



## OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

(805) 646-5548 • FAX (805) 640-0842

[www.ojaisan.org](http://www.ojaisan.org)

### NOTICE TO THE OJAI VALLEY SANITARY DISTRICT BOARD OF DIRECTORS AND GENERAL PUBLIC

### SPECIAL MEETING AGENDA- NOTICE ADDENDUM

The Ojai Valley Sanitary District Board of Directors will hold a Special Meeting  
**Thursday August 29, 2024, at 4:00 pm.**

**THE GENERAL PUBLIC IS WELCOME TO ATTEND IN PERSON AT THE DISTRICT HEADQUARTERS LOCATED AT 1072 TICO ROAD, OJAI, CA 93023. TO FIND OUT HOW YOU MAY ELECTRONICALLY ATTEND THE BOARD MEETING AND PROVIDE PUBLIC COMMENT PLEASE REFER TO PAGE 2 OF THIS AGENDA**

**ANY DIRECTOR REMOTELY ATTENDING WILL BE IN ACCORDANCE WITH ASSEMBLY BILL 2449 AS SHOWN ON THE MEETING AGENDA.**

**When it's time, join your Webex meeting here.**

[Join meeting](#)

**More ways to join:**

**Join from the meeting link**

<https://ojaisan.webex.com/ojaisan/j.php?MTID=mbc4d18bb7bce6c4aaf2441ead032b506>

**Join by meeting number**

Meeting number (access code): 2498 126 0225

Meeting password: fFaQHNdw388

**Tap to join from a mobile device (attendees only)**

[1-844-992-4726,24981260225##](tel:1-844-992-4726,24981260225##) United States Toll Free

[+1-408-418-9388,24981260225##](tel:+1-408-418-9388,24981260225##) United States Toll

**Join by phone**

1-844-992-4726 United States Toll Free

+1-408-418-9388 United States Toll

[Global call-in numbers](#) | [Toll-free calling restrictions](#)

**Join from a video system or application**

Dial [24981260225@ojaisan.webex.com](tel:24981260225@ojaisan.webex.com)

You can also dial 173.243.2.68 and enter your meeting number.

Need help? Go to <https://help.webex.com>



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### NOTICE OF SPECIAL MEETING

**NOTICE IS HEREBY GIVEN** that the Ojai Valley Sanitary District Board of Directors will hold a special meeting at 4:00 p.m. Thursday August 29, 2024, 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) 646-5548. (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 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- Consider Approval of Director Requests for Remote Meeting Attendance in Compliance with Assembly Bill 2449](#)**
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).

The Board will receive comments from the public at this time. 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. Public is requested to present completed speaker's card to Clerk of the Board.

**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.

6. **[Approval of Minutes](#)** –Regular meeting August 26, 2024 (a recording of each meeting is retained at the District Office for a minimum of 4 years)

**ACTION ITEMS:**

7. **[Hire of Scott Meckstroth as Interim General Manager – discussion of terms of employment and approval of Employment Agreement](#)**
  - a. Approve the terms and conditions of the Employment Agreement between Scott Meckstroth and the District as presented; and
  - b. Authorize the Chairman to sign the approved Employment Agreement.
  - c. Direct Mr. Meckstroth when his District employment with the District would commence.

8. **[Resolution No. 2024-17- Resolution Setting the Salary for the General Manager](#)**

Adopt Resolution No. 2024-17 setting the salary for the “Interim” General Manager in accordance with the requirements of CalPERS

9. **[State of California Septic to Sewer Program – Disadvantaged Communities within the Ojai Valley Sanitary District Service Area Resolution Nos. 2024-18, 2024-19, 2024-20](#)**

Adopt Resolutions No. 2024-18, 2024-19, and 2024-20 authorizing the General Manager the authority to sign and submit the CWSRF application materials, certify

compliance with applicable state and federal laws, execute the financial assistance agreement and amendments, and certify disbursement requests.

10. **Resolution No. 2024-21 – Nomination for Regular Member – LAFCo Independent Special District Member**
- a. Select a nominee for the Independent Special District **Regular Member** of LAFCO; and
  - b. Adopt Resolution No. 2024-21 authorizing the nomination of the selected individual for the Special District Regular Member position; and
  - c. Direct staff to submit a copy of the adopted Resolution and a copy of the resume or candidate statement for the nominee to Ventura LAFCO prior to the deadline of Friday October 11, 2024.

**CLOSED SESSION ITEM:**

11. **CLOSED SESSION: Public Employee Appointment: General Manager, Pursuant to Government Code §54957**

**INFORMATION ITEMS – FOR RECEIPT & FILE**

12. **Board Member & General Manager Comment**

- a. Board Member Comments

Opportunity for Board Members to briefly comment on matters they deem appropriate to the business of the District. A Board Member may ask a question of staff for clarification, make a brief announcement, or make a brief report on his/her own activities related to the District. A Board Member may also provide a reference to staff or other resources for factual information, or request staff to report back to the Board at a subsequent meeting concerning a matter related to the District business. The Board Member may also direct staff to place a matter of District business on a future Board agenda.

- b. General Manager Comments

13. **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:

  
Alison Young – Clerk of the Board

**August 28, 2024 @ 1:30 p.m.**  
**Date & Time Posted At District Office**



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August 28, 2024

Board of Directors  
Ojai Valley Sanitary District  
Ojai, CA 93023

### CONSIDER APPROVAL OF DIRECTOR'S REQUEST FOR REMOTE ATTENDANCE IN COMPLIANCE WITH ASSEMBLY BILL 2449

AB 2449 requires a board member who wants to participate remotely via teleconferencing to submit a request in advance of that meeting (or as early as possible) so the request can be properly placed on the agenda for Board consideration and approval. Remote participation by a board member is limited to only two reasons - "just cause" or "emergency circumstances", which may only be used a limited number of times.

AB 2449 provisions became effective on January 1, 2023, and remain applicable until January 1, 2026, when teleconferencing / remote appearance provisions revert back to their pre-COVID (March 2020) state

The Governor is declared the COVID emergency over on February 28, 2023. OVSD Board and Board Committee meetings are now required to do the following in accordance with AB 2449 if a member desires to avail himself or herself of teleconferencing provisions:

1. A quorum of OVSD Board is required to be physically in attendance at OVSD District Offices in order for the Board meeting to proceed and for there to even be an opportunity for remote attendance.
2. Any Board member, who wishes to participate in that Board or Board Committee meeting, from a remote location must meet either a "Just Cause" or "Emergency Circumstances" reason for doing so. They must do so in writing. A quorum of the Board members present must review and approve that request in accordance with the Brown Act.
3. Board members should advise the OVSD Administrative Officer, as soon as possible, by written means (see proposed memorandum templates) of a request to attend the meeting remotely and prior to posting of the meeting agenda if possible. Requests for remote attendance not received prior to the posting of the agenda may be acted upon by the Board quorum on the day of the public meeting.

