



**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
Wednesday, April 10, 2019  
390 W. Oak Valley Parkway Beaumont, CA 92223**

**AGENDA**

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

**DISTRICT CLOSED SESSION** – Closed Session to Begin at 5:00pm (1 Item)

**Roll Call:**

Director De La Cruz \_\_\_\_\_ Director Ward \_\_\_\_\_ Treasurer Diercks \_\_\_\_\_  
Vice-Chair/Secretary Flores \_\_\_\_\_ Chairman Hughes \_\_\_\_\_

Conference with Legal Counsel

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

Title: General Manager

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

**WORKSHOP SESSION:** None

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

**Roll Call:**

Director De La Cruz \_\_\_\_\_ Director Ward \_\_\_\_\_ Treasurer Diercks \_\_\_\_\_  
Vice-Chair/Secretary Flores \_\_\_\_\_ Chairman Hughes \_\_\_\_\_

**Presentations:**

**Invocation:**

**Pledge of Allegiance:**

**Adjustments to Agenda:** Government code sec 54954.5(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) “

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 March 14, 2019
- 2.2 Bank Balances March 2019
- 2.3 Warrants for March 2019

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

- 3.1 Approve Destruction of Records in Accordance of BCVRPD Records Retention Schedule
- 3.2 Approval of Bogart Park Fees
- 3.3 Resolution #2019-02 National Fitness Campaign Grant

**4. DEPARTMENT REPORTS:**

Human Resources Administrator/Clerk of the Board: Janet Covington  
Financial Services Technician/Office Manager: Nancy Law  
Activities Coordinator: Kyle Simpson  
Athletic Coordinator: Dodie Carlson  
Maintenance Foreman: Frank Flores  
General Manager: Duane Burk

**5. CALENDAR OF EVENTS:**

5.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm NCCC
- Finance – 1<sup>st</sup> Thursday of Every Month 5:00 pm NCCC
- Facility Use Ad Hoc- Second & Fourth Tuesday Monthly @ 6:30 pm
- BCVRPD Board Meeting Schedule, NCCC

May 8, 2019

June 12, 2019

July 10, 2019

5.2. Upcoming Holidays

Monday, May 27, 2019 Memorial Day

Thursday, July 4, 2019 Independence Day

5.3. Events

- April 20, 2019 Spring Fling
- April 26, 2019 Arbor Day

**DIRECTORS MATTERS/COMMITTEE REPORTS**

**6. ADJOURNMENT:**

**Any person with a disability who requires accommodations in order to participate in the meeting should telephone Janet Covington 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 I am employed by the Beaumont-Cherry Valley Recreation and Park District and the foregoing agenda was posted at the District office and web site April 4, 2019

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Janet D Covington, Human Resources Administrator/Clerk of the Board



**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
Thursday, March 14, 2019**

**MINUTES**

**Staff & Director photos were taken.**

**DISTRICT CLOSED SESSION** – None.

**BEAUMONT CHERRY VALLEY RECREATION AND PARK IMPROVEMENT CORPORATION (BCVRPIC):** 5:00pm

Appointment of Nick Hughes to Steering Committee

BCVRPIC session began at 5:00pm. The session ended at 5:16pm.

**WORKSHOP SESSION:** Workshop Session will Begin at 5:30pm

Presentation; Update of District Projects, General Manager

The workshop session began at 5:30pm.

Duane showed a slide presentation of projects being worked on as well as the completed projects.

**REGULAR SESSION:** Regular Session to Begin at 6:00 pm

Regular session began at 6:07pm.

**Roll Call:**

Director De La Cruz   X   Director Ward   X   Treasurer Diercks   X  

Vice-Chair/Secretary Flores   X   Chairman Hughes   X  

**Presentations: None.**

**Invocation:** The invocation was given by Vice Chair/Secretary Flores

**Pledge of Allegiance:** The pledge of allegiance was led by Treasurer Diercks

**Adjustments to Agenda:** None.

**1. PUBLIC COMMENT:** None.

**2. CONSENT CALENDAR:**

2.1 Minutes of February 13, 2019

2.2 Bank Balances February 2019

2.3 Warrants for February 2019

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

**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. ACTION ITEMS/BIDS & PUBLIC HEARING/REQUESTS:** None.

**4. DEPARTMENT REPORTS:**

Human Resources Administrator/Clerk of the Board: Janet Covington

Janet reported there was one departed employee and currently has 31 employees. She said forms 700's are due. The District received one (1) incident claim on 2/12/2019 (Cease) Car Bumper Damage. The claim was investigated and determined the damage was the responsibility of the District. After receiving two estimates for the repairs, the claim was settled for \$1875.10 paid to Yucaipa Auto Collision. Safety Compliance Company provided "Back Safety" training in the maintenance department. Aaron Morris completed training on Criticism and Discipline Skills for Managers and Supervisors. Employee CPR and the mandated sexual harassment avoidance training are scheduled for March 26 during the school break. She reported Chris Diercks, Dan Hughes, John Flores, Denise Ward and Duane Burk are registered to attend the Special Districts Association, Special District Leadership Academy 4/7/2019-4/10/2019 and the per diem checks are available for pick up and to let her know if anyone will be carpooling because the checks will need to be changed. Janet has fulfilled the auditors requested items for the FY 17/18 audit. She reminded everyone to *Save the date for our annual staff BBQ August 3, 2019 11:00am to 3:00pm at Bogart Park and if anyone would like to donate a prize for our BINGO games, please see her.* An option for our employees to participate in a Flexible Spending Account is expected to be on the April agenda for approval. She reported she will be on vacation April 3-15, 2019. The plaque for Stella Parks has been ordered and when received and installed we will have a ceremony for Stella.

Financial Services Technician/Office Manager: Nancy Law

Nancy reported the Finance Committee met and reviewed the February 2019 Financial Reports. She received deposits into the Riverside County Fund in the amount of approximately \$21,000.00. She transferred into the reserve fund \$5,000.00 for February bringing the balance to \$329,882.31. She has been working with the CPA on the 17/18 audit items and an onsite visit will be coming soon. Nancy reported the District received approval from the National Fitness Campaign grant and the resolution will be at the next board meeting for approval. Nancy has mailed the paperwork for the SCE Easement. She reported the Bogart Park fees and passes will be at April's board meeting for approval and the cameras were installed at Bogart and we are waiting on the Wi-Fi so we can view the cameras on the our phones.

