



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



REGULAR MEETING
OF THE BOARD OF DIRECTORS
DATE/TIME:

October 28, 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: Regular Meeting
Time: Oct 28, 2024 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting
<https://zoom.us/j/98659091325?pwd=NelzaMfbrb0R6i4i0FAMiaPznRKDXg.1>

Meeting ID: 986 5909 1325
Passcode: 426686

One tap mobile
+16699009128,,98659091325#,,,,*426686# US (San Jose)
+16694449171,,98659091325#,,,,*426686# US

Dial by your location
• +1 669 444 9171 US

Meeting ID: 986 5909 1325
Passcode: 426686

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 regular meeting at 7:00 PM on Monday, October 28, 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.**
 - CC log
 - Cast Ballot for LAFCO Special District Member
 - Letter from Ventura County Resources Management Agency
 - CSDA By-Laws update
 - Legal expense categories for 2023-24
 - Resident Communication with CSD employees
 - CSD Website
 - Rent and contract for 2A and 2B
 - Fall Clean-up day
 - Investment Policy proposal
 - Optional Director updates
 - Closed Session
- 5. 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].
- 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.



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7. BUSINESS ITEMS

7A. Credit card log. Receive and file. See agenda packet. ①

7B. Cast ballot for LAFCO Special District member. See agenda packet. Review candidates and cast ballot on behalf of Bell Canyon Community Services District. Discussion and motion as needed. ③

7C. Letter from Ventura County Resources Management Agency. Notice of Violation and Notice of Impending Civil Administrative Penalties. See agenda packet. Discussion and motion as needed. ⑨

7D. CSDA By-Laws update. Seven proposed changes to the CSDA By-Laws to be voted on by CSD. Motion and discussion as needed.

7E. Legal expense categories for 2023-24 and future action to control legal expenses. Discussion and motion as needed.

7F. Resident Communication with CSD employees. Discussion and motion as needed. ⑬

7G. CSD website design and function. Discussion and motion as needed.

7H. Rent and contract for 2A and 2B. Discussion and motion as needed.

7I. Fall Clean-up Day. Motion and discussion as needed.

7J. Investment policy proposal for CSD. See agenda packet. Motion and discussion as needed. ⑰

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

8. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL

9. NEXT MEETING

The next Regular meeting is on Monday, November 25, 2024, at 7 PM.

10. ADJOURNMENT

Credit Card Log for Week of September 30, 2024								
Transaction	Item purchased	Quantity	Amount \$	Account #	Vendor name	Name on Credit Card: Walter Kelly	Received by/	
9/30/24	Copies for Board Meeting	5	\$ 42.05	WK	FedEx	Board Meeting	W. Kelly	W. Kelly
9/30/24	Copies for Board Meeting	10	\$ 99.49	WK	FedEx	Board Meeting	W. Kelly	W. Kelly
9/30/24	Binder Clips	3	\$ 9.82	WK	FedEX	Board Meeting	W. Kelly	W. Kelly

Log must be maintained at the time of the charge. All CC Logs reviewed at the next Board meeting
 1-Pre-approval by the General Manager or Board officer of any expense over \$500.00 for any item
 Credit card log must be submitted to accounting weekly with receipts
 2-To be completed by administration



VENTURA LOCAL AGENCY FORMATION COMMISSION

801 S. VICTORIA AVENUE, SUITE 301 • VENTURA, CA 93003

TEL (805) 654-2576 • FAX (805) 477-7101

VENTURA.LAFECO.CA.GOV

October 22, 2024

President/Chair of the Board
c/o General Manager
Bell Canyon Community Services District
30 Hackamore Lane #8
Bell Canyon, CA 91307

RE: Ballot for Election of a Special District Regular Member to the Ventura LAFCo

Dear President/Chair of the Board:

Enclosed please find your Official Ballot for the election of a special district regular member to the Ventura LAFCo for a new, four-year term beginning January 1, 2025, and ending December 31, 2028. This election is being conducted by mail pursuant to California Government Code Section 56332 (or by email, if consent has been provided by your District - see enclosed list of those districts which have consented to email). A total of four candidates have been nominated for the regular member position. The candidates are listed alphabetically on the Official Ballot and a copy of each candidate's statement (if submitted) is enclosed.

