



Board of Directors:

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

PETER MARTINEZ
General Manager

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

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 6:00 PM on Tuesday, December 10, 2019. 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 –October 2019
 - b. Cash Disbursal & Receipt Report -November 2019
3. Minutes
 - a. October 8, 2019 Regular Board Meeting

4. 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.	04040-03	\$66.64	\$162.23	\$228.87
b.	05040-03	\$1.86	\$28.97	\$30.83
c.	06500-04	\$18.52	\$57.94	\$76.46
d.	17560-04	\$13.24	\$81.11	\$94.35
e.	02050-03	\$9.52	\$23.18	\$32.70
f.	09440-01	\$16.14	\$63.73	\$79.87
g.	19000-01	\$1.24	\$17.38	\$18.62
h.	17750-02	\$81.54	\$202.79	\$284.33
				\$846.03

D. OPERATIONS AND MAINTENANCE REPORT:

E. ACTION CALENDAR:

1. 2020 Holiday Schedule and Board Meeting Dates

Recommendation:

- 1) Approve 2020 Holiday Schedule and Board Meeting Dates

F. INFORMATION CALENDAR:

1. PFOA & PFAS Informational Update
2. Fox Canyon Groundwater Management Agency Update
3. PHWA Agenda Review
4. Report from Board Members of any meeting or conference where compensation from the District for attendance was received

G. BOARD MEMBER COMMENTS:

H. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

AGENDA POSTING CERTIFICATION

This agenda was posted Thursday December 5, 2019 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.



Peter Martinez
General Manager

REQUESTS FOR DISABILITY-RELATED MODIFICATION OR ACCOMMODATION, INCLUDING AUXILIARY AIDS OR SERVICES, IN ORDER TO ATTEND OR PARTICIPATE IN A MEETING, SHOULD BE MADE TO THE SECRETARY OF THE BOARD IN ADVANCE OF THE MEETING TO ENSURE THE AVAILABILITY OF REQUESTED SERVICE OR ACCOMODATION. NOTICES, AGENDAS AND PUBLIC DOCUMENTS RELATED TO THE BOARD MEETINGS CAN BE MADE AVAILABLE IN ALTERNATIVE FORMAT UPON REQUEST.

Channel Islands Beach 2013

12/5/2019 9:44 AM

Register: 1002 · Checking Pacific Western

From 10/01/2019 through 10/31/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
10/01/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Cusi		481.00	872,264.75
10/02/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/2		4,045.78	876,310.53
10/02/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/1		433.00	876,743.53
10/02/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/1		443.53	877,187.06
10/02/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Cusi		440.20	877,627.26
10/02/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		1,244.93	878,872.19
10/03/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		719.48	879,591.67
10/03/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Cusi		866.38	880,458.05
10/04/2019	DEP	QB:DEPOSIT	2050 - Customer Depo...	Dep 10/3		150.00	880,608.05
10/04/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/4		741.14	881,349.19
10/04/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/4		913.60	882,262.79
10/04/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/3		1,139.34	883,402.13
10/04/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/1		169.22	883,571.35
10/04/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/3		145.00	883,716.35
10/04/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Cusi		1,022.08	884,738.43
10/04/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		1,023.92	885,762.35
10/04/2019		CalPers	-split-		2,833.16		882,929.19
10/04/2019	RETCK	QB:Returned Item	1200 - Accounts Recei...	Mace	114.45		882,814.74
10/07/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Cusi		939.79	883,754.53
10/07/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		1,762.04	885,516.57
10/08/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Cusi		432.45	885,949.02
10/08/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		6,385.00	892,334.02
10/08/2019	ACH	Spectrum	6 - Administrative Exp...	1907	224.98		892,109.04
10/08/2019	ACH	FGL Environmental I...	1 - Water System Expe...	912341A	168.00		891,941.04
10/08/2019	ACH	Tampa Hardware 2	-split-	Sep/Oct 19 39	748.83		891,192.21
10/08/2019	ACH	SCE- Office	-split-	1547	233.74		890,958.47
10/08/2019	ACH	Pacific Couriers	6 - Administrative Exp...	19-10-2004	222.15		890,736.32
10/08/2019	ACH	ImageSource	6 - Administrative Exp...	25AR1013594	132.61		890,603.71
10/08/2019	ACH	Document Systems, I...	6 - Administrative Exp...	Office HP	76.12		890,527.59
10/08/2019	ACH	So. California Edison...	2 - Sewer System Expe...	10/7/19 6294	765.08		889,762.51
10/08/2019	ACH	So. California Edison...	2 - Sewer System Expe...	6591	509.88		889,252.63
10/08/2019	ACH	Arco	4 - Maintenance Expen...	9/30/19	1,148.98		888,103.65
10/08/2019	ACH	Xerox Financial Serv...	6 - Administrative Exp...	1765486	260.91		887,842.74
10/08/2019	ACH	Spectrum	6 - Administrative Exp...	4284	49.98		887,792.76
10/08/2019	ACH	SEIU, Local 721	*2020 - Payroll Liabilit...	9/19	167.50		887,625.26
10/08/2019	ACH	ACWA/JPIA Health ...	5 - Salaries & Benefits:...	0631860	958.97		886,666.29
10/08/2019	ACH	Mission Linen & Uni...	5 - Salaries & Benefits:...	212508 Aug/Sep	408.06		886,258.23
10/08/2019	ACH	Frontier	6 - Administrative Exp...		139.96		886,118.27
10/08/2019	ACH	Cardmember Service	8000 - Suspense	9/19	3,011.89		883,106.38
10/08/2019	ACH	FGL Environmental I...	1 - Water System Expe...	911942A	245.00		882,861.38

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10/08/2019	ACH	FGL Environmental I...	1 - Water System Expe...	911023A	680.00			882,181.38
10/08/2019	ACH	FGL Environmental I...	1 - Water System Expe...	912339A	409.00			881,772.38
10/08/2019	5949	A to Z Law, LLP	2000 - Accounts Payable		1,188.00			880,584.38
10/08/2019	5950	ACWA	2000 - Accounts Payable	2020 Annual A...	12,775.00			867,809.38
10/08/2019	5951	America's Tire	2000 - Accounts Payable	Tires Ford 201...	1,111.49			866,697.89
10/08/2019	5952	Badger Meter	2000 - Accounts Payable		1,659.85			865,038.04
10/08/2019	5953	Base Auto Parts	2000 - Accounts Payable		529.67			864,508.37
10/08/2019	5954	County of Ventura - ...	2000 - Accounts Payable		855.00			863,653.37
10/08/2019	5955	CUSI	2000 - Accounts Payable		4,162.52			859,490.85
10/08/2019	5956	Diener's Electric, Inc.	2000 - Accounts Payable	lift station	405.00			859,085.85
10/08/2019	5957	Elevated Entitlements	2000 - Accounts Payable	CUP	3,750.00			855,335.85
10/08/2019	5958	Famcon Pipe and Su...	2000 - Accounts Payable		544.83			854,791.02
10/08/2019	5959	Gannett Fleming, Inc.	2000 - Accounts Payable		9,827.31			844,963.71
10/08/2019	5960	HDS White Cap Con...	2000 - Accounts Payable		367.81			844,595.90
10/08/2019	5961	Hollister & Brace	2000 - Accounts Payable		2,187.50			842,408.40
10/08/2019	5962	IVR Technology Gro...	2000 - Accounts Payable		101.24			842,307.16
10/08/2019	5963	Jarrold Lawrence	2000 - Accounts Payable	Sept. Janitorial	205.00			842,102.16
10/08/2019	5964	Keila Wilson	2000 - Accounts Payable	Uber from LAX	182.80			841,919.36
10/08/2019	5965	Miguel Zavalza	2000 - Accounts Payable		225.00			841,694.36
10/08/2019	5966	National Meter & Au...	2000 - Accounts Payable	3 " meters	13,249.67			828,444.69
10/08/2019	5967	Nationwide Retirement	2000 - Accounts Payable		2,757.96			825,686.73
10/08/2019	5968	PHWA	2000 - Accounts Payable		57,796.92			767,889.81
10/08/2019	5969	Prime Masonry Mate...	2000 - Accounts Payable		452.12			767,437.69
10/08/2019	5970	Sam Hill & Sons, Inc.	2000 - Accounts Payable	Ocean & Ventura	5,854.51			761,583.18
10/08/2019	5971	Soares, Sandall, Bern...	2000 - Accounts Payable		1,775.00			759,808.18
10/08/2019	5972	Staples	2000 - Accounts Payable		153.40			759,654.78
10/08/2019	5973	Sunbelt Rentals, Inc.	2000 - Accounts Payable	Bobcat for yard	1,338.31			758,316.47
10/08/2019	5974	Trench Shoring Co.	2000 - Accounts Payable	1024 Ocean	464.00			757,852.47
10/08/2019	5975	Underground Service...	2000 - Accounts Payable		14.95			757,837.52
10/08/2019	5976	Walton Motors & Co...	2000 - Accounts Payable	Repair submers...	565.00			757,272.52
10/08/2019	5977	Wilmington Trust, N...	2000 - Accounts Payable	Interest and Pri...	150,240.63			607,031.89
10/08/2019	5978	National Meter & Au...	2000 - Accounts Payable		6,022.29			601,009.60
10/08/2019		QuickBooks Payroll ...	-split-	Created by Pay...	19,678.84			581,330.76
10/09/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Cusi			737.45	582,068.21
10/09/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			10,586.29	592,654.50
10/09/2019	To Print	Carol J Dillon	-split-	Direct Deposit		X		592,654.50
10/09/2019	To Print	Casey D Johnson	-split-	Direct Deposit		X		592,654.50
10/09/2019	To Print	E.D. Brock	-split-	Direct Deposit		X		592,654.50
10/09/2019	To Print	Erika F Davis	-split-	Direct Deposit		X		592,654.50
10/09/2019	To Print	Keila E Wilson	-split-	Direct Deposit		X		592,654.50

