EXHIBIT 16-A

PART 1: GENERAL RULES

RULE 1:   OPEN MEETINGS

Meetings of the Board of Directors of the MPWMD and subcommittees of the Board shall be held as provided by the MPWMD Law and shall comply with the open meeting requirements of the Ralph M. Brown Act.

RULE 2:   ELECTION OF BOARD OFFICERS

At the first meeting in the month of December of each year, the Board of Directors shall elect a Chair, Vice-Chair, a Treasurer, and a Secretary. The agenda for the December meeting will list the election of Board officers as the last item for consideration that evening. The newly elected officers will assume their positions immediately following adjournment of the meeting at which they were elected. At the first meeting after a vacancy occurs in any office, an election shall be conducted to fill that vacancy. If both the Chair and Vice-Chair are absent, the directors in attendance shall select a presiding officer to conduct that meeting.

RULE 2.5: **ROTATION OF VICE CHAIR INTO THE POSITION OF CHAIR**

The Board shall rotate its leadership among the seven (7) members. To encourage rotation of the Chair, each December when the annual election of Board officers is conducted, or when a vacancy in the position of Chair occurs, the Vice-Chair shall be elected as Chair. Beginning in December 2016, the following rotation shall be used to select the next Vice-Chair.

> Division 2 Director
> Mayoral Representative
> Division 3 Director
> Division 1 Director
> Division 4 Director
> Monterey County Board of Supervisors Representative
> Division 5 Director

Thereafter, the rotation shall return to the top of this list.

Should the current Vice Chair decline to serve as incoming Chair, the Board shall select the Director next in rotation to serve as Chair. Should the Director next in rotation for the position of Vice Chair decline to serve in that capacity, the Board shall select the next Director in rotation to serve as Vice Chair. The declining Director shall have an opportunity to serve once the entire rotation schedule is complete and has returned to the Division that opted-out. If the Chair has served less

less than 12 months at the time the annual December election of Board officers is conducted, the Board shall, by majority vote, elect a Chair to serve for that year, and thereafter the Chair rotation shall return to where it had left off.

RULE 3:   PRESIDING OFFICER

The Chair shall preside at all meetings of the Board. The Vice-Chair shall preside at all meetings of the Board in the absence of the Chair.

RULE 4:   DUTIES OF PRESIDING OFFICER

The presiding officer of the Board shall preserve order and decorum and shall decide questions of order subject to appeal to the Board.

RULE 5:   DUTIES OF THE GENERAL MANAGER

The General Manager shall prepare and deliver to each member of the Board on or before Friday preceding the regular meeting, a meeting agenda and staff notes, together with a copy of the minutes of the previous meeting. The General Manager shall perform those duties as delegated by the Board of Directors.

RULE 6:   SPOKESPERSON

Only the Chair, another Board member designated by the Chair, or the General Manager shall be the spokesperson for the District when expressing District policy and position. Public statements by Board Members in the name of the District shall be first reviewed and approved by the Board.   Except for this circumstance, only the Chair, the General Manager, and employees designated by the General Manager shall sign correspondence on District stationery. Board Members shall clarify that they are speaking as an individual and not on behalf of the Board when they make oral or written statements regarding District matters.

RULE 7:   COMMITTEES

A.   Standing Committees

The Board of Directors may create such standing committees, as it may deem necessary. The members of said committees and their chair shall be appointed by the Chair of the Board and approved by the Board. A charge for each standing committee shall be attached to the Meeting Rules.

The charges for two standing committees that specify an