

**MINUTES OF THE  
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING, March 9, 2021**

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

President Debley called the virtual meeting to order at 6:05 P.M. In attendance, Vice President Bouchard, Director Brewer, Director Marcus, Director Nast, General Manager Peter Martinez, Clerk of the Board, Erika Davis, General Counsel, John Mathews, General Counsel, Joshua Smith, Office Manager, CJ Dillon, and Operations Manager Jesus (Chuy) Navarro.

**B. PUBLIC COMMENTS:**

None.

**C. CONSENT CALENDAR:**

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

Debley, Bouchard, Brewer, Marcus, Nast

5- Yes 0 -No

**D. OPERATIONS REPORT:**

Operations Manager Navarro using a PowerPoint presentation presented the month's Operations Report. The report included the B station pump swap, service leak repairs on Ocean Drive and Melrose Avenue, and the implementation of the WACHS integrated valve exercise.

**E. ACTION CALENDAR:**

**1. FY 2019-2020 Annual Audit Report**

Auditors Richard Teaman and Rick Gallo presented the 2019-2020 Annual Audit Report. The Finance Committee reported that they reviewed the 2019-2020 Annual

Audit Report and were briefed on the key points and how it impacted the bottom line. Board asked questions. Director Brewer made the motion to approve Staff's recommendation to Approve Allocations (transfers) for June 30, 2020. Vice President Bouchard seconded the motion. The motion passed.

**ROLL CALL VOTE:**

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

Vice President Bouchard made the motion to approve Staff's recommendation number 2) Approve the Channel Islands Beach Community Services District Annual Audit Report for Fiscal Year Ended June 30, 2020 and number 3) Authorize Staff to present a Final Audit Report. President Debley seconded the motion. The motion passed all in favor.

**ROLL CALL VOTE:**

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

**F. INFORMATION CALENDAR:**

**1. 2<sup>nd</sup> Review of Draft Ordinance No. 94 (Board Member Compensation)**

General Manager Martinez presented a PowerPoint presentation pointing out the key changes to Ordinance No 94 as directed by the Board. Board discussion ensued. Board consensus was to direct Staff to make an additional modification to the Draft Ordinance No. 94 section #7 Expense Claim submittals. In place of the language "by the last regular business day of the calendar month" the language should be modified to read "within thirty days of the date such expenses are incurred."

**2. Extension of 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.**

Board received and filed report.

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

President Debley reported at the PHWA meeting President Debley was nominated for Vice President of the PHWA Board. Vice President Bouchard reported that at the PHWA Board meeting there was a request for the PHWA Staff to bring back an update

to the PHWA Board on the lease agreements. Vice President Bouchard also stated that the PHWA recognized CIBCSD General Manager Martinez's efforts in keeping continuity at the PHWA during their reorganization efforts.

**G. BOARD MEMBER COMMENTS:**

Director Nast encouraged District Staff to participate in COVID vaccinations and testing.

Director Marcus also encouraged District Staff to participate in COVID vaccinations and testing.

Director Marcus reported that the parking lot next to the hotel has been cleaned up thanks to the efforts of a constituent. Director Marcus said she and her neighbors think this is great.

Vice President Bouchard encouraged the District to allow Staff time to participate in COVID vaccinations and testing during work hours.

President Debley said that there is current legislation that will be enforced in 2022 affecting the EJ Harrison hauling contract. President Debley asked Staff to have EJ Harrison do a presentation updating the Board on the changes and how these new requirements affect the District.

**H. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:**

General Manager Martinez said he expects the water and sewer masterplan to be completed and presented at the next Regular Board Meeting.

General Manager Martinez said that Special Water Counsel Candy will be updating the District Board and PHWA Board next month.

General Manager Martinez announced that there will be an update on the building next month.

General Manager Martinez said the water and sewer rate study is close to completion and will be coming to the Board.

The Board Meeting adjourned at 7:16 P.M.

  
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Sean Debley, President