

MORONGO VALLEY COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

11207 OCOTILLO STREET. MORONGO VALLEY, CA 92256

REGULAR BOARD MEETING AGENDA

6:00 p.m. Regular Business

January 21, 2026

Covington Park – MPR
11165 Vale Drive
Morongo Valley, CA 92256

<https://morongocsd.specialdistrict.org/>

The Morongo Valley Community Services District complies with the Americans with Disabilities Act of 1990. If you require special assistance to attend or participate in this meeting, please call (760) 363-6454. Materials related to any items on this agenda submitted to the Board after distribution of the agenda packet are available for public inspection during normal business hours at the CSD Main Office, 11207 Ocotillo Street, Morongo Valley, CA 92256.

A. CALL TO ORDER

B. ROLL CALL

1. Christina Gorke, President
2. Lance Fisher, Vice President
3. Johnny Tolbert, Director
4. Steve Hayden, Director

C. PLEDGE OF ALLEGIANCE

D. PUBLIC COMMENTS

The Board of Directors now takes time to consider your comments on items which are on the agenda. The acting Chairperson will recognize you at the appropriate time to assist in the orderly and timely conduct of the meeting. When called upon to speak, please state your name and residence. Comments will be limited to three (3) minutes or less for both agenda items and non-agenda items. If you wish to comment on an agenda item or non-agenda item during Public Comment or raise your hand. In addition, members of the public may submit comments electronically prior to the meeting using the form on the District's website. The acting Chairperson will recognize all electronic comments submitted at least 48 hours prior to the meeting either by reading the comment(s) at the meeting or noting on the record that comments were received and provided to the Board at or before the meeting.

E. ADDITIONS TO, AND/OR REORDER OF, THE AGENDA

The Board generally considers items in the order listed on the agenda. However, items may be considered in any order as established by the direction of the Board. Under certain circumstances, new agenda items may be added by unanimous vote of the Board. [Gov. Code Sec. 54954.2(b)(2)]

1. Agenda for the Regular Board Meeting of January 21, 2026.

-ACTION ITEM-

RECOMMENDATION: Accept and approve the January 21, 2026, agenda.

F. AGENCY REPORTS

1. Sheriff's Report – San Bernardino County Sheriff's Representative
2. General Manager – Brittany Chavez
3. Fire Chief Report – Michael Caltabiano
4. Cash / Check Disbursements & Credit Card Purchases for December \$388,524.36 - Director Tolbert

G. CONSENT CALENDAR

Items on the consent calendar are routine matters or formal documents covering previous District Board instruction. Items may be acted on by one motion of the Board unless a Board Member requests a separate discussion and/or action on an item.

1. Minutes of the Regular Board Meeting of October 22, 2025.
-ACTION ITEM-
RECOMMENDATION: Accept and approve the October 22, 2025, minutes.
2. Minutes of the Regular Board Meeting of December 17, 2025.
-ACTION ITEM-
RECOMMENDATION: Accept and approve the December 12, 2025, minutes.
3. Minutes of the Regular Board Meeting of January 7, 2026.
-ACTION ITEM-
RECOMMENDATION: Accept and approve the January 7, 2026, minutes.
4. Minutes of the Special Board Meeting of January 14, 2026.
-ACTION ITEM-
RECOMMENDATION: Accept and approve the January 14, 2026, minutes.

H. NEW BUSINESS

1. K&M ENTERPRISES GRANT WRITING PROPOSAL
-ACTION ITEM-
RECOMMENDATION: K&M Enterprises have proposed providing grant writing and fund development services to support Morongo Valley Fire Department in pursuing foundation, state, and federal funding opportunities, including FEMA AFG and SAFER grants. The proposal includes a one-year agreement for 20 hours per month at a discounted rate of \$95 per hour, totaling \$1,900 per month or \$22,800 annually. It is recommended that the Board of Directors review, discuss and approve the agreement with K&M Enterprises.
2. EDUCATION FUND
DISCUSSION: Staff would like to discuss creating an educational fund to send District employees to paramedic school. The purpose is to explore how the District could support workforce development and address future staffing needs. It is recommended that the Board of Directors review and discuss an educational fund program.
3. COMMAND 5200 LEAVING DISTRICT
-ACTION ITEM-
RECOMMENDATION: The Fire Chief is requesting approval to take the command vehicle home in order to respond to afterhours calls more quickly. This change would improve response time and ensure leadership is available when emergencies occur outside of normal business hours. It is recommended that the Board of Directors review, discuss, and approve Chief Caltabiano taking home the command vehicle.
4. PREPAID CARDS FOR STAFF
-ACTION ITEM-
RECOMMENDATION: The Fire Department is requesting approval to issue \$50 or \$100 prepaid Visa cards to Company Officers for small, time-sensitive operational purchases. All receipts would be required and reviewed by the Fire Chief or District Manager before a replacement card is issued to ensure proper use of District funds. It is recommended that the Board of Directors review, discuss, and approve amending the credit card policy to allow issuing prepaid cards to company officers.

5. SMITH MARION & CO AUDIT DRAFT

-ACTION ITEM-

RECOMMENDATION: It is recommended that the Board of Directors review, discuss, and approve the draft audit report from Smith Marion & CO.

6. MID YEAR BUDGER REVIEW

-ACTION ITEM-

RECOMMENDATION: It is recommended that the Board of Directors review, discuss, and approve the mid-year budget review.

7. GENERAL COUNSEL BIDS

-ACTION ITEM-

RECOMMENDATION: The Districts General Counsel Steve Kennedy has resigned from the District. It is recommended that the Board of Directors review, discuss, and approve moving forward with a new attorney.

I. CLOSED SESSION

1. Public Employee Performance Evaluation
(Government Code Section 54957)
Title: General Manager

J. CLOSED SESSION REPORT

K. INDIVIDUAL DIRECTOR REPORTS

1. Christina Gorke, President
2. Lance Fisher, Vice President
3. Johnny Tolbert, Director
4. Steve Hayden, Director

L. ANNOUNCEMENTS

1. Next Regular Board Meeting February 18, 2026.

M. ADJOURNMENT

Moved: Second: Vote:

I certify under penalty of perjury under California State Law that the foregoing agenda for the Morongo Valley CSD Board of Directors meeting was posted in the District Office Bulletin Board, the Covington Park Bulletin Board, and the Morongo Valley Café window not less than 24 hours prior to the meeting.



Brittany Chavez, General Manager



Christina Gorke (Jan 16, 2026 11:19:55 PST)

Christina Gorke, President

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Final Audit Report

2026-01-16

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