



BELL CANYON COMMUNITY SERVICES DISTRICT
30 HACKAMORE LANE
BELL CANYON, CALIFORNIA 91307

SPECIAL MEETING
OF THE BOARD OF DIRECTORS
DATE/TIME:

December 2, 2024 at 7:00 p.m.

LOCATION: Bell Canyon Community Center

ALSO VIA ZOOM for the Public:

General Manager is inviting you to a scheduled Zoom meeting.

Topic: Special Meeting
Time: Dec 2, 2024 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting
<https://zoom.us/j/91462347937?pwd=Whjd9FBskgdLosJrINR2Htb4or1x0i.1>

Meeting ID: 914 6234 7937
Passcode: 750746

One tap mobile
+16699009128,,91462347937#,,,,*750746# US (San Jose)
+16694449171,,91462347937#,,,,*750746# US

Dial by your location
+1 669 444 9171 US

Meeting ID: 914 6234 7937
Passcode: 750746

AGENDA

In accordance with Government Code Section 54954, notice is hereby given that the Board of Directors of the Bell Canyon Community Services District will hold a special meeting at 7:00 PM on Monday, December 2, 2024, at 30 Hackamore Lane, Bell Canyon, California in the Community Center to consider those items set forth in the following agenda, except in accordance with Government Code Section 54954.2[b]. The Board reserves the right to modify the order in which items are heard.

The District welcomes any member of the public to attend the meeting. Any non-resident who wishes to attend in-person can, upon their arrival at the front gate, inform gate personnel of their attendance at the District's meeting. No pre-registration is required.

Agenda Materials

The complete agenda for this meeting is available at <https://bellcanyoncsd.ca.gov> and at the District Office, 30 HACKAMORE LANE, SUITE #2B, BELL CANYON, CA 91307. Any materials submitted to the legislative body after distribution of this agenda will be available for public inspection at the District Office and available on the web site. Requests for agenda materials or meeting participation assistance can also be made by email to gm@bellcanyoncsd.ca.gov.



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Americans with Disabilities Act (ADA) Accommodations

In compliance with the ADA, any person with a disability who requires accommodation in order to participate in a meeting should contact the District Office at gm@bellcanyoncsd.ca.gov to request accommodation. The District will use its best efforts to provide reasonable accommodations related to the meeting.

Per Government Code Section 54954.3, every agenda for a special meeting of the Board of Directors shall provide an opportunity for members of the public to directly address the legislative body on any item listed on this agenda, provided that no action shall be taken on any item not appearing on the agenda unless that action is otherwise governed by Government Code Section 54954.2[b]. Public forum will be conducted as the first item of business.

1. Call to Order and Roll Call

2. Pledge of Allegiance

3. A moment of silence in memory of the victims of terror in Israel, Ukraine and elsewhere in the world.

4. Public comments on Agenda Items.

- Meeting minutes: 8/29/22, 9/19/22, 9/22/22, 10/24/22, 10/26/22, 11/29/22, 3/25/24, 4/9/24, 6/3/24, 6/24/24, 7/10/24, 7/12/24, 7/22/24, 8/12/24
- CSD Audited Financials FYE June 30, 2024.
- Revised Legal Resources Policy.
- Legal budget amendment.
- Director updates (optional)

5. Open Forum/Comments. In accordance with Government Code Section 54954.3, every agenda for a special meeting of the Board of Directors shall provide an opportunity for members of the public to directly address the legislative body on any item of interest to the public, before or during the legislative body's consideration of the item, that is within the subject matter jurisdiction of the legislative body, provided that no action shall be taken on any item not appearing on the agenda unless that action is otherwise governed by Government Code Section 54954.2[b].

6. Rules of behavior due to hybrid nature of meeting using Zoom along with a live audience.

For any person to speak, they must be recognized by the Presiding Officer and passed the microphone so they can be heard on Zoom. ZOOM attendees will raise their hand on Zoom to request recognition. Zoom attendees will be unmuted on Zoom when recognized. Members of the public in the audience must come to the podium to speak. You will be notified when it is time to come to the podium. All public speakers will be allotted a maximum of 3 minutes. We will recognize Zoom attendees first.

7. BUSINESS ITEMS

7A. Approval of Minutes. 8/29/22, 9/19/22, 9/22/22, 10/24/22, 10/26/22, 11/29/22, 3/25/24, 4/9/24, 6/3/24, 6/24/24, 7/10/24, 7/12/24, 7/22/24, 8/12/24 Discussion and motion as needed. See agenda packet.

7B. Review BCCSD Audited Financials FYE June 30, 2024. Discussion and motions as needed. See agenda packet.



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7C. Revised Legal Resources Policy. Resolution 24-03 was approved 4-0 during November 25, 2024, Regular Meeting. Discussions and motions as needed. See agenda packet.

7D. Legal Budget Amendment. Increase Legal budget from \$25,000 to \$50,000. Discussion and motion as needed. See agenda packet.

7E. Director updates. Optional updates from individual directors.

8. NEXT MEETING

The next Regular meeting is on Monday, December 23, 2024, at 7 PM.

9. ADJOURNMENT

Bell Canyon Community Services District
30 Hackamore Lane
Bell Canyon, California 91307
Board of Directors Special Meeting
August 29, 2022

MINUTES

In accordance with Government Code Section 54954, Notice is hereby given that the Board of Directors of the Bell Canyon CSD held a Special meeting at 7:00 pm on Thursday, August 29, 2022, at 30 Hackamore Lane, Bell Canyon, California to consider those items set forth in the following agenda, except in accordance with Government Code section 54954.2(b). Please note that the Board reserves the right to modify the order in which the items are heard.

1. Call to order.

The meeting was called to order at 7:00 pm.

2. Roll Call.

Richard Levy, Eric Wolf, Judy Lantz and Michael Robkin.

3. Public Comment.

Bell Canyon Facilities were discussed.

4. Oath of Office.

Michael Robkin took the Oath of Office as the new Director.

5. Approval of Minutes.

July 11 and July 25 Minutes were presented for approval.

Motion by Richard Levy and seconded by Eric Wolf. All voted to approve.

Motion by Eric Wolf and seconded by Michael Robkin voted to approve the August 10 Minutes. All voted to approve.

6. Monthly Financial Report and Payments to Vendors.

No Financial report.

7. Future Recreational Events/Coordinator.

Michael Robkin will be the CSD representative. Motion by Eric Wolf and seconded by Richard Levy to establish \$85K for events. The event costs are in the budget. Discussed the hiring of an event planner for CSD events. October 29 is the date for the Bell Canyon Halloween event.

8. November 2022 General Elections.

5 candidates running for Bell Canyon CSD seats.

9. Discussed the CSD Filing, Storage, Website and Emails. Eric Wolf made a Motion and Richard Levy seconded to pay \$50 a month to Streamline Portals. The Motion was approved. Director Lantz manages the CSD Emails. Director Levy has requested a key to the CSD office.

10. Fire Safety Council Grant. Motion by Eric Wolf and seconded by Richard Levy to release funds being held by the CSD to the Fire Safety Council. The motion passed with Judy Lantz abstaining.

11. Report from General Manager. N.T.R.

12. Board of Directors Communications/Committee Reports/ Meeting Reports. N.T.R.

Closed Session

Conference with Real Property Negotiation(s). Triunfo Water and Sanitation Dist. Motion by Eric Wolf Seconded by Judy Lantz to purchase land from Triunfo for \$20,000 price. Michael Robkin abstained.

Judy motion Michael Robkin seconded Geoff Abadee and Eric Wolf voted to approve purchase. Rich Levy abstained. The land will be purchased.

Adjourned at 8:22 pm.

Minutes drafted by Dennis P. Zine

Bell Canyon Community Services District
30 Hackamore Lane
Bell Canyon, California 91307
Board of Directors Meeting
September 19, 2022

MINUTES

In accordance with Government Code Section 54954, Notice is hereby given that the Board of Directors of the Bell Canyon CSD held a meeting at 7:00 pm on Monday, September 19, 2022, at 30 Hackamore Lane, Bell Canyon, California to consider those items set forth in the following agenda, except in accordance with Government Code section 54954.2(b). Please note that the Board reserves the right to modify the order in which the items are heard.

