



BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, September 9, 2020

Noble Creek Community Center 390 W. Oak Valley Parkway Beaumont, CA 92223

MINUTES

www.bcvparks.com

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 5:00 pm (1 Item)

Closed session began at 5:01 pm.

Conference with Legal Counsel

Roll Call:

Director De La Cruz: via teleconference

Director Ward: via teleconference

Treasurer Diercks: Present

Vice-Chair/Secretary Flores: Present

Chairman Hughes: Present

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

Title: General Manager

Closed session ended at 5:45 pm.

Legal Counsel, Joe Ortiz reported no action taken.

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

WORKSHOP SESSION: None

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

Regular session was opened in honor of Kathy Wagner at 5:45pm.

Roll Call:

Director De La Cruz: via teleconference

Director Ward: Absent, Left the meeting

Treasurer Diercks: Present

Vice-Chair/Secretary Flores: Present

Chairman Hughes: Present

Invocation: The invocation was given by Duane Burk

Pledge of Allegiance: Joseph Ortiz led the pledge of allegiance

Sang Happy Birthday to District Counsel, Joseph Ortiz and anyone who had current birthdays.

Chairman Hughes said Kathy was always around the baseball park and did the financial for Beaumont Youth Baseball. He has known her for thirty-two years, she was an asset to not only Beaumont Youth Baseball but also the community, and she will be missed dearly. She was a great person to know and was always lending a helping hand in all kinds of things.

Treasurer Diercks commented on Kathy Wagner. Chris said that Kathy was on the Beaumont Youth Baseball board for approximately thirty-five years. She received the Citizens of the Year award in 2007. She did a lot for the community. She was on several committees throughout the community including the Make a Wish Foundation and the Cherry Festival. She was a wonderful lady with a warm heart. She made sure kids who couldn't afford to play baseball or softball were able to play. She was a very good community person.

Dodie Carlson commented on Kathy Wagner. She said Kathy was involved with so many things. She was with BYB for 34-36 years, Winter Wish, Soroptimist and Cherry Valley Bow Hunters to name a few. She gave so much time to everybody in both the business world and her free time. Kathy was always traveling somewhere with her family, but a lot of special trips with daughter Jamie and her sister. She remembered one time about 12-15 years ago BYB had a board meeting in what is now Janet's office and for whatever reason the front gates were closed and when you go there as much as we do, we are kind of on autopilot whipping into the park and that is what she did and she t-Boned the gate. She recalls Kathy was fine but her Toyota was totaled. She said she misses Kathy at Beaumont Youth Baseball every day. She was a calm and soothing sole. Another favorite Kathy story was the Virginia Tee shirts. As the league progressed over time and uniforms got fancier, Kathy would talk about the team from little ole Beaumont who went back east to play on a shoestring budget. They had homemade Tee shirts and Costco mega boxes of cereal. It wasn't about what you wore it was how you played on the field. Kathy's favorite time to be in the park was at the end of a day of games or a tournament when it was quiet after everyone had all gone home, she would get to have her Nachos and Sugar Babies, she would say this has been a great day. Dodie said that Kathy Wagner passed away peacefully at home with her family and she was one of the most generous and classiest ladies she has ever met.

Presentations: None

Adjustments to Agenda: None.

1. PUBLIC COMMENT:

Georgean Hamilton – She asked if Marty was going to continue to work for the park and how she could find out that information.

Susan Schroeder - She wanted to address issues with Marty, the camp host at Bogart. She said she live adjacent to the maintenance yard and has had several issues with Marty. He took out 12 feet of their fence when he hit a tree with his motorhome. He also caused a fire the following night. She said she does not understand why he is there and asked what we planned to do to try to alleviate the problems. She said she has spoken with Duane and Aaron and asked for an investigation to the cause of the fire and they are concerned for the safety of their property because there are a lot of dry weeds. She would like the area and dry weeds cleaned up by his motorhome. Susan asked to be kept abreast of what is going on. Duane will call her and Ted after the meeting.

Ted Schroeder – He wanted to verify if Marty was an employee or is he just someone staying on property because in the past the County had required hosts to work 20 hours per week and he does not see that happening.

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 August 12, 2020

2.2 Bank Balances August 2020

2.3 Warrants for August 2020

General Manager, Duane Burk commented the finance committee reviewed the bank balances.

Chairman Hughes opened public comment at 6:04pm. Hearing none, public comment closed at 6:04pm.

Motion was made to accept items 2.1, 2.2 2.3.

Initial Motion: Treasurer Diercks

Second: Vice Chair/Secretary Flores

Result of Motion: Carried 4-0

Director De La Cruz: Aye

Director Ward: Absent

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 Revised Salary Schedule

Chairman Hughes opened public comment at 6:10pm. Hearing none, public comment closed at 6:10pm.
Motion was made to accept item 3.1.

Initial Motion: Chairman Hughes
Second: Vice Chair/Secretary Flores
Result of Motion: Carried 4-0
Director De La Cruz: Aye
Director Ward: Absent
Treasurer Diercks: Aye
Vice Chair/Secretary Flores: Aye
Chairman Hughes: Aye

3.2 Gann Appropriation Limits FY 20/21

Chairman Hughes opened public comment at 6:12pm. Hearing none, public comment closed at 6:12pm.
Motion was made to accept item 3.2.

