



Board of Directors:

ELLEN SPIEGEL, President  
 KRISTINA BREWER, Vice President  
 SUSIE KOESTERER, Director  
 MARCIA MARCUS, Director  
 BOB NAST, Director

AKBAR ALIKHAN  
 General Manager

353 Santa Monica Drive · Channel Islands Beach, CA · 93035-4473 · (805) 985-6021 · FAX (805) 985-7156  
 A PUBLIC ENTITY SERVING CHANNEL ISLANDS BEACHES AND HARBOR · CIBCS.D.COM

# BOARD OF DIRECTORS SPECIAL BOARD MEETING NOTICE & AGENDA

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**NOTICE IS HEREBY GIVEN** that the Board of Directors of the Channel Islands Beach Community Services District will hold a Special Meeting beginning at 11:00 AM on Friday, December 14, 2018. The Meeting will be held at the **District Office Conference Room, 353 Santa Monica Drive, Channel Islands Beach, CA 93035.** The Agenda is as follows:

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

**B. PUBLIC COMMENTS:** Opportunity for members of the public to address the Board on matters under the purview of the District and which are not on the agenda. (Time limit 3 minutes per speaker)

**C. CONSENT CALENDAR:**

1. Approve the Agenda Order
2. Financial Reports:
  - a. Cash Disbursal & Receipt Report –November 2018
3. Minutes
  - a. November 13, 2018
4. Authorize customer request for relief from water charges due to leaks on the property consistent with Resolution 16-06:

|    | Account Number | Water Relief | Sewer Relief | Total Relief |
|----|----------------|--------------|--------------|--------------|
| a. | 09580-01       | \$120.12     | \$284.36     | \$404.48     |
| b. | 13410-01       | \$58.95      | \$147.65     | \$206.60     |
| c. | 14040-01       | \$190.71     | \$486.69     | \$677.40     |
| d. | 02170-01       | \$4.11       | \$27.34      | \$31.45      |
| e. | 07090-03       | \$34.14      | \$114.84     | \$148.98     |
| f. | 10990-02       | \$17.97      | \$65.62      | \$83.59      |
| g. | 01390-02       | \$38.16      | \$98.43      | \$136.59     |

|           |          |          |               |                   |
|-----------|----------|----------|---------------|-------------------|
| <b>h.</b> | 03710-01 | \$24.90  | \$71.09       | \$95.99           |
| <b>i.</b> | 07580-01 | \$120.01 | \$103.90      | \$223.91          |
| <b>j.</b> | 08390-07 | \$172.74 | \$442.94      | \$615.68          |
| <b>k.</b> | 00000003 | \$24.90  | \$98.43       | \$123.33          |
|           |          |          | <b>Total:</b> | <b>\$2,748.00</b> |

**D. ACTION CALENDAR:**

**1. Sale of Surplus Real Property**

Recommendation:

- 1) Approve Resolution No. 18-08 authorizing the sale of District Surplus property at 112 Las Palmas Street in the amount of \$650,000.

**E. INFORMATION CALENDAR:**

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

**F. BOARD MEMBER COMMENTS:**

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

**AGENDA POSTING CERTIFICATION**

This agenda was posted Wednesday, December 12, 2018 by 5:00 PM. The agenda is posted at the District Office and two public notice bulletin boards, which are accessible 24 hours per day. The locations include:

- Hollywood Beach School, 4000 Sunset
- Corner Store, 2425 Roosevelt Blvd.
- District Office, 353 Santa Monica Drive

Agendas are also posted on the District's website at [www.cibcsd.com](http://www.cibcsd.com).



Akbar Alikhan  
General Manager

**REQUESTS FOR DISABILITY-RELATED MODIFICATION OR ACCOMMODATION, INCLUDING AUXILIARY AIDS OR SERVICES, IN ORDER TO ATTEND OR PARTICIPATE IN A MEETING, SHOULD BE MADE TO THE SECRETARY OF THE BOARD IN ADVANCE OF THE MEETING TO ENSURE THE AVAILABILITY OF REQUESTED SERVICE OR ACCOMODATION. NOTICES, AGENDAS AND PUBLIC DOCUMENTS RELATED TO THE BOARD MEETINGS CAN BE MADE AVAILABLE IN ALTERNATIVE FORMAT UPON REQUEST.**

