



Board of Directors:

JARED BOUCHARD, President
KRISTINA BREWER, Director
SEAN DEBLEY, Director
MICHAEL LEBOW, Director
BOB NAST, 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 Board Meeting beginning at 5:00 P.M. on Tuesday, December 13, 2022. 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 – November 2022
3. Minutes:
 - a. November 8, 2022, 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. | 11560-01 | \$459.20 | \$1069.17 | \$1528.37 |
| b. | 00000483 | \$10.20 | \$44.27 | \$54.47 |
| c. | 19840-02 | \$14.59 | \$58.67 | \$73.26 |
| | | | | \$1656.10 |

D. OPERATIONS REPORT:

E. ACTION CALENDAR:

1. ELECTION OF BOARD OFFICERS FOR CALENDAR YEAR 2023

Recommendation:

- 1) Appoint new officers for Board positions, committees, outside agency appointments, and professional associations.

2. RESOLUTION NO. 22-16 APPROVING AND ADOPTING THE 2022 VENTURA COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

Recommendation:

- 1) It is recommended the Board consider and adopt Resolution No. 22-16.

3. 2023 HOLIDAY SCHEDULE AND BOARD MEETING DATES

Recommendation:

- 1) Approve 2023 Holiday Schedule and Board Meeting Dates.

4. NOMINATIONS FOR ASSOCIATION OF CALIFORNIA WATER AGENCIES – REGION 8

Recommendation:

- 1) Board discretion to nominate a candidate.

F. INFORMATION CALENDAR:

1. November 8, 2022, letter from the auditors.
2. 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 Thursday, December 8, 2022, 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
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

12/8/2022 12:59 PM

Register: 1002 · Checking Pacific Western

From 11/01/2022 through 11/30/2022

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|----------|--------------------------|-----------------------------|---------------------|-----------|---|----------|------------|
| 11/01/2022 | ACH | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 500.00 | 479,384.76 |
| 11/01/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | CUSI | | | 1,139.83 | 480,524.59 |
| 11/01/2022 | 7797 | A to Z Law, LLP | 2000 - Accounts Payable | | 5,460.00 | | | 475,064.59 |
| 11/01/2022 | 7798 | Amazon Capital Serv... | 2000 - Accounts Payable | | 133.79 | | | 474,930.80 |
| 11/01/2022 | 7799 | Badger Meter | 2000 - Accounts Payable | | 1,752.30 | | | 473,178.50 |
| 11/01/2022 | 7800 | CASA | 2000 - Accounts Payable | | 2,650.00 | | | 470,528.50 |
| 11/01/2022 | 7801 | Elevated Entitlements | 2000 - Accounts Payable | Building | 1,081.50 | | | 469,447.00 |
| 11/01/2022 | 7802 | Miguel Zavalza | 2000 - Accounts Payable | | 225.00 | | | 469,222.00 |
| 11/01/2022 | 7803 | Mission Linen & Uni... | 2000 - Accounts Payable | | 226.48 | | | 468,995.52 |
| 11/01/2022 | 7804 | Staples | 2000 - Accounts Payable | | 87.37 | | | 468,908.15 |
| 11/01/2022 | 7805 | Underground Service... | 2000 - Accounts Payable | | 36.25 | | | 468,871.90 |
| 11/01/2022 | 7806 | WHITE CAP | 2000 - Accounts Payable | Sent Stop pay... | 187.32 | | | 468,684.58 |
| 11/01/2022 | 7808 | Vulcan Materials Co... | 2000 - Accounts Payable | | 424.01 | | | 468,260.57 |
| 11/02/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 874.08 | 469,134.65 |
| 11/02/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 1,113.09 | 470,247.74 |
| 11/02/2022 | ACH | Aflac | *2020 - Payroll Liabilit... | 10-25-22 | 239.30 | | | 470,008.44 |
| 11/02/2022 | ACH | Cardmember Service | 8000 - Suspense | 10-2022 | 866.47 | | | 469,141.97 |
| 11/02/2022 | ACH | ACWA/JPIA Health ... | 5 - Salaries & Benefits:... | 1695314 | 1,039.51 | | | 468,102.46 |
| 11/02/2022 | 7807 | Jarrold Lawrence | 2000 - Accounts Payable | | 320.00 | | | 467,782.46 |
| 11/02/2022 | 7809 | CUSI | 2000 - Accounts Payable | | 1,050.00 | | | 466,732.46 |
| 11/02/2022 | 7810 | Ferguson Waterworks | 2000 - Accounts Payable | Valve project | 3,398.06 | | | 463,334.40 |
| 11/02/2022 | | QuickBooks Payroll ... | -split- | Created by Pay... | 25,953.47 | | | 437,380.93 |
| 11/02/2022 | To Print | Carol J Dillon | -split- | Direct Deposit | | X | | 437,380.93 |
| 11/02/2022 | To Print | Casey D Johnson | -split- | Direct Deposit | | X | | 437,380.93 |
| 11/02/2022 | To Print | E.D. Brock | -split- | Direct Deposit | | X | | 437,380.93 |
| 11/02/2022 | To Print | Erika F Davis | -split- | Direct Deposit | | X | | 437,380.93 |
| 11/02/2022 | To Print | Jesus Navarro | -split- | Direct Deposit | | X | | 437,380.93 |
| 11/02/2022 | To Print | Keila E Wilson | -split- | Direct Deposit | | X | | 437,380.93 |
| 11/02/2022 | To Print | Mark A Espinosa | -split- | Direct Deposit | | X | | 437,380.93 |
| 11/02/2022 | To Print | Peter A. Martinez | -split- | Direct Deposit | | X | | 437,380.93 |
| 11/03/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 1,190.79 | 438,571.72 |
| 11/03/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 1,904.19 | 440,475.91 |
| 11/04/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | CUSI | | | 1,049.94 | 441,525.85 |
| 11/04/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 4,240.70 | 445,766.55 |
| 11/04/2022 | RETCK | QB:Returned Item | 1200 - Accounts Recei... | Smith | 500.00 | | | 445,266.55 |
| 11/04/2022 | 7811 | County of Ventura - ... | 2000 - Accounts Payable | Permits for 5 lo... | 3,255.00 | | | 442,011.55 |
| 11/04/2022 | 7812 | State Ready Mix Inc. | 2000 - Accounts Payable | | 490.23 | | | 441,521.32 |
| 11/04/2022 | 7813 | Traffic Technologies ... | 2000 - Accounts Payable | | 742.90 | | | 440,778.42 |
| 11/04/2022 | 7814 | Michael K. Nunley ... | 2000 - Accounts Payable | | 5,170.34 | | | 435,608.08 |
| 11/04/2022 | 7815 | XIO, Inc. | 2000 - Accounts Payable | | 1,095.00 | | | 434,513.08 |

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Register: 1002 · Checking Pacific Western

