

**RESOLUTION NO. 2020-02**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE MORONGO VALLEY COMMUNITY SERVICES DISTRICT  
ESTABLISHING POLICIES FOR ITS RELATIONS  
AMONG DIRECTORS AND WITH STAFF**

WHEREAS, the Board of Directors of the Morongo Valley Community Services District finds as follows:

A. The Morongo Valley Community Services District (“the District”) is a community services district organized and operating pursuant to California Government Code Section 61000 et seq.

B. The District is governed by an elected Board of Directors (“the Board”) whose meetings are subject to the requirements of the Ralph M. Brown Act, California Government Code Section 54950 et seq. (“the Brown Act”) pursuant to California Government Code Section 61044.

C. The Board adopted Ordinance No. 2014-01 on November 12, 2014, establishing guidelines for the conduct of its public meetings and activities and imposing requirements upon itself which allow greater access to its meetings than prescribed by the Brown Act.

D. The purpose of this Resolution is to supplement Ordinance No. 2014-01 and to ensure that the Board’s deliberations are conducted honorably and that its activities are performed in a manner that reflects a dedication to the highest standards of integrity so as to continue to earn the trust and confidence of the public served by the District.

THEREFORE, THE BOARD OF DIRECTORS of the Morongo Valley Community Services District does hereby resolve as follows:

Section 1. **RELATIONS BETWEEN DIRECTORS.**

1.1. **Duties.** The Board shall govern the District. The Board shall establish policies for the operation of the District. The Board shall provide for the implementation of those policies which is the responsibility of the District's Director of Operations. All members of the Board shall exercise their independent judgment on behalf of the entire District, including the residents, property owners, and the public as a whole in furthering the purposes and intent of the District.

1.2. **Officers.**

1.2.1. Within 45 days after each general district or unopposed election, the Board shall meet and elect the officers of the Board.

1.2.2. The officers of the Board are President and Vice-President. The President shall preside over meetings of the Board and the Vice-President shall serve in the President's absence or inability to serve. The Board may create additional offices and elect members to those offices, provided no members of the Board shall hold more than one office.

1.3. **Parliamentary Procedure.**

1.3.1. A majority of the total membership of the Board shall constitute a quorum for the transaction of District business. Except as otherwise specifically provided by law, a majority of the total membership of the Board is required for the Board to take action. The Board shall act only by ordinance, resolution, or motion. The Board President shall have the same rights and obligations of the other directors concerning voting procedures. The minutes of the Board shall record the aye and no votes taken by the members of the Board for the passage of all ordinances, resolutions, or motions. The Board shall keep a record of all its actions, including financial transactions.

1.3.2. Meetings of the Board shall be subject to the Brown Act and Ordinance No. 2014-01 (as may be amended from time to time). Robert's Rules of Order shall provide general guidance for the conduct of the Board's business, except where otherwise provided by law,

ordinance, resolution, or motion of the District, or otherwise inconsistent with the intent of the Board. The Board President (or committee chair) shall preserve order and decorum and will rule on all matters of procedure, with the advice of legal counsel. All other questions from Board Members about matters of law, must be referred to the District's legal counsel for an opinion after a majority vote of the Board on the subject presented to the Board. District staff will inform legal counsel of the approval with the caveat that, any unapproved calls, texts, or emails that have not been approved by the Board will not be paid for by the District.

1.4. **Committees**. Any matter brought before the Board may, if deemed necessary, be referred to District staff or a committee of the Board composed of less than a quorum of the Board for review and recommendation. The Board may establish such standing and ad hoc committees as it deems necessary. The selection of the Board members to serve on such committees shall be at the discretion of the Board President, unless otherwise overridden by majority vote of the Board. Pursuant to Section 1 of Ordinance No. 2014-01, all meetings of standing committees of the Board shall be conducted in compliance with all applicable requirements of the Brown Act. Meetings of ad hoc committees of the Board may be exempt from the notice, agenda, and public participation requirements of the Brown Act as long as the committee substantially comply with the following guidelines: (1) The committee's life should be restricted to a relatively short period of time; (2) The committee's purpose should be limited to a single and specific task; (3) The committee shall not be given any independent discretionary authority to make ultimate decisions on behalf of the Board with respect to the final resolution of the task; (4) The committee's charge should not be automatically renewed upon completion of its particular assignment or expiration of its fixed term; (5) The committee's meeting schedule should not be on a regular basis or established by formal action of the Board; and (6) Public notice of the formation of the committee shall be given in a timely manner.