



Board of Directors:

SEAN DEBLEY, President
JARED BOUCHARD, Vice President
KRISTINA BREWER, Director
MARCIA MARCUS, Director
BOB NAST, Director

PETER MARTINEZ
General Manager

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BOARD OF DIRECTORS REGULAR BOARD MEETING NOTICE & AGENDA

NOTICE IS HEREBY GIVEN that the Board of Directors of the Channel Islands Beach Community Services District will hold a Regular Board Meeting beginning at 6:00 P.M. on Tuesday, February 9, 2021. In accordance with the Governor's Executive Order N-29-20 and the Ventura County Stay Well at Home Order resulting from the novel Coronavirus the Meeting will be held virtually using the Microsoft Teams platform by calling **1- 213-282-9788 and entering Conference ID: 911 858 406#**. The Agenda is as follows:

A. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE:

B. PUBLIC COMMENTS:

1. Opportunity for members of the public to address the Board on matters under the purview of the District and which are not on the agenda. (Time limit 3 minutes per speaker)

C. CONSENT CALENDAR:

1. Approve the Agenda Order
2. Financial Reports:
 - a. Cash Disbursal & Receipt Report – January 2021
3. Minutes:
 - a. January 12, 2021 Regular Board Meeting

4. Authorize customer request for relief from water charges due to leaks on the property consistent with Resolution 16-06:

	Account Number	Water Relief	Sewer Relief	Total Relief
a.	08870-01	\$22.80	\$79.79	\$102.59
b.	06500-04	\$36.86	\$110.48	\$147.34
c.	02030-01	\$51.45	\$128.90	\$180.35
d.	00000253	\$10.44	\$30.69	\$41.13
e.	00000064	\$71.05	\$178.00	\$249.05
f.	00000159	\$33.77	\$98.21	\$131.98
g.	00000233	\$28.87	\$92.07	\$120.94
				\$973.38

D. SPECIAL PRESENTATIONS:

1. SPECIAL PRESENTATION - SPECIAL WATER COUNSEL CANDY: Special Water Counsel Candy will provide a verbal update on Oxnard-Pleasant Valley Basin Allocation Ordinance.

2. SPECIAL PRESENTATION – COASTAL ARCHITECTS: Coastal Architects will provide a presentation and update on the status of Capital Improvement Project (CI 402) Yard and Building Improvements.

E. INFORMATION CALENDAR:

1. Review of Draft Ordinance No. 94 (Board Member Compensation)
2. Extension of March 31, 2020 Emergency Declaration and Orders of the Channel Islands Beach Community Services District Board of Directors Related to the 2020 COVID-19 Outbreak
3. Report from Board Members of any meeting or conference where compensation from the District for attendance was received.

F. BOARD MEMBER COMMENTS:

G. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

AGENDA POSTING CERTIFICATION

This agenda was posted Thursday, February 4, 2021 by 5:00 PM. The agenda is posted at the District Office and two public notice bulletin boards, which are accessible 24 hours per day. The locations include:

- Hollywood Beach School, 4000 Sunset
- Corner Store, 2425 Roosevelt Blvd.
- District Office, 353 Santa Monica Drive

Agendas are also posted on the District's website at www.cibcsd.com.

Peter Martinez
Peter Martinez
General Manager

REQUESTS FOR DISABILITY-RELATED MODIFICATION OR ACCOMMODATION, INCLUDING AUXILIARY AIDS OR SERVICES, IN ORDER TO ATTEND OR PARTICIPATE IN A MEETING, SHOULD BE MADE TO THE SECRETARY OF THE BOARD IN ADVANCE OF THE MEETING TO ENSURE THE AVAILABILITY OF REQUESTED SERVICE OR ACCOMODATION. NOTICES, AGENDAS AND PUBLIC DOCUMENTS RELATED TO THE BOARD MEETINGS CAN BE MADE AVAILABLE IN ALTERNATIVE FORMAT UPON REQUEST.