From 11/01/2022 through 11/30/2022

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|--------|--------------------------|-----------------------------|-------------------|-----------|---|-----------|------------|
| 11/04/2022 | 7816 | Pacific Couriers | 2000 - Accounts Payable | | 276.69 | | | 434,236.39 |
| 11/04/2022 | 7817 | Elite General Engine... | 2000 - Accounts Payable | 301 Ocean | 25,340.40 | | | 408,895.99 |
| 11/07/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | CUSI | | | 687.38 | 409,583.37 |
| 11/07/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 1,741.96 | 411,325.33 |
| 11/08/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | CUSI | | | 422.84 | 411,748.17 |
| 11/08/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 2,607.95 | 414,356.12 |
| 11/08/2022 | 7818 | Bill Boetticher | 2000 - Accounts Payable | Veteran's Day ... | 200.00 | | | 414,156.12 |
| 11/08/2022 | 7819 | County of Ventura - ... | 2000 - Accounts Payable | Building | 750.47 | | | 413,405.65 |
| 11/08/2022 | 7820 | EJ Harrison & Sons, ... | 2000 - Accounts Payable | | 93.00 | | | 413,312.65 |
| 11/08/2022 | 7821 | Sweet Peas Flowers ... | 2000 - Accounts Payable | Hollywood Bea... | 282.30 | | | 413,030.35 |
| 11/08/2022 | 7822 | Total Barricade Servi... | 2000 - Accounts Payable | | 35.00 | | | 412,995.35 |
| 11/09/2022 | DEP | QB:DEPOSIT | 1200 - Accounts Recei... | Dep 11/7 | | | 15,891.34 | 428,886.69 |
| 11/09/2022 | DEP | QB:DEPOSIT | 1200 - Accounts Recei... | Dep 11/7 | | | 3,941.33 | 432,828.02 |
| 11/09/2022 | DEP | QB:DEPOSIT | 1200 - Accounts Recei... | Dep 11/3 | | | 466.33 | 433,294.35 |
| 11/09/2022 | DEP | QB:DEPOSIT | 1200 - Accounts Recei... | Dep 11/3 | | | 2,805.51 | 436,099.86 |
| 11/09/2022 | DEP | QB:DEPOSIT | 1200 - Accounts Recei... | Dep 11/9 | | | 1,040.00 | 437,139.86 |
| 11/09/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | CUSI | | | 1,921.09 | 439,060.95 |
| 11/09/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 8,572.83 | 447,633.78 |
| 11/09/2022 | ACH | ACWA/JPIA Health ... | 5 - Salaries & Benefits:... | 069531 | 2,095.02 | | | 445,538.76 |
| 11/09/2022 | ACH | Tampa Hardware 2 | 2 - Sewer System Expe... | 10-31-2022 | 290.13 | | | 445,248.63 |
| 11/09/2022 | ACH | Arco | 4 - Maintenance Expen... | 11-3-2022 | 893.41 | | | 444,355.22 |
| 11/09/2022 | ACH | Frontier | 6 - Administrative Exp... | 11-1-2022 | 166.65 | | | 444,188.57 |
| 11/09/2022 | 7823 | CUSI | 2000 - Accounts Payable | | 102.22 | | | 444,086.35 |
| 11/09/2022 | 7824 | United States Postal ... | 2000 - Accounts Payable | Prepaid postage | 5,000.00 | | | 439,086.35 |
| 11/09/2022 | 7825 | Coastal Architects | 2000 - Accounts Payable | Building | 3,070.18 | | | 436,016.17 |
| 11/10/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | CUSI | | | 691.52 | 436,707.69 |
| 11/10/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 4,969.50 | 441,677.19 |
| 11/10/2022 | 7826 | Sam Hill & Sons, Inc. | 2000 - Accounts Payable | 3749 Ocean-tre... | 4,740.08 | | | 436,937.11 |
| 11/10/2022 | 7827 | ShredRite Inc. | 2000 - Accounts Payable | | 60.00 | | | 436,877.11 |
| 11/10/2022 | 7828 | FGL Environmental I... | 2000 - Accounts Payable | | 494.00 | | | 436,383.11 |
| 11/14/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | CUSI | | | 413.27 | 436,796.38 |
| 11/14/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 3,744.02 | 440,540.40 |
| 11/14/2022 | ACH | CalPers | -split- | pypd 10-29-22 ... | 4,049.62 | | | 436,490.78 |
| 11/15/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 2,748.95 | 439,239.73 |
| 11/16/2022 | ACH | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 2,237.38 | 441,477.11 |
| 11/16/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | CUSI | | | 573.86 | 442,050.97 |
| 11/16/2022 | ACH | Nationwide Retirement | -split- | Pypd 10-29-22 ... | 3,840.48 | | | 438,210.49 |
| 11/16/2022 | 7829 | ACWA/Joint Powers... | 2000 - Accounts Payable | Auto and Gene... | 27,879.00 | | | 410,331.49 |
| 11/16/2022 | 7830 | CUSI | 2000 - Accounts Payable | | 101.80 | | | 410,229.69 |
| 11/16/2022 | 7831 | Famcon Pipe and Su... | 2000 - Accounts Payable | | 262.76 | | | 409,966.93 |

Channel Islands Beach 2013

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Register: 1002 · Checking Pacific Western

