

Board of Directors:

SUSIE KOESTERER, President
ELLEN SPIEGEL, Vice President
MARCIA MARCUS, Director
KRISTINA BREWER, Director
BOB NAST, Director

JARED BOUCHARD
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 • CHANNELISLANDSBEACHCSD.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 Meeting beginning at 7:00 PM on Tuesday, July 11, 2017. The Meeting will be held at the District Office Conference Room, 353 Santa Monica Drive, Channel Islands Beach, CA 93035. The Agenda is as follows:

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

B. PUBLIC COMMENTS: 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 – June 2017
3. Operations & Maintenance Report –
 - a. Deferred
4. Minutes
 - a. June 13, 2017
 - b. June 27, 2017
5. Authorize customer request for relief from water charges due to leaks on the property consistent with Resolution 16-06

Account Number	Water Charges	Sewer Charges	Total Charges
a. Account # 05710-01	\$382.26	\$904.68	\$1,286.94
b. Account # 08990-01	\$11.79	\$43.77	\$55.56
c. Account # 13220-05	\$89.76	\$214.00	\$303.76
d. Account # 12550-04	\$83.52	\$36.72	\$120.24

D. ACTION CALENDAR:

1. Bad Debt Write-Off from FY 15-16 to be written off in Fiscal Year 16/17
Recommendation: Authorize Bad Debt Write Off acquired in fiscal year 15/16 to be written off with the closing of fiscal year 16/17, in the amount of \$2,440.21.
2. Board Discussion of key takeaways from June 27th Regular Meeting.
Recommendation: No Action

E. INFORMATION CALENDAR

1. Report from Board Members of any meeting or conference where compensation from the District for attendance was received.
2. Board approved letter from District to VC, copied are City of Oxnard, California Coastal Commission.
3. CA AB 401 - Low Income Rate Assistance Program.

F. BOARD MEMBER COMMENTS

G. GENERAL COUNSEL & GENERAL MANAGER COMMENTS

AGENDA POSTING CERTIFICATION

This agenda was posted Friday, July 7, 2017 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.



Akbar Alikhan
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

7/7/2017 12:31 PM

Register: 1002 - Checking Pacific Western

From 06/01/2017 through 06/30/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
06/02/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 5/30		5,689.36	534,938.62
06/02/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 5/22		340.00	535,278.62
06/02/2017	DEP	DEPOSIT	2050 - Customer Depo...	Dep 5/26		150.00	535,428.62
06/02/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 5/30		97.38	535,526.00
06/02/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 5/17		295.15	535,821.15
06/06/2017		QuickBooks Payroll ...	-split-	Created by Pay...	20,950.99		514,870.16
06/09/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/1		4,348.36	519,218.52
06/09/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/1		116.03	519,334.55
06/09/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/5		192.11	519,526.66
06/09/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/5		808.72	520,335.38
06/09/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/6		325.33	520,660.71
06/09/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/1		105.00	520,765.71
06/09/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/6		7,604.43	528,370.14
06/09/2017	DEP	DEPOSIT	2050 - Customer Depo...	Dep 6/7		150.00	528,520.14
06/09/2017	DEP	DEPOSIT	2050 - Customer Depo...	Dep 6/5		450.00	528,970.14
06/09/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/6		512.74	529,482.88
06/09/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/5		276.03	529,758.91
06/09/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/9		15,050.51	544,809.42
06/09/2017	4196	ACWA/JPIA Health ...	2000 - Accounts Payable		1,053.41		543,756.01
06/09/2017	4197	Alert Communications	2000 - Accounts Payable	A3134C	330.11		543,425.90
06/09/2017	4198	Cardmember Service	2000 - Accounts Payable		1,685.73		541,740.17
06/09/2017	4199	CED	2000 - Accounts Payable		128.42		541,611.75
06/09/2017	4200	Data West Corp.	2000 - Accounts Payable		1,260.00		540,351.75
06/09/2017	4201	Dial Security	2000 - Accounts Payable		210.00		540,141.75
06/09/2017	4202	Document Systems, I...	2000 - Accounts Payable	office hp	60.69		540,081.06
06/09/2017	4203	Elecsys Corporation	2000 - Accounts Payable		223.50		539,857.56
06/09/2017	4204	Famcon Pipe and Su...	2000 - Accounts Payable		390.39		539,467.17
06/09/2017	4205	FGL Environmental I...	2000 - Accounts Payable		146.00		539,321.17
06/09/2017	4206	Frontier	2000 - Accounts Payable		39.96		539,281.21
06/09/2017	4207	Frontier-Office	2000 - Accounts Payable		417.96		538,863.25
06/09/2017	4208	Hollister & Brace	2000 - Accounts Payable		3,062.50		535,800.75
06/09/2017	4209	Mission Linen & Uni...	2000 - Accounts Payable		145.26		535,655.49
06/09/2017	4210	Mycol, Inc.	2000 - Accounts Payable	pirkle park	120.00		535,535.49
06/09/2017	4211	Pacific Couriers	2000 - Accounts Payable		188.72		535,346.77
06/09/2017	4212	Philip's Janitorial Ser...	2000 - Accounts Payable		185.00		535,161.77
06/09/2017	4213	Pitney Bowes Inc.	2000 - Accounts Payable		144.14		535,017.63
06/09/2017	4214	Spectrum	2000 - Accounts Payable	cable	38.02		534,979.61
06/09/2017	4215	Streamline	2000 - Accounts Payable	website asst.	200.00		534,779.61
06/09/2017	4216	Underground Service...	2000 - Accounts Payable		30.00		534,749.61
06/09/2017	4217	Urban Futures, Inc.	2000 - Accounts Payable	Yearly Bond C...	1,000.00		533,749.61

