

BROOKTRAILS TOWNSHIP COMMUNITY SERVICESDISTRICT
BOARD OF DIRECTORS
Tuesday, June 26, 2007

Due to video recording failure, minutes have been constructed from President's notes.

The Board of Directors of Brooktrails Township Community Services District met in regular session on June 26, 2007 at 7:03 p.m. at the Brooktrails Community Center.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

Roll call showed the following directors present: Ziady, Orth, Horrnick and Skezas. Also present were General Manager Chapman and District Counsel Neary. Director Williams arrived at 7:05 p.m.

REPORT ON CLOSED SESSION

None.

C. ADDITIONS/ADJUSTMENTS TO THE AGENDA

None.

D. MINUTES OF PREVIOUS MEETINGS

1. June 12, 2007. Director Orth moved to approve the minutes; Director Horrnick seconded and the motion carried unanimously.

E. SPECIAL PRESENTATION

None.

F. PUBLIC HEARINGS

2. Second Public Hearing on Proposed Rates & Fees for Fiscal Year 2007-08. President Skezas opened the public hearing at 7:02 p.m. Maria Bates had questions on the tier rates for water which were explained to her. There being no other comment, the public hearing was closed at 7:04 p.m.

3. Public Hearing on Protests to Water Availability Charges. President Skezas opened the public hearing at 7:05 p.m. There being no comments, he closed the public hearing at 7:05 p.m.

4. Public Hearing on Protests to Sewer Standby Charges. President Skezas opened the public hearing at 7:05 p.m. There being no comments, he closed the public hearing at 7:06 p.m.

G. PUBLIC COMMENTS

None.

H. CONSENT CALENDAR

4. Review of Accounts Payable report and authorization to issue checks. Director Orth moved to approve payment of the outstanding invoice report; Director Horrnick seconded. The motion carried unanimously.

I. ACTION AGENDA

6. Consideration of draft resolutions establishing Water/Sewer Rates, Architectural Fees and Golf Course Fees. Director Orth moved to adopt Resolution 2007-10 establishing Water/Sewer rates and fees for Fiscal Year 2007-08; Director Horrnick seconded. Roll call vote was as follows:

AYES: Directors: Williams, Ziady, Orth, Horrnick, Skezas

NOES: Directors: None

ABSENT: Directors: None

Director Orth moved to adopt Resolution 2007-11 establishing Architectural fees for Fiscal Year 2007-08; Director Horrnick seconded. Roll call vote was as follows:

AYES: Directors: Williams, Ziady, Orth, Horrnick, Skezas

NOES: Directors: None

ABSENT: Directors: None

Director Orth moved to adopt Resolution 2007-12 establishing Golf Course fees for Fiscal Year 2007-08; Director Horrnick seconded. Roll call vote was as follows:

AYES: Directors: Williams, Ziady, Orth, Horrnick, Skezas

NOES: Directors: None

ABSENT: Directors: None

7. Approval of report to Mendocino County Tax Assessor on water availability charges and sewer standby charges. There being no changes resulting from the public hearings, Director Orth moved to approve the report to the County; Director Horrnick seconded. The motion carried unanimously.

8. Consideration for fund transfers from General Fund for FY 2007-08. Director Orth moved to adopt Resolution 2007-13 approving fund transfers from the General Fund for Fiscal Year 2007-08; Director Horrnick seconded. Roll call vote was as follows:

AYES:	Directors:	Williams, Ziady, Orth, Horrnick, Skezas
NOES:	Directors:	None
ABSENT:	Directors:	None

9. Consideration of resolution adopting Fiscal Year 2007-08 Budget. Director Orth moved to adopt Resolution 2007-14 adopting the budget as amended; Director Horrnick seconded. Roll call vote was as follows:

AYES:	Directors:	Williams, Ziady, Orth, Horrnick, Skezas
NOES:	Directors:	None
ABSENT:	Directors:	None

10. Consideration of resolution approving new job descriptions and salary range schedule for District Employees. Director Orth moved to adopt Resolution 2007-15 establishing new job descriptions and salary range schedule for District employees, to become effective July 1, 2007; Director Horrnick seconded. Roll call vote was as follows:

AYES:	Directors:	Williams, Ziady, Orth, Horrnick, Skezas
NOES:	Directors:	None
ABSENT:	Directors:	None

11. Consideration of resolution establishing salary, wage, fringe benefit plan, and fee schedule for all District employees and officers. Director Orth moved to adopt Resolution 2007-16 establishing the salary, wage, fringe benefit plan and fee schedule for all District employees and officers, to become effective July 1, 2007; Director Horrnick seconded. Roll call vote was as follows:

AYES:	Directors:	Williams, Ziady, Orth, Horrnick, Skezas
NOES:	Directors:	None
ABSENT:	Directors:	None

12. Consideration of resolution approving a three-year agreement with District employees. Director Orth moved to adopt Resolution 2007-17 approving a new three-year agreement with District employees, to become effective July 1, 2007; Director Horrnick seconded. Roll call vote was as follows:

AYES:	Directors:	Williams, Ziady, Orth, Horrnick, Skezas
NOES:	Directors:	None
ABSENT:	Directors:	None

13. Review of Ohl Redwood Grove Park policy. After discussion of Ohl Grove event rental rates and policies, the issue was sent to the Recreation, Greenbelt & Conservation Committee for review and recommendations and will be returned in roughly two months.

14. Approval of 4th Amendment to Sewer Agreement with City of Willits. Changes made since the packet was distributed clarifying that payments will be made by the District in coordination with payments made by Willits were explained by General Manager Chapman. A typographical error, the omission of the word "payments," was noted in the last line of Paragraph 3 of the draft. Director Orth moved to approve execution of the 4th Amendment to the Sewer Agreement with the changes discussed; Director Horrnick seconded.

Roll call vote was as follows:

AYES:	Directors:	Williams, Ziady, Orth, Horrnick, Skezas
NOES:	Directors:	None
ABSENT:	Directors:	None

J. ADDITIONS TO FUTURE AGENDAS

None.

K. SPECIAL REPORTS

From Directors: Director Orth made a brief statement about the Willits 101 bypass.

From District Counsel: Counsel Chris Neary announced that the David Crothers Superior Court case decision should be announced in the near future.

From General Manager: Mr. Chapman asked for comments regarding a Brooktrails Township CSD sign by the intersection of Birch Street and Clover Road (near the old log by the Community Center).

The Board of Directors reacted positively but asked that the Golf Course also consider paying a portion of the sign. In other news Mr. Chapman said that in a telephone discussion with Bruce Burton, DHS District Engineer, he learned the upper limit on the Prop. 84 grant was \$5,000,000.

L. PUBLIC COMMENTS

Linda Morrison, new president of CERT, and Bob Terry updated the Board on CERT activities.

M. ADJOURNMENT

Director Horrick moved to adjourn; President Skezas declared the meeting of June 26, 2007 closed at 8:20 p.m.

GEORGE SKEZAS, President

ATTEST:

MICHAEL V. CHAPMAN