



## **BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT (BCVRPD)**

### **REGULAR MEETING OF THE BOARD OF DIRECTORS**

**Wednesday, June 9, 2021, 5:30 PM**

#### **MINUTES**

PUBLIC PARTICIPATION WAS BY TELECONFERENCE ONLY

Due to the spread of COVID-19 and in accordance with the Governor's Executive Order N-29-20, the Beaumont Cherry Valley Recreation & Park District conducted this meeting by teleconference.

#### **DISTRICT CLOSED SESSION – Closed Session to Begin at 5:30pm. (1 Item)**

Closed session began at 5:30pm

Roll Call:

Director De La Cruz: Absent

Director Ward: Present

Treasurer Flores: Present

Vice-Chair/Secretary Diercks: Present

Chairman Hughes: Absent

General Manager, Duane Burk and Legal Counsel of Best, Best & Krieger Albert Maldonado attended.

1. Public Employee Annual Performance Evaluation Pursuant to Government Code Section 54957  
Title: General Manager

Closed session ended at 5:50pm

**WORKSHOP SESSION:** None

#### **REGULAR SESSION: Regular Session to Begin at 6:00pm**

Regular session began at 6:00pm.

Albert Maldonado stated there were no reportable actions taken in closed session.

**Invocation:** Duane Burk gave the invocation

**Pledge of Allegiance:** Treasurer Flores led the pledge of allegiance

**Presentations:** None

**Adjustments to Agenda:**

1. **PUBLIC COMMENT:** None.

2. **CONSENT CALENDAR:**

2.1 Minutes of May 12, 2021

2.2 Warrants for May 2021

2.3 Bank Balances May 2021

The General Manager reported the finance committee met and reviewed items 2.1, 2.2 and 2.3.

Motion was made to accept items 2.1, 2.2 and 2.3.

Initial Motion: Treasurer Flores

Second: Director Ward  
Result of Motion: Carried 3-0  
Director Ward: Aye  
Treasurer Flores: Aye  
Vice Chair/Secretary Diercks: Aye

**3. ACTION ITEMS/BIDS & PUBLIC HEARING/REQUESTS:** (Includes Committee Reports)

3.1 Approval ~~Resolution # 2021.01~~ Agreement & Election to Prefund Employer Contributions To A Defined Benefit Pension Plan. (CEPPT)

Albert Maldonado explained item #3.1 is agendized as a resolution. It is an “agreement” and CalPERS will treat the agreement as a resolution.

Vice Chair/Secretary Diercks opened public comment at 6:08pm. Hearing none, public comment closed at 6:08pm.

Motion was made to accept item 3.1.

Initial Motion: Director Ward

Second: Treasurer Flores

Result of Motion: Carried 3-0

Director Ward: Aye

Treasurer Flores: Aye

Vice Chair/Secretary Diercks: Aye

3.2 Approval Resolution # 2021.02 Delegation of Authority to Request Disbursements – California Employers’ Pension Prefunding Trust (CEPPT)

Vice Chair/Secretary Diercks opened public comment at 6:09pm. Hearing none, public comment closed at 6:09pm.

Motion was made to accept item 3.2.

Initial Motion: Director Ward

Second: Treasurer Flores

Result of Motion: Carried 3-0

Director Ward: Aye

Treasurer Flores: Aye

Vice Chair/Secretary Diercks: Aye

3.3 Approval of Final Reading FY’s 21/22 & 22/23 Budgets

The general manager said there were some minor changes but nothing substantial since the first presentation in May and the finance committee met twice to review it. The budget will be reviewed mid-year.

Vice Chair/Secretary Diercks opened public comment at 6:12pm. Hearing none, public comment closed at 6:12pm.

Motion was made to accept item 3.3 as presented.

Initial Motion: Director Ward

Second: Treasurer Flores

Result of Motion: Carried 3-0

Director Ward: Aye

Treasurer Flores: Aye

Vice Chair/Secretary Diercks: Aye

### 3.4 Approval of July 14, 2021 Board Meeting Cancellation

Vice Chair/Secretary Diercks opened public comment at 6:14pm. Hearing none, public comment closed at 6: 14pm.

Motion was made to accept item 3.4. We will schedule a special meeting if needed prior to our August meeting.

Initial Motion: Treasurer Flores

Second: Director Ward

Result of Motion: Carried 3-0

Director Ward: Aye

Treasurer Flores: Aye

Vice Chair/Secretary Diercks: Aye

### 3.5 Revised Salary Schedule

Vice Chair/Secretary Diercks opened public comment at 6:16pm. Hearing none, public comment closed at 6: 16pm.

Motion was made to accept item 3.5.

Initial Motion: Director Ward

Second: Treasurer Flores

Result of Motion: Carried 3-0

Director Ward: Aye

Treasurer Flores: Aye

Vice Chair/Secretary Diercks: Aye

3.6 Consider Accepting Assistance from the City of Beaumont for the Construction of a Regional Park Generally Located on the North Side of Cherry Valley and Approximately 1 Mile East of IH-10 (Danny Thomas Ranch).

