



ATTACHMENT A – OCTOBER 23, 2026 AGENDA

AGENDA ITEM: 9-A (Director Johnson) -

Discussion and possible action regarding website administration privileges for designated Board members and establishment of procedures governing website modifications and reporting, allow two (2) Board Members access to make changes as long as they communicate with each other once the change has been made.

Concerns:

- **This language creates a potential serial-meeting concern**
 - Brown Act prohibits Board business being conducted outside a noticed meeting through direct communications among directors.
- **Separation-of-duties concerns**

Recommendations:

- Removing language stating “allow two (2) Board Members access to make changes as long as they communicate with each other once the change has been made.”
- Leave this as an Administrative Duty

AGENDA ITEM: 9-B (Director Johnson)

Discussion and possible action regarding Board Member access permissions to District-owned digital resources.

Governance Concern

Board Members having access to all digital resources could create:

- cybersecurity issues
- records retention issues
- CPRA concerns
- separation-of-duties concerns

Recommendation

Specify:

- Which resources

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- Read-only or administrative access
- Whether Board policy will be adopted

AGENDA ITEM: 9-C (Director Delsol)

Discussion and possible action regarding adoption of District Policy No. ____ establishing requirements for partnerships, collaborative agreements, and grant participation with governmental agencies, nonprofit organizations, businesses, and community groups, including conflict-of-interest safeguards, public-benefit requirements, grant administration standards, and compliance with the Brown Act and California ethics laws.

Findings Supporting Adoption

For the meeting record, I recommend including the following motion language:

"Motion to approve District Policy Number: ____ establishing requirements for partnerships, collaborative agreements, and grant participation with governmental agencies, nonprofit organizations, businesses, and community groups, including conflict-of-interest safeguards, public-benefit requirements, grant administration standards, and compliance with the Brown Act and California ethics laws made by Director DelSol;

The Board finds that adoption of the Partnerships, Collaborative Agreements, Grant Participation, Conflict of Interest Disclosure, and Staff Review Policy promotes transparency, accountability, ethical governance, fiscal responsibility, compliance with California law, and protection of District resources while facilitating beneficial partnerships that serve the residents of the Bombay Beach Community Services District."



DRAFT POLICY:

POLICY NO:

PARTNERSHIPS, COLLABORATIVE AGREEMENTS, AND GRANT PARTICIPATION POLICY

1. PURPOSE

The purpose of this policy is to establish standards and procedures governing partnerships, cooperative projects, grant collaborations, memoranda of understanding (MOUs), and other cooperative arrangements between the District and external organizations.

The District recognizes that partnerships may enhance services, leverage resources, attract grant funding, and improve the quality of life for District residents. All partnerships shall serve a legitimate public purpose and be conducted in accordance with applicable federal, state, and local laws.

2. POLICY STATEMENT

The District may enter into partnerships with nonprofit organizations, governmental agencies, community groups, educational institutions, tribal governments, businesses, and other entities when the Board of Directors determines that such partnerships further the mission, objectives, and authorized powers of the District.

No partnership shall be approved unless it provides a clear public benefit to the District and its residents.

3. ELIGIBLE PARTNERS

The District may consider partnerships with organizations that:

1. Are legally organized and operating in compliance with applicable laws.
2. Maintain good standing with relevant regulatory agencies.

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3. Support activities consistent with District purposes and powers.
 4. Demonstrate the ability to perform responsibilities associated with the partnership.
 5. Agree to comply with District policies and applicable laws.
-

4. REQUIRED APPLICATION INFORMATION

Organizations seeking a formal partnership with the District shall provide, as applicable:

- Name and contact information of the organization.
- Description of proposed project or activity.
- Statement of public benefit.
- Scope of requested District participation.
- Estimated financial impact.
- Anticipated project schedule.
- Funding sources.
- Insurance documentation when required.
- Evidence of nonprofit status, if applicable.
- Any grant information associated with the proposal.

The District may request additional information as necessary.

5. DISTRICT PARTICIPATION

District participation may include:

- Joint grant applications.
- Shared programs and services.
- Public outreach activities.
- Community events.
- Use of District facilities.
- Cooperative purchasing or service agreements.
- Resource-sharing arrangements authorized by law.
- Technical or administrative assistance.

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All District contributions must be directly related to a public purpose and within the District's legal authority.

