



Board of Directors:

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

AKBAR ALIKHAN  
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

# BOARD OF DIRECTORS REGULAR BOARD MEETING NOTICE & AGENDA

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**NOTICE IS HEREBY GIVEN** that the Board of Directors of the Channel Islands Beach Community Services District will hold A Regular Meeting beginning at 6:00 PM on Tuesday, September 11, 2018. 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:**

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 –August 2018
3. Minutes
  - a. August 14, 2018 Regular Board Meeting

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

	<b>Account Number</b>	<b>Water Relief</b>	<b>Sewer Relief</b>	<b>Total Relief</b>
<b>a.</b>	12010-02	\$102.00	\$343.52	\$445.52
<b>b.</b>	08450-01	\$25.84	\$116.20	\$142.04
<b>c.</b>	05680-02	\$66.86	\$125.77	\$192.63

**D. SPECIAL PRESENTATIONS**

1. Presentation regarding the Wastewater Treatment Plant Upgrades
2. Presentation from Harbor Beach Community Alliance

**E. OPERATIONS AND MAINTENANCE REPORT**

**F. ACTION CALENDAR**

1. Interim Agreement with County Watershed Protection District for Operation of San Nicolas Diversion Pump Station:  
 Recommendation:
  - 1) Approve Interim Memorandum of Agreement (MOA) with Ventura County Watershed Protection District and City of Oxnard for Operation of San Nicolas Pump Station Low Flow Diversion
2. Endorsement of Proposition 3 - Water Supply and Water Quality Act of 2018  
 Recommendation:
  - 1) Endorse Proposition 3 – Water Supply and Water Quality Act of 2018
3. Discussion on Real Property Disposal  
 Recommendation:
  - 1) Provide direction to District staff on next steps for real property disposal

**G. INFORMATION CALENDAR**

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

**H. BOARD MEMBER COMMENTS**

**I. GENERAL COUNSEL & GENERAL MANAGER COMMENTS**

## AGENDA POSTING CERTIFICATION

This agenda was posted Thursday, September 6, 2018 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).



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

9/6/2018 3:05 PM

Register: 1002 · Checking Pacific Western

From 08/01/2018 through 08/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/01/2018		Casey D Johnson	-split-	VOID: Direct ...		X		703,027.58
08/01/2018		Keila E Wilson	-split-	VOID: Direct ...		X		703,027.58
08/01/2018	To Print	Akbar Alikhan	-split-	Direct Deposit		X		703,027.58
08/01/2018	To Print	Carol J Dillon	-split-	Direct Deposit		X		703,027.58
08/01/2018	To Print	E.D. Brock	-split-	Direct Deposit		X		703,027.58
08/01/2018	To Print	Erika F Davis	-split-	Direct Deposit		X		703,027.58
08/01/2018	To Print	Mark A Espinosa	-split-	Direct Deposit		X		703,027.58
08/01/2018	To Print	Peter A. Martinez	-split-	Direct Deposit		X		703,027.58
08/01/2018	To Print	Casey D Johnson	-split-	Direct Deposit		X		703,027.58
08/01/2018	To Print	Keila E Wilson	-split-	Direct Deposit		X		703,027.58
08/02/2018	5184	City of Port Hueneme	2000 - Accounts Payable		23,171.92			679,855.66
08/02/2018	5185	Mark Grout	2000 - Accounts Payable	construction ref..	277.15			679,578.51
08/02/2018	5186	Philip's Janitorial Ser...	2000 - Accounts Payable		185.00			679,393.51
08/02/2018	5187	Pitney Bowes Inc.	2000 - Accounts Payable		144.16			679,249.35
08/02/2018	5188	Sam Hill & Sons, Inc.	2000 - Accounts Payable	Job 4780-Chan...	3,831.72			675,417.63
08/02/2018	5189	Valvetek Utility Serv...	2000 - Accounts Payable		33,372.00			642,045.63
08/02/2018	5190	Xerox Financial Serv...	2000 - Accounts Payable		260.91			641,784.72
08/03/2018	5191	Cardmember Service	2000 - Accounts Payable		2,878.05			638,906.67
08/03/2018	5192	KEH & Associates, I...	2000 - Accounts Payable		5,227.50			633,679.17
08/03/2018	5193	County of Ventura - ...	2000 - Accounts Payable	VOID:		X		633,679.17
08/03/2018	5193	County of Ventura - ...	2000 - Accounts Payable		2,000.00			631,679.17
08/03/2018	5194	MyNHD, Inc.	2000 - Accounts Payable	VOID: Propert...		X		631,679.17
08/03/2018	5194	MyNHD, Inc.	2000 - Accounts Payable	Property Hazar...	94.95			631,584.22
08/06/2018	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/6/18			7,179.17	638,763.39
08/06/2018	5195	ACWA/Joint Powers	2000 - Accounts Payable	Earthquake/Flo...	2,950.49			635,812.90
08/06/2018	5196	ACWA/JPIA Health ...	2000 - Accounts Payable		954.97			634,857.93
08/06/2018	5197	Aflac	2000 - Accounts Payable		235.70			634,622.23
08/06/2018	5198	County of Ventura - ...	2000 - Accounts Payable	permit no. 18-0...	995.00			633,627.23
08/06/2018	5199	ImageSource	2000 - Accounts Payable		170.02			633,457.21
08/06/2018	5200	Mission Linen & Uni...	2000 - Accounts Payable		145.92			633,311.29
08/06/2018	5201	SoCalGas	2000 - Accounts Payable		43.14			633,268.15
08/06/2018	5202	Spectrum	2000 - Accounts Payable	Cable	44.64			633,223.51
08/06/2018	5203	Underground Service...	2000 - Accounts Payable		9.90			633,213.61
08/07/2018	5204	A to Z Law, LLP	2000 - Accounts Payable		4,510.00			628,703.61
08/07/2018	5205	Base Auto Parts	2000 - Accounts Payable	VOID:		X		628,703.61
08/07/2018	5206	CIBCS-D-Petty Cash	2000 - Accounts Payable		222.74			628,480.87
08/07/2018	5207	County of Ventura - ...	2000 - Accounts Payable	pr pd 4/1/18 to ...	420.16			628,060.71
08/07/2018	5208	CWEA Tri Counties ...	2000 - Accounts Payable		80.00			627,980.71
08/07/2018	5209	Dial Security	2000 - Accounts Payable		180.00			627,800.71
08/07/2018	5210	Document Systems, I...	2000 - Accounts Payable	office hp	67.97			627,732.74

Channel Islands Beach 2013

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From 08/01/2018 through 08/31/2018