Activities Coordinator: Kyle Simpson

Kyle reported the Pastor for tonight's meeting was sick. Kyle reported he has been busy with facility users and rentals and showing properties to potential users and they will not be renting NCCC in April because of the roof installation. He said he performed a playground safety inspection of the Bogart Park Playground. Kyle reported March 29, 2019 is the Welcome Home Vietnam Veteran's Day event and he has invited dignitaries to the event and he has thirteen Veterans signed up to be honored at the event. The Fishing Derby is scheduled for April 6 & 7, 2019 and there are five children pre-registered so far. The spring fling is April 20 and the Memorial Wall Dedication is scheduled for May 11 although we haven't received any applicants yet. Duane suggested keep it opened in case there is a future applicant. The deadline is March 15, noon. Kyle said he attended the facilities ad hoc meetings on February 26 and March 12 and March 26 is the next meeting.

Kyle will be attending a conference in Tennessee on Government Social Media. Kyle has been working with the City on the coordination of providing inspections to their playgrounds.

Athletic Coordinator: Dodie Carlson

Duane reported for Dodie. Winter slow pitch season started January 29 but with the rain they have only been able to play five out of the twelve scheduled games. The calendar is full until August 1<sup>st</sup> with the exception of 2 Sunday's. Duane suggested the foundation do a tournament one of those open weekends. Duane said they have been resetting home plates and replacing all the field pegs and she will be working on the soft toss cages and yellow fencing that needs to be replaced or spruced up. She thanked the board, staff and general manager for all their hard work keeping up with the drainage and field conditions. They have attempted to start the Spring 2019 season but the weather has not been on their side. The player count is approximately 1100 players. BYB had to move their opening day to March 10, 2019 due to the weather and the last time they had to do that was 20 years ago.

Maintenance Foreman: Frank Flores

Frank reported on the projects the maintenance department has been working on. He said the maintenance yard cameras have been installed and they will be working soon. He said the Noble Creek wash was cleaned and re-leveled and there was a flash flood in maintenance. They have installed four (4) new BBQ's in the picnic area. They installed Pro Gold Softball mix and they have aerated the dog park. They checked the sewer man holes. They purchased new restroom supplies at Bogart Park and installed a float and cover to the horse trough. They installed 2" gate valve to the Equestrian camp area. They have 21 new trash barrels in the park.

General Manager: Duane Burk

Duane reported the water tank at Bogart Park has been cleaned out and the road has been cleared and is accessible. The Bogart volunteers said the tank is full. He said Chief Bennett has assessed the trees in Bogart and they will be meeting regarding taking down some trees. The plan for the lake is to dry it out, dredged it to clean it out. He will speak with Fish & Game on that. Duane said he has attended the Collaborative meetings and meeting with the Water District general manager as well as Elizabeth Gibbs at the City of Beaumont. Elizabeth was in attendance and thanked the board for their support on the Fourth of July event. Duane said Nancy is doing a great job on taking the minutes at collaborative and the minutes are very detailed.

**5. CALENDAR OF EVENTS:**

5.1 Committee Meetings

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- BCVRPD Board Meeting Schedule, NCCC

April 10, 2019

May 8, 2019

June 12, 2019

5.2. Upcoming Holidays

Monday, May 27, 2019 Memorial Day

5.3. Events

- March 29, 2019 Welcome Home Vietnam Veterans

## **DIRECTORS MATTERS/COMMITTEE REPORTS**

### Director De La Cruz:

Armando said thanks for the employee's hard work and education. He is looking forward to the staff BBQ. He apologized for not being able to make the training in San Diego and he likes the idea of the Bogart passes.

### Director Ward:

Denise thanked all the staff. She said everything looks great and the presentation Duane gave was impressive. She said she attended the collaborative meeting and it was well attended. She also attended the Banning Chamber meeting and is interested in attending the multi chamber mixer April 17. Dan asked for information on the event. Denise said thank you for her attendance at the conference and she is looking forward to it.

### Treasurer Diercks:

Chris said attended BYB opening day. Need to address parking. Good job to Frank and his crew keeping up on the fields. He said everyone is doing a good job.

### Vice Chair/Secretary Flores:

John said he liked the presentation. He said the extra money spent has gone through the finance committee. He said Duane has done a good job with his well water and public works background. John reported the collaborative meeting had the most attendees since he has been attending and it was the first time for Calimesa member Larry Smith to attend. John is excited to see the communities together.

### Chairman Hughes:

Dan said there are situations where normally would go to ad hoc but sometimes there are emergencies and Duane lets them know about the situations. In regards to Duane's presentation, he feels a good thing might be creating a list of things that might come up such as slope paving and starting the discussion of emergencies. Making a high priority list and budgeting money in preparation for emergencies. He said he attended the collaborative agency as a member of the public. Dan reported he and Duane attended the table of plenty golf tournament. Dan thanked the directors and staff and he has seen an increase in our partnerships.

## **6. ADJOURNMENT:**

Motion was made by Treasurer Diercks to adjourn the meeting. Second was made by Director Ward.

The meeting was adjourned at 6:47pm

Beaumont Cherry Valley Recreation Park District

**Bank Account Balances**

As of 3/31/2019

	Starting Balance	Payables	Deposits	Ending Balance	Notes/Comments
1 Bank of Hemet - Operating	\$ 38,162.98	\$ 407,828.29	\$ 379,043.01	\$ 9,377.70	
2 Bank of Hemet - Payroll Account	\$ 2,301.61	\$ 60,016.43	\$ 58,000.00	\$ 285.18	PR Thru 3/22/2019
3 Bank of Hemet - Project Account	\$ 26,895.00	\$ 5,717.29	\$ 15,598.90	\$ 36,776.61	
4 Bank of Hemet - Bogart	\$ 2,537.09	\$ 10.00		\$ 2,527.09	Service Fee (Checking on)
5 Bank of Hemet MM	\$ 7,576.70		\$ 0.75	\$ 7,577.45	
6 Bank of Hemet - Reserve Fund	\$ 329,882.31		\$ 5,020.66	\$ 334,902.97	
7 Bank of Hemet - Quimby/DIF	\$ 199,792.17		\$ 22,341.84	\$ 222,134.01	
8 Petty Cash	\$ 500.00			\$ 500.00	
9 Riverside County Fund	\$ 882,546.58	\$ 279,205.15	\$ 29,939.50	\$ 633,280.93	FY 18/19 Tax Distributions
10					
11	\$ 1,490,194.44	\$ 752,777.16	\$ 509,944.66	\$ 1,247,361.94	
12					
13 Bank of Hemet - Reserve Fund	Balance	Payables	Deposits	Ending Balance	Notes/Comments
14 Operating Reserve	\$ 260,237.99		\$ 5,000.00	\$ 265,237.99	NOT to be USED
15 Capital Reserve	\$ 177,463.61		\$ 20.66	\$ 69,664.98	Min Balance of \$50,000
16					
17 TOTAL RESERVE ACCOUNT	\$ 329,882.31	\$ -	\$ 5,020.66	\$ 334,902.97	\$ 19,664.98