Channel Islands Beach 2013

12/11/2018 3:52 PM

Register: 1002 · Checking Pacific Western

From 11/01/2018 through 11/30/2018

Sorted by: Date, Type, Number/Ref

| Date       | Number   | Payee                   | Account                  | Memo                | Payment   | C | Deposit | Balance    |
|------------|----------|-------------------------|--------------------------|---------------------|-----------|---|---------|------------|
| 11/02/2018 | RETCK    | QB:Returned Item        | 1200 - Accounts Recei... | Gordinier           | 176.07    |   |         | 323,603.29 |
| 11/06/2018 |          | QuickBooks Payroll ...  | -split-                  | Created by Pay...   | 23,608.50 |   |         | 299,994.79 |
| 11/07/2018 | 2000     | Arco                    | 4 - Maintenance Expen... | pymt by phone,...   | 1,263.38  |   |         | 298,731.41 |
| 11/07/2018 | 5404     | A to Z Law, LLP         | 2000 - Accounts Payable  |                     | 2,992.00  |   |         | 295,739.41 |
| 11/07/2018 | 5405     | America's Tire          | 2000 - Accounts Payable  | F-350 tires         | 1,005.56  |   |         | 294,733.85 |
| 11/07/2018 | 5406     | Aqua-Tech Services ...  | 2000 - Accounts Payable  |                     | 1,200.00  |   |         | 293,533.85 |
| 11/07/2018 | 5407     | AWA                     | 2000 - Accounts Payable  | Bob Nast-11-1...    | 30.00     |   |         | 293,503.85 |
| 11/07/2018 | 5408     | Base Auto Parts         | 2000 - Accounts Payable  |                     | 112.27    |   |         | 293,391.58 |
| 11/07/2018 | 5409     | Cardmember Service      | 2000 - Accounts Payable  |                     | 6,501.63  |   |         | 286,889.95 |
| 11/07/2018 | 5410     | CIBCS-D-Petty Cash      | 2000 - Accounts Payable  |                     | 242.18    |   |         | 286,647.77 |
| 11/07/2018 | 5411     | Coastal Pipco           | 2000 - Accounts Payable  |                     | 170.40    |   |         | 286,477.37 |
| 11/07/2018 | 5412     | County of Ventura - ... | 2000 - Accounts Payable  | Encroachment ...    | 1,500.00  |   |         | 284,977.37 |
| 11/07/2018 | 5413     | County of Ventura - ... | 2000 - Accounts Payable  | pr pd 7/1/18 to ... | 420.16    |   |         | 284,557.21 |
| 11/07/2018 | 5414     | Diener's Electric, Inc. | 2000 - Accounts Payable  |                     | 646.32    |   |         | 283,910.89 |
| 11/07/2018 | 5415     | Elecsys Corporation     | 2000 - Accounts Payable  |                     | 223.50    |   |         | 283,687.39 |
| 11/07/2018 | 5416     | Erika Davis             | 2000 - Accounts Payable  | overage due E. ...  | 32.58     |   |         | 283,654.81 |
| 11/07/2018 | 5417     | Famcon Pipe and Su...   | 2000 - Accounts Payable  |                     | 2,425.10  |   |         | 281,229.71 |
| 11/07/2018 | 5418     | Ferguson Waterworks     | 2000 - Accounts Payable  | VOID:               |           | X |         | 281,229.71 |
| 11/07/2018 | 5419     | FGL Environmental I...  | 2000 - Accounts Payable  |                     | 649.00    |   |         | 280,580.71 |
| 11/07/2018 | 5420     | Frontier                | 2000 - Accounts Payable  |                     | 203.33    |   |         | 280,377.38 |
| 11/07/2018 | 5421     | George M. Phillips      | 2000 - Accounts Payable  | Wtr. Crdt. misr...  | 5,459.41  |   |         | 274,917.97 |
| 11/07/2018 | 5422     | Miguel Zavalza          | 2000 - Accounts Payable  |                     | 225.00    |   |         | 274,692.97 |
| 11/07/2018 | 5423     | Mission Linen & Uni...  | 2000 - Accounts Payable  |                     | 145.92    |   |         | 274,547.05 |
| 11/07/2018 | 5424     | Nationwide Retirement   | 2000 - Accounts Payable  | pr pd 10/20/18 ...  | 1,842.75  |   |         | 272,704.30 |
| 11/07/2018 | 5425     | Pacific Couriers        | 2000 - Accounts Payable  |                     | 205.70    |   |         | 272,498.60 |
| 11/07/2018 | 5426     | Pitney Bowes Inc.       | 2000 - Accounts Payable  |                     | 144.16    |   |         | 272,354.44 |
| 11/07/2018 | 5427     | Prime Masonry Mate...   | 2000 - Accounts Payable  |                     | 224.98    |   |         | 272,129.46 |
| 11/07/2018 | 5428     | Tampa Hardware 2        | 2000 - Accounts Payable  |                     | 223.72    |   |         | 271,905.74 |
| 11/07/2018 | 5429     | Underground Service...  | 2000 - Accounts Payable  |                     | 11.55     |   |         | 271,894.19 |
| 11/07/2018 | 5430     | AWA                     | 2000 - Accounts Payable  | Bob Nast - 11/...   | 25.00     |   |         | 271,869.19 |
| 11/07/2018 | 5431     | ACWA/JPIA Health ...    | 2000 - Accounts Payable  |                     | 954.97    |   |         | 270,914.22 |
| 11/07/2018 | 5432     | Aflac                   | 2000 - Accounts Payable  |                     | 235.70    |   |         | 270,678.52 |
| 11/07/2018 | 5433     | Famcon Pipe and Su...   | 2000 - Accounts Payable  |                     | 14,957.09 |   |         | 255,721.43 |
| 11/07/2018 | 5434     | Spectrum                | 2000 - Accounts Payable  | cable               | 44.62     |   |         | 255,676.81 |
| 11/07/2018 | 5435     | TC Experts, Inc.        | 2000 - Accounts Payable  | 17/18 1,092.05,...  | 1,191.05  |   |         | 254,485.76 |
| 11/07/2018 | To Print | Akbar Alikhan           | -split-                  | Direct Deposit      |           | X |         | 254,485.76 |
| 11/07/2018 | To Print | Carol J Dillon          | -split-                  | Direct Deposit      |           | X |         | 254,485.76 |
| 11/07/2018 | To Print | Casey D Johnson         | -split-                  | Direct Deposit      |           | X |         | 254,485.76 |
| 11/07/2018 | To Print | E.D. Brock              | -split-                  | Direct Deposit      |           | X |         | 254,485.76 |
| 11/07/2018 | To Print | Erika F Davis           | -split-                  | Direct Deposit      |           | X |         | 254,485.76 |