INSTRUCTIONS

- Use the enclosed **Official Ballot to vote for only one candidate.**
- **The ballot must be signed and dated by the district president/chair or presiding officer.**
- **All ballots being returned via US Mail must be returned to the Ventura LAFCo at the address listed above. Districts that have previously consented to conduct elections via email can email a copy of the signed ballot to: kai.luoma@ventura.org.**
- **BALLOTS MUST BE RECEIVED BY 5:00 p.m. FRIDAY, DECEMBER 6, 2024. (Ballots received after 5:00 p.m. Friday, December 6, 2024, will not be counted.)**

There are 29 independent special districts eligible to vote in this election. At least 15 districts must return completed/signed ballots to achieve a quorum. If a quorum is achieved, the candidate receiving the most votes will be considered elected. In the event of a tie for the most votes, the outcome will be determined by lot. The election results will be mailed to each district no later than Friday, December 20, 2024. Please let us know if you have questions.

Sincerely,

Kai Luoma
Executive Officer

Enclosures
c: General Manager



OFFICIAL BALLOT - 2024

INDEPENDENT SPECIAL DISTRICTS SELECTION COMMITTEE Regular Special District Member to the Ventura LAFCo

Bell Canyon Community Services District

This is the Official Ballot for the Independent Special Districts Selection Committee for the purpose of electing the following position to the Ventura LAFCo:

One special district regular member for a four-year term beginning
January 1, 2025, and ending December 31, 2028.

The election involves four candidates for the special district regular member (listed below in alphabetical order). Please vote for only one candidate. A minimum of 15 qualified ballots must be returned by the deadline to establish a quorum of the independent special districts, pursuant to Government Code Section 56332. The candidate receiving the most votes of the quorum shall be elected. In the event of a tie vote, the outcome will be determined by lot.

PLEASE SIGN AND RETURN THIS BALLOT to the Ventura LAFCo, 801 S. Victoria Avenue, Suite 301, Ventura, CA 93003, or if previous consent has been given to conduct elections via e-mail, send your signed ballot to kai.luoma@ventura.org. All ballots MUST be signed and dated by the district president/chair or presiding officer of the board and received by LAFCo by 5 P.M. Friday, December 6, 2024, to be counted.

As the District President, Chair or Presiding Officer, I duly certify that the Bell Canyon Community Services District does hereby cast its ballot as follows:

REGULAR LAFCo SPECIAL DISTRICT MEMBER FOR A FOUR-YEAR TERM BEGINNING JANUARY 1, 2025		
<input checked="" type="checkbox"/>	(vote for one)	
<input type="checkbox"/>	Mohammed Hasan	United Water Conservation District
<input type="checkbox"/>	Steve Huber	United Water Conservation District
<input type="checkbox"/>	Chris Stephens	Ventura Port District
<input type="checkbox"/>	William Ulrich	Ojai Valley Sanitary District

Board President/Chair/Presiding Officer
Printed Name

Board President/Chair/Presiding Officer
Signature

Date: _____

CHRIS STEPHENS

Nominated by the Ventura Port District Board of Port Commissioners to be a candidate to serve as Special District's regular member on Ventura County LAFCo.

Chris Stephens was appointed to the Ventura Port District Board effective July 1, 2017. He served as Board Chair from 2019 through 2022. Previously, Chris served on the County Planning Commission, the City of Ventura General Plan Visioning Committee and later its Charter Committee

Stephens served 35 years in a number of local government positions. He served as Ventura County's Planning Director and later as the head of its Resource Management Agency. Prior to that he served as the Deputy Executive Director of the Ventura County Transportation Commission. He has been involved with many community organizations and programs and has served as a member of the Hansen Agricultural Trust Advisory Board, the Ag Futures Alliance, Foothill Little League Board, Ventura YMCA Program Committee, and *House Farm Workers!* Board of Directors.