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10/09/2019	To Print	Mark A Espinosa	-split-	Direct Deposit		X		592,654.50
10/09/2019	To Print	Peter A. Martinez	-split-	Direct Deposit		X		592,654.50
10/10/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Cusi			1,179.86	593,834.36
10/10/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			3,855.36	597,689.72
10/10/2019	5979	EJ Harrison & Sons, ...	2000 - Accounts Payable	pr pd 7/16/19 t...	46,530.40			551,159.32
10/10/2019	5980	EJ Harrison & Sons, ...	2000 - Accounts Payable	pr pd 8/16/19 t...	45,009.29			506,150.03
10/10/2019	5981	City of Port Hueneme	2000 - Accounts Payable	pr pd 7/1/19 to ...	3,431.95			502,718.08
10/11/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Cusi			1,396.02	504,114.10
10/11/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			3,006.30	507,120.40
10/11/2019	5982	Coastal Architects	2000 - Accounts Payable	Phase 1: Schem...	16,500.00			490,620.40
10/15/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Cusi			489.97	491,110.37
10/15/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			3,551.31	494,661.68
10/16/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/14			20,195.57	514,857.25
10/16/2019	DEP	QB:DEPOSIT	6 - Administrative Exp...	reimb. from Di...			25.00	514,882.25
10/16/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/9			2,653.40	517,535.65
10/16/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/7			143.53	517,679.18
10/16/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/7			6,889.02	524,568.20
10/16/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/10			10,520.41	535,088.61
10/16/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/10			23,175.17	558,263.78
10/16/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/8			15,024.34	573,288.12
10/16/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	dep 10/16			414.45	573,702.57
10/16/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Cusi			505.83	574,208.40
10/16/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			4,076.85	578,285.25
10/16/2019	5983	AWA	2000 - Accounts Payable	AWA lunch 10...	140.00			578,145.25
10/17/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			4,727.87	582,873.12
10/17/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Cusi			17,951.63	600,824.75
10/18/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/9			315.41	601,140.16
10/18/2019	DEP	QB:DEPOSIT	2050 - Customer Depo...	Dep 10/7			150.00	601,290.16
10/18/2019	DEP	QB:DEPOSIT	2050 - Customer Depo...	Dep 10/17			150.00	601,440.16
10/18/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/17			3,476.52	604,916.68
10/18/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/15			3,829.93	608,746.61
10/18/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/16			23,995.06	632,741.67
10/18/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/18			35,166.61	667,908.28
10/18/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Cusi			445.54	668,353.82
10/18/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			4,674.44	673,028.26
10/18/2019		CalPers	-split-		2,901.21			670,127.05
10/21/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Cusi			297.37	670,424.42
10/21/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			7,559.21	677,983.63
10/22/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Cusi			914.97	678,898.60
10/22/2019	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			1,087.38	679,985.98

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
10/22/2019		QuickBooks Payroll ...	-split-	Created by Pay...	18,961.68			661,024.30
10/23/2019		QuickBooks Payroll ...	-split-	Created by Pay...	2,830.65			658,193.65
10/23/2019	DD	Carol J Dillon	-split-	Direct Deposit		X		658,193.65
10/23/2019	DD	Casey D Johnson	-split-	Direct Deposit		X		658,193.65
10/23/2019	DD	E.D. Brock	-split-	Direct Deposit		X		658,193.65
10/23/2019	DD	Erika F Davis	-split-	Direct Deposit		X		658,193.65
10/23/2019	DD	Keila E Wilson	-split-	Direct Deposit		X		658,193.65
10/23/2019	DD	Mark A Espinosa	-split-	Direct Deposit		X		658,193.65
10/23/2019	DD	Peter A. Martinez	-split-	Direct Deposit		X		658,193.65
10/24/2019	DD	Casey D Johnson	-split-	Direct Deposit		X		658,193.65
10/25/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	dep 10/22			257.98	658,451.63
10/25/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/21			587.03	659,038.66
10/25/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/22			334.55	659,373.21
10/25/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/20			510.85	659,884.06
10/25/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/25			322.95	660,207.01
10/25/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/21			1,189.95	661,396.96
10/25/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/21			14,250.10	675,647.06
10/25/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/22			9,665.10	685,312.16
10/25/2019	ACH	FGL Environmental I...	1 - Water System Expe...	913135A	146.00			685,166.16
10/25/2019	ACH	FGL Environmental I...	1 - Water System Expe...	913542A	146.00			685,020.16
10/25/2019	ACH	Bay Alarm Company	4 - Maintenance Expen...	11/1/19 to 2/1/20	285.00			684,735.16
10/25/2019	ACH	FGL Environmental I...	1 - Water System Expe...	913923A	146.00			684,589.16
10/25/2019	ACH	Spectrum	6 - Administrative Exp...	10-16-19	52.67			684,536.49
10/25/2019	ACH	So. California Edison...	2 - Sewer System Expe...	6291	430.17			684,106.32
10/25/2019	ACH	So. California Edison...	2 - Sewer System Expe...	6294	701.61			683,404.71
10/25/2019	ACH	SCE- Office	-split-	1547	246.67			683,158.04
10/25/2019	ACH	So. California Edison...	2 - Sewer System Expe...	4804	324.72			682,833.32
10/25/2019	ACH	Spectrum	6 - Administrative Exp...	7786	52.67			682,780.65
10/25/2019	5984	A to Z Law, LLP	2000 - Accounts Payable		1,760.00			681,020.65
10/25/2019	5985	ACWA/Joint Powers	2000 - Accounts Payable		23,433.00			657,587.65
10/25/2019	5986	CWEA	2000 - Accounts Payable	Dave Brock W...	89.00			657,498.65
10/25/2019	5987	Famcon Pipe and Su...	2000 - Accounts Payable		9,406.78			648,091.87
10/25/2019	5988	FedEX	2000 - Accounts Payable		35.11			648,056.76
10/25/2019	5989	Shell's Petals	2000 - Accounts Payable	Veteran's Day ...	269.38			647,787.38
10/25/2019	5990	StoreRite	2000 - Accounts Payable	Service at Com...	500.00			647,287.38
10/25/2019	5991	Wilmington Trust, N...	2000 - Accounts Payable	Bond Trust Fee...	2,500.00			644,787.38
10/25/2019	6003	Hollister & Brace	2000 - Accounts Payable		2,625.00			642,162.38
10/25/2019	6004	Miguel Zavalza	2000 - Accounts Payable		225.00			641,937.38
10/30/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/30			239.55	642,176.93
10/30/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/30			233.56	642,410.49

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10/30/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/25		8,368.90	650,779.39
10/30/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/29		5,641.07	656,420.46
10/30/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/21		649.36	657,069.82
10/30/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/27		631.20	657,701.02
10/30/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	dep 10/30		693.93	658,394.95
10/30/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 10/28		147.22	658,542.17
10/30/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	dep 10/24		621.47	659,163.64
10/30/2019	ACH	Cardmember Service	8000 - Suspense		8,845.62		650,318.02
10/30/2019	5992	Aqua-Tech Services ...	2000 - Accounts Payable		300.00		650,018.02
10/30/2019	5993	CIBCS-D-Petty Cash	2000 - Accounts Payable		152.47		649,865.55
10/30/2019	5995	Gannett Fleming, Inc.	2000 - Accounts Payable		11,984.00		637,881.55
10/30/2019	5996	HDS White Cap Con...	2000 - Accounts Payable		290.26		637,591.29
10/30/2019	5997	Nationwide Retirement	2000 - Accounts Payable	pr pd 10/05/19 ...	1,645.12		635,946.17
10/30/2019	5998	Port Hueneme Marin...	2000 - Accounts Payable		343.09		635,603.08
10/30/2019	5999	Staples	2000 - Accounts Payable		216.99		635,386.09
10/30/2019	6001	Jarrold Lawrence	2000 - Accounts Payable		205.00		635,181.09
10/30/2019	6002	ACWA/Joint Powers...	2000 - Accounts Payable	pr pd 7/1/19 to ...	2,483.23		632,697.86
10/31/2019	ACH	Mission Linen & Uni...	5 - Salaries & Benefits:...	10-19	226.70		632,471.16
10/31/2019	ACH	Xerox Financial Serv...	6 - Administrative Exp...	1806364	260.91		632,210.25
10/31/2019	ACH	AT & T	6 - Administrative Exp...	10-09-2019	542.22		631,668.03
10/31/2019	6005	Elevated Entitlements	2000 - Accounts Payable		825.00		630,843.03
10/31/2019	6014	CASA	2000 - Accounts Payable	CASA Dues 20...	1,671.00		629,172.03
10/31/2019	6015	County of Ventura - ...	2000 - Accounts Payable		1,500.00		627,672.03
10/31/2019	6016	County of Ventura - ...	2000 - Accounts Payable	PR PD 7/1/19 ...	420.16		627,251.87
10/31/2019	6017	Famcon Pipe and Su...	2000 - Accounts Payable		1,653.80		625,598.07
10/31/2019	6018	IVR Technology Gro...	2000 - Accounts Payable		103.34		625,494.73
10/31/2019	6019	JOSEPH YINGLING...	2000 - Accounts Payable	CUSTOMER ...	80.00		625,414.73
10/31/2019	6020	PHWA	2000 - Accounts Payable		54,260.88		571,153.85
10/31/2019	6021	Soares, Sandall, Bern...	2000 - Accounts Payable		2,525.00		568,628.85

