



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

TO BE HELD IN THE FIRE STATION DUE TO GENERAL ELECTION

****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 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 report and authorization to issue checks on or about November 9, 2022
- b) Third Quarter Golf Course Reports

K. AGENDA ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- 6. Consideration of Resolution 2022-05 Establishing an Agreement with the Basket Beaters Disc Golf Club for Tournament Use of the Ohl Grove Redwood Park
- 7. Introduction of Resolution 2022-06 Amending Resolutions 2019-07 and 2021-07 to Establish Rates and Fees for Water and Sewer Utility Connections and Other Services to be Adopted at a Public Hearing on December 13, 2022
- 8. Introduction of Resolution 2022-07 Establishing Rates for Solid Wastes of Willits Franchise Services to be Adopted at a Public Hearing on December 13, 2022

L. CLOSED SESSION

- 9. Per Government Code §54957 – Public Employee Annual Performance Evaluation: General Manager
- 10. Per Government Code §54956(d), Conference with Legal Counsel: Initiation of Litigation (One Case) [Memo: in accordance with Fowler v. City of Lafayette: The basis for this Closed Session is related to the state water code.]

M. ADJOURNMENT

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

UPCOMING BOARD MEETINGS

There are no second Regular Board meetings in November or December.
Tuesday, December 13, 2022 – Regular Meeting – PUBLIC HEARINGS ON RATES
Tuesday, January 10, 2023 – Regular Meeting

UPCOMING HOLIDAYS

Veterans Day – Friday, November 11, 2022

Last Resolution Adopted: 2022-04

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.

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Visit us at www.btcsd.org or on Facebook at www.facebook.com/BrooktrailsTownship