

EXTENSION OF THE MARCH 31, 2020 EMERGENCY DECLARATION AND ORDERS OF  
THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT BOARD OF  
DIRECTORS RELATED TO THE 2020 COVID-19 OUTBREAK

General Manager of the Channel Islands Beach Community Services District hereby declares that a District emergency condition still exists due to the continued transmission and spread of the Coronavirus (COVID-19) pandemic. Pursuant to the March 31, 2020 Emergency Declaration issued by the District's Board of Directors, the General Manager extends the March 31, 2020 Emergency Declaration based on the following facts:

- On March 4, 2020, California Governor Gavin Newsom proclaimed a State of Emergency exists in California as a result of the threat of the novel Coronavirus (COVID-19) outbreak.
- On March 11, 2020, the World Health Organization declared the COVID-19 outbreak as a global pandemic.
- On March 12, 2020, the Ventura County Health Officer proclaimed a local health emergency exists in the County of Ventura due to the COVID-19 outbreak.
- On March 13, 2020, the President of the United States proclaimed that the COVID-19 outbreak constituted a National Emergency.
- On March 17, 2020, the Ventura County Health Officer issued a Public Health Order implementing social distancing guidelines and stay at home orders for the County's vulnerable residents.
- On March 20, 2020, the Ventura County Health Officer issued a "Stay Well at Home" emergency order, ordering all residents of the County of Ventura to stay inside their residences and to limit movement outside of their homes beyond what is absolutely necessary to take care of essential needs.
- On March 31, 2020, the District's Board of Directors adopted an Emergency Declaration which closed the District's offices to the public, cancelled the District's public meetings, suspended certain provisions of the District's Rates and Regulations, and authorized the General Manager to exercise limited emergency powers.
- On April 30, 2020, the District's Board of Directors extended the Emergency Declaration for another thirty (30) days.
- On May 7, 2020, the Ventura County Health Officer modified the "Stay Well at Home" emergency order to reflect and be consistent with the Governor's "Stay at Home Order" but also began implementing plans and provisions to safely reopen Ventura County and return to business.

- On May 20, 2020, the Ventura County Health Officer amended the May 7, 2020 Order to expand the reopening of Ventura County to allow dine-in restaurants and opening of retail businesses, but under strict social distancing requirements.
- On May 29, 2020, the District's Board of Directors extended the Emergency Declaration for another thirty (30) days.
- On June 18, 2020, due to a surge of confirmed cases of COVID-19, California's public health officials issued an order mandating face coverings be worn state-wide.
- On June 29, 2020, the General Manager extended this Emergency Declaration due to the continued spread and transmission of COVID-19 across the state and Ventura County.
- On July 13, 2020, the California Public Health Officer issued a Statewide Public Health Order reinstating restrictions on several industries to limit the transmission and spread of COVID-19.
- On July 13, 2020, the Ventura County Health Officer issued an Order closing certain indoor industries and activities to limit the transmission of COVID-19.
- On August 28, 2020, the California State Health Officer amended the State's health orders to a tiered system that allowed those in Tier 1 to reopen certain indoor operations, but only if the businesses complied with strict safety protocols set in the State's health order.
- On August 31, 2020, Ventura County was listed as a Tier 1 County, authorizing the reopening of certain indoor operations. However, social distancing and strict health guidelines still remain in effect and all sectors are advised to proceed with an abundance of caution.
- On October 6, 2020, Ventura County was listed as a Tier 2 County due to a decrease in the rate of spread and positive test results, authorizing certain businesses to reopen most indoor operations. However, the March 12 declaration of a local health emergency still remains.
- Social distancing guidelines and mandatory "Stay at Home" orders have led to uncertainty as to the ongoing availability of the District's Board of Directors, District staff, and the District's consultants and vendors and has also led to massive layoffs of "non-essential" workers.
- The District's core functions must be maintained for the health and safety of the community under any and all conditions, including the COVID-19 outbreak.

- Due to social distancing guidelines, “Stay at Home” orders, and subsequent disruptions to business as usual in most economic sectors, District customers may need additional time to pay their water bills without the fear of late fees and penalties.
- District staff continues to discuss, analyze and execute operational adjustments to meet the uncertainties of this emergency.
- Such adjustments may require senior staff to exercise immediate discretion to maintain District services, perform District operations, and protect public health and safety.

Further, as a result of this emergency declaration, the Board of Directors orders:

1. All billing delinquency fees and penalties identified in the Channel Islands Beach Community Services District Rates and Regulations are hereby waived for the billing periods of February through September 2020.
2. All water service shutoffs for non-payment are hereby suspended until October 31, 2020.
3. The General Manager or his designee are authorized and approved to use the District’s Operating and Emergency Reserve funds, up to a total of \$100,000.00, to meet the District’s needs during this Channel Islands Beach Community Services District-declared emergency.
4. The General Manager or his designee may adjust District staffing in his sole discretion to meet the needs of the District and to ensure the health, safety, and ongoing availability of all Channel Islands Beach Community Services District employees. This includes, where the General Manager or his designee deems appropriate, use of paid administrative leave, work-from-home arrangements, and other necessary budgetary and payroll discretion to meet the needs of the District and its employees during this Channel Islands Beach Community Services District-declared emergency.
5. The District’s offices shall be closed to the public, District consultants and vendors, and all non-essential District staff during this Channel Islands Beach Community Services District-declared emergency to reduce exposure and potential spread of COVID-19.
6. The General Manager or his designee shall coordinate, schedule, and conduct Special Board Meetings as needed, to inform the Board of Directors on the state of the District and for the Board of Directors to provide direction to the General Manager. Special meetings shall be noticed and held pursuant to Government Code Section 54956 but shall be subject to Governor Newsom’s Executive Orders N-25-20 and N-29-20 which suspend certain provisions of the Ralph M. Brown Act. Otherwise, all regularly scheduled Board of Directors meetings are cancelled

during the duration of this Channel Islands Beach Community Services District-declared emergency.

7. All Board of Directors Committee meetings shall be held by teleconference and are subject to Governor Newsom's Executive Orders N-25-20 and N-29-20 which suspend certain provisions of the Ralph M. Brown Act, during the duration of this Channel Islands Beach Community Services District-declared emergency.
8. The General Manager may terminate or restore any of the provisions provided herein, if, in their discretion, the emergency provision(s) are no longer necessary due a change in circumstances or subsequent action by federal, state, or local government officials.

This emergency declaration shall remain in place for thirty (30) days from the date of its approval unless acted upon by the Board of Directors, or the General Manager, to either terminate or extend the duration of this Emergency Declaration, as a whole or in part.

Date: October 6, 2020

*Peter Martinez*

PETE MARTINEZ

Channel Islands Beach Community  
Services District, General Manager