

MINUTES OF THE
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING, January 11, 2022

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

President Debley called the virtual meeting to order at 5:03 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, Office Manager, CJ Dillon, and Operations Manager Jesus (Chuy) Navarro.

B. PUBLIC COMMENTS:

None.

C. CONSENT CALENDAR:

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

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

D. ACTION CALENDAR:

1. CONSIDERATION AND ADOPTION OF RESOLUTION NO. 22-01 ENABLING CONTINUED USE OF REMOTE TELECONFERENCE MEETINGS IN ACCORDANCE WITH ASSEMBLY BILL 361:

General Manager Martinez said this was a resolution that would allow the District to comply with the state requirement regarding virtual meetings. There was no public comment. Vice President Bouchard moved to approve the Resolution No. 22-01 enabling continued use of remote teleconference meetings in accordance with Assembly Bill 361. Director Marcus seconded the motion. The motion passed.

ROLL CALL VOTE:

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

2. ELECTION OF BOARD OFFICERS FOR CALENDAR YEAR 2022:

Director Marcus moved to nominate Vice President Bouchard for President for the 2022 calendar year. Director Brewer seconded the motion. The motion passed unanimously.

ROLL CALL VOTE:

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

Director Nast moved to approve Director Marcus for Vice President for the 2022 calendar year. Director Brewer seconded the motion. The motion passed.

ROLL CALL VOTE:

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

Board assignments were made (see attached). Director Debley moved to approve the Board assignments for the calendar year 2022. Vice President Marcus seconded the motion. The motion passed all in favor.

ROLL CALL VOTE:

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

3. CI 401 – BUILDING AND YARD IMPROVEMENT PROJECT:

Using a PowerPoint presentation, General Manager Martinez discussed the District's new headquarters and maintenance yard redesign. Board agreed that it was important for staff to communicate to the public that this project is going forward. There was no public comment. Board gave staff direction to include project updates in the bills and a project timeline on the website. Vice President Marcus made the motion to authorize staff to negotiate and execute contract amendment with Coastal Architects to finalize the revised design not to exceed \$25,000. Director Nast seconded the motion.

ROLL CALL VOTE:

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

4. PRESENTATION BY DAN DRUGAN (CALLEGUAS MUNICIPAL WATER DISTRICT):

Dan Drugan from Calleguas Municipal Water District presented the drought status and possible restrictions taking place as early as April 2022. Board gave staff direction to increase drought messaging to the community making people aware early and to also educate staff to be prepared to answer and educate the public. The Board asked to be updated on this regularly.

5. 2022 HOLIDAY SCHEDULE AND BOARD MEETING DATES:

Office Manager Dillon presented the 2022 Holiday Schedule and Board Meeting Dates. There was no public comment. President Bouchard moved to approve the 2022 Holiday Schedule and Board Meeting Dates. Director Brewer seconded the motion. The motion passed.

ROLL CALL VOTE:

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

6. ANNUAL PERFORMANCE AND SALARY REVIEW OF DISTRICT GENERAL MANAGER. THE BOARD WILL REVIEW AND CONSIDER THE GENERAL MANAGER'S PERFORMANCE AND COMPENSATION:

President Bouchard explained that the Board went into closed session at the November 2021 meeting to discuss the General Manager's annual performance evaluation. At the November 2021 meeting the Board announced in open session that the evaluation was favorable, and the compensation awarded was a 2% merit increase in addition to the 3% consumer price index (CPI). The reason this compensation for the General Manager is being revisited at this meeting is because the compensation was inappropriate contractually. The October to October CPI was 5.4% which contractually the General Manager is entitled to. Board discussion ensued. There was no public comment. Vice President Marcus made the motion that per the contract the District Board recognizes the CPI of 5.4% and that will be the salary adjustment for the General Manager for the year. Director Brewer seconded the motion. The motion passed.

ROLL CALL VOTE:

Bouchard: YES, Marcus: YES, Brewer: YES, Debley: YES

Nast: ABSTAIN

4 - Yes 0 -No 1-Abstain

E. OPERATIONS REPORT:

Using a PowerPoint presentation, Operations Manager Navarro described this month's projects. The projects included were the AMS replacement at 129 Van Nuys Avenue, hot spots cleaning, B station repairs, and finalization of the new crane truck delivery.

F. INFORMATION CALENDAR:

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

President Bouchard and Director Debley reported that they attended the PHWA meeting in December. President Bouchard stated that Don Villafana from the City of Port Hueneme presented capital projects moving forward with seismic studies of the tank sight.

G. BOARD MEMBER COMMENTS:

Vice President Marcus referred to an article in the Los Angeles Times addressing changes that can take place to save water to continue and aid agriculture.

Director Debley noted recent legislation, Senate Bill 9 beginning January 1, 2022, which allows significant density in residential neighborhoods.

Director Debley stated with all that is going on in the District this is an opportunity to use social media for messaging as long as it can be maintained. Social media item should be brought back on a future agenda.

Director Debley said with the implementation of all the capital improvements and assessment management systems he thinks it would be a good idea for General Manager Martinez and Operations Manager Navarro to bring back to the Board information on how we are using those resources and how it is benefiting the District.

Director Nast wished that everyone stays healthy.

President Bouchard said he agrees with Director Debley that with the implementation of all the new technology and money spent, it would be great to see how it is functioning and how these efficiencies are benefitting the District so that the Board members can speak to the investment that the District made into these capital projects. Vice President Bouchard asked that General Manager Martinez and Operations Manager Navarro put together a presentation and bring it back to the Board in the next few months. This would be helpful, so the Board understands how in its entirety it is benefiting the organization.

President Bouchard congratulated General Manager Martinez for completing his master's program at University of Southern California. The Board in its entirety wished congratulations.

H. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

General Counsel congratulated the General Manager on completion of master's program.

General Counsel thanked Director Debley for his service the past year.

General Counsel said he appreciated Dan Drugan's presentation. He stated that we need to remember when we see all the good news about the snowpack and rain it doesn't necessarily correlate 1 to 1 in the amount of water we can use. Therefore, the message of conservation is important. He appreciates the District getting constituents to realize we are still in a drought.

General Manager Martinez said the organic waste diversion waiver request was denied by the State. The next step will be to submit notice of intent and develop an Ordinance and action plan to educate and promote what this will look like.

General Manager Martinez said the District received \$42,000 for COVID relief from State Special Districts to cover water and sewer bills that are in the rears. Board asked for more specific information how these funds are going to be distributed.

The Board Meeting adjourned at 7:05 P.M.



Jared Bouchard, President

Organization	Member(s)	Alternate
Board Positions		
President	Jared Bouchard	n/a
Vice President	Marcia Marcus	n/a
Committee Assignments		
Finance Committee	Marcia Marcus, Bob Nast	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	Jared Bouchard, Sean Debley	Marcia Marcus
VCSDA	Sean Debley	Jared Bouchard
VRSD & Committee	Bob Nast	Sean Debley
CSDA	Jared Bouchard	Sean Debley
CASA	Sean Debley	Jared Bouchard