



**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, May 8, 2019
390 W. Oak Valley Parkway Beaumont, CA 92223**

AGENDA

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 April 10, 2019

- 2.2 Bank Balances April 2019
- 2.3 Warrants for April 2019

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

- 3.1 Approval of RV Sites fee schedule
- 3.2 Approval of First Reading FY's 19/20 & 20/21 Budget
- 3.3 Authorization for Purchase of Noble Creek Community Center Doors and ADA Door Upgrades
- 3.4 Request for Approval to adopt ROTH Provision to the CalPERS 457 Plan

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 – 1st Thursday of Every Month 5:00 pm NCCC
- Facility Use Ad Hoc- Second & Fourth Tuesday Monthly @ 6:30 pm
- BCVRPD Board Meeting Schedule, NCCC

June 12, 2019

July 10, 2019

August 14, 2019

5.2. Upcoming Holidays

Monday, May 27, 2019 Memorial Day

Thursday, July 4, 2019 Independence Day

5.3. Events

Movies under the Stars: Mondays, June 17 – 22, 2019

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 May 3, 2019

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



**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, April 10th 2019**

MINUTES

DISTRICT CLOSED SESSION Closed Session began at 5:03pm

Roll Call:

Director De La Cruz X Director Ward X Treasurer Diercks X
Vice-Chair/Secretary Flores Arrived at 5:08pm Chairman Hughes X

Conference with Legal Counsel

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

Title: General Manager

Returned from closed session at 5:30pm 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 began at 5:30pm.

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 Chairman Hughes

Pledge of Allegiance: The pledge of allegiance was led by Vice-Chair/Secretary Flores

Adjustments to Agenda: None.

1. PUBLIC COMMENT:

- o **Emma Aguilar (Beaumont Mountain Bike Team):** she is here today to address the Board, and she is part of the High School portion of the team. She came to thank the board for the use of Bogart and explain how the team is beneficial to her and how the work together and support each other, even at races she sees everyone cheering for each other and being kind to each other and she is happy to be part of the team.
- o **Noah P. & Eli R (Beaumont Mountain Bike Team):** they are here on behalf of the Middle School portion of team. They wanted to talk about the trails up in

Bogart and how they love using them and they go up to maintain them at least once a month including when the rains washed them out. They also commented that they have a small team this year and would like to see it grow they also commented on the races and how everyone is nice, polite and are very supportive of each other.

- **Dave Azzolin (Beaumont Mountain Bike Team):** He is here today as the Head Coach for the Beaumont Mountain Bike program and wanted to come today to let the Board know about all the positive things that are happening with the team and Bogart Park their Nation charter started 3 years ago called “Teen Trail Corp” the idea behind that program was to get kids involved in the mountain biking sport, and get them to maintain the trails they ride one of the goals of the program is teaching the athletes advocacy how to be good stewards and advocates in their sport and for access to everyone who wants to ride the trails and parks so that there is a understand to the state and local legislatives that there is value to keeping the parks well maintained for everyone. Beaumont Bike Team is much like boy scouts they get merit badges for the things they achieve and work their way to up to team trail captain National 30 athletes have accomplished this, 24 of them are from Beaumont, they also were nominated and received the National “Merit Award” for the work they have done on the trails at Bogart Park from the California Trails & Greenways. having the team come up here today to thank the Board and get them use to speaking have responsibility for what they are using and for advocacy the Team moto is the three R’s Respect, Responsibility and Representation in themselves, their City, their schools, the team and their sport.
- **Trent & Heleena (Beaumont Mountain Bike Team):** They are here today on behalf of the team and what they do they do community service when they go up to Bogart to help maintain the trails and it is for the community not for just for them for hikers or anyone else who would like to use them, he also enjoys the fact that before practice they do their school work and get tutoring so they can keep their grades up. Heleena wanted to share that they not only do trail maintenance, and tutoring one of their goals is public speaking and before she joined this team she would never be able to get up there and speak, the team for her has built her confidence and has allowed her to build bonds with her team mates making them more like family.
- **Rosalind Williams (Beaumont Mountain Bike Team):** she thanked the Board on behalf of the Beaumont Mountain Bike Team and her grandson who is in his 2nd year on the Middle School team. She also wanted to talk about a grant the U.S. Department of Fish and Wild Life extends grants to community organizations and she would like to know if in correct procedure if she could petition on behalf of Beaumont Mountain Bike Team to be used to fix and maintain the pond at Bogart Park and who to talk to. Duane said he will give her his card and they can discuss that.
- **Christopher Azzolin (Beaumont Mountain Bike Team):** He was here on the behalf of the Mountain Bike Team and he commented that they use to have to pay to get in to Park and for the past 5 years they have been able to get in to

the use the park for free and they in turn do trail work not for just them but for the community the horses and hikers, they have even had hikers stop and tell them thank you for the work they are doing. He also commented that the team has given him confidence and he also has made many friends.

