



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

MINUTES OF BELL CANYON CSD SPECIAL MEETING ON JULY 31, 2023

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 July 31, 2023, 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 7:00 PM. Directors present were Judy Lantz, Peter Machuga (Vice President), Richard Levy, Michael Robkin (President) and Eric Wolf. Also present was Pam Lee, BCCSD Counsel and Gregory McHugh, Interim General Manager.

2. Pledge of Allegiance

3. Public Comment on agenda items

- Cleanup Day (June3)
 - Not well run – we ended up turning away people
 - Needed more people to direct traffic

4. BUSINESS ITEMS

4A. Appoint of auditors for FY22-23 Audit

G. McHugh presented the engagement letter from Eadie & Payne (E&P) to conduct the FY22-23 audit.

M. Robkin moved to engage Eadie and Payne to conduct the FY 22-23 Audit. E. Wolf seconded.

R. Levy expressed dissatisfaction with the audit. Though the audit report was good, E&P sent very junior people and conducted limited testing. He wants a more thorough audit with better testing this year. M. Robkin then withdrew his motion. G. McHugh was directed to speak with the E&P audit partner to express our dissatisfaction and receive assurance that they will do a better job this year.

4B. Appoint Recreation Advisory Committee

Each Director may nominate one person and then the Board will select the appointees using approval voting. Each Director may vote



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for up to three Nominees as there are three openings. The results were as follows:

APPLICANT	NOMINATED BY	VOTING				
		J. Lantz	R. Levy	P. Machuga	R. Robkin	E. Wolf
N. Alderson	J. Lantz	X				
J. De St Jean	P. Machuga	X		X		
Adriana Leiss	R. Levy		X		X	X
David Matian	M. Robkin		X	X	X	X
Lisa Riccomini	E. Wolf		X		X	X

4C. CHP Contract Review

G. McHugh presented the CHP contract for approval.
 R. Levy moved that the Interim General Manager be authorized to sign the contract with the CHP. The motion was seconded by M. Robkin. The motion passed as follows:
 Ayes: J. Lantz, R. Levy, M. Robkin
 Noes:
 Abstain: P. Machuga, E. Wolf

4D. Review and approve General Manager job

It was determined that this could not be discussed at a Special meeting and it was tabled until the next Regular meeting.

4E. Financial Report.

FY22-23 Actuals. Treasury Report.
 G. McHugh presented the financial results for June 2023 and for the entire fiscal year FY 22-23.
 One Board comment was to place the highest priority on moving non-interest bearing funds into interest bearing accounts.

4F. Cleanup Day (June 3) results

G. McHugh presented Clean-up day results.



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270 vehicles came through with trash and/or green waste.
45 vehicles came through the shredding line with a total of 200 boxes of paper.
25 vehicles were turned away at the end.
180 vehicles left e-waste and hazardous substances.
55 vehicles left e-waste only

4G. Credit card logs

G. McHugh reviewed the credit card logs in the agenda packet.

4H. SUV Log

G. McHugh reviewed the SUV log in the agenda packet. There was a question from the Board about the notation for fueling and that there was no credit card log for that credit card charge. G. McHugh stated that the CC Log for that transaction had not yet been turned in.

4I. Prior Meeting Minutes.

Review and approve minutes of the May 22, June 19 and July 24 meetings. Board members stated they had not had enough time to review the minutes. This item was tabled to the next board meeting.

5. The next meeting

The next regular meeting is on Monday, August 28.

6. Adjournment

The meeting was adjourned at 7:45 PM