



Board of Directors:

SUSIE KOESTERER, President
 ELLEN SPIEGEL, Vice President
 KRISTINA BREWER, 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

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, November 14, 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 –October 2017
3. Operations & Maintenance Report –
 - a. Deferred
4. Minutes
 - a. October 10, 2017

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

	Account Number	Water Relief	Sewer Relief	Total Relief
a.	06210-03	\$50.60	\$119.77	\$170.37
b.	03090-02	\$6.11	\$41.22	\$47.33
c.	18210-04	\$91.42	\$237.00	\$328.42
d.	18740-08	\$35.20	\$82.44	\$117.64
e.	03320-01	\$40.82	\$128.81	\$169.63

D. ACTION CALENDAR

1. Board Meeting and Holiday Schedule for Calendar Year 2018

E. INFORMATION CALENDAR

1. Water and Sewer Service Rate Survey
2. Report from Board Members of any meeting or conference where compensation from the District for attendance was received.

F. BOARD MEMBER COMMENTS

G. GENERAL COUNSEL & GENERAL MANAGER COMMENTS

AGENDA POSTING CERTIFICATION

This agenda was posted Thursday, November 9, 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 ACCOMMODATION. NOTICES, AGENDAS AND PUBLIC DOCUMENTS RELATED TO THE BOARD MEETINGS CAN BE MADE AVAILABLE IN ALTERNATIVE FORMAT UPON REQUEST.

Channel Islands Beach 2013

11/3/2017 11:33 AM

Register: 1002 · Checking Pacific Western

From 10/01/2017 through 10/31/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/04/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 10/2			4,814.59	864,218.33
10/04/2017	DEP	DEPOSIT	2050 - Customer Depo...	Dep 10/2			150.00	864,368.33
10/04/2017	DEP	DEPOSIT	2050 - Customer Depo...	Dep 10/2			150.00	864,518.33
10/04/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 10/3			12,130.16	876,648.49
10/04/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 10/4			4,200.51	880,849.00
10/04/2017	EDEP	DEPOSIT	1200 - Accounts Recei...	e-checks			6,167.08	887,016.08
10/06/2017	4508	Arco	2000 - Accounts Payable		883.98			886,132.10
10/06/2017	4509	Cardmember Service	2000 - Accounts Payable		6,000.13			880,131.97
10/06/2017	4510	Data West Corp.	2000 - Accounts Payable		135.00			879,996.97
10/06/2017	4511	Dial Security	2000 - Accounts Payable		210.00			879,786.97
10/06/2017	4512	Elecsys Corporation	2000 - Accounts Payable		223.50			879,563.47
10/06/2017	4513	FGL Environmental I...	2000 - Accounts Payable		146.00			879,417.47
10/06/2017	4514	Kristina Brewer	2000 - Accounts Payable	Reimburse class	225.00			879,192.47
10/06/2017	4515	Nationwide Retirement	2000 - Accounts Payable	pr pd 10/23/17 ...	3,338.42			875,854.05
10/06/2017	4516	Philip's Janitorial Ser...	2000 - Accounts Payable		231.25			875,622.80
10/06/2017	4517	Wilmington Trust, N...	2000 - Accounts Payable	Pymt for 2016 ...	133,384.50			742,238.30
10/06/2017	4518	County of Ventura - ...	2000 - Accounts Payable		300.00			741,938.30
10/06/2017	4519	Document Systems, I...	2000 - Accounts Payable	HP Office	60.69			741,877.61
10/06/2017	4520	FGL Environmental I...	2000 - Accounts Payable		607.00			741,270.61
10/06/2017	4521	Mission Linen & Uni...	2000 - Accounts Payable		385.25			740,885.36
10/06/2017	4522	Mycol, Inc.	2000 - Accounts Payable		120.00			740,765.36
10/06/2017	4523	Pacific Couriers	2000 - Accounts Payable		188.72			740,576.64
10/06/2017	4524	Red Wing Shoe Store	2000 - Accounts Payable	Espinosa/Johns...	544.15			740,032.49
10/06/2017	4525	Spectrum	2000 - Accounts Payable	cable	39.67			739,992.82
10/06/2017	4526	Tampa Hardware 2	2000 - Accounts Payable		393.32			739,599.50
10/06/2017	4527	Underground Service...	2000 - Accounts Payable		31.45			739,568.05
10/10/2017		QuickBooks Payroll ...	-split-	Created by Pay...	19,831.89			719,736.16
10/11/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 10/11			9,203.39	728,939.55
10/11/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 10/11			16,902.68	745,842.23
10/11/2017	DEP	DEPOSIT	1200 - Accounts Recei...	dep 10/6			10,093.11	755,935.34
10/11/2017	DEP	DEPOSIT	1200 - Accounts Recei...	dep 10/5			4,451.89	760,387.23
10/11/2017	DEP	DEPOSIT	1200 - Accounts Recei...	dep 10/6			551.28	760,938.51
10/11/2017	DEP	DEPOSIT	1200 - Accounts Recei...	dep 10/9			18,120.63	779,059.14
10/11/2017	DEP	DEPOSIT	1200 - Accounts Recei...	dep 10/3			130.00	779,189.14
10/11/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 10/10			150.00	779,339.14
10/11/2017	DD	Akbar Alikhan	-split-	Direct Deposit		X		779,339.14
10/11/2017	DD	Carol J Dillon	-split-	Direct Deposit		X		779,339.14
10/11/2017	DD	Casey D Johnson	-split-	Direct Deposit		X		779,339.14
10/11/2017	DD	E.D. Brock	-split-	Direct Deposit		X		779,339.14
10/11/2017	DD	Erika F Davis	-split-	Direct Deposit		X		779,339.14

