



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 Joanne Cavallari

Tuesday, March 14, 2023
Regular Session – 7:00 PM to 10:30 PM*

****Brooktrails Township will be holding the Regular Session in person with a Zoom link to participate remotely****

****IMPORTANT NOTICE****

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) February 28, 2023 Regular Meeting

E. SPECIAL PRESENTATIONS

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 report and authorization to issue checks on or about March 15, 2023

K. AGENDA ITEMS FOR DISCUSSION AND POSSIBLE ACTION

6. Review of Annual Planning Workshop Outcomes

L. CLOSED SESSION

7. Per Government Code §54954.5(c), Conference with Legal Counsel: Anticipated Litigation (One Case) [Memo: in accordance with Fowler v. City of Lafayette: The basis for this Closed Session is related to issues that have arisen over the golf course contract, its potential assignment, and elevated tensions. The contractor has retained an attorney and the purpose of the closed session will be to develop a position for communication to the contractor's attorney.]

M. ADJOURNMENT

8. The Board will consider a motion to adjourn.

UPCOMING BOARD MEETINGS

Saturday, April 8, 2023 – Annual Budget Meeting at 9:30am
Tuesday, March 28, 2023 – Regular Meeting
Tuesday, April 11, 2023 – Regular Meeting

NO UPCOMING HOLIDAYS

Last Resolution Adopted: 2023-02

Last Ordinance Adopted: 164

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.