6. USE OF DISTRICT RESOURCES

District funds, equipment, facilities, staff time, and other public resources shall only be used when:

1. The use serves a documented public purpose.
2. The use is authorized under applicable law.
3. The Board or authorized District staff approve the use.
4. Sufficient public benefit exists to justify District participation.

No partnership shall result in an unlawful gift of public funds as prohibited by Article XVI, Section 6 of the California Constitution.

7. GRANT PARTNERSHIPS

The District may participate in grant-funded projects and joint grant applications when such participation advances District objectives.

Grant partnership agreements should identify:

- Fiscal responsibilities.
- Administrative responsibilities.
- Reporting requirements.
- Equipment ownership.
- Maintenance obligations.
- Record retention requirements.
- Audit responsibilities.

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- Matching fund obligations, if any.

Any grant requiring a District financial commitment shall require Board approval unless otherwise authorized by policy or budget.

8. CONFLICT OF INTEREST AND ETHICAL CONDUCT

8.1 Compliance with Law

All partnerships shall comply with:

- California Political Reform Act (Government Code §§81000 et seq.).
- Government Code §1090.
- District Conflict of Interest Code.
- Applicable Fair Political Practices Commission (FPPC) regulations.
- Any other applicable ethics laws.

8.2 Disclosure Requirements

Prior to approval of a partnership, participating organizations shall disclose:

- Any current or former employment relationship with a District official or employee.
- Any familial relationship with a District official or employee.
- Any financial relationship with a District official or employee.
- Any District official serving as an officer, director, consultant, contractor, advisory board member, volunteer, or employee of the organization.
- Any anticipated financial benefit to a District official, employee, or immediate family member.

Failure to disclose material information may result in denial, suspension, or termination of the partnership.

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8.3 Board Member and Staff Responsibilities

District officials shall disclose any actual, potential, or legally recognized conflict of interest associated with a proposed partnership.

District officials shall not participate in any decision that would violate conflict-of-interest laws.

8.4 Recusal

Any Board Member with a disqualifying conflict of interest shall:

1. Publicly disclose the conflict.
2. Refrain from influencing the decision.
3. Abstain from voting.
4. Leave the dais and meeting room when required by law.

8.5 Prohibition on Self-Benefit

No partnership shall be approved for the primary purpose of providing a private benefit to:

- A Board Member.
- A District employee.
- A committee member.
- An immediate family member of any such person.
- Any organization in which such person has a financial interest.

The public benefit of the partnership must outweigh any incidental private benefit.

8.6 No Preferential Treatment

No organization shall receive preferential treatment in:

- Grant opportunities.

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- Partnership opportunities.
- Facility use.
- District sponsorship.
- Financial support.
- Resource allocation.

Decisions shall be based solely upon merit, public benefit, legality, and District interests.

8.7 Annual Disclosure

The District may require annual conflict-of-interest certifications from organizations participating in ongoing partnerships.

9. WRITTEN AGREEMENTS

The District will require a written agreement for any partnership.

Agreements may include:

- Scope of services.
- Roles and responsibilities.
- Insurance requirements.
- Indemnification provisions.
- Ownership of materials and equipment.
- Payment terms.
- Reporting obligations.
- Termination procedures.
- Compliance requirements.

The District may require review by legal counsel before execution.



10. PROHIBITED ACTIVITIES

District partnerships shall not:

- Violate federal, state, or local law.
 - Support illegal activities.
 - Constitute a gift of public funds.
 - Endorse political candidates.
 - Use District resources for campaign purposes.
 - Create unlawful conflicts of interest.
 - Provide exclusive private benefit without corresponding public benefit.
 - Circumvent District procurement requirements.
-

11. APPROVAL AUTHORITY

Administrative Approval

The General Manager may approve minor operational partnerships that:

- Have no financial obligation.
- Create minimal risk.
- Require no policy decision by the Board.

Board Approval

Board approval shall be required for partnerships involving:

- District expenditures.
- Grant commitments.
- Facility use agreements.
- Long-term obligations.
- Joint powers activities.

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- Memoranda of understanding.
 - Contracts exceeding delegated authority.
 - Use of District property.
 - Significant public policy matters.
-

12. BROWN ACT COMPLIANCE

All Board consideration, discussion, approval, amendment, renewal, suspension, or termination of partnerships shall occur in compliance with the Ralph M. Brown Act (Government Code §§54950 et seq.).

No partnership decision shall be made through serial communications, intermediary communications, email polling, or any method prohibited by the Brown Act.