Channel Islands Beach 2013

2/4/2021 12:42 PM

Register: 1002 · Checking Pacific Western

From 01/01/2021 through 01/31/2021

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
01/06/2021	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/6		17,679.14	306,832.38
01/06/2021	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/5		6,158.47	312,990.85
01/06/2021	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/5		5,051.19	318,042.04
01/06/2021	DEP	QB:DEPOSIT	8000 - Suspense	Dep for Waste...		237,318.28	555,360.32
01/06/2021	6628	ACWA/Joint Powers...	2000 - Accounts Payable	pr pd 10-1-20 t...	3,198.15		552,162.17
01/06/2021	6629	Badger Meter	2000 - Accounts Payable		1,682.99		550,479.18
01/06/2021	6630	Coastline Equipment	2000 - Accounts Payable	Maintenance G...	938.22		549,540.96
01/06/2021	6631	County of Ventura - ...	2000 - Accounts Payable	New Constructi...	50.22		549,490.74
01/06/2021	6632	Diener's Electric, Inc.	2000 - Accounts Payable		382.50		549,108.24
01/06/2021	6633	Jarrold Lawrence	2000 - Accounts Payable		480.00		548,628.24
01/06/2021	6634	Michael K. Nunley ...	2000 - Accounts Payable		14,588.73		534,039.51
01/06/2021	6635	Miguel Zavalza	2000 - Accounts Payable		225.00		533,814.51
01/06/2021	6636	Oilfield Electric Motor	2000 - Accounts Payable		389.00		533,425.51
01/06/2021	6637	Port Hueneme Marin...	2000 - Accounts Payable		790.38		532,635.13
01/06/2021	6638	Streamline	2000 - Accounts Payable	pr pd 1-1-21 to ...	2,400.00		530,235.13
01/06/2021	6639	Tampa Hardware 2	2000 - Accounts Payable		83.90		530,151.23
01/06/2021	6640	Underground Service...	2000 - Accounts Payable		29.80		530,121.43
01/06/2021	6641	ZWORLD GIS	2000 - Accounts Payable		1,250.00		528,871.43
01/06/2021	6645	SWRCB	2000 - Accounts Payable	Water System ...	9,934.10		518,937.33
01/06/2021	6646	XIO, Inc.	2000 - Accounts Payable		865.00		518,072.33
01/06/2021	6647	Nationwide Retirement	2000 - Accounts Payable	pr pd 12-12-20 ...	1,941.94		516,130.39
01/08/2021	ACH	CalPers	-split-	pr pd 12-26-20 ...	3,755.91		512,374.48
01/08/2021	6648	CBI	2000 - Accounts Payable		1,668.00		510,706.48
01/08/2021	6649	County of Ventura - ...	2000 - Accounts Payable	Admin. rider p...	1,625.00		509,081.48
01/08/2021	6650	Nationwide Retirement	2000 - Accounts Payable	pr pd 12-26-20 ...	2,062.75		507,018.73
01/08/2021	6651	Soares, Sandall, Bern...	2000 - Accounts Payable		1,106.00		505,912.73
01/08/2021	6652	United Water Conser...	2000 - Accounts Payable	Semi annual gr...	1.03		505,911.70
01/11/2021	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/11		9,368.72	515,280.42
01/11/2021	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/13		10,384.94	525,665.36
01/11/2021	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/6		170.00	525,835.36
01/11/2021	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/15		12,697.40	538,532.76
01/11/2021	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/15		499.17	539,031.93
01/12/2021		QuickBooks Payroll ...	-split-	Created by Pay...	95.25		538,936.68
01/13/2021		QuickBooks Payroll ...	-split-	Created by Pay...	26,831.24		512,105.44
01/13/2021	DD	Carol J Dillon	-split-	Direct Deposit			512,105.44
01/13/2021	DD	Casey D Johnson	-split-	Direct Deposit			512,105.44
01/13/2021	DD	E.D. Brock	-split-	Direct Deposit			512,105.44
01/13/2021	DD	Erika F Davis	-split-	Direct Deposit			512,105.44
01/13/2021	DD	Jesus Navarro	-split-	Direct Deposit			512,105.44
01/13/2021	DD	Keila E Wilson	-split-	Direct Deposit			512,105.44