Channel Islands Beach 2013

12/5/2019 9:02 AM

Register: 1002 · Checking Pacific Western

From 11/01/2019 through 11/30/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/01/2019		CalPers	-split-		2,903.47			565,725.38
11/01/2019	6006	XIO, Inc.	2000 - Accounts Payable		865.00			564,860.38
11/01/2019	6007	Nationwide Retirement	2000 - Accounts Payable	pr pd 10/19/19 ...	1,610.54			563,249.84
11/01/2019	6008	Sunbelt Rentals, Inc.	2000 - Accounts Payable		1,328.73			561,921.11
11/04/2019	ACH	Accounting:Calpers/...	-split-	Health Insurance	9,382.33			552,538.78
11/05/2019		QuickBooks Payroll ...	-split-	Created by Pay...	20,876.74			531,662.04
11/06/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/5			378.49	532,040.53
11/06/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/4			3,020.41	535,060.94
11/06/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/5			7,113.22	542,174.16
11/06/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	dep 11/6			2,773.83	544,947.99
11/06/2019	ACH	ImageSource	6 - Administrative Exp...	25AR1031813	131.68			544,816.31
11/06/2019	ACH	ACWA/JPIA Health ...	5 - Salaries & Benefits:...	0636104	893.70			543,922.61
11/06/2019	ACH	Aflac	*2020 - Payroll Liabilit...	921159 & 4978...	471.40			543,451.21
11/06/2019	ACH	ImageSource	6 - Administrative Exp...	25AR993987	506.84			542,944.37
11/06/2019	ACH	Arco	4 - Maintenance Expen...	NP57190069	874.26			542,070.11
11/06/2019	6009	Erika Davis	2000 - Accounts Payable	CSDA Board S...	1,188.69			540,881.42
11/06/2019	6010	Badger Meter	2000 - Accounts Payable		1,663.41			539,218.01
11/06/2019	6011	Grainger	2000 - Accounts Payable		322.18			538,895.83
11/06/2019	6012	Rockwell Engineerin...	2000 - Accounts Payable	2 submersible ...	22,446.42			516,449.41
11/06/2019	6013	Underground Service...	2000 - Accounts Payable		14.85			516,434.56
11/06/2019	DD	Carol J Dillon	-split-	Direct Deposit		X		516,434.56
11/06/2019	DD	Casey D Johnson	-split-	Direct Deposit		X		516,434.56
11/06/2019	DD	E.D. Brock	-split-	Direct Deposit		X		516,434.56
11/06/2019	DD	Erika F Davis	-split-	Direct Deposit		X		516,434.56
11/06/2019	DD	Keila E Wilson	-split-	Direct Deposit		X		516,434.56
11/06/2019	DD	Mark A Espinosa	-split-	Direct Deposit		X		516,434.56
11/06/2019	DD	Peter A. Martinez	-split-	Direct Deposit		X		516,434.56
11/08/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/5			440.73	516,875.29
11/08/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/7			9,032.18	525,907.47
11/08/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/7			5,478.33	531,385.80
11/08/2019	DEP	QB:DEPOSIT	2050 - Customer Depo...	Dep 11/7			150.00	531,535.80
11/08/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/7			581.55	532,117.35
11/08/2019	6022	EJ Harrison & Sons, ...	2000 - Accounts Payable	pr pd 9/16/19 t...	46,382.50			485,734.85
11/13/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/13			22,030.88	507,765.73
11/13/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/12			13,217.86	520,983.59
11/13/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/13			60.00	521,043.59
11/13/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/13			153.84	521,197.43
11/13/2019	DEP	QB:DEPOSIT	6 - Administrative Exp...	ACWA/JPIA P...			1,965.00	523,162.43
11/13/2019	6023	CUSI	2000 - Accounts Payable		101.02			523,061.41
11/13/2019	6024	Sam Hill & Sons, Inc.	2000 - Accounts Payable		8,120.20			514,941.21

Channel Islands Beach 2013

12/5/2019 9:02 AM

Register: 1002 · Checking Pacific Western

From 11/01/2019 through 11/30/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/13/2019	6025	SWRCB	2000 - Accounts Payable		3,249.00			511,692.21
11/13/2019	6026	Base Auto Parts	2000 - Accounts Payable		21.70			511,670.51
11/13/2019	6027	Heavenly Doves	2000 - Accounts Payable	HB School Vet...	300.00			511,370.51
11/14/2019	6028	AWA	2000 - Accounts Payable	AWA Lunch ...	105.00			511,265.51
11/14/2019	6029	Famcon Pipe and Su...	2000 - Accounts Payable		456.89			510,808.62
11/14/2019	6030	CIBCS-D-Petty Cash	2000 - Accounts Payable		170.94			510,637.68
11/15/2019		CalPers	-split-		2,903.47			507,734.21
11/15/2019	6031	Wilmington Trust, N...	2000 - Accounts Payable	2nd check/first ...	2,500.00			505,234.21
11/19/2019		QuickBooks Payroll ...	-split-	Adjusted for vo...	16,685.14			488,549.07
11/19/2019		QuickBooks Payroll ...	-split-	Created by Pay...	2,938.92			485,610.15
11/20/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/20			5,010.33	490,620.48
11/20/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/18			16,980.51	507,600.99
11/20/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/15			585.50	508,186.49
11/20/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/15			37,374.42	545,560.91
11/20/2019	DEP	QB:DEPOSIT	2050 - Customer Depo...	Dep 11/19			150.00	545,710.91
11/20/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/18			133.84	545,844.75
11/20/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/19			28,862.25	574,707.00
11/20/2019	DEP	QB:DEPOSIT	1 - Water System Expe...	Refund from H...			2,034.22	576,741.22
11/20/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/15			2,581.65	579,322.87
11/20/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/18			202.00	579,524.87
11/20/2019		Erika F Davis	-split-	VOID: Direct ...		X		579,524.87
11/20/2019	To Print	Casey D Johnson	-split-	Direct Deposit		X		579,524.87
11/20/2019	To Print	E.D. Brock	-split-	Direct Deposit		X		579,524.87
11/20/2019	To Print	Keila E Wilson	-split-	Direct Deposit		X		579,524.87
11/20/2019	To Print	Mark A Espinosa	-split-	Direct Deposit		X		579,524.87
11/20/2019	To Print	Peter A. Martinez	-split-	Direct Deposit		X		579,524.87
11/20/2019	To Print	Carol J Dillon	-split-	Direct Deposit		X		579,524.87
11/20/2019	To Print	Erika F Davis	-split-	Direct Deposit		X		579,524.87
11/22/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/21			11,584.20	591,109.07
11/22/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/13			374.87	591,483.94
11/22/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/15			630.40	592,114.34
11/22/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/19			638.29	592,752.63
11/22/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/20			133.84	592,886.47
11/22/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/14			941.06	593,827.53
11/22/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/21			463.33	594,290.86
11/22/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/20			947.86	595,238.72
11/27/2019	6032	A to Z Law, LLP	2000 - Accounts Payable		858.00			594,380.72
11/27/2019	6033	American Water Wor...	2000 - Accounts Payable	AWWA Dues	445.00			593,935.72
11/27/2019	6034	Carol Dillon	2000 - Accounts Payable	CalPERS conf. ...	237.05			593,698.67
11/27/2019	6035	City of Oxnard	2000 - Accounts Payable	pr pd 7/1/19 to ...	223,777.26			369,921.41

Channel Islands Beach 2013

12/5/2019 9:02 AM

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From 11/01/2019 through 11/30/2019

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
11/27/2019	6036	FedEX	2000 - Accounts Payable		29.32		369,892.09
11/27/2019	6037	HDS White Cap Con...	2000 - Accounts Payable		344.28		369,547.81
11/27/2019	6038	House Sanitary Supply	2000 - Accounts Payable		135.81		369,412.00
11/27/2019	6039	Nationwide Retirement	2000 - Accounts Payable	pr pd 11/2/19 t...	1,571.42		367,840.58
11/27/2019	6040	Sunbelt Rentals, Inc.	2000 - Accounts Payable	July Invoice	1,312.58		366,528.00
11/29/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/25		1,189.59	367,717.59
11/29/2019	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/22		6,216.35	373,933.94

MINUTES OF THE
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING, October 8, 2019

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

President Brewer called the meeting to order at 6:00 P.M. and led everyone in attendance in the Pledge of Allegiance. In attendance, Vice President Nast, Director Bouchard, Director Debley, Interim General Manager (IGM), Pete Martinez, Clerk of the Board, Erika Davis, General Counsel, John Mathews, and Office Manager, CJ Dillon.

Director Marcus was absent.

B. PUBLIC COMMENTS:

None.

C. CONSENT CALENDAR:

Vice President Nast made the motion to approve the Consent Calendar and President Brewer seconded the motion. The motion passed all in favor.

Brewer, Nast, Bouchard, Debley 4 - Yes 0 -No

D. PRESENTATION: GENERAL COUNSEL

General Counsel presented a high-level review of the policy requirements related to the Brown act which was an item requested at the last Board meeting.

6:04 p.m. Director Marcus joins the meeting.

Board asked questions. General Counsel stated that there are a couple of different ways to agendize an item and it is a good idea to follow the Bylaws of the District. Board requested that the Bylaws be reviewed and updated as deemed appropriate by General Counsel and Staff. General Counsel stated to the Board the importance of using the District email for any District business.

E. OPERATIONS AND MAINTENANCE REPORT:

IGM Martinez using a PowerPoint presentation, presented the Operations and Maintenance Report. The update on the GIS contract explained that they are establishing every asset and once finished, will integrate the sewer video. This eventually will lead to the CMMS program, the preventative maintenance program. The results of the lead and copper testing samples, all came back below all actionable levels. The updates on the yard maintenance and improvement project and the Community Cleanup Event and its success. Event feedback from residents was extremely positive. Also, a reminder the CERT event is on October 26, 2019 from 10:00 a.m. to 2:00 p.m.

F. CLOSED SESSION:

General Counsel announced the Board entered closed session at 6:21 p.m.

1. PUBLIC EMPLOYMENT (Gov. Code § 54957(b)(1))54957(b)(1).

Title: General Manager

General Counsel announced the Board was back in Open Session at 6:54 p.m.