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From 06/01/2017 through 06/30/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
06/12/2017	4218	Arco	2000 - Accounts Payable		999.09		532,750.52
06/12/2017	4219	AWA	2000 - Accounts Payable	Hazmat confine...	105.00		532,645.52
06/12/2017	4220	CIBCS-D-Petty Cash	2000 - Accounts Payable		379.18		532,266.34
06/12/2017	4221	FGL Environmental L...	2000 - Accounts Payable		198.00		532,068.34
06/12/2017	4222	Hueneme Elementary...	2000 - Accounts Payable	Reserve Huene...	15.00		532,053.34
06/12/2017	4223	KEH & Associates, L...	2000 - Accounts Payable		3,982.50		528,070.84
06/12/2017	4224	MCR Technologies, L...	2000 - Accounts Payable		1,744.85		526,325.99
06/12/2017	4225	Nationwide Retirement	2000 - Accounts Payable	pr pd 5/20/17 t...	3,396.91		522,929.08
06/12/2017	4226	Soares, Sandall, Bern...	2000 - Accounts Payable		750.00		522,179.08
06/12/2017	4227	Tampa Hardware 2	2000 - Accounts Payable		121.63		522,057.45
06/12/2017	4228	United States Postal ...	2000 - Accounts Payable		1,000.00		521,057.45
06/14/2017	DEP	DEPOSIT	1200 - Accounts Recei...	DEP 6/12		240.00	521,297.45
06/14/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/13		8,849.45	530,146.90
06/14/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/12		12,731.65	542,878.55
06/14/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/13		160.68	543,039.23
06/14/2017	DEP	DEPOSIT	2050 - Customer Depo...	Dep 6/12		300.00	543,339.23
06/14/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/13		9,521.08	552,860.31
06/14/2017	4229	Document Systems, L...	2000 - Accounts Payable		179.99		552,680.32
06/14/2017	4230	EJ Harrison & Sons, ...	2000 - Accounts Payable	pr pd 4/16/17 t...	40,611.49		512,068.83
06/14/2017	4231	Oilfield Electric Motor	2000 - Accounts Payable		2,066.88		510,001.95
06/14/2017	4232	Tampa Hardware 2	2000 - Accounts Payable		118.85		509,883.10
06/20/2017	4241	Proven Print Services	2000 - Accounts Payable	Postage for CC...	398.74		509,484.36
06/20/2017		QuickBooks Payroll ...	-split-	Created by Pay...	22,009.26		487,475.10
06/21/2017	DEP	DEPOSIT	2050 - Customer Depo...	Dep 6/20		150.00	487,625.10
06/21/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/19		1,479.61	489,104.71
06/21/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/19		581.35	489,686.06
06/21/2017	DEP	DEPOSIT	2050 - Customer Depo...	Dep 6/19		150.00	489,836.06
06/21/2017	DEP	DEPOSIT	1200 - Accounts Recei...	DEP 6/20		2,150.28	491,986.34
06/21/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/21		8,003.06	499,989.40
06/21/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/12		699.38	500,688.78
06/21/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/20		4,160.73	504,849.51
06/21/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/16		3,133.07	507,982.58
06/21/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/16		22,522.61	530,505.19
06/21/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/20		10,270.26	540,775.45
06/21/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/19		7,400.62	548,176.07
06/21/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 6/14		25,527.50	573,703.57
06/21/2017	4242	Nationwide Retirement	2000 - Accounts Payable	pr pd 6/3/17 to ...	25,069.87		548,633.70
06/21/2017	4243	SEIU, Local 721	2000 - Accounts Payable	Union Dues June	167.50		548,466.20
06/22/2017	4244	Ross Kocen	2000 - Accounts Payable	Cert team CEA...	100.00		548,366.20
06/22/2017	4262	United States Postal ...	2000 - Accounts Payable		1,000.00		547,366.20