- **Maya Calderon (Beaumont Mountain Bike Team):** She is her for the Middle School Mountain Bike Team and wanted to say that these team mates are pretty great to know and they have been there for her recently in some pretty hard times where she didn't even think she would make it but with the support of her team mates (family) she got through them and can't thank them enough. She wanted to thank the Board for the use of Bogart Park and being able to work on the trails when no one else would and would like to see the team recruit more girls since she is the only one.
- **Luke Strawter (Beaumont Mountain Bike Team):** Came today to for the Mountain Bike team which he has been a part of for 4th year starting in Middle School Bogart is important to him and the team knowing there is not a lot of places in the area for their use they practice every day, they also hosted a scrimmage/practice race which made it possible for them to meet new people in the area. He also commented that they have done trail maintenance 4 so for this season the last one they did was on Candle Light Trail which was beneficial to the community during this time because they heard they were going to be doing a Easter Service at the top of the hill and the maintenance they did on the trail will make it easier for others to get up there he enjoys the team and all the fun they have and wanted to thank the Board for their time.
- **Breana Morris (Beaumont Woman's Wrestling Team):** She is here today to thank the Board for the recycling they let them take from the park they got about \$400 which helped the girls get to CIF and sent (2) girls to State in February whom placed 4th and 5th.. She commented that the girls just did some volunteering at Fishing Derby and would like to help out the District in any way they can in the future.
- **Aaron Morris:** Aaron said good evening to Board and commented it has been an interesting couple of weeks in the Maintenance Department with losing Sammy "The Pepsi Man" and wanted to extend his and Sam's family's gratitude and thanks for the support and help that the District has given them. He also commented that he wanted them to know they the Maintenance Department appreciates all they have done for them and even with during this time they will pick up the pieces and work hard for the District. Aaron questioned if it would be possible to do a dedication to Sam on the Memorial Wall or a shop building. Dan commented for the whole Board that they will do something.

2. CONSENT CALENDAR:

- 2.1 Minutes of March 14, 2019
- 2.2 Bank Balances March 2019
- 2.3 Warrants for March 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:

3.1 Approve Destruction of Records in Accordance of BCVRPD Records

Retention Schedule

Motion was made to accept item 3.1

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

3.2 Approval of Bogart Park Fees

Motion was made to accept item 3.2

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

3.3 Resolution #2019-02 National Fitness Campaign Grant

Motion was made to accept item 3.3

Initial Motion: Chairman Hughes

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

4. DEPARTMENT REPORTS:

Human Resources Administrator/Clerk of the Board: Janet Covington

Janet reported there was one departed employee, Samuel Valdivia. And hired one part-time Maintenance worker and currently have 31 employees. She completed and sent in March 2019 the 19/20 Rating Questionnaire and Worker's Compensation Estimated Payroll sent

to CAPRI, the Form 700's sent to the SEI Filing Officer, Clerk of the Board of Supervisors and the 2018 Government Compensation in California Report sent to the State Controller's office. Safety Compliance Company provided "Hand Safety" training in the maintenance department, and the Employee's attended the CPR and mandated sexual harassment avoidance training. Janet has fulfilled the requirement for the FY 17/18 audit. She wanted to remind everyone to save the date for the annual staff BBQ August 3rd, 2019 at Bogart Park from 11am – 3pm and announced that Kyle Simpson was selected for the Employee of the Month for the month of February 2019 and staff celebrated with lunch on 3/20/2019.

Financial Services Technician/Office Manager: Nancy Law

Nancy reported the Finance Committee met and reviewed the March 2019 Financial Reports. She received deposits into the Riverside County Fund in the amount of approximately \$8,268.67. She transferred into the reserve fund \$5,000.00 for March bringing the balance to \$334,902.97. She has been working on the 17/18 audit items and an onsite visit will be coming soon. Nancy reported that she and the General Manager had a Pre-Construction meeting for the Roof Project. She commented that she had the 2018 Files Shredded and attended a class on 3/20/2019 for Business Writing.

Activities Coordinator: Kyle Simpson

Kyle reported facility are being rented with a lot of interest, as mentioned we had our CPR Training was March 26th, 2019, March 29th, 2019 was our Welcome Home Vietnam Veterans Event was appreciated of the support the Board gave him they had 12 of 20 signups attend the event along with dignitaries who handed out certificates, the office is currently working on getting the certificates to the veterans that did not attend. He commented that this past weekend they had the Fishing Derby with 311 Saturday signup and 161 Sunday signups they had a lot of people out there fishing and he appreciates everyone for coming out. Spring Fling is coming April 20th, 2019 they have (4) Food Vendors, (20) Art & Craft Vendors and (4) Churches participating in the event, Memorial Wall had not nominations at the cutoff date for this year and it has been currently cancelled next will be Movies Under the Stars that runs (6) Monday nights from June 17th to July 22nd, 2019. Kyle commented that April 1st – 4th, 2019 he attended the GSMC (Government Social Media Conference) in Tennessee and appreciated the Board for letting him attend, the conference materials was used at the Fishing Derby and was very excited to use those skills learned at the conference lastly April 23rd will be our next Facility AdHOC Meeting.

