



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

SPECIAL MEETING
OF THE BOARD OF DIRECTORS
DATE/TIME:

General Manager is inviting you to a scheduled Zoom meeting.

Topic: Regular Meeting
Time: Sep 8, 2026 07:00 PM Pacific Time (US and Canada)
Join Zoom Meeting
<https://zoom.us/j/98837947466?pwd=sjJcEumusEqWFmaya1u4nBq6FLUhBc.1>

Meeting ID: 988 3794 7466
Passcode: 197308

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 Tuesday, September 8, 2026, 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.

This meeting will be held in-person at the location identified above, and 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.

As a courtesy, the District is offering Zoom access so members of the public can watch or listen to the meeting remotely. Technical problems may occur. **Please note that public participation through Zoom is limited and will only be available when allowed by the Brown Act (Government Code § 54953)**, such as during declared emergencies or other authorized teleconferencing situations. Outside of such situations, virtual meeting attendees who wish to provide public comment on agenda and/or non-agenda items, have the option of submitting their comment(s) in writing via email to the Secretary of the Board up to two hours prior to the scheduled meeting at gm@bellcanyoncsd.ca.gov. Please indicate in the email subject line the Agenda item number. Viewing and attendance is accessible via the Zoom link identified above.

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 and available on the web site. Requests for agenda materials or meeting participation assistance can also be made by email to gm@bellcanyoncsd.ca.gov.



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

Per 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]. Public forum will be conducted as the first item of business.

1. **Call to Order and Roll Call**
2. **Pledge of Allegiance**
3. **Public comments on Agenda and Non-Agenda Items.**

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 agenda item or on any non-agenda items within the jurisdiction of the Board of Directors. This agenda item provides that opportunity at this time. There will be no opportunity for public comments after the close of this agenda item. For public comments on non-agenda items, the determination of whether the item is within the jurisdiction of the Board of Directors is made solely by the presiding public official, who is the President of the Board of Directors if in attendance. 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].

Rules of behavior at the Board Meeting.

For any person to speak, they must be recognized by the Presiding Officer and passed the microphone so they can be heard on Zoom. Members of the public in the audience must come to the podium to speak. You will be notified when it is time to come to the podium. All public speakers will be allotted a maximum of 3 minutes.

Disruptive behavior will not be tolerated at the Board Meeting. The District reserves the right to remove anyone engaging in disruptive behavior from the meeting.

4. **Approval of the Agenda – Motion to approve agenda.**

5. MOTION ITEMS

5A. Consideration and Approval of a Professional Services Agreement with Event Planning Firm for Future District Sponsored Events and Authorizing the General Manager to Execute a Professional Services Agreement on Behalf of the District. Motion to approve a Professional Services Agreement with Event Planning Firm for Future District Sponsored Events and Authorizing the General Manager to Execute a Professional Services Agreement on Behalf of the District. See agenda packet.

5B. Approve line-item budget for District's 2026 Halloween Party Event. Motion to approve line-item budget for the District's 2026 Halloween Party Event. See agenda packet.



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6. GENERAL MANAGER UPDATES. Informational items and discussion.

6A. Proposed Autumn Clean Up Day – November 14, 2026

7. OPTIONAL DIRECTOR UPDATES. Informational items and discussion.

**8. CONFERENCE WITH LEGAL COUNSEL -
PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT (Title: General Counsel)**
Pursuant to Government Code Section 54957: one matter

9. NEXT MEETING
The next Regular meeting is on Monday, September 21, 2026, at 7 PM.

10. ADJOURMENT



EVENT PROPOSAL

Bell Canyon Halloween Bash & Community Carnival

Prepared for Bell Canyon Community Services District • August 23, 2026
Full-service A-Z event planning & production by Beebizz



PROPOSAL OVERVIEW

the event.

Beebizzy is honored to propose full-service planning and production for the Halloween Bash & Community Carnival, to be held at the Bell Canyon Community Service Center and Parking Lot. Below is a complete breakdown of the experience we would build and manage for the community from start to finish.



Date & Time

Saturday, October 24, 2026
6:00 PM – 10:00 PM



Venue

Parking Lot & Courtyard, Bell Canyon Community Service Center
30 Hackamore Lane, Suite #2B, Bell Canyon, CA 91307



Estimated Attendance

800–900 guests



Client Contact

Walter Kelly, General Manager
(818) 346-9879



why beebiza.

what we do.

We connect clients with vetted, top-tier event talent and production partners, then manage every detail so you don't have to.

why we do it.

We give communities and companies back the time to focus on what — and who — they love most: showing up and having a great time.

how we do it.

Every event runs through our own event management software — entertainment, food & beverage, activities, rentals, staffing, and safety compliance, all coordinated from a single dashboard, start to finish. Corporate partners gain access to our multi-featured software platform, streamlining event execution year-round and giving our client partners the ability to run multiple events at scale.

the beebiza standard.

Every vendor in this proposal comes from our established network, not a one-off booking — so you get the full scope a large-scale producer offers, delivered with a more polished, higher-touch standard.



proven at scale.

We've delivered the same caliber of production, staffing, and polish for major brands and A-list talent — it's the standard we bring to every event we run, including this one.

MAJOR PRODUCTIONS & TALENT WE'VE WORKED WITH

MARRIOTT BONVOY ZEGNA PARAMOUNT PICTURES HILARY DUFF DIPLO

OUR VETTED VENDOR NETWORK

LITTLE SPOON THE BIRTHDAY PARTY PROJECT BUMOBRAIN SUPERGOOP!