Channel Islands Beach 2013

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Register: 1002 - Checking Pacific Western

From 06/01/2017 through 06/30/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/23/2017	4245	AT & T	2000 - Accounts Payable		515.21			546,850.99
06/23/2017	4246	CalPers	2000 - Accounts Payable		8,798.08			538,052.91
06/23/2017	4247	Document Systems, I...	2000 - Accounts Payable		297.66			537,755.25
06/23/2017	4248	Famcon Pipe and Su...	2000 - Accounts Payable		368.94			537,386.31
06/23/2017	4249	FGL Environmental L...	2000 - Accounts Payable		451.00			536,935.31
06/23/2017	4250	Frontier	2000 - Accounts Payable		625.95			536,309.36
06/23/2017	4251	Hollister & Brace	2000 - Accounts Payable		7,875.00			528,434.36
06/23/2017	4252	House Sanitary Supply	2000 - Accounts Payable		190.58			528,243.78
06/23/2017	4253	Hueneme Elementary...	2000 - Accounts Payable	Beach	245.00			527,998.78
06/23/2017	4254	KEH & Associates, I...	2000 - Accounts Payable		2,010.00			525,988.78
06/23/2017	4255	PHWA	2000 - Accounts Payable	May water char...	63,542.74			462,446.04
06/23/2017	4256	Port Hueneme Marin...	2000 - Accounts Payable		106.45			462,339.59
06/23/2017	4257	So. California Edison...	2000 - Accounts Payable		1,253.01			461,086.58
06/23/2017	4258	Tampa Hardware 2	2000 - Accounts Payable		237.99			460,848.59
06/23/2017	4259	Vulcan Materials Co...	2000 - Accounts Payable		209.14			460,639.45
06/23/2017		QuickBooks Payroll ...	-split-	Created by Pay...	8,336.49			452,302.96
06/24/2017	EDEP	DEPOSIT	1200 - Accounts Recei...	E-checks			99,089.39	551,392.35
06/24/2017	4263	FGL Environmental L...	2000 - Accounts Payable		176.00			551,216.35
06/24/2017	4264	Frontier	2000 - Accounts Payable		200.22			551,016.13
06/24/2017	4265	SCE- Office	2000 - Accounts Payable		287.71			550,728.42
06/29/2017		QuickBooks Payroll ...	-split-	Adjusted for vo...	1.50			550,726.92
06/29/2017		QuickBooks Payroll ...	-split-	Created by Pay...	36,969.11			513,757.81
06/30/2017	25	Jared Bouchard	-split-	Direct Deposit		X		513,757.81
06/30/2017	4266	Jared Bouchard	-split-	VOID: Direct ...		X		513,757.81

MINUTES OF THE
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING, June 13, 2017

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

President Koesterer called the meeting to order at 11:00 AM and led everyone in attendance in the Pledge of Allegiance. In attendance, Vice President Spiegel, Director Nast, General Manager, Jared Bouchard, General Counsel, Robert Kwong, and Office Manager, CJ Dillon.

Director Brewer and Director Marcus were absent.

B. PUBLIC COMMENTS:

CHP Officer, Ken Denharder told the Board that the speed trailer was going to be deployed in the District area on June 15, 2017. General Manager Bouchard asked the officer if their department could ticket abandoned cars along Panama Drive.

11:08 AM Director Marcus joined the meeting.

C. CONSENT CALENDAR:

Vice President Spiegel moved to approve moving the Closed Session Item G, before Action Items D,1,2,3,4 and 5. Director Nast seconded the motion. The motion passed unanimously.

Director Marcus moved to approve the Consent Calendar order, with the exception of Item G. Director Nast seconded the motion and the motion passed unanimously.

Koesterer, Spiegel, Marcus and Nast 4 - Yes 0 - No

D. ACTION CALENDAR

- 1. Consider authorizing District Legal Counsel to negotiate a consulting agreement with the Jared Bouchard for transition support during General Manager recruitment.**

The General Manager ask the Board to give Direction to Legal Counsel to develop a consulting agreement with Mr. Bouchard to assist the incoming General Manager if needed.

After a short discussion, Director Marcus moved to Direct Legal Counsel to develop a consulting agreement with Jared Bouchard.

Director Brewer seconded the motion and the motion passed unanimously.

Koesterer, Spiegel, Marcus, Brewer and Nast 5 - Yes 0 - No

- 2. Update on District staffing including modification of duties for Office Manager and one (1) Customer Service / Admin Position.**

General Manager Bouchard ask the Board to support two interim changes. One for the Customer Service/Admin. Assistant to add Clerk of the Board to her duties with a 10% increase in pay for

the new additional work. He also asked for a temporary 10% increase to the Office Manager position for her increase in duties and upcoming transitional duties. The new General Manager can then evaluate the salary and make changes to his discretion.

