



BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT (BCVRPD)
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, August 10, 2022 5:30pm

MINUTES

PUBLIC PARTICIPATION BY TELECONFERENCE ONLY

Due to the spread of COVID-19 and the fact that there is a Governor-declared state of emergency, the Beaumont Cherry Valley Recreation & Park District conducted this meeting by teleconference.

DISTRICT CLOSED SESSION – Closed Session to Begin at 5:15pm

1. Conference with Legal Counsel Regarding Significant Exposure to Litigation – Pursuant to Paragraph (2) of Subdivision(d) of Government Code Section 54956.9: One Case

Closed session began at 5:16pm

Roll Call:

Director De La Cruz: Absent

Director Ward: Absent

Treasurer Flores: Present

Vice-Chair/Secretary Diercks: Present

Chairman Hughes: Present

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

Closed session ended at 5:49pm.

WORKSHOP SESSION: None.

REGULAR SESSION: Regular Session to Begin at 5:30pm

Regular session began at 5:54pm.

Attorney, Albert Maldonado reported out on closed session. There were no reportable actions.

Roll Call:

Director De La Cruz: Present via teleconference

Director Ward: Arrived at 5:56pm

Treasurer Flores: Present

Vice-Chair/Secretary Diercks: Present

Chairman Hughes: Present

Invocation: Louie with Freedom Church gave the Invocation. – Chairman Hughes thanked Louie for coming out and sharing his information with staff.

Pledge of Allegiance: Chairman Hughes led the pledge of allegiance.

Presentations: None.

Adjustments to Agenda: None.

1. PUBLIC COMMENT:

Chairman Hughes opened public comment at 5:58pm. Hearing none, public comment closed at 5:58pm.

2. CONSENT CALENDAR:

2.1 Minutes of July 21, 2022

2.2 Bank Balances for July 2022

2.3 Warrants for July 2022

2.4 Approval of Installation by Design of the New Swing Set

2.5 Approve Special Provision Allowing for Teleconference Meetings during a Governor-Declared State of Emergency Pursuant to AB 361

Albert Maldonado commented on item 2.4. He stated the Board has voted to hold teleconference meetings under AB361. The District needs to make certain findings every 30 days to continue teleconference meetings. There needs to be a Governor-Declared State of Emergency and then there needs to be two findings. 1) The District needs to consider the circumstance for the State of Emergency. 2) State or Local Officials have recommended social distancing. Chairman Hughes confirmed that the finance committee met and approved items 2.2 and 2.3.

Changes have been made to reflect that Item 2.4 reads Approval of Installation by Design of the New Swing Set.

Motion was made to accept items 2.1, 2.2, 2.3, 2.4 and 2.5.

Initial Motion: Vice Chair/Secretary Diercks

Second: Treasurer Flores

Result of Motion: Carried 5-0

Director De La Cruz: Aye

Director Ward: Aye

Treasurer Flores: Aye

Vice-Chair/Secretary Diercks: Aye

Chairman Hughes: Aye

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

3.1 Approval of Sewer Extension to Danny Thomas Ranch Property

Chairman Hughes opened public comment at 6:10pm. Hearing none, public comment ended at 6:10pm. General Manager, Duane Burk, mentioned he had a meeting with Treasurer Flores regarding the price change.

Motion was made to continue item to a further meeting.

3.2 Approval of Winter Wish Proceeds

Chairman Hughes opened public comment at 6:20pm. Hearing none, public comment ended at 6:21pm. The decision was made to change the amount requested from \$750.00 to \$1,000.00.

Motion was made to accept item 3.2.

Initial Motion: Chairman Hughes

Second: Director De La Cruz

Result of Motion: Carried 5-0

Director De La Cruz: Aye

Director Ward: Aye

Treasurer Flores: Aye

Vice Chair/Secretary Diercks: Aye

Chairman Hughes: Aye

4. DEPARTMENT REPORTS:

Human Resources Administrator: Zina Bakoo

- We have 28 employees.
- Workers Compensation- Cases/Incidents/Accidents – No open cases. It has been 198 days since our last employee accident.
- The annual State Compensation report has been submitted.
- We have had 2 training sessions with Supervisor and staff from Bogart Kiosk for recent policy and procedures for opening, closing, and changing of shifts.
- Kaylee Gemmell has been training the staff on new RV reservation system.
- Employee of the month luncheon was on July 20th. Gilbert Valdivia was selected as the Employee of the quarter. Gilbert joined Beaumont- Cherry Valley Recreation and Park District in April, and he has been a great addition to the Maintenance team. Gilbert always has a great attitude.
- We have received two thank you letters for our support. First one is for The Boys and Girls Club of the San Gorgonio Pass and second one is for Horses & Hattitudes.
- The District also received a thank you card from Gail DeForge. Gail is the wife of Brian DeForge of Grand American Builders. Gail was hospitalized recently, and we were in constant communication with Brian on her recovery and the District sent flower for a speedy recovery.
- We are still hiring for casual employees.