These are long-standing partners we've built real relationships with — hand-picked and vetted for quality, reliability, and execution at the level these brands demand. That's the same bar every vendor on this proposal is held to.

WHAT SETS US APART

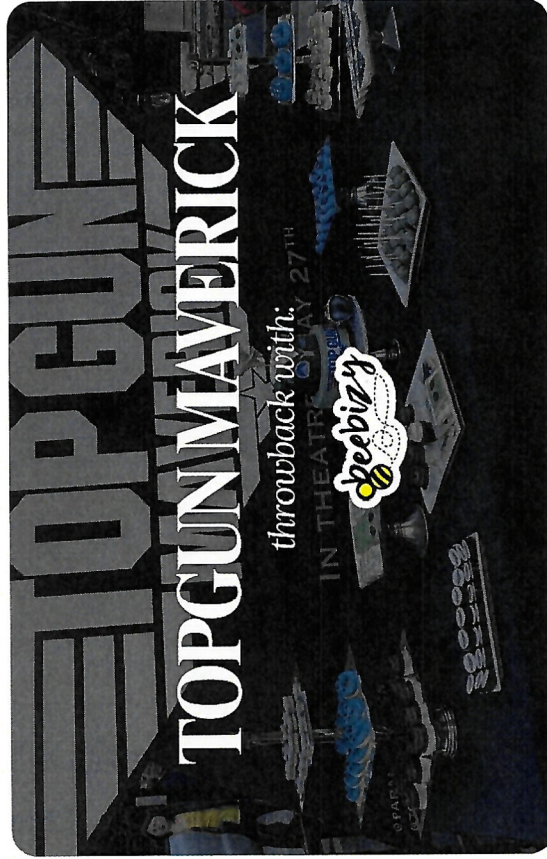
Beebizzy runs on proprietary event management software — not spreadsheets and group texts. It's how we partner with corporations and organizations on more than a single event: giving clients one real-time system to manage the complete lifecycle of an event, and their full calendar of events, from first booking through execution.



PAST WORK — PARAMOUNT PICTURES

Top Gun: Maverick Premiere.

For the Top Gun: Maverick premiere event, Beebizz brought high-impact visuals and unforgettable moments — from a custom aviator wall to branded treats and immersive styling, we delivered a fully loaded experience.

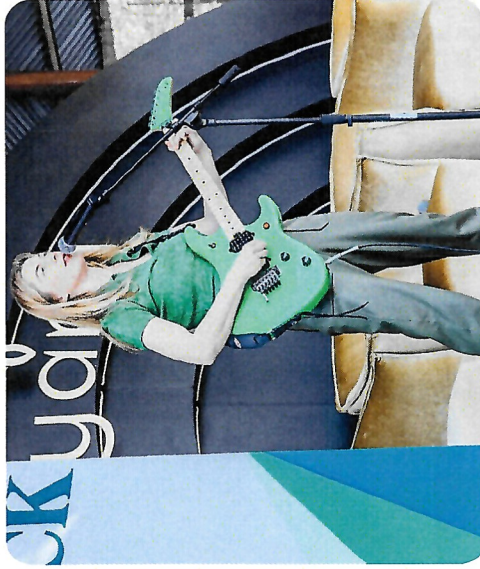




PAST WORK — SXSW

Ayana Foundation Event at SXSW.

For the Ayana Foundation's event at SXSW, Beebiza produced a full day of programming — a live panel discussion, acoustic performances, and an interactive product activation — all styled and staffed from start to finish.





PAST WORK — BABYLIST & MOMCOZY

Lala Baptiste Baby Shower.

Beebizz partnered with Babylist and MomCozy to style and produce this baby shower at the Babylist Showroom — from the custom balloon garland and welcome signage to branded gifting for every guest.





entertainment.

DJ, MC & Dancers

A live DJ, MC, and dance crew will keep guests moving and create the festive Halloween mood all night, with dancers encouraging participation from guests of every age.

LED Dance Floor

A minimum 20x20 illuminated LED dance floor will anchor the entertainment area and elevate the energy of the night.

Lighting, AV & Production

Intelligent lighting, programmable effects, and pristine audio throughout the parking lot and community center courtyard, plus a dedicated lighting package for the food truck area. A production crew will be onsite for setup, the show, and breakdown.

Haunted House (x2)

No Halloween bash is complete without a haunted house. Two haunted house experiences will greet guests along the courtyard walk, building spooky anticipation the whole night.



VENDOR SPOTLIGHT

DJ, MC & Dancers.

Our entertainment partner brings the DJ, MC, and dancers — the same team that keeps dance floors packed at large-scale celebrations and high-profile private events.





VENDOR SPOTLIGHT

Production & Photo Booth.

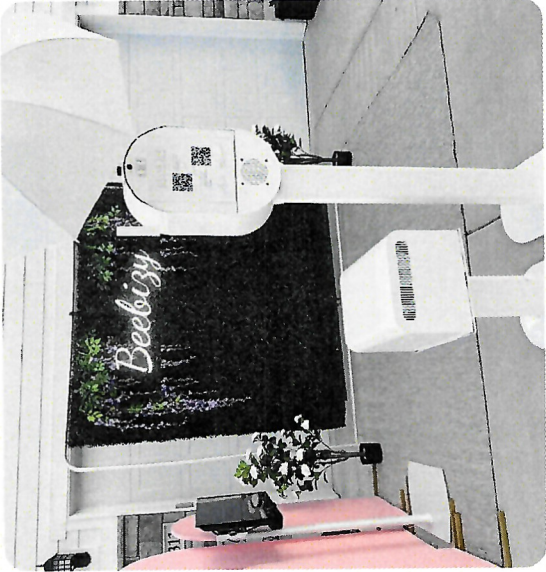
Beyond the mic, our entertainment partner brings the full production package — LED dance flooring, intelligent lighting and AV, and a photo booth to capture the night.

