

REGULAR MEETING AGENDA

**BROOKTRAILS TOWNSHIP COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Brooktrails Community Center
24850 Birch Street
Tuesday, June 24, 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:
June 10, 2008

E. SPECIAL PRESENTATION

None.

F. PUBLIC HEARING

2. Second Public Hearing on Proposed Rates & Fees for Fiscal Year 2008-09.

3. Hearing on Protests to Water Availability Charges. Each year the District sends notices to owners of all parcels eligible for water service advising them the Board will hold a hearing on whether or not the proposed application of water availability charge to their lot is correct. (This is not a hearing on the charges themselves.) Any protests will be approved or denied by motion. The Board will approve the report as amended in the Action Agenda section and staff will submit the report to the County Tax Assessor's office.

4. Hearing on Protests to Sewer Standby Charges. Each year the District conducts a hearing to receive protests as to the application of sewer standby charges to any individual lot. (This is not a hearing on the charges themselves.) Any protests will be approved or denied by motion. The

Board will approve the report as amended in the Action Agenda section and staff will submit the report to the County Tax Assessor's office.

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

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

I. ACTION AGENDA

Rates, 6. Consideration of draft resolutions establishing Water/Sewer (5 minutes)
Golf Course Fees for FY 2008-09

7. Approval of report to Mendocino County Tax Assessor on water availability charges and sewer standby charges (5 minutes)

8. Consideration for fund transfers from General Fund for FY 2008-09 (5 minutes)

9. Consideration of resolution adopting FY 2008-09 Budget (5 minutes)
Directors-- please bring your copy of the budget

10. Consideration of Resolution establishing salary, wage, fringe benefit plan and fee schedule and approving revised Employee Agreement (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

iv. Planning

v. Possible upcoming agenda items:

JUL Community Meeting and presentation by KOA Corp. on Second Access Road (5:00 – 7:00 open house; presentation at 7/8 meeting)
Consideration of fire department truck with tank (7/8)
Tier structure for multi-family & commercial usage (7/22)
Review of SWOW financial (Franchise) (7/22)
Anderson multi-plex findings (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 8, 2008

July 22, 2008

rUPCOMING HOLIDAYS

July 4, 2008

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 – 20

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.