



Board of Directors:

SEAN DEBLEY, President
JARED BOUCHARD Vice President
KRISTINA BREWER, Director
MICHAEL LEBOW, Director
BOB NAST, Director

PETER MARTINEZ
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 · CIBCSO.COM

BOARD OF DIRECTORS REGULAR BOARD MEETING NOTICE & AGENDA

NOTICE IS HEREBY GIVEN that the Board of Directors of the Channel Islands Beach Community Services District will hold a Regular Board Meeting beginning at 5:00 P.M. on Tuesday, December 12, 2023. **The meeting will be held at the Temporary District Office Conference Room, 2300 Roosevelt Blvd., Channel Islands Beach, CA 93035.**

The agenda is as follows:

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

B. PUBLIC COMMENTS:

1. 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 2023
3. Minutes:
 - a. November 14, 2023, Regular Board Meeting

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.	09280-02	\$.46	\$60.43	\$60.89
b.	13950-01	\$39.33	\$97.44	\$136.77
				\$197.66

D. CLOSED SESSION:

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

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

Pursuant to Government Code § 54956.9(d)(1), the Board of Directors will meet in closed session to discuss, confer with, and receive advice from legal counsel regarding existing litigation to which the District is a named party, specifically OPV Coalition, et. al. v. Fox Canyon Groundwater Management Agency, et. al., Santa Barbara County Superior Court Case No. VENC100555357.

2. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GOV. CODE § 54957)

Title: General Manager

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 THE CLOSED SESSION PERFORMANCE EVALUATION.

Recommendation:

- 1) Board Discretion

2. ELECTION OF BOARD OFFICERS FOR CALENDAR YEAR 2024

Recommendation:

- 1) Appoint new officers for Board positions, committees, outside agency appointments, and professional associations.

3. 2024 HOLIDAY SCHEDULE AND BOARD MEETING DATES

Recommendation:

- 1) Approve 2024 Holiday Schedule and Board Meeting Dates.

F. INFORMATION CALENDAR:

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

G. BOARD MEMBER COMMENTS:

H. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

AGENDA POSTING CERTIFICATION

This agenda was posted Thursday, December 7, 2023, 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 Lane
- Corner Store, 2425 Roosevelt Blvd.
- Temporary District Office, 2300 Roosevelt Blvd.

Agendas are also posted on the District’s website at www.cibcsd.com.

Peter Martinez

Peter Martinez
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

12/6/2023 4:31 PM

Register: 1002 · Checking Pacific Western

From 11/01/2023 through 11/30/2023

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/01/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			784.42	237,746.24
11/01/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			2,036.45	239,782.69
11/01/2023	ACH	CalPERS	-split-	py pd 10-14-20...	4,051.64			235,731.05
11/01/2023	ACH	Nationwide Retirement	-split-	py pd 10-14-20...	2,390.07			233,340.98
11/01/2023	8482	Wilmington Trust, N...	2000 - Accounts Payable	Wasterwater B...	153,065.63			80,275.35
11/01/2023		QuickBooks Payroll ...	-split-	Created by Pay...	25,811.88			54,463.47
11/01/2023	To Print	Carol J Dillon	-split-	Direct Deposit		X		54,463.47
11/01/2023	To Print	Casey D Johnson	-split-	Direct Deposit		X		54,463.47
11/01/2023	To Print	E.D. Brock	-split-	Direct Deposit		X		54,463.47
11/01/2023	To Print	Erica M Pena	-split-	Direct Deposit		X		54,463.47
11/01/2023	To Print	Erika F Davis	-split-	Direct Deposit		X		54,463.47
11/01/2023	To Print	Jesus Navarro	-split-	Direct Deposit		X		54,463.47
11/01/2023	To Print	Peter A. Martinez	-split-	Direct Deposit		X		54,463.47
11/02/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			952.11	55,415.58
11/02/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,403.57	56,819.15
11/02/2023	ACH	SEIU, Local 721	*2020 - Payroll Liabilit...	Nov. 1st Payday	67.00			56,752.15
11/02/2023	8483	Amazon Capital Serv...	2000 - Accounts Payable		736.87			56,015.28
11/02/2023	8484	City of Oxnard	2000 - Accounts Payable		1,691.25			54,324.03
11/02/2023	8485	Famcon Pipe and Su...	2000 - Accounts Payable		119.05			54,204.98
11/02/2023	8486	JULES KUMAGAI	2000 - Accounts Payable	CUSTOMER ...	43.81			54,161.17
11/02/2023	8487	Miguel Zavalza	2000 - Accounts Payable		150.00			54,011.17
11/02/2023	8488	Underground Service...	2000 - Accounts Payable		20.50			53,990.67
11/03/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			576.96	54,567.63
11/03/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,613.25	56,180.88
11/03/2023	8489	A to Z Law, LLP	2000 - Accounts Payable		1,230.00			54,950.88
11/03/2023	8490	CED	2000 - Accounts Payable		42.29			54,908.59
11/03/2023	8491	Famcon Pipe and Su...	2000 - Accounts Payable		52.55			54,856.04
11/03/2023	8492	Sam Hill & Sons, Inc.	2000 - Accounts Payable	3801 Ocean lift...	2,553.54			52,302.50
11/03/2023	8493	Coastal Architects	2000 - Accounts Payable		3,560.00			48,742.50
11/06/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			2,404.69	51,147.19
11/06/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			3,485.57	54,632.76
11/07/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			906.20	55,538.96
11/07/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			2,812.06	58,351.02
11/08/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,352.27	59,703.29
11/08/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			1,553.74	61,257.03
11/09/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,029.29	62,286.32
11/09/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			4,725.02	67,011.34
11/10/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,125.75	68,137.09
11/10/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			2,658.59	70,795.68
11/13/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,362.81	72,158.49