Channel Islands Beach 2013

11/3/2017 11:33 AM

Register: 1002 · Checking Pacific Western

From 10/01/2017 through 10/31/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/11/2017	DD	Lupe C Lopez	-split-	Direct Deposit		X		779,339.14
10/11/2017	DD	Mark A Espinosa	-split-	Direct Deposit		X		779,339.14
10/20/2017	4529	ACWA	2000 - Accounts Payable	2018 Dues	9,175.00			770,164.14
10/20/2017	4530	ACWA/Joint Powers...	2000 - Accounts Payable	pr pd 7/1/17 to ...	2,139.92			768,024.22
10/20/2017	4531	ALICE F. REDING	2000 - Accounts Payable	CUSTOMER ...	72.64			767,951.58
10/20/2017	4532	AWA	2000 - Accounts Payable	10/25 ed. lunch...	140.00			767,811.58
10/20/2017	4533	CALL 24 Communic...	2000 - Accounts Payable		120.00			767,691.58
10/20/2017	4534	CalPers	2000 - Accounts Payable		6,997.89			760,693.69
10/20/2017	4535	CHARLES & BARB...	2000 - Accounts Payable	CUSTOMER ...	34.26			760,659.43
10/20/2017	4536	CIBCS-D-Petty Cash	2000 - Accounts Payable		369.36			760,290.07
10/20/2017	4537	City of Oxnard	2000 - Accounts Payable	pr pd 7/1/17 to...	196,169.79			564,120.28
10/20/2017	4538	DENNIS & SUSAN ...	2000 - Accounts Payable	CUSTOMER ...	45.05			564,075.23
10/20/2017	4539	Document Systems, I...	2000 - Accounts Payable	ricoh 4000	117.67			563,957.56
10/20/2017	4540	Erika Davis	2000 - Accounts Payable	Room, Mileage...	726.71			563,230.85
10/20/2017	4541	FGL Environmental I...	2000 - Accounts Payable		222.00			563,008.85
10/20/2017	4542	Frontier	2000 - Accounts Payable		784.18			562,224.67
10/20/2017	4543	House Sanitary Supply	2000 - Accounts Payable		142.25			562,082.42
10/20/2017	4544	JOSEPH E. HAYNES	2000 - Accounts Payable	CUSTOMER ...	9.91			562,072.51
10/20/2017	4545	KATHLEEN MIRA...	2000 - Accounts Payable	CUSTOMER ...	176.48			561,896.03
10/20/2017	4546	Office Depot	2000 - Accounts Payable		208.33			561,687.70
10/20/2017	4547	PHWA	2000 - Accounts Payable		64,810.85			496,876.85
10/20/2017	4548	Pitney Bowes Inc.	2000 - Accounts Payable		144.16			496,732.69
10/20/2017	4549	Port Hueneme Marin...	2000 - Accounts Payable		316.95			496,415.74
10/20/2017	4550	R ROTHMAN	2000 - Accounts Payable	CUSTOMER ...	12.43			496,403.31
10/20/2017	4551	Ron's Signs	2000 - Accounts Payable		501.04			495,902.27
10/20/2017	4552	SHERI STROMSOE	2000 - Accounts Payable	CUSTOMER ...	79.23			495,823.04
10/20/2017	4553	So. California Edison...	2000 - Accounts Payable		1,098.20			494,724.84
10/20/2017	4554	Spectrum	2000 - Accounts Payable	Internet	119.98			494,604.86
10/20/2017	4555	Streamline	2000 - Accounts Payable		200.00			494,404.86
10/20/2017	4556	TIMOTHY BOS	2000 - Accounts Payable	CUSTOMER ...	100.55			494,304.31
10/20/2017	4557	Vulcan Materials Co...	2000 - Accounts Payable		169.96			494,134.35
10/24/2017		QuickBooks Payroll ...	-split-	Adjusted for vo...	16,267.95			477,866.40
10/24/2017		QuickBooks Payroll ...	-split-	Created by Pay...	2,952.43			474,913.97
10/25/2017		Mark A Espinosa	-split-	VOID: Direct ...		X		474,913.97
10/25/2017	To Print	Carol J Dillon	-split-	Direct Deposit		X		474,913.97
10/25/2017	To Print	Casey D Johnson	-split-	Direct Deposit		X		474,913.97
10/25/2017	To Print	E.D. Brock	-split-	Direct Deposit		X		474,913.97
10/25/2017	To Print	Erika F Davis	-split-	Direct Deposit		X		474,913.97
10/25/2017	To Print	Lupe C Lopez	-split-	Direct Deposit		X		474,913.97
10/25/2017	To Print	Akbar Alikhan	-split-	Direct Deposit		X		474,913.97

