



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

Board of Directors:

JARED BOUCHARD, President
SHAWN THOMAS, Vice President
KRISTINA BREWER, Director
SEAN DEBLEY, Director
MICHAEL LEBOW, Director

PETER MARTINEZ
General Manager

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 Board Meeting beginning at 5:00 P.M. on Tuesday, July 14, 2026. The meeting will be held at the Channel Islands Beach Community Services District 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 is 3 minutes per speaker)

C. CONSENT CALENDAR:

1. Approve the Agenda Order

2. Financial Reports:
 - a. Cash Disbursal & Receipt Report – June 2026

3. Minutes:
 - a. June 9, 2026, Regular Board Meeting

4. Authorize customer requests 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.	00001109	\$52.30	\$206.59	\$258.89
b.	00000917	\$34.92	\$106.86	\$141.78
c.	15150-02	\$53.28	\$106.85	\$160.13
				\$ 560.80

D. SPECIAL PRESENTATION: WATERWORTH RATE CONSULTANTS

E. ACTION CALENDAR:

1. BAD DEBT WRITE OFF

Recommendation:

- 1) Approve Bad Debt Write Off from FY 2024/2025 to be written off in FY 2025/2026.

2. 2026 LOCAL AGENCY BIENNIAL REVIEW OF DISTRICT CONFLICT OF INTEREST

Recommendation:

- 1) Approve Biennial Conflict of Interest Code and direct Staff to file required notice with the County of Ventura.

F. INFORMATION CALENDAR:

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

G. BOARD MEMBER COMMENTS:

H. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

AGENDA POSTING CERTIFICATION

This agenda was posted Friday, July 10, 2026, 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 Lane
- 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
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 ACCOMMODATION. NOTICES, AGENDAS AND PUBLIC DOCUMENTS RELATED TO THE BOARD MEETINGS CAN BE MADE AVAILABLE IN ALTERNATIVE FORMAT UPON REQUEST.

Channel Islands Beach 2013

7/8/2026 2:33 PM

Register: 1002 · Checking Banc of CA

From 06/01/2026 through 06/30/2026

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/01/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			540.38	541,133.65
06/02/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			684.53	541,818.18
06/02/2026	ACH	So. California Edison...	2 - Sewer System Expe...	5-22-26	339.71			541,478.47
06/02/2026	ACH	Cardmember Service	8000 - Suspense	May 2025	3,523.69			537,954.78
06/02/2026	10122	805 Cleaning Services	2000 - Accounts Payable		750.00			537,204.78
06/02/2026	10123	ACWA/JPIA Health ...	2000 - Accounts Payable		1,005.81			536,198.97
06/02/2026	10124	Amazon Capital Serv...	2000 - Accounts Payable	\$40.74 used as ...	82.36			536,116.61
06/02/2026	10125	American Quick Lube	2000 - Accounts Payable	Ck 10045 stop ...	110.02			536,006.59
06/02/2026	10126	Atlantis Utility, INC.	2000 - Accounts Payable		232.37			535,774.22
06/02/2026	10127	Badger Meter	2000 - Accounts Payable		1,853.68			533,920.54
06/02/2026	10128	David Hardy	2000 - Accounts Payable	Customer refund	53.47			533,867.07
06/02/2026	10129	Mission Linen & Uni...	2000 - Accounts Payable		470.82			533,396.25
06/02/2026	10130	Remax Gold Coast R...	2000 - Accounts Payable	3845 Sunset -C...	112.31			533,283.94
06/02/2026	10131	Underground Service...	2000 - Accounts Payable		35.80			533,248.14
06/02/2026	10132	Pave West	2000 - Accounts Payable	Customer refund	337.50			532,910.64
06/02/2026	10133	City of Oxnard-Utilit...	2000 - Accounts Payable	March 2026	4,925.58			527,985.06
06/03/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			2,202.02	530,187.08
06/03/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			3,300.90	533,487.98
06/04/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			634.49	534,122.47
06/04/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			3,191.38	537,313.85
06/05/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			315.26	537,629.11
06/05/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			931.95	538,561.06
06/08/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			506.68	539,067.74
06/08/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			2,658.56	541,726.30
06/08/2026	10134	FGL Environmental I...	2000 - Accounts Payable		202.00			541,524.30
06/08/2026	10135	So. California Edison...	2000 - Accounts Payable		4.46			541,519.84
06/08/2026	10136	Tampa Hardware 2	2000 - Accounts Payable		45.64			541,474.20
06/08/2026	10137	Wex Bank	2000 - Accounts Payable		1,431.24			540,042.96
06/08/2026	10138	EJ Harrison & Sons, ...	2000 - Accounts Payable	pr pd 5-1-26 T...	56,009.44			484,033.52
06/09/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,225.67	485,259.19
06/09/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			3,294.38	488,553.57
06/09/2026	10139	FGL Environmental I...	2000 - Accounts Payable		202.00			488,351.57
06/09/2026	10140	Golden State Copier	2000 - Accounts Payable	Annual mainte...	3,078.00			485,273.57
06/10/2026	DEP	QB:DEPOSIT	2050 - Customer Depo...	Dep 6/10/26			150.00	485,423.57
06/10/2026	DEP	QB:DEPOSIT	2 - Sewer System Expe...	SCE Refund			192.90	485,616.47
06/10/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/8			7,223.01	492,839.48
06/10/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/9			2,577.76	495,417.24
06/10/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/9			5,636.32	501,053.56
06/10/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/8			6,317.55	507,371.11
06/10/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/1			2,884.36	510,255.47