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/07/2018	5211	Frontier	2000 - Accounts Payable		202.32			627,530.42
08/07/2018	5212	Hollister & Brace	2000 - Accounts Payable		525.00			627,005.42
08/07/2018	5213	JEFFREY KENT	2000 - Accounts Payable	VOID: CUSTO...		X		627,005.42
08/07/2018	5214	Miguel Zavalza	2000 - Accounts Payable		225.00			626,780.42
08/07/2018	5215	National Meter & Au...	2000 - Accounts Payable		666.15			626,114.27
08/07/2018	5216	Nationwide Retirement	2000 - Accounts Payable	pr pd 7/14/18 t...	1,628.34			624,485.93
08/07/2018	5217	Pacific Couriers	2000 - Accounts Payable		205.70			624,280.23
08/07/2018	5218	Pitney Bowes Inc.	2000 - Accounts Payable		144.16			624,136.07
08/07/2018	5219	PROPERTY FRAM...	2000 - Accounts Payable	CUSTOMER ...	35.83			624,100.24
08/07/2018	5220	ROMAN PROPERTI...	2000 - Accounts Payable	CUSTOMER ...	390.97			623,709.27
08/07/2018	5221	WENDALL CABOT	2000 - Accounts Payable	CUSTOMER ...	65.00			623,644.27
08/08/2018	DEP	QB:DEPOSIT	2050 - Customer Depo...	Dep 8/1			450.00	624,094.27
08/08/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/1			2,980.39	627,074.66
08/08/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/6			46,289.40	673,364.06
08/08/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/3			698.15	674,062.21
08/08/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/6			705.00	674,767.21
08/08/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/7			7,918.37	682,685.58
08/08/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/3			6,475.15	689,160.73
08/10/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/10			9,377.43	698,538.16
08/10/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/9			5,258.43	703,796.59
08/10/2018	DEP	QB:DEPOSIT	2050 - Customer Depo...	Dep 8/7			150.00	703,946.59
08/10/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/9			1,151.56	705,098.15
08/10/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/9			5,589.73	710,687.88
08/10/2018	DEP	QB:DEPOSIT	2050 - Customer Depo...	Dep 8/7			150.00	710,837.88
08/10/2018	DEP	QB:DEPOSIT	2050 - Customer Depo...	Dep 8/10			150.00	710,987.88
08/10/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/6			380.00	711,367.88
08/10/2018	DEP	QB:DEPOSIT	2050 - Customer Depo...	Dep 8/9			150.00	711,517.88
08/10/2018	RETCK	QB:Returned Item	1200 - Accounts Recei...	Dep	140.97			711,376.91
08/10/2018	5223	Badger Meter	2000 - Accounts Payable		33.00			711,343.91
08/10/2018	5224	Base Auto Parts	2000 - Accounts Payable		330.77			711,013.14
08/10/2018	5225	EJ Harrison & Sons, ...	2000 - Accounts Payable	pr pd 6/16/18 t...	40,516.41			670,496.73
08/10/2018	5226	Elecsys Corporation	2000 - Accounts Payable		223.50			670,273.23
08/10/2018	5227	Frontier	2000 - Accounts Payable		39.38			670,233.85
08/10/2018	5228	Frontier-Office	2000 - Accounts Payable		113.17			670,120.68
08/10/2018	5229	PHWA	2000 - Accounts Payable		61,348.54			608,772.14
08/10/2018	5230	Prime Masonry Mate...	2000 - Accounts Payable		816.46			607,955.68
08/10/2018	5231	Soares, Sandall, Bern...	2000 - Accounts Payable		725.00			607,230.68
08/10/2018	5232	Streamline	2000 - Accounts Payable		200.00			607,030.68
08/10/2018	5233	Tampa Hardware 2	2000 - Accounts Payable		595.57			606,435.11
08/10/2018	5234	United States Postal ...	2000 - Accounts Payable		4,000.00			602,435.11

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/10/2018	5235	EJ Harrison & Sons, ...	2000 - Accounts Payable	112 las palmas ...	539.98			601,895.13
08/10/2018	5236	ags	2000 - Accounts Payable	Final Pymt/Ge...	2,750.00			599,145.13
08/10/2018	5237	XIO, Inc.	2000 - Accounts Payable	Scada Xio Syst...	130,639.89			468,505.24
08/14/2018	5238	AT & T	2000 - Accounts Payable		631.94			467,873.30
08/14/2018	5239	Nationwide Retirement	2000 - Accounts Payable	pr pd 7/28/18 t...	1,645.09			466,228.21
08/14/2018	5240	Office Depot	2000 - Accounts Payable		78.65			466,149.56
08/14/2018	5241	Spectrum	2000 - Accounts Payable		124.98			466,024.58
08/14/2018	5242	Xerox Financial Serv...	2000 - Accounts Payable		546.82			465,477.76
08/14/2018		QuickBooks Payroll ...	-split-	Created by Pay...	23,297.75			442,180.01
08/15/2018	DEP	QB:DEPOSIT	2050 - Customer Depo...	Dep 8/14			150.00	442,330.01
08/15/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/14			27,994.98	470,324.99
08/15/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/13			8,411.55	478,736.54
08/15/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/14			431.35	479,167.89
08/15/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/14			17,542.60	496,710.49
08/15/2018	To Print	Akbar Alikhan	-split-	Direct Deposit		X		496,710.49
08/15/2018	To Print	Carol J Dillon	-split-	Direct Deposit		X		496,710.49
08/15/2018	To Print	Casey D Johnson	-split-	Direct Deposit		X		496,710.49
08/15/2018	To Print	E.D. Brock	-split-	Direct Deposit		X		496,710.49
08/15/2018	To Print	Erika F Davis	-split-	Direct Deposit		X		496,710.49
08/15/2018	To Print	Keila E Wilson	-split-	Direct Deposit		X		496,710.49
08/15/2018	To Print	Mark A Espinosa	-split-	Direct Deposit		X		496,710.49
08/15/2018	To Print	Peter A. Martinez	-split-	Direct Deposit		X		496,710.49
08/16/2018	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	E-checks			38,365.76	535,076.25
08/16/2018	5243	FGL Environmental I...	2000 - Accounts Payable		352.00			534,724.25
08/16/2018	5244	Frontier	2000 - Accounts Payable		244.52			534,479.73
08/16/2018	5245	HDS White Cap Con...	2000 - Accounts Payable		248.38			534,231.35
08/16/2018	5246	So. California Edison...	2000 - Accounts Payable		1,097.31			533,134.04
08/16/2018	5247	Western Alliance Bank	2000 - Accounts Payable	Sept. 2018 Loa...	299,187.80			233,946.24
08/24/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/15			1,122.11	235,068.35
08/24/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/15			1,140.98	236,209.33
08/24/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/22			13,682.19	249,891.52
08/24/2018	DEP	QB:DEPOSIT	2050 - Customer Depo...	Deposit 8/22			150.00	250,041.52
08/24/2018	DEP	QB:DEPOSIT	2050 - Customer Depo...	Dep 8/23			150.00	250,191.52
08/24/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/22			10,534.97	260,726.49
08/24/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/22			2,708.74	263,435.23
08/24/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	dep 8/16			17,125.80	280,561.03
08/24/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/16			3,585.14	284,146.17
08/24/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/22			17,600.60	301,746.77
08/24/2018	DEP	QB:DEPOSIT	3120 Sewer Revenues:...	Dep 8/24			213,360.47	515,107.24
08/24/2018	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	E-checks			80,260.26	595,367.50

