

## REGULAR MEETING AGENDA

### BROOKTRAILS TOWNSHIP COMMUNITY SERVICES DISTRICT

#### BOARD OF DIRECTORS

Brooktrails Community Center

24850 Birch Street

Tuesday, December 9, 2008

#### **CLOSED SESSION – *will be held at end of meeting***

**District Office**

**24860 Birch Street**

- Conference with District Counsel regarding anticipated litigation - three cases - Closed Session per Government Code 54956.9(c)
- Annual Review of District Counsel 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**

None.

#### **C. BOARD REORGANIZATION**

(5 minutes)

Pursuant to Section 2.02(a) of Ordinance 95, the President and Vice President shall be elected from and by the general membership of the Board; the President will accept nominations, which do not require a second. Election will be by roll call vote.

#### **D. COMMITTEE APPOINTMENTS**

(10 minutes)

The President will consider appointing board delegates to various committees.

#### **E. 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.

#### **F. MINUTES OF PREVIOUS MEETINGS**

1. The Board will approve, or amend and approve, the minutes of previous meetings, including:  
November 12, 2008

**G. SPECIAL PRESENTATION**

None.

**H. PUBLIC HEARINGS**

None.

**I. PUBLIC COMMENTS**

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

**J. CONSENT CALENDAR**

- 2. Review of Accounts Payable report and authorization to issue checks ( 5 minutes)
- 3. Retroactive approval of Rubber Spillway payments ( 5 minutes)
- 4. Retroactive approval of 11/26/08 check run ( 5 minutes)
- 5. By motion, authorize a second check run on December 24, 2008 ( 5 minutes)  
to be retroactively approved at the January 13, 2009 meeting

**K. ACTION AGENDA**

- 6. Review annual audit (P/E/ 6/30/08) – Terry Krieg, CPA (30 minutes)
- 7. Annual report of Recreation, Greenbelt & Conservation Committee (15 minutes)
- 8. Annual review of Investment and Indebtedness policies (10 minutes)
- 9. Consideration of resolution re: tax status of CalPERS contributions (10 minutes)
- 10. Consideration of GASB Statement #45 Compliance (10 minutes)
- 11. Consideration of Coats lot donation ( 5 minutes)
- 12. Consideration of resolution approving financing for Fire Dept. (10 minutes)  
"First Response" truck
- 13. Setting special meeting date for Golf Course walk-through (Golf Course tree cutting issue) and completed Rubber Spillway Project ( 5 minutes)

**L. ADDITIONS TO FUTURE AGENDAS**

**M. 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 – November warrants**
  - iv. Planning**
  - v. Possible upcoming agenda items:**
  - vi. Other**  
JAN McGee multiplex appeal resolution

Rules signs for greenbelt and Sherwood Road  
 Excessive Use Cap  
 Consideration of nuisance at 25520 Poppy Drive  
 Consideration for liner for Tank 14 (Oriole – 220,000 gallons)  
 FEB Revised look at water & sewer connection fees (Oscar Larsen Engineering)  
 Revised look at water capacity (Bonsignore & Wagner Engineering)  
 LAFCO MSR review by Board of Directors  
 Beginning Revised 5-year update of Specific Plan  
 MAR Proposed FY2009/10 budget hand-out  
 Annual Saturday Planning Meeting

**N. 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.

**O. ADJOURNMENT**

The Board will consider a motion to adjourn.

**NOTE: UPCOMING MEETINGS**

January 13, 2009

January 27, 2009

**UPCOMING HOLIDAYS**

December 25-26, 2008 (Christmas)

January 1, 2009 (New Year's Day)

January 19, 2009 (Martin Luther King 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: 2008-33

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 agenda matters which become available only after the agenda has been distributed will be available for public inspection during normal business hours immediately upon their receipt at the BTCSD Office, 24860 Birch Street, Willits, CA 95490. Office hours are 8:00 a.m. – 5:00 p.m. Monday-Friday.