



OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

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www.ojaisan.org

NOTICE OF SPECIAL MEETING

NOTICE IS HEREBY GIVEN that the Ojai Valley Sanitary District Board of Directors will hold a special meeting at 7:00 p.m. on Tuesday May 27, 2008 at the District Office located at 1072 Tico Road, Ojai, California.

AGENDA

The agenda is posted at the District Office no later than 24 hours preceding this Board meeting, and contains all items on which Board action will be allowed pursuant to Government Code Section 54956. 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 (Special Meeting None 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.)

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

PUBLIC HEARINGS:

None

PRESENTATIONS:

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.

7. **Approval of Minutes** - Regular Meeting April 28, 2008 and Special Meetings May 5, 2008 and May 7, 2008 (a tape recording of each meeting is retained at the District Office for a minimum of 4 years)
8. **Acceptance of Mainline Extension – South Fulton Street – Ojai Area – Contract No. 2007-12**
- a. Accept into the District's sewer system approximately 267 feet of mainline sewer and 1 manhole constructed in the Ojai area on South Fulton Street, to District specifications, valued at \$44,000; and
 - b. Direct staff to add the value of this extension to the District's records for future accounting purposes.
9. **Approval of Checks**
- Approve the checks for payment as submitted.

ACTION ITEMS:

10. **Proposed Ordinance No. OVSD-56, Amendment to Ordinance No. OVSD-55 Service Charge Rules and Regulations**
- a. Consider the proposed revisions to Ordinance OVSD-55.
 - b. Find the proposed revisions do not constitute a "project" for purposes of the California Resources Code and CEQA review is therefore not required;
 - c. Conduct the first reading, by title only, of Ordinance No. OVSD-56; and

- d. **Direct staff to place Ordinance No. OVSD-5 on the June 30, 2008 agenda for the second reading, public hearing, and adoption.**

11. **Proposed Ordinance No. OVSD-57 Adopting Fees, Rates And Charges For Sewerage And Related Services**

- a. Consider amending the District Sewer Service Rate to meet the revenue requirements included in the Final Fiscal Year 2008-09 Budget;
- b. Find the proposed fee revisions are exempt from the California Environmental Quality Act (CEQA) and CEQA review is therefore not required;
- c. Conduct the first reading, by title only, of Ordinance No. OVSD-57 and
- d. Direct staff to place Ordinance No. OVSD-57 on the June 30, 2008 agenda for the second reading, public hearing, and adoption.

12. **Sewer Service Charges For Collection on Tax Rolls for Fiscal Year 2008-2009 – Set Hearing**

- a. Accept the reports listing parcel numbers and the amounts of proposed charges to be placed on the tax roll for collection FY 2008-2009 (Exhibits A & B);
- b. Set June 30, 2008 at 7:00 p.m. in the District Boardroom as the time and place for a hearing to be held to review parcels to be reentered and added for the first time;
- c. Direct the Clerk of the Board 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 2008-2009 collected on the general tax rolls of Ventura County, and (2) the time and place of the hearing for the proposed assessment reports; and
- d. Direct the Clerk of the Board 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.

13. **District Financing Costs and Charges For Collection on Tax Rolls For Fiscal Year 2008/2009 – Set Hearing**

- a. Accept the report listing parcel numbers and the amounts of proposed charges to be placed on the tax roll for collection FY 2008-2009 (Exhibits A & B);
- b. Set June 30, 2008 at 7:00 p.m. in the District boardroom as the time and place for a hearing to be held to review parcels to be added for the first time;

- c. Direct the Clerk of the Board 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 2008-2009 collected on the general tax rolls of Ventura County, and (2) the time and place of the hearing for the proposed assessment report; and
- d. Direct the Clerk of the Board 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.

14. **Resolution No. 2008-08– Annual Adjustment To Collection Sewer Capacity Charge**

- a. Find the proposed Resolution is exempt from the California Environmental Quality Act (CEQA) and CEQA review is therefore not required; and
- b. Adopt Resolution No. 2008-08 establishing the annual adjustment to the Collection Sewer Capacity Charge effective July 1, 2008.

15. **Resolution No. 2008-09 - Annual Adjustment To Treatment Plant Capacity Charge**

- a. Find the proposed Resolution is exempt from the California Environmental Quality Act (CEQA) and CEQA review is therefore not required; and
- b. Adopt Resolution No. 2008-09 establishing the annual adjustment to the Treatment Plant Capacity Charge effective July 1, 2008.

16. **Cost of Living Salary Adjustment, Position & Fringe Benefits Authorization – Resolution No. 2008-07**

- a. Approve, effective June 29, 2008, a 3.1 percent cost-of-living adjustment of salary ranges for all District employees, including the General Manager; and
- b. Adopt Resolution No. 2008-07, Adoption of the Ojai Valley Sanitary District Salary, Position & Fringe Benefits Authorization Schedule Effective June 29, 2008.

17. **Human Resources Policy – Resolution No. 2008-12**

- a. Adopt Resolution 2008-12, Resolution for the Adoption of the Ojai Valley Sanitary District Human Resources Policy, effective immediately; and
- b. Direct the General Manager to implement this Policy.

18. **Resolution No. 2008-06 – Revision To Board Member Expense Reimbursement Policy**
 - a. Adopt Resolution No. 2008-06 as presented.

OR

 - b. Adopted Resolution No. 2008-06 amended as the Board deems necessary.

19. **Agreement To Prefund Other Post Employment Benefits Through CalPERS & Resolution No. 2008-11 – Delegation of Authority To Request**
 - a. Authorize the Chairman to sign the California Employers' Retiree Benefit Trust Program Agreement And Election Of The Ojai Valley Sanitary District To Prefund Other Post Employment Benefits Through CalPERS; and
 - b. Adopt Resolution No. 2008-11 Delegation of Authority To Request Disbursements; and
 - c. Direct Staff to submit all necessary documents to CalPERS to allow the District to begin depositing OPEB funds into the Trust beginning in July 2008.

20. **Consolidation of District Election**
 - a. Adopt Resolution No. 2008-10, Requesting Consolidation of the Ojai Valley Sanitary district General District Election with the Statewide General Election; and
 - b. Direct the Clerk of the Board to submit an attested copy of the adopted Resolution and the Notice of elective Offices to be filled, to the Ventura County Clerk and Recorder, Office of the Registrar of Voters.

21. **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 July 18, 2008.

22. **Rejection of Mark Simonson Claim**
 - a. Reject Mr. Simonson's claim in its entirety; and
 - b. Direct the General Manager to send Mr. Simonson written notification that the District has rejected his claim to satisfy the requirements of Government Code §913.
23. **Closed Session – Conference With Legal Counsel – Anticipated Litigation- Government Code §54956.9(b) – 1 Case**

INFORMATION ITEMS

24. **Algae TMDL Study – Update**
25. **Monthly Investment Report**
26. **Monthly Financial Reports**
27. **Staff Reports - Operations, Administration and Management of the District**
28. **Committee Reports**
29. **Oral Reports On Meetings, Seminars, or Conferences Attended**
30. **Items of Interest/Correspondence/Articles**
31. **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
32. **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**