



BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT (BCVRPD)

REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, January 12, 2022, 5:30pm

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

AGENDA

www.bcvparks.com

PUBLIC PARTICIPATION BY TELECONFERENCE ONLY

Due to the spread of COVID-19 and in accordance with the Governor's Executive Order N-29-20, the Beaumont Cherry Valley Recreation & Park District and the Beaumont Cherry Valley Recreation & Park Improvement Corporation will be conducting this meeting by teleconference only. 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. There will be no public physical location for attending this meeting in person. The District's Board meeting room will be closed to the public until further notice.

The Workshop and Regular Session is available by calling: 1(623) 404-9000. Meeting ID: 471-749-1599
You can also join the meeting at <https://meetings.ringcentral.com/j/4717491599>

DISTRICT CLOSED SESSION – Closed Session to Begin at 5:30 (2 Items)

1. Conference with Labor Negotiators pursuant to Government Code Section 54957.6

Agency Designated Representative: General Manager

Unrepresented Employee: Human Resources Administrator

2. Conference with Legal Counsel – Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: One Case

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

WORKSHOP SESSION: None

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

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

Invocation:

Pledge of Allegiance:

Presentations: Happy Birthday Director Flores

Annual Awards:

5 years of service – Nancy Law

15 years of service – Janet Covington

Part Timer of the Year Award: George Ramirez

Make it Happen Award: Kyle Simpson

Employee of the Year Award: Ryann Flores

Directors Choice Award: Kyle Simpson

General Managers Choice Award: Aaron Morris

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 RingCentral, you may submit comments and/or questions in writing for the Board’s consideration by sending them to janet@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 December 8, 2021

2.2 Warrants for December 2021

2.3 Bank Balances for December 2021

2.4 Approve Special Provision Allowing for Teleconference Meetings during a Governor-Declared State of Emergency Pursuant to AB 361

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

3.1 Board Reorganization

3.2 Committee Assignments

3.3 Approval of FY 21/22 Mid-Year Budget

3.4 Approval to Accept COVID-19 Fiscal Relief Funds Awarded

3.5 Approval of Facility Use License Agreement, Primoz Cuisine

4. DEPARTMENT REPORTS:

Human Resources Administrator/Clerk of the Board: Janet Covington

Financial Services Technician/Office Manager: Nancy Law

Activities Coordinator: Kyle Simpson

Maintenance Foreman: Aaron Morris

Athletic Coordinator: Dodie Carlson

General Manager: Duane Burk

5. CALENDAR OF EVENTS:

5.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm at the Beaumont Library.
- Finance – 1st Thursday of Every Month 5:00 pm NCCC.
- Facility Use Ad Hoc- Second & Fourth Tuesday Monthly @ 5:30 pm
- BCVRPD Board Meeting Schedule, NCCC

February 9, 2022

March 9, 2022

April 13, 2022

5.2. Upcoming Holidays

Monday, January 17, 2022 – Martin Luther King Day

Monday, February 21, 2022 President’s Day

5.3. Events

March 12th, 2022 - Bogart 1K/5K Fun Run

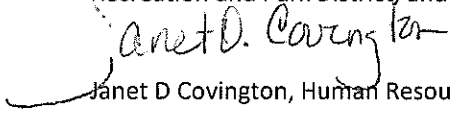
March 25th, 2022 – Welcome Home Vietnam Veterans Day

DIRECTORS MATTERS/COMMITTEE REPORTS

6. ADJOURNMENT:

Any person with a disability who requires accommodations in order to participate in the meeting should telephone Janet Covington at 951-845-9555, at least 48 hours prior to the meeting in order to make a request for a disability-related modification or accommodation

DECLARATION OF POSTING: I declare under penalty of perjury, that I am employed by Beaumont-Cherry Valley Recreation and Park District, and the foregoing agenda was posted at the District office and District web site January 7, 2022.



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



BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT (BCVRPD)

REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, December 8, 2021, 5:30pm

MINUTES

PUBLIC PARTICIPATION BY TELECONFERENCE ONLY

Due to the spread of COVID-19 and the fact that there is a Governor-declared state of emergency, the Beaumont Cherry Valley Recreation & Park District conducted this meeting by teleconference.

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

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

Title: General Manager

Closed session began at 5:30pm

Roll Call:

Director De La Cruz: Absent

Director Ward: Present

Treasurer Flores: Present

Vice-Chair/Secretary Diercks: Present

Chairman Hughes: Present

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

Closed session ended at 6:10pm.

WORKSHOP SESSION: None

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

Regular session began at 6:13pm in the memory of William (Bill) W. Thompson. (Dodie Carlson's Father)

Roll Call:

Director De La Cruz: Absent

Director Ward: Present

Treasurer Flores: Present

Vice-Chair/Secretary Diercks: Present

Chairman Hughes: Present

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

Albert Maldonado reported out from closed session. No reportable actions.

Invocation: Treasurer Flores gave the Invocation

Pledge of Allegiance: Albert Maldonado led the pledge of allegiance.

Presentations: None

Adjustments to Agenda: None

1. PUBLIC COMMENT: Chairman Hughes opened public comment at 6:20pm. Public comment closed at 6:23pm.

Annie Ploenn of Sunsational Tanning Salon and AP Rentals spoke regarding inappropriate interactions of a board member at Winterfest.

2. CONSENT CALENDAR:

2.1 Minutes of November 10, 2021

2.2 Warrants for November 2021

2.3 Bank Balances for November 2021

2.4 Approve Special Provision Allowing for Teleconference Meetings during a Governor-Declared State of Emergency Pursuant to AB 361

Janet Covington reported on item 2.1. The minutes will reflect Albert Maldonado commented on item # 2.4, not 2.2. Director Ward asked for a correction to the spelling of Chris Diercks name under Director Comments.

Duane Burk reported the finance department met and reviewed items 2.2 and 2.3.

Albert Maldonado commented on item 2.4. 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 needs to be a Governor-Declared State of Emergency and then there needs to be two findings. 1) The District needs to consider the circumstance for the State of Emergency. 2) State or Local Officials have recommended social distancing.

Motion was made to accept items 2.1, 2.2, 2.3 and 2.4 with the above referenced (2) changes to the minutes.

Initial Motion: Director Ward

Second: Vice Chair/Secretary Diercks

Result of Motion: Carried 4-0

Director De La Cruz: Absent

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 Chadrick Halliday & Co. Proposal for Fiscal Year 20/21 Audit.

Chairman Hughes opened public comment at 6: 25pm. Hearing none, public comment closed at 6:25pm.

Motion was made to accept item 3.1.

Initial Motion: Vice Chair/Secretary Diercks

Second: Director Ward

Result of Motion: Carried 4-0

Director De La Cruz: Absent

Director Ward: Aye

Treasurer Flores: Aye

Vice Chair/Secretary Diercks: Aye

Chairman Hughes: Aye

3.2 Revised Job Description, Receptionist

Chairman Hughes opened public comment at 6:28pm. Hearing none, public comment closed at 6:29pm.

Motion was made to accept item 3.2.

Initial Motion: Vice Chair/Secretary Diercks

Second: Treasurer Flores

Result of Motion: Carried 4-0
Director De La Cruz: Absent
Director Ward: Aye
Treasurer Flores: Aye
Vice Chair/Secretary Diercks: Aye
Chairman Hughes: Aye

3.3 Approval of 2022 Facility Use License Agreement, Beaumont Lions Club.

Chairman Hughes opened public comment at 6:34pm. Hearing none, public comment closed at 6:35pm. Duane Burk clarified the group will pay \$450.00 per month. They will complete three projects per year for the District and on the months the projects are completed, the fee will be waived. Director Ward asked for clarification of the group's annual required insurance (pg. 5 of 9). Nancy Law will clarify the language to reflect January through December coverage of each year.

Motion was made to accept item 3.3.
Initial Motion: Vice Chair/Secretary Diercks
Second: Director Ward
Result of Motion: Carried 4-0
Director De La Cruz: Absent
Director Ward: Aye
Treasurer Flores: Aye
Vice Chair/Secretary Diercks: Aye
Chairman Hughes: Aye

3.4 Approval of 2022 Facility Use License Agreement, San Geronimo Pass Historical Society

Chairman Hughes opened public comment at 6:42pm. Hearing none, public comment closed at 6:42pm.

Motion was made to accept item 3.4.
Initial Motion: Vice Chair/Secretary Diercks
Second: Treasurer Flores
Result of Motion: Carried 4-0
Director De La Cruz: Absent
Director Ward: Aye
Treasurer Flores: Aye
Vice Chair/Secretary Diercks: Aye
Chairman Hughes: Aye

4. DEPARTMENT REPORTS:

Human Resources Administrator/Clerk of the Board: Janet Covington

- We have 26 employees.
- No workers compensation cases. It has been eighty-seven days since our last employee accident.
- Janet attended the second in a series of three CAPRI webinars. The topic was Workers Compensation.
- November's employee of the month was celebrated November 24. Kaylee Gemmell received the recognition. Decembers luncheon is scheduled for December 29, 2021 @ noon in the copper room
- Holiday party is scheduled for Friday, December 17, 2021 @ the Grange Community Center 5:00 – 9:00pm. We have a magician scheduled.
- Duane Burk will be the guest speaker at the Calimesa Chamber Breakfast on February 8, 2022 @ 8:00am
- Board member position changes and committee assignments will be scheduled for the January 2022 board meeting.

Financial Services Technician/Office Manager: Nancy Law

- The Finance Committee met to review November 2021 Financial Reports.
- Property Tax Disbursement – The Financial Services Technician has not received deposits into the Riverside County Fund as of today.
- \$5,000.00 was transferred into the reserve fund for November 2021, bringing the balance to \$320,259.07. \$7,500.00 was into the Money Market account for November 2021 bringing the balance to \$10,292.57.
The District's initial loan payment for \$87,217.18 was completed.
- Nancy attended the following trainings: CAPRI Worker's Compensation Case Scenario, GFOA Workshop 26th Annual Governmental GAAP update, Paychex Workshop on Employee Tax Credit has your business considered making a claim per Human Resources request.
- Nancy attended the Friends of Valley-Wide Autumn Elegance event.
- Nancy attended the Pumpkin Carve & Beers, Brats and Bogart Bash Debriefs.
- Nancy attended the Veterans Day Parade.
- Nancy submitted the Community Development Block Grant (CDBG) for the parking lots at Bogart Regional Park.
- Nancy attended a Winterfest Meeting.
- Nancy attended a Conference call with Patrick from Motorola Solutions regarding radios for Maintenance and Bogart Park.

Activities Coordinator: Kyle Simpson

- COVID-19 Testing Facility at the Woman's Club will continue through December 31, 2021.
- There are currently 2 different skating groups renting out the hockey rink weekly
- The Yoga Connection is at Noble Creek Community Center Monday through Wednesday
- Heart and Soul Line Dancing is at Noble Creek Community Center on Mondays
- Beaumont Library Story Time is at Noble Creek Community Center on Tuesdays
- Tennis instruction is ongoing at the Tennis Courts Tuesdays and Saturdays
- Square dancing classes have started at the Grange on Wednesdays
- Martial arts classes are Mondays at the Grange
- Winterfest was held . It was a great turnout. Beaumont Cherry Valley Water District allowed us to use the Parking at the Ponds and put in a gate for pedestrians. Kyle received nice comments and thanked the staff for helping and thanked the board for attending.
- Nancy, Ryann, Rodrigo, Jesse, and Nick participated in the City Veterans Day Parade on 11/11/2021
- Kyle will be attending the Beaumont Chamber Breakfast on 12/10/21
- Kyle attended the CAPRI Workers' Compensation webinar on 12/1/2021

Chairman Hughes asked if thank you cards are given to those who participate at our events. Kyle confirmed he sends out thank you letters.

Maintenance Foreman: Aaron Morris

Aaron was absent and he will be working remotely for a while. Duane Burk presented his report. Aaron thanked everyone for the ongoing support during his leave of absence. His baby was born. He hopes everyone has a safe and festive Holiday Season and is looking forward to seeing everyone at the Annual Holiday Party.

- Central Command Installation is completed for Noble Creek Regional Park.
- The new building in the Maintenance Yard is completed. Cameras will be installed.
- Staff has been cleaning up and rearranging the yard to make it safer and more accessible.
- Staff fertilized the rest of the ballfields and open meadows at both Noble Creek Regional Park and Bogart Regional Park.
- Staff assisted and participated in the Winterfest event.

- Aaron is working on the fourth Quarter Safety Committee Packet to finish off the year.
- Maintenance will be focusing on routine work for the rest of the month.

Athletic Coordinator: Dodie Carlson

- The fall adult ball season is just starting to wrap up playoffs and championships. The last game for the season will be December 19, 2021 with the Sunday co-ed division.
- The winter wish presents were purchased, wrapped and delivered this past week. We were able to provide gifts to two families that had six children each. That was 46 gifts all together. Dodie thanked staff for their help. Along with the generous support from the teams that played in the Oktoberfest and Spooky Spectacular. It was a great joint effort by all.
- The fall canned food drive ran thru 12-5-21. The adult ball teams were extra generous this year. It was a full truckload again. Dodie thanked staff for having to move it twice and getting it delivered to the facility.
- Dodie thanked the Board of Directors, General Manager, and staff for their constant work for the district. She said she is especially happy that we have all the fields back and they are greening up beautifully. The staff continues to make improvements and it shows. We will be looking sharp when we can get back to filling these fields every weekend with tournaments.
- BYB finished fall ball and has a small lull before the real fun begins. BYB ran a Black Friday special with a deeper early discount, over the holiday. They have 290 sign ups which means they need more fields.

General Manager: Duane Burk

Duane attended the Veterans parade, Winterfest and Turkey fest. He played in a golf tournament with Richie Lozano for Christmas Cheer all Year. He presented an article from CSDA about the District mitigating wildfire damage. He also referred to a thank you letter from the Boys and Girls Club.

