



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

**Wednesday, November 14, 2018**

**MINUTES**

**DISTRICT CLOSED SESSION** – Closed Session to Begin at 5:30pm (1 Item)

Closed session began at 5:32pm.

**Roll Call:**

Director De La Cruz   X       Director Ward   A       Treasurer Diercks   X    
Vice-Chair/Secretary Hughes   X   Chairman Flores   X  

Conference with Legal Counsel

1. Property Negotiations, Bogart Park. Pursuant to Government Code Section 54956.8  
Closed session ended 6:00pm. Chairman Flores reported no action taken.

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

**WORKSHOP SESSION:** Workshop to Begin at 6:00pm (1 Item)

Bogart Park Operating Agreement & Reassignment of Lease.

Workshop session began at 6:00 pm

The General Manager, Duane Burk spoke regarding the Bogart Park Project and corrected the spelling of Scott Bangles name. Scott is the director from the Riverside County Parks and trails. Duane presented a physical assessment of Bogart Park and spoke about the reassignment of the 1931 lease between the County and the Beaumont-Cherry Valley Water District. The District will receive \$300,000.00 to the General fund from the County for operating expenses over three years. Duane indicated for the record the County believes in trails and open space and would love to see Bogart stay the way it is. Scott said he hopes for the District to continue with trails and indicated full hook ups for camping would be a revenue stream.

Workshop ended at 6:27pm.

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

Regular session began at 6:32pm

**Roll Call:**

Director De La Cruz   X       Director Ward   A       Treasurer Diercks   X    
Vice-Chair/Secretary Hughes   X   Chairman Flores   X  

**Presentations: None**

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

**Pledge of Allegiance:** The pledge of allegiance was led by Director De La Cruz

**Adjustments to Agenda:** Moved item 3.6 to the first action item.

1. **PUBLIC COMMENT:** None.

2. **CONSENT CALENDAR:**

2.1 Minutes of October 10, 2018 Board Meeting

2.2 Bank Balances October 2018

2.3 Warrants for October 2018

Motion was made to accept items 2.1, 2.2 and 2.3

**Initial Motion:** Vice Chair/Secretary Hughes

**Second:** Treasurer Diercks

**Result of Motion:** Carried 4-0

**Director De La Cruz:** Aye

**Director Ward:** Absent

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

2.4 Landmark Agreement for Cell Tower Lease

Item 2.4 was pulled and will be brought back for approval

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

3.1 Resolution 2018-02, Amendment of the Conflict of Interest Code

Motion was made to accept item 3.1

**Initial Motion:** Vice Chair/Secretary Hughes

**Second:** Treasurer Diercks

**Result of Motion:** Carried 4-0

**Director De La Cruz:** Aye

**Director Ward:** Absent

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

3.2 Approval of 2019 Board Meeting Dates

Motion was made to accept item 3.2

**Initial Motion:** Treasurer Diercks

**Second:** Vice Chair/Secretary Hughes

**Result of Motion:** Carried 4-0

**Director De La Cruz:** Aye

**Director Ward:** Absent

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

3.3 Approval of the 2019 Holiday Schedule

Motion was made to accept item 3.3

**Initial Motion:** Treasurer Diercks

**Second:** Director De La Cruz

**Result of Motion:** Carried 4-0

**Director De La Cruz:** Aye

**Director Ward:** Absent

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

3.4 Approval of Fiscal Year 16/17 Audit

Motion was made to accept item 3.4 FY16/17 second reading audit. The final draft will be brought back for approval at the December 12, 2018 board meeting.

**Initial Motion:** Vice Chair/Secretary Hughes

**Second:** Treasurer Diercks

**Result of Motion:** Carried 4-0

**Director De La Cruz:** Aye

**Director Ward:** Absent

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

3.5 Approval of Facility Use License Agreements

3.5.1 - Cherry Valley Horsemen's Association

3.5.2 - Thunder Alley

3.5.3 - Take off Pounds Sensibly (T.O.P.S.)

3.5.4 - Church for Family

3.5.5 - CAST Players

3.5.6 - Beaumont Woman's Club

3.5.7 - San Gorgonio Pass Historical Society

3.5.8 - Primoz Cuisine

3.5.9 - Beaumont Youth Baseball

3.5.10 - Table of Plenty

Motion was made to accept items 3.5 (3.5.1 - 3.5.10)

**Initial Motion:** Vice Chair/Secretary Hughes

**Second:** Director De La Cruz

**Result of Motion:** Carried 4-0

**Director De La Cruz:** Aye

**Director Ward:** Absent

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

3.6 Adopt Reassignment Lease and Operating Agreement, Bogart Park.

Vice Chair/Secretary Hughes stated for the record his thanks to the Beaumont-Cherry Valley Water District, BCVRPD staff and directors and the County of Riverside for working together on the project.