Production Crew

LED Flooring

AV & Intelligent Lighting

Photo Booth





VENDOR SPOTLIGHT

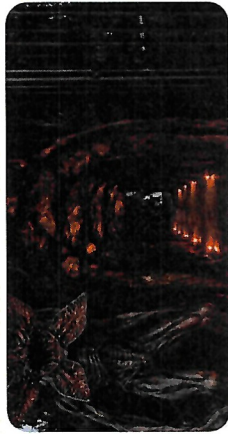
Haunted House (x2).

Two distinct haunted experiences so every guest finds their thrill: a colorful, family-friendly trail for the kids, and an intense, extreme-scare house for the adults.

KIDS & FAMILY — FRIENDLY TRAIL



ADULTS — EXTREME SCARES





food & beverage.

Gourmet Food Trucks

A curated lineup of food trucks, plus a churro & cotton candy cart and popcorn cart, will let guests purchase directly on-site with variety for every taste. A minimum spend applies per truck; any shortfall is invoiced and broken down in the post-event revenue settlement.

Cash Bar

A large outdoor bar staffed by certified bartenders will serve beer, wine, and cocktails for guests 21+, with non-alcoholic options for all ages. A \$5,000 service minimum applies for total event sales; any shortfall is settled post-event via invoice with a full sales breakdown.

Bar Setup & Compliance

A flat fee covers ABC liquor licensing, certified bartenders, station setup, and full operational compliance for the event.



VENDOR SPOTLIGHT

Food Trucks.

A curated lineup of gourmet food trucks brings restaurant-quality bites right to the parking lot — strung with market lights and set up for guests to browse, order, and eat under the stars.





VENDOR SPOTLIGHT

Churros, Popcorn & Cotton Candy.

Our sweets partner brings the churro cart, popcorn cart, and cotton candy — fresh, made-to-order treats that keep the dessert line moving all night.





kids & family activities.

A dedicated family zone will engage guests of all ages throughout the night.

- ◆ Soft play area for the littlest guests
- ◆ Bounce house with slide
- ◆ Bounce house obstacle course

- ◆ Face painting & balloon twisting station
- ◆ Roaming magician
- ◆ Photo booth to capture the night
- ◆ Balloon decor throughout the venue



VENDOR SPOTLIGHT

Bounce Houses.

Two inflatable setups keep the family zone active all night — a classic bounce house with slide, and a full obstacle course for guests who want a bigger challenge.



Bounce House w/ Slide



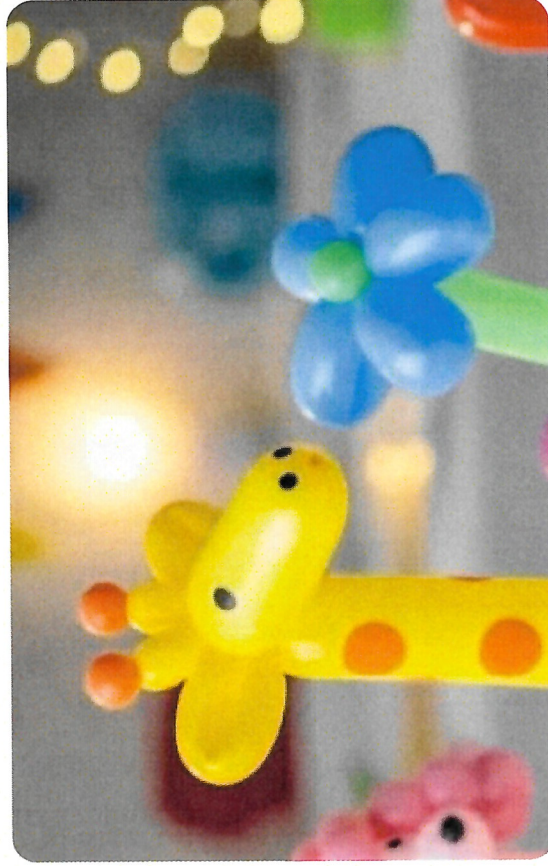
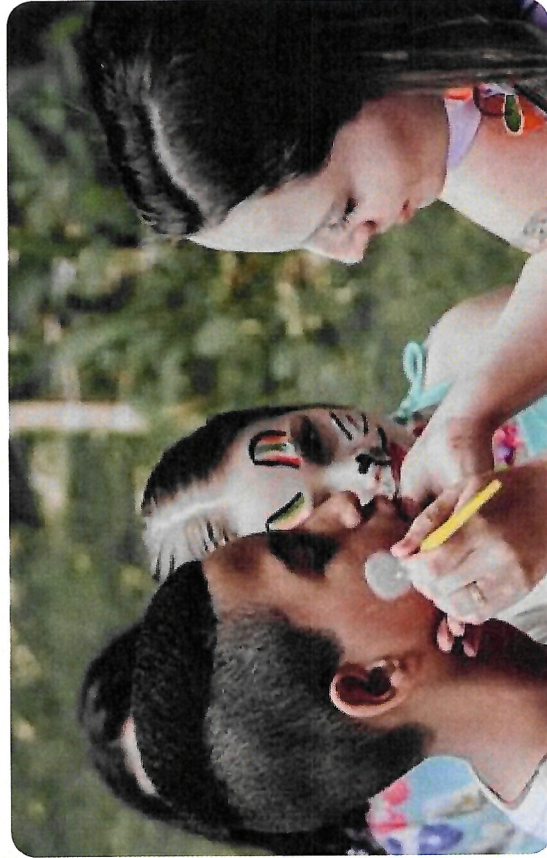
Bounce House Obstacle Course



VENDOR SPOTLIGHT

Face Painting & Balloon Twisting.