CANDIDATE STATEMENT

**Ventura LAFCo
Special District Regular Member**

Mohammed A. Hasan, P.E.

Thank you for considering me for the Special District Regular Member of Ventura LAFCo. I have served as the Alternate Special District Member on Ventura LAFCo since 2022. As a 50-year resident of Ventura County where my wife and I raised our children, long ago I came to value the role that LAFCo has played in making our county such a beautiful and thriving place. A place where agriculture and open space are highly valued and protected, where urban sprawl is kept at bay, and where our local governments strive to provide quality and efficient services to our residents.

I have served on the board of directors of United Water Conservation District since 2020 and have an extensive background in water, wastewater, and the environment. I am a civil engineer and surveyor, with a couple of graduate degrees from the University of Iowa. I am the owner and principal engineer of Hasan Consultants, which I founded in 1984. Hasan Consultants, located in Ventura, is a civil/environmental engineering and planning firm. Prior to that, I was head of utilities at the City of Oxnard, and a civil engineer with the Ventura Regional Sanitation District. In these roles, I have had the opportunity to work with Ventura LAFCo in different capacities for over 35 years.

I am a co-founder of Ocean Foresters, which assists local coastal communities establish floating reefs for erosion control; vice president of El Concilio Family Services; a Fellow of two national professional societies; a community college instructor and lecturer; and a Paul Harris fellow of Rotary International. In addition, I have been recognized locally and nationally as a leader in water and wastewater, and authored the water book, *Drought is Not a Four-Letter Word*.

I believe my background and expertise in water and wastewater, the environment, and regional planning gives me a good perspective on the mission and role of LAFCo. That perspective is enhanced by my experience working as a private consultant in land use matters, as well as working for cities and special districts. I believe that I can bring a unique perspective to the Ventura LAFCo and would use that perspective to further the mission of Ventura LAFCo to benefit the entire Ventura County.

It would be a tremendous honor to serve on the Ventura LAFCo as a regular member of the commission, and I would greatly appreciate your support.

Stephen H. Huber

1701 N. Lombard Street, Suite 200
Oxnard, CA 93030
(805) 525-4431
SteveH@unitedwater.org

Subj: Ventura LAFCo Special District Regular Member Candidate Statement

Name: **Steve Huber**

Occupation: Director, United Water Conservation District, Division 5

As the United Water Conservation District representative for LAFCo I will be a transparent member, asking questions, and making suggestions to ensure that we best manage our resources for the present and future.

I have strong relationships with local elected officials, Navy leaders, and business leaders in Oxnard and Ventura County, as well as at the state and national level. As past chair of both the City Planning Commission and the Downtown Oxnard Improvement Association, I understand California Code regarding boundaries, spheres of influence, incorporations, annexations, reorganizations, and other changes of organization. I know the importance of running an efficient, productive meeting within the rules of the Brown Act. I understand the role of a Board member in creating policy that best serves our residents. As a former commanding officer of both a Naval Destroyer and the Naval Surface Warfare Center at Port Hueneme, I have experience in dealing with water issues. My successful 30-year Navy career and membership on several community boards have provided me with the experience for this position.

I would be honored to earn your vote.