13. MONITORING AND REPORTING

The District will require periodic reports regarding:

- Project status.
- Budget expenditures.
- Grant compliance.
- Performance metrics.
- Community benefit outcomes.

The Board may review partnerships at any time.

14. SUSPENSION OR TERMINATION

The District may suspend or terminate a partnership if:

- Required disclosures are not provided.
- Conflict-of-interest violations occur.
- Legal violations occur.

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- Grant requirements are violated.
 - Public benefit is no longer demonstrated.
 - The organization fails to meet partnership obligations.
 - The Board determines termination is in the best interest of the District.
-

15. PARTNERSHIP

No partnership, grant collaboration, sponsorship, memorandum of understanding, or cooperative agreement shall be placed on a Board agenda until the Staff Review Checklist and Conflict of Interest Disclosure Form have been completed and reviewed by the General Manager or designee.

No partnership, grant collaboration, sponsorship, memorandum of understanding, or cooperative agreement shall be placed on a Board agenda until the full grant text is provided for review of the Board.

16. EFFECTIVE DATE

This policy shall become effective upon adoption by resolution of the Board of Directors of the Bombay Beach Community Services District and shall remain in effect until amended or repealed by the Board.

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DRAFT - FORM OPTION #1

BOMBAY BEACH COMMUNITY SERVICES DISTRICT

PARTNERSHIP AND GRANT COLLABORATION DISCLOSURE FORM

Required Prior to Consideration of Any Partnership, Cooperative Agreement, Memorandum of Understanding, Grant Collaboration, Sponsorship, Facility Use Agreement, or Other Joint Activity with the District

SECTION 1. ORGANIZATION INFORMATION

Legal Name of Organization:

DBA (If Applicable):

Organization Type:

☐ Nonprofit Corporation

☐ Public Agency

☐ Educational Institution

☐ Tribal Government

☐ Business Entity

☐ Community Organization

☐ Other: _____

Mailing Address:

Primary Contact Person:

Title:

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Phone:

Email:

Website:

Federal Tax ID Number (if applicable):

California Entity Number (if applicable):

SECTION 2. PROPOSED PARTNERSHIP

Project Name:

Description of Proposed Partnership:

Requested District Participation:

- ☐ Financial Contribution
- ☐ Grant Collaboration
- ☐ Facility Use
- ☐ Equipment Use
- ☐ Staff Assistance
- ☐ Public Outreach
- ☐ Event Partnership
- ☐ Technical Assistance

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☐ Other

Describe Requested Resources:

Expected Public Benefit to District Residents:

Projected Start Date:

Projected Completion Date:

SECTION 3. FINANCIAL DISCLOSURE

Will the organization receive any direct financial benefit from the proposed partnership?

☐ Yes

☐ No

If yes, describe:

Will any District funds be requested?

☐ Yes

☐ No

If yes, amount requested:

\$ _____

Has the organization applied for grant funding related to this project?

☐ Yes

☐ No

If yes, identify funding source(s):

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SECTION 4. CONFLICT OF INTEREST DISCLOSURE

The District is subject to the California Political Reform Act, Government Code Section 1090, and other laws governing conflicts of interest.

You must disclose any actual, potential, or perceived conflict of interest.

A. District Officials Affiliated with Organization

Do any current District Board Members, employees, consultants, committee members, or volunteers serve in any capacity with the organization?

☐ Yes

☐ No

If yes, identify individual(s):

NAME	POSITION WITH DISTRICT	POSITION WITH ORGANIZATION

B. Financial Interests

Does any District Board Member, employee, consultant, committee member, or immediate family member have a financial interest in the organization?

☐ Yes

☐ No

If yes, explain:

C. Familial Relationships

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Does any officer, director, employee, volunteer, contractor, or representative of the organization have a familial relationship with a District Board Member, employee, consultant, or committee member?

☐ Yes

☐ No

If yes, identify relationship:

D. Contracts or Business Relationships

Does the organization currently conduct business with the District or anticipate conducting business with the District outside of this proposed partnership?

☐ Yes

☐ No

If yes, explain:

E. Anticipated Personal Benefit

Would approval of the partnership create any personal financial gain, compensation, property interest, employment opportunity, contract opportunity, or other benefit for a District official, employee, consultant, or immediate family member?

