



Board of Directors:

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

PETER MARTINEZ  
General Manager

353 Santa Monica Drive · Channel Islands Beach, CA · 93035-4473 · (805) 985-6021 · FAX (805) 985-7156  
A PUBLIC ENTITY SERVING CHANNEL ISLANDS BEACHES AND HARBOR · CIBCSD.COM

# 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 5:00 P.M. on Tuesday, May 10, 2022. 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.

**Join on your computer or mobile app**

[Click here to join the meeting](#)

**Or call in (audio only)**

[+1 213-282-9788,697707401#](#) United States, Los Angeles

Phone Conference ID: 697 707 401#

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 – April 2022
3. Minutes:
  - a. April 26, 2022, Finance Committee Meeting
  - b. April 26, 2022, Regular Board Meeting

**D. SPECIAL PRESENTATION:**

1. Presentation by Robert Richardson (United Water Conservation District) -Update on Iron & Manganese Project

**E. ACTION CALENDAR:**

**1. CONSIDERATION AND ADOPTION OF RESOLUTION NO. 22-08 ENABLING CONTINUED USE OF REMOTE TELECONFERENCE MEETINGS IN ACCORDANCE WITH ASSEMBLY BILL 361**

Recommendation:

- 1) It is recommended the Board adopt Resolution No. 22-08 authorizing remote teleconference meetings of the Legislative Bodies of the Channel Islands Beach Community Services District for the period of May 11, 2022, to June 14, 2022.

**2. CONSIDERATION AND ADOPTION OF RESOLUTION NO. 22-09 RECOGNIZING JIMMY HAMPTON (EJ HARRISON AND SONS)**

Recommendation:

- 1) The Board to consider and approve Resolution No. 22-09 to commend, recognize, and extend its gratitude to Mr. Jimmy Hampton (EJ Harrison & Sons) for his dedicated service to the District
- 2) If approved, direct District Board President and General Manager to present to Mr. Hampton at a future EJ Harrison Board meeting on behalf of the District Board, staff, and its community members.

**3. CONSIDERATION AND ADOPTION OF RESOLUTION NO. 22-10 DECLARING A STAGE 2 WATER SUPPLY SHORTAGE AND AMENDING THE OUTDOOR WATERING DAYS AND DURATION**

Recommendation:

- 1) Board to consider and approve Resolution No. 22-10 Declaring a Stage 2 Water Supply Shortage and amending the outdoor watering days and duration.

**F. INFORMATION CALENDAR:**

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

**G. BOARD MEMBER COMMENTS:**

**H. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:**

**AGENDA POSTING CERTIFICATION**

This agenda was posted Thursday, May 5, 2022, 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](http://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

5/4/2022 10:57 AM

Register: 1002 · Checking Pacific Western

From 04/01/2022 through 04/30/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/01/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/1		X	1,565.28	569,629.61
04/01/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	282.99	569,912.60
04/01/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	673.56	570,586.16
04/01/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	886.51	571,472.67
04/04/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	1,314.52	572,787.19
04/04/2022	7382	Amazon Capital Serv...	2000 - Accounts Payable		578.23	X		572,208.96
04/04/2022	7383	Badger Meter	2000 - Accounts Payable		1,741.12	X		570,467.84
04/04/2022	7384	Elevated Entitlements	2000 - Accounts Payable		1,563.00	X		568,904.84
04/04/2022	7385	Famcon Pipe and Su...	2000 - Accounts Payable		339.98	X		568,564.86
04/04/2022	7386	Mission Linen & Uni...	2000 - Accounts Payable		280.75	X		568,284.11
04/04/2022	7387	Underground Service...	2000 - Accounts Payable		29.80	X		568,254.31
04/04/2022	7388	Wilmington Trust, N...	2000 - Accounts Payable	2016 Wastewat...	35,365.63	X		532,888.68
04/04/2022	7389	ImageSource	2000 - Accounts Payable		110.96	X		532,777.72
04/04/2022	7390	Jarrod Lawrence	2000 - Accounts Payable		320.00	X		532,457.72
04/04/2022	7391	Miguel Zavalza	2000 - Accounts Payable		225.00	X		532,232.72
04/04/2022	7392	County of Ventura - ...	2000 - Accounts Payable	New Building ...	4,009.32	X		528,223.40
04/04/2022	7393	County of Ventura - ...	2000 - Accounts Payable	New Building ...	422.42	X		527,800.98
04/04/2022	7394	United States Postal ...	2000 - Accounts Payable		1,150.00	X		526,650.98
04/04/2022	7395	County of Ventura - ...	2000 - Accounts Payable		880.00	X		525,770.98
04/04/2022	7396	FGL Environmental I...	2000 - Accounts Payable		266.00	X		525,504.98
04/05/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	1,204.14	526,709.12
04/05/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	1,581.12	528,290.24
04/05/2022	ACH	CalPers	-split-	per pd 3-19-22 ...	3,922.05	X		524,368.19
04/05/2022	ACH	CalPers	*2020 - Payroll Liabilit...	Unfunded accr...	28.50	X		524,339.69
04/05/2022	ACH	CalPers	-split-	C Johnson Adj...	18.47	X		524,321.22
04/05/2022	7397	Nationwide Retirement	2000 - Accounts Payable	pr pd 03-19-22 ...	3,045.79	X		521,275.43
04/05/2022	7398	Traffic Technologies ...	2000 - Accounts Payable		136.03	X		521,139.40
04/05/2022	7399	IVR Technology Gro...	2000 - Accounts Payable		101.57	X		521,037.83
04/06/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	2,995.16	524,032.99
04/06/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	5,191.07	529,224.06
04/06/2022	ACH	ACWA/JPIA Health ...	5 - Salaries & Benefits:...	0684583	1,113.62	X		528,110.44
04/06/2022	ACH	Tampa Hardware 2	-split-	3-30-22	468.67	X		527,641.77
04/06/2022	ACH	Arco	4 - Maintenance Expen...	4-3-22	893.18	X		526,748.59
04/06/2022	7400	CUSI	2000 - Accounts Payable		101.62	X		526,646.97
04/06/2022	7401	Michael K. Nunley ...	2000 - Accounts Payable		5,552.74	X		521,094.23
04/06/2022		QuickBooks Payroll ...	-split-	Created by Pay...	24,056.29	X		497,037.94
04/06/2022	To Print	Carol J Dillon	-split-	Direct Deposit		X		497,037.94
04/06/2022	To Print	Casey D Johnson	-split-	Direct Deposit		X		497,037.94
04/06/2022	To Print	E.D. Brock	-split-	Direct Deposit		X		497,037.94
04/06/2022	To Print	Erika F Davis	-split-	Direct Deposit		X		497,037.94

Channel Islands Beach 2013

5/4/2022 10:57 AM

Register: 1002 · Checking Pacific Western

From 04/01/2022 through 04/30/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/06/2022	To Print	Keila E Wilson	-split-	Direct Deposit		X		497,037.94
04/06/2022	To Print	Mark A Espinosa	-split-	Direct Deposit		X		497,037.94
04/06/2022	To Print	Jesus Navarro	-split-	Direct Deposit		X		497,037.94
04/06/2022	To Print	Peter A. Martinez	-split-	Direct Deposit		X		497,037.94
04/07/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	784.21	497,822.15
04/07/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	6,941.06	504,763.21
04/08/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep /6		X	3,328.13	508,091.34
04/08/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/5		X	6,428.20	514,519.54
04/08/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/6		X	914.00	515,433.54
04/08/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/7		X	296.88	515,730.42
04/08/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/8		X	272.28	516,002.70
04/08/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/8		X	10,787.65	526,790.35
04/08/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	512.12	527,302.47
04/08/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	5,807.67	533,110.14
04/08/2022	7402	City of Oxnard	2000 - Accounts Payable	Wastewater Tre...	226,393.18	X		306,716.96
04/08/2022	7403	Proven Print Services	2000 - Accounts Payable	Late Stmt	420.61	X		306,296.35
04/08/2022	7404	Coastal Architects	2000 - Accounts Payable	New Building ...	24,370.00	X		281,926.35
04/08/2022	7405	Pacific Couriers	2000 - Accounts Payable		267.31	X		281,659.04
04/11/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	153.67	281,812.71
04/11/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	2,598.92	284,411.63
04/12/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	202.74	284,614.37
04/12/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	1,669.92	286,284.29
04/12/2022	ACH	Frontier-Office	6 - Administrative Exp...	4-1-22	159.98	X		286,124.31
04/12/2022	ACH	SoCalGas	6 - Administrative Exp...	4-6-22	40.17	X		286,084.14
04/12/2022	ACH	AT & T	6 - Administrative Exp...	4-1-22	734.47	X		285,349.67
04/12/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Deposit correct...	0.32	X		285,349.35
04/12/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Deposit Correc...	0.20	X		285,349.15
04/12/2022	7406	FGL Environmental I...	2000 - Accounts Payable		184.00	X		285,165.15
04/12/2022	7407	PHWA	2000 - Accounts Payable		64,661.08	X		220,504.07
04/12/2022	7408	SSBP	2000 - Accounts Payable		2,000.00	X		218,504.07
04/12/2022	7409	Famcon Pipe and Su...	2000 - Accounts Payable		617.76	X		217,886.31
04/13/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/8		X	5,681.09	223,567.40
04/13/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/12		X	6,605.06	230,172.46
04/13/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/12		X	21,766.32	251,938.78
04/13/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	1,139.00	253,077.78
04/13/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	4,595.84	257,673.62
04/13/2022	7410	Famcon Pipe and Su...	2000 - Accounts Payable		964.18	X		256,709.44
04/13/2022	7411	Traffic Technologies ...	2000 - Accounts Payable		420.00	X		256,289.44
04/13/2022	7412	CIBCSD-Petty Cash	2000 - Accounts Payable		354.73	X		255,934.71
04/14/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	187.04	256,121.75

