

Marina Coast Water District and City of Marina

Joint City District Committee

Procedures and Scope

Mission Statement:

Provide formal interaction between MCWD Board Directors and City of Marina Councilmembers for communication regarding projects within the jurisdictional boundaries of both and reporting back to Board and Council any information and findings in respect to any inter-agency matters.

Vision Statements:

Provide additional methods of efficiency in timing of large scale projects, limited to any over \$100,000.

Share resources such as Council Chambers, building near Marina Equestrian Center, or Imjin Office Park.

Aid in Regional Planning and potential agreements or requirements of State Mandates such as reporting or water consumption reductions.

Purpose: Specify the procedures of selection to, operation of and removal from the Joint City District Committee.

1. SELECTION TO THE COMMITTEE:

- a. [with consideration to current MCWD Board Policy Manual which states that the President of the Board shall serve on the committee] President of MCWD Board shall appoint a Director and Mayor shall appoint a councilmember to serve on committee. Alternates provided in a similar manner so that each meeting requires one representative from each agency.

2. OPERATION OF THE JOINT CITY DISTRICT COMMITTEE:

- a. Meeting Dates and Times: Fourth Wednesday of each month at 5:30 pm at the Marina City Council Chambers unless otherwise specified.
- b. Future agenda items may be discussed at the close of each committee meeting and any new items may be requested if put into writing to the Chairperson or President of the committee 17 days prior to the next regularly scheduled Joint City District Meeting.
 - i. Requests to be submitted to Paula Riso or current MCWD Executive Assistant at least 15 days prior to the next regularly scheduled Joint City District Meeting.
 - ii. Draft Agenda to be approved and finalized by the Chairperson prior to posting by Paula.

- c. Noticing of agenda and minutes to follow guidelines established by Brown Act.
- d. Each participant to behave in a professional manner with decorum to focus the discussion on the issues and topics.
- e. Chairperson alternates annually, even years by councilmember, odd years by director.
- f. Role of staff:
 - i. Provide agenda and minutes
 - ii. Presentations as requested

3. REMOVAL:

- a. If a representative is not able to attend, the alternate is required to attend for a meeting to proceed. Any unexplained absence is reason for removal. Two consecutive absences require consideration by appropriate lead: MCWD President or City Mayor, depending upon who is absent.
- b. Any behavior that can be judged as provocation, condescension, or confrontational is counter-productive and reason for request for reconsideration to assignment.

Other: consideration of other cities for representation or FORA?