From 11/01/2022 through 11/30/2022

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|----------|--------------------------|-----------------------------|-------------------|-----------|---|-----------|------------|
| 11/16/2022 | 7832 | net2phone | 2000 - Accounts Payable | | 332.14 | | | 409,634.79 |
| 11/16/2022 | 7833 | PHWA | 2000 - Accounts Payable | 2021-22 True ... | 12,099.46 | | | 397,535.33 |
| 11/16/2022 | 7834 | Sunbelt Rentals, Inc. | 2000 - Accounts Payable | Community Cl... | 688.54 | | | 396,846.79 |
| 11/16/2022 | 7835 | Traffic Technologies ... | 2000 - Accounts Payable | Invoice # 42495 | 528.22 | | | 396,318.57 |
| 11/16/2022 | 7836 | Trench Plate Rentals ... | 2000 - Accounts Payable | | 536.49 | | | 395,782.08 |
| 11/16/2022 | 7837 | XIO, Inc. | 2000 - Accounts Payable | | 1,095.00 | | | 394,687.08 |
| 11/16/2022 | | QuickBooks Payroll ... | -split- | Created by Pay... | 27,559.91 | | | 367,127.17 |
| 11/16/2022 | To Print | Carol J Dillon | -split- | Direct Deposit | | X | | 367,127.17 |
| 11/16/2022 | To Print | Casey D Johnson | -split- | Direct Deposit | | X | | 367,127.17 |
| 11/16/2022 | To Print | E.D. Brock | -split- | Direct Deposit | | X | | 367,127.17 |
| 11/16/2022 | To Print | Erika F Davis | -split- | Direct Deposit | | X | | 367,127.17 |
| 11/16/2022 | To Print | Jesus Navarro | -split- | Direct Deposit | | X | | 367,127.17 |
| 11/16/2022 | To Print | Keila E Wilson | -split- | Direct Deposit | | X | | 367,127.17 |
| 11/16/2022 | To Print | Mark A Espinosa | -split- | Direct Deposit | | X | | 367,127.17 |
| 11/16/2022 | To Print | Peter A. Martinez | -split- | Direct Deposit | | X | | 367,127.17 |
| 11/17/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | CUSI | | | 436.90 | 367,564.07 |
| 11/17/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 3,204.66 | 370,768.73 |
| 11/17/2022 | 7838 | IAG | 2000 - Accounts Payable | | 120.00 | | | 370,648.73 |
| 11/17/2022 | 7839 | Jared L. Bouchard | 2000 - Accounts Payable | Acwa Conf. mi... | 542.50 | | | 370,106.23 |
| 11/17/2022 | 7840 | Ventura County Star | 2000 - Accounts Payable | | 130.43 | | | 369,975.80 |
| 11/17/2022 | 7841 | Wex Bank | 2000 - Accounts Payable | | 811.33 | | | 369,164.47 |
| 11/18/2022 | DEP | QB:DEPOSIT | 1200 - Accounts Recei... | Dep 11/18 | | | 23,228.74 | 392,393.21 |
| 11/18/2022 | DEP | QB:DEPOSIT | 1200 - Accounts Recei... | Dep 11/17 | | | 6,440.02 | 398,833.23 |
| 11/18/2022 | DEP | QB:DEPOSIT | 1200 - Accounts Recei... | Dep 11/17 | | | 12,561.65 | 411,394.88 |
| 11/18/2022 | DEP | QB:DEPOSIT | 1200 - Accounts Recei... | Dep 11/14 | | | 17,468.58 | 428,863.46 |
| 11/18/2022 | DEP | QB:DEPOSIT | 1200 - Accounts Recei... | Dep 11/10 | | | 13,772.28 | 442,635.74 |
| 11/18/2022 | DEP | QB:DEPOSIT | 1200 - Accounts Recei... | Dep 11/9 | | | 114.49 | 442,750.23 |
| 11/18/2022 | DEP | QB:DEPOSIT | 1200 - Accounts Recei... | Dep 11/9 | | | 286.00 | 443,036.23 |
| 11/18/2022 | DEP | QB:DEPOSIT | 1200 - Accounts Recei... | Dep 11/9 | | | 125.71 | 443,161.94 |
| 11/18/2022 | EDEp | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 2,636.05 | 445,797.99 |
| 11/18/2022 | EDEp | QB:DEPOSIT | 1200 - Accounts Recei... | CIBCS Draft ... | | | 88,333.94 | 534,131.93 |
| 11/18/2022 | ACH | So. California Edison... | 2 - Sewer System Expe... | 11-15-22 | 512.74 | | | 533,619.19 |
| 11/18/2022 | ACH | So. California Edison... | 2 - Sewer System Expe... | 11-15-22 | 910.30 | | | 532,708.89 |
| 11/18/2022 | ACH | AT & T | 6 - Administrative Exp... | 11-1-22 | 873.09 | | | 531,835.80 |
| 11/18/2022 | 7842 | Pete Martinez | 2000 - Accounts Payable | 2 day ACWA ... | 392.50 | | | 531,443.30 |
| 11/21/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 4,128.64 | 535,571.94 |
| 11/21/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | CUSI | | | 30,540.21 | 566,112.15 |
| 11/21/2022 | ACH | SEIU, Local 721 | *2020 - Payroll Liabilit... | November 202... | 167.50 | | | 565,944.65 |
| 11/21/2022 | RETCK | QB:Returned Item | 1200 - Accounts Recei... | Spiess | 148.15 | | | 565,796.50 |
| 11/21/2022 | RETCK | QB:Returned Item | 1200 - Accounts Recei... | Carson | 145.54 | | | 565,650.96 |

Channel Islands Beach 2013

12/8/2022 12:59 PM

Register: 1002 · Checking Pacific Western

From 11/01/2022 through 11/30/2022

Sorted by: Date, Type, Number/Ref

| Date | Number | Payee | Account | Memo | Payment | C | Deposit | Balance |
|------------|----------|------------------------|--------------------------|-------------------|-----------|---|----------|------------|
| 11/22/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | CUSI | | | 445.75 | 566,096.71 |
| 11/22/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 2,695.95 | 568,792.66 |
| 11/23/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | CUSI | | | 1,862.66 | 570,655.32 |
| 11/23/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 4,082.04 | 574,737.36 |
| 11/25/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Dep CUSI | | | 236.03 | 574,973.39 |
| 11/25/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 3,791.31 | 578,764.70 |
| 11/28/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | CUSI | | | 279.98 | 579,044.68 |
| 11/28/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 2,047.55 | 581,092.23 |
| 11/29/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | CUSI | | | 542.85 | 581,635.08 |
| 11/29/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 816.28 | 582,451.36 |
| 11/29/2022 | | QuickBooks Payroll ... | -split- | Created by Pay... | 29,174.02 | | | 553,277.34 |
| 11/29/2022 | To Print | Carol J Dillon | -split- | Direct Deposit | | X | | 553,277.34 |
| 11/29/2022 | To Print | Casey D Johnson | -split- | Direct Deposit | | X | | 553,277.34 |
| 11/29/2022 | To Print | E.D. Brock | -split- | Direct Deposit | | X | | 553,277.34 |
| 11/29/2022 | To Print | Erika F Davis | -split- | Direct Deposit | | X | | 553,277.34 |
| 11/29/2022 | To Print | Jesus Navarro | -split- | Direct Deposit | | X | | 553,277.34 |
| 11/29/2022 | To Print | Keila E Wilson | -split- | Direct Deposit | | X | | 553,277.34 |
| 11/29/2022 | To Print | Mark A Espinosa | -split- | Direct Deposit | | X | | 553,277.34 |
| 11/29/2022 | To Print | Peter A. Martinez | -split- | Direct Deposit | | X | | 553,277.34 |
| 11/30/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | Vanco | | | 579.61 | 553,856.95 |
| 11/30/2022 | EDEP | QB:DEPOSIT | 1200 - Accounts Recei... | CUSI | | | 1,302.93 | 555,159.88 |

MINUTES OF THE
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING, November 8, 2022

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

President Bouchard called the meeting to order at 5:00 P.M. In attendance, Vice President Marcus, Director Brewer, General Manager Peter Martinez, Clerk of the Board, Erika Davis, General Counsel, Dennis McNulty, Office Manager, CJ Dillon, and Operations Manager Jesus (Chuy) Navarro.

Director Debley and Director Nast were absent.

B. PUBLIC COMMENTS:

None.

C. CONSENT CALENDAR:

Director Brewer made the motion to approve the Consent Calendar. Vice President Marcus seconded the motion. The motion passed.

ROLL CALL VOTE:

Bouchard: YES, Marcus: YES Brewer: YES 3 - Yes 0 -No

D. OPERATIONS REPORT:

Using a PowerPoint presentation, Operations Manager Navarro presented the Operations Report which included the valve replacement project, CLA-VAL Maintenance, Los Robles wet well re-line, repair of service leak at 3256 Ocean Drive, and a service upgrade at 3749 Ocean Drive.

E. ACTION CALENDAR:

1. SEWER USE AGREEMENT A-8503 BETWEEN THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT AND CITY OF OXNARD

General Manager Martinez explained the sewer use agreement with the City of Oxnard. The sewer use agreement eliminated the two-way interagency billing between the City

of Oxnard and the Channel Islands Beach Community Services District (CIBCSD). This new sewer use agreement includes a methodology to bill the CIBCSD based on actual flows from the CIBCSD service area. This will result in a single sewer bill from the City of Oxnard to the CIBCSD. This agreement may be extended in ten-year increments by mutual agreement between the City of Oxnard and the CIBCSD. There was no public comment. Vice President Marcus made the motion to approve the Sewer Use Agreement A-8503 with the City of Oxnard for a ten-year term ending December 31, 2033. Director Brewer seconded the motion. The motion passed.

ROLL CALL VOTE:

Bouchard: YES, Marcus: YES, Brewer: YES 3 - Yes 0 -No

2. BOARD APPOINTMENT TO VENTURA REGIONAL SANITATION DISTRICT

General Manager Martinez recommended that Director Nast be appointed as the Special Districts Representative on the VRSD Board. There was no public comment. Director Brewer made the motion to appoint Director Nast to the VRSD Board. Vice President Marcus seconded the motion. The motion passed.

