



**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, March 14, 2019
390 W. Oak Valley Parkway Beaumont, CA 92223**

AGENDA

www.bcvparks.com

**STAFF PHOTOS WILL BE TAKEN AT 4:30PM
DIRECTOR PHOTOS WILL BE TAKEN AT 4:45pm**

DISTRICT CLOSED SESSION – None.

**BEAUMONT CHERRY VALLEY RECREATION AND PARK IMPROVEMENT
CORPORATION (BCVRPIC):** 5:00pm
Appointment of Nick Hughes to Steering Committee

WORKSHOP SESSION: Workshop Session will Begin at 5:30pm
Presentation; Update of District Projects, General Manager

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

Roll Call:

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

Presentations:

Invocation:

Pledge of Allegiance:

Adjustments to Agenda: Government code sec 54954.5(b) (2) provides “upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or if less than two-thirds of the members are present, a unanimous vote of those member present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a) “

- 1. PUBLIC COMMENT:** Anyone wishing to address the Board on any matter not on the agenda may do so now. All person(s) wishing to speak on an item on the agenda may do so at the time the Board considers that item. All persons wishing to speak must fill out a “Request to Speak Form” and give it to the clerk before the start of the meeting. There is a three (3) minute limit on public comments.
- 2. CONSENT CALENDAR:** Items are considered routine, non-controversial and generally approved in a single motion. A board member may request to have an item removed from the consent calendar for discussion or to be deferred. (Includes Minutes, Financials, Resolutions, and Policy & Procedure matters).
 - 2.1 Minutes of February 13, 2019
 - 2.2 Bank Balances February 2019

2.3 Warrants for February 2019

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

4. DEPARTMENT REPORTS:

Human Resources Administrator/Clerk of the Board: Janet Covington

Financial Services Technician/Office Manager: Nancy Law

Activities Coordinator: Kyle Simpson

Athletic Coordinator: Dodie Carlson

Maintenance Foreman: Frank Flores

General Manager: Duane Burk

5. CALENDAR OF EVENTS:

5.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm NCCC
- Finance – 1st Thursday of Every Month 5:00 pm NCCC
- Facility Use Ad Hoc- Second & Fourth Tuesday Monthly @ 6:30 pm
- BCVRPD Board Meeting Schedule, NCCC
 - April 10, 2019
 - May 8, 2019
 - June 12, 2019

5.2. Upcoming Holidays

Monday, May 27, 2019 Memorial Day

5.3. Events

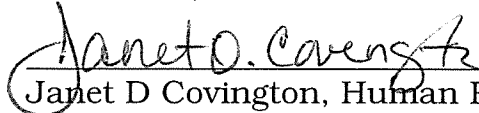
- March 29, 2019 Welcome Home Vietnam Veterans

DIRECTORS MATTERS/COMMITTEE REPORTS

6. ADJOURNMENT:

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

DECLARATION OF POSTING: I declare under penalty of perjury, that I am employed by the Beaumont-Cherry Valley Recreation and Park District and the foregoing agenda was posted at the District office and web site March 8, 2019



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



**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, February 13, 2019 4:00pm**

MINUTES

Sexual Harassment Avoidance Training 4:00pm to 6:00pm

DISTRICT CLOSED SESSION – (1 item) 6:00pm

Conference with Legal Counsel

1. Property Negotiations, Edison Easement. Pursuant to Government Code Section 54956.8

Closed session began at 6:16pm

Roll Call:

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

Returned from closed session at 6:37pm. Joe Ortiz reported no action taken.

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

WORKSHOP SESSION: None

REGULAR SESSION: Regular Session to Begin at 6:30 pm

Regular session began at 6:37pm

Roll Call:

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

Presentations: The General Manager introduced Tim & Amber Cook, volunteers at Bogart Park.

Invocation: The invocation was given by Pastor Henry Lundy, Calvary Beaumont

Pledge of Allegiance: The Pledge of Allegiance was led by Director De La Cruz

Adjustments to Agenda: None.

1. **PUBLIC COMMENT:** Mike Hilburn, representing Beaumont Youth Baseball (BYB) spoke. He reported they have 1050 registered players so far for the season. He said the fields are amazing and they have been locking the gates on the fields nightly. He invited everyone to opening day on March 2.

2. **CONSENT CALENDAR:**

- 2.1 Minutes of January 9, 2019
- 2.2 Bank Balances January 2019
- 2.3 Warrants for January 2019

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

Initial Motion: Treasurer Diercks

Second: Vice Chair/Secretary Flores

Result of Motion: Carried 4-0

Director De La Cruz: Aye

Director Ward: Absent

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

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

3.1 Approve Roofing Contract for Noble Creek Community Center

Motion was made to accept item 3.1 awarding the Noble Creek Community Center roofing contract in the amount of \$53,340.00 to C.I. Services Inc.

