

**MINUTES OF THE
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING, March 14, 2023**

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

President Debley called the meeting to order at 5:01 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, and Office Manager, CJ Dillon.

B. PUBLIC COMMENTS:

None.

C. CONSENT CALENDAR:

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

ROLL CALL VOTE:

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

D. SPECIAL PRESENTATION:

Michael Tripp, Director Ventura County Harbor Department introduced himself and provided information on the beach cleanup and other harbor projects. Mr. Tripp reported that over 30 large dumpsters of wood debris were hauled away after recent storms which cost about \$70,000.00. The Harbor Department is doing their own clean up now and not using the contractor since the large debris is gone. Hollywood Beach cleanup will have to stop tomorrow, March 15th due to the snowy plover season. The storms also caused dredging issues; however, they still were able to dredge over 2.4 mil cubic yards.

Regarding other Harbor projects: Mr. Tripp stated that the revetment project should be done in June so the hotel on Peninsula should begin construction. There were workshops and a survey held regarding the Fisherman's Wharf project. Based on review and comments and after the workshops and the survey, the one bid that received 75% approval from surveyors is an open-air market with a unique theme. Mr. Tripp mentioned smaller projects such as redoing the Kiddie Beach parking lot and the

search wall. Mr. Tripp mentioned a longer-term project such as hoping to get a grant to build a generating station to offer a cleaner option to run the dredger other than diesel. Mr. Tripp answered Board member questions regarding the Whale's Tail restaurant and said that proposers will meet with the Harbor tomorrow, March 15th to review renderings. The Harbor administration is still waiting on the County to move forward on the new Harbor administration building. The Harbor is hoping to get a grant to build a larger rowing area. The Harbor Director assured the Board that commercial fishing is still protected in the harbor and hopefully they will get an additional hoist/crane but if not at the very least the one hoist/crane will remain. The Board thanked Mr. Tripp for attending the meeting and providing updates.

E. OPERATIONS REPORT:

Using a PowerPoint presentation, Operations Manager Navarro updated the Board on the Hollywood Beach Waterline Improvement Project including pothole utilities, permitting, new water line installation, endcaps, and the pressure test. Operations Manager Navarro also said that the A Station pedestal was replaced.

F. ACTION CALENDAR:

1. AUTHORIZATION TO BID NEW DISTRICT ADMINISTRATION & OPERATIONS FACILITY (CI 401) AND AUTHORIZE PROFESSIONAL SERVICES AGREEMENT WITH COASTAL ARCHITECTS FOR ARCHITECTURAL SERVICES DURING CONSTRUCTION

Building Site Redevelopment Ad Hoc Committee members, President Debley and Director Brewer reported that on March 3, 2023, they met with Jeff Zook from Coastal Architects and reviewed the updated plans. The Building Site Redevelopment Ad Hoc Committee recommended that the Board move forward and solicit bids for construction of the New District Administration and Operations Facility CI 401. Board discussion ensued. There was no public comment. Vice President Bouchard made the motion to adopt Staff's recommendations to authorize the General Manager to solicit bids for the construction of the New District Administration and Operations Facility CI 401, to authorize the General Manager to execute a Professional Services Agreement with Coastal Architects in the amount not to exceed \$47,775 for architectural administration services during construction of the Administration and Operations Facility, and to direct the General Manager to develop financing options for Board consideration upon bid opening. President Debley seconded the motion. The motion passed collectively.

ROLL CALL VOTE:

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

2. CONSIDERATION OF INCREASE PURSUANT TO ORDINANCE 94, ITEM 4, RELATING TO BOARD MEMBER COMPENSATION

Office Manager Dillon explained that per Ordinance 94, the Board Compensation is increased annually, and Staff is asking for direction on whether to continue yearly meetings to decide on annual increase or set percentages for future years. Board asked questions. There was no public comment. Vice President Bouchard made the motion to return with a Resolution that establishes annual increases for the Board compensation commensurate with the CPI (January to January) not to exceed 4.0% in any year and to revisit Board compensation item every 5 years. Director Brewer seconded the motion. The motion passed.

ROLL CALL VOTE:

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

G. INFORMATION CALENDAR:

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

President Debley and Vice President Bouchard reported that at the PHWA meeting the Operations Report was presented and they were pleased with the new Staff's responsiveness and thanked Interim City Manager Watkins and Water Manager Martinez for providing requested information. For PHWA, Ms. Hernandez is chosen Chair and Vice President Debley is chosen Vice Chair. President Debley reported that per their request, Mr. Watkins and Mr. Martinez gave Director Lebow and himself a tour of the new PHWA facility. PHWA also approved a contract for a strategic planning process with MKN and Associates.

2. PHWA agenda update

General Manager Martinez said a conditional assessment of the facility was completed in 2019. Board members requested a plan as to where the facility is headed. The main goal is to figure out the path of the PHWA facility and reevaluate the investment.

American Water Association (AWA) asked PHWA to appoint one of their members for a seat on the AWA the board.

3. CalPERS and Investment update

Office Manager Dillon stated that the Finance Committee met at 4:00 pm today and there was a presentation from CSDA. Vice President Bouchard reported that the Finance Committee met today and decided that they will meet again on both issues with Staff and then return to the entire Board in April with a recommendation.

H. BOARD MEMBER COMMENTS:

Vice President Bouchard thanked the Building Site Redevelopment Ad Hoc Committee and encouraged the Board to remember the process the Board has taken to get to this point with the new administration building.

President Debley encouraged the Board to attend the Prebid Conference Meeting on Friday, March 24th.

I. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

General Counsel had no comments.

General Manager Martinez said Staff is still working on acquiring a temporary space for the District to conduct business during the construction of the new administration building.

The Board Meeting adjourned at 6:25 P.M.


Sean Debley, President