Beaumont-Cherry Valley Recreation & Park District Improvement Corporation

**Bank Account Balance**

As of 3/31/2018

	Starting Balance	Payables	Deposits	Ending Balance	Notes/Comments
18 Bank of Hemet	\$ 174,201.24		\$ 52,000.00	\$ 226,201.24	SCE Easment Deposit

**Beaumont Cherry Valley Recreation & Park District  
Check Warrant  
Bank of Hemet - Operating  
March 2019**

Type	Date	Num	Name	Memo	Amount
10005 · Bank of Hemet - Operating					
Check	03/01/2019	122056	Dan Hughes	Director Fees - February 2019	-600.00
Check	03/01/2019	122057	John Flores	Director Fees - February 2019	-400.00
Check	03/01/2019	DB03012019	The Sand Trap Bar & Grill	Bus. Meal - Burk, Duane, Hughes, Dan & Mike O'Hare (Equipment Sales)	-63.55
Check	03/02/2019	NL0302019	Personnel Concepts	California State/Federal Labor Law Poster	-28.01
General Journal	03/04/2019	Tran030419		Transfer to Reserve for Monthly transfer	-5,000.00
Check	03/04/2019	Fee	Global Pay	Credit Card Machine - \$ Sales	-464.31
Check	03/06/2019	JC03062019	Oak Valley Chevron	Chevy Malibu Gas	-48.20
Bill Pmt -Check	03/06/2019	2445065631	SCE ( 6245)	Utilities - Electric (Tennis Courts, Horse Arena, Fields #5&#6)	-322.71
Bill Pmt -Check	03/06/2019	135065931	SCE (0135)	Utilities - Electric (Woman's Club, Grange, Snack Bar, NCCC & Maintenance)	-2,094.85
Bill Pmt -Check	03/06/2019	195065631	SCE (0195)	Utilities - Electric (Field #1 - #4)	-399.96
Bill Pmt -Check	03/06/2019	435065331	SCE (0435)	Utilities - Electric (Fire Camp Lighting/Panel)	-105.41
Bill Pmt -Check	03/06/2019	1947065431	SCE (1947)	Utilities - Electric (Hughes Trailer)	-166.58
Bill Pmt -Check	03/06/2019	062065831	SCE (2062)	Utilities - Electricity (RV Park)	-758.55
Bill Pmt -Check	03/06/2019	179065931	SCE (6179)	Utilities - Electric (General Electric & Thunder Alley)	-1,207.94
Bill Pmt -Check	03/06/2019	823065831	SCE (9823)	Utilities - Electric (Bogart)	-621.42
General Journal	03/07/2019	Tran030719		Transfer to Payroll for PR 03/08/2019	-28,000.00
Check	03/07/2019	122058	Yucaipa Auto Collision	Automobile damage claim of 2/11/2019 - Melissa Cease	-1,875.10
Check	03/07/2019	JC03072019	Cal Chamber of Commerce	Employment Posters	-161.41
Bill Pmt -Check	03/08/2019	122059	Grand American Builders, Inc.	Capital Improvements: Maintenance Restroom/NCCC Additional Improvements	-18,260.50
General Journal	03/08/2019	Tran030819		Transferred from Operating for Bills till Transferred funds	40,000.00
Check	03/08/2019	DB03082019	Sushi Miguel	Bus Meal - Burk, Duane & Amer Public Works Director	-27.71
Check	03/11/2019	DB03112019	The Sand Trap Bar & Grill	Bus. Meal - Burk, Duane & Gibbs, Elizabeth - Park Business	-29.62
Bill Pmt -Check	03/12/2019	122060	Laurie K. Marscher, CPA	CPA Services Thru 2/27/2019	-360.00
Check	03/12/2019	122061	Brea Sibole	Refundable Security Deposit - Wedding - 3/2/2019	-500.00
Check	03/12/2019	122062	Lori Mcgensy	Refundable Security Deposit - Memorial - 3/5/2019	-250.00
Check	03/12/2019	122063	Gabriela Romero	Refundable Security Deposit - Birthday Party - 3/2/2019	-420.00
Check	03/12/2019	122064	Norma Morales	Refundable Security Deposit - Memorial - 2/27/19	-250.00
Check	03/12/2019	122065	Jaymee Turner	Refundable Security Deposit - Birthday Party - 2/23/19	-500.00
Check	03/12/2019	RF0312019	A-G Sod Farms of Nuevo	Fertilizer - Grounds Repair	-440.06
Bill Pmt -Check	03/12/2019	03532280192	Colonial Life	Employee - Life Insurance	-677.74



**Beaumont Cherry Valley Recreation & Park District**  
**Check Warrant**  
**Bank of Hemet - Operating**  
**March 2019**