Steve Huber

Director, Division 5

United Water Conservation District



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INDEPENDENT SPECIAL DISTRICTS IN VENTURA COUNTY

As of October 2024

1. Bardsdale Public Cemetery District
2. Bell Canyon Community Services District
3. Blanchard/Santa Paula Library District*
4. Calleguas Municipal Water District*
5. Camarillo Health Care District*
6. Camrosa Water District*
7. Casitas Municipal Water District*
8. Channel Islands Beach Community Services District*
9. Conejo Recreation & Park District*
10. El Rancho Simi Public Cemetery District*
11. Fillmore-Piru Memorial District
12. Fox Canyon Groundwater Management Agency*
13. Hidden Valley Municipal Water District
14. Meiners Oaks Water District*
15. Ojai Valley Sanitary District*
16. Ojai Water Conservation District
17. Oxnard Drainage District No. 1*
18. Oxnard Drainage District No. 2*
19. Oxnard Harbor District*
20. Piru Public Cemetery District*
21. Pleasant Valley County Water District
22. Pleasant Valley Recreation & Park District*
23. Rancho Simi Recreation & Park District*
24. Saticoy Sanitary District*
25. Triunfo Sanitation District*
26. United Water Conservation District*
27. Ventura County Resource Conservation District*
28. Ventura Port District*
29. Ventura River County Water District*

* Special Districts that have provided written consent to conduct the election via email as of October 22, 2024.



NOTICE OF VIOLATION AND NOTICE OF IMPENDING CIVIL ADMINISTRATIVE PENALTIES

October 16, 2024

Please Reply To: Victor Coronel
(805) 654-2609
Victor.Coronel@ventura.org

BELL CANYON COMMUNITY SERVICES DISTR
30 HACKAMORE LN UNIT 2B
BELL CANYON, CA 91307-1027

Violation No.: CV24-0535

Property Address: 8 Bell Canyon Road Oak Park, CA 91307

Assessor's Parcel No.: 685-0-060-235

Dear Property Owner,

The Code Compliance Division has confirmed that violation(s) of the Ventura County Building Code, International Property Maintenance Code, and/or Zoning Ordinance exist on the subject property. The violation(s) must be corrected or abated within 30 days. If not, additional enforcement will be taken.

VIOLATIONS:

Following are the activities, uses, or structures which constitute violation(s) of the Ventura County Building Code, International Property Maintenance Code, and/or Zoning Ordinance identified by section number, the actions that must be taken to correct the violation(s), and the range of applicable daily civil administrative penalties.

VIOLATIONS

1. PERMITS REQUIRED: Ventura County Building Code Section 105.1

VIOLATION: Non-permitted construction, alterations, improvements, or modifications, to the property. The non-permitted work including but not limited to the following:

A. Contractor's Service and Storage Yard – Open Area, located at 8 Bell Canyon Rd., Bell Canyon (also known as: BCA Maintenance Yard)

2. NON_PERMITTED USE OR ACTIVITY: Ventura County Zoning Ordinance (VCZO) Non-Coastal Section 8101-3 or (VCZO) Coastal Section 8171-4

VIOLATION: A use or activity requiring a permit or entitlement as defined by the provisions of the VCZO has been identified on the property. The non-permitted use or activity includes the following:

A. Required Permit (VCZO Section): Prior to construction of a maintenance yard, a Zoning Clearance is required.

ABATEMENT CAN BE ACHIEVED BY

1. Obtain the required approval and permit from Planning and/or Building & Safety divisions to legalize or remove the non-permitted construction, alteration, improvement, or modification made to the property.
2. Discontinue all non-permitted uses or obtain the required Planning entitlement to permit the identified use or activity.

PENALTY RANGE:

Daily Civil Penalties can range from \$50 to \$500, per violation/per day.

The above violations were confirmed on 08/02/2024. This Notice of Violation addresses the violations reported and confirmed and those observed in plain view - they are listed above. It is not intended to represent all violations that may exist on the subject property. There may be other violations that were unobserved/unidentified at the time of our inspection or that may be the responsibility of other agencies, departments, divisions. As such, other violations may be addressed at a later time as they are reported and confirmed, or observed.

EACH DAY THAT A VIOLATION EXISTS CONSTITUTES A NEW VIOLATION

Until the violation(s) are corrected, Code Compliance Division staff time spent in confirming the violations(s) and securing abatement of the violation(s) will be charged to you (ref. CZO § 8183-5.4; NCZO § 8114-3.4). These costs include all time spent for meetings, site visits, telephone calls, correspondence, etc. that relate to this violation case. You will be charged for staff time at the current hourly rate. Late charges and interest at 2% of the amount of the unpaid bills compounded monthly will also be assessed. Unpaid charges will become the responsibility of subsequent property owners if you do not pay the bills.