Channel Islands Beach 2013

11/3/2017 11:33 AM

Register: 1002 · Checking Pacific Western

From 10/01/2017 through 10/31/2017

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
10/25/2017	To Print	Mark A Espinosa	-split-	Direct Deposit	X		474,913.97
10/27/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 10/19		232.58	475,146.55
10/27/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 10/20		270.31	475,416.86
10/27/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 10/23		9,386.19	484,803.05
10/27/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 10/20		2,378.39	487,181.44
10/27/2017	DEP	DEPOSIT	1200 - Accounts Recei...	dep 10/20		4,303.30	491,484.74
10/27/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep10/20		17,451.79	508,936.53
10/27/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 10/24		6,405.71	515,342.24
10/27/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 10/23		246.17	515,588.41
10/27/2017	DEP	DEPOSIT	1200 - Accounts Recei...	Dep 10/25		196.40	515,784.81
10/28/2017	EDEP	DEPOSIT	1200 - Accounts Recei...	c-checks		107,558.15	623,342.96

MINUTES OF THE
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING, October 10, 2017

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

Director Marcus called the meeting to order at 7:19 PM and led everyone in attendance in the Pledge of Allegiance. In attendance, Director Nast, Director Brewer, General Manager, Akbar Alikhan, Clerk of the Board, Erika Davis, General Counsel, John Mathews, and Office Manager, CJ Dillon.

President Koesterer and Vice President Spiegel were absent.

B. PUBLIC COMMENTS:

None.

C. CONSENT CALENDAR:

Director Nast moved to approve the Consent Calendar and Director Brewer seconded the motion. The motion passed unanimously.

Marcus, Brewer and Nast 3 - Yes 0 - No

D. ACTION CALENDAR

1. Adoption of Standard Development Plate For Abandonment of Services.

General Manager, Alikhan explained that it was good practice to have an officially adopted policy and therefore recommended adopting a Standard development plate for Abandonment of Services. Director Brewer moved to approve the motion and Director Nast seconded the motion and the motion passed unanimously.

Marcus, Brewer and Nast 3 - 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.

Director Brewer and Director Nast reported that they attended the CSDA conference at the end of September in Monterey. Director Nast thanked the CIBCSD, ratepayers and customers for sending them to the conference. Both Directors stated that they learned a lot and that the conference was very informative. Director Nast discussed, described and expressed the benefits of the information he learned in the workshops he attended. Director Brewer also shared highlights from the workshops she attended. Both Directors appreciated the networking opportunities and informative workshops.

Director Marcus thanked Director Brewer and Director Nast for their detailed and informative report on the CSDA conference.

Director Marcus reported that General Manager, Alikhan spoke at the September 18th PHWA meeting and felt it was a productive meeting. .

2. Summary of District Agreements with Other Agencies.

General Manager stated there were three amendments made to E2:

1. Page 17 typo No 6 under recent developments the bullet points should be removed
2. Page 17 No 6 Correction to Parties section PHWA should be removed and replaced with City of Oxnard
3. Page 19 EJ Harrison Contract should be added to the table

The General Manager recommended keeping this Staff Report handy for future reference. He explained the Staff Report does not address or represent all agreements involving the district, what the staff report does is it points out the Core agreements that the district is involved in. General Manager listed off and explained the Eight Agreements which include the following:

- 1) Three Party Agreement
- 2) OH Pipeline Agreement
- 3) Harbor Service Agreement
- 4) Water Sales Agreement with PHWA
- 5) Land Lease Agreement
- 6) Wastewater Service Agreement
- 7) PHWA Formation
- 8) Solid Waste Agreement

General Manager encouraged the Board to ask questions regarding agreements. Discussion ensued involving questions and answers clarifying the agreements.

F. BOARD MEMBER COMMENTS:

Director Brewer commented that the deck appeals were rescheduled until February/March 2018.

Director Brewer said that there was no update on vacation rentals..

Director Nast responded to hearing about the California Water Fix stating that was good news.

Director Marcus asked for updates on CalPers.

G. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

General Counsel said he had three comments:

1. AWA day tour is November 9th and he recommends it especially for new Board Members.
2. Executive Officer of Regional Board Sam Unger is retiring. Great loss he was good for Ventura County.
3. GMA this Friday has a Special Meeting.

The General Manager made the following announcements:

- 1) CalPers gave us preliminary approval. Office Manager, CJ Dillon followed up and the papers are expected to be delivered this week.
- 2) United Water is having a 90th anniversary party November 14th at 4:00pm in Saticoy at the Operations Facilities.
- 3) General Manager announced he will traveling to Chula Vista for the Coastal Commission meeting this week.
- 4) General Manager announced he will be out of town on vacation November 6th though the 10th.
- 5) General Manager will be attending ACWA meeting in late November in Anaheim.
- 6) PHWA will be appointing the General Manager as Assistant Executive Director. The meeting moved to November 2nd.
- 7) Fox Canyon GMA Special Meeting is this Friday 13th at 1:30p.m.
- 8) California Water Fix vote passed today 69% vote yes.

The Board Meeting adjourned at 9:08 PM.

Marcia Marcus, Director



Board of Directors:

SUSIE KOESTERER, President
 ELLEN SPIEGEL, Vice President
 KRISTINA BREWER, 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 · CIBCSD.COM

Regular Board Meeting, November 14, 2017

To: Board of Directors
From: Akbar Alikhan, *General Manager*
Subject: 2018 Holiday Schedule and Board Meeting Dates
Item No. D-1

RECOMMENDATION:

Approve 2018 Holiday Schedule and Board Meeting Dates

FINANCIAL IMPACT: No additional funding requested.

