



**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, December 9, 2020, 5:00 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 – (1 item) Closed Session to Begin at 5:00pm

Closed session began at 5:00pm

1. Conference with Legal Counsel - Pursuant to Government Code Section 54956.8
Property Negotiations, Shopoff.

Director De La Cruz: Present, via teleconference

Director Ward: Present, via teleconference

Treasurer Diercks: Present

Vice-Chair/Secretary Flores: Present

Chairman Hughes: Present

Legal Counsel of Best, Best & Krieger, Joseph Ortiz and Albert Maldonado attended.

Closed session ended at 6:43pm. Albert Maldonado reported they reviewed a draft agreement from the Shopoff group and upon a first draft from them, a special meeting will be held in December for the board to consider executing agreements in connection to the donation of 124 acres to the District. Legal counsel has been authorized to continue negotiations with escrow closing on or before December 31, 2020.

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

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

Regular session opened at 6:45pm.

Director De La Cruz: Present, via teleconference

Director Ward: Present, via teleconference

Treasurer Diercks: Present

Vice-Chair/Secretary Flores: Present, via teleconference

Chairman Hughes: Present

Legal Counsel of Best, Best & Krieger Joseph Ortiz attended and Albert Maldonado attended via teleconference

Invocation: The invocation was given by Chairman Hughes

Pledge of Allegiance: Director De La Cruz led the pledge of allegiance

Presentations: Oath of Office- Denise Ward, Dan Hughes and John Flores

Chairman Hughes announced the Directors Choice award for 2020 went to Janet Covington. Duane Burk announced Janet also received the General Managers Choice Award 2020.

Adjustments to Agenda: None.

1. **PUBLIC COMMENT:** None

2. **CONSENT CALENDAR:**

2.1 Minutes of November 12, 2020

2.2 Bank Balances November 2020

2.3 Warrants for November 2020

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

Chairman Hughes opened public comment at 6:48pm. Hearing none, public comment closed at 6:48pm.

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. **ACTION ITEMS/BIDS & PUBLIC HEARING/REQUESTS:** None.

4. **DEPARTMENT REPORTS:**

Human Resources Administrator/Clerk of the Board: Janet Covington

Janet reported on Dodie Carlson's behalf. Dodie wished everyone happy holidays and hoped everyone stays safe and healthy. Dodie thanked the District for the donation to Winter Wish.

Janet congratulated Joe on his career change to a judge position and Duane on his daughters wedding.

- No changes. We have 19 employees. We currently have 17 employees working and 2 on furlough.
- CalPERS completed an in-person health audit as well as the exit interview of that audit. They reported they did not find any "Observations", "Other matters" or "Discussion items" during the audit, however, after further review with managers it will be noted there will be an "other matter" in the draft report that we should receive in January. The audit is quite a lengthy process and we will keep you informed as it moves through the next stages.
- Workers Compensation Cases/Incidents/Accidents –It has been 605 days since our last employee accident. The District is working with the man whose car was hit by a fly ball.
- Harassment training for Directors, Supervisors and staff is scheduled for January 13, 2020 @ 4:00pm prior to our board meeting. This will be both in person with social distancing allowance and virtual.
- Ethics training needs to be completed online in January. This free training is available on line at <http://localethics.fppc.ca.gov/login.aspx>. When you have completed the course, please give me a copy or send the certificate to me via email for your files.
- Unfortunately, due to the Pandemic, we had no choice but to cancel our annual holiday party in an effort to keep all of our employees safe and healthy. We will send an announcement out our awards via email. We definitely plan to reschedule our traditional celebrations when gatherings are allowed again.
- Board reorganization and committee assignments will be on the January 13, 2021 agenda.
- Janet is currently working from home but is available by phone or email.
- Minimum wage increases will be effective January 1, 2021. \$14.00 per hour/\$28.00 per hour for exempt employees.

Financial Services Technician/Office Manager: Nancy Law

Nancy congratulated Joe Ortiz on his new position.

- The Finance Committee met to review November 2020 Financial Reports.
- The District has not received deposits into the Riverside County Fund for November 2020 as of 12/4/2020.
- \$5,000.00 was transferred into the Reserve fund for November 2020. We have returned \$223,848.36 to Reserve from Bogart Pond bills and moved \$100,000.00 to the Operating fund per Board Approved 11/12/2020 for the Apple Fire Mitigation bills bringing our balance to \$223,544.91.
- Nancy attended the SDLA (Special District Leadership Academy) Module 4: Board's Role in Human Resources.

