



## BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT (BCVRPD)

REGULAR MEETING OF THE BOARD OF DIRECTORS  
Wednesday, August 11, 2021, 6:00pm

### 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 – Closed Session to Begin at 6:00pm (1 Item)**

Closed session began at 6:29pm

Roll Call:

Director De La Cruz: Present via teleconference

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.

1. Public Employee Annual Performance Evaluation Pursuant to Government Code Section 54957  
Title: General Manager

**Roll Call:** Director De La Cruz, Director Ward, Treasurer Flores, Vice-Chair/Secretary Diercks and Chairman Hughes  
Albert Maldonado reported there were no reportable actions.

Closed session ended at 6:38pm

**WORKSHOP SESSION:** None

#### **REGULAR SESSION: Regular Session to Begin at 6:30pm**

Regular session began at 6:38pm.

**Invocation:** Duane Burk gave the invocation.

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

#### **Presentations: Birthdays – Director Ward, Chairman Hughes, Vice Chair Diercks Jamie Wagner, Honoring Kathy Wagner**

The family of Kathy Wagner asked for consideration of renaming "Noble Creek Regional Park" to "Kathy Wagner Park". The board appointed an ad-hoc committee to discuss processes for naming the park as well as processes for future naming of fields, parks, etc. The board appointed Treasurer Flores and Vice Chair/Secretary Diercks to the committee with the contacts being between Jaime Wagner and Chris Diercks. Duane Burk will look into the process of renaming the park.

**Adjustments to Agenda** – Item 3.1 will be removed from the agenda.

**1. PUBLIC COMMENT:** None

Chairman Hughes opened public comment at 7:03pm. Hearing none, public comment closed at 7:03pm.

**2. CONSENT CALENDAR:**

2.1 Minutes of June 9, 2021

2.2 Warrants for June 2021

2.3 Warrants for July 2021

2.4 Bank Balances June 2021

2.5 Bank Balance July 2021

2.6 Grand American Construction Contract Renewal Agreement

Motion was made to accept items 2.1, 2.2, 2.3, 2.4, 2.5 and 2.6 authorizing the general manager to negotiate an increase with Grand American Construction. The contract will be brought back to the September 8, 2021 board meeting for approval. He reported their insurance is on file.

Initial Motion: Vice Chair/Secretary Diercks

Second: Treasurer Flores

Result of Motion: Carried 4-0

Director De La Cruz: Aye

Treasurer Flores: Aye

Vice Chair/Secretary Diercks: Aye

Chairman Hughes: Aye

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

3.1 General Managers 6<sup>th</sup> Amendment to Employment Agreement – Item 3.1 was removed from the agenda.

3.2 Approval of Noble Creek Central Command Irrigation System

Chairman Hughes opened public comment at 7:23pm. Hearing none, public comment closed at 7:23pm.

Motion was made to accept item 3.2.

Initial Motion: Vice Chair/Secretary Diercks

Second: Treasurer Flores

Result of Motion: Carried 4-0

Director De La Cruz: Aye

Treasurer Flores: Aye

Vice Chair/Secretary Diercks: Aye

Chairman Hughes: Aye

3.3 Authorize and Designate Proceeds from the Spooky Spectacular and Oktoberfest Tournaments for a Winter Wish Family

Chairman Hughes opened public comment at 7:24pm. Hearing none, public comment closed at 7:25pm.

Motion was made to accept item 3.3.