Initial Motion: Treasurer Diercks

Second: Vice Chair/Secretary Flores

Result of Motion: Carried 4-0

Director De La Cruz: Aye

Director Ward: Absent

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

3.2 Resolution NO. 2019-01 – Opening of Bank Account, Bogart Park

Motion was made to accept item 3.2 authorizing opening a bank account at Bank of Hemet for revenues received for Bogart Park.

Initial Motion: Treasurer Diercks

Second: Director De La Cruz

Result of Motion: Carried 4-0

Director De La Cruz: Aye

Director Ward: Absent

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

3.3 Declare Surplus Property

3.3.1 John Deere Tractor

Motion was made to accept item 3.3.1.

Initial Motion: Treasurer Diercks

Second: Director De la Cruz

Result of Motion: Carried 4-0

Director De La Cruz: Aye

Director Ward: Absent

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

3.4 Approval of Southern California Edison (SCE) Acquisition of Easement

Motion was made to accept item 3.4.

The item was discussed in closed session. Joe Ortiz recommended approving the Southern California Edison Easement authorizing Chairman Hughes to sign the documents and with authority to make non substantive changes.

Initial Motion: Vice Chair/Secretary Flores

Second: Treasurer Diercks

Result of Motion: Carried 4-0

Director De La Cruz: Aye

Director Ward: Absent

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

3.5 Approval to Change March Board Meeting to March 14, 2019

Motion was made to accept item 3.5

Initial Motion: Treasurer Diercks

Second: Vice Chair/Secretary Flores

Result of Motion: Carried 4-0

Director De La Cruz: Aye

Director Ward: Absent

Treasurer Diercks: Aye

Vice Chair/Secretary Flores: Aye

Chairman Hughes: Aye

4. DEPARTMENT REPORTS:

Human Resources Administrator/Clerk of the Board: Janet Covington

Janet reported we have 32 employees. The pending accident claim (Flores 8/5/2016) has been dismissed and we have one new incident that will be coming in shortly. She said the quarterly safety committee package was submitted to CAPRI on time and the safety compliance company provided "Sexual Harassment Avoidance" training in the maintenance department. She attended training on communication at the Administrative Assistants conference and a CalPERS online reports class. The newly mandated employee sexual harassment avoidance training is scheduled for March 26 during the school break and CPR is scheduled for the same day. Janet has been fulfilling request from the auditors for the 17/18 audit and working on volunteer agreements, workers compensation and liability issues for Bogart. She attended the Beaumont Chamber's Installation Dinner. Janet reported employees celebrated the first "Employee of the Month" for January recognizing Jeremiah Bennett who is a casual recreation assistant.

Financial Services Technician/Office Manager: Nancy Law

Nancy reported the Finance Committee met and reviewed the January 2019 Financial Reports. She received deposits into the Riverside County Fund in the amount of \$461,917.45 and the RDA portion is "one time" money so it will go into capital reserves. She transferred into the reserve fund \$5,000.00 for January bringing the balance to \$324,864.89. She has been working with the CPA on the 17/18 audit. Nancy has been working on the restroom supplies, uniforms, cameras, phones, computer and Wi-Fi at Bogart. She attended a class on Mistake Free Grammar and Proofreading. The new website is live. Nancy attended a meeting regarding the new work order program, productive parks. Nancy attended the Installation dinner. Nancy reviewed the mid-year budget adjustments. She stated our Developer Impact Fees are \$248, 069.70 and have collected \$175,525.80 of

those fees. Duane mentioned we changed services from CR&R to Waste Management in Bogart.

Activities Coordinator: Kyle Simpson

Kyle reported he has been busy with facility users and rentals and showing properties to potential users. He said the contract instructor classes have been going well. The heater has been fixed at the Woman's Club and has had positive feedback on it. He said the Welcome Home Vietnam Veteran's Day is scheduled for March 29 and he has four veterans signed up to be honored. The Fishing Derby is scheduled for April 6 & 7. The Spring Fling is scheduled for April 20 and has local churches helping out. Kyle attended the Chambers Installation Dinner, BYB pancake breakfast and the Pass Area Veteran's expo. He attended the facilities ad-hoc committee meeting. Kyle met with the Mountain Bike Team. He reported he will be attending a government social media conference in Tennessee and he completed training on managing multiple priorities and deadlines.

Athletic Coordinator: Dodie Carlson

Dodie reported the winter slow pitch season started with only one night of playing due to the rain and there are 17 teams over three nights down 4 teams from last season. She reported the calendar is full until August 1st with the exception of 2 Sunday's. Dodie said they have been resetting home plates and replacing all the field pegs. She thanked the board and staff who attended the BYB pancake breakfast and she invited everyone to opening day on March 2. She expressed her thanks for the lighting and drainage improvements.

