



## 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 MEETING**

**NOTICE IS HEREBY GIVEN** that the Ojai Valley Sanitary District Board of Directors will hold a regular meeting at 7:00 p.m. on Monday December 22, 2008, at the District Office located at 1072 Tico Road, Ojai California.

### **AGENDA**

The agenda is posted at the District Office no later than 5 p.m. on the Friday preceding the Board meeting, and contains all items on which Board action will be allowed pursuant to Government Code Section 54954.2. 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. **Seating of Newly Elected Directors**
3. **Roll Call**
4. **Pledge of Allegiance**
5. **Additions or amendments to the Agenda**
6. **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.)

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

**PUBLIC HEARINGS:**

None

**PRESENTATIONS:**

None

**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 November 24, 2008 (a tape recording of each meeting is retained at the District Office for a minimum of 4 years)

9. **Approval of Checks**

Approve the checks for payment as submitted.

**ACTION ITEMS:**

10. **District's Web Site Update**

Authorize the Chairman to sign Contract No. 2008-15, Agreement For Technical Services For Website Re-Design Between Ojai Valley Sanitary District and Zest Net, Inc., in an amount not to exceed \$11,000.

11. **Treatment Plant Buildings – Bird Repellant System**

- a. Authorize the General Manager to sign the agreement with Antimite Pest and Termite Control to install 338 feet of Bird-B-Gone to the Operations and Maintenance buildings at the Treatment Plant for a cost not to exceed \$6,900, and
- b. Adopt Budget Adjustment No. 2008-21 transferring \$6,900 for the Building Reserve into the Building/Grounds Maintenance-Treatment Plant account.

12. **NPDES Permit Notice of Violations 2006-2008**

- a. Authorize staff to pay the penalty as outlined in the SWRCB letter dated December 9, 2008 up to the amount of \$24,000; and
- b. Direct staff, prior to issuing the penalty payment to the SWRCB, to exhaust all efforts in getting the list of violations corrected and to get approval from SWRCB to divert a portion of the penalty to the Ventura River Stream Team as a SEP project.

13. **Development of District Financial Policies**

- a. Authorize staff to work with Anita Lawrence on a time and material basis over a period of approximately 2 to 2 \_ years to develop the identified financial policies for the District; and
- b. Adopt Budget Adjustment No. 2009-19 transferring \$15,000 from the Rate Stabilization Fund to provide the funding for the work Ms. Lawrence will complete during the remainder of this fiscal year; and
- c. Direct staff to include funding in the following fiscal year/s to cover Ms. Lawrence's work in those years related to the completion of this project.

14. **Community Facilities District Development**

- a. Authorize the Chairman to sign Contract No. 2008-17, Agreement For Consulting Services for Development of a Community Facilities District Between Ojai Valley Sanitary District and Mark E. Mandell d/b/a Mandell Municipal Counseling; and
- b. Adopt Budget Adjustment 2009-20 transferring funds from the SDS Reserve into the Other Professional Services – Office to cover the cost of Contract No. 2008-17.

15. **Strategic Plan Review Schedule**

- a. Direct staff to place Review of The Strategic Plan on the agenda of the January 26, 2009 meeting.

OR

- b. Identify an appropriate date and time to conduct the Review of The Strategic Plan.

16. **Review of Connection Fee Structure**

Schedule a Special Board Meeting Workshop to review and discuss the Treatment Plant and Collection System Connection Fees structure.

17. **Ventura Avenue Sewer Project**

Schedule a Special Board Meeting on January 12, 2009 at 7:00 p.m. to review and discuss the Ventura Avenue Sewer Project.

18. **Election of Officers & Appointment of Committees & Board Representatives**

- a. Conduct election of Officers of the Board to serve for calendar year 2009 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 2009.

**INFORMATION ITEMS – FOR RECEIPT & FILE**

19. **Update on I&I Identification Efforts**

20. **Monthly Investment Report**

21. **Monthly Financial Reports**

22. **Staff Reports - Operations, Administration and Management of the District**

23. **Committee Reports**

24. **Oral Reports On Meetings, Seminars, or Conferences Attended**

25. **Items of Interest/Correspondence/Articles**

26. **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

27. **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**