



**AGENDA  
REGULAR MEETING  
BOARD OF DIRECTORS  
AGOURA HILLS/CALABASAS COMMUNITY CENTER  
JOINT POWERS AUTHORITY  
VIDEO CONFERENCE**

Agoura Hills/Calabasas Community Center  
27040 Malibu Hills Road, Activity Room, Calabasas, CA 91301  
September 22, 2022  
6:30 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/88107465255?pwd=UnQ5OVBJTUo4ZzVvSIY5OUZ5dXNXZz09>

Meeting ID: 881 0746 5255

Passcode: 803878

Call-In Telephone Number: 1-669-900-6833

*Pursuant to Governor Newsom's ongoing state of emergency declaration, this meeting is being conducted utilizing video conferencing and electronic means consistent with AB 361, regarding the COVID-19 pandemic. Members of the Joint Powers Authority Board or staff may participate in this meeting via teleconference. In the interest of maintaining appropriate social distancing guidelines, members of the public may observe and offer comment at this meeting telephonically or electronically. If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act ("ADA") please contact Amy Brink at [info@ahccc.org](mailto:info@ahccc.org) prior to the meeting for assistance. Emails will be summarized at the meeting.*

**I. CALL TO ORDER**

**II. ROLL CALL**

Chair Deborah Lopez  
Vice-Chair James Bozajian  
Authority Member Matt Heller  
Authority Member Lucy Martin  
Authority Member Brad Rosenheim  
Authority Member Jerry Viner  
Alternate Member Denis Weber (Agoura Hills City Council)  
Alternate Member Peter Kraut (Calabasas City Council)  
Alternate Member John Suwara (Calabasas)

**III. SPECIAL PRESENTATIONS**

**IV. APPROVAL OF AGENDA**

**V. ORAL COMMUNICATIONS**

*Persons wishing to speak on items not listed on the agenda may speak. Please submit a request-to-speak slip (via the chat box).*

## **VI. CONSENT CALENDAR**

*Items on Consent Calendar may be approved by a single motion and vote. Unless otherwise requested in advance by a member of the JPA, staff or public, there will be no separate discussion of these items. If an item is removed by the JPA, or staff, the item is deferred to the end of the agenda. If a member of the audience wishes to testify, the item is not deferred.*

### **A. Approval of Minutes from August 25, 2022 Regular Meeting**

STAFF REFERENCE: DIRECTOR OF COMMUNITY SERVICES AMY BRINK

### **B. Approval of Demand Register for August 2022**

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

### **C. Approval of Treasurer's Report for August 2022**

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

## **VII. COMMUNITY ALLIANCE REPORT**

### **A. Community Center Alliance Update**

REFERENCE: CCA PRESIDENT MATT HELLER

## **VIII. COMMITTEE REPORTS**

## **IX. OLD BUSINESS**

## **X. NEW BUSINESS**

### **A. Community Center Status Update**

STAFF REFERENCE: COMMUNITY SERVICES DIRECTOR ERICA GREEN  
DIRECTOR OF COMMUNITY SERVICES AMY BRINK

### **B. 2022 Biennial Review of Conflict of Interest Code for Statement of Economic Interests (Form 700)**

STAFF REFERENCE: DIRECTOR OF COMMUNITY SERVICES AMY BRINK

## **XI. MATTERS FROM COMMUNITY SERVICES DIRECTORS**

## **XII. MATTERS FROM DIRECTORS**

## **XIII. ADJOURNMENT**

The next Regular Agoura Hills/Calabasas Community Center JPA meeting will be held on October 27, 2022 at 6:30 pm.

*Copies of the Staff Reports or other written documentation relating to each item of business described above are on file in the office of the Authority Clerk, Agoura Hills/Calabasas Community Center, 27040 Malibu Hills Rd., Calabasas, California, 91301, and are currently available online for public inspection during Coronavirus-19 closure.*

###



MINUTES  
REGULAR MEETING  
BOARD OF DIRECTORS  
AGOURA HILLS/CALABASAS COMMUNITY CENTER  
JOINT POWERS AUTHORITY  
**VIDEO CONFERENCE**

Agoura Hills/Calabasas Community Center  
27040 Malibu Hills Road, Activity Room, Calabasas, CA 91301  
Thursday, August 25, 2022  
6:30 p.m.

