



## 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 October 2, 2006 at the District Office located at 1072 Tico Road, Ojai, California.

### **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 speak on items not on the agenda.

(The Ojai Valley Sanitary District Board of Directors encourages all interested parties to speak on any issue on this agenda in which they have an interest, or on any 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. All speakers are requested to fill out a Speaker's Card 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 Chairman of the Board. Speakers are encouraged to refrain from restating previous testimony. No response will be given or action taken unless an emergency exists. Items requiring action will be referred to staff or placed on a subsequent agenda.)

SPECIAL MEETING - AGENDA

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6. **Board Concerns** (Items not on the agenda - three-minute limit)

**PUBLIC HEARINGS:**

7. **Ojai Valley Sanitary District Proposed Ordinance No. OVSD -53 Setting Board Member Compensation**

- a. Conduct the Second reading, by title only, of Ordinance No. OVSD-53, Setting Board Member Compensation; and
- b. Conduct the public hearing:
  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-53, with the effective date of November 1, 2006.

**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.

8. **Approval of Minutes** - Regular Meeting August 28, 2006 (a tape recording of each meeting is retained at the District Office for a minimum of 4 years)

9. **Resolution No. 2006-16 – Election For Alternate Member – LAFCO Independent Special District Member**

- a. Adopt Resolution No. 2006-16, A Resolution Casting A Vote For William E. Lotts For Alternate Commissioner Of The Ventura Local Agency Formation Commission
- b. Direct staff to submit a certified copy of the adopted Resolution to Ventura LAFCO prior to the deadline of October 6, 2006.

10. **Approval of Checks and Warrants**

Approve the checks and warrants for payment as submitted.

**ACTION ITEMS:**

11. **Copy Machines Replacement – Equipment Purchase**

- a. Authorize staff to purchase a Xerox 7665 color copy machine from the Xerox Corporation in the amount of \$28,534, including tax, delivery and trade-in; and
- b. Authorize staff to purchase two Sharp ARM355NA copy machines from The Performance Group of Ventura in the amount of \$10,318, including tax, delivery and trade-in; and
- c. Adopt Budget Adjustment No. 2007-05 Transferring \$38,852 From the Equipment Reserve fund these purchases.

12. **Equipment Purchase – CCTV Camera Lateral Inspection System**

- a. Authorize staff to purchase the Lateral Inspection System as quoted for \$42,950 including tax and shipping; and
- b. Direct staff to proceed with inspecting a cross section of laterals throughout the District, and share the information obtained about the overall condition of laterals with the Lateral Inspection Program Ad Hoc Committee to be used to develop an appropriate Lateral Inspection Program; and
- c. Adopt Budget Adjustment No. 2007-06, transferring \$42,950 from the Future Purchase Reserve to provide funds for this purchase.

13. **Record Retention Policy – Resolution No. 2006-17**

- a. Adopt Resolution No. 2006-17, Record Retention Policy; and
- b. Direct staff to begin implementation of the Record Retention Policy immediately.

14. **Closed Session: Conference With Legal Counsel – Anticipated Litigation Government Code §54956.9 (b) – 1 case**

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

Title: General Manager quarterly evaluation.

**INFORMATION ITEMS – FOR RECEIPT & FILE**

16. **Treatment Plant Capital Improvement Plan**
17. **Monthly Financial Reports**
18. **Monthly Investment Report**
19. **Staff Reports - Operations, Administration and Management of the District**
20. **Committee Reports**
21. **Items of Interest/Correspondence/Articles**
22. **Discussion** (items not on the agenda - three-minute limit)
  - a. Public - (Public is requested to present completed speaker's card to Clerk of the Board)
  - b. Board Members
  - c. General Manager
23. **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:

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**Brenda Krout - Clerk Of The Board**

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**Date & Time Posted At  
District Office**