



OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

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MINUTES OF SPECIAL MEETING OF BOARD OF DIRECTORS OJAI VALLEY SANITARY DISTRICT

The Special Meeting of the Ojai Valley Sanitary District Board of Directors was held at the District Office, 1072 Tico Road on May 29, 2007. The meeting was called to order by Chairman Curtis at 7:00 p.m. roll call taken as follows:

DIRECTORS PRESENT: William E. Lotts
J.R. (Jack) Curtis
Stan Greene
Russ Baggerly
William M. Stone (arrive at 7:18 p.m.)

DIRECTORS ABSENT: Randy Burg
Peter M. Kaiser

STAFF PRESENT: John R. Correa, General Manager
Ronald E. Sheets, Operations Superintendent
Brenda Krout, Clerk of The Board

OTHERS PRESENT: Mark A. Zirbel, District Legal Counsel

3. **Pledge of Allegiance**

Chairman Curtis led the pledge of allegiance.

4. **Additions or amendments to the Agenda (Special Meeting None Permitted)**

Special Meeting no additions or amendments are permitted.

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.)

None

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

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.

ACTION

Upon motion of Director Baggerly, seconded by Director Greene and passed by unanimous roll call vote Item Nos. 7-10 on the consent calendar were approved as submitted.

7. **Approval of Minutes** - Regular Meeting April 23, 2007 and Special Meetings April 30, 2007 and May 7, 2007 (a tape recording of each meeting is retained at the District Office for a minimum of 4 years)

8. **Reimbursement Agreements No. 2006-03 – Sycamore & Edison Drive - Casitas Springs Area**

- a. Approve Reimbursement Agreements No. 2006-03 with the ten identified participating property owners for the sewer improvements constructed by these owners to serve their properties located on Sycamore Drive and Edison Drive, Casitas Springs.
- b. Direct staff to implement the provisions of these reimbursement agreements.

9. **Reimbursement Agreement No. 2007-01 – Lower Arbolada Sewer Project – Ojai Area**

- a. Approve Reimbursement Agreements No. 2007-01 with the sixteen identified participating property owners for the sewer improvements constructed by these owners to serve their properties located on El Paseo Road, Sierra Road and Cuyama Road, Ojai.
- b. Direct staff to implement the provisions of these reimbursement agreements.

10. **Approval of Checks and Warrants**

Approve the checks and warrants for payment as submitted.

ACTION ITEMS:

11. **Richard Francis Annexation (OVSD-2007-01 Resolution No. 2007-06 and Mainline Extension Contract No. 2007-01**

Mr. Correa announced that Mr. Francis notified the District that he has not finalized the financing for this project and was not prepared to sign the mainline extension contract at this time.

This item will be postponed to a future meeting.

CHAIRMAN CURTIS ANNOUNCED THAT AGENDA ITEM NOS. 12 & 13 WOULD BE DELAYED UNTIL LATER IN THE MEETING GIVING SOME OF THE ABSENT DIRECTORS TIME TO ARRIVE – ITEM NO. 14 WAS ADDRESSED

14. **Proposed Ordinance No. OVSD-54 Adopting Fees, Rates And Charges For Sewerage And Related Services**

ACTION

Upon motion of Director Baggerly, seconded by Director Lotts and passed by unanimous roll call vote amending the District Sewer Service Rate to meet the revenue requirements included in the Final Fiscal Year 2007-08 Budget was considered and the proposed fee revisions were found to be exempt from the California Environmental Quality Act (CEQA) and therefore it was determined that CEQA review not required;

Mrs. Krout, Clerk of the Board, conducted the first reading, by title only, of proposed Ordinance No. OVSD-54.

ACTION

Upon motion of Director Baggerly, seconded by Director Lotts and duly passed staff was directed to place Ordinance No. OVSD-54 on the June 28, 2007 agenda for the second reading, public hearing, and adoption.