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From 11/01/2018 through 11/30/2018

Sorted by: Date, Type, Number/Ref

| Date       | Number   | Payee                      | Account                  | Memo               | Payment   | C | Deposit   | Balance    |
|------------|----------|----------------------------|--------------------------|--------------------|-----------|---|-----------|------------|
| 11/07/2018 | To Print | Keila E Wilson             | -split-                  | Direct Deposit     |           | X |           | 254,485.76 |
| 11/07/2018 | To Print | Mark A Espinosa            | -split-                  | Direct Deposit     |           | X |           | 254,485.76 |
| 11/07/2018 | To Print | Peter A. Martinez          | -split-                  | Direct Deposit     |           | X |           | 254,485.76 |
| 11/09/2018 | DEP      | QB:DEPOSIT                 | 1200 - Accounts Recei... | Dep 11/6           |           |   | 6,592.41  | 261,078.17 |
| 11/09/2018 | DEP      | QB:DEPOSIT                 | 1200 - Accounts Recei... | Dep 11/5           |           |   | 4,986.55  | 266,064.72 |
| 11/09/2018 | DEP      | QB:DEPOSIT                 | 1200 - Accounts Recei... | Dep 11/6           |           |   | 958.98    | 267,023.70 |
| 11/09/2018 | DEP      | QB:DEPOSIT                 | 1200 - Accounts Recei... | Dep 11/7           |           |   | 2,713.67  | 269,737.37 |
| 11/09/2018 | DEP      | QB:DEPOSIT                 | 2050 - Customer Depo...  | Dep 11/7           |           |   | 150.00    | 269,887.37 |
| 11/09/2018 | DEP      | QB:DEPOSIT                 | 1200 - Accounts Recei... | Dep 11/8           |           |   | 9,007.55  | 278,894.92 |
| 11/09/2018 | DEP      | QB:DEPOSIT                 | 1200 - Accounts Recei... | Dep 11/6           |           |   | 1,193.00  | 280,087.92 |
| 11/09/2018 | DEP      | QB:DEPOSIT                 | 1200 - Accounts Recei... | Dep 11/8           |           |   | 12,775.54 | 292,863.46 |
| 11/09/2018 | DEP      | QB:DEPOSIT                 | 2050 - Customer Depo...  | Dep 11/2           |           |   | 300.00    | 293,163.46 |
| 11/09/2018 | DEP      | QB:DEPOSIT                 | 2050 - Customer Depo...  | Dep 11/2           |           |   | 150.00    | 293,313.46 |
| 11/09/2018 | DEP      | QB:DEPOSIT                 | 1200 - Accounts Recei... | Dep 11/2           |           |   | 4,236.31  | 297,549.77 |
| 11/14/2018 | DEP      | QB:DEPOSIT                 | 1200 - Accounts Recei... | Dep 11/13          |           |   | 8,795.76  | 306,345.53 |
| 11/14/2018 | DEP      | QB:DEPOSIT                 | 1200 - Accounts Recei... | Dep 11/14          |           |   | 19,134.04 | 325,479.57 |
| 11/14/2018 | DEP      | QB:DEPOSIT                 | 1200 - Accounts Recei... | dep 11/14          |           |   | 10,146.81 | 335,626.38 |
| 11/14/2018 | DEP      | QB:DEPOSIT                 | 1200 - Accounts Recei... | Dep 11/13          |           |   | 1,860.01  | 337,486.39 |
| 11/20/2018 | 5441     | AT & T                     | 2000 - Accounts Payable  |                    | 596.18    |   |           | 336,890.21 |
