



BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT (BCVRPD)

REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, November 8, 2023, 5:00 p.m.

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

AGENDA

www.bcvparks.com

PUBLIC PARTICIPATION ALLOWED IN PERSON AND BY TELECONFERENCE

Due to the spread of COVID-19 and the fact that state and local officials are recommending measures to promote social distancing, the Beaumont Cherry Valley Recreation & Park District will be conducting this meeting in person and by teleconference in accordance with AB 361, amended Government Code section 54953, which allows for the continuation of virtual meetings. Government Code Section 54953 allows the legislative body to use teleconferencing when state or local officials have imposed or recommended measures to promote social distancing after making certain findings. See Gov. Code § 54953.

Public comments on matters listed on the agenda or on any matter within the District's jurisdiction will be received during Public Comments, Agenda Item No. 1.

Regular Session is available by calling: +1 (669) 900-6833. Meeting ID: 948 9929 3193

You can also join the meeting from PC, Mac, Linux, iOS or Android: <https://zoom.us/j/94899293193>

WORKSHOP SESSION: None.

REGULAR SESSION: Regular Session to Begin at **5:00 p.m.**

Roll Call: Director Lawhead, Director Ward, Treasurer Flores, Vice-Chair/Secretary Diercks and Chairman Hughes

Invocation:

Pledge of Allegiance: Director Ward

Presentations: None.

Adjustments to Agenda: Government code sec 54954.2 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:

If you are unable to participate by telephone or via Zoom, you may submit comments and/or questions in writing for the Board's consideration by sending them to ryann@bcvparks.com. Submit your written inquiry prior to the start of the meeting. All public comments received prior to the start of the meeting will be provided to the Board and may be read into the record or compiled as part of the record.

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 October 11, 2023

2.2 Bank Balances for October 2023

2.3 Warrants for October 2023

2.4 Approval of Special Provision Allowing for Teleconference Meetings Pursuant to AB361

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

3.1 Approval of 2024 District Event Dates

- 3.2 Approval of 2024 Board Meeting Dates
- 3.3 Approval of 2024 Holidays
- 3.4 Authorization of Financial Opportunity
- 3.5 Approval to Authorize Payment for Merling Johnson Construction
- 3.6 Approval of 2024 Winter Wish Proceeds
- 3.7 Approval of Changes to Campground Prices and Requirements (First Reading)
- 3.8 Approval of Changes to Ball Field Rates (First Reading)
- 3.9 Approval of Draft FY 21/22 Audit
- 3.10 Approval of Procurement Policy Resolution
- 3.11 Approval of Submission for Grease Interceptor Program
- 3.12 CARB 2023 Fleet Roles (State and Local Government) Update

3 DEPARTMENT REPORTS:

Human Resources Assistant/Clerk of the Board: Ryann Flores
 Athletic Facilities Coordinator: Noah Valdivia
 Activities Coordinator: Damon Valdivia
 Assistant Maintenance Superintendent: Aaron Morris
 Human Resources Administrator: Deidre Chatigny
 Executive Assistant: Nancy Law
 Assistant General Manager: Mickey Valdivia
 General Manager: Duane Burk

4 CALENDAR OF EVENTS:

4.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm. The location is TBD. Next meeting January 17, 2023
- Finance – 2nd Monday of Every Month 4:00 p.m. NCCC.
- Personnel – 1st Tuesday of Every Month 11:30 a.m.
- Facility Use Ad Hoc- Second & Fourth Tuesday Monthly 3:00 p.m.
- BCVRPD Board Meeting Schedule, NCCC
December 13, 2023

4.2 Upcoming Holidays

November 11, 2023 – Veteran's Day
 November 23, 2023 – Thanksgiving Day
 November 24, 2023 – Day after Thanksgiving
 December 24, 2023 – Christmas Eve
 December 25, 2023 – Christmas Day
 December 31, 2023 – New Year's Eve

4.3 Events

December 1 & 2, 2023 – 30th Annual Winterfest at Noble Creek Regional Park

5 DIRECTORS MATTERS/COMMITTEE REPORTS

6 DISTRICT CLOSED SESSION: To follow Regular Session

1. Conference with Legal Counsel – Anticipated Litigation
 Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: One Case
2. Conference with Labor Negotiator – Unrepresented Employee(s) (Government Code section 54957.6)
 Position: Assistant General Manager (Potential GM Agreement)
 Agency Designated Representative: Albert Maldonado and Roger Crawford

7 ADJOURNMENT:

Any person with a disability who requires accommodation to participate in the meeting should telephone Ryann Flores at 951-845-9555, at least 48 hours prior to the meeting 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 Beaumont-Cherry Valley Recreation and Park District, and the foregoing agenda was posted at the District office and District web site November 3, 2023.

Ryann Flores

Ryann Flores, Clerk of the Board



**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT (BCVRPD)
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, October 11, 2023, 5:00 p.m.**

MINUTES

PUBLIC PARTICIPATION ALLOWED IN PERSON AND BY TELECONFERENCE

Due to the spread of COVID-19 and the fact that state and local officials are recommending measures to promote social distancing, the Beaumont Cherry Valley Recreation & Park District will be conducting this meeting in person and by teleconference in accordance with AB 361, amended Government Code section 54953, which allows for the continuation of virtual meetings.

DISTRICT CLOSED SESSION: None.

WORKSHOP SESSION: None.

REGULAR SESSION: Regular Session to Begin at 5:00 p.m.

Regular session began at 5:00 p.m.

Roll Call:

Director Lawhead: Present

Director Ward: Present

Treasurer Flores: Present via teleconference

Vice-Chair/Secretary Diercks: Present

Chairman Hughes: Present

General Manager, Duane Burk and Legal Counsel of Best, Best & Krieger Albert Maldonado attended.

Invocation: Joseph Rivera with The Potter's House Church gave the invocation.

Pledge of Allegiance: Treasurer Flores led the pledge of allegiance.

Presentations: None.

Adjustments to Agenda: None.

1. PUBLIC COMMENT:

Chairman Hughes opened public comment at 5:03 p.m.

The Ward family presented the Foundation with a donation check in memory of their son Danny Ward. They thanked the District for all that have done for their family.

Public comment ended at 5:08 p.m.

The Board took a (5) minute recess. Back at 5:13 p.m.

2. CONSENT CALENDAR:

2.1 Minutes of September 13, 2023

2.2 Minutes of September 21, 2023 (Special Meeting)

2.3 Minutes of September 26, 2023 (Special Meeting)

2.4 Bank Balances for September 2023

2.5 Warrants for September 2023

2.6 Approval of Special Provision Allowing for Teleconference Meetings Pursuant to AB361

Albert Maldonado commented on item 2.6. He stated the Board has voted to hold teleconference meetings under AB361. The District needs to make certain findings every 30 days to continue teleconference meetings. There must be a Governor-Declared State of Emergency and two findings. 1) The District to consider the circumstance for the State of Emergency. 2) State or Local Officials have recommended social distancing.

Vice-Chair/Secretary Diercks confirmed that the finance committee met and approved items 2.4 and 2.5.

Motion was made to accept items 2.1, 2.2, 2.3, 2.4, 2.5 and 2.6.

Initial Motion: Vice-Chair/Secretary Diercks

Second: Director Ward

Result of Motion: Carried 5-0

Director Lawhead: Aye

Director Ward: Aye

Treasurer Flores: Aye

Vice-Chair/Secretary Diercks: Aye

Chairman Hughes: Aye

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

3.1 Approval of Surplus List

Chairman Hughes opened public comment at 5:17 p.m. Hearing none, seeing none, public comment ended at 5:17 p.m.

Motion was made to accept item 3.1.

Initial Motion: Vice-Chair/Secretary Diercks

Second: Director Lawhead

Result of Motion: Carried 5-0

Director Lawhead: Aye

Director Ward: Aye

Treasurer Flores: Aye

Vice-Chair/Secretary Diercks: Aye

Chairman Hughes: Aye

3.2 Approval of 2024 District Event Dates (First Reading)

Chairman Hughes opened public comment at 5:18 p.m. Hearing none, seeing none, public comment ended at 5:28 p.m.

Motion was made to bring item 3.2 back in the November 8, 2023, meeting.

3.3 Approval of 2024 Board Meeting Dates (First Reading)

Chairman Hughes opened public comment at 5:34 p.m. Hearing none, seeing none, public comment ended at 5:34 p.m.

Motion was made to bring item 3.3 back in the November 8, 2023, meeting.

Attorney, Albert Maldonado, commented on the 2024 Teleconferencing requirements. AB 361 law expires at the end of this year and starting January 1, 2024, Board Members joining remotely will have to have a just cause or an emergency. If remote teleconferencing in, the address of the Board Member must be listed on the agenda as well as announce anyone that is in the room that is 18 years or older and what their relationship is they have to the Board Member.

3.4 Approval of 2024 Holidays (First Reading)

Motion was made to bring item 3.4 back in the November 8, 2023, meeting.

4. DEPARTMENT REPORTS:

Human Resources Assistant/Clerk of the Board: Ryann Flores

Report:

- The Human Resources department has a total of (6) new hires. Deidre Chatigny has been hired as the new Human Resources Administrator, Mike Sanchez as Part-Time Maintenance, and Ava, Austin Gilmour, Alfred White, and Aiden Englert as Recreational Assistants.
- AB 1825 requires all staff and Board members to complete the Sexual Harassment Avoidance Training.
 - As of today, (73%) of staff have completed the training.
 - As of today, (42%) of the Board have completed the training.
- Staff meetings continue every 1st and 3rd Tuesday of the month to stay updated with each department.
- The next Employee of the Quarter Luncheon is October 25, 2023, at noon.
- The annual Holiday Party will be held on Friday, December 8, 2023.

Training:

- I have registered for the following conference:
 - Board Secretary/Clerk Conference – November 6 – 8, 2023 in Monterey.

Community/Networking:

- September 28, 2023 – Beaumont State of the City at Morongo Golf Club at Tukwet Canyon

Upcoming Events:

- October 12, 2023 – Banning State of the City at Morongo Casino at 11:00 a.m.
- October 13, 2023 – Good Morning Beaumont, Breakfast at Noble Creek Community Center
- October 18, 2023 – Banning Sunrise Breakfast at Farm's House Restaurant
- October 21, 2023 – Calimesa Chamber A Nite at the Races at the Plantation on the Lake

Athletic Facilities Coordinator: Noah Valdivia

Report:

- We held our first Pickleball event on the newly painted courts. The event was a success and has already turned into future programming opportunities.
- September saw intense training for our four new Casual Recreation Assistants, throughout the facilities and ball fields.
- Several travel Baseball and Softball teams used our ball fields for practice throughout the month.
- Our adult summer slow-pitch softball season was completed. We will begin our Fall Season in early October to finish well before Christmas.
- The outfield turf on fields 4 and 7 have healed nicely and we expect to have those fields available by the end of October. The result of the leveled outfield on field 5 is impressive and much safer for our users. Once the final 2 fields are healed, we will return to full field usage for Fall Ball and weekend tournament usage.
- Our Facilities were extraordinarily busy throughout the month of September, hosting a variety of events. (weddings, birthday parties, and celebrations of life)
- We hosted our annual Oktoberfest Adult slow pitch tournament on September 9th with a total of 5 teams.
- Morongo hosted their 3rd Annual Employee Slow Pitch Tournament on September 20th with a total of 12 teams.

- Best Buy Hosted their employee picnic and softball game on September 28th.
- Revive dugout Baseball/Softball community ethics signage and install by January 2024.

Other:

- I met with the Beaumont-Banning Pickleball group to establish open court play on our newly painted courts to begin in October.

Community/Networking:

- Morongo Council Meeting- September 5, 2023
- Riverside County Regional Park and Open Space Commission meeting- September 7, 2023
- Good Morning Beaumont, Breakfast-September 8, 2023
- Banning Chamber Breakfast - September 20, 2023
- Beaumont State of the City - September 22, 2023

Activities Coordinator: Damon Valdivia

Report:

- 33rd Annual Oktoberfest – This year’s Oktoberfest turned out to be a great event. The event featured 12 food vendors and 27 craft vendors. We were able to have sausages served by a vendor who has all his products supplied by George’s Market, a local favorite. Many of the vendors who we routinely host at our events, were able to offer more German themed options and we look to grow this area of the event even further next year.
- Contracting an entertainment agency proved to be a huge success as the talent that performed on Saturday evening brought a new energy and excitement to our Oktoberfest. It was special to see the amount of people on the dance floor and in front of the stage having a tremendous time.
- The event was well attended with the District selling 1,677 parking passes which can be estimated for an attendance of 4,200 people across the three-day event. Friday afternoon had a steady flow of people with the end of that evening having a large crowd. Saturday as usual was very busy due to the scheduled contests inside the event, this creates an early draw outside of the typical Saturday night music and beer draw.
- This event has become so large and well attended, the District looked to contract an event service team. We were able to find a good partnership in The Booze Crew. They assisted with set up and tear down as well as general maintenance throughout the event. As experienced party staff, they were also able to step in to assist the beer garden. Their expertise in planning the pouring and line management helped keep lines moving quickly.

District Events:

- Pumpkin Carve – October 27, 2023, at Bogart Park
- 1K/5K Fun Run – October 28, 2023, at Bogart Park

District Past Events:

- 33rd Annual Oktoberfest – September 15-17, 2023, at Bogart Park

Community/Networking:

- Morongo Tribal Council Meeting – September 8, 2023
- Good Morning Beaumont, Breakfast – September 8, 2023
- Beaumont High School Reunion – September 30, 2023

Assistant Maintenance Superintendent: Aaron Morris

Report:

- Maintenance is keeping up with the current workload. Staff hired Mike Sanchez as part-time Maintenance 1 with one more vacancy to fill. Here are a few items that the Maintenance Department has been working on:

Other:

- Staff assisted with the set up and tear down of our annual Oktoberfest Event.
- I participated in the site inspection of the large snack bar with the City of Beaumont's Environmental Compliance Program Specialist Jack Huntsman.
- I have been working with our Athletic Facilities Coordinator Noah Valdivia on preparing our fields for the upcoming Engine 57 tournament this October.
- I have also been working with our Activities Coordinator on planning out our annual events for October. The Pumpkin Carve Event and the 1K/5K Event are both scheduled to take place in the Bogart Regional Park Day Use Meadow.
- Fields 4 and 7 have finished their renovations with the outfield turf.
- Staff and I traveled to the James A. Venable Community Center in Cabazon on 9/29/2023 to assist in the field prep and clean-up of their Baseball Field.
- The Park District lent its stage and our generator to Koda Nutter & Francis Moreno who hosted the Beaumont All Class Reunion in the Bogart Regional Park Day Use Meadow on 9/30/2023.

Community/Networking:

- Cabazon Community Clean Up (Sept 30th)
- Beaumont All Class Reunion in Bogart Regional Park (Sept 30th)

Executive Assistant: Nancy Law

Report:

- The Finance Committee met Monday, October 9th, 2023, to review September 2023 Financial Reports for Fiscal Year 2023-2024.
- Property Tax Disbursement – The Executive Assistant has not received deposits for September 2023 as of 10/6/2023.
- The Executive Assistant has transferred into the Reserve fund the \$5,000.00 monthly contribution for September 2023 bringing our Reserve balance to \$102,176.69 and transferred into the Money Market account \$7,500.00 monthly contributions for September 2023 bringing our balance to \$249,026.71.

Other:

- Working with the Auditors for Fiscal Year 21/22 Audit which should be wrapped up week of October 9th, 2023.
- Setup and completed minutes for Board Meeting September 13th, 2023.
- Working on District Transparency Certificate.
- Conducted interviews for the Human Resources Administration on September 21st, 2023.
- Attended mandatory CDBG 23/24 Training in Indio, Ca – September 28th, 2023.

Community/Networking:

- Beaumont Chamber Breakfast – September 8th, 2023.
- Beaumont Chamber Board Meeting – September 11th, 2023

Assistant General Manager: Mickey Valdivia

Report:

- Personnel Committee met on 10/3/2023 (Chairman Hughes & Director Ward)
- The AGM is working with the Cherry Festival Committee for 2024, seeking a 1-year contract in lieu of a MOU/multi-year deal.
- Cherry Festival dates 5/30/2024 – 6/02/2024
- Site walk on @ Noble Creek on 10/4/2023.

- Arranging a meeting with the City of Beaumont
- City of Calimesa / Summerwind Park MOU, next monthly meeting on 10/11/2023
- City of Beaumont
- Grease Trap at Noble Creek Park snack bar / grant opportunity (Update)
- 2024 Event Dates
- Harmony Ranch (Update)
- UCI (Unincorporated Communities Initiative) \$400K Grant / BB&K (update)

Other:

- Facility rentals and using the Special Projects Associates as staff oversight lead.
- Regional Trail Committee – Bogart, Noble Creek, Brookside. (Update)
- Beaumont Ave. Interchange
- “Welcome to Cherry Valley” – Cherry Valley Chamber of Commerce
- Shared use of our mobile stage – City of Beaumont & Calimesa Chamber
- Welcome Director Rich Lawhead!

Community/Networking:

- SGPWA – All of September meetings as posted.
- SOM (Student of the Month) September & October – Chairman Hughes, Damon, Mickey Valdivia
- Regional Chamber Breakfast – Calimesa, Beaumont, and Banning
- Beaumont State of the City – 9/28/2023
- Banning Stagecoach Days – 9/08/2023 – 9/10/2023 – BCVRPD Stage
- Beautify Cabazon @ Jim Venable Community Center & Park – 9/30/2023.

General Manager: Duane Burk

Duane had no comments.

5. CALENDAR OF EVENTS:

5.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm at the Beaumont Unified School District. Next meeting November 1, 2023
- Finance – 2nd Monday of Every Month 4:00 p.m. NCCC.
- Personnel – 1st Tuesday of Every Month 11:30 a.m.
- Facility Use Ad Hoc- Second & Fourth Tuesday Monthly 3:00 p.m.
- BCVRPD Board Meeting Schedule, NCCC
November 8, 2023
December 13, 2023

5.2 Upcoming Holidays

- November 11, 2023 – Veteran’s Day
- November 23, 2023 – Thanksgiving Day
- November 24, 2023 – Day after Thanksgiving
- December 24, 2023 – Christmas Eve
- December 25, 2023 – Christmas Day
- December 31, 2023 – New Year’s Eve

5.3 Events

- October 27, 2023 – Pumpkin Carve/Market Night at Bogart Regional Park
- October 28, 2023 – 1K5K Fun Run at Bogart Regional Park
- November 4, 2023 – Strategic Planning

6.DIRECTORS MATTERS/COMMITTEE REPORTS:

Director Lawhead:

Richard had no comments.

Director Ward:

Denise thanked everyone for the kind words, care, and support.

Treasurer Flores:

John appreciates staff looking outside of the box and stated that the District has the Justice League working for us. He said to keep up the great work and we will keep improving. Oktoberfest and Cinco de Mayo were great. He welcomed Richard Lawhead and told him to just be him and unique.

Vice Chair/Secretary Diercks:

Chris welcomed Mr. Lawhead and Deidre Chatigny to the District. He asked Mickey to keep him updated on the grease trap program. He plans to attend the Banning State of the City at Casino Morongo.

Chairman Hughes:

Dan attended the Student of the Month and encouraged all to attend to hear the great stories the students share of what they have overcome. He also attended the Calimesa State of the City and stated that it appeared to be a good event but may need more attention. Staff did a great job for Oktoberfest and the Burgermeister was great.

7. ADJOURNMENT:

Motion made to adjourn the meeting at 6:07 p.m.

Initial Motion: Vice-Chair/Secretary Diercks

Second: Chairman Hughes

Beaumont Cherry Valley Recreation Park District

Bank Account Balances

As of 10/31/2023

	Starting Balance	Payables	Deposits	Ending Balance	Notes/Comments
1 HCN Bank - Operating	\$ 64,258.18	\$ 188,841.96	\$ 179,596.62	\$ 55,012.84	
2 HCN Bank- Payroll Account	\$ 2,475.29	\$ 103,531.58	\$ 105,000.00	\$ 3,943.71	
3 HCN Bank - Project Loan	\$ 3,371.52		\$ 87,217.18	\$ 90,588.70	
4 HCN Bank - Bogart	\$ 8,736.04		\$ 10,907.10	\$ 19,643.14	
5 HCN Bank - Money Market	\$ 249,026.71	\$ 87,217.18	\$ 7,551.14	\$ 169,360.67	7,500 Monthly Deposits for loan payment 11/2021
6 HCN Bank - Reserve Fund	\$ 102,176.69		\$ 5,008.37	\$ 107,185.06	
7 HCN Bank - Quimby/DIF	\$ 51,215.08	\$ 50,000.00	\$ 9,641.53	\$ 10,856.61	
9 Riverside County Fund	\$ 105,952.34			\$ 105,952.34	
10	\$ 587,211.85	\$ 429,590.72	\$ 404,921.94	\$ 562,543.07	
11 HCN Bank - Reserve Fund	Balance	Payables	Deposits	Ending Balance	Notes/Comments
12 Operating Reserve	\$ 46,708.23		\$ 5,000.00	\$ 51,708.23	NOT to be USED
13 Capital Reserve	\$ 55,468.46		\$ 8.37	\$ 55,476.83	Min Balance of \$50,000
14 TOTAL RESERVE ACCOUNT	\$ 102,176.69	\$ -	\$ 5,008.37	\$ 107,185.06	

Beaumont-Cherry Valley Recreation & Park District Improvement Corporation

Bank Account Balance

As of 10/31/2023

	Starting Balance	Payables	Deposits	Ending Balance	Notes/Comments
15 HCN Bank	\$ 83,359.04	\$ 31,769.91	\$ 33,909.78	\$ 85,498.91	

Beaumont Cherry Valley Recreation & Park District
Check Warrant
HCN Bank - Operating
October 2023

Type	Date	Num	Name	Memo	Amount
10005 - HCN Bank - Operating					
Check	10/01/2023	NL10012023	Clover	Monthly Equipment Rental	-159.85
Bill Pmt -Check	10/02/2023	808857475	The Home Depot	Trencher rental (Filed #7), saw blades & Stripping paint	-2,018.31
Check	10/02/2023	NL10022023	GFOA	Membership Renewal - Law, Nancy	-160.00
Check	10/02/2023	NL10022023	Safeguard	Check Printing - Operating account	-310.32
Check	10/02/2023	AF10022023	Amazon.com	All Pets on leash Signs(NCRP) - Bogart Money Bags	-152.00
Check	10/02/2023	NL1002023	Amazon.com	Amazon Prime	-16.15
Check	10/03/2023	126232	Adrian Chatigny	Refundable Security Deposit - 09/30/2023 Grange "80th Birthday"	-250.00
Check	10/03/2023	126233	Maria L. Castro	Refundable Security Deposit - 09/29/2023 Grange "60th Birthday"	-500.00
Check	10/03/2023	126234	Steven Gautschi	Refundable Security Deposit - 09/29/2023 NCCC "Surprise Birthday"	-450.00
Check	10/03/2023	126235	Wendhy Rantung	Refundable Security Deposit - 10/01/2023 NCCC "1st Birthday"	-450.00
Check	10/03/2023	126236	Luis Azarcoya	Holiday Party - DJ Rental Deposit	-350.00
Check	10/03/2023	126230	Dan Hughes	Director Fees - September 2023	-600.00
Bill Pmt -Check	10/03/2023	126237	All Purpose Rentals	Movie Under the Stars - Light Tower Rental	-702.01
Bill Pmt -Check	10/03/2023	126238	BCVWD 8-005	Utilities - Water - Grange	-147.89
Bill Pmt -Check	10/03/2023	126239	BCVWD 8-006	Utilities - Water - Grange (fire)	-74.22
Bill Pmt -Check	10/03/2023	126240	Calimesa Chamber of Commerce	Membership 23/24	-80.00
Bill Pmt -Check	10/03/2023	126241	Frontier (2091883458) Maint	Monthly Wifi - Maintenance	-120.51
Bill Pmt -Check	10/03/2023	126242	The Cart Guy	Oktoberfest - (2) Cart Rentals (District has 2 carts down for repair)	-550.40
Bill Pmt -Check	10/03/2023	126243	Turf Star, Inc.	August 2023 - PM Contract(20) Units (171) Hours	-1,000.32
Bill Pmt -Check	10/04/2023	10042023	Rosalind Otero	Unfunded Health Payment	-133.81
Bill Pmt -Check	10/04/2023	1002468173	CalPERS-OPEB	Accrued Liability as of June 30, 2020 - Rate Plan: 1357	-6,098.58
Bill Pmt -Check	10/04/2023	6009002644	SCE (700194594370)	Utilities - Electric - NCRP Camp Host Trailer	-187.78
Bill Pmt -Check	10/04/2023	6009002648	SCE (700492933735)	Utilities - Electric - Field #1 - 4	-319.95
Bill Pmt -Check	10/04/2023	7000708254	SCE (700494090863)	Utilities - Electric (Fire Camp Lighting/Panel)	-328.46
Bill Pmt -Check	10/04/2023	6009002646	SCE (700518137163)	Utilities - Electric - RV Park	-3,728.44
Bill Pmt -Check	10/04/2023	6009002649	SCE (700593616907)	Utilities - Electric - Tennis Courts, Horse Areana & Field 5/6	-451.55
Bill Pmt -Check	10/04/2023	9236XX6TQQ	Frontier (9518455721) G	Monthly Wifi Service - Grange	-136.76
Bill Pmt -Check	10/04/2023	p236XX6X7T	Frontier (9518450886) NC	Monthly Wifi Service - Noble Creek Community Center	-125.98
Bill Pmt -Check	10/04/2023	105197797	Colonial Life	Employee - Life Insurance	-577.41