Duane met with Riverside County regarding funding opportunities for the District and said fields #2 and #3 have been re-fenced.

5. CALENDAR OF EVENTS:

5.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm at the Beaumont Library.
- Finance – 1st Thursday of Every Month 5:00 pm NCCC.
- Facility Use Ad Hoc- Second & Fourth Tuesday Monthly @ 5:30 pm
- BCVRPD Board Meeting Schedule, NCCC
 - Special Meeting December 16, 2021
 - January 12, 2022
 - February 9, 2022
 - March 9, 2022

5.2. Upcoming Holidays

Thursday & Friday, December 23 & 24, 2021 – Christmas
 Thursday & Friday, December 30 & 31, 2021 – New Years

5.3. Events

- Beaumont Woman’s Club COVID-19 Testing is through December 31, 2021.
- December 17, 2021 Staff Holiday Party 5:00- 10:00pm – Grange Community Center.

DIRECTORS MATTERS/COMMITTEE REPORTS

Director Ward:

Denise wanted to close out the year with her appreciation to everyone. She said she enjoyed all the events and is looking forward to next year. She gave her condolences to Dodie and her family and she congratulated Aaron on the birth of his child. She wished everyone a safe and healthy holiday season.

Treasurer Flores:

John thanked everyone for a great year. He attended the Winterfest and won a raffle. He is saddened to hear tonight's complaint and said it will be dealt with swiftly. He stated we are here to serve the community. He encouraged everyone to support the vendors at our events. He said it is a pleasure to serve on the board and he wished everyone a Happy New Year and a Merry Christmas.

Vice Chair/Secretary Diercks:

Chris gave his condolences to Dodie and congratulations to Aaron. He said he was sorry he had to miss Winterfest. He said every event this year has been good and it has been a great year and said next year will be even better.

Chairman Hughes:

Dan said he attended the Autumn Elegance for Valley Wide and said it was a good event. He hopes when we have an event they will attend ours so we can show them a great event. He attended the Christmas Cheer all Year. He spoke with Patrick Riley regarding the Danny Thomas Ranch. He said Lloyd White is the new mayor for the City of Beaumont and he stated that the City has a standard way of doing things that they don't hold themselves to. Dan said the Board meetings are very important. We have grown from 60 acres to over 500 acres and there is a potential of regionalizing with other cities over the next couple of years. He encouraged all directors to participate. He said the public looks at us differently. We have dedicated employees. Dan proposed that the Board dress differently while representing the District. He thanked staff for what they do, wished everyone a good holiday, and is looking forward to the holiday party. He congratulated Aaron and sent his condolences to Dodie.

6. ADJOURNMENT:

Motion was made by Vice Chair/Secretary Diercks to adjourn the meeting at 7:17 pm. The meeting was adjourned in memory of William (Bill) W. Thompson.

**Beaumont Cherry Valley Recreation & Park District
Check Warrant
Bank of Hemet - Operating
December 2021**

Type	Date	Num	Name	Memo	Amount
10005 · Bank of Hemet - Operating					
Check	12/01/2021	124301	Petty Cash	Winterfest Starting Cash	-1,600.00
Check	12/01/2021	124302	Dan Hughes	Director Fees - December 2021	-600.00
Check	12/01/2021	RF12012021	Amazon.com	Staff Holiday Party - decorations & table covers	-37.61
Check	12/01/2021	RF12012022	Amazon.com	Staff Holiday Party - Raffle item	-47.40
Check	12/02/2021	124303	Arctic Glacier	Final Payment - Snow Hill	-3,648.04
Check	12/02/2021	JC12022021	Hobby Lobby	Staff Holiday Party - Table Decorations	-247.47
Check	12/02/2021	AZ12022021	Stater Bros	Winterfest - Staff Water	-55.50
Check	12/02/2021	fee	Global Pay	Credit Card Machine Monthly Fees	-66.00
Check	12/02/2021	Fees	EPX	Fees - Credit Card Machine	-116.84
Check	12/02/2021	JC12022021	Big Tex Trailers	Hitch stands for Winterfest trailers (2)	-120.64
Bill Pmt -Check	12/03/2021	120032021	Rosalind Otero	Unfunded Health Payment	-151.70
Check	12/03/2021	NL12032021	District Forward	Hulk Plan - Year staff Webinar Training and remote consulting	-1,265.00
Check	12/04/2021	KS12042021	Taqueria Nueva Generacion	Staff Food - Winterfest 3 & 4, 2021	-552.68
Check	12/04/2021	KS12042021	El Aji Peruano	Staff Food - Winterfest 3 & 4, 2021	-11.00
Check	12/06/2021	124304	Cynthia Velasco	Refundable Security Deposit - Birthday Party - 11/6/2021	-500.00
Bill Pmt -Check	12/06/2021	12737324	SCE (700005100729)	Utilities - Electric - Grange, Snack Bar, Maintenance, Woman's Club, NCCC & Parking Lot Lights	-2,167.89
Bill Pmt -Check	12/06/2021	12737326	SCE (700194594370)	Utilities - Electric - James Hughes Trailer	-228.98
Bill Pmt -Check	12/06/2021	12737328	SCE (700492993735)	Utilities - Electric - Field #1 - 4	-767.21
Bill Pmt -Check	12/06/2021	12737332	SCE (700494090863)	Utilities - Electric (Fire Camp Lighting/Panel)	-198.50
Bill Pmt -Check	12/06/2021	12737333	SCE (700518137163)	Utilities - Electric - RV Park	-1,372.72
Bill Pmt -Check	12/06/2021	12737334	SCE (700593589625)	Utilities - Electric - General Electricity & Thunder Alley	-1,388.15
Bill Pmt -Check	12/06/2021	12737335	SCE (700593616907)	Utilities - Electric - Tennis Courts, Horse Arena & Field 5/6	-807.06
Check	12/06/2021	NL12062021	HP Store	Insta Ink - Finance Printer	-12.92
Check	12/07/2021	124305	Michael Ruffolo	Adult Softball Umpire	-90.00
Check	12/07/2021	124306	Anthony Tony Gipson	Adult Softball Umpire	-180.00
Check	12/07/2021	124307	Pete Gerlach	Adult Softball Umpire	-60.00
Check	12/07/2021	124308	Michael Lorch	Adult Softball Umpire	-180.00
Check	12/07/2021	124309	Kristine Carlson	Adult Softball Umpire	-60.00
Check	12/07/2021	124310	El Modena Vanguard Football	Refundable Security Deposit - Lunch & Walkthrough - 11/12/2021	-500.00
Check	12/07/2021	124311	Moises Lopez	Refundable Security Deposit - Birthday Party - 10/22/2021	-250.00

Beaumont Cherry Valley Recreation & Park District Check Warrant

Bank of Hemet - Operating December 2021

Type	Date	Num	Name	Memo	Amount
Check	12/07/2021	124312	Nancy Kenny	Refundable Security Deposit - Birthday Party - 11/06/2021	-500.00
Check	12/07/2021	124313	Benjamin Stewart	Refundable Security Deposit - Movie Filming - 11/13/2021	-500.00
Check	12/07/2021	124314	Lori Salazar	Refundable Security Deposit - Baby Shower - 11/20/2021	-500.00
Check	12/07/2021	124315	Petra Baca	Refundable Security Deposit - Memorial - 11/19/2021	-250.00
Check	12/07/2021	CL10072021	Kohl's	Staff Holiday Party - Centerpieces	-6.85
Bill Pmt -Check	12/08/2021	124316	Acorn Technology Services	New Workstation (Flores, Ryan)	-1,344.01
Bill Pmt -Check	12/08/2021	124317	Awards & Specialties	Business Cards (Simpson, Kyle)	-97.44
Bill Pmt -Check	12/08/2021	124318	Bay Alarm Company	Monthly Alarm Service	-455.00
Bill Pmt -Check	12/08/2021	124319	BCVWD 8-000	Utilities - Water - Woman's Club	-84.10
Bill Pmt -Check	12/08/2021	124320	BCVWD 8-001	Utilities - Water - Park	-6,495.23
Bill Pmt -Check	12/08/2021	124321	BCVWD 8-002	Utilities - Water - Park	-3,299.68
Bill Pmt -Check	12/08/2021	124322	BCVWD 8-003	Utilities - Water - NCCC	-601.83
Bill Pmt -Check	12/08/2021	124323	Beaumont Do it Best	Restroom Repairs/Rakes/Rock for Grange Fire Pit & Gloves for Snow Hill	-701.39
Bill Pmt -Check	12/08/2021	124324	Beaumont Power Equipment, Inc.	PPE - Maintenance Safety	-441.26
Bill Pmt -Check	12/08/2021	124325	Beaumont Print	Winterfest Law Signs	-775.80
Bill Pmt -Check	12/08/2021	124326	Beaumont Safe & Lock	Repair to Safe lock	-390.57
Bill Pmt -Check	12/08/2021	124327	Best Best & Krieger	Legal Fees: Board Meetings, DTR, Covid19 & General	-5,010.20
Bill Pmt -Check	12/08/2021	124328	BSN Sports	Adult Softball - Softballs	-1,305.68
Bill Pmt -Check	12/08/2021	124329	Cherry Valley Nursery	Replacement of died Oak Tree in Quad	-141.79
Bill Pmt -Check	12/08/2021	124330	CPRS	Membership Renewal	-550.00
Bill Pmt -Check	12/08/2021	124331	Department of Justice	Employee Finger Printing	-64.00
Bill Pmt -Check	12/08/2021	124332	Dutch Touch Window Cleaning	Qrtly Window Cleaning - NCCC, Grange & Woman's Club	-1,280.00
Bill Pmt -Check	12/08/2021	124333	ELROD Fence Company	New Fencing at Field #2 & Field #3	-36,575.00
Bill Pmt -Check	12/08/2021	124334	Ferrelgas	Utilities - Propane - Snack Bar	-447.84
Bill Pmt -Check	12/08/2021	124335	Inland Water Works Supply Co.	Material for Mainline Project	-120.40
Bill Pmt -Check	12/08/2021	124336	Jani-King of California, Inc	Weekly Janitorial Service	-2,561.38
Bill Pmt -Check	12/08/2021	124337	Land Engineering Consultants, Inc.	Meeting at LEC Office with Merlin Johnson to confirm well locations and coordinate with Webb Engineers on correct well location, modify water and sewer improvements plans to meet updated mapping	-1,107.00
Bill Pmt -Check	12/08/2021	124338	MRC Smart Technology Solutions	Copier printing coverage	-30.73
Bill Pmt -Check	12/08/2021	124339	MS Painting	Painting Maintenance Shop "C"	-1,400.00
Bill Pmt -Check	12/08/2021	124340	Mulvihill Enterprises, Inc.	Exit Devices & Metal Doors - Maintenance Shop "C"	-2,645.00
Bill Pmt -Check	12/08/2021	124341	Safety Compliance Company	Safety Meeting 11/17/2021 1pm Topic: #00102 - Repertory	-250.00

Beaumont Cherry Valley Recreation & Park District Check Warrant

Bank of Hemet - Operating December 2021

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	12/08/2021	124342	SiteOne Landscape Supply, LLC	Fertilizer: Bogart, Field #2 & Field #3/Central Command	-6,206.47
Bill Pmt -Check	12/08/2021	124343	Star Pro Security Patrol Inc.	Security (1) unarmed officer - 11/15/2021-12/05/2021 - 8hr/5days	-3,240.00
Bill Pmt -Check	12/08/2021	124344	Turf Star, Inc.	QAS Finish Grader/November 2021 PM Contract (15) Units (122) Hrs	-3,400.03
Bill Pmt -Check	12/08/2021	124345	United Rentals	Boom Lift Rental for the Christmas Tree Lights	-1,538.65
Bill Pmt -Check	12/08/2021	124346	Xerox Financial Services	Monthly Copier Rental	-559.07
Bill Pmt -Check	12/08/2021	124347	Blue Shield	Employee - Dental Insurance	-424.80
Bill Pmt -Check	12/08/2021	124348	Cherry Festival Association	Octoberfest 2021 Tent Rental	-200.00
Bill Pmt -Check	12/08/2021	1002000993	CalPERS-OPEB	Accrued Liability as of June 30, 2019 - Rate Plan: 1357	-5,507.67
Bill Pmt -Check	12/08/2021	1002000996	CalPers	Employee - Health Insurance	-4,328.62
Bill Pmt -Check	12/08/2021	159966692	ARCO Business Solutions	Monthly Gas/Fuel - Traverse (35,337), Chevy (34,387) & DSL Tank	-558.31
Bill Pmt -Check	12/08/2021	1002001006	CalPers	Employee - 457 Plan	-25.00
Bill Pmt -Check	12/08/2021	2001008-10	CalPers	Employee - Retirement Plan	-5,338.48
Bill Pmt -Check	12/08/2021	26361067025	Colonial Life	Employee - Life Insurance	-784.62
Bill Pmt -Check	12/08/2021	p215c2KS9T	Frontier Communications	Monthly Wifi - Woman's Club	-131.76
Bill Pmt -Check	12/08/2021	p215C2KSKD	Frontier Communications	Monthly Wifi - Maintenance	-100.98
Bill Pmt -Check	12/08/2021	p215C2KT96	Frontier Communications	Monthly Wifi - NCCC	-125.98
Bill Pmt -Check	12/08/2021	p215C2KTFX	Frontier Communications	Monthly Wifi - Grange	-141.58
Bill Pmt -Check	12/08/2021	61148308212	Office Depot	Office Supplies	-378.97
Bill Pmt -Check	12/08/2021	2556-6211	Streamline	Monthly Website/Portal Service	-420.00
Bill Pmt -Check	12/08/2021	3420009109	SoCalGas	Utilities - Gas - Grange & NCCC	-195.90
Bill Pmt -Check	12/08/2021	1354739608	Verizon Wireless	Monthly Wireless Phone Service	-659.05
Bill Pmt -Check	12/08/2021	80040569515	Waste Management of the IE	Utilities - Trash - NCCC, NCRP, Grange & Woman's Club	-2,551.17
Check	12/08/2021	RF12082021	Wal-Mart	Staff Holiday Party - Food	-54.54
Check	12/08/2021	RF12082022	Stater Bros	Staff Holiday Party - Drinks	-303.97
Check	12/08/2021	RF12082023	Dollar Tree Store	Staff Holiday Party - To Go Food Containers	-33.97
General Journal	12/09/2021	Trans120921		Transfer to Payroll for PR 12/10/2021	-45,000.00
Bill Pmt -Check	12/09/2021	124349	Action True Value Hardware	Christmas Tree/Building Light Supplies	-136.72
Bill Pmt -Check	12/09/2021	124350	BCVWD 8-005	Utilities - Water - Grange	-352.02
Bill Pmt -Check	12/09/2021	124351	Beaumont Do it Best	Spigots RV's/Irrigation Memorial Wall Tree	-35.73
Bill Pmt -Check	12/09/2021	124352	ELROD Fence Company	Cut in (1) Walking Gate and Grange Ponds	-1,295.00
Bill Pmt -Check	12/09/2021	124353	Inland Water Works Supply Co.	Material for Mainline Project	-202.68
Bill Pmt -Check	12/09/2021	124354	Prudential Overall Supply	Weekly Janitorial Supplies/Uniforms	-2,410.23