Athletic Coordinator: Dodie Carlson

Dodie reported Winter Adult Ball will be wrapping up this weekend, and the Spring Adult Ball will start April 23, 2019 as long as the weather cooperates. The calendar for the weekend is booked in till August 1st, 2019. She wanted to thank the Board, General Manager and Staff with weather has taken a toll and everyone has done a great job. She wanted to speak on behalf of Mike BYB is wrapping up just waiting for tournament schedule and has about 6 weeks left. Dodie also wanted to mention that Arbor Day is April 26th, 2019 lastly she wanted thank the Board for ongoing education she attended one today and has another in 2 weeks.

Maintenance Foreman: Frank Flores

Frank reported they have been working on the irrigation clock out on the meadow they have been fertilizing the baseball fields, the meadow and dog park, has installed Sod near the drains by fields 5 & 6, they completed their CPR and Sexual Harassment Training he also mentioned they worked on the Welcome Home Vietnam Veteran Event and added it

was a great event. They are currently working on horseshoe pits making an ADA accessibility pit adding concrete, fencing and cup holders. Frank reported that at Bogart Unifirst installed all the toiletries in all the restrooms. CDF is up there cutting down any bark beetle trees and they have been working on testing the irrigation at the playground area and everything is working with pleasant surprise.

General Manager: Duane Burk

Duane reported that he and the Directors all drove back today from the CSDA conference which was a great conference. He wanted to comment on Frank's report about the irrigation at Bogart Park the existing play area had 18 circuits Frank and Aaron have been working on them and found that 16 of the 18 are working which is good news they are going to fertilize it and make it look nice for the summer. He mentioned that before them is their Annual Bogart Passes and would like to ask if he could extend the Pass to the Water District Board. He wanted to remind the Board that the 1st Annual Golf Tournament is May 11th, 2019 and he would like to see 3 Raffle Items from the Board Members for the event.

5. CALENDAR OF EVENTS:

5.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm NCCC
- Finance – 1st 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,

5.2. Upcoming Holidays

Monday, May 27, 2019 Memorial Day

Thursday, July 4th, 2019 Independence Day

5.3. Events

- April 18, CSDA Meeting Hewett
- April 20th, 2019 Spring Fling
- April 26th 2019 Arbor Day

DIRECTORS MATTERS/COMMITTEE REPORTS

Director De La Cruz:

Armando wanted to thank Staff, General Manager, and Board Members for their continued hard work and dedication. He mentioned he attended the Fishing Derby and was looking forward to Spring Fling and Arbor Day wanted to thank them for his Annual Pass for Bogart, and apologize for not being able to attend the conference in San Diego.

Director Ward:

Denise commented that she was happy about the Mountain Bike Team and all their hard work the put in at Bogart she wanted to thank the District for letting her attending the CSDA conference and commented that it was very informative and she learned a lot and look forward to being a better director, she has driven through the park and everything is looking amazing and thanked them for their hard work, she wanted to congratulate Kyle for being Employee of the Month, and lastly apologize for not being able to attend the services and wanted to give her condolences to Sam's family.

Treasurer Diercks:

Chris commented Congratulation to all the staff you're doing a great job, he wanted to say that the conference was fantastic and he hope they do more in the future. Chris mentioned he would not be attending the Facility AdHOC on April 23rd and asked if is alternate could attend because he will be having full knee replacement surgery that morning.

Vice Chair/Secretary Flores:

John mentioned his dad is in the hospital and was a founding member of the District with a blood infection and is improving every day and to keep him in their prayers John commented he is a second generation Board Member and feels honor to be serving the public. He wanted to thank staff and to him they are second to none including Duane and complemented the Board for a selecting him as their General Manager, he also wanted to challenging the Board to do more, work harder and be a great Board.

Chairman Hughes:

Dan mentioned the CSDA conference was great, fun and they took away many things he included that in attending the conference and meeting with all the other California District he feels we have a professional Board that is working to move the District forward and will accomplish great things in the future. Dan wanted to thank the staff and General Manger for all they have done tonight he would like to close the meeting in honor and memory of Sam Valdivia.

6. ADJOURNMENT:

The meeting was adjourned by Dan Hughes at 6:43pm.