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
08/24/2018	ACH	CalPers	-split-	Medical Ins.	8,620.70			586,746.80
08/24/2018	5248	City of Oxnard	2000 - Accounts Payable	pr pd 4/1/18 thr...	215,341.02			371,405.78
08/24/2018	5249	CUSI	2000 - Accounts Payable		48,423.00			322,982.78
08/24/2018	5250	Nationwide Retirement	2000 - Accounts Payable	pr pd 8/11/18 t...	1,635.78			321,347.00
08/24/2018	5251	Port Hueneme Marin...	2000 - Accounts Payable		337.51			321,009.49
08/24/2018	5252	SCE- Office	2000 - Accounts Payable		282.46			320,727.03
08/24/2018	5253	SEIU, Local 721	2000 - Accounts Payable	August Dues	167.50			320,559.53
08/24/2018	5254	So. California Edison...	2000 - Accounts Payable		292.17			320,267.36
08/24/2018	5255	Traffic Technologies ...	2000 - Accounts Payable	Construction si...	1,460.08			318,807.28
08/24/2018	5256	CIBCSO-Petty Cash	2000 - Accounts Payable		156.57			318,650.71
08/24/2018	5257	Frontier	2000 - Accounts Payable		189.16			318,461.55
08/28/2018		QuickBooks Payroll ...	-split-	Created by Pay...	23,025.22			295,436.33
08/29/2018	DEP	QB:DEPOSIT	2050 - Customer Depo...	Dep 8/24			150.00	295,586.33
08/29/2018	DEP	QB:DEPOSIT	2050 - Customer Depo...	Dep 8/27			150.00	295,736.33
08/29/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/27			5,156.22	300,892.55
08/29/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/28			325.01	301,217.56
08/29/2018	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 8/28			207.31	301,424.87
08/29/2018	To Print	Akbar Alikhan	-split-	Direct Deposit		X		301,424.87
08/29/2018	To Print	Carol J Dillon	-split-	Direct Deposit		X		301,424.87
08/29/2018	To Print	Casey D Johnson	-split-	Direct Deposit		X		301,424.87
08/29/2018	To Print	E.D. Brock	-split-	Direct Deposit		X		301,424.87
08/29/2018	To Print	Erika F Davis	-split-	Direct Deposit		X		301,424.87
08/29/2018	To Print	Keila E Wilson	-split-	Direct Deposit		X		301,424.87
08/29/2018	To Print	Mark A Espinosa	-split-	Direct Deposit		X		301,424.87
08/29/2018	To Print	Peter A. Martinez	-split-	Direct Deposit		X		301,424.87
08/30/2018	5258	Cardmember Service	2000 - Accounts Payable		5,050.48			296,374.39
08/30/2018	5259	FGL Environmental I...	2000 - Accounts Payable		267.00			296,107.39
08/30/2018	5260	Frontier	2000 - Accounts Payable		204.21			295,903.18
08/30/2018	5261	Hollister & Brace	2000 - Accounts Payable		5,600.00			290,303.18
08/30/2018	5262	Philip's Janitorial Ser...	2000 - Accounts Payable		185.00			290,118.18

MINUTES OF THE  
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING, August 14, 2018

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

President Spiegel called the meeting to order at 6:00 PM and led everyone in attendance in the Pledge of Allegiance. In attendance Director Koesterer, Director Nast, General Manager, Akbar Alikhan, Clerk of the Board, Erika Davis, General Counsel, John Mathews, Office Manager, CJ Dillon and Deputy General Manager/ Operations Manager Pete Martinez.

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

**B. PUBLIC COMMENTS:**

**Director Marcus joined the meeting at 6:01 p.m.**

Resident Scarberry, expressed his concerns about the disclosures for the 112 Las Palmas lot for sale. He stated he was interested in the process and may bid on the property.

Resident Frost, Tri County Sentry Editor introduced himself.

**Public comment was given by Resident Aiu after Item E2 and before item E3 in consideration of Resident Aiu's scheduling conflict.**

Resident Aiu asked the Board to consider supporting and helping pay for an updated Harbor plan.

**C. CONSENT CALENDAR:**

President Spiegel moved to approve the Consent Calendar and Director Marcus seconded the motion. The motion passed.

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

**D. OPERATIONS AND MAINTENANCE REPORT**

Deputy General Manager/ Operations Manager Pete Martinez itemized the Operations Staff's accomplishments for the month using a PowerPoint presentation. This included water service repair at 116 Anacapa Avenue, new water service installation at 116 Channel Islands Boulevard, completion of XiO SCADA installation at four of the Sewer Lift Stations, and completion of Regulatory Reporting.

**E. ACTION CALENDAR**

**1. Award of Contract for Smart Meter Installation Services and Funding Resolution**

General Manager Alikhan explained that to keep within budget the larger meters will be installed by District Operations Staff. Director Marcus made the motion to Approve the Agreement with Nation Meter Inc. for the



installation of 1,794 residential water meters, for a not-to exceed amount of \$151,092.82. President Spiegel seconded the motion. Motion passed.

ROLL CALL VOTE: Spiegel: YES, Marcus: YES, Koesterer: YES, Nast: YES  
Brewer: ABSENT 4 - Yes 0 - No

Director Marcus moved to Approve Resolution authorizing financing agreement with California Special Districts Association Financing Corporation. President Spiegel seconded the motion. Motion passed.

ROLL CALL VOTE: Spiegel: YES, Marcus: YES, Koesterer: YES, Nast: YES  
Brewer: ABSENT 4 - Yes 0 - No

## **2. Procurement of New Billing Software System**

General Manager Alikhan explained the criteria that was used to make the decision on which new Billing software to purchase. He also pointed out it coincides with the smart meter deployment aiding the transition There were questions from both the Board and the public. Director Koester made the motion to approve the agreement with Continental Utility Solutions Inc for billing and account management software. Director Marcus seconded the motion. Motion passed.

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

## **3. Smart Meter Opt Out Discussion**

General Manager Alikhan explained that he would like more feedback about the Smart Meter Policy because he would like to bring a policy to the board at the September meeting. He wanted to know if he should include an Opt Out in the policy. Board and the public made comments. Majority commented there was no need for an Opt Out Policy.

No Board Action.

## **4. Nominations for LAFCO Candidates**

General Manager Alikhan explained the Board could make a nomination for a member to run for the LAFCO Board. No nomination was made.

No Board Action

## **F. INFORMATION CALENDAR**

### **1. Welcome Letter to Oxnard City Manager**

General Manager Alikhan addressed both F1 and F2 simultaneously stating that the letters the Board requested were sent and were included in

this packet.

2. Welcome Letter to Channel Islands Harbor Director

See above.

3. Grand Jury Response

General Manager Alikhan said that the Reserve Policy Resolution was officially adopted at the July 2018 Board meeting and is now available on the website where it is easily accessible. This information was included in the Grand Jury Response.

4. PHWA Agenda Review

PHWA is dark in August. There is no Agenda to review.

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

None

**G. BOARD MEMBER COMMENTS**

Director Marcus announced the last day of the Election Nomination extension period is tomorrow.

Director Marcus mentioned that the District and the City of Oxnard will be working together to remove the sand in the parking lot at the end of Hollywood Beach, addressing the maintenance issue. This is a first step in trying to improve the situation.

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

General Counsel stated the SGMA hearing occurred in July and a workshop was on the 25<sup>th</sup>, not all groups agree. Groups are working with GMA staff to come to an agreement.

General Counsel announced AWA Manager is retiring.

General Manager announced that the Annual Community Clean-up day is September 15<sup>th</sup> from 9:00 a.m. to 2:30 p.m. and shredding services will be from 9:00 a.m. to 1:00 p.m.

General Manager stated that the AWA meeting will be at the Reagan Library on September 20<sup>th</sup>.

General Manager announced he will be speaking on the topic of water at the Thomas Café on August 30<sup>th</sup>.

General Manager said the County plans on attending the next Board meeting.

**The Board entered closed session at 7:41 P.M.**

**1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS –Regarding Disposal of Real property in accordance with Government Code Section 54956.8**

**The Board went back into Open Session at 7:58 P.M.**

General Counsel stated on the item of disposal of real property being negotiated there was no reportable action taken.

The Board Meeting adjourned at 7:59 PM.