BACKGROUND/DISCUSSION:

The Board is required annually to adopt a meeting schedule and holiday schedule for the upcoming year. The holidays scheduled are the approved holidays in the memorandum of understanding (MOU) with unionized employees and are consistent with previous calendar years.

The proposed schedule includes paid holidays, floating holidays, and furlough days – defined as follows:

- **Paid holiday** – District office is closed and staff is compensated for time off.
- **Floating holiday** – District office is open and staff may choose to take the day off or bank hours for a future day.
- **Unpaid Holiday (furlough)** – District office is closed and staff is not compensated. Staff may choose to forego pay or use vacation hours.

Below is the proposed District holiday schedule for 2018.

Holiday	Date of Closure	Day	Office Status	Closure Type
New Year's Day	1/1/2018	Monday	Closed	Paid holiday
MLK Day	1/15/2018	Monday	Closed	Paid holiday
Presidents day	2/19/2018	Monday	Closed	Paid holiday
Cesar Chavez Day	3/30/2018	Friday	Open	Floating Holiday
Memorial Day	5/28/2018	Monday	Closed	Paid holiday
Independence Day	7/4/2018	Wednesday	Closed	Paid holiday
Labor Day	9/3/2018	Monday	Closed	Paid holiday
Columbus Day	10/8/2018	Monday	Open	Floating Holiday
Veterans Day	11/12/2018	Monday	Closed	Paid holiday
Thanksgiving	11/22/2018	Thursday	Closed	Paid holiday
Thanksgiving (Day after)	11/23/2018	Friday	Closed	Paid holiday
Christmas Eve	12/24/2018	Monday	Closed	Unpaid holiday
Christmas	12/25/2018	Tuesday	Closed	Paid holiday

The proposed Board Meeting schedule is proposed to be maintained as is, with the exception of shifting the Board Meeting time from 7:00 PM to 6:00 PM. Below is survey of Board/Council Meeting start times for various agencies throughout Ventura County.

Agency	Start Time
City of Oxnard	6:00 PM
City of Port Hueneme	6:30 PM
Ventura Water	6:00 PM
City of Camarillo	5:00 PM
Ventura River WD	3:00 PM
City of Santa Paula	6:30 PM
City of Fillmore	6:30 PM
Casitas Municipal Water District	3:00 PM
City of Thousand Oaks	6:00 PM
Las Virgenes MWD	5:00 PM
Camrosa Water District	5:00 PM
City of Moorpark	6:30 PM

Regularly scheduled meetings are proposed to take place on the second Tuesday of every month and a second meeting on the fourth Tuesday from April through June. The proposed Board Meeting dates are below.

Month	1st Meeting	2nd Meeting
January	1/9/2018	
February	2/13/2018	
March	3/13/2018	
April	4/10/2018	4/24/2018
May	5/8/2018	5/22/2018
June	6/12/2018	6/26/2018
July	7/10/2018	
August	8/14/2018	
September	9/11/2018	
October	10/9/2018	
November	11/13/2018	
December	12/11/2018	

Upon Board approval at this meeting, staff will include the schedules in the December 2017 Utility Billing.

ATTACHMENTS:

1. Holiday and Board Meeting Schedule



2018 Holiday Schedule

Effective January 1, 2018

805.985.6021

www.cibcsd.com

Holiday	Date of Closure	Day	Office Status	Trash Service
New Years 2018	1/1/2018	Monday	Closed	Delayed One Day
MLK Day	1/15/2018	Monday	Closed	Regular Service
Presidents day	2/19/2018	Monday	Closed	Regular Service
Cesar Chavez Day	3/30/2018	Friday	Open	Regular Service
Memorial Day	5/28/2018	Monday	Closed	Delayed One Day
Independence Day	7/4/2018	Wednesday	Closed	Thur. Service Delayed One Day
Labor Day	9/3/2018	Monday	Closed	Delayed One Day
Columbus Day	10/8/2018	Monday	Open	Regular Service
Veterans Day	11/12/2018	Monday	Closed	Regular Service
Thanksgiving	11/22/2018	Thursday	Closed	Thursday Only
Thanksgiving (Day after)	11/23/2018	Friday	Closed	Regular Service
Christmas Eve	12/24/2018	Monday	Closed	Regular Service
Christmas	12/25/2018	Tuesday	Closed	Delayed One Day

2018 Board Meeting Schedule

Meetings are held on the **second Tuesday** of every month at 6:00 PM
 Regular Scheduled meetings in the same month are held on the 4th Tuesday
 Please Check posted Agendas for dates and locations of meetings.

Month	1st Meeting	2nd Meeting
January	1/9/2018	
February	2/13/2018	
March	3/13/2018	
April	4/10/2018	4/24/2018
May	5/8/2018	5/22/2018
June	6/12/2018	6/26/2018
July	7/10/2018	
August	8/14/2018	
September	9/11/2018	
October	10/9/2018	
November	11/13/2018	
December	12/11/2018	

Regular Location	Alternate Location
District Conference Room 353 Santa Monica Drive Channel Islands Beach, CA 93035	Hollywood Beach School 4000 Sunset Lane Channel Islands Beach, CA 93035



Board of Directors:

SUSIE KOESTERER, President
ELLEN SPIEGEL, Vice President
KRISTINA BREWER, 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 · CIBCSO.COM

Regular Board Meeting, November 14, 2017

To: Board of Directors
From: Akbar Alikhan, *General Manager*
Subject: FY 2017-2018 Rate Survey
Item No. E-1

RECOMMENDATION:

Accept and file report.