Beaumont Cherry Valley Recreation Park District

Bank Account Balances

As of 4/30/2019

	Starting Balance	Payables	Deposits	Ending Balance	Notes/Comments	
1	Bank of Hemet - Operating	\$ 9,377.70	\$ 197,586.46	\$ 213,668.96	\$ 25,460.20	
2	Bank of Hemet - Payroll Account	\$ 285.18	\$ 58,542.47	\$ 65,000.00	\$ 6,742.71	PR Thru 4/19/2019
3	Bank of Hemet - Project Account	\$ 36,776.61	\$ 13,147.61		\$ 23,629.00	
4	Bank of Hemet - Bogart	\$ 2,527.09		\$ 1,360.80	\$ 3,887.89	
5	Bank of Hemet MM	\$ 7,577.45		\$ 0.90	\$ 7,578.35	
6	Bank of Hemet - Reserve Fund	\$ 334,902.97		\$ 5,034.23	\$ 339,937.20	
7	Bank of Hemet - Quimby/DIF	\$ 222,134.01		\$ 25.16	\$ 222,159.17	
8	Petty Cash	\$ 500.00			\$ 500.00	
9	Riverside County Fund	\$ 633,280.93			\$ 633,280.93	FY 18/19 Tax Distributions
10						
11		\$ 1,247,361.94	\$ 269,276.54	\$ 285,090.05	\$ 1,263,175.45	
12						
32	Bank of Hemet - Reserve Fund	Balance	Payables	Deposits	Ending Balance	Notes/Comments
33	Operating Reserve	\$ 265,237.99		\$ 5,000.00	\$ 270,237.99	NOT to be USED
34	Capital Reserve	\$ 177,484.27		\$ 34.23	\$ 69,699.21	Min Balance of \$50,000
46						
47	TOTAL RESERVE ACCOUNT	\$ 334,902.97	\$ -	\$ 5,034.23	\$ 339,937.20	\$ 19,699.21

Beaumont-Cherry Valley Recreation & Park District Improvement Corporation

Bank Account Balance

As of 4/30/2018

	Starting Balance	Payables	Deposits	Ending Balance	Notes/Comments	
48	Bank of Hemet	\$ 226,201.24	\$ 4,234.25	\$ 2,271.75	\$ 224,238.74	

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

Type	Date	Num	Name	Memo	Amount
10005 · Bank of Hemet - Operating					
Check	04/02/2019	DB04022019	The Sand Trap Bar & Grill	Bus Meal - Burk, Duane & Hughes, Dan Lisa & Nick - Foundation	-55.22
Check	04/02/2019	DB04022019	Fijoles	Sam Valdivia - Memorial	-511.68
Check	04/03/2019	122126	Dan Hughes	Director Fees - March 2019	-600.00
Check	04/03/2019	RF04032019	Beacon Athletics	Grounds Equipment - Lute Rake, Level Board, Scoop Shovel, Squeegie Roller & Cobett Bases	-1,854.84
Check	04/03/2019	RF04032019	Custom Made Casino	Custom Made - Golf Markers - Foundation Tournament	-216.99
Check	04/04/2019	122143	John Flores	Reimbursement - Hotel - CSDA Conference	-588.33
Bill Pmt -Check	04/07/2019	122131	Grand American Builders, Inc.	Construction: Printer Room, Maintenance Shed and Vandalized Restroom	-12,796.11
Check	04/08/2019	RF04082019	PrintIt4Less.com	Printing - Bogart Receipt Books	-193.51
Check	04/08/2019	KS04082019	Gaylord Opyland Hotel	Hotel - GSMO Conference Simpson, Kyle	-1,252.80
Check	04/09/2019	122127	Denise M Ward	Per-Diem - CARPD Conference May 21 - May 25, 2019	-330.00
Check	04/09/2019	122128	Duane Burk	Per-Diem - CARPD Conference May 21 - May 25, 2019	-330.00
Check	04/09/2019	122129	Dan Hughes	Per-Diem - CARPD Conference May 21 - May 25, 2019	-330.00
General Journal	04/09/2019	RCFT040919		Transfer to Operating for Future Bills and Payroll	150,000.00
Check	04/09/2019	RF04092019	Envelopes.com	Foundation - Thank you Cards	-359.78
Check	04/09/2019	122130	Jan Wages	Table of (8) 44th Anniversary Banquet	-240.00
Check	04/10/2019	Fee	Bank of Hemet.	Safe Deposit Box Rental	-150.00
Check	04/11/2019	122132	Chris Diercks.	Director Fees - April 2019	-600.00
Check	04/11/2019	122133	Chris Diercks.	Director Fees - March 2019	-100.00
Check	04/11/2019	122134	Beaumont Chamber of Commerce	Good Morning Beaumont - (2) Simpson, Kyle & Law, Nancy	-40.00
Check	04/12/2019	122135	Slugg Bugg Pest Control	Monthly Pest Control	-350.00
Check	04/12/2019	122136	Kaboo Leasing Co.	Bogart Gate #2 - Repair & Maintenance	-2,850.00
General Journal	04/18/2019	Trans041819		Transfer to Payroll for PR 04192019	-30,000.00
Bill Pmt -Check	04/19/2019	122137	Alfonso's Tree Service	Tree Service - NCCC/Franco Gardens, Park & Woman's Club	-7,425.00
Bill Pmt -Check	04/19/2019	122138	TLC Landscape Services, Inc.	Franco Garden Improvements	-10,206.00
Bill Pmt -Check	04/19/2019	04192019	VSP-Vision Service Plan	Employee - Vision Insurance	-137.70
Check	04/19/2019	122139	Grand American Builders, Inc.	Vandalized Restroom Repair & NCCC Roof Project	-7,019.99
Check	04/24/2019	122140	Kaboo Leasing Co.	Bogart Gate #3 - Repair & Maintenance	-3,300.00
Check	04/25/2019	122141	BWW & Company	Concrete - New RV Pads for Sewer and Water & Ada Walkway Horseshoe pits	-13,751.98

