

Marina Coast Water District
Agenda Transmittal

Agenda Item: 9-J

Meeting Date: September 13, 2011

Submitted By: Paula Riso
Reviewed By: Carl Niizawa

Presented By: Jim Heitzman

Agenda Title: Consider Adoption of Resolution No. 2011-56 to Amend the Board Procedures Manual

Detailed Description: The Board of Directors is requested to review and amend the revised Board Procedures Manual (BPM).

The BPM is a resource for directors, staff and the public in defining the roles, responsibilities and procedures of the Board.

The BPM is in need of revision from time-to-time due to outdated information and policies. On July 29, 2011 as part of the Board Workshop, Mr. Brent Ives, the facilitator, discussed the BPM with the Board and suggested several changes. The resulting redlined version is before the Board for final approval.

Environmental Review Compliance: None required.

Prior Committee or Board Action: On March 10, 2009, the Board approved a revised BPM. On July 29, 2011, the Board reviewed the BPM at a Board Workshop.

Board Goals/Objectives: *Strategic Plan, Mission Statement – Providing high quality water, wastewater and recycled water services to the District's expanding communities through management, conservation and development of future resources at reasonable costs.*

Financial Impact: _____Yes X No

Funding Source/Recap: None.

Material Included for Information/Consideration: Resolution No. 2011-56; and, Redlined version of Board Procedures Manual (provided separately).

Staff Recommendation: The Board of Directors review and approve the revisions to the Board Procedures Manual.

Action Required: X Resolution _____Motion _____Review
(Roll call vote is required.)

Board Action

____ Resolution No ____ Motion By _____ Seconded By _____

Ayes _____ Abstained _____

Noes _____ Absent _____

Reagendized _____ Date _____ No Action Taken _____

September 13, 2011

Resolution No. 2011-56
Resolution of the Board of Directors
Marina Coast Water District
Amend the Board Procedures Manual

RESOLVED by the Board of Directors (“Directors”) of the Marina Coast Water District (“District”), at a regular meeting duly called and held on September 13, 2011 at the business office of the District, 11 Reservation Road, Marina, California as follows:

WHEREAS, the Board Procedures Manual (BPM) was adopted on April 24, 2002; and,

WHEREAS, the BPM was last revised on March 10, 2009;

WHEREAS, the BPM is a resource for directors, staff and the public defining the roles, responsibilities and procedures of the Board; and,

WHEREAS, the Board has reviewed and suggested revisions to the BPM to bring it current with information and policies.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Marina Coast Water District does hereby approve the suggested revisions and updates to the Board Procedures Manual and directs staff to finalize the revisions.

PASSED AND ADOPTED on September 13, 2011 by the Board of Directors of the Marina Coast Water District by the following roll call vote:

Ayes: Directors _____

Noes: Directors _____

Absent: Directors _____

Abstained: Directors _____

William Y. Lee, President

ATTEST:

Jim Heitzman, Secretary

CERTIFICATE OF SECRETARY

The undersigned Secretary of the Board of the Marina Coast Water District hereby certifies that the foregoing is a full, true and correct copy of Resolution No. 2011-56 adopted September 13, 2011.

Jim Heitzman, Secretary