



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, December 8, 2020

Regular Session – 7:00 PM to 10:30 PM*

**** Brooktrails Township will be holding this meeting remotely as a reasonable preventative caution against COVID-19 (coronavirus). ****

****IMPORTANT NOTICE****

GOVERNOR NEWSOM'S EXECUTIVE ORDER N-25-20 HAS SUSPENDED SOME REQUIREMENTS OF THE BROWN ACT ALLOWING THIS MEETING TO BE HELD REMOTELY; AND, BY ORDER OF THE HEALTH OFFICER OF THE COUNTY OF MENDOCINO, THE BOARD OF DIRECTORS AND PUBLIC WILL REMOTELY PARTICIPATE IN THE REGULAR MEETING OF DECEMBER 8, 2020.

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. 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.

B. PLEDGE OF ALLEGIANCE

C. BOARD REORGANIZATION

2. Pursuant to Section 2.02(a) of Ordinance 95, the President and Vice-President shall be elected from and by the general membership of the Board; the President will accept nominations, which do not require a second. Election will be by roll call vote.

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

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

E. SPECIAL PRESENTATIONS – None

F. PUBLIC HEARINGS

5. Resolution 2020-11 Establishing Rates for Solid Waste of Willits Franchise Services

G. REPORTS

From Directors
From District Counsel
From General Manager – written report in packet

H. PUBLIC COMMENTS

Audience members will be invited to speak regarding matters not on the Agenda. The Board cannot act on items brought up at this time. 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

(The consent calendar groups routine meeting discussion points into a single agenda item to be approved in one action, rather than through the filing of multiple motions. Items with questions or amendments may be pulled from the consent calendar for discussion)

6. The Board may approve, or amend and approve, the minutes of previous meetings:
 - a. November 10, 2020.
7. Review and approval of Accounts Payable reports:
 - a. Authorization of retroactive payables made on or about November 24, 2020; and,
 - b. Authorization to issue checks for payables on or about December 9, 2020.
8. Accept and File Golf Course Reports

K. AGENDA ITEMS FOR DISCUSSION AND POSSIBLE ACTION

9. Consideration of Resolution 2020-11 Establishing Rates for Solid Waste of Willits Franchise Services
10. Discussion of Proposed Changes to Ordinance 76 in January 2021

L. CLOSED SESSION

11. Pursuant to Government Code §54957 – Public Employee Annual Performance Evaluation: General Manager

M. ADJOURNMENT

12. The Board will consider a motion to adjourn.

UPCOMING BOARD MEETINGS

There is no second Board of Directors meeting in the month of December.

January 12, 2021 – Regular Meeting

January 26, 2021 – Regular Meeting

UPCOMING HOLIDAYS

Thursday, December 24 and Friday, December 25, 2020 – Christmas Eve and Christmas Day

Friday, January 1, 2021 – New Year's Day

Last Resolution Adopted: 2020-10

Last Ordinance Adopted: 161

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.btcisd.org.

AMERICANS WITH DISABILITIES ACT COMPLIANCE. The [remote] 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.