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

Type	Date	Num	Name	Memo	Amount
Check	04/26/2019	122142	John Flores	Director Fees - March 2019	-500.00
Bill Pmt -Check	04/26/2019	122144	Acorn Technology Services	Computer/Laptop Replacements & (3) Cable Drops in NCCC	-12,882.54
Bill Pmt -Check	04/26/2019	122145	Action True Value Hardware	Bogart - Irrigation Repair	-207.04
Bill Pmt -Check	04/26/2019	122146	Apex Urgent Care, Inc.	Employee Medical - Shultz, Blake	-95.00
Bill Pmt -Check	04/26/2019	122147	Awards & Specialties	BYB - MVP Trophies	-244.69
Bill Pmt -Check	04/26/2019	122148	BDL Alarms, Inc.	Monthly Alarm Service	-224.00
Bill Pmt -Check	04/26/2019	122149	Beaumont Copy & Graphics	Corrugated Plastic Signs - Spring Flng	-538.75
Bill Pmt -Check	04/26/2019	122150	Beaumont Do it Best	Repairs and Maintenance - Grounds	-693.50
Bill Pmt -Check	04/26/2019	122151	Beaumont Glass	NCCC Bridal Room	-1,200.00
Bill Pmt -Check	04/26/2019	122152	Beaumont Safe & Lock	Bogart Keys	-370.01
Bill Pmt -Check	04/26/2019	122153	Best Best & Krieger	Legal Fees: HR & Bond	-4,284.60
Bill Pmt -Check	04/26/2019	122154	Blue Shield	Employee - Dental Insurance	-354.20
Bill Pmt -Check	04/26/2019	122155	Capri	FY 18/19 - 4th qrt annual contribution (Workman's Compensation)	-5,770.50
Bill Pmt -Check	04/26/2019	122156	Cherry Valley Feed & Pet Supply	Dog Park - Automatic Water feeder	-71.10
Bill Pmt -Check	04/26/2019	122157	Cherry Valley Nursery	Arbor Day: Tree Items	-1,566.20
Bill Pmt -Check	04/26/2019	122158	Chris Taylor's Plumbing	Men's Restroom 5 & 6 - Urinal leaking	-88.56
Bill Pmt -Check	04/26/2019	122159	Cliff's Pest Control, Inc.	Monthly Pest Control Services	-770.00
Bill Pmt -Check	04/26/2019	122160	Department of Justice	Employee Fingerprinting - Shultz, Blake	-32.00
Bill Pmt -Check	04/26/2019	122161	Diamond Environmental Services	Porta Potite - Spring Flng	-334.00
Bill Pmt -Check	04/26/2019	122162	Ferrillgas	Snack Bar - Propane	-709.28
Bill Pmt -Check	04/26/2019	122163	Hemet Valley Monuments	10 x 8 Bronze plaque for Stella Parks	-457.94
Bill Pmt -Check	04/26/2019	122164	Image Source	Monthly Copy Service	-236.93
Bill Pmt -Check	04/26/2019	122165	Inland Lighting Supplies, Inc.	Wall Pack Lighting - NCCC	-199.34
Bill Pmt -Check	04/26/2019	122166	Jani-King of California, Inc	Monthly Janitorial Services	-2,119.75
Bill Pmt -Check	04/26/2019	122167	Mulvihill Enterprises, Inc.	HM door & frame, Schlange lock, hinges, overhead door holder lock guard - Maintenance	-1,075.00
Bill Pmt -Check	04/26/2019	122168	Napa Auto Parts	Vehicles & Tractor Fire Extinguishers	-143.14
Bill Pmt -Check	04/26/2019	122169	NRPA	Yearly Dues	-175.00
Bill Pmt -Check	04/26/2019	122170	Nutrien Ag Solutions	Round Up	-1,904.16
Bill Pmt -Check	04/26/2019	122171	Oak Valley Florist	Sam's Funeral Arrangement	-213.35
Bill Pmt -Check	04/26/2019	122172	Pass Air Conditioning & Heating	Roof Project - A/C Units	-6,765.56

