



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

Wednesday, October 9, 2019

MINUTES

DISTRICT CLOSED SESSION – None.

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

WORKSHOP SESSION: None.

REGULAR SESSION: Regular Session to Begin at 5:00 pm
Regular session began at 5:04pm.

Roll Call:

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

Invocation: General Manager, Duane Burk, gave the invocation

Pledge of Allegiance: Chairman Hughes led the pledge of allegiance

Presentations: None

Adjustments to Agenda: None.

PUBLIC COMMENT: None

1. CONSENT CALENDAR:

2.1 Minutes of September 11, 2019

2.2 Bank Balances September 2019

2.3 Warrants for September 2019

Item 2.2 was pulled for discussion

Motion was made to accept items 2.1 and 2.3.

Initial Motion: Director Ward

Second: Vice Chair/Secretary Flores

Result of Motion: Carried 5-0

Director De La Cruz: Aye

Director Ward: Aye

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

The General Manager discussed item 2.2. He explained that some of monies from the accounts would be transferred. The updated bank balances will be provided to the finance committee.

Motion was made to accept item.2.2. The updated account balance will be provided to the finance committee at their November meeting.

Initial Motion: Treasurer Diercks

Second: Chairman Hughes

Result of Motion: Carried 5-0

Director De La Cruz: Aye

Director Ward: Aye

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

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

3.1 Authorization to Purchase District Vehicle

The General Manager and maintenance foreman, Aaron Morris reported the need for a four-wheel drive vehicle at Bogart Park to complete many tasks.

Motion was made to purchase a used 2019 four-wheel drive Ford F150 XLT truck for \$39,475.10. The General Manger will look at a financing option.

Opened public comment. No public comment. Closed public comment.

Initial Motion: Chairman Hughes

Second: Director De La Cruz

Result of Motion: Carried 5-0

Director De La Cruz: Aye

Director Ward: Aye

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

3. DEPARTMENT REPORTS:

Human Resources Administrator/Clerk of the Board: Janet Covington

- Janet reported we had one recreation assistant leave. We have 30 employees.
- The third quarter safety committee package was submitted to CAPRI on September 27, 2019
- We do not have any workers comp cases.
- The Safety Compliance Company provided “Handling Power Tools” safety” training on September 18, 2019.
- Taylor McCafferty was selected the August employee of the month. Staff celebrated at Oktoberfest. They were served lunch from two of our vendors who opened up early for us. It was discussed at the Oktoberfest debrief that staff would like to repeat the luncheon the following years at Oktoberfest and also try to schedule an after party for staff on Saturday evening. Some ideas were a staff log saw competition and karaoke. James Hughes was selected September’s employee of the month. Staff celebrated today with lunch and games.
- CAPRI completed their district visitation on September 23. The final report will follow.
- The annual holiday party is scheduled for Friday, December 13 at the Grange. The save the date card is in the board package. We have a comedy show scheduled and Famous Dave’s will cater the event. Details will be provided one the invitation at November’s board meeting. Janet asked the Directors to donate prizes for the party.

- Nancy and Janet will not attend November's board meeting. We will be at the Board Secretary's conference in Monterey.
- Janet met with the auditors to review human resources procedures.
- We received a letter of thanks from Robert & Sheila Wenzel regarding naming of the Clayton Rutherford Trail in Bogart Park. The letter is in the board package.
- The Beaumont-Cherry Valley Water District is celebrating their 100-Year Anniversary. It is scheduled for 6pm tonight at the beginning of their board meeting. The invitation is in the board package.

Financial Services Technician/Office Manager: Nancy Law

- Nancy reported the Finance Committee met to review September 2019 Financial Reports for Fiscal Year 2019-2020.
- Nancy received \$3,696.68 interest into the Riverside County Fund.
- Nancy transferred \$5,000.00 into the reserve account for September. She transferred \$40,000.00 out for the Bogart water tank repairs. The balance in the reserve account is \$320,064.06.
- Nancy and the General manger had a phone meeting with National Fitness Campaign regarding the outdoor fitness center.
- Nancy and the General Manger had a webinar with Gov Invest.
- Nancy and Kyle attended the Mason Audit Eagle Scout ceremony and presented him an award on behalf of the district.
- Nancy is working on the transparency certificate of excellence
- Nancy attended the CSDA annual conference in Anaheim.
- Nancy met with the auditors procedures for finance