Type	Date	Num	Name	Memo	Amount
Check	03/12/2019	NL03122019	CARP	CARP Conference Registration - May 22 - May 24, 2019	-955.00
Check	03/12/2019	NL03122020	Experia	Hertz - Car Rental - CARPD Conference (Burk)	-221.08
Check	03/12/2019	NL03122021	American Airlines	Air flight - CARPD Conference May 22 - 24, 2019	-1,135.00
Check	03/12/2019	NL03122022	Hertz Rent-a-car	Car Rental - CARPD Conference May 22 - 24, 2019 (Ward)	-234.56
Check	03/13/2019	122066	Nubia Oron	Refundable Security Deposit - 16th Birthday Party - 3/9/2019	-400.00
Check	03/13/2019	122067	Department of Fish and Wildlife	Fishing Derby Event Permit 2019	-64.89
Check	03/13/2019	122068	Kim Goetz	Refundable Security Deposit - Baby Shower - 3/2/2019	-250.00
Check	03/13/2019	122069	Artwork Paint Company	Painting - Maintenance/NCCC Roof	-709.21
Check	03/14/2019	122070	Chris Diercks.	Perdium/Travel Request - CSDA Conference April 7-10, 2019	-539.73
Check	03/14/2019	122071	John Flores	Perdium/Travel Request - CSDA Conference April 7-10, 2019	-539.73
Check	03/14/2019	122072	Denise M Ward	Perdium/Travel Request - CSDA Conference April 7-10, 2019	-539.73
Check	03/14/2019	122073	Dan Hughes	Perdium/Travel Request - CSDA Conference April 7-10, 2019	-539.73
Check	03/14/2019	122074	Duane Burk	Perdium/Travel Request - CSDA Conference April 7-10, 2019	-539.73
Bill Pmt -Check	03/14/2019	122075	Muivihill Enterprises, Inc.	Materials per Proposal 12/4/2019	-2,530.00
Check	03/14/2019	122076	City of Beaumont	Non-Commercial Sign Encroachment Permit - Fishing Derby	-51.65
Check	03/14/2019	JC03142019	Target	Employee of the Month - February	-112.16
Bill Pmt -Check	03/14/2019	122083	Acorn Technology Services	Monthly IT Services & Wireless Bridge to Maintenance from NCCC	-2,753.47
Bill Pmt -Check	03/14/2019	122084	Artwork Paint Company	Painting of NCCC inside Windows/Supply Closet	-1,329.07
Bill Pmt -Check	03/14/2019	122085	BDL Alarms, Inc.	Monthly Alarm Service	-224.00
Bill Pmt -Check	03/14/2019	122086	Beaumont Do it Best	Grounds Equipment, & Hughes Fencing	-564.22
Bill Pmt -Check	03/14/2019	122087	Beaumont Safe & Lock	Rekeying new Restroom, Keys for Fuel tanks & Pad locks	-423.55
Bill Pmt -Check	03/14/2019	122088	Best Best & Krieger	SCE Easement & Harassment Training	-1,339.96
Bill Pmt -Check	03/14/2019	122089	Blue Shield	Employee - Dental Insurance	-455.40
Bill Pmt -Check	03/14/2019	122090	Cliff's Pest Control, Inc.	Monthly Pest Control	-770.00
Bill Pmt -Check	03/14/2019	122091	Diamond Environmental Services	Monthly Porta Potty Service Field #7	-115.17
Bill Pmt -Check	03/14/2019	122092	Elite Enforcement Security	Monthly Security Service	-2,112.00
Bill Pmt -Check	03/14/2019	122093	Ferrellgas	Utilities - Propane - Snack Bar	-813.95
Bill Pmt -Check	03/14/2019	122094	Game Time	NCC Park Playground Repairs & Maintenance	-113.18
Bill Pmt -Check	03/14/2019	122095	Grand American Builders, Inc.	Maintenance Restroom, NCCC Additional Improvements & Men's Restroom Re Re Model	-7,065.48
Bill Pmt -Check	03/14/2019	122096	Image Source	Monthly Copy Service	-204.37

**Beaumont Cherry Valley Recreation & Park District  
Check Warrant  
Bank of Hemet - Operating  
March 2019**

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	03/14/2019	122097	Inland Lighting Supplies, Inc.	Maintenance Grounds Lighting	-961.13
Bill Pmt -Check	03/14/2019	122098	Jani-King of California, Inc	Monthly Janitorial Service	-1,314.75
Bill Pmt -Check	03/14/2019	122099	JayTown Industries, Inc.	Aluminum Signs for baseball fence (additional)	-336.18
Bill Pmt -Check	03/14/2019	122100	Napa Auto Parts	Vehicle Fuel Tank Caps/ Bolts for BBQ Install	-102.12
Bill Pmt -Check	03/14/2019	122101	Precision Technologies	Camera Install for Bogart Park	-2,976.56
Bill Pmt -Check	03/14/2019	122102	Resource Building Materials	Concrete Bumper and Rebar (Parking lot)	-217.86
Bill Pmt -Check	03/14/2019	122103	Safety Compliance Company	Safety Meeting 2/20/2019 - Topic #9 Back Safety	-250.00
Bill Pmt -Check	03/14/2019	122104	SingerLewak LLP	FY 17/18 Audit	-12,000.00
Bill Pmt -Check	03/14/2019	122105	TCF Equipment Finance, Inc.	Toro Groundsmaster 4000-D (2) Payments	-6,649.50
Bill Pmt -Check	03/14/2019	122106	The Garland Company	Roof Material - NCC Roof Project	-36,528.84
Bill Pmt -Check	03/14/2019	122107	TLC Landscape Services, Inc.	Monthly Landscaping	-1,836.00
Bill Pmt -Check	03/14/2019	122108	Tri-Lakes Team Sportswear	Office/Staff Shirts	-1,310.81
Bill Pmt -Check	03/14/2019	122109	UNUM	Employee - Disability Insurance	-395.24
Bill Pmt -Check	03/14/2019	122110	Well Tec Services Inc.	Labor 2/27/19, 3/7/19, 3/15/19 Well Service (Bogart)	-3,260.00
Bill Pmt -Check	03/14/2019	122111	Xerox Financial Services	Monthly Copier Rental	-1,118.14
Bill Pmt -Check	03/14/2019	122112	Yucaipa Valley Chamber	Yucaipa Chamber Membership	-70.00
Check	03/14/2019	DB03142019	The Sand Trap Bar & Grill	Bus. Meal - Burk, Duane & Hughes, Dan - Future Parks	-47.73
Check	03/14/2019	DB03142019	The Sand Trap Bar & Grill	Bus. Meal - Burk, Duane, Hughes, Nick & Dan (Foundation)	-54.22
Check	03/15/2019	122077	Denise Ward	Director Fees - January/March 2019	-300.00
Check	03/15/2019	122078	Chris Diercks.	Director Fees - February/March 2019	-300.00
Check	03/15/2019	DB03152019	EI Charro	Bus Meal - Burk, Duane & Jaggars, Dan (BCVWD)	-36.89
Check	03/18/2019	NL03182019	Southern California Shredding	Shredding - Old Files	-125.00
General Journal	03/19/2019	TransPR0323		Transfer to Payroll for 3/22/2019	-5,000.00
Check	03/19/2019	122079	Kyle Simpson	Perdium - Simpson, Kyle - GSMC 2019	-305.00
Check	03/19/2019	122080	Joann Arellanes	Refundable Security Deposit - Memorial - 2/23/2019	-250.00
Check	03/19/2019	122081	Brianna Furman	Refundable Security Deposit - Wedding - 3/16/2019	-500.00
Check	03/19/2019	JC03192019	Oak Valley Chevron	Gas (Chevy Malibu)	-22.55
Check	03/20/2019	JC03202019	Juan Pollo Chicken	Meeting Expense - Employee of the Month Food	-188.56
Check	03/21/2019	AF03212019	Stamps.com	Postage	-50.00
General Journal	03/22/2019	TransRCF01		Transfer to Operating for Bills, Payroll and Projects	279,205.15
Check	03/22/2019	NL03122023	AMPCO Parking	Parking - Fred Pryor Seminar 3/22/2019	-24.00