Maintenance Foreman: Frank Flores

Frank reported they have been working on a new program called "Productive parks" that will be used to keep track of inventory and projects. They have been investigating and determining the condition of the well pump at Bogart and getting familiar with the park. He said the ball fields received 25 tons of infield mix. The new restroom is near completion. The first phase of the irrigation looping project is finished. Frank reported there have been renovations to the NCCC including the extension of two offices. He also reported there have been renovations to the landscaping in Franco Gardens including topping of trees and grinding of tree stumps. The oak room heater at the Women's club received a new motor and the kitchen hoods were cleaned at the Woman's club, Grange and the snack bar.

General Manager: Duane Burk

Duane reported a 40' Flag pole has been installed at the Grange designated in honor of Stella Parks. A plaque has been ordered. He attended the BYB pancake breakfast. A lot of work has been going on at Bogart and has been spending a lot of time there. There were 106 mountain bike riders including teams from Temecula, Hemet, Yucaipa and Murrieta at Bogart Park. He said it's nice to see 1100 ball players at our fields. He reported most of the renovations have been completed. He met with Elizabeth Gibbs from the City of Beaumont regarding renovations at Rangel Park and looking into a unique restroom facility that washes down after each use.

5. CALENDAR OF EVENTS:

5.1 Committee Meetings

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

- BCVRPD Board Meeting Schedule, NCCC
 - March 14, 2019
 - April 10, 2019
 - May 8, 2019

5.2. Upcoming Holidays

- Monday, February 18, 2019 President's Day

5.3. Events

- March 29, 2019 Welcome Home Vietnam Veterans

DIRECTORS MATTERS/COMMITTEE REPORTS

Director De La Cruz:

Armando thanked staff for their hard work and dedication. He toured Noble Creek Park and Franco Gardens with Duane and feels Franco Garden is looking great. He is happy with everything going on in the park and Bogart and looks forward to the future.

Treasurer Diercks:

Chris said everybody is doing a great job and told Frank he did an excellent job on the flag pole at the Grange. He said we received a grant to redo the Noble Creek Community Center restrooms to bring them up to compliance. He said everybody is doing a good job.

Vice Chair/Secretary Flores:

John said he had brunch with Frank's father and talked to him about how the maintenance department has blossomed. He said he is pleased with the office staff and appreciates Duane's hard work.

Chairman Hughes:

Dan attended the Chamber Installation dinner and Vicki's award was well deserved. He said he has been in contact with the Beaumont Police Department about using this facility for active shooter training. He said the cities of Calimesa and Banning have expressed an interest in being a part of collaborative. He said he has asked Duane to set up a strategy and goal setting get away for the board and staff to hear from everyone of what they would like to see and where we are moving. He has been speaking with Councilman Lara about working together on doing things for the pass area. He appreciates everybody's hard work and it's a reflection of everyone who works here. He thanked Duane for his hard work and knowledge in public works. He said he is anxious to see how Bogart Park goes and he is happy with everything that is going on and appreciates staff.

6. ADJOURNMENT:

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

The meeting was adjourned at 7:29pm

Beaumont Cherry Valley Recreation Park District

Bank Account Balances

As of 2/28/2019

	Starting Balance	Payables	Deposits	Ending Balance	Notes/Comments
1 Bank of Hemet - Operating	\$ 1,594.22	\$ 222,399.99	\$ 258,968.75	\$ 38,162.98	
2 Bank of Hemet - Payroll Account	\$ 1,823.82	\$ 54,522.21	\$ 55,000.00	\$ 2,301.61	PR Thru 2/22/2019
3 Bank of Hemet - Project Account	\$ 4,841.21	\$ 4,853.06	\$ 26,906.85	\$ 26,895.00	
4 Bank of Hemet - Bogart	\$ -	\$ 268.71	\$ 2,805.80	\$ 2,537.09	
5 Bank of Hemet MM	\$ 5,347.17		\$ 2,229.53	\$ 7,576.70	
6 Bank of Hemet - Reserve Fund	\$ 324,864.89		\$ 5,017.42	\$ 329,882.31	
7 Bank of Hemet - Quimby/DIF	\$ 167,092.99	\$ 19,065.12	\$ 51,764.30	\$ 199,792.17	
8 Petty Cash	\$ 500.00			\$ 500.00	
9 Riverside County Fund	\$ 570,629.13	\$ 150,000.00	\$ 461,917.45	\$ 882,546.58	FY 18/19 Tax Distributions
10					
11	\$ 1,076,693.43	\$ 451,109.09	\$ 864,610.10	\$ 1,490,194.44	
12					
13 Bank of Hemet - Money Market	Balance	Payables	Deposits	Revised	Notes/Comments
14 All	\$ 5,347.17		\$ 2,229.53	\$ 7,576.70	
15					
16 Total	\$ 5,347.17	\$ -	\$ 2,229.53	\$ 7,576.70	
17					
18 Bank of Hemet - Project Account	Balance	Payables	Deposits	Revised	Notes/Comments
19 All	\$ (295,641.74)			\$ (295,641.74)	
20 Fac Use/Bldgs	\$ 46,542.64	\$ 1,223.09	\$ 8,774.85	\$ 54,094.40	
21 Equestrian Arena	\$ (470.19)			\$ (470.19)	
22 Field Rentals (BCVRPD)	\$ 42,226.16		\$ 500.00	\$ 42,726.16	
23 Adult Softball	\$ 42,422.25	\$ 240.00	\$ 3,279.00	\$ 45,461.25	
24 Tournaments	\$ 186,459.77	\$ 144.00	\$ 7,160.00	\$ 193,475.77	
25 Special Events	\$ (60,108.13)	\$ 173.49	\$ 345.00	\$ (59,936.62)	
26 RV	\$ 83,021.05		\$ 5,850.00	\$ 88,871.05	
27 Field & Equipment Maintenance (Parking \$)	\$ (72,676.10)	\$ 2,513.28		\$ (75,189.38)	
28 Banner Sales	\$ 33,065.50	\$ 559.20	\$ 998.00	\$ 33,504.30	
29					
30 TOTAL PROJECT ACCOUNT	\$ 4,841.21	\$ 4,853.06	\$ 26,906.85	\$ 26,895.00	
31					
32 Bank of Hemet - Reserve Fund	Balance	Payables	Deposits	Ending Balance	Notes/Comments
33 Operating Reserve	\$ 255,237.99		\$ 5,000.00	\$ 260,237.99	NOT to be USED
34 Capital Reserve	\$ 177,446.19		\$ 17.42	\$ 69,644.32	Min Balance of \$50,000
40					
47 TOTAL RESERVE ACCOUNT	\$ 324,864.89	\$ -	\$ 5,017.42	\$ 329,882.31	\$ 19,644.32

