



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

**REGULAR MEETING**

OF THE BOARD OF DIRECTORS

DATE/TIME : August 28, 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 regular meeting at 7:00 PM on Monday, August 28, 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.specialdistrict.org> and at the District Office, 30 HACKAMORE LANE, SUITE #2B, BELL CANYON SUITE 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](mailto: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](mailto:gregory.mchugh@bellcanyoncsd.ca.gov) to request accommodation. The District will use its best efforts to provide reasonable accommodations related to the meeting.

1. Call to Order and Roll Call
2. Pledge of Allegiance



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3. Public comment on Agenda items:

- Prior meeting minutes
- SUV log review
- Credit card log review
- General Manager job description
- Appoint Auditors for FY 22-23 audit
- Regular meeting versus special
- Lack of quorum on 9/25. Do we want a special meeting in September?
- Dissolution of the Recreation Advisory Committee
- CERT resolution
- Transparency resolution

4. 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].

5. BUSINESS ITEMS

5A. Review prior meeting minutes for approval. See agenda packet.

- 5/22
- 6/9
- 6/19
- 7/24
- 7/31

5B. SUV Log review – see agenda packet.

5C. Credit Card Log review. See agenda packet.

5D. General Manager job description. See agenda packet.

5E. Appoint auditors for FY22-23 Audit. See Agenda packet.

G.McHugh spoke with Eadie & Payne partner concerning FY21-22



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audit and sample size. Samples and sizing defined by risk analysis done as part of audit planning. Fee \$16,500.

- 5F. Board discussion of regular meeting versus special meeting.
- 5G. G. McHugh has verified we will not have a quorum for 9/25 due to Yom Kippur. Does the Board want a Special Meeting in September?
- 5H. Dissolution of the Recreation Advisory Committee (RAC).  
As a committee of the Board the RAC is subject to the Brown Act. All meetings must be noticed with agendas and publish minutes. Four of the members (a quorum) will be actively working with the group of volunteers, turning those working sessions into RAC meetings that must be noticed with agendas and publish minutes. This structure is unworkable. The RAC should be dissolved.
- 5I. Board resolution on CERT. The Board would sponsor a CERT program if allowed to do so.
- 5J. Board resolution on transparency. Publish all financial and legal documents subject to PRA on the web site. Most PRA requests could then be referred to the web site. See agenda packet.

6. Adjournment