

REGULAR MEETING AGENDA

**BROOKTRAILS TOWNSHIP COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS
Brooktrails Community Center
24850 Birch Street
Tuesday, April 13, 2010**

6:15 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 Sec.54956.9(b)(1))
- Meet and confer with Labor Negotiator: Mike Chapman
(Closed Session per Government Code Sec. 54957.6)

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

2. The Board will approve, or amend and approve, the minutes of previous meetings, including:

March 6, 2010 (Planning Meeting)

March 23, 2010

E. SPECIAL PRESENTATION

None.

F. PUBLIC HEARING

3. Draft Sewer System Management Plan (SSMP)

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)

I. ACTION AGENDA

- 5. Wagner / Johnson appeal (continuation) of connection base rate issue (30 minutes)
- 6. CERT activation and discussion regarding workers compensation / liability insurance (20 minutes)
- 7. Consideration of Resolution Adopting Sewer System Management Plan (SSMP) (10 minutes)
- 8. Adoption of Goals & Objectives for FY 2010-11 (10 minutes)
- 9. Introduction of Sewer Standby Ordinance, set hearing (5 minutes)
- 10. Introduction of Water Availability Resolution, set hearing (5 minutes)
- 11. Set budget hearing (5 minutes)
- 12. Approval of proposed rates and fees for FY 2010-11; set hearings; approval of rates and fees mailer and costs of mailing (must be approved at this meeting) (15 minutes)
- 13. Approval of annual newsletter and costs of mailing (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 Adopt Sewer Standby Ordinance, set hearing for protests (4/27)
Public hearing, Adopt Water Availability Resolution, set hearing for protests (4/27)
- MAY Continuing Rates & Fee Process; Continuing Assessment Process
Annual newsletter (including rates & fees insert) to lot owners (by 5/7)
Rates & fees mailer to tenants (by 5/7)

AES report on Ada Rose Project (5/25)
Timeline report on Ada Rose Project (5/25)
Adopt Tax Appropriations Limit Resolution (5/25)
JUN Finalizing FY 2010/11 budget process

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 27, 2010

May 11, 2010

UPCOMING HOLIDAYS

Monday, May 31, 2010 – 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: 2010 - 4

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.