**Beaumont Cherry Valley Recreation & Park District
Check Warrant
HCN Bank - Operating
October 2023**

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	10/04/2023	126244	Grand American Builders, Inc.	Paint Maintenance Building, Bogart Kiosk hang tape and texture, sliding & trim installation, adjust and install locks and deadbolts , Materials & Project Management, Woman's Club - Remove door section frame in wall, repair toilet Materials and Project Management, NCCC - Repair Door, Build 4 x 4 speaker stage	-20,570.92
Check	10/04/2023	Fees	EPX	Fees - Credit Card Machine	-121.84
Check	10/05/2023	AF10052023	Stamps.com	Postage/Stamps	-50.00
Check	10/05/2023	AF10052024	Stamps.com	Postage/Stamps Monthly fee	-19.99
Check	10/05/2023	FEE	Exact	Service Fee - Kiosk Bogart	-24.99
Bill Pmt -Check	10/06/2023	126245	Matthew Pistilli Landscape Services	Weekly Landscape Services	-1,060.00
Bill Pmt -Check	10/08/2023	10082023	Nextiva	Monthly Telephone Service	-358.45
Check	10/10/2023	126252	Cornerstone BBQ	Oktoberfest Meal Vouchers	-1,196.35
General Journal	10/10/2023	Tran1010231		Transfer to Payroll for PR 10/13/2023	-50,000.00
General Journal	10/10/2023	Tran1010232		Transfer to Operating for Capital Improvements	30,000.00
Check	10/10/2023	rf10102023	Beaumont Chamber of Commerce	Beaumont Breakfast - (6) Attendees	-150.00
Bill Pmt -Check	10/11/2023	6009219457	SCE (700005100729)	Utilities - Electric - Grange, Snack Bar, Maintenance, Woman's Club & NCCC	-6,819.63
Bill Pmt -Check	10/11/2023	1002473087	CalPers	Employee - Health Insurance	-4,595.88
Bill Pmt -Check	10/11/2023	2473089-091	CalPers	Employee - Retirement	-7,390.42
Check	10/11/2023	126257	Big Daddy's BBQ	Vendor Vouchers - Oktoberfest Lunches	-1,208.00
Check	10/11/2023	126258	Dawg Social	Vendor Vouchers - Oktoberfest Lunches	-80.00
Check	10/11/2023	126259	Nava Sausage	Vendor Vouchers - Oktoberfest Lunches	-630.00
Bill Pmt -Check	10/11/2023	80081477383	Waste Management of the IE	Utilities - Trash - NCCC, NCRP	-1,821.20
Bill Pmt -Check	10/11/2023	80081477476	Waste Management of the IE	Utilities - Trash - Woman's Club	-147.46
Bill Pmt -Check	10/11/2023	80081477533	Waste Management of the IE	Utilities - Trash - Maintenance 40 Yard Trash & Green Waste	-1,615.62
Check	10/11/2023	126260	Veronica Martin	Refundable Security Deposit - "Veronica Martin" 10/06/2023 NCCC Memorial	-250.00
Check	10/11/2023	126249	Javier E. Cota	Adult Softball Umpire	-150.00
Check	10/11/2023	126250	Frank D. Wagner II	Adult Softball Umpire	-60.00
Check	10/12/2023	126246	Damon Valdivia	Mileage Reimbursement	-64.19
Bill Pmt -Check	10/12/2023	126251	Matthew Pistilli Landscape Services	Weekly Landscape Services	-1,240.00
Check	10/12/2023	126261	3Mojo Khyra Ranch Limited	Strategic Planning Venue - For Board Members Meeting	-500.00
Bill Pmt -Check	10/12/2023	p236LL8JJF	Frontier (9518453021) B	Monthly Wifi Service - Bogart	-105.98
Check	10/12/2023	126253	Jessica Warrick	Payroll Period 9/11/2023 - 9/24/2023	-1,760.00

**Beaumont Cherry Valley Recreation & Park District
Check Warrant
HCN Bank - Operating
October 2023**

Type	Date	Num	Name	Memo	Amount
Check	10/12/2023	126254	Jessica Warrick	Payroll Period 9/25/2023 - 10/8/2023	-1,760.00
Check	10/12/2023	126255	Austin Gilmour	Adult Softball Umpire	-30.00
Check	10/12/2023	126256	Albert Chatigny	Reimbursement - Drink - Concrete Pour 9/23/2023	-106.97
Check	10/12/2023	NL10122023	Amazon.com	Wall Clock and digital clock for Board Meeting	-63.34
Check	10/13/2023	RF10132023	Banning Chamber of Commerce	Banning Sunrise Breakfast - (3) Mickey & Noah Valdivia & Richard Lawhead	-75.00
Check	10/13/2023	DB10132023	Ocampos Restaurant	Bus. Meal - Duane Burk, Dan Hughes & Mickey Valdivia	-56.46
Check	10/16/2023	126262	BCVRPIC	(3) Entries towards BCVRPD supposed to be BCVRPIC	-471.00
Check	10/16/2023	DB10162023	CofR Trans & Land Man	Dt Ranch - SEC Meter Inspection	-304.27
Check	10/16/2023	NL10162023	Amazon.com	Accidental Purchase - with be reversed next month	-10.49
Check	10/16/2023	NL10162023	Zoom Video Communication Inc.	Monthly Subscription - Mickey Valdivia	-15.99
Bill Pmt -Check	10/18/2023	1002477762	CalPERS	Employee - 457 Plan	-275.00
Bill Pmt -Check	10/18/2023	p236LNNWBK	Frontier (9518459910) WC	Monthly Wifi - Woman's Club	-288.05
Bill Pmt -Check	10/18/2023	243179103	ARCO Business Solutions	Monthly Gas/Fuel - Traverse (64,563)	-292.39
Bill Pmt -Check	10/18/2023	2582126374	Verizon Wireless	Monthly Wireless Phone Service	-1,021.96
Bill Pmt -Check	10/18/2023	1704114286	Huntington Bank	Monthly Loan Payment - Outcross & Ventric	-2,582.00
Bill Pmt -Check	10/18/2023	2910009	SoCalGas	Utilities - Gas - Grange	-59.14
Check	10/18/2023	126263	Chris Diercks.	Director Fees - October 2023	-500.00
Check	10/18/2023	rf10182023	Calimesa Chamber of Commerce	"Nite at the Races" - (1) Additional Ticket	-40.00
Check	10/18/2023	rf101823	Banning Chamber of Commerce	Banning Sunrise Breakfast - (1) addition - Diedre Chatigny	-25.00
Check	10/18/2023	126294	BCVRPIC	Refundable Security Deposit - 10/21/2023 Chris Diercks Sons Wedding - NCCC/FG	-250.00
Check	10/19/2023	126264	Javier E. Cota	Adult Softball Umpire	-270.00
Check	10/19/2023	126265	Malik Coleman	Adult Softball Umpire	-165.00
Check	10/19/2023	126266	Austin Gilmour	Adult Softball Umpire	-70.00
Check	10/19/2023	126267	Pete Gerlach	Adult Softball Umpire	-30.00
Check	10/19/2023	126133	BCVRPIC	Oktoberfest Items that should have been used with District CC	-943.88
Bill Pmt -Check	10/19/2023	126268	Matthew Pistilli Landscape Services	Weekly Landscape Services	-1,240.00
Check	10/19/2023	DB10192023	The Sand Trap Bar & Grill	Bus. Meal - Duane Burk, Mickey Valdivia & Henry Garcia - Strategic Planning	-30.27
Check	10/19/2023	RF10192023	Amazon.com	Strategic Planning/Board Meeting - office Supplies	-41.77
Bill Pmt -Check	10/20/2023	126269	Slugg Bugg Pest Control	Bi-Monthly Pest Control	-795.00
Check	10/20/2023	DB10202023	Sun Lakes Country Club	Bus. Meal - Duane Burk, Mickey Valdivia & Jim Trickemyer	-50.00
Bill Pmt -Check	10/23/2023	BH03907829	UMPQUA Bank	Sirius XM Radio, Stamps, CSDA Hotel (Burk, Duane)	-1,019.91

Beaumont Cherry Valley Recreation & Park District
Check Warrant
HCN Bank - Operating
October 2023

Type	Date	Num	Name	Memo	Amount
Check	10/23/2023	dv10232023	Walmart	Pumpkin Carve - Supplies for Booth and Games	-163.21
Check	10/23/2023	dv102323	Spirit	Pumpkin Carve Decor	-161.61
Check	10/23/2023	RF10232023	Hobby Lobby	Holiday Party - Centerpieces / Decor	-129.13
Bill Pmt -Check	10/24/2023	2970009	SoCalGas	Utilities - Gas - NCCC	-22.76
Bill Pmt -Check	10/24/2023	4779454564	Office Depot	Monthly Office Supplies	-231.04
Bill Pmt -Check	10/24/2023	1002480646	CalPers	Employee - 457 Plan	-200.00
Bill Pmt -Check	10/24/2023	2480658-660	CalPers	Employee - Retirement	-7,201.42
Bill Pmt -Check	10/24/2023	9236Z7BFFRM	Frontier (9518450886) NC	Monthly Wifi Service - Noble Creek Community Center	-140.51
Check	10/24/2023	AF10242023	Stamps.com	Postage/Stamps Monthly fee	-19.99
Check	10/24/2023	NL10242023	Ramona's	Staff Meeting - Power Outage	-130.00
General Journal	10/25/2023	Tran1025231		Transfer to Payroll for PR 10/27/2023	-50,000.00
Bill Pmt -Check	10/25/2023	126270	Pro Care Landscape Services, INC,	Monthly Landscape Service - Franco Garden & Woman's Club	-845.00
Check	10/25/2023	dv10242023	Albertsons	Candy for Pumpkin Carve	-0.98
Check	10/25/2023	126271	Sylvia Farias	Mail / Refundable Security Deposit - 10/14/2023 NCCC Sweet 16	-500.00
Check	10/25/2023	126272	Malik Coleman	Adult Softball Umpires	-175.00
Check	10/25/2023	126273	Pete Gerlach	Adult Softball Umpire	-70.00
Check	10/25/2023	126274	Javier E. Cota	Adult Softball Umpire	-70.00
Check	10/25/2023	126275	Michael Ruffolo	Adult Softball Umpire	-140.00
Check	10/25/2023	126276	Austin Gilmour	Adult Softball Umpire	-140.00
Check	10/25/2023	126278	Eagle Eye Produce	Pumpkin Bins	-1,300.00
Check	10/25/2023	af10252023	Tuscano's Pizza & Pasta	Employee of the Quarter Lunch - October 2023	-155.85
Check	10/25/2023	af102523	Stater Bros	Employee of Quarter - Drinks	-48.33
Bill Pmt -Check	10/25/2023	47011025202	Chevron	Monthly Gas/Fuel - Traverse (64,230) - Chevy (46,370) - F150 (38,564) - F550 (70,005)- Gas/Fuel Can/Tank	-1,916.35
General Journal	10/25/2023	Tran1025231		Transfer to Operating for Bills	20,000.00
Bill Pmt -Check	10/26/2023	14297851	Wells Fargo Financial Leasing	Monthly Copier Lease Payment	-884.66
Check	10/26/2023	126280	Petty Cash	Pumpkin Carve - Starting Cash/Bank Box	-700.00
Check	10/26/2023	126281	Petty Cash	1k/5k Fun Run - Starting Cash	-600.00
Check	10/26/2023	DV10262023	Walgreens	Pumpkin Carve - Supplies / Candy	-57.76
Check	10/26/2023	126283	Damon Valdivia	Fun Run 2023	-84.33
Bill Pmt -Check	10/27/2023	126277	Matthew Pistilli Landscape Services	Weekly Landscape Services	-1,240.00

**Beaumont Cherry Valley Recreation & Park District
Check Warrant
HCN Bank - Operating
October 2023**

Type	Date	Num	Name	Memo	Amount
Check	10/27/2023	dv10272023	Walmart	Pumpkin Carve - Candy / Supplies	-260.72
Check	10/27/2023	126297	Ryann Flores	Pumpkin Carve - Cake Walk (9)	-98.91
Check	10/27/2023	dv102723	Walmart	Pumpkin Carve - Pumpkins and Batteries	-141.20
Check	10/27/2023	dvOct272023	Spirit	Pumpkin Carve - Strobe Lights	-89.36
Check	10/30/2023	126282	Ryann Flores	Per-Diem & Mileage - Board Secretary Conference 11/6 - 11/8/2023	-775.14
Check	10/30/2023	126284	Averie E Whittle	Footwear Reimbursement - 10/09/2023 Employee - Averie Whittle	-150.00
Bill Pmt -Check	10/30/2023	3030069	SoCalGas	Utilities - Gas - Woman's Club	-27.32
Bill Pmt -Check	10/30/2023	5075981746	Ford Credit	Monthly F150 XLT Payment	-763.20
Check	10/30/2023	126285	Amy Minjares	Refundable Security Deposit - 10/22/2023 NCCC/FG Baby Shower	-250.00
General Journal	10/30/2023	Tran1030231		Transferr to Money Market for Monthly Transfer	-7,500.00
General Journal	10/30/2023	Tran1030232		Trasfer to Reserve for Monthly Transfer	-5,000.00
Check	10/30/2023	RF10302023	Canva for Teams	Office Design Program	-149.90
Check	10/30/2023	Oct2023	Clover(MRCH BNKCD)	Credit Card % Fees	-934.82
Check	10/30/2023	DB10302023	Romanos's Restaurant	Bus. Meal - Duane Burk & Mickey Valdivia	-85.24
Check	10/31/2023	NL10312023	HP Store	Insta Ink - Finance Printer	-12.92
Check	10/31/2023			Service Charge - Positive Pay	-78.00
				TOTAL	-168,699.17

**Beaumont Cherry Valley Recreation & Park District
Check Warrant
HCN - Project Account
October 2023**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
10015 - HCN Bank - Project Account					
General Journal	10/25/2023	Tran1025231		Transferred from MM for Yearly Loan Payment	<u>87,217.18</u>
				TOTAL	<u>87,217.18</u>

**Beaumont Cherry Valley Recreation & Park District
Check Warrant
HCN - Money Market
October 2023**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
10000 - HCN Bank - MM					
General Journal	10/25/2023	Tran1025231		Transfer to Project for Yearly Loan Payment	-87,217.18
General Journal	10/30/2023	Tran1030231		Transferred from Operating for Monthly Transfer	7,500.00
				TOTAL	-79,717.18

Beaumont Cherry Valley Recreation & Park District
Check Warrant
HCN Bank - Reserve
October 2023

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
10025 - HCN Bank - Reserve Fund					
General Journal	10/30/2023	Tran1030232		Trasferred from Operating for Monthly Transfer	5,000.00
				TOTAL	<u>5,000.00</u>

**Beaumont Cherry Valley Recreation & Park District
Check Warrant
HCN Bank - Quimby/DIF
October 2023**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
10020 - HCN Bank - Quimby/DIF					
General Journal	10/10/2023	Tran1010232		Transfer to Operating for Capital Improvements	-30,000.00
General Journal	10/25/2023	Tran1025231		Transfer to Operating for Capital Improvements	-20,000.00
				TOTAL	-50,000.00

Beaumont Cherry Valley Recreation & Park District
Check Warrant
HCN Bank - Bogart
October 2023

Type	Date	Num	Name	Memo	Amount
10050 - HCN Bank - Bogart Park					
Check	10/02/2023	CCFee	UIMS/Celero Banking	Credit Card Fees -	-29.23
Check	10/03/2023	5538	Petty Cash	Starting Cash for Employee - Ava Valdivia	-250.00
Bill Pmt -Check	10/06/2023	5540	Matthew Pistilli Landscape Services	Weekly Landscape Services	-1,900.00
Bill Pmt -Check	10/11/2023	80081477436	Waste Management of the IE	Utilities - Trash	-715.63
Check	10/11/2023	Fee	UIMS/Celero Banking	Credit Card Monthly Fee -	-6.50
Bill Pmt -Check	10/12/2023	5539	Kaboo Leasing Co.	Pavilion Railing	-4,800.00
Bill Pmt -Check	10/12/2023	5541	Matthew Pistilli Landscape Services	Weekly Landscape Services	-1,240.00
Bill Pmt -Check	10/18/2023	p236LNNTCC	Frontier (9518453887) B	Monthly Wifi Service - Bogart	-136.76
Bill Pmt -Check	10/19/2023	5543	Matthew Pistilli Landscape Services	Weekly Landscape Services	-1,240.00
Bill Pmt -Check	10/24/2023	6009584383	SCE (700558511896)	Utilities - Electric (Bogart)	-922.07
Bill Pmt -Check	10/25/2023	5544	MS Painting	Prime & stained, siding of Kiosk Building	-1,200.00
Bill Pmt -Check	10/25/2023	5546	Merlin Johnson Construction, Inc.	Deliver 3/4" Rock to Candlelight Trail - 8/23/23	-700.50
Bill Pmt -Check	10/27/2023	5545	Matthew Pistilli Landscape Services	Weekly Landscape Services	-1,180.00
Bill Pmt -Check	10/27/2023	5547	Kaboo Leasing Co.	Delivery and Install Railing & Parks - Bogart Pavilion	-2,200.00
TOTAL					-16,520.69



Staff Report

To: Board of Directors:

From: Damon Valdivia, Activities Coordinator

Via: Duane Burk, General Manager

Date: November 8, 2023

Subject: Final Approval of 2024 Events

Background and Analysis:

After another successful year of events, we are looking forward to always learning and growing events hosted by the District. These are the proposed dates for the 2024 event schedule:

Date	Day	Event Name	Foundation	Alcohol
3/2/2024	Saturday	BYB Opening Day		
3/29/2024	Friday	Welcome Home Vietnam Veterans		
3/30/2024	Saturday	Spring Fling		
4/13/2024 & 4/14/2024	Saturday and Sunday	Fishing Derby		
4/26/2024	Friday	Arbor Day		
5/3/2024 & 5/4/2024	Friday and Saturday	Fiesta de Mayo Festival	YES	YES
5/18/2024	Saturday	BYB Closing Ceremony		
5/18/2024	Saturday	Memorial Wall Dedication (tentative)		
5/26/2024	Sunday	Avila Horseshoe Tournament		
5/31/2024	Friday	Foundation Golf Tournament	YES	YES
5/30/2024 -6/2/2024	Thursday - Sunday	*Cherry Festival		
6/21/2024	Friday	Market Night - MovieNight	YES	
7/19/2024	Friday	Market Night - MovieNight	YES	
8/2/2024	Friday	National Night Out	YES	YES
8/31/2024	Saturday	Bogart Boots Brews and BBQ	YES	YES
10/3/2024-10/6/2024	Thursday-Sunday	34th Annual Oktoberfest	YES	YES
10/25/2024	Friday	Pumpkin Carve		YES
10/31/2024	Thursday	Trunk or Treat		
11/27/2024	Wednesday	Turkey Fest		
12/6/2024 & 12/7/2024	Friday and Saturday	Winterfest	Pending	YES

Grey: Non-District Event Pink: Noble Creek Park Green: Bogart Park Blue = Flagship Events Red: Cherry Festival Gold: Foundation Market Night
*Cherry Festival is to denote it is not our event, but an event that does impact our calendar.

Recommendations:

Staff recommend the Board approve the changes for the upcoming calendar events for 2024. The Activities Department looks forward to planning with this recommended calendar of events.

Respectfully Submitted,

Damon Valdivia,
Activities Coordinator



Staff Report

Agenda Item No. **3.2**

To: Board of Directors:
From: Ryann Flores, Human Resources Assistant/Clerk of the Board
Via: Duane Burk, General Manager
Date: November 8, 2023
Subject: Approval of the 2024 Board Meeting Dates

Background and Analysis:

Each year the District holds its regular scheduled Board meeting on the second Wednesday of each month beginning at 5:00 p.m. The dates for 2024 are as follows:

- January 10, 2024
- February 14, 2024
- March 13, 2024
- April 10, 2024
- May 08, 2024
- June 12, 2024
- Going Dark in July
- August 14, 2024
- September 11, 2024
- October 09, 2024
- November 13, 2024
- December 11, 2024

Recommendations:

Staff recommends approving the 2024 regular scheduled Board meeting dates and time with the authority to make changes subject to Beaumont-Cherry Valley Recreation & Park District Board of Directors.

Fiscal Impact:

There will be no fiscal impact to the general fund.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Ryann Flores".

Ryann Flores
Human Resources Assistant/Clerk of the Board



Staff Report

Agenda Item No. **3.3**

To: Board of Directors:

From: Ryann Flores, Human Resources Assistant/Clerk of the Board

Via: Duane Burk, General Manager

Date: November 8, 2023

Subject: Approval of the 2024 Holiday Schedule

Background and Analysis:

As a policy of the District, the District has reviewed and observed Federally recognized holidays each year. The prior ten years the Board approved thirteen days. Attached is a chart of the 2024 holidays for review and for approval by the Board.

Per Approval	Floating Holiday
Monday January 1, 2024	New Year's Day
Monday, January 15, 2024	Martin Luther King Day
Monday, February 19, 2024	President's Day
Monday, May 27, 2024	Memorial Day
Wednesday, June 19, 2024	Juneteenth (New Federal Holiday)
Thursday, July 4, 2024	Independence Day
Monday, September 2, 2024	Labor Day
Monday, November 11, 2024	Veterans Day
Thursday, November 28, 2024	Thanksgiving Day
Friday, November 29, 2024	Day After Thanksgiving
Tuesday, December 24, 2024	Christmas Eve
Wednesday, December 25, 2024	Christmas Day
Tuesday, December 31, 2024	New Year's Eve

Recommendations:

Staff recommends approving the 2024 holiday schedule.

Fiscal Impact:

Per District policy, Full-Time employees are paid for holidays observed by the District. If approved, the District will observe fourteen holidays in 2024.

Respectfully Submitted,

Ryann Flores
Human Resources Assistant/Clerk of the Board



Staff Report

Agenda Item No. **3.4**

To: Board of Directors:

From: Nancy Law, Executive Assistant

Via: Duane Burk, General Manager

Date: November 8th, 2023

Subject: Authorization for CSDA Finance Corporation Funding

Background and Analysis:

The CSDA Finance Corporation was established in 1988 as a 501©(4), public benefit corporation designed to facilitate financings for special district and provides tax exempt financing solution for capital improvements, equipment and land purchases.

Staff is recommending CSDA Finance Corporation fund a 5 Year, \$400,000.00 5.95% interest rate with a no penalty on early pay off. This is due to lack of revenues coming in and will assist the District in Field #8, Bogart new kiosk building, Woman's Club stabilization & Bogart Regional Park ADA Parking Lot Improvements.

Moreover, District does have committed revenues owed to them at a later date from different commitments such as, Prop 68 Grant Funding of \$207,534.00, CDBG Grant funding of \$58,266.00 for ADA Parking Lot Improvements, CDBG Grant funding of \$82,231.00 for Phase II ADA Parking Lot Improvements, County of Riverside UCI Funding of \$400,000.00.

Recommendations:

Staff recommends that the Board approve and authorize CSDA Finance Corporation to fund the District \$400,000.00 5 year at a 5.95% interest rate.

Fiscal Impact:

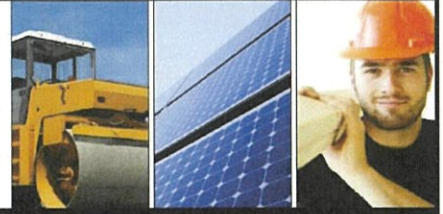
There will be Quarterly payments of \$23,502.29 for (5) year's, total impact to the District will be \$470,045.80.

Respectfully Submitted,

Nancy Law
Financial Services Technician/Office Manager



CSDA Finance Corporation



1112 I Street, Suite 200
 Sacramento, CA 95814
 t: 916.442.7887 f: 916.442.7889
 www.csdafinance.net

PREPARED BY CSDA FINANCE CORPORATION

DATE: October 23, 2023

PROPOSED LEASE PURCHASE FOR: Beaumont-Cherry Valley Recreation and Park District

RE: Park Upgrades

NOTE: TERMS ARE BASED UPON LEASE BEING BANK QUALIFIED

Purchase Option amount is exclusive of the rental payment due on same date.

