

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

August 21, 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: 831 195 1032 Passcode: 63948

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 August 21, 2024.

-ACTION ITEM-

RECOMMENDATION: Accept and approve the August 21, 2024, agenda.

F. AGENCY REPORTS

1. Sheriff's Report – San Bernardino County Sheriff's Representative
2. General Manager – Brittany Chavez
3. Fire Chief Report – Ryan McEachen
4. Cash / Check Disbursements & Credit Card Purchases for July \$68,172.67 – 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 June 16, 2024.

-ACTION ITEM-

RECOMMENDATION: *Approve*

H. NEW BUSINESS

1. SMITH MARION & CO AUDIT ENGAGEMENT LETTER

-ACTION ITEM-

RECOMMENDATION: It is recommended that the Board of Directors discuss, review, and accept the Smith Marion & Co Audit Engagement Letter.

2. QUICKBOOKS BILL PAY

-ACTION ITEM-

RECOMMENDATION: In an effort to reduce the use of paper checks, office staff is recommending switching over applicable vendors to QuickBooks bill pay which utilizes ACH payments. It is recommended that the Board of Directors discuss, review, and approve office staff to utilize QuickBooks bill pay.

3. EF RECOVERY COLLECTION PROCESS

-ACTION ITEM-

RECOMMENDATION: The Morongo Valley Community Services District recently approved the use of a collection agency for non-residents only. Two issues have been brought to office staff's attention: one (1) selective enforcement of resident's vs non-residents with regards to the collection; two (2) tracking of the true revenue and cost for auditing purposes. It is recommended that the Board of Directors review, discuss and accept revising current collection procedures and revenue tracking.

4. INSTRUCTIONAL SERVICE AGREEMENT (ISA) WITH COPPER MOUNTAIN COLLEGE

-ACTION ITEM-

RECOMMENDATION: This agreement is currently under review at the college and should be completed this month. The ISA will allow the MVFD to enter into a cooperative agreement with the college whereby new hire employees will be allowed to complete their didactic studies towards their firefighter I certificate through the college allowing the department to receive financial support for

those training hours. This agreement will always extend to the full-time staff and there ongoing daily training as well. It is recommended that the Board of Directors discuss, review and approve the Instructional Service Agreement between the Morongo Valley Fire Department and Copper Mountain College.

5. MORONGO VALLEY FIRE STATION BAY DOOR/WALL

-ACTION ITEM-

RECOMMENDATION: On August 10, 2024, while returning from an emergency call, fire staff accidentally backed the OES Type 1 into the fire station, damaging the left side of the bay door and wall. It is recommended that the Board of Directors discuss, review, and approve the purchase of materials to fix the Fire Station Bay Door.

6. RESTRICTED FUNDS ACCOUNTS

-ACTION ITEM-

RECOMMENDATION: Upon recent review, it has come to office staff's attention that there is money set aside for projects that cannot be completed. It is recommended that the Board of Directors discuss additional projects that this money could be utilized for.

7. RESOLUTION NO. 24 - 04 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MORONGO VALLEY COMMUNITY SERVICES DISTRICT IN APPRECIATION OF THE EXEMPLARY SERVICE OF JAMES A. BRAKEBILL

-ACTION ITEM-

RECOMMENDATION: On May 12, 2024, Chief Brakebill retired from the Morongo Valley Community Services District. It is recommended that the Board of Directors discuss, review, and accept Resolution No. 24 – 04 a Resolution Of The Board Of Directors of The Morongo Valley Community Services District In Appreciation of the Exemplary Service of James A. Brakebill.

8. JAMES A. BRAKEBILL RETIREMENT CEREMONY

DISCUSSION: It is recommended that the Board of Directors present Chief Brakebill with a retirement badge to honor his career with the Morongo Valley Community Services District.

I. INDIVIDUAL DIRECTOR REPORTS

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

J. ANNOUNCEMENTS

1. Next Regular Board Meeting September 18, 2024

K. 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.



Brittany Chavez, General Manager



Christina Gorke (Aug 16, 2024 14:04 PDT)

Christina Gorke, President










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Final Audit Report

2024-08-16

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