1. Call to order.

The meeting was called to order at 7:05 pm.

2. Roll Call.

Geoff Abadee, Richard Levy, Eric Wolf, Judy Lantz and Michael Robkin.

3. Public Comment.

Lisa Riccomini Thanked the CSD for sponsoring community events. Discussed the Halloween event.

4. Approval of Minutes.
Item to continue.

5. Monthly Financial Report and Payment to vendors for community events. Motion by Geoff Abdee and second by Eric Wolf to have Richard Levy review savings investments. The motion passed without opposition.

6. Bell Canyon CSD response to LAFCo Report. Michael Robkin was directed to review MSR and report to the Board. Discussed various MSR provisions, Traffic Enforcement etc.

7. Report from General Manager.
Discussed the October Community Cleanup with Waste Management and Monthly Financial Report and Payment to vendors for community events. Motion by Geoff Abdee and second by Eric Wolf to have Richard Levy review savings investments. The motion passed without opposition.
Bell Canyon CSD response to LAFCo Report.

Michael Robkin was directed to review MSR and report to the Board. Discussed various MSR provisions, Traffic Enforcement etc. Ventura County personnel. Discussed the lack of resident cooperation with Trash Can removal policy.

8. Board of Directors and community events.

Michael Robkin reported that he is on track with Halloween event. Food Truck and other matters are organized. Cost is estimated to be \$22,000.

9. The Treasury Report was reviewed.
Motion by Richard Levy and Seconded by Geoff Abadee to approve. All voted for approval.

The meeting was adjourned at 8:05 pm.

Minutes completed by Dennis P. Zinc

Bell Canyon Community Services District
30 Hackamore Lane
Bell Canyon, California 91307
Board of Directors Special Meeting September 22, 2022
MINUTES

In accordance with Government Code Section 54954, Notice is hereby given that the Board of Directors of the Bell Canyon CSD held a Special meeting at 7:00 pm on Thursday, September 22, 2022, at 30 Hackamore Lane, Bell Canyon, California to consider those items set forth in the following agenda, except in accordance with Government Code section 54954.2(b). Please note that the Board reserves the right to modify the order in which the items are heard.

1. Call to order.
The meeting was called to order at 6:01 pm.
2. Roll Call.
Geoff Abadee, Eric Wolf, Richard Levy, Judy Lantz.
3. Nomination of Eric Wolf as a Candidate to be Elected by the VCSDA Independent Special District Selection Committee as a LAFCo Commissioner.

Discussed and approved Resolution No. 22-06 entitled : A Resolution of the Board of Directors of the Bell Canyon Community Services District making a nomination to the Ventura County Local Agency Formation Commission for Special District Regular Member.

Motion by Geoff Abadee and seconded by Richard Levy to approve the nomination motion. Eric Wolf voted to approve the motion along with Geoff Abadee and Richard Levy. Judy Lantz voted NO on the motion.

Questions by Judy Lantz. How does one campaign at 37 CSD's? Is Eric Wolf suing Ventura County officials? Not at this time.

Meeting adjourned at 6:20 pm

Bell Canyon Community Services District
30 Hackamore Lane

Bell Canyon, CA 91307

Board of Directors Meeting

MINUTES

MONDAY, October 24, 2022

In accordance with Government Code Section 54954, Notice is hereby given that the Board of Director of the Bell Canyon Community Services District held a meeting at 7:00PM on Monday, October 24, 2022, at 30 Hackamore Lane, HOA Office in Bell Canyon, California to consider those items set forth in the following agenda, except in accordance with Government Code Section 54954.2(b). Please note that the Board reserves the right to modify the order in which items are heard.

1, Call to Order and Roll Call.

The meeting was called to order at 7:03 PM by President Geoff Abadee.

Members present: President Geoff Abadee, Vice President Richard Levy, Directors Eric Wolf, Judy Lantz and Michael Robkin.

2. Public Forum-In accordance with Government Code Section 54954.3, every agenda for a regular meeting of the Board of Directors shall provide an opportunity for members of the public to directly address the legislative body on any item of Interest to the public, before or during the legislative body's consideration of the item, that is within the subject matter of the legislative body, provide that no action shall be taken on any item not appearing on the agenda unless that action is otherwise governed by Government Code Section 54954.2(b).

Lisa Riccomini thanked the CSD Board for sponsoring and supporting the Bell Canyon Halloween event. It was noted that there is a need for

staff to handle the administrative responsibilities for community projects.

Sara Berman discussed Director Eric Wolf and LAFCo matters. Julie De Saint Jean discussed the Bell Canyon MSR report.

3. Approval of Minutes.

Richard Levy voted to approve and Geoff Abadee seconded. All voted to approve.

Financial reports provided / reviewed and approved.

Motion by Eric Wolf and seconded by Richard Levy to administer contracts and payments. Use Credit Cards rather than checks. Approved by all.

4. Discussion of the following items requested by Michael Robkin.

a. Add Richard Levy as signatory to bank accounts. All supported.

- b. CHP contract for Traffic Enforcement. All supported.
- c. implement Graffiti policy. All supported.
- d. Compliance with California Public Records act and Senate bill 938. Judy will handle this matter.
- e. Discussed requesting Services power from LAFCo. Greg will contact the HOA.
- f. Survey residents regarding traffic mitigation strategy. Obtain feedback from the community.
- g. Request from LAFCo power to acquire and operate parks in Bell Canyon. This is part of MSR. All approved.
- h. Discuss requirements needed to properly maintain billboard, including street lighting and street maintenance. All approved. (Discuss Special District Certificate for Transparency. Greg Mchugh to handle. All approved.

5. Discussion

Discussion of the following items requested by Judy Lantz..

- a) Commendation for Dennis Roy for his service to the Bell Canyon CSD. The matter did not receive a second.
- b) Dual Directorship Bell Canyon HOA and CSD.

Richard Levy noted that the Dual positions are legal per the Ventura County District Attorney,

6. Bell Canyon CSD recognition in flyer for Halloween Bash.

Purchase a Banner 8x4 for publicity of the event. This Motion was by presented by Judy Lantz and seconded by Geoff Abadee. All supported the motion.

7. Bell Canyon Community Cleanup results. 289 vehicles visited the location and filled the roll offs to capacity.

8. Removal of Banners from the CSD office. Community Information Banners were removed from the CSD Office. The items were later returned.

9. Financial Reports

Completed under item #3.

Minutes prepared by Dennis P. Zine. CSD General Manager/Sect-Treasurer

Bell Canyon Community Services District
30 Hackamore Lane
Bell Canyon, California 91307
Board of Directors Special Meeting
October 26, 2022
MINUTES

In accordance with Government Code Section 54954, Notice is hereby given that the Board of Directors of the Bell Canyon CSD held a Special meeting at 5:30 pm on Thursday, September 22, 2022, at 30 Hackamore Lane, Bell Canyon, California to consider those items set forth in the following agenda, except in accordance with Government Code section 54954.2(b). Please note that the Board reserves the right to modify the order in which the items are heard.

1. Call to order.

The meeting was called to order at 5:30 pm.

2. Roll Call. Geoff Abadee, Eric Wolf, Michael Robkin.

3. Budget for the Bell Canyon Halloween Event.

Motion by Michael Robkin seconded by Geoff Abadee to approve the Bell Canyon Halloween budget of \$24,840.19. The motion passed with Michael Robkin, Geoff Abadee and Eric Wolf voting Yes. There is a balance due of \$17,992.39.

The meeting adjourned at 5:45 pm.

The Minutes were prepared by Dennis P. Zine, Bell Canyon CSD General Manager.