August 28, 2024

Page 2

The following are statutory limits on the number of meetings a Board Member may request and receive remote attendance approval:

1. The "Just Cause" determination may not be used for more than 2 meetings per calendar year.
2. The "Emergency Circumstances" determination may only be used no more than - 3 consecutive months (regardless how many meetings occur during that time frame), 20% of the regular meetings of the legislative body per calendar year, or no more than 2 meetings per year if the Board regularly meets 10 times or less per year.

Using OVSD's typical annual Board and Board Committee calendar as an example, the "Just Cause" determination may only be used twice a year and "Emergency Circumstance" determination may only be used for 3 consecutive months.

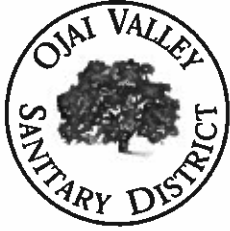
### **RECOMMENDED ACTIONS**

Directors physically present, at time of Board Meeting, consider approval of any request made by non-attending Directors to participate remotely.

As of the date of this letter, there were no requests received, from Directors, to attend remotely in accordance with AB2449.



Alison Young  
Assistant General Manager- Administration



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### MINUTES OF REGULAR BOARD MEETING OF BOARD OF DIRECTORS OJAI VALLEY SANITARY DISTRICT

The Meeting of the Ojai Valley Sanitary District Board of Directors was held at the District Office, 1072 Tico Road on August 26, 2024. The meeting was called to order by Chairman Stone at 6:00 p.m. and roll call taken as follows:

**DIRECTORS PRESENT:** William M. Stone  
William Ulrich  
James Kentosh  
John (Randy) Burg  
Stephen L. Quilici  
Lowell Martinson  
John R. (Jack) Curtis (departed at 8:10 p.m.)

**DIRECTORS ABSENT:** None

**STAFF PRESENT:** Alison Young, Clerk of The Board  
Rick Nack, CIP Project Administrator  
Bradshaw Pruitt, CS/TP Operations Manager  
Liz Dubrin, Project Manager  
Jan Steenberg, IT Manager

**OTHERS PRESENT:** Dennis McNulty, District Legal Counsel

2. **Roll Call- Consider Approval of Director Requests for Remote Meeting Attendance in Compliance with Assembly Bill 2449**

There were no AB2449 Requests.

3. **Pledge of Allegiance**

Pledge of allegiance conducted.

4. **Additions or amendments to the Agenda**

None

5. **Public 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 Quilici, seconded by Director Ulrich and passed by a unanimous roll call vote, items 6 and 7 were approved as submitted.

6. **Approval of Minutes** –Regular meeting July 22, 2024 and Special meeting August 6, 2024 (a recording of each meeting is retained at the District Office for a minimum of 4 years)
7. **Review of Disbursements/Checks For The Period of July 17, 2024 to August 18, 2024**

Review, receive and file the disbursements/checks as presented.

**Action Items:**

8. **Screen Equipment Selection – Huber Technology, Inc. – Budget Adjustment No. 2025-07**

**ACTION**

Upon motion of Director Burg seconded by Director Quilici and passed by a unanimous roll call vote, the board approved and authorized the General Manager to accept and execute the scope of supply agreement between the Ojai Valley Sanitary District and Huber Technology, Inc., in an amount not to exceed \$276,663.00 plus tax; and adopted Budget Adjustment No. 2025-07 Transferring \$296,722 from the Treatment Plant Replacement Reserve Fund to the Major Expenditures-TP account to cover the cost purchase including 7.25% tax and directed staff to begin engagement with Huber Technology, Inc. to complete their respective scope of supply outlined in the agreement.

9. **Replacement of Information Technology Equipment – Xerox Copy Machines (5) - \$48,815 + tax- Budget Adjustment No. 2025-06**

**ACTION**

Upon motion of Director Curtis seconded by Director Ulrich and passed by a unanimous roll call vote, the board authorized the purchase of the Xerox Copiers for a cost not to exceed \$48,815 + applicable sales tax and adopted Budget Adjustment No. 2025-06 transferring \$52,500 from the Equipment Replacement Reserve Fund to Major Expenditures- Admin. in order provide funding for the copier purchases, including estimated sales tax.

10. [Purchase of Portable Diesel Pump – Budget Adjustment No. 2025-05](#)

**ACTION**

Upon motion of Director Curtis seconded by Director Quilici and passed by a unanimous roll call vote, the board authorized the General Manager to purchase the sound attenuated pump from Rain for Rent for a cost not to exceed \$73,325.17; and adopted Budget Adjustment No. 2025-05 authorizing the transfer of \$73,326 from the Equipment Replacement Reserve to Major Expenditures-CS account to provide funding for this purchase.

11. [Return Activated Sludge Pump & Motor Replacement – Budget Adjustment No. 2025-08](#)

**ACTION**

Upon motion of Director Quilici seconded by Director Curtis and passed by a unanimous roll call vote, the board approved and authorized the General Manager to accept Powerflo Products Inc.'s proposal for the purchase of two Fairbanks Morse pumps and motors for a total price of \$75,581.87 and adopted Budget Adjustment No. 2025-08 transferring \$75,582 from the Treatment Plant Replacement Reserve account to provide funding for the purchase of the Fairbanks Morse pumps and motors.

12. [City of Ojai Pavement Rehabilitation Project- Approve and Authorize Man-hole Adjustments- Budget Adjustment No. 2025-09](#)

**ACTION**

Upon motion of Director Kentosh seconded by Director Burg and passed by a unanimous roll call vote, the board approved and authorized staff to purchase the necessary materials from FAMCON in an amount not to exceed \$6,048.90; and authorized staff to pay the City of Ojai for completed bid item tasks performed under City Contract for which the District is responsible, estimated to cost \$106,255; and adopted Budget Adjustment No. 2025-09 Transferring \$112,304 from the Collection System Replacement Reserve Fund to the Major Expenditures-CS account to cover the cost of this project.