Vice Chair/Secretary Diercks opened public comment at 6:18pm. Hearing none, public comment closed at 6: 18pm.

Motion was made to accept item 3.1, accepting the City of Beaumont's assistance in developing the Danny Thomas Ranch, and asking the City to define "Assistance," to define to what end the Assistance is directed, and to explain any financial impacts to the Improvement Corporation and/or District there may be associated in receiving the Assistance.

Initial Motion: Treasurer Flores

Second: Director Ward

Result of Motion: Carried 3-0

Director Ward: Aye

Treasurer Flores: Aye

Vice Chair/Secretary Diercks: Aye

### 3.7 Approval of Beaumont Youth Baseball Parking Fee Days

Vice Chair/Secretary Diercks opened public comment at 6:26pm. Hearing none, public comment closed at 6:26pm.

Motion was made to accept item 3.7. \$5.00 parking fee days were approved for June 11-13, 2021 and June 18-20, 2021. \$10.00 parking fees were approved for June 30-July 3, 2021 and July 8-11, 2021. All local players as well as any other facility users will not be charged a fee on any of the parking fee days.

Vice Chair/Secretary Diercks opened public comment at 6:26pm. Hearing none, public comment closed at 6:26pm.

Initial Motion: Director Ward

Second: Treasurer Flores

Result of Motion: Carried 3-0

Director Ward: Aye

Treasurer Flores: Aye

Vice Chair/Secretary Diercks: Aye

### 3.8 Amendment to Beaumont Youth Baseballs Facility Use License Agreement

Vice Chair/Secretary Diercks opened public comment at 6:30pm. Hearing none, public comment closed at 6:30pm.

Motion was made to accept item 3.8 with the correct dates as submitted on item #3.7.

Initial Motion: Director Ward

Second: Treasurer Flores

Result of Motion: Carried 3-0

Director Ward: Aye

Treasurer Flores: Aye

Vice Chair/Secretary Diercks: Aye

#### 4. DEPARTMENT REPORTS:

##### Human Resources Administrator/Clerk of the Board: Janet Covington

- We have 23 employees. We hired three recreation assistants and have advertisements in various locations for additional recreation assistants and part time maintenance positions.
- It has been 787 days since our last employee accident.
- Missing one Harassment training certificate and one Form 470.
- CPR/First Aid/Emergency Action Plan and Evacuation drill was completed May 26, 2021 with 11 staff attending.
- Janet attended the Calimesa Chamber Breakfast June 8 and is attending the Beaumont Chamber Breakfast June 11.
- Supervisors attended their first meeting for succession planning. The committee will be on going.
- The employee tour of the Danny Thomas Ranch was postponed. Date to be determined.
- Duane Burk will be speaking at the Beaumont Chamber breakfast on Friday, August 13 @ 7:30 am. Let me know if you are able to attend.
- The July 14, 2021 Board meeting is expected to be cancelled.
- Summer BBQ is Friday, June 18, 2021 noon to 4:00pm @ Bogart Park. We will have the pond stocked with Catfish and Tilapia so bring your fishing equipment and any you may be able to share with staff. A taco cart will serve from noon to 2:00pm. We will have a couple of games for prizes and celebrate the employee of the month for April and May.
- Bill Hanley's Celebration of Life is June 19, 2021 3:00 to 6:00pm @ Fascination Ranch, 35600 Singleton Road Calimesa. Linda would like everyone to dress in cruise or tropical attire. She also requests a headcount.
- Governor's Oder # N 29-20 has not been rescinded yet. (Allowance of virtual board meetings).
- Jesse Camacho graduated from Beaumont High School. He has been with the District since May 2018.

##### Financial Services Technician/Office Manager: Nancy Law

- The Finance Committee met and reviewed May 2021 Financial Reports consisting of the Profit & Loss, Budget vs. Actual, Bank Account Balance Spreadsheet and Warrant Registers, which are also included in the Board Packet.
- There have not been deposits into the Riverside County Fund for May 2021 as of June 3, 2021.
- \$5,000.00 was transferred into the Reserve fund for May 2021 bringing our balance to \$253,634.64.

- \$7,500.00 was transferred into the Project account for the loan payment due in November bringing our balance to \$52,500.00.
- Nancy attended “Thinking on Your Feet” and “What Every Finance Officer Needs to Know about Risk Management” webinars.
- Nancy attended training.
- Nancy is working with Auditors on their sample selections.