Executive Assistant: Nancy Law

- The Finance Committee met Monday, August 10th, 2022 to review July 2022 Financial Reports for Fiscal Year 2021-2022.
- The Monthly Financial Report consisted of the Profit & Loss Budget vs. Actual, as well as the Bank Account Balance Spreadsheet and Warrant Registers which are also included in the Board Packet.
- Property Tax Disbursement – The Executive Assistant has not received deposits into the Riverside County Fund for July 2022 as of 8/5/2022.
- The Executive Assistant has transferred into the Reserve fund the \$5,000.00 monthly contribution for July 2022, bringing our Reserve balance to \$124,036.42, and transferred into the Money Market account \$7,500.00 monthly contributions for July 2022 bringing our balance to \$230,570.77.
- Executive Assistant is worked of Public Records Requests.
- Executive Assistant attended on 7/6/2022 Oktoberfest meeting
- Executive Assistant attended on 7/13/2022 Kiosk Operations meeting.
- Executive Assistant received letter regarding Attorney Fees.

Activities Coordinator: Lilian Averette

- COVID-19 Testing Facility at the Woman's Club will continue through September 30, 2022.

Past District Events:

- The Movies Under the Stars events were a great turn out this summer, with positive feedback. We added a coffee and beverage vendor to the event. Next year's goal is to add one more vendor and get each movie sponsored.
- July 29th we participated in our first of many events with City of Beaumont, National Night Out.
 - This event was held down at the meadow, with different agencies from the Riverside County area. Beaumont Police Department, AMR, fire engines, CHP and the Sheriff's mobile station, just to name some that participated. Our staff brought out some different pieces of equipment that are used here at our facilities, including: the John Deere tractor (it was a big hit), riding lawn mowers, and of course our stage.

Upcoming District Events:

- No event's scheduled at this time for the month of August.
- We are all hands on deck for preparation for this year's Oktoberfest on Field 1 on September 16th – 18th.

- I attended the Calimesa Chamber Breakfast on 7/12/2022.
- I attended the Banning Chamber Breakfast on 7/20/2022.
- I will be attending the following Chamber Breakfasts:
 - Calimesa 8/9/2022
 - Beaumont 8/12/2022

Assistant Maintenance Superintendent: Aaron Morris

Things seem to finally be cooling down and I am looking forward to the upcoming projects that staff has been working tirelessly on. I am looking forward to the next few months with the upcoming Oktoberfest and the field renovations that have been scheduled. Here are a few items the Maintenance Department has been working on.

- Staff has been installing new pipe and heads on fields 2 and 3 to improve the water distribution.
- Fields 1, 2, and 3 have been scheduled for outfield renovations with Cooper Turf Solutions.
- The flow sensor/meter was installed on the 4" Backflow Device by Merlin Johnson Construction, and SRS Electric installed the pedestal that controls the valve.
- Staff spread base gravel at around the new structure above the Day Use Meadow in Bogart Regional Park to help clean up the site.
- CDF came in and cleaned up multiple areas around Noble Creek Regional Park. They cleaned up two trails in Bogart and knocked down the weeds surrounding our water sources.
- The new swing set was installed; a concrete retaining border was poured with landings and a pathway to and from the parking lot for ADA Access.
- 45 Cubic yards of Certified Wood Fibar Mulch were placed and compacted 12 inches within the swing set perimeter to bring the play zone into compliance.
- The Bogart Day Use upper structure has continued construction.
- The Irrigation in the Bogart Day Use Meadow has continued its relocation project.