Join Zoom Meeting

<https://us06web.zoom.us/j/85203954898?pwd=WWWMrOWM0K0JvVEhnYXdJN3V5dnVJQT09>

Meeting ID: 852 0395 4898

Passcode: 445938

Call-In Telephone Number: 1-669-900-6833

*Pursuant to Governor Newsom's ongoing state of emergency declaration, this meeting is being conducted utilizing video conferencing and electronic means consistent with AB 361, regarding the COVID-19 pandemic. Members of the Joint Powers Authority Board or staff may participate in this meeting via teleconference. In the interest of maintaining appropriate social distancing guidelines, members of the public may observe and offer comment at this meeting telephonically or electronically. If you are an individual with a disability and need a reasonable modification or accommodation pursuant to the Americans with Disabilities Act ("ADA") please contact Amy Brink at [info@ahccc.org](mailto:info@ahccc.org) prior to the meeting for assistance. Emails will be summarized at the meeting.*

**I. CALL TO ORDER**

**II. ROLL CALL**

**PRESENT:**

Chair Deborah Lopez  
Vice-Chair James Bozajian  
Authority Member Jim Bukowski  
Authority Member Matt Heller  
Authority Member Lucy Martin  
Authority Member Brad Rosenheim  
Authority Member Jerry Viner  
Alternate Member Peter Kraut (Calabasas City Council)  
Alternate Member John Suwara (Calabasas)

**ABSENT:**

Alternate Member Denis Weber (Agoura Hills City Council)  
Student Member Ella Dobkousky (Calabasas)  
Student Member Kearston Stepenosky (Calabasas)

**STAFF PRESENT:**

Christy Truelsen, AHCCC Treasurer  
Erica Green, Community Services Director (Calabasas)  
Amy Brink, Director of Community Services (Agoura Hills)  
Kendon Meik, City Manager (Calabasas)

**III. SPECIAL PRESENTATIONS**

- A. Recognition of Outgoing Authority Member Bukowski

**IV. APPROVAL OF AGENDA**

**APPROVED 7-0**

**V. ORAL COMMUNICATIONS**

**NONE**

*Persons wishing to speak on items not listed on the agenda may speak. Please submit a request-to-speak slip (via the chat box).*

**VI. CONSENT CALENDAR**

**APPROVED 7-0**

*Items on Consent Calendar may be approved by a single motion and vote. Unless otherwise requested in advance by a member of the JPA, staff or public, there will be no separate discussion of these items. If an item is removed by the JPA, or staff, the item is deferred to the end of the agenda. If a member of the audience wishes to testify, the item is not deferred.*

- A. Approval of Minutes from June 23, 2022 Regular Meeting

STAFF REFERENCE: DIRECTOR OF COMMUNITY SERVICES AMY BRINK

- B. Approval of Demand Register for June 2022

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

- C. Approval of Treasurer's Report for June 2022

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

- D. Approval of Minutes from July 6, 2022 Special Meeting

STAFF REFERENCE: DIRECTOR OF COMMUNITY SERVICES AMY BRINK

- E. Approval of Demand Register for July 2022

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

- F. Approval of Treasurer's Report for July 2022

STAFF REFERENCE: AHCCC TREASURER CHRISTY TRUELSEN

**VII. COMMUNITY ALLIANCE REPORT**

**NO REPORT GIVEN**

- A. Community Center Alliance Update

REFERENCE: CCA PRESIDENT MATT HELLER

**VIII. COMMITTEE REPORTS**  
**NO REPORTS GIVEN**

**IX. OLD BUSINESS**  
**NO REPORTS GIVEN**

**X. NEW BUSINESS**

A. Community Center Status Update

**NO ACTION TAKEN**

STAFF REFERENCE:

COMMUNITY SERVICES DIRECTOR ERICA GREEN  
DIRECTOR OF COMMUNITY SERVICES AMY BRINK

B. Discussion to Establish New Bank Account for the AHCCC and to Authorize  
Investment of Monies in the Local Agency Investment Fund

