



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

Board of Directors

President Tina Tyler-O'Shea Vice President Rick Williams
Director Ed Horrnick Director Ralph Santos Director Joanne Cavallari

Tuesday, June 11, 2024

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:
None

E. SPECIAL PRESENTATIONS – None

F. PUBLIC HEARINGS

5. **PUBLIC HEARING** for Resolution 2024-07 Amending Resolution 2022-06 to Establish Rates and Fees for Water Services Effective July 1, 2024
6. **PUBLIC HEARING** for Resolution 2024-08 Maintaining the Existing Water Availability Assessment Amount
7. **PUBLIC HEARING** for Ordinance 165 Maintaining the Existing Sewer Standby Assessment Amount
8. **PUBLIC HEARING** for Resolution 2024-09 Adopting a Consumer Price Index-based Increase to the Brooktrails Fire Department Fire Protection and Emergency Response Services Assessment for Fiscal Year 2024-25

- 9. PUBLIC HEARING** for Resolution 2024-10 Adopting the Fiscal Year 2024-25 Financial Plan for Services (the Budget)

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 but only upon items that are within the subject matter jurisdiction of the Board of Directors. 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

- 10.** 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 June 12, 2024

K. AGENDA ITEMS FOR DISCUSSION AND POSSIBLE ACTION

- 11.** Consideration of Resolution 2024-07 Amending Resolution 2022-06 to Establish Rates and Fees for Water Services Effective July 1, 2024
12. Consideration of Resolution 2024-08 Maintaining the Existing Water Availability Assessment Amount
13. Consideration of Ordinance 165 Maintaining the Existing Sewer Standby Assessment Amount
14. Consideration of Resolution 2024-09 Adopting a Consumer Price Index-based Increase to the Brooktrails Fire Department Fire Protection and Emergency Response Services Assessment for Fiscal Year 2024-25
15. Consideration of Resolution 2024-10 Adopting the Fiscal Year 2024-25 Financial Plan for Services (the Budget)

L. CLOSED SESSION

- 16.** Per Government Code §54956.9(d)(3), Conference with Legal Counsel: Anticipated Litigation (One Case)
17. Per Government Code §54956.9(d)(4), Conference with Legal Counsel: Initiation of Litigation (One Case – Re: APN 097-330-02-00)
18. Per Government Code §54954.5(b), Conference with Real Property Negotiators for 24895 Birch Street

M. ADJOURNMENT

- 19.** The Board will consider a motion to adjourn.

UPCOMING BOARD MEETINGS

Tuesday, June 25, 2024 – Regular Meeting
Tuesday, July 9, 2024 – Regular Meeting

UPCOMING HOLIDAYS

June 19, 2024 – Juneteenth Holiday

Last Resolution Adopted: 2024-06

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.