Board met with General Counsel to discuss the item under closed session Public Employment General Manager position and there was no formal action taken.

G. ACTION CALENDAR:

1. Employment/Appointment of Permanent General Manager. The Board will discuss how to proceed with filling the General Manager position.

Director Bouchard made the motion to appoint Pete Martinez as the permanent General Manager for the Channel Islands Beach Community Services District and to amend the compensation portion of his contract in line with the adopted salary schedule the Board has of \$123,500.00 as his starting wage and the amendment be made to his existing contract to allow 1 year of additional educational benefits as it is stated in his Operational contract providing him one more year to complete the master's program and the compensation related to that. Director Debley seconded the motion. The motion passed collectively.

Brewer, Nast, Marcus, Bouchard, Debley 5 - Yes 0 -No

Pete Martinez accepted the permanent General Manager position.

2. Agreement for Engineering Support Services with Michael K. Nunley & Associates, Inc. (MKN)

General Manager Martinez explained that this agreement has to do with Ryan Gallagher who has been working with the District for a decade. Ryan Gallagher is no longer with Gannett Fleming and is now with Michael K. Nunley & Associates, Inc. (MKN) in Ventura. This recommendation is to consider and approve an agreement with MKN designating MKN as District Engineer for engineering support services of the District. There is no additional financial impact this year. Director Marcus made the motion to approve an agreement with MKN designating MKN as District Engineer for engineering support services. President Brewer seconded the motion. The motion passed.

Brewer, Nast, Marcus, Bouchard, Debley 5 - Yes 0 -No

3. Authorization to Proceed with Conditional Use Permit (CUP) Application for District Administration and Operations Facility.

General Manager Martinez introduced the professionals that were helping the District with the Conditional Use Permit (CUP) process. Kevin Kohan with Elevated Entitlements is helping the District with the entitlement of redevelopment of the site and the CUP process. Jeff Zook with Coastal Architects is helping the District with site design and architectural design. General Manager Martinez used a PowerPoint presentation to give background on the CUP, explain the contracts the District entered during this process and how they arrived at the two concepts, the architectural design, CUP submittal and the community workshop. The recommendation is to authorize the General Manager to proceed with submitting the CUP application with the County of Ventura for the redevelopment of the District's administration and operations facility. Board asked questions. Kevin Kohan and Jeff Zook explained that the CUP relates to zoning use for 25 years. Director Marcus made the motion to authorize the General Manager to proceed with submitting the CUP application with the County of Ventura for the redevelopment of the District's administration and operations facility. Director Bouchard seconded the motion.

Brewer, Nast, Marcus, Bouchard, Debley 5 - Yes 0 -No

H. INFORMATION CALENDAR:

1. General Manager Martinez reviewed the PHWA Agenda. Board stated concerns with the PHWA Budget. The meeting is on Monday, October 21st at 4:00 p.m.
2. Report from Board Members of any meeting or conference where compensation from the District for attendance was received

Vice President Nast attended the VRSD meeting and VRSD updated their Bylaws.

Director Marcus attended the PHWA meeting and said the Budget was not ready at that meeting.

Director Bouchard stated that the PHWA is struggling since they are short staffed. The Budget was not ready so there was not much to speak of. Director Bouchard said he will bring up his concerns regarding the Budget not being prepared and its effect on the District at this month's PHWA meeting.

I. BOARD MEMBER COMMENTS:

Vice President Nast wants PFA and PFO testing on the agenda next meeting. General Manager Martinez said he has already scheduled the District to do their own testing. If the results come back with any traces, then General Manager Martinez will discuss that with United.

Director Debley asked about the Stage 2 water signs and asked that if they need to be up, they should be cleaned or replaced.

Director Debley asked that Staff investigate adding Household Hazardous Waste Collection to the next Community Clean Up Event to help people dispose of it and make it easier for residents to get rid of dangerous material.

Director Debley announced that along with his son he signed up for a CERT class and is looking forward to it.

Director Marcus would like to remind residents of the ways to dispose of Household Hazardous Waste.

Director Marcus is concerned about the parking lot and would like Sheriff involvement.

President Brewer said golf carts have been a problem at Hollywood Beach.

Director Debley suggested that they could address the issue with the Sheriff at the next meeting.

Director Marcus discussed the recent newspaper articles that are addressing water issues relating to the environment and agency's in discord with each other. Director Marcus suggested that the Board should have an educational opportunity focusing on these current issues at the next Board meeting. For example, more information on the State water conflict, the GMA issues and such. It may be good to refresh.

President Brewer agreed with Director Marcus that it was good idea to learn more about these issues.

Director Bouchard said at the next PHWA meeting the presentation by United on Article 21 water may be a helpful opportunity to learn about some of the water issues.

President Brewer asked that General Manager Martinez reach out to Sheriff's to attend the Board meetings to address the concerns and revisit the camera discussion.

J. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

General Counsel said that several months ago there was discussion regarding interest in the State Water Interconnection Project concerning Calleguas and the City of Ventura. They were served with a lawsuit regarding the Environmental Impact Report which is being challenged by a group from Oakland. General Counsel stated it best to see how things develop.

General Manager Martinez said that he spoke with City of Oxnard regarding the Hueneme Foundation request from last meeting. City of Oxnard is in support and will notify the District when they need something from CIBCSD.

The Board Meeting adjourned at 7:48 P.M.

Kristina Brewer, President



Board of Directors:

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

PETER MARTINEZ
General Manager

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Regular Board Meeting, December 10, 2019

To: Board of Directors
From: CJ Dillon, Office Manager
Subject: 2020 Holiday Schedule and Board Meeting Dates
Item No. E-1

RECOMMENDATION:

Approve 2020 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 annual leave hours.

Below is the proposed District holiday schedule for 2020.

Holiday	Date	Day	Office Status	Closure Type
New Year's 2020	12/24/2019- 1/1/2020	1 Week	Closed	Paid holiday-Unpaid holiday
MLK Day	1/20	Monday	Closed	Paid holiday
Presidents day	2/17	Monday	Closed	Paid holiday
Cesar Chavez Day	3/31	Tuesday	Open	Floating Holiday
Memorial Day	5/25	Monday	Closed	Paid holiday
Independence Day	7/3	Friday	Closed	Paid holiday
Labor Day	9/7	Monday	Closed	Paid holiday
Columbus Day	10/12	Monday	Open	Floating Holiday
Veterans Day	11/11	Wednesday	Closed	Paid holiday
Thanksgiving	11/26	Thursday	Closed	Paid holiday
Day after Thanksg.	11/27	Friday	Closed	Paid holiday
Christmas Eve	12/24	Thursday	Closed	Unpaid holiday
Christmas	12/25	Friday	Closed	Paid holiday
Holiday Closure (furlough) from Dec. 24 to Dec. 31.				

Regularly scheduled meetings are proposed to take place on the second Tuesday of every month at 6:00 PM, and a second meeting on the fourth Tuesday in the month of April. The proposed 2020 Board Meeting dates are below.

Month	1st Meeting	2nd Meeting
January	1/14/2020	
February	2/11/2020	
March	3/10/2020	
April	4/14/2020	4/28/2020
May	5/12/2020	
June	6/9/2020	
July	7/14/2020	
August	8/11/2020	
September	9/8/2020	
October	10/13/2020	
November	11/10/2020	
December	12/8/2020	

Upon Board approval at this meeting, staff will include the schedules in the December 2019 Utility Billing.

ATTACHMENTS:

1. Holiday and Board Meeting Schedule



2020 Holiday Schedule

Effective January 1, 2020

805.985.6021

www.cibcsd.com

Holiday	Date of Closure	Day	Office Status	Trash Service
New Years 2020	12/24/19-1/1/2020	1 week	Closed	Thur. Service Delayed 1 Day
MLK Day	1/20/2020	Monday	Closed	Regular Service
Presidents day	2/17/2020	Monday	Closed	Regular Service
Cesar Chavez Day	3/31/2020	Tuesday	Open	Regular Service
Memorial Day	5/25/2020	Monday	Closed	Delayed One Day
Independence Day	7/3/2020	Friday	Closed	Regular Service
Labor Day	9/7/2020	Monday	Closed	Delayed One Day
Columbus Day	10/12/2020	Monday	Open	Regular Service
Veterans Day	11/11/2020	Wednesday	Closed	Regular Service
Thanksgiving	11/26/2020	Thursday	Closed	Thur. Service Delayed 1 Day
Thanksgiving (Day after)	11/27/2020	Friday	Closed	Regular Service
Christmas Eve THRU	12/24/2020	Thursday	Closed	No Friday Service
New Years Day 2021	1/1/2021	Friday	Closed	No Friday Service

2020 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	1/14/2020	
February	2/11/2020	
March	3/10/2020	
April	4/14/2020	4/28/2020
May	5/12/2020	
June	6/9/2020	
July	7/14/2020	
August	8/11/2020	
September	9/8/2020	
October	10/13/2020	
November	11/10/2020	
December	12/8/2020	

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:

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

PETER MARTINEZ
General Manager

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Regular Board Meeting, December 10, 2019

To: Board of Directors
From: Peter Martinez, *General Manager*
Subject: PFOA & PFAS Informational Update
Item No. F-1

RECOMMENDATION:

Receive and file report

FINANCIAL IMPACT: There is no financial impact to the District.

BACKGROUND:

Perfluorooctanoate (PFOA) and perfluorooctanesulfonate (PFAS) are fluorinated organic chemicals that are part of a larger group of artificial chemicals referred to as per-and poly-fluoroalkyl substances (PFAS). PFOA and PFAS were identified as health risks during the 2000s and phased out of manufacturing in the United States, but some imported products still contain these substances. They have been used extensively in consumer products such as carpets, clothing, fabrics for furniture, paper packaging for food, fire-fighting foams, and other materials designed to be water proof, stain resistant or non-stick. PFAS substances have been detected in some water supplies, particularly around airports, landfills, and existing and former military bases.

