SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors **AGENDA NO. V-F**

FROM: Steve Mack, General Manager

Meeting Date: October 5, 2017

SUBJECT: DISCUSSION/ACTION RE REVIEW OF DISTRICT POLICIES AND PROCEDURES

RECOMMENDED ACTION: Receive a staff presentation regarding review of District Policies and Procedures.

FISCAL IMPACT: none

DISCUSSION:

In the past the District has made revisions to its Policies and Procedures (P&P), mostly based on an as needed basis - a shortcoming, or change in State law, or other reason has appeared and a particular section of the P&P was revised. Several years ago the District hired a law student to review the P&P and she came up with suggested changes that were mostly format related. Staff review the P&P from time to time as they use the document and annotate places that they see could be changed.

A previous P&P revision was helped by Board assistance. We suggest appointing an ad hoc committee to work with staff in coming up with suggestions on P&P revisions, discussing those suggestions with the Board, and then making the changes.