Beaumont Cherry Valley Recreation & Park District Check Warrant Bank of Hemet - Operating December 2021

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	12/09/2021	124355	Respond Systems	Qrtly First Aid Replacements	-119.06
Bill Pmt -Check	12/09/2021	124356	Elite Fire Protection	New Fire Extinguisher - Maintenance Shop "C"	-94.62
Check	12/09/2021	AZ120902021	Amazon.com	Office Supplies - D Rings	-11.63
Check	12/09/2021	EPX12092021	EPX	Refunded Winterfest Customer - Disputed refund waiting results	-450.00
Bill Pmt -Check	12/13/2021	124357	Merlin Johnson Construction, Inc.	Main Water Line Project	-186,309.58
Check	12/13/2021	NL12132021	CSMFO	Governmental Accounting - Law, Nancy & Zaragoza Alyssa	-150.00
Check	12/14/2021	124358	Pete Gerlach	Adult Softball Umpire	-270.00
Check	12/14/2021	124359	Anthony Tony Gipson	Adult Softball Umpire	-150.00
Check	12/14/2021	124360	Michael Ruffolo	Adult Softball Umpire	-60.00
Check	12/14/2021	124361	Michael Lorch	Adult Softball Umpire	-90.00
Check	12/14/2021	124362	Ryann Flores	96.5 miles @ .56 per mile - Board Packages, Holiday Party & Employee of Month	-54.04
Check	12/14/2021	124363	Sebastian Jimenez	Mileage: 24.95 @ .56 - Place/Remove Signage	-13.97
Check	12/14/2021	124364	Tuscano's Pizza & Pasta	Holiday Party - Food + Tip	-971.88
Check	12/14/2021	124365	John George Productions, LLC	Entertainment for Holiday Party, December 17th, 2021	-1,750.00
Check	12/14/2021	NL12142021	Calimesa Chamber of Commerce	Chamber Breakfast - Kafe Royale - (4) Simpson, Kyle, Law, Nancy & Hughes, Dan	-73.47
Check	12/14/2021	Fee	UMS/Celero Banking	Credit Card Monthly Fees -	-6.50
Bill Pmt -Check	12/15/2021	124366	Beaumont Do it Best	Sand Bags/Lopper for Big Branches, Tap winterfest, Dry Erase Board Maintenance,	-356.78
Bill Pmt -Check	12/15/2021	124367	Beaumont Safe & Lock	Rekey Irrigation boxes to (1) key, NCCC Office Door Battery Replacement	-185.51
Bill Pmt -Check	12/15/2021	124368	Ferrellgas	Utilities - Propane - Snack Bar	-502.65
Bill Pmt -Check	12/15/2021	124369	Herc Rentals Inc.	Winterfest - Light Towers	-894.06
Bill Pmt -Check	12/15/2021	124370	Record Gazette	Newspaper Membership	-54.95
Bill Pmt -Check	12/15/2021	124371	SiteOne Landscape Supply, LLC	Clay Conditioner - Field #2 & Field #3	-7,124.43
Bill Pmt -Check	12/15/2021	124372	Turf Star, Inc.	Toro Workman HD Repairs	-818.64
Bill Pmt -Check	12/15/2021	124373	Prudential Overall Supply	Weekly Janitorial Supplies/Uniforms	-201.87
General Journal	12/15/2021	Trans121501		Transferred from Reserve to Pay Merlin Johnson (Main Water Line) Bill per Board A	186,309.58
Check	12/15/2021	JC12152021	Ross	Employee of the Year - Prize	-109.69
Check	12/15/2021	JC12152021	Walmart	Holiday Party - Dinner/Gifts for prizes & Special Guest Presents	-402.61
Check	12/16/2021	124374	Malik Coleman	Adult Softball Umpire	-120.00
Check	12/16/2021	JC12162021	Sams	Holiday Party - Dessert	-76.14
Check	12/16/2021	KS12162021	Mega Liquor Warehouse	Tap Handles for - Kegs - Holiday Party	-210.00
Check	12/16/2021	KS12162021	Domenico's Italian Kitchen	Pizza Staff - Winterfest Debrief	-67.39

**Beaumont Cherry Valley Recreation & Park District
Check Warrant
Bank of Hemet - Operating
December 2021**

Type	Date	Num	Name	Memo	Amount
Check	12/16/2021	RF12162021	Amazon.com	Amazon Prime Membership	-128.22
Check	12/16/2021	RF12162022	Amazon.com	Staff Holiday Party - Raffie Items	-422.92
Bill Pmt -Check	12/17/2021	0112172021	Chevron	Monthly Gas/Fuel - F150 (25,671), Chevy (34,764), F350 (157,677), Traverse (35,645), F-550 (67,387) & Gas/Fuel Cans	-1,231.17
Bill Pmt -Check	12/17/2021	12082021	Nextiva	Monthly Telephone Service	-290.44
Check	12/17/2021	JC12172021	Stater Bros	Holiday Party - Napkins	-6.44
Check	12/17/2021	NL12172021	Stater Bros	Staff Holiday Party - Drinks	-60.91
Check	12/20/2021	AM12202021	PAPA	QAC License Renewal - Morris, Aaron	-60.00
Check	12/20/2021	AM12202022	PAPA	Membership Renewal - 2022 Morris, Aaron	-50.00
Bill Pmt -Check	12/20/2021	12202021	VSP-Vision Service Plan	Employee - Vision Insurance	-107.10
Check	12/20/2021	124375	Beaumont Youth (BYBS)	Toys for Tots Awards - 2021	-154.67
Check	12/20/2021	124376	Beaumont Youth (BYBS)	Winter Wish - (2) Families - 2021	-903.58
Check	12/20/2021	NL12202021	Nextiva	(2) Polycom Desktop Phones	-332.84
Check	12/21/2021	124377	Michael Ruffolo	Adult Softball Umpire	-90.00
Check	12/21/2021	124378	Michael Lorch	Adult Softball Umpire	-90.00
Check	12/21/2021	124379	Chris Diercks.	Director Fees - December 2021	-200.00
Bill Pmt -Check	12/22/2021	124380	Acorn Technology Services	Monthly IT Service	-1,945.00
Bill Pmt -Check	12/22/2021	124381	Battery Barn	Battery Replacement for Pull Behind Blower	-99.99
Bill Pmt -Check	12/22/2021	124382	Beaumont Do it Best	Sand Bags	-112.01
Bill Pmt -Check	12/22/2021	124383	Beaumont Flowers & Gifts	Sympathy Flowers - Aldrich, Mike & Warrick, Jessica	-203.06
Bill Pmt -Check	12/22/2021	124384	Luther's Truck & Equipment, Inc.	F350 Repair to Brakes/Rotors, Chevy Oil Change, Trailer New Jack	-3,981.32
Bill Pmt -Check	12/22/2021	124385	Luz Investment Corp.	Woman's Club - Troubleshoot Cameras/Repair	-400.00
Bill Pmt -Check	12/22/2021	124386	Oak Valley Florist	New Born Flowers - Morris & Memorial Flowers Avila	-236.93
Bill Pmt -Check	12/22/2021	124387	Turf Star, Inc.	Repair Toro 4000D	-168.00
Bill Pmt -Check	12/22/2021	124388	Wash Master	Equipment/Vehicle Wash	-2,045.00
General Journal	12/22/2021	Trans122221		Transferred from Quimby/DIF for Capital Improvement Bills	35,000.00
General Journal	12/22/2021	Trans122222		Transfer to Payroll for PR 12/24/2021	-35,000.00
Check	12/22/2021	KS12222021	Jersey Mikes	Meeting Expense - Staff Holiday Lunch	-79.27
Check	12/22/2021	NL12222021	Apple.com	Icloud Storage Upgrade	-2.99
Check	12/22/2021	AM12222021	7 Days Market	Maintenance - Holiday Lunch	-121.60
Bill Pmt -Check	12/27/2021	1002012481	CalPERS-OPEB	Accrued Liability as of June 30, 2019 - Rate Plan: 1357	-5,507.67
Bill Pmt -Check	12/27/2021	527396251	Ford Credit	Monthly F150 XLT Payment	-763.20

**Beaumont Cherry Valley Recreation & Park District
Check Warrant
Bank of Hemet - Operating
December 2021**

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	12/27/2021	BH02657951	UMPQUA Bank	Bus. Meals, Stamps, Sirius XM Radio, Ring Central	-563.23
General Journal	12/29/2021	RCF 122921		Transferred from Riverside County Fund for Bills and Payroll	150,000.00
General Journal	12/29/2021	Trans122922		Transfer to Reserve for Monthly Transfer	-5,000.00
General Journal	12/29/2021	Trans122923		Transfer to Money Market for Monthly Transfer	-7,500.00
Check	12/29/2021	124389	Jessica Warrick	Payroll Period 10/25/2021 - 11/7/2021 (14 hrs)	-420.00
Check	12/29/2021	124390	Jessica Warrick	Payroll Period 11/8/2021 - 11/21/2021 (9 hrs)	-270.00
Check	12/29/2021	124391	Jessica Warrick	Payroll Period 11/22/2021 - 12/8/2021 (16.5 hrs)	-495.00
Check	12/29/2021	124392	Jessica Warrick	Payroll Period 12/6/2021 - 12/19/2021 (4.5 hrs)	-135.00
Check	12/29/2021	124393	Michael Ruffolo	Adult Softball Umpire	-180.00
Check	12/29/2021	124394	Michael Lorch	Adult Softball Umpire	-90.00
Check	12/29/2021	124395	Anthony Tony Gipson	Adult Softball Umpire	-90.00
Bill Pmt -Check	12/29/2021	124396	Awards & Specialties	Engraving (Employee of the Year/Directors Choice)	-10.88
Bill Pmt -Check	12/29/2021	124397	Bay Alarm Company	Monthly Alarm Service	-121.00
Bill Pmt -Check	12/29/2021	124398	Inland Water Works Supply Co.	Main Water Line Project	-1,007.25
Bill Pmt -Check	12/29/2021	124399	Memories Created by Darcy Walls	Winterfest 2021 Pictures	-808.13
Bill Pmt -Check	12/29/2021	124400	Prudential Overall Supply	Weekly Janitorial Supplies/Uniforms	-208.84
Bill Pmt -Check	12/29/2021	124401	Safety Compliance Company	Safety Meeting 12/15/2021 1pm Topic: #108	-250.00
Bill Pmt -Check	12/29/2021	124402	SRS Electric	Wiring and Conduit Repair Quad from Backhoe damage	-14,973.00
Bill Pmt -Check	12/29/2021	124403	Star Pro Security Patrol Inc.	Security (1) unarmed officer - 12/13/2021-12/26/2021 8hr/5days	-2,052.00
Bill Pmt -Check	12/29/2021	124404	Xerox Financial Services	Monthly Copier Rental	-559.07
Bill Pmt -Check	12/30/2021	285586641	The Home Depot	Grange Lights/Winterfest Lights, Heaters & Event Totes	-1,888.75
Check	12/31/2021	12312021	Clover	Monthly Equipment Rental	-104.85
Check	12/31/2021	CCFEES	Clover(MRCH BNKCD)	Monthly Credit Card % Fees	-891.39
Check	12/31/2021	RF12312021	Chick-Fil-A	Employee of the Month - Lunch	-158.06
Check	12/31/2021			Service Charge - Positive Pay/Returned Item Charge	-54.00
				TOTAL	-96,872.13

Beaumont Cherry Valley Recreation & Park District
Check Warrant
Bank of Hemet - Money Market
December 2021

Type	Date	Num	Name	Memo	Amount
10000 - Bank of Hemet - MM					
General Journal	12/29/2021	Trans122923		Transferred from Operating for Monthly Transfer	7,500.00
				TOTAL	<u>7,500.00</u>

**Beaumont Cherry Valley Recreation & Park District
Check Warrant
Bank of Hemet - Reserve
December 2021**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Paid Amount</u>
10025 - Bank of Hemet - Reserve Fund					
General Journal	12/15/2021	Trans121501		Transfer to Operating to Pay Merlin Johnson (Main Water Line) Bill per Board Approval	-186,309.58
General Journal	12/29/2021	Trans122922		Transferred from Operating for Monthly Transfer	5,000.00
				TOTAL	-181,309.58

**Beaumont Cherry Valley Recreation & Park District
Check Warrant
Bank of Hemet - Quimby/DIF
December 2021**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
10020 - Bank of Hemet - Quimby/DIF					
General Journal	12/22/2021	Trans122221		Transfer to Operating for Capital Improvement Bills	-35,000.00
				TOTAL	-35,000.00