Interest rate quote is valid for an acceptance within 15 days and lease funding within 60 days.

Documentation Fee: \$4,000 (included in financing)

Payments: Quarterly in arrears		Financing Amount	Interest Rate	Term	
		\$404,000	5.95%	5 Years	
PMT #	Due Date	Rent Payment	To Principal	To Interest	Purchase Option
1		\$23,502.29	\$17,492.79	6,009.50	
2		23,502.29	17,753.00	5,749.29	
3		23,502.29	18,017.07	5,485.22	
4		23,502.29	18,285.08	5,217.21	
5		23,502.29	18,557.07	4,945.22	
6		23,502.29	18,833.10	4,669.19	
7		23,502.29	19,113.24	4,389.05	
8		23,502.29	19,397.55	4,104.74	
9		23,502.29	19,686.09	3,816.20	
10		23,502.29	19,978.92	3,523.37	216,886.09
11		23,502.29	20,276.11	3,226.18	196,609.98
12		23,502.29	20,577.72	2,924.57	176,032.26
13		23,502.29	20,883.81	2,618.48	155,148.45
14		23,502.29	21,194.46	2,307.83	133,953.99
15		23,502.29	21,509.72	1,992.57	112,444.27
16		23,502.29	21,829.68	1,672.61	90,614.59
17		23,502.29	22,154.40	1,347.89	68,460.19
18		23,502.29	22,483.94	1,018.35	45,976.25
19		23,502.29	22,818.39	683.90	23,157.86
20		23,502.29	23,157.86	344.43	0.00
TOTALS:		\$470,045.80	\$404,000.00	\$66,045.80	

Approved and agreed to: Beaumont-Cherry Valley Recreation and Park District

By:

Date:

10/30/2023

Title:

General Manager



Staff Report

Agenda Item No. **3.5**

To: Board of Directors:

From: Nancy Law, Executive Assistant

Via: Duane Burk, General Manager

Date: November 8th, 2023

Subject: Approval to Authorize Payment for Merlin Johnson Construction

Background and Analysis:

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. January 1, 2019 the District assumed responsibilities of Bogart Park.

Additionally, the current Kiosk is not useful to staff due to the condition of the building.

- Floorboards are deteriorating.
- Does not meet current ADA requirements.
- The current restroom is no longer operational due to the BCVWD (Beaumont-Cherry Valley Water District) installing a new 2.0 MG water tank.

On June 14th, 2023 the Board Approved the Fiscal Year 23/24 Budget which included a new kiosk building.

This work relied on a design build for time and materials because the park District records were not available, staff contracted with Merlin Johnson Construction to provide labor and materials to trench and install 2" Waterline and Septic System to the new kiosk building.

Recommendations:

Staff recommends that the Board review, comment and approve labor and material bills to Merlin Johnson Construction in the amount of \$43,503.07.

Fiscal Impact:

The impact will be to the Foundation and Quimby Accounts and the of \$43,503.07.

Respectfully Submitted,

Nancy Law
Executive Assistant



Contractors' License No. 467306
(909) 794-7702
FAX (909) 794-3653
P.O. Box 777
Mentone, CA 92359

General Engineering Contractor

INVOICE 062040

62040

TO:

Duane Burk
Beaumont Cherry Valley Rec & Parks
390 W Oak Valley Pkwy
Beaumont, CA 92223

Date:

9/11/2023

Job Location: Bogart Park

Job Name: _____

Our Job Number: 24-06-M

Bogart Park Entrance

Daily worksheets attached

8/23/2023	Install 2" Waterline to new Kiosk	\$	9,363.99
8/24/2023	Install 2" Waterline to new Kiosk	\$	<u>8,072.55</u>

TOTAL \$ 17,436.54



Contractors' License No. 467306
(909) 794-7702
FAX (909) 794-3653
P.O. Box 777
Mentone, CA 92359

General Engineering Contractor

INVOICE 062038

62038

TO:

Duane Burk
Beaumont Cherry Valley Rec & Parks
390 W Oak Valley Pkwy
Beaumont, CA 92223

Date:

9/11/2023

Job Location: Bogart Park

Job Name: _____

Our Job Number: 24-06-M

Bogart Park Entrance

Daily worksheets attached

8/21/2023	Install Septic System at new kiosk	\$	1,751.30
8/22/2023	Install Septic System at new kiosk	\$	7,829.11
8/23/2023	Install Septic System at new kiosk	\$	3,861.94
8/24/2023	Install Septic System at new kiosk	\$	<u>3,475.81</u>

TOTAL DUE \$ 16,918.16

Past Due Accounts will be charged a 1 1/2% Service Charge per month.



Contractors' License No. 467306
(909) 794-7702
FAX (909) 794-3653
P.O. Box 777
Mentone, CA 92359

General Engineering Contractor

INVOICE 062041

62041

TO:

Duane Burk
Beaumont Cherry Valley Rec & Parks
390 W Oak Valley Pkwy
Beaumont, CA 92223

Date: 9/11/2023

Job Location: Bogart Park

Job Name: _____

Our Job Number: 24-06-M

Bogart Park Entrance

Daily worksheets attached

8/25/2023	Install 2" Waterline to new Kiosk	\$	8,198.55
9/1/2023	Install 2" Waterline to new Kiosk	\$	949.82

TOTAL DUE \$ 9,148.37

Past Due Accounts will be charged a 1 1/2% Service Charge per month.



BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Staff Report

Agenda Item No. **3.6**

To: Board of Directors
From: Noah Valdivia – Athletic Facilities Coordinator
Via: Duane Burk, General Manager
Date: November 8, 2023
Subject: Approval of Winter Wish Proceeds

Background and Analysis:

During September and October, the Beaumont-Cherry Valley Recreation and Park District hosted two adult slow pitch softball tournaments. In September we hosted the annual Oktoberfest tournament, and in October we held our Spooky Spectacular tournament.

We have hosted these two tournaments for the last 9 years, excluding the 2020 covid year. A portion of these proceeds have always been used to purchase gifts for Winter Wish families. Winter Wish is a program established by Soroptimist International with the Beaumont Chamber of Commerce. The program organizes and donates warm clothes and toys to those in need every December and has continued for more than 25 years.

These two tournaments profited roughly \$2,500 after umpire fees, labor, and prize money were accounted for.

Fiscal Impact:

The fiscal impact for the Beaumont-Cherry Valley Recreation and Park District would be a donation of \$1,000 from these proceeds to purchase gifts for Winter Wish families. Any proceeds beyond the requested \$1,000 would be donated to the Beaumont-Cherry Valley Recreation and Park Improvement Corporation.

Recommendations:

Staff recommends that the Board of Directors review, comment, and approve the \$1,000 donation of the proceeds from both tournaments to be used to purchase gifts for Winter Wish families. This donation would be taken out of the Operating Account.

Respectfully Submitted,

Noah Valdivia
Athletic Facilities Coordinator



Staff Report

Agenda Item No. **3.7**

To: Board of Directors
From: Kaylee Gemmell, Receptionist
Via: Duane Burk, General Manager
Date: November 8, 2023
Subject: Approval to Change RV Campground Rates and Requirements

Background and Analysis:

The BCVRPD RV Campgrounds at Noble Creek Regional Park were originally established in 2009 with the intention of providing short-term accommodation for facility events such as: baseball/softball tournaments, RC car races, equestrian competitions and other special events. The acquisition of Bogart Regional Park in 2019 created additional camping opportunities and access to fishing and special events.

The results of a fee study of other available campgrounds in the surrounding area, conducted in March 2023, confirm that the District's current price of \$35 per night for a full hook-up site (water, sewer, and electricity) is below average. The most recent price increase was approved by the Board in 2019 when the cost was raised from \$30 per night to \$35.

Based on the fee study, Staff would like to update the nightly rates to the following:

	Current Nightly Rate	Proposed Nightly Rate
Full Hook-Ups	\$35	\$55
Half Hook-Ups	\$25	\$40
Dry Camping (Noble Creek)	\$20	\$35
Dry Camping (Bogart Park)	\$23	\$35

Additionally, the District's current campground regulations allow a camper to stay a maximum of (14) days within a 30-day period, after which the camper must vacate the site for 10 nights.

Staff would like to recommend decreasing the maximum length of stay from (14) nights to (7) nights within a 30-day period. When campers stay for a longer period of time, they often bring personal belongings to the RV park, and it creates a poor image for the campground. District Staff has had several incidents where they had to contact Beaumont P.D. due to unsafe or threatening situations created by long-term campers unwilling to cooperate. The purpose of the decrease in stay length is to prevent campers from staying long-term on a regular basis and to make spaces more readily available for short-term campers visiting the park for events, as initially intended.

Finally, there are no regulations in place at this time to restrict RV models from camping at our sites based on age. Staff would also like to recommend restricting RVs that are more than 15 years old (based on the current calendar year). This is the industry standard and is commonly enforced in other campgrounds and will help maintain the image of the park. There have been several instances where older equipment has broken down and caused problems for subsequent guests. Some campers have been unable to move out of their site or moved to another location in the park and refused to move due to mechanical issues. These additional regulations will not eliminate equipment issues, but they will become more manageable because they will happen less frequently.

Fiscal Impact:

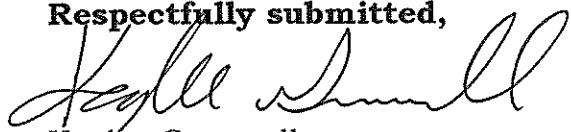
In 2022, the RV campsites at Noble Creek Regional Park and Bogart Regional Park collectively earned \$125,120.04 in revenue. The District would potentially see an estimated net increase of \$85,525.12 in account #40113 for Noble Creek Regional RV Park and Bogart Regional Park (combined) per fiscal year.

Recommendations:

This is the First Reading of this report requesting rate updates, length of maximum stay changes, and RV age restrictions. Staff recommends that the Board review, comment, and consider approval and ratification of any suggested adjustments prior to the December 2023 Board Meeting.

Staff also recommends that the Board considers creating an ordinance that would allow District staff to call a tow company in the event that a camper refuses to move. This will be revisited at a later date.

Respectfully submitted,

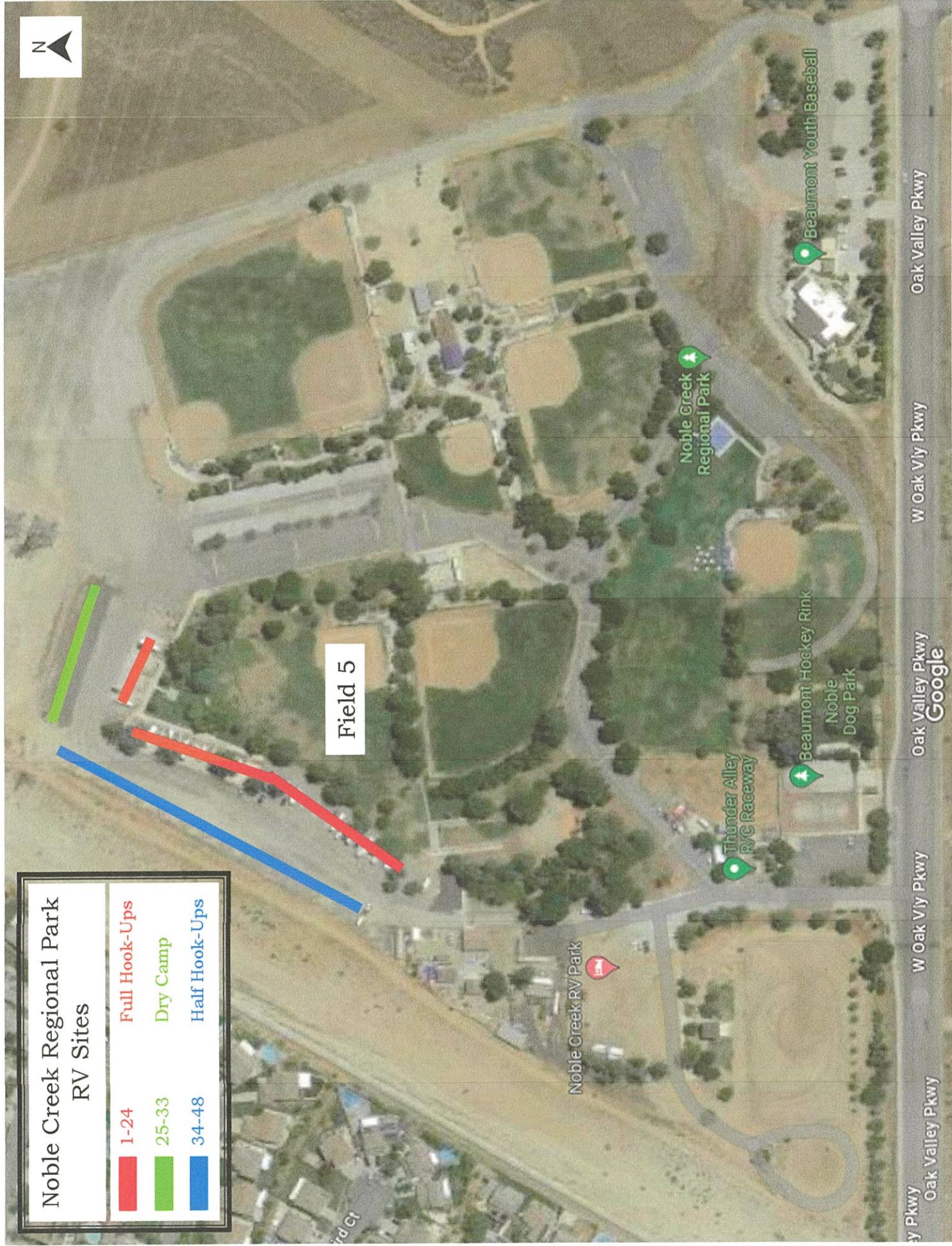


Kaylee Gemmell
Receptionist



Noble Creek Regional Park RV Sites	
1-24	Full Hook-Ups
25-33	Dry Camp
34-48	Half Hook-Ups

Field 5



Oak Valley Pkwy

W Oak Vly Pkwy

Oak Valley Pkwy

W Oak Vly Pkwy

Oak Valley Pkwy

Google



Noble Creek Regional Park RV Sites

- 1-24 Full Hook-Ups
- 25-33 Dry Camp
- 34-48 Half Hook-Ups



Oak Valley Parkway

Field 5

Google



Beaumont-Cherry Valley Recreation and Park District

Budget Detail

The following summarized schedule show a period of 4 years (prior year, current year to date, current year projected and (2) years of projected funds)

	Prior and Current FY Revenues			Projected Revenues	
	Actuals FY 21/22	Actuals FY 22/23 as of 5/25/2023	Approved FY 22/23	FY 23/24	FY 24/25
Revenue					
Bogart Regional Park					
Camping	\$ 53,514.00	\$ 31,621.87	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Gate Entrance	\$ 61,668.50	\$ 38,428.54	\$ 35,000.00	\$ 35,000.00	\$ 35,000.00
Horse/Dog Entrance	\$ 149.00	\$ 166.00	\$ 100.00	\$ 150.00	\$ 150.00
Wood Sales	\$ 200.00	\$ 48.00	\$ 100.00	\$ 100.00	\$ 100.00
Annual Passes	\$ 18,782.20	\$ 20,600.00	\$ 12,000.00	\$ 14,000.00	\$ 14,000.00
Operational Support (County of Riverside)	\$ 49,828.24	\$ -	\$ -	\$ -	\$ -
Caretaker Rent	\$ 200.00	\$ 1,800.00	\$ -	\$ 3,300.00	\$ 3,300.00
RV Dump	\$ 955.00	\$ 770.00	\$ 500.00	\$ 500.00	\$ 500.00
Fishing Passes	\$ 30,251.00	\$ 9,393.00	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Totals	\$ 215,547.94	\$ 102,827.41	\$ 92,700.00	\$ 98,050.00	\$ 98,050.00
Noble Creek Regional Park					
BYB/SB Registration	\$ 12,250.00	\$ 15,400.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Caretaker Rent	\$ 2,600.00	\$ 2,000.00	\$ 2,400.00	\$ 3,300.00	\$ 3,300.00
Equestrian Arena	\$ 866.28	\$ 722.52	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Fields	\$ 7,325.00	\$ 2,900.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Grange	\$ 34,753.00	\$ 27,508.50	\$ 15,000.00	\$ 20,000.00	\$ 20,000.00
NCCC/Franco Garden	\$ 14,317.50	\$ 20,691.00	\$ 5,000.00	\$ 20,000.00	\$ 20,000.00
Park	\$ 1,560.00	\$ 375.00	\$ 800.00	\$ 500.00	\$ 500.00
RV Space	\$ 207,829.22	\$ 93,498.17	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00
Snack Bar	\$ 14,817.74	\$ 14,427.60	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
Thunder Alley Racetrack	\$ 3,630.00	\$ 7,630.55	\$ 3,900.00	\$ 5,000.00	\$ 5,000.00
Station 24B	\$ 2,215.00	\$ 1,490.00	\$ 1,000.00	\$ 1,200.00	\$ 1,200.00
Franco Garden	\$ 5,875.00	\$ 3,437.50	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
NCCC	\$ 11,285.00	\$ 10,270.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00
Horseshoe Pits	\$ 520.20	\$ 50.00	\$ 200.00	\$ 200.00	\$ 200.00
Maintenance Shop "C"	\$ 2,700.00	\$ 3,600.00	\$ 4,500.00	\$ 4,500.00	\$ 4,500.00
Spring Fling	\$ 4,052.75	\$ 4,192.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00
Fishing Derby	\$ 4,720.00	\$ 4,430.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00





**Parks
Make
Life
Better!**

RV Rate Study

BEAUMONT-CHERRY VALLEY RECREATION
AND PARK DISTRICT



Rate Comparisons 2023

Campgrounds	Full Hook-Ups	Half Hook-Ups	Dry Camping
Noble Creek Regional Park	\$35	\$25	\$20
Bogart Regional Park			\$23
Yucaipa Regional Park	\$47		\$37
Lake Perris	\$53		\$43
Banning KOA	\$63		\$43

Justification

- Increasing the price may help decrease the undesirable activity within the RV campgrounds.
- Last increase was July of 2019 for Noble Creek RV Campground
 - Full Hookups went from \$30 to \$35 per night
 - Dry Camping went from \$15 to \$20 per night
 - Half Hookups was added (May of 2019) at \$25 per night, which is the same price currently.
- Bogart Regional Park was obtained in 2019 and the District has kept the price of \$23 per night.
 - There are many updates happening throughout the park that has made it a popular day use and camping park.

Recommended Rates

Current Camping Rates	
Rate Site/Type	Includes
\$35 per night	<ul style="list-style-type: none"> • Water • Sewer • Electricity
\$25 per night	<ul style="list-style-type: none"> • Water • Sewer
\$20 per night	<ul style="list-style-type: none"> • Camping Site
\$23 per night – Bogart Park Dry Camping	<ul style="list-style-type: none"> • Camping Site

Recommended Camping Rates	
Rate Site/Type	Includes
\$55 per night	<ul style="list-style-type: none"> • Water • Sewer • Electricity
\$40 per night	<ul style="list-style-type: none"> • Water • Sewer
\$35 per night	<ul style="list-style-type: none"> • Camping Site
\$35 per night – Bogart Park Dry Camping	<ul style="list-style-type: none"> • Camping Site

7 Night Maximum Stay

- Initial intent was to accommodate short-term stays associated with the park's activities.
 - Baseball/Softball
 - RC Car Track
 - Special Events
 - Fishing
- When campers come to stay for longer periods of time, they have an extensive amount personal belongings in their site, which can cause a poor image for the RV campground.



Year Restriction

- All RV's must be within 15 years of the reservation year. (EX: RV must be 2008 when reserving in 2023)
 - Breakdown due to old equipment
 - Having to ban campers because they are unable to move out of the site.
 - Complaints from incoming campers that are unable to get into their site.
 - Campers move out of their site and park somewhere else in the park and refuse to leave due to mechanical issues.
- The goal of BCVRPD is to create a clean and inviting environment for guest to use our park and its amenities.





Staff Report

Agenda Item No. **3.8**

To: Board of Directors

From: Noah Valdivia, Athletic Facilities Coordinator and Kaylee Gemmell, Receptionist
Via: Duane Burk, General Manager

Date: November 8, 2023

Subject: Approval of Changes to Noble Creek Ball Field Rates

Background and Analysis:

The District has improved the facilities at Noble Creek Regional Park over the last several years and the fields have become established as a desirable location for recreational and premier travel baseball and softball competitions. There are seven fields available to the public for practices, games, and tournaments. The City of Beaumont and surrounding areas have grown significantly since the last Board-approved increase in rental fees in July 2015. The number of facility users has increased as a result of the growth in the Pass Area and the District would like to respond by hosting larger baseball and softball tournaments that will effectively serve the community.

In an effort to maintain competitive rates that attract tournaments to the area, Staff conducted a fee study of other facilities nearby, namely Valley Wide Recreation and Park Department. The results of the March 2023 fee study of other baseball and softball facilities in the surrounding area show that the District’s current rates for practices and tournaments are below average.

Based on the fee study, Staff would like to update the field use rates to the following:

	Valley Wide Recreation and Park Department 2023 Rates	BCVRPD Current Rates	BCVRPD Proposed Rates
Monthly Practice Rates			
Includes (2) practices per week for (2) hours each	\$360	\$125	\$250
Lights Included			
Tournament Rates – All rates include field maintenance			
Lights Included	\$250/field per day	\$170/field	\$300/field per day
Lights NOT Included	\$250/field per day	\$150/field	\$300/field per day

Maintenance Fee	Included	\$200/day	\$250/day (1-2 fields) \$500/day (3+ fields)
Refundable Deposit (1-3 fields)/(3-7 fields)	N/A	\$250/\$500	\$250/\$500
Additional Fees	\$75/field after 8:00PM	N/A	N/A
Sample Rates for 6-Field Tournament			
Engine 57 Tournament	\$3,375	\$2,440	\$4,600

Due to inflation, increased field use, and higher maintenance costs, Staff recommends approval of rate increases which have not been assessed in over 8 years. The maintenance charges proposed will also include dedicated maintenance staff at tournaments; 1 worker for small tournaments and 2-3 workers for large tournaments. Additionally, the new rates will automatically include the use of lights.

Fiscal Impact:

The District would see an increased profit to account #40107 as a result of the higher rates.

Recommendations:

This is the First Reading of this report requesting approval to increase rates for use of the ball fields at Noble Creek Regional Park. Staff recommends that the Board review, comment, and consider approval and ratification of any suggested adjustments at the December 2023 Board Meeting.

Respectfully submitted,



Noah Valdivia, Athletic Facilities Coordinator
 Kaylee Gemmell, Receptionist



BALL FIELD RATE STUDY

Noah Valdivia and Kaylee Gemmell

Beaumont-Cherry Valley Recreation and Park District

CURRENT RATES

• **Tournament Rates** – All rates include field maintenance

- \$170 per field (with lights)
- \$150 per field (without lights)
- \$250 Small tournament deposit (1-2 fields)
- \$500 Large tournament deposit (3 or more fields)

• **Practice Rates**

- \$125 per month - Includes two practices a week for two hours each (lights included)

PRACTICE COMPARISON RATES

16 Hours of Practice Time

BCVRPD

Includes -

\$125 per month

> (2) practices per week for (2) hours each

> Lights

VWRPD

Includes -

\$360 per month

> (2) practices per week for (2) hours each

> Lights

TOURNAMENT COMPARISON RATES

Large Tournament Comparison (6 fields)

BCVRPD -

Total - \$2,440

Includes -

- > Lights
- > Field Rental
- > Staff for general needs
- > Field Maintenance - set up of first game(s), bases, periodically drug, watered and chalked.

VWRPD -

Total - \$3,375

Includes -

- > Lights
- > Field Rental
- > Staff for general needs
- > Field Maintenance - set up of first game(s), bases, periodically drug, watered and chalked.