15. **Sewer Service Charges For Collection on Tax Rolls for Fiscal Year 2007-2008 – Set Hearing**

ACTION

Upon motion of Director Lotts, seconded by Director Baggerly and duly passed the reports listing parcel numbers and the amounts of proposed charges to be placed on the tax roll for collection FY 2007-2008 (Exhibits A & B) were accepted; June 28, 2007 at 7:00 p.m. in the District Boardroom was set as the time and place for a hearing to be held to review parcels to be reentered and added for the first time; the Clerk of the Board was directed to notify by mail each person to whom any parcel listed on Exhibit B is assessed of (1) the District's intent to have service charges for FY 2007-2008 collected on the general tax rolls of Ventura County, and (2) the time and place of the hearing for the proposed assessment reports; and the Clerk of the Board was directed to publish a notice of the report filing and the time and place of the hearing. Publication of the notice shall be once a week for two successive weeks with five intervening days.

16. **District Financing Costs and Charges For Collection on Tax Rolls For Fiscal Year 2007/2008 – Set Hearing**

ACTION

Upon motion of Director Baggerly, seconded by Director Lotts and duly passed the report listing parcel numbers and the amounts of proposed charges to be placed on the tax roll for collection FY 2007-2008 (Exhibits A & B) was accepted; June 28, 2007 at 7:00 p.m. in the District boardroom was set as the time and place for a hearing to be held to review parcels to be added for the first time; and the Clerk of the Board was directed to notify by mail each person to whom any parcel listed on Exhibit B is assessed of (1) the District's intent to have principal and interest installment on their Loan for FY 2007-2008 collected on the general tax rolls of Ventura County, and (2) the time and place of the hearing for the proposed assessment report; and the Clerk of the Board was directed to publish a notice of the report filing and the time and place of the hearing. Publication of the notice shall be once a week for two successive weeks with five intervening days.

17. **Contract No. 2007-02 - Safety And Training Officer – Joint-Use Employee**

The benefits and implementation of this joint-use employee contract was discussed.

ACTION

Upon motion of Director Baggerly, seconded by Director Lotts and passed by unanimous roll call vote the General Manager was authorized to sign Contract No. 2007-02 Between the Carpinteria Sanitary District, Goleta West Sanitary District, Montecito Sanitary District, Summerland Sanitary District, and Ojai Valley Sanitary District For The Cooperative Use of A Safety and Training Officer; and the General Manager was authorized to work with the other Cooperative Agencies to implement the provisions of this contract.

INFORMATION ITEMS

18. **New Manhole Covers**

A picture of the new manhole covers with the District oak tree logo on them was reviewed.

Director Stone arrived at this point in the meeting; at 7:18 p.m.

CHAIRMAN CURTIS ANNOUNCED THAT AGENDA ITEM NOS. 12 & 13 WOULD NOW BE ADDRESSED.

12. **Resolution No. 2007-04 – Annual Adjustment To Collection Sewer Capacity Charge Established By Ordinance No. OVSD-34**

ACTION

Upon motion of Director Baggerly, seconded by Director Lotts and passed by unanimous roll call vote the proposed Resolution was found to be exempt from the California Environmental Quality Act (CEQA) and therefore it was determined that CEQA review is not required; and Resolution No. 2007-04 establishing the annual adjustment to the Collection Sewer Capacity Charge effective July 6, 2007 was adopted.

13. **Resolution No. 2007-05 - Annual Adjustment To Treatment Plant Capacity Charge**

ACTION

Upon motion of Director Lotts, seconded by Director Baggerly and passed by unanimous roll call vote the proposed Resolution was found to be exempt from the California Environmental Quality Act (CEQA) and therefore it was determined CEQA review is not required; and Resolution No. 2007-04 establishing the annual adjustment to the Treatment Plant Capacity Charge effective July 6, 2007 was adopted.

CHAIRMAN CURTIS RETURNED TO REMAINDER OF THE AGENDA STARTING WITH ITEM NO. 19

19. **Monthly Investment Report**

Received and filed.

20. **Monthly Financial Reports**

Received and filed.

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

Received and filed.

22. **Committee Reports**

Received and filed.

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

None

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

Received and filed.

Chairman Curtis distributed copies of a letter he received from a customer encouraging the District to develop a water recycling program for the treated wastewater.

25. **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)

None

b. Board Members

None

c. General Manager

None

26. **Adjournment**

Chairman Curtis adjourned the meeting at 7:37 p.m.

William M. Stone, Secretary

APPROVED:

John R. Curtis, Chairman