**Beaumont Cherry Valley Recreation & Park District
Check Warrant
Bank of Hemet - Bogart
December 2021**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
10050 - Bank of Hemet - Bogart Park					
Check	12/03/2021	5214	Department of Fish and Wildlife	Application for private Stocking Permit	-68.50
Bill Pmt -Check	12/08/2021	5215	BCVWD 3-001	Utilities - Water	-126.52
Bill Pmt -Check	12/08/2021	5216	BCVWD 3-002	Utilities - Water	-248.25
Bill Pmt -Check	12/08/2021	5217	BCVWD 3-003	Utilities - Water	-152.30
Bill Pmt -Check	12/08/2021	5218	BCVWD 3-004	Utilities - Water	-2,035.49
Bill Pmt -Check	12/08/2021	5219	Clark Pest Control	Weekly Pest Control	-564.00
Bill Pmt -Check	12/08/2021	80040569542	Waste Management of the IE	Utilities - Trash	-537.96
Check	12/12/2021	CCFEES	Clover(MRCH BNKCD)	Credit Card % Fees	-275.30
Check	12/14/2021	Fee	UMS/Celero Banking	Credit Card Monthly Fee	-6.50
Bill Pmt -Check	12/17/2021	13310858	SCE (700558511896)	Utilities - Electric (Bogart)	-433.87
Check	12/31/2021	12312021	Clover	Monthly Equipment Rental	-49.90
TOTAL					-4,498.59
					<u>-4,498.59</u>

Beaumont Cherry Valley Recreation Park District

Bank Account Balances

As of 12/31/2021

	Starting Balance	Payables	Deposits	Ending Balance	Notes/Comments
1 Bank of Hemet - Operating	\$ 117,648.43	\$ 529,488.89	\$ 467,384.97	\$ 55,544.51	
2 Bank of Hemet - Payroll Account	\$ 6,281.71	\$ 84,801.99	\$ 80,000.00	\$ 1,479.72	
3 Bank of Hemet - Project Loan	\$ 1,588.70			\$ 1,588.70	
4 Bank of Hemet - Bogart	\$ 17,107.12	\$ 5,226.60	\$ 7,450.00	\$ 19,330.52	
5 Bank of Hemet MM	\$ 10,292.57		\$ 7,501.58	\$ 17,794.15	7,500 Monthly Deposits for loan payment 11/2021
6 Bank of Hemet - Reserve Fund	\$ 320,259.07	\$ 186,309.58	\$ 5,015.28	\$ 138,964.77	Mainline Water Project (Per Board Approval)
7 Bank of Hemet - Quimby/DIF	\$ 55,303.42	\$ 35,000.00	\$ 11,672.12	\$ 31,975.54	
8 Petty Cash	\$ 500.00			\$ 500.00	
9 Riverside County Fund	\$ 147,914.51	\$ 150,000.00	\$ 641,598.91	\$ 639,513.42	
10	\$ 676,895.53	\$ 990,827.06	\$ 1,220,622.86	\$ 906,691.33	
11 Bank of Hemet - Reserve Fund	Balance	Payables	Deposits	Ending Balance	Notes/Comments
12 Operating Reserve	\$ 250,000.00	\$ 186,309.58		\$ 63,690.42	NOT to be USED
13 Capital Reserve	\$ 70,259.07		\$ 5,015.28	\$ 75,274.35	Min Balance of \$50,000
14 TOTAL RESERVE ACCOUNT	\$ 320,259.07	\$ 186,309.58	\$ 5,015.28	\$ 138,964.77	

Beaumont-Cherry Valley Recreation & Park District Improvement Corporation

Bank Account Balance

As of 12/31/2021

	Starting Balance	Payables	Deposits	Ending Balance	Notes/Comments
15 Bank of Hemet	\$ 129,931.16	\$ 25,768.09	\$ 800.00	\$ 104,963.07	Property Taxes



Staff Report

Agenda Item No. 3.1 & 3.2

To: Chairman and Board of Directors

From: Janet Covington, Human Resources Administrator

Date: January 12, 2022

**Subject: #3.1 Board Reorganization
#3.2 Committee Assignments**

Background and Analysis:

Each year the Board of Directors elects officer positions in accordance with Resolution #2010-02. (Resolution #2010-02 attached). The new Chairman then assigns committees.

Current officer positions held are as follows:

Chairman of the Board: Dan Hughes

Vice Chair/Secretary: Chris Diercks

Treasurer: John Flores

Directors: Denise Ward and Armando De La Cruz

Current Committee Assignments held are as follows:

- Finance Committee (2) Vice Chair/Secretary Diercks, Treasurer Flores. Alt: Chairman Hughes.
- Personnel Committee (2) – Chairman Hughes, Director Ward. Alt: Director De La Cruz.
- Collaborative Agency Committee (2) – Treasurer Flores, Director Ward. Alt: Chairman Hughes.
- Facilities Ad-Hoc Committee (2) – Vice Chair/Secretary Diercks, Treasurer Flores. Alt: Director De La Cruz.
- Beaumont Youth Baseball Liaison (1) – Vice Chair/Secretary Diercks, Director De La Cruz.
- City of Beaumont (2) – Chairman Hughes, Treasurer Flores. Alt: Director Ward.
- Bogart/BCVWD Ad-hoc – (2) – Director Ward, Treasurer Flores. Alt: Chairman Hughes
- BCVRPIC / DTR (2) – Chairman Hughes, Treasurer Flores. Alt: Director Ward.

Fiscal Impact: None

Recommendations:

Staff recommends electing officer positions and appointing committee assignments according to Resolution #2010-02.

Respectfully Submitted,

Janet Covington

Human Resources Administrator, Clerk of the Board

RESOLUTION NO. 2010-02

A RESOLUTION OF BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT
ESTABLISHING TERMS FOR OFFICERS OF THE
BOARD OF DIRECTORS

Recitals

WHEREAS, the Beaumont-Cherry Valley Recreation and Park District is a Special District, formed in 1971 pursuant to the Recreation and Park District Law, sections 5780 et. seq., of the California Public Resources Code; and

WHEREAS, pursuant to the Public Resources Code, the Board of Directors has established certain officer positions, including the positions of Chair, Vice-Chair, Secretary and Treasurer; and

WHEREAS, it is the policy of the Board of Directors to promote the rotation of the officer positions among all members of the Board of Directors; and

WHEREAS, it is the purpose of this Resolution to establish term limits governing the length of time each member of the Board of Directors may serve in any one officer position.

NOW, THEREFORE, Board of Directors for the Beaumont Cherry Valley Recreation & Park District hereby resolves as follows:

Section 1. Term of Office.

The term of office for each officer position shall be one year. A member of the Board of Directors may serve a maximum of two consecutive one-year terms in any one position, if re-elected as provided herein, unless there is no other nominee for said position and the Board unanimously approves allowing the additional term. Terms of office held prior to the date of this Resolution will not be considered when determining whether a nominee is barred by consecutive terms.

Section 2 Election.

In January of each year, the Board of Directors shall nominate individuals from among its members for specific officer positions. The individual member may then accept or reject the nomination. If the member accepts the nomination, he or she will become a candidate for that officer position. The Board of Directors shall then vote to elect, or re-elect, the officers from among the candidates. No Board of Director member shall vote for more than one candidate for each officer position. Officer positions are selected from among the candidates by a simple majority vote.

Section 3 Rotation of Office.

To promote the rotation of candidates within each office, a member of the Board of Directors who has served two consecutive one-year terms in any one officer position may be re-elected to that same office only if the member has not served in that office for two years or more prior to such re-election. An exception to this rule applies if there is no other nominee for said position and the Board unanimously approves allowing the additional term.

Section 4 Functions of the Chairman and Vice Chair.

The Chair shall preside at all meetings of the Board of Directors. If the Chair is absent or unable to preside, the Vice-Chair shall preside until the Chair returns or is able to act. In such instance, the Vice-Chair shall have all of the powers and duties of the Chair.

Section 5 Vacancies.

In the event of a vacancy in any office prior to an election, such vacancy shall be filled by an appointment from the Board of Directors at a regularly-scheduled meeting following advisement of the vacancy.

APPROVED AND ADOPTED this 8th day of September, 2010

I, the undersigned, hereby certify that the foregoing Resolution #2010-02 was duly adopted by the Board of Directors following a roll call vote:

Ayes: 4

Noes: 0

Absent: 1

Abstain: 0

By 
Board Secretary



Staff Report

Agenda Item No. **3.3**

To: Board of Directors
From: Nancy Law, Financial Services Technician/Office Manager
Via: Duane Burk, General Manager
Date: January 12th, 2022
Subject: Approval of FY 21/22 Mid-Year Budget

Background and Analysis:

On Wednesday, June 9th, 2021 the Board approved FY 21/22 & 22/23 Budget. As a practice for the Board the District suspends expenditures in December and in June respectfully.

On December 17th, 2021, District staff suspended expenditures until January 3rd, 2022. This practice gives staff an opportunity to reconcile the first six months of spending and revenues and keeps the public aware of activities. At the January 6th, 2022 Finance Committee meeting staff presented the FY 21/22 mid-year budget for review which was approved by the Committee members Vice Chair/Secretary Diercks and Treasurer Flores.

Fiscal Impact:

No Fiscal Impact

Recommendations:

At the direction of the Finance Committee Staff recommend that the Board review, comment and approve the FY 21/22 Mid-Year Budget.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "Nancy Law", is written over the typed name and title.

Nancy Law
Financial Services Technician/Office Manager

Beaumont-Cherry Valley Recreation and Park District
Mid-Year Budget FY 21/22

		FY 21/22 Approved 6/9/2021	FY 21/22 Actuals 12/27/2021	%	FY 21/22 Changes	Notes of Change
1	Income					
2	Bogart Park					
3	40201 - Camping	\$ 20,000.00	\$ 23,927.00	119.64%		
4	40202 - Gate Entrance	\$ 30,000.00	\$ 25,948.50	86.5%		
5	40203 - Horse/Dog Entrance	\$ 200.00	\$ 40.00	20%		
6	40204 - Wood Sales	\$ 100.00	\$ 112.00	112%		
7	40205 - Annual Passes	\$ 12,000.00	\$ 6,470.00	53.92%		
8	40207 - Volunteer Electrical Usage	\$ 600.00	\$ 200.00	33.33%		
9	40208 - RV Dump	\$ 100.00	\$ 460.00	460%		
10	40209 - Fishing Passes	\$ 5,000.00	\$ 13,952.00	279.04%		
11	Total Bogart Park	\$ 68,000.00	\$ 71,109.50	104.57%	\$ -	
12	Facility Use					
13	40101 - Registrations (BYB)	\$ 10,000.00	\$ 2,410.00	24.10%		
14	40103 - Caretaker Rent	\$ 2,400.00	\$ 1,200.00	50%		
15	40104 - Dog House	\$ 1,000.00	\$ -	0%		
16	40105 - Dog Park	\$ -	\$ -	0%		
17	40106 - Equestrian Arena	\$ 1,500.00	\$ 577.52	38.50%		
18	40107 - Fields	\$ 5,000.00	\$ 6,100.00	122%		
19	40109 - Grange	\$ 3,000.00	\$ 15,800.50	526.68%		
20	40111 - NCCC/Franco Gardens	\$ 3,000.00	\$ 6,070.00	202.33%		
21	40112 - Park	\$ 800.00	\$ 575.00	71.88%		
22	40113 - RV Space	\$ 40,000.00	\$ 88,661.00	221.65%		
23	40114 - Snack Bar	\$ 5,000.00	\$ 9,082.96	181.66%		
24	40115 - Thunder Alley	\$ 3,900.00	\$ 1,650.00	42.31%		
25	40116 - Woman's Club	\$ -	\$ -	0%		
26	40117 - Dump Station	\$ 1,000.00	\$ 1,000.00	100%		
27	40118 - Franco Gardens	\$ 5,000.00	\$ 750.00	15%		
28	40119 - NCCC	\$ 5,000.00	\$ 5,905.00	118.10%		
29	40120 - Horseshoe Pits	\$ 100.00	\$ 225.00	225%		
30	Total Facility Use	\$ 86,700.00	\$ 140,006.98	161.48%	\$ -	
31	Special Events					
32	40503 - Spring Fling	\$ 4,000.00	\$ -	0%		
33	40504 - Fishing Derby	\$ 3,000.00	\$ -	0%		
34	40505 - Movies Under the Stars	\$ 1,000.00	\$ 1,058.46	105.85%		
35	40507 - Oktoberfest	\$ 10,000.00	\$ 24,762.00	247.62%		
36	40508 - Parking	\$ -	\$ 5,695.00			
37	40509 - Tournaments	\$ 20,000.00	\$ 10,337.68	51.69%		
38	40510 - Winterfest	\$ 4,000.00	\$ 6,953.35	173.83%		
39	40512 - Pumpkin Carve	\$ 1,000.00	\$ 1,308.00	130.8%		
40	40513 - Cinco De Mayo	\$ 2,000.00	\$ -	0%		
41	40515 - 1K/5K Fun Run	\$ 1,500.00	\$ -			
42	40516 - Beers Brats & Bogart Bash	\$ -	\$ 6,048.00	0%		
43	Total Special Events	\$ 46,500.00	\$ 56,162.49		\$ -	
44	State of California Revenue					
45	40001 - Prop Tax Current Secured	\$ 1,472,900.00	\$ 82,183.60	5.58%		
46	40002 - Prop Tax Current Supplemental	\$ 24,500.00	\$ 7,610.23	31.06%		
47	40003 - Prop Tax Current Unsecured	\$ 87,550.00	\$ 94,243.96	107.65%		
48	40004 - Prop Tax Prior Supplemental	\$ 13,500.00	\$ 1,448.58	10.73%		
49	40005 - Prop Tax Prior Unsecured	\$ 3,500.00	\$ -	0%		
50	40006 - CA Homeowners Tax Relief	\$ 10,300.00	\$ -	0%		
51	40007 - (RDA) Contractual Revenue	\$ 91,500.00	\$ -	0%		
52	40010 - RDV Prty Tax, LMIH Redul Asts	\$ -	\$ 8,654.98			
53	40401 - Interest - Invested Funds	\$ 2,600.00	\$ (403.51)	-15.52%		
54	Total State of California Revenue	\$ 1,706,350.00	\$ 193,737.84	11.19%	\$ -	
55	40600 - Adult Softball	\$ 10,000.00	\$ 32,390.83	323.91%		
56	40601 - Banner Sales	\$ -	\$ 200.00			
57	40602 - Contract Instructor	\$ 500.00	\$ 2,867.00	573.40%		
58	DT Ranch					
59	40701 - House Rental	\$ 10,000.00	\$ 5,000.00	50%		
60	Total DT Ranch	\$ 10,000.00	\$ 5,000.00	50%	\$ -	
61	Total Income	\$ 1,928,050.00	\$ 501,474.64	33.6%	\$ -	
62	Expense					
63	Bank Fees					
64	50255 - Bank Service Charges	\$ 500.00	\$ 212.00	42.4%		
65	50256 - Bank Checks	\$ 500.00	\$ 829.86	165.97%	\$ 500.00	
66	50257 - Safe Deposit Box	\$ 150.00	\$ -	0%		
67	Total Bank Fees	\$ 1,150.00	\$ 1,041.86	147.49%	\$ 500.00	
68	Board of Directors					
69	50225 - Director Fees	\$ 36,000.00	\$ 9,600.00	26.67%		
70	50226 - Training - Strategic Planning	\$ 10,000.00	\$ -	0%		
71	50227 - Travel and Conference	\$ 10,000.00	\$ (1,295.96)	-12.96%		
72	50228 - Election Expense	\$ -	\$ -	0%		

