



**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT  
SPECIAL MEETING OF THE BOARD OF DIRECTORS  
Monday, June 26, 2023 4:30 p.m.  
390 W. Oak Valley Parkway Beaumont, CA 92223**

**AGENDA**

[www.bcvparks.com](http://www.bcvparks.com)

**PUBLIC PARTICIPATION ALLOWED IN PERSON AND BY TELECONFERENCE**

Due to the spread of COVID-19 and the fact that state and local officials are recommending measures to promote social distancing, the Beaumont Cherry Valley Recreation & Park District will be conducting this meeting in person and by teleconference in accordance with AB 361, amended Government Code section 54953, which allows for the continuation of virtual meetings. Government Code Section 54953 allows the legislative body to use teleconferencing when state or local officials have imposed or recommended measures to promote social distancing after making certain findings. See Gov. Code § 54953.

Public comments on matters listed on the agenda or on any matter within the District's jurisdiction will be received during Public Comments, Agenda Item No. I.

The Workshop and Regular Session is available by calling: +1 (669) 900-6833. Meeting ID: 948 9929 3193

You can also join the meeting from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/94899293193>

**DISTRICT CLOSED SESSION:** None.

**WORKSHOP SESSION:** None.

**REGULAR SESSION:** Regular Session to Begin at **4:30 p.m.**

**Roll Call:** Director Aldrich, Director Ward, Treasurer Flores, Vice-Chair/Secretary Diercks and Chairman Hughes

1. **PUBLIC COMMENT:** If you are unable to participate by telephone or via Zoom, you may submit comments and/or questions in writing for the Board's consideration by sending them to [ryann@bcvparks.com](mailto:ryann@bcvparks.com). Submit your written inquiry prior to the start of the meeting. All public comments received prior to the start of the meeting will be provided to the Board and may be read into the record or compiled as part of the record.
2. **ACTION ITEMS/BIDS & PUBLIC HEARING/REQUESTS:** (Includes Committee Reports)
  - 3.1 Approval of Cost of Living Adjustment (COLA) & Merit Pay Increases for FY 2023-24
3. **NEXT MEETING:**  
Regular Meeting – Wednesday, July 12, 2023
4. **ADJOURNMENT:**

Any person with a disability who requires accommodations in order to participate in the meeting should telephone Ryann Flores at 951-845-9555, at least 48 hours prior to the meeting in order to make a request for a disability-related modification or accommodation

**DECLARATION OF POSTING:** I declare under penalty of perjury, that Beaumont-Cherry Valley Recreation and Park District employ me, and the foregoing agenda was posted at the District office and District website June 23, 2023.

Ryann Flores, BCVRPD Clerk of the Board



## **Staff Report**

Agenda Item No. **3.1**

**To:** Board of Directors

**From:** Mickey Valdivia – Assistant General Manager-Human Resources Administrator  
**Via:** Duane Burk, General Manager

**Date:** June 26, 2023

**Subject:** Cost of Living Adjustment (COLA) & Merit Pay Increases for FY 2023-24

---

### **Background and Analysis:**

In a typical year, a cost-of-living adjustment (COLA) assists employees and their families with the increases in inflation. Additionally, their buying power remains strong when they maintain pace with COLA. The General Manager's compensation is determined and formalized by a separate Board action, this proposal is only for staff.

Two objectives are achieved by providing consistent COLA increases: 1) encourages employees to remain with the BCVRPD, and 2) maintains competitive salary levels to attract new employees.

Determination of COLA percentages is a data driven process. The Bureau of Labor Statistics keeps records of consumer prices for the United States, subdivided into multiple categories and regional areas. The District will use this data to determine if a COLA is warranted. During the recession years (2007 to 2010), many governmental agencies did not approve COLA adjustments because the increase was minimal or there was a decrease.

COLA is determined by comparing the consumer price index at a specific point in the year to the same point in the previous year. Moving forward, the District will strive to make these calculations in April, using the data from March. By using the same month each year, there is no possibility of under-or-over counting the change in the index.

There may be more factors to consider for the coming fiscal year. COVID-19 has had a profound effect on the economy, as seen by the unusually high inflation experienced last fiscal year. Inflation has moderated in the last few months. In 2017, the Bureau of Labor Statistics (BLS) sub-divided the Los Angeles area, as a result, the District will use the Riverside-San Bernardino-Ontario statistical area.

For the years between 2022 and 2023, the index for the Riverside-San Bernardino-Ontario area, March to March, has changed from 122.127 to 127.707. This represents a 4.6% increase in 12 months. The calculation for the formula is as follows:  $127.707$  (current year value) minus  $122.127$  (previous year value) =  $5.58$  (difference between the years)  $5.58$  divided by  $122.127$  =  $0.0456$  or **4.6%**.

### **Fiscal Impact:**

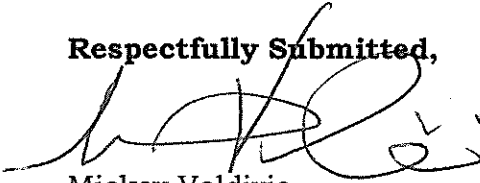
The proposed COLA amount was fiscally authorized by passage of the FY 23'/24' budget on 6/14/2023 at the meeting of the Beaumont-Cherry Valley Recreation and Parks District. It was imbedded in the FY 23/24 expenditures under "salaries". In FY 22/23, the District approved

\$1,005,800 in salaries and in FY 23/24, salaries were increased to \$1,229,500. This is a net positive change of \$223,700. This is an ample amount to cover the proposed increases.

**Recommendations:**

Staff recommends that the Board authorize an employee cost of living adjustment of 4.6% and a merit pay increases to be determined by the General Manager, effective July 1, 2023.