Activities Coordinator: Kyle Simpson

- Kyle reported facility rentals have been picking up for the fall season. Noble Creek will not be rented until the end of the month due to construction.
- Oktoberfest was September 20 to 22. The event went really well. Kyle had a lot of positive feedback from those who attended and vendors. A lot of beer was sold and there was a lot of participation in the games. Kyle thanked the board for pouring beer on Friday night and for their participation and attendance.
- Pumpkin Carve is scheduled for October 26, 11:00am to 3:00pm on field # 5. Dance Spectrum will be performing. Walmart will be donating candy and asked the board members to donate bags of candy. He said Rod's Bicycle Ministry would be donating bikes for prizes.
- Winterfest is scheduled for December 6, 5-9pm and December 7, 2-8pm. There will be a snow hill again this year. Dance Spectrum, Heart & Sour Line Dancing and Beaumont Music center are scheduled entertainers for the event. Vickie Grunewald has been confirmed as Mrs. Clause and she will bring Santa.
- Kyle attended the facilities ad-hoc on October 8. The next meeting is October 22.
- The good morning Beaumont breakfast is October 11.

Athletic Coordinator: Dodie Carlson

- Dodie reported adult fall slow pitch has started with 32 teams over 4 nights.
- She is working on getting the fast pitch season started.
- The annual Oktoberfest tournament was held on September 20, 2019. She had seven teams and they all had a great time. They raised \$788.00 after expenses for Winter Wish.

- The annual Spooky Spectacular tournament is scheduled for October 25 at 6:30pm on fields 5 & 6. Dodie invited everyone to stop by if they have a chance. The proceeds will go to the Foundation.
- The Engine 57 tournament is being held on October 19-20. There will be a tribute on field 4 at 10:00am. The winners are getting customized rings this year. Dodie invited everyone to attend.
- Dodie thanked the Directors and General Manger for all the improvements to the park and said she is looking forward to the upgrades.
- Beaumont Youth Baseball received a large donation of office supplies and they are sharing them with the District. The items include bathroom supplies, office chair, copy paper, dry erase boards, markers and trash cans for the dug outs. The total donation value is \$3993.00.

Maintenance Foreman: Frank Flores

Duane reported for Frank in his absence.

- This was Franks 14th year setting up for the 30th annual Oktoberfest and it was the smoothest set up yet. CDF helped a total of three days. The weather and attendance along with the foundation baseball tournament made the park full and vibrant for all three days. The maintenance staff worked hard.
- Maintenance staff completed multiple hardline irrigation repairs at the Dog Park, thunder alley and Equestrian irrigation lines. Noble Creeks' handicap parking spots receive a fresh coat of paint and tire stops.
- They will be setting up for the annual Pumpkin Care on October 26 and he welcomed all to join from 11:00 a.m. to 3 p.m.
- Bogart Park is currently under construction. The new water line is being installed.
- Maintenance is working on the irrigation valves located in the day use playground area. Not all of the valves are working but they are troubleshooting the issues with the older irrigation system to get them all running.
- Tree trimmers and CDF have been trimming/shredding the trees in the campground areas.
- The plumbing infrastructures to the restrooms are also being repaired to give the plumbing lines maximum pressure to assure the urinals and toilets are functioning properly.
- The Grange hall received a parking lot facelift with newly installed railing, handicap parking spots and steps for the garage outside the kitchen door.
- Frank was unable to attend the board meeting due to his leadership class.
- Frank thanked the board for their support.

Maintenance Foreman: Aaron Morris

- Aaron reported the outfield turf is finally recovering and getting some of its color back due to the cool season approaching. The field crew will be propping for upcoming projects and new turf maintenance practices.
- Tuff sheds have been organized and all the equipment has been labeled and inventoried
- Tuff shed locks have been replaced with combo locks for increase security to prevent equipment loss.
- They are getting ready for the annual Engine 57 tournament. They typically like to decorate the memorial at field6.
- Staff is mapping the outfield irrigation on field 1 preparing for renovations.
- Staff participated in a turf verticutter/aerator demonstration on field5.

- Ballfields 1, 5 and 6 have all had damaged sections of chain link repaired by El Rod fencing.
- Field 7 will receive new outfield fencing and dugout gates.
- Maintenance is working on an inventory system to help keep up on PPE, irrigation supplies and hand tools.
- Aaron is attending CPRS field maintenance training.