Skilled face painters and balloon artists roam the family zone all night, turning kids into their favorite characters and twisting up everything from giraffes to flowers on request.





facilities, staffing & safety.



Restrooms & Rentals

Portable restrooms and hand sanitizing stations, plus tables, chairs, high-top cocktail tables, picnic tables, event fencing, and extra trash cans — delivered, set up, and broken down same-day.



Onsite Staff

2x Day-of Coordinators, 4x Event Staff, and 8x licensed & bonded Security Staff stationed at entry, exits, and throughout the event to check guests in, roam and assist, and keep everyone safe.



Traffic Management

A dedicated traffic team keeps the surrounding streets safe, ensuring guests enter and exit smoothly and residents can navigate the neighborhood during the event.



Medical & Compliance

An onsite medic with a first-aid kit will be ready for any assistance needed. The fire department and all required agencies will be notified and the event cleared for approval under all applicable regulations.



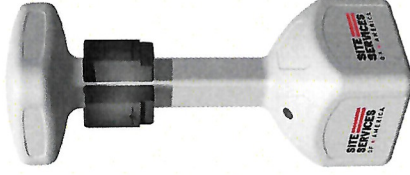
VENDOR SPOTLIGHT

Restrooms & Sanitizing.

Portable restrooms and touch-free hand sanitizing stations — clean, well-maintained facilities placed throughout the venue for guest comfort all night.



Portable Restroom Unit



Hand Sanitizing Station



investment.

ITEM	AMOUNT	ITEM	AMOUNT
DJ, MC & Dancers	\$5,000	Portable Restrooms	\$2,300
Production Costs (staging, A/V, lighting, sound, mics, generators)	\$20,000	Onsite Staff (check-in, cleanup, roaming)	\$3,500
Haunted House (x2)	\$18,000	Medic	\$600
Magician	\$1200	Traffic Management	\$2,000
Water	\$200	Rental of Lot & Rooms	\$3,000
ABC Permits & Fees	\$1,000	Rentals (tables, chairs, fencing, trash)	\$4,500
Security — 8 guards @ 5-hr min	\$2,400	Ice Chest (1,000 lbs)	\$900
Face Painting	\$1250	Email Blasts	\$500
Inflatable Slide	\$1,000	Photographer	\$600
Photo Booth	\$850	Beebizz Production Fee	\$5,000

Guests pay for their own drinks; the \$5,000 bar minimum is not owed if reached. Any food truck or bar shortfall is settled via post-event invoice.

Total: \$75,000

OPTIONAL ADD-ONS (not included in total)

Soft Play — \$1200 Balloon Decor — \$1,500 Carnival Games — \$3,500



OPTIONAL ADD-ONS

Optional add-ons for a wow moment!

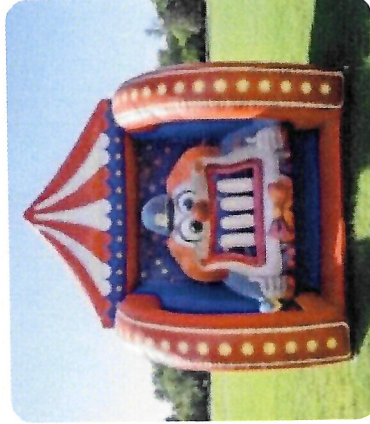
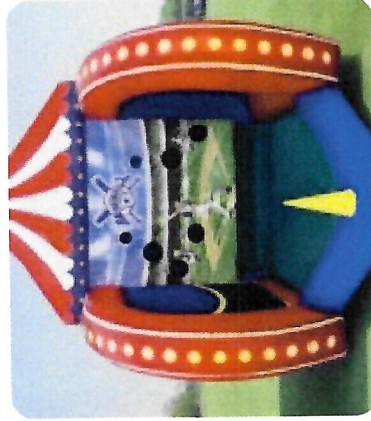


OPTIONAL ADD-ON

Carnival Games.

Classic game booths, prize walls, and inflatable challenges bring the midway to life — the kind of lit-up, larger-than-life setups that turn a parking lot into a real carnival.

Carnival Games — \$3,500





OPTIONAL ADD-ON

Soft Play.

A fenced, padded play area with slides, ball pits, and soft-shape climbers gives the littlest guests a safe corner of their own to play all night.

Soft Play — \$1,200





OPTIONAL ADD-ON

Balloon Decor.

Custom balloon arches and installations set the scene from the moment guests arrive — themed, colorful, and built to make an entrance unforgettable.