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73	Total Board of Directors	\$ 56,000.00	\$ 8,304.04	14.83%	\$ -	
74	Bogart Park					
75	Professional Services					
76	50147 - Weather TRAK	\$ 240.00	\$ -	0%		
77	50185 - CEQA	\$ -	\$ 2,787.50	278.75%	\$ 3,000.00	New
78	Total Professional Services	\$ 240.00	\$ 2,787.50		\$ 3,000.00	
79	Utilities					
80	50160 - Electricity	\$ 16,200.00	\$ 6,657.41	41.10%	\$ (4,000.00)	
81	50161 - Trash	\$ 6,400.00	\$ 3,293.43	51.46%		
82	50162 - Telephone & Internet	\$ 2,400.00	\$ 1,498.00	62.42%		
83	50163 - Water	\$ 13,000.00	\$ 18,607.82	143.14%	\$ 7,000.00	
84	Total Utilities	\$ 38,000.00	\$ 30,056.66	79.10%	\$ 3,000.00	
85	Repairs & Maintenance					
86	50140 - Restrooms	\$ 250.00	\$ 15.98	6.39%		
87	50141 - Seed	\$ 2,800.00	\$ 2,786.21	99.51%		
88	50142 - Tank	\$ 500.00	\$ -	0%		
89	50143 - Trees	\$ 10,000.00	\$ -	0%		
90	50144 - Grounds	\$ 10,000.00	\$ 10,943.15	109.43%	\$ 10,000.00	
91	50156 - Fertilizer	\$ 3,200.00	\$ 696.32	21.76%		
92	50157 - Irrigation	\$ 5,000.00	\$ 415.41	8.31%	\$ (2,000.00)	
93	50158 - Kiosk Gate	\$ 2,500.00	\$ 1,305.00	52.2%		
94	50159 - Lighting & Electrical	\$ 1,000.00	\$ -	0%		
95	50164 - Playground	\$ 2,500.00	\$ -	0%		
96	50165 - Pond	\$ 9,000.00	\$ 3,892.66	43.25%		
97	Total Repairs & Maintenance	\$ 46,750.00	\$ 20,054.73		\$ 8,000.00	
98	50148 - Stocking Pond	\$ 20,000.00	\$ 6,900.00	34.5%	\$ (7,000.00)	
99	50149 - Signage	\$ 10,000.00	\$ 176.99	1.77%	\$ (8,000.00)	
100	50150 - Computer/IT	\$ 2,500.00	\$ -	0%		
101	50151 - Grounds Equipment	\$ 1,000.00	\$ 895.97	89.6%		
102	50152 - Keys/Locks	\$ 500.00	\$ -	0%		
103	50153 - Office Supplies	\$ 3,000.00	\$ 61.38	2.05%	\$ (1,500.00)	
104	50166 - Well	\$ 8,000.00	\$ -	0%	\$ (4,000.00)	
105	50167 - Janitorial Supplies	\$ 2,500.00	\$ 182.94	7.32%	\$ (1,500.00)	
106	50168 - Uniforms	\$ 100.00	\$ 273.50	273.5%		
107	50169 - Pest Control	\$ 6,000.00	\$ 1,315.88	21.93%	\$ (3,000.00)	
108	Total Bogart Park	\$ 138,590.00	\$ 62,705.55	45.32%	\$ (11,000.00)	
109	Contract Services					
110	50170 - Acorn Technology	\$ 25,000.00	\$ 11,670.00	46.68%		
111	50171 - BDL Alarms, Inc.	\$ 5,000.00	\$ 1,257.00	25.14%		
112	50172 - Jani King	\$ 25,000.00	\$ 14,430.46	57.72%		
113	50173 - Memories by Darci Walls	\$ 3,500.00	\$ 1,131.38	32.33%		
114	50175 - Slugg Bugg	\$ 2,100.00	\$ 1,050.00	50%		
115	50177 - Turf Star	\$ 10,000.00	\$ 4,751.72	47.52%		
116	50178 - Clarks Pest Control	\$ 6,000.00	\$ 1,732.00	28.87%		
117	50180 - Paychecks Flex	\$ 1,700.00	\$ 587.10	34.54%		
118	50181 - Streamline	\$ 10,000.00	\$ 2,520.00	25.2%		
119	50182 - Star Pro Security	\$ 56,200.00	\$ 24,732.00	44.01%		
120	Total Contract Services	\$ 144,500.00	\$ 63,861.66	44.2%	\$ -	
121	Dues/Subscriptions/Memberships					
122	50205 - CARPD	\$ 2,500.00	\$ 2,500.00	100%		
123	50206 - CSDA	\$ 3,861.00	\$ 5,752.00	148.98%	\$ 1,891.00	
124	50208 - Amazon Prime	\$ 130.00	\$ -	0%		
125	50211 - CalPELRA	\$ 740.00	\$ -	0%		
126	50212 - Chamber Memberships	\$ 550.00	\$ -	0%		
127	50213 - CPRS	\$ 550.00	\$ 695.00	126.36%	\$ 145.00	
128	50214 - NRPA	\$ 350.00	\$ 190.00	54.29%		
129	50215 - GFOA	\$ -	\$ 160.00	160%	\$ 160.00	
130	50217 - Record Gazette	\$ 40.00	\$ 54.95	137.38%		
131	50218 - STMA	\$ 200.00	\$ 205.00	102.5%		
132	50219 - CSMFO	\$ 50.00	\$ 50.00	100%		
133	Total Dues/Subscriptions/Memberships	\$ 8,971.00	\$ 9,606.95	107.09%	\$ 2,196.00	
134	Equipment Purchases - Buildings					
135	50245 - Grange	\$ 800.00	\$ 288.78	36.10%	\$ (400.00)	
136	50246 - Maintenance	\$ 1,300.00	\$ -	0%	\$ (800.00)	
137	50247 - NCCC	\$ 800.00	\$ 673.82	84.23%		
138	50248 - East Snack Bar	\$ 800.00	\$ -	0%	\$ (400.00)	
139	50249 - West Snack Bar	\$ 800.00	\$ -	0%	\$ (400.00)	
140	50250 - Woman's Club	\$ 7,500.00	\$ -	0%	\$ (7,000.00)	Reference: Fridge/Freezer
141	Total Equipment Purchases - Buildings	\$ 12,000.00	\$ 962.60	8.02%	\$ (9,000.00)	
142	Human Resources/Risk Management					
143	Employee Training & Seminars					
144	50125 - Conferences	\$ 20,000.00	\$ 7,608.63	38.04%	\$ (6,000.00)	
145	50126 - License Renewal	\$ 1,100.00	\$ 60.00	5.46%	\$ (500.00)	
146	50128 - School Tuitions/Books	\$ 3,000.00	\$ 21.90	1%	\$ (2,000.00)	
147	50129 - Workshops/Webinars	\$ 3,000.00	\$ 4,008.00	131.93%	\$ 2,000.00	

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148	Total Employee Training & Seminars	\$ 27,100.00	\$ 11,698.53	43.17%	\$ (6,500.00)	
149	Insurance - Employee's					
150	50105 - 457 Employee Pension Plan	\$ 7,000.00	\$ 2,641.70	37.74%		
151	50106 - Admin Fees	\$ 160.00	\$ 60.62	37.89%		
152	50107 - Dental Insurance	\$ 5,200.00	\$ 2,124.00	40.85%		
153	50109 - Flex Benefit Plan	\$ 14,800.00	\$ 8,092.00	54.68%		
154	50110 - Health Insurance	\$ 60,000.00	\$ 20,872.00	37.79%		
155	50111 - Accident Insurance	\$ 2,000.00	\$ 404.46	20.22%		
156	50112 - Vision Insurance	\$ 800.00	\$ 321.30	40.16%		
157	Total Insurance - Employee's	\$ 89,960.00	\$ 34,516.08	37.79%	\$ -	
158	50102 - CalPERS - Retirement	\$ 70,000.00	\$ 34,335.94	49.05%		
159	50103 - CalPERS - Unfunded Health	\$ -	\$ -	0%		
160	50104 - CalPERS - Unfunded Retiree	\$ 124,145.00	\$ 33,046.02	26.62%		
161	50114 - Insurance - Liability (Capri)	\$ 64,000.00	\$ 67,429.00	105.36%		
162	50115 - Insurance - Workman's Comp	\$ 40,000.00	\$ 18,931.83	47.33%		
163	50116 - Payroll Taxes	\$ 18,000.00	\$ 13,431.61	74.62%		
164	50117 - Salaries	\$ 942,000.00	\$ 493,559.06	52.40%		
165	50120 - Medical Exam Expense	\$ 1,000.00	\$ 140.00	14%		
166	50121 - Employee Fingerprinting	\$ 500.00	\$ 310.00	62%		
167	50122 - Employee (Shoe) Reimbursement	\$ 2,000.00	\$ 1,431.63	71.58%		
168	50123 - Employee Cellular Reimbursement	\$ 500.00	\$ -	0%		
169	Total Human Resources/Risk Management	\$ 1,379,205.00	\$ 708,829.70	51.21%	\$ (6,500.00)	
170	Janitorial Supplies					
171	50264 - Park/Grounds	\$ 2,500.00	\$ -	0.00%		
172	50265 - Supplies	\$ 14,500.00	\$ 6,767.93	46.68%		
173	50267 - Uniform Expense	\$ 5,000.00	\$ 4,678.92	93.58%		
174	Total Janitorial Supplies	\$ 22,000.00	\$ 11,446.85	49.76%	\$ -	
175	Licenses and Permits					
176	50235 - County Health Department	\$ 1,500.00	\$ 734.00	48.93%		
177	50236 - LAFCO Fees	\$ 800.00	\$ 700.95	87.62%		
178	50237 - DMV	\$ 54.00	\$ -	0%		
179	50239 - Music Permit	\$ 500.00	\$ -	0%		
180	50241 - Alarm Permit	\$ 100.00	\$ -	0%		
181	50242 - Fish and Wildlife	\$ -	\$ 68.50	0%	\$ 68.50	Added: Private Stocking Permit
182	Total Licenses and Permits	\$ 2,954.00	\$ 1,503.45	43.36%	\$ 68.50	
183	Office Expenses					
184	50270 - Copier Lease	\$ 10,700.00	\$ 5,501.15	51.41%		
185	50271 - Notary	\$ -	\$ 78.92	100%		
186	50272 - Office Furniture	\$ 15,000.00	\$ 3,927.49	26.18%	\$ (10,000.00)	
187	50273 - Office Supplies	\$ 10,000.00	\$ 6,027.32	60.27%		
188	50274 - PO Box	\$ 388.00	\$ -	0.00%		
189	50275 - Recycling/Shredding	\$ 300.00	\$ -	0.00%		January 2022
190	50276 - Postage/Stamps	\$ 1,000.00	\$ 6,169.21	617%	\$ 6,000.00	
191	Total Office Expenses	\$ 37,388.00	\$ 21,704.09		\$ (4,000.00)	
192	Professional Fee's					
193	50190 - Auditing	\$ 29,000.00	\$ 12,936.00	44.61%		
194	50191 - Professional Services	\$ 5,000.00	\$ 37,797.50	755.95%	\$ 35,000.00	
195	50192 - Legal Fees	\$ 50,000.00	\$ 24,448.00	48.90%		
196	50196 - GASB 68	\$ 1,050.00	\$ 1,050.00	100.00%		
197	50197 - GASB 74/75	\$ 1,530.00	\$ 1,530.00	100.00%		
198	50198 - State Controller's Report	\$ 1,000.00	\$ -	0.00%		
199	50200 - Payroll Processing	\$ 6,100.00	\$ 2,907.84	47.67%		
200	50201 - Social Media	\$ 10,000.00	\$ 4,872.97	48.73%		
201	Total Professional Fee's	\$ 103,680.00	\$ 85,542.31	82.51%	\$ 35,000.00	
202	Public Relations					
203	50280 - Business Cards	\$ 300.00	\$ 194.88	64.69%		
204	50281 - Chamber Breakfast/Installation	\$ 1,000.00	\$ 1,403.49	140.35%	\$ 500.00	
205	50282 - Flowers	\$ 750.00	\$ 1,462.66	195.02%	\$ 1,000.00	
206	50283 - Flag Program	\$ 75.00	\$ -	0.00%		
207	50284 - Holiday Cards	\$ 300.00	\$ 182.95	60.98%		
208	50285 - Marketing	\$ 2,000.00	\$ -	0.00%		
209	Total Public Relations	\$ 4,425.00	\$ 3,243.98	73.31%	\$ 1,500.00	
210	Repairs & Maintenance					
211	Buildings					
212	50298 - Equestrian Bldg	\$ 1,500.00	\$ -	0%		
213	50299 - Grange	\$ 2,000.00	\$ 9,837.12	491.86%	\$ 8,000.00	
214	50300 - NCCC	\$ 2,000.00	\$ 1,067.96	53.40%		
215	50301 - Woman's Club	\$ 10,000.00	\$ 1,836.59	18.37%	\$ (8,000.00)	
216	50302 - DT Ranch Property	\$ 10,000.00	\$ 776.24	7.76%	\$ (8,000.00)	
217	50303 - East Snack Bar	\$ 1,000.00	\$ -	0.00%	\$ (500.00)	
218	50304 - West Snack Bar	\$ 1,000.00	\$ -	0.00%	\$ (500.00)	
219	50305 - Maintenance	\$ 1,000.00	\$ 1,626.99	162.70%	\$ 1,000.00	
220	Total Buildings	\$ 28,500.00	\$ 15,144.90	53.14%	\$ (8,000.00)	
221	Field Equipment					
222	50308 - Equipment - Fields	\$ 12,000.00	\$ 20,326.69	169.39%	\$ 8,000.00	

