



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

**REGULAR MEETING**

OF THE BOARD OF DIRECTORS

DATE/TIME : May 22, 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, May 22, 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 [gfmchugh.bccsd@gmail.com](mailto:gfmchugh.bccsd@gmail.com).

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 [gfmchugh.bccsd@gmail.com](mailto:gfmchugh.bccsd@gmail.com) 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. 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].

**4. Public comment on Agenda items:**

- Trash Cans and Litter
- Financial report and 2023-2024 Proposed Preliminary budget discussion
- Job opening status update
- IT Update
- Audit results
- Resolution to empower President to speak on behalf of CSD from time-to-time
- Review and approve 3/27 minutes
- Credit card log
- SUV log
- Clean-up Day
- Board of Director compensation
- Projector and screen for movie nights

**5. BUSINESS ITEMS**

**5A. Trash cans and litter.**

Discussion of problem with food waste being left in overfilled cans where the lids do not fully shut, and issues with public nuisance of attracting animals and vermin and creating litter on street.

**5B. Financial Report and 2023-2024 Proposed Preliminary budget**

Discussion of current financial status and proposed preliminary budget and procedure for adoption. See agenda packet.



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**5C. Job openings status update:**

- a. PRA Analyst, new position.  
Direct Interim General Manager to develop a job description and propose compensation, based on need due to volume of PRA requests exceeding available hours of very part-time personnel.
- b. Recreation Coordinator.  
Update by Interim General Manager. Four candidates identified. Three interviewed. One withdrew and was not fully interviewed.
- c. Recreation Advisory Committee.  
Update by Interim General Manager. One candidate. One candidate interviewed.

**5D. IT Update**

- a. Web Site.  
Web site now uses the domain [bellcanyoncsd.ca.gov](http://bellcanyoncsd.ca.gov) and an SSL Certificate is in place.
- b. Email.  
Email being set up for all directors and employees.

Directors emails will be in the format:

[firstname.lastname@bellcanyoncsd.ca.gov](mailto:firstname.lastname@bellcanyoncsd.ca.gov). For employees, titles will be used such as [general.manager@bellcanyoncsd.ca.gov](mailto:general.manager@bellcanyoncsd.ca.gov) or departments such as [accounting@bellcanyoncsd.ca.gov](mailto:accounting@bellcanyoncsd.ca.gov).

**5E. 2021-2022 Audit results.**

See agenda packet.

**5F. Resolution to empower President to speak on behalf of CSD from time-to-time.**

See agenda packet.

**5G. Prior Meeting Minutes.**

Review and approve minutes of the March 27 regular meeting. See agenda packet.

**5H. Credit Card Log.**

See agenda packet.

**5I. SUV Log.**

See agenda packet.



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**5J. Clean Up Day.**

Next clean-up day is on Saturday, June 3, 9AM – 1PM. Hazardous waste, electronics waste, trash, bulk items, garden and tree clippings, and document shredding. See agenda packet.

**5K. Board of Directors Compensation.**

Consider whether to accept or forego compensation of \$100 for each meeting of the Board for FY 2023-2024. In prior years the Board has NOT accepted any compensation for meetings. See agenda packet.

**5L. Projector and screen for movie nights.**

Explore purchase of a projector and screen for movie nights

**6. Reports**

**6A. Report from Interim General Manager**

Report on various BCCSD matters and/or respond verbally to questions or comments from the prior meeting.

**6B. Board of Directors Communications / Committee Reports / Meeting Reports**

Report on various matters of BCCSD community interest, including reports concerning committees on which the Directors serve and reports on meetings/conferences attended.

**7. The next meeting**

A Special meeting is scheduled for Monday, June 5.

The next regular meeting on Monday, June 26, is cancelled.

The Regular meeting on Monday, July 24, is cancelled.

A Special meeting is scheduled for Monday, July 31.

**8. Adjournment**