

REGULAR MEETING AGENDA

**BROOKTRAILS TOWNSHIP COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Brooktrails Community Center
24850 Birch Street
Tuesday, October 9, 2007**

6:30 p.m. – 7:00 p.m.

CLOSED SESSION

District Office

24860 Birch Street

- Annual Performance Review of General Manager
- Annual Review of General Manager Contract
- (Closed Session per Government Code Section 54957)

7:00 p.m. – 10:30 p.m.*

REGULAR SESSION

Brooktrails Community Center

24850 Birch Street

A. PLEDGE OF ALLEGIANCE

The Presiding Officer will lead Board members and the audience in the Pledge of Allegiance.

B. ROLL CALL

The Presiding Officer will call the meeting to order and call the roll of members to determine the presence of a quorum.

REPORT ON CLOSED SESSION

C. ADDITIONS/ADJUSTMENTS TO THE AGENDA

The Presiding Officer will determine if Board members wish to add an item or make an adjustment to the agenda.

D. MINUTES OF PREVIOUS MEETINGS

1. The Board will approve, or amend and approve, the minutes of previous meetings, including:
September 25, 2007

E. SPECIAL PRESENTATION

None.

F. PUBLIC HEARING

None.

G. PUBLIC COMMENTS

Audience members will be invited to speak regarding matters not on the Agenda. The Board cannot act on items brought up at this time. Speakers may be limited to five minutes.

H. CONSENT CALENDAR

- 2. Review of Accounts Payable report and authorization to issue checks (5 minutes)
- 3. Retroactive approval of check – Howard's Carpet (5 minutes)

I. ACTION AGENDA

- 4. Wally Stahle, Chairman Recreation Greenbelt & Conservation Committee annual report (20 minutes)
- 5. Ron Runberg, PGA, annual review of golf operations (20 minutes)
- 6. Renewal of BPOA lease / Expense Support Allowance (10 minutes)
- 7. Consideration of purchase of anthracite media for water treatment plant (10 minutes)

J. ADDITIONS TO FUTURE AGENDAS

K. SPECIAL REPORTS

- (a) Reports from Directors
- (b) Report from District Counsel
- (c) The General Manager will report on significant activities within the District, including but not limited to the following:

i. Significant correspondence received since last meeting

ii. Personnel

iii. Finance – September warrants

iv. Planning

v. Possible upcoming agenda items:

- OCT Mello-Roos funding (Ada Rose dam project) – Tony Cone (Westhoff, Cone & Homstedt) (10/23)
Consideration of cost share, Nielsen land purchase, City of Willits sewer project (10/23)
Annual review of District Counsel contract (10/23)
- NOV FY 2006/07 audit ending June 30, 2007 — Terry Krieg, CPA (11/13)
Bad debt accounts (i.e., policy consideration of liening property in excess of amount set by Board)
- DEC Consideration of employee personnel drug policy (12/11)
Consideration of sewer back-flow policy review (plumbing code)
Consideration of multi-unit

vi. Other

L. PUBLIC COMMENTS

Audience members will be afforded a second opportunity to speak regarding matters not on the Agenda; the Board cannot act on items brought up at this time; speakers may be limited to five minutes.

M. ADJOURNMENT

The Board will consider a motion to adjourn.

NOTE: UPCOMING MEETINGS

October 23, 2007

November 13, 2007

UPCOMING HOLIDAYS

November 22-23, 2007 (Thanksgiving)

NOTE: RIGHT OF APPEAL. Persons who are dissatisfied with decisions of the Board of Directors may have the right to review of that decision by a state court. The District has adopted Section 1094.6 of the Code of Civil

Procedure, which generally limits to 90 days the time within which decisions of the District's Board and agencies may be judicially challenged in state court.

Last Resolution Adopted: 2007-20

Last Ordinance Adopted: 134

*Pursuant to Section 3.18 of Ordinance No. 93, if consideration of all matters on the agenda is not complete by 10:30 p.m., the President shall adjourn to the next regular meeting, at which time those matters shall be taken up for consideration first; except that upon motion of the Board, the meeting may be extended beyond 10:30 p.m. to a stated time.

NOTE: The meeting room is wheelchair accessible and disabled parking is available. If you are a person with a disability and you need disability-related modifications or accommodations to participate in this meeting, please contact Lily Phoenix at (707) 459-2494 or FAX (707) 459-0358. Requests for such modifications or accommodations must be made at least two full business days before the start of the meeting.