RECOMMENDATION

Practice Rates

Current Rate

\$125 per month

Includes -

> (2) practices per week for (2) hours each

> Lights

Recommended Rate

\$250 per month

Includes -

> (2) practices per week for (2) hours each

> Lights

RECOMMENDATION

Current Tournament Rates		Recommended Tournament Rates	
Current Rate	Includes -	\$300 per field/day	Includes -
\$150 per field/day	> Field Rental		> Lights
	> Staff for general needs		> Field Rental
	> Field Maintenance - set up of first game(s), bases, periodically drug, watered and chalked.		> Staff for general needs
			> Field Maintenance - set up of first game(s), bases, periodically drug, watered and chalked.
\$170 per field/day	> Lights	Maintenance Fee	> (1) maintenance worker
	> Field Rental	\$250 per day	> Available & stocked restrooms
	> Staff for general needs	Sm. Tournament (1-2 Fields)	> Periodically clean restrooms
	> Field Maintenance - set up of first game(s), bases, periodically drug, watered and chalked.		> Trash emptied
		Maintenance Fee	> 2-3 maintenance workers
Maintenance Fee	> Available & stocked restrooms	\$500 per day	> Available & stocked restrooms
\$200 per day	> Periodically clean restrooms	Lg. Tournament (3 or more fields)	> Periodically clean restrooms
	> Trash emptied		> Trash emptied



Staff Report

Agenda Item No. **3.9**

To: Board of Directors
From: Nancy Law, Executive Assistant
Via: Duane Burk, General Manager
Date: November 8th, 2023
Subject: Approval of Fiscal Year 21/22 Draft Audit

Background and Analysis:

Government Code Section 200.49 Generally Accepted Accounting Principles (GAAP) specific accounting standards issued by the Government Accounting Standards Board (GASB) the Financial Accounting Standards Board (FASB) these standards requires that the District have and annual audit.

Halliday & Company has performed our annual audits for the District, Halliday & Company auditors performed the annual audit for FY 2021-2022 ending June 30th, 2022. From that review they sent our current "Draft" audit for FY 2021-2022 for your review.

The draft audit document will show an audited version of revenues, expenses, assets and beginning and ending balances for FY 2021-2022.

On Monday, November 6th, 2023 the draft audit was reviewed by the Finance Committee, Vice-Chair/Secretary Chris Diercks and Treasurer John Flores.

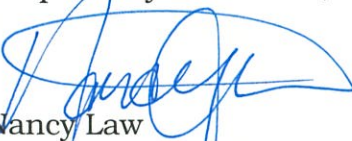
Fiscal Impact:

The District has paid progress payments for the Fiscal Year 21/22 Audit as of 10/31/2023 in the amount of \$36,785.00.

Recommendations:

Staff recommends that the Board review, comment and approve the draft audit for FY 2021-2022 ending June 30, 2022. Upon review and comments, the final audit will be placed on the December 2023 Board Agenda for approval.

Respectfully Submitted,


Nancy Law
Executive Assistant

DRAFT 10-11-23
FOR REVIEW PURPOSES ONLY
NOT FOR DISTRIBUTION
SUBJECT TO CHANGE



BEAUMONT - CHERRY VALLEY

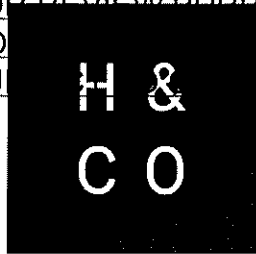
RECREATION AND PARK DISTRICT

Creating Opportunities for a Healthy Community

FINANCIAL REPORT
JUNE 30, 2022

DRAFT

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INDEPENDENT AUDITOR'S REPORT

Board of Directors
Beaumont-Cherry Valley Recreation and Park District
Beaumont, California

Opinions

We have audited the accompanying financial statements of the governmental activities and each major fund of Beaumont-Cherry Valley Recreation and Park District (the Entity) as of and for the year ended June 30, 2022, and the related notes to the financial statements, which collectively comprise the Entity's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Entity as of June 30, 2022, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the State Controller's minimum audit requirements for California Special Districts. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Beaumont-Cherry Valley Recreation and Park District, and to meet our ethical responsibilities, in accordance with the relevant ethical requirements related to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

HALLIDAY
& COMPANY

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America; and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Entity's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or other override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess risk of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Entity's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Entity's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the pension and other postemployment benefits plans (OPEB) information on pages 38 through 40 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the schedule of officers, directors, and senior management and insurance coverage on page 41, but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

BEAUMONT CHERRY VALLEY RECREATION AND PARK DISTRICT

STATEMENT OF NET POSITION

June 30, 2022

	<u>Governmental Activities</u>
ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	
Assets	
Cash and cash equivalents	\$ 1,629,098
Accounts receivable:	
Program service fees	3,919
Property taxes	100,365
Restricted investments	40,000
Capital assets nondepreciable	9,141,580
Capital assets depreciable, net	4,429,475
Net OPEB asset	<u>261,065</u>
Total assets	<u>15,605,502</u>
Deferred outflows of resources	
Pension related	227,056
OPEB related	<u>20,593</u>
Total deferred outflows of resources	<u>247,649</u>
Total assets and deferred outflows of resources	<u><u>\$ 15,853,151</u></u>

See notes to financial statements.

BEAUMONT CHERRY VALLEY RECREATION AND PARK DISTRICT

STATEMENT OF NET POSITION

June 30, 2022

	<u>Governmental Activities</u>
LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION	
Liabilities	
Accounts payable to vendors	\$ 134,375
Accrued payroll	11,201
Accrued interest	9,575
Program service fee deposits	56,818
Grant reserve	296,696
Long-term liabilities	
Due within one year	109,092
Due in more than one year	
Notes payable	11,807
Revenue bond	246,941
Net pension liability	452,403
Total liabilities	<u>1,328,908</u>
Deferred inflows of resources	
Pension related	394,924
OPEB related	320,936
Lease assignment	272,391
Total deferred inflows of resources	<u>988,251</u>
Net position	
Net investment in capital assets	13,551,356
Restricted for pension obligations	40,000
Deficit	(55,364)
Total net position	<u>13,535,992</u>
Total liabilities, deferred inflows of resources, and net position	<u><u>\$ 15,853,151</u></u>

See notes to financial statements.

BEAUMONT-CHERRY VALLEY RECREATION AND PARK DISTRICT
STATEMENT OF ACTIVITIES
Year Ended June 30, 2022

Functions/Programs	Program Revenues			Net (Expenses) Revenue	
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Governmental Activities					
Recreation	\$ 3,059,710	\$ 702,748	\$ 13,510	\$ -	\$ (2,343,452)
Foundation	173,368	154,635	-	5,605	(13,128)
Total	\$ 3,233,078	\$ 857,383	\$ 13,510	\$ 5,605	(2,356,580)
General revenues:					
Property taxes					2,725,777
Intergovernmental revenues					450,089
Interest income					3,352
Other					19,449
Total general revenues					3,198,667
Change in net position					842,087
Net position, beginning of year					12,693,905
Net position, end of year					\$ 13,535,992

See notes to financial statements.

BEAUMONT CHERRY VALLEY RECREATION AND PARK DISTRICT

BALANCE SHEET - GOVERNMENTAL FUND

June 30, 2022

	<u>General Fund</u>	<u>Foundation Fund</u>	<u>Totals</u>
Assets			
Cash and cash equivalents	\$ 1,539,750	\$ 89,348	\$ 1,629,098
Restricted investments	40,000	-	40,000
Accounts receivable:			
Program service fees	3,919	-	3,919
Property taxes	72,482	-	72,482
Due from other funds	-	191,170	191,170
Total assets	<u>\$ 1,656,151</u>	<u>\$ 280,518</u>	<u>\$ 1,936,669</u>
Liabilities			
Accounts payable to vendors	131,619	2,756	134,375
Accrued payroll	11,201	-	11,201
Program service fee deposits	46,818	10,000	56,818
Grant reserve	296,696	-	296,696
Due to other funds	191,170	-	191,170
Total liabilities	<u>677,504</u>	<u>12,756</u>	<u>690,260</u>
Fund balances			
Restricted for pension obligations	40,000	-	40,000
Unassigned	938,647	267,762	1,206,409
Total liabilities and fund balance	<u>\$ 1,616,151</u>	<u>\$ 280,518</u>	<u>\$ 1,896,669</u>

See notes to financial statements.

BEAUMONT CHERRY VALLEY RECREATION AND PARK DISTRICT

BALANCE SHEET - GOVERNMENTAL FUND

June 30, 2022

Total fund balances - governmental fund	\$ 1,246,409
Amounts reported for governmental activities in the statement of net position are different because:	
Accounts receivable in the statement of net position that do not provide current financial resources are not reported as receivables in the funds.	27,883
Capital assets, net of accumulated depreciation, used in governmental activities are not current financial resources and, therefore, are not reported in the fund.	13,571,055
Net OPEB assets in the statement of net position that do not provide current financial resources are not reported as assets in the funds.	261,065
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the fund.	(829,818)
Deferred inflows related to the lease assignment are not reported in the fund.	(272,391)
Deferred inflows and outflows related to the pension are not reported in the fund.	(167,868)
Deferred inflows and outflows related to OPEB are not reported in the fund.	<u>(300,343)</u>
Net position of governmental activities	<u>\$ 13,535,992</u>

See notes to financial statements.

BEAUMONT CHERRY VALLEY RECREATION AND PARK DISTRICT
STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS
Year Ended June 30, 2022

	<u>General Fund</u>	<u>Foundation Fund</u>	<u>Totals</u>
Revenues			
Program service fees	\$ 702,748	\$ 154,635	\$ 857,383
Property taxes	2,730,840	-	2,730,840
Intergovernmental revenues	450,089	-	450,089
Interest income	3,352	-	3,352
Grant & donation income	20,289	5,605	25,894
Total revenues	<u>3,907,318</u>	<u>160,240</u>	<u>4,067,558</u>
Expenditures			
Salaries and benefits	1,311,285	-	1,311,285
Service and supplies	1,495,056	173,368	1,668,424
Capital outlay	9,244,159	(7,835,000)	1,409,159
Total expenditures	<u>12,050,500</u>	<u>(7,661,632)</u>	<u>4,388,868</u>
Revenues over expenditures	<u>(8,143,182)</u>	<u>7,821,872</u>	<u>(321,310)</u>
Other Financing Sources (Uses)			
Interfund transfer in	7,835,000	-	7,835,000
Interfund transfer out	-	(7,835,000)	(7,835,000)
Repayment of long-term debt	(75,417)	-	(75,417)
	<u>7,759,583</u>	<u>(7,835,000)</u>	<u>(75,417)</u>
Net change in fund balances	(383,599)	(13,128)	(396,727)
Fund balances, beginning of year	<u>1,362,246</u>	<u>280,890</u>	<u>1,643,136</u>
Fund balances, end of year	<u>\$ 978,647</u>	<u>\$ 267,762</u>	<u>\$ 1,246,409</u>

See notes to financial statements.

BEAUMONT CHERRY VALLEY RECREATION AND PARK DISTRICT

STATEMENT OF REVENUES, EXPENDITURES, AND
CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS

Year Ended June 30, 2022

Net change in fund balance - governmental fund	\$ (396,727)
Amounts reported for governmental activities in the statement of activities are different because:	
Revenues recorded in the statement of activities that are not considered current financial resources in the current year governmental fund statements.	7,607
Changes in long-term liabilities and deferred outflows and inflows	68,953
Capital outlays are reported as expenditures in the governmental fund statements; however, in the statement of activities, capital outlay is not an expense, rather it is an increase in capital assets.	1,409,159
Depreciation expense allocates the costs of capital assets over their useful lives. It is not reported as an expenditure in the governmental statements.	<u>(246,905)</u>
Change in net position of governmental activities	<u>\$ 842,087</u>

See notes to financial statements.

NOTE 1 – REPORTING ENTITY

The Beaumont-Cherry Valley Recreation and Park District (the Entity) was established in June 1972 under the authority of the Government Code, Section 58132. The Entity operates under a board of directors to provide, manage, and maintain recreation and park facilities and activities for the Beaumont-Cherry Valley area of Riverside County, California, as a separate governmental entity. The Entity receives a majority of its income from the County of Riverside through property taxes. The Board of Directors has the power to determine fiscal, personnel, and administrative policy subject only to state law.

The Entity, for financial reporting purposes, includes all of the funds relevant to the operations of the Entity and is not included as a component unit in any other primary government's financial statements. In determining the entities which comprise the governmental entity for financial reporting purposes, the criteria of oversight responsibility over such entities, special financial relationships, and scope of public service provided by the entities are used. Oversight responsibility is determined by the extent of financial interdependence, control over the selection of the governing authority and management, ability to significantly influence operations, and accountability for fiscal matters.

The Entity and the Beaumont-Cherry Valley Recreation and Park Improvement Corporation (the Corporation) have a financial and operational relationship which meets the reporting entity definition criteria of the Government Accounting Standards Board (GASB) Statement No. 14 (GASB 14), *The Financial Reporting Entity*, as amended by GASB Statement No. 39 (GASB 39), *Determining Whether Certain Organizations are Component Units*, for inclusion of the Corporation as a component unit of the Entity. Accordingly, the financial activities of the Corporation are included in the financial statements of the Entity.

The following are those aspects of the relationship between the Entity and the Corporation which satisfy the GASB 39 criteria:

- A. The Corporation and the Entity share substantially the same board of directors and management.
- B. The Entity is able to impose its will upon the Corporation.

The Corporation is a nonprofit, public benefit corporation incorporated under the laws of the State of California and recorded by the Secretary of State on April 22, 1992. The Corporation was formed primarily to strengthen the resources of the Entity, improve the general public's knowledge concerning programs sponsored by the Entity, and distribute funds or property received by the Corporation to the Entity for the use and benefit of the Entity.

NOTE 2 – SIGNIFICANT ACCOUNTING POLICIES

The Entity’s financial statements are prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). GASB is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). The more significant accounting policies established in GAAP and used by the Entity are discussed below.

Basic Financial Statements - Government-Wide Statements

The Entity’s basic financial statements include both government-wide (reporting the Entity as a whole) and fund financial statements (reporting on the Entity’s funds). Both the government-wide and fund financial statements categorize primary activities as governmental. The Entity’s recreational program activities, development and maintenance of the Entity’s various parks and facilities, and general administration are all classified as governmental activities.

In the government-wide statement of net position, the governmental activities are reported on a full accrual economic resource basis, which recognizes all long-term assets, deferred outflows of resources and receivables as well as long-term debt, deferred inflows of resources and obligations. The Entity’s net position is reported in three parts: net investment in capital assets, restricted for pension obligations, and unrestricted net position.

The government-wide statement of activities reports both the gross and net cost of each of the Entity’s functions (recreation and foundation). The functions are also supported by general government revenues (property taxes, intergovernmental revenue, interest income, etc.). The statement of activities reduces gross expenses (including depreciation) by related program revenues, operating grants and contributions, which include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment.

The net costs (by function) are normally covered by general revenue (property taxes, intergovernmental revenue, interest income, etc.).

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

The government-wide focus is more on the sustainability of the Entity as an entity and the change in the Entity’s net position resulting from the current year’s activities.

NOTE 2 – SIGNIFICANT ACCOUNTING POLICIES (Continued)

Basic Financial Statements – Fund Financial Statements

The financial transactions of the Entity are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund equity, revenues and expenditures/expenses.

The emphasis in fund financial statements is on the major funds in the governmental activities category. GASB No. 34 set forth minimum criteria (percentage of the assets and deferred outflows of resources, liabilities and deferred inflows of resources, revenues or expenditures/expenses of either fund category or all governmental and enterprise funds combined) for the determination of major funds. The Entity only has two funds which are both considered major funds.

Governmental Funds:

The focus of the governmental fund's measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The Entity reports two major governmental funds:

The general fund is the Entity's operating fund used to account for and report all financial resources for the recreation activity. The activity reported in this fund is reported as governmental activity in the government-wide financial statements.

The foundation fund is a special revenue fund used to account for the proceeds of specific revenues sources that are restricted to expenditures for specific purposes. The foundation fund's primary source of revenue is provided by fundraising events and donations. The foundation funds resources are intended to be used for park improvement projects.

Measurement Focus and Basis of Accounting

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

On the government-wide statement of net position and the statement of activities, governmental activities are presented using the economic resources measurement focus as defined below. In the fund financial statements, the "current financial resources" measurement focus or the "economic resources" measurement focus is used as appropriate.

NOTE 2 – SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus and Basis of Accounting (Continued)

All governmental funds utilize a “current financial resources” measurement focus. Only current financial assets, deferred outflows of resources, liabilities, and deferred inflows of resources are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

The accounting objectives of the “economic resources” measurement focus are the determination of operating income, changes in net position (or cost of recovery), financial position, and cash flows. All assets, deferred outflows of resources, liabilities, and deferred inflows of resources (whether current or noncurrent) associated with their activities are reported.

In the government-wide statement of net position and statement of activities, governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability, deferred inflow of resources is incurred or economic asset used. Revenues, expenses, gains, losses, assets, deferred outflows of resources, liabilities, and deferred inflows of resources resulting from exchange and exchange-like transactions are recognized when the exchange takes place. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when “measurable and available.” Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year end. The Entity recognizes property taxes when they become both measurable and available. A sixty-day available period is used for revenue recognition for all other governmental funds revenues. Expenditures are recorded when the related fund liability is incurred, as under accrual accounting, except expenditures related to debt service, compensated absences, claims and judgments, pensions, and other postemployment benefits, which are recognized when due. General capital asset acquisitions are reported as capital outlay expenditures in governmental funds.

In applying the susceptible to accrual concept under the modified accrual basis, those revenues susceptible to accrual are program service fees, property taxes, intergovernmental revenues, interest income, and grant income. All other revenue items are considered to be measurable and available only when cash is received by the government.

NOTE 2 – SIGNIFICANT ACCOUNTING POLICIES (Continued)

Cash and Cash Equivalents

For purposes of the statement of net position, the Entity considers cash and all highly liquid investments purchased with a maturity of three months or less to be cash equivalents. The Entity is a voluntary participant in the Riverside County Treasurer’s Pooled Investment Fund (RCTPIF). Due to the high liquidity of this investment, the funds are classified as cash equivalents. The RCTPIF pools these funds with those of other entities and invests the cash as prescribed by the California Government Code. The fair value of the Entity’s position in the pool approximates the fair value of the Entity’s pro-rata share of the entire RCTPIF portfolio. The balance available for withdrawal is based on the accounting records maintained by RCTPIF, which are recorded on an amortized cost basis. There are no limitations on the withdrawal of these funds. For credit risk purposes, the fund is rated AAAsf/S1.

Restricted Investments

Certain investments of the Entity are classified as restricted because they have been placed in the California Employer’s Pension Prefunding Trust Fund (CEPPT). The CEPPT is an Internal Revenue Code Section 115 trust dedicated to prefunding employer contributions to defined benefit pension systems for eligible California public agencies. Assets held in CEPPT are restricted for use as pension contributions. As of June 30, 2022, the Entity reported investments held by the CEPPT in the amount of \$40,000.

Accounts Receivable

The Entity believes all accounts receivable are fully collectible and therefore no allowance for doubtful accounts is provided.

Interfund Receivables, Payables, and Activity

Interfund activity is reported as loans, reimbursements or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers.

Prepays

Prepays are valued at cost, which approximates market. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaids in both the government-wide and fund financial statements.

Capital Assets

Capital assets acquired and/or constructed with an original cost of \$5,000 or more and an estimated useful life greater than one year, are recorded at historical cost. Donated capital assets are recorded at estimated acquisition value at the date of donation. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance that do not add to the value of the capital assets or materially extend the lives of capital assets are not capitalized. Upon retirement or other disposition of capital assets, the costs and related accumulated depreciation are removed from the respective balances and any gains or losses are recognized.

NOTE 2 – SIGNIFICANT ACCOUNTING POLICIES (Continued)

Capital Assets (Continued)

The cost of capital assets being constructed by the Entity are accumulated in capital assets non-depreciable within the government-wide financial statements during the construction period. Upon completion of construction and being placed into service, depreciation of the resulting asset is commenced.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

<u>Type of Asset</u>	<u>Life in Years</u>
Buildings and infrastructure	25 – 40
Buildings and land improvements	15 – 20
Maintenance equipment and vehicles	5 – 15

The depreciation expense on assets acquired under financed purchases is included with depreciation expense on owned assets.

Capital assets are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amounts of the assets in question may not be recoverable. Impairment would be recorded in circumstances where undiscounted cash flows expected to be generated by an asset are less than the carrying value of the asset. As of June 30, 2022, no impairment was recognized as management expects to fully utilize the Entity’s capital assets.

Deferred Outflows/Inflows of Resources

Deferred outflow/inflow of resources represents an increase/decrease of net position that applies to a future period and therefore will not be recognized as an outflow of resources (expense/expenditure)/inflow of resources (revenue) until that time.

Pension Accounting

For purposes of measuring the net pension liability, deferred outflows and inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Entity’s California Public Employee’s Retirement System (CalPERS) plans (Plans) and additions to/deductions from the Plans’ fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when currently due and payable in accordance with the benefit terms. Investments are reported at fair value.

NOTE 2 – SIGNIFICANT ACCOUNTING POLICIES (Continued)

Other Postemployment Benefits (OPEB)

For purposes of measuring the net OPEB asset/liability, deferred outflows of resources and deferred inflows of resources, and OPEB expense, information about the fiduciary net position of the Entity's OPEB plan (the OPEB Plan) and additions to/deductions from the OPEB Plan's fiduciary net position have been determined on the same basis as reported by the OPEB Plan's administrator, CalPERS. For this purpose, benefit payments are recognized when due and payable in accordance with the benefit terms.

Compensated Absences

Compensated absences are absences for which employees will be paid, such as vacation and sick leave and accrued compensatory time. Employees are entitled to accumulate this time in accordance with the Entity's policies. Upon termination of employment for any reason, the Entity shall compensate the employee for their accumulated vacation and compensatory time at the employee's rate of pay at the time of termination. Sick time is not eligible for payout at termination per the Entity's policies.

A liability for compensated absences that is attributable to services already rendered and not contingent on a specific event outside the control of the government and its employees is accrued in the government-wide financial statements as employees earn the rights to the benefits. Compensated absences that relate to future services or that are contingent on a specific event that is outside the control of the government and its employees are accounted for in the period in which such services are rendered or such events take place.

Property Taxes

The County of Riverside Assessor's Office assesses all real and personal property within the County each year. The County of Riverside Tax Collector's Office bills and collects the Entity's share of property taxes and assessments. The County of Riverside Treasurer's Office remits current and delinquent property tax collections to the Entity throughout the year. Property tax in California is levied in accordance with Article 13A of the State Constitution at 1.0 percent of countywide assessed valuations.

NOTE 2 – SIGNIFICANT ACCOUNTING POLICIES (Continued)

Property Taxes (Continued)

Property taxes receivable at year-end are related to property taxes collected by the County of Riverside, which have not been credited to the Entity’s cash balance as of June 30. The property tax calendar is as follows:

Lien date:	January 1
Levy date:	On July 1 for July 1 to June 30
Due date:	November 1 – 1st installment February 1 – 2nd installment
Collection date:	December 10 – 1st installment April 10 – 2nd installment

Net Position

The government-wide statements utilize a net position presentation. Net position is categorized as net investment in capital assets, restricted, or unrestricted. As of June 30, 2022, the Entity’s net position presentation is categorized as shown below.

Net investment in capital assets – This category groups all capital assets into one component of net position. Accumulated depreciation and the outstanding balances of debt (if any) that are attributable to the acquisition, construction, or improvement of these assets reduce the balance in this category.

Restricted net position - This category represents net position that is subject to constraints either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments imposed by law through constitutional provisions or enabling legislation.

Unrestricted net position – This category represents the portion of net position that does not meet the definition of net investment in capital assets or restricted net position.

The Entity may fund outlays for a particular purpose from both restricted (e.g. restricted bond or grant proceeds) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the statement of net position, a flow assumption must be made about the order in which the resources are considered to be applied. It is the Entity’s policy to consider restricted net position to have been depleted before unrestricted net position.

Fund Balance

In fund financial statements, the government fund balance may be categorized as nonspendable, restricted, committed, assigned, and unassigned. As of June 30, 2022, the Entity’s governmental fund balance was comprised of restricted and unassigned amounts.

Fund balances in governmental funds are reported in classifications that comprise a hierarchy based primarily on the extent to which the Entity is bound to honor constraints on the specific purposes for which amounts in those funds can be spent. The Entity may fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance).

NOTE 2 – SIGNIFICANT ACCOUNTING POLICIES (Continued)Fund Balance (Continued)

In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements a flow assumption must be made about the order in which the resources are considered to be applied. It is the Entity's policy to consider restricted fund balance to have been depleted before using any of the components of unrestricted fund balance. Further, when the components of unrestricted fund balance can be used for the same purpose, committed fund balance is depleted first, followed by assigned fund balance. Unassigned fund balance is applied last.

The following classifications describe the relative strength of the spending constraints placed on the purposes for which resources can be used:

Nonspendable Fund Balance - Amounts that cannot be spent either because they are in nonspendable form or are required to be maintained intact.

Restricted Fund Balance - Amounts that are constrained to specific purposes by state or federal laws, or externally imposed conditions by grantors or creditors.

Committed Fund Balance - Amounts that may be specified by the Board of Directors by ordinance or resolution to formally commit part of the fund balance or future revenues for a specific purpose(s) or program. To change or repeal any such commitment will require an additional formal Board of Director's action utilizing the same type of action that was originally used.

Assigned Fund Balance - Amounts that are constrained by the Board's intent to use specified financial resources for specific purposes, but are neither restricted nor committed. The Entity's fund balance policy delegates the authority to assign amounts to be used for specific purposes to the General Manager.

