

**MINUTES OF REGULAR MEETING
October 4, 2018
RUBIDOUX COMMUNITY SERVICES DISTRICT**

DIRECTORS PRESENT: Christopher Barajas
Bernard Murphy
Hank Trueba, Jr.
Armando Muniz
F. Forest Trowbridge

DIRECTORS ABSENT:

STAFF PRESENT: Dave Lopez, General Manager
Steve Appel, Assistant General Manager
Krysta Krall, Manager Fiscal Services
Brian Jennings, Budgeting/Accounting Manager

Call to order: the meeting of the Board of Directors of the Rubidoux Community Services District by Director Murphy, at 4:00 P.M., Thursday, October 4, 2018, at the District Office, 3590 Rubidoux Boulevard, Jurupa Valley, California.

ITEM 4. APPROVAL OF MINUTES

Approval of Minutes for Regular Board Meeting, September 20, 2018.

Director Murphy wanted under Director Comments, third paragraph, line one, the word **why** stricken from the Minutes. So noted.

Director Muniz moved and Director Trowbridge seconded to approve the September 20, 2018 Minutes as amended.

The motion was carried unanimously.

**Ayes – 5 (Murphy, Barajas, Trueba, Muniz, Trowbridge)
Noes - 0**

ITEM 5. Consider to Approve the Salaries, Expenses and Transfers.

Consideration to approve October 5, 2018, Salaries, Expenses and Transfers.

Director Trueba moved and Director Muniz seconded to Approve the October 5, 2018, Salaries, Expenses and Transfers.

The motion was carried unanimously.

Ayes – 5 (Murphy, Trueba, Barajas, Muniz, Trowbridge)

Noes - 0

ITEM 6. PUBLIC ACKNOWLEDGE OF NON-AGENDA MATTERS

There were no members of the public to address the Board.

ITEM 7. CORRESPONDENCE AND RELATED INFORMATION

The first piece of correspondence was a letter addressed to Chrystal Craig of LAFCO, from Jay Eastman of the City of Riverside from the Community and Economic Development Department on the District’s proposed annexations for Highland Ranch and for CalPortland Cement. The letter states it should not go forward because of tedious allocation. Steve Appel just responded with letters on both issues back to LAFCO. The next piece of information was an article from the Idyllwild Town Crier regarding Lake Hemet Water District considering significant rate increases of approximately 65%. The final piece of information was from the Department of Water Resources regarding Below Average Precipitation for Water Year 2018. It talks about the levels of the reservoirs are near average or full, there are still other parts of California that are experiencing very light precipitation. The snowpack is only 58%. Things are ongoing.

ITEM 8. MANAGER’S REPORT

October 31 there will be a luncheon recognizing Ruth Anderson and her time with the District. The Christmas luncheon was also discussed with Director Barajas and Director Trueba, that it would be better to have it sooner, than later. There will be more to come.

Operations Report:

Presented at the second board meeting of the month.

Emergency and Fire Report:

Presented at the second board meeting of the month.

ITEM 9. Presentation for Review and Discussion is the Draft Rubidoux Community Services District Financial Statement Ending FY June 30, 2018. DM 2018-62.

BACKGROUND

Attached for the Board of Director’s review and consideration is the Draft Financial Statement Report ending June 30, 2018, for the Rubidoux Community Services District.

The report prepared by Rogers Anderson Malody & Scott (RAMS), CPA's includes all revenue funds, physical assets, expenses, debt services and depreciation values.

In the past years, the Board was afforded the opportunity to take the Draft Report home and review it at your leisure. In anticipation of the Board's practice to take the report home for review, Mr. Scott Manno, CPA will not be in attendance tonight; rather, Mr. Manno will make his presentation to the Board of Directors at the second Board meeting in October.

Staff suggests the Board Members take the Draft Report home and at your leisure, review the information contained in same. At the October 18, 2018, regular meeting, RAMS will make their presentation and walk us all through the many balance spread sheets summarized in the 2018 final draft report.

No Action necessary.

ITEM 10. Consideration to Develop Teleconferencing Policy DM 2018-63.

BACKGROUND

At the request of Director Barajas Staff has agendized the item to develop a Teleconferencing Policy for the Board of Directors consideration this afternoon. As background, the Ralph M. Brown Act (AKA Open Meetings Laws) specifically allows "a legislative body to use teleconferencing to meet, receive public comment and testimony". However, the decision to use teleconferencing is entirely discretionary with the public body. Additionally, no person has a right under the Brown Act to compel a meeting via teleconference if the policy making body elects otherwise.

Teleconferencing is defined as a "*meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video or both*". Further, specific requirements relating to teleconferencing must comply with all provisions below:

- Teleconferencing may be used for all purposes during any meeting;
- At least a quorum of the legislative body must participate from locations within the local agencies jurisdiction;
- Additional teleconferencing locations may be made available for the public;
- Each teleconferencing location must be specifically identified in the notice and agenda of the meeting, including a full address and room number, as may be applicable;
- Agendas must be posted at each teleconferencing location, even if a hotel room or a residence;
- Each teleconferencing location, including a hotel room or Residence, must be accessible to the public and have technology, such as a speakerphone, to enable the public to participate;
- The Agenda must provide the opportunity for the public to address the legislative body directly at each teleconferencing location; and,

- All votes must be by roll call.

Should the Board affirm the development of a Teleconferencing Policy such draft policy would be forwarded to District Counsel for review and comment. Finally, such teleconferencing policy would be incorporated within the Rubidoux Community Services District Board Policies and Procedures Manual.

RECOMMENDATION

Director Barajas moved and Director Trueba seconded Staff prepare a draft policy to have a maximum of two (2) per calendar year with at least seven (7) days advance notice, for any reason that would take you away from the District (non-medical).

ITEM 10. Directors Comments.

Director Murphy passed out a handout with three (3) questions to all Board members and staff that he would like addressed. He is questioning whether or not posting a transcript on the website is permissible. Does the court allow it? What are the file type and the file size? The response was the file type and size can be answered. Posting it on the agenda can be a policy issue for the board of directors and a legal question. The question was asked by Mr. Lopez if the issue should be agendized, is it a good idea? One opinion was that it would/could add fuel to the fire. It was stated that it will be agendized as well as respond to the other questions.

Director Murphy adjourned the meeting at 4:40 pm.