Channel Islands Beach 2013

2/4/2021 12:42 PM

Register: 1002 · Checking Pacific Western

From 01/01/2021 through 01/31/2021

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/13/2021	DD	Mark A Espinosa	-split-	Direct Deposit				512,105.44
01/13/2021	DD	Peter A. Martinez	-split-	Direct Deposit				512,105.44
01/15/2021	6653	CIBCS-D-Petty Cash	2000 - Accounts Payable		180.00			511,925.44
01/15/2021	6654	FGL Environmental I...	2000 - Accounts Payable		245.00			511,680.44
01/15/2021	6655	Sedaru	2000 - Accounts Payable		3,045.00			508,635.44
01/16/2021	6656	Smartcover Systems	2000 - Accounts Payable	Annual Smartc...	7,214.00			501,421.44
01/20/2021	retck	QB:Returned Item	1200 - Accounts Recei...	Burton	149.34			501,272.10
01/20/2021	6657	A to Z Law, LLP	2000 - Accounts Payable		395.00			500,877.10
01/20/2021	6658	Coastal Pipco	2000 - Accounts Payable		169.43			500,707.67
01/20/2021	6659	EJ Harrison & Sons, ...	2000 - Accounts Payable	pr pd 12-1-20 t...	47,729.52			452,978.15
01/23/2021	6660	Nationwide Retirement	2000 - Accounts Payable	pr pd 1-9-21 to ...	2,007.92			450,970.23
01/23/2021	6661	PHWA	2000 - Accounts Payable		49,668.62			401,301.61
01/23/2021	6664	CUSI	2000 - Accounts Payable		101.56			401,200.05
01/23/2021	6665	IVR Technology Gro...	2000 - Accounts Payable		100.39			401,099.66
01/23/2021	6666	Nationwide Retirement	2000 - Accounts Payable	pr pd 10-3-20 t...	55.37			401,044.29
01/25/2021	ACH	CalPers	-split-		11,204.93			389,839.36
01/25/2021	ACH	CalPers	-split-	pr pd 1-9-21 to ...	3,755.91			386,083.45
01/27/2021		QuickBooks Payroll ...	-split-	Created by Pay...	25,023.00			361,060.45
01/27/2021	To Print	Carol J Dillon	-split-	Direct Deposit		X		361,060.45
01/27/2021	To Print	Casey D Johnson	-split-	Direct Deposit		X		361,060.45
01/27/2021	To Print	E.D. Brock	-split-	Direct Deposit		X		361,060.45
01/27/2021	To Print	Erika F Davis	-split-	Direct Deposit		X		361,060.45
01/27/2021	To Print	Keila E Wilson	-split-	Direct Deposit		X		361,060.45
01/27/2021	To Print	Mark A Espinosa	-split-	Direct Deposit		X		361,060.45
01/27/2021	To Print	Peter A. Martinez	-split-	Direct Deposit		X		361,060.45
01/27/2021	To Print	Jesus Navarro	-split-	Direct Deposit		X		361,060.45
01/28/2021	6667	FGL Environmental I...	2000 - Accounts Payable		438.00			360,622.45
01/28/2021	6668	Grainger	2000 - Accounts Payable		722.63			359,899.82

E. SPECIAL PRESENTATION:

1. Special Water Counsel Candy will provide a verbal update on Oxnard-Pleasant Valley Basin Allocation Ordinance and the Consensus Building Institute (CBI) Facilitation Process

Special Counsel Candy gave an update on Oxnard-Pleasant Valley Basin Allocation Ordinance and the Consensus Building Institute (CBI) Facilitation Process. Special Counsel Candy per the Board's request will periodically give updates on this issue.

F. ACTION CALENDAR:

1. ELECTION OF BOARD OFFICERS FOR CALENDAR YEAR 2021

Director Marcus moved to nominate Vice President Debley for President for the 2021 calendar year. Director Brewer seconded he motion. The motion passed unanimously.

ROLL CALL VOTE:

Nast: YES, Debley: YES, Bouchard: YES, Brewer: YES, Marcus: YES 5 - Yes 0 -No

Director Brewer moved to nominate Director Bouchard for Vice President for the 2021 calendar year. Director Marcus seconded the motion. The motion passed.