To date, more than 600 drinking water supply wells in California have been tested for perfluorooctanoate (PFOA) and perfluorooctanesulfonate (PFOS). In August, the State Water Resources Control Board's Division of Drinking Water (DDW) announced new Notification Levels for PFOA and PFOS of 5.1 parts per trillion (ppt) and 6.5 ppt, respectively. While Notification Levels are not regulations, water agencies must notify local governing bodies if they are exceeded.

The current Drinking Water Response Level for PFOA and PFOS is 70 ppt. When Response Levels are exceeded, the State Water Board recommends that water agencies either remove the water source from service or notify governing bodies and customers that the water source exceeds these levels and is still being used.

AB 756 (C. Garcia), which goes into effect Jan. 1, 2020, establishes new requirements for monitoring and public notification of PFAS levels in drinking water. This bill authorizes the state board to order a public water system to monitor PFOS & PFAS. Additionally, the bill will require

community water systems, upon detection of these substances, to report the detection. If the detection level exceeds the response level this bill would require the agency to take the water system out of use.

DISCUSSION/ANALYSIS:

On November 14, 2019, the District performed sampling of the District's distribution system for PFOA & PFAS at the Panama Sample Station located near the Cross-Base Pipeline turnout. These samples were sent to an Environmental Protection Agency (EPA) certified laboratory to ensure compliance with future regulations. Upon analysis, Babcock Laboratories, Inc. provided the results on December 3, 2019, indicating a Non-Detect (ND) for the PFOA & PFAS sample.

ATTACHMENTS:

1. PFOA & PFAS Sampling Results
2. Assembly Bill 756 (C. Garcia)



BABCOCK Laboratories, Inc.
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Client Name: Channel Islands Beach Community Services D
Contact: Robert Nast
Address: 353 Santa Monica Drive
Oxnard, CA 93035

Analytical Report: Page 1 of 3
Project Name: PFAS Quote
Project Number: PFAS Quote

Report Date: 03-Dec-2019

Work Order Number: B9K1958

Received on Ice (Y/N): Yes Temp: 2 °C

Attached is the analytical report for the sample(s) received for your project. Below is a list of the individual sample descriptions with the corresponding laboratory number(s). Also, enclosed is a copy of the Chain of Custody document (if received with your sample(s)). Please note any unused portion of the sample(s) may be responsibly discarded after 30 days from the above report date, unless you have requested otherwise.

Thank you for the opportunity to serve your analytical needs. If you have any questions or concerns regarding this report please contact our client service department.

Sample Identification

<u>Lab Sample #</u>	<u>Client Sample ID</u>	<u>Matrix</u>	<u>Date Sampled</u>	<u>By</u>	<u>Date Submitted</u>	<u>By</u>
B9K1958-01	Panama Sample Strn	Water	11/14/19 15:00	Pete Martinez	11/15/19 10:04	UPS



BABCOCK Laboratories, Inc.
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Analytical Report: Page 2 of 3
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Received on Ice (Y/N): Yes Temp: 2 °C

Laboratory Reference Number

B9K1958-01

<u>Sample Description</u>	<u>Matrix</u>	<u>Sampled Date/Time</u>	<u>Received Date/Time</u>
Panama Sample Stn	Water	11/14/19 15:00	11/15/19 10:04

<u>Analyte(s)</u>	<u>Result</u>	<u>RDL</u>	<u>Units</u>	<u>Method</u>	<u>Analysis Date</u>	<u>Analyst</u>	<u>Flag</u>
Perfluorinated Compounds by EPA 537.1							
Hexafluoropropylene oxide dimer acid (HFPO-DA)	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
N-EtFOSAA	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
N-MeFOSAA	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
Perfluorobutanesulfonic Acid (PFBS)	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
Perfluorodecanoic Acid (PFDA)	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
Perfluorododecanoic Acid (PFDoDA)	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
Perfluoroheptanoic Acid (PFHpA)	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
Perfluorohexanesulfonic Acid (PFHxS)	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
Perfluorohexanoic Acid (PFHxA)	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
Perfluorononanoic Acid (PFNA)	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
Perfluorooctanesulfonic Acid (PFOS)	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
Perfluorooctanoic Acid (PFOA)	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
Perfluorotetradecanoic Acid (PFTeDA)	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
Perfluorotridecanoic Acid (PFTrDA)	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
Perfluoroundecanoic Acid (PFUnA)	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
11-chloroeicosafuoro 3oxaundecane-1-sulfonic Acid	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
9-chlorohexadecafluoro-3-oxanon e-1-sulfonic Acid	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
4,8-dioxa-3H-perfluorononanoic Acid (ADONA)	ND	2.0	ng/L	EPA 537.1	11/26/19 17:07	DIS	
Surrogate: N-EtFOSAA-D5	75.4	% 70-130		EPA 537.1	11/26/19 17:07	DIS	
Surrogate: 13C-PFDA	94.0	% 70-130		EPA 537.1	11/26/19 17:07	DIS	
Surrogate: 13C-PFHxA	87.8	% 70-130		EPA 537.1	11/26/19 17:07	DIS	
Surrogate: 13C-HFPO-DA	82.5	% 70-130		EPA 537.1	11/26/19 17:07	DIS	



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Analytical Report: Page 3 of 3
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Report Date: 03-Dec-2019

Work Order Number: B9K1958

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Notes and Definitions

- ND: Analyte NOT DETECTED at or above the Method Detection Limit (if MDL is reported), otherwise at or above the Reportable Detection Limit (RDL)
- NR: Not Reported
- RDL: Reportable Detection Limit
- MDL: Method Detection Limit
- * / " : NELAP does not offer accreditation for this analyte/method/matrix combination

Approval

Enclosed are the analytical results for the submitted sample(s). Babcock Laboratories certify the data presented as part of this report meet the minimum quality standards in the referenced analytical methods. Any exceptions have been noted.

Shelia Marie McGlown

cc:

e-Short_No Alias.rpt

This report applies only to the sample(s) analyzed. As a mutual protection to clients, the public, and Babcock Laboratories, Inc., this report is submitted and accepted for the exclusive use of the Client to whom it is addressed. Interpretation and use of the information contained within this report are the sole responsibility of the Client. Babcock Laboratories, Inc. is not responsible for any misinformation or consequences that may result from misinterpretation or improper use of this report. This report is not to be modified or abbreviated in any way. Additionally, this report is not to be used, in whole or in part, in any advertising or publicity matter without written authorization from Babcock Laboratories, Inc. The liability of Babcock Laboratories, Inc. is limited to the actual cost of the requested analyses, unless otherwise agreed upon in writing. There is no other warranty expressed or implied.

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CA ELAP No. 2698
EPA No. CA00102
NELAP No. OR4035
LACSD No. 10119

Assembly Bill No. 756

CHAPTER 162

An act to add Section 116378 to the Health and Safety Code, relating to drinking water.

[Approved by Governor July 31, 2019. Filed with Secretary of State July 31, 2019.]

LEGISLATIVE COUNSEL'S DIGEST

AB 756, Cristina Garcia. Public water systems: perfluoroalkyl substances and polyfluoroalkyl substances.

Existing law, the California Safe Drinking Water Act, requires the State Water Resources Control Board to administer provisions relating to the regulation of drinking water to protect public health, including, but not limited to, conducting research, studies, and demonstration programs relating to the provision of a dependable, safe supply of drinking water, enforcing the federal Safe Drinking Water Act, adopting implementing regulations, and conducting studies and investigations to assess the quality of water in private domestic water supplies. Under the California Safe Drinking Water Act, the implementing regulations are required to include, but are not limited to, monitoring of contaminants and requirements for notifying the public of the quality of the water delivered to customers.

This bill would authorize the state board to order a public water system to monitor for perfluoroalkyl substances and polyfluoroalkyl substances. The bill would require a community water system or a nontransient noncommunity water system, upon a detection of these substances, to report that detection, as specified. The bill would require a community water system or a nontransient noncommunity water system where a detected level of these substances exceeds the response level to take a water source where the detected levels exceed the response level out of use or provide a prescribed public notification.

The people of the State of California do enact as follows:

SECTION 1. Section 116378 is added to the Health and Safety Code, to read:

116378. (a) The state board may order a public water system to monitor for perfluoroalkyl substances and polyfluoroalkyl substances, in accordance with conditions set by the state board. A laboratory that has accreditation or certification pursuant to Article 3 (commencing with Section 100825) of Chapter 4 of Part 1 of Division 101 shall perform the analysis of any material required by an order to monitor for these substances. The order shall identify

the analytical test methods to be used by laboratories and provide for the electronic submission of monitoring results to the state board.

(b) An order issued pursuant to subdivision (a) may apply to an individual public water system, specific groups of public water systems, or to all public water systems. Chapter 3.5 (commencing with Section 11340) of Part 1 of Division 3 of Title 2 of the Government Code does not apply to an order issued pursuant to subdivision (a) to specific groups of public water systems or to all public water systems. All monitoring results shall be submitted to the state board electronically as directed by the state board in its order.

(c) (1) If any monitoring undertaken pursuant to an order issued under subdivision (a) results in a confirmed detection, a community water system or a nontransient noncommunity water system shall report that detection in the water system's annual consumer confidence report. Unless the water source is taken out of use or new data becomes available to show that the response level is no longer being exceeded, the community or nontransient noncommunity water system will provide notice of the exceedance of the response level in the water system's consumer confidence report.

(2) In addition to the notification pursuant to paragraph (1), for perfluoroalkyl substances and polyfluoroalkyl substances with notification levels, a community water system or a nontransient noncommunity water system shall report the detection if the level exceeds the notification level as required by Section 116455.