Channel Islands Beach 2013

5/4/2022 10:57 AM

Register: 1002 · Checking Pacific Western

From 04/01/2022 through 04/30/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/14/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	2,609.57	258,731.32
04/14/2022	7413	FGL Environmental I...	2000 - Accounts Payable		438.00			258,293.32
04/14/2022	7414	net2phone	2000 - Accounts Payable		331.16	X		257,962.16
04/14/2022	7415	Proven Print Services	2000 - Accounts Payable		682.81	X		257,279.35
04/14/2022	7416	TC Experts, Inc.	2000 - Accounts Payable		598.10			256,681.25
04/14/2022	7417	A to Z Law, LLP	2000 - Accounts Payable		1,667.50	X		255,013.75
04/15/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/13		X	6,973.84	261,987.59
04/15/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/15		X	7,131.96	269,119.55
04/15/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/15		X	606.22	269,725.77
04/15/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	212.84	269,938.61
04/15/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	1,682.17	271,620.78
04/15/2022	ACH	Vanco Chrg	6 - Administrative Exp...	4-22	93.70	X		271,527.08
04/18/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	2,509.35	274,036.43
04/18/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Channel Island...		X	93,801.87	367,838.30
04/18/2022	ACH	So. California Edison...	2 - Sewer System Expe...	4-14-22	743.24	X		367,095.06
04/18/2022	ACH	So. California Edison...	2 - Sewer System Expe...	4-14-22	462.14	X		366,632.92
04/18/2022	ACH	Aflac	*2020 - Payroll Liabilit...	712865	235.70	X		366,397.22
04/18/2022	ACH	CalPers	-split-	Py pd 4-2-22 to...	3,935.13	X		362,462.09
04/18/2022	7418	Nationwide Retirement	2000 - Accounts Payable	pr pd 04-02-22 ...	3,155.99	X		359,306.10
04/18/2022	7419	EJ Harrison & Sons, ...	2000 - Accounts Payable	pr pd 3-1-22 to...	49,840.38	X		309,465.72
04/18/2022	7420	Port Hueneme Marin...	2000 - Accounts Payable		38.23	X		309,427.49
04/18/2022	7421	PrimeTimeElectric	2000 - Accounts Payable		570.00			308,857.49
04/18/2022	7423	FGL Environmental I...	2000 - Accounts Payable		161.00			308,696.49
04/18/2022	7424	Wex Bank	2000 - Accounts Payable		762.29	X		307,934.20
04/19/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	2,862.18	310,796.38
04/19/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	23,200.86	333,997.24
04/19/2022	RETCK	QB:Returned Item	1200 - Accounts Recei...	Reed	132.74	X		333,864.50
04/19/2022	RETCK	QB:Returned Item	1200 - Accounts Recei...	Berry	143.21	X		333,721.29
04/20/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	1,086.64	334,807.93
04/20/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	3,783.63	338,591.56
04/20/2022	ACH	SEIU, Local 721	*2020 - Payroll Liabilit...	APril 2022 Dues	167.50	X		338,424.06
04/20/2022	RETCK	QB:Returned Item	1200 - Accounts Recei...	Iturriria	498.24	X		337,925.82
04/20/2022		QuickBooks Payroll ...	-split-	Created by Pay...	24,148.19	X		313,777.63
04/20/2022	To Print	Carol J Dillon	-split-	Direct Deposit		X		313,777.63
04/20/2022	To Print	Casey D Johnson	-split-	Direct Deposit		X		313,777.63
04/20/2022	To Print	E.D. Brock	-split-	Direct Deposit		X		313,777.63
04/20/2022	To Print	Erika F Davis	-split-	Direct Deposit		X		313,777.63
04/20/2022	To Print	Keila E Wilson	-split-	Direct Deposit		X		313,777.63
04/20/2022	To Print	Jesus Navarro	-split-	Direct Deposit		X		313,777.63
04/20/2022	To Print	Mark A Espinosa	-split-	Direct Deposit		X		313,777.63

Channel Islands Beach 2013

5/4/2022 10:57 AM

Register: 1002 · Checking Pacific Western

From 04/01/2022 through 04/30/2022

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
04/20/2022	To Print	Peter A. Martinez	-split-	Direct Deposit		X		313,777.63
04/21/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	436.72	314,214.35
04/21/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	2,762.48	316,976.83
04/21/2022	7425	Famcon Pipe and Su...	2000 - Accounts Payable		5,461.41	X		311,515.42
04/21/2022	7426	Performance Pipeline...	2000 - Accounts Payable		5,637.50	X		305,877.92
04/21/2022	7427	United Rentals, Inc.	2000 - Accounts Payable		894.89			304,983.03
04/22/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	DEP 4/21		X	15,286.79	320,269.82
04/22/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	DEP 4/18		X	22,266.54	342,536.36
04/22/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	DEP 4/19		X	19,440.84	361,977.20
04/22/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	DEP 4/20		X	1,117.96	363,095.16
04/22/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	DEP 4/21		X	400.00	363,495.16
04/22/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	DEP 4/20		X	275.00	363,770.16
04/22/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	DEP 4/21		X	9,870.25	373,640.41
04/22/2022	EDEP	QB	1200 - Accounts Recei...	CUSI		X	589.80	374,230.21
04/22/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	2,558.54	376,788.75
04/25/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	500.17	377,288.92
04/25/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	3,514.61	380,803.53
04/26/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	342.00	381,145.53
04/26/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	3,845.17	384,990.70
04/27/2022	DEP	QB:DEPOSIT	6 - Administrative Exp...	Rate Stabilizati...		X	108.92	385,099.62
04/27/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/27		X	11,372.42	396,472.04
04/27/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/22		X	3,405.51	399,877.55
04/27/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/27		X	1,259.16	401,136.71
04/27/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/25		X	6,971.95	408,108.66
04/27/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/26		X	8,332.91	416,441.57
04/27/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		X	822.63	417,264.20
04/27/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	1,855.10	419,119.30
04/27/2022	ACH	CalPers	-split-		11,745.36	X		407,373.94
04/27/2022	ACH	Bay Alarm Company	4 - Maintenance Expen...	103152 5-1-22...	300.00	X		407,073.94
04/27/2022	ACH	Spectrum	6 - Administrative Exp...	4-16-22 Cable	62.51	X		407,011.43
04/27/2022	ACH	So. California Edison...	2 - Sewer System Expe...	4-18-22	65.33	X		406,946.10
04/27/2022	ACH	SCE- Office	-split-	4-21-22	116.21	X		406,829.89
04/27/2022	ACH	Cardmember Service	8000 - Suspense	Phone payment	6,711.01	X		400,118.88
04/27/2022	ACH	Spectrum	6 - Administrative Exp...	4-22	229.98	X		399,888.90
04/27/2022	7428	FGL Environmental I...	2000 - Accounts Payable		161.00			399,727.90
04/27/2022	7429	Traffic Technologies ...	2000 - Accounts Payable		404.18			399,323.72
04/27/2022	7430	United Rentals, Inc.	2000 - Accounts Payable		159.07			399,164.65
04/27/2022	7431	Ventura Steel, Inc.	2000 - Accounts Payable		580.12			398,584.53
04/27/2022	7432	Port Hueneme Marin...	2000 - Accounts Payable		613.67			397,970.86
04/27/2022	7433	Vulcan Materials Co...	2000 - Accounts Payable		109.67			397,861.19