ROLL CALL VOTE:

Bouchard: YES, Marcus: YES, Brewer: YES 3 - Yes 0 -No

3. LOCAL AGENCY FORMATION COMMISSION CANDIDATE SELECTION

General Manager Martinez explained that the Board could cast a vote for a LAFCo candidate regular member and alternate member. There was no public comment. After Board discussion, President Bouchard made the motion to cast a vote for Eric Wolf for LAFCo Special District Member and Bev Dransfeldt for alternate LAFCo Special District Board member. Director Brewer seconded the motion. The motion passed.

ROLL CALL VOTE:

Bouchard: YES, Marcus: YES, Brewer: YES 3 - Yes 0 -No

4. RESOLUTION NO. 22-15 RECOGNIZING DIRECTOR MARCIA MARCUS

General Manager Martinez asked the Board to approve naming Resolution No. 22-15 to commend, recognize, and extend gratitude to Director Marcus for her 29 years of dedicated service to the District. President Bouchard and Director Brewer thanked Vice President Marcus for her service. Director Brewer made the motion to approve Resolution No. 22-15. President Bouchard seconded the motion. Then motion passed.

ROLL CALL VOTE:

Bouchard: YES, Marcus: YES, Brewer: YES 3 - Yes 0 -No

F. INFORMATION CALENDAR:

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

None.

G. BOARD MEMBER COMMENTS:

Vice President Marcus said the organic waste post on Nextdoor was helpful.

H. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

General Counsel had no comment.

General Manager Martinez reminded the Board that the Community Clean Up is on November 12th from 9:00 am to 1:00 pm which includes household hazardous waste.

General Manager Martinez said the City of Port Hueneme approved the Cross Base Pipeline Agreement.

General Manager Martinez announced that the Hollywood Beach School was having their annual Veteran's Day Celebration on Thursday.

General Manager Martinez said Office Manager Dillon would be circulating the General Manager Evaluation paperwork to the Board for comment. Please return comments to President Bouchard no later than Thanksgiving holiday.

The Board Meeting adjourned at 5:55 P.M.

Jared Bouchard, President



Board of Directors:

JARED BOUCHARD, President
KRISTINA BREWER, Director
SEAN DEBLEY, Director
MICHAEL LEBOW, Director
BOB NAST, Director

PETER MARTINEZ
General Manager

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Regular Board Meeting, December 13, 2022

To: Board of Directors
From: CJ Dillon, *Office Manager*
Subject: Election of Board Officers for Calendar Year 2023
Item No. E-1

RECOMMENDATION:

1. Appoint new officers for Board positions, committees, outside agency appointments, and professional associations.

FINANCIAL IMPACT: No impact to District budget.

BACKGROUND/DISCUSSION:

At the beginning of each calendar year, the Board appoints new officers for its President and Vice President positions. In addition, the Board selects officer assignments for its three committees –

1. Finance Committee
2. Facilities Committee
3. Water Utility Rate Review Committee (WURRC)

The Board assigns two Board members each to the Finance and Facilities Committees, with the Board President typically serving as the alternate to both committees. The WURRC, which has not met in recent years, was established to provide a forum for the District Board and the County Harbor Administration to discuss utility rate issues. This committee is typically served by the Board President, with the Vice President serving as the alternate.

Lastly, the Board selects appointees to seven outside agencies. These outside agencies include:

1. Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA) Board of Directors
2. ACWA Region 8 Council
3. Port Hueneme Water Agency (PHWA) Board of Directors
4. Ventura County Special Districts Association (VCSDA) Board of Directors
5. Ventura Regional Sanitation District (VRSD)
6. California Special Districts Association (CSDA)
7. California Association of Sanitation Agencies

For reference, the table below summarizes all the Board, Committee, Agency seats, and Professional Association appointments that need to be filled.

2022 list of Positions & Assignments

| Organization | Member(s) | Alternate |
|------------------------------|------------------------------|------------------|
| Board Positions | | |
| President | Jared Bouchard | n/a |
| Vice President | Marcia Marcus | n/a |
| Committee Assignments | | |
| Finance Committee | Bob Nast, Marcia Marcus | President |
| Facilities Committee | Sean Debley, Kristina Brewer | President |
| Water Rate Review Committee | President | Vice President |
| Agency Appointments | | |
| ACWA/JPIA | Jared Bouchard | Kristina Brewer |
| ACWA | Jared Bouchard | Kristina Brewer |
| PHWA | Sean Debley, Jared Bouchard | Marcia Marcus |
| VCSDA | Sean Debley | Jared Bouchard |
| VRSD & Committee | Bob Nast | Sean Debley |
| CSDA | Jared Bouchard | Sean Debley |
| CASA | Sean Debley | Jared Bouchard |



Board of Directors:

JARED BOUCHARD, President
KRISTINA BREWER, Director
SEAN DEBLEY, Director
MICHAEL LEBOW, Director
BOB NAST, Director

PETER MARTINEZ
General Manager

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Regular Board Meeting, December 13, 2022

To: Board of Directors
From: Peter Martinez, *General Manager*
Subject: Resolution No. 22-16 Approving and Adopting the 2022 Ventura County Multi-Jurisdictional Hazard Mitigation Plan
Item No. E-2

RECOMMENDATION:

It is recommended the Board consider and adopt Resolution No. 22-16.

DISCUSSION/ANALYSIS:

The Disaster Mitigation Act of 2000 (DMA) requires that states, with support from local government agencies, develop hazard mitigation plans to prepare for and reduce the potential impacts of natural hazards. In accordance with DMA, Hazard Mitigation Plans must be completed, approved, and adopted every five years in order for public agencies to be eligible for the suite of grant programs under FEMA's Hazard Mitigation Assistance (HMA) program.

In 2010 and 2015 the District participated as a coalition partner with other public agencies in Ventura County in a planning process to prepare for and lessen the impacts of natural hazards. The coalition was formed to pool resources and create a uniform hazard mitigation strategy that could be consistently applied to the planning area.

In May 2021, the coalition embarked on a similar planning process to prepare the 2022 Ventura County Multi-Jurisdictional Hazard Mitigation Plan. The 2022 Plan has been approved by the California Governor's Office of Emergency Services (Cal OES) and Federal Emergency Management Agency (FEMA), and must be adopted by all of the coalition partners in order for all members to be individually and collectively eligible to apply for grant funding under the HMA program. Adoption of the Plan is the final step in the process.

The 2022 Plan was adopted by the County of Ventura Board of Supervisors at a public meeting on July 12, 2022. Approval and adoption of the 2022 Plan by the Channel Islands Beach Community Services District Board of Directors ensures the District remains eligible for HMA program funding during the five year life cycle of the Plan.

ATTACHMENT:

1. Resolution No. 22-16
2. Ventura County Hazard Mitigation Plan – Executive Summary

3. Ventura County Hazard Mitigation Plan (Volume 1 & 2) can be accessed via the District website:

www.cibcsd.com/ventura-county-hazard-mitigation-plan-volume-1-volume-2



Board of Directors:

JARED BOUCHARD, President
KRISTINA BREWER, Director
SEAN DEBLEY, Director
MICHAEL LEBOW, Director
BOB NAST, Director

PETER MARTINEZ
General Manager

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RESOLUTION NO. 22-16

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT APPROVING AND ADOPTING THE 2022 VENTURA COUNTY MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN

WHEREAS, all of Ventura County has exposure to natural hazards that increase the risk to life, property, environment, and the economy; and

WHEREAS, it is reasonable to anticipate that climate change will exacerbate the severity, frequency, and impacts of natural hazards; and

WHEREAS, pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) establishes requirements for pre and post disaster hazard mitigation programs; and

WHEREAS, a coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating, and revising this strategy; and

WHEREAS, the Hazard Mitigation Plan is comprised of two volumes: Volume 1 (Area-Wide Information), and Volume 2 (Jurisdictional Annexes).

