



**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