



BROOKTRAILS TOWNSHIP
COMMUNITY SERVICES DISTRICT
24860 BIRCH STREET, WILLITS, CA 95490
BOARD OF DIRECTORS MEETING AGENDA

Board of Directors

President Rick Williams Vice President Tina Tyler-O'Shea
Director Ed Horrick Director Ralph Santos Director Tony Orth

Tuesday, February 8, 2022
Regular Session – 7:00 PM to 10:30 PM*

****Brooktrails Township will be holding this meeting remotely
as a reasonable precaution against COVID-19****

****IMPORTANT NOTICE****

ASSEMBLY BILL 361 ALLOWS THE BOARD OF DIRECTORS TO MAKE FINDINGS THAT THIS MEETING BE HELD REMOTELY WHEN LOCAL OFFICIALS HAVE IMPOSED MEASURES TO PROMOTE SOCIAL DISTANCING AND THERE IS IMMINENT RISK TO HEALTH AND SAFETY OF ATTENDEES IF THE MEETING WAS HELD IN PERSON. THEREFORE, BY ORDER OF THE HEALTH OFFICER OF THE COUNTY OF MENDOCINO REGARDING SOCIAL DISTANCING AND FINDINGS BY THE BOARD OF DIRECTORS, THE FEBRUARY 8, 2022 MEETING MAY BE HELD REMOTELY.

To attend the meeting remotely using your internet-connected device, use this link:

<https://us02web.zoom.us/j/7794192028>.

To attend the meeting remotely using your telephone, dial 408-638-0968, 7794192028#.

Your devices should be muted unless you are addressing the Board.

A. PLEDGE OF ALLEGIANCE

B. ROLL CALL

1. The Presiding Officer will call the meeting to order and call the roll of members to determine the presence of a quorum.

C. ADDITIONS/ADJUSTMENTS TO THE AGENDA/REPORT ON CLOSED SESSION

2. The Presiding Officer will determine if Board members wish to add an item or make an adjustment to the agenda.
3. Report on closed session (as needed).

D. MINUTES OF PREVIOUS MEETINGS

4. The Board may approve, or amend and approve, the minutes of previous meetings:
 - a) January 25, 2022 Regular Meeting

E. SPECIAL PRESENTATIONS – None

F. PUBLIC HEARINGS – None

G. REPORTS

From Directors
From District Counsel
From General Manager

H. PUBLIC COMMENTS

Audience members will be invited to speak regarding matters not on the agenda. The Board cannot act on new public comment items. Speakers may be limited to **three** minutes.

I. DIRECTORS' RESPONSE TO PUBLIC COMMENTS

(Responses will generally be brief; directors may call upon General Manager to respond. Items may be placed on a future agenda for a more in-depth response.)

J. CONSENT CALENDAR

5. The Board may approve all items on the Consent Calendar in one motion or move to pull separate items for individual approval.
 - a) Review and approval of Accounts Payable reports:
Authorization to issue checks for payable accounts on or about February 9, 2022

K. AGENDA ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Discussion of Mid-Fiscal Year 2021-22 Budget Report
7. Consideration of Findings Pursuant to Assembly Bill 361 to Avoid Imminent Risks from COVID-19 by Holding Remote, Publicly Accessible Board Meetings on February 22, March 5, and March 8, 2022

L. CLOSED SESSION – None

M. ADJOURNMENT

8. The Board will consider a motion to adjourn.

UPCOMING BOARD MEETINGS

Tuesday, February 22, 2022 – Regular Meeting
Saturday March 5, 2022 – Annual Planning (Special) Meeting
Tuesday, March 8, 2022 – Regular Meeting

UPCOMING HOLIDAYS

Monday, February 14, 2022 – Lincoln's Birthday
Monday, February 21, 2022 – Presidents' Day

Last Resolution Adopted: 2021-12

Last Ordinance Adopted: 162

IMPORTANT INFORMATION ABOUT BOARD MEETINGS:

***MANDATORY ADJOURNMENT.** 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. By motion of the Board, the meeting may be extended beyond 10:30 p.m. to a stated time.

RIGHT OF APPEAL. People who are dissatisfied with decisions of the Board of Directors may have the right of 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 Board and agencies may be judicially challenged in state court.

AGENDA MATERIALS. The agendas for Board meetings contain a brief description of those items to be considered at the meetings. Agendas and materials related to an agenda item (including materials distributed to the Board after the agenda is posted) are available in the District Office, 24860 Birch Street, Willits, CA, during normal business hours (8:00 a.m.–5:00 p.m. Monday-Friday) and on the Township Website Home Page at www.btcSD.org.

AMERICANS WITH DISABILITIES ACT COMPLIANCE. The meeting room is ADA accessible. If you are a person with a disability and need disability-related modifications or accommodations to participate in this meeting, please contact the District Office at (707)459-2494. Requests for such modifications or accommodations must be made at least two full business days before the start of the meeting.