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

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	04/26/2019	122173	Pattons Steel Corp	Material for Bogart Gate Repair	-2,730.67
Bill Pmt -Check	04/26/2019	122174	Precision Technologies	Maintenance Camera's	-6,454.24
Bill Pmt -Check	04/26/2019	122175	Pro-Pipe & Supply	Irrigation Supplies	-1,860.22
Bill Pmt -Check	04/26/2019	122176	Redlands Yucaipa Rentals	Attachable Mower & Trench Rental	-936.00
Bill Pmt -Check	04/26/2019	122177	Resource Building Materials	Chalk, Quick Dry & Rebar	-595.06
Bill Pmt -Check	04/26/2019	122178	Safety Compliance Company	Safety Meeting 3/20/2019 - Topic #0059 Hand Safety & Safety Meeting 3/26/2019 - Sexual Harassment	-550.00
Bill Pmt -Check	04/26/2019	122179	Simplot Partners Palm Desert	Grass Seed	-3,912.83
Bill Pmt -Check	04/26/2019	122180	Star Pro Security Patrol Inc.	Monthly Security Service, Fishing Derby & Parking	-2,872.00
Bill Pmt -Check	04/26/2019	122181	Stat Pads, LLC	3 year renewal - Stat Pads Defibrillator (AED) Medical Drection Program	-297.00
Bill Pmt -Check	04/26/2019	122182	TCF Equipment Finance, Inc.	Payment - Toro Groundsmaster 4000-D	-3,132.23
Bill Pmt -Check	04/26/2019	122183	TLC Landscape Services, Inc.	Monthly Landscaping Service	-918.00
Bill Pmt -Check	04/26/2019	122184	Turf Star, Inc.	Monthly Equipment Service	-1,235.02
Bill Pmt -Check	04/26/2019	122185	Xerox Financial Services	Monthly Copier Rental	-559.07
Bill Pmt -Check	04/26/2019	04262019	Nextiva	Monthly Telephone Service	-256.56
Bill Pmt -Check	04/26/2019	04262019	Rosalind Otero	Medical Insurance (Retirement)	-147.03
Bill Pmt -Check	04/26/2019	122186	Turf Star, Inc.	Equipment Purchase - Blower	-7,379.80
Bill Pmt -Check	04/26/2019	122187	Turf Star, Inc.	Equipment Purchase - Groundsmaster 4000D 50% down	-35,440.77
Bill Pmt -Check	04/26/2019	122188	UNUM	Employee Disability Insurance	-361.97
Bill Pmt -Check	04/26/2019	122189	Al's Kubota Tractor	Grounds Equipment Purchases - Trimmer, Helmet/Hearing protection	-941.09
Bill Pmt -Check	04/26/2019	1001309487	CalPERS-OPEB	Accrued Liability as of June 30, 2016 - Rate Plan: 1357	-3,686.80
Bill Pmt -Check	04/26/2019	1309489-91	CalPERS	Employee Retirement	-4,259.21
Bill Pmt -Check	04/26/2019	1309493-95	CalPERS	Employee Retirement	-3,902.39
Bill Pmt -Check	04/26/2019	15032537539	Colonial Life	Employee Life Insurance	-785.72
Bill Pmt -Check	04/26/2019	94900048	Frontier Communications	Monthly Wifi - Grange	-86.76
Bill Pmt -Check	04/26/2019	94900058	Frontier Communications	Monthly Wifi - NCCC	-125.98
Bill Pmt -Check	04/26/2019	94900070	Frontier Communications	Monthly Wifi - Woman's Club	-160.82
Bill Pmt -Check	04/26/2019	6146944797	Office Depot	Office Supplies	-668.51
Bill Pmt -Check	04/26/2019	1160109	SocCalGas	Utilities - Gas - Woman's Club, Grange & NCCC	-697.50
Bill Pmt -Check	04/26/2019	69851907174	Waste Management of the IE	Monthly Trash Services	-5,493.17
				TOTAL	-80,262.49

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

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
10015 - Bank of Hemet - Project Account					
Check	04/03/2019	4350	Cash	Fishing Derby Starting Cash	-1,900.00
Check	04/04/2019	4351	James W. Halbrook	Umpire	-90.00
Check	04/04/2019	4352	Phillip Baneulos	Umpire	-60.00
Check	04/04/2019	4353	Chris Neal	Umpires	-150.00
Check	04/04/2019	4354	Michael J Flynn	Umpires	-60.00
Check	04/04/2019	4355	Jess Ranch Fish Hatchery	Fishing Derby - Fish	-4,712.50
Check	04/05/2019	NL04052019	Walgreens	ClipBoards - Office Expense	-15.04
Check	04/09/2019	4356	Ryann Flores	Fishing Derby - Food backup lunch	-118.42
Check	04/09/2019	4357	Chris Neal	Umpires	-240.00
Check	04/09/2019	4358	James W. Halbrook	Umpires	-60.00
Check	04/09/2019	4359	Michael J Flynn	Umpires	-60.00
Check	04/09/2019	4360	Mike Aldrich	March 2019 - Banner Sales	-760.00
Check	04/10/2019	4361	City of Beaumont	Non-Commercial Sign Encroachment Permit - Spring Fling	-51.65
Check	04/11/2019	4362	Cash	Starting Cash - Parking 4/13/2019	-1,000.00
Check	04/18/2019	4364	Cash	Starting Cash Spring Fling	-2,000.00
Check	04/18/2019	4365	Chris Neal	Umpires	-240.00
Check	04/18/2019	4366	James W. Halbrook	Umpires	-60.00
Check	04/18/2019	4367	Pete Gerlach	Umpires	-60.00
Check	04/18/2019	4368	Michael J Flynn	Umpires	-90.00
Check	04/18/2019	4369	Steve Eddy	Entertainment - Spring Fling	-200.00
Check	04/25/2019	4370	Robert Tschombor	Entertainment - Oktoberfest 2019 (Deposit)	-500.00
TOTAL					-12,427.61