| 11/20/2018 | 5442     | CIBCS-D-Petty Cash         | 2000 - Accounts Payable  |                    | 145.40    |   |           | 336,744.81 |
| 11/20/2018 | 5443     | Document Systems, I...     | 2000 - Accounts Payable  | office HP          | 67.97     |   |           | 336,676.84 |
| 11/20/2018 | 5445     | EJ Harrison & Sons, ...    | 2000 - Accounts Payable  | 112 Las Palmas...  | 93.00     |   |           | 336,583.84 |
| 11/20/2018 | 5446     | Ferguson Waterworks        | 2000 - Accounts Payable  | VOID:              |           | X |           | 336,583.84 |
| 11/20/2018 | 5447     | FGL Environmental I...     | 2000 - Accounts Payable  |                    | 451.00    |   |           | 336,132.84 |
| 11/20/2018 | 5448     | Frontier                   | 2000 - Accounts Payable  |                    | 485.60    |   |           | 335,647.24 |
| 11/20/2018 | 5449     | Frontier-Office            | 2000 - Accounts Payable  |                    | 113.40    |   |           | 335,533.84 |
| 11/20/2018 | 5450     | ImageSource                | 2000 - Accounts Payable  |                    | 125.57    |   |           | 335,408.27 |
| 11/20/2018 | 5451     | Office Depot               | 2000 - Accounts Payable  |                    | 216.26    |   |           | 335,192.01 |
| 11/20/2018 | 5452     | Philip's Janitorial Ser... | 2000 - Accounts Payable  |                    | 205.00    |   |           | 334,987.01 |
| 11/20/2018 | 5453     | PHWA                       | 2000 - Accounts Payable  |                    | 55,690.28 |   |           | 279,296.73 |
| 11/20/2018 | 5454     | R. A. YOUNG                | 2000 - Accounts Payable  | CUSTOMER ...       | 109.77    |   |           | 279,186.96 |
| 11/20/2018 | 5455     | SCE- Office                | 2000 - Accounts Payable  |                    | 231.67    |   |           | 278,955.29 |
| 11/20/2018 | 5456     | So. California Edison...   | 2000 - Accounts Payable  |                    | 1,021.45  |   |           | 277,933.84 |
| 11/20/2018 | 5457     | Soares, Sandall, Bern...   | 2000 - Accounts Payable  |                    | 3,350.00  |   |           | 274,583.84 |
| 11/20/2018 | 5458     | Spectrum                   | 2000 - Accounts Payable  | Internet           | 124.98    |   |           | 274,458.86 |
| 11/20/2018 | 5459     | Streamline                 | 2000 - Accounts Payable  |                    | 200.00    |   |           | 274,258.86 |
| 11/20/2018 | 5460     | EJ Harrison & Sons, ...    | 2000 - Accounts Payable  | pr pd 9/16/18 t... | 44,074.71 |   |           | 230,184.15 |
| 11/20/2018 | 5461     | Xerox Financial Serv...    | 2000 - Accounts Payable  |                    | 260.91    |   |           | 229,923.24 |
| 11/20/2018 |          | QuickBooks Payroll ...     | -split-                  | Created by Pay...  | 22,244.17 |   |           | 207,679.07 |
| 11/21/2018 | DEP      | QB:DEPOSIT                 | 1200 - Accounts Recei... | Dep 11/16          |           |   | 701.36    | 208,380.43 |

