



**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT (BCVRPD)**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**Wednesday, September 14, 2022 5:15pm**

**MINUTES**

**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.

**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 5:15pm

Roll Call:

Director De La Cruz: Present

Director Ward: Arrived at 5:16pm

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 6:00pm.

**WORKSHOP SESSION**: None.

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

Regular session began at 6:02pm.

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

Roll Call:

Director De La Cruz: Present

Director Ward: Arrived at 6:03pm

Treasurer Flores: Arrived at 6:21pm

Vice-Chair/Secretary Diercks: Present

Chairman Hughes: Present

**Invocation**: Mark Rogers with Fellowship Church gave the Invocation.

**Pledge of Allegiance**: Attorney, Albert Maldonado, led the pledge of allegiance.

**Presentations**: None.

**Adjustments to Agenda**: None.

## 1. PUBLIC COMMENT:

Chairman Hughes opened public comment at 6:08pm. Hearing none, public comment closed at 6:08pm.

## 2. CONSENT CALENDAR:

2.1 Minutes of August 10, 2022

2.2 Bank Balances for August 2022

2.3 Warrants for August 2022

2.4 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.

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

Initial Motion: Vice-Chair/Secretary Diercks

Second: Director De La Cruz

Result of Motion: Carried 4-0

Director De La Cruz: Aye

Director Ward: Aye

Treasurer Flores: Absent for vote

Vice-Chair/Secretary Diercks: Aye

Chairman Hughes: Aye

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

None.

## 4. DEPARTMENT REPORTS:

Human Resources Administrator: Zina Bakoo

- We have 28 employees.
  - Workers Compensation- Cases/Incidents/Accidents – No open cases. It has been 233 days since our last employee accident.
  - Zina Bakoo attended the 2022 CSDA Annual Conference & Exhibitor Showcase – The Leadership Conference for Special District in Palm Desert. Zina also attended 4 workshops during the conference.
  - Special District Finance Professionals Forum
  - Post-Pandemic COVID-19 Workplace Accommodation Challenges.
  - The Five Functions That Drive Team Success.
  - Wage and Hour Law Update for California Special District.
  - Zina Bakoo also attended The Beaumont Chamber Breakfast on September 9th at Sandtrap.
  - Employee of the quarter is coming up on October 19th. New process for voting. Every employee will receive a ballot via email. They will complete and send it back to Zina Bakoo, who will not participate in the employee of the quarter process.
  - Zina Bakoo, along with Nick Hughes has raised \$11,000 in Oktoberfest donations from local business.
  - We are still hiring for Part-Time Maintenance and Part-Time Casual employees.
- (Chairman, Dan Hughes, thanked Zina and Nick for the great job getting donations.)

Executive Assistant: Nancy Law

- The Finance Committee met Monday, September 12th, 2022 to review August 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 August 2022 as of 9/9/2022.
- The Executive Assistant has transferred into the Reserve fund the \$5,000.00 monthly contribution for August 2022, bringing our Reserve balance to \$129,047.63, and transferred into the Money Market account \$7,500.00 monthly contributions for August 2022 bringing our balance to \$238,087.68.

(General Manager, Duane Burk, noted that the \$7,500.00 is placed and held in a Money Market in order to make the loan payment in November.)

- Executive Assistant is worked of Public Records Requests.
- Executive Assistant attended on 8/22/2022 – 8/24/2022 CSDA Conference.
- Executive Assistant attended on 8/11/2022 Oktoberfest Meeting.

#### Activities Coordinator: Lilian Averette

- COVID-19 Testing Facility at the Woman's Club will continue through September 30, 2022.
- On August 20th, I attended a Neighborhood Watch in Seneca Springs. We had a booth with all of the different activities, events, and parks that we have in our District.
- The 32nd Annual Oktoberfest will be held on September 16 - 18, 2022 on Field 1.
- This year we have 29 arts and craft vendors and 12 food vendors. Our goal was to have double the amount we had last year and we were successful on meeting our goal.
- Lilian attended the Calimesa Chamber Breakfast on 8/9/2022, the Beaumont Chamber Breakfast on 8/12/2022, and the Banning Chamber Breakfast on 8/17/2022. Lilian also had the pleasure of attending the Calimesa State of The City on 8/18/2022. On September 22, 2022 Lilian will be attending the Beaumont State of The City.
- Lilian will also be attending the Beaumont, Banning and Calimesa Chamber Breakfast this month.