After a short discussion, Director Nast moved to approve the interim increase of 10% to the Office Manager and name the Customer Service/Admin. Assistant to Clerk of the Board. The Board recognizes that additional duties to approve 10% interim modification to the salary with the expectation the Board will receive a report with permanent modification as the General Manager sees fit. Vice President Spiegel seconded the motion and the motion passes unanimously.

Koesterer, Spiegel, Marcus, Brewer and Nast 5 - Yes 0 - No

3. Review and Compare 2008 RFP audit responses with current Auditor's Proposal. Consider directing Staff to approve Teaman, Ramirez and Smith, Inc. Proposal or bring a new RFP to the next Board Meeting.

Mr. Bouchard explained to the Board that the contract with the current auditors, Teaman, Ramirez and Smith, Inc., will end with the completion of the 2016/2017 FY audit. Teaman, Ramirez and Smith, Inc. has sent a 5 year proposal with yearly charges that are still lower than the amounts from other auditors in the auditor RFP the District completed in 2008.

After a short discussion, Director Marcus moved to direct Staff to go back to Teaman, Ramirez and Smith, Inc. and request a contract for 2 years, with a 3 year option at the proposed rates presented. Director Nast seconded the motion and the motion passed unanimously.

Koesterer, Spiegel, Marcus, Brewer and Nast 5 - Yes 0 - No

4. Consider setting date for a presentation from the Harbor and Beach Community Alliance regarding Development within the Channel Islands Harbor.

The Harbor and Beach Community Alliance has requested the Board Consider holding a Board meeting where they could present their position regarding the proposed development within the Channel Islands Harbor.

After a short discussion, Director Marcus moved to schedule a Special Meeting for June 27, 2017 at 6:00 PM at Hollywood Beach School. Director Brewer seconded the motion and the motion passed unanimously.

Koesterer, Spiegel, Marcus, Brewer and Nast 5 - Yes 0 - No

5. Recruitment of District General Manager- The Board will consider the appointment of a new General Manager.

Mr. Kwong announced the outcome of Closed Session Item G-(b). The Board approved the contract by and between the District and Akbar Alikhan to be the new General Manager for CIBCSO. Consider the following compensation items for your approval. Annual salary of \$114,640.00 with additional compensation adjusted by the CPI, as well as potential increases for any further compensation of 0 to 3 percent, or a merit or salary bonus. These terms are stated in the contract. There is also a change in contract that he begin with a 1 week bank of vacation days and then accrue an additional 2 week vacation in the first year. Starting July 15, 2018, Alikhan

shall begin vacation accrual at a rate of 3 weeks per year. There is a change in his retirement in that the District will make a good faith effort to get Mr. Alikhan into the CalPers Retirement System. There is a formula for contributions if that succeeds and a formula if the District does not.

Muhammad Hassan, a resident, presented his reasons for wanting to be considered for the General Manager Position.

Director Nast moved to approve the appointment of Akbar Alikhan's contract and total compensation. Director Brewer seconded the motion and the motion passed unanimously.

Koesterer, Spiegel, Marcus, Brewer and Nast 5 - Yes 0 - No

E. PUBLIC HEARINGS: TIME CERTAIN HEARINGS

11:00 A.M.

- 1. (1) Public Hearing on Water rates pursuant to Proposition 218 (California Constitution, article XIID). Ordinance 87: RATES, FEES, AND REGULATIONS RELATED TO THE PROVISION OF WATER AND WASTEWATER SERVICES AND ADOPTION BY REFERENCE OF PORTIONS OF ARTICLE VII- PUBLIC UTILITIES, CHAPTER 2- SEWER SERVICE OF THE CITY OF PORT HUENEME MUNICIPAL CODE** The Board will conduct a Public Hearing and consider rate increases to Water & Wastewater Service Charges to be held at 11:00 AM.

- a. Conduct public hearing, receive staff report, receive and file protest letters, public testimony, and close the public hearing.**

The Board opened the Public Hearing on Ordinance 87: Rates, Fees, and Regulations Related to the Provision of Water and Wastewater Services and Adoption by Reference of Portions of Article VII-Public Utilities, Chapter 2- Sewer Service of the City of Port Hueneme Municipal Code.

The General Manager said the rates would become effective July 15, 2017. Mr. Bouchard discussed the monetary increases to the water and wastewater charges that were approved last year, in the District's 5 year 218 notice.

