



**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, June 10, 2020
Beaumont Woman's Club 306 E. 6th Street Beaumont, CA 92223**

MINUTES

PUBLIC PARTICIPATION 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 5:00 pm (2 Items)

Closed session began at 5:09pm.

Joe Ortiz, Best, Best & Krieger attended

Roll Call:

Director De La Cruz X, via teleconference Director Ward X, via teleconference

Treasurer Diercks X Vice-Chair/Secretary Flores X Chairman Hughes X

Conference with Legal Counsel

1. Public Employee Annual Performance Evaluation Pursuant to Government Code Section 54957

Title: General Manager

2. Bogart Park Transition of Operating Agreement Dedicating County Property to Beaumont Cherry Valley Recreation & Park District.

Returned from closed session at 6:15pm.

No action taken.

BEAUMONT CHERRY VALLEY RECREATION AND PARK IMPROVEMENT CORPORATION (BCVRPIC): None

WORKSHOP SESSION: Workshop Session to Begin at 5:30 pm

The workshop session began at 6:16pm.

Second Reading Budget Review FY's 20/21 & 21/22

Chairman Hughes reported the general manager did not receive any questions since the first reading.

Workshop session ended at 6:17pm.

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

Regular session began at 6:17pm

Roll Call:

Director De La Cruz X, via teleconference Director Ward X, via teleconference

Treasurer Diercks X Vice-Chair/Secretary Flores X Chairman Hughes X

Invocation: The invocation was given by Duane Burk

Pledge of Allegiance: The pledge of allegiance was led by Vice Chair/Secretary Flores

Presentations: None

Adjustments to Agenda: None

1. PUBLIC COMMENT:

Public comment was opened at 6:19pm.

Willy Hill asked for consideration of opening the dog park, said they will social distance, and bring their own chairs. Thomas Flinn asked the Board to recognize the need of the elderly people going to the dog park and to consider opening it. He said most of the patrons wear masks there. The general manger responded briefly that we are under restrictions from Riverside County regarding gatherings of 10 people or more and we have no way to police it if people are not gathering correctly to ask them to leave. He is working with twenty-five other cities on the item and wants to be considerate in opening in the same way as the City of Beaumont and County of Riverside.

Public comment closed at 6:25pm.

2. CONSENT CALENDAR:

- 2.1 Minutes of May 13, 2020
- 2.2 Minutes of Special Meeting May 28, 2020
- 2.3 Bank Balances May 2020
- 2.4 Warrants for May 2020

The general manager noted the finance committee met and reviewed the finances.

Motion was made to accept items 2.2, 2.3, 2.4 and 2.1, with a correction on page 6 changing the word "CODID" to "COVID".

Initial Motion: Treasurer Diercks

Second: Director Ward

Result of Motion: Carried 5-0

Director De La Cruz: Aye

Director Ward: Aye

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

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

- 3.1 Approval of Actuarial Study of Retiree Health Liabilities

Opened public comment at 6:31pm. No public comment. Closed public comment.

Motion was made to accept item 3.1 approving the Actuarial Study of Health Liabilities dated 6/30/2019.

Initial Motion: Chairman Hughes

Second: Director Ward

Result of Motion: Carried 5-0

Director De La Cruz: Aye

Director Ward: Aye

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

- 3.2 Approval of Second Reading FY's 20/21 & 21/22 Budget

Opened public comment at 6:34pm. No public comment. Closed public comment.

Motion was made to accept item 3.2 and reallocate the funds designated to the health liabilities account number 50103.

Initial Motion: Treasurer Diercks

Second: Vice Chair/Secretary Flores

Result of Motion: Carried 5-0

Director De La Cruz: Aye

Director Ward: Aye

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

3.3 Bogart Park Transition of Operating Agreement Dedicating County Property to Beaumont Cherry Valley Recreation & Park District.

The general manager provided a list of Bogart Park Projects and stated we have a year and a half left on the agreement. He would like to expedite the transition. Chairman Hughes said that the item was approved at the County's meeting yesterday under their consent calendar. Legal Counsel, Joe Ortiz said the documents have been reviewed. Legal counsel will finalize the documents.

Opened public comment at 6:38pm. No public comment. Closed public comment.

Motion was made to accept item 3.3

Initial Motion: Director Ward

Second: Treasurer Diercks

Result of Motion: Carried 5-0

Director De La Cruz: Aye

Director Ward: Aye

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

3.4 Approval of CSDA Salary Survey

The general manager explained that adoption of the salary survey is part of CSDAs process in achieving the transparency award. He said after adoption, the survey would be a working tool for the personnel committee used for a comparison study of like positions and salaries of other Districts. Chairman Hughes said he is looking forward to going through the study with the personnel committee and deciding how it will be used for the Districts benefits and salary structure. The October 1, 2020 date is a typo. It should read October 1, 2019.

Opened public comment at 6:40pm. No public comment. Closed public comment.