Channel Islands Beach 2013

5/4/2022 10:57 AM

Register: 1002 · Checking Pacific Western

From 04/01/2022 through 04/30/2022

Sorted by: Date, Type, Number/Ref

<b>Date</b>	<b>Number</b>	<b>Payee</b>	<b>Account</b>	<b>Memo</b>	<b>Payment</b>	<b>C</b>	<b>Deposit</b>	<b>Balance</b>
04/28/2022	EDEP	QB	1200 - Accounts Recei...	Vanco		X	441.81	398,303.00
04/28/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	750.07	399,053.07
04/28/2022	RETCK	QB:Returned Item	1200 - Accounts Recei...	Duplicate Chec...	378.28	X		398,674.79
04/28/2022	7434	Ferguson Waterworks	2000 - Accounts Payable		1,835.69			396,839.10
04/28/2022	7435	Base Auto Parts and ...	2000 - Accounts Payable		467.97			396,371.13
04/28/2022	7436	XIO, Inc.	2000 - Accounts Payable		1,095.00			395,276.13
04/29/2022	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 4/29		X	2,483.36	397,759.49
04/29/2022	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		X	469.92	398,229.41
04/29/2022	7437	Famcon Pipe and Su...	2000 - Accounts Payable		1,091.81			397,137.60
04/30/2022			6 - Administrative Exp...	Service Charge	207.64	X		396,929.96
04/30/2022	SSBP 02-...		66901 · *Reconciliatio...	Balance Adjust...		X	0.54	396,930.50



MINUTES OF THE  
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT  
FINANCE COMMITTEE MEETING, April 26, 2022

**A. APPROVE THE FINANCE COMMITTEE MEETING AGENDA:**

The Finance Committee virtual meeting was called to order at 3:59 P.M. In attendance Vice President Marcus, Director Nast, General Manager Peter Martinez, Office Manager CJ Dillon, Operations Manager Jesus (Chuy) Navarro, Auditors Richard Teaman and Rick Gallo, and Clerk of the Board, Erika Davis.

**B. REVIEW AND DISCUSS FY 2020-2021 AUDIT**

Auditors Richard Teaman and Rick Gallo presented the 2020-2021 Annual Audit Report Draft Copy stating the outcome was an unmodified opinion. Board committee members asked questions. The Finance Committee agreed to bring the 2020-2021 Annual Audit Report to the Regular Board Meeting with the recommendations to approve Reserve and Allocations (transfers) for June 30, 2021, approve the Channel Islands Beach Community Services District Annual Audit and Authorize Staff to present a Final Audit Report.

The Board Meeting adjourned at 4:43 P.M.

---

Marcia Marcus, Vice President

MINUTES OF THE  
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING, April 26, 2022

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

President Bouchard called the virtual meeting to order at 5:03 P.M. In attendance, Director Debley, Director Nast, General Manager Peter Martinez, Clerk of the Board, Erika Davis, General Counsel, John Mathews, Office Manager, CJ Dillon, Operations Manager Jesus (Chuy) Navarro, Auditor Richard Teaman, and Auditor Rick Gallo.

**Vice President Marcus and Director Brewer were absent.**

**B. PUBLIC COMMENTS:**

None.

**C. CONSENT CALENDAR:**

Director Debley made the motion to approve the Consent Calendar. Director Nast seconded the motion. The motion passed.

ROLL CALL VOTE:

Bouchard: YES, Debley: YES, Nast: YES      3 - Yes 0 -No

**D. ACTION CALENDAR:**

**1. FY 2020-2021 ANNUAL AUDIT REPORT**

President Bouchard stated that the Finance Committee met earlier in the day. Auditors Richard Teaman and Rick Gallo gave a brief overview of the Audit.

**5:12 pm Vice President Marcus joined the meeting.**

Finance Committee members reported that they reviewed the 2020-2021 Annual Audit Report, asked questions, and were pleased with the outcome. Board asked questions. There was no public comment. Vice President Marcus made the motion to approve Staff's recommendations to approve Reserve and Allocations (transfers) for June 30,

2021, approve the Channel Islands Beach Community Services District Annual Audit and authorize Staff to present a Final Audit Report. Director Nast seconded the motion. The motion passed.

ROLL CALL VOTE:

Bouchard: YES, Marcus: YES, Debley: YES, Nast: YES 4 - Yes 0 -No

## **2. CONSIDERATION OF RESOLUTION 22-07 REQUESTING CONSOLIDATION OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT ELECTION WITH THE NOVEMBER 08, 2022, GENERAL ELECTION**

This is a biannual occurrence to notify the County of the District's inclusion in the General Election. There was no public comment. Vice President Marcus made the motion to adopt Resolution 22-07 and approve the "Notice of Elective Offices" to be filled with the candidates being responsible for the cost of candidate statements in the sample ballot. Director Nast seconded the motion. There was no public comment. The motion passed.

ROLL CALL VOTE:

Bouchard: YES, Marcus: YES, Debley: YES, Nast: YES 4 - Yes 0 -No

## **3. AWARD OF CONTRACT FOR VALVE REPLACEMENT PROJECT – CI 105**

General Manager Martinez said that Bids closed April 18<sup>th</sup> by 5:00 pm. Elite General Engineering, Inc. came in with the low bid at \$142,163.10. Board discussion ensued. There was no public comment. President Bouchard made the motion for the Board to approve the awarding of the contract to Elite General Engineering, Inc. in the amount of \$142,163.10 and authorizing a 10% contingency for Staff in the total contracted expense of \$157,000. Director Debley seconded the motion. The motion passed.

ROLL CALL VOTE:

Bouchard: YES, Marcus: YES, Debley: YES, Nast: YES 4 - Yes 0 -No

## **E. INFORMATION CALENDAR:**

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

President Bouchard reported that at the PHWA meeting the Operations Report was presented and the Resolution was approved to move forward for the next 30 days with virtual meetings at PHWA.

**F. BOARD MEMBER COMMENTS:**

Director Nast thanked General Manager Martinez for working while he was ill and thanked Staff.

Vice President Marcus said she has enjoyed the Board, the Staff, and great leadership but this will be her last term. Vice President Marcus said she mentioned if anyone in the public is interested in filling the seat.

President Bouchard stated that Vice President Marcus is owed a great deal of respect for serving 30 years.

Director Debley said he can only aspire to have the tenure Vice President Marcus displayed for thirty plus years.

Director Debley suggested inviting someone from the tax collector's office to present to the Board and explain how the apportionments work or have General Manager Martinez provide an update or informational item on how that process works. Board consensus supported placing this item on a future agenda.

**G. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:**

General Counsel thanked Vice President Marcus for the time at the District.

General counsel said Metropolitan has decided to have all their agencies go to a one day watering a week if he recalls correctly by May 31st. It is a strategy to have Districts reduce usage by thirty percent.

General Manager Martinez said our Conditional Use Permit was approved last Thursday including the carport and block wall. The District should be submitting to plan check by next week.

The Board Meeting adjourned at 5:46 P.M.

---

Jared Bouchard, President



Board of Directors:

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

PETER MARTINEZ  
General Manager

353 Santa Monica Drive · Channel Islands Beach, CA · 93035-4473 · (805) 985-6021 · FAX (805) 985-7156  
A PUBLIC ENTITY SERVING CHANNEL ISLANDS BEACHES AND HARBOR · CIBCSD.COM

**Regular Board Meeting, May 10, 2022**

**To:** Board of Directors  
**From:** Peter Martinez, *General Manager*  
**Subject:** Presentation by Robert Richardson (United Water Conservation District)  
**Item No.** D-1

**RECOMMENDATION:**

The Board to receive presentation/update on the Iron & Manganese Project from United Water.

**INFORMATION:**

Robert Richardson with the United Water Conservation District will provide a verbal update on the status of the current Iron and Manganese Project. See the attached press release for more information on the project.

**ATTACHMENT:**

1. Iron and Manganese Facility Press Release 2.28.22



Board of Directors  
Bruce E. Dandy, President  
Sheldon G. Berger, Vice President  
Lynn E. Maulhardt, Secretary/Treasurer  
Mohammed A. Hasan  
Edwin T. McFadden III  
Michael W. Mobley  
Daniel C. Naumann

General Manager  
Mauricio E. Guardado, Jr.