Resident, Bill Higgins addressed the Board and said he was present at the meeting last year, when our rate consultants explained the extended rate plan. He supports the rate increases but was wondering if the Board could consider low income help for residents that qualify.

The Board closed the Public Hearing of Ordinance 87.

Director Marcus moved to adopt Ordinance 87 and President Koesterer seconded the motion and the motion passed unanimously.

Koesterer, Spiegel, Marcus, Brewer and Nast 5 - Yes 0 - No

b. Adopt Ordinance 87 and perform the second reading in title only.

Director Marcus moved to adopt Ordinance 87 and President Koesterer seconded the motion and the motion passed unanimously.

Koesterer, Spiegel, Marcus, Brewer and Nast 5 - Yes 0 - No

General Manager Bouchard performed the second reading in title only. **Ordinance 87: RATES, FEES, AND REGULATIONS RELATED TO THE PROVISION OF WATER AND WASTEWATER SERVICES AND ADOPTION BY REFERENCE OF PORTIONS OF ARTICLE VII- PUBLIC UTILITIES, CHAPTER 2 - SEWER SERVICE OF THE CITY OF PORT HUENEME MUNICIPAL CODE**

11:00 AM

2. Public Hearing on Solid Waste Service Rates pursuant to Proposition 218 (California Constitution, article XIID). Ordinance 88: AN ORDINANCE OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT ESTABLISHING RATES, FEES AND REGULATIONS RELATING TO SOLID WASTE AND RECYCLING COLLECTION AND DISPOSAL AND THE ABATEMENT OF NUISANCES

a. Conduct public hearing, receive staff report, receive and file protest letters, public testimony, and close the public hearing.

The Board opened the Public Hearing on Ordinance 88: An Ordinance of the Channel Islands Beach Community Services District Establishing Rates, Fees, and Regulation Relating to Solid Waste and Recycling Collection and Disposal and the Abatement of Nuisances.

The General Manager said the rates would become effective July 15, 2017. Mr. Bouchard discussed the monetary increases to the solid waste charges that were approved last year, in the District's 5 year 218 notice.

There was no discussion. The Board closed the Public Hearing for Ordinance 88.

b. Adopt Ordinance 88 and perform the second reading in title only.

Director Brewer moved to adopt Ordinance 88. Vice President Spiegel seconded the motion and the motion passed unanimously.

Koesterer, Spiegel, Marcus, Brewer and Nast 5 - Yes 0 - No

General Manager Bouchard performed the second reading in title only. **Ordinance 88: AN ORDINANCE OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT ESTABLISHING RATES, FEES AND REGULATIONS**

RELATING TO SOLID WASTE AND RECYCLING COLLECTION AND DISPOSAL AND THE ABATEMENT OF NUISANCES

11:00 A.M

1. Public Hearing and Adoption of District Fiscal Year 2017/18 Budget

- a. Conduct public hearing, receive staff report, public testimony, and close the public hearing**

The Board opened the Public Hear for the Adoption of the District Fiscal Year 2017/2018 Budget.

The General Manager announced that is Budget has been seen at all Board Meetings over the past three months. The only modification to the Budget is the Board's direction to go back and check the Community Services allocation. Staff has completed that process and the result is approximately \$36,000.00 in Community Services for the Board to use at their discretion.

There was short discussion of other line items. The General Manager answered all Board questions.

The Board closed the Public Hearing for the District Fiscal Year 2017/18 Budget

- b. Adopt District Fiscal Year 2017/18 Budget**

Director Marcus moved to approve and modify the Fiscal Year 2017/18 Budget to include the salary increases for the Operations Manager, Office Manager and Customer Service/Admin. Assistant/Clerk of the Board. Director Brewer seconded the motion and the motion passed unanimously.

Koesterer, Spiegel, Marcus, Brewer and Nast 5 - Yes 0 - No

F. INFORMATION CALENDAR

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

None

- 2. Engagement letter from Teaman, Ramirez and Smith, Inc. for upcoming fiscal year 2016/2017 audit.**

The Board received and filed the Engagement Letter.

G. CLOSED SESSION Conference with Legal Counsel—

- a) Anticipated Litigation**

Pursuant to California Government Code, Section 54956.9 the District will meet with Legal Counsel to decide whether to initiate litigation. (Number of cases: Two).

No Action to Report

- b) **EMPLOYMENT MATTER.** The Board will hold a closed session pursuant to California Government Code Section 54957 (b)(1) to discuss the possible employment of a replacement for the District's General Manager position.

The Board of Directors of Channel Islands Beach CSD has approved the employment agreement by and between Channel Islands Beach and Akbar Alikhan. The Board approved this form but then will discuss the specifics in item C-5

- c) Regarding evaluation of performance, discipline or dismissal of public employees in accordance with Government Code Section 54957 (b) (1).

