



**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, November 12, 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 – None

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

WORKSHOP SESSION: None

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

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

Regular session opened at 5:00pm.

Roll Call

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

Invocation: The invocation was given by General Manager, Duane Burk

Pledge of Allegiance: Joe Ortiz led the pledge of allegiance

Presentations: None

Adjustments to Agenda: None.

1. **PUBLIC COMMENT:** None.

2. **CONSENT CALENDAR:**

2.1 Minutes of October 14, 2020

2.2 Bank Balances October 2020

2.3 Warrants for October 2020

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

Chairman Hughes opened public comment at 5:06pm. Hearing none, public comment closed at 5:06pm.

Initial Motion: Director Ward

Second: Treasurer Diercks

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:** (Includes Committee Reports)

3.1 Approval of 2021 Board Meeting Dates

Motion was made to accept item 3.1.

Chairman Hughes opened public comment at 5:07pm. Hearing none, public comment closed at 5:07pm.

Initial Motion: Treasurer Diercks

Second: Director De La Cruz

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

3.2 Approval of 2021 Holiday Schedule

Chairman Hughes opened public comment at 5:09pm. Hearing none, public comment closed at 5:09pm.

Motion was made to accept item 3.2.

Initial Motion: Director Ward

Second: Treasurer Diercks

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

3.3 Approval of 2021 Facility License Agreements

Motion was made to accept item 3.3.

Duane Burk stated there were not any increases in fees and is considering an E-Mon meter at Thunder Alley.

Chairman Hughes opened public comment at 5:11pm. Hearing none, public comment closed at 5:11pm.

Initial Motion: Treasurer Diercks

Second: Director Ward

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

3.4 Approval of 2021 Special Event Dates

Motion was made to accept item 3.4.

Chairman Hughes opened public comment at 5:14pm. Hearing none, public comment closed at 5:14pm.

Kyle presented the list of events. We may add Trunk or Treat in 2021.

Initial Motion: Treasurer Diercks

Second: Chairman Hughes

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

3.5 Authorizing Resolution 2020-06 Approving Application(s) for Per Capita Grant Funds

Nancy reported the resolution is for Prop 68 money and she held a mandatory workshop on October 21, 2020. Resolution 2020-06 provides the authority to submit future grant applications until 2024. Duane Burk said we had not qualified in the past because the grants were primarily for disadvantaged communities. We have partnered with the City of Beaumont so that we don't compete for the Per Capita money. The amount available is \$185,000.00.

Motion was made to accept item 3.5.

Chairman Hughes opened public comment at 5:16pm. Hearing none, public comment closed at 5:17pm.

Initial Motion: Treasurer Diercks

Second: Director De La Cruz

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

3.6 Approval of Apple Fire Mitigation Billing

Duane Burk reported the District suffered a tremendous amount of vegetation loss at Bogart Park and the watersheds during the Apple and El Dorado Fires. There is not any vegetation left to prevent future runoffs, flash flooding or monsoonal flows for primarily the next three years. As directed by the ad-hoc committees and/or the board in an effort to protect the land and the money invested into the pond, he entered into a contract with Merlin Johnson Construction. He reported although preventative measures were in place, after the completion of the erosion control and mitigation, it added to their substantialness. Since the weeds were gone, more rock and barriers were added and they dug out the retention basin and added straw waddle, sandbags and hay bales. He recommended the board approve the amount of \$136,906.27 for Merlin Johnson Construction. Nancy Law reported she has been working with Safeworks in an effort to recoup some of the money in their Cal OSHA OES Hazard Mediation Grant program.

Motion was made to accept item 3.6.

Chairman Hughes opened public comment at 5:21pm. Hearing none, public comment closed at 5:21pm.

Director Ward asked if the amount requested is the total amount for the mitigation already completed, and if there was a set dollar amount and if they submitted their entire payroll with their billing. Duane said the billing was the total amount and it was for time and material and all the paperwork was submitted with their billing and is available for review. Director Ward said she feels there may be more work needed done in the future. Duane responded that we may need to re-clean out the areas but we would use our own equipment when we could. He does not know what contractor we would use in the future but would bring it in front of the board at that time.

Initial Motion: Treasurer Diercks

Second: Chairman Hughes

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

3.7 Approval to use Prior Year Foundation Income for Winter Wish

Motion was made to accept item 3.7 authorizing \$750.00 from the foundation for participation in the Winter Wish program. Joe Ortiz reported there is no impact to the District and it is not a gift of public funds because it is coming from the foundation and not the District. Chairman Hughes wants to involve the foundation members in the decisions of the foundation.