Beaumont-Cherry Valley Recreation & Park District Improvement Corporation

Bank Account Balance

As of 2/28/2018

	Starting Balance	Payables	Deposits	Ending Balance	Notes/Comments
48 Bank of Hemet	\$ 247,577.61	\$ 73,376.37		\$ 174,201.24	

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

Type	Date	Num	Name	Memo	Amount
10005 · Bank of Hemet - Operating					
Check	02/04/2019	JC02042019	Stater Bros	Gift Card - Employee of the Month	-30.00
Check	02/04/2019	Fee	Global Pay	Credit Card Machine - \$ Sales	-498.98
Check	02/05/2019	121998	Dan Hughes	Director Fees - January 2019	-600.00
Check	02/05/2019	AF02052019	Engineered Parking Systems	Rebound Board - Bogart Gate	-109.38
Check	02/05/2019	JC02052019	Wal-Mart	Certificate Holders	-55.99
Check	02/06/2019	AF02062019	Stamps.com	Postage	-50.00
Check	02/06/2019	NL02062019	CSUSB	Employee Training - Executive Assistant - Law, Nancy	-189.00
Bill Pmt - Check	02/07/2019	121999	Xtreme Clean Hoods	Kitchen Hood Cleaning (Grange & Woman's Club)	-500.00
Check	02/07/2019	122000	DC Travelball Tournaments	Refundable Tournament Deposit for 2018	-500.00
Check	02/07/2019	122001	Just Wanna Play Ball	Refundable Tournament Deposit 2018	-500.00
Check	02/07/2019	122002	Jim McInery	Refundable Tournament Deposit 2018	-500.00
Check	02/07/2019	122003	Joel Gilmet	Refundable Tournament Deposit - 2/2/2019 (Rainout)	-250.00
Check	02/07/2019	122004	Cherie R. Warren	Refundable Security Deposit - Memorial - 2/1/2019	-250.00
Check	02/07/2019	122005	Artwork Paint Company	NCCC - Painting Offices/Doors	-1,481.24
Check	02/07/2019	122006	Grand American Builders, Inc.	Maintenance/Horseshoe Pit Restroom	-4,733.87
Check	02/07/2019	122007	Grand American Builders, Inc.	NCCC Expansion GM/Activities Coordinator Offices	-291.75
Check	02/07/2019	JC02082020	EI Mariachi Taco Shop	Employee of the Month - Burritos	-133.07
Check	02/07/2019	NL02072019	Amazon.com	Phone Cases - Bogart New Wireless Phones	-56.17
Check	02/07/2019	NL02072020	Amazon.com	Wireless Phone - Phone Case	-16.98
Check	02/08/2019	DB02082019	Clarkie's Diner	Bus Meal - Burk, Duane, Deforge, Brian, Chatigney, Adrian & Santas, Felix	-70.56
Check	02/08/2019	JC02082019	Stater Bros	Employee of the Month - Drinks	-13.48
Check	02/11/2019	RF02112019	PrintIt4Less.com	Receipt Books for Bogart	-100.79
Check	02/11/2019	DB02112019	The Sand Trap Bar & Grill	Bus Meal - Burk Duane & Elizabeth Gibbs City of Beaumont	-34.93
Check	02/11/2019	DB02112019	AppleBees	Bus Meal - Burk, Duane & General Managers	-72.40
Check	02/13/2019	122008	Armando De La Cruz	Director Fees - July 2018- February 2019	-1,500.00
Check	02/13/2019	122009	Slugg Bugg Pest Control	Bi-Monthly Pest Control	-350.00
General Journal	02/13/2019	Trans021319		Transferred from Riverside County Fund for Bills & Payroll	150,000.00
General Journal	02/13/2019	Trans0213-3		Transferred from Quimby/DIF for reimbursement DIF Legal Fees	19,065.12
Bill Pmt - Check	02/13/2019	122010	Laurie K. Marscher, CPA	January 2019 CPA Services	-380.00
Check	02/13/2019	JC02132019	Stater Bros	AB1825 Training - Drinks	-29.16