FINANCIAL IMPACT: No additional funding requested.

BACKGROUND:

In September 2016, the District completed its Cost of Service and Rate Study for its water and sewer enterprises. The Study included changes to the residential tier structure, a separate schedule for Harbor customers (to correctly assign debt service costs to these customers), and introduction of the fixed and variable rate structure for sewer service. One of the Board's policy directives was to promote affordability for low water users and send a conservation signal to higher water users. The new rates and structure went into effect in October 2016 with scheduled rate adjustments in July of each year through FY 2021-2022.

As a best practice, agencies often perform rate surveys of neighboring agencies to measure their affordability of service and operational efficiency. Furthermore, rate surveys inform administrators of current rate and structure trends throughout the County with respect to:

- Tiered vs. non-tiered water rates
- Number of tiers
- Fixed vs. fixed/variable sewer charges.

While rate surveys can be informative, they may not be the best indicator operational efficiency. For example, neighboring agencies may have very different water supply mixes with varying costs, older versus newer infrastructure to maintain, or different requirements for wastewater treatment. Nonetheless, rate surveys provide a succinct snapshot comparison of a common utility bill for each agency.

DISCUSSION/ANALYSIS:

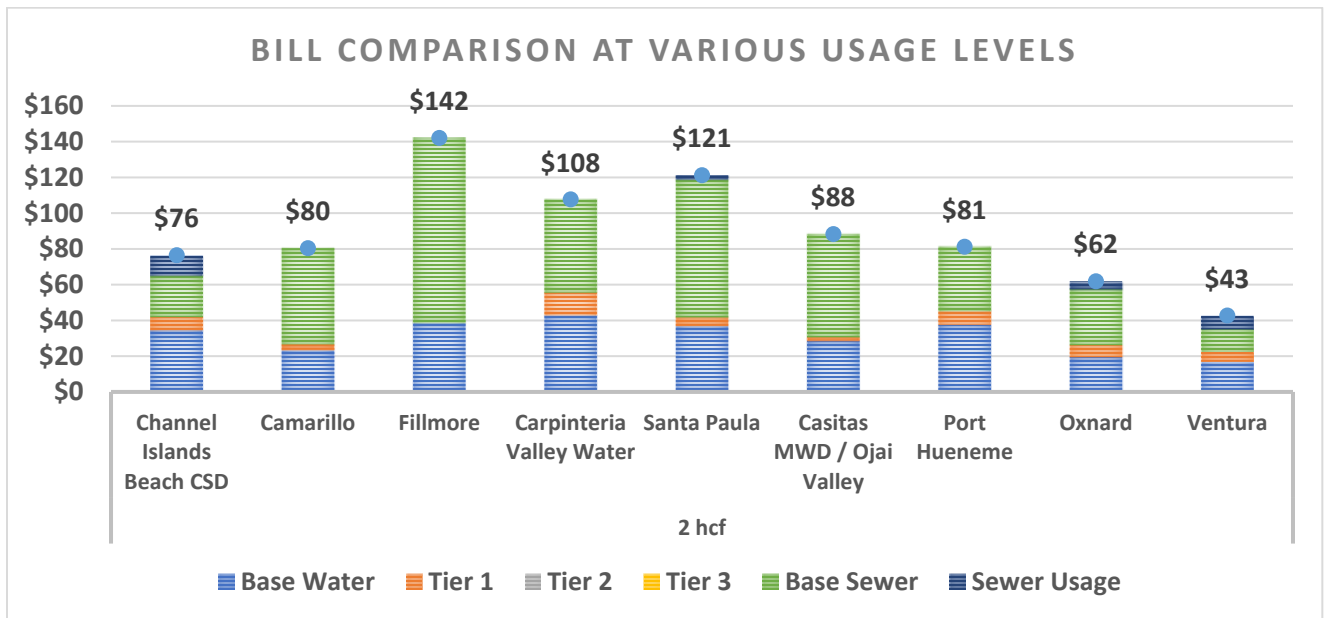
The rate survey includes a comparison of a combined water and sewer bill for a single family residential home with a standard ¾" meter across nine agencies in Western Ventura County and Eastern Santa Barbara County. The nine agencies include:

1. Channel Islands Beach CSD
2. Camarillo
3. Fillmore
4. Carpinteria Valley Water
5. Santa Paula
6. Casitas MWD / Ojai Valley
7. Port Hueneme
8. Oxnard
9. Ventura

The survey results shown compare the total water and sewer bill at 2 hundred cubic feet (HCF), 5 HCF (the District average), and 10 HCF. Total bills are comprised of the following rate components:

