

MINUTES OF THE  
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING, April 26, 2022

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

President Bouchard called the virtual meeting to order at 5:03 P.M. In attendance, Director Debley, Director Nast, General Manager Peter Martinez, Clerk of the Board, Erika Davis, General Counsel, John Mathews, Office Manager, CJ Dillon, Operations Manager Jesus (Chuy) Navarro, Auditor Richard Teaman, and Auditor Rick Gallo.

**Vice President Marcus and Director Brewer were absent.**

**B. PUBLIC COMMENTS:**

None.

**C. CONSENT CALENDAR:**

Director Debley made the motion to approve the Consent Calendar. Director Nast seconded the motion. The motion passed.

**ROLL CALL VOTE:**

Bouchard: YES, Debley: YES, Nast: YES      3 - Yes 0 -No

**D. ACTION CALENDAR:**

**1. FY 2020-2021 ANNUAL AUDIT REPORT**

President Bouchard stated that the Finance Committee met earlier in the day. Auditors Richard Teaman and Rick Gallo gave a brief overview of the Audit.

**5:12 pm Vice President Marcus joined the meeting.**

Finance Committee members reported that they reviewed the 2020-2021 Annual Audit Report, asked questions, and were pleased with the outcome. Board asked questions. There was no public comment. Vice President Marcus made the motion to approve Staff's recommendations to approve Reserve and Allocations (transfers) for June 30,

2021, approve the Channel Islands Beach Community Services District Annual Audit and authorize Staff to present a Final Audit Report. Director Nast seconded the motion. The motion passed.

**ROLL CALL VOTE:**

Bouchard: YES, Marcus: YES, Debley: YES, Nast: YES      4 - Yes 0 -No

**2. CONSIDERATION OF RESOLUTION 22-07 REQUESTING CONSOLIDATION OF THE CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT ELECTION WITH THE NOVEMBER 08, 2022, GENERAL ELECTION**

This is a biannual occurrence to notify the County of the District's inclusion in the General Election. There was no public comment. Vice President Marcus made the motion to adopt Resolution 22-07 and approve the "Notice of Elective Offices" to be filled with the candidates being responsible for the cost of candidate statements in the sample ballot. Director Nast seconded the motion. There was no public comment. The motion passed.

**ROLL CALL VOTE:**

Bouchard: YES, Marcus: YES, Debley: YES, Nast: YES      4 - Yes 0 -No

**3. AWARD OF CONTRACT FOR VALVE REPLACEMENT PROJECT – CI 105**

General Manager Martinez said that Bids closed April 18<sup>th</sup> by 5:00 pm. Elite General Engineering, Inc. came in with the low bid at \$142,163.10. Board discussion ensued. There was no public comment. President Bouchard made the motion for the Board to approve the awarding of the contract to Elite General Engineering, Inc. in the amount of \$142,163.10 and authorizing a 10% contingency for Staff in the total contracted expense of \$157,000. Director Debley seconded the motion. The motion passed.

**ROLL CALL VOTE:**

Bouchard: YES, Marcus: YES, Debley: YES, Nast: YES      4 - Yes 0 -No

**E. INFORMATION CALENDAR:**

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

President Bouchard reported that at the PHWA meeting the Operations Report was presented and the Resolution was approved to move forward for the next 30 days with virtual meetings at PHWA.

**F. BOARD MEMBER COMMENTS:**

Director Nast thanked General Manager Martinez for working while he was ill and thanked Staff.

Vice President Marcus said she has enjoyed the Board, the Staff, and great leadership but this will be her last term. Vice President Marcus said she mentioned if anyone in the public is interested in filling the seat.

President Bouchard stated that Vice President Marcus is owed a great deal of respect for serving 30 years.

Director Debley said he can only aspire to have the tenure Vice President Marcus displayed for thirty plus years.

Director Debley suggested inviting someone from the tax collector's office to present to the Board and explain how the apportionments work or have General Manager Martinez provide an update or informational item on how that process works. Board consensus supported placing this item on a future agenda.

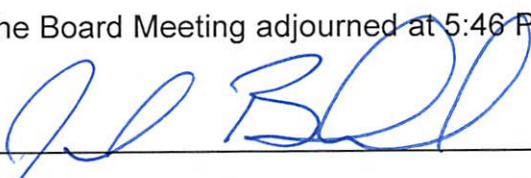
**G. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:**

General Counsel thanked Vice President Marcus for the time at the District.

General counsel said Metropolitan has decided to have all their agencies go to a one day watering a week if he recalls correctly by May 31st. It is a strategy to have Districts reduce usage by thirty percent.

General Manager Martinez said our Conditional Use Permit was approved last Thursday including the carport and block wall. The District should be submitting to plan check by next week.

The Board Meeting adjourned at 5:46 P.M.



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Jared Bouchard, President