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/13/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			3,125.78	75,284.27
11/14/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			642.43	75,926.70
11/14/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			1,920.45	77,847.15
11/14/2023	8496	A to Z Law, LLP	2000 - Accounts Payable		2,160.00			75,687.15
11/14/2023	8497	City of Oxnard	2000 - Accounts Payable		5,496.75			70,190.40
11/14/2023	8498	FGL Environmental I...	2000 - Accounts Payable		602.00			69,588.40
11/14/2023	8499	Great American Fina...	2000 - Accounts Payable		163.82			69,424.58
11/14/2023	8500	IVR Technology Gro...	2000 - Accounts Payable		102.10			69,322.48
11/14/2023	8501	Michael K. Nunley ...	2000 - Accounts Payable		21,678.17			47,644.31
11/14/2023	8502	Pacific Couriers	2000 - Accounts Payable		298.82			47,345.49
11/14/2023	8503	SSBP	2000 - Accounts Payable		558.00			46,787.49
11/14/2023	8504	Wex Bank	2000 - Accounts Payable		975.00			45,812.49
11/14/2023	8505	Coastal Architects	2000 - Accounts Payable		7,700.00			38,112.49
11/15/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,813.00	39,925.49
11/15/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			1,889.92	41,815.41
11/15/2023	ACH	SEIU, Local 721	*2020 - Payroll Liabilit...	11-15-23 paydate	67.00			41,748.41
11/15/2023	ACH	CalPERS	-split-	health	10,791.30			30,957.11
11/15/2023	ACH	CalPERS	-split-	py pd 10-28-23...	4,051.64			26,905.47
11/15/2023	ACH	Pacific Western	6 - Administrative Exp...	Anaylisis fee	72.06			26,833.41
11/15/2023	ACH	Vanco Chrg	6 - Administrative Exp...	2311115	89.65			26,743.76
11/15/2023		QuickBooks Payroll ...	-split-	Created by Pay...	30,268.97			-3,525.21
11/15/2023	8495	Casey D Johnson	-split-		11,826.93			-15,352.14
11/15/2023	To Print	Carol J Dillon	-split-	Direct Deposit		X		-15,352.14
11/15/2023	To Print	E.D. Brock	-split-	Direct Deposit		X		-15,352.14
11/15/2023	To Print	Erica M Pena	-split-	Direct Deposit		X		-15,352.14
11/15/2023	To Print	Erika F Davis	-split-	Direct Deposit		X		-15,352.14
11/15/2023	To Print	Jesus Navarro	-split-	Direct Deposit		X		-15,352.14
11/15/2023	To Print	Peter A. Martinez	-split-	Direct Deposit		X		-15,352.14
11/16/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			176.68	-15,175.46
11/16/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			3,252.23	-11,923.23
11/16/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Pac West Bank...			98,145.62	86,222.39
11/16/2023	ACH	SEIU, Local 721	*2020 - Payroll Liabilit...	11/15 Payday	67.00			86,155.39
11/17/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/13			300.00	86,455.39
11/17/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/7			4,281.44	90,736.83
11/17/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/15			17,898.03	108,634.86
11/17/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/13			15,659.99	124,294.85
11/17/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/2			4,042.35	128,337.20
11/17/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/3			532.11	128,869.31
11/17/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/8			3,002.96	131,872.27
11/17/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/15			97.00	131,969.27