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Channel Islands Beach Community Services District:

1. Adopts in its entirety, Volume I and the Channel Islands Beach Community Services District annex and appendices in Volume II, of the Ventura County Multi-Jurisdictional Hazard Mitigation Plan.
2. Will use the Hazard Mitigation Plan to guide pre and post disaster mitigation of the identified hazards.
3. Will coordinate the strategies identified in the Hazard Mitigation Plan with other planning programs and mechanisms under its jurisdictional authority.
4. Will continue its support of ongoing countywide mitigation efforts and continue to participate in the Planning Partnership as described in the Hazard Mitigation Plan.
5. Will help to promote and support the mitigation successes of all Planning Partners.

BE IT FURTHER RESOLVED that the Board of Directors authorizes the General Manager, or his designee, to submit an approved and signed copy of this resolution to the County of Ventura, California Governor’s Office of Emergency Services (Cal OES), and the Federal Emergency Management Agency (FEMA) to enable compliance with the Disaster Mitigation Act of 2000.

PASSED AND ADOPTED by the Board of Directors of Channel Islands Beach Community Services District this 13th day of December 2022, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Jared Bouchard
President of the Board
Channel Islands Beach Community Services District

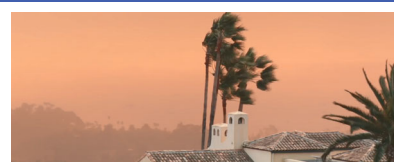
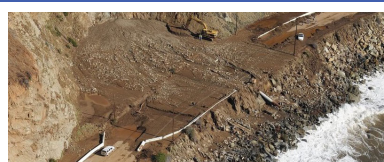
Peter Martinez
General Manager
Channel Islands Beach Community
Services District

Ventura County

Multi-Jurisdictional Hazard Mitigation Plan

Update 2022

EXECUTIVE SUMMARY



June 2022



EXECUTIVE SUMMARY

Ventura County’s hazard mitigation plan update for 2022 defines measures to reduce risks from natural disasters in the Ventura County planning area, which includes unincorporated areas, incorporated cities, and special purpose districts. The plan updates the County’s previous plan, the *2015 Ventura County Multi-Hazard Mitigation Plan*. It complies with federal and state hazard mitigation planning requirements to establish eligibility for funding under Federal Emergency Management Agency (FEMA) grant programs for all jurisdictions that participated as planning partners:

- City of Camarillo
- City of Fillmore
- City of Moorpark
- City of Ojai
- City of Oxnard
- City of Port Hueneme
- City of San Buenaventura (Ventura)
- City of Santa Paula
- City of Simi Valley
- City of Thousand Oaks
- California State University, Channel Islands
- Calleguas Municipal Water District
- Casitas Municipal Water District
- Channel Islands Beach Community Services District
- Conejo Recreation & Park District
- Ojai Valley Sanitary District
- Pleasant Valley Recreation & Park District
- Saticoy Sanitary District
- Triunfo Water & Sanitation District
- United Water Conservation District
- Ventura County Fire Protection District
- Ventura County Office of Education
- Ventura County Public Works Agency—Watershed Protection
- Ventura Regional Sanitation District

PLAN DEVELOPMENT APPROACH

Organization

A core planning team consisting of a contract consultant and Ventura County staff was assembled to facilitate this plan update. A planning partnership was formed by engaging eligible local governments and making sure they understood their expectations for compliance under the updated plan. A steering committee was assembled to oversee the plan update, consisting of both governmental and non-governmental stakeholders within the planning area. Coordination with other local, state, and federal agencies involved in hazard mitigation occurred throughout the plan update process. Organization

efforts included a review of the County's 2015 hazard mitigation plan, the California statewide hazard mitigation plan, and existing programs that may support hazard mitigation actions.

Public Outreach

The planning team implemented a multi-media public involvement strategy utilizing the outreach capabilities of the planning partnership that was approved by the Steering Committee. The strategy included virtual public meetings, a community hazard mitigation awareness survey, a project website, and multiple print, web-based, and social media releases. Additionally, the Steering Committee was made up of community-based organizations, non-profit organizations, and other agencies that helped amplify public outreach efforts to their networks.

Plan Document Development

The planning team and Steering Committee assembled a document that is designed to meet federal hazard mitigation planning requirements for all partners. The updated plan contains two volumes. Volume 1 contains components that apply to all partners and the broader planning area. Volume 2 contains components that are jurisdiction-specific, including each planning partner's dedicated annex.

Adoption

Once pre-adoption approval has been granted by the California Governor's Office of Emergency Services and FEMA, each planning partner will individually adopt the updated plan. Each partner has up to one year from FEMA approval to adopt the plan.

RISK ASSESSMENT

Risk assessment is the process of measuring the potential loss of life resulting from natural hazards, as well as personal injury, economic injury, and property damage, in order to determine the vulnerability of people, buildings, and infrastructure. For this update, the risk assessment included the following:

- Hazard identification and profiling
- Assessment of the impact of hazards on physical, social, and economic assets
- Identification of particular areas of vulnerability
- Estimates of the cost of potential damage

Based on the risk assessment, each hazard of concern was ranked for the risk it poses to the overall planning area using risk ranking criteria provided by the core planning team. These rankings were reviewed and validated by each planning partner through the jurisdictional annex process. Figure ES-1 shows scores and ratings for the entire Ventura County planning area. All planning partners also rated the hazards for their impacts on their own individual planning areas. Figure ES-2 summarizes how the participating planning partners rated each hazard.