**Beaumont Cherry Valley Recreation & Park District**  
**Check Warrant**  
**Bank of Hemet - Operating**  
**March 2019**

Type	Date	Num	Name	Memo	Amount
Check	03/22/2019	NL03122024	Stamps.com	Stamps	-15.99
Check	03/22/2019	NL03122025	Hilton Hotel	Seminar - Anaheim 3/22/2019	-210.72
General Journal	03/23/2019	Trans02		Transfer to Project for Monthly Transfer	-25,610.27
Bill Pmt -Check	03/25/2019	CP699051	BCVWD 8-000	Utilities - Water (Woman's Club)	-40.67
Bill Pmt -Check	03/25/2019	CP699072	BCVWD 8-001	Utilities - Water (Park)	-439.12
Bill Pmt -Check	03/25/2019	CP699097	BCVWD 8-002	Utilities - Water (Park)	-425.33
Bill Pmt -Check	03/25/2019	CP699099	BCVWD 8-003	Utilities - Water (NCCC)	-53.45
Bill Pmt -Check	03/25/2019	0840309-69	SoCalGas	Utilities - Gas (Grange, Woman's Club & NCCC)	-1,316.99
Bill Pmt -Check	03/25/2019	776554488	Verizon Wireless	Monthly Warless Phone Services	-637.70
Check	03/25/2019	DB03282019	Applebee's	Bus Meal - Burk, Duane & Brown, Kyla Riverside County Parks - Bogart Transition	-33.02
Check	03/26/2019	122113	Beaumont Lions Club	Business Sponsor - Flag Program	-75.00
Check	03/26/2019	122082	Chuck Hippensteil	CPR Training 3/26/2019	-1,020.00
Bill Pmt -Check	03/26/2019	03032019	Nextiva	Monthly Telephone Service	-278.20
Bill Pmt -Check	03/26/2019	03012019	Rosalind Otero	Monthly - Employee Medical	-147.03
Bill Pmt -Check	03/26/2019	122114	Merlin Johnson Construction, Inc.	Repairs and Maintenance (Bogart Park)	-8,576.79
Bill Pmt -Check	03/26/2019	122115	Merlin Johnson Construction, Inc.	Repairs and Maintenance (NCC Park)	-2,201.39
Bill Pmt -Check	03/26/2019	122116	Merlin Johnson Construction, Inc.	Noble Creek Wash/Channel Repair	-15,170.13
Check	03/26/2019	RF03262019	Stater Bros	CPR Training - Drinks	-17.77
Bill Pmt -Check	03/27/2019	1001288797	CalPERS-OPEB	Accrued Liability as of June 30, 2016 - Rate Plan: 1357	-3,686.80
Bill Pmt -Check	03/27/2019	1288840-42	CalPERS	Employee - Retirement	-4,152.61
Bill Pmt -Check	03/27/2019	1001288844	CalPERS	Employee - Health Insurance	-5,469.21
Bill Pmt -Check	03/27/2019	1288859-61	CalPERS	Employee - Retirement	-4,209.93
Bill Pmt -Check	03/27/2019	NYLQXYJYCB	Chevron	Fuel - Equipment & Chevy & F350	-726.51
Bill Pmt -Check	03/27/2019	TNLQ54H7ML	City of Beaumont	Utilities - Sewer - (Woman's Club & NCCC)	-1,849.62
Bill Pmt -Check	03/27/2019	0331020835	Colonial Life	Employee - Life Insurance	-808.16
Bill Pmt -Check	03/27/2019	93119892	Frontier Communications	Monthly Wifi Services (Grange)	-84.76
Bill Pmt -Check	03/27/2019	93119930	Frontier Communications	Monthly Wifi Services (NCCC)	-123.98
Bill Pmt -Check	03/27/2019	03272019	Nationwide Retirement Solutions	Employee - Retirement	-856.13
Bill Pmt -Check	03/27/2019	19900021734	Office Depot	Office Supplies	-151.62
Bill Pmt -Check	03/27/2019	245086631	SCE ( 6245)	Utilities - Electric (Tennis Courts, Horse Arena, Fields #5&#6)	-382.38
Bill Pmt -Check	03/27/2019	0135086931	SCE (0135)	Utilities - Electric (Woman's Club, Grange, Snack Bar, NCCC & Maintenance)	-1,682.90

**Beaumont Cherry Valley Recreation & Park District**  
**Check Warrant**  
**Bank of Hemet - Operating**  
**March 2019**

