



OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

(805) 646-5548 • FAX (805) 640-0842

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 5:00 p.m. on Monday October 24, 2011 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 speak on items not on the agenda.

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

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.

7. **Approval of Minutes** - Regular Meeting September 26, 2011 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
8. **Deferred Payment of Capacity Charges Agreements**
 - a. Approve the four Agreements Affecting Real Property as listed below:
 - 018-0-101-165 Walter A. Rowe III & Christine Elizabeth Rowe
 - 022-0-140-150 Heidi Clayton Brough
 - 022-0-140-500 Moskovitz Revocable Family Trust
 - 031-0-113-385 Robyn M. Wells & Chester C. Perry
 - b. Authorize the Chairman to sign the four approved Agreements; and
 - c. Direct staff to record the Agreements with the County of Ventura' Recorder's.
9. **Approval of Checks**

Approve the checks for payment as submitted.

ACTION ITEMS:

10. **Fiscal Year 2010-2011 Annual Independent Financial Audit**
 - a. Receive a verbal report by Mark Poindexter, CPA about the Fiscal Year 2010/2011 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.

11. **Cuyama Road Mainline Extension - Herberts**
 - a. Reject all bids opened on September 19, 2011 for the construction of the proposed project known as Herbert Sewer Main Extension; and
 - b. Direct staff to proceed with requesting informal bids on the redesigned Herbert Sewer Main Extension project; and
 - c. Authorize the General Manager to execute a contract with the lowest responsible bidder in accordance with the General Manager's award authority as established by the District Contracting & Purchasing Policy.

12. **Unpermitted Sewer Connection Issue – Stuart Glass**
 - a. In accordance with Mr. Stuart Glass' request, extend the deadline for payment of amounts due under the amnesty program for Mr. Glass' property at 10981 Creek Road to November 28, 2011; and
 - b. Direct staff to continue during this deadline extension to investigate and perform a site inspection to determine the status of Mr. Glass' property; and
 - c. Direct staff, if applicable, after the November 28, 2011 deadline and the conclusion of their investigation/inspection, to send Mr. Glass a Notice of Violation in accordance with the enforcement procedures outlined in District Code of Regulations, Chapter 10, Unpermitted Connection.

13. **Prior Fiscal Year Budget – Income & Expense Reconciliation**

Adopt Budget Adjustment No. 2012-09 transferring the \$307,383 of surplus funds from fiscal year 2010/11 into the Contingency & Stabilization Reserve.

14. **Ventura Regional Sanitation District Board of Directors – Special Districts Seat**
- a. Consider Triunfo Sanitary District's potential petition for a full seat on the Ventura Regional Sanitation Board; and
 - b. Direct staff as the Board deems appropriate.

INFORMATION ITEMS – FOR RECEIPT & FILE

15. **Mobile Home Park Flow Data Information**
16. **Algae Total Maximum Daily Load (TMDL) For The Ventura River Update**
17. **Monthly Financial Reports**
18. **Quarterly Investment Report**
19. **Staff Reports - Operations, Administration and Management of the District**
20. **Committee Reports**
21. **Oral Reports On Meetings, Seminars, or Conferences Attended**
22. **Items of Interest/Correspondence/Articles**
23. **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
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:


Brenda Krout – Clerk of the Board

Oct. 20, 2011 @ 2:30 p.m.
**Date & Time Posted At
District Office**