☐ Yes

☐ No

If yes, explain:

SECTION 5. CERTIFICATION OF LEGAL COMPLIANCE

The organization certifies that:

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- ☐ It is legally authorized to conduct business or operate in California, if applicable.
 - ☐ Information provided in this disclosure is complete and accurate.
 - ☐ The organization will comply with all applicable federal, state, and local laws.
 - ☐ The organization will notify the District of any material change in circumstances.
 - ☐ The organization understands that failure to disclose relevant information may result in denial, suspension, or termination of a partnership agreement.
 - ☐ The organization understands that disclosure of information may be subject to the California Public Records Act.
-

SECTION 6. INSURANCE REQUIREMENTS

(Complete if District facilities, equipment, vehicles, or public events are involved.)

General Liability Insurance:

- ☐ Attached
- ☐ Not Applicable

Workers Compensation Insurance:

- ☐ Attached
- ☐ Not Applicable

Additional Insured Endorsement:

- ☐ Attached
 - ☐ Not Applicable
-

SECTION 7. AUTHORIZED CERTIFICATION

I certify under penalty of perjury under the laws of the State of California that the information contained in this disclosure form is true, accurate, and complete to the best of my knowledge.

Organization Name:

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Authorized Representative:

Title:

Signature:

Date:

DISTRICT USE ONLY

Date Received:

Reviewed By:

Additional Information Required:

☐ Yes

☐ No

Potential Conflict Identified:

☐ Yes

☐ No

Referred to Legal Counsel:

☐ Yes

☐ No

Board Agenda Date:

Board Action:

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☐ Approved

☐ Approved with Conditions

☐ Continued

☐ Denied

Resolution Number (if applicable):

Comments:

Retention Requirement: This form shall be retained in accordance with the District Records Retention Policy and applicable California law.

DRAFT - STAFF REVIEW CHECKLIST

Bombay Beach Community Services District

Partnership, Collaborative Agreement, and Grant Participation Review Checklist

To Be Completed by District Staff Prior to Board Consideration

PROJECT INFORMATION

Project / Partnership Name:

Organization:

Staff Reviewer:

Date Received:

Board Meeting Date (if applicable):

SECTION 1. COMPLETENESS REVIEW

Item	Yes	No	N/A
Application or proposal received	☐	☐	☐
Public benefit statement provided	☐	☐	☐
Requested District participation identified	☐	☐	☐
Budget information submitted	☐	☐	☐
Funding sources identified	☐	☐	☐

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Insurance documentation provided (if required)	☐	☐	☐
Conflict of Interest Disclosure Form completed	☐	☐	☐
Organization contact information complete	☐	☐	☐
Supporting documentation attached	☐	☐	☐

Comments:

SECTION 2. LEGAL AUTHORITY REVIEW

Requirement	Yes	No
Activity falls within District powers and authority	☐	☐
Activity serves a legitimate public purpose	☐	☐
No apparent gift of public funds issue	☐	☐
Activity is authorized by District policy	☐	☐
Proposed use of District property is legally permissible	☐	☐
Any required agreements have been identified	☐	☐

Comments:

SECTION 3. FINANCIAL REVIEW

Requirement	Yes	No
Financial commitment identified	☐	☐
Funding source identified	☐	☐
Funds available within approved budget	☐	☐

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Grant requirements reviewed	☐	☐
Match requirements identified	☐	☐
Cost recovery mechanisms identified	☐	☐
No unfunded long-term obligations identified	☐	☐

Estimated District Cost:

\$ _____

Funding Source:

Comments:

SECTION 4. CONFLICT OF INTEREST REVIEW

Requirement	Yes	No
Disclosure Form reviewed	☐	☐
No apparent Government Code §1090 issues identified	☐	☐
No apparent Political Reform Act issues identified	☐	☐
No apparent FPPC concerns identified	☐	☐
Any potential conflicts disclosed	☐	☐
Required recusals identified	☐	☐
Legal review recommended	☐	☐

Potential Conflict Details:

SECTION 5. PUBLIC BENEFIT REVIEW

Requirement	Yes	No
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Benefits District residents	☐	☐
Supports District mission	☐	☐
Community need identified	☐	☐
Public benefit outweighs private benefit	☐	☐
Benefits can be reasonably measured	☐	☐

Describe Public Benefit:

SECTION 6. RISK MANAGEMENT REVIEW

Requirement	Yes	No
Insurance required	☐	☐
Insurance documentation received	☐	☐
Indemnification provisions required	☐	☐
Safety concerns identified	☐	☐
Property damage risk identified	☐	☐
Liability concerns identified	☐	☐
Additional protections required	☐	☐

Comments:

SECTION 7. BROWN ACT REVIEW

Requirement	Yes	No
Board approval required	☐	☐
Agenda description prepared	☐	☐

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Agenda description legally sufficient	☐	☐
Supporting documents available for public review	☐	☐
Government Code §54957.5 requirements satisfied	☐	☐
No serial meeting concerns identified	☐	☐

Proposed Agenda Title:

SECTION 8. AGREEMENT REVIEW

Requirement	Yes	No
Written agreement required	☐	☐
Memorandum of Understanding required	☐	☐
Contract required	☐	☐
Ownership of assets addressed	☐	☐
Termination provisions included	☐	☐
Reporting requirements included	☐	☐
Record retention requirements included	☐	☐

Comments:

SECTION 9. LEGAL COUNSEL REVIEW

Refer to District Counsel if any of the following apply:

- ☐ Potential conflict of interest
- ☐ Government Code §1090 concern
- ☐ Real property transaction

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- ☐ Shared facility agreement
- ☐ Joint funding arrangement
- ☐ Public-private partnership
- ☐ Intellectual property issue
- ☐ Significant liability exposure
- ☐ Grant conditions requiring legal review
- ☐ Other legal concern

Description:

STAFF RECOMMENDATION

- ☐ Recommend Approval
- ☐ Recommend Approval With Conditions
- ☐ Recommend Further Information
- ☐ Recommend Legal Review
- ☐ Recommend Denial

Recommended Conditions:

MANAGEMENT REVIEW

General Manager:

Signature:

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Date:

BOARD ACTION

☐ Approved

☐ Approved With Conditions

☐ Continued

☐ Denied

Meeting Date:

Resolution Number:

Conditions of Approval:

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DRAFT - FORM OPTION #2

BOMBAY BEACH COMMUNITY SERVICES DISTRICT

**PARTNERSHIP, GRANT COLLABORATION, DISCLOSURE AND STAFF
REVIEW PACKET**

Policy No. 2026-10-23: Attachment A

Required for all proposed partnerships, grant collaborations, memoranda of understanding (MOUs), sponsorships, cooperative agreements, facility use partnerships, and other joint activities involving District resources, funding, property, personnel, or services.

PART 1

APPLICANT INFORMATION

Organization Name:

DBA (If Applicable):

Organization Type:

- ☐ Nonprofit Corporation
- ☐ Public Agency
- ☐ Educational Institution
- ☐ Tribal Government
- ☐ Private Business
- ☐ Community Organization
- ☐ Other: _____

Mailing Address:

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Primary Contact:

Title:

Phone:

Email:

Website:

Federal Tax ID:

California Entity Number:

PART 2

PROJECT INFORMATION

Project Name:

Partnership Type:

- ☐ Grant Collaboration
- ☐ Memorandum of Understanding
- ☐ Joint Program

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☐ Facility Use Agreement

☐ Community Event

☐ Sponsorship

☐ Resource Sharing

☐ Other

Project Description:

Requested District Participation:

☐ Funding

☐ Facility Use

☐ Equipment Use

☐ Staff Assistance

☐ Administrative Assistance

☐ Grant Administration

☐ Community Outreach

☐ Public Information

☐ Other

Describe Requested Resources:

Expected Public Benefit:

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Project Start Date:

Project End Date:

PART 3

FINANCIAL INFORMATION

Will District funds be requested?

☐ Yes

☐ No

Amount Requested:

\$ _____

Will the organization receive compensation or financial benefit?

☐ Yes

☐ No

If yes, describe:

Grant Funding Involved?

☐ Yes

☐ No

Funding Source:

Matching Funds Required?

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☐ Yes

☐ No

Amount:

\$ _____

PART 4

CONFLICT OF INTEREST DISCLOSURE

California law requires disclosure of actual, potential, and perceived conflicts of interest.

A. District Affiliation Disclosure

Do any District officials, Board Members, employees, committee members, consultants, volunteers, or immediate family members hold any position with your organization?

☐ Yes

☐ No

If yes:

NAME	POSITION WITH DISTRICT	POSITION WITH ORGANIZATION

B. Financial Interest Disclosure

Does any District official, employee, consultant, volunteer, committee member, or immediate family member have a financial interest in your organization?

☐ Yes

☐ No

If yes, explain:

C. Familial Relationship Disclosure

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Does any officer, director, employee, contractor, volunteer, or representative of your organization have a familial relationship with any District official, employee, consultant, or committee member?