Balloon Decor — \$1,500



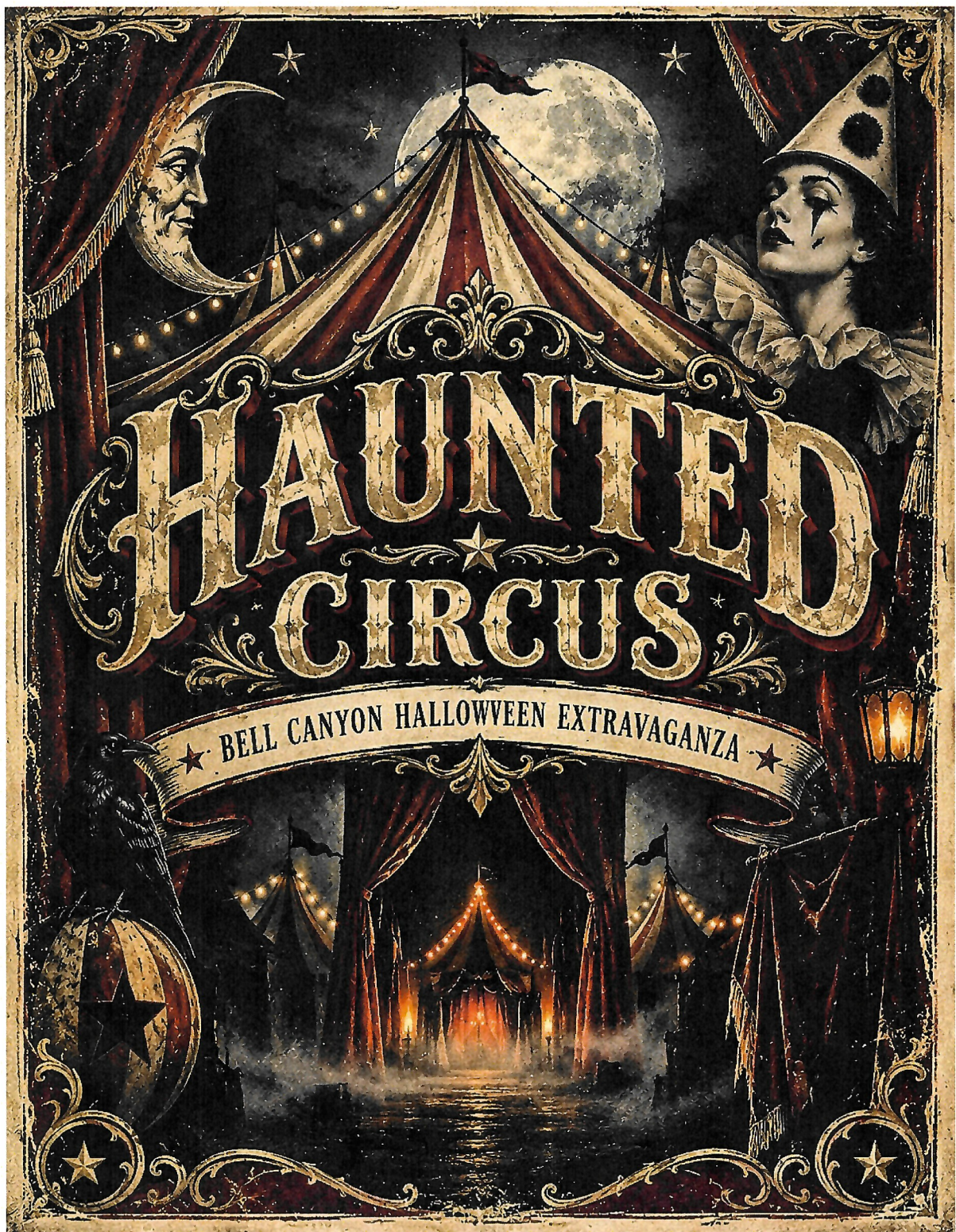


Let's make this bash unforgettable.

We'd love to walk you through this proposal in detail and tailor it further to your community's needs. Please reach out with any questions.