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06/10/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			7,925.57	518,181.04
06/10/2026	ACH	Nationwide Retirement	-split-	py pd 05-23-26...	3,112.07			515,068.97
06/10/2026	ACH	CalPERS	-split-	pypd 05-23-26 ...	4,936.95			510,132.02
06/10/2026		QuickBooks Payroll ...	-split-	Created by Pay...	37,293.95			472,838.07
06/10/2026	To Print	Carol J Dillon	-split-	Direct Deposit		X		472,838.07
06/10/2026	To Print	Chaz C Ryan	-split-	Direct Deposit		X		472,838.07
06/10/2026	To Print	Erica M Pena	-split-	Direct Deposit		X		472,838.07
06/10/2026	To Print	Erika F Davis	-split-	Direct Deposit		X		472,838.07
06/10/2026	To Print	Rick J Rivera	-split-	Direct Deposit		X		472,838.07
06/10/2026	To Print	Peter A. Martinez	-split-	Direct Deposit		X		472,838.07
06/10/2026	To Print	E.D. Brock	-split-	Direct Deposit		X		472,838.07
06/10/2026	To Print	Jesus Navarro	-split-	Direct Deposit		X		472,838.07
06/11/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,115.03	473,953.10
06/11/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			2,907.97	476,861.07
06/11/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	6-11-26 Corre...	40.00			476,821.07
06/11/2026	10141	Famcon Pipe and Su...	2000 - Accounts Payable		1,268.77			475,552.30
06/11/2026	10142	CIBCS-D-Petty Cash	2000 - Accounts Payable		175.00			475,377.30
06/11/2026	10143	SSBP	2000 - Accounts Payable		5,144.00			470,233.30
06/12/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			1,516.55	471,749.85
06/12/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			7,903.42	479,653.27
06/12/2026	10144	FGL Environmental I...	2000 - Accounts Payable		486.00			479,167.27
06/12/2026	10145	Michael K. Nunley ...	2000 - Accounts Payable		1,777.00			477,390.27
06/15/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			1,977.49	479,367.76
06/15/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			6,980.14	486,347.90
06/15/2026	ACH	Vanco Chrg	6 - Administrative Exp...		82.60			486,265.30
06/16/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			2,087.97	488,353.27
06/16/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			5,850.74	494,204.01
06/16/2026	ACH	AT & T	6 - Administrative Exp...	6-1-26	1,035.72			493,168.29
06/16/2026	10151	A to Z Law, LLP	2000 - Accounts Payable	VOID:		X		493,168.29
06/16/2026	10152	Brown Armstrong A...	2000 - Accounts Payable		2,315.63			490,852.66
06/16/2026	10153	Great American Fina...	2000 - Accounts Payable		163.82			490,688.84
06/16/2026	10154	OTIS Elevator Comp...	2000 - Accounts Payable	Elevator repair	1,782.00			488,906.84
06/16/2026	10155	PHWA	2000 - Accounts Payable		86,402.63			402,504.21
06/16/2026	10156	A to Z Law, LLP	2000 - Accounts Payable		3,457.76			399,046.45
06/17/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/17			3,796.49	402,842.94
06/17/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/17			8,198.56	411,041.50
06/17/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/15			145.36	411,186.86
06/17/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/16			140.00	411,326.86
06/17/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/15			6,982.16	418,309.02
06/17/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/15			6,524.70	424,833.72