Initial Motion: Vice Chair/Secretary Diercks

Second: Treasurer Flores

Result of Motion: Carried 4-0

Director De La Cruz: Aye

Treasurer Flores: Aye

Vice Chair/Secretary Diercks: Aye

Chairman Hughes: Aye

#### 4. DEPARTMENT REPORTS:

##### Human Resources Administrator/Clerk of the Board: Janet Covington

- The District has 25 employees. We hired four recreation assistants. Jesse Camacho was promoted to full time maintenance worker I. Mark Camacho and Moises Lopez were promoted to part time maintenance positions.
- Workers Compensation Cases/Incidents/Accidents – No employee cases. It has been 850 days since our last employee accident.
- CalPERS, California Employer's Retiree Benefit Trust (CERBT) Fiscal Year-End Contribution Summary was submitted.
- Form 470s were submitted.
- CalPERS Out of Class Validation was submitted to CalPERS.
- All Anti- Harassment training certificates have been received.
- The employee of the month for April was Jesse Camacho and May was Mack Camacho. Chairman Hughes attended. Danny Thomas Ranch was postponed. Date to be determined.
- June and July's Employee of the Month is scheduled for August 12, 2021 at 12:30 in Franco gardens. All is invited. Aaron Morris will celebrate August employee of the month on August 20 during the 2nd annual field games. September employee of the month will be celebrated at Oktoberfest on Friday September 17 at 1:00pm on the dance floor.
- A disbursement was requested from the District CERBT's account for FY 20/21 retiree health premiums paid.
- Employees are working on retrieving their items for CAPRI's visitation on August 24.
- Duane Burk will be speaking at the Beaumont Chamber breakfast this Friday, August 13 @ 7:30 am. Dan, Denise, Chris and Armando have confirmed attendance.
- Governor's Oder # N 29-20 will be lifted September 30, 2021. This means that, as of October 1, 2021, the following requirements will return to full force and effect if no changes are made.
  - Local bodies must notice each teleconference location from which a member will be participating in a public meeting and each teleconference location must be specifically identified in the meeting notice and agenda, including full address and room number;
  - Each teleconference location must be accessible to the public;
  - Members of the public must be able to address the body at each teleconference location;
  - Local bodies must post agendas at all teleconference locations; and
  - During teleconference meetings, at least a quorum of the members of the local body must participate from locations within the boundaries of the territory over which the local body exercises jurisdiction.
- The annual holiday party is scheduled for Friday, December 17, 2021. We have a magician contracted for the event. Save the Date cards will be out in September.
- The Beaumont Chamber State of the City is August 25, 2021 @ 11:00am. They will be honoring the District with their 2021 Beautification Award at the Albert A. Chatigny Senior Community Center. Seats are reserved for all who confirmed.
- Wished everyone a Happy Birthday and thanked Director Ward for treating her to lunch on her birthday.

##### Financial Services Technician/Office Manager: Nancy Law

- The Finance Committee met and reviewed the financial reports of July 2021.
- The District received \$153,622.86 for June 2021 and \$56,848.30 for July 2021 into the Riverside County Fund.
- \$5000.00 was transferred into the Reserve fund for the months of June & July 2021 bringing the balance to \$263,672.08.
- Nancy transferred \$7,500.00 into the Project account for the months of June & July 2021 for the loan payment due in November, bringing the balance to \$67,500.00.
- Nancy attended the 2<sup>nd</sup> quarter Safety Committee Meeting.
- Nancy attended a webinar "COVID Lessons Learned, Best Practices, & Moving Forward".
- Nancy attended a webinar "Streamline Live! Back on Track Edition" where Ryann got us first place in Calendar use.
- Nancy attended on 7/22/2021 Oktoberfest Meeting.

- Nancy is working with Auditors on their sample selections.
- Nancy is pulling FY files and organizing the office.

Activities Coordinator: Kyle Simpson

- Facility Rentals have been ongoing. COVID-19 testing facility at the Woman's Club will continue through September 30, 2021.
- There are currently three different skating groups renting out the hockey rink weekly. Beaumont High School Tennis team had been holding summer practices at the Tennis Courts.
- The Yoga Connection has begun classes at Noble Creek Community Center.
- Kyle is in the process of adding tennis lessons and square dancing classes.
- National Fitness Court. Kyle has been coaching staff on Tuesday and Thursday mornings running a variety of classes.
- Movies Under the Stars were a big success. Kyle reserved a large blow-up screen to show the Goonies on July 19th, unfortunately the screen popped during setup so the regular screen was used to show the movie.
- Oktoberfest is scheduled for September 17-19, 2021. Kyle has 3 bands confirmed. The contracts are completed. He received 7 arts and craft vendors and 5 food vendor applications. The beer for the event has been ordered. Stein holding mugs have been received. 31st anniversary mugs have been ordered. Advertising signs have been ordered and will be placed out one month before the event. Waste Management has donated recycle bins. The Bergermeister is Christian Linnemann and the King is Nathan Stine. Nominations for Favorite German American are being advertised, there have not been any responses at this time. The city event permit is approved. The Press release is currently running. The ABC License will be submitted within 2 weeks of the event per their requirements. The mobile police command unit has confirmed they will be at the event along with 2 officers. The Lions Club will be pouring beer Saturday all day 12:00pm-11:00pm. Kyle is waiting to hear back from BYB regarding them pouring beer on Sunday and he officially invited the Board to pour beer on Friday night 5:00pm-11:00pm

Maintenance Foreman: Aaron Morris –

- Aaron has been gathering estimates to Hydro Seed the Bogart Day Use Meadow, which will be a three-phase project.
- He is preparing for the CAPRI Site inspection.
- Staff has continued to help with the ongoing Foundation's Market Night Events.
- Planning to renovate fields 2 & 3. (e.g., Redo the Irrigation layout, condition the infield clay, reinstall the fencing for the backstops and outfielders, & renovate and reseed the turf).
- Preparing for Oktoberfest with staff.
- Training the new part time staff to help with daily operations.
- Trying new IPM practices to help reduce the amount of rodents in the parks like ground squirrels.
- Repairing numerous irrigation leaks in the quad and on fields 2 & 3.
- Studying for my upcoming Playground Certification Course & Exam.
- Working with our contractors and prepping for the construction of the new building in the Maintenance Yard.