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	03/27/2019	195086631	SCE (0195)	Utilities - Electric (Field #1 - #4)	-361.34
Bill Pmt -Check	03/27/2019	0435086231	SCE (0435)	Utilities - Electric (Fire Camp Lighting/Panel)	-99.10
Bill Pmt -Check	03/27/2019	1947086431	SCE (1947)	Utilities - Electric (Hughes Trailer)	-195.62
Bill Pmt -Check	03/27/2019	2062086831	SCE (2062)	Utilities - Electricity (RV Park)	-719.86
Bill Pmt -Check	03/27/2019	6179086931	SCE (6179)	Utilities - Electric (General Electric & Thunder Alley)	-1,186.43
Bill Pmt -Check	03/27/2019	PI021986334	Streamline	Monthly Website Services	-200.00
Bill Pmt -Check	03/27/2019	9921101005	The Home Depot	Repair & Maintenance (Bogart) & Grounds Repair	-620.57
Bill Pmt -Check	03/27/2019	69850708800	Waste Management of the IE	Utilities - Trash (Bogart, Woman's Club, Grange, NCCC Park)	-2,941.30
Check	03/27/2019	122117	Alyssa R Fujiamaono	Supplies - Fishing Derby & WHWV	-270.80
Check	03/27/2019	RF03272019	Raffle Tickets Cheap	Raffle Tickets - Foundation Golf Tournament	-39.00
Check	03/27/2019	JC03272019	Subway	Lunch - CPR Training	-148.96
Check	03/27/2019	NL03272019	Polished Images	Bogart - Credit Card Reading - Front gate Entry	-3,250.00
Bill Pmt -Check	03/28/2019	122118	Awards & Specialties	Fishing Derby Trophies, Bogart Warning Tickets, Annual Passes and Ranger Stickers	-506.56
Check	03/28/2019	RF03282019	Printfit4Less.com	Receipt Books - Bogart Park	-157.51
Check	03/28/2019	122119	June Alexander	Refundable Security Deposit - Birthday Party - 3/16/2019	-500.00
Check	03/28/2019	122124	Mike Aldrich	Refundable Security Deposit - Wedding - 3/23/2019	-500.00
Check	03/28/2019	122120	Baldi Bros Inc.	Refundable Security Deposit - Memorial - 3/27/2019	-250.00
Check	03/28/2019	122121	Jeremiah Bennett	Safety Footwear Reimbursement	-100.00
Check	03/28/2019	122122	Frank Flores	Safety Footwear Reimbursement	-100.00
Check	03/28/2019	122123	Kaboo Leasing Co.	Repair Bogart - Gate #1	-880.00
Check	03/29/2019	122125	Johnnie B . Shultis	Employee Safety Footwear Reimbursement	-100.00
Check	03/29/2019	AO03292019	Envirodesignproducts.com	Yellow Male Sewer Caps	-449.25
Check	03/29/2019	AO03292020	Ebay	NCC Refrigerator Filers	-28.89
Check	03/29/2019	RF03292019	Amazon.com	Spring Fling - Pucks for Plinko Game	-10.98
Check	03/29/2019	JC03292019	Stater Bros	Welcome Home Vietnam Veterans - Water/Bakery Tray	-51.47
Check	03/29/2019	JC03292020	Stater Bros	welcome Home Vietnam Veterans - Deli Tray	-75.98
				<b>TOTAL</b>	<b>56,796.62</b>

**Beaumont Cherry Valley Recreation & Park District  
Check Warrant  
Bank of Hemet - Project  
March 2019**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>10015 - Bank of Hemet - Project Account</b>					
Check	03/01/2019	4336	Chris Neal	Umpire	-150.00
Check	03/07/2019	4337	Chris Neal	Umpire	-150.00
Check	03/07/2019	4338	James W. Halbrook	Umpire	-60.00
Check	03/14/2019	4339	Chris Neal	Umpires	-150.00
Check	03/19/2019	4340	Phillip Baneulos	Umpire	-60.00
Check	03/19/2019	4341	Chris Neal	Umpires	-90.00
General Journal	03/23/2019	Trans02		Transfer to Project for Monthly Transfer	25,610.27
Bill Pmt -Check	03/26/2019	4342	Beaumont Copy & Graphics	Fishing Derby - Campain Signs	-538.75
Bill Pmt -Check	03/26/2019	4343	Beaumont Lawnmower	Repair & Maintenance Pruner	-68.91
Bill Pmt -Check	03/26/2019	4344	Gail Materials	Pro Gold Softball Mix	-1,725.81
Bill Pmt -Check	03/26/2019	4345	Simplot Partners Palm Desert	Lawn Roller/Mutech	-249.30
Bill Pmt -Check	03/26/2019	4346	Turf Star, Inc.	Repair & Maintenance Sand Pro 3040	-2,164.52
Check	03/27/2019	4347	Chris Neal	Umpires	-180.00
Check	03/27/2019	4348	James W. Halbrook	Umpires	-60.00
Check	03/28/2019	4349	Raul Castro	Umpire	-60.00
Check	03/29/2019		Bank of Hemet	Service Charge	-10.00
<b>TOTAL</b>					<b>19,892.98</b>

Beaumont Cherry Valley Recreation & Park District  
Check Warrant  
Bank of Hemet - Money Market  
March 2019

Type	Date	Num	Name	Memo	Amount
10000				Bank of Hemet - MM	

**No Transactions**

TOTAL

**Beaumont Cherry Valley Recreation & Park District  
Check Warrant  
Bank of Hemet - Reserve  
March 2019**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
<b>10025 - Bank of Hemet - Reserve Fund</b>					
General Journal	03/04/2019	Tran030419		Transferred from Operating for Monthly transfer	5,000.00
General Journal	03/08/2019	Tran030819		Transfer to Operating for Bills till Transferred	-40,000.00
				<b>TOTAL</b>	<b>-35,000.00</b>
					<b><u>-35,000.00</u></b>

Beaumont Cherry Valley Recreation & Park District  
Check Warrant  
Bank of Hemet - Quimby/DIF  
March 2019

Type	Date	Num	Name	Memo	Amount
10020 · Bank of Hemet - Quimby/DIF					

**No Transactions**

TOTAL



**Beaumont Cherry Valley Recreation & Park District  
Check Warrant  
Bank of Hemet - Bogart  
March 2019**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
10050 - Bank of Hemet - Bogart Park					
Check	03/31/2019			Service Charge	-10.00
				<b>TOTAL</b>	<b>-10.00</b>



**Staff Report**

Agenda Item No. **3.1**

**To:** Board of Directors  
**From:** Nancy Law, Business Services Coordinator  
**Via:** Duane Burk, General Manager  
**Date:** April 10, 2019  
**Subject:** Approve Destruction of Records Request

**Background and Analysis:**

On May 10, 2017 the Board approved the Record Retention and Policy Schedule so the staff can request to have documents that no longer need to be retained destroyed.

On March 12, 2019 staff filed and Request for Destruction of Records for the following records;

- 2009 – Reconciliations (7 year Retention Period)
- 2010 – Reconciliations (7 year)
- 2012 – Board Meetings, Agendas & Minutes paper (5 years)
- 2013 – Board Meetings, Agendas & Minutes paper (5 years)
- 2014 – Accounts Payable (4 years)
- 2015 – Accounts Payable (4 years)
- 2015 – Voucher Requests paper (1 year)
- 2016 – Voucher Requests paper (1 year)

On March 14, 2019 with request approval Southern California Shredding came to our facility and shredded all above files.

