

AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETING(S)

MEETING DATE(S): SEPTEMBER 12 & 16, 2024

FROM: MARION CHAMPION – ASSISTANT GENERAL
MANAGER

FOR: ACTION X DIRECTION _____ INFORMATION _____



ORDINANCE 2024-02 AND RESOLUTION 2024-24 UPDATING AND AMENDING ADMINISTRATIVE CODE TITLES 1-3

STAFF RECOMMENDATION

It is recommended that the Board adopt Ordinance #2024-02 and Resolution #2024-24 updating and amending titles 1, 2 and 3 of the District's Administrative Code.

SUMMARY

In July 2024, MSWD adopted an Administrative Code providing an easier and more transparent method of accessing MSWD's policies and procedures. Since that time, staff and legal counsel have reviewed the first three titles and are recommending updates to ensure policies and procedures are up to date with the latest regulations and technology, as well as consistent with the industry's best practices.

ANALYSIS

The proposed updates strengthen the District's Administrative Code and align with MSWD's current policies and procedures.

FISCAL IMPACT & STRATEGIC PLAN IMPLEMENTATION

There is no cost associated with updating the Administrative Code. This action is consistent with Strategic Plan Smart Goal 6.1 - Embracing technological solutions that align the District with industry best practices and modern standards.

ATTACHMENTS

Resolution 2024-24

Ordinance 2024-02

Exhibit A - Red Line Versions of Titles 1, 2 & 3

FINANCIAL DATA		
Cost Associated with this action:	\$0	
Current FY cost:	\$0	
Future FY cost:	\$0	
Is it covered in the current year budget:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
Budget adjustment needed:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If yes, the year needed:	N/A	
All previous contracts, including dates, amounts and board approvals are attached or have been made available.		
FUNDING SOURCES		
Source of funds:	N/A	
BID/Job#	N/A	
Current BID/Job balance	\$0	
Balance remaining if approved:	\$0	