1. Water Base Charge
2. Tier 1 Water
3. Tier 2 Water
4. Tier 3 Water
5. Sewer Base Charge
6. Sewer Usage Charge.

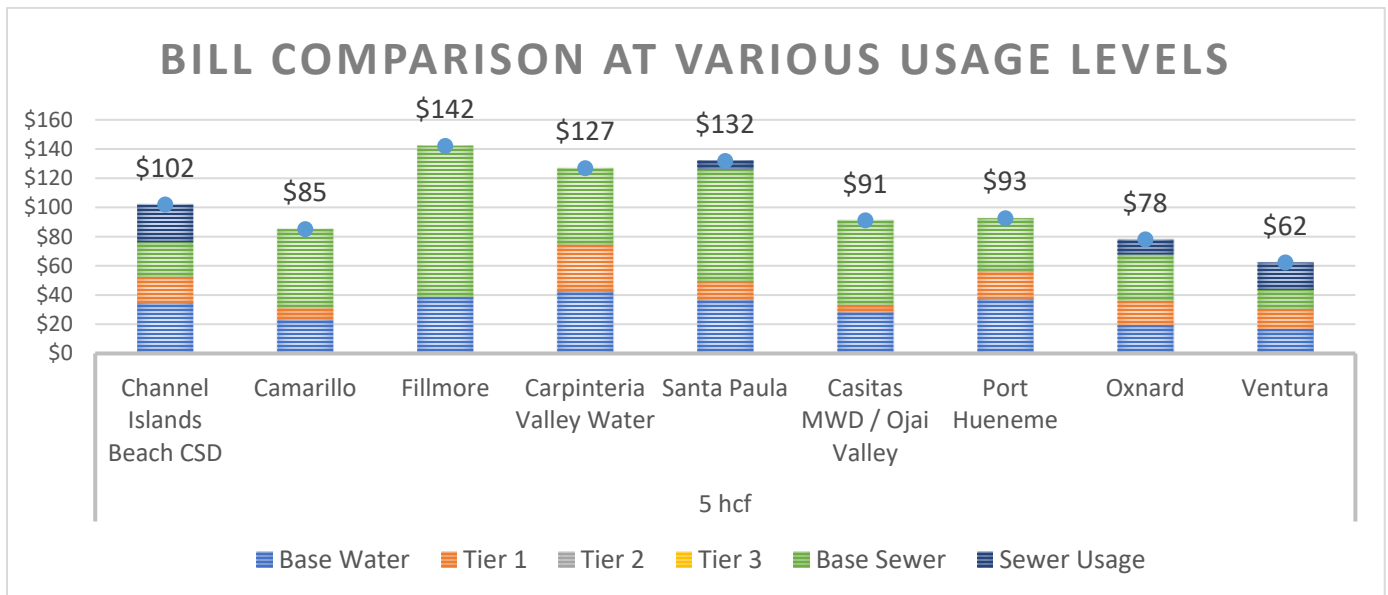
Total Bill at 2 HCF



The table below ranks each agency from highest bill (Fillmore) to lowest bill (Ventura) for 2 HCF of usage. The District is the third least expensive agency listed, which is aligned with the District's goal of promoting affordability for low water users. Approximately 20% of all District residential customers use 2 HCF per month or less.

Rank	Agency
1.	Fillmore
2.	Santa Paula
3.	Carpinteria Valley Water
4.	Casitas MWD / Ojai Valley
5.	Port Hueneme
6.	Camarillo
7.	Channel Islands Beach CSD
8.	Oxnard
9.	Ventura

Total Bill at 5 HCF



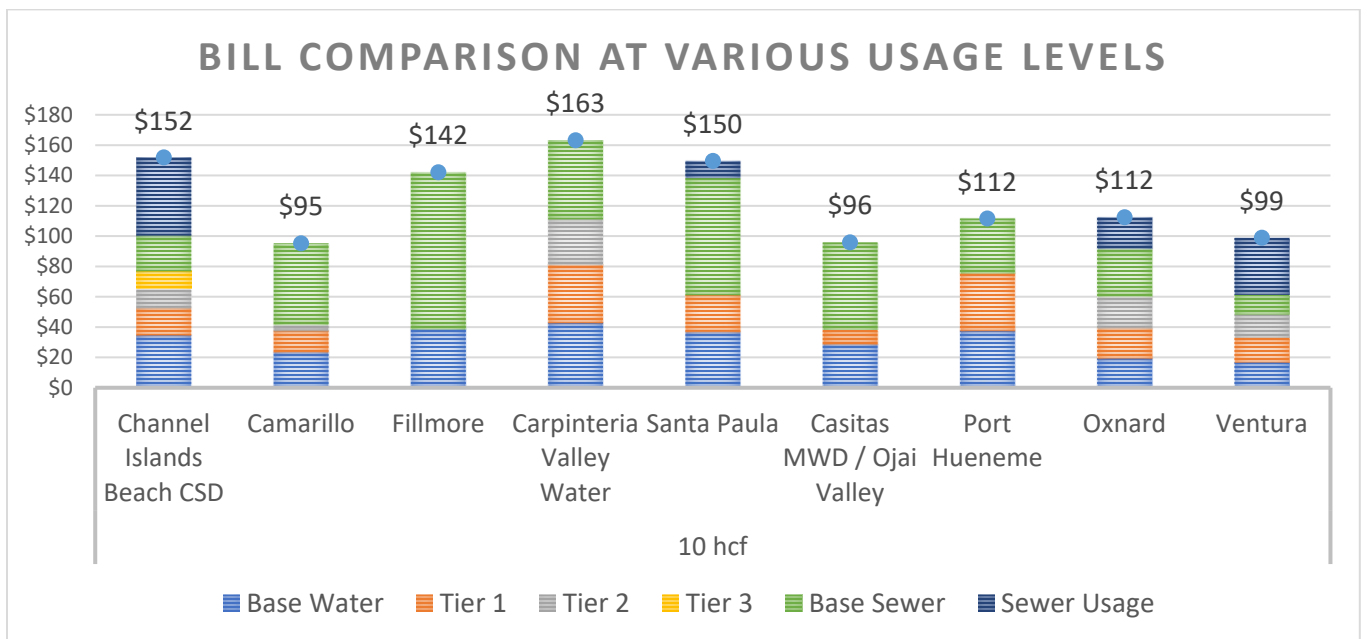
At 5 HCF, the average residential usage for District customers, the District ranks near the middle of the data set. Again, Fillmore and Santa Paula are near the top of the list due to high fixed charges on the sewer utility.