General Manager: Duane Burk

- Ad-Hoc – Handicap stalls, signage, restriping, wheel stops installed
- Met with auditors for about two hours
- The foundation horseshoe tournament was successful. They raised approximately \$1000.00. He appreciates the Directors being present. Hopes the vision from 1972 will continue. Looking forward to next year’s golf tournament in Mat and the horseshoe tournament.
- Attended the CSDA 50th anniversary. They have an artist, “Etch-A-Sketch” person. Duane may try to invite him to our District.
- Finance meeting: GovInvest presentation. Model to manage GASB 75
- He met with city manager, Todd Par and to cooperation
- Working with social media. Post for Bogart. Positive remarks on what we are doing. May get some comments about the pond. They are draining it. There is about four feet of water and 12 feet of sludge. There has been a guzzler installed so the wildlife will have fresh water.
- SB13 passed today. Homes less than 700sq.ft. do not have to pay impact fees. Does not affect water district
- Go Dodgers!

5. CALENDAR OF EVENTS:

5.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm NCCC
- Finance – 1st Thursday of Every Month 5:00 pm NCCC.
- Facility Use Ad Hoc- Second & Fourth Tuesday Monthly @ 5:30 pm
- BCVRPD Board Meeting Schedule, NCCC
November 13, 2019
December 11, 2019
January 8, 2020

5.2. Upcoming Holidays

Monday, November 11, 2019 Veteran’s Day
Thursday & Friday, November 28 & 29, 2019 Thanksgiving
Tuesday & Wednesday, December 24 & 25, 2019 Christmas
Tuesday, December 31, 2019 New Year’s Eve

5.3. Events

Pumpkin Carve - October 26, 2019
Winterfest - December 6 & 7, 2019

DIRECTORS MATTERS/COMMITTEE REPORTS

Director De La Cruz:

Armando said thank you to the staff, the Chairman and Duane. He congratulated James for the employee of the month award. Armando attended the Beaumont City Council meeting. The received a Tony Hawk grant for a skate park to be built. They are building an electric car charging station. He poured beer at Oktoberfest on Friday evening and attend

the event on Sunday. He attended the foundations horseshoe tournament. He attended the employee of the month celebration at Oktoberfest. Armando said that City Council member Lara is not in favor of He likes the small town feeling. They are purchasing three cars. Schoolhouse in San Timoteo Canyon. Improvements at the facilities. Bogart. Looking great. Grange parking lot. Mila the training dog,

Director Ward:

Denise thanked the employees for all their hard work. She said for the little amount of time she attended Oktoberfest, it was great. She said Bogart Park is beautiful and she loves following the social media about the District. She is glad to hear about the water. Winterfest is her favorite event and she is excited for it. She reported she met with Dan yesterday..

Treasurer Diercks:

Chris said all the staff is doing a good job and Bogart is looking great. He said he loves the new doors at Noble Creek. TY

Vice Chair/Secretary Flores:

John attended Oktoberfest and poured beer. He met with the vendors and they did really well. He said the only negative comment was about them changing what they are selling. He said it was a great event and very well planned. He liked how we integrated the employee of the month at the event. He said he attended the horseshoe tournament. John said the events are a lot of work to coordinate and he was impressed. He stated that employees need efficient tools and he is behind them 100%.

Chairman Hughes:

Dan said Oktoberfest was great and there was a lot of alcohol poured. He met with the auditors and answered their questions. Dan reported he attended the CSDA conference and it was at a good venue. The Friday closing party had a great band and food. He encouraged everyone to attend because the event and costs are well worth it. He said the speaker was unbelievable and they each received his book, autographed. Duane said the title of the book is "Nice Bike" and it is about positive attributes, complements, emotional tendencies, family and sacrifices. Dan said there were many different workshops that they attended and they were able to meet with organizations such as CSDA, LAFCO, PARS, City attorneys group, special districts, superior tank. They were also able to meet with people about going to Sacramento. Ruiz maybe going to Washington.

Dan said he looks forward to attending again.

6. ADJOURNMENT:

Treasurer Diercks made a motion to adjourn the meeting. Second by Vice Chair/Secretary Flores. The meeting was adjourned 6:05 pm.