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**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

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**Tuesday, November 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) October 24, 2023

**E. SPECIAL PRESENTATIONS**

**F. PUBLIC HEARINGS**

**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 November 15, 2023
- b) Accept and File July-September 2023 Quarterly Golf Course Reports

**K. AGENDA ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

- 6. Consideration of Resolution 2023-11 Transferring Solid Waste Franchise Services from Solid Wastes of Willits, Inc. to Redwood Waste Solutions, Inc. (a subsidiary of Waste Connections, Inc.) and Extending the Franchise Agreement Term
- 7. Introduction of Resolution 2023-13 Establishing Solid Waste Rates for Calendar Year 2024
- 8. Consideration of Resolution 2023-12 Accepting and Filing the 2023 Senate Bill 1205 Inspection Report with the Office of the State Fire Marshal
- 9. Consideration of Golf Course Operator Request that District Purchase New Tables for the Golf Course Business
- 10. Discussion of Future Water Treatment Plant Improvement Needs, Energy Efficiencies and Funding Alternatives – Information Item

**L. CLOSED SESSION**

- 11. Per Government Code §54956.9(c), Conference with Legal Counsel: Anticipated Litigation (One Case)
- 12. Per Government Code §54957 – Public Employee Annual Performance Evaluation: General Manager

**M. ADJOURNMENT**

- 13. The Board will consider a motion to adjourn.

**UPCOMING BOARD MEETINGS.**

Tuesday, December 12, 2023 at 7:00 p.m.

*There is no second regular board meeting in December.*

Tuesday, January 9, 2024 at 7:00 p.m.

**UPCOMING HOLIDAYS**

Thanksgiving & Day after Thanksgiving – Thursday, November 23 & Friday, November 24, 2023

**Last Resolution Adopted: 2023-10**

**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](http://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.