

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 17, 2024

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

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

This Board Meeting will take place in person at the Covington Park MPR, located at the address above. As a convenience to the public, the meeting will be livestreamed for those who wish to observe remotely. Please note that due to the in-person meeting format and technical limitations, members of the public will only be able to provide public comment in person. Please also note that in the event of technical issues that disrupt the meeting livestream, the meeting will continue.

Meeting Livestream VIA Zoom ID: 506 966 7982 Passcode: 629875

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. Lynn Watts, Vice President
3. Johnny Tolbert, Director
4. Lance Fisher, Director
5. 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 17, 2024.

-ACTION ITEM-

RECOMMENDATION: Accept and approve the January 17, 2024, agenda.

F. AGENCY REPORTS

1. Sheriff's Report – San Bernardino County Sheriff's Representative
2. General Manager/Fire Chief Report – James Brakebill
3. Cash / Check Disbursements & Credit Card Purchases for December – Director Tolbert
4. General Manager Ad Hoc Committee – Directors Watts and Fisher

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 December 20, 2023.
-ACTION ITEM-
RECOMMENDATION: *Approve*
2. Minutes of the Special Board Meeting of December 27, 2023.
-ACTION ITEM-
RECOMMENDATION: *Approve*
3. Minutes of the Special Board Town Hall Meeting of January 10, 2024.
-ACTION ITEM-
RECOMMENDATION: *Approve*

H. CLOSED SESSION

1. Public Employee Performance Evaluation
(Government Code Section 54957)
Title: General Manager/Fire Chief
2. Public Employment
(Government Code Section 54957)
Title: Fire Chief
3. Public Employment
(Government Code Section 54957)
Title: General Manager
4. Conference with Labor Negotiator
(Government Code Section 54957.6)
Designated District Representative: Steven M. Kennedy, General Counsel
Unrepresented Employee: Fire Chief
5. Conference with Labor Negotiator
(Government Code Section 54957.6)

Designated District Representative: Steven M. Kennedy, General Counsel

Unrepresented Employee: General Manager

I. CLOSED SESSION REPORT

J. NEW BUSINESS

1. FIRE CHIEF JOB DESCRIPTION

-ACTION ITEM-

RECOMMENDATION: Directors Watts and Fisher created an updated Fire Chief job description. It is recommended that the Board of Directors discuss, review, and accept the Fire Chief job description.

2. FIRE CHIEF CONTRACT

-ACTION ITEM-

RECOMMENDATION: It is recommended that the Board of Directors discuss, review, and accept the Fire Chief Contract between the Morongo Valley Community Services District and James Brakebill.

3. GENERAL MANAGER CONTRACT

-ACTION ITEM-

RECOMMENDATION: It is recommended that the Board of Directors discuss, review, and accept the Interim General Manager Contract between the Morongo Valley Community Services District and Brittany Chavez.

4. SMITH MARION & CO AUDIT DRAFT

-ACTION ITEM-

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

5. INTERNET BID FOR THE MVCSD OFFICE

-ACTION ITEM-

RECOMMENDATION: For the last couple months, the MVCSD office has been under construction. The office is scheduled to conclude reconstruction this month. However, the office cannot open without its internet properly installed and wired to each computer and phone. It is recommended that the Board of Directors discuss, review, and accept a bid to get the internet running in the MVCSD office.

6. MORONGO VALLEY CSD SUPPORTER PROGRAM

-ACTION ITEM-

RECOMMENDATION: During the Special Board Town Hall Meeting of January 10, 2024, a sponsor program was discussed. It is recommended that the Board of Directors further discuss, review, and approve moving forward with this program.

7. MID YEAR REVIEW

-ACTION ITEM-

RECOMMENDATION: As part of the annual budget process, a mid-year review is performed to provide a status of the current financials. It is recommended that the Board of Directors discuss, review, and approve the appropriation budget amendments if applicable.

8. MVCSD POLICY HANDBOOK

DISCUSSION: It is recommended that the Board of Directors discuss how to move forward with reviewing and accepting an updated handbook for the Morongo Valley Community Services District.

9. 2023 CHUCK OSBORNE AWARD NOMINEES

-ACTION ITEM-

RECOMMENDATION: A form has been posted on the Morongo Valley Community Services District Website allowing community members to nominate other community members for the Chuck Osborne Award. It is recommended that the Board review, discuss and recognize the 2023 Chuck Osborne Award Recipient.

10. SENDING UNPAID BILLS FROM EF RECOVERY TO COLLECTIONS

-ACTION ITEM-

RECOMMENDATION: It is recommended that the Board of Directors discuss, review, and approve EF Recovery to send unpaid non-resident bills to collections.

K. INDIVIDUAL DIRECTOR REPORTS

1. President Gorke
2. Vice President Watts
3. Director Tolbert
4. Director Fisher
5. Director Hayden

L. ANNOUNCEMENTS

1. Next Regular Board Meeting February 21, 2024

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 72 hours prior to the meeting.



[James A Brakebill \(Jan 13, 2024 09:10 PST\)](#)

James A. Brakebill, General Manger



[Christina Gorke \(Jan 13, 2024 09:16 PST\)](#)

Christina Gorke, President











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Final Audit Report

2024-01-13

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