SPECIAL MEETING
Board of Directors Meeting
MINUTES
TUESDAY, November 29, 2022

In accordance with Government Code Section 54954, Notice is hereby given that the Board of Directors of the Bell Canyon Community Services District held a SPECIAL meeting at 7:00PM on Tuesday, November 29, 2022, at 30 Hackamore Lane, HOA Office in Bell Canyon, California to consider those items set forth in the following agenda, except in accordance with Government Code Section 54954.2(b). Please note that the Board reserves the right to modify the order in which items are heard.

1. Call to Order and Roll Call.

The meeting was called to order at 7:05 PM by President Michael Robkin.

Members present: President Michael Robkin, Vice President Richard Levy, Directors Eric Wolf and Judy Lantz.

2. Public Forum-In accordance with Government Code Section 54954.3, every agenda for a regular meeting of the Board of Directors shall provide an opportunity for members of the public to directly address the legislative body on any item of Interest to the public, before or during the legislative body's consideration of the item, that is within the subject matter of the legislative body, provide

that no action shall be taken on any item not appearing on the agenda unless that action is otherwise governed by Government Code Section 54954.2(b).

Resident Sara Berman questioned why this meeting was scheduled. Peter Machuga questioned CSD by-laws and the Oct 24th meeting. Lisa Riccomini Thanked the Bell Canyon CSD Board for sponsoring the Halloween event for the Bell Canyon children.

3. Election to the Ventura County LAFCo Board of Directors. Discussion and support for a specific candidate. Richard Levy voted to support Eric Wolf and Michael Robkin seconded. All voted YES with Judy Lantz voting NO. The matter passed and Ventura County LAFCo will be notified.

4. Discussion regarding residence compliance with the current Bell Canyon Trash Ordinance. Should the current Ordinance be revised?

The current Ordinance is 20 years old and in need of an update to comply with the current state and county standards regarding trash recycling and disposal. Richard Levy will work on an updated ordinance.

5. Enforcement of the Bell Canyon Trash Ordinance. Should changes be made to the current Trash Enforcement program? If so, what changes should be considered.

Richard Levy volunteered to establish a new Bell Canyon Trash Ordinance. Eric Wolf motioned for Richard Levy to establish a new Bell Canyon Trash Ordinance. Michael Robkin seconded. The matter passed with Judy Lantz voting NO.

6. Discussion for the next community event planning and budgeting.

Lisa Riccomini discussed a Bell Canyon community event on 12-16-21. D.J. and Hot Chocolate for the residents and children. Eric Wolf made a motion for \$650.00 to support the event. Richard Levy seconded. All voted Yes.

7. Add Attorney Pam Lee to the Bell Canyon CSD distribution list.

Michael Robkin made a motion to add attorney Pam Lee to the Bell Canyon CSD distribution list. Richard Levy seconded. All voted Yes.

8. Closed Session with Directors and Pam Lee.

9. Director Judy Lantz drafted a Memo dated 11-29-22 regarding Special Meetings when Regular monthly meetings are scheduled. The Memo is attached to the minutes.

10. Minutes prepared by Dennis P. Zine. CSD General Manager/Sect-Treasurer

Bell Canyon CSD Meeting
11-29-22
Memo from Director Judy Lantz

To: Bell Canyon CSD Directors Wolf, Levy, Abadee, Robkin and General Manager Zine

I object to holding this Special Meetings when Regular monthly meetings should be held on the 4th Monday of the month as specified in the BCCSD by-laws. Special meetings should only be held for an emergency situation that cannot be considered at the Regular monthly meeting.

Who cancelled our regular November meeting that should have been held last night and then called for a Special meeting tonight? You cannot do this to a community relying on notices posted on the website 2 weeks in advance of a meeting. This is a government agency as described by and regulated by California Code.

Preparation for this meeting is impossible. Documentation for the items on tonight's agenda should have been provided to the Directors prior to a regular monthly meeting. We cannot consider changes to the Trash Ordinance or approval of Social events without preparation. Where are the meeting packets that should be provided to Directors in advance?

I requested copies of the credit card statements detailing Halloween event related charges more than a week ago and have not received them. All expenses for the event should have been paid by check as for previous events, especially after the scathing LAFCo review we are still undergoing.

The only issue that we should be considering at this time is how to comply with the SOI/MSR review that will be reconsidered in March 2023 and the looming possibility of the dissolutions of this district under the provisions of SB 938 District Consolidation.

Dennis Zine: Please include this memo in the minutes of tonight's meeting.



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MINUTES OF BELL CANYON CSD REGULAR MEETING ON March 25, 2024

In accordance with Government Code Section 54954, Notice is hereby given that the Board of Directors of the Bell Canyon Community Services District held a Regular meeting at 7:00PM on March 25, 2024, to consider those items set forth in the posted agenda, except in accordance with Government Code Section 54954.2(b). Please note that the Board reserved the right to modify the order (listed in the agenda) in which items were heard.

- 1. Call to Order and Roll Call:** The meeting was called to order at 7:24 PM. Directors present were Judy Lantz, Richard Levy, Peter Machuga (Vice President), and Michael Robkin (President) absent was Eric Wolf. Also present was Gregory McHugh, Interim General Manager, and Samantha Becker, Recreation Events Coordinator. Pam Lee, BCCSD Counsel, joined at 8:00 PM via Zoom.
- 2. Pledge of Allegiance**
- 3. A moment of silence was observed in memory of the victims of terror in Israel, Ukraine and elsewhere in the world.**
- 4. M. Robkin reviewed the rules of behavior due to hybrid nature of meeting using Zoom along with a live audience.**
- 5. Public comment on Agenda items:**
 - 2/26/24 minutes
Olga Damascus requested that notes attributed to her be removed as she stated she did not submit them
 - FY 22-23 Audit Report
Olga Damascus commented that the audit was incomplete
- 6. Consent items**
 - All items removed from Consent Items
- 7. SUV Log**
 - Not available for review
 - Peter stated that the SUV log was to be part of every monthly (regular) meeting



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8. January 2024 Financials

M. Robkin moved to accept January 2024 Financials R. Levy seconded the motion. The motion passed as follows:

Aye: J. Lantz, R. Levy, P. Machuga, M. Robkin

No:

Abstain:

Absent: E. Wolf

9. February 2024 Financials

M. Robkin moved to accept February 2024 Financials R. Levy seconded the motion. The motion passed as follows:

Aye: J. Lantz, R. Levy, P. Machuga, M. Robkin

No:

Abstain:

Absent: E. Wolf

10. Credit Card Logs

M. Robkin moved to accept the Credit Card Logs. R. Levy seconded the motion.

P. Machuga commended that the CC Log needs to be up to date.

There was no log for gas charge for the Tahoe.

The motion failed as follows:

Aye:

No: J. Lantz, R. Levy, P. Machuga, M. Robkin

Abstain:

Absent: E. Wolf

P. Machuga moved that an individual with a credit card that could not comply with policy return the card to the District. J. Lantz seconded.

The motion failed as follows:

Aye: P. Machuga, J. Lantz

No: R. Levy, M. Robkin

Abstain:

Absent: E. Wolf

P. Machuga moved that the Board immediately retrieve the credit card from R. Levy then withdrew the motion.



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M. Robkin (President) took possession of the credit card.

11. 12/12/24 minutes

P. Machuga commented that he abstained on the final vote for item 6.

M. Robkin moved that the minutes be accepted with the correction identified by Director Machuga. P. Machuga seconded.

The motion passed as follows:

Aye: J. Lantz, R. Levy, P. Machuga, M. Robkin

No:

Abstain:

Absent: E. Wolf

12. 2/26/24 Minutes

M. Robkin moved that the minutes be approved with the correction of removing the material objected to by Olga Damascus (four pages attached to the minutes). The motion was seconded by P. Machuga.

The motion passed as follows:

Aye: J. Lantz, R. Levy, P. Machuga, M. Robkin

No:

Abstain:

Absent: E. Wolf

13. Discussion of rent paid for 2A and 2B.

Reviewed misstatement posted by Yossi Kviatkovsky on Facebook that the BCCSD had not paid the rent, copy in agenda packet. The rent had been paid. See agenda packet for cleared checks.

