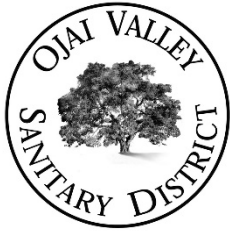
A staff report providing more detailed information is available for most agenda items, and may be reviewed in the District office during regular business hours (Monday through Friday from 8 a.m. to 5 p.m.). Copies of individual reports may be requested from the Clerk of the Board (646-5548).

ATTEST TO POSTING:



Alison Young – Clerk of the Board

April 29, 2021 @ 3:00 p.m.
Date & Time Posted At District Office



OJAI VALLEY SANITARY DISTRICT

A Public Agency

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April 29, 2021

Board of Directors
Ojai Valley Sanitary District
Ojai, CA 93023

FINAL BUDGET FISCAL YEAR 2021-2022 – ADOPTION

We have prepared the Final Budget in compliance with the Board of Director's direction from the April 28, 2021 Board Meeting where the Preliminary Budget was reviewed. The Board directed the budget be prepared based on a 2.5 percent increase in the basic service charge rate, which is included as separate documents for your reference.

Both versions were developed with the following:

- 2.5% increase in anticipation of the CPI increase
- No increase in employee benefits
- Continued Enhanced Collection System Investment
- Funding for Algae TMDL/Nutrient studies and projects

Income

Sewer service charges comprise the vast majority of the District's income; however, interest, fees and property tax also make up the income stream. The proposed budget includes a couple of changes to the total income.

First, is an increase in the monthly service charge, by 2.5 percent. Staff has included the projected/anticipated interest rate the District will receive on our investments over the next year based on results in the last 12 months with the District's current investment managers.

O&M

The proposed O&M budget has been increased slightly from FY 2020-21 based on actual operational needs.

Reserves

The contribution amounts to the reserve accounts remain consistent with the amounts in the last 2-year budget.

The 2016 Refunding Bond issue refinanced both the 2003 and 2007 bonds into one issue. However, due to the payment distribution requirements of the 2003 Bond (discussed in detail in Sections 3 & 6) repayment of the balance of this issue is accounted for separately until fiscal year 2022-23 when the original bonds were slated to be satisfied. The reserves for the 2007 bond has been re-allocated to be used for 2016 Refunding Bond issue; the 2003 bond reserve continues to be used to reduce the customer charges related to the payment obligation associated with this issue.

CIP

The aging collection system, dating back to the 1920's is showing signs of age, settlement, corrosion and decay. Staff will continue to watch the most concerning areas, however, a steady and improved re-investment is necessary. The Treatment Plant, built in 1997 overall is in very good shape. However, it is 20 years old and there are components, motors and controls that are reaching their expected age. In some cases, the original components are still installed but are not supported by manufacturers and spare parts or repairs are difficult to complete. Improvements to the instrumentation and treatment system is required to meet the Algae TMDL nutrient goals.

The Collection system also has areas that show their age. Many of the oldest local sewers (6 inch and 8 inch) have been lined. Some of the larger (10 inch and 12 inch) collector sewers have been lined. Lining and pipe bursting will need to continue to address root intrusions and infiltration. The larger lines are more costly due to the size and requirements to bypass pump sewage during lining operations. In addition, several larger projects where horizontal drilling will be required to replace existing siphons and trunklines are in the planning stages. These more major projects will require us to manage our reserves to meet our pay as you go operating philosophy.

Staff recommends the Board approve the Final Budget and implement the decisions embodied in this Budget which includes:

- Increase in wages matching the anticipated CPI increase
- No increase in employee benefits
- 2.5% increase in service charge
- Continued Enhanced Collection System Investment
- Funding for Algae TMDL/Nutrient studies and projects
- Allocated transfers to the Reserve funds during this fiscal year

If you have any questions about the budget prior to the Board Meeting please call me at 646-5548.

RECOMMENDATION:

It is recommended the Board:

- a. Adopt the presented Final Budget for Fiscal Year 2021-2022 that includes a 2.5 percent increase in the service charge rate;

AND

- b. Direct staff to present a Rate Ordinance reflecting the proposed rate increase at the May 24, 2021 meeting for the first reading and setting of a date for the second reading & public hearing for the Ordinance; and
- c. Direct staff to mail, on or before May 7, 2021, a written Notice of Public Hearing Regarding Proposed Sewer Service Fees, Rates, and Charges to all property owners within the District to adhere to the requirements of Proposition No. 218.
- d. Authorize staff to implement the decisions embodied in the adopted Final Budget for Fiscal Year 2021-2022; and
- e. Direct staff to continue managing the Capital Improvement Plan by initiating, and presenting to the Board for funding authorization, individual projects as appropriate.



Jeff Palmer
General Manager

Enc. Final Budget Fiscal Year 2021-2022 (attached under separate cover)