ENFORCEMENT ACTIONS

If the violation(s) are not corrected by 11/18/2024, the following enforcement actions may apply:

A. NO NEW PERMITS

No new Planning or Building permits will be issued on the subject site except to correct a violation.

B. RECORDATION OF NOTICE OF NONCOMPLIANCE

A Notice of Noncompliance will be recorded against the property that gives record notice to all, including lenders,

potential purchasers, and subsequent owners, that violation(s) of the Ventura County Building Code, International Property Maintenance Code, and/or Zoning Ordinance exist on the property. The Notice of Noncompliance will not be released until the violation(s) are corrected and all fees and charges are paid, including reimbursement for staff time.

C. IMPOSITION OF CIVIL PENALTIES AND RECORDATION OF LIEN

You will receive a Notice of Imposition of Civil Administrative Penalties advising you of the amount of the daily monetary penalties that have been imposed against your property (ref. CZO § 8183-5.7; NCZO § 8114-3.7; VCBC § 114.5). The penalties shall accrue **DAILY** until each respective violation is corrected and confirmed by a County Code Compliance staff inspection. The amount of the daily penalty shall constitute a Lien against the property.

D. CRIMINAL PROSECUTION

Each violation of the Ventura County Building Code, International Property Maintenance Code, and/or Zoning Ordinance is a misdemeanor or an infraction. You may be prosecuted by the District Attorney and subject to criminal punishment. As explained above, each day that a violation exists is a new violation.

APPEAL OF DETERMINATION OF VIOLATION

If you do not believe a violation exists and wish to appeal this determination and stay further enforcement actions while the appeal is pending, you must submit your appeal to the Director of the Planning Division for Zoning Ordinance violations by 10/29/2024. There is a deposit associated with submitting an appeal (ref. CZO § 8181-9; NCZO § 8111-7).

If you wish to appeal a building code violation, you must submit that appeal to the Building Official by 11/18/2024. There is a fee associated with filing an appeal (ref. VCBC § 113).

If you need additional time beyond the specified deadline to abate the violations, we can discuss the possibility of a Compliance Agreement. There will be a charge to prepare it plus costs to administer the Agreement through the abatement of the violation(s). This is an agreement between you and the County wherein you agree to abate the violations in a specific manner and time frame. The County is under no obligation to enter into such an agreement, even if you so request.

PERMITS TO ABATE VIOLATIONS

Abatement can be achieved by obtaining the required permits and clearances from the Planning Division and the Building & Safety Department in accordance with the adopted codes and ordinances, completing all work, requesting and performing inspections to verify compliance, and receiving final approvals. Approvals from other agencies such as Fire, Environmental Health, Integrated Waste Management, and Public Works may be required.

Depending upon the complexity of your violation case, you may find it necessary to retain the services of industry professionals, as County staff cannot act as your project manager or provide legal advice. Industry professionals may include, but are not limited to permit expeditors, designers and architects, engineers, contractors, consultants, and legal counsel.

Clearances, permits, and approvals must be obtained prior to commencing work. Permits to abate violations for land use and building violations will include additional late filing fees, penalty fees, and/or investigation fees in accordance with the applicable Zoning Ordinances and Building Codes.

IMPORTANT: It is your responsibility to inform Code Compliance when your violation(s) have been corrected. Until we hear from you that the violation(s) are corrected and this can be confirmed to our satisfaction, the violation(s) are presumed to remain and enforcement actions against you will continue.

The Code Compliance Division wants to work with you to avoid the consequences listed above. I urge you to contact me immediately at the above number so we can discuss how this issue can be resolved. If you wish to discuss this matter in person, please make an appointment using the contact information above. Reference the case number, CV24-0535, in all verbal and written inquiries or replies. You may request copies of the pertinent materials regarding this code enforcement matter or consult the Planning Division website, <http://www.vcrma.org/divisions/planning> or the Building and Safety Division website, <http://www.vcrma.org/divisions/building-and-safety>.