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11/17/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/16		13,222.86	145,192.13
11/17/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/13		140.00	145,332.13
11/17/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/17		9,776.84	155,108.97
11/17/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/17		200.00	155,308.97
11/17/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		2,916.08	158,225.05
11/17/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		33,901.46	192,126.51
11/17/2023	ACH	Nationwide Retirement	-split-	pr pd 10-28-23 ...	2,649.24		189,477.27
11/17/2023	ACH	Arco	4 - Maintenance Expen...	11-03-23	374.11		189,103.16
11/17/2023	ACH	Aflac	*2020 - Payroll Liabilit...	659179	239.30		188,863.86
11/17/2023	ACH	Tampa Hardware 2	-split-		260.80		188,603.06
11/17/2023	ACH	AT & T	6 - Administrative Exp...	11-1-23	1,004.49		187,598.57
11/17/2023	ACH	So. California Edison...	2 - Sewer System Expe...	11-13-23	1,106.85		186,491.72
11/17/2023	ACH	So. California Edison...	2 - Sewer System Expe...	11-13-23	767.80		185,723.92
11/17/2023	8506	Base Auto Parts and ...	2000 - Accounts Payable		109.59		185,614.33
11/17/2023	8507	CAROLYN TRIEBO...	2000 - Accounts Payable	CUSTOMER ...	86.29		185,528.04
11/17/2023	8508	Coastline Equipment	2000 - Accounts Payable		379.75		185,148.29
11/17/2023	8509	Famcon Pipe and Su...	2000 - Accounts Payable		7.83		185,140.46
11/17/2023	8510	net2phone	2000 - Accounts Payable		341.09		184,799.37
11/17/2023	8511	SURESH CHEKURI	2000 - Accounts Payable	CUSTOMER ...	139.43		184,659.94
11/17/2023	8512	CUSI	2000 - Accounts Payable		18.00		184,641.94
11/17/2023	8513	EJ Harrison & Sons, ...	2000 - Accounts Payable	pr pd 10-1-23 t...	51,188.63		133,453.31
11/17/2023	8514	John Ficken	2000 - Accounts Payable	Hollywood Bea...	200.00		133,253.31
11/17/2023	8515	S.L. Leonard & Asso...	2000 - Accounts Payable		1,730.00		131,523.31
11/17/2023	8516	Sweet Peas Flowers ...	2000 - Accounts Payable	Hollywood Bea...	282.30		131,241.01
11/20/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		780.20	132,021.21
11/20/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		3,091.77	135,112.98
11/20/2023	ACH	Pacific Western	8000 - Suspense	deposit correcti...	60.00		135,052.98
11/21/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		1,784.73	136,837.71
11/21/2023	ACH	So. California Edison...	2 - Sewer System Expe...		326.19		136,511.52
11/21/2023	RETCK	QB:Returned Item	1200 - Accounts Recei...	Rosen	123.96		136,387.56
11/21/2023	RETCK	QB:Returned Item	1200 - Accounts Recei...	Porter	129.30		136,258.26
11/21/2023	8517	805 Cleaning Services	2000 - Accounts Payable		300.00		135,958.26
11/21/2023	8518	Diener's Electric, Inc.	2000 - Accounts Payable		1,383.41		134,574.85
11/21/2023	8519	PHWA	2000 - Accounts Payable		57,693.09		76,881.76
11/21/2023	8520	Jared L. Bouchard	2000 - Accounts Payable	Mileage and pe...	613.00		76,268.76
11/22/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		2,276.17	78,544.93
11/22/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		4,950.59	83,495.52
11/22/2023	RETCK	QB:Returned Item	1200 - Accounts Recei...	Elden	86.45		83,409.07
11/22/2023	RETCK	QB:Returned Item	1200 - Accounts Recei...	Cabot	102.68		83,306.39
11/22/2023	RETCK	QB:Returned Item	1200 - Accounts Recei...	Ibarra	427.00		82,879.39