**Fiscal Impact:**

Cost to district to shred the above files came to \$125.00.

**Recommendations:**

Staff recommends that the Board review, comment and approve the Request for Destruction of Records.

Respectfully Submitted,

  
Nancy Law  
Business Services Coordinator



**Staff Report**

Agenda Item No. **3.2**

**To:** Board of Directors:  
**From:** Nancy Law, Financial Services Technician/Office Manager  
**Via:** Duane Burk, General Manager  
**Date:** April 10, 2019  
**Subject:** Approval of Bogart Park Fees

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**Background and Analysis:**

On November 12, 2018 at its regular Board Meeting the Board of Directors approved 4-0 a Reassignment Lease and Operation Agreement for Bogart Park with the Beaumont Cherry Valley Water District and the County of Riverside.

On December 11, 2018 the County Board of Supervisors approved the Reassignment Lease and Operation Agreement of Bogart Park, to the Beaumont Cherry Valley Recreation and Park District.

On January 1, 2019 the District has assumed responsibilities of Bogart Park. With the new responsibilities the General Manager, staff and Facility AdHOC Committee agreed to currently not change the fee schedule in place at Bogart.

**Recommendations:**

Staff recommends that the Board approve, review and comment on the current Bogart Park fee schedule as presented.

**Fiscal Impact:**

There will be a positive impact to the Beaumont-Cherry Valley Recreation and Park District Bogart Bank account from fees collected.

Respectfully Submitted,

Nancy Law  
Financial Services Technician/Office Manager

## Bogart Park: 2017-2018 Fee Schedule

Category	Fee	Category	Fee
Day Use - Vehicle (includes all vehicle occupants, add'l fee for pets)	\$10.00	Fishing Books - Senior (62 and older)	\$70.00
Day Use - Adult (walk-in) (includes entry via horse or bike, add'l horse fee)	\$6.00	Annual Pass - Iron Ranger Fee Gate (Includes all occupants and accompanying pets)	\$100.00
Day Use - Youth (walk-in) (includes entry via horse or bike, add'l horse fee)	\$3.00	Annual Passes - Day Use, Pedestrian (Includes pass holder and accompanying dogs/horses)	\$50.00
Day Use - Dog or Horse (per day, for day use or camping)	\$2.00	Annual Passes - Day Use, Persons w/disabilities - apply at Headquarters 4600 Crestmore Road, Riverside, CA 92509 or call (800)234-7275	\$15.00
Fishing - Adult - CURRENTLY NOT STOCKING, NO CHARGE (usually \$10) CA Fishing license required	N/C	Fishing Books - Adult 13-61 years old	\$80.00
Fishing - Youth - CURRENTLY NOT STOCKING, NO CHARGE (usually \$8) CA Fishing license required	N/C	Annual Passes - Equestrian Day Use, Family	\$140.00
Dry Camping (Creekside) - per night (includes 2 vehicles and up to 6 people per site) ***	\$15.00	Annual Pass - Disabled Veteran (W.A.I.V.E pass - unlimited day use entry and more)	FREE
Camping w/water nearby (Sites 1-26) - per night (includes 2 vehicles and up to 6 people per site) ***	\$23.00	Electricity Usage - Shelters	\$30.00
Dry Camping (Creekside) - Per Week (14 day limit in a 30 day period) (includes 2 vehicles and up to 6 people per site) ***	\$100.00	Outdoor Space Rental - Small (1) Shelter	\$25.00
Firewood - per bundle	\$8.00	Outdoor Space Rental - Large (2) Shelter	\$75.00
Overflow Parking Per Vehicle	\$6.00	Outdoor Space Rental - Dry Camping Reservation (up to 12 units/72 people)	\$120.00
Holiday/Event Entry Per Vehicle	\$20.00	Outdoor Space Rental - Camping w/ Water Nearby Reservation (Up to 12 units/72 people)	\$144.00
Parking Fee - Passenger Vehicle (12 to 16 person)	\$30.00	Parking Fee - Commercial Bus	\$75.00
Park Admission - School Bus	\$50.00	Processing Fee - Reprint of Lost/Stolen Pass	\$20.00

\*\*\* Electronic Gate Fee (\$10.00) is credited towards camping fee if receipt is provided. Pls provide current gate code.



BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

## **Staff Report**

Agenda Item No. **3.3**

**To:** Board of Directors:

**From:** Nancy Law, Financial Services Technician/Office Manager

**Via:** Duane Burk, General Manager

**Date:** April 10, 2019

**Subject:** Resolution #2019-02 – National Fitness Campaign Grant

### **Background and Analysis:**

On January 9, 2019 Board approved to submit The National Fitness Campaign 2019 Grant Application to install an outdoor gym for our community here at Noble Creek Regional Park.

On February 7, 2019 the National Fitness Campaign awarded the District a \$30,000 grant for their Fitness Campaign.

On February 28, 2019 staff received the materials needed to start the campaigning for the outdoor gym included is a Resolution for the grant.

### **Recommendations:**

Staff recommends that the Board approve the Resolution to implement an outdoor fitness court.

### **Fiscal Impact:**

Total Projected cost \$120,000.00 NFC Grant \$30,000.00, Balance of project funds NFC along with District staff will attempt to raise an additional \$60,000.00 through medical providers. District has a 50% match to the grant (\$30,000.00)

Respectfully Submitted,

  
Nancy Law  
Financial Services Technician/Office Manager

## **RESOLUTION TO IMPLEMENT AN OUTDOOR FITNESS COURT**

### **RESOLUTION #2019-02**

At a board meeting of the Beaumont-Cherry Valley Recreation and Park District held on April, 10, 2019 wherein the following action was taken:

WHEREAS, the Beaumont-Cherry Valley Recreation and Park District has submitted a Grant Application to National Fitness Campaign for the construction of an outdoor Fitness Court®, which is free for public use, and;

WHEREAS, the Beaumont-Cherry Valley Recreation and Park District will accept a \$30,000 National Grant from National Fitness Campaign to promote and implement an outdoor Fitness Court®, and;

WHEREAS, the Beaumont-Cherry Valley Recreation and Park District will secure funding, which will be available and committed to this program including partnerships between the National Fitness Campaign, and community sponsors to construct and maintain the outdoor Fitness Court®, and;

WHEREAS, the Beaumont-Cherry Valley Recreation and Park District will commit to construction and launch of the outdoor Fitness Court® by the end of the 2019 calendar year, and;

WHEREAS, the Beaumont-Cherry Valley Recreation and Park District Board believes the outdoor Fitness Court® is an important recreation facility to support the health of the community by making “world-class” fitness free on Noble Creek Regional Park, to fund an outdoor bodyweight circuit training Fitness Court®, and to earn local and national recognition as a leader in providing affordable health and wellness.

