

RESOLUTION NO. 799

RESOLUTION OF THE BOARD OF PUBLIC UTILITIES OF THE CITY OF SANTA ROSA  
AUTHORIZING THE USE OF MOTIONS, RATHER THAN RESOLUTIONS, FOR ACTION ON  
CERTAIN MATTERS APPEARING ON BOARD MEETING AGENDAS

WHEREAS, it has been the long standing practice of the Board to act by resolution on a number of routine matters appearing on its agendas; and

WHEREAS, in a number of instances and situations, the adoption of a resolution is not required by law or otherwise necessary for the Board to act on a matter; and

WHEREAS, the preparation, staff review, copying, mailing and archival storing of resolutions involves substantial staff time and other costs; and

WHEREAS, the use of "motions" rather than resolutions in certain instances will be legally effective to carry out the purpose of the Board's action and will result in substantial cost savings in staff time, materials, use of equipment, and storage costs.

NOW, THEREFORE, BE IT RESOLVED by the Board of Public Utilities of the City of Santa Rosa that the Board may take action by motion on the following matters appearing on Board meeting agendas:

1. Routine contract approvals and awards, including contract extensions, where no written protest or challenge has been filed to the approval or award.
2. Receipt of reports and other information.
3. Such other matters as the Director of Utilities, in consultation with the City Attorney, determines are of a routine nature and do not require that Board action be taken by resolution rather than motion.

BE IT FURTHER RESOLVED this Resolution does not affect existing requirements, rules, policies and/or practices relating to the preparation of staff reports and agenda summaries for Board meetings or whether a matter is placed on a Board meeting agenda as a Consent or Report item. This resolution relates only to the manner or method by which the Board may take action on certain matters which are placed on its agendas.

This resolution shall be effective for Board meetings after April 1, 2004.

DULY PASSED this 1st day of April, 2004.