



OJAI VALLEY SANITARY DISTRICT
A Public Agency

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**MINUTES OF THE
BOARD OF DIRECTORS'
PUBLIC RELATIONS/NEWSLETTER/ORDINANCE
COMMITTEE**

The Public Relations/Newsletter/Ordinance Committee held a meeting at the District Office, 1072 Tico Road on February 25, 2011 beginning at 9:09 a.m.

COMMITTEE MEMBERS PRESENT: John R. (Randy) Burg
Peter M. Kaiser
George Galgas, Chairman

COMMITTEE MEMBERS ABSENT: None

STAFF PRESENT: John Correa, General Manager
Brenda Krout, Administrative Officer

OTHERS PRESENT: Mark Zirbel, District Legal Counsel
Andy Belknap, Management Partners, Inc.

1. **Select Chairman For The Committee**

Director Galgas was selected to serve as Committee Chairman.

2. **Public Comment - (Items not on the agenda - 3 minute limit)**

None

3. **Review Draft District Code Chapters 1 - 10**

Revised drafts of the full District Code Chapters 1 – 10 were reviewed. Mr. Zirbel explained the need to move forward with finalizing this code and presenting it to the Board for approval prior to the beginning of the budget process in April and May.

The Committee unanimously supported moving forward with the finalization of the code and presenting it to the Board for approval at the March Board meeting.

A sundry of changes/correction/additions were noted throughout the review of the draft. It was agreed that Mr. Belknap will make all of the identified changes/modifications to the draft; the revised version will be presented to the Committee for their review prior to being presented to the Board for adoption.

4. **District Newsletter - Content & Time Frame of Next Issue**

It was agreed that the next issue of the newsletter (the third one for this fiscal year) will again focus on the unpermitted connections topic, keeping the emphasis on the fact that the clock is running on the amnesty period. It was also agreed that the secondary topic in this issue will be 'No Drugs Down the Drain'; proper disposal of unused drugs, etc.

It was agreed staff will work with Mike Briley, writing consultant, and Duane Eells, graphic consultant, to develop a draft newsletter for the Committee's review at their next meeting.

The next meeting of the Committee will be set once staff has contacted the consultants and worked out a schedule with them. It was agreed that the next issue of the newsletter should be mailed prior to the end of March.

The Committee requested staff send a copy of the newsletter to the Ojai Valley News and the Ventura County Star to see if they will print an article about the amnesty period on the unpermitted connections.

5. **Discussion**

a. Audience

None

b. Committee Members

None

c. General Manager

None

The Public Relations/Newsletter/Ordinance Committee Meeting adjourned at 10:41 a.m.

Minutes submitted by Brenda Krout, Clerk of the Board.