

**MINUTES OF THE
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING, December 13, 2022**

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

President Bouchard called the meeting to order at 5:00 P.M. In attendance, Director Debley, Director Lebow, Director Nast, 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 Brewer was absent.

B. PUBLIC COMMENTS:

Vanessa Chadwick stated concerns about the Kiddie Beach Restrooms and repairs that needed to be made. Ms. Chadwick also provided a written list of additional concerns.

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, Lebow: YES, Nast: YES 4 - Yes 0 -No

D. OPERATIONS REPORT:

Using a PowerPoint presentation, Operations Manager Navarro presented the Operations Report which included the completion of the second phase of the valve replacement project, Hollywood Beach Pipeline Improvement project updates on the permit process and anticipated starting date, District service installations at 3016 Ocean Drive, 3000 Ocean Drive, and 4455 Harbor Boulevard. Operations Manager also reported on the sewer force main damage and the repairs that occurred.

E. ACTION CALENDAR:

1. ELECTION OF BOARD OFFICERS FOR CALENDAR YEAR 2023

President Bouchard moved to nominate Director Debley for President for the 2023 calendar year. Director Nast seconded the motion. The motion passed.

ROLL CALL VOTE:

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

Director Debley moved to nominate Jared Bouchard for Vice President for the 2023 calendar year. Director Lebow seconded the motion. The motion passed.

ROLL CALL VOTE:

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

Board assignments were made (see attached). President Bouchard made the motion to approve the Board assignments for the calendar year 2023. Director Debley seconded the motion. The motion passed.

ROLL CALL VOTE:

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

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

General Manager Martinez explained that in accordance with the Disaster Mitigation Act of 2000, Hazard Mitigation Plans must be completed, approved, and adopted every five years for public agencies to be eligible for the suite of grant programs under FEMA's Hazard Mitigation Assistance programs. General Manager Martinez recommended that the Board consider and adopt Resolution No. 22-16. There was no public comment. Director Debley made the motion to approve and adopt Resolution 22-16. Director Lebow seconded the motion. The motion passed.

ROLL CALL VOTE:

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

3. 2023 HOLIDAY SCHEDULE AND BOARD MEETING DATES

Office Manager Dillon presented the 2023 Holiday Schedule and Board Meeting Dates. There was no public comment. Director Lebow moved to approve the 2023 Holiday Schedule and Board Meeting Dates. Director Nast seconded the motion. The motion passed.

ROLL CALL VOTE:

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

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

General Manager Martinez explained that this was a call for candidates to fill a Board vacancy on the Association of California Water Agencies Region 8 Board. No Board action was taken.

F. INFORMATION CALENDAR:

1. November 8, 2022, letter from the Auditor

Office Manager Dillon explained this was the Auditor engagement letter that included new required language and brought this to the attention of the Board.

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

Director Debley reported that he attended the PHWA meeting, and the Public Works Director was requesting authorization for a special study. President Bouchard also attended the PHWA meeting and reported that there was a miscommunication with Board and Staff regarding a request they made 5 months ago. The PHWA Board explained they were not requesting a proposal to bypass the plant, so they rejected it. The PHWA Board was requesting a strategic planning session so they could make informed decisions. The PHWA Staff said they were unable to do this because they lacked the manpower. At the next meeting PHWA Staff will be bringing back another proposal for MKN to facilitate a strategic planning session.

President Bouchard said he attended the ACWA conference. He said it was a good networking opportunity. There was good subject matter, and it was well attended.

G. BOARD MEMBER COMMENTS:

Director Nast wished everyone a Merry Christmas and a Happy New Year.

President Bouchard welcomed Director Lebow and said he looked forward to working with him.

Director Debley welcomed Director Lebow and asked him to introduce himself.

Director Lebow said he was raised in Los Angeles moved to Channel Islands Beach area for work. Director Lebow has been at the law firm in Ventura for about 10 years. Director Lebow graduated from University of California, San Diego and earned his doctorate from Pepperdine University. Director Lebow said he is interested in serving the community, getting involved and learning more about the water services.

H. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

General Counsel wished everyone Happy Holidays.

General Manager Martinez said the latest building update is that they are working on constructability review, and he believes the District will go out to bid in February 2023.

General Manager Martinez welcomed Director Lebow and wished everyone a Merry Christmas and Happy New Year.

The Board Meeting adjourned at 6:00 P.M.



Jared Bouchard, President