Unassigned Fund Balance - These are either residual positive net resources in excess of what can properly be classified in one of the other four categories, or negative balances.

Budgetary Policies

The Entity adopts an annual nonappropriated budget for planning, control, and evaluation purposes for the general fund. A legal budget is neither required nor adopted. Therefore, these financial statements do not include budget and actual comparisons.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and disclosures made in the accompanying notes to the financial statements. While management believes these estimates are adequate, actual results could differ from those estimates.

NOTE 2 – SIGNIFICANT ACCOUNTING POLICIES (Continued)New Accounting Pronouncements

The Governmental Accounting Standards Board (GASB) has issued the below statements which may affect the Entity's financial reporting requirements in the future. The Entity is currently evaluating its accounting practices to determine the potential impact that these statements will have on the Entity's the financial statements.

In June 2022, GASB issued Statement No. 100, *Accounting Changes and Error Corrections – an amendment of GASB Statement No. 62*. The objective of this Statement is to enhance accounting and financial reporting requirements for accounting changes and error corrections to provide a more understandable, reliable, relevant, consistent, and comparable information for making decisions or assessing accountability. This Statement prescribes the accounting and financial reporting for (1) each type of accounting change and (2) error corrections, the required disclosures in the notes to the financial statements, and how information that is affected by a change in accounting principle or error correction should be presented in the required supplementary information and supplementary information. The requirements of this Statement are effective for fiscal years beginning after June 15, 2023. The Entity does not anticipate that this statement will have a material impact on the financial statements.

In June 2022, GASB issued Statement No. 101, *Compensated Absences*. The objective of this Statement is to better meet the information needs of financial statement users by updating the recognition and measurement guidance for compensated absences. That objective is achieved by aligning the recognition and measurement guidance under a unified model and by amending previously required disclosures. The requirements of this Statement are effective for fiscal years beginning after December 15, 2023. The Entity does not anticipate that this statement will have a material impact on the financial statements.

Recently Adopted Accounting Pronouncements

On July 1, 2021, the Entity adopted, GASB Statement No. 87, *Leases*, which requires that leases that were previously classified as operating leases and recognized as inflows of resources or outflows of resources based on the payment provisions of the contract will be recognized as a lease liability and an intangible right-to-use lease asset for lessees and a lease receivable and a deferred inflow of resources for a lessor. The adoption of this statement did not any impact on the financial statements.

On July 1, 2021, the Entity adopted GASB Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation plans*, which requires that a Section 457 plan be classified as either a pension plan or an other employee benefit plan depending on whether the plan meets the definition of a pension plan and clarifies that Statement 84, as amended, should be applied to all arrangements organized under IRC section 457 to determine whether those arrangements should be reported as fiduciary activities. The adoption of this statement did not have any impact on the financial statements, other than the addition of the disclosures at Note 11.

The Entity has determined that there have been no other recently adopted or issued accounting pronouncements that had, or potentially will have, a material impact on its financial statements.

NOTE 3 – CASH AND CASH EQUIVALENTS

For purposes of the following discussion, cash and cash equivalents have been classified as follows as of June 30, 2022:

Petty cash	\$	500
Deposits in financial institutions		649,623
Riverside County Treasurer’s Pooled Investment Fund		978,975
		978,975
	\$	1,629,098

Investments Authorized by the Entity’s Investment Policy

The Entity’s investment policy authorizes investment in the RCTPIF. The Entity’s investment policy does not contain specific provisions intended to limit the Entity’s exposure to interest rate risk, credit risk, and concentration of credit risk.

Credit Risk and Custodial Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The RCTPIF is rated AA AF/S1. Investments in the RCTPIF are highly liquid assets and are secured by the full faith and credit of Riverside County.

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party.

The California Government Code and the Entity’s investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: the California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110 percent of the total amount deposited by the public agencies. California law also allows financial institutions to secure Entity deposits by pledging first trust deed mortgage notes having a value of 150 percent of the secured public deposits.

As of June 30, 2022, \$399,623 of the Entity’s total bank balance was not insured by the Federal Deposit Insurance Corporation (FDIC); however, this amount was collateralized as described above by securities held by the bank in a public funds collateral pool, not specifically in the Entity’s name.

NOTE 4 – CAPITAL ASSETS

Capital assets activity for the year ended June 30, 2022 was as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
Capital assets nondepreciable:				
Land	\$ 8,752,950	\$ -	\$ -	\$ 8,752,950
Construction in progress	81,019	542,584	(234,973)	388,630
Total capital assets nondepreciable	8,833,969	542,584	(234,973)	9,141,580
Capital assets depreciable:				
Buildings and infrastructure	2,304,728	743,957	-	3,048,685
Building and land improvements	2,284,991	329,199	-	2,614,190
Maintenance equipment and vehicles	432,229	20,493	-	452,722
Total capital assets depreciable	5,021,948	1,093,649	-	6,115,597
Less accumulated depreciation:				
Buildings and infrastructure	(797,772)	(79,420)	-	(877,192)
Building and land improvements	(463,344)	(124,580)	-	(587,924)
Maintenance equipment and vehicles	(178,101)	(42,905)	-	(221,006)
Total accumulated depreciation	(1,439,217)	(246,905)	-	(1,686,122)
Total capital assets depreciable, net	3,582,731	846,744	-	4,429,475
Total capital assets, net	\$ 12,416,700	\$ 1,389,328	\$ (234,973)	\$ 13,571,055

All depreciation expense was charged to recreation activities as the foundation fund does not have any depreciable capital assets.

NOTE 5 – LONG-TERM LIABILITIES AND GRANT RESERVE

Long-term liabilities activity for the year ended June 30, 2022 was as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
Compensated absences	\$ 27,317	\$ 71,978	\$ (75,737)	\$ 23,558	\$ 23,558
Notes payable	27,598	-	(7,899)	19,699	7,892
Revenue bond	400,000	-	(75,417)	324,583	77,642
Net pension liability	798,465	-	(346,062)	452,403	-
Total long-term liabilities	\$ 1,253,380	\$ 71,978	\$ (505,115)	\$ 820,243	\$ 109,092

The following is a schedule of the future minimum payments under the notes payable and revenue bond as of June 30, 2022:

Year Ending June 30,	
2023	\$ 85,534
2024	87,827
2025	86,203
2026	84,718
Total	\$ 344,282

In November 2020 the Entity issued \$400,000 in revenue bonds with an interest rate of 2.95%, where the Entity has pledged all revenues and all amounts on deposit in the General Fund to service the debt for the construction of capital improvement projects. The revenue bond is to be fully paid within 5 years from the date of issuance.

On January 10, 2022, the Entity received \$310,206 of funds under the COVID-19 Fiscal Relief for Special Districts program. The COVID-19 Fiscal Relief for Special Districts program was established as part of the California Budget Act of 2021, to provide fiscal relief to independent special districts for revenue losses and unanticipated costs incurred due to the COVID-19 public health emergency. The funds were reserved for districts that have not received other forms of COVID-19 fiscal relief directly from the state or federal government. On August 24, 2023, the Entity received notification from the California Department of Finance, Office of State Audits and Evaluations, that a portion of the funds received by the Entity may be subject to claw back due to over-reporting of unanticipated costs. As a result, the funds that may potentially be paid back to the state have been reserved and are reflected in the Grant reserve line item. The Entity is currently awaiting further communication from the State regarding if any grant funds will be required to be returned. The State has not provided any estimated timetable within which the Entity can expect further communication or guidance on this matter.

NOTE 6 – PENSION PLAN

General Information About the Pension Plan

Plan Description

All qualified Entity employees are required to participate in the Entity’s Miscellaneous Plan (the Plan), a cost-sharing multiple-employer defined benefit pension plan administered by CalPERS, unless they specifically opt out. CalPERS acts as a common investment and administrative agent for participating public entities within the State of California. A menu of benefit provisions as well as other requirements are established by State statutes within the Public Employee’s Retirement Law. The Entity selects optional benefit provisions from the benefit menu by contract with CalPERS and adopts those benefits through Board approval. CalPERS issues publicly available reports that include a full description of the pension plan regarding benefit provisions, assumptions, membership, and financial information that can be found on the CalPERS website at www.calpers.ca.gov.

Benefits Provided

CalPERS provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefits are based on year of credited service, with one year of credited service being equal to one year of full-time employment. All members are eligible for standard non-industrial disability benefits after five years of service. The Entity has chosen the Optional Settlement 2W Death Benefit.

Contribution Description

Section 20814(c) of the California Public Employees’ Retirement Law (PERL) requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through CalPERS’ annual actuarial valuation process. The actuarially determined rate is the estimated amount necessary to finance any unfunded accrued costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Entity is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. The Entity’s total employer contributions were \$149,684 for the year ended June 30, 2022.

NOTE 6 – PENSION PLAN (Continued)

General Information About the Pension Plan (Continued)

Contribution Description (Continued)

Active plan members who were hired before January 1, 2013 are referred to as “Classic” employees. Beginning January 1, 2013, the Entity established two classes of employees, as dictated by the newly enacted Public Employees Pension Reform Act (PEPRA).

The plan’s provisions and benefits in effect at June 30, 2022 are summarized as follows:

	Miscellaneous	
	Hire date prior to January 2013	Hire date in or after January 2013*
Benefit formula	2.7% at 55	2.0% at 62
Benefit vesting schedule	5 years	5 years
Benefit payments	Monthly for life	Monthly for life
Final average compensation period	12 months	36 months
Sick leave credit	Yes	Yes
Retirement age	50 – 55 & up	52 -67 & up
Monthly benefits as a percent of eligible compensation	2.0% - 2.7%	1.0% - 2.5%
Cost of living adjustment	2.0%	2.0%
Required employee contribution rates	8.00%	6.75%
Required employer contribution rates	14.02% + \$5,508/month	7.59% + \$175/month

* For employees that were hired on or after January 1, 2013, were already members of CalPERS prior to January 1, 2013, and had less than a six month break in service, the benefit formula is 2.0% at 55, the required employee contribution rate was 7.00%, and the required employer contribution rate was 10.34% + \$171/month. All other plan provisions and benefits are the same as those for other employees hired on or after January 1, 2013.

NOTE 6 – PENSION PLAN (Continued)

Actuarial Methods and Assumptions Used to Determine Total Pension Liability

Methods and Assumptions

The actuarial methods and assumptions used are those adopted by the CalPERS Board of Administration. For the measurement period ending June 30, 2021 (the measurement date), the total pension liability was determined by rolling forward the total pension liability determined in the June 30, 2020 actuarial accounting valuation. The June 30, 2021 total pension liability was based on the following actuarial methods and assumptions:

Actuarial cost method	Entry age normal in accordance with the requirements of GASB Statement No. 68
Actuarial assumptions:	
Discount rate	7.15%
Inflation	2.50%
Salary increases	Varies by entry age and service
Mortality rate table*	Derived using CalPERS' membership data for all funds
Post-retirement benefit increase	Contract COLA up to 2.50% percent until purchasing power protection allowance floor on purchasing power applies.

* The mortality table used was developed based on CalPERS' specific data. The table includes 15 years of mortality improvements using Society of Actuaries Scale 90% of scale MP 2016. For more details on this table, please refer to the December 2017 CalPERS experience study report (based on CalPERS demographic data from 1997 to 2015) that can be found on the CalPERS website.

Long-term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

NOTE 6 – PENSION PLAN (Continued)

Actuarial Methods and Assumptions Used to Determine Total Pension Liability (Continued)*Long-term Expected Rate of Return (Continued)*

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Using historical returns of all of the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11+ years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the rounded single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equal to the single equivalent rate calculated above and adjusted to account for assumed administrative expenses.

The table below reflects long-term expected real rate of return by asset class.

Asset Class*	Asset Allocation	Real Return	
		Years 1-10**	Years 11+***
Public equity	50%	4.80%	5.98%
Fixed income	28%	1.00%	2.62%
Inflation assets	-	.77%	1.81%
Private equity	8%	6.30%	7.23%
Real assets	13%	3.75%	4.93%
Liquidity	1%	-	(0.92)%
Total	100%		

* In CalPERS's Annual Comprehensive Financial Report (ACFR), fixed income is included in global debt securities; liquidity is included in short-term investments; inflation assets are included in both global equity securities and global debt securities.

** An expected inflation of 2.00% used for this period.

*** An expected inflation of 2.92% used for this period. Figures are based on previous ALM of 2017.

NOTE 6 – PENSION PLAN (Continued)

Actuarial Methods and Assumptions Used to Determine Total Pension Liability (Continued)

Discount Rate

The discount rate used to measure the total pension liability for PERF C was 7.15%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan’s fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Changes in the Net Pension Liability

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability of the Plan as of June 30, 2021 measurement date, calculated using the discount rate in effect at year-end. The table shows what the net pension liability would be if it were calculated using a discount rate that is 1.0 percentage-point lower or 1.0 percentage-point higher than the current rate:

	6.15%	7.15%	8.15%
Net pension liability	\$ 892,343	\$ 452,403	\$ 88,712

NOTE 6 – PENSION PLAN (Continued)

Changes in the Net Pension Liability (Continued)

Pension Plan Fiduciary Net Position

Detailed information about each pension plan’s fiduciary net position is available in the separately issued CalPERS financial report.

Amortization of Deferred Outflows and Deferred Inflows of Resources

Under GASB 68, actuarial gains and losses related to changes in total pension liability and fiduciary net position are recognized in pension expense systematically over time.

The first amortized amounts are recognized in pension expense for the year the gain or loss occurs. The remaining amounts are categorized as deferred outflows and deferred inflows of resources related to pensions and are to be recognized in future pension expense.

The amortization period differs depending on the source of the gain or loss:

Difference between projected and actual earnings on pension plan investments	5 year straight-line amortization
All other amounts	3.8 year straight-line amortization

Pension Related Liabilities, Expense, and Deferred Outflows/Deferred Inflows of Resources

The Entity’s net pension liability for the Plan is measured as the proportionate share of the net pension liability. The net pension liability of the Plan is measured as of June 30, 2021, and the total pension liability for the Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2020 rolled forward to June 30, 2021 using standard update procedures. The Entity’s proportion of the net pension liability was based on a projection of the Entity’s long-term share of contributions to the pension plan relative to the projected contributions of all participating employers, actuarially determined. The Entity’s proportionate share of the net pension liability as of June 30, 2021 measurement date was 0.02383%. This represents an increase in the percentage of 0.00490 since the prior measurement date.

NOTE 6 – PENSION PLAN (Continued)

Pension Related Liabilities, Expense, and Deferred Outflows/Deferred Inflows of Resources (Continued)

For the year ended June 30, 2022, the Entity recognized pension expense of \$188,642. At June 30, 2022, the Entity deferred outflows and inflows of resources related to pensions as follows:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Governmental activities:		
Pension contributions subsequent to measurement date	\$ 149,684	\$ -
Difference between expected and actual experience	50,732	-
Difference between employer’s contributions and proportionate share of contributions	15,848	-
Net difference between projected and actual investment earnings	-	394,924
Change in employer’s proportion	10,792	-
	\$ 227,056	\$ 394,924
Total	\$ 227,056	\$ 394,924

The amounts above are net of outflows and inflows recognized in the pension expense for the year ended June 30, 2022. The \$149,684 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the fiscal year ended June 30, 2023.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in future pension expense as follows:

Year Ending June 30,	
2023	\$ (55,932)
2024	(67,658)
2025	(84,826)
2026	(109,137)
Total	\$ (317,553)

NOTE 7 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB)

General Information About the OPEB Plan

Plan Description

The Entity has established a Retiree Healthcare Plan and participates in the California Employer’s Retiree Benefit Trust (CERBT), an agent multiple-employer defined benefit postemployment healthcare plan administered by CalPERS. The CERBT is an Internal Revenue Code Section 115 trust and an investment vehicle that can be used by all California public employers to prefund future retiree healthcare and other postemployment benefits costs.

Benefits Provided

The OPEB Plan provides postemployment healthcare benefits through a third-party insurer to employees who retire from the Entity on or after age 50 and have at least 10 years of service. The Entity pays a portion of the retiree’s health premiums for eligible retirees range from 50% at 10 years of service up to 100% at 25 years of service. The Entity’s board of directors has the authority to establish and amend the benefit terms.

Employees Covered

As of the June 30, 2021 actuarial valuation, the following current and former employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefit payments	1
Active employees	15
	16
Total	16

Contributions

The Entity’s board of directors establishes and amends the contribution requirements for the OPEB Plan. The Entity pays a portion of retiree benefit expenses on a pay-as-you-go basis to third parties, outside of CERBT, and makes additional contributions to CERBT to prefund benefits as determined by the Entity’s board of directors annually. For the year ended June 30, 2022, the Entity’s contributed \$3,586 to the OPEB Plan, of which \$3,586 was used for current retiree healthcare premiums and \$0 was used to prefund benefits.

Net OPEB Liability

The Entity’s net OPEB liability (asset) was measured as of June 30, 2021 and the total OPEB liability used to calculate the net OPEB liability (asset) was determined by an actuarial valuation as June 30, 2021.

NOTE 7 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (Continued)

Net OPEB Liability (Continued)

Actuarial Assumptions

The total OPEB liability in the June 30, 2021 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Actuarial cost method	Entry age normal
Inflation	2.50%
Salary increases	2.75% per year
Investment rate of return	6.75% net of expenses
Healthcare cost trend rates	4.00% per year
Mortality rates	Based on the 2017 CalPERS mortality rates for Miscellaneous and Schools Employees experience studies.
Retirement rates	Based on the 2017 CalPERS retirement rates for miscellaneous employees experience studies.
Turnover rates	Based on the 2017 CalPERS turnover rates for miscellaneous employees experience studies.

The long-term expected rate of return on OPEB plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of OPEB plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation.

The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized as follows:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return
Equity	59%	7.545%
Fixed income	25%	4.250%
Real Estate Investment Trusts	8%	7.250%
Treasury Inflation-Protected Securities	5%	3.000%
Commodities	3%	7.545%
Total	100%	

NOTE 7 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (Continued)

Net OPEB Liability (Continued)

Rolling periods of time for all asset classes in combination were used to appropriately reflect correlation between asset classes. This means that the average returns for any asset class do not necessarily reflect the averages over time individually but reflect the return for the asset class for the portfolio average. Additionally, the historic 44-year real rates of return for each asset class along with the assumed long-term inflation assumption was used to set the discount rate. The investment return was offset by assumed investment expenses of 25 basis points.

Discount Rate

The discount rate used to measure the total OPEB liability was 6.75 percent. The projection of cash flows used to determine the discount rate assumed that the Entity contributions will be made at rates sufficient to fully fund the obligation over a period not to exceed 44 years. Based on those assumptions, the OPEB plan’s fiduciary net position was projected to be available to make all projected OPEB payments for current active and inactive employees. Therefore, the long-term expected rate of return on OPEB plan investments was applied to all periods of projected benefit payments to determine the total OPEB liability.

Changes in the Net OPEB Liability

	Increase (Decrease)		
	Total OPEB Liability	Plan Fiduciary Net Position	Net OPEB Liability/(Asset)
Balance, beginning of year	\$ 307,263	\$ 407,805	\$ (100,542)
Changes during the year:			
Service costs	6,488	-	6,488
Interest	21,537	112,112	(90,575)
Changes in assumptions	(3,415)	-	(3,415)
Administrative expense	-	(154)	154
Benefit payments	(3,618)	(3,618)	-
Experience (gains)/losses	(73,175)	-	(73,175)
Net Change	(52,183)	108,340	(160,523)
Balance, end of year	<u>\$ 255,080</u>	<u>\$ 516,145</u>	<u>\$ (261,065)</u>

NOTE 7 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (Continued)Changes in the Net OPEB Liability (Continued)*Sensitivity of the Net OPEB Liability to Changes in the Discount Rate*

The following presents the net OPEB liability of the Entity, as well as what the Entity's net OPEB liability would be if it was calculated using a discount rate that is 1 percentage-point lower or 1 percentage-point higher than the current discount rate:

	5.75%	6.75%	7.75%
Net OPEB liability/(asset)	\$ (218,880)	\$ (261,065)	\$ (294,782)

Sensitivity of the Net OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following presents the net OPEB liability of the Entity, as well as what the Entity's net OPEB liability would be if it were calculated using healthcare cost trend rates that are 1 percentage-point lower or 1 percentage-point higher than the current healthcare cost trend rates:

	3.00%	4.00%	5.00%
Net OPEB liability/(asset)	\$ (302,638)	\$ (261,065)	\$ (206,773)

OPEB Plan Fiduciary Net Position

Detailed information about the OPEB plan's fiduciary net position is available in CalPERS' CERBT Schedule of Changes in Fiduciary Net Position by Employer which can be found online at <https://www.calpers.ca.gov/page/forms-publications>.

OPEB Expense and Deferred Outflows and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2022, the Entity recognized OPEB Plan expense of \$26,508. At June 30, 2022, the Entity had a deferred outflow of resources and deferred inflows of resources related to OPEB as follows:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Governmental activities:		
Difference between expected and actual experience	\$ 10,932	\$ 250,505
Changes in assumptions	-	3,272
Net difference between projected and actual investment earnings	9,661	67,159
Total	\$ 20,593	\$ 320,936

NOTE 7 – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (OPEB) (Continued)

OPEB Expense and Deferred Outflows and Deferred Inflows of Resources Related to OPEB (Continued)

The amounts above are net of outflows and inflows recognized in OPEB expense for the year ended June 30, 2022.

Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in future pension expense as follows:

Year Ending June 30,	
2022	\$ (26,272)
2023	(26,074)
2024	(26,808)
2025	(29,536)
2026	(12,798)
Thereafter	<u>(178,855)</u>
Total	<u>\$ (300,343)</u>

NOTE 8 – LEASE ASSIGNMENT

The Entity assigned its rights under a lease agreement to a third-party for a lease under which a small portion of the Entity’s land is utilized by a lessor for a communications antenna facility. The Entity received a lumpsum in exchange for the lease assignment and the third-party will collect future rent payments made by the lessor in accordance with the original lease. The lease assignment agreement commenced in December of 2019 and has a twenty-five-year term. The lumpsum has been recorded as a deferred inflow of resources and will be recognized as revenue on a straight-line basis over the term of the lease assignment agreement. Future revenue recognition under this agreement will be as follows:

Year Ending June 30,		
2023	\$	12,669
2024		12,669
2025		12,669
2026		12,669
2027		12,669
Thereafter		<u>209,046</u>
Total	\$	<u>272,391</u>

NOTE 9 – JOINT VENTURES

The Entity participates in a joint venture under a joint powers agreement (JPA) with the California Association for Park and Recreation Indemnity (CAPRI). The relationship between the Entity and the JPA is such that the JPA is not a component unit of the Entity for financial reporting purposes. Audited financial statements are available by contacting CAPRI at 1075 Creekside Ridge Drive, Suite 240, Roseville, California 956278.

CAPRI provides insurance coverages, risk management, safety and loss prevention services to its many member districts through a risk-sharing pool. CAPRI is governed by a 7 member board of directors comprised primarily of representatives of the member districts. The board controls the operations of the JPA, including selection of management and approval of operating budgets, independent of any influence by the member districts beyond their representation on the board.

NOTE 9 – JOINT VENTURES (Continued)

Condensed audited financial information for CAPRI for the year ended June 30, 2022 is as follows:

Total assets	\$ 27,868,966
Total deferred outflows of resources	<u>152,337</u>
Total assets and deferred outflows of resources	<u>\$ 28,021,303</u>
Total liabilities	\$ 19,347,062
Total deferred inflows of resources	433,498
Total net position	<u>8,240,743</u>
Total liabilities, deferred inflows, and net position	<u>\$ 28,021,303</u>
Total operating revenues	\$ 12,656,797
Total operating expenses	(10,857,208)
Total nonoperating income (loss)	<u>(1,005,080)</u>
Total change in net position	<u>\$ 794,509</u>

NOTE 10 – INTERFUND ACTIVITY AND BALANCES

The interfund due to and due from balances of \$191,170 are the result of a loan from the special revenue fund to general fund for the general fund to acquire capital assets. Interfund transfers for the year ended June 30, 2022, are as follows:

Fund Financial Statements – Transfers:	<u>In</u>	<u>Out</u>
General fund – transfer of land from special revenue fund	\$ 7,835,000	\$ -
Special revenue fund – transfer of land to general fund	<u>-</u>	<u>7,835,000</u>
	<u>\$ 7,835,000</u>	<u>\$ 7,835,000</u>

NOTE 11 – DEFERRED COMPENSATION

For the benefit of its employees, the Entity has adopted a deferred compensation plan in accordance with Section 457 of the Internal Revenue Code. Generally, eligible employees may defer receipt of a portion of their salary until termination, retirement, death, or unforeseeable emergency. Until the funds are paid or otherwise made available to the employee, the employee is not obligated to report the deferred salary for income tax purposes.