Legal Counsel  
David D. Boyer

**FOR IMMEDIATE RELEASE**

**UNITED WATER CONSERVATION DISTRICT  
BEGINS CONSTRUCTION OF  
IRON AND MANGANESE TREATMENT FACILITY**

**Project has been Awarded \$4.21 Million in Federal Grant Funding from Department Of Defense Office of Local Defense Community Cooperation and \$2.5 Million in State Grant Funding from Department of Water Resources Prop 1 Integrated Regional Water Management Grant Program**

Oxnard, CA February 28, 2022 – United Water Conservation District (UWCD), a leader in effective and efficient water management, begins construction of its new Iron and Manganese Treatment plant in Oxnard. Once operational, the first phase of the plant’s operation will have the capacity to treat approximately 3,500 gallons of groundwater per minute, while future phases can expand operations up to 8,500 gallons per minute, vastly improving water quality, water supply reliability and enhancing drought resiliency.

“Collaboration is the key to the Iron and Manganese Treatment project’s success,” stated UWCD Board President Bruce E. Dandy. “The District was able to secure the support of Congresswoman Julia Brownley, U.S. Naval Base Ventura County Commanding Officer Captain Jeff Chism and his successor Captain Robert Kimmach, the State Water Resources Control Board’s Division of Drinking Water and Fox Canyon Groundwater Management Agency. Each of the project’s supporters recognize the importance of providing safe, reliable drinking water to the communities that are home to many of our military personnel as well as civilians working at the base. Their support of this project was essential in securing the Department of Defense (DoD) federal grant of \$4.21 million, as well as the State’s Department of Water Resources (DWR) grant of \$2.5 million, eliminating what could have been a significant obligation on UWCD customers.”

“Sustained periods of drought have negatively impacted the water quality of UWCD’s El Rio wellfield and its Oxnard Hueneme (OH) pipeline system as well as wells of neighboring water mutuals,” added UWCD General Manager Mauricio E. Guardado, Jr., “By removing the iron and manganese from the wells in the lower aquifer system (LAS) and then using that water to blend with water from the upper aquifer system (UAS) wells, we’re able to utilize up to 11,757 acre-feet of local groundwater supply per year, and that’s a tremendous benefit to the entire region.”

The Iron and Manganese Treatment plant, expected to be fully operational by February 2023, will treat the groundwater from existing LAS wells at the El Rio Water Treatment and Groundwater Recharge facility. By reducing iron and manganese concentrations in the water from LAS wells, UWCD will then use that water to blend with water from the UAS wells that contains high concentrations of nitrate during periods of drought.

Significant grant awards from both the State of California’s Department of Water Resources (\$2.5 million) and the federal government’s DoD Office of Local Defense Community Cooperation (\$4.21 million), offset some 65 percent of the estimated cost of building the Iron and Manganese Treatment plant, estimated to be \$10.32 million, thereby greatly reducing the financial burden on UWCD rate payers.

###



## UNITED WATER CONSERVATION DISTRICT BEGINS CONSTRUCTION OF IRON AND MANGANESE TREATMENT FACILITY

Page 2

### **About United Water Conservation District**

#### **United Water Conservation District:**

Initially formed in 1927, United Water Conservation District serves as a leader in water sustainability by managing, protecting, enhancing and securing the water resources of the Santa Clara River and Oxnard Coastal Plain. The District works to protect the environment's natural attributes and conserves runoff from all major tributaries of the Santa Clara River including Piru, Hopper, Sespe and Santa Paula Creeks. Additionally, the District collaborates with other water agencies, US Naval Base Ventura County, and others on the innovation and development of long-term water sustainability projects and partnerships all to bring Ventura County to water sustainability.

Committed to the effective and efficient management of the area's water supplies through groundwater replenishment and the construction and operation of resourceful water supply and delivery system infrastructure, the District manages the groundwater resources utilized by the cities of Oxnard, Port Hueneme, Ventura, Santa Paula and Fillmore, as well as several mutual water districts, farms and individual pumpers. United Water also provides surface water delivery for agricultural irrigation and treated drinking water to the cities of Oxnard and Port Hueneme.

[UnitedWater.org](http://UnitedWater.org)

[United Water Facebook](#)

**UWCD Contact:**      **Kris Sofley**  
(T) (805) 525-4431  
(E) [kriss@unitedwater.org](mailto:kriss@unitedwater.org)



Board of Directors:

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

PETER MARTINEZ  
General Manager

353 Santa Monica Drive · Channel Islands Beach, CA · 93035-4473 · (805) 985-6021 · FAX (805) 985-7156  
A PUBLIC ENTITY SERVING CHANNEL ISLANDS BEACHES AND HARBOR · CIBCSO.COM

**Regular Board Meeting, May 10, 2022**

**To:** Board of Directors

**From:** Peter Martinez, *General Manager*

**Subject:** **CONSIDERATION AND ADOPTION OF RESOLUTION NO. 22-08  
ENABLING CONTINUED USE OF REMOTE TELECONFERENCE  
MEETINGS IN ACCORDANCE WITH ASSEMBLY BILL 361**

**Item No.** E-1

**RECOMMENDATION:**

It is recommended the Board adopt Resolution No. 22-08 authorizing remote teleconference meetings of the Legislative Bodies of the Channel Islands Beach Community Services District for the period of May 11, 2022, to June 14, 2022.

**BACKGROUND/DISCUSSION:**

In March 2020, amid concern surrounding the spread of the COVID-19 virus throughout communities in the state, California Governor Gavin Newsom issued a series of Executive Orders aimed at containing the novel coronavirus. These Orders modified or waived meeting requirements in the Brown Act Open Meetings Law for local agency public meetings so that the public health and safety of all attendees would be protected through teleconferenced or remote meetings.

On September 16, 2021, the Governor signed Assembly Bill 361 requiring an approved Resolution justifying the need to continue virtual meetings due to imminent risks to the health and safety of attendees. If approved, the attached Resolution 22-08 would become effective May 11, 2022, through June 14, 2022.

**ATTACHMENTS:**

1. Resolution No. 22-08





Board of Directors:

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

PETER MARTINEZ  
General Manager

353 Santa Monica Drive · Channel Islands Beach, CA · 93035-4473 · (805) 985-6021 · FAX (805) 985-7156  
A PUBLIC ENTITY SERVING CHANNEL ISLANDS BEACHES AND HARBOR · CIBCS.D.COM

RESOLUTION NO. 22-08

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RE-RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY GOVERNOR'S EXECUTIVE ORDER N-29-20 ON MARCH 17, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT FOR 30 ADDITIONAL DAYS UNTIL JUNE 14, 2022, PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Channel Islands Beach Community Services District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Channel Islands Beach Community Services District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, as a condition of extending the use of the provisions found in section 54953(e), the Board of Directors must reconsider the circumstances of the state of emergency that exists in the District, and the Board of Directors has done so; and

WHEREAS, emergency conditions persist in the District, specifically, ON MARCH 4, 2020 THE GOVERNOR'S OFFICE ISSUED A STATE OF EMERGENCY ORDER RELATED TO THE COVID-19 PANDEMIC AND THAT ORDER REMAINS EFFECTIVE AT THE TIME OF ADOPTION OF THIS RESOLUTION; and

WHEREAS, ON SEPTEMBER 17, 2021, ORDER OF THE VENTURA COUNTY HEALTH OFFICER EXTENDING THE AUGUST 20, 2021 ORDER REQUIRING ALL INDIVIDUALS IN THE COUNTY TO WEAR FACE COVERINGS IN ALL INDOOR PUBLIC SETTINGS AND BUSINESSES TO MINIMIZE THE SPREAD OF COVID-19; and

WHEREAS, the Board of Directors does hereby find that the continued risk of COVID-19 infection remains significantly higher than stated public health goals, and the Channel Islands Beach Community Services District Board Room is not sufficient in size to allow for appropriate social distancing has caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency persisting, the Board of Directors does hereby find that the legislative bodies of Channel Islands Beach Community Services District shall continue to conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall continue to comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, all meetings will be conducted to ensure the ability for the public to continue to participate through publication of meeting agendas containing the meeting ID link and call in phone number of all remote meetings, which allow the public to listen and provide comment on any and all business being conducted before the legislative body.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Affirmation that Local Emergency Persists. The Board of Directors hereby considers the conditions of the state of emergency in the District and proclaims that a local emergency persists throughout the District, and

Section 3. Re-ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The General Manager and legislative bodies of Channel Islands Beach Community Services District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, continuing to conduct open and

public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of June 14, 2022, or such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Channel Islands Beach Community Services District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of Channel Islands Beach Community Services District this 10th day of May 2022, by the following vote:

AYES:  
NOES:  
ABSENT:  
ABSTAIN:

---

JARED BOUCHARD, BOARD PRESIDENT

ATTEST:

---

PETER MARTINEZ  
GENERAL MANAGER

APPROVED AS TO FORM:

---

JOHN MATHEWS  
GENERAL COUNSEL



Board of Directors:

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

PETER MARTINEZ  
General Manager

353 Santa Monica Drive · Channel Islands Beach, CA · 93035-4473 · (805) 985-6021 · FAX (805) 985-7156  
A PUBLIC ENTITY SERVING CHANNEL ISLANDS BEACHES AND HARBOR · CIBCSD.COM

**Regular Board Meeting, May 10, 2022**

**To:** Board of Directors  
**From:** Peter Martinez, *General Manager*  
**Subject:** Resolution No. 22-09 Recognizing Jimmy Hampton (EJ Harrison and Sons)  
**Item No.** E-2

**RECOMMENDATION:**

1. The Board to consider and approve Resolution No. 22-09 to commend, recognize, and extend its gratitude to Mr. Jimmy Hampton (EJ Harrison & Sons) for his dedicated service to the District.
2. If approved, direct District Board President and General Manager to present to Mr. Hampton at a future EJ Harrison Board meeting on behalf of the District Board, staff, and its community members.