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223	50309 - Fuel	\$ 8,500.00	\$ 4,401.80	51.79%		
224	50310 - Baseball Equipment	\$ 16,000.00	\$ 3,688.49	23.05%	\$ (10,000.00)	
225	Total Field Equipment	\$ 36,500.00	\$ 28,416.98	77.86%	\$ (2,000.00)	
226	Grounds					
227	Fields					
228	50321 - Chalk	\$ 1,500.00	\$ -	0%	\$ (500.00)	
229	50322 - Clay	\$ 2,500.00	\$ -	0%		
230	50323 - Field Topper	\$ 500.00	\$ 436.39	87.28%		
231	50324 - Quick Dry	\$ 250.00	\$ -	0.0%		
232	50325 - Restroom Repair	\$ 1,000.00	\$ 2,446.65	244.67%	\$ 1,500.00	
233	50326 - Ready Mix Concrete	\$ 200.00	\$ -	0%		
234	50332 - Conditioner	\$ 9,000.00	\$ 8,908.41	98.98%		
235	50333 - Fertilizer	\$ 3,500.00	\$ 348.17	9.95%		
236	50334 - Gypsum	\$ 2,500.00	\$ -	0%		
237	50335 - Seed	\$ 2,500.00	\$ 4,179.31	167.17%	\$ 2,000.00	
238	50336 - Soil Testing	\$ 1,000.00	\$ -	0%	\$ (500.00)	
239	50337 - Broadleaf	\$ 1,000.00	\$ -	0%	\$ (500.00)	
240	50339 - Irrigation	\$ 5,000.00	\$ 178.99	3.58%	\$ (2,500.00)	
241	Total Fields	\$ 30,450.00	\$ 16,497.92	54.18%	\$ (500.00)	
242	50312 - Fertilizer	\$ 10,000.00	\$ -	0.0%	\$ (5,000.00)	
243	50313 - Irrigation	\$ 10,000.00	\$ 227.44	2.27%	\$ (5,000.00)	
244	50314 - Pest Control	\$ 2,000.00	\$ 699.48	34.97%		
245	50315 - Playground	\$ 5,000.00	\$ -	0.0%		January 2022
246	50316 - Round-Up/Dye	\$ 3,000.00	\$ 2,770.20	92.34%		
247	50317 - Sand	\$ 500.00	\$ -	0%		
248	50318 - Seed	\$ 1,000.00	\$ -	0%		
249	50319 - Soil	\$ 500.00	\$ -	0%		
250	50327 - DG	\$ 2,000.00	\$ -	0%		
251	50328 - Grounds Repair	\$ 20,000.00	\$ 18,801.78	94.01%	\$ 5,000.00	
252	50329 - Mulch Ground Cover	\$ 400.00	\$ -	0%		
253	50338 - Tree Trimming	\$ 2,500.00	\$ -	0%		
254	Total Grounds	\$ 87,350.00	\$ 38,996.82	44.64%	\$ (5,500.00)	
255	50290 - Erosion Control	\$ 500.00	\$ 7,250.00	1450%		
256	50291 - Franco Gardens	\$ 1,000.00	\$ 17.43	1.74%		
257	50292 - Hazardous Material Disposal	\$ 1,000.00	\$ 1,400.00	140%		
258	50293 - Keys/Locks	\$ 1,000.00	\$ 1,262.35	126.24%		
259	50294 - Lights & Electrical	\$ 5,000.00	\$ -	0%	\$ (2,500.00)	
260	50295 - RV Park	\$ 3,000.00	\$ 401.31	13.38%		
261	50296 - Sewer	\$ 3,000.00	\$ -	0%	\$ (1,500.00)	
262	50306 - Dog Park	\$ 1,500.00	\$ -	0%		
263	50320 - Horseshoe Pits	\$ 4,500.00	\$ 9.19	0.20%		
264	50330 - Tennis/Hockey Courts	\$ 2,000.00	\$ 18.86	0.94%	\$ (2,000.00)	Moved to Capital Improvements
265	50331 - Bleacher Repairs	\$ 1,000.00	\$ -	0%		
266	Total Repairs & Maintenance	\$ 175,850.00	\$ 92,917.84	52.84%	\$ (21,500.00)	
267	Special Events Expense					
268	50350 - 4th of July Celebration	\$ 8,500.00	\$ -	0%	\$ (8,500.00)	
269	50351 - Fishing Derby	\$ 15,000.00	\$ -	0%		
270	50352 - Joint Event Expense	\$ 5,000.00	\$ 10,376.52	207.53%	\$ 5,500.00	
271	50353 - Memorial Wall	\$ 6,000.00	\$ -	2.36%		
272	50354 - Movies Under the Stars	\$ 5,000.00	\$ (486.57)	-9.73%	\$ (2,500.00)	
273	50356 - Oktoberfest	\$ 30,000.00	\$ 41,939.56	139.80%	\$ 10,000.00	
274	50358 - Pumpkin Carve	\$ 1,000.00	\$ 3,779.38	377.94%	\$ 2,500.00	
275	50359 - Spring Fling	\$ 2,500.00	\$ -	0%		
276	50360 - Tournaments	\$ 1,000.00	\$ 1,986.17	198.62%		
277	50361 - Welcome Home Vietnam Veterans	\$ 4,000.00	\$ -	0%		
278	50363 - Winterfest	\$ 20,000.00	\$ 14,433.41	72.17%	\$ (5,000.00)	
279	50364 - Arbor Day	\$ 2,500.00	\$ -	0%		
280	50365 - Beer & Brat Festival	\$ 2,500.00	\$ 6,284.78	251.39%		
281	50366 - Meet & Greet	\$ 1,000.00	\$ -	0%	\$ (1,000.00)	
282	50369 - Cinco De Mayo	\$ 2,500.00	\$ -	0%		
283	50370 - 1K/5K Fun Run	\$ 6,000.00	\$ -	0%		
284	50371 - Leon's Garden	\$ 1,000.00	\$ -	0%	\$ (1,000.00)	
285	Total Special Events Expense	\$ 113,500.00	\$ 78,313.25	72.56%	\$ -	
286	Telephone & Internet					
287	50400 - Telephone/Internet	\$ 8,000.00	\$ 4,469.22	55.87%		
288	50401 - Wireless Phones	\$ 8,000.00	\$ 3,309.42	41.37%		
289	Total Telephone & Internet	\$ 16,000.00	\$ 7,778.64	48.62%	\$ -	
290	Utilities					
291	50390 - Electricity	\$ 65,000.00	\$ 48,814.98	75.10%	\$ 20,000.00	
292	50391 - Gas	\$ 6,000.00	\$ 916.14	15.27%	\$ (4,000.00)	
293	50392 - Sewer	\$ 23,500.00	\$ 7,430.96	31.62%	\$ (5,000.00)	
294	50393 - Trash	\$ 34,000.00	\$ 12,098.34	35.58%	\$ 2,000.00	
295	50394 - Water	\$ 72,000.00	\$ 25,233.10	35.05%	\$ (20,000.00)	
296	50395 - Propane	\$ 1,800.00	\$ 2,447.34	135.96%	\$ 1,000.00	
297	Total Utilities	\$ 202,300.00	\$ 96,940.86	47.92%	\$ (6,000.00)	

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298	Vehicle Expenses					
299	50375 - Chevy	\$ 2,000.00	\$ 2,312.25	115.61%	\$ 500.00	
300	50376 - Fuel	\$ 8,000.00	\$ 6,558.66	81.98%	\$ 2,000.00	Gas Prices
301	50377 - Mileage	\$ 200.00	\$ 68.01	34.01%		
302	50378 - Chevy Malibu	\$ 1,000.00	\$ 220.78	22.08%		
303	50379 - Ford - F350	\$ 2,000.00	\$ 4,101.04	205.05%	\$ 2,500.00	Extra Repairs
304	50380 - Ford - F550	\$ 1,000.00	\$ 2,056.59	205.66%	\$ 1,500.00	Extra Repairs
305	50381 - Stage	\$ 1,000.00	\$ -	0.00%	\$ (1,000.00)	
306	50382 - Trailer	\$ 1,000.00	\$ 508.90	50.89%		
307	50383 - Water Trailer	\$ 1,000.00	\$ -	0.00%	\$ (1,000.00)	
308	50384 - Chevy Traverse	\$ 1,000.00	\$ 1,668.90	166.89%	\$ 1,000.00	Tires
309	50385 - Ford - F150 XLT	\$ 3,000.00	\$ 1,059.55	35.32%		
310	Total Vehicle Expenses	\$ 21,200.00	\$ 18,554.68	87.52%	\$ 5,500.00	
311	50100 - Car Allowance	\$ 6,000.00	\$ 3,000.01	50%		
312	50408 - Staff Picnic/BBQ	\$ 3,000.00	\$ -	0%		
313	50409 - Staff Holiday Party	\$ 9,000.00	\$ 8,184.43	90.94%		
314	50410 - Employee of the Month	\$ 3,600.00	\$ 1,912.36	53.12%		
315	50411 - Equipment Purchases	\$ 45,000.00	\$ 21,793.68	48.43%		
316	50412 - Grounds Equipment	\$ 7,000.00	\$ 6,716.66	95.95%		
317	50413 - Adult Softball Expense	\$ 5,000.00	\$ 14,700.25	294.01%		
318	50414 - Advertising & Publicity	\$ 1,000.00	\$ 80.00	8%		
319	50415 - Awards & Recognition	\$ 1,000.00	\$ -	0%		
320	50416 - Banner Sales Expense	\$ -	\$ -	0%		
321	50417 - Business Meals	\$ 3,000.00	\$ 4,649.65	154.99%		
322	50418 - Computer Equip. & Maintenance	\$ 12,500.00	\$ 5,159.48	41.28%		
323	50420 - Meeting Expense	\$ 2,000.00	\$ 872.55	43.63%		
324	50421 - Safety	\$ 15,000.00	\$ 4,823.53	32.16%	\$ (5,000.00)	
325	50423 - Signage	\$ 10,000.00	\$ 521.46	5.22%	\$ (5,000.00)	
326	50427 - Field Wars	\$ 2,000.00	\$ 1,321.74	66.09%		
327	50600 - DT Ranch Property	\$ 2,000.00	\$ -	0.00%		
328	Total Expenses	\$ 2,566,813.00	\$ 1,346,994.11	52.84%	\$ (23,235.50)	
329	Other Income					
330	40400 - Interest Income	\$ 500.00	\$ 144.02	28.8%		
331	Total Other Income	\$ 500.00	\$ 144.02	28.8%	\$ -	
332	Capital Expenditures					
333	50015 - ADA Drinking Fountains	\$ 15,500.00	\$ -	0%	\$ (15,500.00)	
334	50021 - Field #1 Netting	\$ 60,000.00	\$ -	0%	\$ (40,000.00)	
335	50022 - Field #2 & #3 Netting	\$ 120,000.00	\$ -	0%	\$ (100,000.00)	
336	NCCC Additional Improvements					
337	50051 - NCCC Exterior Improvements	\$ 20,000.00	\$ -	0%		
338	Total NCCC Additional Improvements	\$ 20,000.00	\$ -	0%	\$ -	
339	50032 - Transition Plan ADA	\$ 80,000.00	\$ -	0%		
340	50034 - Playground Equip/Swing Set	\$ 30,000.00	\$ -	0%		
341	50035 - Field #2 Improvements	\$ -	\$ 23,168.82	100%	\$ -	
342	50036 - Field #3 Improvements	\$ -	\$ 22,617.48	100%	\$ -	
343	Bogart Park Capital Improvements					
344	50086 - Bogart Pond	\$ -	\$ 76,874.65	100%		
345	Total Bogart Park Capital Improvements	\$ -	\$ 76,874.65	100%	\$ -	
346	50068 - Central Command	\$ 41,529.32	\$ 41,529.32	100%		Approved per Board Meeting
347	50090 - Grange Patio Cover	\$ 17,463.11	\$ 17,463.11	100%		
348	50091 - Maintenance Shop "C"	\$ 151,227.59	\$ 151,227.59	100%		
349	50092 - Equestrian Lighting	\$ 63,750.00	\$ 63,750.00	100%		Approved per Board Meeting
350	50093 - Main Water Line Project	\$ 234,620.01	\$ 234,620.01	100%		Approved per Board Meeting
351	50094 - Tennis Court Resurface	\$ -	\$ -	0%	\$ 10,000.00	Moved from line item #50330
352	Total Capital Expenditures	\$ 325,500.00	\$ 396,630.97	193.62%	\$ (145,500.00)	
351	Net Income	\$ (963,763.00)	\$ (1,242,006.42)	129%	\$ 168,735.50	



Staff Report

Agenda Item No. **3.4**

To: Board of Directors:

From: Nancy Law, Finance Services Technician/Office Manager

Via: Duane Burk, General Manager

Date: January 12th, 2022

Subject: Approval to Accept COVID-19 Fiscal Relief Funds

Background and Analysis:

On September 24th, 2021 the Governor's Budget Item 9210-101-0001 of the 2021 Budget Act appropriated \$100 million to provide fiscal relief to independent special districts that have not received other forms of COVID-19 fiscal relief directly from the state or federal government, and have incurred revenue losses or unanticipated costs due to the COVID-19 public health emergency.

