

**MORONGO VALLEY COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS**
11207 Ocotillo Street
Morongo Valley, CA 92256

REGULAR BOARD MEETING AGENDA
Covington Park, Community Building MPR
11165 Vale Drive
Morongo Valley, CA 92256

7:00 p.m. Regular Business
February 18, 2020

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.

Government Code Section 54954.2 (a)(3) [Brown Act] – States that,

“No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda”.

A. CALL TO ORDER

B. ROLL CALL

1. Gayl Swarat, President
2. Kristina Brook, Vice President
3. Matthew Campos, Director
4. Laurie Klimowicz, Director
5. Johnny Tolbert, Director

C. PLEDGE OF ALLEGIANCE

D. APPROVAL 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 a two-thirds vote of the Board. [Gov. Code Sec. 54954.2(b)(2)]

1. Agenda for the Regular Board Meeting of January 21, 2020

⚡ACTION ITEM⚡

RECOMMENDATION: Accept and approve the January 21, 2020 agenda.

E. PUBLIC COMMENTS ON AGENDA ITEMS

The Board of Directors now takes time to consider your comments on items which are on the agenda. The President will recognize you at the appropriate time in order 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. If you wish to comment on an agenda item or non-agenda items during Public Comment, fill out a Request to Speak form and give it to the General Manager. There will also be a one (1) minute Public Comment period before each agenda item.

F. PUBLIC COMMENTS ON NON-AGENDA ITEMS

The Board takes time to consider public comments on items of concern not on the agenda. When you are called to speak, please limit your comments to three (3) minutes or less. The Board is prohibited by law from taking action or entering into active discussion or deliberation on items not listed on the agenda. [Gov. Code Section 54954.2(a)(2)]

G. AGENCY REPORTS

1. Sheriff's Report – San Bernardino County Sheriff's Representative
2. Morongo Basin Healthcare District Mobile Medical Unit Presentation – Representative Joe Ruddon
3. Smith Marion & Co. Financial Statements and Independent Auditors' Report for the Fiscal Year Ended June 30, 2019 – Smith and Marion Co. Representative Kendra Dockham
↪ACTION ITEM↪
RECOMMENDATION: Accept and Approve
4. Director of Operation's Report – Gerald Yearsley
↪ACTION ITEM↪
RECOMMENDATION: Accept and Approve
5. Risk Management and Public Relations Ad Hoc Committee Report – Directors Klimowicz and Brook
DISCUSSION: At the time of this Regular Board Meeting, The Morongo Valley Community Services District staff have met with this Ad Hoc Committee and discussed Rental Fee options for full day rentals or multiple day rentals.
6. Director of Operations Ad Hoc Committee – President Swarat and Director Brook
↪ACTION ITEM↪
RECOMMENDATION:
 1. During the Morongo Valley Community Services District's regular Board Meeting of January 21, 2020, the Board of Directors approved having an open Public Workshop regarding a PowerPoint presentation on how to complete an annual performance evaluation. This Public Workshop was scheduled for Wednesday February 5, 2020 at 7:00PM in the MPR room at Covington Park. Unfortunately, due to unforeseen circumstances, this Public Workshop was cancelled. It is recommended that the Board of Directors schedule a date this month to hold this public workshop. It is still recommended that the Annual Director of Operations Evaluation be set for the Regular Board Meeting of March 17, 2020 in a closed session with the Director of Operations, Gerald Yearsley and his representative (if he chooses to have one).
 2. Director of Operations Job Description and Contract
The Director of Operations Ad Hoc Committee have been working on the Director of operations Job /Description and Contract as it was not made when the General Manager position and the Fire Chief position combined.

7. Fire Apparatus Driving Parameters Ad Hoc Committee -Directors Brook and Tolbert

⌘ACTION ITEM⌘

RECOMMENDATION: During the Regular Board Meeting of December 17, 2020, Director Brook discussed a presentation that she prepared for everyone. After some discussion and explanations as to why the parameters were being placed the Board of Directors agreed to continue with this method for two more months until the February 18, 2020 Board Meeting. It is recommended that the Board of Directors either approve to continue with these deployment parameters or work on a different option.

8. Morongo Valley Community Services District and Fire Department Funding Ad Hoc Committee – President Swarat and Director Campos

DISCUSSION: During the last Board Meeting of January 21, 2020, the Board of Directors agreed to form an Ad Hoc Committee to discuss funding options for the Morongo Valley Community Services District and Fire Department.

9. Morongo Valley Sport’s League – Carl “Buddy” Stogner

H. CONSENT CALENDAR

Items on the consent calendar are considered to be 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 January 21, 2020

⌘ACTION ITEM⌘

RECOMMENDATION: Approve

2. Cash/Checks Disbursements & Credit Card Purchases - \$72,476.77

⌘ACTION ITEM⌘

RECOMMENDATION: Review and Approve

I. OLD/CONTINUED BUSINESS

1. Kitchen Update

⌘ACTION ITEM⌘

RECOMMENDATION: The Covington Park Kitchen was inspected for a second time. This inspection did not go as planned and many more items are needed in order to make the Kitchen Compliant. Board President Gayl Swarat as well as the Administrative Assistant, Sydney Anderson, were involved in the inspection. Sydney Anderson has written notes from the inspection. An Official Inspection Report has also been constructed by the Inspector. They are included in the Board Agenda Packet.

