

## REGULAR MEETING AGENDA

**BROOKTRAILS TOWNSHIP COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS  
Brooktrails Community Center  
24850 Birch Street  
Tuesday, July 8, 2008**

*Note: There will be a public open house on the subject of the Brooktrails Second Access Road from 5:00 – 7:00 p.m. at the Community Center, before the meeting. This meeting is sponsored by KOA Corporation.*

6:30 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:  
June 24, 2008

**E. SPECIAL PRESENTATION**

2. KOA Corp. and Mendocino County Department of Transportation – Brooktrails Second Access Road

(1 hour)

**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 check for Niesen appraisal – Dean Chapman ( 5 minutes)

**I. ACTION AGENDA**

5 Consideration of lease purchase of first response fire truck (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 – June warrants**

**iv. Planning**

**v. Possible upcoming agenda items:**

JUL Tier structure for multi-family & commercial usage (7/22)

Review of SWOW financial (Franchise) (7/22)

Anderson multiplex findings (7/22)

Dam Safety hill study – Blackburn fee (7/22)

New copier contract (7/22)

AUG Consideration of tree cutting on Golf Course (Aug)

SEP Review of City of Willits audits 2005 & 2006 (Sep)

**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**

July 22, 2008

August 26, 2008 (only August meeting)

**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 – 25**

**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 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.