Motion was made to accept item 3.6

**Initial Motion:** Vice Chair/Secretary Hughes

**Second:** Treasurer Diercks

**Result of Motion:** Carried 4-0

**Director De La Cruz:** Aye

**Director Ward:** Absent

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

### 3.7 Declare Surplus Property

Motion was made to accept item 3.7 declaring the John Deere deck mower, Scag zero turn mower and John Deere field drag surplus property to discard them.

**Initial Motion:** Treasurer Diercks

**Second:** Director De La Cruz

**Result of Motion:** Carried 4-0

**Director De La Cruz:** Aye

**Director Ward:** Absent

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

### 3.8 Authorization to Purchase Toro 4000 Lawn Mower

Motion was made to accept item 3.8 authorizing the purchase of a Toro grounds master 4000 T-4 and the donation of SP 5040 Edge Pro.

**Initial Motion:** Vice Chair/Secretary Hughes

**Second:** Director De La Cruz

**Result of Motion:** Carried 4-0

**Director De La Cruz:** Aye

**Director Ward:** Absent

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

### 3.9 Garland Roofing Material Purchase thru CMAS

Jason Busanovitch provided a proposal for purchasing, inspecting and certifying roofing materials and contractor installation on a new roof on Noble Creek Community Center.

Motion was made to accept item 3.9 utilizing Garland Company Inc. in the amount of \$38,000.00

**Initial Motion:** Vice Chair/Secretary Hughes

**Second:** Treasurer Diercks

**Result of Motion:** Carried 4-0

**Director De La Cruz:** Aye

**Director Ward:** Absent

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

### 3.10 Approval of 2019 Events

Motion was made to accept item 3.10

**Initial Motion:** Vice Chair/Secretary Hughes

**Second:** Director De La Cruz

**Result of Motion:** Carried 4-0

**Director De La Cruz:** Aye

**Director Ward:** Absent

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

### 3.11 Approval of 2019 Parking Fee Days

Motion was made to accept item 3.11

**Initial Motion:** Vice Chair/Secretary Hughes

**Second:** Director De La Cruz

**Result of Motion:** Carried 4-0

**Director De La Cruz:** Aye

**Director Ward:** Absent

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

A five minute break was taken.

#### **4. DEPARTMENT REPORTS:**

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

Janet reported there are currently 33 employees. One casual recreation assistant was promoted to Part Time Maintenance. She reported there are currently no Workers Compensation cases and we will no longer be utilizing the APEX urgent care facility because they do not accept workers compensation cases any more. The Safety Compliance Company provided "Electrical" Training on October 24, 2018 in the maintenance department. She congratulated Kyle Simpson for his completion of the "Certified Playground Safety Inspector" course and reported this was the first time she knew of the District receiving the certification. Janet attended the California Special District Associations (CSDA) Board Secretary Conference in Tahoe with Nancy Law and they both received certificates of completion. The topics included Staying in compliance with Special District Laws, Understanding Board member and District liability issues, Board secretary roles and training on the California Public Records act. Nancy attended a pre-conference workshop on records, retention and document writing and Janet attended a pre-conference workshop on Policy and Procedure writing and they both received certificates of completion for those. Janet reported Dodie Carlson attended the Women's Conference and received a certificate of completion. Janet reported there hasn't been any update on the Flores claim. She also reminded the board of the holiday party scheduled for December 14 at the Grange and she has not received any RSVPs from Directors yet. All Directors are invited to bring a guest. The event will start at 5pm with dinner and awards and then a casino and escape room will follow. Everyone who wants to participate in a short gift exchange "hot potato", please bring a wrapped gift valued under \$30.00. She reminded the Directors they need to submit their "Directors Choice" for presentation at the event.

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

Nancy wished everyone a happy thanksgiving and reported that the Finance Committee met and reviewed the October 2018 financials. She reported she received tax disbursements from the County fund in the amount of \$26,617.92. She transferred into the reserve fund the monthly contribution of \$5,000.00 and transferred from the reserve fund to the operating account \$57,383.19 for Capital expenditures at Noble Creek Community Center bringing the balance in the Reserve fund to \$309,777.05. Nancy reported she attended the CSDA Board Secretary conference with Janet. She stated she was working on the Pumpkin carve and has been working with Laurie, the CPA entering the auditors journal entries and fixing quick book issues. Nancy attended the Good morning breakfast and she submitted the 19/20 CDBG grant for the ADA restrooms. Duane asked the board to consider investing in certificate of deposits for our reserve funds. Legal counsel will look into that.

Activities Coordinator: Kyle Simpson

Kyle reported he attended the Beaumont Chamber breakfast and he has been busy with facility rentals and the 2019 facility use license agreements. He reported the pumpkin carve had a good turn out and he thanked the Directors for donating candy for the event. He also thanked Two Ladd's bakery in Cherry Valley for the donation of two pies and Rods bicycle ministry for the donation of six bikes for the event. He reported Winterfest is November 30 and December 1 and asked the Board for volunteers to drive the truck for the hay ride. Chris Diercks and Dan Hughes volunteered for Saturday evening. He reported he has the snow ordered for the snow hill and received approval for parking at the ponds.

