

RESOLUTION NO. 15R-22

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
BIGHORN-DESERT VIEW WATER AGENCY
ESTABLISHING THE FORMAT FOR THE RECORDATION OF MINUTES AT
MEETINGS OF THE AGENCY**

WHEREAS, the Board of Directors of the Bighorn-Desert View Water Agency, acting as the legislative body of a local agency, is required to notice and conduct public meetings openly and with sufficient opportunity for public comment, pursuant to California Government Code, Sections 54950 through 54962; and

WHEREAS, in order to ensure that the public record sufficiently reflects the events, actions and discussion of these meetings, the Board Secretary of the Agency records minutes. While public comment is encouraged, the minutes are not intended to be a verbatim transcript. Rather, minutes should provide an adequate and accurate record of the actions of the Board and satisfy the Agency's obligation to meet the public's right to know; and

WHEREAS, the Board of Directors of the Agency now seeks to establish a policy whereby only "action minutes" from the Agency meetings will be recorded. The purpose of this policy is to streamline current record keeping practices and conserve both Agency and rate payers' right to know.

NOW, THEREFORE, THE BOARD OF DIRECTORS HEREBY RESOLVES:

1. The minutes of Agency meetings shall identify each agenda item, summarize any Board discussion, briefly summarize public comment related to the agenda item and state the action taken by the Board; and
2. The Board Secretary need not include in the minutes the detailed public comments on agenda or non-agenda items.
3. That Policy No. 06P-03 is hereby rescinded in its entirety and of no further force and effect.

PASSED, APPROVED, AND ADOPTED by the Board of Directors to Bighorn-Desert View Water Agency this 27th day of October 2015.

By Judy Corl-Lorono
Judy Corl-Lorono, President of the Board

ATTEST:

Terry Burkhardt
Terry Burkhardt, Secretary of the Board