



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

MINUTES OF BELL CANYON CSD REGULAR MEETING ON January 27, 2025

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 6:00PM on Monday, January 27, 2025, 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 6:02PM. Directors present were Judy Lantz (President), Julie De St. Jean, Norton Alderson, Shelby Linka and Peter Machuga. Pam Lee, General Counsel was absent. Walter Kelly, General Manager, was present.
- 2. Pledge of Allegiance**
- 3. Kai Luoma, Executive Officer of Ventura Local Agency Formation Commission ("LAFCo") was in attendance as a guest of the Board of Directors to give a presentation about LAFCo and discuss various topics related to BCCSD and LAFCo. A copy of the LAFCo PowerPoint presentation is included as part of the minutes.**
- 4. Discussion and Q&A with Kai Luoma, Executive Officer, LAFCo:**
 - **Discussion Topics included but were not limited to the following:**

Mr. Luoma stated that he cannot provide legal advice to the district, only his opinion, however, when asked if he may be used as a resource for the district, he stated, yes, to an extent. LAFCo currently has 49 districts and only two community services districts. Latent powers of the district not exercised are eliminated.
 - There were questions from the board regarding parks & recreation authority (district has authority to do recreation, however, needs to apply to LAFCo for the authority to have and maintain a park),



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transportation authority (transportation authority is only within the district's boundaries) and the ability to own the roads within the district.

- Mr. Luoma has not decided when the next MSR will take place and that the district has done a lot to address the issues from the previous MSR, however, there is a concern over the use of "excessive" special meetings. This was the first time that Mr. Luoma has attended a BCCSD Regular or Special Meeting.

5. Minutes

Minutes for 11/21/24, 11/25/24, 12/2/24 were approved without objection by President J. Lantz. P. Machuga moved that the 12/6/24 and 12/23/24 minutes be approved and filed. N. Alderson seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:

Absent:

6. December 2024 Financials

P. Machuga moved to approve and file the December 2024 financials. J. Lantz seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:

7. Motion to approve letter to District Attorney

J. De St. Jean moved to approve the letter to the District Attorney, signed by the Board of Directors, requesting all charges against Josef Yossi Kviatkovsky be dismissed with prejudice. P. Machuga seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:



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8. Motion to include P. Machuga summary of incident

P. Machuga moved to include his summary of the alleged incident in question that led to charges being filed. N. Alderson seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, P. Machuga

Noes:

Abstain: S. Linka

9. Motion to have Counsel review proposed, amended By-Laws

S. Linka moved to have Counsel review proposed, amended By-Laws. P. Machuga seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:

10. Motion to move Regular Meetings to Third Monday of the Month

J. De St. Jean moved to move Regular Meetings to the Third Monday of the Month. J. Lantz seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:

11. Resolution 25-01 Surplus Land Authorized for Sale

J. De St. Jean moved to table the resolution until February 17, 2025, after new counsel is engaged. S. Linka seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:

12. BCCSD Office Lease for 2B

J. De St. Jean moved to table the lease until February 17, 2025, after new counsel is engaged. S. Linka seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, S. Linka, P. Machuga

Noes:

Abstain: N. Alderson



BELL CANYON COMMUNITY SERVICES DISTRICT
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13. District Property and Liability Insurance Program

S. Linka moved to increase property and liability coverage by 2x and increase Director liability coverage to \$1 million per Director. J. De St. Jean seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:

14. Document Scanning of all District Documents

J. Lantz moved to approve ARC for up to \$10,000 for scanning of District Documents. J. De St. Jean seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:

15. 2007 Chevy Tahoe

J. Lantz moved to sell the 2007 Chevy Tahoe. P. Machuga seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:

16. Voice transcription software

S. Linka moved to review voice transcription software or service to transcribe board meetings. J. Lantz seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:

17. Closed Session

DISCUSSION REGARDING ENGAGING NEW LEGAL COUNSEL —
HUMAN RESOURCES

Moved to closed session at 9:18 PM and adjourned at 9:31 PM. The District engaged Atkinson, Andelson, Loya, Ruud and Romo as new District Legal Counsel by a 5-0 vote.



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18. Next meeting

The next regular meeting will be on Monday, February 24, 2025, at 7:00 PM

19. Adjournment

The meeting was adjourned at 9:31 PM.