- Nancy submitted the CDBG grant Application for the parking lots at Bogart.
- Nancy attended her Notary Renewal Class

Activities Coordinator: Kyle Simpson

- Facility Rentals have resumed in a limited capacity, 25% of building capacity for indoor events and 50% capacity for outdoor events. We do not have any events scheduled thru the end of the year.
- COVID-19 Testing continues at the Woman’s Club through December 31.
- We are renting out the ball fields for single team practices Monday through Thursday. December rentals have five practice teams scheduled.
- Adult Softball Fall Playoffs will come to a close on Thursday night December 17, 2020: Tuesday Men’s four teams, Thursday Coed 10 teams, Sunday Coed 6 teams. Adult Softball held a canned food drive throughout the Fall Season. Adult Softball Winter Season will start the third week of January. Applications will be sent out at the conclusion of our Fall Season
- Toys for Tots Tournament at Noble Creek Regional Park is scheduled for December 12, 2020.
- The Grand Opening for the Fitness Court is tentatively planned for January 8th, 2020. The Press Release is completed and will be sent out one month before the event
- Bogart 1K/5K Fun Run (March 13th, 2021). The Fun Run is the first event scheduled for 2021
- Kyle attended the Beaumont Chamber Breakfast on November 13th with Nancy and Janet
- All other Community events and meetings have been cancelled until further notice due to COVID-19

Maintenance Foreman: Aaron Morris

Aaron said he hopes everyone is staying warm and safe as the end of the year approaches and said staff has been doing great keeping up the facilities and staying on top of their assigned duties during his absence and appreciates the District’s ongoing support during his time off and even though he is excited to be back to work, he is looking forward to spending the upcoming holidays with his family.

- Fertilized the Bogart Day Use Meadow and the Noble Creek Baseball Fields.
 - Installed some sod next to the new field 7 restrooms.
 - Trained staff on the following topics: Building/Facilities Maintenance Procedures and Tractor Safety & Operation 1.
 - Meeting with Riverside County Agricultural Commissioner to re-apply for our restricted materials permit tomorrow.
 - Planning to install an extra circuit or two in the Bogart Day Use Meadow.
 - Finishing the fourth Quarter Safety Committee packet.
- Aaron thanked everyone for supporting him during his daughter’s birth. She is healthy and beautiful. He congratulated Janet on her awards. He said Kyle is doing a good job on the fields.

General Manager: Duane Burk

Duane congratulated Joe Ortiz on his new job, wished him continued success, and said he is looking forward to working with Albert and the team from BB&K. He congratulated Aaron on the birth of his daughter. Duane said he will be having surgery on Monday and does not know how long he will be out. He appreciates the prayers for him.

5. CALENDAR OF EVENTS:

5.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm at the Beaumont Library.
- 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
 - January 13, 2021 – **Starts at 4:00pm Harassment Training**
 - February 10, 2021
 - March 10, 2021

5.2. Upcoming Holidays

Thursday/Friday, December 24 & 25, 2020 – Christmas Eve/Christmas

Thursday/Friday, December 31, 2020 & January 1, 2021 – New Year's Eve/New Year's Day

5.3. Events

- Beaumont Woman's Club COVID-19 Testing has been extended through the end of the year.

DIRECTORS MATTERS/COMMITTEE REPORTS

Director De La Cruz –

Armando congratulated Joe Ortiz on his new career move and Janet Covington on her awards and Aaron Morris on the birth of his daughter. He said he is sad we had to cancel the holiday party and hopes everybody is staying safe and can't wait to see everyone again when gatherings are allowed.

Director Ward - Denise had to leave the meeting. Janet read her comments:

My heartfelt congratulations go to Joe Ortiz, our friend, on your appointment to a judge. I am really happy for you and your achievement. We wish you all the best. Congratulations & good luck. I pray for Duane and Dan's surgeries-that they may have successful surgeries and quick, complete healing. Congratulations on the Park District on their safety program. It is apparent that the staff has made this a priority in its continued success. I also want to congratulate all staff on their continued education and training. Congratulations to Janet on her being voted the Director's Choice Award for 2020. She does an exceptional job at everything she does. Lastly, I wish everyone happy holidays!

Treasurer Diercks

Chris congratulated Janet on her awards and Joe on his new job. He wished Duane and Dan good luck on their surgeries and thanked staff for all their hard work. He wished everyone happy holidays.

Vice Chair/Secretary Flores

John said to hope and pray for Joe's wisdom in his new position and for Albert and his team for their due diligence on the land acquisition. John wished everyone happy holidays and good luck to Duane and Dan on getting healthy

Chairman Hughes

Dan congratulated Joe and said he will represent very well. He welcomed Albert. He congratulated Janet on the Directors award. He wished Duane good luck on his surgery. He said Duane's daughter's wedding was great with nice weather. He said we would be calling an emergency meeting on the potential land acquisition. He wished everyone a good Christmas and holiday.

6. ADJOURNMENT:

Meeting was adjourned at 7:12 pm