Beebizzzy Events Team

hello@beebizzzy.com • beebizzzy.com









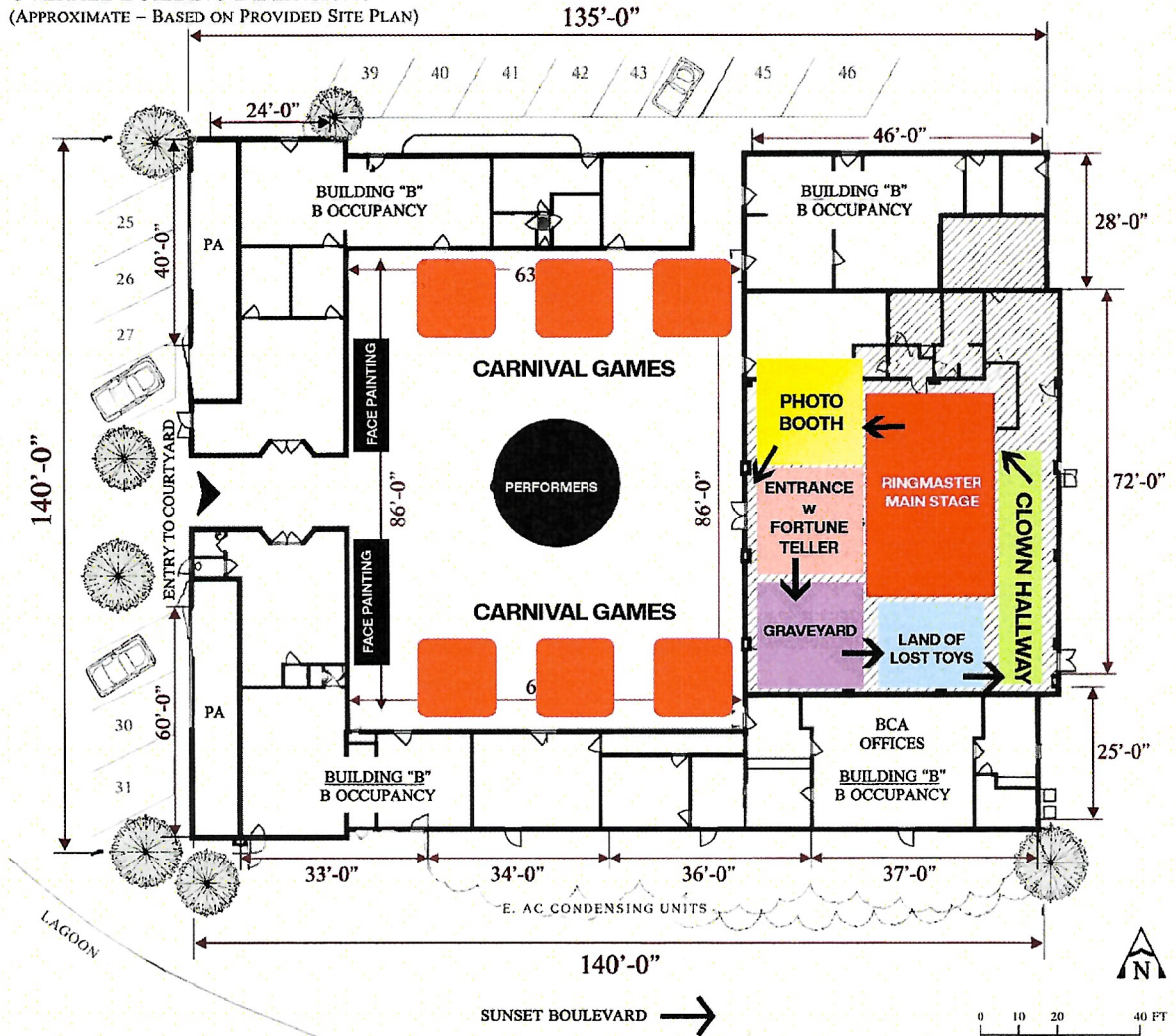


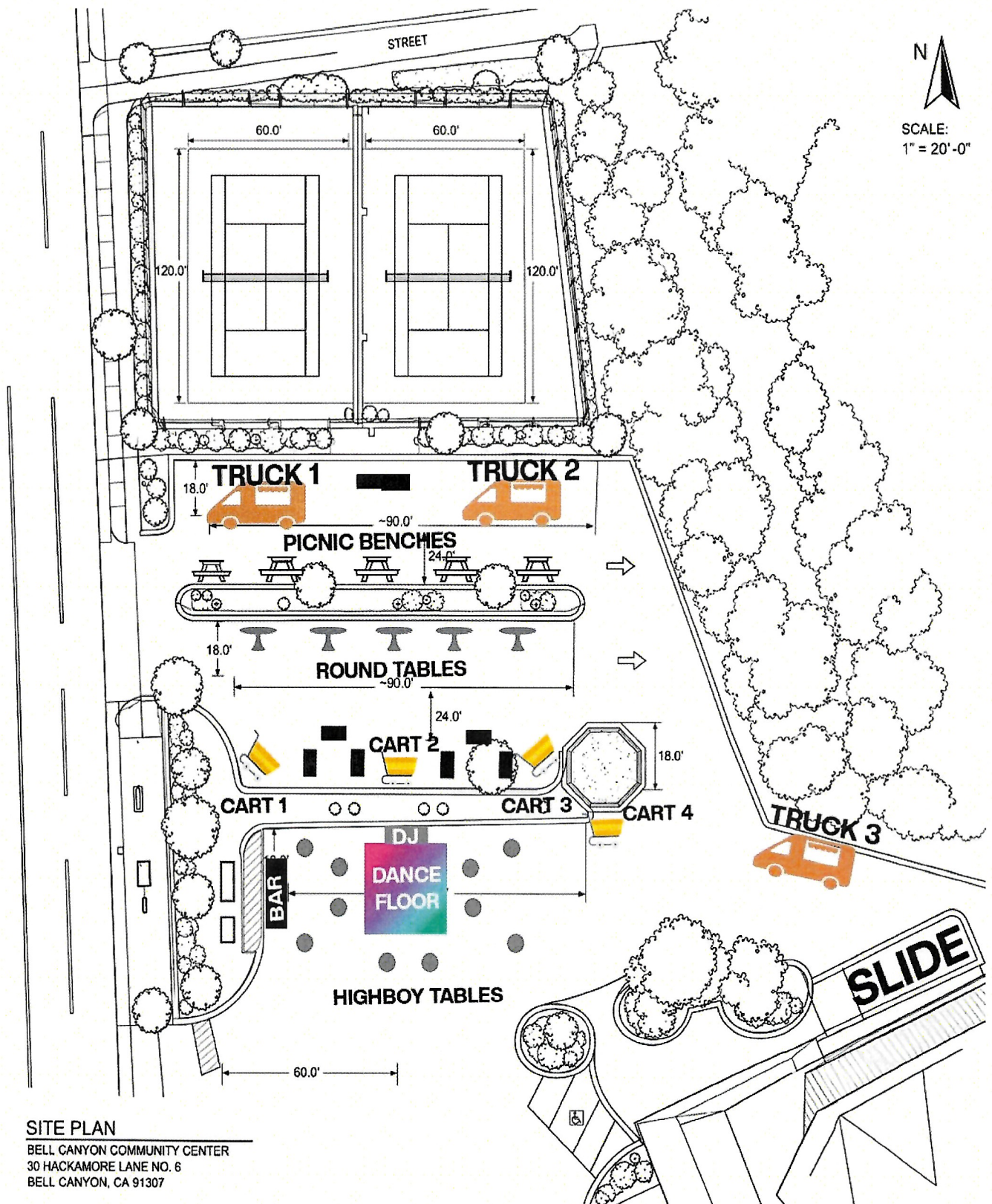
ALL
SOULS
WELCOME

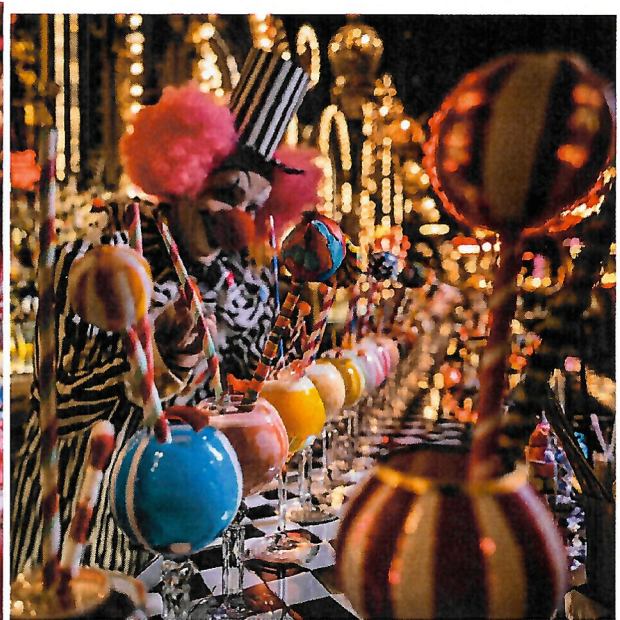
BEAUTY
MADNESS
WONDER
REGRET
ALL
PERFORM
HERE

THE
HAUNTED CIRCUS

OVERALL BUILDING DIMENSIONS
(APPROXIMATE - BASED ON PROVIDED SITE PLAN)







FOOD & DRINKS



HAUNTED CIRCUS-- BELL CANYON HALLOWEEN EVENT

FORMAL EVENT PRODUCTION BUDGET

PROJECT BUDGET

\$75,000

Comprehensive production, entertainment, staffing, rentals and guest-experience budget.

CATEGORY	SCOPE / INCLUSIONS	AMOUNT
Haunted House	Decor, fabric, props, lighting + 8 performers	\$16,000
Production / Technical	Stage, DJ booth, LED dance floor, uplights, moving lights, truss + fog machines	\$20,400
Entertainment	DJ, MC + dancers	\$5,000
Bar Permits / Expediter	Permits and expediting fees	\$1,000
Ice	Event ice service / supply	\$900
Traffic Management	Guest arrival, vehicle flow + traffic support	\$2,000
Security	8 guards @ \$300	\$2,400
Medic	On-site medical support	\$750
Inflatable Slide	Rental + event use	\$1,100
Event Rentals	Picnic tables, round tables, chairs, highboys, linens + game booths	\$4,550
Printing / Signage	Circus signs, banners, booth graphics, parking/check-in/restroom signage	\$1,900
Design & Coordination	Creative development, planning + production coordination	\$5,000
Event Staff	2 Event Managers, 2 Load-In/Strike Managers + 3 Event Assistants	\$3,500
Bathrooms	Portable restroom facilities / service	\$2,250
Specialty Performers	Face painting, tarot reader, aerialist, stilt walker + juggler	\$4,200