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

Type	Date	Num	Name	Memo	Amount
Check	02/13/2019	JC02132019	Frijoles	AB1825 Training - Meal	-186.60
Check	02/13/2019	DB02132019	The Sand Trap Bar & Grill	Bus Meal - Burk, Duane & Hughes, Dan - Pre Board Meeting	-37.03
General Journal	02/14/2019	Trans0213-4		Transfer to Reserve for Monthly Transfer	-5,000.00
General Journal	02/14/2019	Trans0213-5		Transfer to Money Market for Verizon Cell Tower	-2,227.89
Check	02/14/2019	122011	Chris Diercks.	Director Fees February 2019	-500.00
Check	02/14/2019	NL02142019	Pro-Ware, LLC	Asset Keeper Program	-499.00
Check	02/14/2019	NL02142019	OfficeFurniture2go.com	Office Furniture - Director mail pockets	-105.60
Check	02/15/2019	122012	Steven Perry	Refundable Security Deposit - Retirement Party - 2/8/2019	-500.00
Check	02/15/2019	NL02152019	K-Log, Inc.	Director Table and Chairs, Kitchen Table and Chairs	-4,340.23
Check	02/16/2019	NL02162019	Amazon.com	Maintenance Restroom - Hand Driers	-533.88
Check	02/19/2019	122013	Artwork Paint Company	Painting - Maintenance Shed A	-1,431.46
Check	02/19/2019	RF02192019	Wristband Resources	Fishing Derby - Wristbands	-58.69
Bill Pmt -Check	02/20/2019	122018	Acorn Technology Services	Computer Bogart Kiosk	-3,924.57
Bill Pmt -Check	02/20/2019	122019	Action True Value Hardware	Sand Bags/ Fencing Repair (Bogart)	-124.50
Bill Pmt -Check	02/20/2019	122020	Apex Urgent Care, Inc.	Random Drug Screen - Flores, Ryann	-30.00
Bill Pmt -Check	02/20/2019	122021	Awards & Specialties	Replacement - name plate Vice Chair/Secretary	-13.59
Bill Pmt -Check	02/20/2019	122022	Beaumont Chamber of Commerce	Good Morning Beaumont January 2019 - Simpson, Kyle & Covington, Janet	-40.00
Bill Pmt -Check	02/20/2019	122023	Beaumont Do it Best	Miscellaneous Repairs and Maintenance all Buildings and Grounds	-695.85
Bill Pmt -Check	02/20/2019	122024	Beaumont Glass	Repair Window @ Grange	-145.00
Bill Pmt -Check	02/20/2019	122025	Best Best & Krieger	Legal Services - SCE Easement, HR, Ethics Training	-2,885.00
Bill Pmt -Check	02/20/2019	122026	Blue Shield	Employee - Dental Insurance March 2019	-455.40
Bill Pmt -Check	02/20/2019	122027	BWW & Company	Installation of ADA Walkways at Horseshoe pits and to Horseshoe pit Restroom	-7,354.42
Bill Pmt -Check	02/20/2019	122028	Chris Taylor's Plumbing	Leak at Woman's Club Sink left of stage & Duane's Office Sink Disconnect	-256.43
Bill Pmt -Check	02/20/2019	122029	Cliff's Pest Control, Inc.	Monthly Pest Control	-385.00
Bill Pmt -Check	02/20/2019	122030	CPRS	Membership Dues	-475.00
Bill Pmt -Check	02/20/2019	122031	CR&R 01467	Utilities - Trash - Grange	-141.38
Bill Pmt -Check	02/20/2019	122032	Diamond Environmental Services	Monthly Porta Pottle service - Field #7	-115.17
Bill Pmt -Check	02/20/2019	122033	Elite Enforcement Security	Monthly Security Service	-2,112.00
Bill Pmt -Check	02/20/2019	122034	First Bankcard 8849	Late Fee/Finance Charges (getting Reversed)	-97.23
Bill Pmt -Check	02/20/2019	122035	Image Source	Monthly Copy Services	-218.37