ROLL CALL VOTE:

Nast: YES, Debley: YES, Brewer: YES, Marcus: YES

Bouchard: ABSTAIN

4 - Yes 0 -No 1-ABSTAIN

Board assignments were made (see attached). Director Marcus moved to approve the Board assignments for calendar year 2021 and Director Brewer seconded the motion. The motion passed all in favor.

ROLL CALL VOTE:

Debley: YES, Bouchard: YES, Brewer: YES, Marcus: YES, Nast: YES 5 - Yes 0 -No

2. BOARD MEMBER COMPENSATION

General Manager Martinez gave background on the history of Board Member compensation at the District. Vice President Bouchard moved to give staff direction to prepare the Ordinance addressing the Board member compensation increase to \$141.00 per meeting and to include an increase for standing committees of the District to \$100.00. Director Brewer seconded the motion. The motion passed.

ROLL CALL VOTE:

Debley: YES, Bouchard: YES, Brewer: YES, Marcus: NO, Nast: YES 4 - Yes 1 -No

3. EXTENSION OF EMERGENCY DECLARATION

General Manager Martinez explained the extension of the emergency declaration and orders related to the COVID-19 outbreak include an additional revision allowing one signature on checks to minimize person to person contact. Director Marcus moved to approve the extension of emergency declaration and orders related to the COVID-19 outbreak. Vice President Bouchard seconded the motion. The motion passed.

ROLL CALL VOTE:

Debley: YES, Bouchard: YES, Brewer: YES, Marcus: YES, Nast: YES 5 - Yes 0 -No

G. INFORMATION CALENDAR:

1. Report from Board Members of any meeting or conference where compensation from the District for attendance was received.

None.

H. BOARD MEMBER COMMENTS:

Director Nast shared that the Las Virgenes – Triunfo Joint Powers Authority (JPA) solar power generation facility is projected to save the JPA over \$1 million through the duration of the power purchase agreement.

Director Nast requested more information on wastewater epidemiology testing results.

Director Brewer said the Harbor visioning committee has some good ideas. Director Brewer said at the meeting there was a slide show presentation. Director Brewer said she will send a copy of it to General Manager Martinez so he can share it with the rest of the Board.

Director Marcus stated that anyone can join the Harbor visioning committee.

Director Marcus encourages members of the community to wear masks.

Director Marcus still concerned with the parking lot at north end of the beach and the crime. Director Marcus asked General Manager Martinez to see if the District can get together with the City of Oxnard to remedy these problematic issues going on at the parking lot.

Vice President Bouchard wished everyone a Happy and safe New Year and thanked Director Nast for serving as Chair in 2020.

I. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

None.

The Board Meeting adjourned at 7:47 P.M.

Sean Debley, President

2021 list of Positions & Assignments

Organization	Member(s)	Alternate
Board Positions		
President	Sean Debley	n/a
Vice President	Jared Bouchard	n/a
Committee Assignments		
Finance Committee	Bob Nast, Jared Bouchard	President
Facilities Committee	Marcia Marcus, Kristina Brewer	President
Water Rate Review Committee	President	Vice President
Agency Appointments		
ACWA/JPIA	Jared Bouchard	Kristina Brewer
ACWA	Jared Bouchard	Kristina Brewer
PHWA	Sean Debley, Jared Bouchard	Marcia Marcus
VCSDA	Jared Bouchard	Sean Debley
VRSD & Committee	Bob Nast	Sean Debley
CSDA	Jared Bouchard	Kristina Brewer
CASA	Bob Nast	Kristina Brewer



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General Manager

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Regular Board Meeting, February 9, 2021

To: Board of Directors
From: Peter Martinez, *General Manager*
Subject: Presentation by Peter Candy
Item No. D-1

INFORMATION:

Peter Candy will provide a verbal update on Oxnard-Pleasant Valley Basin Allocation Ordinance.



Board of Directors:

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Regular Board Meeting, February 9, 2021

To: Board of Directors
From: Peter Martinez, *General Manager*
Subject: Presentation by Coastal Architects
Item No. D-2

INFORMATION:

Coastal Architects will provide a presentation and update on the status of Capital Improvement Project (CI 402) Yard and Building Improvements.