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Ellen Spiegel, President

# Operations & Maintenance Report

September 11, 2018

## Sewer Spill Incident

- **Spill Event**
  - On August 29, 2018, District staff was notified of a water leak located at 4053 Sunset Lane in the Hollywood Beach neighborhood
- **Volume Spilled**
  - The estimated amount spilled was approximately 100 gallons
- **Regulatory Reporting**
  - All reports were made to the regulatory agencies
- **Root Cause**
  - Mechanical failure of a two-inch air relief valve
- **Corrective Action**
  - Operations staff has since purchased spare air relief valves and replacement parts and in the future will be scheduling maintenance of these devices at a higher frequency to minimize the chance of a future occurrence



## Palm Tree Removal and Maintenance

- Pirkle Park
  - Contractor trimmed 3 palm trees
- Santa Monica Yard
  - Contractor removed 4 palm trees including the grinding of the stumps



Parking Lot Sand Clearing

- Parking Lot at North end of Hollywood Beach
  - District staff coordinated with the City of Oxnard to clean up parking lot to address safety concerns from District residents



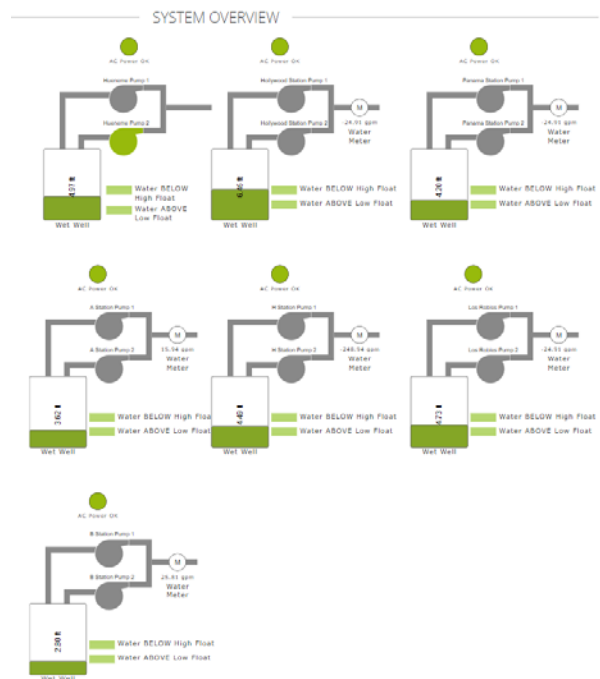
## Back Office Cleanup

- District staff continues to make progress with Records Management Project
  - Collaborative effort between Admin & Operations staff
  - Document conversion nearing completion
  - Provides a staging area for upcoming CIP projects

## SCADA Improvement Project, XiO (CI 207)

Installations Completed at all 7 Sewer Stations:

- Hollywood Station
- Panama Station
- Los Robles Station
- Hueneme Station
- A Station
- B Station
- H Station





## Water Meter Box Lids

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- Smart Water Meter Installation Project
- District branded water meter box lids
- Anticipated installation to begin mid-October



Board of Directors:

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

AKBAR ALIKHAN  
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, September 11, 2018**

**To:** Board of Directors  
**From:** Akbar Alikhan, *General Manager*  
**Subject:** Interim Memorandum of Agreement with Ventura County Watershed Protection District and City of Oxnard for Operation of San Nicolas Pump Station Low Flow Diversion  
**Item No.** F-1

**RECOMMENDATION:**

1. Approve Interim Memorandum of Agreement (MOA) with Ventura County Watershed Protection District and City of Oxnard for Operation of San Nicolas Pump Station Low Flow Diversion

**FINANCIAL IMPACT:** Minimal increase in revenues for FY 2018 – 2019. For future fiscal years, increase in wastewater treatment expenses completely offset by wastewater service revenue.

**BACKGROUND:**

The Ventura County Watershed Protection District (WPD) oversees the control and protection of stormwaters, watercourses, and estuaries throughout the County. To improve water quality in the Harbor, and more specifically at Kiddie Beach, the County constructed the San Nicolas Pump Station Low Flow Diversion (“San Nicolas Diversion”).

Stormwater collected in the Silverstrand neighborhood percolates into stormwater drains, travels to one of three coastal pump stations, and then is pumped out to the ocean via an outfall. The stormwater collected on residential streets along the western portion of Silverstrand ultimately flows to the Harbor near Kiddie Beach. The San Nicolas Diversion captures the first tenth of an inch of stormwater and diverts it to the District’s wastewater collection system; the first tenth of an inch of stormwater contains the most pollutants. By diverting the first flush of stormwater to the wastewater system, the pollutants do not enter the Harbor.

Diverted stormwater enters the District’s wastewater collection system, travels to A Station, pumped north along Victoria Avenue, where it then enters Oxnard’s wastewater collection system for conveyance and treatment. Currently, the District pays a fixed amount to the City of Oxnard for wastewater treatment based on estimated flow and strength of the sewage generated by District customers. In the near future, the District and City will be monitoring flow and strength in preparation for transitioning to a wastewater fee based on actual flows and not estimated flows. Once the flow monitors are operational, any diverted stormwater from the San Nicolas Diversion



will create additional costs for the District, which the District will then recover from the WPD through an agreed upon rate.

**DISCUSSION/ANALYSIS:**

Attached for Board consideration is an interim memorandum of agreement with the County WPD and the City of Oxnard for the operation of the San Nicolas Diversion. The proposed agreement would terminate on July 31, 2019, allowing the agencies involved to collect accurate data on the flow and strength of diverted stormwater. Data collected over the next several months will provide the District with the following:

- Total number of gallons diverted during a single storm event
- Strength of diverted stormwater
- Additional workload placed on District “A” Pump Station
- If District’s purchased capacity in Oxnard Wastewater Treatment Plant is sufficient to accommodate diverted stormwater.

During the Interim MOA, the District is proposed to charge the WPD a fixed amount of \$138.85 per month and \$1.00 per hundred cubic feet of (748 gallons) diverted stormwater, billed quarterly. The results from the data collection period will be used to craft a longer-term agreement in 2019 that will more accurately reflect the costs incurred for conveyance and treatment of diverted stormwater. It is uncertain at this time if the District will be able to utilize an existing rate class or will need to develop a new rate class to accommodate the San Nicolas Diversion.

Appended to the MOA is an Operational Protocol, which contains key personnel contacts, parameters for pump run times, and a provision for emergency shut offs. The WPD has provided District staff access to the San Nicolas Diversion should the District need to shut off the diversion and reduce flows to A Station.

The attached agreement is slated for consideration by the County Board of Supervisors on September 11 and will be brought before the Oxnard City Council later in 2018.

**ATTACHMENTS:**

1. Interim Memorandum of Agreement (MOA) with Ventura County Watershed Protection District and City of Oxnard for Operation of San Nicolas Pump Station Low Flow Diversion

**INTERIM MEMORANDUM OF AGREEMENT**  
**AMONG**  
**CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT, CITY OF**  
**OXNARD, AND VENTURA COUNTY WATERSHED PROTECTION DISTRICT**  
**REGARDING**  
**THE SAN NICOLAS PUMP STATION LOW FLOW DIVERSION**

This Interim Memorandum of Agreement (“Interim MOA”) is entered into effective on August 1, 2018, by and between the Channel Islands Beach Community Services District, a special district formed and operating under the laws of the State of California (“CIBCSD”), the City of Oxnard, a municipal corporation (“Oxnard”), and the Ventura County Watershed Protection District, a special district formed and operating under the laws of the State of California (VCWPD). CIBCSD, Oxnard and VCWPD are sometimes hereinafter referred to individually as a “Party” and collectively as the “Parties.”