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

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	02/20/2019	122036	Inland Lighting Supplies, Inc.	Base Pate Covers - Quad	-163.78
Bill Pmt -Check	02/20/2019	122037	Jani-King of California, Inc	Monthly Janitorial Service & Extra Cleaning at Noble Creek	-1,574.75
Bill Pmt -Check	02/20/2019	122038	JayTown Industries, Inc.	Aluminum Signs (Please Do Not Hit Balls Against Fence)	-504.27
Bill Pmt -Check	02/20/2019	122039	Luz Investment Corp.	Additional Improvements NCCC - Data/Port Panel and Wiring	-3,171.70
Bill Pmt -Check	02/20/2019	122041	Pacific Flagpole Service	Purchase and Install of New Flag Pole at Grange	-9,061.84
Bill Pmt -Check	02/20/2019	122042	Pass Air Conditioning & Heating	Replace Bracket for motor NCCC & Replace Motor Woman's Club (1yr Warranty)	-1,302.71
Bill Pmt -Check	02/20/2019	122043	Postmaster	PO Box #490 - Annual Fee	-308.00
Bill Pmt -Check	02/20/2019	122044	Pro-Pipe & Supply	Water Line Looping	-114.22
Bill Pmt -Check	02/20/2019	122045	Stotz Equipment	Flange Bolts for John Deere Tractor	-20.57
Bill Pmt -Check	02/20/2019	122046	Summit Tool & Die	Electrical Plate Covers - Light poles in park	-1,400.75
Bill Pmt -Check	02/20/2019	122047	UNUM	Employee - Disability Insurance	-395.24
Bill Pmt -Check	02/20/2019	122048	Well Tec Services Inc.	Bogart Well inspection & testing, including Acid Wash	-12,850.00
Bill Pmt -Check	02/20/2019	122049	Merlin Johnson Construction, Inc.	Water Line Looping & RV new Sewer, water, Electrical Stubbing	-15,730.76
Bill Pmt -Check	02/20/2019	122050	Merlin Johnson Construction, Inc.	Water Line Looping & RV new Sewer, water, Electrical Stubbing	-17,541.25
Bill Pmt -Check	02/20/2019	122051	Merlin Johnson Construction, Inc.	Water Line Looping & RV new Sewer, water, Electrical Stubbing	-13,751.23
Bill Pmt -Check	02/20/2019	1264974-76	CalPers	Employee - Retirement	-4,151.25
Bill Pmt -Check	02/20/2019	1264978-80	CalPers	Employee - Retirement	-4,055.17
Bill Pmt -Check	02/20/2019	NTRX4-7JX1W	Chevron	Gas Cans Reg/DSL, F350 (141979) Chevy (12025)	-667.42
Bill Pmt -Check	02/20/2019	02202019	Nationwide Retirement Solutions	Employee - Retirement 457	-856.13
Bill Pmt -Check	02/20/2019	02142019	Nextiva	Monthly Telephone Service	-219.71
Bill Pmt -Check	02/20/2019	11288977735	Office Depot	Office Supplies	-355.96
Bill Pmt -Check	02/20/2019	0510209	SoCalGas	Utilities - Gas - NCCC, Woman's Club & Grange	-941.15
Bill Pmt -Check	02/20/2019	P1021327965	Streamline	Monthly Website Services	-200.00
Bill Pmt -Check	02/20/2019	11288978357	The Home Depot	Tuff Shed Boxes for Bogart Janitorial Supplies	-190.19
Bill Pmt -Check	02/20/2019	69849162238	Waste Management of the IE	Utilities - Trash - Grange (New), Bogart (New)	-1,073.91
Check	02/20/2019	DB02202019	The Sand Trap Bar & Grill	Bus. Meal - Burk, Duane & Simpson, Kyle	-32.91
Check	02/20/2019	JC02202019	M Gaiser Enterprises Inc.	Staff BBQ, Food Deposit	-100.00
Check	02/20/2019	JC02202020	SkillPath	Employee Book	-40.89
Bill Pmt -Check	02/21/2019	1001265516	CalPers	Employee - Health Insurance	-5,469.21
Bill Pmt -Check	02/21/2019	1001265558	CalPERS-OPEB	Accrued Liability as of June 30, 2016 - Rate Plan: 1357	-3,686.80