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From 11/01/2023 through 11/30/2023

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
11/22/2023	RETCK	QB:Returned Item	1200 - Accounts Recei...	Elden	270.73			82,608.66
11/24/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			781.63	83,390.29
11/24/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			5,851.51	89,241.80
11/27/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,018.35	90,260.15
11/27/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			4,814.47	95,074.62
11/28/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			529.02	95,603.64
11/28/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			730.20	96,333.84
11/28/2023	8521	Amazon Capital Serv...	2000 - Accounts Payable		2,384.07			93,949.77
11/28/2023	8522	Eide Bailly LLP	2000 - Accounts Payable		427.50			93,522.27
11/28/2023	8523	Francisco Montes, P...	2000 - Accounts Payable	Grief Counseling	200.00			93,322.27
11/28/2023	8524	Robert Lostutter	2000 - Accounts Payable		3,000.00			90,322.27
11/28/2023	8525	City of Oxnard	2000 - Accounts Payable		1,127.50			89,194.77
11/28/2023	8526	FGL Environmental I...	2000 - Accounts Payable		171.00			89,023.77
11/28/2023	8527	SWRCB-DWOCP	2000 - Accounts Payable	Jesus (Chuy) N...	105.00			88,918.77
11/28/2023		QuickBooks Payroll ...	-split-	Created by Pay...	20,881.09			68,037.68
11/28/2023	To Print	Carol J Dillon	-split-	Direct Deposit		X		68,037.68
11/28/2023	To Print	E.D. Brock	-split-	Direct Deposit		X		68,037.68
11/28/2023	To Print	Erica M Pena	-split-	Direct Deposit		X		68,037.68
11/28/2023	To Print	Erika F Davis	-split-	Direct Deposit		X		68,037.68
11/28/2023	To Print	Jesus Navarro	-split-	Direct Deposit		X		68,037.68
11/28/2023	To Print	Peter A. Martinez	-split-	Direct Deposit		X		68,037.68
11/29/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/29			2,138.36	70,176.04
11/29/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/27			43,400.70	113,576.74
11/29/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/22			2,483.89	116,060.63
11/29/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11/20			18,501.20	134,561.83
11/29/2023	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 11//21			25,152.48	159,714.31
11/29/2023	EDEp	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,998.21	161,712.52
11/29/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			1,159.54	162,872.06
11/29/2023	ACH	CalPERS	-split-	pr pd 11-11-23 ...	3,602.87			159,269.19
11/29/2023	ACH	Nationwide Retirement	-split-	pr pd 11-11-23 ...	2,120.54			157,148.65
11/29/2023	8529	Robert Lostutter	2000 - Accounts Payable		242.52			156,906.13
11/29/2023	8530	FGL Environmental I...	2000 - Accounts Payable		276.00			156,630.13
11/29/2023	8531	County of Ventura - ...	2000 - Accounts Payable		311.75			156,318.38
11/30/2023	EDEp	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			1,614.11	157,932.49
11/30/2023	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Addition correc...			2,000.00	159,932.49
11/30/2023	ACH	Channel Islands Beac...	8000 - Suspense	Deposit Correc...	6.00			159,926.49

MINUTES OF THE
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING, November 14, 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 Nast, General Manager, Peter Martinez, General Counsel, Dennis McNulty, and Clerk of the Board, Erika Davis.

Director Lebow was absent.

B. PUBLIC COMMENTS:

Deputy Sheriff, Joe Sherif introduced himself. Deputy Sheriff Sherif reported that crimes of opportunity such as theft from unlocked cars and garages by juveniles from other areas have been increasing. Mail theft is still a concern in the area.

C. CONSENT CALENDAR:

Director Brewer made the motion to approve the Consent Calendar. Director Nast seconded the motion. The motion passed.

ROLL CALL VOTE:

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

D. CLOSED SESSION:

The Board went into Closed Session at 5:08 p.m.

Vice President Bouchard did not participate in Closed Session.

1. CONFERENCE WITH DISTRICT LABOR NEGOTIATOR

Pursuant to California Government Code Section 54957.6. Closed session will discuss salaries, compensation, and fringe benefits to employees and provide instruction to District's designated representatives.