Judy read a statement from Kevin Keegan and a BCA account statement showing that the BCA was treating the additional rent as payment in advance shown as a credit on the account. The credit can be refunded at any time if requested by the District. J. Lantz asked that the topic of the credit being refunded be put on a future agenda.



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14. 2nd reading of Harassment Ordinance

P. Machuga read a statement into the record. He does not believe that this ordinance is necessary due to existing laws. He also does not agree with spending taxpayer money to further this ordinance. Copy attached.

M. Robkin moved that the 2nd reading be waived and that the District adopt the ordinance by title. Seconded by R. Levy. The motion failed as followed:

Aye: R. Levy, M. Robkin
Noe: J. Lantz, P. Machuga
Abstain:
Absent: E. Wolfe

15. Mailing List from J. Lantz's Constant Contact site.

J. Lantz's email list from her Constant Contact web site was received via email by the General Manager on 3/25/24.

16. FY 22-23 Audit Report

M. Robkin moved to accept the FY 22-23. The motion was seconded by R. Levy. P. Machuga objected to "unknown" assets being carried on the books and that assets prior to 2008 be written off. R. Levy said it was not a material item. The motion failed as follows:

Aye: R. Levy, M. Robkin
Noe: J. Lantz, P. Machuga
Abstain:
Absent: E. Wolfe

17. Budget Amendment

G. McHugh explained the recommended budget amendments. See agenda packet.

P. Machuga said we should use the unspent Management Analyst money to pay for an adequate Zoom meeting setup. J. Lantz said to



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pursue this with the HOA.

P. Machuga moved that the amended budget be approved as amended except for the legal budget. He felt that legal expenses must be approved by the Board in advance. He also felt that the situation with legal fees is out of control. Judy seconded. The motion failed as follows:

Ayes: J. Lantz, P. Machuga

Noes: R. Levy, M. Robkin

Abstain:

Absent: E. Wolf

9:00 PM - 10 minute recess

9:09 PM – reconvene

M. Robkin moved that the amended budget be approved as submitted. Richard seconded. The motion failed as follows:

Ayes: R. Levy, M. Robkin

Noes: J. Lantz, P. Machuga

Abstain:

Absent: E. Wolf

P. Machuga moved that the amended budget be approved except for the legal budget. Judy seconded. The motion failed as follows:

Ayes: J. Lantz, P. Machuga

Noes: R. Levy, M. Robkin

Abstain:

Absent: E. Wolf

Peter then stated his opinion that any expenditures without Board approval in excess of the current budget is not within policy.

- 18.** Discussion on whether the BCCSD should support VCSDA in their efforts to support passage of HR 7525 granting Federal recognition to Special Districts. Greg reviewed letter in agenda packet. J. Lantz moved that we should support VCSDA in supporting passage of HR7525. P. Machuga seconded. The motion passed as follows:
Ayes: J. Lantz, R. Levy, P. Machuga, M. Robkin



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Noes:
Abstain:
Absent: E. Wolf

The Board by unanimous consent decided to table the balance of the agenda except for the closed session to a future meeting.

19. Open Forum

Steve Kent: Audio is horrible. It is an embarrassment.

Olga Damascus: Expressed criticism for P. Lee's legal opinions and for P. Lee attending DA meeting with E. Wolf.

Daniel Samimi: Used unflattering language at the last meeting and Judy wrote on Facebook that he physically ??? (could not make out the statement on Zoom). That was a lie. Judy is not fit to sit on the Board.

Mathew Perelman: Expressed criticism of treatment received by Judy from Chris and Daniel. Criticized size of legal budget. Judy and Peter very much support the staff. No one is being harassed except them. Believes money should be used for the correct things.

Marina Reingold: Made comment on G. McHugh (unable to hear it on Zoom). Expressed opinion that Judy was abused by Daniel.

Micki Davidovicz: Criticized credit card use for meals in prior years. Complained about delays in responding to PRA requests. Complained about missing funds in the MSR report.

Unknown speaker: Did not understand why Board did not file charges against Daniel for his treatment of Judy when they did file charges against Olga when she accidentally knocked over a cell phone.

Lisa: who served on the CSD board from 2000 – through 2014?

Zeenat: CSD focus now not about the community but about vendetta and anger. Do what the CSD is supposed to do for the Community.



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Marina: Want to move forward things for the community. DA investigating Eric personally – not in relation to the CSD.

Micki: Attend all CSD meetings. Why did Eric sign a check when he was not Treasurer or GM?

M. Robkin said that everyone should be more polite

20. Executive Session

- CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (Gov. Code § 54956.9(d)(4)) - 1 matter
 - No reportable action

21. Next meeting

The next regular meeting will be on Monday, April 27, at 7:00 PM

22. Adjournment

The meeting was adjourned at 9:58 PM.



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MINUTES OF BELL CANYON CSD SPECIAL MEETING ON April 9, 2024:

In accordance with Government Code Section 54954, Notice is hereby given that the Board of Directors of the Bell Canyon Community Services District held a Special meeting at 7:00 PM on April 9, 2024, to consider those items set forth in the posted agenda, except in accordance with Government Code Section 54954.2(b). Please note that the Board reserved the right to modify the order (listed in the agenda) in which items were heard.

1. Call to Order and Roll Call: The meeting commenced at 7:09 PM. Directors present were Judy Lantz, Richard Levy, Michael Robkin (President) and Eric Wolf. Also present was Gregory McHugh, Interim General Manager, and Pam Lee, District Counsel. Peter Machuga is absent.

2. The Pledge of Allegiance

3. A moment of silence was observed in memory of the victims of terror in Israel, Ukraine and elsewhere.

4. M. Robkin reviewed the rules of behavior due to hybrid nature of meeting using Zoom along with a live audience.

5. Public Comments on Agenda Items.

In accordance with Government Code Section 54954.3, every agenda for a special meeting of the Board of Directors shall provide an opportunity for members of the public to directly address the legislative body on any item listed on this agenda, provided that no action shall be taken on any item not appearing on the agenda unless that action is otherwise governed by Government Code Section 54954.2[b]. Public forum will be conducted with each agenda item.

Request to BCCC for refund:

Olga Damascus stated that what was received from the BCCC was not a message but a written statement.

FY23 Audit results:



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Olga Damascus stated that this is no different from the last meeting and cannot be approved.

6. Minutes for 3/8/24

M. Robkin moved that the minutes be approved. R. Levy seconded. After discussion the motion was amended to include J. Lantz's memo from Kevin Keegan in the approved minutes. Richard seconded. The revised motion passed as follows:

Ayes: J. Lantz, R. Levy, M. Robkin

Noes:

Abstain: E. Wolf

Absent: P. Machuga

7. Consider requesting BCCC for refund of prior rent payments

J. Lantz read Kevin Keegan's memo. J. Lantz felt we are overpaying rent. BCCC treating the Districts \$550 payments as overpayment, not rent for 2A and 2B. They are only booking \$275 as payment for 2b and recording the balance as advance payments. M. Robkin stated that the District is paying accurately for this item.

8. Cleanup Day.

G. McHugh provided a description of activities and locations for Clean-up day on Saturday, April 20, 9 AM – 1 PM. CERT has agreed to provide traffic control. See document in agenda packet.

9. Receive and file FY23 audit results.

M. Robkin moved that the FY23 audit report be received and files. Richard seconded. The motion passed as follows

Ayes: R. Levy, M. Robkin, E. Wolf

Noes: J. Lantz

Abstain:

Absent: P. Machuga



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10. Discussion of J. Lantz's mailing list from her "CSD" web site she sent to G. McHugh on 3/25/24.

This is from the database on the Constant Contact server from data entered on the official web site.

11. Review and approve existing legal bills.

E. Wolf moved that the bills be approved. Seconded by M. Robkin.

Some discussion on reasons that include the Olga Damascus TRO.