**ATTACHMENT:**

1. Resolution No. 22-09



Board of Directors:

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

PETER MARTINEZ  
General Manager

353 Santa Monica Drive · Channel Islands Beach, CA · 93035-4473 · (805) 985-6021 · FAX (805) 985-7156  
A PUBLIC ENTITY SERVING CHANNEL ISLANDS BEACHES AND HARBOR · CIBCSD.COM

**RESOLUTION NO. 22-09**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT HONORING THE OUTSTANDING PUBLIC SERVICE OF JIMMY HAMPTON**

**WHEREAS**, Jimmy Hampton has served the Channel Islands Beach Community Services District, Staff, and Community since 2008; and

**WHEREAS**, Jimmy Hampton has consistently proven himself to be a diligent and dedicated extension of the Channel Islands Beach Community Services District staff; and

**WHEREAS**, Jimmy Hampton's positive attitude, great demeanor and willingness to assist others is a model for others to follow; and

**WHEREAS**, Jimmy's professional, friendly customer service oriented approach to problem solving has served the residents, District staff, and visitors of the Channel Islands Beach Community Services District in a unique way that provides a positive reflection of the District; and

**WHEREAS**, the Board of Directors of the Channel Islands Beach Community Services District takes this opportunity to recognize the outstanding customer service provided by Jimmy Hampton demonstrated through his passion and continued willingness to go above and beyond for the customers of the District.

**NOW, THEREFORE**, the Channel Islands Beach Community Services District resolves: to commend, recognize, and extend its gratitude to Mr. Jimmy Hampton for his dedicated service to the District.

PASSED AND ADOPTED THIS 10<sup>TH</sup> day of May 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

Peter Martinez  
General Manager  
Channel Islands Beach CSD

Jared Bouchard  
President, Board of Directors  
Channel Islands Beach CSD



Board of Directors:

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

PETER MARTINEZ  
General Manager

353 Santa Monica Drive · Channel Islands Beach, CA · 93035-4473 · (805) 985-6021 · FAX (805) 985-7156  
A PUBLIC ENTITY SERVING CHANNEL ISLANDS BEACHES AND HARBOR · CIBCSO.COM

**Regular Board Meeting, May 10, 2022**

**To: Board of Directors**  
**From: Peter Martinez, General Manager**  
**Subject: Resolution Declaring Stage 2 Water Supply Shortage**  
**Item No. E-3**

**RECOMMENDATION:**

Board to consider and approve Resolution No. 22-10 Declaring a Stage 2 Water Supply Shortage and amending the outdoor watering days and duration.

**BACKGROUND/DISCUSSION:**

California is now in its third consecutive year of drought, and this year has seen the driest first three months of the year on record. On March 18th, the Department of Water Resources announced that water agencies throughout California that are dependent on State Water Project water should prepare for only 5 percent of a full supply for 2022. As a result, and in response to the ongoing drought emergency and anticipated reductions in water allocations, on April 6<sup>th</sup> the Calleguas Municipal Water District (CMWD) declared a Stage 3 Water Shortage condition. As part of that condition, CMWD requires its purveyors to implement mandatory water conservation measures, including a 1 day per week limit on outdoor irrigation.

The District's current restrictions for outdoor watering contained in Level 2 Water Supply Shortage Regulations allow for 2 days per week of outdoor watering with a 10 minute duration. In order to comply with the 1 day per week requirement, the District is recommending the board to consider and approve Resolution No. 22-10 that revises the watering days from 2 days per week to 1 day per week and amends the watering duration from 10 minutes per station to 8 minutes per station.

In light of additional restrictions being levied, it was determined the best way to achieve the 1 day per week irrigation mandate was via District Resolution. Staff has drafted Resolution No. 22-10 in order to comply with the outdoor irrigation restrictions.

**FISCAL IMPACT**

Implementation of the Stage 2 Water Supply Shortage will likely impact the overall FY2021-22 Adopted Budget. Staff will make adjustments as necessary to the upcoming FY2022-23 draft budget in anticipation of this continuing into the next budget cycle.

**ATTACHMENTS:**

1. Resolution No. 22-10
2. Ordinance No. 75



Board of Directors:

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

PETER MARTINEZ  
General Manager

353 Santa Monica Drive · Channel Islands Beach, CA · 93035-4473 · (805) 985-6021 · FAX (805) 985-7156  
A PUBLIC ENTITY SERVING CHANNEL ISLANDS BEACHES AND HARBOR · CIBCSD.COM

## RESOLUTION NO. 22-10

### A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT DECLARING A STAGE 2 WATER SUPPLY SHORTAGE AND IMPLEMENTATION OF MANDATORY CONSERVATION MEASURES FOR POTABLE WATER USAGE

**WHEREAS**, On September 9, 2009, the Channel Islands Beach Community Services District Board of Directors adopted Ordinance No. 75 establishing a Water Conservation and Water Supply Shortage Program; and

**WHEREAS**, the State of California has entered a third consecutive year of drought during which annual precipitation, snowpack, and resultant runoff levels have been markedly below that which is needed to both adequately replenish key reservoirs and meet current water demands; and

**WHEREAS**, on August 18, 2021, the Board of Directors of Calleguas Municipal Water District (CMWD) adopted Resolution No. 2024 which declared a Stage 2 Water Shortage and called for enhanced water use efficiency efforts; and

**WHEREAS**, on October 19, 2021, Governor Gavin Newsom proclaimed that a state of emergency exists in all California counties due to severe drought conditions, and called on all local and regional water suppliers to implement Water Shortage Contingency Plans (WSCPs) that are responsive to local conditions; and

**WHEREAS**, on November 9, 2021, Metropolitan Water District (MWD) declared that specified drought emergency conditions exist with its service area and called an all member agencies to immediately implement conservation to reduce the use of State Water Project (SWP) supplies; and

**WHEREAS**, on November 17, 2021, the Board of Directors of CMWD adopted Resolution No. 2033 which called upon those purveyors receiving water from CMWD to implement appropriate measures to achieve a 15 percent reduction in demands from 2020 to extend SWP storage reserves; and

**WHEREAS**, on March 18, 2022, the California Department of Water Resources (DWR) announced that it reduced the calendar year 2022 SWP allocation to five percent, and current projections indicate that the final allocation will remain five percent; and



**NOW, THEREFORE, BE IT RESOLVED AND DETERMINED, THAT:**

1. All recitals contained above are true and incorporated by reference herein.
2. In response to the water shortage restrictions being implemented by the State, MWD, and CMWD, the Board hereby amends the outdoor irrigation provisions under Stage 2 of the regulations from the current 2 days per week to one day per week and the current 10 minute duration per station to 8 minute duration per station.
3. This action will be held in place pending further direction from the State, MWD, or CMWD and the Board revises the District's restrictions, or the District changes the Stage 2 alert.
4. The revised restrictions on outdoor irrigation become effective June 1, 2022.

**PASSED AND ADOPTED** this 10<sup>TH</sup> day of May 2022, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Peter Martinez

General Manager

Channel Islands Beach CSD

Jared Bouchard

President, Board of Directors

Channel Islands Beach CSD

## **Table of Contents**

---

<b>Water Waste Ordinance</b>	
Section I: Title	2
Section II. Findings	2
Section III. Declaration of Purpose and Intent	3
Section IV. Definitions	3
Section V. Application	3
Section VI. Permanent Water Conservation Requirements	4
Section VII. Level 1 Water Supply Shortage	6
Section VIII. Level 2 Water Supply Shortage	7
Section IX. Level 3 Water Supply Shortage Emergency	8
Section X. Procedures for Determination and Notification	9
Section XI. Other Provisions	10
Section XII. Penalties and Violations	10
Section XIII. Severability	11
<b>Appendix</b>	
Water Conservation Table	12

**ORDINANCE NO. \_75\_**

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT ESTABLISHING A WATER CONSERVATION AND WATER SUPPLY SHORTAGE PROGRAM AND REGULATIONS**

**Section I: Title.**

This ordinance will be known as the "Channel Islands Beach Community Services District Water Conservation and Water Supply Shortage Program."

