

**MORONGO VALLEY COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS**  
11207 OCOTILLO STREET. MORONGO VALLEY, CA 92256

**SPECIAL BOARD MEETING MINUTES**

6:00 p.m. Regular Business

**DECEMBER 27, 2021**

Conference via "Zoom"

**Call: 1 (669) 900-6833 Meeting ID: 833 1316 9599 Password: 743497**

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

*Public input/questions will be conducted through Microsoft Forms which can be found on our website under the "Board Meetings" tab. The Morongo Valley CSD is in alignment with the Order of the Health Officer of the County of San Bernardino for the Control of COVID-19 dated April 23, 2020, and still in effect.*

*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 Special Board Meeting of December 27, 2021, was called to order at 6:04 PM.

**B. ROLL CALL**

1. Kristina Brook, Vice President, Present
2. Johnny Tolbert, Director, Present
3. Christina Gorke, Director, Present

**C. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Director Gorke.

**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.

No public comments.

**E. 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 December 15, 2021.

**Motion:** Director Gorke motioned to approve the Minutes of the Regular Board Meeting of December 15, 2021.

**Second:** Director Tolbert seconds.

**Result:** Motion passes with a 3-0 Vote.

## **F. NEW BUSINESS**

### **1. ACCEPTANCE OF DIRECTOR RESIGNATIONS AND DISCUSSION REGARDING FILLING BOARD VACANCIES**

**During the Regular Board Meeting of December 15, 2021, President Gayl Swarat and Director Laurie Klimowicz resigned from their positions on the Board. The Board of Directors discussed and approved these resignations and discussed the process for filling the vacancies.**

**Motion:** Director Tolbert motioned to accept President Swarat and Director Klimowicz resignations.

**Second:** Director Gorke seconds.

**Result:** Motion passes with a 3-0 Vote.

### **2. APPOINTMENT OF BOARD OFFICERS**

**It was discussed to post notices for 15 days in 3 locations. The Board will have 60 days to fill positions. After 15 days the board can receive applications and move forward with an open session. If not done in 60 it goes to the registrar of voters. Applicant will need to write a 500-word essay regarding why they would like to serve. Office staff will check to see if they are a registered voter in San Bernardino County with residency in the district. Scoring rubric needs to be prepared with 3 questions reflecting application. Each board member will submit 3 questions to staff, who will then put together in a rubric which will be scored 1 through 5. Board members will report total score after the interviews. Candidates will go into breakout room until their turn voluntarily. It was discussed that the Board will appoint a new board president and vice president during next meeting. Board is standing as is with Brook standing in as President. This item is tabled until the regularly scheduled January Meeting.**

## **G. CLOSED SESSION – 6:40 PM**

### **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**

(Government Code Section 54957)

Title: Interim Director of Operations

### **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Initiation of Litigation [Government Code Section 54956.9(d)(4)]

One potential case

## **H. ANNOUNCEMENT OF REPORTABLE CLOSED SESSION ACTIONS -7:38 PM**

It was reported that it was a very good closed session meeting with no reportable actions.

## **I. NEW BUSINESS (cont'd)**

### **3. PART TIME RECEPTIONIST**

**Director Tolbert is to work with Chief Brakebill to find out if we have the budget. However, the hiring decision will be left up to Chief Brakebill.**

### **4. ADMINISTRATIVE ASSISTANT PAY / TITLE INCREASE**

**It was stated that promoting Ms. Chavez's title to Administrative Coordinator would be a great idea. This item is referred to Chief Brakebill to make the final decision.**

### **5. CREDIT CARD AUTHORIZATION AND SPENDING LIMIT**

**Limits on the credit card are \$5,000 or \$25,000 for emergencies. It was agreed to switch the credit cards over to Chief Brakebill.**

### **6. ROLES AND RESPONSIBILITIES OF PARKS COMMISSIONER**

**The Board of Directors discussed and considered possible action concerning the authority of the District's Parks Commissioner. It was agreed that grants should still be brought to the Board prior to applying.**

## **J. INDIVIDUAL DIRECTOR REPORTS**

1. Director Brook – Dido to everything that Director Tolbert and Director Gorke has said. We are grateful to the community, the fire department, and the people who want to be on the board.
2. Director Tolbert – First and foremost thank you to the men and women of the Fire Department. Chief Brakebill, I know how hard you have been working to get the district staff, thank you. Brittany Chavez, I know you're doing so much work down there, thank you. I know people have been complaining about not knowing where the money is. During the January 19 meeting I will be explaining where the money is going. You as the public have the right to know, please ask us. Please be safe on New Year's.
3. Director Gorke – Thank you to everyone attending and all the great work down at the fire department.

## **K. ADJOURNMENT**

Moved: Director Tolbert      Second: Director Gorke      Vote: 3/0