



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

MINUTES OF BELL CANYON CSD REGULAR MEETING ON NOVEMBER 17, 2025

In accordance with Government Code Section 54954, Notice is hereby given that the Board of Directors of the Bell Canyon Community Services District held a Regular meeting at 7:00PM on Monday, November 17, 2025, to consider those items set forth in the posted agenda, except in accordance with Government Code Section 54954.2(b). Please note that the Board reserved the right to modify the order (listed in the agenda) in which items were heard.

- 1. Call to Order and Roll Call:** The meeting was called to order at 7:00 PM. Directors present were Judy Lantz (President), Julie De St. Jean, Norton Alderson, Shelby Linka and Peter Machuga. Walter Kelly, General Manager, was present.
- 2. Pledge of Allegiance**
- 3. Open Forum Discussion**
No Public comments.
- 4. Motion to amend agenda to include motion to control gross wages and legal expenses and to approve amended agenda**
P. Machuga moved to amend the agenda to include motion to control gross wages and legal expenses and to approve amended agenda. J. Lantz seconded. The motion passed as follows:
Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga
Noes:
Abstain:
Absent:
- 5. Motion to amend agenda to table motions to approve line-item budgets for events except for Snow Day**
J. Lantz moved to amend the agenda to table motions to approve line-item budgets for events except for Snow Day. S. Linka seconded. The motion passed as follows:
Ayes: J. Lantz, J. De St. Jean, S. Linka
Noes: P. Machuga
Abstain: N. Alderson
Absent:



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6. Motion to withdraw and reconsider previous motion and to table approval of all events line-item budgets, including Snow Day

J. Lantz moved to withdraw and reconsider previous motion and table approval of all events line-item budgets including Snow Day. J. De St. Jean seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka

Noes:

Abstain: P. Machuga

Absent:

7. Motion to approve consent calendar and minutes

P. Machuga moved to approve the consent calendar and 10/20/2025 Regular Meeting minutes. J. De St. Jean seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:

Absent:

8. Motion to approve the financials and credit card log

S. Linka moved to approve and file October 2025 credit card log and October 2025 financials. J. Lantz seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:

Absent:



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9. Motion to approve including monthly and fiscal year-to-date legal expenses in monthly agenda packet

S. Linka moved to approve including monthly and fiscal year-to-date legal expenses in monthly agenda packet. J. De St. Jean seconded.

The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka

Noes:

Abstain: P. Machuga

Absent:

10. Motion to control gross wages and legal expenses by limiting gross wages and legal expenses to monthly budget amount

P. Machuga moved to control gross wages and legal expenses by limiting gross wages and legal expenses to monthly budget amount. J. Lantz seconded. The motion failed as follows:

Ayes: P. Machuga

Noes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka

Abstain:

Absent:

11. Motion to approve Superseding CHP Agreement between BCA and CSD permitting CSD to contract with CHP

J. De St. Jean moved to approve Superseding CHP Agreement between BCA and CSD permitting CSD to contract with CHP. J. Lantz seconded.

The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:

Absent:



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12. Motion to approve amending the District Board Meeting Video Retention Policy in District Policy Manual

J. De St. Jean moved to approve amending the District Board Meeting Video Retention Policy in the District Policy Manual. P. Machuga seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:

Absent:

13. Motion to approve amending District By-Laws, Article VII, Section 3, regarding video retention policy

P. Machuga moved to approve amending District By-Laws, Article VII, Section 3, regarding video retention policy. J. Lantz seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, P. Machuga

Noes: S. Linka

Abstain:

Absent:

14. Motion to table amending District By-Laws, Article X, Section 4, regarding annual audit

P. Machuga moved to table amending District By-Laws, Article X, Section 4, regarding annual audit. J. Lantz seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:

Absent:



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15. Motion to adjourn the regular meeting

J. De St. Jean moved to adjourn the regular meeting. S. Linka seconded. The motion passed as follows:

Ayes: J. Lantz, J. De St. Jean, N. Alderson, S. Linka, P. Machuga

Noes:

Abstain:

Absent:

16. Next meeting

The next regular meeting will be on Monday, December 15, 2025, at 7:00 PM

17. Adjournment

The meeting was adjourned at 9:28 PM.