



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

SPECIAL MEETING

OF THE BOARD OF DIRECTORS

DATE/TIME: July 31, 2023 at 7:00 p.m.

LOCATION: Bell Canyon Community Center

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 special meeting at 7:00 PM on Monday, July 31, 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. Requests for agenda materials or meeting participation assistance can also be made by email to gregory.mchugh@bellcanyoncsd.ca.gov.

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 gregory.mchugh@bellcanyoncsd.ca.gov to request accommodation. The District will use its best efforts to provide reasonable accommodations related to the meeting.



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1. Call to Order and Roll Call

2. Pledge of Allegiance

3. 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 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].

- Appoint auditors for FY22-23
- Appoint Recreation Advisory Committee
- CHP Contract Review
- Review and approve General manager job description
- FY 22-23 Year End Financial Report (unaudited)
- Cleanup Day (June 3) results
- Credit Card logs
- SUV log
- Prior meeting minutes (6-5, 6-19, 7-24)

4. BUSINESS ITEMS

4A. Appoint auditors for FY22-23 Audit

See agenda packet.

4B. Appoint Recreation Advisory Committee

Each Director may nominate one person and then the Board will select the appointees using approval voting. See agenda packet.

Step 1. Nomination

Each Director may nominate 0 or 1 candidates for the Recreation Advisory Committee.

The GM makes ballots for approval voting, listing each nominated candidate next to a check box.



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Step 2. Approval Voting Process

Voting shall occur in rounds until either 1) at least one candidate receives majority approval of votes cast, or 2) when all candidates have been removed from the ballot.

Each Director votes by selecting up to three candidates by putting an X next to the candidate name. Directors may vote for 0, 1, 2, or 3 candidates.

If no candidate receives majority approval then the GM shall remove the candidate who received the fewest number of approval votes (or candidates if tied), and conduct a new round of voting with fresh ballots.

The RAC will consist of those candidates (if any) who received majority approval votes by the Board on the final round of voting.

Sample Ballot

- Candidate 1
- Candidate 2
- Candidate 3
- Candidate 4
- Candidate 5

4C. CHP Contract Review

See agenda packet.

4D. Review and approve General Manager job description

See agenda packet.

4E. Financial Report.

FY22-23 Actuals. Treasury Report. See agenda packet.



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4F. Cleanup Day (June 3) results

270 vehicles came through with trash and/or green waste.
45 vehicles came through the shredding line with a total of 200 boxes of paper.
25 vehicles were turned away at the end.
180 vehicles left e-waste and hazardous substances.
55 vehicles left e-waste only

4G. Credit card logs

See agenda packet.

4H. SUV Log

See agenda packet.

4I. Prior Meeting Minutes.

Review and approve minutes of the June 5 and June 19 meetings.
See agenda packet.

5. The next meeting

The next regular meeting is on Monday, August 28.

6. Adjournment