

REGULAR MEETING AGENDA

**BROOKTRAILS TOWNSHIP COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Brooktrails Community Center
24850 Birch Street
Tuesday, April 14, 2009**

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 SESSIONS

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:
March 24, 2009

E. SPECIAL PRESENTATION

2. Annual Fire Department Report (45 minutes)

F. PUBLIC HEARING

3. Proposed Ord. 138 – Excessive Use Cap.

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 check for sewer rate alert mailing postage (5 minutes)

I. ACTION AGENDA

6. Consideration of adoption of Ord. 138 – Excessive Use Cap (15 minutes)
7. Introduction of draft Ord. 139 – Sewer Standby Charges for FY 2009-10 (5 minutes) and scheduling public hearing for 4/28/09

8. Introduction of resolution setting Water Availability Charges for FY 2009-10 and set public hearing for April 28, 2009 meeting (5 minutes)
9. Consideration of draft budget for FY 2009-10 and set public hearing for June 9, 2009 meeting (15 minutes)
10. Introduction of resolutions setting Rates & Fees for FY 2009-10 and scheduling public hearings for June 9 and June 23, 2009 meetings; approving rates & fees mailer and preauthorizing printing and postage costs (10 minutes)
11. Consideration of purchase of boom scissor lift equipment (used) (10 minutes)
12. Review and approval of annual newsletter draft and preauthorizing printing and mailing costs (15 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 – March warrants**
 - iv. **Planning**
 - v. **Possible upcoming agenda items:**
 - vi. **Other**
 - APR LAFCO MSR review by Board of Directors
 - Beginning Revised 5-year update of Specific Plan
 - Review of WAA (Water Availability Analysis)
 - Revised Policy 93 on inappropriate language & behavior (act of violence)

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

April 28, 2009

May 12, 2009

UPCOMING HOLIDAYS

May 25, 2009 (Memorial 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: 2009 - 2

Last Ordinance Adopted: 137

*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.