

REGULAR MEETING AGENDA

BROOKTRAILS TOWNSHIP COMMUNITY SERVICES DISTRICT

BOARD OF DIRECTORS

Brooktrails Community Center

24850 Birch Street

Tuesday, September 9, 2008

6:30 p.m. – 7:00 p.m.

CLOSED SESSION

Brooktrails District Office

24860 Birch Street

- Conference with District Counsel regarding anticipated litigation – two cases (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:

August 26, 2008

E. SPECIAL PRESENTATION

2. Fire Department and Utility Department Walk-Through with General Manager Chapman

3. Richard Estabrook – Second Water Report 2008

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

- 4. Review of Accounts Payable report and authorization to issue checks (5 minutes)
- 5. Retroactive approval of preauthorized Rubber Spillway payments 9/2/08 and preapproval of Rubber Spillway payments for 10/1/08 (5 minutes)

I. ACTION AGENDA

- 6. Kirk Mather – Appeal of water bill for water loss (20 minutes)
- 7. Consideration of resurvey of a dry bed Lake Emily (10 minutes)
- 8. Consideration of excessive use cap on water (20 minutes)
- 9. Reschedule November Board meeting due to Veterans' Day holiday (5 minutes)
- 10. Consideration of increased engineering costs, Hanson Engineering (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 – August warrants

iv. Planning

v. Possible upcoming agenda items:

- SEP 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 23, 2008

October 14, 2008

UPCOMING HOLIDAYS
October 13, 2008 (Columbus 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.