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

10000 · Bank of Hemet - MM

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
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No Transactions

TOTAL

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

10025 - Bank of Hemet - Reserve Fund

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
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No Transactions

TOTAL

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Beaumont Cherry Valley Recreation & Park District
Check Warrant
Bank of Hemet - Quimby
April 2019

10020 · Bank of Hemet - Quimby/DIF

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
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No Transactions

TOTAL

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

	<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>
10050 · Bank of Hemet - Bogart Park							

No Transactions

TOTAL

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BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Staff Report

Agenda Item No. **3.1**

To: Board of Directors:

From: Nancy Law, Financial Services Technician/Office Manager

Via: Duane Burk, General Manager

Date: May 8, 2019

Subject: Approval of RV Sites Fees Schedule

Background and Analysis:

Currently the Noble Creek RV Sites are \$30.00 Full Hook ups and \$15.00 Dry Camping

2019 Construction the District pulled water, sewer, and electrical lines through the RV Park, and conducted a fee study.

Recommendations:

Staff recommends that the Board approve, review and comment on the current Noble Creek RV Park fee schedule as:

Full Hook ups - \$35.00

Electrical/Sewer Hook ups - \$25.00

Dry Camping - \$20.00

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



BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Staff Report

Agenda Item No. **3.2**

To: Board of Directors:
From: Nancy Law, Business Services Coordinator
Via: Duane Burk, General Manager
Date: May 8, 2019
Subject: Approval of First Reading FY 19/20 & 20/21 Budget

Background and Analysis:

Each year starting in March staff along with the finance committee meets to review current year spending and budget projections for the upcoming years. All departments were asked to provide input to determine their requests for the upcoming fiscal years.

On April 30, 2019 the Staff conducted their meetings with the General Manager and Finance for their projected budgets for FY 19/20 and 20/21.

Fiscal Impact:

There will be no fiscal impact for the District.

Recommendations:

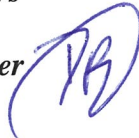
Staff and Finance Committee recommend that the Board review, comment and adopt the Budget first Reading for FY 19/20 and 20/21.

Respectfully Submitted,


Nancy Law
Business Services Coordinator

Staff Report

Agenda Item No. 3.3

To: *Chairman and Board Members*
From: *Duane Burk, General Manager* 
Date: *May 8, 2019*
Subject: *Noble Creek Community Center ADA Access Doors*

Background and Analysis:

The Board of Directors has adopted an American with Disability Transition Plan (ADATP) identified in the Transition Plan is Noble Creek Community Center. Currently, NCCC has four single doors and two double door approximately 3'x7' for existing openings. Staff solicited three commercial door companies for proposals to purchase and install the doors two companies provided bids while the third selected not to bid.

Noble Creek Community Center is a 35 year old building maintenance and parts for existing doors are not available. Also, these doors do not currently meet today ADA standards for closing or opening. Staff has met with Vortex Industries from Riverside a very reputable door company which can provide all varieties of services for commercial door installation and maintenance.

Staff is requesting to purchase five new glass and aluminum storefront doors and frames (four single doors and one double door approximately 3'x7' and 6'x7' for existing openings). Also, one new single/bi-parting glass and aluminum automatic sliding storefront door approximately 144"x98" for our existing front entrance.

Additionally, Vortex will install the doors in the existing openings. However, staff is recommending to a contract utilizing time and material with Grand American Builders for any general contracting modification of existing door openings. In essence all openings may need some alterations and the new single bi-parting ADA door will need to be completely constructed at the front entrance.

Fiscal Impact:

Vortex purchase doors 32,461.73
Grand American Builders. 25,000.00 time and material design build

Recommendations:

Staff recommends approval of project.



BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Staff Report

Agenda Item No. 3.4

To: Chairman and Board of Directors

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

Date: May 8, 2019

Subject: Roth Provision to CalPERS Supplemental Income 457 Plan

Background and Analysis:

As a policy of the District, employees can participate in the CalPERS Supplemental Income 457(b) plan. Currently, employees enroll in the plan with pre-tax deductions from their pay check. In reviewing the Districts Employee Retirement plan options, staff has recognized that the District has the opportunity to offer an additional provision through the CalPERS 457 plan. This provision would provide an opportunity for employees to defer their own compensation on an after-tax basis.

Fiscal Impact: None.

Recommendations:

Staff recommends that the Board review, comment, approve or change the Roth Provision to the CalPERS 457 Plan subject to the authority of the Beaumont-Cherry Valley Recreation & Park Districts Legal Counsel to make non-substantive changes.

Respectfully Submitted,

Janet Covington

Human Resources Administrator/Clerk of the Board



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: May 8, 2019

Employees:

We had two departed employees. Both were not available to work due to moving out of the area or another job. We have 29 employees.