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12/11/2018 3:52 PM

Register: 1002 · Checking Pacific Western

From 11/01/2018 through 11/30/2018

Sorted by: Date, Type, Number/Ref

| <b>Date</b> | <b>Number</b> | <b>Payee</b>      | <b>Account</b>           | <b>Memo</b>    | <b>Payment</b> | <b>C</b> | <b>Deposit</b> | <b>Balance</b> |
|-------------|---------------|-------------------|--------------------------|----------------|----------------|----------|----------------|----------------|
| 11/21/2018  | DEP           | QB:DEPOSIT        | 1200 - Accounts Recei... | Dep 11/21      |                |          | 119.49         | 208,499.92     |
| 11/21/2018  | DEP           | QB:DEPOSIT        | 1200 - Accounts Recei... | Dep 11/21      |                |          | 19,336.89      | 227,836.81     |
| 11/21/2018  | DEP           | QB:DEPOSIT        | 1200 - Accounts Recei... | Dep 11/21      |                |          | 2,568.17       | 230,404.98     |
| 11/21/2018  | DEP           | QB:DEPOSIT        | 1200 - Accounts Recei... | Dep 11/20      |                |          | 13,071.92      | 243,476.90     |
| 11/21/2018  | DEP           | QB:DEPOSIT        | 1200 - Accounts Recei... | Dep 11/16      |                |          | 16,977.25      | 260,454.15     |
| 11/21/2018  | DEP           | QB:DEPOSIT        | 1200 - Accounts Recei... | dep 11/19      |                |          | 24,255.28      | 284,709.43     |
| 11/21/2018  | DEP           | QB:DEPOSIT        | 1200 - Accounts Recei... | Dep 11/16      |                |          | 626.93         | 285,336.36     |
| 11/21/2018  | EDEP          | QB:DEPOSIT        | 1200 - Accounts Recei... | E-checks       |                |          | 64,982.85      | 350,319.21     |
| 11/21/2018  | To Print      | Akbar Alikhan     | -split-                  | Direct Deposit |                | X        |                | 350,319.21     |
| 11/21/2018  | To Print      | Carol J Dillon    | -split-                  | Direct Deposit |                | X        |                | 350,319.21     |
| 11/21/2018  | To Print      | Casey D Johnson   | -split-                  | Direct Deposit |                | X        |                | 350,319.21     |
| 11/21/2018  | To Print      | E.D. Brock        | -split-                  | Direct Deposit |                | X        |                | 350,319.21     |
| 11/21/2018  | To Print      | Erika F Davis     | -split-                  | Direct Deposit |                | X        |                | 350,319.21     |
| 11/21/2018  | To Print      | Keila E Wilson    | -split-                  | Direct Deposit |                | X        |                | 350,319.21     |
| 11/21/2018  | To Print      | Mark A Espinosa   | -split-                  | Direct Deposit |                | X        |                | 350,319.21     |
| 11/21/2018  | To Print      | Peter A. Martinez | -split-                  | Direct Deposit |                | X        |                | 350,319.21     |
| 11/26/2018  | EDEP          | QB:DEPOSIT        | 1200 - Accounts Recei... | e-checks       |                |          | 38,998.46      | 389,317.67     |

MINUTES OF THE  
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING, November 13, 2018

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

President Spiegel called the meeting to order at 6:00 PM and led everyone in attendance in the Pledge of Allegiance. In attendance Vice President Brewer, Director Marcus, Director Koesterer, Director Nast, General Manager, Akbar Alikhan, Clerk of the Board, Erika Davis, General Counsel, John Mathews, Office Manager, CJ Dillon and Deputy General Manager/ Operations Manager Pete Martinez.

**B. PUBLIC COMMENTS:**

CHP Officer Kevin Denharder reported that due to the fires, the CHP is busy with the road closures.

