



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

SPECIAL MEETING
OF THE BOARD OF DIRECTORS
DATE/TIME : June 5, 2023 at 6:00 p.m.
LOCATION: Bell Canyon Community Center

MINUTES

1. Call to Order and Roll Call

Present: Lantz, Levy, Robkin, Wolf
Absent: Machuga

2. Pledge of Allegiance

Resident (Miodrag Nikolic) present when closed session was called. Mr. Nikolic was told that the Board would enter into closed session and would need to leave the room (Room 1 (?)). Mr. Nikolic did not leave, and was reminded again that the Board is entering into closed session and no members of the public are permitted to attend closed session. He was reminded that open session starts at 7:00 pm and could return at that time. He refused to leave. Debate ensued between Mr. Nikolic and Directors Wolf and Robkin. Mr. Nikolic was told that he must leave or else the sheriffs would be called to remove him from the room before closed session starts. After several minutes of banter, Mr. Nikolic left.

3. Closed Session

Conference with Legal Counsel-Anticipated Litigation Gov. Code 54956.9(d)(4): (2 matters))

4. Report out from closed session

The Board discussed two matters regarding anticipated litigation.
The board determined to draft a resolution condemning any violence or threat of violence against any public officer or elected official of the District.

President Robkin reported that there was a threat of litigation regarding a Public Records Act request for public records to or from Director Lantz. For several months, the District could not obtain disclosable public records from Director Lantz, as she did not provide them from her personal email or personal device and did not provide an affidavit stating that she has no such records. After being reminded several times and after several months of attempts to obtain records, Director Lantz finally provided said records to the District. Because the records were finally provided to the District after several months, the District was able to forward them and the threat of litigation regarding the requested records is no longer present.

- 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



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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].

- Discussion of Brown Act Section 54957.95 and Penal Code Section 403
- Discussion of trash rules and possible need for amending the ordinance
- Discussion of security and burglar alarm infrastructure on light poles
- Website update/new District email IDs
- Converting to new email IDs/affidavit of conversion
- Budget proposal
 - Amended 22-23 budget proposal including capital budget
 - Amended 23-24 preliminary budget proposal
 - SDRMA increase in liability insurance
- Public Records Act Analyst job description
- Review and approval of prior meeting minutes from 3/27 and 5/22

6. BUSINESS ITEMS

6A. Discussion of Brown Act 54957.95 and Penal Code Section 403

The Board was directed to see the agenda packet. No additional discussion took place.

6B. Discussion of trash rules and need for amending the ordinance.

Discussion ensued regarding a review of the trash ordinance. There was a motion to assign a board member and volunteer to review the existing trash ordinance and amend/update as necessary.

Motion: Levy / Wolf (seconded)

Approved: 4-0

6C. Discussion of security and burglar alarm infrastructure on light poles

Discussion ensued regarding a HOA in Calabasas installing security cameras on SCE light poles. Attorney Lee stated that encroachments on SCE-owned light poles is very difficult to do. There was a motion to empower President Robkin and Interim General Manager to reach out to SCE to discuss utilizing light poles for the installation of CSD security cameras.

Motion: Wolf / Levy (seconded)

Approved: 4-0

6D. Website update: new District email IDs

Discussion ensued regarding new CSD email addresses and for all personnel and elected officials to use said emails for CSD business. All directors, employees and contractors will convert all District email messages from their personal email accounts to their new District email and submit an affidavit that they have done so.

6E. Financial Report and Budget Proposal.

Discussion ensued regarding the preliminary budget, as presented. Directors asked clarifying



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questions. There was a motion to approve the preliminary budget, with a future date to be established in the future regarding adoption of the final budget.

Motion: Levy / Wolf (seconded)

Approved: 4-0

There was an additional discussion to purchase a movie projector and screen for recreational movie nights. There was a motion to approve an additional \$15,000 to purchase said projector and ancillary equipment for movie nights.

Motion: Wolf / Robkin (seconded)

Approved: 4-0

Additional discussion regarding the events coordinator and further information regarding movie nights and recreational events ensued.

6F. Credit Card Log

The Board was directed to review the agenda packet and was provided with a short explanation of the logs. No further discussion ensued.

6G. Recreation Advisory Committee Applicants

The item was continued to a future meeting date to be determined and not discussed.

6H. Prior Meeting Minutes.

There was a motion to approve the minutes from the March 27, 2023 meeting.

Motion: Levy / Robkin (seconded)

Approved: 4-0

7. The next meeting

The next regular meeting on Monday, June 26, is cancelled.

The Regular meeting on Monday, July 24, is cancelled.

A Special meeting is scheduled for Monday, July 31.

8. Adjournment

The meeting adjourned at approximately 8:20 p.m.

June 5, 2023

To: Bell Canyon CSD Directors

From: Judy Lantz

This is not a legal meeting because there is no urgent matter warranting a Special Meeting. Special CSD Meetings have become the norm rather than exception in Bell Canyon.

This is being called a Special Meeting to circumvent the 72 hour posting requirement for a Regular Meeting. The regular June and July meetings that should be scheduled for the 4th Monday of each month have been cancelled because not all 5 directors will be available on the dates specified by the BCCSD by-laws. Special Meetings are not prearranged or scheduled. They are called last minute; that is why there is only a 24hour posting requirement.

As resident and former CSD president, Sarah Berman, noted at the last meeting, Regular Meetings are to be held on the appropriate dates since only 3 directors need be present to meet the quorum requirement. If there are not 3 for a quorum, then the meeting is adjourned and the agenda moved to the next regular meeting.

Special Meetings are only held **when a single, limited issue** comes up that cannot wait for the regular meeting date on the 4th Monday of the month (as specified in the by-laws of the District) **to be considered**.

Item 7. On tonight's agenda reads:

*"The next regular meeting on Monday, June 26, is cancelled.
The Regular meeting on Monday, July 24, is cancelled.
A Special meeting is scheduled for Monday, July 31."*

Please attach this memo to the minutes of the June 5, 2023 Special Meeting

Judy Lantz,
Bell Canyon CSD Director