Motion was made to accept item 3.4

Initial Motion: Director Ward

Second: Treasurer Diercks

Result of Motion: Carried 5-0

Director De La Cruz: Aye

Director Ward: Aye

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

4. DEPARTMENT REPORTS:

Human Resources Administrator/Clerk of the Board: Janet Covington

- Janet reported we have 29 employees. We furloughed 19 employees. We have 10 employees working.
- Janet is working on the following report(s):
 - Actuarial Study of Retiree Health Liabilities – Measurement date June 30, 2020. Total compensation was able to complete the valuation without the final audit. The valuation report will be submitted upon board approval.
 - California Employer's Retiree Benefit Trust (CERBT) Valuation Packet. I am finalizing the packet documents to submit to the Trust.
 - 2020 Biennial Notice for Conflict of Interest Codes
 - CAPRI the 20/21 Renewal Certificates
- We have not had any workers comp cases and it has been 323 days since our last employee accident.
- Safety Compliance provided "Heat Illness Prevention" training in May.
- Staff, Directors De La Cruz and Ward attended the two day virtual event on May 28 and 29."Refocus your vision: Seeing your District through the Pandemic". CARPD did a fantastic presentation.
- ANNUAL SUMMER PICNIC has been cancelled. Janet will update everyone if/when we are able to reschedule it.

- Noble Creek Community Center has continued as a testing location for COVID-19 through July 31, 2020. Janet is currently working remotely and her office and is available anytime.
- Supervisors have submitted their annual evaluations to the general manager.
- In anticipating of reopening facilities, staff has been ordering some COVID related supplies as they become available such as no-contact thermometers, hand sanitizer and masks. Directors should have received two masks with their board package.
- Janet will be on vacation June 22 returning on July 13 but will be available by phone or email and will respond as soon as possible and also try to attend the July 8, 2020 board meeting via phone or computer.
- Election Day is November 3, 2020. The District has three directors with terms expiring; Directors Ward, Hughes and Flores. Election packages will be available July 13 – August 7. The calendar for the election is attached to this report. Janet will attend the election training virtually this year and keep the directors updated.

Financial Services Technician/Office Manager: Nancy Law

- Nancy reported the finance committee met and reviewed May 2020 financial reports consisting of the profit & loss budget vs. actual, bank account balance spreadsheet and warrant registers, which are included in the board packet. As of June 3, 2020, the official county reports for May 2020 property tax disbursements have not been released.
- We transferred \$5000.00 into the reserve fund for May 2020 bringing our balance to \$353,394.09.
- Nancy and the General Manager worked on the Budget for 20/21 and 21/22.
- Nancy has been answering auditor questions.
- Nancy attended CSMFO - Strategies for Managing Financial Implications Resulting from COVID-19: Forecasting and Managing Expenditures webinar.
- Nancy attended Streamline Engage Beta Kick-off webinar. Streamline is our web-site service.
- Nancy and the General Manager attended a Zoom Meeting with SafeworkCM – COVID-19 Disaster Relief Reimbursement FEMA and a teleconference with National Fitness Campaign – Back to Fitness Kit and Launch dates.
- Nancy attended the CARPD Virtual Conference.

Activities Coordinator: Kyle Simpson

- Kyle reported facility rentals have been cancelled and/or moved through June 19th, 2020
- Noble Creek Community Center will continue to be a COVID-19 Testing Facility through July 31, 2020.
- Bogart 1K/5K Fun Run: The run is tentatively planned for June 27 at Bogart Park. He will be editing the map and contacting all of the runners who preregistered once a decision has been made to host the event or not.
- Movies under the Stars are still planned for June 22 through July on field one at 6:00pm pending social distancing and county ordinances. Church for Family will be contributing with their projector and snack bar. The movies have been reserved and are able to be moved to alternate dates. The scheduled movies are; Detective Pikachu, Aladdin, Frozen 2, Dora and the Lost City of Gold, Toy Story 4, and Abominable.
- Oktoberfest is still being planned for September 18th-20th, 2020. American Bavarian Brass Band and Carrera band are still willing to perform if we are allowed to have the event. Kyle has spoken to Nava Sausage, our sausage vendor and he is willing to participate in the event as well. Anheuser Busch is still willing to bring the truck out for the event and Kyle is waiting on the beer list from them
- Aaron and Kyle represented the Foundation at the Riverside County Cabazon drive-thru food distribution event on May 28 and they handed out sack lunches and groceries to 255 total cars. The Foundation donated Gatorade, water, and shade for the volunteers.
- All other Community events and meetings have been cancelled until further notice due to COVID-19
- May 29th, Kyle attended the CARPD virtual event “*Refocus Your Vision: Seeing Your District through the Pandemic*” and he attended the Best Practices in Opening up Recreation Facilities & Programs breakout session.