Si usted no lee o entiende ingles, favor de llamar al teléfono (805) 654-2463 tocante a este asunto. Dele el numero de su caso que se encuentra a la derecha en la parte de arriba de esta carta.

Sincerely,



Victor Coronel
Code Compliance Officer III

Attachments: Civil Administrative Penalties Program Flyer

cc: File

On 8/6/24 9:10 PM, olga damascus wrote:

Mr. McHugh:

Your sneakiness is noted. You will be sued personally as well as BCCSD if you within the next 24hrs DO NOT REMOVE your defamatory and legally incorrect page on the Bell Canyon Community Services District government website.

Dr. Damascus

Olga Damascus TRO expired

Olga Damascus TRO expires 7/18/24

Bell Canyon, CA - On July 18, 2024, attorneys for both parties appeared at a hearing on the District's TRO against Olga Damascus. They agreed that the TRO expired as of July 18, 2024 and dismissed the matter without prejudice.

Olga Damascus TRO with BCCSD settled - 3/11/24

Bell Canyon, CA – On March 11, 2024, in the case of *Bell Canyon Community Services District v. Olga*

Damascus (LASC Case No. 23CHRO01288), the Court agreed to extend the duration of the Temporary

Restraining Order (“TRO”) issued against Ms. Damascus up to and through July 17, 2024. The agreement

to keep in place the TRO was entered into by both parties, and continues to protect District Board Members Eric Wolf, Richard Levy, and Michael Robkin, and the District’s Interim General Manager, Greg

McHugh. The court also continued the hearing to July 18, 2024 and ordered the case to be dismissed at that time.

The TRO was issued on July 18, 2023, based on an incident during a BCCSD Board Meeting on June 19,

2023 , where Ms. Damascus approached the District Board members and physically knocked a cell phone off of the dais that was being used by Board Member Eric Wolf to videorecord Ms. Damascus due

to her behavior during the meeting. The TRO requires Ms. Damascus to stay at least 100 yards away from all of the protected persons listed above (as well as their homes and vehicles), except when the

protected persons are at the District facilities, where Ms. Damascus must stay at least 10 feet away from

them. The hearing for the permanent restraining order was originally set for August 8, 2023, but it has been continued several times.

Outcome of 1/10/24 Court Hearing

Bell Canyon, CA – On January 10, 2024, the Los Angeles County Superior Court held a hearing on Olga Damascus' Special Motion to Strike (also known as an "Anti-SLAPP" Motion) the Bell Canyon Community Service District's Workplace Violence Restraining Order ("WVRO") petition. The WVRO petition stems from an incident at a District Board meeting on June 19, 2023, where Ms. Damascus approached the dais of the Board of Directors and knocked a cell phone off of the dais that Board Member Eric Wolf was using to video record Ms. Damascus and the audience during the meeting. On July 18, 2023, the Court issued a Temporary Restraining Order ("TRO") against Ms. Damascus, which protects District Board Members Eric Wolf, Richard Levy, and Michael Robkin, and the District's Interim General Manager, Greg McHugh. The TRO requires Ms. Damascus to stay at least 100 yards away from all of the protected persons, except when the protected persons are at the District facilities, where Ms. Damascus must stay at least 10 feet away from them. The hearing for the permanent restraining order was originally set for August 8, 2023, but it has been continued three times with the TRO remaining in place.

At the January 10, 2024 hearing, the Court denied Ms. Damascus' Anti-SLAPP Motion due to her failure to demonstrate that the WVRO petition arose from an act in the furtherance of her constitutional right of petition or right to free speech. The hearing on the WVRO petition was continued to March 11, 2024, with the TRO remaining in place.

----- Original Message -----

On 6/26/24 9:11 PM, Micki Davidovicz wrote:

Disgraceful act on your behalf all for few pennies they put in your pocket?

All the meals you had on tax payers \$\$\$

Boys club ticket? You are being lied

Stanford didn't teach you anything?

You own family who live in 3 different homes will pay for your actions.