Athletic Coordinator: Dodie Carlson

- The summer season started on July 5, 2022 Monday women's 6 teams, Tuesday men's 7 teams, Thursday co-ed 12 teams and Sunday co-ed 6 teams.
- I am still working on senior slow pitch. While we have explored it before, we will see if we can draw any interest to start a program at this time. I am also working on the fall tournaments and winter wish plans.
- The calendar remains very slow due the lack of staff for tournaments. Hopefully we can get some help as things start to loosen up.
- I would like to thank the Board of Directors, General Manager, and staff for their ongoing work for this district. I would like to thank the maintenance staff for their constant work on field improvements. The teams are excited about the field improvements coming this month and can't wait to try them out.
- BYB has concluded All-Stars for the year. Last Teams to finish up 8U 2nd place and 10U 3rd place at the Pony Softball World Series. Pony 14 made it to the ¼ finals at Pony Super Regions. Outstanding year all around. BYB held elections and got 3 new board members. BYB will start fall ball registrations in August 2022.

General Manager: Duane Burk

Duane has been attending the Calimesa and Beaumont city meetings. He has also attended the Beaumont, Banning, and Calimesa Chamber breakfasts.

5. CALENDAR OF EVENTS:

5.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm at the Beaumont Unified School District.
- Finance – 1st Thursday of Every Month 4:00pm NCCC.
- Personnel – 3rd Thursday of Every Month 5:00pm NCCC
- Facility Use Ad Hoc- Second & Fourth Tuesday Monthly @ 5:30pm
- BCVRPD Board Meeting Schedule, NCCC

September 14, 2022

October 12, 2022

November 9, 2022

5.2 Upcoming Holidays

Monday, September 5, 2022 Labor Day

Friday, November 11, 2022 Veteran's Day

Thursday & Friday, November 24 & 25, 2022 Thanksgiving

5.3 Events

September 16 – 18, 2022 – 32nd Annual King Ludwig's Oktoberfest

October 29, 2022 – Pumpkin Carve

Woman's Club COVID testing through September 30, 2022

DIRECTORS MATTERS/COMMITTEE REPORTS

Director De La Cruz:

Armando wished Denise a happy birthday and thanked all Board, staff, and Duane for all of the continuous hard work. On July 12th he attended the Facility Ad-Hoc meeting. He also went to the Movies Under the Stars events, the special meetings, Employee of the Quarter Luncheon, and had a meeting with Duane to tour the parks and facilities. Armando stated that the playground and the benches at Bogart are looking nice and he is happy with everything he has seen. Armando is also looking forward to the next Bogart Ad-Hoc meeting on August 23rd, the Calimesa State of the City, Market Night, and especially Oktoberfest.

Director Ward:

Denise thanked the staff, Board, and Duane for doing a great job. She noted that she has driven through the park a couple of times and stated that everything is beautiful and wonderful. She is looking forward to seeing the finished product of the swings. Denise attended the Bogart Ad-Hoc meeting and was very impressed with Bogart Regional Park. She stated that Aaron and his staff have been doing incredible and she loves the new shelter and parking areas at Bogart. She had also attended the personnel committee meeting which was great. Denise is happy, impressed, and gave a congratulations on a job well done.

Treasurer Flores:

John appreciates all of the effort at Bogart Regional Park and looks forward to tackling Danny Thomas Ranch. He thanked Albert and is feeling corrected and protected. He appreciates all that Albert does. John also thanked Aaron for the thirteen years he has been with the District and believes that has made his job a career. He stated that it is exciting for him as a supervisor to watch the growth of experience and believes that Aaron is a great addition to staff. He added that Aaron is a great teacher and appreciates everything that Aaron does for the District.

Vice Chair/Secretary Diercks:

Chris congratulated all staff and stated that all of the hard work shows through the parks. He appreciates all for busting their rear ends. Chris also wished Dan and Denise a happy birthday.

Chairman Hughes:

Dan attended the National Night Out and noted that out of all of the police cars, fire trucks, and sheriffs, the longest line was at the BCVRPD tractor. He stated that they did a great job with the event and that there were nothing, but smiles. He also mentioned the award that was presented to Pastor Paul and that the CSDA conference will be coming up and he is looking forward to it.

Dan also attended the following:

- Beaumont Chamber Breakfast
- Meeting with Mayor of Calimesa
- Concert in the park
- Banning Chamber Breakfast
- Personnel Committee Meeting
- Employee of the Quarter Luncheon
- Market Night
- Meeting with Duane and Denise

6. ADJOURNMENT:

Motion made to adjourn the meeting at 6:51pm.

Initial Motion: Vice-Chair/Secretary Diercks

Second: Treasurer Flores