Athletic Coordinator: Dodie Carlson

- Summer adult slow pitch is in full swing with thirty-nine teams this season. There are six Women's teams on Mondays, Seven Men's teams on Tuesdays and thirteen Co-ed teams on Thursday and Sundays. She believes this is an all-time record for us.
- Dodie is working on the flyers for Oktoberfest, Spooky Spectacular, and the Toys for Tots tournaments. The Spooky Spectacular may be a two-day event.
- We will also be having our annual can food drive for the Winter Wish program.
- Dodie thanked the Board of Directors, General Manager, and staff for their constant work at the district. She is excited to see the improvements to the fields and facilities at Noble Creek that we will be worked on this month and said they will be looking sharp when we can get back to filling these fields every weekend with tournaments.

- BYB has finished with a successful All Star season. The 8U softball team won the Pony World Series. They will be starting registrations in August for fall ball to start after Labor Day. Mike Hilburn has stepped down as President and has appointed Steve Wagner as the new President.

General Manager: Duane Burk

Duane reported it has been a busy last two months since our last board meeting. His surgery was postponed until August 16. The District is sending a flyer in the mail regarding what the community would like to see happen at the Danny Thomas Ranch. The flyer is targeted to reach residents in Calimesa, Beaumont and Cherry Valley that vote and have children. It will also be posted on our web site. Duane said he, Directors Hughes and Flores have met with the City of Beaumont regarding metering the sewers. The metering has been completed and he will notify the City of Beaumont to let them know it has been completed and we will start monitoring the sewers September 1. The quad area, waterlines and pipes will be torn out and there will be an opportunity for potential future projects. We continually get leaks and complaints. Duane is looking forward to his presentation at the Chamber breakfast.

**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 5:00 pm NCCC.
- Facility Use Ad Hoc- Second & Fourth Tuesday Monthly @ 5:30 pm
- BCVRPD Board Meeting Schedule, NCCC
  - September 8, 2021
  - October 13, 2021
  - November 10, 2021

5.2. Upcoming Holidays

Thursday, November 11, 2021 – Veterans Day  
 Thursday & Friday, November 25 & 26, 2021 - Thanksgiving

5.3. Events

- Beaumont Woman’s Club COVID-19 Testing has been extended through September 2021.
- September 17-19, 2021 Oktoberfest
- October 23, 2021 Pumpkin Carve
- December 3-4, 2021 Winterfest

**DIRECTORS MATTERS/COMMITTEE REPORTS**

**Director De La Cruz:** Armando left the meeting at 7:50pm.

**Treasurer Flores:** John said he looks forward to the Danny Thomas Ranch development and encouraged the board members to get involved with the design, development and improvements. He stated it is an awesome responsibility of the board and will set precedence for future residents of our area and unborn children who will be enjoying the park that we design. He said we haven’t completed Bogart Park projects and the District is growing bigger and bigger with the Danny Thomas Ranch. John stated that, as a board, they need to do what will be the best entertainment for the community. John attended an El Toro Wapo event and said it was a good event. He said the Board needs to remember who we are and what we were created for. The community was not being served so that is why the District was created and we need to move forward in the best interest of the community because the community created the District.

**Vice Chair/Secretary Diercks:**

Chris agrees with Treasurer Flores and said we have a lot of work to do. He is excited about the Hills Racing Complex. He said they do a good job, they are not here for profit, we know who they are and they have done work around here in the past. It will be a good challenge to get it started. Chris said staff is working hard, things are looking great and it is much appreciated and to keep up the good work. He wished everyone Happy birthday and good luck to Duane on his surgery.

**Chairman Hughes:**

Dan asked for the Calimesa Chamber breakfast to be on their schedules so they can attend. He wants to move forward with the Strategic-planning meeting when things are safe and back to normal. He said he wants to keep moving forward on the computers and a better system for the directors to use so they can move forward with the times. He stated he wants the directors to dress for success because they represent a lot and need to leave the legacy that they are on top of what they are doing and very professional. Dan said that when directors are appointed to ad-hoc committees, to take it seriously and he is willing to step in when needed. He appreciates the work director Flores is doing with Xavier. He thanked Vice Chair Diercks for filling in for him during the last board meeting while he had surgery. He said with some changes coming, we might potentially, in the future, have things like the facility use agreement people come before the board to discuss their plans. He wished everyone Happy Birthday.

**6. ADJOURNMENT:**

Motion was made to adjourn at 8:00pm

Initial Motion: Vice Chair/Secretary Diercks

Second: Treasurer Flores