

DEPARTMENT: Public Works

By: Michael Edwards
Public Works Director

Phone: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes___ No X)

Rescind Resolution No. 80-1 and pass and adopt a new Resolution revising duties and responsibilities of the Coulterville Service Area No. One Advisory Board.

The revised Resolution more clearly addresses the duties and responsibilities of the Advisory Board, removes unnecessary language regarding appointment terms, and clarifies meeting criteria.

Copies of the proposed Resolution and the existing Resolution 80-1 are attached.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Coulterville Service Area No. 1 Advisory Board met and recommended approval of these changes on January 27, 1995.

In the past, the Board has approved revisions to other County advisory boards in order to best serve the residents and property owners.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

No action. Resolution No. 80-1 will remain in effect and the best interests of the citizens of the area will not be served.

COSTS: (X) Not Applicable

A. Budgeted current FY \$ _____

B. Total anticipated costs \$ _____

C. Required additional funding \$ _____

D. Internal transfers \$ _____

SOURCE: () 4/5th Vote Required

A. Unanticipated revenues \$ _____

B. Reserve for contingencies \$ _____

C. Source description: _____

Balance in Reserve Contingencies,
if approved: \$ _____

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:

1. Proposed Resolution (3 pgs) _____

2. Existing Resolution #80-1 (4 pages) _____

CLERK'S USE ONLY

Res. No.: 95-63 Ord. No. _____

Vote - Ayes: _____ Noes: _____

Absent: John Abstained: _____

Approved _____ () Denied _____

() Minute Order Attached () No Action Necessary

The foregoing instrument is a correct copy of the original on file in this office.

Date: _____

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California

By: _____
Deputy

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:

Recommended

Not Recommended

For Policy Determination

Submitted with Comment

Returned for Further Action

Comment: _____

A.O. Initials: MC / [Signature]

MARIPOSA COUNTY

RESOLUTION 95- 63

**RESOLUTION TO RESCIND RESOLUTION 80-1 AND RE-ESTABLISH THE
COULTERVILLE SERVICE AREA NUMBER ONE ADVISORY BOARD**

WHEREAS, the existing duties and responsibilities of the Coulterville Service Area No. One Advisory Board are no longer adequate for the needs of the district; and

WHEREAS, it is proper and necessary to provide residents and property owners of the Coulterville Service Area No. One the opportunity to advise the Board of Supervisors of Mariposa County, acting in the capacity of the Board of Directors for the Service Area, on matters affecting policies and operations of the said Service Area; and

WHEREAS, such advice from the residents and property owners is useful and beneficial to the Board of Directors in assuring management and policy decisions relative to the best interest of the residents and property owners;

NOW, THEREFORE, BE IT RESOLVED that Resolution No. 80-1 is rescinded and that the Coulterville Service Area No. One Advisory Board is established as follows:

I. MEMBERSHIP

- a. The Coulterville Service Area Advisory Board shall be made up of five residents and/or property owners from within the service area boundaries.
- b. The Supervisor of the Second Supervisorial District shall be a non-voting ex-officio member of the Advisory Board.

II. TERM AND MANNER OF APPOINTMENT

- a. Appointment to the Advisory Board shall be for a term of three years.
- b. All appointments to the Advisory Board shall be made by the Mariposa County Board of Supervisors, acting as the Board of Directors of the Coulterville Service Area No. One, in accordance with County policy.
- c. Vacancies shall be filled in the manner of a regular appointment for the unexpired portion of the appointment vacancy being filled.

III. OFFICERS

The Advisory Board shall elect a chairperson and vice-chairperson. The chairperson shall conduct all meetings, transact all business and execute all correspondence on behalf of the Advisory Board. The vice-chairperson shall act in the absence of the chairperson.

IV. MEETINGS AND QUORUM

- a. Meetings shall be held on a regular basis, no more frequent than monthly as determined by the Advisory Board or as necessary at the call of the chairperson or requested by the Board of Directors.
- b. No business of the Advisory Board shall be transacted without a quorum of three or more members.
- c. Acting on behalf of the Advisory Board, the Public Works Department will set and notice the agenda based upon input from the Advisory Board at the prior meeting. Advisory Board members may request, at any time, that additional items be included for the next available meeting or as soon as reasonable as determined by the Public Works Director.
- d. All meetings shall be public and conducted in accordance with the Brown Act and noticed in accordance with established County policy.
- e. All meetings of the Advisory Board shall be conducted in accordance with "Roberts Rules of Order".

V. DUTIES AND RESPONSIBILITIES


- a. The Advisory Board shall advise the Board of Directors on matters affecting policies and operations of the Coulterville Service Area No. One.
- b. The Advisory Board, at their meetings, will review summaries from the Public Works Department of expenditures by vendor and labor activity, revenues and utility capital fund balances and provide input as appropriate.
- c. The Advisory Board will review status reports on maintenance activities conducted prior to the meeting and upcoming planned maintenance activities. The Advisory Board shall also review plans for upcoming capital projects and provide input on same.
- d. The Advisory Board will be kept informed by the Public Works Department and given copies of the service area operational and maintenance manuals, including new manuals as they are prepared.

THIS BOARD OF DIRECTORS FURTHER DETERMINES AND ORDERS that the Advisory Board shall discharge its responsibilities, as assigned, in a manner in keeping with established County policy and with the support of the Board of Supervisors of Mariposa County.

The Board of Directors will provide clerical and staff support to the Advisory Board, as required. The Advisory Board shall serve at the pleasure of the Board of Directors.

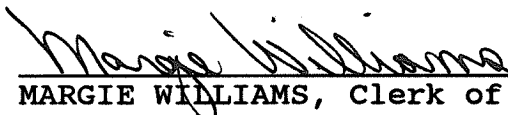
PASSED AND ADOPTED by the Board of Supervisors of Mariposa County, acting in the capacity of the Board of Directors of the Coulterville Service Area No. One, this 14th day of February, 1995, by the following vote:

AYES: REILLY, BALMAIN, STEWART and PARKER
NOES: NONE
ABSENT: TABER
ABSTAINED: NONE



GARRY R. PARKER, Chairman
Mariposa County Board of Supervisors

ATTEST:



MARGIE WILLIAMS, Clerk of the Board

APPROVED AS TO FORM AND LEGAL SUFFICIENCY



JEFFREY G. GREEN, County Counsel