**Section II. Findings.**

- a. A reliable minimum supply of potable water is essential to and benefits those persons served by the Channel Islands Beach Community Services District ("District").
- b. The District and its service areas are located in southern California, a semi-arid region that is largely dependent upon imported water supplies to augment limited local ground water supplies. A growing population, climate change, environmental concerns, and other factors in other parts of the State and western United States, make the region highly susceptible to water supply reliability issues.
- c. Careful water management that includes active water conservation measures not only in times of drought, but at all times, is essential to ensure a reliable minimum supply of water to meet the District's current and future water supply needs.
- d. Article X, Section 2 of the California Constitution declares that the general welfare requires that water resources be put to beneficial use, waste or unreasonable use or unreasonable method of use of water be prevented, and conservation of water be fully exercised with a view to the reasonable and beneficial use thereof.
- e. California Government Code section 61600 identifies supplying the inhabitants of the District with water for domestic use, irrigation, sanitation, industrial use, fire protection, and recreation as one of the main functions of a Community Service District. California Government Code section 61622 confers upon the District general powers to perform all acts necessary to carry out fully the provisions of the Community Services District Law.
- f. California Water Code sections 375 and 375.5 authorize any public entity, including a special district, which supplies water at retail or wholesale for the benefit of persons within the service area or area of jurisdiction of the public entity to adopt and enforce a comprehensive water conservation program to reduce water consumption and conserve supplies.
- g. California Water Code section 350 et seq. authorizes water suppliers, including a special district, to declare a water shortage emergency and, upon declaration of that emergency, adopt regulations and restrictions on the delivery and consumption of water in order to conserve water resources during the period of the emergency and until the supply of water available for distribution by the supplier has been replenished or augmented.

- h. The adoption and enforcement of a water conservation and supply shortage program is necessary to manage the District's potable water supply in the short and long-term and to avoid or minimize the effects of drought and shortage within the District. Such program is essential to ensure a reliable and sustainable minimum supply of water for the public health, safety, and welfare.
- i. Based upon the above findings, the District's legal counsel advises, and the Board finds, that actions taken pursuant to this ordinance are categorically exempt from CEQA according to 14 California Code of Regulations 15301 and 15307.

### **Section III. Declaration of Purpose and Intent.**

- a. The purpose of this ordinance is to establish a water conservation and supply shortage program that will reduce water consumption within the District through conservation, enable effective water supply planning, assure reasonable and beneficial use of water, prevent waste of water, and maximize the efficient use of water within the District to avoid and minimize the effect and hardship of water shortage to the greatest extent possible.
- b. This ordinance establishes permanent water conservation standards intended to alter behavior related to water use efficiency during non-shortage conditions, and further establishes three levels of water supply shortage response actions to be implemented during times of declared water shortage or declared water shortage emergency. Each progressive level increases restrictions on water use in response to worsening drought or emergency conditions and decreasing supplies.

### **Section IV. Definitions.**

- a. The following words and phrases whenever used in this chapter have the meaning defined in this section:
  - 1. **"Commercial Grower"** means a person who operates a licensed plant or tree farm or who cultivates crops or other vegetation for sale or intended sale to the general public in the ordinary course of that person's business.
  - 2. **"Commercial Nursery"** means a licensed plant or tree farm which plants, grows and cultivates plants or trees for the sale or intended sale of such plants and trees to the general public in the ordinary course of the licensee's business.
  - 3. **"District"** means those areas that lie within the boundaries of the Channel Islands Beach Community Services District, as well as any areas outside the District boundaries to which the District provides service."
  - 4. **"Excessive Water Flow or Runoff"** means any water which originates from a tap connected to the District's water delivery system that leaves the property of origin in a continuous flow of any dimension.
  - 5. **"Person"** means any natural person or persons, corporation, public or private entity, governmental agency or institution, or any other user of water provided by the District.
  - 6. **"Landscape Irrigation System"** means an irrigation system with pipes, hoses, spray heads, or sprinkling devices that are operated by hand or through an automated system.

7. **“Large Landscape Areas”** means a lawn, landscape, or other vegetated area, or combination thereof, equal to or more than 2500 square feet irrigable land.
8. **“Single Pass Cooling Systems”** means equipment where water is circulated only once to cool equipment before being disposed.
9. **“Potable Water”** means water which is suitable for drinking.
10. **“Recycled Water”** means the reclamation and reuse of non-potable water for beneficial use.
11. **“Safety or Sanitary Hazard”** means any accumulation of unwholesome substance, including but not limited to pet or animal waste.
12. **“Billing Unit”** means the unit of water used to apply water rates for purposes of calculating water charges for a person’s water usage. A “billing unit” equals one hundred (100) cubic feet or seven hundred forty-eight (748) gallons of water.
13. **“Vehicle”** means any automobile, truck, van, bus, motorcycle, recreational vehicle, boat or trailer

**Section V. Application**

- a. The provisions of this ordinance apply to any person in the use of any potable water provided by the District.
- b. Compliance with the provisions of this ordinance shall be a condition of water service within the District and in all areas outside the District to which the District provides water service.
- c. The provisions of this ordinance do not apply to uses of water necessary to protect public health and safety or for essential government services, such as police, fire and other similar emergency services.
- d. The provisions of this ordinance do not apply to the use of recycled water, with the exception of Section VI(a).
- e. The provisions of this ordinance do not apply to the use of water by commercial nurseries and commercial growers to sustain plants, trees, shrubs, crops or other vegetation intended for commercial sale.
- f. This ordinance is intended solely to further the conservation of water. It is not intended to implement any provision of federal, State, or local statutes, ordinances, or regulations relating to protection of water quality or control of drainage or runoff. Refer to the local jurisdiction or Regional Water Quality Control Board for information on any stormwater ordinances and stormwater management plans.

**Section VI: Permanent Water Conservation Requirements – Prohibition Against Waste**

The following water conservation requirements are effective at all times and are permanent. Violations of this section will be considered waste and an unreasonable use of water.

- a. **Limits on Watering Hours:** Watering or irrigating of lawn, landscape or other vegetated area with potable water is prohibited between the hours of 9:00 a.m. and 4:00 p.m. Pacific Standard Time on any day, except by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off nozzle or device, or for very short periods of time for the express purpose of adjusting or repairing an irrigation system.
- b. **Limit on Watering Duration:** Watering or irrigating of lawn, landscape or other vegetated area with potable water using a landscape irrigation system or a watering device that is not continuously attended is limited to no more than ten (10) minutes watering per day per station. This subsection does not apply to landscape irrigation systems that exclusively use very low-flow drip type irrigation systems when no emitter produces more than two (2) gallons of water per hour and weather based controllers or stream rotor sprinklers that meet a 70% efficiency standard.
- c. **Large Landscape Areas – Rain Sensors:** Large landscape areas, such as parks, cemeteries, golf courses, school grounds, and playing fields, that use landscape irrigation systems to water or irrigate, must use landscape irrigation systems with rain sensors that automatically shut off such systems during periods of rain or irrigation timers which automatically use information such as evapotranspiration sensors to set an efficient water use schedule. **Retrofitting and monitoring of existing landscape areas shall be done in accordance with guidelines set forth in the State of California, Department of Water Resources Model Water Efficient Landscape Ordinance then in effect..** It shall be the responsibility of each land owner, lessee, or agency to perform the required audits and submit a copy of the completed audit to the District to be kept on file at the District.
- d. **No Excessive Water Flow or Runoff:** Watering or irrigating of any lawn, landscape or other vegetated area in a manner that causes or allows excessive water flow or runoff onto an adjoining sidewalk, driveway, street, alley, gutter or ditch is prohibited. Every person is deemed to have under his/her control at all times his/her water distribution lines and facilities, and to know the manner and extent of his/her water use and runoff.
- e. **No Washing Down Hard or Paved Surfaces:** Washing down hard or paved surfaces, including but not limited to sidewalks, walkways, driveways, parking areas, docks, tennis courts, patios or alleys, is prohibited except when necessary to alleviate safety or sanitary hazards, and then only by use of a hand-held bucket or similar container, water broom, or a low-volume, high-pressure cleaning machine.
- f. **Obligation to Fix Leaks, Breaks or Malfunctions:** Excessive use, loss or escape of water through breaks, leaks or other malfunctions in the water user's plumbing, distribution, or irrigation system for any period of time after such escape of water should have reasonably been discovered and corrected, and in no event more than 10 days of receiving notice from the District, is prohibited.
- g. **Re-circulating Water Required for Water Fountains and Decorative Water Features:** Operating a water fountain or other decorative water feature that does not use re-circulated water is prohibited.
- h. **Limits on Washing Vehicles:** Using water to wash or clean a vehicle, including but not limited to any automobile, truck, van, bus, motorcycle, boat or trailer, whether motorized or not is prohibited, except by use of a hand-held bucket or similar container or a hand-held hose equipped with a positive self-closing water shut-off nozzle or device, by high pressure/low volume wash systems or at a commercial vehicle washing facility that utilizes a re-circulating water system to capture or reuse water.