Motion passed as follows:

Ayes: J. Lantz, R. Levy, M. Robkin, E. Wolf

Noes:

Abstain:

Absent: P. Machuga

12. Discussion – AT&T as carrier of last resort

Reviewed letter from Ventura County Board of Supervisors. Also suggested letter to be sent to Ventura County Board of Supervisors. See agenda packet. Authorized letter to Ventura County Board of Supervisors.

P. Lee suggested that letters from individual residents to the CPUC can make a difference.

13. Discussion – Application for new latent powers

Transportation – can include parking and bus transportation for disabled and seniors. E. Wolf moved that the President and Interim General Manager be authorized to initiate discussions with LAFCo and submit an application for transportation powers. Seconded by J. Lantz.

Motion passed as follows:

Ayes: J. Lantz, R. Levy, M. Robkin, E. Wolf

Noes:

Abstain:

Absent: P. Machuga



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Other Powers: J. Lantz suggested we include this in the discussion with LAFCo. What would they consider? P. Lee stated they will consider anything listed under Gov't. Code Section 61100. She also said that the application process can take anywhere from 12 to 24 months. The Interim General Manager is to distribute the list of possible powers (61000) to the board.

14. Consider expansion of existing powers

Security – M. Robkin suggested security cameras for the office and CSD parcels.

15. Discussion – Committee Reports

Documents committee – no progress

Trash Bin Ordinance – no progress. Future changes to state law are coming. We should wait until the law stabilizes before we rewrite this ordinance.

J. Lantz suggested a community composting station. P. Lee pointed out that the material for composting must be diverted before it is placed in the green bin. Once in the bin it is the property of WM.

16. CHP update. Receive and file.

E. Wolf moved that the update be received and filed. M. Robkin seconded. The motion passed as follows:

Ayes: J. Lantz, R. Levy, M. Robkin, E. Wolf

Noes:

Abstain:

Absent: P. Machuga

17. Alternate venues for movie night

Multiuse parcel

Equestrian Center – but not close to the horses- Sandy area near the lower pen?



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Need to hire a Rec Events Coordinator to hold events.

Need to talk to LAFCo about rec events including property or services.

Hosting events on property we do not own is a concern. Will plan events on our property.

E. Wolf moved that we start having events on the multiuse parcel since we own it. J. Lantz seconded. The motion passed as follows:

Ayes: J. Lantz, M. Robkin, E. Wolf

Noes:

Abstain: R. Levy

Absent: P. Machuga

**18. Discussion – improvements to audio visual technology of CSD
Zoom meetings**

What are we using tonight? Ask P. when he returns if this microphone is donated or if not, what brand is it?

19. Credit Card Logs – receive and file

E. Wolf moved to accept the credit card logs. R. Levy seconded. The motion passed as follows:

Ayes: J. Lantz, R. Levy, M. Robkin, E. Wolf

Noes:

Abstain:

Absent: P. Machuga

20. SUV log – receive and file

E. Wolf moved to accept the SUV log. R. Levy seconded. The motion passed as follows:

Ayes: J. Lantz, R. Levy, M. Robkin, E. Wolf

Noes:

Abstain:

Absent: P. Machuga



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21. Discussion – Review 3/18/24 email received from Olga Damascus

E. Wolf moved that this item be tabled to a future meeting as this was requested by P. Machuga and he is not in attendance. Seconded by Judy. The motion passed as follows:

Ayes: J. Lantz, R. Levy, M. Robkin, E. Wolf

Noes:

Abstain:

Absent: P. Machuga

22. Closed Session

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(Govt. § 54956.9(d)(4)) – 2 matters

1st matter – no reportable action

2nd matter - *Direction has been given by a vote of 2 Yes to 1 No (No: J. Lantz) with (Recused: E. Wolf, Absent: P. Machuga) to retract the direction given on 12/12/23 to file for declaratory relief and a writ of mandate with respect to the BCCC and instead to file for declaratory relief and a writ of mandate with respect to the BCA and BCCC regarding the rights and obligations of the parties to the Lease of Office 2A and 2B at the Bell Canyon Community Center.*

CONFERENCE WITH REAL PROPERTY NEGOTIATORS (Gov. Code § 54956.8.)

Property: 685-0-060-235

Agency negotiator: Interim General Manager

Negotiating parties: Bell Canyon Community Center and Bell Canyon Association

Under negotiation: price and terms

No reportable Action



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23. Next Meeting

The next regular meeting is Monday, April 22, 2024, at 7:00 PM

24. Adjournment

The meeting was adjourned at 9:05 PM



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MINUTES OF BELL CANYON CSD SPECIAL MEETING ON June 3, 2024:

In accordance with Government Code Section 54954, Notice is hereby given that the Board of Directors of the Bell Canyon Community Services District held a Special meeting at 7:00 PM on June 3, 2024, to consider those items set forth in the posted agenda, except in accordance with Government Code Section 54954.2(b). Please note that the Board reserved the right to modify the order (listed in the agenda) in which items were heard.

1. Call to Order and Roll Call: The meeting commenced at 7:06 PM. Directors present were Judy Lantz, Richard Levy, Michael Robkin (President) and Eric Wolf. Also present was Gregory McHugh, Interim General Manager. Pam Lee, District Counsel, was present via Zoom. Peter Machuga was absent.

2. The Pledge of Allegiance

3. A moment of silence was observed in memory of the victims of terror in Israel, Ukraine and elsewhere.

4. M. Robkin reviewed the rules of behavior due to hybrid nature of meeting using Zoom along with a live audience.

5. Public Comments on Agenda Items.

In accordance with Government Code Section 54954.3, every agenda for a special meeting of the Board of Directors shall provide an opportunity for members of the public to directly address the legislative body on any item listed on this agenda, provided that no action shall be taken on any item not appearing on the agenda unless that action is otherwise governed by Government Code Section 54954.2[b]. Public forum will be conducted with each agenda item.

Credit card Log

Micki Davidovicz asked about receipts and invoices.

SUV Log



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Anonymous comment – CSD has no enforcement authority on traffic

April Financial report

Micki Davidovicz – Why Assertive Security? – no security was present at Cleanup Day

Budget Amendment

Olga Damascus – Commented on legal fees, port-a-potty fees and Bank Charges

Anonymous comment – what are legal fees for?

Proposed GM's draft proposed FY 224-25 budget

Olga Damascus - \$200K over projected income, General Manager needs to live within CSD means, legal fees outrageous, sell the Tahoe, don't need a telephone for the General Manager, should not have bank charges, rent too high

6. BUSINESS ITEMS

6A. Credit Card Logs. See agenda packet. Receive and file.

E. Wolf moved to receive and file the Credit Card logs. Motion seconded by M. Robkin. The motion passed as follows:

Ayes: J. Lantz, R. Levy, M. Robkin, E. Wolf

Noes:

Abstain:

Absent: P. Machuga

6B. SUV log – see agenda packet. Receive and file.

E. Wolf moved to receive and file the SUV log. R. Levy seconded the motion. Comment that better penmanship needed. Motion passed as follows:

Ayes: J. Lantz, R. Levy, M. Robkin, E. Wolf

Noes:



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Abstain:

Absent: P. Machuga

6C. March Financials. See agenda packet. Receive and file.

M. Robkin moved to receive and file the March Financial report. Motion seconded by R. Levy. Some discussion over assets on balance sheet. Peter had requested an asset list. Richard commented that on assets fully depreciated it doesn't make a difference. Motion passed as follows:

Ayes: R. Levy, M. Robkin, E. Wolf

Noes: J. Lantz

Abstain:

Absent: P. Machuga

6D. April Financials. See agenda packet. Receive and file.

M. Robkin moved to receive and file the April Financial report. Motion seconded by R. Levy.

J. Lantz stated that she is still concerned about the legal fees. She wants detail information on what they are paying for. She asked about April Security charges. She was informed it was for overnight security at the maintenance yard because we required that the gate be unlocked and left open to accept placement of a 40 ft WM waste bin in preparation for Cleanup Day on 4/20/24. We did not want to be responsible for theft of HOA equipment because we were leaving the gate open. Hence the security.