13. [Reclassification of the Vacant Senior Construction Inspector to Environmental Compliance Inspector with Position Description and Salary Recommendation](#)

**ACTION**

Upon motion of Director Quilici seconded by Director Curtis and passed by a unanimous roll call vote, the board approved the new Environmental Compliance Inspector Position Description created by CPS HR Consulting, Inc. and approved the recommended salary Grade of 115, 117, 119, 121 (Based on Certification Level), which was formalized by adoption of a salary schedule resolution elsewhere in this agenda.

Additionally, staff was directed to schedule a Personnel committee meeting to further discuss recruitment of vacancies.

14. [Cost of Living Salary Adjustment - Resolution No. 2024-15](#)

**ACTION**

Upon motion of Director Curtis seconded by Director Kentosh and passed by a 4-3 roll call vote, with directors Curtis, Stone, Kentosh and Ulrich voting for the motion and directors Martinson, Quilici and Burg voting against the motion, the board approved a 3.2 percent cost-of-living adjustment of salary ranges for all District positions, including specific staff who are not compensated within the salary grid and directed staff to include this adjustment in the final budget for fiscal year 2025-26 and adopted Resolution No. 2024-15, Adoption of the Ojai Valley Sanitary District Salary reflecting the 3.2 percent cost-of-living adjustment, Effective June 30, 2024.

15. [Approve and Authorize Increasing Employees' Cafeteria Health Insurance Plan to \\$2,400.00 per Month per Employee Effective December 1, 2024, to Cover the Increase in Premiums January 1, 2025, and Approve Resolution No. 2024-16](#)

**ACTION**

Upon motion of Director Quilici seconded by Director Ulrich and passed by a unanimous roll call vote, the board approved and authorized increasing the monthly, per employee Cafeteria Health Insurance Plan to \$2,400 effective December 1, 2024 to cover premiums for January 2025 and Adopted Resolution No. 2024-16, Fixing the Employer's Contribution, reflecting the changes to the Cafeteria Plan; and directed staff to forward the executed Resolution No. 2024-16 to CalPERS notifying them of these changes.

16. [Planning Discussion for Replacement of Combination Truck "GapVax"](#)

This was a discussion item only; no board action was required. The board requested staff bring this back as an agenda item for approval at a later meeting, for immediate purchase, including option for out of state disposal of the existing GapVax and negotiated decreased amount for freight.

17. [OVSD Board Meeting Schedule- District General Legal Counsel- A to Z Law attendance availability](#)

The Board discussed and directed Counsel to delegate attendance responsibilities to associate Mischa Barteau unless something requires Mr. McNulty's attend to provide more legal expertise. The board meeting schedule will remain as is.

**Prior to entering closed session, Mr. McNulty provided a copy of the written public comment received by the Board Clerk, August 23, 2024, via US Mail, which is included to be made part of the administrative record.**

Item No. 18 was read into the record by Mr. McNulty. The board entered closed session at 8:00 p.m.

18. **CLOSED SESSION: Public Employee Appointment: Interim General Manager, Pursuant to Government Code §54957**

The Board returned to open session at 8:30 p.m. and announced that the board unanimously decided to proceed with the hiring of Scott Meckstroth and directed staff to schedule a Special Meeting for Thursday August 29<sup>th</sup> at 4:00pm to review and discuss his employment contract.

**INFORMATION ITEMS – FOR RECEIPT & FILE**

19. **Monthly Financial Reports**

Received and filed

20. **Monthly Investment Report**

Received and filed

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

Received and filed

22. **Committee Reports- Finance Committee July 22, 2024, Personnel Committee July 22, 2024, and August 6, 2024**

Received and filed

23. **Reports on Meetings, Seminars, or Conferences Attended**

None

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

None

25. **Board Member & General Manager Comment**

a. Board Member Comments

Director Kentosh announced that he decided to seek re-election and hopes to stay on the board as long as medically capable.

b. General Manager Comments

Bradshaw shared an update on TP oxidation ditch cleaning by Performance Pipeline.

23. **Adjournment**

Chairman Stone adjourned the special meeting at 8:40 p.m.

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James Kentosh, Secretary

**APPROVED:**

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William M. Stone, Chairman

Speaker card for Item #18 (interim General Manager) to be read either in public or during closed session

**To the Board of Directors, Ojai Valley Sanitary District:**

It has come to my attention that the Ojai Valley Sanitary District is considering Scott Meckstroth for the position of interim general manager. I feel compelled to bring certain concerns to your attention regarding Mr. Meckstroth's recent professional history.

It is my understanding that Mr. Meckstroth was recently terminated from his position at the County of Ventura with cause, due to serious allegations that are rumored to include:

- Approving change orders on contracts outside of established procedures and protocols.
- Falsifying spill reports submitted to the California Regional Water Quality Control Board.
- Embezzlement.
- Being currently under internal investigation by the County of Ventura, with possible existing legal actions.
- Engaging in an inappropriate personal relationship.

These issues raise significant concerns about the potential liability the district may incur and cast doubt on Mr. Meckstroth's ethical capacity to act fairly for the benefit of its customers. I urge the board to carefully reconsider whether this is a risk worth taking for the district and its stakeholders.

His current issues would likely make Mr. Meckstroth unable to effectively liaison on behalf of the district with the county and regulatory agencies.

Perhaps the best use of time, effort and money would be to shift focus on the long-term planning of the district by selecting a permanent GM with the appropriate skills and relationships to benefit the community

Thank you for your attention to this matter.

RECEIVED

AUG 23 2024

OJAI VALLEY  
SANITARY DISTRICT

SANTA BARBARA CA 931

21 AUG 2024 PM 2 L



Ojai Valley Sanitary District  
1072 Tico Rd.  
Ojai, CA 93023

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August 28, 2024

Board of Directors  
Ojai Valley Sanitary District  
Ojai, CA 93023

### HIRE OF SCOTT MECKSTROTH AS INTERIM GENERAL MANAGER – DISCUSSION OF TERMS OF EMPLOYMENT AND APPROVAL OF EMPLOYMENT AGREEMENT

At your August 26, 2024 meeting, you announced your intention to proceed with the hiring of Scott Meckstroth to the position of Interim District General Manager, pending finalizing the details of an Employment Agreement. District Legal Counsel (Dennis McNulty) drafted an Employment Agreement for review and approval by the full board.

The Agreement is attached for your consideration.

If the Agreement is approved as presented, Mr. Meckstroth would need to be directed by the Board when his employment would commence.