Maintenance Foreman: Frank Flores, presented by Janet Covington

- Bogart Park's irrigation has made progress in the month of May; sprinkler heads have been repaired and replaced. Along with the installation of a new wireless irrigation clock that can be controlled, programmed and monitored on a cell phone will push the District forward in regards to water management.
- Weed abatement was contracted out due to COVID-19; Bogart Park's grounds are now prepared for the upcoming fire season.
- Noble Creek Park continues to be elevated in regards to lighting and lighting efficiency. The soccer meadow has been under construction and is in the process of receiving new LED lighting for the many patrons who play under the stars. The maintenance staff had the pleasure of working with SRS Electric in this ongoing project that is scheduled for completion in June.
- Noble Creeks grounds continued to be upgraded in May by the additions to the RV areas such as concrete pads poured by our local Lions Club members, a CMB base added around those concrete pads to make the RV spots clean and level with the addition of newly built trash containers in the RV area.
- Franked thank the District and District staff for allowing me to continue my education during spring 2020. This past semester I received all A's in the following college courses he attended at College of the Desert; Careers, Plant Science and Plant Science Lab. He said he could not have done it without the time allowed to leave during odd hours and for that, he is extremely grateful.

Maintenance Foreman: Aaron Morris

- Aaron reported that as things start to heat up, maintenance is acclimating to the weather with lots of fluids and safety measures.
- Maintenance has been busy jumping from one project to another and acquiring some new skills along the way. He is grateful for the opportunity to learn something new when he is assigned new tasks outside of his normal duties.
- He hopes everyone is staying safe and practicing social distancing.
- Attended with Frank the virtual training for the Weather-TRAK smart irrigation system up in Bogart Regional Park.
- Received a bid for central command for Noble Creek Park.
- Ordered new heads for the Bogart Regional Day Use Meadow. Once delivered, they will start installing them.
- Attended the CARPD virtual event focused on reopening the park during these times.
- Attended the Cabazon Drive-Through Food Distribution with Kyle handing out food to the locals.
- Learning how to pour/mix/finish concrete for smaller projects. Staff has been working with contractors expanding their skills and he thanked the general manager and directors.

General Manager: Duane Burk

- Duane attended the CARPD Virtual Conference.
- The District received the safety award from CAPRI. This is the second cycle in a row we have won it and he thanked the staff. He said not only does it show we are investing in safety practices but it reduces our insurance costs.
- He is working with a company on COVID relief reimbursements through FEMA regarding how to put together a claim for whatever is reimbursable.
- The National Fitness Campaign's dedication has not happened because we cannot promote gatherings of more than ten. The wrought iron security fence and gate has been installed and they still have the field seven bathroom and ADA sidewalk to complete.
- We are hoping to launch a health and wellness program working with the San Geronimo Memorial Hospital.
- Kyle has been learning and working in maintenance two and a half days a week with Frank and Aaron. They have worked on tearing off the roof, digging ditches for the electrical contract and pouring footings for irrigation.
- Maintenance is demoing an app (central command) to utilize their phones for the irrigation system at Bogart Park.
- We have been lighting up the meadow area. He heard that the City of Beaumont might be eliminating the ball fields at the sports field and we use those fields for practice.
- We had photo op at the pond while it started to fill with water.
- Duane would like consideration of holding a special meeting this month to Bogart Park and the salary survey.

5. CALENDAR OF EVENTS:

5.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm NCCC (July 2nd)
- Finance – 1st Thursday of Every Month 5:00 pm NCCC.
- Facility Use Ad Hoc- Second & Fourth Tuesday Monthly @ 5:30 pm
- BCVRPD Board Meeting Schedule, NCCC

July 8, 2020

August 12, 2020

September 9, 2020

5.2. Upcoming Holidays

Friday, July 3, 2020 Independence Day Observed

5.3. Events

- All events have been cancelled or postponed at this time due to State and County Health Official orders pertaining to COVID-19
- Noble Creek Community Center COVID-19 Testing has been extended through July 31, 2020. (Tuesday through Saturday 7:00am to 7:00pm).

DIRECTORS MATTERS/COMMITTEE REPORTS

Director De La Cruz

Armando said he is excited the pond is being filled and he hopes everyone is being COVID safe while enjoying the park.

Director Ward

Denise reported she attended the CARPD virtual conference and congratulated staff on receiving the safety award. She thanked staff and Duane for all their hard work and thanked Duane for the invitation to Bogart this morning to see all the work that has been done and the pond begin filling. She said thank you for the facemasks and she is looking forward to the upcoming events; the Fun run, Movies under the Stars and Oktoberfest. Regarding the Coronavirus, she is thankful for rising to the challenge and taking proactive measures to support our employees. She prayed for the healing of our Country and is hopeful we will be turning a corner as we begin the recovery process of all the current events.

Treasurer Diercks

Chris thanked staff for all their hard work. He was able to visit Bogart, it is looking fantastic, and it is a 100% turnaround from the day we got it. He said it is nice to see the water going back into the lake. He said everybody is doing a great job and for everyone to stay safe and hopes, we get the place opened up again.

Vice Chair/Secretary Flores

John dittoed the other directors said about staff. He said everyone is working hard and to stay safe and he is excited for when the park opens back up.

Chairman Hughes – No comment

6. ADJOURNMENT:

Motion was made to adjourn the meeting at 7:08 with a prayer given by Director Ward. She prayed for the healing of our Country and asked for help as we begin the recovery process in these difficult times and current events.