☐ Yes

☐ No

If yes:

D. Existing Business Relationships

Does your organization currently have contracts, agreements, leases, permits, licenses, grants, or other business relationships with the District?

☐ Yes

☐ No

If yes:

E. Anticipated Benefit

Would approval of this partnership create any direct or indirect benefit for a District official, employee, committee member, consultant, volunteer, or immediate family member?

☐ Yes

☐ No

If yes:

PART 5

LEGAL COMPLIANCE CERTIFICATION

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The applicant certifies:

- ☐ Organization is legally authorized to operate in California.
 - ☐ Organization is in good standing with applicable regulatory agencies.
 - ☐ Information submitted is true and complete.
 - ☐ Organization understands that disclosure may be subject to the California Public Records Act.
 - ☐ Organization agrees to comply with federal, state, and local laws.
 - ☐ Organization will notify the District of any material changes.
 - ☐ Organization understands that false or incomplete information may result in denial, suspension, or termination of any partnership.
-

PART 6

INSURANCE DOCUMENTATION

General Liability Insurance:

- ☐ Attached
- ☐ Not Applicable

Workers Compensation Insurance:

- ☐ Attached
- ☐ Not Applicable

Automobile Liability Insurance:

- ☐ Attached
- ☐ Not Applicable

Additional Insured Endorsement:

- ☐ Attached

BOMBAY BEACH COMMUNITY SERVICES DISTRICT



BOMBAY BEACH, CA

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☐ Not Applicable

Other Insurance:

PART 7

APPLICANT CERTIFICATION

I certify under penalty of perjury under the laws of the State of California that the information contained in this packet is true and correct.

Organization:

Authorized Representative:

Title:

Signature:

Date:

PART 8

DISTRICT STAFF REVIEW CHECKLIST

Completeness Review

Requirement	Yes	No	N/A
Application complete	☐	☐	☐
Public benefit identified	☐	☐	☐
Financial information provided	☐	☐	☐

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Conflict disclosure completed	☐	☐	☐
Insurance documentation received	☐	☐	☐
Required attachments included	☐	☐	☐

Staff Comments:

Legal Authority Review

Requirement	Yes	No
Falls within District powers	☐	☐
Serves a public purpose	☐	☐
No gift of public funds issue identified	☐	☐
Consistent with District policies	☐	☐
No apparent legal barriers identified	☐	☐

Comments:

Conflict of Interest Review

Requirement	Yes	No
Disclosure reviewed	☐	☐
Government Code §1090 review completed	☐	☐
Political Reform Act review completed	☐	☐

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Recusals required

☐☐

Legal review recommended

☐☐**Potential Conflict Notes:**

Financial Review

Requirement	Yes	No
Financial commitment identified	☐	☐
Funding source available	☐	☐
Budget impact acceptable	☐	☐
Grant conditions reviewed	☐	☐
Ongoing costs identified	☐	☐

Estimated Fiscal Impact:

\$ _____

Budget Source:

Risk Management Review

Requirement	Yes	No
Insurance sufficient	☐	☐
Indemnification required	☐	☐

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Safety concerns identified	☐	☐
Liability concerns identified	☐	☐
Property risks identified	☐	☐

Comments:

Brown Act Review

Requirement	Yes	No
Board approval required	☐	☐
Agenda description drafted	☐	☐
Agenda language reviewed	☐	☐
Public documents available	☐	☐
Gov. Code §54957.5 requirements satisfied	☐	☐

Proposed Agenda Description:

Agreement Requirements

Requirement	Yes	No
MOU required	☐	☐
Contract required	☐	☐
Resolution required	☐	☐

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Insurance provisions required	☐	☐
Record retention provisions required	☐	☐
Termination provisions required	☐	☐

Comments:

PART 9

GENERAL MANAGER REVIEW

Recommendation:

- ☐ Approve
- ☐ Approve with Conditions
- ☐ Refer to Legal Counsel
- ☐ Continue for Additional Information
- ☐ Deny

Conditions / Comments:

General Manager:

Signature:

Date:

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PART 10

BOARD ACTION

Meeting Date:

Board Action:

☐ Approved

☐ Approved with Conditions

☐ Continued

☐ Denied

Resolution No.:

Conditions of Approval:

Board Chair Signature:

Date:

Records Retention Notice

This packet shall be maintained as an official District record in accordance with the Bombay Beach Community Services District Records Retention Policy, the California Public Records Act, Government Code §61000 et seq., Government Code §1090, the Political Reform Act, and all other applicable California laws and regulations.