If you have any questions or need additional information please call me at 646-5548.

### RECOMMENDATION

It is recommended the Board:

- a. Approve the terms and conditions of the Employment Agreement between Scott Meckstroth and the District as presented; and
- b. Authorize the Chairman to sign the approved Employment Agreement.
- c. Direct Mr. Meckstroth when his District employment with the District would commence.

  
Alison Young  
Assistant General Manager- Administration

Enc.

# EMPLOYMENT AGREEMENT BETWEEN OJAI VALLEY SANITARY DISTRICT AND EMPLOYEE TO SERVE AS INTERIM GENERAL MANAGER

This Employment Agreement ("**Agreement**") is entered into this \_\_\_\_\_ day of August, 2024 ("**Effective Date**") by and between the Ojai Valley Sanitary District (the "**Board**" or "**District**") and Scott Meckstroth ("**Candidate**") collectively referred to as "**Parties**".

## RECITALS

WHEREAS, the Board requires an individual with the knowledge, skills and abilities to serve as Interim General Manager while the Board engages in recruitment for a new General Manager; and

WHEREAS, the Board desires to employ the specialized services of Candidate as Interim General Manager for the Board in consideration of and subject to the terms and conditions of this Agreement; and

WHEREAS, Candidate desires to accept temporary employment as Interim General Manager in consideration of and subject to the terms and conditions of this Agreement; and

WHEREAS, the Board desires by this Agreement to set forth the terms and conditions of Candidate's duties and services as Interim General Manager for an interim period as set forth in this Agreement.

## AGREEMENT

The Parties hereby agree as follows:

### 1. SCOPE OF SERVICE.

- a. General. Candidate shall serve as Interim General Manager of the District. In that capacity he shall be accountable and responsive to the Board and shall assume overall responsibility for the management of the operations of the District, subject, however, to all applicable laws, rules and regulations and to the policies and directions heretofore and from time to time established by the Board. Candidate shall exercise exclusive and direct administrative and functional authority over all employees and contractors of the District.
- b. Representative Duties. Under the direction of the Board, Candidate shall plan, organize, direct, and control the activities and operations of the District, including wastewater treatment, collection, and administration; develop policy recommendations for action by the Board; and provide highly responsible and complex administrative support to the Board. He shall have authority to assign work activities and exercise direct supervision over all

District personnel. In the performance of his duties, the General Manager shall direct activities of all District operations; plan, direct, oversee, and participate in the development of the District's work plan, operations and programs; develop and implement budgets and short and long-range financial planning; develop and implement tactical and strategic plans; compile and organize pertinent information in preparation for presentation to the Board; develop, negotiate, administer, and review District contracts and formal agreements, represent the District to outside groups, contractors, and organizations; interface, coordinate and act as the District's designee with outside Federal, State, County and local public agencies and regulatory bodies; participate in outside community and professional group committees; and perform related duties as required.

2. **TERM.** The term of this Agreement shall be from the Effective Date until notice by the Board that the Board no longer needs the services of the Candidate or the hire date of the new General Manager, whichever comes first.
3. **EFFECTIVE DATE.** This Agreement shall become effective after:
  - i. This Agreement is approved and executed by Candidate; and
  - ii. This Agreement is approved and executed by the Board.
4. **COMPENSATION.** Board shall pay Candidate for their services hereunder as Interim General Manager and Candidate shall accept, as full and complete compensation for said services, the sum of \$110.00 per hour. Candidate shall receive no other payment, benefit, or remuneration other than the hourly wage for their services. Candidate will be required to participate in CalPERS, with the Employee paying the entire required employee contribution. Except as specifically provided for in this Agreement, during his term of employment, Candidate shall be entitled to the District's standard benefits package, as embodied in District's Human Resources Policy, Employee Handbook and other District regulations and administrative practices ("Human Resources Policies") from time to time, and applicable to General Manager. Such standard benefits shall include, but are not limited to, reimbursement of business expenses, vacation, sick leave, health insurance program for employee and eligible dependents, vision insurance program for employee and dependents, life insurance, long-term and short-term disability insurance, and a Public Employee Retirement System retirement plan. Candidate shall have the right to opt out of certain benefits consistent with District's Human Resources Policies. Candidate shall also have access to a District-owned vehicle, including fuel reimbursement, which may only be used for commuting from residence to the District and for District-related business.
5. **WORK SCHEDULE.** During employment with the District, Candidate shall devote his full productive time and best efforts to performing the interim General Manager's duties as may be necessary to fulfill the requirements of his position. The District expects that the performance of the duties of the Candidate should require at least forty (40) hours per week. Candidate acknowledges that proper

performance of the duties of the interim General Manager will often require the performance of necessary services outside of normal business hours. However, the District intends that reasonable time off be permitted to Candidate, such as is customary for exempt employees, so long as the time off does not interfere with normal business. Candidate's compensation (whether salary or benefits or other allowances) is not based on hours worked and Candidate shall not be entitled to any compensation for overtime. Candidate agrees that his position is that of an exempt employee for the purposes of the Fair Labor Standards Act.

6. **EXCLUSIVE EMPLOYMENT.** As interim General Manager, Candidate shall not accept other employment or perform other services for compensation without first having obtained permission from the District's Board, which the Board may withhold in its sole discretion.
7. **WORKERS COMPENSATION.** Candidate shall be covered as Interim General Manager by the Board's Workers Compensation coverage in the event of an accident or injury.
8. **ENTIRE AGREEMENT.** This Agreement supersedes any and all other agreements, either oral or in writing, between the Parties hereto with respect to the subject matter hereof, and no other agreement, statement or promise relating to the subject matter of this Agreement which is not contained herein shall be valid or binding unless in writing and signed by both Parties.
9. **GOVERNING LAW.** The validity of this Agreement and of any of its terms or provisions, as well as the rights and duties of the Parties hereunder, shall be governed by the laws of the State of California and leave for any action concerning the terms of this Agreement shall be in the Superior Court of Ventura County.
10. **SEVERABILITY.** Should any part, term or provision of this Agreement be declared invalid, void or unenforceable, all remaining parts, terms and provisions hereof shall remain in full force and shall in no way be invalidated, impaired, or affected thereby.
11. **ASSIGNMENT.** The Parties agree that the expertise and experience of Candidate are material considerations for this Agreement. Candidate shall not assign, transfer, or subcontract any interest in this Agreement, nor the performance of any of Candidate's obligations hereunder and any attempt to do so shall be null and void.
12. **TERMINATION.** Candidate understands that they are an at-will employee and that the employment may be terminated by Candidate or Board at any time, for any reason, or for no reason at all. The Board's right of termination shall be in addition to all other remedies available under law to the Board.
13. **WAIVER.** Waiver by Board of any breach or violation of any term or condition of this Agreement shall not be deemed to be a waiver of any other term or condition contained herein or a waiver of any subsequent breach or violation of the same or

any other term or condition. The acceptance by Board of the performance of any work or services by Candidate shall not be deemed a waiver of any term or condition of this Agreement.

