

MORONGO VALLEY COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

11207 OCOTILLO STREET. MORONGO VALLEY, CA 92256

REGULAR BOARD MEETING MINUTES

6:00 p.m. Regular Business

October 19, 2022

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

The Regular Board Meeting of October 19, 2022, was called to order at 6:05 PM.

B. ROLL CALL

1. Christina Gorke, President, Present
2. Shawna Johnson, Vice President, Present
3. Kristina Brook, Director, Present
4. Johnny Tolbert, Director, Arrived late - 6:16 PM
5. Jennifer Henning, Director, Present

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 President 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. If you wish to comment on an agenda item or non-agenda items during Public Comment, fill out the form on our website, or raise your hand. There will also be a one (1) minute Public Comment period before each agenda item.

Cheryl Hoffman – stated that she supported the ideas of having the meeting via Zoom.

E. 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 October 19, 2022.

MOTION: Director Johnson motioned to approve the October 19, 2022; agenda as presented.

SECOND: Director Brook seconds.

RESULT: Motion passes with a 4/0 vote.

F. AGENCY REPORTS

1. Sheriff's Report – San Bernardino County Sheriff's Representative

Not in attendance.

2. General Manager / Fire Chief Report – James Brakebill

Chief Brakebill updated the community and the Board of Directors about the training hours of the fire department as well as the calls for service throughout the month of September.

3. Morongo Valley Sports League – Buddy Stogner

Not in attendance.

4. Community Relations Committee – Director Tolbert and Gorke

Nothing to report.

5. General Manager Recruitment Ad Hoc Committee – Director Tolbert and Henning

Director Henning asked the Directors to review the draft General Manager job description and provide comments and revisions so the item can be brought back for discussion.

6. Fire services Ad Hoc Committee – Director Brook and Director Gorke

Nothing to report.

7. Community Center Ad Hoc Committee – President Gorke and Director Johnson

Nothing to report.

8. BLM Tower Ad Hoc Committee – Director Henning

Nothing to report.

9. Cash / Checks Disbursements & Credit Card Purchases for September \$89,497.68 – Director Tolbert

Not in attendance for this portion of the meeting.

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 September 21, 2022.
MOTION: Director Johnson motioned to approve the Minutes of the Regular Board Meeting of September 21, 2022, as presented.
SECOND: Director Henning seconds.
RESULT: Motion passes with a 4/0 vote.
2. Minutes of the Special Board Meeting of September 30, 2022.
MOTION: Director Johnson motioned to approve the Minutes of the Special Board Meeting of September 30, 2022 as presented.
SECOND: Director Brook seconds.
RESULT: Motion passes with a 4/0 vote.
3. Minutes of the Special Board Meeting of October 3, 2022.
MOTION: Director Gorke motioned to approve the Minutes of the Special Board Meeting of October 3, 2022, as presented.
SECOND: Director Johnson seconds.
RESULT: Motion passes with a 3/0/2 vote with Director Brook and Director Henning abstaining.

H. NEW BUSINESS

1. RESOLUTION 22-14 AB 361 RECERTIFICATION
The Board of Directors discussed and approved Resolution 22-14 recertifying remote Board meetings under AB 361.

MOTION: Director Gorke motioned to approve Resolution 22-14 AB 361 Recertification.
SECOND: Director Brook seconds.
RESULT: Motion passes with a 4/0 vote.
2. SMITH MARION & CO AUDIT DRAFT
Kendra Dockham and Gaby Garcia from Smith Marion & CO presented the Audit draft to the Board of Directors. After little discussion the Board of Directors approved the Smith Marion & Co Audit Draft.

MOTION: Director Gorke motioned to approve the Smith Marion & CO Audit Draft as presented.
SECOND: Director Johnson seconds.
RESULT: Motion passes with a 5/0 vote.
3. KITCHEN IMPROVEMENT AND STATUS UPDATE
Morongo Valley Fire Department's Captain Ryan McEachen spoke on this issue. Stating that he has spoken with San Bernardino County's Health Department. During this conversation a plan check was requested, it was concluded that the kitchen operates as a snack shack, deeming the MPR kitchen as a host facility. While there are some items still

needed to get the kitchen up to the county's standard, we are very close. He stated it should only be around \$5,000 to upgrade the kitchen with the necessary commercial upgrades. It was notated that a commissary kitchen should be investigated, however, a host facility is still a step above. It was requested that this item be brought back next month with an update.

4. WARREN FAMILY REUNION

Director Tolbert noted that this is an office issue, the Board of Directors does not intervene with the operations of the district. Director Henning mentioned that the Staff should practice bringing such items to the Board to reduce liability on the General Manager. After some back and forth it was agreed to revisit this item and review the fee schedule at the next scheduled meeting.

K. INDIVIDUAL DIRECTOR REPORTS

1. President Gorke – Thank you to everyone who attended the movie nights in the park.
2. Vice President Johnson – Nothing to report.
3. Director Brook – This is my last meeting I just want to say it has been a wonderful experience working with everyone. I've served for 10 years, so it's the end of a decade. I feel that all of my contribution has been for the best of the community. I've always had the Fire Departments back; it's been such a pleasure to work with you Chief Brakebill. I thank you all for allowing me to serve. Congrats to the 3 people who are coming on; I appreciate your willingness to serve.
4. Director Tolbert – Thank you to the men and women of the Morongo Valley Fire Department, thank you Stu, Chief and Brittany. I'm glad were getting more of a turn out during our meetings.
5. Director Henning – Requested to keep the kitchen on the agenda.

L. ANNOUNCEMENTS

1. Next Regular Board Meeting November 16, 2022

M. ADJOURNMENT

The CSD Board of Directors adjourned the meeting at 7:08 PM.

Moved: President Gorke Second: Director Johnson Vote: 5/0