J. Lantz felt that the legal bills were excessive and they were not available for review on the web site. M. Robkin and J. Lantz to coordinate a meeting to review unredacted legal fees.

The motion passed as follows:

Ayes: R. Levy, M. Robkin, E. Wolf

Noes: J. Lantz

Abstain:

Absent: P. Machuga



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- 6E. Proposed amended budget for FY 23-24. See agenda packet.
Discussion and motions as needed.

Various items in the budget were discussed.

Mike moved for approval of the amended FY 23-24 budget. E. Wolf seconded. The motion passed as follows:

Ayes: R. Levy, M. Robkin, E. Wolf

Noes: J. Lantz

Abstain:

Absent: P. Machuga

- 6F. Proposed General Manager's draft Proposed budget for FY 24-25.
See agenda packet. Discussion and motions as needed.

- General Manager's draft Proposed budget for FY 24-25

E. Wolf moved to receive and file the General Manager's draft Proposed budget for FY 24-25. M. Robkin seconded the motion.
The motion passed as followed:

Ayes: J. Lantz, R. Levy, M. Robkin, E. Wolf

Noes:

Abstain:

Absent: P. Machuga

- Schedule FY 24-25 Budget Hearing for a regular meeting.

R. Levy proposed that the Hearing be scheduled for 7/22/24 at 7:00 PM. E. Wolf seconded. The motion passed as follows:

Ayes: J. Lantz, R. Levy, M. Robkin, E. Wolf

Noes:

Abstain:

Absent: P. Machuga

7. NEXT MEETING

The next special meeting is on Monday, June 10, at 7 PM.

The next regular meeting is on Monday, June 24, at 7 PM.

8. ADJOURNMENT

The meeting was adjourned at 8:07 PM.



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MINUTES OF BELL CANYON CSD REGULAR MEETING ON June 24, 2024

In accordance with Government Code Section 54954, Notice is hereby given that the Board of Directors of the Bell Canyon Community Services District held a Regular meeting at 7:00PM on June 24, 2024, to consider those items set forth in the posted agenda, except in accordance with Government Code Section 54954.2(b). Please note that the Board reserved the right to modify the order (listed in the agenda) in which items were heard.

1. Call to Order and Roll Call

M. Robkin called the meeting to order at 7:00 PM. Present were J. Lantz, R. Levy, P. Machuga and M. Robkin (President). E. Wolf was absent.

Also present was Interim General Manager G. McHugh.

2. Pledge of Allegiance

3. Observe a moment of silence in remembrance of the victims of terrorism in Israel, Ukraine and elsewhere.

4. Director Updates

M. Robkin moved that Director Updates be moved to the front of the agenda. Seconded by P. Machuga. Motion passed as follows:

Ayes: J. Lantz, R. Levy, P. Machuga, M. Robkin

Noes:

Abstain:

Absent: E. Wolf

P. Machuga – Directors need more time to respond to meetings and be consulted on the scheduling of special meetings.

J. Lantz – concurred with P. Machuga.

M. Robkin commented on the DA investigation and the lease. See statement attached.



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5. Public comment on Agenda items:

- SUV log

Olga Damascus – when are you getting rid of the SUV. CSD has no enforcement powers.

- Latent powers

Olga Damascus commented that Bell Canyon is bordered by Los Angeles County and believes that the CSD cannot operate outside Ventura County

- Director updates

Olga Damascus commented on the DA investigation

Julie commented on lease issues

- 6. Open Forum/Comments.** In accordance with Government Code Section 54954.3, every agenda for a regular meeting of the Board of Directors shall provide an opportunity for members of the public to directly address the legislative body on any item of interest to the public, before or during the legislative body's consideration of the item, that is within the subject matter jurisdiction of the legislative body, provided that no action shall be taken on any item not appearing on the agenda unless that action is otherwise governed by Government Code Section 54954.2[b].

J. Lantz stated that she and Dennis Zine worked many hours retrieve documents for LAFCo – retrieving and scanning many documents – and that she designed the initial web site.

M. Robkin thanked J. Lantz for her contributions.

- 7. M. Robkin reviewed the rules of behavior due to hybrid nature of meeting using Zoom along with a live audience.**



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7. BUSINESS ITEMS

7A. Credit card log. Receive and file. See agenda packet.

M. Robkin moved to receive and file the Credit card log. Seconded by P. Machuga. Motion passed as follows:

Aye: J. Lantz, R. Levy. P. Machuga, M. Robkin

Noes:

Abstain:

Absent: E. Wolf

7B. SUV log. Receive and file. See agenda packet.

R. Levy moved to receive and file the Credit card log. Seconded by M. Robkin.

J. Lantz noted better penmanship is needed when making out the log. Motion passed as follows:

Aye: J. Lantz, R. Levy. P. Machuga, M. Robkin

Noes:

Abstain:

Absent: E. Wolf

7C. May Financial report. Receive and file. See agenda packet.

P. Machuga moved that when US Bank funds mature they be moved to California Class. This was tabled until the next meeting. G. McHugh to meet with R. Levy over possible investments. Seconded by J. Lantz

R. Levy moved to receive and file financial reports. Motion passed as follows:

Aye: J. Lantz, R. Levy. P. Machuga, M. Robkin

Noes:

Abstain:

Absent: E. Wolf



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7E. Latent Powers. See agenda packet. Discussions and motions as needed.

- Transportation power. Bell Canyon receives no public transportation services from Ventura County even though we pay over \$10 Million per year in property tax. Ventura County provides Access transportation to disabled and seniors - wheelchair capable service on demand (with reservation) at \$2.50 per mile. See printout from Ventura County website in agenda packet. They use state funds for this program but don't offer it to Bell Canyon.
- Library power. Bell Canyon paid over \$170,000 from property tax for library services this year but received nothing for it. See printout of property tax allocation for this fiscal year in agenda packet.

M. Robkin explained the situation on both powers. Wants to include the multi-use parcel and the parcel that includes the gravel lot for transportation. Wants direction from the Board on exploring with LAFCo and on applying for an access service and library powers.

J. Lantz moved that we do the research for these applications. M. Robkin seconded.

J. Lantz moved (amended her motion?) to initially ask LAFCo for transportation power:

- Multi-use parcel – for a bus stop
- Gravel lot – for a parking lot

M. Robkin seconded. The motion passed as follows:

Aye: J. Lantz, R. Levy, P. Machuga, M. Robkin

Noes:

Abstain:

Absent: E. Wolf

Motion made by M. Robkin that he and P. Machuga explore with Ventura Supervisors and LA Council using our tax money to obtain Access Services from LA County (similar to arrangement



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between VCFD and LA City Fire Department). Seconded by J. Lantz.

Discussion – 1) no dice, 2) Ventura County Funds LA (fire dept model) to provide us Access service, or 3) We get the money from Ventura County and contract directly with LA.

Motion passed as follows:

Aye: J. Lantz, R. Levy. P. Machuga, M. Robkin

Noes:

Abstain:

Absent: E. Wolf

Library discussion:

- Bookmobile?
- Events?
- Homework help?
- Senior programs?

J. Lantz moved that we further investigate providing library services in Bell Canyon – virtual and all benefits. Seconded by M. Robkin. Motion passed as follows:

Aye: J. Lantz, R. Levy. P. Machuga, M. Robkin

Noes:

Abstain:

Absent: E. Wolf

7F. Proposed changes to the General Manager job description. See agenda packet. Discussions and motions as needed.

M. Robkin moved that the amended General Manager Job Description be approved. R. Levy seconded. The motion passed as follows:

Aye: J. Lantz, R. Levy. P. Machuga, M. Robkin

Noes:

Abstain:

Absent: E. Wolf



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7G. Status of Rec Coordinator search.
Received 20 resumes of which 9 have some meaningful qualification for the position.

