



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 March 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 February 28, 2011 and Special Meeting March 15, 2011 (a 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. **Proposed Ordinance No. OVSD-63 Replacement of Ordinance No. OVSD-58 Setting Board Member Compensation**
 - a. Consider revising the designation of Committee Meetings and Representative of the Board to a Day of Service as established by Ordinance No. OVSD-63;
 - b. Conduct the first reading, by title only, of Ordinance No. OVSD-63; and
 - c. Direct staff to place Ordinance No. OVSD-63 on the April 25, 2011 agenda for the second reading, public hearing, and adoption.

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10. **Proposed Ordinance No. OVSD-64 Adopting The Ojai Valley Sanitary District Code of Regulations**

- a. Conduct the first reading, by title only, of Ordinance No. OVSD-64; and
- b. Direct staff to place Ordinance No. OVSD-64 on the April 25, 2011 agenda for the second reading, public hearing, and adoption.

11. **Technological Equipment Replacement – Budget Adjustment No. 2011-16**

- a. Authorize the General Manager to purchase the NAS replacement server and the two laptop computers as identified at a price not to exceed \$24,151; and
- b. Adopt Budget Adjustment No. 2011-16 transferring \$24,151 out of the Equipment Replacement Reserve to fund the purchase of these replacement items.

12. **Ventura Avenue Sewer Improvement Project – Unit 3 – Change Order No. 3 – Contract No. 2010-14 – Orchard Pump Station**

- a. Authorize the Chairman to sign Change Order No. 3 to Contract No. 2010-14, Ventura Avenue Sewer Improvement Project Unit 3, Cushman Construction; and
- b. Adopt Budget Adjustment No. 2011-17, transferring \$34,317 from the Collection System Replacement Reserve to provide funding for this change order.

13. **Rental of Flow Meters For Mobile Home Parks Study**

- a. Authorize the General Manager to accept SFE Global's proposal for Temporary Sanitary Sewer Flow Monitoring services as quoted not to exceed \$17,980, and
- b. Direct staff to proceed with the proposed flow study at a time later this spring when infiltration is unlikely to negatively impact the study's results.

14. **Oxidation Ditches Slide Gate Replacement – Budget Adjustment No. 2011-18**

- a. Accept the proposal from Charles P. Crowley Company, Inc. for the purchase of three stainless steel slide gates in the amount of \$18,910.19;
- b. Adopt Budget Adjustment No. 2011-18 transferring \$24,911 from the Treatment Plant Replacement Reserve into the Major Expenditures-T/P account to cover the cost of purchasing the gates and the installation.

15. **Employee Compensation/Classification Survey Results – Nash and Company**

- a. Receive Nash and Company's Final Employee Compensation/Classification Report as presented; and
- b. Adopt the revised job descriptions of all of the District's current positions, including the recommended title changes to some positions; and
- c. Effective July 1, 2011 the Information Technology Officer's position to be moved to Salary Range 30 and the position will be classified as exempt from overtime.

OR

- d. Direct staff to implement the recommendations in Nash and Company's Final Employee Compensation/Classification Report as the Board deems appropriate.

16. **California Special Districts Association – Board of Directors – Nominations For Seat C**

- a. Nominate a candidate to run for election to Seat C of Region 5 on the CSDA Board of Directors; and
- b. Direct staff to complete the CSDA Nomination Form with the nominee's name and to return the form to the CSDA office prior to the deadline of May 27, 2011.

INFORMATION ITEMS – FOR RECEIPT & FILE

17. **Monthly Financial Reports**

18. **Monthly Investment Report**

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

20. **Committee Reports**

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

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

23. **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

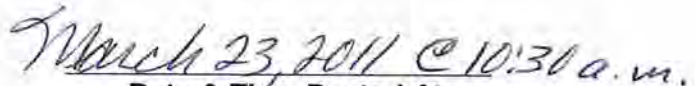
24. **Adjournment**

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**