Board of Directors:

SEAN DEBLEY, President
JARED BOUCHARD, Vice President
KRISTINA BREWER, Director
MARCIA MARCUS, Director
BOB NAST, Director

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Regular Board Meeting, February 9, 2021

To: Board of Directors
From: Peter Martinez, *General Manager*
Subject: Review of Draft Ordinance No. 94 (Board Member Compensation)
Item No. E-1

RECOMMENDATION: Review Draft Ordinance and provide feedback to staff to incorporate into Ordinance No. 94 (Final) related to Board Member Compensation.

BACKGROUND: On January 14, 2021, staff presented the findings of a Board Member Compensation Survey. As you are aware, the results of the survey indicate the District is well below the local average compensation received by members of a Board of Directors. Of the 18 surrounding water and sanitation districts that were surveyed, the Channel Islands Beach CSD was at the bottom. Per Resolution 14-04 that was adopted in 2014, the members of the Districts' Board of Directors currently receive compensation in the amount of \$100 per day/meeting. Of the District's surveyed, the average compensation received per meeting was \$178 and the median \$186. According to District records, board member compensation for attending meetings has not increased and is currently at the same rate it was in 1989.

INFORMATION

Based on direction from the board, staff is returning with *Draft Ordinance 94* for review and comments to incorporate into the final version of Ordinance 94. The key changes in compensation are as follows:

- Board Meetings – increase from \$100/meeting to \$141/meeting
- Committee Meetings – increase from \$50/meeting to \$100/meeting

NEXT STEPS

- Staff to incorporate any changes recommended by the Board into *Final Ordinance No. 94*
- Staff to publish Notice of Public Hearing in a newspaper of general circulation for two weeks on the Board's intent to adopt Ordinance No. 94.
- Public Hearing – March 9th Regular Board Meeting
- Ordinance No. 94 - on March 9th agenda for consideration to adopt
- The ordinance has a “60 day” lag time, meaning that it does not become effective until after 60 days after its adoption. Water Code Section 20204.

FINANCIAL IMPACT

There is sufficient funding allocated in account 5010 of the FY 2020-21 Budget to support the financial impacts of adopting Ordinance No. 94

Attachments:

Ordinance No. 94 (Draft)
Government Code Section 61047

CIBCSO ORDINANCE NO. 94

AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICE DISTRICT SETTING BOARD MEMBER COMPENSATION AND REIMBURSEMENT OF CERTAIN DISTRICT-RELATED EXPENSES

WHEREAS, Government Code § 61047(a) authorizes and establishes that the District’s Board of Directors may receive a default compensation for their service as a Director for the Board, in an amount not to exceed one hundred (\$100.00) and limited to no more than six days of service in a calendar month; and

WHEREAS, Government Code § 61047(b) grants the District’s Board of Directors discretion to increase said compensation, pursuant to the process provided in Chapter 2 of Division 10 of the Water Code; and

WHEREAS, in 1989, the District’s Board of Directors first adopted and established board member compensation in Resolution 89-10, setting compensation at \$100.00 per day of service; and

WHEREAS, Board compensation has not increased since the adoption of Resolution 89-10 despite increases in the cost of living and inflation; and

WHEREAS, Government Code § 60147(c) authorizes a Board of Directors to receive their actual and necessary traveling and incidental expenses incurred while conducting District-related business; and

WHEREAS, the District’s Board of Directors adopted and established a policy for both Directors and District staff to receive reimbursement for their actual and necessary traveling and incidental expenses by adopting Resolution 14-04; and

WHEREAS, the reimbursement policy established in Resolution 14-04 is incorporated into this Ordinance to continue providing reimbursement for said expenses; and

WHEREAS, the Board of Directors seeks to exercise their discretion and increase Board Member compensation, as authorized by Government Code § 61047(b) and pursuant to the process provided in Chapter 2 of Division 10 of the Water Code, with the hope that the increase in Director compensation incentivizes the next generation of community leaders to participate in the District’s governance and become members of the District’s Board of Directors.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED by the Board of Directors of the Channel Islands Beach Community Services District as follows:

