

MINUTES OF THE
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING, January 10, 2023

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

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

B. PUBLIC COMMENTS:

None.

C. CONSENT CALENDAR:

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

ROLL CALL VOTE:

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

D. CLOSED SESSION:

The Board went into closed session at 5:08 p.m.

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Authority: California Government Code § 54956.9(d)(1)

The Board went back into open session at 6:04 p.m. Board announced that they met in closed session to discuss item D1. No action was taken at this time.

The Board went into closed session at 6:06 p.m.

**2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GOV. CODE § 54957)
TITLE: GENERAL MANAGER**

The Board went back into open session at 6:37 p.m. Board met in closed session to discuss item D2. The results overall were favorable. The Board appointed Vice

President Bouchard and Director Lebow to an Ad hoc Committee to meet with General Manager Martinez and go over current District general practices, performance appraisals, and professional service agreement contracts. The Ad hoc committee overall will evaluate how the District is doing business.

E. ACTION CALENDAR:

1. ANNUAL PERFORMANCE AND SALARY REVIEW OF DISTRICT GENERAL MANAGER. THE BOARD WILL REVIEW AND CONSIDER THE GENERAL MANAGER'S PERFORMANCE AND COMPENSATION FOLLOWING CLOSED SESSION PERFORMANCE EVALUATION.

President Debley stated that the Board will grant General Manager Martinez the contractual predetermined October to October CPI for the year 2021-2022 of 7.5% by default. Vice President Bouchard made the motion that based on continued good performance by the General Manager the District will honor the existing employment agreement with the General Manager and award General Manager Martinez the required contractual amount of 7.5% based on the October to October CPI for the year 2021-2022. President Debley seconded the motion. The motion passed.

ROLL CALL VOTE:

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

2. REQUEST TO INCREASE APPROPRIATION FOR VALVE REPLACEMENT PROJECT – CI 105

General Manager Martinez said as Operations Manager Navarro has previously reported the District has completed phase 1 and phase 2 of the Valve Replacement Project and it is completed. The District provided parts for the project to avoid a 15% mark-up. The Board approved \$150,000 in the Capital Improvement Program (CIP) Budget for the project. The staff is asking the Board to approve an increased appropriation of \$33,000 in the Fiscal Year 2022-23 CIP Budget for the Water Valve Replacement Project due to the increased cost of the parts required to complete the project. Vice President Bouchard made a motion to approve staff's recommendation for the increased appropriation of \$33,000 for the Water Valve Replacement Project. Director Brewer seconded the motion. The motion collectively passed.

ROLL CALL VOTE:

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

F. INFORMATION CALENDAR:

1. LAFCO Board Elections Results:

General Manager Martinez stated the candidate that received the most votes cast for the LAFCO Special District Regular Board Member was Raul Avila, of the Calleguas Municipal Water District and the candidate that received the most votes cast for the LAFCO Special District Alternate Board Member was Mohammed A. Hasan, of the United Water Conservation District.

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

President Debley and Vice President Bouchard attended the Port Hueneme Water Agency (PHWA) meeting in December. The PHWA Budget was approved with the recommendation that the Public Works Director bring back clarification on salary line items. It was reported that Mayor Rollins will no longer serve on the PHWA Board and the elected members will be appointed this upcoming PHWA meeting.

G. BOARD MEMBER COMMENTS:

None.

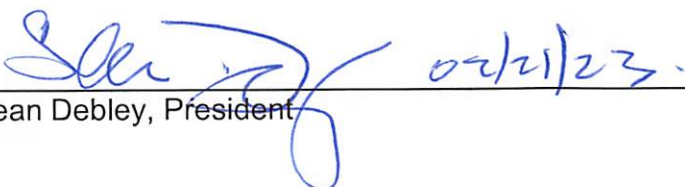
H. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

General Counsel had no comments.

General Manager Martinez said the Finance Committee will be meeting on January 18th at 2:00 p.m.

General Manager Martinez said that at the February 14th Regular Board Meeting the item for approval to go out to bid for the building project will be brought to the Board. Staff is looking at a temporary alternate office space at 2300 Roosevelt Boulevard. Staff is working with County of Ventura in hopes of adjusting the CUP at 2300 Roosevelt Boulevard for this purpose.

The Board Meeting adjourned at 6:54 P.M.


Sean Debley, President