No Action to Report

General Counsel, Robert Kwong announced the Board was going into Closed Session at 11:17 AM regarding 3 items listed above.

11:17 AM Director Brewer joined the meeting.

12:38 PM General Manager announced the Board has returned to open session. See results above.

H. BOARD MEMBER COMMENTS

Director Nast thanked General Manager Bouchard for all his hard work and helping the District find a good replacement for this position.

I. GENERAL COUNSEL & GENERAL MANAGER COMMENTS

The General Manager thanked the Board in considering his personal life in regards to rescheduling the meeting to accommodate his son's graduation.

The meeting was adjourned at 12:35 PM

Susie Koesterer, President

MINUTES OF THE
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT
SPECIAL BOARD MEETING, June 27, 2017

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

President Koesterer called the meeting to order at 6:06 PM and led everyone in attendance in the Pledge of Allegiance. In attendance, Vice President Spiegel, Director Marcus, Director Brewer, Director Nast, General Manager, Jared Bouchard, Clerk of the Board, Erika Davis, General Counsel, John Mathews, and Office Manager, CJ Dillon.

B. PUBLIC COMMENTS:

CHP Officer Kevin Denharder addressed the 4th of July holiday and safety concerns.

C. CONSENT CALENDAR:

Director Marcus moved to approve the Consent Calendar as presented. Director Brewer seconded the motion. The motion passed unanimously.

Koesterer, Spiegel, Marcus, Brewer and Nast 5 - Yes 0 - No

D. ACTION CALENDAR

1. Presentations regarding Fisherman's Wharf Proposed Development
 - a) Harbor and Beach Community Alliance
 - b) Channel Islands Harbor LLC

The General Manager announced at the meeting that the District's main concern is a comprehensive plan that needs to be prepared in order to provide water and sewer services to the project.

Diane Delaney presented to the audience on behalf of the Harbor and Beach Community Alliance. Harbor and Beach Community Alliance's position was that they are against piecemeal projects and the current proposed project at the corner of Channel Islands Blvd and Victoria Ave. Points included in the presentation were traffic, parking and no public access.

Darrel Malamut presented to the audience on behalf of the Channel Islands Harbor LLC. Channel Islands Harbor LLC presented the plans for the project and discussed the concerns of the residents.

The Public speaker comments included 11 against the project, 2 for the project, and 4 speakers with questions.

After a lengthy discussion, Director Marcus moved to direct Staff to send a letter to the County of Ventura requesting a comprehensive update to the Harbor Public Works plan. President Koesterer amended the motion to include that the CIBCSO supports the City of Oxnard request and to send correspondence to the City of Oxnard and the California Coastal Commission. Director Nast seconded the motion and the motion passed unanimously.

Koesterer, Spiegel, Marcus, Brewer and Nast 5 - Yes 0 - No

2. Consider consulting agreement with Jared Bouchard for transitional support services.

Director Marcus moved to approve a 45 day contract with the option for an additional 45 days that future General Manager Alikhan can extend without Board approval. Director Brewer seconded the motion and the motion passed unanimously.

Koesterer, Spiegel, Marcus, Brewer and Nast 5 - Yes 0 - No

3. The Board will consider the appointment of a Operations Manager

General Manager requested that the Board authorize the following changes to the Operations Manager Contract. The new position title will change to Deputy General Manager/ Operations Manager and there will be an additional \$8000.00 educational benefit to complete B.A. Degree relevant to District-business, per year for 3 years.

Director Brewer moved to approve the motion. Director Marcus seconded the motion and the motion passed unanimously.

Koesterer, Spiegel, Marcus, Brewer and Nast 5 - Yes 0 - No

E. INFORMATION CALENDAR:

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

None

F. BOARD MEMBER COMMENTS:

Director Brewer announced the County Meeting regarding the decks on beach front homes was rescheduled to September 21, 2017.

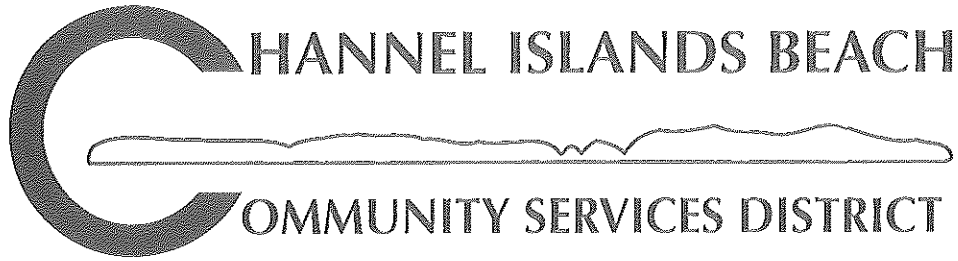
Director Marcus stated the Board's appreciation to Jared Bouchard and wished him good luck in his new position. She also welcomed the future General Manager Akbar Alikhan.

G. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

Jared Bouchard thanked the Board and welcomed the new General Manager.

H. CLOSED SESSION: None

The Board Meeting adjourned at 8:56 PM.



Board of Directors:

SUSIE KOESTERER, President
ELLEN SPIEGEL, Vice President
MARCIA MARCUS, Director
KRISTINA BREWER, Director
BOB NAST, Director

JARED BOUCHARD
General Manager

353 Santa Monica Drive • Channel Islands Beach, CA 93035-4473 • (805) 985-6021 • FAX (805) 985-7156
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Regular Board Meeting, July 11, 2017

TO: Board of Directors
FROM: C.J. Dillon, Office Manager
SUBJECT: Bad Debt Write-Off from FY 15-16 to be written off in Fiscal Year 16/17
Agenda Item: D-1

The Board of Directors adopted a District Policy for annual write-off of bad debt in October 2000. The portion that is written off consists of accounts where no payment has been received for the preceding twelve month period. Of the \$2440.21, \$0.00 is Harbor related. While these accounts will be written off by the District, they will still be pursued by our collection agency.

RECOMMENDATION:

Write-off District bad debt for FY 16/17 in the amount of \$2440.21

This is a message from the State Water Resources Control Board.
To All Interested Parties;

The State Water Resources Control Board (State Water Board) is holding a second series of public meetings seeking input on program scenarios to provide affordable drinking water to low-income Californians as mandated by AB 401 (2015). Upcoming public workshops are scheduled for July 10 in Sacramento, July 12 in Los Angeles, August 10 in Fresno, and August 14 in San Diego. Please note the changes below and see the updated Public Notice attachment for more details.

- The **Fresno** meeting will be held on Thursday, August 10, 2017 from 6-8 pm at the Ted Wills Community Center located on 770 N San Pablo Ave, Fresno, California 93728.
- The **San Diego** meeting will be held on Monday, August 14, 2017 from 6-8 pm at the San Diego Water Quality Control Board located on 2375 Northside Drive Suite 100, San Diego, California 92108.
- **GlobalMeet** and **dial in** options are available during the Sacramento (7/10/17) and San Diego (8/14/17) meetings. Pre-registration is not required for the public meetings, GlobalMeet, or dial in options.

Subscribe to our Water Affordability email list to receive notifications and the latest updates (look in the "General Interests" section).

See the Public Notice for times and location and the link to Program Scenarios that will be presented.

Please direct all questions and comments about this notice to Mary Yang at (916) 322-6507 or Mary.Yang@waterboards.ca.gov. In the subject line please include "**Comment Letter – LIRA Program Scenarios.**" Comments will be accepted until August 25, 2017.



EDMUND G. BROWN JR.
GOVERNOR



MATTHEW RODRIGUEZ
SECRETARY FOR
ENVIRONMENTAL PROTECTION

State Water Resources Control Board

PUBLIC NOTICE

The State Water Resources Control Board (State Water Board) will hold a second series of public meetings seeking input on program scenarios to provide affordable drinking water to low-income Californians as mandated by AB 401 (2015). The program scenarios and cost estimates are available on the Board's [website](#) under section 2017 Presentations: [Program Scenarios](#).

Dates and locations of Public Meetings are listed below:

Public Workshop	Scheduled Date & Time	Location
Riverside	June 20, 2017 6:00-8:00 pm	Reid Park- Ruth Lewis Center Reid Multi-Purpose Room 701 Orange St Riverside, CA 92501
Salinas	June 27, 2017 6:00-8:00 pm	Millennium Charter High School Santa Lucia Room, 2 nd Fl 940 N Main Street Salinas, CA 93906
Oakland	June 28, 2017 6:00-8:00 pm	Ira Jinkins Recreation Center Meeting Room 9175 Edes Ave Oakland, CA 94603
Sacramento*	July 10, 2017 4:30-6:30 pm	CalEPA Building Klamath Room 1001 I St Sacramento, CA 95814 <u>*GlobalMeet/ Dial In</u>
Los Angeles	July 12, 2017 1:00-3:00 pm	Los Angeles City Hall 1070 Committee Room, 10 th Fl 200 N Spring St Los Angeles, CA 90012
Fresno	August 10, 2017 6:00-8:00 pm	Ted Wills Community Center 770 N San Pablo Ave Fresno, CA 93728
San Diego*	August 14, 2017 6:00- 8:00 pm	San Diego Regional Board 2375 Northside Drive, Suite 100 San Diego, CA 92108 <u>*GlobalMeet/ Dial In</u>

