



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

**Wednesday, January 9, 2019, 4:00pm**

**MINUTES**

**Oath of Office – Director De La Cruz and Director Diercks  
Ethics Training 4:00pm to 6:00pm**

**DISTRICT CLOSED SESSION** – None.

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

**WORKSHOP SESSION:** None

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

Regular session began at 6:15pm.

**Roll Call:**

Director De La Cruz X Director Ward X Treasurer Diercks X

Vice-Chair/Secretary Hughes X Chairman Flores X

**Presentations:** Oath of Office was taken by Director De La Cruz and Treasurer Diercks.

Nick Hughes, representing the Beaumont Lions club presented a donation of \$300.00 for the Beaumont Cherry Valley Recreation & Park Improvement Corporation and expressed his thanks for the use of the ball fields for their fundraiser.

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

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

**Adjustments to Agenda:** None.

- 1. PUBLIC COMMENT:** Mike Hilburn, president of Beaumont Youth Baseball spoke and he announced and invited everyone to their pancake breakfast on January 26, 2019 7am to 11:00am. He said the spring season is getting started and they already have over 600 registered players. He said the park is amazing and he receives compliments from the public and he thanked the Board for all the upgrades.

**2. CONSENT CALENDAR:**

2.1 Minutes of November 14, 2018 Board Meeting

2.2 Minutes of December 6, 2018 Special Meeting

2.3 Bank Balances November 2018

2.4 Bank Balances December 2018

2.5 Warrants for November 2018

2.6 Warrants for December 2018

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

**Initial Motion:** Treasurer Diercks

**Second:** Director Ward

**Result of Motion:** Carried 5-0

**Director De La Cruz:** Aye  
**Director Ward:** Aye  
**Treasurer Diercks:** Aye  
**Vice Chair/Secretary Hughes:** Aye  
**Chairman Flores:** Aye

### **3. ACTION ITEMS/BIDS & PUBLIC HEARING/REQUESTS:**

#### 3.1 Board Reorganization

Nominations were taken for Board Chairman. Director Ward nominated Vice Chair/Secretary Hughes. Seconded by Chairman Flores. There were no other nominations.

**Initial Motion:** Director Ward

**Second:** Chairman Flores

**Result of Motion:** Carried 5-0

**Roll call Vote:**

**Director Ward:** Aye

**Director Bartells:** Aye

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

Nominations were taken for Vice Chair/Secretary. Director Ward nominated Chairman Flores. He accepted the nomination. Seconded by Treasurer Diercks. There were no other nominations.

**Initial Motion:** Director Ward

**Second:** Treasurer Diercks

**Result of Motion:** Carried 5-0

**Roll call Vote:**

**Director Ward:** Aye

**Director Bartells:** Aye

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

Nominations were taken for Treasurer. Chairman Flores nominated Treasurer Diercks. He accepted the nomination. Seconded by Vice Chair/Secretary Hughes. There were no other nominations.

**Initial Motion:** Chairman Flores

**Second:** Vice Chair/Secretary Hughes

**Result of Motion:** Carried 5-0

**Roll call Vote:**

**Director Ward:** Aye

**Director Bartells:** Aye

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

The new positions were taken. Dan said thanks for the nomination and he thanked Vice/Chair Secretary Flores for his leadership over the year and thanked the board for the accomplishments over the past year. He said we are working on a lot of important

issues and it will require a lot of time from Directors. Duane said that the park improvement committee will be good for the input of strategic planning. Dan said he would like the General Manager to set up a strategic “goal setting getaway” to talk about the visions of the Board and staff. He asked for input from the Directors on the location. John encouraged the directors to keep and expand their commitments to the board and the community. Chris said he has 25 years vested in the District and remembers when there wasn’t any money and now we are in the black and a lot of things are happening with excellent staff and in his opinion the best General Manager we’ve ever had. He thanked everyone for their hard work and feels Denise will do a great job at collaborative. Denise congratulated the Directors on their new positions and committee assignments. She said congratulations on finalizing Bogart Park and she is super excited and encouraged about the future of the District. Armando said he is looking forward to being here and looks forward to learning about the District and his committee assignments.

### 3.2 Committee Assignments

Chairman Hughes appointed the following:

#### Finance Committee:

Members are Treasurer Diercks & Vice Chair/Secretary Flores. The alternate will be Chairman Hughes.

