

MINUTES OF THE  
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT  
REGULAR BOARD MEETING, August 13, 2019

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

President Brewer called the meeting to order at 6:00 P.M. and led everyone in attendance in the Pledge of Allegiance. In attendance, Vice President Nast, Director Bouchard, Director Debley, Interim General Manager (IGM), Pete Martinez, Clerk of the Board, Erika Davis, General Counsel, John Mathews, and Office Manager, CJ Dillon.

Director Marcus was absent.

**B. PUBLIC COMMENTS:**

None.

**C. CONSENT CALENDAR:**

Director Bouchard made the motion to approve the Consent Calendar and President Brewer seconded the motion. The motion passed all in favor.

Brewer, Nast, Bouchard, Debley 4 - Yes 0 -No

**D. CIBERT PRESENTATION:**

Janet Nichol, using a PowerPoint presentation, explained the CIBERT and CERT purpose and announced the upcoming Open House on October 26, 2019 from 10:00 a.m. to 2:00 p.m. Janet Nichol encouraged community members to join CIBERT and thanked the Board for supporting the CIBERT team.

**E. OPERATIONS AND MAINTENANCE REPORT:**

IGM Martinez presented the Operations and Maintenance Report. IGM Martinez, using a PowerPoint presentation, explained the month's tasks which included the tri-annual Lead and Copper testing, Staff's maintenance of the chlorine analyzer and creation of the chlorine analyzer Standard Operating Procedure, the Sewer Air vac repair, the plan to convert the Hollywood Station to a three phase power station, the yard maintenance performed by Staff, the meeting with City of Oxnard Public works regarding the median repair at Sunset and Las Palmas and thanked the City of Oxnard Public Works for replacing the backflow device and agreeing to maintain the median.

**F. ACTION CALENDAR:**

**1. Agreement for Geographic Information Systems (GIS) Services**

IGM Martinez explained Staff's recommendation is to approve the Agreement with ZWORLD for GIS Services. ZWORLD is a company in Santa Barbara that works with many local agencies providing GIS services to help implement and improve workflow processes such as the Computer Maintenance Management Program, a preventative maintenance program and converting CCTV video to document District assets. The CIBCSD has ownership of all the data and the monies have been already approved in the Capital Budget. This recommendation involves approving the agreement with ZWORLD GIS. Director Bouchard made the motion to move Staff's recommendation and approve the GIS Agreement with ZWORLD GIS and President Brewer seconded the motion. The motion passed.

Brewer, Nast, Bouchard, Debley 4 - Yes 0 -No

**2. 2020 CASA Board of Directors, Approve the slate of Directors**

Office Manager CJ Dillon explained this Ballot was a yes or no Ballot to approve a slate of Directors for the CASA Board of Directors for 2020. President Brewer made the motion to mark yes and approve the slate of Directors for the CASA Board for 2020 and Director Bouchard seconded the motion. The motion passed collectively.

Brewer, Nast, Bouchard, Debley 4 - Yes 0 -No

**G. INFORMATION CALENDAR:**

**1. PHWA Agenda Review- DARK**

IGM Martinez announced that PHWA is Dark in August. The next meeting will be in September where they plan on having a presentation from Gannet Fleming regarding the recent facilities condition assessment, discussing the PHWA Budget, and United will do a presentation on the Article 21 water.

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

None.

**H. BOARD MEMBER COMMENTS:**

Vice President Nast discussed his interest in PFA testing and asked IGM Martinez to report back to the Board regarding this issue after he attends the PFA workshop in October.

President Brewer said that the County of Ventura is enforcing the Temporary Rental Unit Ordinance. Code compliance is checking the vacation rentals and issuing violations.

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

IGM Martinez announced the Community Clean Up is September 14, 2019 9:00 a.m. to 1:00 p.m.

IGM Martinez said that the Bewaterwise Rebate information was included in the last billing insert and is also on the District website.

IGM Martinez said that the United tour is tomorrow from 8:30 a.m. to 12:30 p.m.

IGM Martinez said the kick off meeting with Coastal Architects went well. The Community workshop is being planned and will be scheduled in September. He will let the Board know the outcome at the October Board Meeting.

The Board Meeting adjourned in memory of Jim Hensley, former Director, at 7:03 P.M.



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Kristina Brewer, President