



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 6:00 p.m. on Monday February 28, 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 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 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.

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 24, 2011 and Special Meetings January 24, 2011, January 31, 2011 and February 15, 2011 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
8. **Chandler/Lyon Annexation & Sphere of Influence Adjustment (OVSD 2011-01) – Resolution No. 2011-03; Mainline Extension Contract**
 - a. Find Chandler/Lyon Annexation & Sphere of Influence Adjustment (OVSD 2011-01) to be Categorically Exempt in accordance with CEQA Sections 15303(d) & 15319 (a) and the District's Administrative Supplement To The State CEQA Guidelines; and
 - b. Direct Staff to file a Notice of Exemption in accordance with CEQA Section 15062; and
 - c. Adopt Resolution No. 2011-03 initiating proceedings for the Chandler/Lyon Annexation (OVSD 2011-01);
 - d. Authorize the Chairman to sign Contract No. 2011-01, Agreement For Construction and Connection of Wastewater Collection Improvements between Chris & Debbie Lyon and the District.
9. **Approval of Checks**

Approve the checks for payment as submitted.

ACTION ITEMS:

10. **Resolution No. 2011-05 – Recognizing the Treatment Plant staff for Receiving the CWEA Tri-Counties Plant of the Year Award**
 - a. Adopt Resolution No. 2011-05, Recognizing the Treatment Plant Staff For Receiving The CWEA Tri-Counties Plant of the Year Award; and
 - b. Direct the General Manager to provide each Treatment Plant staff member a copy of the adopted Resolution.

11. **Resolution No. 2011-04 – District Administrative Supplement To State CEQA Guidelines**
 - a. Accept the District's CEQA Administrative Supplement to State CEQA Guidelines as revised; and
 - b. Adopt Resolution No. 2011-04, Revising the Administrative Supplement to The State CEQA Guidelines as accepted; and
 - c. Direct Staff to implement the provisions of the adopted Administrative Supplement.

12. **Manhole Replacement Frames & Covers – Budget Adjustment No. 2011-15**
 - a. Authorize the purchase of 50 manhole frames and covers from Neenah Foundry Company for a cost not exceed of \$17,226 including tax and freight; and
 - b. Adopt Budget Adjustment No. 2011-15 authorizing the transferring of funds from the Collection System Replacement Reserve to the Capital Expenditure/Line Maintenance accounts to provide funding for this contract.

13. **Special District Representative To Ventura Regional Sanitation District Compensation**
 - a. Approve designating attendance to the Ventura Regional Sanitation District Board meetings as the Alternate for Special Districts as a Day of Service; and
 - b. Direct staff to draft a new Ordinance Setting Board Member Compensation to reflect this change, to be presented for the first reading at the March 28, 2011 Board Meeting.

14. **Mid-Year Financial Reports**

- a. Review proposed adjustments to Fiscal Year 2010-2011 Budget; and
- b. Adopt Budget Adjustment No. 2011-14 transferring surplus funds from the Conference/Seminar-Office and Education/Training-Office accounts into the Books & Publications-Office and Postage-Office accounts to cover increased expenses; and transferring surplus funds from the Electrical Maintenance-Plant account into the Extra Help-Plant account to cover increased expenses.

15. **Fiscal Year 2011-2012 Budget Preparation Schedule**

- a. Adopt the budget schedule as presented; and
- b. Select either Monday May 2nd or Tuesday May 3rd for a Special Meeting to conduct a budget study session;
- c. Set a Special Meeting to be held on Wednesday May 4th for the adoption of the Final Budget;
- d. Direct Staff to cancel the regularly scheduled Board Meeting in June scheduled for June 27th; and
- e. Set a Special Meeting to be held on Monday June 20, 2011 to conduct regular District business for the month of June.

16. **Strategic Plan 2011**

- a. Approve the 2011 Strategic Plan as presented and direct staff to implement the Plan.

OR

- b. Direct staff to revise the 2011 Strategic Plan according to Board's direction and bring back at a later meeting for approval.

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:


Brenda Krout – Clerk of the Board

Feb. 23, 2011 @ 10:30 a.m.
Date & Time Posted At
District Office