**APPROVED 7-0**

STAFF REFERENCE:

AHCCC TREASURER CHRISTY TRUELSEN  
DIRECTOR OF COMMUNITY SERVICES AMY BRINK

**XI. MATTERS FROM COMMUNITY SERVICES DIRECTORS**  
**NONE**

**XII. MATTERS FROM DIRECTORS**  
**NONE**

**XIII. ADJOURNMENT**  
**MOTION TO ADJOURN 7-0 AT 7:13 P.M.**

The next Regular Agoura Hills/Calabasas Community Center JPA meeting will be held on September 22, 2022 at 6:30 pm.

*Copies of the Staff Reports or other written documentation relating to each item of business described above are on file in the office of the Authority Clerk, Agoura Hills/Calabasas Community Center, 27040 Malibu Hills Rd., Calabasas, California, 91301, and are currently available online for public inspection during Coronavirus-19 closure.*

###

AGOURA HILLS CALABASAS COMMUNITY CENTER

CHECK REGISTER REPORT

Month of : August 2022

24357	08/15/22	ANIMAL & INSECT PEST	Pest Control 7/22	249.00
24358	08/15/22	AZTECA LANDSCAPE	Landscape Maint 7/22	450.00
24359	08/15/22	CHARTER COMMUNICATIONS	Internet Access	139.98
24360	08/15/22	PYRO-COMM SYSTEMS, INC	Fire Alarm Monitoring	105.00
24361	08/15/22	SO CAL GAS COMPANY	Utilities	17.29
24362	08/15/22	SOUTHERN CALIFORNIA EDISON	Electricity	1,624.67
24363	08/30/22	LAS VIRGENES MUNICIPAL WATER	Water Svc.	214.64
24364	08/30/22	RICHARDS, WATSON & GERSHON	Legal Svcs. 7/22	350.20
24365	08/30/22	SOUTHERN CALIFORNIA EDISON	Electricity	1,673.09
EFT-98	08/30/22	CALPERS	Unfunded Liability	3,637.75
			<b>TOTAL CHECKS/EFTs:</b>	<b>8,461.62</b>



---

**AGOURA HILLS/CALABASAS COMMUNITY CENTER  
JOINT POWERS AUTHORITY BOARD  
AGENDA REPORT**

**DATE: SEPTEMBER 19, 2022**

**TO: HONORABLE CHAIR AND JPA BOARD MEMBERS**

**FROM: AMY BRINK, DIRECTOR OF COMMUNITY SERVICES**

**SUBJECT: 2022 BIENNIAL REVIEW OF CONFLICT OF INTEREST CODE  
FOR STATEMENT OF ECONOMIC INTERESTS (FORM 700)**

**MEETING DATE: SEPTEMBER 22, 2022**

---

The Political Reform Act requires every local government agency to review its conflict of interest code biennially to determine if any changes are needed. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on their Statement of Economic Interests (Form 700). The Board of Supervisors is the code reviewing body of the Agoura Hills/Calabasas Community Center Joint Powers Authority's (AHCCC JPA) Conflict of Interest Code. The AHCCC JPA Chair, or her designee, are required to submit to the Board of Supervisors a Biennial Review Certification Form (see attached), indicating whether or not changes are necessary. The deadline to submit the form is October 3, 2022.

The AHCCC JPA is required to review the code every five years. This will give the AHCCC JPA an opportunity to update any changes that have been made to the agency's organizational structure since the code was last approved. It will also be an opportunity to review any positions that have been eliminated, re-named, added, or given different duties and responsibilities. An amendment to the AHCCC JPA's Conflict of Interest Code must be forwarded to Board of Supervisors for approval within 90 days of filing the Biennial Review Certification Form. Biennial changes will be handled by date order received. The AHCCC JPA's amended code is not effective until it has been approved by the Board of Supervisors. A Conflict of Interest Code must adequately differentiate between designated employees with different powers and responsibilities to be effective.

Staff respectfully requests that the AHCCC JPA conduct a Biennial Review of the Conflict of Interest Code for Statement of Economic Interests (Form 700).