(3) For perfluoroalkyl substances and polyfluoroalkyl substances with response levels where detected levels of a substance exceed the response level, a community water system or a nontransient noncommunity public water system shall take a water source where detected levels exceed the response level out of use or provide public notification within 30 days of the confirmed detection. For the purposes of this paragraph, notice shall be provided as follows:

(A) A community water system shall do the following:

(i) Mail or directly deliver notice to each customer receiving a bill, including those that provide drinking water to others, and to other service connections to which water is delivered by the water system.

(ii) Email notice to each customer of the water system with an email address known by the water system.

(iii) Post the notice on the internet website of the water system.

(iv) Use one or more of the following methods to reach persons not likely to be reached by the notice provided in clause (i):

(I) Publish notice in a local newspaper for at least seven days.

(II) Post notice in conspicuous public places served by the water system for at least seven days.

(III) Post notice on an appropriate social media site for at least seven days.

(IV) Deliver notice to community organizations.

(B) A nontransient noncommunity water system shall do both of the following:

- (i) Post notice in conspicuous locations throughout the area served by the water system.
- (ii) Use one or more of the following methods to reach persons not likely to be reached by the notice provided in clause (i):
 - (I) Publish notice in a local newspaper for at least seven days.
 - (II) Publish notice in a newsletter distributed to customers.
 - (III) Send notice by email to employees or students.
 - (IV) Post notice on the internet website of the water system and an appropriate social media site for at least seven days.
 - (V) Deliver notice directly to each customer.
- (C) A notice shall contain all of the following information:
 - (i) A statement that there was a confirmed detection above the response level, the numeric level of the applicable response level, and the level of the confirmed detection.
 - (ii) A description of the potential adverse health effects as identified by the state board in establishing the notification level or response level.
 - (iii) The population at risk, including subpopulations particularly vulnerable from exposure.
 - (iv) The name, business address, and phone number of the water system owner, operator, or designee, as a source of additional information concerning the notice.
 - (v) A statement to encourage the notice recipient to distribute the notice to other persons served, using the following standard language: “Please share this information with all of the other people who drink this water, especially those who may not have received this public notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.”
 - (vi) Information in Spanish regarding the importance of the notice or a telephone number or address where Spanish-speaking residents may contact the water system to obtain a translated copy of the notice or assistance in Spanish.
 - (vii) If a non-English speaking group other than a Spanish-speaking group exceeds 1,000 residents or 10 percent of the residents served by the water system, either of the following:
 - (I) Information in the appropriate language regarding the importance of the notice.
 - (II) A telephone number or address where a resident may contact the water system to obtain a translated copy of the notice or assistance in the appropriate language.
- (D) The following requirements apply to a notice provided by a water system:
 - (i) The notice shall be displayed so that it catches people’s attention when printed or posted.
 - (ii) The message in the notice should be understandable at the eighth grade reading level.

(iii) The notice shall not contain technical language beyond an eighth grade reading level or print smaller than 12-point type.

(iv) The notice shall not contain language that minimizes or contradicts the information provided in the notice.

(d) This section is not a substitute for compliance with any requirements of Chapter 17.5 (commencing with Section 7290) of Division 7 of Title 1 of the Government Code that apply to a community water system or nontransient noncommunity water system.

O



Board of Directors:

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

PETER MARTINEZ
General Manager

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A PUBLIC ENTITY SERVING CHANNEL ISLANDS BEACHES AND HARBOR · CIBCSD.COM

Regular Board Meeting, December 10, 2019

To: Board of Directors
From: Peter Martinez, *General Manager*
Subject: Fox Canyon Groundwater Management Agency Update
Item No. F-2

INFORMATION:

The General Manager will provide an update on an ordinance which establishes a new pumping allocation system for the Oxnard and Pleasant Valley Basins. This ordinance was adopted by the Fox Canyon Groundwater Management Agency on October 23, 2019.

Attachment: Ordinance to Establish an Allocation System for the Oxnard and Pleasant Valley Groundwater Basins

**AN ORDINANCE TO ESTABLISH AN ALLOCATION SYSTEM
FOR THE OXNARD AND PLEASANT VALLEY
GROUNDWATER BASINS**

ARTICLE 1. FINDINGS

- 1.1. The Pleasant Valley Groundwater Basin and Oxnard Groundwater Subbasin (collectively, “the Basins”) are located within Fox Canyon Groundwater Management Agency (“Agency”) and have been designated by the California Department of Water Resources as high priority groundwater basins that are subject to critical conditions of overdraft.
- 1.2. The Agency is required under the Sustainable Groundwater Management Act (“SGMA”) to manage the Basins under a groundwater sustainability plan by January 31, 2020.
- 1.3. The groundwater sustainability plan must include an estimate of the sustainable yield for the Basins.
- 1.4. Based on current projections, the sustainable yield of the Basins will be less than recent average annual groundwater extractions from the Basins.
- 1.5. The 10-year period prior to January 1, 2015, the date SGMA became effective, includes a complete climate cycle and is representative of annual average precipitation, groundwater extractions from the Basins and deliveries of surface water from the Santa Clara River through United Water Conservation District’s Pleasant Valley Pipeline and Pumping Trough Pipeline in lieu of groundwater extractions from the Basins. During the 10-year period, these in lieu deliveries averaged 15,600 acre-feet annually and consisted of surface water that otherwise would have been used for groundwater recharge.
- 1.6. During the 10-year period prior to January 1, 2015, the Conejo Creek Project supplied an average of 4,978 acre-feet of surface water annually to Pleasant Valley County Water District for agricultural use which otherwise could have been supplied by pumping groundwater from the Basins. During that period, there was a corresponding decrease in groundwater use within Pleasant Valley’s service area.
- 1.7. The adoption of this ordinance is a necessary step in the transition from the Agency’s current groundwater management programs to sustainable groundwater management under SGMA. As part of that transition, the Agency intends to move from a wellhead-based to a land-based allocation system; however, implementation of that change is not feasible until such time as the Agency has developed sufficient parcel-based water-use data to allow for effective regulation of extractions on that basis.
- 1.8. The measures set forth in this ordinance are necessary to improve and protect the quantity and quality of groundwater supplies within the Basins.
- 1.9. This ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to Water Code section 10728.6 and CEQA Guidelines sections 15061(b)(3), 15307 and 15308.

- 1.10. The extraction allocations established under this ordinance are consistent with the land use elements of the applicable general plans to the extent that there is sufficient sustainable yield in the Basins to serve the land use designations therein.

ARTICLE 2. PURPOSE

The purpose of this ordinance is to facilitate adoption and implementation of the groundwater sustainability plan and to ensure that the Basins are operated within their sustainable yields. It is not the purpose of this ordinance to determine or alter water right entitlements, including those which may be asserted pursuant to California Water Code sections 1005.1, 1005.2 or 1005.4.

ARTICLE 3. PERIODIC REVIEW PROCEDURE

The Board will periodically review the effectiveness of this ordinance toward meeting its purpose. This review shall occur at least once every five years. If necessary, this ordinance will be amended to ensure that the sustainability goals of the groundwater sustainability plans are met.

ARTICLE 4. DEFINITIONS

- 4.1 "Agency" shall mean the Fox Canyon Groundwater Management Agency.
- 4.2 "Agricultural Operator" shall mean an owner or operator of an extraction facility used to produce groundwater for use on lands in the production of plant crops or livestock for market and uses incidental thereto.
- 4.3 "Assessor's Parcel Map" shall mean an official map designating parcels by Assessor's Parcel Number.
- 4.4 "Assessor's Parcel Number" shall mean the number assigned to a parcel by the County of Ventura for purposes of identification.
- 4.5 "Base Period" shall mean calendar years 2005 through 2014.
- 4.6 "Base-Period Conejo Creek Deliveries" shall mean the average annual amount of Conejo Creek Water Deliveries during the base period.
- 4.7 "Base-Period Extraction" shall mean the average annual groundwater extraction based on reported extractions during the base period, excluding any extractions that incurred surcharges.
- 4.8 "Base-Period PTP Deliveries" shall mean the average annual amount of PTP deliveries during the base period as reported to the Agency by United.
- 4.9 "Base-Period PV Deliveries" shall mean the average annual amount of PV deliveries during the base period as reported to the Agency by United.

- 4.10 "Basins" shall mean the Pleasant Valley Groundwater Basin and the Oxnard Groundwater Subbasin.
- 4.11 "Board" shall mean the Board of Directors of the Agency.
- 4.12 "Conejo Creek Project" shall mean the Conejo Creek Diversion structure and appurtenances owned and operated by Camrosa Water District through which recycled water discharged from the Hill Canyon Wastewater Treatment Plant is diverted from Conejo Creek for delivery to Camrosa Water District and Pleasant Valley.
- 4.13 "Conejo Creek Water Deliveries" shall mean deliveries of water to Pleasant Valley from the Conejo Creek Project.
- 4.14 "Executive Officer" shall mean the individual appointed by the Board to administer Agency functions or his/her designee.
- 4.15 "Extraction Allocation" shall mean the amount of groundwater that may be obtained from an extraction facility during a given water year before a surcharge is imposed.
- 4.16 "Extraction Facility" shall mean any device or method (e.g. water well) for extraction of groundwater within the Basin.
- 4.17 "Groundwater Sustainability Plan" shall mean the plan or plans, and any amendment thereof, developed and adopted by the Agency for the Basins in accordance with SGMA.
- 4.18 "Management Area" shall mean an area within the Basins for which the groundwater sustainability plan may identify different minimum thresholds, measurable objectives, monitoring or projects and management actions in accordance with regulations adopted pursuant to chapter 10 of SGMA.
- 4.19 "Municipal and Industrial Operator" shall mean an owner or operator that supplied groundwater for domestic, industrial, commercial or other non-agricultural use.
- 4.20 "Municipal and Industrial (M&I) Use" shall mean any use other than agricultural irrigation.
- 4.21 "Mutual Water Company" shall mean a corporation organized for, or engaged in the business of, selling, distributing, supplying, or delivering water to its stockholders and members at cost for irrigation purposes or for M&I use.
- 4.22 "O-H Pipeline" means the water distribution system operated by United that supplies groundwater to contractors under the O-H Pipeline Agreement.
- 4.23 "O-H Pipeline Agreement" means the Water Supply Agreement for Delivery of Water Through the Oxnard/Hueneme Pipeline dated July 1, 1996, and any amendment thereto.
- 4.24 "Operator" shall mean a person operating an extraction facility. The owner of an extraction facility shall be conclusively presumed to be the operator unless a satisfactory showing is made to the Agency that the extraction facility actually is operated by some other person.

