

REGULAR MEETING AGENDA

**BROOKTRAILS TOWNSHIP COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Brooktrails Community Center
24850 Birch Street
Tuesday, October 13, 2009**

6:45p.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 Sec. 54956.9(b)(1))

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:

September 22, 2009

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

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

3. Retroactive approval of check issued to USDA – vacuum truck (5 minutes)

I. ACTION AGENDA

4. Receive and review – Water/Sewer Connection Fee Study - John DeBoice, PE, from Oscar Larson & Associates (Eureka, CA); introduce draft resolution to increase connection fees; schedule public hearings; approve form and costs of mailer to lot owners (45 minutes)
5. SWOW – Review of proposed rate schedule for 2010 and setting public hearings on Nov. 10 and Dec. 8, 2009 (10 minutes)
6. SWOW – Consideration of Green Waste Collection Proposal and potential related public hearings (20 minutes)
7. Consideration of a Resolution 2009-11 approving the form of and authorizing the execution and delivery of a purchase and sale agreement and related documents with respect to the sale of the District’s Prop. 1A receivable from the State, and directing and authorizing certain other actions in connection therewith (10 minutes)
8. Consideration of USDA Rural Development Loan Resolution 2009-12 (Vac Truck & Camera) (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 – September warrants

iv. Planning

v. Possible upcoming agenda items:

vi. Other

- OCT Bob Axt, District Architect on various issues (carports, fencing, etc.)
Sarlande lot donation (10/27)
Review and approve additional chapters SSMP
- NOV Connection Fee Hearing # 1 Water / Sewer (11/10)
Potential hiring of Bonsignore & Wagner for water yield evaluation (1110)
Continuation of Golf Course discussion (11/10)
- DEC Connection Fee Hear # 2 Water / Sewer (12/08)
Solid Waste of Willits Hearing (12/8)
Annual June 30, 2009 audit (Terry Krieg, CPA) (12/8)
Annual Indebtedness & Investment Policy Resolutions (12/8)
Revised Fund Transfers resolution (12/8)
CA Employer’s Retiree Benefit Trust GASB 45 Statement (12/8)
District drug policy (12/8)
- JAN Annual Water Report
Discussion of forced weed abatement policy
Potential LAFCO MSR
- FEB Fund Transfers revised Resolution
Finalization of connection fees water / sewer
Potential report to DHS on water moratorium issues

MAR Annual fire report
FY 2010/11 budget hand-out
APR Annual newsletter
FY 2010/11 rates & fees, assessments, notices, etc.

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.

SPECIAL ANNOUNCEMENT

**The Mendocino County Board of Supervisors will hold their
October 20, 2009 meeting at the
Brooktrails Community Center, 9:30 a.m. – approximately 4:00 p.m.**

NOTE: UPCOMING MEETINGS

October 27, 2009

November 10, 2009 (only November meeting)

December 8, 2009 (only December meeting)

UPCOMING HOLIDAYS

Thursday-Friday, November 26-27, 2009 (Thanksgiving)

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 - 10

Last Ordinance Adopted: 139

*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.