The Entity does not make any employer contributions to the plan. Amounts deferred by employees are transferred by the Entity each pay period to a third-party administrator who coordinates the investment of such proceeds in a variety of investment vehicles in accordance with the instructions of each participant. Accordingly, neither the assets nor the related liability of the plan are included in the accompanying basic financial statements. The Entity is not liable to its employees for any losses that may be incurred in connection with their participation in the plans.

NOTE 12 – SUBSEQUENT EVENTS

In January 2023, the Entity entered into a finance lease agreement for the acquisition of communications equipment of approximately \$45,000. The finance lease has a term of 5 years and requires annual payments of approximately \$9,000.

In February 2023, the General Fund received an interfund transfer from the Special Revenue Fund of 2 acres of land, valued at \$490,000.

In preparation of these financial statements, the Entity considered subsequent events through Month XX, 2023, which is the date these financial statements were issued.

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REQUIRED SUPPLEMENTARY INFORMATION – UNAUDITED

DRAFT

**Schedule of Pension Plan Contributions
Last 10 Years***

Fiscal Year	Contractually Required Contributions	Contributions in Relation to the Actuarially Determined Contributions	Contribution Deficiency/ (Excess)	Covered Payroll	Contributions as a % of Covered Payroll
2022	\$ 149,684	\$ (149,684)	\$ -	\$ 819,904	18.26%
2021	125,301	(125,301)	-	643,928	19.46%
2020	112,782	(112,782)	-	651,836	17.30%
2019	106,605	(106,605)	-	646,139	16.50%
2018	88,096	(88,096)	-	532,139	16.55%
2017	84,684	(84,684)	-	585,148	14.47%
2016	48,798	(48,798)	-	466,221	10.47%
2015	42,396	(42,396)	-	426,566	9.93%

* Fiscal year 2015 was the first year of implementation, therefore, not all 10 years of information is available.

**Schedule of the Entity's Proportionate Share of the Net Pension Liability
Last 10 Years***

Fiscal Year	Proportion of the Net Pension Liability	Proportionate Share of Net Pension Liability	Covered Payroll	Proportionate Share of the Net Pension Liability as a % of Payroll	Plan Fiduciary Net Position as a % of the Total Pension Liability
2022	0.02383%	\$ 452,404	\$ 819,904	55.18%	72.98%
2021	0.01893%	798,465	643,928	124.00%	73.41%
2020	0.01847%	739,662	651,836	113.47%	73.93%
2019	0.01813%	683,427	646,139	105.77%	76.23%
2018	0.01788%	704,934	532,139	132.47%	75.88%
2017	0.01764%	612,637	585,148	104.70%	76.29%
2016	0.01670%	458,128	466,221	98.26%	81.57%
2015	Not available	313,776	426,566	73.56%	Not available

* Fiscal year 2015 was the first year of implementation, therefore, not all 10 years of information is available.

Notes to the Pension Schedules

Benefit Changes

None

Changes in Assumptions

Amounts reported in fiscal year 2018 reflect a change in the discount rate from 7.65% to 7.15%. Deferred outflows of resources for changes of assumptions includes the unamortized portion of this assumption change. Amounts reported in fiscal year 2019 reflect a change in the inflation rate from 2.75% to 2.50%.

Schedule of Changes in the Entity's Net OPEB Liability and Related Ratios
Last 10 Years*

	OPEB Liability/(Asset) – June 30				
	2022	2021	2020	2019	2018
Balance, beginning of year	\$ (100,542)	\$ (108,432)	\$ 128,239	\$ 160,735	\$ 174,642
Changes during the year:					
Service costs	6,488	6,314	7,484	7,284	7,089
Interest	(90,575)	20,050	32,309	30,021	27,858
Changes in assumption	(3,415)	-	-	-	-
Employer contributions	-	(16,845)	(43,567)	(48,677)	(25,557)
Actual investment income	-	-	-	(21,365)	(23,494)
Expected investment income	-	(27,578)	(25,694)	-	-
Administrative expense	154	193	72	241	197
Experience (gains)/losses	(73,175)	12,102	(210,952)	-	-
Investment (gains)/losses	-	13,654	3,677	-	-
Balance, end of year	<u>\$ (261,065)</u>	<u>\$ (100,542)</u>	<u>\$ (108,432)</u>	<u>\$ 128,239</u>	<u>\$ 160,735</u>
Covered employee payroll	\$ 819,904	\$ 643,928	\$ 651,836	\$ 646,139	\$ 532,139
OPEB liability/(asset) as a % of covered payroll	(31.84)%	(15.61)%	(16.63)%	19.85%	30.21%

* Fiscal year 2018 was the first year of implementation, therefore, not all 10 years of information is available.

Notes to the OPEB Schedule

Benefit Changes

None

Changes in Assumptions

Amounts reported in fiscal year 2022 reflect a change in the discount rate from 7.00% to 6.75% and a change in the inflation rate from 2.75% to 2.50%. Deferred outflows of resources and deferred inflows of resources for changes of assumptions includes the unamortized portion of these assumption changes.

DRAFT 10-11-23
FOR REVIEW PURPOSES ONLY
NOT FOR DISTRIBUTION
SUBJECT TO CHANGE

OTHER INFORMATION – UNAUDITED

DRAFT

Officers, Directors, and Senior Management

As of June 30, 2022, the officers, directors, and senior management of the Entity were as follows:

	<u>Term Expires</u>
Dan Hughes, Chairman	November 2024
John Flores, Treasurer	November 2024
Chris Diercks, Vice Chairman/Secretary	November 2022
Armando De La Cruz, Director	November 2022
Denise Ward, Director	November 2024
Duane Burk, General Manager	N/A

Insurance Coverage

The Entity’s insurance provider is the California Association for Park and Recreation Indemnity (CAPRI). Coverage carried by the Entity includes bodily injury, personal injury, advertising injury, property damage, and public official and employee liability which may occur anywhere in the world. The insurance provides coverage up to \$1,000,000 per occurrence for the following:

Property Damage – The deductible for general property damage is \$2,000 per occurrence. For earthquake damage the deductible is \$50,000 per occurrence. For flood damage the deductible is \$50,000 per occurrence.

Employment Practices, Bodily Injury, and Personal Injury – These items are subject to a \$20,000 deductible. The deductible is reduced to \$5,000 if the Entity follows guidelines set by CAPRI, such as consulting with the Entity’s general counsel.

Crime – The deductible for forgery, theft of money, robbery, computer fraud, funds transfer fraud, and counterfeit money is \$5,000 per occurrence.

Public Officials Errors and Omissions and Employee Theft – There are no deductibles for claims of these types.

The Entity has a worker’s compensation policy with employer liability coverage per occurrence that meets the statutory requirements and covers all employees.



BEAUMONT-CHERRY VALLEY
RECREATION & PARK DISTRICT

Staff Report

Agenda Item No. **3.10**

To: Board of Directors
From: Nancy Law, Executive Assistant
Via: Duane Burk, General Manager
Date: November 8th, 2023
Subject: Approval of Procurement Policy Resolution

Background and Analysis:

In 2001 Article 53.5 Recreation and Park Districts [20819 – 20815.5] was added by Stats. 2001, Ch. 15, Sec. 2.) the provisions of this article shall apply to contracts by recreation and park districts as provided in the Recreation and Park District law, Chapter 4 (commencing with section 5780) of division 5 of Public Resources Code.

On January 31st, 2007 the Board of Directors approved Resolution 2007-18 approving and adopting a Bidding Policy for Public Works Projects that the District General Manager has authority to award contracts for new construction estimated to cost less than twenty-five thousand dollars (\$25,000.00).

Staff is recommending raising the Districts General Manager authority to award contract to less than forty thousand dollars (\$40,000.00).

Recommendations:

Staff recommends that the Board review, comment and approve Resolution 2023-03.

Fiscal Impact:

There is no fiscal impact to the District.

Respectfully Submitted,


Nancy Law
Executive Assistant



RESOLUTION NO. 2023-03

**A RESOLUTION OF THE BAORD OF DIRECTORS OF THE
BEAUMONT-CHERRY VALLEY RECREATION AND PARK DISTRICT
APPROVING AND ADOPTING A PROCURMENT POLICY FOR
PROJECTS.**

WHEREAS, the Beaumont-Cherry Valley Recreation and Park District (“District”) is authorized to construct recreation facilities in accordance with the bidding requirements of *Public Contract Code section 20815 et seq.*; and

WHEREAS, the Board of Directors (“Board”) acknowledges that all contract for new construction estimated to cost in excess of forty thousand dollars (\$40,000.00) are required to be let to the lowest responsible bidder after competitive bidding; and

WHEREAS, while the Board desires to maintain its control over the awarding of these construction contracts, the Board sees that it is in the best interests of the District to authorize the District’s General Manager to award construction contracts estimated to cost less than forty thousand dollars (\$40,000.00); and

WHEREAS, THE Board also desires to approve a bidding policy for the purpose of providing guidelines for the awarding of its construction contracts.

NOW, THEREFORE, the Board of Directors of the Beaumont-Cherry Valley Recreation and Park District does hereby resolve as follows:

Section 1. the Board does hereby approve and adopt the proposed District Procurement Policy, a copy of which is attached here to and by reference made a part hereof.

Section 2. This Resolution shall be effective immediately after this adoption by the Board.

PASSED AND ADOPTED at a Meeting of the Board of Directors of the Beaumont-Cherry Valley Recreation and Park District held on this 8th day of November 2023.

ATTEST:

Chairman
Beaumont-Cherry Valley Recreation and Park District

Clerk of the Board
Beaumont-Cherry Valley Recreation and Park District



Beaumont-Cherry Valley Recreation and Park District

Policy and Procedures

Policy Section: Operations – 7000

Policy #: 7000-30

Policy Title: Procurement Policy

Purpose

In compliance with the bidding requirements, The District is committed to fair and competitive bidding for all construction. This District provides policy and guidelines for Procurement of projects and other capital improvements.

Policy

Contracts for the construction of District projects and other capital improvements (“Projects”) shall be awarded as required by law and in a manner most beneficial to the District.

- Contracts for projects valued in excess of forty thousand dollars (\$40,000.00) shall be approved by the Board of Directors subject to formal competitive bidding procedures.
- Contracts for projects valued at less than forty thousand dollars (\$40,000.00) shall be approved by the General Manager or his or her designee (“General Manager”) subject to the informal competitive bidding procedures set forth herein. Specifically, the General Manager shall obtain at least three written price quotes and the award of the contract shall be made to the lowest responsible bidder. The General Manager shall not be compelled to follow these informal competitive bidding procedures, when the General Manager determines that such bidding is not viable.
- Regardless of their value, Contracts for projects funded with the proceeds of the sale of bonds, with limited assessment funds, or projects financed pursuant to federal or state law requiring formal competitive bidding, shall be let by the formal competitive bidding procedures.
- Under no circumstances shall the District split orders or otherwise alter the bidding process so as to circumvent the requirements contained in this Policy.
- This Policy shall not apply to the awarding of professional services contracts or the purchase of supplies and equipment.



Staff Report

Agenda Item No. **3.11**

To: Board of Directors

From: Deidre Chatigny, Human Resources Administrator

Via: Mickey Valdivia, Assistant General Manager

Date: November 8, 2023

Subject: Authorization for Submittal of Grease Trap/Interceptor Program Application

Background and Analysis:

The City of Beaumont, in an effort to minimize and/or eliminate the discharge of fats, oils, and grease (FOG), and other solids from the City sewer system, has implemented an FOG Control Program for Food Service Establishments within the designated area. The purpose of the program is to aid FSEs in Beaumont and will preserve groundwater quality, reduce spills, lower environmental impacts, and lower sewer rates.

The City of Beaumont through an application process will make Grant funding available to eligible commercial property and/or business owners who meet the requirements of the Program. The maximum program amount per applicant is \$15,000.00, applicants will be required to contribute a 1:1 match amount towards the approved improvements. The anticipated costs are over \$30,000.00 and we will explore alternative funding options.

Staff is requesting approval to submit an application to the City of Beaumont for the Beaumont Youth Baseball Snack Bar. The installation is necessary if the BYB Snack Bar continues to serve food that produces FOGs. Although the Snack Bar is outside of the designated program area, the District may be a candidate for an exemption based on the facility's purpose and benefactors. Upon inspection from the City's Environmental Compliance Program Specialist, Jack Huntsman on 09/28/23, the Snack Bar was labeled a Category 1 FOG Discharger.

Per Beaumont Municipal Code 13.09.130, a Category 1 FOG Discharger shall install a Grease Interceptor within 9 months of notification. BCVRPD is required to submit plans to the City within 90 days of notification (January 3rd, 2024) and is required to complete the grease interceptor installation within 180 days of plan approval (July 1st, 2024).

Recommendations:

Staff recommends that the Board approve the submission of the Grease Interceptor Program Application to the City of Beaumont for the BYB Snack Bar.

Fiscal Impact:

There will be no impact to the general fund, as the application will be completed on staff time.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Deidre Chatigny', written in a cursive style.

Deidre Chatigny

Human Resources Administrator

2023



GREASE TRAP/ INTERCEPTOR PROGRAM

RECEIVE A
REIMBURSEMENT OF
UP TO

\$15,000

WHAT IT IS

The Purpose of the program is to provide financial assistance to restaurant businesses open and in operation, in the downtown area as of September 1, 2021, which have been determined to require installation of a grease trap/interceptor or modification of an existing grease trap/interceptor in order to comply with the City's Industrial Waste Discharge requirements.

- Max reimbursement of \$15,000
- Applicant will be required to contribute a 1:1 leverage of private or personal funds towards approved improvements.
- Applicant must obtain plan approval and any applicable Planning and Building Permits from the City of Beaumont and will comply with all city policies and ordinances including business permit requirements.
- Applicant must comply with California Labor Code Prevailing Wage Requirements for the improvements under this program as outlined by the Program Guidelines.

Economic Development Manager

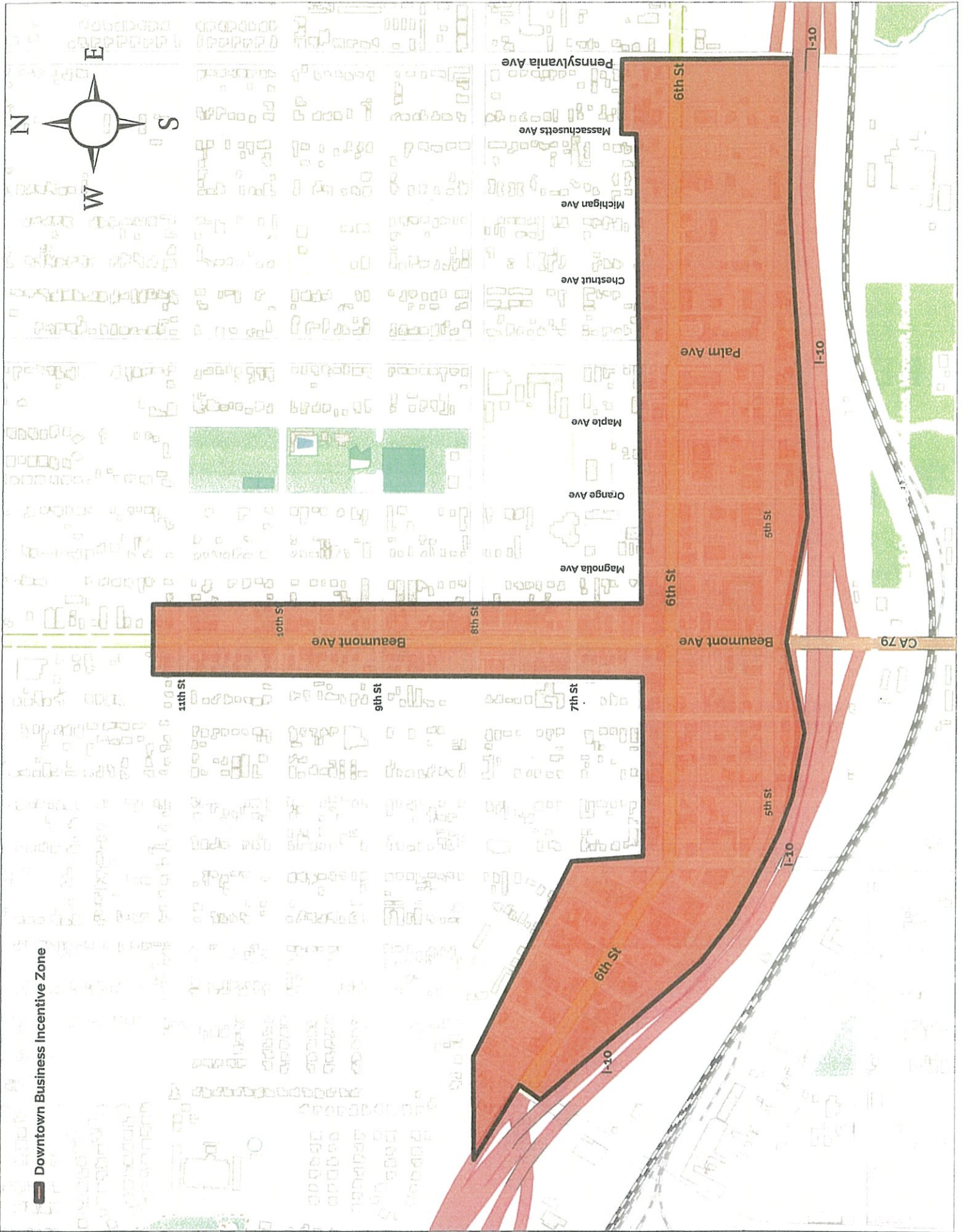
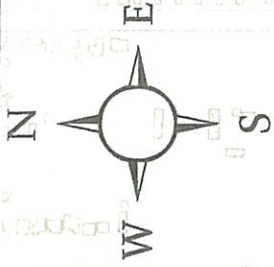
Kyle Warsinski

550 E 6TH STREET, BEAUMONT, CA 92223

PHONE (951) 769-8527

BEAUMONTCA.GOV

Econdev@beaumontca.gov



 Downtown Business Incentive Zone

11th St

10th St

9th St

8th St

7th St

6th St

5th St

5th St

Palm Ave

Magnolia Ave

Orange Ave

Maple Ave

Chestnut Ave

Michigan Ave

Massachusetts Ave

Pennsylvania Ave

6th St

CA 79

I-10

I-10

I-10

I-10

6th St

CITY OF BEAUMONT
ECONOMIC DEVELOPMENT DEPARTMENT
550 EAST 6th STREET
BEAUMONT, CALIFORNIA 92223
(951) 769-8527

Downtown Restaurant Grease Trap/Interceptor Incentive Program

PROGRAM GUIDELINES

SECTION I- OVERVIEW OF PROGRAM

A. Purpose, Goal and Objective of Program-

The City of Beaumont, in its continuing effort to support the revitalization of the Downtown Area, has created a Downtown Restaurant Grease Trap/Interceptor Incentive Program ("Program") for all property owners within the designated Program area as defined in Section II.A of these guidelines. The purpose of the Program is to provide financial assistance to restaurant businesses open and in operation as of September 1, 2021 which have been determined to require installation of a grease trap/interceptor or modification of an existing grease trap/interceptor in order to comply with the City's Industrial Waste Discharge requirements.

The goals of the Program are to aid in business retention and expansion efforts for existing downtown Beaumont restaurants which were required to install new facilities as a result of the City's Statewide Waste Discharge Requirements Order for Sanitary Sewer Systems. Discharge compliance from all restaurants and other industrial users within the city is necessary for the City's adherence to the aforementioned state order, which results in groundwater quality preservation, reduced spills, lower environmental impacts, and lower sewer rates. Retention and or encouraging expansion of these restaurants within the downtown area of Beaumont stimulates private investment and customer patronage; preserves and beautifies the Downtown Area; generates shopping and dining opportunities, generates sales tax revenues and enhances property values.

B. Source of Funds-

The Program is being funded by the City of Beaumont General Fund budget allocation for Fiscal Year 2022-23. Once the allocation is reserved for applicants further funding may not be available and the Program will be closed to further applicants. The City Council may extend the Program and increase funding in its discretion but has no obligation to do so.

C. Financial Assistance-

Grant funds shall be available to eligible commercial property and/or business owners who meet the requirements of the Program (restaurants owners or landowners with existing restaurant tenants.) The maximum Program grant amount per applicant is \$15,000. The applicant will be required to contribute a 1:1 leverage of private or personal funds towards the approved improvements of the building. For example, if the grant amount requested is \$10,000, the applicant will need to provide \$10,000 of improvements within the approved scope of work for a project totaling \$20,000.

SECTION II- PROGRAM REQUIREMENTS

- Location-** Only commercial properties located within the Downtown Incentive Area Program Boundary area are eligible to apply. [CLICK HERE](#) for the map showing the program boundary or access it via the City website beaumontca.gov/downtown.
- A. Permits-** Property owner must obtain plan approval and any applicable Planning, Wastewater and Building permits from the City and the Applicant and property owner must comply with all city policies and ordinances including business permit requirements. All work performed under the provisions of this Program shall meet all applicable standards contained in the City's adopted zoning ordinance, and local building and safety codes. The City's General Requirements can be viewed on the City's website at: <https://www.Beaumontca.gov/>.
- B. New Installations-** The scope of work must be approved by City of Beaumont's Design Review Committee, Building Department, and Wastewater Department. Proposed work must be consistent with the building code requirements and shall be determined to achieve compliance with Beaumont Municipal Code Chapter 13.09 and installed per approved plan. Only the costs of equipment and installation are to be funded under this Program. Plans, permits and other soft costs are no subject to funding under this Program. No work, that is seeking funding under this Program shall be conducted prior to the written approval of the scope of work by the City.
- C. Installations since Sept. 2021-** Eligible businesses under this Program, which have applied for a building permit, were granted a permit, have complied with the requirements in Section II.C and have received or are working to receive a final inspection approval, may apply for a reimbursement under this Program, once they have passed final inspection. Work shall be consistent with the building code requirements and shall be determined to achieve compliance with the restaurants industrial waste permit if installed per approved plan. No work, that is seeking funding under this Program shall have been conducted prior to September 1, 2021.
- D. Ownership-** The applicant(s) must be either the current property owner(s) or business owner(s) (tenant) of the property to be rehabilitated in order to be eligible for the Program. Business owners must obtain and submit to City written consent from current property owner in order to apply for the Program.
- E. Program Eligible Improvements-** The Program requirements require a 1:1 leverage of grant funds with private or personal funds from the applicant. Eligible building improvements are limited to sewer discharge compliance improvements. Such improvements may include, but are not limited to:
- Grease Trap Device;
 - Grease Interceptor Device; and

- Associated installation costs of above items.

SECTION III- PROGRAM PROCEDURES

A. Applicant Intake and Eligibility Determination-

- a. **Application-** Applications are available at City Hall or online at www.Beaumontca.gov. Each application must be completed in its entirety, signed and submitted with all required documents as listed on the Application and this Program, and signed proof of ownership or lease agreement with written consent of the owner. Applications will be reviewed in the order in which they are received. The City will maintain a waiting list for all prospective participants.
- b. **Verification and Eligibility Determination-** The City shall verify all information as necessary. Applicants will be notified in writing regarding eligibility status.
- c. **Approval and Notifications-** Once the application and scope of work have been verified as eligible, the City and the applicant will enter into a Program Agreement in the form provided by the City that contains the terms and conditions required by the City in its discretion and the Program. After execution of the Program Agreement, the City will issue a Notice to Proceed with work. **No work should be initiated, contracted for, or performed until after the Notice to Proceed has been issued.** The City shall not approve reimbursement for work completed prior to the issuance of the Notice to Proceed except as otherwise provided in Section II.D.
- d. **Approval for existing-** Applicants which have installed or are in the process of installation shall be required to obtain a building permit for the work and pass a final inspection before they can submit a reimbursement request. The Reimbursement request shall include all contractor bids obtained prior to work start, summary of expenses and proof of payment.
- e. **Reservation of Funds-** After the applicant has been approved for the Program, a reservation of funds letter will be issued for the grant amount approved. This letter will reserve the approved grant amount for 90 days. If the applicant has not submitted all required items for reimbursement within the 90 days, the reservation of funds may be cancelled. If unforeseen conditions are delaying the project, the applicant should contact the City immediately to discuss options to preserve the reservation of Program funds prior to the expiration of the 90 days. One additional extension of time up to 90 days may be granted based upon a demonstrated hardship and good cause.

B. Procurement and Contractor Selection

- a. **Leverage-Funded Improvements Procurement-** The applicant is required to obtain multiple proposals for the leverage-funded improvements. At least three proposals

for each item approved within the Program scope of work shall be submitted. If the applicant is unable to obtain three proposals, the applicant shall provide a summary of the efforts made to obtain the minimum number of required proposals. Supply and installation proposals from vendors qualified to perform the improvements approved within the Program scope of work shall be submitted for approval prior to execution of contracts with material suppliers. Proposals shall clearly state a cost for materials and a cost for installation.

