



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 7:00 p.m. on Monday December 17, 2007 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

December 17, 2007

Page 2

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** - Special Meeting November 19, 2007 (a tape recording of each meeting is retained at the District Office for a minimum of 4 years)

8. **Approval of Checks**

Approve the checks for payment as submitted.

ACTION ITEMS:

9. **Contract No. 2007-16 – Larry Walker Development of Ventura River Nutrient TMDL Work Plan**

- a. Authorize the Chairman to sign Contract No. 2007-16, Agreement For Development of Ventura River Nutrient TMDL Work Plan between Ojai Valley Sanitary District and Larry Walker Associates, in an amount not to exceed \$41,000; and
- b. Adopt Budget Adjustment No. 2008-15, authorizing the transfer of \$41,000 from the Treatment Plant Upgrade Reserve into the Management/Engineering & Technical Services account (No. 5620.03) to fund this contract.

10. **Contract No 2007-17 – Mandell Municipal Counseling – Development of Community Facilities District – Replacement For SDS Financing Program**

- a. Authorize the Chairman to sign Contract No. 2007-17, Consulting Services for Development of A Community Facilities District Between Ojai Valley Sanitary District and Mandell Municipal Counseling, on a time and materials basis in an amount not to exceed \$25,000; and
- b. Adopt Budget Adjustment No. 2008-16 transferring funds from the SDS Reserve into Other Professional Services-Office Account No. 5660-03 to cover the cost of this contract.

11. **Strategic Plan Review Schedule**
 - a. Assign the task of preparing a draft re-formatting of the Strategic Plan to either staff, the Executive Committee or an appointed Ad Hoc Committee;
 - b. Schedule a Special Meeting to review the draft re-formatted Strategic Plan and to review the District's Mission Statement for January 14, January 22 or February 4, 2008.

12. **Election of Officers & Appointment of Committees & Board Representatives**
 - a. Conduct election of Officers of the Board to serve for calendar year 2008 according to the process outlined in Article VII of the Bylaws; and
 - b. Newly elected Chairperson will appoint individual Directors to serve on Board Committees and as the Board's representative to boards, committees and agencies outside the District for calendar year 2008.

INFORMATION ITEMS – FOR RECEIPT & FILE

13. **Review of District's Disaster Operations Plan**
14. **CSRMA Executive Board Nominations**
15. **Annual Connection Charge Reserve Report**
16. **Monthly Investment Report**
17. **Monthly Financial Reports**
18. **Staff Reports - Operations, Administration and Management of the District**
19. **Committee Reports**
20. **Oral Reports On Meetings, Seminars, or Conferences Attended**
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:

Brenda Krout – Clerk of the Board

**Date & Time Posted At
District Office**