

Sunnyslope County Water District Board Meeting Agenda

7110: Board Meeting Agenda

7110.1 The General Manager, in cooperation with the Board President, shall prepare an agenda for each regular and special meeting of the Board of Directors in accordance with the Ralph M. Brown Act (California Government Code Section 54950). Any Director may contact the General Manager and request any item to be placed on the agenda no later than 5:00 p.m. on the day that is 48 hours prior to the closing of the agenda for the next meeting date (per §7110.4).

7110.2 Any member of the public may request that a matter directly related to District business be placed on the agenda of a regularly scheduled meeting of the Board of Directors, subject to the following conditions:

- A.** The request must be in writing and be submitted to the General Manager, together with supporting documents and information, if any, at least fourteen (14) business days prior to the date of the meeting.
- B.** The General Manager shall be the sole judge of whether the public request is or is not a “matter directly related to District business.” The public member requesting the agenda item may appeal the General Manager’s decision at the next regular meeting of the Board of Directors. Any Director may request that the item be placed on the agenda of the Board’s next regular meeting.
- C.** No matter that is legally a proper subject for consideration by the Board in closed session will be accepted under this policy.
- D.** The Board of Directors may place limitations on the total time to be devoted to a public request issue at any meeting, and may limit the time allowed for any one person to speak on the issue at the meeting.

7110.3 This policy does not prevent the Board from taking testimony at regular and special meetings of the Board during the Public Comment time on matters that are not on the agenda which a member of the public may wish to bring before the Board. However, the Board shall not discuss or take action on such matters at that meeting.

7110.4 At least seventy-two (72) hours prior to the time of all regular meetings, an agenda, that includes but is not limited to all matters on which there may be discussion and/or action by the Board, shall be posted in a place that is freely accessible to members of the public (California Government Code 54954.2 (a)(1)). The agenda shall also be posted on the District’s website for public information at the same time. All information made available to the Board of Directors (except confidential information allowed by State law per legal counsel authority) shall be available for public review prior to the board meeting.

- A.** The agenda for a special meeting shall be posted at least twenty-four (24) hours before the meeting in the same location as for Regular Meeting agendas (California Government Code Section 54956).

Policy Approved: September 8, 2011
Date