**RECITALS**

WHEREAS, there exists in the Channel Islands Harbor near the Silver Strand area of the County of Ventura, a beach known as Channel Islands Harbor Beach Park, or “Kiddie Beach”; and

WHEREAS, Kiddie Beach is one of 40 sampling locations along the Ventura County coastline that are sampled weekly under Assembly Bill 411 or Health and Safety Code sections 115880, 115885 and 115915 to determine whether the waters adjacent to the beach meet State minimum bacteriological standards; and

WHEREAS, on November 1, 2007, under Resolution No. 2007-017, the Los Angeles Regional Water Quality Control Board (RWQCB) amended the Water Quality Control Plan for the Los Angeles Region (Basin Plan) to incorporate a Harbor Beaches of Ventura County (Kiddie Beach and Hobie Beach) Bacteria Total Maximum Daily Load (Bacteria TMDL); and

WHEREAS, non-stormwater low flows (i.e., nuisance flows) from the Silver Strand community are a source of beach water quality issues at Kiddie Beach as documented in RWQCB Resolution No. 2007-017; and

WHEREAS, VCWPD owns and operates the Silver Strand Drain – San Nicolas Pump Station that diverts low flows generated within the Silver Strand community from the storm drain system under the jurisdiction of the Ventura County Public Works Agency into a sanitary sewer system; and

WHEREAS, VCWPD operates and maintains the San Nicolas Pump Station in accordance with and full compliance of the procedures described in the Operational Protocol for San Nicolas Pump Station Low Flow Diversion, which is attached as Exhibit A and incorporated herein by reference; and

WHEREAS, the sanitary sewer system conveyance system is owned and operated by CIBCSD; and

WHEREAS, the low flows diverted into the CIBCSD sanitary sewer conveyance system pass through the Oxnard sanitary sewer system to the Oxnard Wastewater Treatment Plant (WWTP) for final treatment and disposal;

WHEREAS, CIBCSD compensates Oxnard for conveyance and treatment of all flows from the CIBCSD service area, including low flow diversions from the San Nicolas Pump Station; and

WHEREAS, the Parties desire to set forth their interim respective duties and obligations with regard to these nuisance flows in order to address beach water quality at Kiddie Beach before a long-term agreement is reached. The Parties agree that the terms contained herein are meant to be used on an interim basis until necessary and reliable flow data can be observed. The Parties intend to develop a cost-of-service based rate that captures CIBCSD's true cost of conveying and treating the diverted low flows from the San Nicolas Pump Station.

NOW, THEREFORE, in consideration of these recitals and other valuable consideration set forth below, the Parties mutually agree that:

1. The term "low flows," as used in this Interim MOA, means ordinary flows generated within the Silver Strand community, which are the result of normal and ordinary lawful, ancillary uses of residential and non-residential property, such as irrigation, washing of cars, and similar activities. Low flows, as used in this Interim MOA, do not include flows generated by unlawful discharges or precipitation of 0.1 inch or more within 24 hours, or any discharge within three days following any such rain event.
2. VCWPD shall ensure that low flows from the Silver Strand community only pass through the San Nicolas Pump Station to the CIBCSD and Oxnard systems by following the operational protocol specified in Exhibit A.
3. In addition, VCWPD grants CIBCSD access to shut off pumps in case of emergency at the Santa Monica and Santa Paula Pump Stations. CIBCSD will notify VCWPD emergency contact in an event of emergency shut off in accordance with notification

procedures described in Exhibit A, and upon conclusion of any such event will promptly either turn the power back on or authorize VCWPD to do so.

4. VCWPD will compensate CIBCSD for diversion of the low flows at the fixed sewer rate of \$138.85 per month and variable sewer rate of \$1.00 per hundred cubic feet (HCF) or 748 gallons as measured at the meter located at the point of diversion effective August 1, 2018.
  - a. The fixed sewer rate may increase annually based on CIBCSD revenue needs but not more than three percent (3%) per year.
  - b. In addition, VCWPD will provide CIBCSD with monthly data reports and access to the meter to obtain the readings, to collect water samples for testing, and to conduct quarterly inspections by CIBCSD and dedicated staff of the San Nicolas Pump Station.
  - c. In return for VCWPD's provision in 4.b. above, CIBCSD will provide quarterly billings for low flow diversions made during the preceding month, based on the meter reading at the point of diversion.
  - d. VCWPD agrees to pay CIBCSD within 30 days of the date of issuance of a bill.
  
5. If any materials entering the CIBCSD sanitary sewer system or the Oxnard sanitary sewer system through the San Nicolas Pump Station cause damage to either the CIBCSD or Oxnard sanitary sewer system or both, VCWPD will, within thirty (30) days of a written demand from either CIBCSD or Oxnard, or both, compensate CIBCSD or Oxnard, or both, for its or their actual out-of-pocket cost of repair or replacement to their respective sanitary sewer system.
  - a. The written demand shall be supported by cost estimates, bids or other similar documentation.
  - b. Prior to initiating any repair or replacement for which CIBCSD or Oxnard intends to seek compensation from VCWPD, CIBCSD or Oxnard shall give written notice to VCWPD and provide VCWPD with a reasonable opportunity to inspect CIBCSD's or Oxnard's sanitary sewer system to determine whether or not the damage was caused by materials introduced through the VCWPD-operated San Nicolas Pump Station.
  - c. In the event VCWPD disputes responsibility for the damage to the sanitary sewer system or the cost of repair or replacement, VCWPD shall nonetheless compensate CIBCSD and Oxnard as described herein, after which the Parties shall meet and confer in an effort to resolve the dispute.
  - d. If the dispute over responsibility or cost is not resolved in that manner, the dispute may be litigated in a court of competent jurisdiction. In any such litigation, CIBCSD and/or Oxnard shall have the burden of proof as to causation and the cost of repair or replacement.

6. Each Party agrees to indemnify, hold harmless, and defend each other Party, its board or council, and every officer, employee, representative or agent thereof, from any and all third party liability, claims, demands, actions, damages (whether in contract or tort, including personal injury, death at any time, or property damage), costs and financial loss, including all costs and expenses and fees of litigation or arbitration, that arise directly or indirectly from any act, error or omission related to the performance of this Interim MOA by the Party, or its agents, employees, consultants, contractors, and other persons acting on the Party's behalf. This agreement to indemnify, hold harmless and defend shall apply whether such acts or omissions are the product of willfulness, recklessness, active negligence, passive negligence, or acts for which the Party or its agents, employees, consultants, contractors, and other persons acting on the Party's behalf would be held strictly liable. This provision shall survive the termination of this Interim MOA.
7. This Interim MOA will become effective August 1, 2018, and it is intended to be in effect until July 31, 2019, by which time the Parties expect to have entered into a long-term MOA.. Moreover, this Interim MOA may, with or without cause, be terminated by any Party upon ninety (90) day written notice without liability to any other Party except as otherwise provided for in this Interim MOA.
8. CIBCS D shall dispose of all low flows diverted to its sanitary sewer system in accordance with all applicable Oxnard ordinances as well as all applicable State and Federal laws pertaining to wastewater processing treatment and conveyance.
9. No waiver of a breach of any provision of this Interim MOA shall constitute a waiver of any other breach of the same provision or any other provision of this Interim MOA. Failure of a Party to enforce at any time, or from time to time, any provision of this Interim MOA, shall not be construed as a waiver of such provision or breach.
10. This Interim MOA may be executed in two or more counterparts, each of which shall be deemed an original and all of which, when taken together, shall be deemed to be one and the same agreement. A signed copy of this Interim MOA transmitted by email or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original executed copy of this Interim MOA for all purposes.
11. No Party shall assign or transfer any interest in this Interim MOA or any part thereof, whether by assignment or novation, without every other Party's prior written consent. Any purported assignment without written consent shall be null, void, and of no effect.
12. The language in this Interim MOA shall be construed under the laws of the State of California according to its normal and usual meaning, and not strictly for or against

ether party. Venue for any such action relating to the Interim MOA shall be in the Ventura County Superior Court.