#### Activities Coordinator: Kyle Simpson

- Facility Rentals have been ongoing in a limited capacity.
- COVID-19 Testing Facility at the Woman’s Club will continue through June 30, 2021.
- There are currently three different skating groups renting out the hockey rink with practices scheduled daily.
- The Beaumont High school Tennis team is practicing Tuesday mornings on the Tennis Courts.
- Paperwork for a Yoga class and a Spanish class is in progress.
- Kyle has been coaching staff Tuesday and Thursday mornings at the National Fitness Court.
- Movies Under the Stars is starting Monday 6/14/21 running through 7/19/21 with the exception of 7/5/21. The movies in order are Toy Story 4, The Secret Life of Pets 2, Sonic The Hedgehog, The Croods A New Age, and The Goonies. Kyle has reserved a large blow-up screen to show the Goonies on July 19. It will be drive-in style movie showing, like the City of Beaumont did at Easter.
- Oktoberfest is September 17-19. There are three bands committed via email/word to perform. The American Brass band has signed their contract and the other contracts are in progress. Vendor applications have been sent out. We have received four applications back. Kyle has placed the order for 30 kegs of Spaten Oktoberfest beer. Additional beer will be ordered.
- Kyle attended the Calimesa Chamber Breakfast June 8 and is attending the Beaumont Chamber Breakfast June 11.

#### Maintenance Foreman: Aaron Morris

- Preparing to complete and submit the 2<sup>nd</sup> Quarter Safety Committee Report.
- Aaron has been troubleshooting with Duane the Well and Tank irrigation system to help fill the pond due to increased evaporation during the day. They have upgraded to a 4” domestic feed.
- Reaching out to vendors for seed and fertilizer options for the Bogart Day Use Meadow.
- Finished installing the irrigation system for the trees at the Danny Thomas Ranch.
- Staff helped set up the stage for the Foundation’s Market Night, Beaumont Youth Baseball’s Closing Ceremony, and the Annual Avila Horseshoe Memorial Tournament.
- Working with and training new staff to help the Maintenance Department.
- Staff has been helping Jim Smith setting up for Market nights.
- Staff is getting ready for All-Stars, Movies and Oktoberfest.

#### Athletic Coordinator: Dodie Carlson

- Spring adult ball is in the final stages for the season. Layoffs will be later this month. The summer season will star the 2<sup>nd</sup> or 3<sup>rd</sup> week of July in order to stay on track for the remainder of the year.
- The calendar only has BYB events scheduled as of now. BYB will be hosting four tournaments this year. June 9-13, 19<sup>th</sup> Warm up tournament, June 18 -20, “C” District Softball, June 30 – July 3 Pony Baseball All Stars, and July 8 – 11, Pony Softball All – Stars. The only other events on the calendar are for single use ballfields for family picnics or single use games.
- Dodie thanked, on behalf of BYB the Board of Directors, General Manager, and staff for getting the stage out for closing day and their constant work trying to keep ahead of the curve with the moving parts of this district.

- BYB had a park cleanup weekend June 4 – 6. Staff was gracious enough to haul in some top fill, which will be spread on all the fields to help level them up. They plan on weed eating all the fence lines, filling gopher/squirrel holes and sprucing up the park. BYB is very grateful to have such a wonderful relationship with the district.

General Manager: Duane Burk

Duane said he has been working with the City of Calimesa on an Ad-hoc committee. He meets with the County on Monday mornings. He is preparing for knee surgery. He thanked the directors for postponing the July Board meeting.

**5. CALENDAR OF EVENTS:**

5.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm at the Beaumont Library.
- Finance – 1<sup>st</sup> Thursday of Every Month 5:00 pm NCCC.
- Facility Use Ad Hoc- Second & Fourth Tuesday Monthly @ 5:30 pm
- BCVRPD Board Meeting Schedule, NCCC
  - August 11, 2021
  - September 8, 2021
  - October 13, 2021

5.2. Upcoming Holidays

Monday, July 5, 2021 – Independence Day Observed

5.3. Events

- Beaumont Woman’s Club COVID-19 Testing has been extended through June 2021.
- Staff Picnic – Friday, June 18 noon – 4:00pm

**DIRECTORS MATTERS/COMMITTEE REPORTS**

**Director Ward:**

Denise referred to staff department reports, said clearly, there is a lot going on and thanked the staff for all their hard work. She said she loves the social media and Jessica is doing a good job. She will make an effort to attend Kyle’s classes. She heard they are really good. She wished BYB/SB much success in there tournaments. She wished Dan a speedy recovery and wished Duane a successful surgery, pain free and quick recovery.

**Treasurer Flores:**

John hopes we start informal meetings with the horse people in Bogart in the next week or two. One lady offered to raise money. He said that as a board, there is a lot of work to do and he thanked Duane and the staff. They are doing a lot more with a lot less staff. He looks forward to having a regional park and regional area and working with the other cities of Calimesa, Beaumont and Banning and moving forward. He said he appreciates Duane’s efforts and recovery on his knee.

**Vice Chair/Secretary Diercks:**

Chris thanked staff for all their hard work. They are doing more with less people. He said the entire staff is awesome. He wished Dan a speedy recovery and wished Duane good luck on his knee surgery.

**6. ADJOURNMENT:**

Motion was made to adjourn at 6:51pm  
 Initial Motion: Treasurer Flores  
 Second: Director Ward