



## 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 7:00 p.m. on Monday May 24, 2010 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)

**PUBLIC HEARINGS:**

7. **Proposed Ordinance No. 60 – Setting Forth Policies and Procedures For Enforcement of Existing District Ordinances Prohibiting The Unpermitted Connection Of A Single Dwelling Unit To The Ojai Valley Sanitary District Sewer System**
  - a. Conduct the Second reading, by title only, of Ordinance No. OVSD-60, Setting Forth Policies and Procedures For Enforcement of Existing District Ordinances Prohibiting The Unpermitted Connection Of A Single Dwelling Unit To The Ojai Valley Sanitary District Sewer System; and
  - b. Conduct the public hearing:
    1. Open public hearing.
    2. Report of written communications by Clerk of the Board.
    3. Public comment.
    4. Close public hearing.
    5. Discussion by Board of Directors.
  - c. Adopt Ordinance No. OVSD-60, to become effective July 1, 2010.
8. **Proposed Ordinance No. 61 – Adopting a Treatment Plant Capacity Charge, A Trunk Sewer Capacity Charge and a Local Sewer Capacity Charge**
  - a. Conduct the Second reading, by title only, of Ordinance No. OVSD-61, Adopting a Treatment Plant Capacity Charge, A Trunk Sewer Capacity Charge and a Local Sewer Capacity Charge; and

- b. Conduct the public hearing:
  1. Open public hearing.
  2. Report of written communications by Clerk of the Board.
  3. Public comment.
  4. Close public hearing.
  5. Discussion by Board of Directors.
- c. Adopt Ordinance No. OVSD-61, to become effective July 1, 2010.

**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.

9. Approval of Minutes - Regular Meeting April 26, 2010 and Special Meetings May 3, 2010 & May 5, 2010 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
10. Approval of Checks  
Approve the checks and warrants for payment as submitted.

**ACTION ITEMS:**

11. Proposed Ordinance No. OVSD-62 Adopting Sewer Service Charges and Other Fees For Sewer System-Related Services
  - a. Consider the District Sewer Service Rate as included in the Adopted Fiscal Year 2010-11 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-62; and
  - d. Direct staff to place Ordinance No. OVSD-62 on the June 21, 2010 agenda for the second reading, public hearing, and adoption.
12. Sewer Service Charges For Collection On Tax Rolls For Fiscal Year 2010-2011 – 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 2010-2011 (Exhibits A & B);
  - b. Set June 21, 2010 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 2010-2011 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 2010-2011 – 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 2010-2011 (Exhibit A);
- b. Set June 21, 2010 at 7:00 p.m. in the District boardroom as the time and place for a hearing to be held to review parcels for reentry on the general tax roll for collection in FY 2010-2011;
- c. 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. **Independent Audit Services Contract No. 2010-05**

- a. Award a three-year contract for the annual independent audit to Poindexter and Company CPA for the fiscal years ending June 30, 2011, 2012, and 2013; and
- b. Authorize the Chairman to sign Contract No. 2010-05 in the maximum amount of \$28,125 for these services.

15. **Ventura Avenue Sewer Improvements Unit 1, 2 and 3 Amendments to Contracts For Engineering Services and Services During Construction For Unit 3**

- a. Authorize the Chairman to sign Contract No. 2010-06, Amendment No. 4 to Contract No. 2008-02 between the Ojai Valley Sanitary District and AECOM for design engineering of the Ventura Avenue Sewer Improvements, extending the term of the contract to March 31, 2011 and increasing the 'not to exceed amount' to \$686,210; and
- b. Authorize the Chairman to sign Contract No. 2010-07, Amendment No. 1 to Contract No. 2009-10 between the Ojai Valley Sanitary District and AECOM for services during construction on Ventura Avenue Sewer Improvements Unit 1, extending the term of the contract to March 31, 2011 and increasing the 'not to exceed amount' to \$165,776; and

- c. Authorize the Chairman to sign Contract No. 2010-08, Amendment No. 1 to Contract No. 2009-23 between the Ojai Valley Sanitary District and AECOM for services during construction on Ventura Avenue Sewer Improvements Unit 2, extending the term of the contract to March 31, 2011 and increasing the 'not to exceed amount' to \$85,182; and
- d. Authorize the Chairman to sign Contract No. 2010-09, between the Ojai Valley Sanitary District and AECOM for Services During Construction on Unit 3 of the Ventura Avenue Sewer Improvements, in an amount not to exceed \$97,029; and
- e. Adopt Budget Adjustment No. 2010-28 transferring \$264,290 from the Collection System Replacement Reserve into Major Expenditures-Office to cover the cost of these amendments.

16. **Acceptance of Easement -5777 N. Ventura Avenue – APN 063-0-040-175**

- a. Accept the easement as outlined in the Easement Deed from County of Ventura on APN 063-0-040-175, 5777 N. Ventura Avenue, to accommodate the new gravity mainline sewer; and
- b. Direct staff to record this executed easement with the County of Ventura's recorder.

17. **Resolution No. 2010-05 – Election For Regular Member & Alternate Member – LAFCO Independent Special District Member**

- a. Select a candidate for the Independent Special District Regular Member of LAFCO to fill the unexpired term of January 1, 2009 to January 1, 2013; and
- b. Select a candidate for the Independent Special District Alternate member of LAFCO to fill the term of January 1, 2011 to January 1, 2015; and
- c. Determine a "Yes or No" vote on the proposed amendment to the Rules and Regulations of the Ventura County Independent Special District Selection Committee; and
- d. Authorize the Chairman to sign the official ballot casing the District's votes; and
- e. Adopt Resolution No. 2010-05, A Resolution Casting A Vote For Alternate Member Commissioner and Regular Member Commissioner Of The Ventura Local Agency Formation Commission; and
- f. Direct staff to submit the executed ballot and adopted Resolution to Ventura LAFCO prior to the deadline of June 25, 2010.

18. **Consolidation of District Election**

- a. Adopt Resolution No. 2010-04, 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.

**INFORMATION ITEMS – FOR RECEIPT & FILE**

19. **Monthly Financial Reports**

20. **Monthly Investment Report**

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

22. **Committee Reports**

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

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

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)
- b. Board Members
- c. General Manager

26. **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**

*May 20, 2010 @ 2:30 p.m.*  
**Date & Time Posted At  
District Office**