

Marina Coast Water District  
Staff Report

Agenda Item: 12-A

Meeting Date: May 10, 2011

Submitted By: Jim Heitzman

Presented By: Jim Heitzman

Subject: Review Board Procedures Manual

Summary: The Board of Directors have requested that a standing monthly workshop be placed on the agenda to allow discussion of the Board Procedures Manual.

The purpose of the Board Procedures Manual is to provide a composite of information on procedures approved by the Board of Directors to be used in the conduct of Board business to provide for the fair and efficient consideration of said matters, to ensure that the public is informed of the matters coming before the Board and has an opportunity to witness the deliberations of the members thereof in the conduct of the Board's business, and to encourage proper public involvement in the deliberations of the Board.

This workshop is the appropriate time for Directors to bring forward questions or comments regarding any section of the Board Procedures Manual.