



Policy No.: P100-18-1	Type of Policy: Board Business
Policy Title: Casting District Ballots	
Policy Description: Election of officers and other matters in organizations of which the District is a member	
Approval Date: 9/18/2018	Last Review Date: 2018
Approval Resolution No.: 45-18	Next Review Date: 2022
Rescinded Resolution No.: 47-14	Rescinded Resolution Date: 8/19/2014

It is the policy of the Board of Directors of Dublin San Ramon Services District:

To participate in the governance of organizations in which the District is a member through casting of ballots regarding matters of membership organizations in order to protect and further the interests of the District and its ratepayers.

From time to time, membership organizations (including but not limited to Alameda Local Agency Formation Commission [Alameda LAFCo], Association of California Water Agencies [ACWA], California Association of Sanitation Agencies [CASA], California Special Districts Association [CSDA], etc.) request the District to vote on matters such as bylaw amendments, officers, and membership fee increases. When these membership organizations solicit the District’s vote, the General Manager shall transmit the ballot information and materials to the Board with a recommendation for voting or for Board consideration. For selection of an officer(s), the General Manager will recommend a candidate(s) to the Board based on the following guiding principles:

- Satisfactory prior service
- Proximity to the District service area
- From an agency with a similar mission (water/wastewater)
- Knowledge of the District

If any Boardmembers object to the General Manager’s recommendation, they shall inform the General Manager of their objection and their reasons for doing so within 72 hours of being informed by the General Manager. If at least three Boardmembers so object, a Board meeting shall be scheduled, if possible, for Board consideration. If the timing of the election in any organization is such that a regular or special Board meeting cannot be scheduled in a timely manner, the General Manager is authorized and directed to cast the District’s vote in a manner which the General Manager believes is in the District’s best interest. If less than three Boardmembers so object, the General Manager’s recommendation shall be considered the position of the District on the matter.

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Once a decision is made in accordance with this policy, the General Manager (or his/her designee) is authorized and directed to cast the District’s vote in accordance with that decision unless the bylaws of that organization require a person other than the General Manager to cast the vote, in which case by this policy the person (or his/her designee) so required by the organization is authorized and directed to do so. Whomever casts the vote for the District shall report the vote cast and election results to the Board of Directors at the next Board meeting.