1. **REPEAL OF CONFLICTING PROVISIONS.** All existing policies governing Board Member compensation payments and the reimbursement to Directors and/or District staff for expenses incident to their performance of official District business which conflict with the provisions of this Ordinance, including but not limited to, Resolution No. 03-04 and Resolution No. 14-03, are hereby repealed.
2. **BOARD MEMBER COMPENSATION PAYMENTS.**
 - a. *Board Meetings.* Each Director shall be eligible to receive compensation in an amount not to exceed [One Hundred Forty-One dollars] (\$141.00) for each regular, special, and/or emergency meeting of the Board of Directors attended.

- b. *Committee Meetings.* Each Director shall be eligible to receive compensation in an amount not to exceed [One Hundred dollars] (\$100.00) for each Ad-Hoc Committee meeting attended.
 - c. *Day of Service.* Each Director shall be eligible to receive compensation in an amount not to exceed [One Hundred dollars] (\$100) for any other “day of service”, as that term is defined by Government Code § 61047(e), rendered by a Director or whenever service is expressly requested by the Board.
3. **LIMITATION ON BOARD MEMBER COMPENSATION.** No Director shall receive compensation for more than [10] meetings or “days of service” in any calendar month.
4. **FUTURE ADJUSTMENTS TO BOARD COMPENSATION.** The Board may increase Board Member compensation by an amount not to exceed more than five percent (5%) each calendar year following the operative date of this Ordinance.
5. **REIMBURSEMENT OF CERTAIN EXPENSES.** Each member of the Board of Directors, the General Manager, and each staff member authorized by the General Manager, shall be entitled to have reasonable expenses that are incident to attendance at meetings, conferences, seminars, or other District business, paid by the District in accordance with the following limitations:
- a. *Registration Fees, Transportation & Lodging Expenses.* Advance payments for conference/seminar registration fees, common carrier transportation charges and lodging expenses may be prepaid by the District upon request.
 - i. The General Manager shall approve all District Employee requests for such payments whenever such requests are directly related to District business.
 - ii. Director requests are subject to the following:
 - 1. Any request by a Director for pre-payment of reimbursement of lodging, meals, travel, or mileage in connection with the Director’s attendance at any meeting or conference directly related to District business, where mileage reimbursement, food, or combined travel expenses exceed five-hundred dollars (\$500.00) total, shall request and obtain the approval from the Board of Directors during a duly noticed regular board meeting. Board members shall endeavor to make such requests known to the Board of Directors during a regular board meeting before they attend the meeting/event, if at all possible.
 - 2. Directors desiring to attend any conference or meeting where the registration fees will exceed five-hundred dollars (\$500.00) shall request approval from the Board of Directors during a duly noticed regular board meeting. Board members shall endeavor to make such requests known to the Board of Directors during a regular board meeting before they attend the meeting/event, if at all possible.
 - 3. If a Director fails to make a request in advance of incurring such expenses for their attendance at any meeting or conference, then any such request for reimbursement shall be made no later than the next regularly scheduled board meeting immediately following the meeting/event for which the Director desires to receive the reimbursement payment.

Any ordinance proposed within one (1) year thereafter shall be submitted to the District's constituents for a vote either a regular or special election and shall not become effective unless and until a majority of votes cast in the election are in favor of the proposed ordinance.

10. **NOTICE.** The Clerk and the Board of Directors shall certify the passage of this Ordinance and cause the same to be posted and published in accordance with the law.

PASSED, APPROVED and ADOPTED by the Channel Islands Beach Community Services District Board of Directors on this [DAY] day of [Month], 2021, by the following vote:

AYES:

NOES:

ABSENT:

[Sean Debley], President

ATTEST:

PETE MARTINEZ, General Manager

APPROVED AS TO FORM:

JOHN MATHEWS, General Counsel

State of California

GOVERNMENT CODE

Section 61047

61047. (a) The board of directors may provide, by ordinance or resolution, that each of its members may receive compensation in an amount not to exceed one hundred dollars (\$100) for each day of service. A member of the board of directors shall not receive compensation for more than six days of service in a month.