Figure ES-1. Countywide Hazard Risk Rating

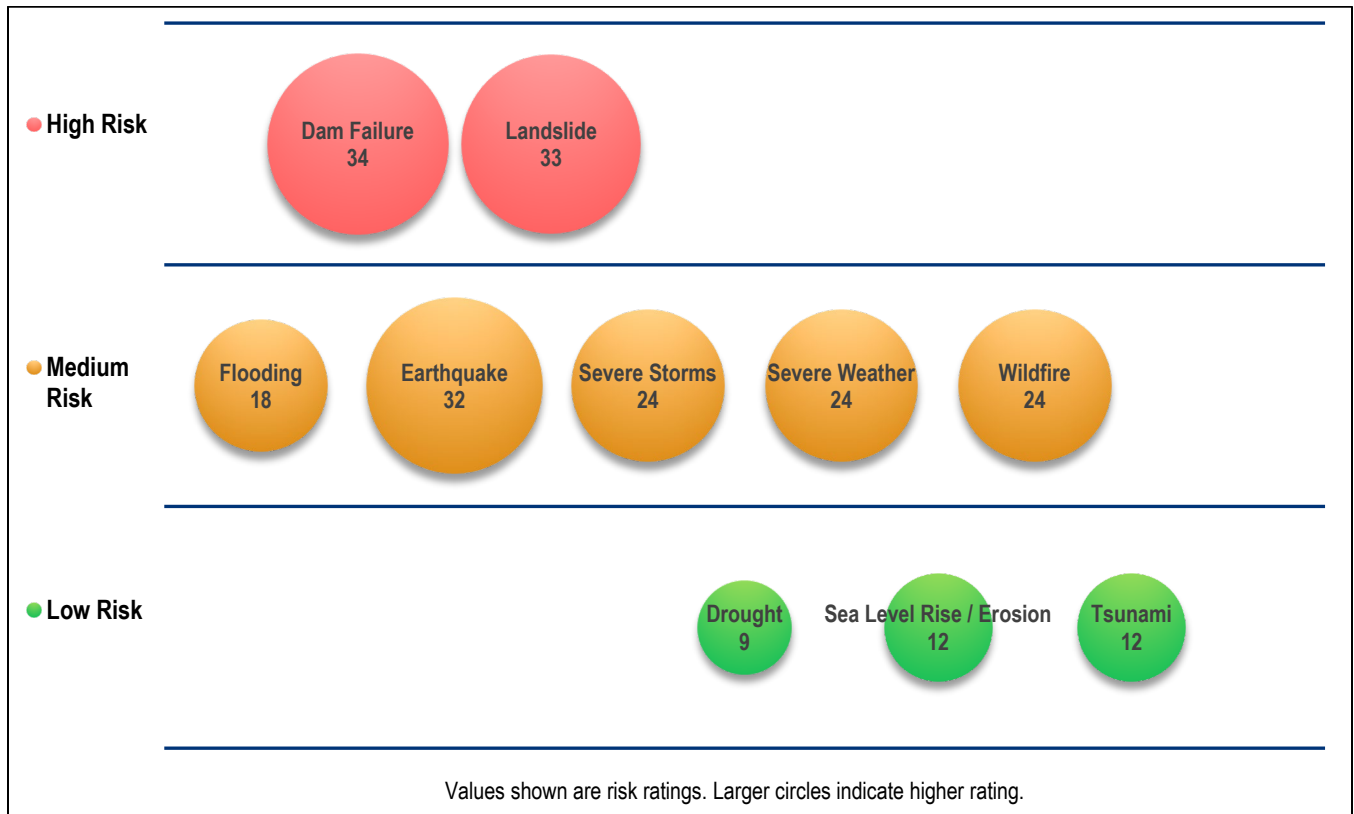
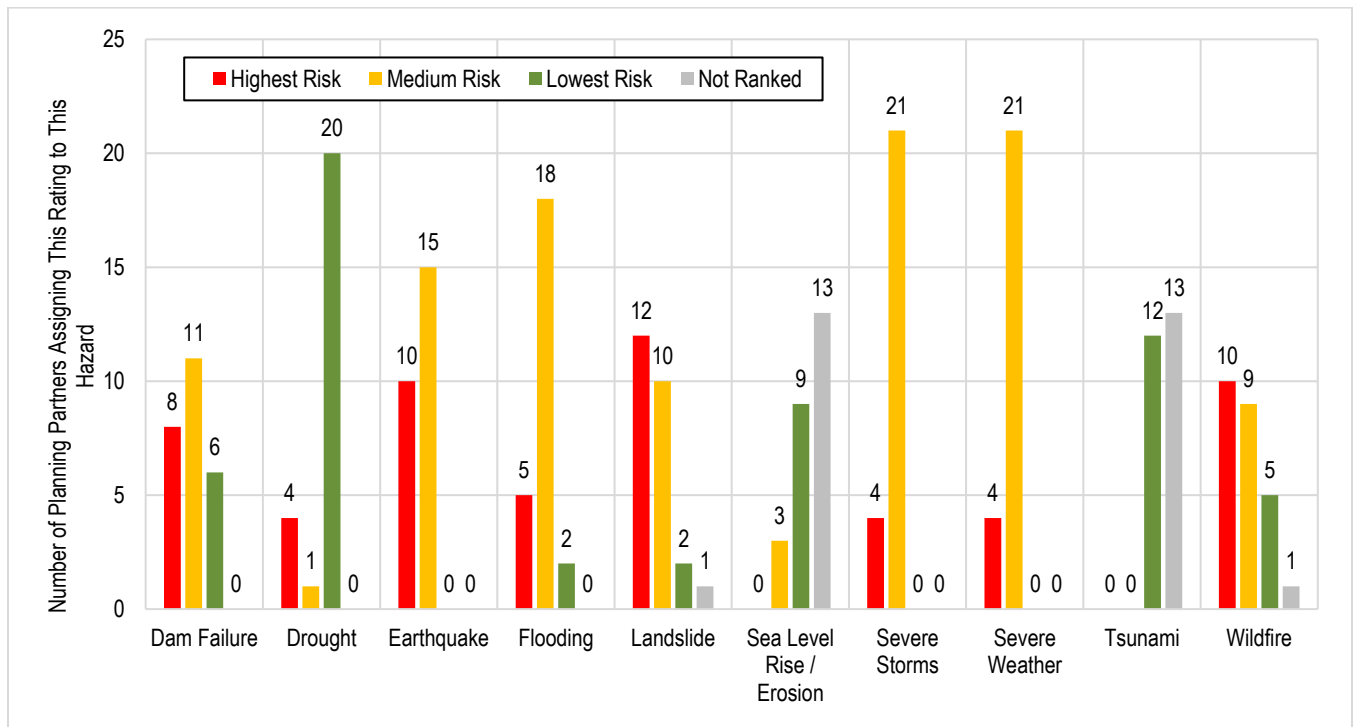


Figure ES-2. Summary of Risk Rating for Individual Planning Partners



The Steering Committee considered the full range of natural hazards that could affect the planning area and then selected those that present the greatest concern for risk assessment in this plan. The process incorporated a review of state and local hazard planning documents as well as information on the frequency of, magnitude of, and costs associated with hazards that have struck the planning area or could do so. Anecdotal information regarding natural hazards and the perceived vulnerability of the planning area's assets to them was also used. Based on the review, this plan includes risk assessments for the following hazards of concern:

- Dam failure
- Drought
- Earthquake
- Flood
- Landslide
- Sea-level rise and coastal erosion
- Severe storms
- Severe weather
- Tsunami
- Wildfire

In addition to the risk assessment of the hazards of concern, this plan provides a qualitative review of "hazards of interest." The Steering Committee determined that these other hazards, though not required to be evaluated under federal guidelines for hazard mitigation plans, are important to recognize qualitatively in this plan. Hazard profiles, without quantitative risk assessments, are provided for the following hazards of interest:

- Agricultural and biological hazards
- Pandemic

Climate change is not assessed as an individual hazard, but a profile is provided describing how climate change could affect the hazards of concern assessed in this plan.

MITIGATION GOALS AND OBJECTIVES

The Steering Committee reviewed the *2015 Ventura County Multi-Hazard Mitigation Plan* and noted that neither a vision statement nor a list of objectives was part of the previous plan. The following vision statement was selected to guide the Steering Committee and planning partners in selecting the actions contained in this plan update:

The Ventura County Multi-Jurisdictional Hazard Mitigation Plan will establish and promote a comprehensive mitigation strategy and efforts to equitably reduce risk and increase the resiliency of the community and environment from natural hazards.