- 4.25 "Owner" shall mean a person owning an extraction facility or an interest in an extraction facility other than a lien to secure the payment of a debt or other obligation and shall include any mutual water company and incorporated ownership.
- 4.26 "Parcel" shall mean a lot or parcel shown on an Assessor's Parcel Map with an assigned Assessor's Parcel Number.
- 4.27 "Person" shall mean any state or local governmental agency, private corporation, firm, partnership, individual, group of individuals, or, to the extent authorized by law, any federal agency.
- 4.28 "Pleasant Valley" shall mean Pleasant Valley County Water District.
- 4.29 "Pleasant Valley's Service Area" shall mean all lands shown on the map of the boundaries of Pleasant Valley on file with the Ventura Local Agency Formation Commission.
- 4.30 "PTP Deliveries" shall mean deliveries of surface water from the Santa Clara River through United's Pumping Trough Pipeline.
- 4.31 "PV Deliveries" shall mean deliveries of surface water from the Santa Clara River through United's Pleasant Valley Pipeline.
- 4.32 "Sustainable Groundwater Management Act" or "SGMA" shall mean Part 2.74 of Division 6 of the California Water Code, sections 10720 et seq.
- 4.33 "Sustainable Yield" shall mean the maximum quantity of water that can be withdrawn annually from the Basins as provided in the groundwater sustainability plan.
- 4.34 "United" shall mean United Water Conservation District.
- 4.35 "Water Market" shall mean a program which, by ordinance, allows the transfer of extraction allocations through a market administered by or on behalf of the Agency.
- 4.36 "Water Purveyor" shall mean a mutual water company, special district, or municipality that supplies groundwater to others for agricultural or municipal and industrial use.
- 4.37 "Water Year" shall mean the period from October 1 of one calendar year through September 30 of the following calendar year.

ARTICLE 5. GENERAL PROVISIONS

- 5.1 Notwithstanding any other Agency ordinance provision to the contrary, including article 2 of Emergency Ordinance E, the Executive Officer shall establish an operator's extraction allocation for each extraction facility located within the Basins as set forth herein. The alternative extraction allocations authorized under section 5.6 of the Agency Ordinance Code shall not be available to an operator for extracting groundwater from the Basins. Except as expressly provided herein, the provisions governing extraction allocations set forth in section 5.2 of the Agency Ordinance Code shall apply to groundwater extractions from the Basins.
- 5.2 Except as provided in section 5.5, an extraction allocation established under this ordinance is assigned to an extraction facility. An operator with more than one extraction facility in the same groundwater basin may combine the extraction allocations for the individual facilities. If the groundwater sustainability plan creates one or more management areas within the Basins, the Board may limit the ability to combine extraction allocations assigned to extraction facilities in different management areas. Limitations on combining extraction facilities in different management areas shall be set forth in a Resolution adopted by the Board based on a determination that the limitation is necessary in order to implement the groundwater sustainability plan.
- 5.3 All extractions in excess of an allocation established by this ordinance shall be subject to extraction surcharges in the same manner as provided in the Agency Ordinance Code for extractions that exceed the historical and/or baseline allocation.
- 5.4 Extraction allocations may be transferred or temporarily assigned only as provided in article 9 of this ordinance.
- 5.5 The extraction allocation assigned to extraction facilities operated by United to supply water through the O-H Pipeline is "held in trust [by United] for Any or All Contractors" as a "Suballocation" as those terms are defined in the O-H Pipeline Agreement. Upon termination of or withdrawal of any party from the O-H Pipeline Agreement, the distribution of the extraction allocation assigned to the O-H Pipeline extraction facilities shall be decided by mutual agreement of United and the affected parties or as determined by a court. Notwithstanding any such agreement or court determination or the O-H Pipeline Agreement, the extraction allocation assigned to the O-H Pipeline extraction facilities shall be subject to all applicable Agency rules and regulations for the use and adjustment of extraction allocations, including chapter 5 of the Agency Ordinance Code, and to any allocation reductions implemented in accordance with article 10 of this ordinance.
- 5.6 In the event of a local, State, or Federal declaration of emergency with the potential to affect water supplies within the Agency, at the next scheduled meeting, the Board will consider whether to allow an operator to request an adjustment of the extraction allocation as a result of the emergency. The information required in support of the request will be set forth in a Resolution adopted by the Board.

ARTICLE 6. INITIAL ALLOCATIONS

6.1 Until such time as the reductions described in article 10 are implemented and except as otherwise provided in this article, an operator’s extraction allocation shall be the base-period extraction as reported to the Agency pursuant to chapter 2 of the Agency Ordinance Code. The extraction allocation established under this section is called “base-period allocation.”

6.1.1 In recognition of the use of surface water from the Conejo Creek Project and the corresponding reduction in total agricultural extractions within Pleasant Valley’s service area during the base period, Pleasant Valley’s base-period allocation shall be increased in an amount equal to base-period Conejo Creek water deliveries, subject to the adjustment described in subsection 6.1.1.1.

6.1.1.1 Pleasant Valley shall include in the Semi-Annual Extraction Statement required under section 2.3 of the Agency Ordinance Code a report on the use of Conejo Creek water during the reporting year. In each year in which Pleasant Valley receives Conejo Creek water deliveries, its base-period allocation for that year shall be reduced in an amount equal to the Conejo Creek water deliveries during the year.

6.1.1.2 The Board may transfer a portion of the allocation established under subsection 6.1.1 from Pleasant Valley to an operator of an extraction facility located within Pleasant Valley’s service area upon a showing that the operator reduced extractions during the base period as a result of taking deliveries from Pleasant Valley. The transfer will avoid a windfall allocation that may otherwise result under subsection 6.1.1 of this ordinance and shall be subject to the procedures set forth in subsection 5.3.9 of the Agency Ordinance Code.

6.2 In order to encourage the coordinated use of groundwater from the Basins and surface water supplies from the Santa Clara River while eliminating overdraft and maintaining the sustainability goals established under SGMA, Pleasant Valley and United may increase groundwater use in years when these surface water supplies are less than normal, provided that a corresponding reduction in extractions occurs in years when surface water supplies from the Santa Clara River are more abundant. The coordinated use of these water supplies shall be implemented through adjustments to the extraction allocation as provided in this section. This extraction allocation flexibility is called “Santa Clara River Water Flex Allocation.”

6.2.1 Santa Clara River Water Flex Allocation

6.2.1.1 In any year in which the volume of surface water available for PV deliveries is less than base-period PV deliveries, Pleasant Valley’s base-period allocation for that year shall be increased in an amount equal to the shortfall in available PV deliveries. The extraction allocation available under this subsection shall be subject to any allocation reductions implemented in accordance with article 10 of this ordinance.

6.2.1.2 In any year in which the volume of surface water available for PV deliveries exceeds base-period PV deliveries, Pleasant Valley’s base-period allocation for

that year shall be reduced by the amount of excess available PV deliveries. In order to provide a minimum extraction allocation during periods when PV deliveries are not available, Pleasant Valley's allocation shall not be reduced below 50 percent of Pleasant Valley's base-period extraction. The minimum extraction allocation available under this subsection shall not be eligible for carryover under article 8 of this ordinance.

- 6.2.1.3 Surface water shall be deemed available for PV deliveries as demonstrated in an annual report to be submitted by United pursuant to subsection 6.2.1.8. In any year in which Pleasant Valley does not make full use of the surface water available for PV deliveries, Pleasant Valley's base-period allocation for that year shall be reduced by the amount of available surface water not taken by Pleasant Valley.
- 6.2.1.4 In any year in which the volume of surface water available for PTP deliveries is less than base-period PTP deliveries, United's base-period allocation for that year shall be increased in an amount equal to the shortfall in available PTP deliveries. The extraction allocation available under this subsection shall be subject to any allocation reductions implemented in accordance with article 10 of this ordinance.
- 6.2.1.5 In any year in which the volume of surface water available for PTP deliveries exceeds base-period PTP deliveries, United's base-period allocation for that year shall be reduced by the amount of excess available PTP deliveries. In order to provide a minimum extraction allocation during periods when PTP deliveries are not available, United's allocation shall not be reduced below 50 percent of United's base-period extraction. The minimum extraction allocation available under this subsection shall not be eligible for carryover under article 8 of this ordinance.
- 6.2.1.6 Surface water shall be deemed available for PTP deliveries as demonstrated in an annual report to be submitted by United pursuant to subsection 6.2.1.8. In any year in which United does not make full use of the surface water available for PTP deliveries, United's base-period allocation for that year shall be reduced by the amount of available surface water not used by United.
- 6.2.1.7 To provide Pleasant Valley and United with the operational flexibility to respond to annual variations in the availability of Santa Clara River water, any surcharge for excess extractions that would otherwise be assessed annually shall be determined at the end of each five-year period following the operative date of this ordinance. Surcharges for any excess extractions shall be assessed as provided in sections 6.3 and 6.4.
- 6.2.1.8 United shall submit an annual report on its diversion of Santa Clara River water during the preceding water year. The report shall state the total volume of river diversions, the total volume of surface water made available for PTP deliveries and PV deliveries and the total volume put to other uses. The report shall state these volumes in acre-feet, supported by meter readings, and include such

other information determined by the Executive Officer to be reasonably necessary to carry out the intent of this article.