14. EXECUTION IN COUNTERPARTS. This Agreement and any amendments hereto may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed to be an original, but all such counterparts shall constitute one and the same Agreement, as may be amended from time to time. Delivery of an executed counterpart of a signature page to this Agreement by facsimile, PDF or other electronic means shall have the same impact and effect as original counterparts and shall be valid, enforceable and binding.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed effective on the date first set forth above.

OJAI VALLEY SANITARY DISTRICT

By: \_\_\_\_\_  
William M. Stone, Chairman  
Board of Directors

\_\_\_\_\_  
Scott Meckstroth

ATTEST:

By: \_\_\_\_\_  
James Kentosh, Secretary  
Board of Directors

APPROVED AS TO FORM:

ARNOLD LAROCHELLE MATHEWS  
VANCONAS AND ZIRBEL LLP

By: \_\_\_\_\_  
Dennis P. McNulty, District Counsel



## OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

(805) 646-5548 • FAX (805) 640-0842

[www.ojaisan.org](http://www.ojaisan.org)

August 28, 2024

Board of Directors  
Ojai Valley Sanitary District  
Ojai, CA 93023

### RESOLUTION NO. 2024-17- RESOLUTION SETTING THE SALARY FOR THE GENERAL MANAGER

Upon the approval and execution of the employment agreement for Scott Meckstroth, as Interim General Manager, the Board must formally establish the salary by adoption of a resolution. While the Board's intent, per the contract, is to employ Mr. Meckstroth as "Interim," CalPERS does not consider this employment interim because the threshold of "Annuitant" or "Independent Contractor" was not met. Therefore, adoption of this resolution will establish the General Manager salary in accordance with the requirements of CalPERS. CalPERS requires all salaries be established by salary resolution and shown on the salary schedule. Salary cannot be formally established, for the purposes of CalPERS, solely by an employment contract.

The resolution is attached for your consideration and adoption.

If you have any questions or need additional information please call me at 646-5548.

### RECOMMENDATION

It is recommended the Board:

Adopt Resolution No. 2024-17 setting the salary for the "Interim" General Manager in accordance with the requirements of CalPERS.

Alison Young  
Assistant General Manager- Administration

Enc.

**OJAI VALLEY SANITARY DISTRICT**

**RESOLUTION NO. 2024-17**

**RESOLUTION FOR THE ADOPTION OF THE  
OJAI VALLEY SANITARY DISTRICT  
SALARY SCHEDULE**

**EFFECTIVE 12:01 a.m. AUGUST 30, 2024**

**BE IT RESOLVED** that the Ojai Valley Sanitary District Board of Directors does hereby approve and adopt the attached Classification Descriptions and Salary Schedule to become effective 12:01 a.m. August 30, 2024;

**PASSED AND ADOPTED** this 26th day of August, 2024, upon the following vote:

**AYES:**

**NAYS:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
William M. Stone, Chairman

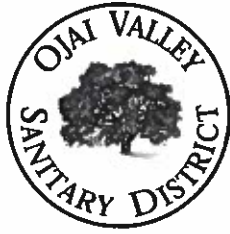
**CERTIFICATION:**

I, James Kentosh, Secretary of the Board of Directors of the Ojai Valley Sanitary District, do certify that the above is a true and accurate copy of Resolution No. 2024-04 adopted by the Board of Directors on August 29, 2024.