- i. **Drinking Water Served Upon Request Only:** Eating or drinking establishments, including but not limited to a restaurant, hotel, cafe, cafeteria, bar, club or other public place where food or drinks are sold, served, or offered for sale, shall not serve water to customers except upon request of the customer.
- j. **Commercial Lodging Establishments Must Provide Option to Not Launder Linen Daily:** Hotels, motels and other commercial lodging establishments must provide customers the option of not having towels and linen laundered daily. Commercial lodging establishments must prominently display notice of this option in each bathroom using clear and easily understood language.
- k. **No Installation of Single Pass Cooling Systems:** Installation of single pass cooling systems is prohibited in buildings requesting new water service.
- l. **No Installation of Non-re-circulating in Laundry Systems:** Installation of non-re-circulating water systems is prohibited in new commercial conveyor car wash and new commercial laundry systems.
- m. **Restaurants Required to Use Water Conserving Dish Wash Spray Valves:** Food preparation establishments, such as restaurants or cafes, are prohibited from using non-water conserving pre rinse dish wash spray valves. Existing restaurants will be required to upgrade or install water conserving pre rinse dish wash spray valves when remodeling, rehabilitation, or renovation occurs requiring a building, plan check, or design review permit.

**Levels of Water Supply Shortage:**

**Section VII: Level 1 Water Supply Shortage**

- a. A Level 1 Water Supply Shortage exists when the District determines, in its sole discretion, that due to drought or other water supply reductions, a water supply shortage exists and a consumer demand reduction is necessary to make more efficient use of water and appropriately respond to existing water conditions. Upon the declaration by the District of a Level 1 Water Supply Shortage condition, the District will implement the mandatory Level 1 conservation measures identified in this section. The type of event that may prompt the District to declare a Level 1 Water Supply Shortage may include, among other factors, a finding that its wholesale water provider calls for extraordinary water conservation.
- b. **Additional Water Conservation Measures:** In addition to the prohibited uses of water identified in Section VI, the following water conservation requirements apply during a declared Level 1 Water Supply Shortage:
  - 1. **Limits on Watering Days:** Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to three days per week on a schedule established and posted by the District. During the months of November through March, watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to no more than one day per week on a schedule established and posted by the District. This provision does not apply to landscape irrigation zones that exclusively use very low flow drip type irrigation systems when no emitter produces more than two (2) gallons of water per hour. This provision also does not apply to watering or irrigating by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing

water shut-off nozzle or device, or for very short periods of time for the express purpose of adjusting or repairing an irrigation system.

2. **Obligation to Fix Leaks, Breaks or Malfunctions:** All leaks, breaks, or other malfunctions in the water user's plumbing, distribution, or irrigation system must be repaired within seventy-two (72) hours of notification by the District unless other arrangements are made with the District.
3. **Other Prohibited Uses:** In compliance with applicable law, the District may implement other prohibited water uses as determined by the District, after proper notice to customers.

### **Section VIII. Level 2 Water Supply Shortage**

- a. A Level 2 Water Supply Shortage exists when the District determines, in its sole discretion, that due to drought or other supply reductions, a water supply shortage exists and a consumer demand reduction is necessary to make more efficient use of water and respond to existing water conditions. Upon the declaration by the District of a Level 2 Water Supply Shortage condition, the District will implement the mandatory Level 2 conservation measures identified in this section.
- b. **Additional Conservation Measures:** In addition to the prohibited uses of water identified in Section VI and VII, the following additional water conservation requirements apply during a declared Level 2 Water Supply Shortage:
  1. **Watering Days:** Watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to two days per week on a schedule established and posted by the District. During the months of November through March, watering or irrigating of lawn, landscape or other vegetated area with potable water is limited to no more than one day per week on a schedule established and posted by the District. This provision does not apply to landscape irrigation zones that exclusively use very low flow drip type irrigation systems when no emitter produces more than two (2) gallons of water per hour. This provision also does not apply to watering or irrigating by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off nozzle or device, or for very short periods of time for the express purpose of adjusting or repairing an irrigation system.
  2. **Obligation to Fix Leaks, Breaks or Malfunctions:** All leaks, breaks, or other malfunctions in the water user's plumbing, distribution, or irrigation system must be repaired within forty-eight (48) hours of notification by the District unless other arrangements are made with the District.
  3. **Limits on Filling Ornamental Lakes or Ponds.** Filling or re-filling ornamental lakes or ponds is prohibited except to the extent needed to sustain aquatic life, provided that such animals have been actively managed within the water feature prior to declaration of a supply shortage level under this ordinance.
  4. **Limits on Washing Vehicles:** Using water to wash or clean a vehicle, including but not limited to, any automobile, truck, van, bus, motorcycle, boat or trailer, whether motorized or not, is prohibited except by use of a hand-held bucket or similar container, a hand-held hose equipped with a positive self-closing water shut-off nozzle or device, by high



pressure/low volume wash systems, or at a commercial vehicle washing facility that utilizes a re-circulating water system to capture or reuse water.

5. **Limits on Filling Residential Swimming Pools & Spas:** Re-filling of more than one foot and initial filling of residential swimming pools or outdoor spas with potable water is prohibited.
6. **Other Prohibited Uses:** In compliance with applicable law, the District may implement other prohibited water uses as determined by the District, after proper notice to customers.

### **Section IX. Level 3 Water Supply Shortage – Emergency Condition**

- a. A Level 3 Water Supply Shortage condition is also referred to as an “Emergency” condition. A Level 3 condition exists when the District declares a water shortage emergency and notifies its residents and businesses that a significant reduction in consumer demand is necessary to make more efficient use of water and respond to existing water conditions. Upon the declaration of a Level 3 Water Supply Shortage Emergency condition, the District will implement the mandatory Level 3 conservation measures identified in this section.
- b. **Additional Conservation Measures:** In addition to the prohibited uses of water identified in Section VI, VII, and VIII, the following water conservation requirements apply during a declared Level 3 Water Supply Shortage Emergency:
  1. **No Watering or Irrigating:** Watering or irrigating of lawn, landscape or other vegetated area with potable water is prohibited. This restriction does not apply to the following categories of use:
    - i. Maintenance of vegetation, including trees and shrubs, that are watered using a hand-held bucket or similar container, hand-held hose equipped with a positive self-closing water shut-off nozzle or device, or a very low-flow drip type irrigation system when no emitter produces more than two (2) gallons of water per hour subject to the hour restrictions in Section VI(a);
    - ii. Maintenance of existing landscape necessary for fire protection;
    - iii. Maintenance of existing landscape for soil erosion control;
    - iv. Maintenance of plant materials identified to be rare or essential to the well being of rare animals;
    - v. Maintenance of landscape within active public parks and playing fields, day care centers, school grounds, cemeteries, and golf course greens, provided that such irrigation does not exceed two (2) days per week according to the schedule established in Section VIII(b)(1) and time restrictions in Section VI(a) and (b)(1);
    - vi. Public works projects and actively irrigated environmental mitigation projects.
  2. **Obligation to Fix Leaks, Breaks or Malfunctions:** All leaks, breaks, or other malfunctions in the water user’s plumbing, distribution or irrigation system must be

repaired within twenty-four (24) hours of notification by the District unless other arrangements are made with the District.

3. **No New Potable Water Service:** Upon declaration of a Level 3 Water Supply Shortage Emergency condition, no new potable water service will be provided, no new temporary meters or permanent meters will be provided, and no statements of immediate ability to serve or provide potable water service (such as, will serve letters, certificates, or letters of availability) will be issued, except under the following circumstances:
  1. A valid, unexpired building permit has been issued for the project; or
  2. The project is necessary to protect the public's health, safety, and welfare; or
  3. The applicant provides substantial evidence of an enforceable commitment that water demands for the project will be offset prior to the provision of a new water meter(s) to the satisfaction of the District.

This provision does not preclude the resetting or turn-on of meters to provide continuation of water service or the restoration of service that has been interrupted for a period of one year or less.

