



Board of Directors:

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

PETER MARTINEZ
General Manager

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

BOARD OF DIRECTORS SPECIAL MEETING NOTICE & AGENDA

NOTICE IS HEREBY GIVEN that the Board of Directors of the Channel Islands Beach Community Services District will hold a Special Meeting beginning at 10:00 A.M. on Friday, June 19, 2020. In accordance with the Governor’s Executive Order N-29-20 and the Ventura County Stay Well at Home Order resulting from the novel Coronavirus the Meeting and will be held virtually using the Microsoft Teams platform by calling **1-213-282-9788 and entering Conference ID: 834 183 852#**. The Agenda is as follows:

A. CALL TO ORDER, ROLL CALL:

B. APPROVE THE SPECIAL MEETING AGENDA:

C. 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)

D. ACTION CALENDAR:

1. BAD DEBT WRITE OFF

Recommendation:

- 1) Approve Bad Debt Write-Off from FY 2018/2019 to be written off in FY 2019/2020

2. Consideration of Resolution 20-02: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT REQUESTING CONSOLIDATION OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT GENERAL DISTRICT ELECTION WITH THE STATEWIDE GENERAL ELECTION

Recommendation:

- 1) Adopt Resolution 20-02
- 2) Approve Elective Office to be filled form

E. BOARD MEMBER COMMENTS:

F. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

AGENDA POSTING CERTIFICATION

This agenda was posted Wednesday, June 17, 2020 by 5:00 P.M. The agenda is posted at the District Office and two public notice bulletin boards, which are accessible 24 hours per day. The locations include:

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

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

Peter Martinez
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.



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Special Board Meeting, June 19, 2020

To: Board of Directors
From: CJ Dillon, Office Manager
Subject: Bad Debt Write Off
Item No. D-1

RECOMMENDATION:

1. Approve Bad Debt Write Off from FY 2018/2019 to be written off in FY 2019/2020

FINANCIAL IMPACT: \$1,424.00 in uncollected accounts.

BACKGROUND: In October 2000, the Board of Directors adopted a District Policy for annual write-off of bad debt. This is performed at the end of every fiscal year in preparation for the District's annual audit.

DISCUSSION ANALYSIS:

This year the District will be writing off \$1,424.00 in bad debt. The amount that is written off consists of accounts where no payment has been received for the preceding 12-month period. The District will be writing off \$1,424.00 from FY 2018-2019 and will be recorded in the FY 2019-2020 audit. None of the \$1,424.00 in bad debt is from Harbor accounts. While these accounts will be written off by the District, they will continue to be pursued by our collection agency.



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Special Board Meeting, June 19, 2020

To: Board of Directors
From: CJ Dillon, Office Manager
Subject: Consideration of Resolution 20-02: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT REQUESTING CONSOLIDATION OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT GENERAL DISTRICT ELECTION WITH THE STATEWIDE GENERAL ELECTION

Item No. D-2

RECOMMENDATION:

1. Adopt Resolution 20-02
2. Approve Elective Office to be filled form

FINANCIAL IMPACT: No impact. Costs for required notifications will be requested in FY 2020 – 2021 Operating Budget.

BACKGROUND/DISCUSSION:

The District's Board election is scheduled for November 3, 2020. This is a statewide consolidated election. The District has historically conducted all its elections utilizing the services of the County Clerk's Office. The filing period for candidates for our Director positions is Monday, July 13, 2020 through Friday, August 7, 2020.

Attached is Resolution 20-02 which provides for the required language and request that the County provide election services for the District. Additionally, the 'Notice of Elective Offices to be filled, designating those offices involved. Staff recommends that the District continues to require candidates filling for election to be responsible for the cost of their statement in the sample ballot. This sample ballot is prepared and mailed by the Clerk of the Board as part of their service package. All these provisions are consistent with all the previous elections held for the Board of Director elections in District history.

ATTACHMENT(S):

1. Resolution No. 20-02: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT REQUESTING CONSOLIDATION OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES

DISTRICT GENERAL DISTRICT ELECTION WITH THE STATEWIDE GENERAL
ELECTION

2. Notice to the County Clerk of Elective Offices to be filled form

RESOLUTION NO. 20- 02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT REQUESTING CONSOLIDATION OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT GENERAL DISTRICT ELECTION WITH THE STATEWIDE GENERAL ELECTION

WHEREAS, the Board of Directors of the Channel Islands Beach Community Services District has called for an election to be held on November 3, 2020, for the purposes of electing three (3) District Directors to the Channel Islands Beach Community Services District Board of Directors (“Director Election”); and

WHEREAS, a Statewide General Election will be held within the County of Ventura on that same day;

WHEREAS, it is desirable that the Director Election be consolidated with the Statewide General Election to be held on the same date and that within the District, the precincts, polling places, and election officers of the two elections be the same, and that the Director Election be held in all respects as if there were only one election.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Board Community Services District, as follows:

1. Pursuant to Elections Code Section 10400 et seq., the Board of Supervisors of Ventura County is requested to consent and agree to the consolidation of a Director Election with the Statewide General Election on Tuesday, November 3, 2020 pursuant to Elections Code Section 10400 et seq.
2. Pursuant to Elections Code Section 10401, the Board of Supervisors of Ventura County is authorized to canvass the returns of the Director Election.
3. Pursuant to Elections Code Section 10002, the Board of Supervisors of Ventura County is requested to issue instructions to the Ventura County election department to render all services, including those services specified in Elections Code Section 10418, and take any and all steps necessary for the holding of the consolidated election.
4. Pursuant to Elections Code Section 10002, the Channel Islands Beach Community Services District recognizes that additional costs will be incurred by the County and thereby agrees to reimburse the County in full for the services performed in accordance with established charges and procedures for such services.
5. Pursuant to Elections Code Section 13307(c), each candidate is to pay for the printing, handling, translating, and mailing of the candidate's statements.
6. Pursuant to Elections Code Section 15651, in the event of a tie vote, the vote shall be determined by lot.

THE FOREGOING RESOLUTION is approved and adopted by the Channel Islands Beach Community Services District Board of Directors on this 19 day of June 2020, by the following roll call vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: _____

President of the Channel Islands Beach Community
Services District Board of Directors

I, Erika Davis, Secretary to the Board of Directors of Channel Islands Beach Community Services District, hereby certify that the foregoing Resolution was introduced at a Special Board Meeting of the Board of Directors of said District, held on the 19th day of June 2020, and was adopted at this meeting.

Erika F. Davis, *Clerk of the Board*



MARK A. LUNN
Clerk-Recorder, Registrar of Voters
Elections Division

Notice to the County Clerk of Elective Offices to be filled in the
Channel Islands Beach Community Services District

(Name of City, School or Special District)

You are hereby notified that a General Election will be held on November 3, 2020.

Records indicate that the elective offices held by the persons listed below are to be filled:

<u>Name of Officeholder*</u>	<u>Title & Division (if any)</u>
Robert Nast	Director
Kristina Brewer	Director
_____	_____
_____	_____
_____	_____
_____	_____

The **Candidate** _____ is to pay for the printing, handling, translating, and mailing
City/District/Candidate**
of the candidate's statements pursuant to Section 13307 of the Elections Code.

Dated: June 19, 2020

(SEAL)

City Clerk/Elections Official

* Please note if any appointments were made to fill vacancies and indicate expiration of terms.

** Indicate City, District or Candidate depending upon which entity is to be billed for the cost of printing and handling the candidate's statements.