

**SEWER AUTHORITY MID-COASTSIDE
RESOLUTION NO. 5-2005**

A RESOLUTION FIXING TIME AND PLACE FOR THE REGULAR MEETINGS OF THE BOARD OF DIRECTORS OF THE SEWER AUTHORITY MID-COASTSIDE AND THE LOCATION OF THE AUTHORITY'S OFFICE, DESIGNATING AN OFFICIAL MAILING ADDRESS, AND ESTABLISHING THE ORDER OF BUSINESS AND RULES FOR ITS PROCEEDINGS

IT IS HEREBY RESOLVED by the Board of Directors of the Sewer Authority Mid-Coastside, San Mateo County, California, as follows:

1 Time and Place of Regular Meetings. The regular meetings of the Board shall, unless otherwise determined by the Board, hereafter be held on the 4th Monday of each and every calendar month, at the hour of 7:00 P.M., at the office of the Authority.

The Board may determine, at the regular meeting at which the matter has been agendized, to reschedule a regular meeting to a different time or place, subject to the following:

a) The order of adjournment of the regularly meeting proceeding the rescheduled meeting shall identify the time ands place of the rescheduled meeting;

b) Notice of such adjournment shall be posted pursuant to Government Code Section 54955;

c) The agenda for the reschedule meeting shall specify the time and the place thereof, and be mailed and posted pursuant to Government Code Sections 54954.1 and 54954.2(a), respectively; and

d) Prior to the rescheduled meeting, the agenda shall also be posted at the regular meeting place and at the rescheduled meeting place/

2. Office of the Authority. The office of the Authority is hereby fixed and established as the Sewer Authority Mid Coastsides Administration Building, 1000 North Cabrillo Highway, Half Moon Bay, California.

3. Order of Business. The order of business at the regular meetings of the Board shall, unless reordered by the Chair, be as follows:

- a) Roll Call
- b) Public Comment / Oral Communication
- c) Closed Session
- d) Public Comment/Oral Communication
- e) Consent Agenda
- f) Old Business
- g) New Business

- h) Reports
 - 1) Manager
 - 2) Attorney
 - 3) Board of Directors
- i) Topics For Future Board Consideration
- j) Adjournment

4. Rules of Proceedings.

a) Quorum. That number of Board members representing a simple majority of the votes on the Board shall constitute a quorum of the Board for the transaction of business, except that less than a quorum may adjourn from time to time.

b) Method of Action. The Board shall act by resolution or motion which, to become effective, shall be adopted in the manner prescribed in the agreement creating the Authority.

c) Recording Vote. Except where action shall be taken by the unanimous vote of all Directors present and voting, the ayes and noes shall be taken on all action had.

d) Brown Act. The Ralph M. Brown Act (Government Code S54950 et. Seq.) shall govern on all matters therein set fourth.

e) Rules. Parliamentary rules and procedures for such meetings shall be those prescribed in the agreement creating the Authority.

5. Mailing Address. The official mailing address of the Authority is hereby established as P.O. Box 3100, Half Moon Bay, California 94019.

6. Resolution No. 2-2004 is hereby superseded.

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I hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly passes and adopted by the Board of Directors of the Sewer Authority Mid-Coastside, at a meeting thereof held on the 23rd day of, May, 2005, by the following vote:

AYES: Ferreira, Boyd, Woren, Gorn, Lohman, Ptacek

NOES: None.

ABSTAIN: None.

ABSENT: None.



Secretary