

CARMICHAEL WATER DISTRICT
Directors' Policy Manual

POLICY TITLE: **Adoption/Amendment of Policies**

POLICY NUMBER: **9310**

9310.10 Consideration by the Board of Directors (Board) to adopt a new policy or to amend an existing policy may be initiated by any Director, or by the General Manager. The proposed adoption or amendment is initiated by submitting a written draft of the proposed adoption or amendment to each Director and the General Manager through the Carmichael Water District office, and requesting that the item be included for consideration on the agenda of the appropriate regular meeting of the Board.

9310.20 Adoption of a new policy or amendment of an existing policy shall be accomplished at a regular meeting of the Board and shall require a majority affirmative vote of the entire Board.

9310.30 Before considering to adopt or amend any policy, Directors shall have the opportunity to review the proposed adoption or amendment.

9310.31 The Draft Policy proposed for adoption or amendment shall be included in the agenda information packet at any meeting of consideration for the Directors review and discussion and to provide direction to staff.

9310.32 The final draft policy proposed for adoption or amendment shall be included in the agenda information packet for the Director's review and action at the following board meeting.