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/17/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/11			4,931.95	429,765.67
06/17/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/11			2,334.42	432,100.09
06/17/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/11			2,821.68	434,921.77
06/17/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/11			3,661.38	438,583.15
06/17/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/10			1,189.98	439,773.13
06/17/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Monthly Draft			38,351.82	478,124.95
06/17/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Monthly Draft			134,088.80	612,213.75
06/17/2026	RETCK	QB:Returned Item	1200 - Accounts Recei...	Gonzales	161.37			612,052.38
06/18/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			380.41	612,432.79
06/18/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			2,571.55	615,004.34
06/18/2026	10157	Accela Inc.	2000 - Accounts Payable		16,995.00			598,009.34
06/22/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			521.40	598,530.74
06/22/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			3,122.66	601,653.40
06/22/2026	ACH	SEIU, Local 721	*2020 - Payroll Liabilit...	Py pd 5-23-26 t...	83.75			601,569.65
06/22/2026	RETCK	QB:Returned Item	1200 - Accounts Recei...	Henry	293.87			601,275.78
06/22/2026	10158	Vogue Sign Company	2000 - Accounts Payable	Open house ba...	142.03			601,133.75
06/23/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,210.75	602,344.50
06/23/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			1,946.94	604,291.44
06/23/2026	ACH	SEIU, Local 721	*2020 - Payroll Liabilit...	pr pd 6-6-26 to ...	83.75			604,207.69
06/23/2026	10162	Pace Supply Corp	2000 - Accounts Payable		18.23			604,189.46
06/24/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/23			20,318.87	624,508.33
06/24/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/23			6,561.91	631,070.24
06/24/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/17			174.00	631,244.24
06/24/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/18			5,335.56	636,579.80
06/24/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/22			150.00	636,729.80
06/24/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/22			160.00	636,889.80
06/24/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			2,154.85	639,044.65
06/24/2026	ACH	CalPERS	*2020 - Payroll Liabilit...	6-24-26	216.00			638,828.65
06/24/2026	ACH	CalPERS	*2020 - Payroll Liabilit...	6-24-26	72.00			638,756.65
06/24/2026	ACH	CalPERS	-split-	Medical	15,416.47			623,340.18
06/24/2026	ACH	Aflac	*2020 - Payroll Liabilit...	270110	309.26			623,030.92
06/24/2026	ACH	Spectrum	6 - Administrative Exp...	6-6-26	173.32			622,857.60
06/24/2026	ACH	CalPERS	-split-	pr pd 6-6-26 to ...	4,970.67			617,886.93
06/24/2026	10163	Miguel Zavalza	2000 - Accounts Payable		2,650.00			615,236.93
06/24/2026	10164	Pace Supply Corp	2000 - Accounts Payable		14.82			615,222.11
06/24/2026	10165	Pacific Couriers	2000 - Accounts Payable		361.19			614,860.92
06/24/2026	10166	Staples	2000 - Accounts Payable		130.31			614,730.61
06/24/2026	10167	City of Oxnard	2000 - Accounts Payable	May 2026	598.25			614,132.36
06/24/2026		QuickBooks Payroll ...	-split-	Created by Pay...	29,347.89			584,784.47
06/24/2026	10159	Michael Lebow	-split-		706.97			584,077.50