#### Personnel Committee:

Members are Chairman Hughes and Director Ward. The alternate is Director De La Cruz.

#### Collaborative Agency:

Members are Director Ward and Vice Chair/Secretary Flores. The alternate is Chairman Hughes.

#### Facilities Ad-hoc:

Members are Treasurer Diercks and Vice Chair/Secretary Flores. The alternate is Director De La Cruz.

#### Beaumont Youth Baseball Liaison:

Members are Treasurer Diercks and Director De La Cruz.

#### City of Beaumont:

Members are Chairman Hughes and Vice Chair/Secretary Flores. The alternate is Director Ward

#### Bogart Park/Beaumont Cherry Valley Water District Committee:

Members are Chairman Hughes and Vice Chair/Secretary Flores. The alternate is Treasurer Diercks.

#### Beaumont Cherry Valley Recreation & Park Improvement Corporation:

Members are Vice Chair/Secretary Flores and Chairman Hughes. The alternate is Director Ward.

3.3 Authorization for Submittal of the National Fitness Campaign Grant  
Motion was made to accept item 3.3, authorizing the submittal of the National Fitness Campaign Grant.

**Initial Motion:** Treasurer Diercks

**Second:** Director Ward

**Result of Motion:** Carried 5-0

**Roll call Vote:**

**Director Ward:** Aye

**Director Bartells:** Aye

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Hughes:** Aye

**Chairman Flores:** Aye

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

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

Janet reported there were three departed employees and we hired a temporary special project associate to clean up computer files and one Casual Recreation Assistant. The total employees are 32. She reported there was a lot of employee training the last two months. Safety Compliance Company provided "Harassment" and "AED" training. Harassment training is required in 2019 for all employees. She attended a CalPERS webinar on Long Term Care and she, Nancy Law and Kyle Simpson attended a CAPRI required webinar regarding Certificates of Insurance and Contracts. She said that she and Nancy Law attended both the California Special Districts Association (CSDA) Board Secretary conference and the (California Public Employers Labor Relations Association (CalPELRA) conference and she thanked Duane for their attendance. Mike Aldrich, Cameron Mondello, Aaron Morris, Frank Flores and Jeremiah Bennett received training in "Introduction to Grounds keeping". Kyle Simpson completed managing Multiple Priorities, Projects and Deadlines training. She said Sexual Harassment Avoidance training is scheduled February 13, 2019 at 4:00 pm prior to the board meeting. Janet also attended the first in a number of Website Boot camp series from Streamline.

Janet reported we still have 1 pending accident claim – Flores, Date of Injury 8/5/2016 – and that the courts granted the motion for summary judgment on October 17, 2018. (60 days to file an appeal on the matter)The District should receive notice hopefully by next week if an appeal has been filed.

The staff holiday part was a success and the following employee awards were received: 5 Years of Service: Kaylee Thornton and Kristine Carlson. 15 Years of Service: Sam Valdivia. Part Timer of the Year: Alyssa Fuimaono. Make it Happen: Ryann Flores, Directors Choice: Ryann Flores and Alyssa Fuimaono. General Managers Choice: Cameron Mondello and Employee of the Year: Nancy Law.

Janet reported the auditors have started requesting items for the 17/18 fiscal year audit and has been fulfilling those requests. She also reported the minimum wage increased from \$11.00 per hour to \$12.00 per hour which affected 15 District employees.

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

Nancy reported the Finance Committee met and reviewed the November and December 2018 Financial Reports. She received deposits into the Riverside County Fund in the amount of \$492,433.32 and she transferred into the Reserve fund \$5,000.00 for November and December bringing the balance to \$319,836.75. She reported she attended the Board Secretary Conference with Janet and the Good Morning Beaumont Breakfast. She said she worked with staff at Winterfest. Nancy reported there was a spending cut off from December 17 – January 7 for the Mid-Year Budget Review. Nancy has been working on the

Roofing Notice to Bid that is scheduled for 1/22/2019. Nancy and Duane attended a conference call with National Fitness Campaign and she is excited for tonight's approval to submit the grant. She also met with personnel from the Regional Park and Open-Space District regarding taking over Bogart. Nancy had a conference call with Productive Parks regarding the new work order program for maintenance and she is currently working on setting up the Stream line program for our web-site.