Initial Motion: Chairman Hughes
Second: Treasurer Diercks
Result of Motion: Carried 4-0
Director De La Cruz: Aye
Director Ward: Absent
Treasurer Diercks: Aye
Vice Chair/Secretary Flores: Aye
Chairman Hughes: Aye

3.3 Authorization for Submittal of Community Development Block Grant Application 2021-2022.

Chairman Hughes opened public comment at 6:14pm. Hearing none, public comment closed at 6:15pm.
Motion was made to accept item 3.3.

Initial Motion: Treasurer Diercks
Second: Vice Chair/Secretary Flores
Result of Motion: Carried 4-0
Director De La Cruz: Aye
Director Ward: Absent
Treasurer Diercks: Aye
Vice Chair/Secretary Flores: Aye
Chairman Hughes: Aye

3.4 Authorization for CSDA Finance Corporation Funding.

Chairman Hughes opened public comment at 6:25pm. Hearing none, public comment closed at 6:25pm.
Motion was made to accept item 3.4.

Initial Motion: Chairman Hughes
Second: Treasurer Diercks
Result of Motion: Carried 4-0
Director De La Cruz: Aye
Director Ward: Absent
Treasurer Diercks: Aye
Vice Chair/Secretary Flores: Aye
Chairman Hughes: Aye

4. DEPARTMENT REPORTS:

Human Resources Administrator/Clerk of the Board: Janet Covington

- We have 28 employees. One casual recreation assistant took a position at another company. We brought back one employee to her part time receptionist position. We currently have 15 employees working and 13 on furlough. A full time maintenance employee will be returning from furlough on Sept 14, 2020.
- The FY 19/20 Final Payroll Report was completed and submitted to CAPRI
- Janet is reviewing the 2020 Biennial Notice for Conflict of Interest Codes
- There were not any workers compensation claims, incidents or accidents. It has been 514 days since our last employee accident.
- Safety Compliance provided "SDS Sheets" training in August
- Janet Covington and Nancy Law attended Special District Leadership Foundations Module 1 training on "Governance" on August 25 & 26. This was the first of four modules.
- Harassment training for Directors, Supervisors and staff is scheduled for January 13, 2021 @ 4:00pm prior to our board meeting. This will be both in person with social distancing allowance and virtual.
- Ethics training will need to be completed in January as well. This free training is available on line at <http://localethics.fppc.ca.gov/login.aspx>. When completed, you print the certification and return it to Janet.
- Janet Covington attended CalPERS open enrollment training and Streamline Portal training.
- Janet is working both remotely and in the office.
- Janet worked with auditors on their request for information.
- Janet asked for suggestions for a "Social Distancing" holiday party.

Financial Services Technician/Office Manager: Nancy Law

- The Finance Committee met to review August 2020 Financial Reports for Fiscal Year 2020-2021. The Monthly Financial Report consisted of the Profit & Loss Budget vs. Actual, as well as the Bank Account Balance Spreadsheet and Warrant Registers, which were included in the Board Packet.
- Property Tax Disbursement – There has not been any deposits into the Riverside County Fund for August 2020 as of September 2, 2020.
- \$5000.00 was transferred into the Reserve fund for August 2020 bringing our balance to \$368,469.42.
- Finance put together all Unifirst documentation for Attorney.
- Finance met with Safework regarding Disaster Recovery Assistance FEMA Application.
- Finance attended on 8/25/2020 and 8/26/2020 – Special District Leadership Academy Module 1: Governance Foundations.
- Finance attended on 8/27/2020 – COVID-19 Series: Managing a Remote Workforce.
- Finance attended on 8/27/2020 – Streamline – Getting Started w/Portal.
- Finance is working on preparation for the CDBG grant Application.
- Finance attended a webinar – Finding Financing for Capital Improvements.

Activities Coordinator: Kyle Simpson

- Facility Rentals have been cancelled and/or moved through the month of September.
- COVID-19 Testing Facility has been moved to the Woman's Club through September.
- Thunder Alley RC Raceway has been reopened on a limited weekend basis.
- The Fitness Court has all of the decals on it, the workout equipment is all installed and will be open as soon as the regulations allow.
- Heart and Soul Line Dancing and Guitar classes have started back up at the Grange. They are social distancing during class wearing facemasks, staying 6 feet apart as well as sanitizing at the end of class.
- Far From Perfect Mustang Rescue has resumed Gymkhana events at the Horse Arena.
- CAST Players and San Gorgonio Pass Historical Society have been notified about COVID-19 testing at the Woman's Club for the month of September.
- Bogart 1K/5K Fun Run has been rescheduled for October 10. Kyle contacted some of the runners and many said they either did not feel comfortable or were going on vacation.