4. **Discontinue Service:** The District, in its sole discretion, may discontinue service to consumers who willfully violate provisions of this ordinance.
5. **Other Prohibited Uses:** In compliance with applicable law, the District may implement other prohibited water uses as determined by the District, after proper notice to customers.

## **Section X. Procedures for Determination / Notification of Water Supply Shortage**

- a. **Declaration and Notification of Level 1 & 2 Water Supply Shortage:** The existence of Level 1 and Level 2 Water Supply Shortage conditions may be declared by resolution of the District adopted at a regular or special public meeting held in accordance with state law. The mandatory conservation requirements applicable to Level 1 or Level 2 conditions will take effect on the tenth (10<sup>th</sup>) day after the date the shortage level is declared. Within five (5) days following the declaration of the shortage level, the District must publish a copy of the resolution in a newspaper of general circulation for the period of time, number of times, and in the manner required by applicable law. If the District establishes a water allocation, it must provide notice of the allocation by including it in the regular billing statement or by any other mailing to the address to which the District customarily mails the billing statement for fees or charges for on-going water service. A water allocation will be effective on the fifth day following the date of mailing or at such later date as specified in the notice.
- b. **Declaration and Notification of Level 3 Water Supply Shortage:** The existence of a Level 3 Water Supply Shortage Emergency condition may be declared in accordance with the procedures specified in Water Code Sections 351 and 352. The mandatory conservation requirements applicable to the Level 3 conditions will take effect on the tenth (10<sup>th</sup>) day after the date the shortage level is declared. Within five (5) days following the declaration of the shortage level, the District must publish a copy of the resolution in a newspaper of general circulation for the period of time, number of times, and in the manner required by applicable law. If the District establishes a water allocation, it will provide notice of the allocation by including it in the regular billing statement or by any other mailing to the address to which the District customarily mails the billing statement for fees or charges for on-going water service. A water allocation will be

effective on the fifth day following the date of mailing or at such later date as specified in the notice.

## **Section XI. Other Provisions**

- a. **Reporting Mechanism -:** The District will establish a water waste reporting link on the District's website (<http://www.channelislandsbeachcsd.com/>) for residents to report violations of this ordinance.
- b. **Adoption of California Water Efficient Landscape Ordinance-** The District hereby incorporates by reference and adopts the California Water Efficient Landscape Ordinance as set forth in the California Code of Regulations Title 23, Sections 490- 495.

## **Section XII. Penalties and Violations**

- a. **Misdemeanor:** Any violation of this ordinance may be prosecuted as a misdemeanor punishable by imprisonment in the county jail for not more than thirty (30) days, or by a fine not exceeding one thousand dollars (\$1,000), or by both.
- b. **Civil Penalties:** Civil penalties for failure to comply with any provisions of the ordinance are as follows:
  1. **First Violation:** The District will issue a written warning and deliver a copy of this ordinance by mail.
  2. **Second Violation:** A second violation within the preceding twelve (12) calendar months is punishable by a fine not to exceed seventy-five dollars (\$75).
  3. **Third Violation:** A third violation within the preceding twelve (12) calendar months is punishable by a fine not to exceed two hundred and fifty (\$250).
  4. **Fourth and Subsequent Violations:** A fourth and any subsequent violation is punishable by a fine not to exceed five hundred dollars (\$500).
    - i. **Water Flow Restrictor:** In addition to any fines, the District may install a water flow restrictor device of approximately one gallon per minute capacity for services up to one and one-half inch size and comparatively sized restrictors for larger services after written notice of intent to install a flow restrictor for a minimum of forty eight (48) hours.
    - ii. **Termination of Service:** In addition to any fines and the installation of a water flow restrictor, the District may disconnect and/or terminate a customer's water service.
- c. **Cost of Flow Restrictor and Disconnecting Service:** A person or entity that violates this ordinance is responsible for payment of the District's charges for installing and/or removing any flow restricting device and for disconnecting and/or reconnecting service per the District's schedule of charges then in effect. The charge for installing and/or removing any flow restricting device must be paid to the District before the device is removed. Nonpayment will be subject to the same remedies as nonpayment of basic water rates.

- d. **Separate Offenses:** Each day that a violation of this ordinance occurs is a separate offense.
- e. **Notice and Hearing:**
  - 1. The District will issue a Notice of Violation by mail or personal delivery at least ten (10) days before taking enforcement action. Such notice must describe the violation and the date by which corrective action must be taken. A customer may appeal the Notice of Violation by filing a written notice of appeal with the District no later than the close of business on the day before the date scheduled for enforcement action. Any Notice of Violation not timely appealed will be final. Upon receipt of a timely appeal, a hearing on the appeal will be scheduled; and the District will mail written notice of the hearing date to the customer at least ten (10) days before the date of the hearing.
  - 2. Pending receipt of a written appeal or pending a hearing pursuant to an appeal, the District may take appropriate steps to prevent the unauthorized use of water as appropriate to the nature and extent of the violations and the current declared water Level condition.

**Section XIII. Severability**

If any section, subsection, sentence, clause or phrase in this chapter is for any reason held invalid, the validity of the remainder of the ordinance will not be affected. The Channel Islands Beach Community Services District hereby declares it would have passed this ordinance and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that one or more sections, subsections, sentences, clauses, or phrases or is declared invalid.

**PASSED, APPROVED and ADOPTED** by the Channel Islands Beach Community Services District Board of Directors on this **9th day of September, 2009**, by the following vote:

**AYES:** Directors: *Moore, Koesterer, Spiegel + Hensley*

**NOES:** Directors: *None*

**ABSENT:** Directors: *Marcus*

*Keith Moore*  
 \_\_\_\_\_  
**KEITH MOORE, President**

**ATTEST:**  
*Jared Bouchard*  
 \_\_\_\_\_  
**JARED BOUCHARD, SECRETARY**

BOARD OF DIRECTORS

**APPROVED AS TO FORM:**

*John Mathews*  
 \_\_\_\_\_  
**JOHN MATHEWS GENERAL COUNSEL**



**APPENDIX:**

**WATER CONSERVATION ORDINANCE TABLE**

Permanent	Level 1	Level 2	Level 3 – Emergency
<p align="center"><i>Permanent</i></p> <p><b>Restrictions</b></p> <ul style="list-style-type: none"> <li>○ <b>No Watering: 9am-6pm, except by hand</b></li> <li>○ <b>Irrigation system limit of 15 minutes</b></li> <li>○ <b>No excessive water flow or runoff</b></li> <li>○ <b>No washing down hard or paved surfaces</b></li> <li>○ <b>Fix leaks within reasonable time (within ___ days of notice)</b></li> <li>○ <b>Fountains only with re-circulating water</b></li> <li>○ <b>Restaurants only serve water on request</b></li> <li>○ <b>Wash vehicles only with</b></li> </ul>	<p align="center"><i>Up to 10% Anticipated Shortage</i></p> <p>Same as Permanent +</p> <ul style="list-style-type: none"> <li>○ <b>Watering limited to 3 days a week</b></li> <li>○ <b>Fix leaks within 72 hours</b></li> </ul>	<p align="center"><i>Up to 20%</i></p> <p>Same as Permanent &amp; Level 1 +</p> <ul style="list-style-type: none"> <li>○ <b>Watering limited to 2 days a week</b></li> <li>○ <b>Fix leaks within 48 hours</b></li> <li>○ <b>No filling or re-filling ornamental lakes or ponds</b></li> <li>○ <b>Wash vehicles only at car wash with re-circulating system</b></li> <li>○ <b>No filling residential pools or outdoor spas</b></li> </ul>	<p align="center"><i>More than 20%</i></p> <p>Same as Permanent, Level 1 &amp; Level 2 +</p> <ul style="list-style-type: none"> <li>○ <b>No watering or irrigating with certain exceptions</b></li> <li>○ <b>Fix leaks within 24 hours</b></li> <li>○ <b>No new potable water service</b></li> </ul>

<p>bucket or shut-off nozzle</p> <ul style="list-style-type: none"> <li>○ <b>Hotels must provide guests option to not launder linen daily</b></li> <li>○ <b>No installation of single-pass cooling systems</b></li> <li>○ <b>No installation of non re-circulating car wash systems</b></li> <li>○ Restaurants must use conserving nozzles</li> </ul>			
<p><b><u>Administration &amp; Penalties</u></b></p> <ul style="list-style-type: none"> <li>○ <b>Administrative penalties</b></li> <li>○ Civil fines, flow restrictor or disconnect service after 4<sup>th</sup> violation</li> <li>○ Misdemeanor</li> <li>○ <b>Reporting mechanism</b></li> </ul>	<p>Same as Permanent</p>	<p>○</p>	<p>○</p>

\* **Bold Items required for certain Metropolitan funding of conservation and local projects.**