\_\_\_\_\_  
James Kentosh, Secretary

Classification	Grade	Step 1	Step 2	Step 3	Step 4 MP	Step 5	Step 6	Step 7
	101	\$ 26.46	\$ 28.01	\$ 29.57	\$ 31.13	\$ 32.68	\$ 34.24	\$ 35.80
	102	\$ 27.12	\$ 28.71	\$ 30.31	\$ 31.90	\$ 33.50	\$ 35.10	\$ 36.69
Customer Service Representative I	103	\$ 27.80	\$ 29.43	\$ 31.07	\$ 32.70	\$ 34.34	\$ 35.97	\$ 37.61
	104	\$ 28.49	\$ 30.17	\$ 31.84	\$ 33.52	\$ 35.20	\$ 36.87	\$ 38.55
	105	\$ 29.20	\$ 30.92	\$ 32.64	\$ 34.36	\$ 36.08	\$ 37.79	\$ 39.51
	106	\$ 29.93	\$ 31.70	\$ 33.46	\$ 35.22	\$ 36.98	\$ 38.74	\$ 40.50
Customer Service Representative II	107	\$ 30.68	\$ 32.49	\$ 34.29	\$ 36.10	\$ 37.90	\$ 39.71	\$ 41.51
Collection System Operator I	108	\$ 31.45	\$ 33.30	\$ 35.15	\$ 37.00	\$ 38.85	\$ 40.70	\$ 42.55
	109	\$ 32.24	\$ 34.13	\$ 36.03	\$ 37.92	\$ 39.82	\$ 41.72	\$ 43.61
AP/AR Clerk, Treatment Plant Operator I	110	\$ 33.04	\$ 34.99	\$ 36.93	\$ 38.87	\$ 40.82	\$ 42.76	\$ 44.70
Senior Customer Service Representative	111	\$ 33.87	\$ 35.86	\$ 37.85	\$ 39.84	\$ 41.84	\$ 43.83	\$ 45.82
Collection System Operator II	112	\$ 34.71	\$ 36.76	\$ 38.80	\$ 40.84	\$ 42.88	\$ 44.93	\$ 46.97
	113	\$ 35.58	\$ 37.68	\$ 39.77	\$ 41.86	\$ 43.96	\$ 46.05	\$ 48.14
Administrative Technician I, Laboratory Technician I, Treatment Plant Operator II	114	\$ 36.47	\$ 38.62	\$ 40.76	\$ 42.91	\$ 45.05	\$ 47.20	\$ 49.34
Environmental Compliance Inspector I	115	\$ 37.38	\$ 39.58	\$ 41.78	\$ 43.98	\$ 46.18	\$ 48.38	\$ 50.58
Collection System Operator III,	116	\$ 38.32	\$ 40.57	\$ 42.83	\$ 45.08	\$ 47.33	\$ 49.59	\$ 51.84
Lead Collection System Operator III, Environmental Compliance Inspector II	117	\$ 39.28	\$ 41.59	\$ 43.90	\$ 46.21	\$ 48.52	\$ 50.83	\$ 53.14
Treatment Plant Operator III	118	\$ 40.26	\$ 42.63	\$ 44.99	\$ 47.36	\$ 49.73	\$ 52.10	\$ 54.47
Administrative Technician II, Laboratory Technician II, Lead Treatment Plant Operator III, Environmental Compliance Inspector III	119	\$ 41.27	\$ 43.69	\$ 46.12	\$ 48.55	\$ 50.97	\$ 53.40	\$ 55.83
Collection System Operator IV, Senior Treatment Plant Operator III	120	\$ 42.30	\$ 44.78	\$ 47.27	\$ 49.76	\$ 52.25	\$ 54.74	\$ 57.22
Lead Collection System Operator IV, Environmental Compliance Inspector IV	121	\$ 43.35	\$ 45.90	\$ 48.45	\$ 51.00	\$ 53.56	\$ 56.11	\$ 58.66
Treatment Plant Operator IV	122	\$ 44.44	\$ 47.05	\$ 49.67	\$ 52.28	\$ 54.89	\$ 57.51	\$ 60.12
Lead Treatment Planter Operator IV	123	\$ 45.55	\$ 48.23	\$ 50.91	\$ 53.59	\$ 56.27	\$ 58.95	\$ 61.63
Senior Treatment Plant Operator IV	124	\$ 46.69	\$ 49.43	\$ 52.18	\$ 54.93	\$ 57.67	\$ 60.42	\$ 63.17
	125	\$ 47.85	\$ 50.67	\$ 53.48	\$ 56.30	\$ 59.11	\$ 61.93	\$ 64.74
Treatment Plant Operator V	126	\$ 49.05	\$ 51.94	\$ 54.82	\$ 57.71	\$ 60.59	\$ 63.48	\$ 66.36
Project Manager I	127	\$ 50.28	\$ 53.23	\$ 56.19	\$ 59.15	\$ 62.11	\$ 65.06	\$ 68.02
Lead Treatment Plant Operator V	128	\$ 51.53	\$ 54.57	\$ 57.60	\$ 60.63	\$ 63.66	\$ 66.69	\$ 69.72
Senior Treatment Plant Operator V	129	\$ 52.82	\$ 55.93	\$ 59.04	\$ 62.14	\$ 65.25	\$ 68.36	\$ 71.47
	130	\$ 54.14	\$ 57.33	\$ 60.51	\$ 63.70	\$ 66.88	\$ 70.07	\$ 73.25
Project Manager II	131	\$ 55.50	\$ 58.76	\$ 62.03	\$ 65.29	\$ 68.56	\$ 71.82	\$ 75.08
	132	\$ 56.88	\$ 60.23	\$ 63.58	\$ 66.92	\$ 70.27	\$ 73.62	\$ 76.96
	133	\$ 58.31	\$ 61.74	\$ 65.17	\$ 68.60	\$ 72.03	\$ 75.46	\$ 78.89
	134	\$ 59.76	\$ 63.28	\$ 66.80	\$ 70.31	\$ 73.83	\$ 77.34	\$ 80.86
CS & TP Operations Manager	135	\$ 61.26	\$ 64.86	\$ 68.47	\$ 72.07	\$ 75.67	\$ 79.28	\$ 82.88
	136	\$ 62.79	\$ 66.48	\$ 70.18	\$ 73.87	\$ 77.56	\$ 81.26	\$ 84.95
	137	\$ 64.36	\$ 68.15	\$ 71.93	\$ 75.72	\$ 79.50	\$ 83.29	\$ 87.07
Senior Project Manager	138	\$ 65.97	\$ 69.85	\$ 73.73	\$ 77.61	\$ 81.49	\$ 85.37	\$ 89.25
	139	\$ 67.62	\$ 71.60	\$ 75.57	\$ 79.55	\$ 83.53	\$ 87.51	\$ 91.48
	140	\$ 69.31	\$ 73.39	\$ 77.46	\$ 81.54	\$ 85.62	\$ 89.69	\$ 93.77
Assistant General Manager - Admin	141	\$ 71.04	\$ 75.22	\$ 79.40	\$ 83.58	\$ 87.76	\$ 91.94	\$ 96.11
	142	\$ 72.82	\$ 77.10	\$ 81.38	\$ 85.67	\$ 89.95	\$ 94.23	\$ 98.52

IT Manager	143	\$ 74.64	\$ 79.03	\$ 83.42	\$ 87.81	\$ 92.20	\$ 96.59	\$ 100.98
	144	\$ 76.50	\$ 81.00	\$ 85.50	\$ 90.00	\$ 94.50	\$ 99.00	\$ 103.50
	145	\$ 78.42	\$ 83.03	\$ 87.64	\$ 92.25	\$ 96.87	\$ 101.48	\$ 106.09
	146	\$ 80.38	\$ 85.10	\$ 89.83	\$ 94.56	\$ 99.29	\$ 104.02	\$ 108.74
CIP Project Administrator	147	\$ 82.39	\$ 87.23	\$ 92.08	\$ 96.92	\$ 101.77	\$ 106.62	\$ 111.46
	148	\$ 84.45	\$ 89.41	\$ 94.38	\$ 99.35	\$ 104.31	\$ 109.28	\$ 114.25
Assistant General Manager - Engineering	149	\$ 86.56	\$ 91.65	\$ 96.74	\$ 101.83	\$ 106.92	\$ 112.01	\$ 117.11
	150	\$ 88.72	\$ 93.94	\$ 99.16	\$ 104.38	\$ 109.60	\$ 114.81	\$ 120.03
General Manager	General Manager salary is set per contract at \$110.00/hour							



**OJAI VALLEY SANITARY DISTRICT**

A Public Agency

1072 Tico Road Ojai, California 93023

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August 28, 2024

Board of Directors  
Ojai Valley Sanitary District  
Ojai, CA 93023

**STATE OF CALIFORNIA SEPTIC TO SEWER PROGRAM - DISADVANTAGED  
COMMUNITIES WITHIN THE OJAI VALLEY SANITARY DISTRICT SERVICE AREA  
RESOLUTION NOS. 2024-18, 2024-19, 2024-20**

In May of 2023, the Board unanimously approved staff to complete and submit an application for a septic to sewer grant program developed by the State of California. To accompany the application, the Board approved a formal resolution in July of 2024 designating the Assistant General Manager of Administration as the authorized representative for the grant application, as the General Manager role was vacant at the time. As the Board is now appointing a General Manager, it is appropriate to authorize this position to be the authorized representative for the District moving forward.