Rank	Agency
1.	Fillmore
2.	Santa Paula
3.	Carpinteria Valley Water
4.	Channel Islands Beach CSD
5.	Port Hueneme
6.	Casitas MWD / Ojai Valley
7.	Camarillo
8.	Oxnard
9.	Ventura

Total Bill at 10 HCF

At 10 HCF, double the District's average residential usage, the District has the second highest combined bill, behind Carpinteria Valley Water. Again, the District's rate structure accomplishes another policy directive in sending a strong conservation signal to higher water users.

Rank	Agency
1.	Carpinteria Valley Water
2.	Channel Islands Beach CSD
3.	Santa Paula
4.	Fillmore
5.	Oxnard
6.	Port Hueneme
7.	Ventura
8.	Casitas MWD / Ojai Valley
9.	Camarillo





FY 2017-2018 Utility Rate Survey

NOVEMBER 14, 2017 – REGULAR BOARD MEETING

AKBAR ALIKHAN, GENERAL MANAGER
11/14/2017

1

Why conduct a rate survey?



- Good measure of affordability compared to neighboring agencies
- Rates often used as an indicator of operational efficiency
- Periodic check-in of rate trends throughout County
 - Tiered vs. non-tiered water rates
 - Number of tiers
 - Fixed vs. fixed+variable sewer charges

11/14/2017

2



Considerations with Rate Surveys

- Rates don't tell the full story. Take results with a "grain of salt".
 - Some agencies haven't adjusted rates in several years
 - Some agencies may undercollect (artificially keeping rates low)
- Agencies face different cost considerations
 - Different water supply mixes and costs
 - Age of system
 - Economies of scale (larger vs. smaller customer base to spread fixed costs over)
 - Different wastewater treatment requirements and processes
- Readers should ask if there are explanatory factors for differences

11/14/2017

3



Methodology

- Survey includes 9 agencies in Western Ventura County/Eastern SB County
- Compares total water/sewer bill for a single family residential home with a common $\frac{3}{4}$ " meter
 - Usage levels compared:
 - 2 HCF
 - 5 HCF (District average)
 - 10 HCF

11/14/2017

4



Rate Components

Total water/sewer bills consist of the following components:

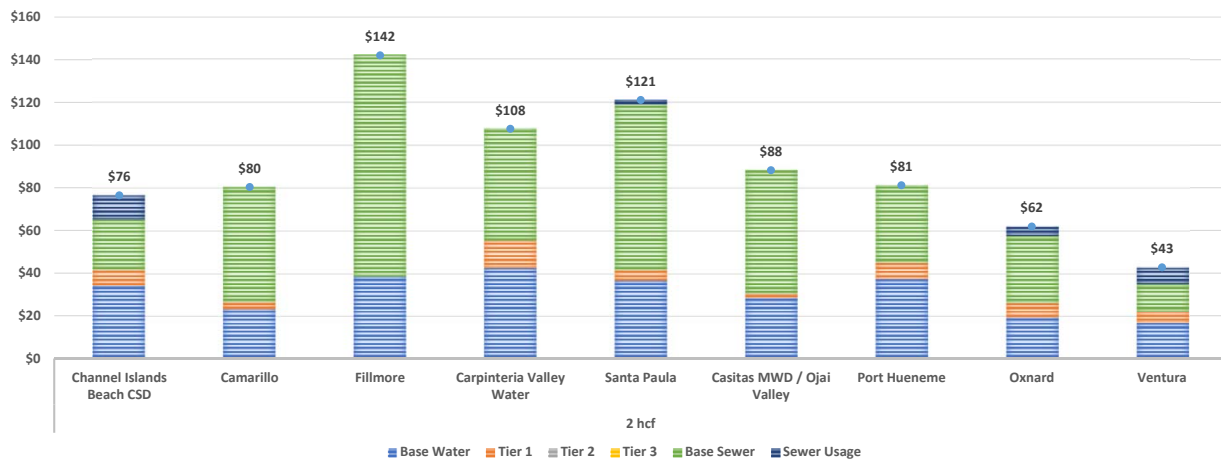
**Varies based on consumption*

1. Water Base Charge
 2. Tier 1 Water*
 3. Tier 2 Water*
 4. Tier 3 Water*
 5. Sewer Base Charge
 6. Sewer Usage Charge*
- Not all agencies will have every component
 - e.g. an agency with a flat sewer charge, won't have any sewer usage charges)



Total Bill at 2 HCF

BILL COMPARISON AT VARIOUS USAGE LEVELS (SFR CUSTOMERS)





