

BELL CANYON COMMUNITY SERVICES DISTRICT
30 HACKAMORE LANE, SUITE #8
BELL CANYON, CALIF 91307

BOARD OF DIRECTORS MEETING
REGULAR MONTHLY MEETING
DATE: JUNE 22, 2015

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 7:00PM on Monday, June 22, 2015, at 30 Hackamore Lane, Suite #8, Bell Canyon, California to consider those items set forth in the following agenda, except in accordance with Government Code Section 54954.2(b). Please note that the Board reserves the right to modify the order in which items are heard.

1. Call to Order
2. Roll Call
3. Public Forum- 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. Monthly Financial Report- May 2015- Action: Motion and accept the reports as presented
5. Transfer of Emergency 800 telephone number responsibilities to the Bell Canyon front gate. 1-866-307-9845
6. Bill Speer to register CERT with FEMA and any other appropriate agency.

7. Workers Compensation Insurance for the Bell Canyon CSD. Do we need it?
8. Apply for latent powers for traffic enforcement vs asking the homeowners association to perform this function- Action: Motion to apply for latent power.
9. Discussion re: investing funds into Certificates of Deposits. - Action: Motion to approve a dollar amount to invest in CD's, length of CD's.
10. Approval of minutes of the June 8th, 2015 meeting. The approval of the minutes will be postponed to the July meeting.

Agenda Posting Certification:

This agenda was posted on June 19, 2015, at 30 Hackamore Lane, Suite 5 Bell Canyon, California 91307 at 10:00 A.M. and on the Bell Canyon Website.

6/18/2015

BELL CANYON COMMUNITY SERVICES DISTRICT**TREASURER'S REPORT****MAY 31, 2015****CASH ON HAND @ APRIL 30, 2015**

10825 . Union Bank Checking #6383 NEW		300,152
10850 · Union Bank of Calif - Checking		230,667
10855-0 · Union Bank of Calif - Mny Mrkt		180,433
10860 · Discover Bank CD		0
10865 · Centennial Bank CD		0
10870 · One West Bank CD		0
10875 · Bank of America CD		250,176
10880 · Chase Bank CD		250,188

Total Cash On Hand @ April 30, 2015**\$1,211,616****Income: May 2015**

Total Allocations	203,143	
Interest Earned	14	
Total Income	203,157	\$203,157.00

Invoices Paid: May 2015

Waste Management	-30,441.00	
Intelliverse	-27.00	
United Site Services	-457.00	
Barbara Holowaty - May	-175.00	
Special District Risk Mgmt	-4,165.00	
Valley News Group	-35.00	
Grand American Tires	-95.00	
Dennis Zine Dec 2014-March 2015	-5,672.00	
Bell Canyon Association	-1,568.00	
Bank Service Charge	-3.00	

(\$42,638)

Transfer from #4561 Old Checking Account	-230,667	
Transfer to #6383 from #4561 Old Checking	230,667	

TOTAL CASH ON HAND @ MAY 31, 2015**\$1,372,135****Prepared By: Barbara Holowaty, Bookkeeper****Approved: _____**

6/18/2015

<u>TYPE</u>	<u>INSTITUTION</u>	<u>MATURITY</u>	<u>AMOUNT</u>	<u>CURRENT MARKET VALUE</u>	<u>INTEREST RATE</u>
Checking Account	Union Bank (NEW)	N/A	\$ 691,324.00	\$ 691,324.00	0.00
Money Market	Union Bank of California	N/A	\$ 180,447.00	\$ 180,447.00	0.10
Checking Account	Union Bank of California	N/A	\$ -	\$ -	0.00
Certificate of Deposit	Bank of America	March 25, 2015	\$ 250,176.00	\$ 250,176.00	0.00
Certificate of Deposit	Chase Bank	N/A	\$ 250,188.00	\$ 250,188.00	0.01
Certificate of Deposit	Centennial Bank	November 15, 2013	\$ -	\$ -	0.00
Certificate of Deposit	Discover Bank	November 15, 2013	\$ -	\$ -	0.00
Certificate of Deposit	One West Bank	November 15, 2013	\$ -	\$ -	0.00
			<u>\$ 1,372,135.00</u>	<u>\$ 1,372,135.00</u>	