Athletic Coordinator: Dodie Carlson

Dodie reported the Fall slow and fast pitch season is about half way over and Spring signups will start tonight. The holiday canned food drive has started with teams bringing can goods for WinterWish. She reported the Toys for Tots tournament is December 1 & 2. Dodie said the spooky spectacular was held on October 26, 2018 with 5 teams playing. The net profit was \$432.00 bringing a total for Winterwish of \$542.00 and said donations from the Directors would be greatly appreciated. She reported she is currently working on the 2019 calendar. Dodie said she attended the women's conference. She thanked the directors and general manager for all the LED lighting upgrades in the park. Dodie reported the Engine 57 tournament is expected to have 81 teams and she asked for a reduction in fees for the tournament in the amount of \$700.00. She reported there was a fire in the men's restroom at field 6. Dodie thanked the directors for their generous donations of excess candy from pumpkin carve. BYB appreciates it. Dan said he will donate to Winterwish and he would like to see what the District can do to help with the money needed to help with the gifts and he would like to see the fees for the Engine 57 tournament reduced by \$1000.00 this year for the Engine 57 Tournament. Nancy will add those items it to the finance committee meeting agenda.

Maintenance Foreman: Frank Flores

Frank reported the maintenance department worked on Pumpkin Carve. There was a good turn out and it was packed. He said they worked on the removal of the water tank from the Noble Creek Community Center (NCCC) well yard. He reported they purchased a new trailer for the maintenance department and had concrete poured in the maintenance yard and the new maintenance restroom. He said they have been working on the renovation of NCCC offices. Frank said they aerated turf throughout the districts grounds and dethatched field #1. He said they renovated the parks 2" and 4" main lines located near NCCC and worked on irrigation repairs to the dog park and a 2" line near field #2. Frank said they have purchased materials for winterfest and will be putting up the lights at the Grange next week and they have put up the Christmas trees. He said they will have two hay rides this year at the event. Frank thanked the directors for the new mower.

General Manager: Duane Burk

Duane reported he has been working on Bogart for 3 ½ years and is looking forward to growing the District in a positive way and being part of it. Andrew Trotter reported Thunder Alley is holding a toy drive on December 8 and welcomed all donations. He also thanked the board for the LED lighting. Kyle was asked to put the event on facebook.

## **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

December 12, 2018

January 9, 2019

February 13, 2019

### 5.2. Upcoming Holidays

- Thursday and Friday November 22 & 23, 2018 Thanksgiving
- Monday and Tuesday December 24 & 25, 2018 Christmas
- Monday December 31, 2018 New Years Eve

### 5.3. Events

- Winterfest – November 30 to December 1, 2018
- Staff Holiday party, Friday, December 14, 2018 5pm to 11:00pm @ The Cherry Valley Grange Community Center

## **DIRECTORS MATTERS/COMMITTEE REPORTS**

### Director De La Cruz:

Armando thanked the board and staff for their hard work and apologized for missing the last meeting. He and his family enjoyed Oktoberfest and the food and beer.

### Treasurer Diercks

Chris thanked the employees for doing a good job. He likes the progress with Bogart and said we are moving in the right direction. He congratulated Kyle on his playground safety certification and thanked everyone.

### Vice Chair/Secretary Hughes

Dan reported he went to the fire at Noble Creek and it was determined it was caused by arson. He said he is glad to see Bogart done after 5 years. It is a huge deal and we will be known across the nation and it will be on the news. He said he wants staff to draft letters to the election winners and losers. Dan reported he attended the collaborative agency meeting and he brought the subject up of not being prepared in an emergency situation such as a shooting, fire or terrorist attack that could potentially happen. He said the pumpkin carve was a good event. He said he, Duane and John attended an event held for the City of Beaumont's candidates on election night and then went over to Russ Bogh's. Dan stated they were the only local official electives in attendance.

### Chairman Flores:

John stated that acquiring Bogart is a historical moment. His father is the founding member with the most votes on the first election. He said the City if Banning's loss is our gain with Duane. He said Janet, HR, is protecting the board and individual behaviors. He said he is not fearful of acquiring Bogart because staff takes ownership in the District the same as he does and all he sees is hard workers with a drive to succeed. He said we have gone beyond what he envisioned and that is proof of where Duane and staff are today. He thanked Sean Balingit for attending. Sean spoke on behalf of the San Gorgonio Pass Historical Society and thanked the board and the district for the continued use of the womans club for their meetings and said it is a privilege and they appreciate it. He said he is grateful for the District taking on Bogart park and said he spent a lot of time there as a

kid and looks forward to seeing what comes of it. Sean also said there were 100 people in attendance at their last meeting and they had a cameraman speaking of his time working with Huell Howser. John said he would like to work with Thunder Alley and sponsor a race and they are working hard on parking issues.

**6. ADJOURNMENT:**

Motion was made to adjourn the meeting at 8:07pm.