Agency designated representative: General Manager Martinez

Employee Organization: Service Employees International Union (SEIU) Local 721

The Board went into Open Session at 5:13 p.m.

General Counsel reported that the Board met in Closed Session to discuss the MOU between the District and Service Employees International Union Local 721. The Board elected to adopt the MOU. President Debley, Director Nast, and Director Brewer approved the MOU.

E. ACTION CALENDAR:

1. CONSIDER ADOPTION OF NEW CONTRACT MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE DISTRICT AND SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL 721

President Debley stated that the recommendation was to approve the new Memorandum of Understanding (MOU) Between Channel Islands Beach Community Services District and SEIU Local 721. There was no public comment. Director Brewer made the motion to approve the recommendation. President Debley seconded the motion. The motion passed.

ROLL CALL VOTE:

Debley: YES, Bouchard: ABSTAIN, Brewer: YES, Nast: YES 3 - Yes 0 -No 1- Abstain

2. PROFESSIONAL SERVICES AGREEMENT WITH SOUTHWEST INSPECTION AND TESTING

General Manager Martinez explained that the price was negotiated lower to a total of \$13,405.00. The Board asked questions. There was no public comment. Vice President Bouchard made the motion to approve the Professional Services Agreement with Southwest Inspection and Testing in the amount of \$13,405.00. Director Nast seconded the motion. The motion passed.

ROLL CALL VOTE:

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

F. INFORMATION CALENDAR:

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

None.

G. BOARD MEMBER COMMENTS:

President Debley said that he attended a meeting at the City of Oxnard Wastewater last Wednesday. It was regarding sewer services that the City of Oxnard provides. The City of Oxnard is updating Ordinances and making sure that the responsible parties are meeting their obligations.

Vice President Bouchard stated he would like to appropriately memorialize Casey Johnson. He suggested flying a flag with Casey's racing number 15, a memorial at the new building, as well as public outreach to help with funding for the family to pay for services.

H. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

General Counsel had no comments.

General Manager Martinez said ideas that were discussed were possibly publishing a statement in the newspaper honoring Casey Johnson, gathering a collection fund from Staff and Board to help the family, and an item at the new building memorializing Casey. Staff will be reaching out to the Board for some more feedback.

The Board Meeting was adjourned in memory of Casey Johnson at 5:24 p.m. followed by a minute of silence in his name.

Sean Debley, President



Board of Directors:

SEAN DEBLEY, President
JARED BOUCHARD, Vice President
KRISTINA BREWER, Director
MICHAEL LEBOW, Director
BOB NAST, Director

PETER MARTINEZ
General Manager

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Regular Board Meeting, December 12, 2023

To: Board of Directors
From: CJ Dillon, *Office Manager*
Subject: Election of Board Officers for Calendar Year 2024
Item No. E-2

RECOMMENDATION:

1. Appoint new officers for Board positions, committees, outside agency appointments, and professional associations.

FINANCIAL IMPACT: No impact to District budget.

BACKGROUND/DISCUSSION:

At the beginning of each calendar year, the Board appoints new officers for its President and Vice President positions. In addition, the Board selects officer assignments for its three committees –

1. Finance Committee
2. Facilities Committee
3. Water Utility Rate Review Committee (WURRC)

The Board assigns two Board members each to the Finance and Facilities Committees, with the Board President typically serving as the alternate to both committees. The WURRC, which has not met in recent years, was established to provide a forum for the District Board and the County Harbor Administration to discuss utility rate issues. This committee is typically served by the Board President, with the Vice President serving as the alternate.

Lastly, the Board selects appointees to seven outside agencies. These outside agencies include:

1. Association of California Water Agencies/Joint Powers Insurance Authority (ACWA/JPIA) Board of Directors
2. ACWA Region 8 Council
3. Port Hueneme Water Agency (PHWA) Board of Directors
4. Ventura County Special Districts Association (VCSDA) Board of Directors
5. Ventura Regional Sanitation District (VRSD)
6. California Special Districts Association (CSDA)
7. California Association of Sanitation Agencies

For reference, the table below summarizes all the Board, Committee, Agency seats, and Professional Association appointments that need to be filled.

