

## Kensington Police Protection and Community Services District

### **BOARD OF DIRECTORS MEETING**

**February 13, 2020**

### **Amendments to Policies 4000 and 4100**

#### **BACKGROUND**

The Board of Directors adopted new Policies 4000 and 4100 on May 23, 2019. As we have implemented these policies, we have found sections that warrant clarification or even revision. Accordingly, we ask the Board of Directors to consider adopting the revisions attached to the draft resolution.

Under Policy 1000.2, the Board can adopt or amend a policy by 3 votes at a regular meeting.

#### **I. SUMMARY OF AMENDMENTS**

##### **A. Policy 4000**

Policy 4020.3 currently provides that the Board President shall appoint Board Coordinators for Solid Waste, Special Districts, Parks and Recreation and others as appropriate. These functions are usually inactive for long periods of time. Accordingly, staff suggests that the Board determine when Coordinators are appropriate, at time the Board President would make the necessary appointments.

##### **B. Policy 4100**

Staff recommends a number of modifications to Policy 4100 regarding Board procedures.

- 1.** Public Comments on non-agendized items: Revised Policy 4110.6.1 clarifies the process for public comments for matters not on the agenda.
- 2.** Policy 4110.6 clarifies the rules for public comments during special meetings.
- 3.** Policy 4120.4.1 would be modified to explicitly state that Board/Staff Communications are not discussion items and not subject to the public comment requirement. This is intended to avoid Brown Act violations – if the Board wishes to discuss items raised during these communications, the better practice is to agenda them under more specific descriptions.
- 4.** Conduct of Board Meetings: Policy 4160 contains a number of revisions to more explicitly track Rosenberg's Rules of Order. Most of the changes are in 4160.3.

#### **RECOMMENDATION**

Staff recommends that the Board take public comment before considering the proposed amendments. After making any desired modifications, staff recommends that the Board adopt the attached resolution amending Policies 4000 and 4100.

**ATTACHMENTS**

**Exhibits: Resolution**

**Draft Policies 4000 and 4100**

**Submitted By:** Ann Danforth