Photo Booth	Backdrop, props + printing	\$1,650
Food Carts	Hot dogs, churros + carnival food service	\$2,400
TOTAL EVENT PRODUCTION BUDGET		\$75,000

Budget reflects current working scope and is intended as a formal production estimate. Final vendor selections, quantities, permit requirements and site conditions may affect individual line items; any changes should be approved within the \$75,000 project cap.

HAUNTED CIRCUS — THE CONCEPT

Imagine stepping into a dark, cinematic circus world—part Tim Burton fantasy, part twisted vintage carnival—washed in glowing reds, orange and amber, with warped black-and-white patterns, oversized lanterns, theatrical lighting and strange characters appearing everywhere you turn. The night unfolds like a game, with each area offering something new to discover: classic carnival games, face painting, glitter tattoos, balloon art, stilt walkers, jugglers, food carts and an inflatable slide. At the center, a glowing LED dance floor and lit DJ booth become the main stage, with krump dancers dressed as clowns erupting into performances throughout the night.

Then the circus takes a darker turn. Inside the Haunted House is the abandoned version of this same world—a maze of forgotten circus rooms still inhabited by unhinged clowns, fortune tellers, aerialists, ghosts and a mysterious Ringmaster who seems to be running a show that ended long ago. The experience moves from playful to thrilling to wonderfully strange, giving guests the feeling that they haven't just come to a Halloween party—they've entered another world.

