

## **REGULAR MEETING AGENDA**

### **BROOKTRAILS TOWNSHIP COMMUNITY SERVICES DISTRICT**

#### **BOARD OF DIRECTORS**

**Brooktrails Community Center**

**24850 Birch Street**

**Tuesday, August 26, 2008**

6:15 p.m. – 7:00 p.m.

#### **CLOSED SESSION**

**Brooktrails District Office**

**24860 Birch Street**

- Conference with District Counsel regarding anticipated litigation – one case (Closed Session per Government Code Section 54956.9(c))

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:

July 22, 2008

#### **E. SPECIAL PRESENTATION**

2. Sheriff's Annual Report – Lt. Ron Welch (20 minutes)

#### **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**

3. Review of Accounts Payable report and authorization to issue checks ( 5 minutes)
4. Retroactive approval of preauthorized August 13 check run ( 5 minutes)
5. Retroactive approval of preauthorized Rubber Spillway payments 8/1/08 and preapproval of Rubber Spillway payments for 9/2/08 ( 5 minutes)

## **I. ACTION AGENDA**

6. Consideration of posting signs at trailheads on quads & motorcycles (15 minutes)
7. Annual review of Solid Waste of Willits financial reports (15 minutes)
8. Consideration of excessive use cap on water (20 minutes)
9. Reschedule November Board meeting due to Veterans' Day holiday (5 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 – July warrants**

### **iv. Planning**

### **v. Possible upcoming agenda items:**

- SEP Richard Estabrook – Second Water Report 2008 (9/9)
- Review of some newer fire dept equipment (9/9)
- Consideration of resurvey of a dry Lake Emily bottom (9/9)
- Consideration of tree cutting on Golf Course (9/23)
- Annual review of Golf Course operations (9/23)
- Annual review of General Manager contract (9/23)
- OCT District Counsel contract review
- NOV Audit presentation – Terry Krieg, P/E 6/30/08
- Annual review of Investment and Indebtedness Policies

### **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**

September 9, 2008

September 23, 2008

### **UPCOMING HOLIDAYS**

September 1, 2008 (Labor Day)

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: 2008 – 26**

**Last Ordinance Adopted: 136**

\*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.*

NOTE: Materials related to an item on this Agenda submitted to the Board after distribution of the Agenda packet are available for public inspection at the BTCSD District Office, 24860 Birch Street, Willits, CA 95490 during normal business hours. Office hours are 8:00 a.m. – 5:00 p.m. Monday-Friday.