Reports: We are preparing for our GASB 75 valuation for our Other Post Employee Benefits (OPEB).

Workers Compensation Cases/ Incidents/Accidents – None.

Training:

Safety Compliance Company provided "Heat Illness Prevention" training April 17, 2019.

Other:

We have been fulfilling requested information by the auditors for the FY 17/18 audit.

We fulfilled two public document requests.

We have been working on the 19/20 & 20/21 FY budgets.

***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.**

Aaron Morris was selected the "Employee of the Month" for March 2019. Staff celebrated with lunch.

We sent an arrangement to Director Flores.

We are working on updating the employee handbook and anticipate it to be on the May 2019 agenda for approval.

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

Respectfully Submitted,

Janet Covington, Human Resources Administrator/Clerk of the Board



BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Department Report

To: Board of Directors
From: Nancy Law, Financial Services Technician/Office Manager
Date: May 8, 2019

The Finance Committee meet Tuesday, May 7, 2019 to review April 2019 Financial Reports for Fiscal Year 2018-2019.

The Monthly Financial Report consisted of a Profit & Loss, Profit & Loss Previous Year Comparison, Profit & Loss Budget vs. Actual, 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 has not received deposits into the Riverside County Fund for April 2019.


The Finance Services Technician has transferred into the Reserve fund the \$5,000.00 monthly contribution for April 2019 bringing our balance to \$339,937.20.

Additional items:

- ❖ Finance has been working with Auditors for 17/18 audit.
- ❖ Finance worked with staff and General Manager for the 18/19 & 19/20 Budget.
- ❖ Finance attending a Fred Pryor class for Management Skills for Admin. Assistants on 4/23/2019.

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: Board of Directors
From: Kyle Simpson, Activities Coordinator
Date: May 8, 2019

Facility Users-

We are busy with facility rentals and showing properties to potential users. Noble Creek Community Center, The Grange, and the Women's Club have been busy with events especially for the upcoming graduation season

Past District Events-

- April 20, 2019- Spring Fling
 - The event was a success we had hundreds of children show up to hunt for eggs
 - There was positive feedback about entertainment, layout and the increased foot traffic this year
 - I would like to thank the board for their support and participation
- April 26, 2019 – Arbor Day
 - We had a total of 18 trees planted from Baseball teams, individuals, Kids Cures Foundation, Denise Ward
 - I would like to thank the Board for their participation and attendance

Upcoming District Events

- Movies Under the Stars
 - Mondays from June 17th through July 22nd
 - The Movie List and dates are located on the Flyer in front of you

Community Events/Meetings/Networking

Facilities Ad hoc May 7th

I attended the Beaumont Chamber of Commerce Breakfast on April 12th

Next Beaumont Chamber Breakfast May 10th

Next Facilities Ad hoc May 21st

Recommendations: This report is for Information purposes only.

Thank you,

Kyle Simpson
Activities Coordinator

BEAUMONT-CHERRY VALLEY RECREATION & PARK DISTRICT

Department Report

To: Chairman and Board Members
From: Dodie Carlson - Athletic Coordinator
Date: May 2, 2019

Reports:

The Spring Slow Pitch season is starting this week. We are running a little behind for the year due to all the rain. We have 23 teams this season, which is down 5 from last year for the same season.

I will be meeting with some people on May 10th 2019 who have rented a field for a Senior Softball game. We are going to be looking at the possibility of starting a Senior Slow Pitch league that will be played during the day time hours.

The calendar is full until August 1st with the exception of 1 Sunday (Mother's Day)

We will be starting to work on soft toss gages and yellow fencing as soon as the materials arrive.

I would like to thank the Board of Directors and General Manager for allowing me to attend some classes. I have attended 2 in the past 4 weeks. Dealing with Difficult People and Managing Multiple Projects, Timelines and Deadlines. I am looking at some more to attend in the next month.

Other: BYB is wrapping up the spring season with tournament play. Closing day will be May 18th and we would like to invite the board to come and present the District MVP awards.

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: April 2019
Subject: Maintenance Report

Background and Analysis:

The Beaumont-Cherry Valley Recreation & Park District has been full of activities and events for the month of April. The Maintenance Department has finished the new design and installation of the handicapped accessible horseshoe pit. We will work on the renovations for all of the districts horseshoe pits in the month of May. I would like to thank all of the Board Members for attending our events and the supporting the staff.

Noble Creek Park:

- *Fishing Derby.*
- *Parking Fee Day April 13th.*
- *Spring Fling.*
- *Arbor Day: 17 Donated 15 Gallon Trees.*
- *New Irrigation Design (Horseshoe Pits)*
- *Sprayed Herbicide (weeds).*

Bogart Park:

- *Rented A Tractor & Flair Mower (Weeds).*
- *Sprayed Herbicide (Weeds).*

Recommendations:

The Maintenance Department has no recommendations at this time.

Thank you,

Frank Flores