Kim Kelly is a Los Angeles-based event designer and producer specializing in immersive, highly visual experiences. Her work spans large-scale events, entertainment, nightlife, and experiential activations, bringing together scenic design, lighting, projection, performance, music, and interactive elements to transform spaces into fully realized worlds. Through [Sunset House LA](#) and her production work, Kim has created experiences for entertainment and gaming companies including Warner Bros., HBO, Sony, Infinity Ward, and Ubisoft, collaborating with creative teams to translate stories, brands, and game worlds into memorable real-world environments.



Proposal
August 12, 2026

BME Hospitality is honored propose the Halloween Bash which would be held at the Bell Canyon Community Service Center and Parking Lot on Saturday October 24, 2026, from 6:00pm-10:00pm. Here is a complete breakdown of the event that we would like to create for the community.

Date: Saturday October 24, 2026

Time: 6:00pm-10:00pm

Venue: Parking lot at community center Bell Canyon

Estimated Attendance: 800-900 guests

Entertainment:

A DJ, MC and Dancers will be brought in to play music that will get all guests dancing to create the Halloween festive mood. The Dancers will encourage participation from all guests and get everyone excited to dance the night away

At least a 20x20 LED Dance floor will be brought in to enhance the experience of all guests and really get everyone excited for the music.

Lighting & AV: Intelligent lighting, programmable effects and pristine audio to set the mood and enhance the overall performance. Lighting will include illumination for the parking lots and community center courtyard. We will also have a lighting package for the back lot food truck area.

Production crew: Dedicated technicians onsite for pre-show setup, the show and to break down post event.

Haunted House: It is not a Halloween party without a haunted house that will leave all guests remembering this amazing BCSD event. The walk to the house thru the courtyard will put all guests on the edge of their seats for what spooky surprises lie ahead.

Food:

Gourmet Food Trucks will be brought in for guests to purchase food directly from the trucks. There will be different types of trucks allowing a variety of selections to satisfy all guests needs.

There will be minimum spend requirements for the food trucks at the event. If minimum spend is not reached, then any difference in revenue will be due to the vendor truck. This would be invoiced and broken down in the revenue settlement request.

Beverage:

Cash Bar: A large outdoor bar setup will be built for guests over the age of 21 to purchase beer, wine or alcohol. There will also be non-alcoholic drinks available for guests of all ages.

There will be a service minimum spend requirement of \$5,000.00 in total sales for the event. If minimum is not reached, then the difference would be owed to the outside company providing the bar service. This would be settled after the event with invoices sent over and breakdown of all sales.

Bar Setup & Compliance: Flat fee covers ABC liquor licensing, certified bartenders, station setup and all operation compliance.

Kids & Family Activities

We will provide a family zone designated to engage and entertain children and families for all ages.

Inflatable Slide will be provided with a safety supervisor to make sure that everyone is always safe.

Face Painting Station Setup

Psychic Readings, Palm Readings and Magician

Photo booth to capture the moment with your families and friends

Facilities, Rentals and Comfort

Restrooms: A luxury restroom trailer will be brought in with attendant.

Rentals: Tables, chairs, high-top cocktail tables, event fencing, picnic tables for eating, extra trash cans will be provided. This includes delivery setup and event breakdown.

Vendor Delivery: Same day logistics of all rentals, beverage, food, games, vendors and supplies will be handled and coordinated. This will include post event cleanup.

Staffing, Security and Event Logistics

Professional event staff will be brought in and to oversee the event. This includes a check in team to scan all guests at entry point, cleanup team to roam during the event to maintain the premises and assists guests in anyways that are required

Licenses and Bonded Security will be provided for this event. Security will be stationed at entry point, exits and around the event to ensure safety for all guests.

Traffic Management will be brought in to maintain the security of the streets and neighborhood. They will ensure that all guests are safe while entering and leaving from the street and all residents not attending can safely drive around the event.

An onsite medic will be brought in to provide additional assistance in case anyone needs medical assistance. They will have first aid kit and be prepared to help with any type of assistance required.

The fire department and all required associations will be notified of this event. It will be cleared for approval in accordance with all regulations required to host.

Price Breakdown:

DJ, MC, Dancers :	\$5,000.00
Production Costs:	\$20,000.00
Includes: Staging, A/V, Sound Ryder for cover band, lighting, sound through the lot and community center, microphones, generators, setup and breakdown	
Haunted House:	\$18,000.00
Magician:	\$1,200.00
Guests are paying for their own drinks. If minimum is reached this would not be owed. This is an estimated number.	
Water	\$200.00
ABC permits and fees connected:	\$1,000.00
Security 8 guards @ 5-hour minimums. \$300/guard	\$2,400.00
Face Painting:	\$1,250.00
Inflatable Slide:	\$1,000.00
Tarot Reader/Palm Readers:	\$1,200.00
Portable Restrooms:	\$2,300.00
Onsite Staff:	\$3,500.00
Includes bar staff, check in team, cleanup and roaming staff	
Medic:	\$600.00

Traffic Management:	\$2,000.00
Rental of Lot and Rooms for face painter:	\$3,000.00
Photographer:	\$600.00
Photo booth:	\$850.00
Ice chest with 1000lbs:	\$900.00
Email blasts:	\$500.00
Rentals:	\$4,500.00
BME Costs to produce:	\$5,000.00
Total price:	\$75,000.00

Price: \$75,000.00

Please call me with any questions,

Best regards,

Brad Elfenbein
BME Hospitality
323.842.1002 c