- Movies Under the Stars – Kyle is in contact with Swank Industries to rent the movies if it is possible to show them this year. Dates for the movies are still pending based on social distancing regulations. Church for Family will contribute with their projector and volunteers. They will not have a snack bar.
- Oktoberfest has been cancelled for 2020 due to the inability to predict when it is possible to have gatherings
- Kyle contacted Green thumb Produce about a Pumpkin donation for this year. They will be getting back to him. He is working on a plan for a drive-thru style carving kit pickup, pending the pumpkin donation and gathering regulations. He will be working with the Police Department and the City to be involved with Trunk-or-treat this year at Noble Creek Park.
- Kyle will be attending the Beaumont Chamber Breakfast on September 11th
- All other Community events and meetings have been cancelled until further notice due to COVID-19

Maintenance Foreman: Aaron Morris

Aaron said it has been a very hot summer and the Maintenance Department has been staying cool with plenty of hydration. Staff is very grateful to be at work, staying busy and looking forward to the upcoming seasonal change.

- Maintenance worked on the horseshoe pits in preparation for the "Avila Shoot Out". Each pit was freshly painted and six stakes were dug up and replaced with the help of some volunteers affiliated with the West Side Ringers.
- Maintenance finished installing the irrigation in Bogart. Staff is fine-tuning the system, finishing the programming, and mapping the system.
- Maintenance will be applying seed and fertilizer to all the turf that dried out during the recent Fire Camp. This is pending because of the Eldorado fire.
- Aaron has been working with Nancy on updating and clarifying work procedures for the Bogart Regional Park Camp Hosts.
- Aaron has been working with Kyle on updating the language in our Ballfield Rental Agreements regarding safety and sanitation protocols.
- Maintenance has started working on the ballfields in preparation of re-opening the fields.

General Manager: Duane Burk

- Covid Testing has been extended through September at the Woman's Club.
- Duane received some complaints on some of the improvements made at Bogart Park from Fish & Wildlife. He met with a team of consultants who will be working us through a permitting process. If you trim an Oak tree, you need to get a permit. We will be getting a survey of the trees in Bogart and identify the California Oaks. He will be working with Land Engineering and L & L Environmental.
- Duane would like to bring back the Ad-Hoc committees, social distancing. Next Tuesday the Bogart Ad-Hoc will be meeting.
- He would like to take the time to rededicate Bogart before the election. We would like to have the ribbon cutting in October. He will check with Supervisor Hewitt and Beaumont Cherry Valley Water District on their available dates.
- He would like to dedicate the Fitness Court so we can open it. Staff has the ability to sanitize it.
- He would like to start work on the list of names for the memorial wall. We will have multiple people this year.
- We are working on the camp host issues and will bring it back to the ad-hoc to discuss in detail. The Camp host problem talked about tonight is being addressed. We will be looking at coming up with different procedures for the hosts, reviewing fees and streamlining things.
- The City contacted us for Trunk or Treat and he is looking forward to it.
- The last two weeks have been successful at the park. We had a good turnout for the horseshoe tournament and Thunder Alley and the RV's were full.
- Kathy Wagner – He coached her daughter at Beaumont High and had the privilege of working with Kathy in BYB. He will always have Kathy on his mind.
- He appreciates the kindness they had in his contract.

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

October 14, 2020

November 12, 2020 (Thursday)

December 9, 2020

5.2. Upcoming Holidays

Wednesday, November 11, 2020 – Veteran's Day

Thursday/Friday, November 26 & 27, 2020 - Thanksgiving

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
- Beaumont Woman's Club COVID-19 Testing has been extended through September 30, 2020. (Monday through Saturday 7:00am to 7:00pm).

DIRECTORS MATTERS/COMMITTEE REPORTS

Director De La Cruz

Armando thanked all the staff and Board for continuing their hard work. He hopes everyone is staying safe. He wished everyone a Happy Birthday. He visited Bogart Park and saw there was a lot of campers and families enjoying themselves. The day after there was a lot of mess. He recommended more trashcans.

Treasurer Diercks

Chris thanked everyone for all their hard work. He said Bogart is looking good and he drove through and saw a lot of people.

Vice Chair/Secretary Flores

John said he knew Kathy Wagner and feels you cannot replace an icon like her in the community. He said to reflect and encourage the younger generation to participate. He congratulated Duane on everything he has done in the District and comparing it from when he took over to now, the District is moving forward. He appreciates what Duane has done. We work hard as a group and do not want to be embarrassed so we need to remind our camp host they are the face of the District.

Chairman Hughes

Dan attended the Collaborative Agency meeting at the Library. After COVID, he hopes there are more people attending. He said Terrance Davis left the school District and they placed Maureen Latham to the Interim position. He had a conversation with the City of Calimesa about the Shopoff project and he and Duane attended a virtual meeting with them. Dan spoke with Larry Smith about traffic litigation. He wished Vice Chair/Secretary Flores the best. He will be going into the hospital for open-heart surgery on the 21st of September and to wish him the best and to keep him in our prayers. He said Kathy Wagner was a monumental person here and did a lot of things for our area. He wished happy birthday to Joe Ortiz.

6. ADJOURNMENT:

Motion was made to adjourn the meeting in honor of Kathy Wagner at 7:05pm.

Initial Motion: Treasurer Diercks

Second: Vice Chair/Secretary Flores