2. Contractor follow-up

⌘ACTION ITEM⌘

RECOMMENDATION: The Morongo Valley Community Services District Staff have gone through the legislation banning private contractors as discussed in the last board meeting of January 21, 2020. Director of Operations has more to discuss on this topic. It is recommended to discuss the Director of Operations report on this topic and discuss next steps on the employment of Carl “Buddy” Stogner as maintenance help for our bathrooms and our ball field.

3. Old Engine 462

DISCUSSION: During a prior Board Meeting under Public Comments for non-agenda items, a member of the community brought concern of the old Medic Engine 461 and how it was currently at Yermo-Calico Fire Department. The office personnel went through all old records and found a copy of minutes from the February 20, 2018 Board Meeting where it was approved by the Board of Directors that we could donate the Engine to Yermo-Calico Fire Department as it was too much an expense for us to repair. These minutes were prepared by the previous General Manager and found in her old files. They are not the official minutes approved by the board, as those mentioned the Tape Recorder had malfunctioned.

4. Office of Traffic Safety Grant

⌘ACTION ITEM⌘

DISCUSSION: The Board of Directors approved putting our effort into the OTS Grant as well as approved the cost of \$3,470 for grant help during the previous Regular Board Meeting of January 21, 2020. Unfortunately, the Morongo Valley CSD office personnel found out the day the grant was due that this grant, even though it was labeled as medical equipment, does not actually fund any equipment that isn't specifically for traffic Collisions. The grant was still turned in as many hours of hard effort were poured into the preparation of this grant. However, it is unlikely that we will receive funding from it and if we do, it was explained to us that we would only receive around \$5,000. Unfortunately, after paying for the grant help at \$3,470, that would not leave us with much to purchase anything that we really need at the Fire Department. We are going to try to add these items to the upcoming AFG Grant that is coming up.

-----Continued on the next page-----

J. NEW BUSINESS

1. EMS Coordinator

⌘ACTION ITEM⌘

RECOMMENDATION: The Morongo Valley Community Services District was fortunate enough to have an EMS Coordinator that volunteered his time and energy to the Morongo Valley Fire Department for the past year. Unfortunately for us, our current EMS Coordinator has been offered a paid position elsewhere and has resigned from our employment. It is recommended that the Board of Directors need to find money in the budget for this position as well as hire a new EMS Coordinator as soon as possible.

2. Mid-Year Budget Review

⌘ACTION ITEM⌘

RECOMMENDATION: It is time for the Morongo Valley Community Services District's annual Mid-Year Budget Review. Depending on if the Director of Operations has returned from his Emergency leave, our Bookkeeper, Ms. Bonnie Miller, as well as our Director of Operations, Gerald Yearsley, will have gone over the mid-year budget and compiled a Mid-Year Budget Review for the Board of Directors to discuss.

3. Morongo Valley Community Services District Board Meeting Start Time

⌘ACTION ITEM⌘

RECOMMENDATION: A member of the community discussed during the previous Board Meeting of January 21, 2020 in Public Comments on Non-Agenda items that it would be beneficial for the community if the Board Meetings could start at least a couple hours earlier than they currently do. It is recommended that the Board of Directors discuss this topic and figure out if this is feasible. As explained in the past, the Morongo Valley Community Services District Regular Board Meetings often run well past 10:00PM. If the meetings were started at 5:00 PM instead of 7:00 PM, the community as well as the members of the District wouldn't have to stay out so late for Board Meetings.

4. Attorney Cost Continuation

DISCUSSION: Board President Gayl Swarat, discussed a preliminary cost report on attorney costs for Board Related Problems. As she was unable to get all the figures in time for the meeting, it has been brought back to the Board of Directors.

K. CLOSED SESSION MEETING

- 1. Anticipated Litigation
Case #SMCMS2000008
- 2. Director of Operations 360° Evaluation

Reminder: That only the items listed on the agenda under Item "K. Closed Session Meeting", can be discussed during a closed session meeting. You may not discuss other items during this closed session. To do so would be violating the Brown Act. Therefore, only Case #SMCMS2000008 and items related to the Director of Operations 360° Evaluation may be discussed during this Board Meeting.

L. Report out on Closed Session Meeting

- 1. Report on Anticipated Litigation; Case #SMCMS2000008
- 2. Report out on Director of Operations 360° Evaluation

-----END OF ADMINISTRATIVE ITEMS-----

M. INDIVIDUAL DIRECTOR REPORTS

President Swarat-

Vice President Brook-

Director Klimowicz-

Director Tolbert-

Director Campos-

Morongo Valley Community Services District

N. ANNOUNCEMENTS

- 1. Next Regular Board Meeting: March 17, 2020

O. 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 72 hours prior to the meeting.

Dated this 13th day of February 2020.



 Gerald Yearsley, Secretary of the Board



 Gayl Swarat, President