FELICIA MARCUS, CHAIR | THOMAS HOWARD, EXECUTIVE DIRECTOR

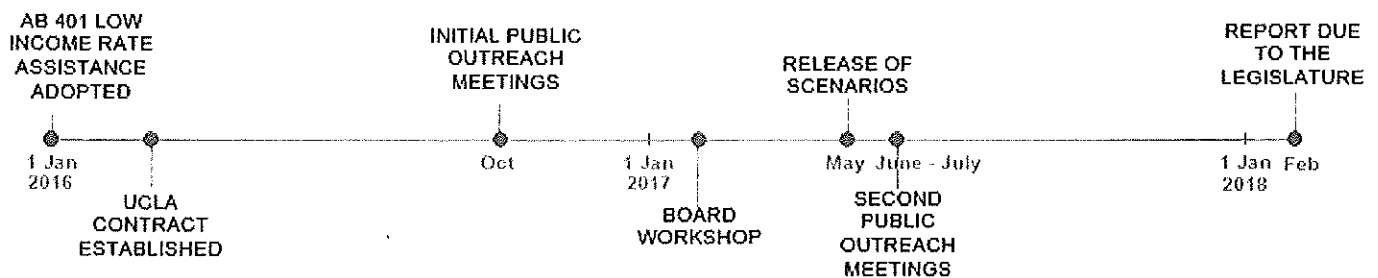


Background

State law provides that every Californian has the right to safe, clean, affordable, and accessible water adequate for human consumption, cooking, and sanitary purposes. The State Water Resources Control Board is developing a plan for a statewide Low-Income Rate Assistance Program, which is required by A.B. 401 (2015, Dodd) to be released no later than February 1, 2018.



AB 401 Low Income Rate Assistance TIMELINE



Topics for Comment

Topics for Comment at Public Meetings Summer 2017

1. Which of the four scenarios presented by UCLA do you prefer, and why?

See slides 9 through 17, posted at:

http://www.waterboards.ca.gov/water_issues/programs/conservation_portal/assistance/docs/acwa_051117_by_ucla.pdf

2. Are the estimated costs shown on slide 17 for these four scenarios reasonable and acceptable? Note that they do not include estimated administrative costs, which will depend on the structure of the program and other factors. Note also that slide 19 presents costs for existing LIRA programs.
3. Should additional scenarios be considered, such as those shown on slide 23 at the above link?
4. Should the LIRA program be available to non-metered households such as multi-family apartments and mobile home parks?
 - a. If so, how would the program be administered since rates are not paid directly by the low-income households?
5. What state agency (or agencies) should be responsible for administering the LIRA program?

Also, comments are still welcome on the questions posed at the first series of public meetings, held during Fall 2016.

See page 2 at:

http://www.waterboards.ca.gov/water_issues/programs/conservation_portal/docs/ab401_public_notice.pdf

Comments already received are posted at:

http://www.waterboards.ca.gov/water_issues/programs/conservation_portal/assistance/docs/summary_meetings_fall2016.pdf

Submission of Comments

Please send written comments to Mary Yang at Mary.Yang@waterboards.ca.gov or (916) 322-6507. Comments on these scenarios will be accepted until August 25, 2017.

(Document last edited June 29, 2017.)

AB 401 Meeting: Program Scenarios

Summer 2017

CalEPA, Sacramento

Monday, July 10, 2017

4:30 - 6:30 pm

In Person:

CalEPA Building

1001 I Street (Klamath Meeting Room on the 2nd floor)

Sacramento, CA 95814

[Public Transportation](#) | [Metered Parking \(Map\)](#) | [City Hall Garage](#)

Online via GlobalMeet:

Pre-registration is not required.

<https://stateofcaswrcbweb.centurylinkccc.com/CenturylinkWeb/EstherTracy>

The meeting will begin at 4:30 pm, so please wait to be connected.

Dial In:

Pre-registration is not required.

<tel://1-720-279-0026> or USA /Canada (toll free) 1-877-820-7831

Guest Passcode: **416697**

Submission of Comments

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(Document last edited on June 29, 2017.)

AB 401 Meeting: Program Scenarios

Summer 2017

San Diego Regional Water Quality Control Board

Monday, August 14, 2017

6:00 - 8:00 pm

In Person:

San Diego Regional Water Quality Control Board

2375 Northside Drive, Suite 100

San Diego, CA 92108

Public Transportation | Visitor Parking Available |

Online via GlobalMeet:

Pre-registration is not required.

<https://stateofcaswrcbweb.centurylinkccc.com/CenturylinkWeb/EstherTracy>

The meeting will begin at 6:00 pm, so please wait to be connected.

Dial In:

Pre-registration is not required.

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