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Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/24/2026	10160	Sean Debley	-split-		406.73			583,670.77
06/24/2026	10161	Shawn B Thomas	-split-		450.38			583,220.39
06/24/2026	To Print	Carol J Dillon	-split-	Direct Deposit		X		583,220.39
06/24/2026	To Print	Chaz C Ryan	-split-	Direct Deposit		X		583,220.39
06/24/2026	To Print	E.D. Brock	-split-	Direct Deposit		X		583,220.39
06/24/2026	To Print	Erica M Pena	-split-	Direct Deposit		X		583,220.39
06/24/2026	To Print	Erika F Davis	-split-	Direct Deposit		X		583,220.39
06/24/2026	To Print	Jared Bouchard	-split-	Direct Deposit		X		583,220.39
06/24/2026	To Print	Jesus Navarro	-split-	Direct Deposit		X		583,220.39
06/24/2026	To Print	Kristina N Brewer	-split-	Direct Deposit		X		583,220.39
06/24/2026	To Print	Peter A. Martinez	-split-	Direct Deposit		X		583,220.39
06/24/2026	To Print	Rick J Rivera	-split-	Direct Deposit		X		583,220.39
06/25/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Deposit Correc...			0.50	583,220.89
06/25/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,160.89	584,381.78
06/25/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			3,022.30	587,404.08
06/25/2026	ACH	Nationwide Retirement	-split-	pr pd 6-6-26 to ...	3,049.88			584,354.20
06/25/2026	ACH	Frontier-Office	6 - Administrative Exp...	6-14-26	420.51			583,933.69
06/25/2026	10168	Famcon Pipe and Su...	2000 - Accounts Payable		105.37			583,828.32
06/26/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			460.75	584,289.07
06/26/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			1,692.03	585,981.10
06/26/2026	10169	Hollister & Brace	2000 - Accounts Payable		1,636.08			584,345.02
06/29/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			323.63	584,668.65
06/29/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			2,027.03	586,695.68
06/30/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/25			173.63	586,869.31
06/30/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/30			13,748.65	600,617.96
06/30/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/25			395.00	601,012.96
06/30/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/25			4,837.99	605,850.95
06/30/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/25			3,554.03	609,404.98
06/30/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/25			4,984.12	614,389.10
06/30/2026	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 6/29			7,677.71	622,066.81
06/30/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			100.00	622,166.81
06/30/2026	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			496.52	622,663.33
06/30/2026	ACH	Cardmember Service	-split-	June 2026	7,176.81			615,486.52
06/30/2026	ACH	SCE- Office	-split-	6-25-26	605.42			614,881.10
06/30/2026	ACH	So. California Edison...	2 - Sewer System Expe...	6-24-26	1,802.74			613,078.36
06/30/2026	10172	805 Cleaning Services	2000 - Accounts Payable		750.00			612,328.36
06/30/2026	10173	Badger Meter	2000 - Accounts Payable		1,853.68			610,474.68
06/30/2026	10174	CCE Design Associa...	2000 - Accounts Payable		1,050.00			609,424.68
06/30/2026	10175	FGL Environmental I...	2000 - Accounts Payable		774.00			608,650.68
06/30/2026	10176	Miguel Zavalza	2000 - Accounts Payable		300.00			608,350.68

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
06/30/2026	10177	Actuarial Retirement ...	2000 - Accounts Payable		570.00			607,780.68
06/30/2026	10178	Plumbers Depot, Inc.	2000 - Accounts Payable		493.74			607,286.94
06/30/2026	10180	FGL Environmental I...	2000 - Accounts Payable		202.00			607,084.94

MINUTES OF THE
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING June 9, 2026

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

President Bouchard called the meeting to order at 5:01 P.M. In attendance, Vice President Thomas, Director Brewer, Director Debley, Director Lebow, General Manager, Peter Martinez, General Counsel, Dennis McNulty, Clerk of the Board, Erika Davis, Office Manager, CJ Dillon, and Operations Manager, Jesus (Chuy) Navarro.

B. PUBLIC COMMENTS:

None.

C. CONSENT CALENDAR:

Director Lebow made a motion to approve the Consent Calendar. Director Brewer seconded the motion. The motion passed.

Bouchard, Thomas, Brewer, Debley, Lebow

5 - Yes 0 -No

D. CLOSED SESSION:

General Counsel stated that the Board entered Closed Session at 5:04 p.m.

**1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GOV. CODE § 54957)
TITLE: GENERAL MANAGER**

General Counsel announced that the Board reconvened in Open Session at 5:29 p.m. and no reportable action had been taken during Closed Session.

E. ACTION CALENDAR:

1. ANNUAL PERFORMANCE AND SALARY REVIEW OF DISTRICT GENERAL MANAGER, THE BOARD WILL REVIEW AND CONSIDER THE GENERAL MANAGER'S PERFORMANCE AND COMPENSATION FOLLOWING CLOSED SESSION PERFORMANCE EVALUATION.