On October 12th, 2021 Finance Services Technician submitted an application to Department of Finance, Special District Relief, for COVID-19 Fiscal Relief for Special Districts.

On December 15th, 2021 Riverside County received \$1,296,349.00 American Rescue Plan Act (ARPA) Funding for Special District, in which Beaumont-Cherry Valley Recreation and Park District was awarded \$310,206.00.

Recommendations:

Staff recommends that the Board approves to accept the \$310,206.00 in COVID-19 relief funding under the \$100 million plan.

Fiscal Impact:

There will be an increase in revenue to the General Fund of \$150,000.00 to recover cost in support the COVID-19 testing at our facilities since May of 2020; the balance will support future COVID-19 relief.

Respectfully Submitted:

A handwritten signature in blue ink, appearing to read "Nancy Law", is written over a faint circular stamp.

Nancy Law,
Finance Services Technician/Office Manager



Staff Report

Agenda Item No. **3.5**

To: Board of Directors:

From: Kyle Simpson, Activities Coordinator

Via: Duane Burk, General Manager

Date: January 12th, 2021

Subject: Approval of the Facility use License Agreement, Primoz Cuisine

Background and Analysis:

The Beaumont-Cherry Valley Recreation and Park District annually renew facility use agreements for independent operators which benefit our local community.

On January 11, 2017 the Board approved all the Individual license agreements with the suggested 5% increase.

Staff Recommends:

1. No increased rates to Facility use License Agreements for users in 2022.

Recommendations:

Staff recommends that the Board approve Primoz Cuisine License Agreement as Submitted with Board approval to make and allow the General Manager to adjust non substantial changes.

Fiscal Impact:

There will be no fiscal impact to the District.

Respectfully Submitted:

Kyle Simpson

Kyle Simpson,
Activities Coordinator



Beaumont-Cherry Valley Recreation and Park District

FACILITY USE LICENSE AGREEMENT

This Facility Use License Agreement (the “Agreement”), dated January 1, 2021 for purposes of reference, is entered into by and between the Beaumont-Cherry Valley Recreation and Park District (“BCVRPD”) and PRIMOZ CUISINE. BCVRPD and PRIMOZ CUISINE may be referred to herein generically as the “Party” or collectively as the “Parties”.

RECITALS

1. Whereas, BCVRPD owns and operates the CHERRY VALLEY GRANGE COMMUNITY CENTER located at 10478 BEAUMONT AVE, CHERRY VALLEY, CA 92223.
2. Whereas, PRIMOZ CUISINE desires to utilize BCVRPD facilities between January 1, 2022 and December 31, 2022 for FOOD PREPARATION.
3. Whereas, PRIMOZ CUISINE represents that it has the skill, ability and personnel to render such SERVICES.

Now, **therefore**, it is agreed by and between the parties as follows:

TERMS

- I. BCVRPD shall authorize PRIMOZ CUISINE rental of the CHERRY VALLEY GRANGE COMMUNITY CENTER, TYPICALLY ONCE A MONTH, OTHER DATES TO BE DETERMINED for FOOD PREPARATION.
- II. Building availability and ALL FOOD PREPARATION are subject to California Governor’s Orders AND THE CALIFORNIA STATE COLORED TIER SYSTEM.
 - i. BUILDING AVAILABILITY AND FOOD PREPARATION FOR 2022 ARE NOT GUARANTEED.
 - ii. PRIMOZ CUISINE must get approval for any other usage of CHERRY VALLEY GRANGE COMMUNITY CENTER or any other property of the District for any other reason through the District office at regular rental prices.
 - iii. BCVRPD will give notice to PRIMOZ CUISINE if there is any other event scheduled in the building on Meal Prep Days.
 - iv. PRIMOZ CUISINE is permitted to host FOOD PREPARATION at THE GRANGE. EACH FOOD PREPARATION must be limited to 25% room capacity, OR in compliance with California Governor’s Orders or the colored tier system, as they are updated.



Beaumont-Cherry Valley Recreation and Park District

- v. In the case there are more than 25% ROOM CAPACITY, PRIMOZ CUISINE shall be required to assign time slots to users to maintain groups AT CAPACITY ALLOWED PER GOVERNOR'S ORDERS, as they are updated.
- III. This agreement includes access to CHERRY VALLEY GRANGE COMMUNITY CENTER and surrounding parking. Specialty equipment needed to operate the CHERRY VALLEY GRANGE COMMUNITY CENTER will not be the responsibility of BCVRPD.
- i. Access to the parking area is by first request of event dates through the Activities Coordinator or General Manager of the District.
- IV. BCVRPD will give notice to PRIMOZ CUISINE if there is another event taking place at the CHERRY VALLEY GRANGE COMMUNITY CENTER that could interfere with any dates in their agreement.
- V. COMPLIANCE WITH ALL APPLICABLE LAW, RULES, & REGULATIONS PER STATE OF CALIFORNIA REGARDING COVID-19 REQUIREMENTS
- i. PRIMOZ CUISINE shall comply with all local, state, and federal laws and regulations related to the use of the facility and public gatherings.
 - ii. PRIMOZ CUISINE agrees to abide by all applicable local, federal, and state accessibility standards and regulations.
 - iii. PRIMOZ CUISINE further agrees that it is solely responsible for reviewing and ensuring compliance with all applicable public health rules, regulations, orders, and/or guidance in effect at the time of the use of the facility including, but not limited to, physical distancing, limits on the size of gatherings, use of appropriate sanitation practices, etc.
 - iv. BCVRPD reserves the right to immediately revoke PRIMOZ CUISINE right to use of the facility under this agreement should PRIMOZ CUISINE fail to comply with any provision of this section.
- VI. BCVRPD and its employees are not responsible for any misplaced, broken or stolen items that PRIMOZ CUISINE chooses to store in or around the facility.
- i. PRIMOZ CUISINE must get prior approval for any stored items on the district property.
 - ii. PRIMOZ CUISINE will provide an inventory list of all items stored in CHERRY VALLEY GRANGE COMMUNITY CENTER and the square footage needed to store the items. **(Received:)**
 - iii. PRIMOZ CUISINE will provide a set of keys or combinations to the District to anything stored on the district property. **(Received:)**



Beaumont-Cherry Valley Recreation and Park District

- VII. Fees, payable to BCVRPD for the above, shall be as follows:
- i. The following fees are good through the dates of this agreement
 - ii. (\$25.00 PER HOUR)
 - iii. Payable within (10) days after, the Finance Services Technician has invoiced for the month and emails (primozcuisinecatering@gmail.com).
 - iv. A late fee of \$25.00 will be added if not paid within 15 days of payment due date.
 - v. There will be a \$35.00 fee payable in cash on all returned checks. This fee is required in order to restore contract.
- VIII. PRIMOZ CUISINE, agrees to abide by their BCVRPD APPROVED COVID-19 CLEANING AND GATHERING PROTOCOL PROCEDURE DOCUMENT. The new policy and procedures will be attached at the back of this Facility Use License Agreement. **(Received:)**
- IX. PRIMOZ CUISINE shall during scheduled use perform set-up and take-down of all chairs, tables, and be responsible for the general cleanliness of the building after use.
- i. Cleanliness of the halls and bathrooms shall be the responsibility of PRIMOZ CUISINE during and after all facility use.
 - ii. PRIMOZ CUISINE will remove all trash to the outside trash containers after each use.
 - iii. PRIMOZ CUISINE shall not permit gatherings beyond that of FOOD PREPARATION before or after building use.
 - iv. PRIMOZ CUISINE shall abide by healthy distancing at a minimum distance of (6) feet apart for all users for the entirety of use at GRANGE.
 - v. PRIMOZ CUISINE members, volunteers, and/or patrons will be recommended to wear masks while participating in FOOD PREPARATION.
 - vi. PRIMOZ CUISINE agrees to CALIFORNIA STATE GOVERNOR'S ORDERS and shall clean restroom facilities following each use of the GRANGE with CDC approved COVID-19 viral cleaning products.
- X. Any building upgrades or permanent fixtures must be approved by BCVRPD prior to construction. Any licenses, fees, permits will be the responsibility of PRIMOZ



Beaumont-Cherry Valley Recreation and Park District

- CUISINE and must meet all City/County/State legal standards.
- XI. BCVRPD is routinely doing upgrades to our facilities. During this time PRIMOSZ CUISINE could have limited or no access during these upgrades. There will be no reimbursement for loss of anticipated revenue.
 - XII. All fundraisers are subject to prior approval by the Board of Directors of BCVRPD.
 - XIII. BCVRPD reserves the right to reassign PRIMOSZ CUISINE to another facility if the CHERRY VALLEY GRANGE COMMUNITY CENTER should become unavailable due to an emergency.
 - XIV. All keys shall be issued by BCVRPD. Keys must be returned to the District Office at the end of the agreement. PRIMOSZ CUISINE shall not duplicate any keys. If a key is lost or stolen PRIMOSZ CUISINE shall immediately report the loss to BCVRPD. PRIMOSZ CUISINE will be charged the cost for the re-keying of the building and for manufacture of new keys.
 - XV. PRIMOSZ CUISINE will provide the District a list of anyone that has been issued keys and for what locations. **(Received:)**
 - XVI. PRIMOSZ CUISINE shall not make any changes to lock(s) on District property.
 - XVII. Alarm codes shall be issued by BCVRPD. Alarm codes should only be shared with members that are issued keys.
 - i. PRIMOSZ CUISINE will be responsible for any charges incurred by a false alarm to the CHERRY VALLEY GRANGE COMMUNITY CENTER from any PRIMOSZ CUISINE volunteers or Board members entering the building for business.
 - XVIII. PRIMOSZ CUISINE will provide the District a list of anyone that has been issued the assigned alarm code. **(Received:)**
 - XIX. PRIMOSZ CUISINE shall promptly report any maintenance issues encountered during its use of the buildings in writing to BCVRPD. BCVRPD will address reported issues.
 - XX. PRIMOSZ CUISINE will be responsible for any damage to the facility caused by PRIMOSZ CUISINE members, volunteers, and/or patrons. BCVRPD will repair damages and bill the cost to PRIMOSZ CUISINE.
 - XXI. BCVRPD reserves the right to enter and inspect the facility at any time for any purpose during use of the facility. User shall follow all directives from District representatives.



Beaumont-Cherry Valley Recreation and Park District

XXII. PRIMOZ CUISINE members, volunteers, and patrons shall not interfere with the regular use of the facility by any other group or person. Excessive noise or other disruptive behavior is prohibited.

- i. PRIMOZ CUISINE members, volunteers, and patrons agree to cooperate fully with all other facility users and District representative in a professional and courteous manner at all times.

XXIII. FORCE MAJEURE

- i. Force Majeure Events: Notwithstanding anything to the contrary contained in this agreement, the BCVRPD shall be excused from its obligations under this agreement to the extent and whenever it shall be prevented from the performance of such obligations by any Force Majeure Event. For purposes of this agreement, a "Force Majeure Event" includes but is not limited to fires, floods, earthquakes, pandemic, epidemic, civil disturbances, acts of terrorism, regulation of any public authority, and other causes beyond their control. PRIMOZ CUISINE waives any right of recovery against BCVRPD and PRIMOZ CUISINE shall not charge results of "acts of God" to BCVRPD, its officers, employees, or agents.

XXIV. PRIMOZ CUISINE shall maintain its own liability insurance, naming BCVRPD as additional insured.

- i. Minimum Requirements: PRIMOZ CUISINE shall, at its own expense procure and maintain for the duration of the agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the agreement by PRIMOZ CUISINE, its agents, representatives, employees, or subcontractors. PRIMOZ CUISINE shall also require all of its subcontractors to procure and maintain the same insurance for the duration of the agreement. Insurance dates must cover January 1 through December 31 of each year. Such insurance shall meet at least the following minimum levels of coverage:

- i. **Minimum Scope of Insurance:** Coverage shall be at least as broad as the latest version of the following:

1. *General Liability:* Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001);
 2. *Automobile Liability:* Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto); and,
 3. *Workers' Compensation and Employer's Liability:* Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.



