

# KENSINGTON FIRE PROTECTION DISTRICT POLICY MANUAL

## **Policy Number and Title**                      **1010 Adoption/Amendment of Policies**

**1010.10** Consideration by the Board of Directors to adopt a new policy or to amend an existing policy may be initiated by any Director, or by the Manager. The proposed adoption or amendment to the policy is initiated by submitting a written draft of the proposed change to each Director and the Manager through the District office, and requesting that the item be included for consideration on the agenda of the appropriate regular meeting of the Board of Directors.

**1010.20** Adoption of a new policy or amendment of an existing policy shall be accomplished at a regular meeting of the Board of Directors and shall require a 4/5 affirmative vote of the entire Board of Directors.

**1010.30** Before considering to adopt or amend any policy, Directors shall have the opportunity to review the proposed adoption or amendment at the regular Board of Directors meeting prior to the meeting at which consideration for adoption or amendment is to be given. Copies of the proposed policy adoption or amendment shall be included in the agenda information packet for any meeting of consideration. The agenda information packets with said copies shall be made available to each Director for review at least three (3) days prior to any meeting of consideration.