Began closed session at 8:15 PM

7I. Closed Session. PUBLIC EMPLOYEE APPOINTMENT (Gov. Code section 54957(b)(1).)
Title: General Manager

E. Wolf arrived.

Directors gave general direction that the opening for a General Manager be posted on the CDMA Career page.

Directors discussed the candidates for General Manager and decided to interview three of them: Walter Kelly, Julie Schwartz, and Vickie Kadosh.

8. The next regular meeting is on July 22, 2024, at 7:00 PM.

9. Adjournment.

The meeting adjourned at 8:43 PM.



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MINUTES OF BELL CANYON CSD SPECIAL MEETING ON July 10, 2024:

In accordance with Government Code Section 54954, Notice is hereby given that the Board of Directors of the Bell Canyon Community Services District held a Special meeting at 6:00 PM on July 10, 2024, to consider those items set forth in the posted agenda, except in accordance with Government Code Section 54954.2(b). Please note that the Board reserved the right to modify the order (listed in the agenda) in which items were heard.

1. Call to Order and Roll Call: The meeting commenced at 6:02 PM. Directors present were Judy Lantz, Peter Machuga, and Michael Robkin (President). Also present was Gregory McHugh, Interim General Manager. Absent were Richard Levy and Eric Wolf.

2. The Pledge of Allegiance

3. A moment of silence was observed in memory of the victims of terror in Israel, Ukraine and elsewhere.

4. M. Robkin reviewed the rules of behavior due to hybrid nature of meeting using Zoom along with a live audience.

5. Public Comments on Agenda Items.

In accordance with Government Code Section 54954.3, every agenda for a special meeting of the Board of Directors shall provide an opportunity for members of the public to directly address the legislative body on any item listed on this agenda, provided that no action shall be taken on any item not appearing on the agenda unless that action is otherwise governed by Government Code Section 54954.2[b]. Public forum will be conducted with each agenda item.

- None



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6. Resolution to consolidate District Election with Statewide General Election.

Required by Ventura County - See Resolution 24-01. G. McHugh explained the need for this resolution to consolidate the District election with the Statewide election being administered by Ventura County government in Ventura County.

J. Lantz moved that the resolution be adopted. M. Robkin seconded. The motion passed as follows:

Ayes: J. Lantz, P. Machuga, M. Robkin

Noes:

Abstain:

Absent: R. Levy, E. Wolf

7. Closed Session

PUBLIC EMPLOYEE APPOINTMENT (Gov. Code section 54957(b)(1).)
Title: General Manager

No reportable action

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION (Gov. Code section 54956.9)
1 matter

No reportable action

9. Next meeting

The next Special meeting is on Friday, July 12, 2024, at 6 PM.

The next Regular meeting is on Monday, July 22, 2024, at 7 PM.

9. Adjournment

The meeting was adjourned at 9:02 PM.



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MINUTES OF BELL CANYON CSD SPECIAL MEETING ON July 12, 2024:

In accordance with Government Code Section 54954, Notice is hereby given that the Board of Directors of the Bell Canyon Community Services District held a Special meeting at 6:00 PM on July 12, 2024, to consider those items set forth in the posted agenda, except in accordance with Government Code Section 54954.2(b). Please note that the Board reserved the right to modify the order (listed in the agenda) in which items were heard.

1. Call to Order and Roll Call: The meeting commenced at 6:05 PM. Directors present were Richard Levy, Peter Machuga, and Michael Robkin (President). Also present was Gregory McHugh, Interim General Manager. Absent were Judy Lantz and Eric Wolf.

2. By Director's consent the Pledge of Allegiance and moment of silence were skipped.

3. A moment of silence was observed in memory of the victims of terror in Israel, Ukraine and elsewhere.

4. Public Comments on Agenda Items.

In accordance with Government Code Section 54954.3, every agenda for a special meeting of the Board of Directors shall provide an opportunity for members of the public to directly address the legislative body on any item listed on this agenda, provided that no action shall be taken on any item not appearing on the agenda unless that action is otherwise governed by Government Code Section 54954.2[b]. Public forum will be conducted with each agenda item.

- None



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6. Closed Session

PUBLIC EMPLOYEE APPOINTMENT (Gov. Code section 54957(b)(1).)
Title: General Manager

No reportable action

9. Next meeting

The next Regular meeting is on Monday, July 22, 2024, at 7 PM.

9. Adjournment

The meeting was adjourned at 7:20 PM.



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MINUTES OF BELL CANYON CSD REGULAR MEETING ON July 22, 2024

In accordance with Government Code Section 54954, Notice is hereby given that the Board of Directors of the Bell Canyon Community Services District held a Regular meeting at 7:00PM on July 22, 2024, to consider those items set forth in the posted agenda, except in accordance with Government Code Section 54954.2(b). Please note that the Board reserved the right to modify the order (listed in the agenda) in which items were heard.

- 1. Call to Order and Roll Call:** The meeting was called to order at 7:06 PM. Directors present were Judy Lantz, Richard Levy, Peter Machuga (Vice President), and Michael Robkin (President) absent was Eric Wolf. Also present was Gregory McHugh, Interim General Manager.
- 2. Pledge of Allegiance**
- 3. A moment of silence was observed in memory of the victims of terror in Israel, Ukraine and elsewhere in the world.**
- 4. M. Robkin reviewed the rules of behavior due to hybrid nature of meeting using Zoom along with a live audience.**
- 5. Public comment on Agenda items:**
 - SUV log
Olga Damascus commented on unnecessary use of the Tahoe
Micki Davidovicz stated we should stop wasting money
 - GM Job description – modify to include Rec Coordinator responsibilities
Someone asked how we will do this
 - Hire Consultant
Micki Davidovicz commented that this was a waste of money
 - Hire EadiePayne for the FY 23-24 audit
Someone on Zoom objected to this firm



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- Closed session
Sarah Berman stated that she hoped we are planning to dismiss the frivolous lawsuit concerning the lease.

Olga Damascus stated she was waiting for someone to identify the legal authority that the CSD can get a lease on legally leased space. Mathew Perelman also commented on the lease.

6. Open Forum

- Micki Davidovicz - Why is the CSD supporting a frivolous lawsuit? You will all be sued individually.
- Unidentified Zoom participant – was it a special meeting? How many voted for the lawsuit?
- Olga Damascus – Peter made clear he would not be available and was shown disrespect – violated the spirit of the law. Commented on the CalFire grant. Olga said the DA has said that it appears the BCCSD Board has misused public funds. Also commented on some expenditures.
- Unidentified Zoom participant– why are we paying legal bills
- Marina Reingold – Where are the legal bills?
- Leon Reingold – Requests that Richard resign and commented on his behavior
- Mathew Perelman – accused Richard of using the district credit card for meals and other comments. Asked about the VCR
- M. Robkin gave some responsive comments:
 1. The lawsuit is for declaratory relief.
 2. The CSD's decisions were made with a quorum of directors.
 3. Legal bills will be summarized by category.
 4. The DVR has been returned to the BCA.
 5. The DA letter has been made public.

7. Director Comments

P.Machuga:

Need minutes from the previous meeting to be available for approval at the next meeting.

Legal expenses are unacceptable and need line item approval.



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We are using money to be vindictive. Can't believe our attorney has our best interests in mind.

There should be committee reports on every agenda.

J. Lantz

Before the last MSR we did not have a web site. Stated she built one. Believes that anything on the web site that the board has not approved should be removed. She wants to take the web site back. And will do so after November 5.