- b. Leverage-Funded Improvements Selection-** The City will review the scope of work and contract proposal for the leverage-funded improvements pursuant to the scope of work approved during the feasibility determination. All leverage-funded improvements will be contracted for privately by the applicant and paid for from private funds. While the City is not involved with the contracting for the leverage-funded improvements, a best practice suggestion is that the applicant obtain a minimum of three bids for the leverage-funded improvements. The final amount of Program funds reimbursed will be based on the final amount of the leverage-funded improvements, but in no event shall be more than \$15,000 per Program Agreement. The City recommends the applicant select the lowest responsible bidder for the work to be performed for the approved scope of work. If the applicant desires to select a bid that is more expensive than the lowest bidder, the City will limit the funding amount to half of the lowest responsible equivalent bid in an amount not to exceed \$15,000.
- c. Prevailing Wage Requirements-** All improvements completed through the Grease Trap Program are “public work” as that term is used in Section 1720 of the California Labor Code. In accordance with Labor Code section 1720 et seq., prevailing wages shall be paid for all improvements under this Program. Use of volunteer labor is not allowed. All estimates and payments for construction and installation of improvements shall include prevailing wages, and shall otherwise comply with the provisions of Sections 1773.8, 1775, 1776, 1777.5, 1777.6 and 1813 of the California Labor Code and all other applicable laws and regulations with respect to prevailing wages. Participants in the Program are responsible for ensuring that the improvements are in compliance with the Prevailing Wage Law. Applicants shall diligently prosecute the improvements to completion. In making the improvements Applicant shall comply with all applicable laws, including prevailing wage laws (California Labor Code Sections 1720 et seq.) and shall defend, indemnify and hold City harmless from and against any and all claim, liabilities, losses, damages, costs and expenses arising from any failure by Applicant to cause the payment of prevailing wages or otherwise comply with the provisions of the California Labor Code and all applicable laws and regulations with respect to prevailing wages.
- d. Insurance and Licenses-** Applicant, at its sole cost and expense, commencing no later than the date Applicant is provided approval for funding shall procure, pay for

and thereafter keep in full force and effect the following types of insurance, in at least the amounts and in the forms specified below:

Commercial General Liability (CGL) with limits no less than One Million Dollars (\$1,000,000.00) per occurrence basis including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than Two Million Dollars (\$2,000,000) per occurrence.

A policy or policies of Workers' Compensation insurance in the amount required by the State of California.

The applicant is solely responsible for ensuring that the contractor has customary and reasonable insurance and required licenses. In addition, the applicant shall insure that the contractor obtains all necessary permits for both the Program-funded and leverage-funded improvements.

- e. "City" for the purposes of this paragraph means and include City, and its councilmembers, officers, agents and employees. To the fullest extent permitted by law, Applicants agree by accepting funding that City shall not be liable for any damage or liability of any kind or for any injury to or death of persons or damage to property of Applicant or any other person from any cause whatsoever related to the application, granting or use of the funding by Applicant and its employees and contractors. Applicant shall pay for, defend (with an attorney reasonably approved by City), indemnify, and save City harmless against and from any real or alleged damage or injury and from all claims, judgments, liabilities, losses, costs and expenses, including reasonable attorneys' fees and costs, caused by Applicant's negligent acts or omissions related to application, granting or use of the funding granted by City. The obligations to indemnify set forth in this Article shall include all reasonable attorneys' fees, litigation costs, investigation costs and court costs and all other costs, expenses and liabilities incurred by the indemnified party from the first notice that any claim or demand is to be made or may be made. All obligations under this Article shall survive the expiration or termination of the Program.

C. Award and Reimbursement

- a. **Notification-** Once the applicant has submitted all required procurement documents for both the Program-funded and leverage-funded improvements, the City will issue a final Notice to Proceed. No reimbursement shall be issued for work completed or contracted for prior to the issuance of the Notice to Proceed except as otherwise provided in Section II.D.

- b. **Inspection of Completed Work-** After the applicant notifies the City that all work has been completed an inspection of the work will be conducted. This inspection shall include a review of the permits issued and inspections of permitted work.
- c. **Reimbursement-** Based upon the results of the inspection, the City will issue reimbursement from Program funds to the applicant for the completion of the improvements. In order for reimbursement to be processed, receipts evidencing payment in full and unconditional mechanic's lien releases on all vendor contracts for the Program-funded work and construction contracts for all leverage-funded improvements shall be provided.

D. Applicant Responsibilities

- a. **Property Maintenance-** The applicant is responsible for property maintenance and safety during the construction and material installation. The property owner/business owner is responsible for ongoing maintenance of the installed device for as long as the business remains in operation.

Section IV- AMENDMENTS

Amendments to these guidelines may be made from time to time by the City Council. Authority shall be granted to the City Manager or his/her designee to grant non-substantive minor waivers or non-substantive minor amendments to these guidelines, with the exception of state, federal or local laws, guidelines and regulations.



Grease Trap/Interceptor Program

Application Form

DATE OF REGISTRATION

____ / ____ / ____

APPLICANT INFORMATION

Full Name :

Applicant
Address :

City, State, Zip :

Email :

Phone
Number :

Applicant's Interest in Property :

Own

Rent

Other :

Name of Business :

PROPERTY OWNER INFORMATION

Full Name :

Property Owner
Address :

City, State, Zip :

Email :

Phone
Number :

PROPERTY INFORMATION

Property Address or location :

Assessor's Parcel Number :

Total Site Acreage :

Building Square Footage :

Proposed or Current Use :



Grease Trap/Interceptor Program

Application Form

COST AND REIMBURSEMENT

Estimated Cost of Project :

Requested Reimbursement amount :

NOTIFICATIONS

- Electronic submittal of applications is allowed.
- Appointments are required for in-person submittal. Contact the Economic Development Department at (951) 769-8527 for scheduling.
- Acceptance of the application at the counter does not represent a complete application or guarantee funding.

ACKNOWLEDGEMENTS

I hereby acknowledge that I must comply with California Labor Code Prevailing Wage Requirements for the improvements under this program as outlined by the Program Guidelines.

I hereby acknowledge that I will obtain plan approval and any applicable Planning and Building Permits from the City of Beaumont and will comply with all city policies and ordinances including business permit requirements.

I hereby acknowledge that I will obtain Commercial General Liability Insurance and a policy of Worker's Compensation Insurance as outlined by the Program Guidelines.



Grease Trap/Interceptor Program

Application Form

ATTACHMENTS

I hereby acknowledge that a detailed scope of work is required and will be provided with this application in order to be considered for the program.

AUTHORIZATIONS

Print Applicant Name :

Applicant Signature :

Date :

Print Property Owner Name :

Property Owner Signature :

Date :



CITY OF BEAUMONT

550 E. 6th Street, Beaumont, CA 92223
Phone (951) 769-8520 Fax (951) 769-8526
BeaumontCa.gov

10/5/2023

Beaumont / Cherry Valley
Recreation & Park District
390 W Oak Valley Parkway
Beaumont CA, 92223



JACK HUNTSMAN
Environmental Compliance Program Specialist
☎ (951) 769-8520 ext. 349
☎ (909) 253-5030
✉ jhuntsman@beaumontca.gov
🌐 beaumontca.gov

RE: GREASE INTERCEPTOR INSTALLATION

Duane Burk / Mickey Valdivia

Per Beaumont Municipal Code 13.09.030, the discharge of fats, oils, and grease (FOG) and other solids in concentrations from Food Service Establishments (FSE) to the City sewer system that may adversely affect the normal function of this system or result in sewer line blockages is prohibited.

To minimize and/or eliminate the discharge of FOG into the sewer system, the City is mandated to implement a FOG Control Program. Within this program, the City has implemented a **FOG Discharge Risk Scoring System** as a guidance for determining the risk of FOG discharge into the sewer system from each Food Service Establishment.

Objective criteria such as cooking equipment, plumbing fixtures, number of seats, and location to sewer hot spots are used to determine the FSE's score. Once the score has been determined, the FSE is then categorized into one of four categories (see attached scoresheet). The requirement for the installation of a grease removal device (GRD) will be based on the category that the FSE falls within.

On 9/28/2023, a FOG Discharge Risk Assessment inspection was conducted at the **Beaumont / Cherry Valley Recreation & Park District Snack Bar** located at 390 W Oak Valley Parkway, Beaumont. As a result of this inspection, it was determined that this FSE was identified as a Category 1 FOG Discharger.

Per Beaumont Municipal Code 13.09.130, a Category 1 FOG Discharger shall install a Grease Interceptor within 9 months of notification. **Beaumont / Cherry Valley Recreation & Park District** is required to submit plans to the City Building Department within 90 days of notification and is required to complete the grease interceptor installation within 180 days of plan approval.



CITY OF BEAUMONT
550 E. 6th Street, Beaumont, CA 92223
Phone (951) 769-8520 Fax (951) 769-8526
BeaumontCa.gov

NO LATER THAN January 3rd, 2024 – SUBMIT PLANS FOR GREASE INTERCEPTOR / OBTAIN BUILDING PERMIT

NO LATER THAN July 1st, 2024 – INSTALL GREASE INTERCEPTOR AND FINAL BUILDING PERMIT

Although City staff are always available to assist in the plan check and permit process, it is your responsibility to retain the consultants and contractors needed to comply with the requirements of this letter.

We appreciate and thank you for your serious attention to this important matter. A copy of the **FOG Discharge Risk Scoring System** is included for your reference along with a City sponsored assistance program which, if approved, may help.

Please contact me at EnvironmentalCompliance@beaumontca.gov with any questions.

Sincerely,

Jack Huntsman
City of Beaumont
Environmental Compliance Program Specialist
Department of Wastewater



Kitchen Equipment Inventory

Equipment Type	Quantity	Score
Warm Only Equipment		
<input checked="" type="checkbox"/> Microwave	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 1 = 1
<input type="checkbox"/> Toaster	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 1 =
<input type="checkbox"/> Toaster Oven	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 1 =
<input checked="" type="checkbox"/> Warming Oven / Device	<input type="checkbox"/> 1 <input checked="" type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 1 = 2
Low-Risk Cooking Equipment		
<input type="checkbox"/> Bread Oven	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 1 =
<input type="checkbox"/> Combi-Oven (Convection/Steam)	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 2 =
<input type="checkbox"/> Pizza Oven	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 2 =
<input type="checkbox"/> Steamer	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 1 =
Moderate-Risk Cooking Equipment		
<input checked="" type="checkbox"/> Stove (Range)	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 4 = 4
<input checked="" type="checkbox"/> Oven/Range	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 4 = 4
High-Risk Cooking Equipment		
<input type="checkbox"/> Char-broiler (w/o grease burner)	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 8 =
<input checked="" type="checkbox"/> Deep Fryer	<input checked="" type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 8 = 8
<input type="checkbox"/> Griddle	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 8 =
<input type="checkbox"/> Grill	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 8 =
<input type="checkbox"/> Kettle	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 8 =
<input type="checkbox"/> Rotisserie	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 8 =
<input type="checkbox"/> Smoker	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 8 =
<input type="checkbox"/> Tilt Skillet	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 8 =
<input type="checkbox"/> Wok	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 8 =
<input type="checkbox"/> Other _____	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4	QTY X 8 =
Other Factors		
<input checked="" type="checkbox"/> Single Service Kitchen ¹		= 0
<input type="checkbox"/> Full-Service Kitchen		= 4
<input type="checkbox"/> Upstream of Hotspot		= 8
<input type="checkbox"/> Seating > 100	# of seats __0__	= 8
Total Score		19

¹ Single service kitchen: meals served as take-out or on disposable plates/utensils only

FSE Categorization

Total Score < 6 = Category 4 FSE
 Total Score = 6-15 = Category 3 FSE
 Total Score > 15 = Category 1 and 2 FSE



A facility is likely to be a Category 4 discharger if:

- They are a single use kitchen, they are not immediately upstream of a hotspot location, and their cooking equipment is limited to Warm Only and/or a couple pieces of Low-Risk equipment.

A facility is likely to be a Category 3 discharger if:

- They are a single use kitchen, and their cooking equipment is limited to a couple pieces of Moderate equipment and/or a single piece of High-Risk equipment; or
- They are a full-service kitchen, and their cooking equipment is limited to a couple pieces of Low and/or Moderate Risk equipment.

A facility is likely to be a Category 2 discharger if:

- They are a large facility (>100) with High-Risk equipment; or
- They are full-service kitchen with High-Risk equipment; or
- They are a single service kitchen with several pieces of Moderate and/or High-Risk cooking equipment.
- A facility is Category 2 if they have already installed some sort of grease interceptor.

A facility is likely to be a Category 1 discharger if:

- They are a large facility (>100) with High-Risk equipment; or
- They are full-service kitchen with High-Risk equipment; or
- They are a single service kitchen with several pieces of Moderate and/or High-Risk cooking equipment.
- A facility is Category 1 if they do not have a grease interceptor.



FOOD SERVICE BEST MANAGEMENT PRACTICES

1.1 Best Management Practices

The City has adopted Best Management Practices related to the operations and maintenance of grease interceptors and in the housekeeping operations associated with food preparation and cleanup at restaurants and other food service type facilities.

BMPs are not just guidelines for food service operations; they are enforceable when a FSE fails to implement one or more of the listed BMPs. The adopted BMPs are as follows:

1.1.1 Food Prep Area BMPs

Introduction: Fats, Oils and Grease (FOG) are food by-products that can severely damage a facility's drain line system as well as the sanitary sewer system. FOG collect and eventually harden on the inside of the sewer pipes; preventing water from flowing and causing blockages.

Blockages in the sewer cause Sanitary Sewer Overflows (SSOs), dumping raw sewage into streets, lakes, streams, homes and businesses. The best way to prevent blockages is to keep the FOG out of the drain line system. Below is a list of Best Management Practices that will help to prolong the life of your drain line system and reduce the inconvenience and cost of line blockages.

- **Don't** put grease or fryer oil down any sink or floor drain.
- **Don't** dispose of food or food scraps in sinks.
- **Don't** pour bleach directly down ANY drain. Bleach when used improperly dewater grease, making it as hard as concrete.

- **Don't** take out sink strainers or drain covers. Empty scraps into trash, not down the drain.
- **Don't** use cleaning chemicals improperly. Follow the instructions on the label, for your safety as well as the safety of the environment.
- **Scrape** all solid food waste into the garbage.
- **Encourage** staff to be conservative about use of F.O.G. in food preparation and serving.
- Use all cleaning chemicals according to the instructions on the label.
- Use paper towels to soak up oil and grease under fryer baskets and to wipe down work areas. Dispose of the paper towels into the trash.
- **Eliminate** the use of garbage disposals.
- **Check** all sinks and floor drains for strainers and covers and ensure they are in place and in good working order.
- **Be Knowledgeable** regarding the location, operation, and maintenance schedules of all FOG control devices.
- **Ensure** that used fryer oil is placed in the appropriate recycling container.
- **Maintain** all required grease removal devices (i.e. grease traps or interceptors) in good working order at all times.

SPECIAL NOTE: DISCHARGER IS REQUIRED TO POST THE BMP POSTER PROVIDED BY THE CITY IN A LOCATION READILY VISIBLE BY THE FOOD SERVICE WORKERS.

1.1.2 Interceptor and Grease Trap Maintenance BMPs

Best management practices for controlling fats, oils, and grease also include maintenance of any required grease removal devices. The approved technology for removing F.O.G. is a gravity interceptor or grease trap (referred to hereafter as treatment unit). For the treatment unit (TU) to work effectively, it must be cleaned periodically to ensure adequate detention time (the time water remains in the unit before passing through to the sewer).

Ensuring adequate detention time is accomplished by proper "sizing" when the TU is first installed and secondly by maintaining the TU so that 75% or more of the design capacity is available when in use. The City inspects grease interceptors on an annual basis (more often if necessary) and evaluates the

TU's condition and the ability to remove FOG. The following BMPs are required for interceptor & grease trap maintenance.

- **Contract** an approved grease waste hauler to clean all chambers of the interceptor including the sample box (if one exists)
- **Establish** a routine interceptor-cleaning schedule and adjust the schedule based upon condition of interceptor after routine service. A minimum of 75% available capacity must be maintained at all times.
- **Observe** the interceptor cleaning periodically to ensure the waste hauler is doing a thorough job. This also provides you an opportunity to view the internal plumbing to ensure it is in good working order and complies with City standards.
- **Don't** use any emulsify agents in the interceptor that inhibits the interceptor from separating floatables and solids from the final effluent.
- **Keep Records** that document all interceptor service events on-site for the City inspector to review.

13.09.140 Grease interceptor maintenance requirements.

- A. Grease interceptors shall be maintained in efficient operating condition by periodic removal of the full content of the interceptor which includes wastewater, accumulated F.O.G., floating materials, sludge and solids.
- B. All existing and newly installed grease interceptors shall be regularly maintained.
- C. No F.O.G. that has accumulated in a grease interceptor shall be allowed to pass into any sewer lateral, sewer system, storm drain, or public right-of-way during maintenance activities.
- D. Food service establishments with grease interceptors may be required to submit data and information necessary to establish the maintenance frequency grease interceptors.
- E. The maintenance frequency for all food service establishments with a grease interceptor shall be determined in one of the following methods:
 - 1. Grease interceptors shall be fully pumped out and cleaned at a frequency such that the combined F.O.G. and solids accumulation does not exceed 25 percent of the total liquid depth of the grease interceptor. This is to ensure that the minimum hydraulic retention time and required available volume is maintained to effectively intercept and retain F.O.G. discharge to the sewer system.
 - 2. All food service establishments with a grease interceptor shall regularly maintain their grease interceptor and maintain a record of such maintenance.
 - 3. Grease interceptors shall be fully pumped out and cleaned quarterly when the frequency described in (1) has not been established. The maintenance frequency may be adjusted when sufficient data have been obtained to establish an average frequency based on the requirements described in (1). Based on the actual generation of F.O.G. from the food service establishment, the maintenance frequency may increase or decrease.
 - 4. If the grease interceptor, at any time, contains F.O.G. and solids accumulation that does not meet the requirements described in (1), the food service establishment shall be required to have the grease interceptor serviced immediately such that all fats, oils, grease, sludge, and other materials are completely removed from the grease interceptor. If deemed necessary, the Program Manager may also increase the maintenance frequency of the grease interceptor from the current frequency.

(Ord. No. 1159 , § 3(Exh. A), 4-4-2023)

Chapter 13.09 REGULATING FATS, OILS AND GREASE (F.O.G.) MANAGEMENT IN FOOD SERVICE ESTABLISHMENTS¹

13.09.010 Purpose and intent.

The purpose of this Chapter is to comply with the Order No. DWQ 2006-0003 adopted by the State Water Resources Control Board in May, 2006, mandating implementation of various tasks associated with the City's sanitary sewer systems.

(Ord. No. 1159 , § 3(Exh. A), 4-4-2023)

13.09.020 Administration.

This Chapter shall be administered by the Director of the Department of Public Works of the City. This Chapter shall be construed and administered to assure consistency with the Order No. DWQ 2006-0003 and amendments, revisions and renewals thereof.

(Ord. No. 1159 , § 3(Exh. A), 4-4-2023)

13.09.030 General prohibition.

The discharge of fats, oils, greases and other solids ("F.O.G.") in concentrations from food services establishments and other commercial and other industrial facilities to the City sewer systems that may adversely affect the normal function of these systems or result in blockages and/or public nuisance is prohibited.

(Ord. No. 1159 , § 3(Exh. A), 4-4-2023)

13.09.040 Specific prohibitions.

The following prohibitions apply to all food service establishments:

- A. Installation of food grinders in the plumbing system of all new construction. All food grinders installed in food service establishments as of November 1, 2009 shall be removed within 180 days thereafter;
- B. Introduction of any additive into food service establishments for the purpose of emulsifying F.O.G.;
- C. Any disposal of cooking oil into the sewer system. All waste cooking oil shall be collected and stored properly in recyclable containers and removed off-site for proper recycling and /or disposal;
- D. Discharge of wastewater from dishwashers to any grease traps or grease interceptors;
- E. Discharge of wastewater in excess of 150° F, which is considered hot, to any grease control device, including grease traps and grease interceptors;

¹Ord. No. 1159 , § 3(Exh. A), adopted April 4, 2023, amended Ch. 13.09 in its entirety to read as herein set out. Former Ch. 13.09, §§ 13.09.010—13.09.140, pertained to similar subject matter, and derived from Ord. 959, 10/09; § 1.

- F. Discharge of wastes from toilets, urinals, wash basins, and other fixtures containing fecal materials to sewer lines intended for grease interceptor service, or vice versa;
- G. Discharge of any waste, including F.O.G. and other solid materials removed from the grease control device to the sewer system. F.O.G. and other solid material removed from grease interceptors shall be hauled off-site periodically as part of the operation and maintenance requirements for grease interceptors.

(Ord. No. 1159 , § 3(Exh. A), 4-4-2023)

13.09.050 Definitions.

Unless otherwise defined herein, terms related to water quality shall be as adopted in the latest edition of Standard Methods for Examination of Water and Wastewater Environment Federation. The testing procedures for waste constituents and characteristics shall be as provided in 40 CFR 136 (Code of Federal Regulations). Other terms not herein defined are defined as being the same as set forth in the latest adopted applicable editions of the California codes applicable to building construction adopted pursuant to the California Building Standards Law. Subject to the foregoing provisions, the following definitions shall apply in this Chapter:

"Best Management Practices." Schedule of activities, prohibitions of practices maintenance procedures and other management practices to prevent or reduce the introduction of F.O.G. to the sewer facilities.

"Change in operations." Any change in the ownership food types or operational procedures that have potential to increase the amount of F.O.G. generated and/or discharged by food service establishments in an amount that alone or collectively causes or creates a potential for a sewer system overflow ("SSOs") to occur.

"City." The City of Beaumont.

"City Manager." The City Manager of the City of Beaumont or his or her designee.

"City sewer facility" or "system." Any property belonging to the City used in the treatment, reclamation, reuse, transportation, or disposal of wastewater, or sludge.

"Composite sample." A collection of individual samples obtained at selected intervals based on an increment of either flow or time. The resulting mixture (composite sample) forms a representative sample of the waste stream discharged during the sample period. Samples may be collected when a wastewater discharge occurs.

"Discharger." Any person who discharges or causes a discharge of wastewater directly or indirectly to a public sewer. Discharger shall mean the same as user.

"Effluent." Any liquid outflow from the food service establishment that is discharged to the sewer.

"Fats, oils, and grease" ("F.O.G."). Any substance such as a vegetable or animal product that is used in, or is a byproduct of, the cooking or food preparation process, and that turns or may turn viscous or solidifies with a change in temperature or other conditions.

"Food grinder." Any device installed in the plumbing or sewage system for the purpose of grinding food waste or food preparation by products for the purpose of disposing it in the sewer system.

"Food service establishment" ("FSE"). Any entity, including its members, operators and employees, located within the boundaries of the City, engaged in the business of storing, preparing, serving, manufacturing, packaging, or handling food for sale to other entities, or for consumption by the public, and which has any process or device that uses or produces FOG, or grease vapors, steam, fumes, smoke or odors that are required to be removed by a Type 1 or Type II hood provided in the California Mechanical Code.

- i. Category 4 FOG Discharger: A FSE that engages only in reheating, hot holding, or assembly of ready to eat food products. Category 4 FOG Dischargers are also referred to as "Limited Food Preparation Establishments."
- ii. Category 3 FOG Discharger: A FSE that, in the process of preparing and making food available to the public, generates FOG that is discharged into the City's sewerage system, and has been determined by the City to pose a relatively low risk of discharging FOG to the sewerage system. Category 3 FOG Dischargers are also referred to as "Low Grease Dischargers."
- iii. Category 2 FOG Discharger: A FSE that, in the process of preparing and making food available to the public, generates FOG that is discharged into the City's sewerage system, and had installed grease capturing equipment that was properly sized and installed, and remains fully operational and properly maintained and serviced.
- iv. Category 1 FOG Discharger: A FSE that, in the process of preparing and making food available to the public, generates FOG that is discharged into the City's sewerage system, does not have grease capturing equipment installed and does not meet the criteria for Category 2, Category 3 or Category 4 FOG Dischargers.

"Formal notice or notification." The date on which the City mails notice by regular mail to food service establishments.

"Grease control device." Any grease interceptor, grease trap or other mechanism, device, or process, which attaches to, or is applied to, wastewater plumbing fixtures and lines, the purpose of which is to trap or collect or treat F.O.G. prior to it being discharged into the sewer system

"Grease interceptor." A multi-compartment device that is constructed in different sizes and is generally required to be located, according to the California Plumbing Code, underground between a food service establishment and the connection to the sewer system. These devices primarily use gravity to separate F.O.G. from the wastewater as it moves from one compartment to the next. These devices must be cleaned, maintained, and have the F.O.G. removed and disposed of in a proper manner on regular intervals to be effective.

