



## OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

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### **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 February 25, 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. **Roll Call**
3. **Pledge of Allegiance**
4. **Additions or amendments to the Agenda**
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.)

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 January 28, 2008 and Special Meeting February 4, 2008 (a tape recording of each meeting is retained at the District Office for a minimum of 4 years)

8. **McLaren – Annexation (OVSD – 2008-01) – Resolution No. 2008-02**

- a. Find the McLaren Annexation (OVSD 2008-01) to be Categorically Exempt in accordance with CEQA Section 15319 (a);
- b. Direct Staff to file a Notice of Exemption in accordance with CEQA Section 15062; and
- c. Adopt Resolution No.2008-02 initiating proceedings for the McLaren Annexation (OVSD 2008-01);

9. **Approval of Checks**

Approve the checks and warrants for payment as submitted.

**ACTION ITEMS:**

10. **Tico Road Building Maintenance – Painting - Carpet & Window Coverings Replacement – Budget Adjustment No. 2008-17**

- a. Accept DeMoor's Painting Inc. proposal to paint the interior of the administration building and the exterior wood trim & fascia boards of the administration and crew buildings for an amount not to exceed \$9,451.00; and
- b. Accept Chisum's Floor Covering's proposal to replace the window coverings and carpet in the administration building for an amount not to exceed \$7,622; and
- c. Adopt Budget Adjustment No. 2008-17 transferring \$9,451 from the Building Replacement Reserve and \$7,622 from the General Fund account into the Major Expenditures-Office account to cover the cost of these improvements.

11. **Root Control – Contract No. 2008-01 – Duke's Sales & Service, Inc.**

Authorize Chairman to sign Contract No. 2008-01 Agreement For Root Control Services Between Ojai Valley Sanitary and Duke's Root Control, Inc., in the amount not to exceed \$20,799.

12. **Mid-Year Financial Reports**

- a. Review proposed adjustments to Fiscal Year 2007/2008 Budget
- b. Approve Budget Adjustment No. 2008-18; and
- c. Provide any direction to staff deemed appropriate.

13. **Strategic Plan 2008**

- a. Approve the Strategic Plan as presented and direct staff to continue implementing the Plan.

**OR**

- b. Direct staff to revise the Strategic Plan according to Board's direction and bring back at a later meeting for approval.

14. **Purchase of Manhole and Pipeline Inspection Tool – QuickView Camera**

- a. Authorize staff to purchase the QuickView Professional 24 Package Inspection System as quoted for \$17,160 including tax and shipping, from Advanced Infrastructure Technologies; and
- b. Adopt Budget Adjustment No. 2008-19 transferring \$17,160 from the Future Purchases Reserve in the Major Expenditures-Collection System account to fund the purchase of the QuickView Professional 24 Package Inspection System

15. **Fiscal Year 2008-2009 Budget Preparation Schedule**

- a. Adopt the budget schedule as presented; and
- b. Select either Saturday May 3<sup>rd</sup> or Monday May 5<sup>th</sup> for a Special Meeting to conduct a budget study session;
- c. Set a Special Meeting to be held on Monday May 7<sup>th</sup> for the adoption of the Final Budget;
- d. Direct Staff to cancel the regularly scheduled Board Meeting in May that falls on a District observed holiday, Memorial Day May 26, 2008; and
- e. Set a Special Meeting to be held on Tuesday May 27, 2008 to conduct regular District business for the month of May.

16. **SDS Financing Program – Consider Future of Program**
- a. Direct staff to discontinue offering the SDS Program to new participants;
- OR
- b. Direct staff as the Board deems appropriate.

**INFORMATION ITEMS – FOR RECEIPT & FILE**

17. **Monthly Investment Report**
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:

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**Brenda Krout – Clerk of the Board**

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**Date & Time Posted At  
District Office**