**RECOMMENDATION**

It is recommended the Board:

Adopt Resolutions No. 2024-18, 2024-19, and 2024-20 authorizing the General Manager the authority to sign and submit the CWSRF application materials, certify compliance with applicable state and federal laws, execute the financial assistance agreement and amendments, and certify disbursement requests.

Alison Young  
Assistant General Manager of Administration

**AUTHORIZING RESOLUTION/ORDINANCE**

**OJAI VALLEY SANITARY DISTRICT**

RESOLUTION NO: 2024-18

WHEREAS The State of California has developed a septic to sewer program that provides funding for areas of known groundwater contamination, high grouping of septic systems and are within State Guidelines for Disadvantaged Communities (DAC)

RESOLVED BY THE Board of Directors OF THE (insert name of Governing Board of the Entity) OF THE Ojai Valley Sanitary District (the "Entity"), AS FOLLOWS:  
*(insert Entity name)*

The General Manager (the "Authorized Representative") or designee is (insert Title of Authorized Representative) hereby authorized and directed to sign and file, for and on behalf of the Entity, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of Septic to Sewer Conversion Project - Casitas Springs (the "Project").  
*(insert Project Name)*

This Authorized Representative, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

The Authorized Representative, or his/her designee, is designated to represent the Entity in carrying out the Entity's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the Entity and compliance with applicable state and federal laws.

**CERTIFICATION**

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Directors of the Ojai Valley Sanitary District held (insert name of Governing Board of the Entity) on 08-29-2024.  
*(Date)*

**Administrative Officer/Clerk of the Board**

*(Name, Signature, and Seal of the Clerk or Authorized Record Keeper of the Governing Board of the Entity)*

# AUTHORIZING RESOLUTION/ORDINANCE

## OJAI VALLEY SANITARY DISTRICT

RESOLUTION NO: 2024-19

WHEREAS The State of California has developed a septic to sewer program that provides funding for areas of known groundwater contamination, high grouping of septic systems and are within State Guidelines for Disadvantaged Communities (DAC)

RESOLVED BY THE Board of Directors OF THE  
(insert name of Governing Board of the Entity)  
Ojai Valley Sanitary District (the "Entity"), AS FOLLOWS:  
(insert Entity name)

The General Manager (the "Authorized Representative") or designee is  
(insert Title of Authorized Representative)  
hereby authorized and directed to sign and file, for and on behalf of the Entity, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, design, and construction of Septic to Sewer Conversion Project - Trusty Lane (the "Project").  
(insert Project Name)

This Authorized Representative, or his/her designee, is designated to provide the assurances, certifications, and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

The Authorized Representative, or his/her designee, is designated to represent the Entity in carrying out the Entity's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the Entity and compliance with applicable state and federal laws.

### CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted at a meeting of the Board of Directors of the Ojai Valley Sanitary District held  
(insert name of Governing Board of the Entity)  
on 08-29-2024.  
(Date)

Administrative Officer/Clerk of the Board  
(Name, Signature, and Seal of the Clerk or Authorized Record Keeper of the Governing Board of the Entity)

# AUTHORIZING RESOLUTION/ORDINANCE

## OJAI VALLEY SANITARY DISTRICT

RESOLUTION NO: 2024-20

WHEREAS The State of California has developed a septic to sewer program that provides funding for areas of known groundwater contamination, high grouping of septic systems and are within State Guidelines for Disadvantaged Communities (DAC)

RESOLVED BY THE Board of Directors OF THE  
(insert name of Governing Board of the Entity)  
Ojai Valley Sanitary District (the "Entity"), AS FOLLOWS:  
(insert Entity name)

The General Manager (the "Authorized Representative") or designee is  
(insert Title of Authorized Representative)  
hereby authorized and directed to sign and file, for and on behalf of the Entity, a Financial Assistance  
Application for a financing agreement from the State Water Resources Control Board for the planning, design,  
and construction of Septic to Sewer Conversion Project - N. Rice Road (the "Project").  
(insert Project Name)

This Authorized Representative, or his/her designee, is designated to provide the assurances, certifications,  
and commitments required for the financial assistance application, including executing a financial assistance  
agreement from the State Water Resources Control Board and any amendments or changes thereto.

The Authorized Representative, or his/her designee, is designated to represent the Entity in carrying out the  
Entity's responsibilities under the financing agreement, including certifying disbursement requests on behalf of  
the Entity and compliance with applicable state and federal laws.

## CERTIFICATION

I do hereby certify that the foregoing is a full, true, and correct copy of a resolution duly and regularly adopted  
at a meeting of the Board of Directors of the Ojai Valley Sanitary District held

(insert name of Governing Board of the Entity)  
on 08-29-2024  
(Date)

Administrative Officer/Clerk of the Board

(Name, Signature, and Seal of the Clerk or Authorized Record Keeper of the Governing Board of the Entity)



## OJAI VALLEY SANITARY DISTRICT

A Public Agency

1072 Tico Road, Ojai, California 93023

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August 28, 2024

Board of Directors  
Ojai Valley Sanitary District  
Ojai, CA 93023

### RESOLUTION NO. 2024-21 – NOMINATION FOR REGULAR MEMBER – LAFCO INDEPENDENT SPECIAL DISTRICT MEMBER

The District is one of 29 independent special districts in Ventura County that is eligible to participate in the election of Independent Special District member to the Ventura Local Agency Formation Commission (LAFCO).

Attached is the August 28, 2024 letter from Ventura LAFCO informing Special District member agencies of the upcoming term expiration of Independent Special District Regular Member to LAFCO, Mary Anne Rooney. Ms. Rooney's term will expire December 31, 2024.

Nomination to fill the Regular member position must be submitted to Ventura LAFCO by October 11, 2024. The Selection Committee rules require that nomination be by resolution; consequently, Resolution No. 2024-21 is presented to facilitate the submittal of your selected nominee.