6/11/2015	<u>Revenue</u>	<u>FY 2014-2015</u> <u>Budget</u>	%	May 31, 2015 Actual to Date	%
	Property Taxes	\$ 460,000	99.70%	492,898	100%
	State Refund	-			
	Interest	1,500	0.30%	209	0%
	Other	-			
	Total Revenues	\$ 461,500	100%	\$493,107	100%
	<u>Expenditures</u>				
	Basic Services				
	Residential Trash/Solid Waste Removal	\$ 341,000		329,472	
	Traffic Enforcement	35,000		5,626	
	Emergency Broadcast	265		392	
	Subtotal	\$ 376,265	67%	\$ 335,490	89%
	General & Administrative				
	Contract Services (BCEC - Rent)	\$ 3,600		1,500	
	Contract Services (RGS-Mgmt Svs & Dennis Zine)	9,000		14,653	
	Legal Services (Musik, Peeler, Garrett, LLP)	7,000		4,285	
	Accounting & Bookkeeping Services	4,000		2,817	
	Contract Services-Restrooms (United Site Svs)	5,000		5,139	
	Annual Audit	4,700		2,500	
	Insurance	5,300		6,326	
	Membership Dues	1,500		1,296	
	Tax Administration Fees (Ventura County)	6,000			
	LAFCO Budget Allocation	300			
	Telephone Services	480		328	
	Office Supplies	400		305	
	Printing & Publicity	100		514	
	Office Miscellaneous	500		64	
	Employee Education (gate)	75			
	Training Emergency Services (DART)	3,000			
	Other Administrative	900		969	
	Election Costs	2,500		494	
	Bank Charges			54	
	Subtotal	\$ 54,355	9%	\$ 41,244	11%
	Capital Outlay & Recreation Programs				
	Community Recreation	-			
	Park Maintenance (restrooms)	-			
	Bus Stop Restroom	-			
	DART Services	-			
	Entrance Gate	125,000			
	Trail Development	10,000			
	Maintenance Building	-			
	Comm. Development (Fire Walls-Comm Bldg)	-			
	Subtotal	\$ 135,000	24%	\$ -	0%
	Total Expenditures	\$ 565,620	100%	\$376,734	100%
	Total Revenues Over Total Expenditures	\$ (104,120)		\$116,373	

6/18/2015

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			<u>\$ 1,372,135.00</u>	<u>\$ 1,372,135.00</u>	

January 29, 2008

Carol R. Henderson, General Manager
Bell Canyon Community Services District
30 Hackmore Lane, Suite 8
Bell Canyon, CA 91307-1001

RE: Bell Canyon Community Services District – Powers

Dear Ms. Henderson:

The Ventura LAFCO was recently made aware that the Ventura County Fire District is considering conveying property to the Bell Canyon Community Services District (CSD). According to the Fire District, the property has been leased to the CSD since 1998 for a bus stop and that the CSD has improved the property with pavement, parking spaces, and a shelter.

The CSD's powers were recently amended in 2007. The CSD is authorized to provide only the following services:

- Rubbish, recycling, and greenwaste removal;
- Enhanced traffic patrol under the provisions of a contract with the California Highway Patrol;
- Emergency medical (advance life support) services under the provisions of a contract with the City of Los Angeles Fire Department;
- Organized, promote, conduct and advertise community recreation programs;
- Security services, including but not limited to, burglar and fire alarm services to protect lives and property; and
- Graffiti abatement.

Based on a review of our records, we are unable to confirm that the CSD is currently authorized to provide transit/transportation services. If the CSD wishes to provide such services an application for the exercise of latent powers must be submitted to, and approved by, the Ventura LAFCO pursuant to section 61106 of the California Government Code. Please also note that the transportation facilities may be subject to review and approval by the County if any required entitlements were not obtained prior to construction.

Should you have any questions, please do not hesitate to contact me.

Sincerely,



Kai Luoma, AICP
Senior Analyst

Cc: Ventura County Fire Protection District
Ventura County Planning Division

BELL CANYON COMMUNITY SERVICES DISTRICT BUDGET 2015-2016

	<u>2015-2016</u>
<u>REVENUES</u>	
PROPERTY TAXES	492,592
TRAFFIC FINES	12,000
INTEREST	1,100
TOTAL REVENUE	<u>505,692</u>
 <u>OPERATING EXPENDITURES</u>	
BASIC SERVICES	
RESIDENTIAL TRASH-SOLID WASTE	388,500
TRAFFIC ENFORCEMENT- CHP	
TRAFFIC ENFORCEMENT- CAR	2,500
TRAFFIC ENFORCEMENT- CAMERA RENT	20,000
TRAFFIC ENFORCEMENT- ADMINISTRATIVE	4,000
EMERGENCY BROADCAST	690
CERT FUNDING	20,000
TOTAL OPERATING EXPENDITURES	<u>435,690</u>
 <u>GENERAL AND ADMINISTRATIVE EXP</u>	
RENT	6,000
CONTRACT SERVICES- GEN MANAGER/BCA	14,400
LEGAL	4,000
ACCOUNTING AND BOOKKEEPING	3,100
RESTROOM MAINTENANCE	5,500
ANNUAL CERTIFIED AUDIT	5,000
INSURANCE	7,000
DUES	1,500
TAX ADMIN FEES- VENTURA COUNTY	
LAFCO FEE	613
TELEPHONE	600
OFFICE SUPPLIES/ PRINTING	2,400
TRAINING	
DART EDUCATION	
OTHER ADMIN EXP	1,535
TOTAL GENERAL AND ADMIN EXPENSES	<u>51,648</u>
 <u>CAPITAL EXPENDITURES</u>	
FIRE WALL- BCA	
IMPROVEMENTS PARKS AND COMMUNITY CTR	50,000
FRONT GATE- TRAFFIC ENFORCEMENT EQUIPMENT	50,000
TRAIL REPAIRS AND MAINTENANCE	50,000
TOTAL CAPITAL EXPENDITURES	<u>150,000</u>
 TOTAL EXPENDITURES	 637,338
 NET SURPLUS/DEFICIT	 <u><u>(131,646)</u></u>