13. Any notices to CIBCSD may be delivered personally, electronically or by mail addressed to:

Akbar Alikhan, General Manager  
Channel Islands Beach Community Services District  
353 Santa Monica Drive  
Oxnard, CA 93035  
(805) 985-6021  
[aalikhan@cibcsd.com](mailto:aalikhan@cibcsd.com)

Any notices to Oxnard may be delivered personally, electronically or by mail addressed to:

Rosemarie Gaglione, P.E., Public Works Director  
City of Oxnard  
305 West Third Street  
Oxnard, CA 93030  
(805) 263-3494  
[rosemarie.gaglione@oxnard.org](mailto:rosemarie.gaglione@oxnard.org)

Any notices to the VCWPD may be delivered personally, electronically or by mail addressed to:

Glenn Shephard, P.E., Director  
Ventura County Watershed Protection District  
800 S. Victoria Ave  
Ventura, CA 93009-1610  
(805) 654-2040  
[glenn.shephard@ventura.org](mailto:glenn.shephard@ventura.org)

14. The Parties agree that this Interim MOA constitutes the entire understanding of the Parties regarding the subject matter described herein and supersedes all prior communications, MOAs, and promises, either oral or written. Nothing in this Interim MOA is intended for the benefit of any person or entity not a party hereto.

[Signatures on next page]

**INTERIM MEMORANDUM OF AGREEMENT  
AMONG  
CHANNEL ISLAND BEACH COMMUNITY SERVICES DISTRICT, CITY OF OXNARD,  
AND VENTURA COUNTY WATERSHED PROTECTION DISTRICT  
REGARDING  
THE SAN NICOLAS PUMP STATION LOW FLOW DIVERSION**

Signature Page

IN WITNESS WHEREOF, the Parties have executed the interim MOA effective August 1, 2018 through July 31, 2019.

**CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT**

\_\_\_\_\_  
Ellen Spiegel, Board President

Approved as to form:

\_\_\_\_\_  
John M. Mathews, District Counsel

**INTERIM MEMORANDUM OF AGREEMENT  
AMONG  
CHANNEL ISLAND BEACH COMMUNITY SERVICES DISTRICT, CITY OF OXNARD,  
AND VENTURA COUNTY WATERSHED PROTECTION DISTRICT  
REGARDING  
THE SAN NICOLAS PUMP STATION LOW FLOW DIVERSION**

Signature Page

IN WITNESS WHEREOF, the Parties have executed the interim MOA effective August 1, 2018 through July 31, 2019.

**CITY OF OXNARD**

\_\_\_\_\_  
Alexander Nguyen, City Manager

Approved as to form:

\_\_\_\_\_  
Stephen Fischer, City Attorney



**INTERIM MEMORANDUM OF AGREEMENT  
AMONG  
CHANNEL ISLAND BEACH COMMUNITY SERVICES DISTRICT, CITY OF OXNARD,  
AND VENTURA COUNTY WATERSHED PROTECTION DISTRICT  
REGARDING  
THE SAN NICOLAS PUMP STATION LOW FLOW DIVERSION**

Signature Page

IN WITNESS WHEREOF, the Parties have executed the interim MOA effective August 1, 2018 through July 31, 2019.

**VENTURA COUNTY WATERSHED PROTECTION DISTRICT**

\_\_\_\_\_  
Glenn Shephard, Director



## Ventura County Watershed Protection District

### SILVER STRAND DRAIN - SAN NICOLAS PUMP STATION LOW FLOW DIVERSION

#### FINAL OPERATIONAL PROTOCOL

August 2016

## 1 INTRODUCTION

This protocol outlines procedures to be followed by operators of the Silver Strand Drain - San Nicolas Pump Station (also known as San Nicolas Pump Station) for diversion of low flows generated within the Silver Strand community from the storm drain system, and into the sanitary sewer system operated by the Channel Islands Beach Community Services District (CIBCSD) for off-site treatment and disposal. The Ventura County Watershed Protection District (VCWPD) Operations and Maintenance (O&M) Division is in charge of operations and maintenance of San Nicolas Pump Station.

Non-stormwater low flows (also known as nuisance flows) from the Silver Strand community were determined to be the source of beach water quality issues at Kiddie Beach. This is documented in Resolution No. 2007-017 “Harbor Beaches of Ventura County Bacteria Total Maximum Daily Load” (Bacteria TMDL) and adopted by the Los Angeles Regional Water Quality Control Board (RWQCB) in November 2007. The diversion of low flows allows to meet RWQCB requirements.

The RWQCB defined low flows as any nuisance flows generated during non-wet days. Further, a wet day was defined as a day with 0.1-inch or more of rain and the three days following the rain event.

This protocol provides O&M procedures and thresholds for when to shut off and turn back on the San Nicolas diversion pump.