#### Assistant Maintenance Superintendent: Aaron Morris

We are all looking forward to the upcoming Oktoberfest, I hope everyone will be able to attend participate in the games. Here are a few items the Maintenance Department has been working on.

- Bogart irrigation is still in process and six circuits have been added to the meadow.
- The new shop is now complete and staff will be moving in within the next week.
- Trevor Stull is now our new camp host.
- Field improvements are going good and we plan to make it an annual thing.
- Field 4 now has new chain link fence installed.
- Staff is getting ready for the upcoming Engine 57 tournament. Thank you to Dodie for working with the schedule of repairs.
- There will be no fire crew as of now for the Oktoberfest set-up.
- Aaron is currently working on the 3<sup>rd</sup> Quarter Safety Committee packet.
- Aaron attended the Calimesa State of the City.
- The District will be lending the Banning Chamber the stage for the upcoming car show.
- The 3<sup>rd</sup> Annual Field Wars will be held on September 23<sup>rd</sup> at noon on Field 6.

#### Athletic Coordinator: Dodie Carlson

- The summer season has concluded on September 8, 2022. The summer winners were Monday women's Cut a pitch, Tuesday men's God's Country Athletics, Thursday Co-ed TBD, Sunday Co-ed I'd Smash.
- The fall season will be starting on September 25, 2022. We are down 3 teams from a year ago. There are the following counts Monday women's 7, Tuesday men's 8, Thursday Co-ed 13, and Sunday Co-ed 8. For a total of 36 teams.

- I am still working on senior slow pitch. I am compiling all the information and see if we can put something together.
- 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 fields are starting to improve. Field 1 is greening up beautifully. Holes and gopher control are improving. Can't wait to get them all done.
- BYB will be starting fall ball practices September 12, 2022. They have right at 400 players which is 100 over normal years. More than half of these are all new players to the league and town. The BYB board is excited for Oktoberfest. They would like to thank the Board, staff and district for continually to make improvements to the park and fields.
- We have 30 team for fall ball.

#### General Manager: Duane Burk

Duane announced the Dodgers victory. He attended the Chamber breakfasts and the CSDA Conference with Board members and staff. He is currently working on new developments in Cherry Valley as Best, Best & Krieger is working on an easement for the well site issues with the current developer. He stated that the District was very well represented through the Foundation at the last Chamber breakfast. He said that there is always room for improvement, but five years ago no one knew who we were and now that we are a part of more events, we are very well recognized and appreciated. Duane mentioned that the Economic Development Agency, Market Nights, and Regional Chamber Mixers are all now held by the District whereas they were not in previous years. The District is still ongoing with BYB, looking to build more fields, and is still promoting activities. He also noted that Bogart is flourishing and he and his family had a great time at the family event they had there.

## **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 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

October 12, 2022

November 9, 2022

December 14, 2022

### 5.2 Upcoming Holidays

Friday, November 11, 2022 Veteran's Day

Thursday & Friday, November 24 & 25, 2022 Thanksgiving

### 5.3 Events

September 16 – 18, 2022 – 32<sup>nd</sup> 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 thanked all of the staff, Board, and Duane for their hard work and dedication. He had taken a tour with Duane to view the parks and facilities, attended the Beaumont Chamber breakfast, Market Night, the Banning Exhibit, and will be attending the Fall Fest at the San Timoteo Schoolhouse on October 1<sup>st</sup>. Armando

stated that he took his Board picture and that he plans to attend the Summer concerts. He had a family reunion at the Noble Creek Community Center and said that it was very nice. He thanked all for the birthday cupcakes.

**Director Ward:**

Denise wished Armando a happy birthday and congratulated the Dodgers on their victory as well as their fans. She thanked staff and stated that she can see all of the hard work put into both parks. She apologized for not being around as much due to a lot of parental issues. Denise gave congratulation to both Zina and Nick for reaching out and getting donations. She is looking forward to the upcoming Oktoberfest.