Goals

The Steering Committee and planning team established the following 10 goals for the plan update:

- Protect life, property, and the environment, and minimize displacement due to natural hazard events.
- Effectively communicate natural hazard risks and mitigation strategies to the whole community.
- Pursue development and implementation of feasible, cost-effective, and environmentally sound hazard mitigation measures.
- Prioritize multi-objective hazard mitigation actions and those that reduce risk to vulnerable communities.
- Coordinate with other plans and programs that can support or enhance hazard mitigation.
- Enhance the County's capability and capacity to prepare for, respond to, and recover from the impacts of natural hazards.
- Proactively anticipate the risks of future impacts from hazards.
- Increase the County's adaptive capacity to reduce risk from hazard impacts.
- Promote proactive, self-sufficient mitigation and response abilities.
- Reduce risk to and increase the resilience of critical infrastructure and community lifelines.

The effectiveness of a mitigation strategy is assessed by determining how well these goals are achieved.

Objectives

Each of the selected plan objectives meets multiple goals, serving as a stand-alone measurement of the effectiveness of a mitigation action, rather than as a subset of a goal. The objectives were used to help establish priorities for each action identified in the plan. The plan objectives are as follows:

- Utilize the best available data, science, and technology to identify and communicate the risk exposure to hazards to state, regional, and local agencies, as well as the private sector and non-profit groups.
- Support efforts to improve the resilience of community lifelines in socially vulnerable communities.
- Enhance supply chain diversity and improved resilience by supporting local food and energy production and increased multi-modal transportation.
- Research, develop, promote, adopt, and enforce codes and standards to preserve life and property that are affordable and feasible to implement.
- Promote and implement measures to mitigate the risk of wildfires, such as greenbelts and fire breaks around communities and along roadways.
- Support the protection of vital records, and strengthen or replace buildings, infrastructure, and lifelines to minimize post-disaster disruption and facilitate short-term and long-term recovery.
- Improve and expand systems that provide warning and emergency communications to the whole community.

- Continue developing and strengthening inter-jurisdictional coordination and cooperation in the area of emergency services.
- Promote and implement the retrofit or replacement of at-risk structures and lifelines to increase community resilience.
- Incentivize mitigation measures for high-risk and repetitive loss areas to address repairs, major alterations, development plans, and practices to increase community resilience.
- Reduce repetitive property losses due to hazard impacts through acquisition, retrofitting, design, and updated construction and land use regulations.
- Encourage and support leadership within the private sector, non-profit agencies, and community-based organizations to promote and implement local hazard mitigation activities.
- Proactively manage and care for natural resources, including grasslands, forests, oak woodlands, riparian forests, stream channels, coastal wetlands, and beaches, to enhance their ability to withstand and recover from natural disasters and minimize public safety risks.
- Support hazard mitigation measures that promote and enhance natural processes.
- Support hazard mitigation measures, where feasible, that utilize nature-based practices and solutions (e.g., holistic watershed management and green belts) and support and enhance natural processes.
- Encourage the creation of financial and regulatory incentives to motivate stakeholders such as homeowners, private sector businesses, and non-profit community organizations to mitigate hazards and risks.
- Conduct public outreach activities that increase community awareness and understanding of hazard risk, mitigation options, and preparedness strategies.
- Minimize impacts of hazard events on the economic drivers for the County.
- Align the hazard mitigation plan with state mitigation plans; city and county general, community, capital improvement plans; special-purpose district plans; and climate action, resilience, and adaptation plans.

MITIGATION ACTION PLAN

The mitigation actions presented in this update are activities designed to reduce or eliminate losses resulting from natural hazards. The update process resulted in the identification of 300 mitigation actions for implementation by individual planning partners, as presented in Volume 2 of this plan. In addition, the Steering Committee and planning partners identified three countywide actions benefiting the whole partnership, as listed in Table ES-1.

Table ES-1. Countywide Mitigation Initiatives

| Action Number and Description | Priority for Implementation | Priority for Grant Pursuit |
|---|-----------------------------|----------------------------|
| CW-1— Continue to maintain a website that will house the multi-jurisdictional hazard mitigation plan and any amendments to it adopted during the next 5-year period to provide the planning partners and the public with ongoing access to the plan and its implementation. | High | Low |
| CW-2— Continue to leverage/support/enhance ongoing, regional public education and awareness programs, such as VCAalert, CERT (Community Emergency Response Team), DART (Disaster Assistance Response Team), TsunamiReady, and StormReady, as methods to educate the public on risk, risk reduction, and community resilience. | High | Low |
| CW-3— Continue to provide a virtual hub for sharing information on hazard mitigation resources on the readyventuracounty.org website that will support mitigation efforts and awareness of grant funding opportunities to the planning partnership. | High | Low |

IMPLEMENTATION

The Steering Committee developed a plan implementation and maintenance strategy that includes monitoring of the plan’s implementation, progress reporting, a strategy for continued public involvement, and plan integration with other relevant plans and programs.

Full implementation of the recommendations of this plan will require time and resources. The measure of the plan’s success will be its ability to adapt to changing conditions. Ventura County and its planning partners will assume responsibility for adopting the recommendations of this plan and committing resources toward implementation. The framework established by this plan will enable all planning partners to pursue Hazard Mitigation Assistance grant funding for feasible, eligible and cost-effective actions. The planning partnership developed this plan with extensive public input, and public support of the actions identified in this plan will help ensure the plan’s success.



Board of Directors:

JARED BOUCHARD, President
KRISTINA BREWER, Director
SEAN DEBLEY, Director
MICHAEL LEBOW, Director
BOB NAST, Director

PETER MARTINEZ
General Manager

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Regular Board Meeting December 13, 2022

To: Board of Directors
From: CJ Dillon, Office Manager
Subject: 2023 Holiday Schedule and Board Meeting Dates
Item No. E-3

RECOMMENDATION:

Approve 2023 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 2023.

| Holiday | Date | Day | Office Status | Closure Type |
|--------------------|---------------------|----------|---------------|-----------------------------|
| New Year's 2022 | 12/24/2022-1/2/2023 | 1 Week | Closed | Paid holiday-Unpaid holiday |
| MLK Day | 1/16/23 | Monday | Closed | Paid holiday |
| Presidents day | 2/20/23 | Monday | Closed | Paid holiday |
| Cesar Chavez Day | 3/31/23 | Friday | Open | Floating holiday |
| Memorial Day | 5/29/23 | Monday | Closed | Paid holiday |
| Independence Day | 7/4/23 | Tuesday | Closed | Paid holiday |
| Labor Day | 9/4/23 | Monday | Closed | Paid holiday |
| Columbus Day | 10/9/23 | Monday | Open | Floating holiday |
| Veterans Day | 11/11/23 | Friday | Closed | Paid holiday |
| Thanksgiving | 11/23/23 | Thursday | Closed | Paid holiday |
| Day after Thanksg. | 11/24/23 | Friday | Closed | Paid holiday |
| Christmas THRU | 12/25/23- | Monday | Closed | Paid holiday |
| New Years 2024 | 1/1/24 | Monday. | Closed | Paid holiday |

Holiday Closure (furlough) from Dec. 24, 2023 thru Jan. 1, 2024

Regularly scheduled meetings are proposed to take place on the second Tuesday of every month at 5:00 PM, and a second meeting on the fourth Tuesday in the month of April. The proposed 2023 Board Meeting dates are below.

| Month | 1st Meeting | 2nd Meeting |
|------------------|--------------------|--------------------|
| January | 1/10/2023 | |
| February | 2/14/2023 | |
| March | 3/14/2023 | |
| April | 4/11/2023 | 4/25/2023 |
| May | 5/9/2023 | |
| June | 6/13/2023 | |
| July | 7/11/2023 | |
| August | DARK | |
| September | 9/12/2023 | |
| October | 10/10/2023 | |
| November | 11/14/2023 | |
| December | 12/12/2023 | |

Upon Board approval at this meeting, staff will include the schedules in the January 2023 Utility Billing.