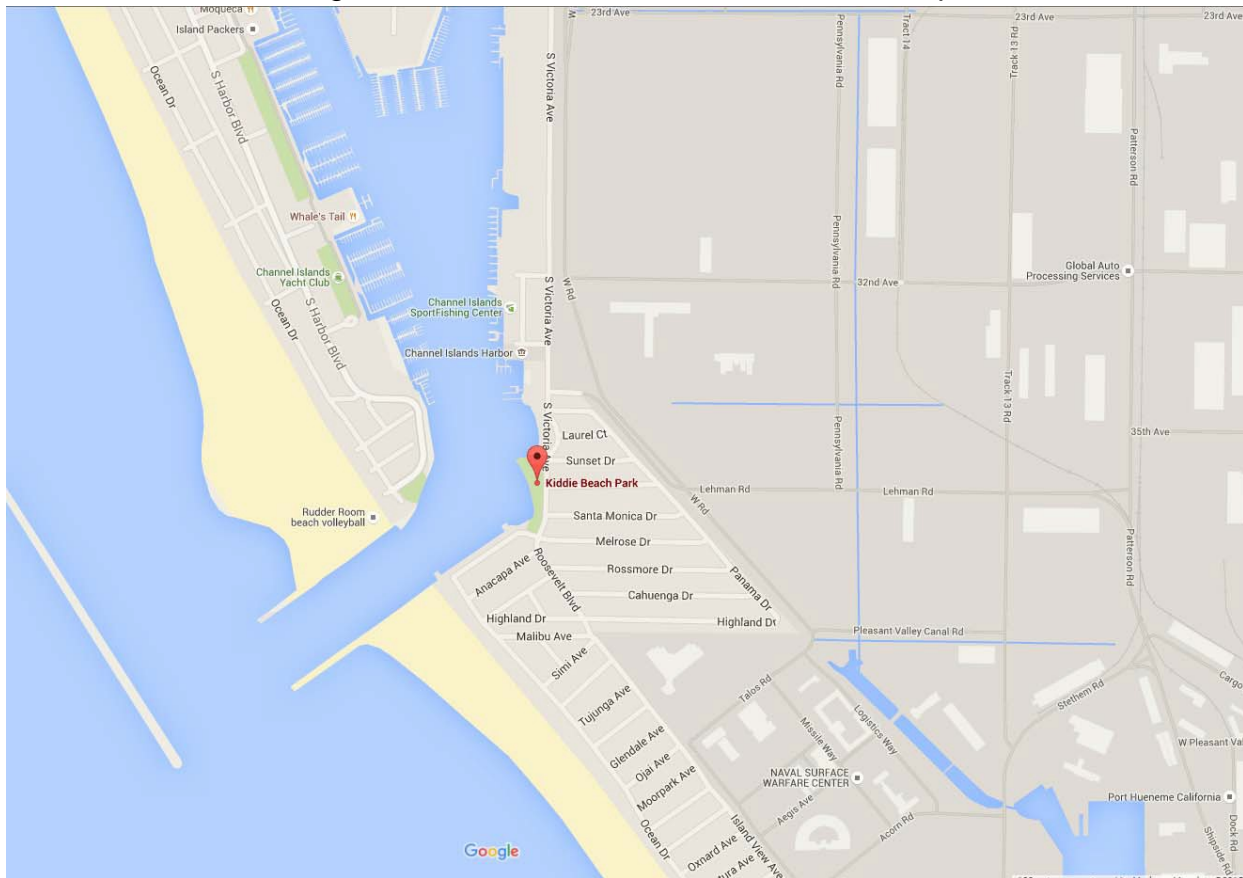
### 1.1 Location of the Station

The San Nicolas Pump Station is located in the Channel Islands Harbor near the Silver Strand area of the County of Ventura. The station is on the corner of South Victoria Avenue and San Nicolas, outside a beach park known as Channel Islands Harbor Beach Park or Kiddie Beach Park (see [Figure 1](#)).

## 1.2 Operational Summary

The main pumps and the sump pump discharge directly to the Channel Islands Harbor. The diversion chopper pump discharges to the CIBCSD sanitary sewer system. The 5 HP/120-220 GPM diversion pump is set to “auto” to ensure low flows are diverted to the sewer until turned off either manually by O&M staff or automatically. The diversion pump typically operates at a less than maximum GPM as the undersized length and diameter of pipe downstream of the pump restrict it.

Figure 1. Kiddie Beach Park Location Map



The system is equipped with a Siemens Sitrans F M MAG 5000/6000 meter which was calibrated on 11/24/2014 and installed on 01/13/2015. This meter needs to be maintained at all times for the purpose of flow calculation and waste water billing. Calibration should be performed every three (3) years in accordance with calibration procedures ([Appendix A](#)). The next calibration is due on 11/2017. If any problems are encountered, the meter will be fixed as soon as possible and CIBCSD will be notified. The designated CIBCSD staff will have access to the meter to take readings for billing purposes.

### 1.3 O&M Division Contacts

Primary Contact → Bill DuFrain (805) 320-5971 (cell)  
Secondary Contact → Dave McCarthy (805) 320-5970 (cell)  
Emergency Contact → John Lagomarsino (805) 443-4503 (cell)

### 1.4 CIBCSO Contacts

Primary Contact → Peter Martinez (805) 827-3000

## 2 OPERATIONAL PROCEDURES

The following are operational practices for the San Nicolas Pump Station to divert low flows from the Silver Strand area. Diversion of the low flows will reduce water pollution at the Kiddie Beach Park and meet RWQCB requirements. The following procedures describe steps to be taken in order to operate the pump station at its operational efficiency and achieve compliance with Resolution No. 2007-017 "Harbor Beaches of Ventura County Bacteria Total Maximum Daily Load" (Bacteria TMDL).

### 2.1 Diversion Pump Shut Off

Shut off time of the diversion pump is the most critical part of the Bacteria TMDL compliance. Bacteria TMDL compliance for dry weather during summer and winter months is required until at least 0.1 inches of rain has fallen within a 24 hour period and on any dry day after three days following the rain event. **Prematurely turning off the diversion pump may result in non-compliance.**

The sewer diversion pump will be shut off automatically (based on information provided by the dedicated rain gauge) **as soon as 0.1 inch of precipitation is recorded within a continuous 24 hours period.**

O&M staff will monitor the SCADA system off-site and visit the site periodically and prior to rain events (if greater than 50% chance of 0.25 inch of precipitation or more) to verify proper operation. In addition, the designated CIBCSO staff will have access to SCADA and the pump station to verify proper operation as needed. The CIBCSO staff will inform one of the O&M Division Contacts ([Section 1.3](#) above) prior to site visit at the San Nicolas Pump Station.

### 2.2 Turning Diversion Pump Back On

It is paramount that the San Nicolas diversion pump is turned back on **not later than three (3) days or 72 hours after the rain event** or as soon as the low flow of less than 0.1 inches precipitation within 24 hours is registered by the San Nicolas Pump Station precipitation gauge to ensure Bacteria TMDL compliance. To avoid any incidental high

flows due to unexpected circumstances, the pump will be turned back on 24 hours after the precipitation gauge registration is confirmed.

O&M staff will monitor the San Nicolas Pump Station precipitation gauge and SCADA system to verify proper operations. O&M staff will conduct a site visit to ensure that the diversion pump is back on not later than three (3) days after a rain event.

### **2.3 Manual Diversion Pump Turning Off and Turning Back On Procedures**

In an event that the automated system including the San Nicolas Pump Station precipitation gauge and SCADA are not working properly, O&M staff will monitor storm predictions. Storm forecasting procedures are found in [Section 2.4](#). The San Nicolas Diversion Pump will be turned off manually if the weather forecast has a **50% chance of 0.25 inch or more of precipitation**. The diversion pump will **be turned back on not later than three (3) days after the rain event**.

### **2.4 Storm Forecasting**

Manual diversion pump shutoff will rely upon storm predictions based on both chance of precipitation as well as depth. This is similar to methodologies utilized by the State Water Resources Control Board (SWRCB) for monitoring and stormwater sampling under the National Pollutant Discharge Elimination System (NPDES) Permits. Weather forecast updates are provided by the National Oceanic and Atmospheric Administration (NOAA). The website [www.StormPOP.com](http://www.StormPOP.com) was created to read NOAA forecasts every couple hours and report notifications to users accordingly. It reads NOAA reports for pre-defined zip codes and notifies the user of % chance of rainfall. The user is notified once the predefined % chance threshold it reached so they may look at the NOAA report ([Figure 2](#)) and identify the depth of rain anticipated with that % chance of rain.

### **2.5 Emergency Shutoff**

In case of an emergency, the San Nicolas diversion pump shutoff can be accessed by either O&M or CIBCSD staff to turn the system off.

### **2.6 Salinity Testing**

Water quality testing related to high tide may be required. CIBCSD staff will contact O&M staff with a request for salinity sampling at any time should operational parameters change that may indicate the presence of ocean water infiltration to the facility. Examples of operational parameter changes may include but are not limited to increased frequency of run times or longer run times.