Total Bill at 2 HCF - Ranking

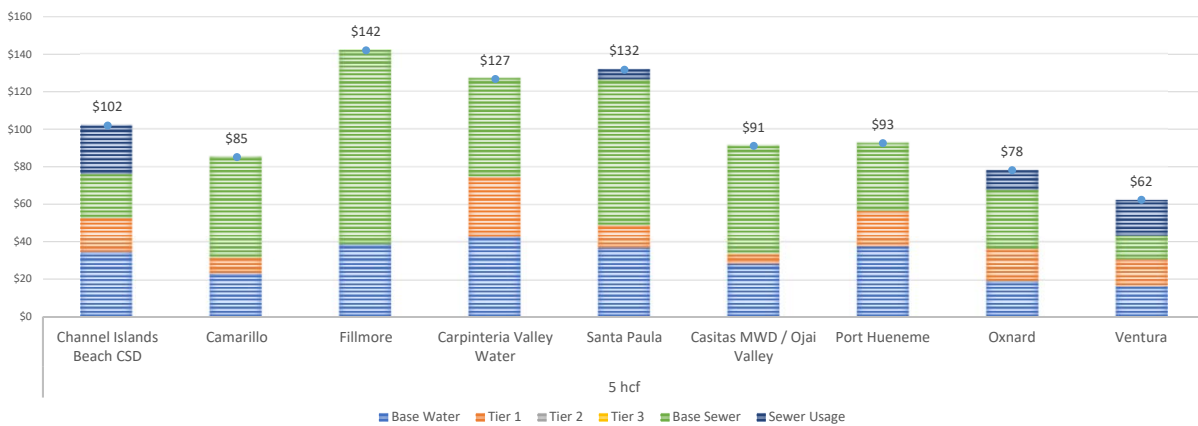
Rank	Agency
1	Fillmore
2	Santa Paula
3	Carpinteria Valley Water
4	Casitas MWD / Ojai Valley
5	Port Hueneme
6	Camarillo
7	Channel Islands Beach CSD
8	Oxnard
9	Ventura

1 = most expensive, 9 = least expensive



Total Bill at 5 HCF

BILL COMPARISON AT VARIOUS USAGE LEVELS (SFR CUSTOMERS)





Total Bill at 5 HCF - Ranking

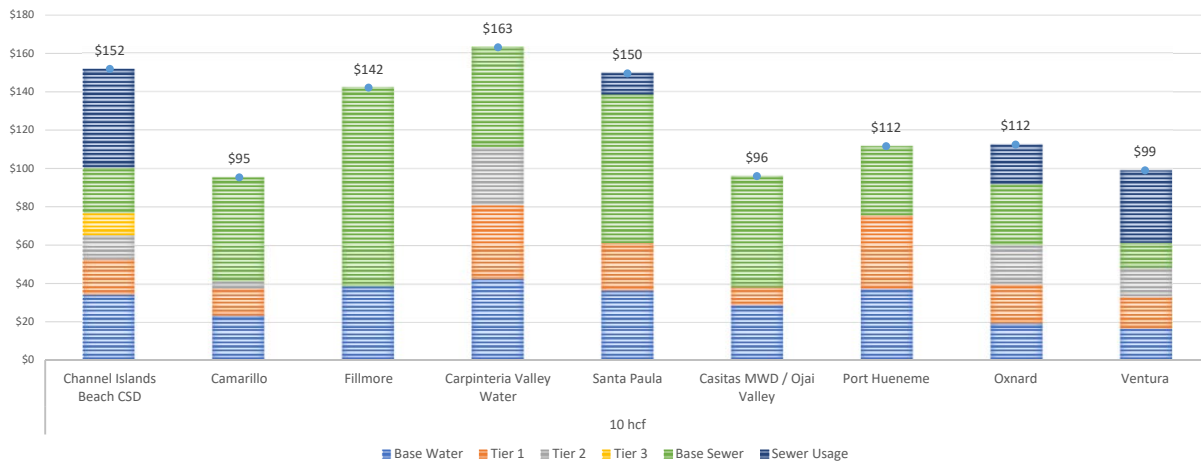
Rank	Agency
1	Fillmore
2	Santa Paula
3	Carpinteria Valley Water
4	Channel Islands Beach CSD
5	Port Hueneme
6	Casitas MWD / Ojai Valley
7	Camarillo
8	Oxnard
9	Ventura

1 = most expensive, 9 = least expensive



Total Bill at 10 HCF

BILL COMPARISON AT VARIOUS USAGE LEVELS (SFR CUSTOMERS)



Total Bill at 10 HCF - Ranking



Rank	Agency
1	Carpinteria Valley Water
2	Channel Islands Beach CSD
3	Santa Paula
4	Fillmore
5	Oxnard
6	Port Hueneme
7	Ventura
8	Casitas MWD / Ojai Valley
9	Camarillo

1 = most expensive, 9 = least expensive

Conclusions



- District's rate structure promotes affordability for low users and sends a strong conservation signal to higher users
 - Consistent with Board policy objectives in 2016 Cost of Service and Rate Study
- Oxnard and Port Hueneme rates will likely undergo changes in the near future
 - Port Hueneme Cost of Service and Rate Study wrapping up this fall
 - New rates and potential introduction of tiers
 - Oxnard will be adjusting rates to work its way back to fully-funded levels