ATTACHMENTS:

1. Holiday and Board Meeting Schedule



2023 Holiday Schedule

Effective January 1, 2023

805.985.6021

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| Holiday | Date of Closure | Day | Office Status | Trash Service |
|---------------------------|-------------------|----------|---------------|-----------------------------|
| New Years 2023 | 12/24/22-1/2/2023 | 1 week | Closed | Regular Service |
| MLK Day | 1/16/2023 | Monday | Closed | Regular Service |
| Presidents day | 2/20/2023 | Monday | Closed | Regular Service |
| Cesar Chavez Day | 3/31/2023 | Friday | Open | Regular Service |
| Memorial Day | 5/29/2023 | Monday | Closed | Delayed One Day |
| Independence Day | 7/4/2023 | Tuesday | Closed | Thur. Service Delayed 1 Day |
| Labor Day | 9/4/2023 | Monday | Closed | Delayed One Day |
| Columbus Day | 10/9/2023 | Monday | Open | Regular Service |
| Veterans Day | 11/11/2023 | Friday | Closed | Regular Service |
| Thanksgiving | 11/23/2023 | Thursday | Closed | Thur. Service Delayed 1 Day |
| Thanksgiving (Day after) | 11/24/2023 | Friday | Closed | Regular Service |
| Christmas Eve THRU | 12/25/2023 | Monday | Closed | Delayed One Day |
| New Years Day 2024 | 1/1/2024 | Monday | Closed | Delayed One Day |

2023 Board Meeting Schedule

Meetings are held on the **second Tuesday** of every month at 5:00 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 | 1/10/2023 | |
| February | 2/14/2023 | |
| March | 3/14/2023 | |
| April | 4/11/2023 | 4/25/2023 |
| May | 5/9/2023 | |
| June | 6/13/2023 | |
| July | 7/11/2023 | |
| August | DARK | |
| September | 9/12/2023 | |
| October | 10/10/2023 | |
| November | 11/14/2023 | |
| December | 12/12/2023 | |

| 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:

JARED BOUCHARD, President
KRISTINA BREWER, Director
SEAN DEBLEY, Director
MICHAEL LEBOW, Director
BOB NAST, Director

PETER MARTINEZ
General Manager

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Regular Board Meeting, December 13, 2022

To: Board of Directors
From: Pete Martinez, *General Manager*
Subject: Nominations for Association of California Water Agencies – Region 8
Item No. E-4

RECOMMENDATION:

1. Board discretion to nominate candidate

FINANCIAL IMPACT: No Impact.

BACKGROUND/DISCUSSION:

The Association of California Water Agencies (ACWA) Region 8 is looking for ACWA members who are interested in leading direction of ACWA Region 8 for the remainder of the 2022-2023 term. The Board is seeking candidates from Region 8 to fill one board vacancy. The members of the Region 8 Board determine the direction and focus of region issues and activities. Additionally, they support the fulfillment of ACWA’s goals on behalf of its members. The ACWA Board is comprised of seven members as shown in the table below:

| Board Member | Representing | Position |
|--------------------------|------------------------------|--------------|
| Gloria D. Gray | West Basin MWD | Chair |
| William Cooper | Santa Clarita Valley Water | Vice Chair |
| Brian Bowcock | Three Valleys MWD | Board Member |
| Anthony R. Fellow, Ph.D. | Upper San Gabriel Valley MWD | Board Member |
| Robert W. Lewis | Rowland Water District | Board Member |
| Melvin L. Matthews | Foothill Municipal MWD | Board Member |
| Leonard Polan | Las Virgenes MWD | Board Member |

The attached resolution must be approved by the agency’s Board of Directors for any candidate wishing to run.

ATTACHMENT:

1. Resolution approving Boardmember for ACWA Candidacy

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
(DISTRICT NAME)
PLACING IN NOMINATION (NOMINEE NAME)
AS A MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES
REGION ____ (POSITION)**

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF (DISTRICT NAME) AS FOLLOWS:

A. Recitals

(i) The Board of Directors (Board) of the (District Name) does encourage and support the participation of its members in the affairs of the Association of California Water Agencies (ACWA).

(ii) (Nominee Title), (Nominee Name) is currently serving as (Position) for ACWA Region ____

and/or

(iii) (Nominee Name) has indicated a desire to serve as a (Position) of ACWA Region ____.

B. Resolves

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF (DISTRICT NAME),

(i) Does place its full and unreserved support in the nomination of (Nominee Name) for the (Position) of ACWA Region ____.

(ii) Does hereby determine that the expenses attendant with the service of (Nominee Name) in ACWA Region ____ shall be borne by the (District Name).

Adopted and approved this ____ day of ____ (month) 2022.

(SEAL)

(Nominee Name), (Title)
(District Name)

January 6, 2022

ATTEST:

(Secretary Name), Secretary

I, (SECRETARY NAME), Secretary to the Board of Directors of (District Name), hereby certify that the foregoing Resolution was introduced at a regular meeting of the Board of Directors of said District, held on the ____ day of ____ (month) 2022, and was adopted at that meeting by the following roll call vote:

AYES:

NOES:

ABSENT:

ATTEST:

(Secretary Name), Secretary to the
Board of Directors of
(District Name)

January 6, 2022

November 8, 2022

Board of Directors
Channel Islands Beach Community
Services District
Oxnard, California

We are engaged to audit the financial statements of the Channel Islands Beach Community Services District (the "District") for the year ended June 30, 2022. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibilities under U.S. Generally Accepted Auditing Standards and *Government Auditing Standards*

As stated in our engagement letter dated July 27, 2022, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

As part of our audit, we will consider the internal control of the District. Such considerations will be solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will also perform tests of the District's compliance with certain provisions of laws, regulations, contracts, and grants. However, providing an opinion on compliance with those provisions is not an objective of our audit.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to *management's discussion and analysis, schedule of the District's proportionate share of the net pension liability - CalPERS pension plan, schedule of contributions - CalPERS pension plan, the schedule of changes in the District's net OPEB liability and related ratios, and schedule of contributions - retiree health benefit plan.* which supplements the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on the budgetary comparison schedules, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

As part of the audit, we will assist with the preparation of the financial statements and related notes, and journal entry to adjust the investment with the Port Hueneme Water Agency. However, this assistance does not constitute an audit under *Government Auditing Standards* and is considered nonaudit services. Management is responsible for overseeing and accepting responsibility for these services.

Planned Scope, Timing of the Audit, Significant Risks, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the District and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the District or to acts by management or employees acting on behalf of the District. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We have identified the following significant risks of material misstatement as part of our audit planning:

1. Management Override of Controls
2. COVID19 Pandemic's effect on the District activities.
3. Billing process has a large volume of transactions.
4. Improper revenue recognition due to fraud.
5. First year of implementation of GASB 75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*.

We began our final audit fieldwork on approximately October 17, 2022 and expect to issue our report approximately in January 2023. Richard A. Teaman is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the Board of Directors and management of the Channel Islands Beach Community Services District and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