**Treasurer Flores:**

John thanked Nick for all of his hard work. He stated that he has known Duane for about 50 years and is grateful for him and all of his integrity with the District. John had taken a tour with Duane and had taken a look back at the past just to notice how much the district has been moving forward. John noted that Duane is a good man, a great General Manager, and that he will back him up to any complaint. John referenced the movie Tombstone and reassured Duane that if they go for Duane, they have to go through him first.

**Vice Chair/Secretary Diercks:**

Chris wished Armando a happy birthday and gave a thank you to Zina and Nick for the donations they received. He gave congratulations to all staff and noted that their work is shown at all facilities. He attended the Calimesa State of the City and Chamber breakfasts. Chris has been involved in the upgrade of accessibility as Field 1 is currently getting a new ramp and stairs installed towards left field. This project should be completed by Oktoberfest.

General Manager, Duane Burk, noted that the 32<sup>nd</sup> Annual Oktoberfest shirts have all of the sponsor logos to show appreciation for their donations. He also mentioned that the building this last accessibility is a defining moment for what is happening at Field 1. There will also be a van accessible space added.

**Chairman Hughes:**

Dan had the opportunity to have dinner with Duane, the Supervisor and some of his staff. Dan also asked Attorney, Albert, to reach out to Joe and remind him about the upcoming Oktoberfest. He also reiterated to the Board to attend the event.

Dan also attended the following:

- Calimesa City Council Meeting
- Beaumont and Calimesa Chamber breakfasts
- Personnel Committee meeting with Denise and Duane
- CSDA Conference with Nancy, Duane, Zina, and Nick
- Market Night
- Dedication for Rangel Park (Well-deserved for the Valdivia family and the District was mentioned by the City of Beaumont)

**6. ADJOURNMENT:**

**Motion made to adjourn the meeting at 6:50pm.**

Initial Motion: Chairman Hughes

Second: Vice-Chair/Secretary Diercks





**BEAUMONT CHERRY VALLEY RECREATION & PARK IMPROVEMENT CORPORATION  
REGULAR MEETING OF THE IMPROVEMENT CORPORATION  
Wednesday, October 12, 2022 5:00pm  
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 Improvement Corporation 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 "The legislative body holds a meeting during a proclaimed state of emergency, and 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. 1.

The above special provisions allowing for teleconference meetings will only apply during a Governor-declared state of emergency, and we are still presently in a statewide state of emergency.

**CLOSED SESSION** – None.

**REGULAR SESSION:** Regular Session to Begin at 5:00pm.

Regular Session is available by calling: +1 (669) 900-6833. Meeting ID: 968 5796 6814

You can also join the meeting from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/96857966814>

**Roll Call:** Director Valdivia, Director Tinker, Director De La Cruz, Director Ward, Treasurer Flores, Vice-Chair/Secretary Diercks, Chairman Hughes.

**Adjustments to Agenda:** Government code sec 54954.2(b) (2) provides "upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or if less than two-thirds of the members are present, a unanimous vote of those member present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a) "

**Presentations:** None.

- 1. PUBLIC COMMENT:** Anyone wishing to address the Board on any matter not on the agenda may do so now. All person(s) wishing to speak on an item on the agenda may do so at the time the Board considers that item. All persons wishing to speak must fill out a "Request to Speak Form" and give it to the clerk before the start of the meeting. There is a three (3) minute limit on public comments.
- 2. CONSENT CALENDAR:** Items are considered routine, non-controversial and generally approved in a single motion. A board member may request to have an item removed from the consent calendar for discussion or to be deferred. (Includes Minutes, Financials, Resolutions, and Policy & Procedure matters).

2.1 Minutes of September 14, 2022

2.2 Bank Balances for September 2022

2.3 Warrants for September 2022

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

**3. ACTION ITEMS/BIDS & PUBLIC HEARING/REQUESTS:**

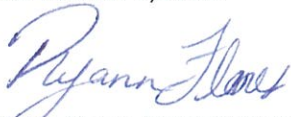
None.

**4. DEPARTMENT REPORTS:**

Foundation Associate: Nick Hughes

**5. ADJOURNMENT:**

DECLARATION OF POSTING: I declare under penalty of perjury, that the foregoing agenda was posted at the District office and District web site October 7, 2022.

A handwritten signature in blue ink that reads "Ryann Flores". The signature is written in a cursive, flowing style.

Ryann Flores, BCVRPD Clerk of the Board