You will lose just like Geoff Abadee did to me. See I got \$375,000.00

From Gregory McHugh <gregm@bellcanyoncsd.com>



BELL CANYON COMMUNITY SERVICES DISTRICT
30 HACKAMORE LANE, SUITE 2B
BELL CANYON, CALIFORNIA 91307

To the Bell Canyon Community,

Some of you may have heard that the Bell Canyon Community Services District (the District) is going to court over the lease with the Bell Canyon Community Center, Inc. (BCCC) for suites 2A and 2B at the Community Center. That is correct. However, the District is not asking for money or damages. The District has a valid lease signed by the BCCC's then- General Manager and ratified by the BCCC Board, and signed by the District's Interim General Manager and ratified by the District Board. In a letter on November 9, 2023, the BCA and BCCC claim, bizarrely and without evidence, that the lease is a fraud and forgery. And while we continue to pay rent, the BCA refuses to give us the key to 2A. We are merely asking the court to rule on the validity of the lease on our office space in the Community Center.

We have made every effort to resolve this dispute with the BCCC amicably. Some in the BCCC claimed the rental fee under the lease was low. First, the BCCC, as landlord, determined the rental fee. Secondly, it would be a gift of public funds for the District to pay a rental fee that is higher than what is listed on the lease, and also improper for the District to unilaterally invalidate our own contract. Seeking a mutually beneficial resolution, we offered to renegotiate our lease on our office space at mutually agreed upon commercial rates, so long as we also negotiate a lease for the BCA to store its materials and equipment on land owned by the CSD (which is next to the Bell Creek Park). BCCC's Kevin Keegan declined our offer. Please see attached emails.

This dispute was entirely avoidable. It is unfortunate for the community that BCCC president Kevin Keegan refuses to resolve this issue in a manner that would be mutually beneficial to all parties and to the Bell Canyon Community.

Here is a link to the complaint:

<https://bellcanyoncsd.ca.gov/bccsd-files-court-action-to-determine-legality-of-lease-5-16-2024>

More background on the District website www.bellcanyoncsd.ca.gov

We will continue to update you on the status of this action.

Thank you.

A handwritten signature in black ink that reads "Gregory McHugh".

Gregory McHugh
Interim General Manager
Bell Canyon Community Services District

Michael Robkin
President

Richard Levy
Vice President

Judy Lantz
Director

Peter Machuga
Director

Eric Wolf
Director



Investment Policy

Proposal

October 28, 2024

Bell Canyon CSD Investment Policy

Objectives of the Bell Canyon Community Services

District Investment Policy:

- Capital Preservation
- Appropriate Liquidity
- Generate Yield
- Diversification to minimize concentration risk

Permissible investments limited to the following:

- US Government, Federal Agencies, Investment Grade Corporate Bonds, Money Market Funds, California State Obligations, California Local Agency Obligations



Bell Canyon CSD Investment Policy

- Safety: Minimum Credit Rating – Investment Grade
 - S&P BBB-
 - Moody's Baa3
- Liquidity: Weighted Average of Maturity doesn't exceed 18 months
- Reserve Requirement: minimum of \$375,000
 - Cash or cash equivalent



Bell Canyon CSD Investment Policy

- Diversification: 15% limit per issuer, except
 - U.S. Government
 - U.S. Agency Bonds (GSE's)
 - Fannie Mae, Freddie Mac, FHLB
- Investments held to maturity or call date
- Money Market Funds:
 - AAA Rating
 - Minimum asset size of \$1 billion



Allocation Recommendation

Tiered Buckets

Short Term Liquidity

- Wells Fargo Sweep Account – 4.799%
- California Class Prime – 5.015%
- \$505,748 currently allocated in the aforementioned

Longer Term with effective durations ranging from six months to 18 months

- \$1,199,235 in Cash & T-Bill Maturing on 10/31
- Lord Abbett Bond Funds 5.08% and 5.09%
- Fidelity Investments MMF (Mix of Treasuries) 5%