If you have any questions or need additional information, please call me at 646-5548.

### RECOMMENDATION

It is recommended the Board:

- a. Select a nominee for the Independent Special District **Regular Member** of LAFCO; and
- b. Adopt Resolution No. 2024-21 authorizing the nomination of the selected individual for the Special District Regular Member position; and
- c. Direct staff to submit a copy of the adopted Resolution and a copy of the resume or candidate statement for the nominee to Ventura LAFCO prior to the deadline of Friday October 11, 2024.

Board of Directors  
August 28, 2024  
Page 2



Alison Young  
Assistant General Manager- Administration

Enc.



VENTURA LOCAL AGENCY FORMATION COMMISSION  
801 S. Victoria Avenue, Suite 301, Ventura, CA 93003  
(805) 654-2576  
ventura.lafco.ca.gov

## CALL FOR NOMINATIONS LAFCO SPECIAL DISTRICT REGULAR MEMBER

August 28, 2024

Chair of the Board  
Ojai Valley Sanitary District  
1072 Tico Road  
Ojai, CA 93023

**RE: CALL FOR NOMINATIONS – Ventura LAFCo Special District Regular Member**

Dear Chair of the Board:

The term of LAFCo special district regular member Mary Anne Rooney will expire on December 31, 2024. As such, an appointment must be made for the subsequent four-year term (January 1, 2025 through December 31, 2028) (Govt. Code § 56334). Pursuant to state law, LAFCo special district members are appointed by the independent special district selection committee, which consists of the presiding officer of the legislative body of each independent special district in the county (Govt. Code § 56332).

Pursuant to Govt. Code 56332(f), I have determined that a meeting of the committee for the purpose of selecting a regular member to LAFCo is not feasible due to the likelihood that a quorum will not be achieved. Thus, both the nominating process and the election itself will be conducted by mail (most special districts have consented to conducting the election via electronic mail).

If your district wishes to nominate an individual to be a candidate for the regular special district member on LAFCo, please submit a nominating resolution (attached is a sample resolution for your use) and a candidate's statement and/or resume of no more than one page to Kai Luoma, Executive Officer, at Ventura LAFCo either by mail or via email (for those districts that have previously consented to email – see attached list).

**The deadline for submitting nominating resolutions and candidate statements/resumes is 5:00 p.m., Friday, October 11, 2024.** Any nomination submitted after the deadline will not be considered.

If at the end of the nominating period only one candidate is nominated, that candidate shall be deemed appointed. If two or more candidates are nominated, LAFCo staff will prepare and

Chair of the Board, Ojai Valley Sanitary District  
CALL FOR NOMINATIONS – Ventura LAFCo Special District Regular Member  
August 28, 2024  
Page 2

deliver a ballot and voting instructions to each eligible district. For the election to be valid, a quorum of the 29 independent special districts must submit valid ballots.

Thank you for your attention to this matter. Please let me know if you have any questions or require additional information.

Sincerely,

A handwritten signature in black ink, appearing to read 'Kai Luoma', written in a cursive style.

Kai Luoma  
Executive Officer

c: General Manager



## VENTURA LOCAL AGENCY FORMATION COMMISSION

801 S. VICTORIA AVENUE, SUITE 301 • VENTURA, CA 93003

TEL (805) 654-2576 • FAX (805) 477-7101

WWW.VENTURA.LAFCO.CA.GOV

### INDEPENDENT SPECIAL DISTRICTS IN VENTURA COUNTY

As of August 2024

1. Bardsdale Public Cemetery District
2. Bell Canyon Community Services District
3. Blanchard/Santa Paula Library District\*
4. Calleguas Municipal Water District\*
5. Camarillo Health Care District\*
6. Camrosa Water District\*
7. Casitas Municipal Water District\*
8. Channel Islands Beach Community Services District\*
9. Conejo Recreation & Park District\*
10. El Rancho Simi Public Cemetery District\*
11. Fillmore-Piru Memorial District
12. Fox Canyon Groundwater Management Agency\*
13. Hidden Valley Municipal Water District
14. Meiners Oaks Water District\*
15. Ojai Valley Sanitary District\*
16. Ojai Water Conservation District
17. Oxnard Drainage District No. 1\*
18. Oxnard Drainage District No. 2\*
19. Oxnard Harbor District\*
20. Piru Public Cemetery District\*
21. Pleasant Valley County Water District
22. Pleasant Valley Recreation & Park District\*
23. Rancho Simi Recreation & Park District\*
24. Saticoy Sanitary District
25. Triunfo Sanitation District\*
26. United Water Conservation District\*
27. Ventura County Resource Conservation District\*
28. Ventura Port District\*
29. Ventura River County Water District\*

\* Special Districts that have provided written consent to conduct the election via email as of August 28, 2024.

**RESOLUTION NO. 2024-21 OF THE  
OJAI VALLEY SANITARY DISTRICT**

**NOMINATING \_\_\_\_\_ TO FILL  
THE REGULAR SPECIAL DISTRICT MEMBER TERM ON  
THE VENTURA LOCAL AGENCY FORMATION  
COMMISSION FROM JANUARY 1, 2025 THROUGH  
DECEMBER 31,  
2028**

WHEREAS, the Executive Officer of the Ventura Local Agency Formation Commission (LAFCo) has notified the District of an anticipated regular member vacancy on LAFCo for the four-year term beginning January 1, 2025 and ending December 31, 2028. Pursuant to Government Code Section 56332(c), the LAFCo Executive Officer has issued a call for written nominations to fill the anticipated vacancy to each eligible district, and

WHEREAS, at the time and in the manner required by law, the Ojai Valley Sanitary District met on August 29, 2024 to consider the call for nominations by the LAFCo Executive Officer.

NOW THEREFORE BE IT RESOLVED by the Ojai Valley Sanitary District as follows:

- 1) \_\_\_\_\_ is hereby nominated to fill the anticipated independent special district regular member vacancy on the Ventura LAFCo for the four-year term beginning January 1, 2025 and expiring December 31, 2028.
- 2) The General Manager shall transmit a signed copy of this Resolution and a copy of the resume or candidate statement for \_\_\_\_\_ to the Ventura LAFCo Executive Officer.

This resolution was adopted on August 29, 2024.

AYES

NOES

ABSTAINS

Dated: 8 - 29 - 24

\_\_\_\_\_  
William M. Stone, Chairman of the Ojai Valley  
Sanitary District Board of Directors