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

Type	Date	Num	Name	Memo	Amount
Check	02/21/2019	DB02212019	Fijoles	Bus Meal - CSDA Board Meeting	-198.72
Check	02/21/2019	122052	Trish Bayne	Refundable Security Deposit - Memorial - 2/9/2019	-250.00
Check	02/21/2019	122053	John Flores	Director Fees - January 2019	-500.00
Check	02/21/2019	NL02212019	Amazon.com	Duane's Office - Refrigerator	-968.67
Check	02/21/2019	NL02212020	Amazon.com	Duane's Office - Refrigerator - Warranty	-69.54
General Journal	02/22/2019	Tran0222		Transfer to Payroll for PR 02/22/2019	-25,000.00
Check	02/22/2019	NL02222019	Awards & Specialties	Bogart - Perforated sheets for Camper Sales	-550.46
Check	02/25/2019	RF02252019	Stamps.com	Stamps	-15.99
Check	02/25/2019	NL02252019	Awards & Specialties	Bogart - Collection Envelopes	-622.05
Bill Pmt -Check	02/25/2019	02252019	Frontier Communications	209-188-3458-020601-5	-123.98
Check	02/25/2019	NL-ERROR	Stater Bros	Stater Bros Instacart Charges - Law, Nancy - Error of Card	-521.85
Check	02/26/2019	NL02262019	Nextiva	(2) New Phones - Bogart	-398.91
Check	02/26/2019	AF02262019	Amazon.com	Master Lock, long neck, combination - Bogart	-44.98
Check	02/26/2019	NL02262019	Amazon.com	Hot Coco Kcups - Duane's Office	-5.36
Check	02/26/2019	NL02262020	Amazon.com	Keurig - KMini Coffee Maker - Duane's Office	-114.70
Check	02/26/2019	NL02262021	Amazon.com	Rolled file box & Coffee/Tea K cups	-87.67
Check	02/28/2019	122054	Petty Cash	Reimbursement of petty cash	-248.60
Check	02/28/2019	122055	Artwork Paint Company	Maintenance/Horseshoe Pit Bathroom Painting/Epoxy	-2,039.26
				TOTAL	-10,814.43

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

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
10015 - Bank of Hemet - Project Account					
Check	02/07/2019	4326	Pete Gerlach	Umpire	-60.00
Check	02/07/2019	4327	Chris Neal	Umpire	-60.00
Check	02/08/2019	4328	Mike Aldrich	Banner Sales - Jan/Feb 2019	-559.20
Bill Pmt -Check	02/20/2019	4329	Beaumont Lawnmower	Repair/Maintenance Stihl Blower BR-350	-34.69
Bill Pmt -Check	02/20/2019	4330	Beaumont Unified School District	Tournament Custodial Fees (Billed to Promoter)	-144.00
Bill Pmt -Check	02/20/2019	4331	Gail Materials	Field Repairs - Clay	-1,132.65
Bill Pmt -Check	02/20/2019	4332	Susan Garrison	Painting Event Signs (Spring Fling & Fishing Derby)	-100.00
Bill Pmt -Check	02/20/2019	4333	Turf Star, Inc.	Kubota - Tire Replacement	-1,345.94
Check	02/21/2019	4334	Pete Gerlach	Umpire	-60.00
Check	02/21/2019	4335	Chris Neal	Umpire	-60.00
TOTAL					-3,556.48

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

Type	Date	Num	Memo	Amount
10000 · Bank of Hemet - MM				
General Journal	02/14/2019	Trans0213-5	Transferred from Operating for Verizon Cell Tower	2,227.89
		TOTAL		2,227.89

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

Type	Date	Num	Memo	Paid Amount
10025 · Bank of Hemet - Reserve Fund				
General Journal	02/14/2019	Trans0213-4	Transferred from Operating for Monthly Transfer	5,000.00
		TOTAL		5,000.00

**Beaumont Cherry Valley Recreation & Park District
 Check Warrant
 Bank of Hemet - Quimby/DIF
 February 2019**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Memo</u>	<u>Amount</u>
10020 · Bank of Hemet - Quimby/DIF				
General Journal	02/13/2019	Trans0213-3	Transfer to Operating for reimbursement DIF Legal Fees	-19,065.12
		TOTAL		-19,065.12

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

<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	02/25/2019	NL02252019	Safeguard	Checks	-268.71
				TOTAL	-268.71
					<u>-268.71</u>



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: March 14, 2019

Employees:

We had on departed employee. (Casual Recreation Assistant) There are currently 31 employees.

Reports: Form 700's due from Directors and staff.

Workers Compensation Cases/ Incidents/Accidents

(1) Incident: 2/12/2019 Cease, Car Bumper Damage

The claim was investigated and determined the damage was the responsibility of the District. After receiving two estimates for the repairs, the claim will be settled for \$1875.10 paid to Yucaipa Auto Collision.

Training:

Safety Compliance Company provided Back Safety training in the maintenance department. Aaron Morris completed training on Criticism & Discipline Skills for Managers & Supervisors. Employee CPR and the mandated sexual harassment avoidance training are scheduled for March 26 during the school break.

Chris Diercks, Dan Hughes, John Flores, Denise Ward and Duane Burk are registered to attend to attend the Special Districts Association, Special District Leadership Academy 4/7/2019-4/10/2019. Please let me know if anyone will be carpooling so I can prepare the per diem check for each individual.

Other:

I've been fulfilling requirements for the FY 17/18 audit.

Save the date for our annual staff BBQ August 3, 2019 11:00am to 3:00pm at Bogart Park. If you would like to donate a prize for our BINGO games, please see me.

We are researching an option for our employees to participate in a Flexible Spending Account. This is expected to be on the April agenda for approval.

I will be on vacation April 4-15, 2019.