**Respectfully Submitted,**

A handwritten signature in black ink, appearing to read 'Mickey Valdivia', written over a horizontal line.

Mickey Valdivia  
Assistant General Manager  
Human Resources Administrator



# Beaumont-Cherry Valley Recreation and Park District

## Budget Detail

The following summarized schedule show a period of 4 years (prior year, current year to date, current year projected and (2) years of projected funds)

|   | Prior and Current FY Revenues |  |                        | Projected Revenues     |                        |
|---|-------------------------------|--|------------------------|------------------------|------------------------|
|   | Actuals<br>FY 21/22           | Actuals<br>FY 22/23<br>as of 5/25/2023 | Approved<br>FY 22/23   | FY 23/24               | FY 24/25               |
| <b>Subtotals</b>                              | <b>\$ 3,450,964.41</b>        | <b>\$ 2,446,104.93</b>                 | <b>\$ 2,102,023.50</b> | <b>\$ 2,177,463.97</b> | <b>\$ 2,195,358.25</b> |
| <b>Park Development, Grants &amp; Funding</b> |                               |  |                        |                        |                        |
| Quimby/Development Impact Fees                | \$ 450,088.70                 | \$ 317,408.25                          | \$ -                   | \$ -                   | \$ -                   |
| BCVRPC (Foundation)                           | \$ -                          | \$ 5,000.00                            | \$ -                   | \$ -                   | \$ -                   |
| County of Riverside                           | \$ 310,206.00                 | \$ -                                   | \$ -                   | \$ -                   | \$ -                   |
| Laura May Stewart                             | \$ -                          | \$ -                                   | \$ -                   | \$ -                   | \$ -                   |
| Community Development Block Grant             | \$ -                          | \$ 58,266.00                           | \$ -                   | \$ -                   | \$ -                   |
| Per Capita Prop 68                            | \$ -                          | \$ 207,534.00                          | \$ -                   | \$ -                   | \$ -                   |
| <b>Subtotals</b>                              | <b>\$ 760,294.70</b>          | <b>\$ 588,208.25</b>                   | <b>\$ -</b>            | <b>\$ -</b>            | <b>\$ -</b>            |
| <b>Total Revenues</b>                         | <b>\$ 4,211,259.11</b>        | <b>\$ 3,034,313.18</b>                 | <b>\$ 2,102,023.50</b> | <b>\$ 2,177,463.97</b> | <b>\$ 2,195,358.25</b> |
| <b>Expenditures</b>                           |                               |  |                        |                        |                        |
| <b>Administration</b>                         |                               |  |                        |                        |                        |
| Salaries                                      | \$ 1,033,244.41               | \$ 1,120,891.99                        | \$ 1,005,800.00        | \$ 1,229,500.00        | \$ 1,280,100.00        |
| Employee Insurance                            | \$ 150,324.50                 | \$ 142,263.42                          | \$ 145,160.00          | \$ 204,750.00          | \$ 235,650.00          |
| Payroll Taxes                                 | \$ 31,968.77                  | \$ 35,686.66                           | \$ 35,000.00           | \$ 35,000.00           | \$ 35,000.00           |
| Workmans Compensation                         | \$ 19,580.05                  | \$ 45,877.92                           | \$ 30,000.00           | \$ 50,000.00           | \$ 55,000.00           |
| Employee Reimbursements (Boots/Phone)         | \$ 2,331.63                   | \$ 1,185.93                            | \$ 3,500.00            | \$ 6,000.00            | \$ 6,000.00            |
| <b>Totals</b>                                 | <b>\$ 1,237,449.36</b>        | <b>\$ 1,345,905.92</b>                 | <b>\$ 1,219,460.00</b> | <b>\$ 1,525,250.00</b> | <b>\$ 1,611,750.00</b> |
| <b>Board Of Directors</b>                     |                               |  |                        |                        |                        |
| Director Fees                                 | \$ 19,600.00                  | \$ 19,800.00                           | \$ 36,000.00           | \$ 36,000.00           | \$ 36,000.00           |
| Strategical Planning                          | \$ -                          | \$ -                                   | \$ 40,000.00           | \$ 40,000.00           | \$ -                   |
| Travel and Conferences                        | \$ 1,971.18                   | \$ 2,351.09                            | \$ 20,000.00           | \$ 40,000.00           | \$ 20,000.00           |
| Election Expense                              | \$ -                          | \$ 128,723.00                          | \$ 70,000.00           | \$ -                   | \$ 140,000.00          |
| <b>Totals</b>                                 | <b>\$ 21,571.18</b>           | <b>\$ 150,874.09</b>                   | <b>\$ 166,000.00</b>   | <b>\$ 116,000.00</b>   | <b>\$ 196,000.00</b>   |
| <b>Contract/Professional Fees</b>             |                               |  |                        |                        |                        |
| Contract Services                             | \$ 131,825.59                 | \$ 146,548.98                          | \$ 143,240.00          | \$ 123,000.00          | \$ 128,492.80          |
| Professional Fees                             | \$ 232,375.87                 | \$ 245,785.65                          | \$ 165,810.00          | \$ 246,570.00          | \$ 250,230.80          |
| <b>Totals</b>                                 | <b>\$ 364,201.46</b>          | <b>\$ 392,334.63</b>                   | <b>\$ 309,050.00</b>   | <b>\$ 369,570.00</b>   | <b>\$ 378,723.60</b>   |
| <b>Human Resources/Risk Management</b>        |                               |  |                        |                        |                        |
| On Boarding                                   | \$ 1,528.00                   | \$ 1,930.00                            | \$ 2,000.00            | \$ 2,000.00            | \$ 2,000.00            |



BEAUMONT - CHERRY VALLEY

Parks  
Make  
Life  
Better!