2023 List of Positions & Assignments

Organization	Member(s)	Alternate
Board Positions		
President	Sean Debley	n/a
Vice President	Jared Bouchard	n/a
Committee Assignments		
Finance Committee	Jared Bouchard, Bob Nast	President
Facilities Committee	Michael Lebow, Kristina Brewer	President
Water Rate Review Committee	President	Vice President
Agency Appointments		
ACWA/JPIA	Jared Bouchard	Kristina Brewer
ACWA	Jared Bouchard	Michael Lebow
PHWA	Jared Bouchard, Sean Debley	Michael Lebow
VCSDA	Michael Lebow	Jared Bouchard
VRSD & Committee	Bob Nast	Kristina Brewer
CSDA	Jared Bouchard	Sean Debley
CASA	Michael Lebow	Sean Debley



Board of Directors:

SEAN DEBLEY, President
JARED BOUCHARD, Vice President
KRISTINA BREWER, Director
MICHAEL LEBOW, Director
BOB NAST, Director

PETER MARTINEZ
General Manager

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Regular Board Meeting December 12, 2023

To: Board of Directors
From: CJ Dillon, Office Manager
Subject: 2024 Holiday Schedule and Board Meeting Dates
Item No. E-3

RECOMMENDATION:

Approve 2024 Holiday Schedule and Board Meeting Dates.

FINANCIAL IMPACT: None

BACKGROUND/DISCUSSION:

The Board is required annually to adopt a meeting schedule and holiday schedule for the upcoming year. The holidays scheduled are the approved holidays in the memorandum of understanding (MOU) with unionized employees and are consistent with previous calendar years.

The proposed schedule includes paid holidays, floating holidays, and furlough days – defined as follows:

- **Paid holiday** – District office is closed, and staff is compensated for time off.
- **Floating holiday** – District office is open, and staff may choose to take the day off or bank hours for a future day.
- **Unpaid Holiday (furlough)** – District office is closed, and staff is not compensated. Staff may choose to forego pay or use annual leave hours.

Regularly scheduled meetings are proposed to take place on the second Tuesday of every month at 5:00 PM, and a second meeting on the fourth Tuesday in the month of April.

Upon Board approval at this meeting, staff will include the schedules in the January 2024 Utility Billing.

ATTACHMENTS:

1. Holiday and Board Meeting Schedule



2024 Holiday Schedule

Effective January 1, 2024

805.985.6021

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Holiday	Date of Closure	Day	Office Status	Trash Service
New Years 2023	12/23/23-1/1/2024	1 week	Closed	Delayed One Day
MLK Day	1/15/2024	Monday	Closed	Regular Service
Presidents day	2/19/2024	Monday	Closed	Regular Service
Cesar Chavez Day	4/1/2024	Monday	Open	Regular Service
Memorial Day	5/27/2024	Monday	Closed	Delayed One Day
Independence Day	7/4/2024	Thursday	Closed	Delayed One Day
Labor Day	9/2/2024	Monday	Closed	Delayed One Day
Indigenous People Day	10/14/2024	Monday	Open	Regular Service
Veterans Day	11/11/2024	Monday	Closed	Regular Service
Thanksgiving	11/28/2024	Thursday	Closed	Thur. Service Delayed 1 Day
Thanksgiving (Day after)	11/29/2024	Friday	Closed	Regular Service
Christmas Eve THRU	12/24/2024	Tuesday thru	Closed	Thur. Service Delayed 1 Day
New Years Day 2025	1/1/2025	Wednesday	Closed	Thur. Service Delayed 1 Day

2024 Board Meeting Schedule

Meetings are held on the **second Tuesday** of every month at 5:00 PM
 Regular Scheduled meetings in the same month are held on the 4th Tuesday
 Please Check posted Agendas for dates and locations of meetings.

Month	1st Meeting	2nd Meeting
January	1/9/2024	
February	2/13/2024	
March	3/12/2024	
April	4/9/2024	4/23/2024
May	5/14/2024	
June	6/11/2024	
July	7/9/2024	
August	DARK	
September	9/10/2024	
October	10/8/2024	
November	11/14/2024	
December	12/10/2024	

Regular Location	Alternate Location
District Conference Room 2300 Roosevelt Blvd. Channel Islands Beach, CA 93035	Hollywood Beach School 4000 Sunset Lane Channel Islands Beach, CA 93035