President Bouchard made the motion to award the General Manager a 1% merit-based salary increase. In making the motion President Bouchard noted concerns regarding the broader economic environment and emphasized that the limited increase was not a reflection on the General Manager's overall performance. Director Lebow seconded the motion. The motion passed.

ROLL CALL VOTE:

Bouchard: YES, Thomas: YES, Brewer: YES, Debley: YES, Lebow: YES 5-Yes 0- No

2. FINAL PROPOSED FY 2026-2027 BUDGET

Using a PowerPoint presentation, General Manager Martinez gave a macro view of the Operating and Capital Budget. Board asked questions. There was no public comment. Director Debley moved to approve the FY 2026-2027 Operating Budget, Capital Budget, and CalPERS Salary Schedule, with the condition that Capital Projects #203 and #403 be brought back to the Board for further consideration. Director Brewer seconded the motion. The motion passed.

ROLL CALL VOTE:

Bouchard: YES, Thomas: YES, Brewer: YES, Debley: YES, Lebow: YES 5-Yes 0- No

3. CONSIDERATION OF RESOLUTION 26-01 REQUESTING CONSOLIDATION OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT ELECTION WITH THE NOVEMBER 3, 2026, GENERAL ELECTION

Director Debley moved to adopt corrected Resolution 26-01, revising the reference from "three" to "four" District Directors. Director Brewer seconded the motion. The motion passed.

ROLL CALL VOTE:

Bouchard: YES, Thomas: YES, Brewer: YES, Debley: YES, Lebow: YES 5-Yes 0- No

F. INFORMATION CALENDAR:

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

Vice President Thomas and Director Lebow attended the Port Hueneme Water Agency meeting on May 18, 2026. The audit was presented and there was a Closed Session item regarding pending litigation with the City of Oxnard.

G. BOARD MEMBER COMMENTS:

Director Brewer asked and confirmed that hazardous waste, including paint, will be collected during the Community Clean-Up scheduled for September 19, 2026.

H. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

General Counsel had no comment.

General Manager Martinez reminded the Board 4 positions are up for election on the District Board and the filing period is July 13, 2026, to August 7, 2026.

General Manager Martinez said that he plans on scheduling a Special Board Meeting at the end of June to review Waterworth rate presentation.

The Board Meeting adjourned at 6:07 p.m.

Jared Bouchard, President



Board of Directors:

JARED BOUCHARD, President
SHAWN THOMAS, Vice President
KRISTINA BREWER, Director
SEAN DEBLEY, Director
MICHAEL LEBOW, Director

PETER MARTINEZ
General Manager

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Regular Board Meeting, July 14, 2026

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

RECOMMENDATION:

1. Approve Bad Debt Write Off from FY 2024/2025 to be written off in FY 2025/2026

FINANCIAL IMPACT: \$2,462.97 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 \$2,462.97 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 \$2,462.97 from FY 2024-2025 and will be recorded in the FY 2025-2026 audit. None of the \$2,462.97 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.



Board of Directors:

JARED BOUCHARD, President
SHAWN THOMAS, Vice President
KRISTINA BREWER, Director
SEAN DEBLEY, Director
MICHAEL LEBOW, Director

PETER MARTINEZ
General Manager

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Regular Board Meeting, July 14, 2026

To: Board of Directors
From: CJ Dillon, Office Manager
Subject: 2026 Local Agency Biennial Review of District Conflict of Interest Code
Item No. E-2

RECOMMENDATION:

1. Approve Biennial Conflict of Interest Code and direct Staff to file required notice with the County of Ventura

FINANCIAL IMPACT: No Financial Impact

BACKGROUND:

The Political Reform Act requires government agencies to review their "Conflict of Interest Code" every two years. The District performed the last review in July 2024.

DISCUSSION/ANALYSIS

The District Code is still in compliance as is, and no amendment is needed this year.