Activities Coordinator: Kyle Simpson

Kyle reported he has been showing facilities for rentals and we have quite a few employee events over the next few months. He reported the District currently has five contract instructors and is working on getting the facility use agreements signed. He completed a safety inspection of the playground and brought the upgrades to the facilities ad-hoc meeting for approval. Kyle said Winterfest went well and thanked everyone for their support. He thanked Treasurer Diercks for driving the truck. He reported there were thirty six craft vendors and five food vendors at the event. He also thanked Beaumont Youth Baseball for running a snack bar. He said there were about 80 children performing which brought in a large crowd. He said Mr. & Mrs. Clause is a big attraction to the event. He reported he attended the good morning breakfast. Kyle indicated there will be a bike run in Bogart at 9:00 am on Saturday and invited everyone to come after the pancake breakfast and this will be the Districts first event since taking over Bogart.

Athletic Coordinator: Dodie Carlson

Dodie congratulated the directors on their positions. She reported adult ball finished in December and they raised \$532.00. They spent \$359.98 for Winterwish families and made a donation to the corporation in the amount of \$172.02. In addition to the tournaments they collected and delivered 1100 to 1200 canned goods for Winterwish. Dodie said she has been working on the calendar and working with the casual employees re-setting all the home plates. She thanked the board for her attendance at a seminar and for the lighting upgrades especially in the horse shoe pit and playground areas.

Maintenance Foreman: Frank Flores

Duane reported for Frank in his absence. Duane said the maintenance department has been working on 2500' of new water lines. The maintenance department has been busy working on the restroom construction and they have cleaned up the yard. They replaced trash can barrels and there is a new sidewalk in the horse shoe and playground area and they have been working irrigation leaks.

General Manager: Duane Burk

Duane said he appreciates the consistency of keeping the committee member assignments the same. Duane reported we are installing sewer, water and electrical to the other side of the RV park for expansion to the RV park. He likes the idea of a Strategic goal setting and plan. He said we can use the Developer Impact Fees to replenish the general fund for that project. The Improvement corporation balance is \$339,000.00 and that money can go to the general fund for approved capital improvement projects. Duane will meet on Sunday with 5 other general managers to see Bogart Park and dinner afterwards. He reported he will be hiring a scribe to write an article on Bogart Park for the National Park & Recreation Association and California Park and Recreation and California Special District. He and Dan will be attending the Calimesa Chamber Installation dinner, honoring Supervisor Jeff Hewitt and he will not be able to attend the Beaumont Installation dinner.

## **5. CALENDAR OF EVENTS:**

### 5.1 Committee Meetings

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

February 13, 2019

March 13, 2019

April 10, 2019

### 5.2. Upcoming Holidays

- Monday, January 21, 2019 Martin Luther King Day
- Monday, February 18, 2019 President's Day

### 5.3. Events

- March 29, 2019 Welcome Home Vietnam Veterans

## **DIRECTORS MATTERS/COMMITTEE REPORTS**

### **Chairman Hughes:**

Dan thanked everybody and encouraged everybody to get involved. He said more people will be interested in our park and he offered his help to anybody who needs it. He thanked John for his leadership. He said the holiday party was great and he enjoyed it. He said he appreciates Joe Ortiz and everything he has done. Joe said Noble Creek is a jewel of this area and it is the central park of Banning, Beaumont and Cherry Valley and he said the acquisition of Bogart is a big deal and congratulated everyone on all the hard work.

### **Vice Chair/Secretary Flores:**

John thanked everyone for supporting him as Chairman. He said our staff couldn't be better. He said he is inspired by Chris for his attendance at meetings and as elected, we have to let people know who we are. He said there is a lot of work in front of us and thanked everyone.

### **Treasurer Diercks:**

Chris said good job to all staff and all the hard work their doing and congratulated the award winners. He said it was a good holiday party and the District is heading in the right direction and will continue.

### **Director Ward:**

Denise apologized for missing a couple of meetings and thanked everyone for their understanding. She said the holiday party was great and congratulated the staff on their awards and said all the staff is doing an awesome job. She said she is excited and proud and congratulated the staff on Bogart Park.

### **Director De La Cruz:**

Armando said congratulations on the Bogart Park transition and to Nancy for the employee of the year award as well as Kyle for the Winterfest event. He said there has been a lot of great work and improvements and he viewed the park with Duane looking at the improvements.

## **6. ADJOURNMENT:**

Motion was made by Treasurer Diercks to adjourn the meeting. Second by Vice Chairman/Secretary Flores.

The meeting was adjourned at 7:54pm