Sergeant Harris from the Sherriff's Office provided information on the person assigned to the District area to aid in Quality of Life issues. The Beat Officer is the person handling this for the District and Sergeant Harris provided their contact information.

**C. CONSENT CALENDAR:**

President Spiegel moved to approve the Consent Calendar and Vice President Brewer seconded the motion.

Spiegel, Brewer, Marcus, Koesterer, Nast      5 - Yes   0 - No

**D. OPERATIONS AND MAINTENANCE REPORT:**

Deputy General Manager/ Operations Manager (DGM/OM) Pete Martinez presented the Operations and Maintenance Report. DGM/OM Pete Martinez using a PowerPoint presentation described the completed projects which included water service repairs, smart meter installations in the Silverstrand and Hollywood by the Sea areas, confined space training, SCADA integration with PHWA, and fire hydrant repairs.

**E. ACTION CALENDAR**

**1. Sale of Surplus Real Property**

General Manager Alikhan explained the rescheduled auction was successful and the Las Palmas property sold for the reserve price of \$650,000. The Corporate Resolution authorizes the sale of the property for \$650 000 and the General Manager as signatory and recognizes the proceeds from the sale of the property are intended to go to improving the District Office. The Reserve account will hold the funds from the sale of the property. Director Marcus moved to approve the Corporate Resolution 18-07 and to establish a new Reserve fund. Vice President Brewer seconded the motion. Motion passed all in favor.

Spiegel, Brewer, Marcus, Koesterer, Nast      5 - Yes   0 - No

## **2. Nationwide Employee Retirement, Fixed Interest Rate Option**

Office Manager CJ Dillon explained that Nationwide gave the District two choices on how to handle the Guaranteed Rate Amendment. The recommendation is to choose option one. Director Marcus moved to approve the Fixed Account Amendments and allow the employees to choose option one. President Spiegel seconded the motion. The motion passed.

Spiegel, Brewer, Marcus, Koesterer, Nast 5 - Yes 0 - No

## **3. Local Agency Formation Commission Candidate Selection**

General Alikhan explained that the Board could cast a vote for a LAFCO candidate. After Board discussion, Director Nast made the motion for the Board to cast vote for Elaine Freeman for the Commission Seat and Andy Waters for the Alternate Seat. The motion was seconded by Vice President Brewer. Motion passed collectively.

Spiegel, Brewer, Marcus, Koesterer, Nast 5 - Yes 0 - No

## **4. Memorandum of Understanding (MOU) Between Channel Islands Beach Community Services District SEIU Local 721**

Using a PowerPoint Presentation General Manager Alikhan explained proposed changes to the MOU and that the MOU is normally negotiated every 5 years. Due to the need for it to be updated District counsel felt it reasonable to draft a new MOU. The Regional Director of SEIU Local 721 Danny Carrillo stated that the changes had been discussed with the employees and the members ratified what is being awarded. Director Marcus made the motion to approve the new MOU and approve the proposed changes to the District holiday schedule for the calendar year 2018. President Spiegel seconded the motion. Motion passed.

Spiegel, Brewer, Marcus, Koesterer, Nast 5 - Yes 0 - No

## **5. 2019 Holiday Schedule and Board Meeting Dates**

General Manager Alikhan presented the 2019 Holiday schedule and Board Meeting Dates. Vice President Brewer made the motion to approve the 2019 Holiday Schedule and Board Meeting Dates and Director Marcus seconded the motion. Motion passed.

Spiegel, Brewer, Marcus, Koesterer, Nast 5 - Yes 0 - No

## **6. Board Appointments to Ventura Regional Sanitation District**

General Manager Alikhan explained that VRSD has a 9-member board and 1 of the members is a Special District representative. This position rotates yearly. It is our turn to hold the 2019 seat on the board. President Spiegel made the motion to appoint Director Nast for the seat and Director Marcus for the alternate seat. President Spiegel seconded the motion. Motion passed.

Spiegel, Brewer, Marcus, Koesterer, Nast 5 - Yes 0 – No

## **7. Update on GMA Discussions**

General manager Alikhan discussed the GMA and the 2 main issues affecting the district. Board discussion ensued. General Manager Alikhan stated that the M&I team would be meeting tomorrow at 10:00 AM and the GMA meeting was also tomorrow at 1:30 PM.

Receive and file

## **F. INFORMATION CALENDAR**

### **1. PHWA Agenda Review**

The two main items on the Agenda are the GMA Presentation and the Operations Report from the Hueneme Public Works Director.