Figure 2. NOAA website - % Chance Rain & Precipitation Amount  
(as notified through PWA StormPop)

**NATIONAL WEATHER SERVICE**  
NATIONAL OCEANIC AND ATMOSPHERIC ADMINISTRATION

Los Angeles/Oxnard, CA  
Weather Forecast Office

Forecast For Lat/Lon: 34.1640/-119.2100 (Elev. 3 ft)  
3 Miles S Oxnard CA  
Forecast Created at: 12pm PDT Jul 22, 2015

Custom Weather Forecast Table

Weather	Wed Jul 22				Thu Jul 23				Fri Jul 24				Sat Jul 25				Sun Jul 26				Mon Jul 27							
Drizzle and Fog					Pachy Drizzle				Pachy Fog				Pachy Fog								Pachy Fog							
Daily-Temp	High 73 Low 66				High 73 Low 66				High 74 Low 63				High 75 Low 62				High 75 Low 63				High 74 Low 63							
Chance of Precip	10%	0%	0%	10%	10%	5%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%
Precip	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"	0.00"
12-hr Snow Total	0"				0"				0"				0"				0"											
FRET	0.13"				0.13"				0.15"				0.16"				0.19"											
6-Hour Temp	5am: 67	11am: 71	5pm: 71	11pm: 67	5am: 66	11am: 70	5pm: 71	11pm: 66	5am: 64	11am: 73	5pm: 73	11pm: 66	5am: 62	11am: 73	5pm: 73	11pm: 65	5am: 64	11am: 73	5pm: 74	11pm: 66	5am: 64	11am: 73	5pm: 74	11pm: 66	5am: 64	11am: 73	5pm: 73	11pm: 73
Cloudiness	95%	80%	80%	97%	97%	47%	47%	95%	95%	5%	5%	95%	95%	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%	5%	4%	4%	4%
Dewpoint	64	62	59	58	58	58	59	59	59	60	60	60	60	60	60	60	60	60	60	58	57	59	59	61	57	59	59	61
Relative Humidity	90%	73%	66%	73%	75%	66%	66%	78%	84%	64%	64%	81%	93%	64%	64%	84%	87%	64%	62%	75%	78%	62%	66%	66%	78%	62%	66%	66%
Wind	W 3	W 5	W 13	W 3	SE 0	SW 3	SW 9	W 3	SW 7	W 14	W 14	W 5	E 2	W 15	W 15	W 3	W 1	W 15	W 15	SW 1	SE 2	W 12	W 12	W 12	SE 2	W 12	W 12	W 12
Snow Level (ft)	10520	10364	10364	10364	10364	10504	10504	10504	10504	11319	11319	11319	11319	11894	11894	11894	11894	12170	12170	12170	12170	12485	12485	12485	12485	12485	12485	12485



Board of Directors:

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

AKBAR ALIKHAN  
General Manager

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## Regular Board Meeting, September 11, 2018

**To:** Board of Directors  
**From:** Akbar Alikhan, *General Manager*  
**Subject:** Endorsement of Proposition 3 – Water Supply and Water Quality Act of 2018  
**Item No.** F-2

### RECOMMENDATION:

1. Endorse Proposition 3 – Water Supply and Water Quality Act of 2018

**FINANCIAL IMPACT:** No financial impact from current action.

### BACKGROUND/DISCUSSION:

Proposition 3 – Water Supply and Water Quality Act of 2018, also known as the 2018 Water Bond, will be considered by California voters on the November ballot. General obligation bonds are generally how California has funded water infrastructure. The proposed 2018 Water Bond is the 22<sup>nd</sup> water bond since 1960, when the State Water Project was constructed. If approved, the bond would provide \$8.7B in funding for various water-related projects. Several professional groups and local agencies have formally endorsed the measure, such as:

- Association of California Water Agencies
- California Special Districts Association
- Southern California Water Coalition
- Calleguas Municipal Water District
- Casitas Water District
- Upper Ventura River Groundwater Sustainability Agency
- California Farm Bureau Federation

The funding includes specific earmarks for Ventura County projects, such as the Removal of the Matilija Dam (\$80M) and the Restoration of the Santa Clara River (\$10M). Additionally, there is \$640M allocated to assistance with implementation of the Sustainable Groundwater Management Act and \$400M for brackish water desalination projects.

The table below outlines all the spending categories for the Water Bond funding.

<b>Purpose</b>	<b>Percentage</b>	<b>Budget</b>
Safe Drinking Water for Disadvantaged Communities	8.6%	\$750,000,000
Wastewater Recycling	4.6%	\$400,000,000
Groundwater Desal	4.6%	\$400,000,000
Urban Water Conservation	3.4%	\$300,000,000
Agricultural Water Conservation	0.6%	\$50,000,000
Central Valley Flood Management	2.3%	\$200,000,000
Flood Management (General)	1.1%	\$100,000,000
San Francisco Bay Wetlands	2.3%	\$200,000,000
Data Management	0.7%	\$60,000,000
Stormwater Management	6.9%	\$600,000,000
Watershed Improvement	27.0%	\$2,355,000,000
Land Management for Water Yield	1.1%	\$100,000,000
Central Valley Fisheries Restoration	4.6%	\$400,000,000
Groundwater	7.7%	\$675,000,000
Water and Specific Habitat Improvements	4.0%	\$350,000,000
Salmon/steelhead	3.4%	\$300,000,000
Waterfowl Habitat	3.2%	\$280,000,000
Bay Area Regional Reliability	2.9%	\$250,000,000
Improvement to Friant Kern Canal	8.6%	\$750,000,000
Oroville Dam Spillway and Repair	2.3%	\$200,000,000
Safe Drinking Water for Disadvantaged Communities	8.6%	\$750,000,000
Wastewater Recycling	4.6%	\$400,000,000
Groundwater Desal	4.6%	\$400,000,000
Urban Water Conservation	3.4%	\$300,000,000
Agricultural Water Conservation	0.6%	\$50,000,000
Central Valley Flood Management	2.3%	\$200,000,000
Flood Management (General)	1.1%	\$100,000,000
San Francisco Bay Wetlands	2.3%	\$200,000,000
Data Management	0.7%	\$60,000,000
<b>Total</b>	<b>100%</b>	<b>\$8,720,000,000</b>

Endorsement of the Proposition would add the District's name to the growing list of endorsements leading up to the November Election.





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### Regular Board Meeting, September 11, 2018

**To:** Board of Directors  
**From:** Akbar Alikhan, *General Manager*  
**Subject:** Discussion on Real Property Disposal  
**Item No.** F-3

#### RECOMMENDATION:

1. Provide direction to District staff on next steps for real property disposal.

**FINANCIAL IMPACT:** No financial impact from current action.

#### BACKGROUND/DISCUSSION:

On August 23, 2018 the District held a public auction for the disposal of the District-owned lot at 112 Las Palmas Street. The Board had set a reserve price of \$800,000, which was not met during the auction. The auction was closed without sale of the property.

Upon consultation with the District's legal counsel, staff developed five alternatives that the Board may pursue.

1. Cancel the sale.
2. Schedule and prepare for a second auction under the same conditions.
3. Change the reserve price; schedule and prepare for a second auction under the same conditions.
4. Conventional sale by District or broker, with advertising performed by third party
5. Auction by District or broker, with advertising performed by third party.

Based on Boardmember feedback, staff will prepare documents and agendize any necessary formal Board action.



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### **Regular Board Meeting, September 11, 2018**

**To:** Board of Directors  
**From:** Akbar Alikhan, *General Manager*  
**Subject:** PHWA Agenda Review  
**Item No.** G-1

### **INFORMATION:**

The following items are slated for consideration at the next PHWA Board Meeting. The following is not an official agenda or notice, and is subject to change.

**Date:** Monday, September 17, 2018  
**Time:** 4:00 PM  
**Location:** City Council Chambers – 250 North Ventura Road, Port Hueneme, CA 93041

### **Items for Consideration:**

1. BWRDF Operational Report
2. Results of City/District Planning Exercises & Project Overview
3. Additional Appropriation and Time Extension for Consulting Services with Hopkins Groundwater
4. Update on GSP Development
5. Reserve Policy Discussion
6. Conflict of Interest Code Update