Chairman Hughes opened public comment at 5:28pm. Hearing none, public comment closed at 5:29pm.

Initial Motion: Chairman Hughes

Second: Director Ward

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

3.8 Approval of 2021 Parking Fee Dates

Motion was made to accept item 3.8

Chairman Hughes opened public comment at 5:35pm. Hearing none, public comment closed at 5:35pm.

Initial Motion: Treasurer Diercks

Second: Director De La Cruz

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

DEPARTMENT REPORTS:

Human Resources Administrator/Clerk of the Board: Janet Covington

- We have nineteen employees. Seventeen working and two on furlough. A part-time maintenance employee was permanently laid off and four casual recreation assistants were non-responsive to our request of availability. We brought back two employees and promoted them to part time maintenance positions.
- We have not had any workers compensation cases, incidents or accidents. It has been 578 days since our last employee accident.
- Janet and Nancy Law attended Special District Leadership Foundations Module 3 & 4 training on “The Boards Role in Finance/Fiscal Accountability and The Boards Role in Human Resources. Both have completed the academy.
- 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 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 the course is completed, you print the certification and return it to Janet.
- Janet attended various trainings such as Story Telling for Special Districts by Streamline, making the public aware of who our District is, what we do and why we do it. There is quite a bit of general information on Special Districts at “Districtsmakethedifference.org”. She attended the CSDA webinar on The ABC’s of SDLF and the Board Secretary conference.
- Our staff holiday party is Friday, December 11, 2020, starting at 5:00 pm. We are limiting the party to staff and directors each being allowed to bring one additional guests in order to apply social distancing to keep everyone safe and healthy. This will be a very casual event. The theme will be “Competitions”. Get your ugly sweaters ready, your favorite dessert and be ready to play trivia. She asked for the Director’s Choice so the plate can be ordered.
- CalPERS has initiated an audit in regards to our health plan with them.
- Aaron Morris had a baby girl and the District sent an arrangement to him.
- Legal counsel was invited to the holiday party. Foundation members were not invited at this time.

Financial Services Technician/Office Manager: Nancy Law

- The Finance Committee met and reviewed October 2020 Financial Reports.
- The District has not received deposits into the Riverside County Fund for October 2020 as of 11/2/2020.
- The 5,000.00 monthly contribution for October 2020 was transferred into the reserve fund. We moved \$223,848.36 from Operating and Capital Reserve for Bogart Pond per Board Approval at Special Meeting on 9/23/2020 bringing our balance to \$99,671.49.
- Nancy attended the NFC Launch Planning for the Fitness Court Grand Opening.
- Nancy attended the Bogart Dedication
- Nancy attended the October 13, 20 and 27, 2020 Storytelling for Special District conference.

- Nancy attended the Special District Leadership Academy Module 3: Board's Role in Finance and Fiscal Accountability.
- Nancy attended the CA State Parks – Per Capita Program Prop 68 Mandatory Workshop.
- Nancy attended the Board Secretary Conference.
- Nancy attended the CSMFO (California Society of Municipal Finance Officers) – CA Local Budgeting training.
- Nancy met with Safework on filing Cal OES Hazard Mitigation Grant Program.
- Nancy is working with General Manager on the CDBG grant Application

Activities Coordinator: Kyle Simpson

- Kyle reported facility rentals have resumed with limited capacity, 25% of building capacity for indoor events and 50% capacity for outdoor events.
- COVID-19 Testing Facility has been moved to the Woman's Club through December 31.
- Ballfields are being rented for single team practices Monday through Thursdays
- Adult softball has started back up. We have four teams for Tuesday Men's. Eight teams for Thursdays Coed and six teams for Sunday Coed.
- Woman's Club users have been notified about COVID-19 testing through the end of the year.
- Kyle earned his Ambassadorship from National Fitness Campaign in preparation for the Grand Opening
- Bogart 1K/5K Fun Run has been postponed until further notice
- Movies under the Stars have been cancelled. Weather will be a factor this time of the year
- Trunk or Treat was very successful; we gave out candy until 9:30pm. Staff dressed up as the Ghostbusters crew. Chairman Hughes was there the whole time and it was nice to see Treasure Diercks came through the line. There was well over 300 cars. Director De La Cruz attended as well.