(b) The board of directors, by ordinance adopted pursuant to Chapter 2 (commencing with Section 20200) of Division 10 of the Water Code, may increase the amount of compensation that may be received by members of the board of directors.

(c) The board of directors may provide, by ordinance or resolution, that its members may receive their actual and necessary traveling and incidental expenses incurred while on official business. Reimbursement for these expenses is subject to Sections 53232.2 and 53232.3.

(d) A member of the board of directors may waive any or all of the payments permitted by this section.

(e) For the purposes of this section, a “day of service” means any of the following:

(1) A meeting conducted pursuant to the Ralph M. Brown Act, Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5.

(2) Representation of the district at a public event, provided that the board of directors has previously approved the member’s representation at a board of directors’ meeting and that the member delivers a written report to the board of directors regarding the member’s representation at the next board of directors’ meeting following the public event.

(3) Representation of the district at a public meeting or a public hearing conducted by another public agency, provided that the board of directors has previously approved the member’s representation at a board of directors’ meeting and that the member delivers a written report to the board of directors regarding the member’s representation at the next board of directors’ meeting following the public meeting or public hearing.

(4) Representation of the district at a meeting of a public benefit nonprofit corporation on whose board the district has membership, provided that the board of directors has previously approved the member’s representation at a board of directors’ meeting and the member delivers a written report to the board of directors regarding the member’s representation at the next board of directors’ meeting following the corporation’s meeting.

(5) Participation in a training program on a topic that is directly related to the district, provided that the board of directors has previously approved the member’s participation at a board of directors’ meeting, and that the member delivers a written

report to the board of directors regarding the member's participation at the next board of directors' meeting following the training program.

(Added by Stats. 2005, Ch. 249, Sec. 3. Effective January 1, 2006.)

EXTENSION OF THE MARCH 31, 2020 EMERGENCY DECLARATION AND ORDERS OF
THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT BOARD OF
DIRECTORS RELATED TO THE 2020 COVID-19 OUTBREAK

The General Manager of the Channel Islands Beach Community Services District hereby declares that a District emergency condition still exists due to the continued transmission and spread of the Coronavirus (COVID-19) pandemic. Pursuant to the March 31, 2020 Emergency Declaration issued by the District's Board of Directors, the General Manager extends the March 31, 2020 Emergency Declaration based on the following facts:

- On March 4, 2020, California Governor Gavin Newsom proclaimed a State of Emergency exists in California as a result of the threat of the novel Coronavirus (COVID-19) outbreak.
- On March 11, 2020, the World Health Organization declared the COVID-19 outbreak as a global pandemic.
- On March 12, 2020, the Ventura County Health Officer proclaimed a local health emergency exists in the County of Ventura due to the COVID-19 outbreak.
- On March 17, 2020, the Ventura County Health Officer issued a Public Health Order implementing social distancing guidelines and stay at home orders for the County's vulnerable residents.
- On March 20, 2020, the Ventura County Health Officer issued a "Stay Well at Home" emergency order, ordering all residents of the County of Ventura to stay inside their residences and to limit movement outside of their homes beyond what is absolutely necessary to take care of essential needs.
- On March 31, 2020, the District's Board of Directors adopted an Emergency Declaration which closed the District's offices to the public, cancelled the District's public meetings, suspended certain provisions of the District's Rates and Regulations, and authorized the General Manager to exercise limited emergency powers.
- On July 13, 2020, the California Public Health Officer issued a Statewide Public Health Order reinstating restrictions on several industries to limit the transmission and spread of COVID-19.
- On August 28, 2020, the California State Health Officer amended the State's health orders to a tiered system that allowed those in Tier 1 to reopen certain indoor operations, but only if the businesses complied with strict safety protocols set in the State's health order.

On August 31, 2020, Ventura County was listed as a Tier 1 County, authorizing the reopening of certain indoor operations. However, social distancing and strict health guidelines still remain in effect and all sectors are advised to proceed with an abundance of caution.