### **2. Report from Board Members of any meeting or conference where compensation from the District for attendance was received.**

Director Nast attended the Ventura County Water Tour and said it was very informative.

Director Marcus attended the Ventura County Water Tour and said there were good lessons that reinforced very useful information.

## **G. BOARD MEMBER COMMENTS**

Director Marcus said the parking lot is better than before. There are still issues but there has been improvement.

Director Nast is looking forward to helping with improving the Harbor water quality and working with the Harbor task force.

Director Marcus stated that she is glad John Mathews is back.

Director Marcus thanked Sergeant Harris for attending.

President Spiegel congratulated Mr. Bouchard and Mr. Debley for being elected to serve on the Board.



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

General Counsel will be attending the ACWA Conference.

General Counsel stated his appreciation to Sergeant Harris for what he does and said that we need to make a change and do what we can do to make this world a better place.

The Board Meeting adjourned at 7:58 PM.

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Ellen Spiegel, President



Board of Directors:

ELLEN SPIEGEL, President  
KRISTINA BREWER, Vice President  
SUSIE KOESTERER, Director  
MARCIA MARCUS, Director  
BOB NAST, Director

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**Regular Board Meeting, December 14, 2018**

**To:** Board of Directors  
**From:** Akbar Alikhan, *General Manager*  
**Subject:** Sale of Surplus Real Property  
**Item No.** D-1

**RECOMMENDATION:**

1. Approve Resolution No. 18-08 authorizing the sale of District Surplus property at 112 Las Palmas Street in the amount of \$650,000.

**FINANCIAL IMPACT:** Liquidation and Disposal of District surplus property resulting in \$650,000 increase to District's cash reserves.

**BACKGROUND/DISCUSSION:**

At the November 13, 2018 meeting the Board approved a resolution confirming the sale of the District's surplus property at 112 Las Palmas Street for \$650,000. While the item was unanimously approved by the Board, staff was later informed by the escrow company that the area parcel number (APN) of the Las Palmas Property was absent from the Resolution and that a new resolution would need to be approved by the Board.

Attached for Board consideration is a revised Resolution required by the escrow company to process the sale. Much like the original resolution, the revised Resolution:

- Authorizes the sale of the surplus property, per the terms stated in the Sale Agreement
- Names the General Manager as the authorized signatory for sale documents
- Recognizes that the proceeds from the sale will be used to fund property improvements at the District office.

**ATTACHMENTS:**

1. Resolution No. 18-08

**RESOLUTION NO. 18-08  
CANCELING RESOLUTION 18-07  
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS RESOLUTION REGARDING  
AUTHORIZATION OF SALE AND SIGNATORY FOR 112 LAS PALMAS PROPERTY**

WHEREAS, the Channel Islands Beach Community Services District (“CIBCS D”) Board of Directors (“Board”) is duly established and organized pursuant to Government Code §61000 et seq; and

WHEREAS, CIBCS D entered into an agreement to sell its real property, specifically a vacant lot located at 112 Las Palmas Street, Oxnard, CA 93035 with a designated area parcel number of 206-0-231-030 in Ventura County (“Property”) on October 25, 2018 at an open auction; and

WHEREAS, CIBCS D has the authority to sell its real property and the authority appoint a signatory to sign on behalf of the Board for such a sale; and

WHEREAS, the authorized signer to sell the Property and sign all agreements on behalf of the Board for sale of the Property is the Akbar Alikhan, the CIBCS D General Manager; and

NOW THEREFORE RESOLVED, that the Board hereby authorizes the sale of the Property pursuant to a sales agreement attached hereto as Exhibit A; and

IT IS FURTHER RESOLVED, that the Board authorizes Akbar Alikhan, the CIBCS D General Manager to execute any documents necessary for the sale of the property; and

IT IS FURTHER RESOLVED, that the proceeds from the sale of this real property is to be used for CIBCS D’s property renovations at its headquarter office at 353 Santa Monica Drive, Oxnard, CA; and

FURTHER RESOLVED, the General Manager be authorized to act as signatory on behalf of the Board for the sale of the property.

Date: \_\_\_\_\_

\_\_\_\_\_  
ELLEN SPIEGEL  
Channel Islands Beach Community Services District, Board President

\_\_\_\_\_  
KRISTINA BREWER  
Channel Islands Beach Community Services District, Board Vice President