"Grease removal devices." A type of hydro-mechanical grease interceptor that automatically and mechanically removes non-petroleum fats, oils, and grease from the interceptor, the control of which is either automatic or manually initiated.

"Grease trap." Also referred to as hydro-mechanical grease interceptor or HGI, shall mean a grease control device that is used to serve individual fixtures. Grease traps must be cleaned, maintained, and have the FOG and solids removed and disposed. A grease trap may only be used when the City determines that the use of a grease interceptor or other grease control device is impossible or impracticable and the installed location meets the Riverside County Department of Environmental Health's requirements

"Grab sample." A sample taken from a waste stream on a one-time basis without regard to the flow in the waste stream and without consideration of time.

"Hot spots." Areas and sewer lines that have experience sanitary sewer overflows or that must be cleaned or maintain frequently to avoid blockages of sewer system.

"Inflow." Water entering a sewer system through a direct storm water runoff connection to the sanitary sewer, which may cause an almost immediate increase in waste water flows

"Infiltration." Water entering into sewer system, including sewer service connections, from the ground through such means as defective pipes, pipe joints, connections, or manhole walls.

"Inspector." A person authorized by the City to inspect any existing or propose wastewater generation, conveyance, processing, and disposal facilities.

"Interceptor." A grease interceptor

"Interference." Any discharge which, alone or in conjunction with discharges from other sources, inhibits or disrupts the City's NPDES or Waste Discharge Requirements or prevents lawful sludge use or disposal.

"Local Sewering Agency." Any public agency or private entity responsible for the collection and disposal of wastewater to the City's sewer facilities duly authorized under the laws of the State of California to construct and/or maintain public sewers.

"Manifest." That receipt which is retained by the generator of wastes for disposing recyclable wastes or liquid wastes as required by the City.

"NPDES." The National Pollutant Discharge Elimination System and the permit issued to control the discharge of liquids or other substances or solids to surface waters of the United States as detailed in Public Law 92-500, Section 402.

"New construction." Any structure planned or under construction for which a sewer connection permit has not been issued.

"Permittee." A person or owner of a food establishment who has received a permit to discharge wastewater into the City's sewer facilities subject to the requirement and conditions established by the City.

"Person." Any individual, partnership, firm, association, corporation or public agency, including the State of California and the United States of America.

"Program." The Program required by RWQCB Order No. R8-2002-0014, Section (c)(12)(viii) or the SWRCB Order No. DWQ 2006-003 and its amendment or renewals.

"Program Manager." The City Manager or his or her designee.

"Public agency." The State of California and/or any city, county, special district, other local governmental authority or public body of or within this State.

"Public sewer." A sewer owned and operated by the City.

"Regulatory agencies." Regulatory agencies shall mean those agencies having regulatory jurisdiction over the operations of the City, including but not limited to:

- (a) United States Environmental Protection Agency, Region IX, San Francisco and Washington, DC (EPA).
- (b) California State Water Resources Control Board (SWRCB)
- (c) California Regional Water Quality Control Board, Santa Ana Region (RWQCB)
- (d) South Coast Air Quality Management District (SCAQMD)
- (e) California Department of Health Services (DOHS).

"Remodeling." A physical change or operational change causing generation of the amount of F.O.G. that exceed the current amount of F.O.G. discharge to the sewer system by the food service establishment in an amount that alone or collectively causes or creates a potential for SSOs to occur or an Establishment that requires a building permit, and involves any one or combination of the following: (1) under slab plumbing, (2) a 30 percent increase in the net public seating area, (3) a 30 percent increase in the size of the kitchen area, or (4) any change in the size or type of food preparation equipment.

"Sample point." A location approved by the City, from which wastewater can be collected that is representative in content and consistency of the entire flow of wastewater being sampled.

"Sampling facilities." Structure(s) provided at the user's expense for the City or user to measure and record wastewater constituent mass, concentrations, collect a representative sample, or provide access to plug or terminate the discharge.

"Sewer." Wastewater

"Sewer facilities or system." Any and all facilities used for collecting, conveying, pumping, treating, and disposing of wastewater and sludge.

"Sewer lateral." A building sewer as defined in the latest edition of the California Plumbing Code. It is the wastewater connection between the building's wastewater facilities and a public sewer system.

"Sludge." Any solid, semi-solid or liquid decant, subnate or supermate from a manufacturing process, utility service, or pretreatment facility.

"User." Any person who discharges or causes a discharge of wastewater directly or indirectly to a public sewer system. User shall mean the same as discharger.

"Waste." Sewage and any and all other waste substances, liquid, solid, gaseous or radioactive, associated with human habitation or of human or animal nature, including such wastes placed within the containers of whatever nature prior to and for the purpose of disposal.

"Wastewater discharge permit." A permit issued by the City subject to the requirements and conditions established by the City authorizing a food service establishment to discharge wastewater into the City's sewer facilities or into sewer facilities which ultimately discharge into a City sewer facility.

"Waste minimization practices." Plans or programs intended to reduce or eliminate discharges to the sewer system or to conserve water, including, but not limited to, product substitutions, housekeeping practices inventory control, employee education, and other steps as necessary to minimize wastewater produced.

"Waste hauler." Any person carrying on or engaging in vehicular transport of waste as part of, or incidental to, any business for that purpose.

"Wastewater." The liquid- and water-carried wastes of the community and all constituents thereof, whether treated or untreated, discharge into or permitted to enter a public sewer.

Words used in this Chapter in the singular may include the plural and the plural the singular. Use of masculine shall mean feminine and use of feminine shall mean masculine. Shall is mandatory; may is permissive or discretionary.

{ Ord. No. 1159 , § 3(Exh. A), 4-4-2023 }

13.09.060 Wastewater discharge permit required.

No person shall discharge, or cause to be discharge, any wastewater from food service establishments directly or indirectly into the sewer system without first obtaining a wastewater discharge permit pursuant to this Ordinance.

{ Ord. No. 1159 , § 3(Exh. A), 4-4-2023 }

13.09.070 Design and construction of sewage facilities.

Any and all sewerage facilities for any food service establishment shall be designed, and constructed as a minimum in accordance with the most current edition of the California Plumbing and Building Codes, and in accordance with the City's current sewerage design and construction standards.

{ Ord. No. 1159 , § 3(Exh. A), 4-4-2023 }

13.09.080 Sampling and inspection.

Sampling and inspection of food service establishments may be conducted in the time, place, manner, and frequency as determined by City Manager or his or her designee.

(Ord. No. 1159 , § 3(Exh. A), 4-4-2023)

13.09.090 Revocation or suspension of wastewater discharge permit.

The City Manager or it designee may revoke or suspend a wastewater discharge permit for any of the following reasons:

- A. Violation of a permit condition;
- B. Creating a nuisance;
- C. Violation of this Chapter;
- D. Violation of State or Federal law related to F.O.G. discharges.

(Ord. No. 1159 , § 3(Exh. A), 4-4-2023)

13.09.100 Notice of violation.

The City Manager or his or her designee shall issue to the food service establishment a notice of violation prior to revocation of the establishment's wastewater discharge permit, except in emergency situations. The City Manager or his or her designee shall issue the notice in accordance with the provisions of Chapter 1.17 of this Code.

(Ord. No. 1159 , § 3(Exh. A), 4-4-2023)

13.09.110 Appeal.

If the food service establishment objects to the intended revocation, or it shall follow the procedures for appeal set forth in Chapter 1.17 of this Code.

(Ord. No. 1159 , § 3(Exh. A), 4-4-2023)

13.09.120 Best Management Practices.

All food service establishments shall, at a minimum, implement the following Best Management Practices, when applicable:

- A. *Installation of Drain Screens.* Drain screens shall be installed on all drainage pipes in food preparation areas.
- B. *Segregation and Collection of Waste Cooking Oil.* All waste cooking oil shall be collected and stored properly in recycling receptacles shall be maintained properly to ensure that they do not leak. Licensed waste haulers or an approved recycling facility must be used to dispose of waste cooking oil.
- C. *Disposal of Food Waste.* All food waste shall be disposed of directly into the trash or garbage, and not in sinks.

D. *Employee Training.* Employees of the food service establishment shall be trained by the food service establishment within 180 days of November 1, 2009 and twice each calendar year thereafter, on the following subjects:

1. How to "dry wipe" pots, pans, dishware and work areas before washing to remove grease.
2. How to properly dispose of food waste and solids in enclosed plastic bags prior to disposal in trash bins or containers to prevent leaking and odors.
3. The location and use of absorption products to clean under fryer baskets and other locations where grease may be spilled or dripped.
4. How to properly dispose of grease or oils from cooking equipment into a grease receptacle such as a barrel or drum without spilling.

Training shall be documented and employee signatures retained indicating each employee's attendance and understanding of the practices reviewed. Training records shall be available for review at any reasonable time by the Program Manager or an inspector.

- E. *Maintenance of Kitchen Exhaust Filters.* Filters shall be cleaned as frequently as necessary to be maintained in good operating condition. The wastewater generated from cleaning the exhaust filter shall be disposed properly.
- F. *Kitchen Signage.* Best management and waste minimization practices shall be posted conspicuously in the food preparation and dishwashing areas at all times.

(Ord. No. 1159 , § 3(Exh. A), 4-4-2023)

13.09.130 Grease interceptor installation requirements.

- A. Category 1 FOG Dischargers shall install a gravity grease interceptor in accordance with the provisions of this Article within nine months of notification.
1. Dischargers are required to submit plans to the City Building Department within 90 days of notification.
 2. Dischargers are required to complete the gravity grease interceptor installation within 180 days of plan approval.
- B. Category 2 FOG Dischargers shall install a gravity grease interceptor in accordance with the provisions of this Article and within nine months of notification, if one or more of the following conditions applies:
1. The pre-existing grease capturing equipment is not properly sized, properly installed, fully operation or properly maintained and serviced.
 2. The FSE is causing or contributing to grease accumulation problems in sewer laterals or sewer mains.
 3. Some or all the grease waste containing discharge lines are not connected to pre-existing grease capturing equipment and connecting these fixtures to pre-existing grease control device is not feasible.
- C. Category 3 FOG Dischargers shall install a grease control device that meets all Building and Plumbing Code requirements in accordance with the provisions of this Article and within nine months of notification

(Ord. No. 1159 , § 3(Exh. A), 4-4-2023)

13.09.140 Grease interceptor maintenance requirements.

- A. Grease interceptors shall be maintained in efficient operating condition by periodic removal of the full content of the interceptor which includes wastewater, accumulated F.O.G., floating materials, sludge and solids.
- B. All existing and newly installed grease interceptors shall be regularly maintained.
- C. No F.O.G. that has accumulated in a grease interceptor shall be allowed to pass into any sewer lateral, sewer system, storm drain, or public right-of-way during maintenance activities.
- D. Food service establishments with grease interceptors may be required to submit data and information necessary to establish the maintenance frequency grease interceptors.
- E. The maintenance frequency for all food service establishments with a grease interceptor shall be determined in one of the following methods:
 - 1. Grease interceptors shall be fully pumped out and cleaned at a frequency such that the combined F.O.G. and solids accumulation does not exceed 25 percent of the total liquid depth of the grease interceptor. This is to ensure that the minimum hydraulic retention time and required available volume is maintained to effectively intercept and retain F.O.G. discharge to the sewer system.
 - 2. All food service establishments with a grease interceptor shall regularly maintain their grease interceptor and maintain a record of such maintenance.
 - 3. Grease interceptors shall be fully pumped out and cleaned quarterly when the frequency described in (1) has not been established. The maintenance frequency may be adjusted when sufficient data have been obtained to establish an average frequency based on the requirements described in (1). Based on the actual generation of F.O.G. from the food service establishment, the maintenance frequency may increase or decrease.
 - 4. If the grease interceptor, at any time, contains F.O.G. and solids accumulation that does not meet the requirements described in (1), the food service establishment shall be required to have the grease interceptor serviced immediately such that all fats, oils, grease, sludge, and other materials are completely removed from the grease interceptor. If deemed necessary, the Program Manager may also increase the maintenance frequency of the grease interceptor from the current frequency.

(Ord. No. 1159 , § 3(Exh. A), 4-4-2023)

13.09.150 Enforcement.

- A. In addition to the specific provisions set forth in this Chapter, the City may enforce this Ordinance through any of the Civil, Criminal or Administrative Procedures established by the City of Beaumont Municipal Code.
- B. In addition to the specific provisions set forth elsewhere in this Code, the City may enforce this Chapter, through any Civil, Criminal or Administrative Procedures established by State or Federal Laws.

(Ord. No. 1159 , § 3(Exh. A), 4-4-2023)

13.09.160 F.O.G. Discharger Risk Scoring System.

- A. Requirement for a grease control device as defined by this chapter shall be determined through the F.O.G. Discharger Risk Scoring System implemented by the City of Beaumont. This scoring system may be updated from time to time to remain compliant with mandates and regulations.

Created: 2023-05-25 08:14:23 [EST]

(Supp. No. 7, Update 3)



Department Report

Agenda Item No. 4

To: Board of Directors:

From: Ryann Flores, Human Resources Assistant/Clerk of the Board

Date: November 8, 2023

Subject: October 2023

Reporting:

- AB 1825 requires all staff and Board members to complete the Sexual Harassment Avoidance Training.
 - As of today, (78%) of staff have completed the training.
 - As of today, (71%) of the Board have completed the training.
- Staff meetings continue every 1st and 3rd Tuesday of the month to stay updated with each department.
- The holiday party will be held on Friday, December 8th. Location is TBD.

Training:

- I am currently attending the following conference:
 - Board Secretary/Clerk Conference – November 6 – 8, 2023 in Monterey

Community/Networking:

- October 27, 2023 – Pumpkin Carve at Bogart Regional Park
- October 28, 2023 – 1K5K Fun Run at Bogart Regional Park

Upcoming Events:

- November 4, 2023 – Strategic Planning at Khyra Beaucrest Ranch (9:00 a.m. – 3:15 p.m.)
- November 4, 2023 – 30th Annual Autumn Elegance at Soboba Casino (6:00 p.m. – 9:00 p.m.)
- November 9, 2023 – Good Morning Beaumont, Breakfast at Noble Creek Community Center
- November 14, 2023 – Calimesa Chamber Breakfast at Kafe Royale
- November 15, 2023 – Banning Sunrise Breakfast at Farm's House Restaurant

Respectfully Submitted,

Ryann Flores

Human Resources Assistant/Clerk of the Board



Department Report

Agenda Item No. 4

To: Board of Directors
From: Noah Valdivia – Athletic Facilities Coordinator
Date: November 8, 2023
Subject: October 2023

Report:

- There was continuous facilities and ball fields trainings throughout October for our four new Casual Recreation Assistants.
- Beaumont Youth Baseball (BYB) has begun their fall season and is excited to have full access to 6 fields again. This season has a total of 32 teams and approximately 350 kids.
- Our adult slow-pitch Summer season has begun and is operating smoothly. We have a total of 34 teams throughout the 4 leagues this season.
- Noble Creek Regional Park hosted the 16th Annual Engine 57 Baseball Tournament. The District has helped host this tournament every year. This year there were a total of 85 teams playing in the tournament throughout the pass area (Beaumont High School, Banning High School, and Lions Park)
- We hosted our annual Spooky Spectacular adult slow-pitch tournament on October 27th. The tournament was a great success as we had a total of 8 teams.
- San Gorgonio/Mountain View Middle Schools hosted a cross country meet at Noble creek park on October 26th.
- District facilities were extraordinarily busy throughout the month of October, hosting a variety of events. (weddings and birthday parties)

New Programming:

- The Beaumont-Banning Pickleball group has been very active on our newly painted courts. They play 3 nights a week and strongly encourage everyone to come play.

Community/Networking:

- Banning State of the City – October 12, 2023
- Good Morning Beaumont, Breakfast – October 13, 2023
- Banning Chamber Breakfast – October 18, 2023

Respectfully Submitted,

Noah Valdivia
Athletic Facilities Coordinator



Department Report

Agenda Item No. 4

To Board of Directors

From: Damon Valdivia

Date: November 8, 2023

Subject: October 2023

Report:

This year's Pumpkin Carve event was changed to be hosted at Bogart. This turned out to be a successful adjustment as Bogart provided the Halloween environment necessary for this event. The event featured a hay maze and games for kids, as well as the District's sale of pumpkins. We sold out of 220 pumpkins in the first 90 minutes of the event. We will be more than happy to adjust by having more pumpkins at next year's event.

Once again, an event was well attended with 270 cars entering Bogart for Pumpkin Carve. This does nothing but bolster the eyes and attention of our constituents as that can be estimated to nearly 900 excited guests who were able to experience the beauty and offerings of Bogart Park.

I would like to extend a special thank you to Adrian Chatigny for helping us with decorating the event. Decorations for the event were headed by Ryann Flores and Deidre Chatigny. Their passion and enthusiasm for decorating truly brought the event to life and created an enticing environment, moreover, making this an attractive event to attend.

The 1K/5K Fun Run further showcased Bogart by following its trails for what is over a 3-mile course. The trail started in the meadow and continued up to candlelight to showcase the bricks and the new cross then coming down the cobblestone trail leading to the Bogart trails.

Another thank you must be extended to the Department of Forestry and Fire Protection for the astounding work they did on the Bogart Trails. They cleaned up the shrubbery and weeds and made the trails much more attractive with a clear path of travel.

Finally, we would like to propose the sale of alcohol at this year's Winterfest, since this would be the first time, we want to notify the Board of the changes we would like to bring to this event.

District Events:

- 30th Annual Winterfest – December 1st and 2nd at Noble Creek Regional Park

District Past Events:

- Pumpkin Carve – October 27, 2023 at Bogart Park
- 1K/5K Fun Run – October 28, 2023 at Bogart Park

Community/Networking:

- Calimesa State of the City – October 7, 2023
- Banning State of the City – October 12, 2023
- Calimesa Trunk or Treat – October 31, 2023

Respectfully Submitted,

Damon Valdivia
Activities Coordinator



Department Report

Agenda Item No. 4

To: Board of Directors
From: Aaron Morris, Maintenance Assistant Superintendent
Date: November 8th, 2023
Subject: October 2023

Report:

Good evening, Board,

There have been a few changes in the Maintenance Department this last month. Staff promoted Aiden Englert to Part-time Maintenance Worker 1 and promoted Jackson Grantz to full-time Maintenance Worker 2. Here are a few items that the Maintenance Department has been working on:

Other:

- Staff assisted with the set up and tear down of our annual Pumpkin Carve event and the 1k 5k Fun Run.
- Three Cal. Fire Inmate Crews were able to do trail maintenance throughout the eastern part of Bogart Regional Park. They were also able to do weed abatement from the pond parking lot all the way down towards Winesap Street.
- Staff worked the Engine 57 Memorial Baseball Tournament.
- Field 4 had its right field turf carved out to create a warning track going down the foul line.
- I attended the Riverside County site inspection of the well site at DTR (Danny Thomas Ranch) to move forward in the utility hook up to the property.
- I participated in the Trunk r' Treat with staff at the Calimesa Summerwind Park on Halloween night.

Community/Networking:

- Calimesa Summerwind Park Trunk r' Treat (October 31st)

Respectfully Submitted,

Aaron Morris
Assistant Maintenance Superintendent



Department Report

Agenda Item No. 4

To: Board of Directors

From: Deidre Chatigny, Human Resources Administrator

Date: November 8, 2023

Administrative:

1. Open Enrollment individual meetings completed 10/10/2023.
2. Grants - Currently training on grants with Nancy; working on the application for Women's Club Façade Improvements with the City of Beaumont.
3. Weekly meetings – updating onboarding/offboarding procedures, employee handbook, and organizational charts with Mickey.
4. CPSHR Audit is complete.
5. Hire District 5 Program – incentives to hire 5th District residents, veterans and seniors.
6. Attended CalPERS Prefunding Workshop with Nancy for CERBT and CEPPT trust fund training.
7. Working on Quarterly Safety Trainings with Aaron.

Employees:

1. We have 32 employees; 3 new hires (part-time); 2 promotions; 1 resignation and 1 upcoming retirement.
2. October 2023 – organizational charts, employee handbook and job description updates

Workers Compensation – Cases/Incidents/Accidents:

No open cases. It has been 609 days since our last employee accident.

Community/Networking:

I attended the Good Morning Beaumont Breakfast on 10/13.
I attended the Banning Chamber Breakfast at Farm's House on 10/18.
I attended A Nite at the Races Scholarship Fundraiser for the Calimesa Chamber on 10/21.
I helped set up and attended the Pumpkin Carve at Bogart Park on 10/27.
I attended the 1K/5K Fun Run at Bogart Park on 10/28.
I attended the Strategic Planning meeting on 11/4.
I attended the Autumn Elegance Gala at Soboba Casino on 11/4.

Respectfully Submitted,

Deidre Chatigny
Human Resources Administrator



BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Department Report

Agenda Item No. 4

To: Board of Directors
From: Nancy Law, Executive Assistant
Date: November 8th, 2023
Subject: October 2023

Report:

The Finance Committee met Monday, November 6th, 2023, to review October 2023 Financial Reports for Fiscal Year 2023-2024.

Property Tax Disbursement – The Executive Assistant has not received deposits for October 2023 as of 11/2/2023.

The Executive Assistant has transferred into the Reserve fund the \$5,000.00 monthly contribution for October 2023 bringing our Reserve balance to \$107,185.06 and transferred into the Money Market account \$7,500.00 monthly contributions for October 2023 and transferred to Project Account the yearly loan payment of \$87,217.18 bringing our balance to \$169,360.67.

Other:

- ❖ Working on the Community Development Block Grant (CDBG) 2024-2025.
- ❖ Setup of Community Development Block Grant (CDBG) 2023-2024 – \$82,231.00. – Bogart Regional Park Parking Lot Phase II.
- ❖ Working on District Transparency Certificate.
- ❖ Putting together timeline and issues report regarding Acorn.
- ❖ Reviewed Fiscal Year 21/22 Draft Audit.
- ❖ Filed CEQA Notice of Exemption for Prop 68 Grant - \$207,534.00 – Field #8.
- ❖ Attended CalPERS Prefunding Programs Workshop on 10/26/2023.
- ❖ Attended the Pumpkin Carve on 10/27/2023.

Community/Networking:

- ❖ Calimesa Event – October 7th, 2023
- ❖ Beaumont Chamber Breakfast – October 13th, 2023.
- ❖ Beaumont Chamber Board Meeting – October 17th, 2023
- ❖ Bank of Hemet Trunk or Treat – October 26th, 2023.
- ❖ Castillo Rentals Ribbon Cutting – October 27th, 2023.

Recommendations: This report is for informational purposes only.

Respectfully Submitted,


Nancy Law
Executive Assistant



Department Report

Agenda Item No. 4

To: Board of Directors
From: Mickey Valdivia – Assistant General Manager
Date: November 8th, 2023
Subject: October 2023 Department Update

Report:

1. Personnel Committee met on 10/3/2023 (Chairman Hughes & Director Ward)
2. The AGM is working with the Cherry Festival Committee for 2024, seeking a 1-year contract in lieu of a MOU/multi-year deal.
 - a. Cherry Festival dates 5/30/2024 – 6/02/2024
 - b. Site walk on @ Noble Creek on 10/4/2023
 - c. Meeting with Beaumont City Manager Elizabeth Gibbs & CFA Committee
3. City of Calimesa / Summerwind Park MOU, next monthly meeting on 11/11/2023
 - a. 1st Draft 11/23 / Final Proposal 12/23
 - b. Jim Tickemyer – Special Projects Associate (part time)
4. City of Beaumont
 - a. Grease Trap at Noble Creek Park snack bar / grant opportunity (Update)
 - b. Façade Improvement Program
 - c. 2024 Event Dates
 - d. Master Plan
5. Harmony Ranch (Update)
6. UCI (Unincorporated Communities Initiative) \$400K Grant / BB&K (update)
7. BCVRPD – 2024 Event Schedule (duplicates, costs, regionalization)

Other:

1. Beaumont-Cherry Valley Water District – Noble Tank
2. Facility Users Contracts – Multi Year and some single year?
3. Facility rentals and using the Special Projects Associates as staff oversight lead.
4. Regional Trail Committee – Bogart, Noble Creek, Brookside. (Update)
 - a. Beaumont Ave. Interchange
 - i. “Welcome to Cherry Valley” – Cherry Valley Chamber of Commerce
5. Appointment of Foundation Members for 2024, December 2023?

Community/Networking:

SGPWA – All of October meetings as posted, HDL forecast December 18, 2023 (6 pm).
SOM (Student of the Month) September & October – Chairman Hughes, Damon, Mickey Valdivia
Regional Chamber Breakfast – Calimesa, Beaumont, and Banning
Strategic Planning & Goal Setting Workshop – 2025

Respectfully Submitted,

Mickey Valdivia
Assistant General Manager