Beaumont-Cherry Valley Recreation and Park District

- ii. **Minimum Limits of Insurance:** PRIMOZ CUISINE shall maintain limits no less than:
 1. *General Liability:* Two Million Dollars (\$2,000,000.00) per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with general aggregate limit is used including, but not limited to form CG 2503, either the general aggregate limit shall apply separately to this agreement/location or the general aggregate limit shall be twice the required occurrence limit;
 2. *Automobile Liability:* One Million Dollars (\$1,000,000.00) per accident for bodily injury and property damage; and
 3. *Worker's Compensation and Employers' Liability:* Workers' Compensation limits as required by the Labor Code of the State of California. Employer's Liability limits of One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease.
- iii. **Insurance Endorsements:** The insurance policies shall contain the following provisions, or PRIMOZ CUISINE shall provide endorsements on forms supplied or approved by the BCVRPD to add the following provisions to the insurance policies:
- iv. **General Liability:** The general liability policy shall be endorsed to state that:
 1. The DISTRICT, its directors, officials, officers, employees, agents, and volunteers shall be covered as additional insured with respect to the activity or operations performed by or on behalf of the PRIMOZ CUISINE; and,
 2. The insurance coverage shall be primary insurance as respects the BCVRPD, its directors, officials, officers employees, agents, and volunteers, or if excess, shall stand in a unbroken chain of coverage excess of the PRIMOZ CUISINE scheduled underlying coverage. Any insurance or self-insurance maintained by the BCVRPD, its directors, officials, officers, employees, agents, and volunteers shall be excess of the PRIMOZ CUISINE insurance and shall not be called upon to contribute with it in anyway.
- v. **Automobile Liability:** The automobile liability policy shall be endorsed to state that:



Beaumont-Cherry Valley Recreation and Park District

1. BCVRPD, its directors, officials, officers, employees, agents, and volunteers shall be covered as additional insured's with respect to the ownership operation, maintenance, use, loading or unloading of any auto owned, leased, hired or borrowed by the PRIMOZ CUISINE or for which PRIMOZ CUISINE is responsible; and
 2. The insurance coverage shall be primary insurance as respects the BCVRPD, its directors, officials, officers, employees, agents, and volunteers, or if excess, shall stand in an unbroken chain of coverage excess of the PRIMOZ CUISINE scheduled underlying coverage. Any insurance or self-insurance maintained by BCVRPD, its directors, officials, officers, employees, agents, and volunteers shall be excess of the PRIMOZ CUISINE insurance and shall not be called upon to contribute with it in anyway.
- vi. **Workers' Compensation and Employer's Liability Coverage:** The insurer shall agree to waive all rights of subrogation against the BCVRPD, its directors, officials, officers, employees, agents, and volunteers for losses paid under the terms of the insurance policy which arise from work performed by PRIMOZ CUISINE.
- vii. **All Coverages:** Each insurance policy required by this agreement shall be endorsed to state that:
1. Coverage shall not be suspended, voided, reduced or canceled except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the BCVRPD; and,
 2. Any failure to comply with reporting or other provisions of the policies, including breaches of warranties, shall not affect coverage provided to the BCVRPD, its directors, officials, officers, employees, agents, and volunteers.
- viii. **Separation of Insured's; No Special Limitations:** All insurance required by this section shall contain standard separation of insured's provisions. In addition, such insurance shall not contain any special limitations on the scope of protection afforded to the BCVRPD, its directors, officials, officers, employees, agents and volunteers.
- ix. **Deductibles and Self-Insurance Retentions:** Any deductibles or self-insured retentions must be declared to and approved by BCVRPD. PRIMOZ CUISINE shall guarantee that, at the option of the BCVRPD, either:



Beaumont-Cherry Valley Recreation and Park District

1. The insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the BCVRPD, its directors, officials, officers, employees, agents, and volunteers; or
 2. PRIMOZ CUISINE shall procure a bond guaranteeing payment of losses and related investigation costs, claims, and administrative and defense expenses.
 - x. **Acceptability of Insurers:** Insurance is to be placed with insurers with a current A:M. Best's rating no less than A:VIII, licensed to do business in California, and satisfactory to the DISTRICT.
 - xi. **Verification of Coverage:** PRIMOZ CUISINE shall furnish DISTRICT with original certificates of insurance and endorsements effecting coverage required by the agreement on forms.
 - xii. **Satisfactory to the BCVRPD:** The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements must be received and approved by the BCVRPD before the activity commences. The BCVRPD reserves the right to require complete, certified copies of all required insurance policies, at any time.
 - xiii. **Reporting of Claims:** PRIMOZ CUISINE shall report to the BCVRPD, in addition to the insurer, any and all insurance claims submitted by PRIMOZ CUISINE in connection with this agreement.
- XXV. PRIMOZ CUISINE shall indemnify, defend, and hold harmless (BCVRPD), its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the PRIMOZ CUISINE use or occupancy of a facility or property controlled by the (BCVRPD), unless solely caused by the gross negligence or willful misconduct of (BCVRPD), its officers, employees, or agents.



Beaumont-Cherry Valley Recreation and Park District

- XXVI. PRIMOZ CUISINE shall defend, with counsel of its choosing and at PRIMOZ CUISINE own cost, expense and risk, any and all claims, suits, actions or other proceedings of every kind covered by the section that may be brought or instituted against BCVRPD or its directors, officials, officers, employees, volunteers and agents. PRIMOZ CUISINE shall pay and satisfy any judgment, award or decree that may be rendered against BCVRPD or its directors, officials, officers, employees, volunteers and agents as part of any such claim, suit, action or other proceeding. Such reimbursement shall include payment for BCVRPD's attorney's fees and costs, including expert witness fees. PRIMOZ CUISINE shall reimburse BCVRPD and its directors, officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the BCVRPD, its directors, officials, officers, employees, agents and volunteers.
- XXVII. In the event of litigation between parties arising out or connected with this agreement, the prevailing party in such litigation shall be entitled to recover, in addition to any other amounts, reasonable attorney's fees and costs of such litigation.
- XXVIII. This agreement represents the entire and integrated agreement of the parties and supersedes any and all prior negotiations, representations, or agreements, either written or oral. This agreement may be amended only by written instrument signed by both parties.
- XXIX. This agreement and any dispute hereunder shall be governed by and interpreted according to the laws of the State of California. Venue shall be in Riverside County.
- XXX. All notices pertaining to this agreement shall be in writing and addressed as follows:
- i. Beaumont-Cherry Valley Recreation and Park District
390 W Oak Valley Parkway
Beaumont CA 92223
 - ii. PRIMOZ CUISINE
440 N 6th STREET
Banning CA 92220
- XXXI. This agreement is to be affective on January 1, 2022 and end on December 31, 2022. It may be extended by mutual agreement. Cancellation by either party will require a (90) day written notice.



Beaumont-Cherry Valley Recreation and Park District

- XXXII. The Parties acknowledge that each has all requisite power and authority to conduct its business and to execute, deliver, and perform the agreement. Each party warrants that the individuals who have signed this agreement have the legal power, right, and authority to make this agreement and bind each respective party.
- XXXIII. The recitals above are true and correct and are incorporated herein by this reference.
- XXXIV. The Parties hereto hereby agree that electronic signatures are acceptable and shall have the same force and effect as original wet signatures.

Duane Burk, General Manager, BCVRPD

Roman Ortega, Owner, PRIMOZ CUISINE

Date

Date



BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Department Report

Agenda Item No. 4

To: Chairman and Board of Directors

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

Date: January 12, 2022

Employees:

We have 26 employees.

Reports:

Workers Compensation Cases/Incidents/Accidents – No workers compensation cases. It has been 122 days since our last employee accident.

- Janet has completed all Human Resources Department auditor requests for the FY 20/21 audit.

Training:

- Janet attended the last in a series of three CAPRI webinars. The topic was Property Damage.
- 2021-2022 Statement of Economic Interest are due to Janet no later than March 1, 2022 in order to submit by the deadline of April 1, 2022.

Other:

- December's employee of the month was celebrated. Kaylee Gemmell received the recognition.
- The holiday party was a great success. Thank you to all who was able to attend and to Ryann Flores, Kyle Simpson and the maintenance staff for all their help.
- January 27, 2022 Is the Annual Citizens of the Year (Vince & Kathy Conway) and Installation of Officers. Please RSVP to Janet as soon as possible because seats fill fast.
- Reminder Duane Burk will be the guest speaker at the Calimesa Chamber Breakfast on February 8, 2022 @ 8:00am.
- Minimum wage increases were reflected on the first payroll of the calendar year. This affected nine employees.
- Scanning prior year records and making new year files

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

Respectfully Submitted,

Janet Covington

Janet Covington, Human Resources Administrator/Clerk of the Board



Department Report

Agenda Item No. 4

To: Chairman and Board of Directors
From: Nancy Law, Financial Services Technician/Office Manager
Date: January 12th, 2022

The Finance Committee met Thursday, January 6th, 2022 to review December 2021 Financial Reports for Fiscal Year 2021-2022.

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

Property Tax Disbursement – The Financial Services Technician received deposits into the Riverside County Fund for December 2021 in the amount of \$641,598.91.

The Financial Services Technician has transferred into the Reserve fund the \$5,000.00 monthly contribution for December 2021 and transferred \$186,309.56 to pay Merlin Johnson Construction Main Water Line Project bills per Board Approval on November 10th, 2021 Item #3.9, bringing our Reserve balance to \$138,964.77, and transferred into the Money Market account \$7,500.00 monthly contributions for December 2021 bringing our balance to \$17,794.15.

Additional items:

- ❖ Finance attended CAPRI Workshop on 12/1/2021: Session Two: General Liability Case Scenario Training.
- ❖ Finance attended District Forward Meeting on 12/2/2021: Special District Workshops and Consulting.
- ❖ Finance attended Winterfest on 12/3/2021 – 12/4/2021.
- ❖ Finance attended on 12/14/2021 the Calimesa Chamber Breakfast – Guest Speaker; State Senator Rosilicie Ochoa-Bogh.
- ❖ Finance attended along with Ryann Flores on 12/15/2021: Open Meeting Demo
- ❖ Finance attended on 12/16/2021 Winterfest Debrief.
- ❖ Finance had a site visit with Auditors on 12/28/2021 for the FY20/21 Audit.
- ❖ Finance met with General Manager on 12/30/2021 to Review Mid-Year Budget.

Recommendations: This report is for informational purposes only.

Respectfully Submitted,

Nancy Law
Financial Services Technician/Office Manager



BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Department Report

Agenda Item No. 4

To: Chairman and Board of Directors
From: Kyle Simpson, Activities Coordinator
Date: January 12th, 2021

Facility Users:

COVID-19 Testing Facility at the Woman's Club will continue through March 31st, 2022.
The Yoga Connection is at Noble Creek Community Center Monday through Wednesday
Heart and Soul Line Dancing is at Noble Creek Community Center on Mondays
Beaumont Library Story Time is at Noble Creek Community Center on Tuesdays
Beaumont Library is doing tech classes for ages 60 plus at Noble Creek Community Center Mondays and Tuesday's 2:00pm-3:00

District Events:

Bogart 1K5K Fun Run
Will be at Bogart Regional Park March 12th
Welcome Home Vietnam Veterans Day
Noble Creek Regional Park quad March 26th

Community Events/Meetings/Networking

I will be attending the Calimesa Chambers Breakfast on 1/11/21
I will be attending the Beaumont Chamber Breakfast on 1/15/21
I attended the CAPRI Workers' Compensation webinar on 1/6/2021

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

Kyle Simpson

Respectfully Submitted,
Kyle Simpson, Activities Coordinator



BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Department Report

Agenda Item No. 4

To: Chairman and Board of Directors
From: Aaron Morris, Maintenance Foreman
Date: 1/12/2021

Report:

Good Evening Board,

I'm glad to be back at work and I am looking forward to catching up on projects. Staff did a great job maintaining the park throughout my absence and they did an amazing job keeping the storm damage to a minimum during the previous couple weeks.

Here are a few items the Maintenance Department has been working on:

Work Items:

- Staff has been cleaning up after the recent rainstorms and they have been putting out sandbags and straw waddle to help prevent any further runoff from any upcoming rain.
- Staff spread infield clay conditioner on field 3. They also used the extra material to fill in areas washed out from the recent storms.
- Merlin Johnson Construction assisted in the mass cleanup of Bogart Regional Park.
- Maintenance will resume trapping squirrels to help keep the rodent population down in the upcoming season.
- Staff will be working on all the fields in preparation of the BYBSB season.
- Staff has been cleaning up around the yard to help increase accessibility and help create a safer work environment.
- Maintenance has been going throughout the grounds and repairing any irrigation leaks.
- 4 more cameras were added to the maintenance yard, specifically surrounding the new building to help increase security around the yard.

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

Respectfully Submitted,

Aaron Morris
Maintenance Foreman



BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Department Report

To: Chairman and Board of Directors
From: Dodie Carlson, Athletic Coordinator
Date: January 6, 2022

Reports:

The fall adult ball season finished on December 20, 2021. The winners for the season were Monday's women's Dirty Pigtales, Tuesday men's Shimels Kids, Thursday co-ed Who's Trippin, and Sunday's co-ed Ball of Duty. We had a great season with all of the teams being so generous with the tournaments, canned goods, and toys.

The winter adult ball season will be starting the week of January 17th. It is generally a slower season. Due to the weather, we will just have to wait and see how many teams sign up.

The calendar remains very slow due to the lack of staff for tournaments. Hopefully we can get some help as it is a new year.

I would like to thank the Board of Directors, General Manager, and staff for their constant work for this district. I would like to thank the maintenance staff for the work they have been doing on the fields. A lot of the little things are getting caught up. With the start of the New Year our rest time is over and it will be a full park daily in the next 4 weeks.

Other:

BYB held the first evaluation day of the 2022 season, they are off and running. They are hoping a great season with good health and fun for everyone.

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

Respectfully Submitted,

Dodie Carlson, Athletic Coordinator



November 17, 2021

Dear Beaumont Cherry Valley Recreation and Park District:

On behalf of the City of Beaumont, I would like to thank you for participating in the Inaugural Veteran's Day parade, held Thursday, November 11, 2021.

This event had 42 parade entries showing off their patriotism and the event was well attended by the community. We have received nothing but compliments and praise for all 42 entries. We could not have done this without your presence.

We look forward to collaborating with you on future events within our community.

Sincerely,

Doug Story
Assistant Director of Community Services



Board
Staff

Your GENEROSITY means more
than it's possible to say
and is truly APPRECIATED.

Thank you for the
beautiful plant. Your well
wishes and thoughts for the
passing of my step-mother is
appreciated. Thank you also
from myself, ~~children~~ and
grandchildren
Dodie
Kustine