6.2.2 Pleasant Valley and United shall include in the Semi-Annual Extraction Statement required under section 2.3 of the Agency Ordinance Code a report on the use of Santa Clara River water and the resulting Santa Clara River Water Flex Allocation for the reporting year.

6.3 Pleasant Valley shall be subject to surcharges on extractions in excess of cumulative base-period allocations, as adjusted in accordance with this article, during the preceding five-year period. If excess extractions occur, Pleasant Valley shall be deemed to have exceeded the extraction allocation in each of the preceding five years. A surcharge assessed under this section shall be due and payable within 30 days of issuance of a notice of imposition of surcharges.

6.4 United shall be subject to surcharges on extractions in excess of cumulative base-period allocations, as adjusted in accordance with this article, during the preceding five-year period. If excess extractions occur, United shall be deemed to have exceeded the extraction allocation in each of the preceding five years. A surcharge assessed under this section shall be due and payable within 30 days of issuance of a notice of imposition of surcharges.

ARTICLE 7. ADDITIONAL REQUIREMENTS FOR REPORTING EXTRACTIONS

In order to facilitate a transition from a wellhead-based to a land-based allocation system, operators in the Basins shall comply with the following reporting requirements in addition to those specified in the Agency Ordinance Code.

7.1 Agricultural operators not subject to section 7.2 shall report the following:

7.1.1 Each assessor's parcel number being supplied with groundwater produced by the operator's extraction facility;

7.1.2 The number of irrigated acres within each parcel; and

7.1.3 The source of all water used to irrigate those lands.

7.2 Mutual water companies, special districts and municipalities supplying groundwater or in lieu deliveries for agricultural use shall report the following:

7.2.1 Total volume of water from each source being supplied by the mutual water company, special district, or municipality;

7.2.2 Location and identifier of each agricultural turnout and meter owned by the mutual water company, special district, or municipality;

7.2.3 Monthly water deliveries to and meter readings from each agricultural turnout;

7.2.4 List of assessor's parcel numbers served by each agricultural turnout and meter; and

7.2.5 Customer name associated with each parcel.

7.3 Mutual water companies, special districts and municipalities supplying groundwater or in lieu deliveries for municipal and industrial use shall report the following:

7.3.1 Total volume of water from each source being supplied by the mutual water company, special district, or municipality;

7.3.2 Monthly water deliveries for all water being supplied by the mutual water company, special district, or municipality; and

7.3.3 List of assessor's parcel numbers (or a GIS shape file) served by the mutual water company, special district, or municipality.

7.4 Domestic and municipal and industrial well operators shall report the following:

7.4.1 Each assessor's parcel number being supplied with groundwater produced by the operator's extraction facility.

ARTICLE 8. ALLOCATION CARRYOVER

Except as otherwise provided and subject to the provisions of this article, an unused extraction allocation may be carried over for use in a subsequent water year. A maximum of fifty percent of an extraction allocation shall be available for carry over. The first water extracted during any year shall be deemed to be an exercise of the carryover authorized by this article. The cumulative allocation carryover shall not exceed one hundred percent of an extraction allocation. An unused carryover extraction allocation is not transferable between operators, except in an Agency-approved water market, and shall expire five (5) years after it was accrued. Annual allocation carryover for extraction facilities combined under a single operator in accordance with section 5.2 shall be evenly divided among the combined extraction facilities. The Board may limit the use of carry over allocations consistent with the provisions of the groundwater sustainability plan, provided that any such limitation shall be imposed on all operators on an equal basis.

ARTICLE 9. ALLOCATION TRANSFERS

9.1 Allocation transfers may be necessary to provide flexibility during and after the transition from the Agency's current groundwater management program to sustainable groundwater management under SGMA. Notwithstanding section 5.3 of the Agency Ordinance Code, transfers of allocation established under this ordinance shall comply with the provisions of this article or be allowed under an Agency-approved water market.

9.2 Upon adoption of the groundwater sustainability plan, and except as otherwise provided, transfers or temporary assignments of an extraction allocation are authorized provided the Agency finds that it does not impede achievement of the sustainability goals of the groundwater sustainability plan and would not be detrimental to an Agency-approved water market. In making this determination, the Agency shall, at a minimum, consider the location

of the extraction facilities, the total quantity of groundwater extracted in any year, groundwater quality impacts of the transfer and whether the proposed transfer or temporary assignment could be approved under an Agency-approved water market. Requests for the transfer or temporary assignment of extraction allocations shall be submitted jointly by the operators and owners involved and shall include the specific details of their proposal. To ensure consistency with the sustainability goals of the groundwater sustainability plan, transfers or temporary assignments of an extraction allocation shall be subject to conditions as determined by the Executive Officer. A temporary assignment of allocation shall not exceed one year.

- 9.3 Where there is a sale or transfer of a part of the acreage served by any extraction facility, the extraction allocation for that facility shall be equitably apportioned between the real property retained and the real property transferred by the owner of the extraction facility. This apportionment shall be approved by the Executive Officer who may modify the apportionment to assure equity.
- 9.4 When irrigated acreage changes to M&I use, the extraction allocation used to irrigate the acreage shall be transferred from the agricultural operator to the M&I operator on a one-to-one basis.
- 9.5 Transfers or temporary assignments of allocations between extraction facilities located within the same groundwater basin shall be considered for approval by the Executive Officer. All other requests for transfers or temporary assignments shall be submitted to the Board for approval.

ARTICLE 10. REDUCTION OF ALLOCATIONS

- 10.1 If the sustainable yield is less than the total extraction allocations established in article 6, then extraction allocations, adjusted or otherwise, shall be reduced according to a schedule and method to be determined by the Board following adoption of the groundwater sustainability plan. An operator's use of surface water in lieu of groundwater after the effective date of this ordinance shall not subject that operator to a greater allocation reduction than is imposed on other operators.
- 10.2 It is the intent of the Board to establish a minimum allocation for agricultural operators based on the sustainable yield and to exempt minimum allocations from the reductions contemplated in section 10.1 until such time as the Board determines that a reduction of the minimum allocation is necessary in order to facilitate implementation of the groundwater sustainability plan.

ARTICLE 11. VARIANCES

The Executive Officer may, on written request from a land owner or operator, grant a variance from the requirements of this ordinance based on the standards set forth in this article.

- 11.1 Variance Purpose and Standards - The sole purpose of any variance shall be to enable an owner or operator to make reasonable use of groundwater in the same manner as other users

of groundwater in the Basins. Before any variance may be granted, the owner or operator must establish and the Agency must determine that all of the following standards are met:

- 11.1.1 That there are special circumstances or exceptional characteristics applicable to the owner or operator which do not apply generally to comparable owners or operators in the Basins; and
 - 11.1.2 That granting a variance will not confer a special privilege inconsistent with the limitations upon other owners and operators in the Basins; and
 - 11.1.3 That denial of a variance will result in practical difficulties or unnecessary hardships inconsistent with the general purpose of this ordinance; and
 - 11.1.4 That the granting of a variance will not be inconsistent with the groundwater sustainability plan or the provisions of SGMA or with other regulations or ordinances of the Agency or detrimental to the Agency's ability to improve and protect the quantity or quality of groundwater supplies within the Basins; and
 - 11.1.5 That the granting of a variance will not substantially impede the Agency's ability to achieve sustainable groundwater management or the actual sustainability of groundwater in the Basins.
- 11.2 Burden of Proof – A person seeking a variance shall have the burden of proving to the satisfaction of the Executive Officer that the above standards can be met.
- 11.3 The Agency may recognize and consider other mitigating factors demonstrated or proposed by the applicant. The Agency at its discretion may include and impose those or other factors as conditions of granting the variance request.
- 11.4 The Executive Officer may consider any prior requests, permits, other Agency decisions, or enforcement actions associated with the owner or operator.
- 11.5 Any new or increased extraction allocation granted by the Agency pursuant to a variance request may not be transferred without prior Agency approval.
- 11.6 Variance Procedures – All requests for a variance shall be filed in writing with the Agency.
- 11.7 Application Period – For the water year beginning October 1, 2020, variances may be applied for by June 30, 2020. For all subsequent water years, variances may be applied for by June 30 for use in the following the water year.
- 11.8 Review Period – The Executive Officer shall make reasonable efforts to render a decision on all applications within 90 days from the date the variance is requested. The Executive Officer's decision shall be in writing and include the findings made relative to the standards set forth in section 11.1.

11.9 Appeals – The Executive Officer’s decision under this article is appealable in accordance with chapter 6.0 of the Agency Ordinance Code.

ARTICLE 12. CONFLICTS

Should any conflicts occur between the provisions of this ordinance and any other duly enacted Agency code or ordinance, the provisions of this ordinance shall govern.

ARTICLE 13. SEVERABILITY

Should any provision, section, subsection, paragraph, sentence or word of this ordinance be rendered or declared invalid by any final court action in a court of competent jurisdiction or by reason of any preemptive legislation, the remaining provisions, sections, subsections, paragraphs, sentences or words of this ordinance as hereby adopted shall remain in full force and effect.

ARTICLE 14. EFFECTIVE DATE; OPERATIVE DATE

This ordinance shall take effect on the thirty-first day after adoption and become fully operative on October 1, 2020.

PASSED AND ADOPTED this 23rd day of October, 2019, by the following vote:

AYES: 5

NOES: 0

ABSENT: 0



Chair, Board of
Directors Fox Canyon
Groundwater
Management Agency

ATTEST:

By: Jamie Malos
Clerk of the Board



Board of Directors:

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

PETER MARTINEZ
General Manager

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Regular Board Meeting, December 10, 2019

To: Board of Directors
From: Pete Martinez, *General Manager*
Subject: PHWA Agenda Review
Item No. F-3

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, December 16, 2019

Time: 4:00 PM

Location: City Council Chambers - 250 North Ventura Road, Port Hueneme, CA 93041

Items for Consideration:

1. BWRDF Operational Report
2. Adoption of FY 2019 – 2020 Budget