

**BROOKTRAILS TOWNSHIP COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS  
Tuesday, November 13, 2007**

The Board of Directors of Brooktrails Township Community Services District met in regular session on November 13, 2007 at 7:13 p.m. at the Brooktrails Community Center.

**A. PLEDGE OF ALLEGIANCE**

**B. ROLL CALL**

Roll call showed the following directors present: Williams, Ziady, Orth, Horrick and Skezas. Also present were General Manager Chapman and District Counsel Neary.

**REPORT ON CLOSED SESSION**

District Counsel Neary reported that the Board met with counsel concerning one matter of anticipated litigation, received information from and gave direction to counsel.

**C. ADDITIONS/ADJUSTMENTS TO THE AGENDA**

None.

**D. MINUTES OF PREVIOUS MEETINGS**

1. October 23, 2007. Director Orth moved to approve the minutes; Director Horrick seconded and the motion carried unanimously.

**E. SPECIAL PRESENTATION**

None.

**F. PUBLIC HEARINGS**

None.

**G. PUBLIC COMMENTS**

Bob Terry spoke on behalf of the Brooktrails Property Owners Association and asked if the District would permit them to build a storage shed behind the maintenance shed for their bicycles project; otherwise the project would have to be abandoned. Funds would be solicited from other organizations. Director Williams asked why this couldn't be done at someone's residence. General Manager Chapman said when the bicycles were over in the park we didn't have to worry about kids milling about in our public works area; he felt children would always find where the bikes are and he was concerned about drawing them back to an area where we have razor wire, etc. He said there is an area of at least an acre behind the 5th fairway towards the dam. Director Orth suggested a metal trailer that can be used for storage and is widely available here.

**H. CONSENT CALENDAR**

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

3. Advance Authorization for November 28 check run. Director Orth moved to authorize a second check run for the month on November 28, 2007; Director Horrick seconded; the motion carried unanimously.

**I. ACTION AGENDA**

4. Review of Ohl Grove rental rates and policies. Director Ziady said she perused the rental procedures as well as the Willits rental policies; page 3 of the staff report reflected her suggested changes. She proposed increasing the deposit and using Willits' policy of charging \$50.00/hour/staff person for cleanup. She emphasized that insurance was necessary. Traffic control plans would be deleted. The rules are still the same as they have been. The daily rate would be decreased from \$350.00 to \$125.00 per day; she felt this was reasonable given the lack of facilities there (i.e., lack of electricity, etc.). She said she was comfortable with a no-alcohol provision in the park; however, this had been a big point for the Recreation Greenbelt & Conservation Committee, some of whom did not agree. She suggested one adult chaperone for every 20 minors.

In response to a question from Director Williams there was a general discussion about the purpose of the park and what rules would apply for small groups. Vehicle access and parking restrictions were explained. Director Williams asked if this had been adopted somewhere and was told yes; he said he did not know where it was. He asked if there was some written explanatory material about these rules; Mr. Chapman said when you come to rent we explain to you and he said he has physically gone to the park and explained it; he did not know if we had it in writing.

Director Williams was concerned because we don't have police presence and asked what recourse we had. Directors responded that the police would need to be called. Director Williams asked about alcohol rules in the Community Center and asked if we couldn't apply those same rules to the park. He said people in this county are used to the idea of having beer or wine at outdoor events and we didn't want to put people in the position of having to have a reception or party in the Community Center. Mr. Chapman said it's like "don't ask, don't tell" if you have a party of six over there, but if you have a major function of 150, that was different. Director Williams said he could see differentiating between casual, small parties as opposed to an event, with a no-alcohol rule for events that require coming in to the office,

but not for the others. He noted that lots of cities are passing park rules of no alcohol and no smoking. Directors said they'd like to keep it informal for small groups, but if a small group had an alcohol problem they would change the policy.

Director Williams asked about paying the fee for each day of use and directors indicated they wanted that. He asked how much the required insurance costs and Mr. Chapman said he couldn't tell him the dollar amount. Director Williams said he felt if the District could strike a bargain with its own carrier to issue insurance where everybody was covered including the renter, we're safe. Mr. Chapman responded that he hadn't checked with our insurer, SDRMA, but he emphasized that it covers the District but might not necessarily cover someone else. He said he believed that SDRMA insures districts and there might be a conflict of interest with insuring both us and the applicant. Director Williams said he assumed that SDRMA knows we have this park; Mr. Chapman said yes. Director Williams said his impression is that the park simply isn't used.

Bob Terry asked if renters had exclusive use of the park; Mr. Chapman said not necessarily so. Directors discussed it would be up to them and the office staff, if they wanted to rope off an area. Mr. Terry asked how the public will be warned that it's been rented; Director Ziady responded that you take your chances; others noted there are other areas the public can use besides the Grove. Bill Houtz said he'd had feedback that after some events there were kids going over to the Grove without supervision; sometimes they've been permitted to have alcohol, and he felt this was increasing. He said if there is alcohol involved there should be someone to look after them. He further mentioned vandals in the area and said that it was up to us to catch them.

Director Orth said he liked the proposed rates; he suggested we should talk to Dr. Gitlin for his comments and he should be approached about the changes; he said he liked the idea of having a big deposit.

5. Consideration of purchase of Ford Ranger utility pickup. Mr. Chapman said we had 246,000 miles on our current 1986 Ford utility pickup, the oldest one in our fleet. He proposed the purchase of a new Ford Ranger pickup with a turnkey price of \$17,913.00 from Ukiah Ford (and he suggested that the motion make a not-to-exceed price of \$18,000.00). Director Williams asked about buying a truck that is one or two years old instead, because the prices are usually lower. The general discussion turned to new versus older pickups. Director Williams said he was willing to make the motion to buy this truck but would still suggest getting a used one instead. Director Orth seconded the motion. He commented he hoped this would be the last conventional fuel vehicle we would have to buy. Roll call vote was as follows:

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

**J. ADDITIONS TO FUTURE AGENDAS**

None.

**K. SPECIAL REPORTS**

**From Directors:** Director Orth said he had written a letter to the Willits News as a private citizen.

**From District Counsel:** None.

**From General Manager:** Mr. Chapman reported we would spend another \$12,000.00 to convert Fire Engine 5285 from a Type II to a Type III vehicle and meet current code. He said he would be meeting with Frank Zotter, Deputy County Counsel, about lots being reverting to the District and he would be pursue the Sherwood Road lots that we want for a future fire station. Regarding employee drug policy, he said he was waiting for the California Supreme Court to make its ruling on a critical case (inconsistency between federal and state legislation) before proceeding.

**L. PUBLIC COMMENTS**

Bob Houtz expressed concern about old trees overhanging the Birch area. Director Williams said he wanted to comment that the Dos Rios Project seems to still be considered of benefit to Brooktrails and he wanted to know how to disabuse people of that notion.

**M. ADJOURNMENT**

Director Horrick moved to adjourn; President Skezas declared the meeting of November 13, 2007 closed at 7:52 p.m.

ATTEST:

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GEORGE SKEZAS, President

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MICHAEL V. CHAPMAN