

AGENDA STAFF REPORT

MEETING NAME: BOARD OF DIRECTORS REGULAR MEETING

MEETING DATE(S): JULY 11 & JULY 15, 2024

FROM: MARION CHAMPION, ASSISTANT GENERAL
MANAGER

FOR: ACTION X DIRECTION INFORMATION



RESOLUTION 2024-22 ~ ADOPTING AN ADMINISTRATIVE CODE

STAFF RECOMMENDATION

Staff requests the Board approve Resolution 2024-22 adopting an Administrative Code.

SUMMARY

Over the past several years, staff has been working with MSWD consultants and legal counsel to develop an Administrative Code (Code) which will provide an easier and more transparent method of accessing MSWD's policies and procedures. The Code shall include the policies and procedures of the District, whether adopted by ordinance, resolution, or other appropriate action of the Board, which are deemed to warrant inclusion in the Code. All provisions of this Code will be posted on the MSWD website and are subject to revisions and amendment from time to time as necessary.

FISCAL IMPACT & STRATEGIC PLAN IMPLEMENTATION

There is no cost in adopting the resolution or 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

Exhibit A – Titles 1 through 6 (Code)
Resolution 2024-22

FINANCIAL DATA		
Cost Associated with this action:	\$0.00	
Current FY cost:	\$0.00	
Future FY cost:	\$0.00	
Is it covered in current year budget:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Budget adjustment needed:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If yes, 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	N/A	
Balance remaining if approved:	\$0.00	