- As of February 2, 2021, 71,212 cases of COVID-19 have been reported in Ventura County with new cases being reported daily. The County is currently sitting in the State’s “Purple” tier classification and the State’s Tier 1 restrictions are in effect.
- Social distancing guidelines and mandatory “Stay at Home” orders have led to uncertainty as to the ongoing availability of the District’s Board of Directors, District staff, and the District’s consultants and vendors and has also led to massive layoffs of “non-essential” workers.
- The District’s core functions must be maintained for the health and safety of the community under any and all conditions, including the COVID-19 outbreak.
- Due to social distancing guidelines, “Stay at Home” orders, and subsequent disruptions to business as usual in most economic sectors, District customers may need additional time to pay their water bills without the fear of late fees and penalties.
- District staff continues to discuss, analyze and execute operational adjustments to meet the uncertainties of this emergency.
- Such adjustments may require senior staff to exercise immediate discretion to maintain District services, perform District operations, and protect public health and safety.
- Due to this public health crisis and global pandemic, the District’s Board of Directors, or the District’s General Manager under the authority of the District’s Board of Directors, has found a need to extend this Emergency Declaration, in whole or in part, since its adoption in March of 2020, and will continue to do extend its provisions until our community reaches a safe and reasonable resolution of this emergency.

NOW THEREFORE, as a result of this emergency declaration, the Board of Directors orders:

1. All billing delinquency fees and penalties identified in the Channel Islands Beach Community Services District Rates and Regulations are hereby waived for the billing periods of February 2020 through February 2021.
2. Pursuant to Governor Gavin Newsom’s Executive Order N-42-2020, all water service shutoffs for non-payment are hereby suspended indefinitely and until further notice.
3. The General Manager or his designee are authorized and approved to use the District’s Operating and Emergency Reserve funds, up to a total of \$100,000.00, to

meet the District's needs during this Channel Islands Beach Community Services District-declared emergency.

4. The General Manager or his designee may adjust District staffing in his sole discretion to meet the needs of the District and to ensure the health, safety, and ongoing availability of all Channel Islands Beach Community Services District employees. This includes, where the General Manager or his designee deems appropriate, use of paid administrative leave, work-from-home arrangements, and other necessary budgetary and payroll discretion to meet the needs of the District and its employees during this Channel Islands Beach Community Services District-declared emergency.
5. The District's offices shall be closed to the public, District consultants and vendors, and all non-essential District staff during this Channel Islands Beach Community Services District-declared emergency to reduce exposure and potential spread of COVID-19.
6. The General Manager or his designee shall coordinate, schedule, and conduct Special Board Meetings as needed, to inform the Board of Directors on the state of the District and for the Board of Directors to provide direction to the General Manager. Special meetings shall be noticed and held pursuant to Government Code Section 54956 but shall be subject to Governor Newsom's Executive Orders N-25-20 and N-29-20 which suspend certain provisions of the Ralph M. Brown Act. Otherwise, all regularly scheduled Board of Directors meetings are cancelled during the duration of this Channel Islands Beach Community Services District-declared emergency.
7. All Board of Directors Committee meetings shall be held by teleconference and are subject to Governor Newsom's Executive Orders N-25-20 and N-29-20 which suspend certain provisions of the Ralph M. Brown Act, during the duration of this Channel Islands Beach Community Services District-declared emergency.
8. The General Manager may terminate or restore any of the provisions provided herein, if, in their discretion, the emergency provision(s) are no longer necessary due a change in circumstances or subsequent action by federal, state, or local government officials.
9. The District's purchasing policy provision that requires District staff to obtain two authorized signatures on any check issued for payment of any vendor service where that vendor service is not expressly authorized for ACH payment, as specified and provided in Exhibit A to District Resolution No. 19-01, continues to be temporarily waived and District staff is authorized to continue paying vendors with checks containing only one authorized signature.

This emergency declaration shall remain in place for thirty (30) days from the date of its approval unless acted upon by the Board of Directors, or the General Manager, to either terminate or extend the duration of this Emergency Declaration, as a whole or in part.

Date: _____

PETER MARTINEZ

Channel Islands Beach Community
Services District, General Manager