ATTACHMENTS:

1. Conflict of Interest Code
2. Exhibit A - Designated Positions And Filing Officers
3. Exhibit B - Disclosure Categories
4. 2026 Local Agency Biennial Notice

CONFLICT OF INTEREST CODE
Channel Islands Beach Community Services District

The Political Reform Act, Government Code section 81000 et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., § 18730) which contains the terms of a standard Conflict of Interest Code, which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

The terms of California Code of Regulations, Title 2, Section 18730, and any amendment to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for the Channel Island Beach Community Services District, and along with the attached Exhibit A, which designates positions requiring disclosure and Exhibit B, which sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the Channel Islands Beach Community Services District. Persons holding positions designated in Exhibit A shall file Form 700 Statements of Economic Interests with the Filing Officer specified for that position in Exhibit A.

IN PREPARING THE FORM 700, FILERS DESIGNATED IN EXHIBIT A NEED ONLY DISCLOSE THOSE FINANCIAL INTERESTS FALLING WITHIN THE DISCLOSURE CATEGORIES DESIGNATED FOR THAT FILER'S POSITION AS STATED IN EXHIBITS A AND B.

APPROVED AND ADOPTED this 14 day of July, 2026:

By: _____
Print Name: Peter Martinez
Title: General Manager

EXHIBIT A – DESIGNATED POSITIONS AND FILING OFFICERS

# of POSITIONS	POSITION TITLE	DISCLOSURE CATEGORIES (From Exhibit B)	FILING OFFICER (Designate County Clerk of Board [COB] or Local Agency's Clerk [AC])
5	Board of Directors	1	COB
1	General Manager	1	COB
1	General Counsel	1	COB
Consultants ¹			

¹ The disclosure, if any, required of a consultant will be determined on a case-by-case basis by the head of the agency or designee. The determination of whether a consultant has disclosure requirements should be made in writing on a Fair Political Practices Commission Form 805. The determination should include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements. Each Form 805 is a public record and should be retained for public inspection either in the same manner and location as the Conflict of Interest Code, or with appropriate documentation at the location where the Conflict of Interest Code is maintained, cross-referencing to the Form 805.

EXHIBIT B – DISCLOSURE CATEGORIES

The terms *italicized* below have specific meaning under the Political Reform Act. In addition, the financial interests of a spouse, domestic partner and dependent children of the public official holding the designated position may require reporting. Consult the instructions and reference pamphlet of the Form 700 for explanation.

Category 1 – BROADEST DISCLOSURE

[SEE FORM 700 SCHEDULES A-1, A-2, B, C, D and E]

- (1) All sources of *income, gifts, loans and travel payments*;
- (2) All *interests in real property*; and
- (3) All *investments and business positions in business entities*.

Category 2 – REAL PROPERTY

[SEE FORM 700 SCHEDULE B]

All interests in real property, including interests in real property held by business entities and trusts in which the public official holds a business position or has an investment or other financial interest.

Category 3 – LAND DEVELOPMENT, CONSTRUCTION AND TRANSACTION

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which engage in land development, construction, or real property acquisition or sale.

Category 4 – PROCUREMENT

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency or department.

Category 5 – REGULATION AND PERMITTING

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which are subject to the regulatory, permitting or licensing authority of, or have an application or license pending before, the designated position's agency or department.

Category 6 – FUNDING

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All investments, business positions and sources of income, gifts, loans and travel payments, from sources which receive grants or other funding from or through the designated position's agency or department.

2026 Local Agency Biennial Notice

Name of Agency: Channel Islands Beach Community Services District
Mailing Address: 353 Santa Monica Dr., Channel Islands Beach, CA 93035
Contact Person: CJ Dillon Phone No. 805-985-6021
Email: cdillon@cibcsd.com Alternate Email: edavis@cibcsd.com

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

☐ **An amendment is required. The following amendments are necessary:**

(*Check all that apply.*)

- ☐ Include new positions
- ☐ Revise disclosure categories
- ☐ Revise the titles of existing positions
- ☐ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- ☐ Other (*describe*) _____

☐ **The code is currently under review by the code reviewing body.**

☒ **No amendment is required.** (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.



Signature of Chief Executive Officer

July 14, 2026

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 1, 2024**, or by the date specified by your agency, if earlier, to: **E-Mail to: form700clerk@ventura.org**

or
Mail to: Clerk of the Board of Supervisors
800 S. Victoria Avenue, L# 1920
Ventura, CA 93009-1920

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

FPPC Advice: www.fppc.ca.gov
advice@fppc.ca.gov (866.275.3772)

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