NOW THEREFORE:

BE IT RESOLVED, that the Beaumont-Cherry Valley Recreation and Park District Board will collaborate with National Fitness Campaign to implement the construction of an outdoor Fitness Court® and make fitness free to community residents and visitors.



BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Department Report

Agenda Item No. 4

**To:** Chairman and Board of Directors

**From:** Janet Covington, Human Resources Administrator/Clerk of the Board

**Date:** April 10, 2019

**Employees:**

We unfortunately had one departed employee, Samuel Valdivia. A beautiful arrangement was sent to his funeral services. We hired a part-time Maintenance worker. We have 31 employees.

**Reports:**

- 1) The 2019/2020 Rating Questionnaire was completed and sent to CAPRI on March 2, 2019
- 2) The Worker's Compensation Estimated Payroll for Fiscal Year 19/20 was completed and sent to CAPRI on March 12, 2019
- 3) Form 700's were sent in to the SEI Filing Officer, Clerk of the Board of Supervisors on March 20, 2019.
- 4) The 2018 Government Compensation in California Report was completed and sent to the State Controller's office on March 26, 2019.

All reporting's were submitted by the due dates. Copies are available.

**Workers Compensation Cases/ Incidents/Accidents – None.**

**Training:**

Safety Compliance Company provided "Hand Safety" training March 20, 2019. Employee CPR and the mandated sexual harassment avoidance training were completed March 26, 2019.

**Other:**

We have been fulfilling requirements for the FY 17/18 audit.

*Save the date for our annual staff BBQ August 3, 2019 11:00am to 3:00pm at Bogart Park. If you would like to donate a prize for our BINGO games, please see me.*

Kyle Simpson was selected for the Employee of the Month for February 2019. Staff celebrated with lunch on 3/20/2019.

**Fiscal Impact/Recommendations:** This report is for informational purposes only.

Respectfully Submitted,

Janet Covington, Human Resources Administrator/Clerk of the Board



**Department Report**

**To:** Board of Directors  
**From:** Nancy Law, Financial Services Technician/Office Manager  
**Date:** April 10, 2019

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The Finance Committee meet Thursday, April 4, 2019 to review March 2019 Financial Reports for Fiscal Year 2018-2019.

The Monthly Financial Report consisted of the Apportionment Schedule Spreadsheet and Historical Graph, Profit & Loss Budget vs. Actual, Trial Balance, as well as the Bank Account Balance Spreadsheet and Warrant Registers which are also included in the Board Packet.

Property Tax Disbursement – The Financial Services Technician received deposits into the Riverside County Fund for March 2019 for a total of \$8,268.67 from Current Supplemental February 2019 for a total of \$6,037.40 and Interest 2<sup>nd</sup> Qrt Accruals in the amount of \$2,231.27.

The Finance Services Technician has transferred into the Reserve fund the \$5,000.00 monthly contribution for March 2019 bringing our balance to \$334,902.97.

**Additional items:**

- ❖ Finance meet with Precision Technology for the Camera install at Bogart.
- ❖ Finance Scheduled the Shredding for the 2018 Files.
- ❖ Finance and General Manager had a Pre-Construction meeting for the Roof Project.
- ❖ Finance has been working with Auditors for 17/18 audit.
- ❖ Finance attending a Fred Pryor class for Business Writing on 3/20/2019.

**Recommendations:** This report is for informational purposes only.

Respectfully Submitted,

Nancy Law  
Financial Services Technician/Office Manager



# BEAUMONT-CHERRY VALLEY RECREATION & PARK DISTRICT

## Department Report

**To:** Chairman and Board Members  
**From:** Dodie Carlson – Athletic Coordinator  
**Date:** April 3, 2019

---

### Reports:

The Winter Slow Pitch season is starting to get wrapped up. We have been playing a lot of double headers. We will be starting the spring 2019 season on April 23, 2019 as long as the weather holds out.

The calendar is full until August 1<sup>st</sup> with the exception of 2 Sundays at this moment.

We are continuing to make improvements to the fields with clay, feathering the pegs, and leveling the fields.

We will starting to work on soft toss gages and yellow fencing that needs to be replaced.

I would like to thank the Board of Directors, General Manager and staff for all their hard work keeping up with the field conditions, they have gone through a lot of settling with all the rain.

Other: BYB is in full swing and they are starting to get the games played. BYB would like to thank the district for all the hard work to keep the fields playable.

### Recommendations:

This report is for Informational purposes only.

Respectfully Submitted,

*Dodie Carlson*

**Dodie Carlson**  
**Athletic Coordinator**

**Beaumont-Cherry Valley Recreation & Park District**  
**Department Report**

**Maintenance**

**To:** *Chairman and Board Members*  
**From:** *Frank Flores, Maintenance Foreman*  
**Date:** *March 2019*  
**Subject:** *Maintenance Report*

---

**Background and Analysis:**

*This month was productive yet saddening for the Maintenance Department with the loss of our friend and colleague Sam Valdivia. His love and dedication to the District were some of his greatest gifts to us all and we in the Maintenance Department want to express to the board and his family how great of an asset and team player Sam was to the District and the Maintenance Department. We will miss him and keep him in our hearts and memories.*

***Noble Creek Park:***

- *Maintenance installed a new irrigation clock (soccer field).*
- *Installed sod to create a bio filter near the new drains by fields 5 & 6.*
- *Welcome Home Vietnam Veterans Day.*
- *CPR Training & AB1825.*
- *Fertilized ball fields, soccer field, and the Dog Park.*

***Bogart Park:***

- *UniFirst installed new toiletries.*
- *CDF cut down dying trees (bark beetle).*
- *Irrigation reconnaissance to the day use area.*

**Recommendations:**

*The Maintenance Department has no recommendations at this time.*

***Thank you,***

***Frank Flores***