Maintenance Foreman: Aaron Morris

Aaron said he hopes everyone is staying safe and warm as the weather begins to cool down. Staff has been keeping busy working on our facilities and small projects throughout the week.

- Staff added additional irrigation around the Fitness Court and over seeded the surrounding landscape with a perennial ryegrass blend and over seeded the Bogart Day Use Meadow with the same blend.
- Maintenance has taken over our facilities and will be taking care of the grounds.
- Aaron has been collaborating with Kyle and Staff on jump-starting the Adult Softball League.
- Staff has been working on the fields and getting them back into shape for practices and Adult Softball.
- Both dog parks have had ADA walkways installed for our users.

General Manager: Duane Burk

Duane reported staff has been busy and he is pleased the Bogart dedication was completed. He said the plaque at the entrance of Noble Creek Park has been uncovered but we have not dedicated it yet.

Duane reported an incident in the park. Someone was driving through the park when a ball from field #5 was hit over the fence and it dented his car. He said, people enter the park at their own risk but he is working with the gentleman and said if a claim is filed, it will probably be denied but there wasn't a lot of damage and he wanted to let the board know about it, not to set a precedence but wanted the board to know that sometimes things do happen. He gave the example of Ryann's car having the catalytic converter stolen from the parking lot and Alyssa's car having her window broke out and things stolen. He said things happen in the park and perhaps we can look into lifting the fence higher and more signage.

He has been working in depth with Fish & Game and our consultant on the permitting process on some of the work done in Bogart

He received compliments on the new walkways at the dog park. The project was from the Laura May Stewart grant.

Duane is glad to see we have all of the staff back that can work, and they have their jobs through the holiday season.

Chairman Hughes asked Joe Ortiz if he commonly runs into incidents like the one Duane reported. Joe said yes, and if a claim were filed, it would probably be denied. Dan asked if we could explore options for staff when there is some kind of damage while at work. Joe suggested Duane look at it on a case-to-case basis.

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

December 9, 2020

January 13, 2021 – **Starts at 4:00pm**

February 10, 2021

5.2. Upcoming Holidays

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

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

5.3. Events

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

Mr. Parker, the patron whose car was hit asked what could be done about it. Joe Ortiz responded he recommends he contact the District to try to identify the person and he should work with the general manager. The general manager will contact him.

6. DIRECTORS MATTERS/COMMITTEE REPORTS

Director De La Cruz - None

Director Ward

Denise thanked Duane and staff for their continued hard work. She said everything looks great and beautiful and everyone is doing an excellent job and she appreciates everything staff does. She said it is apparent, due to the fires around Bogart; it has imposed a serious safety issue. She appreciates the mitigation work that has been completed in and around the area and thanked Duane for getting ahead of the situation. She thanked Dodie for continuing her help with the Winterwish program. She said it is predicted that Covid will be coming back for a serious second round and wished for everyone to stay safe and healthy. Denise wished everyone a happy Thanksgiving. Denise is excited to have all of our activities back in 2021. She wished Dan good health. She said she is excited for the Christmas party. Denise reported she attended the collaborative agency meeting on November 4 with John and the Library District said they like having their Story Telling program at Noble Creek Community Center and hopes for more attendance. She reported at that meeting, the rededication of Bogart Park and told them we would let them know when we have the gym dedication.

Treasurer Diercks

Chris reported he walked and toured the new restrooms and fitness court at field 7 and looked at the new sidewalks at the dog park. He said everything looks good and it's amazing how much work is getting done during the pandemic. Chris said things are looking great and he appreciates staff.

Vice Chair/Secretary Flores

John said he is pleased to hear staff is coming back in time for the holidays and pleased with staff and the progress at Bogart as well as how cost efficient we have been with the contractors in mitigating 20 plus years of lack of attention there. He thanked Merlin Johnson and Duane for negotiating rates, costs and materials.

Chairman Hughes

Dan congratulated Aaron on the birth of his daughter. He has asked Duane and staff to look into providing Chromebooks for the Directors for meetings and emails and eventually be able to make a motion and vote on them. He asked Duane to have letters sent to the winners of the elections. He said he attended with Duane, the OPR and Shopoff group about the progress moving forward on the San Gorgonio Crossings project. He asked for a closed session next meeting for that.

6. ADJOURNMENT:

Meeting was adjourned at 6:12pm