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

Respectfully Submitted,

Janet Covington, Human Resources Administrator/Clerk of the Board



BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Department Report

To: Board of Directors
From: Nancy Law, Financial Services Technician/Office Manager
Date: March 14, 2019

The Finance Committee meet Thursday, March 7th, 2019 to review February 2019 Financial Reports for Fiscal Year 2018-2019.

The Monthly Financial Report consisted of a Profit & Loss, Profit & Loss Previous Year Comparison, Profit & Loss Budget vs. Actual, as well as the Bank Account Balance Spreadsheet and Warrant Registers which are also included in the Board Packet.

Property Tax Disbursement – The Financial Services Technician has not received deposits into the Riverside County Fund for February 2019 as of 3/7/2019.

The Finance Services Technician has transferred into the Reserve fund the \$5,000.00 monthly contribution for February 2019 bringing our balance to \$329,882.31.

Additional items:

- ❖ Finance meet with Laurie (CPA) to review accounts for the 17/18 audit.
- ❖ Finance received a letter of grant approval from National Fitness Campaign.
- ❖ Finance and General Manager had a Pre-Construction meeting for the Noble Creek
- ❖ Finance has been working with Auditors for 17/18 audit.
- ❖ Finance has mailed out paperwork for the SCE Easement.

Recommendations: This report is for informational purposes only.

Respectfully Submitted,



Nancy Law
Financial Services Technician/Office Manager



BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Department Report

To: Board of Directors
From: Kyle Simpson, Activities Coordinator
Date: March 14, 2019

Facility Users-

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

I have performed a Playground Safety Inspection of Bogart Park Playground with Frank Flores and Aaron Morris.

Upcoming District Events-

- March 29, 2019- Welcome Home Vietnam Veteran's Day.
 - We have reached out to Dignitaries from the Pass Area to be present for the event
 - Dignitaries Confirmed - Congressman Ruiz Office, Beaumont City Council and Mayor, BCVWD Board, MSJC Veteran Affairs
 - We have 4 veterans signed up to be honored at the event, early sign ups close on March 13th
- April 6-7, 2019 – Fishing Derby
 - We have 5 children registered for the event
- April 20, 2019 – Spring Fling
- May 11, 2019 – Memorial Wall Dedication
 - No Applicants yet Deadline is March 15th

Community Events/Meetings/Networking

February 26th and March 12th – Facilities Ad hoc meetings
Next Facilities Ad hoc will meet March 26th, 2019

Recommendations: This report is for Information purposes only.

Thank you,

Kyle Simpson
Activities Coordinator

BEAUMONT-CHERRY VALLEY RECREATION & PARK DISTRICT

Department Report

To: Chairman and Board Members
From: Dodie Carlson – Athletic Coordinator
Date: March 7, 2019

Reports:

The Winter Slow Pitch season started on January 29, 2019. So far out of 12 possible nights to play, we have only managed to get 5 nights in.

The calendar is full until August 1st with the exception of 2 Sundays at this moment.

The resetting of Home plate and pegs is still a work in progress. We just need the weather to help us out. We hope to be completed sometime in the next month or two.

We will starting working on soft toss gages and yellow fencing that needs to be replaced or needs sprucing up.

I would like to thank the Board of Directors, General Manager and staff for all their hard work keeping up with the drainage and field conditions.

Other: BYB has attempted to start the Spring 2019 season, weather has not been on their side. Player counts at this moment are at appx. 1100. BYB had to move their opening day to March 10, 2019. That is only the 2nd time in the last 20 years.

Recommendations:

This report is for Informational purposes only.

Respectfully Submitted,

Dodie Carlson

**Dodie Carlson
Athletic Coordinator**

Beaumont-Cherry Valley Recreation & Park District
Department Report

Maintenance

To: Chairman and Board Members
From: Frank Flores, Maintenance Foreman
Date: February 2019
Subject: Maintenance Report

Background and Analysis:

For the month of the maintenance staff has been working with against Mother Nature to insure the safety of the park district. Beautiful snow and flash floods have postponed most of the district events including BYB opening day to Equestrian events.

The safety programs that have been implemented by the district are being enforced and reviewed by all district staff. The quarterly safety minutes will be reviewed and discussed in the Facilities Ad-Hoc.

Noble Creek Park:

- Maintenance yard cameras were installed.
- Noble Creek Wash was cleaned and re-leveled.
- Flash flood maintenance.
- Installed 4 new BBQ's.
- Replaced 21 trash barrels.
- Installed Pro Gold Softball Mix.
- Aerated Dog Park.
- Checked sewer man holes.

Bogart Park:

- Purchased new toilet supplies for each restroom building.
- Installed a float and cover to the horse trough.
- Installed 2'' gate valve to the Equestrian camp area.
- Purchased maintenance tools for Bogart volunteers such as weed eaters, helmets, chaps etc.

Recommendations:

The Maintenance Department has no recommendations at this time.

Thank you,

Frank Flores

