

REGULAR MEETING AGENDA

**BROOKTRAILS TOWNSHIP COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Brooktrails Community Center
24850 Birch Street
Tuesday, January 22, 2008**

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:

January 8, 2008

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 - *To be addressed after action agenda due to Hanson Eng. invoice*

2. Review of Accounts Payable report and authorization to issue checks (5 minutes)

I. ACTION AGENDA

3. Consideration of USDA Rural Development Loan Resolution for Lake Emily Project. (5 minutes)
4. Consideration of Bond Counsel Jones-Hall Inc. for Lake Emily Project (10 minutes)
5. Consideration of Right of Way Certificate and Opinion of Counsel to

- Rights of Way for the Lake Emily Project (10 minutes)
- 6. District Authority to Incur Loan Obligations (Chris Neary – Esq.) (5 minutes)
- 7. Consideration of increased authorization - Hanson Engineering (10 minutes)
- 8. Consideration of purchase of fixed generator for Primrose Lift Station (5 minutes)
- 9. Annual Report of Employee Expense Reimbursement (10 minutes)
- 10. Annual Review of Investment / Indebtedness Policies (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**
 - iv. Planning**
 - v. Possible upcoming agenda items:**
 - FEB: Annual Water Report
 - Annual Sewer Report
 - Sewer System Mgmt Plan (SSMP)
 - Agenda for Annual Planning Meeting
 - Ron Runberg, PGA (tree trimming on golf course)
 - MAR: FY 2008-09 budget handout
 - Annual Planning Meeting
 - Annual Fire Department report
 - APR: Annual Budget Meeting
 - Annual Procedures begin (rates and fees, etc.)
 - MAY Water Supply Projection
 - Consideration of Rationing Program
 - Consideration of Community Forum meeting on rationing
 - 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

February 12, 2008

February 26, 2008

UPCOMING HOLIDAYS

February 11, 2008 (Lincoln's Birthday)

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: 2008-2

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.

NOTE: Materials related to agenda matters which become available only after the agenda has been distributed will be available for public inspection 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.