8. SUV Log

M. Robkin moved that the SUV log be received and filed. P. Machuga seconded. The motion passed as follows:

Ayes: J. Lantz, R. Levy, P. Machuga, M. Robkin

Noes:

Abstain:

Absent: E. Wolf

9. Credit Card Logs

M. Robkin moved that the Credit Card logs be received and filed. R. Levy seconded. The motion passed as follows:

Ayes: R. Levy, P. Machuga, M. Robkin

Noes: J. Lantz

Absent: E. Wolf

10. Financial report for June and Fiscal Year-End

G. McHugh presented the financial reports.

M. Robkin moved that the financial reports be received and filed. R. Levy seconded. The motion passed as follows:

Ayes: R. Levy, P. Machuga, M. Robkin

Noes: J. Lantz

Absent: E. Wolf

11. Amend the General Manager job description

The only events currently planned are Movie Nights. We do not need a



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separate part-time Recreation Coordinator just for Movie Nights. The General Manager job description will be updated to include occasionally acting as Recreation Coordinator (not to exceed 10 hours per year). Suggested modification reviewed and discussed by directors.

M. Robkin moved to update the General Manager job description as presented. R. Levy seconded. The motion failed as follows:

Aye: R. Levy, M. Robkin

No: J. Lantz, P. Machuga

Abstain:

Absent: E. Wolf

12. Hire a new General Manager

We received 13 resumes and interviewed three. We want to make an offer to one. Candidate is Mr. Walter Kelly who is fully qualified for the role. The position is part time at \$50 per hour. Hours to be 10 to 30 per week. He will also fulfill the role of Recreation Coordinator not to exceed 10 hours per year. Also appoint him Treasurer and Secretary of the Board. As Treasurer, W. Kelly will become the officer in control of all financial accounts per Govt. Code Section 61053. Authorize him to obtain a BCCSD credit card from Wells Fargo Bank for BCCSD operations only.

R. Levy moved that the offer include General Manager, Treasurer and board Secretary, per the stated terms. P. Machuga seconded and offered an amendment that would state a range of weekly compensation of \$0 - \$1,500 per week based on a \$50/week rate and in accordance with the job description. Judy seconded the amendment. The motion on the amendment passed as follows:

Aye: J. Lantz, R. Levy, P. Machuga, M. Robkin

No:

Abstain:

Absent: E. Wolf

The original motion passed as follows:

Aye: J. Lantz, R. Levy, P. Machuga, M. Robkin

No:

Abstain:

Absent: E. Wolf



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M. Robkin then moved to hire Mr. Walter Kelly under the terms of the prior motion. R. Levy seconded. The motion passed as follows:

Aye: J. Lantz, R. Levy, P. Machuga, M. Robkin

No:

Abstain:

Absent: E. Wolf

M. Robkin moved that a District credit card be authorized for Mr. Kelly. R. Levy seconded. The motion passed as follows:

Aye: J. Lantz, R. Levy, P. Machuga, M. Robkin

No:

Abstain:

Absent: E. Wolf

13. Engage a consultant.

Engage the outgoing Interim General Manager as an Operations Consultant to transition operations to the new General Manager and aid in other areas as needed. Rate to be \$50.00 per hour. Hours to average 10 hours per week.

M. Robkin moved that G. McHugh be engaged as a consultant under the terms described. Peter seconded and suggested a \$2,000 budgetary maximum. The motion passed as follows:

Aye: J. Lantz, R. Levy, P. Machuga, M. Robkin

No:

Abstain:

Absent: E. Wolf

14. Engage EadiePayne as an external auditor to audit FY 23-24.

J. Lantz moved that EadiePayne be engaged as auditors for the FY 23-24 audit. M. Robkin seconded. The motion passed as follows:

Aye: J. Lantz, R. Levy, P. Machuga, M. Robkin

No:

Abstain:

Absent: E. Wolf



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15. Renew the contract with the CHP

R. Levy moved that the Interim General Manager sign the contract with the CHP. M. Rabkin seconded. The motion passed as follows:
Aye: J. Lantz, R. Levy, P. Machuga, M. Robkin

No:

Abstain:

Absent: E. Wolf

(R. Levy left the room.)

16. Procure dedicated Internet access and one telephone line from Spectrum.

J. Lantz moved that the Internet access and single telephone be procured as stated in the proposal from Spectrum/CalNet. M. Robkin seconded. The motion passed as follows:

Aye: J. Lantz, P. Machuga, M. Robkin

No:

Abstain:

Absent: E. Wolf, R. Levy

17. Director Comments

M. Robkin thanked G. McHugh for his tireless work as Interim General Manager for the CSD at low compensation.

Finished Open Session at 8:26 PM

(R. Levy returned to the room.)

17. Closed Session

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Gov. Code Section 54956.9(d)(1))

Name of Case: *Bell Canyon Community Services District v. Bell Canyon Community Center, Inc.*
(VCSC No. 024CUBC025001)

Nothing to report.



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18. Next meeting

The next regular meeting will be on Monday, August 26, at 7:00 PM

19. Adjournment

The meeting was adjourned at 8:53 PM.



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MINUTES OF BELL CANYON CSD SPECIAL MEETING ON August 12, 2024:

In accordance with Government Code Section 54954, Notice is hereby given that the Board of Directors of the Bell Canyon Community Services District held a Special meeting at 7:00 PM on August 12, 2024, to consider those items set forth in the posted agenda, except in accordance with Government Code Section 54954.2(b). Please note that the Board reserved the right to modify the order (listed in the agenda) in which items were heard.

1. Call to Order and Roll Call

The meeting was called to order at 7:03 PM.

Present were R. Levy, P. Machuga, and M. Robkin. J. Lantz was absent. E. Wolf was present via Zoom per Gov't Code Section 54953(f) – personal emergency to obtain needed medication. R. Levy moved that E. Wolf's be allowed to be remotely present under the emergency condition. M. Robkin seconded the motion. The motion passed as follows:

Ayes: R. Levy, M. Robkin, E. Wolf

Noes: P. Machuga

Abstain:

Absent: J. Lantz

Also present was Interim General Manager G. McHugh

2. Pledge of Allegiance

3. A moment of silence in memory of the victims of terror in Israel; Ukraine and elsewhere in the world.

4. Public comments on Agenda Items. In accordance with Government Code Section 54954.3, every agenda for a special meeting of the Board of Directors shall provide an opportunity for members of the public to directly address the legislative body on any item listed on this agenda, provided that no action shall be taken on any item not appearing on the agenda unless that action is otherwise governed by Government Code Section 54954.2[b].

- No public comment received.



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5. BUSINESS ITEMS

5A. Approve resolution amending General Manager job description and salary range. Discussion and motions as needed. See agenda packet.

M. Robkin moved that Resolution 24-02 and the associated job description for General Manager be approved. R. Levy seconded.

P. Machuga commented that we need a policy governing performance reviews and salary administration. E. Wolf suggested that Walter Kelly be hired at step three in the salary range and then be assigned a task to develop such a policy.

The motion passed as follows:

Ayes: R. Levy, P. Machuga, M. Robkin, E. Wolf

Noes:

Abstain:

Absent: J. Lantz

M. Robkin moved that the General Manager develop a policy on performance reviews and salary administration by the regular September Board meeting.

P. Machuga seconded the motion. The motion passed as follows:

Ayes: P. Machuga, M. Robkin, E. Wolf

Noes:

Abstain: R. Levy

Absent: J. Lantz

5B. Board direction and comments on the CSD website, including the News Section of the Website. Discussion and motions as needed.

M. Robkin moved that old items of CSD news be moved off the front page (landing page) of the website. The Interim General Manager or General Manager is directed to move news items from the front page to the News section at their discretion. However, there is no discretion to delete any items. No items are to be deleted. The motion was seconded by R. Levy.

The motion passed as follows:

Ayes: R. Levy, M. Robkin, E. Wolf

Noes:

Abstain: P. Machuga

Absent: J. Lantz



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6. Closed Session

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION (Gov. Code Section 54956.9(d)(1))

Name of Case: Bell Canyon Community Services District v. Bell Canyon Community Center, Inc.
(VCSC No. 024CUBC025001)

Closed session was started but District Counsel P. Lee did not join via Zoom so it was cancelled. Nothing to report.

7. NEXT MEETING

The next Regular meeting is on Monday, August 26, 2024, at 7 PM.

8. ADJOURNMENT

The meeting was adjourned at 7:31 PM.