



Chairman
Chris Diercks

Vice-Chair/Secretary
Denise Ward

Treasurer
John Flores

Director
Dan Hughes

Director
Richard Lawhead

General Manager
Duane Burk

General Counsel
Albert Maldonado
BB&K

**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT
(BCVRPD)**

REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, January 10, 2024, 5:15 p.m.

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

**Treasurer Flores will be joining via Zoom from the location of
Camilla Gardens
3440 Fulton Ave
Sacramento, CA 95821**

AGENDA

www.bcvparks.com

PUBLIC PARTICIPATION ALLOWED IN PERSON AND BY TELECONFERENCE
Regular Session is available by calling: +1 (669) 900-6833. Meeting ID: 948 9929
3193

You can also join the meeting from PC, Mac, Linux, iOS or Android:
<https://zoom.us/j/94899293193>

WORKSHOP SESSION: Regular Session to Begin at **5:15 p.m.**

- Mid-Year Budget

REGULAR SESSION: Regular Session to Begin at **5:30 p.m.**

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

Invocation: Pastor Steve with Sanctuary Church in Calimesa

Pledge of Allegiance: Vice-Chair/Secretary Ward

Presentations: Duane Burk Retirement

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 Zoom, you may submit comments and/or questions in writing for the Board’s consideration by sending them to ryann@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 13, 2023
- 2.2 Bank Balances for December 2023
- 2.3 Warrants for December 2023
- 2.4 Payment of the Legal Invoice for November 2023

2.5 Committee Assignment Calendars

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

- 3.1 Approval of Adoption of Resolution #2024-01 – Establishing New RV Campground Rates, Ball Field Rate, Facility Rental Rates, Equestrian Center Rates, and Additional Facility Rates
- 3.2 Approval of RV Campsite Rules and Regulations; Enforcement Options
- 3.3 Approval of 2024 Facility Use License Agreement
 - a. Andrew Trotter - RC Thunder Alley Raceway
- 3.4 Riverside LAFCO Special District Formation Commission
- 3.5 Approval of Spring Fling Date Change

4. DEPARTMENT HIGHLIGHTS:

5. GENERAL MANAGER/GENERAL COUNSEL REPORTS:

General Manager: Mickey Valdivia (Assistant General Manager)

- 2024 Conference Dates and Locations
- Strategic Plan/Goal Setting Draft Update

General Counsel: Albert Maldonado – Best Best & Krieger LLP

6. CALENDAR OF EVENTS:

6.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00 p.m. Beaumont City Hall. Next meeting January 17, 2024
- Finance – Thursday Before Board Meeting Monthly 4:00 p.m. NCCC.
- Personnel – 1st Tuesday Monthly 11:30 a.m.
- Facility/Bogart Ad Hoc- Second Tuesday Monthly 10:30 a.m.
- Foundation Golf Tournament Ad-Hoc – 3rd Friday 9:00 a.m.
- Government Liaison – 3rd Tuesday Monthly 10:30 a.m.
- BYB/SB Liaison – 1st & 3rd Tuesday Monthly 7:00 p.m.
- BCVRPD Policy Manual Ad-Hoc – January 9, 2024, 11:30 a.m.
- Next BCVRPD Board Meeting, NCCC- February 14, 2024

6.2 Upcoming Holidays

January 15, 2024 – Martin Luther King Day
February 19, 2024 – President's Day

6.3 Events

March 29, 2024 – Welcome Home Vietnam Veterans at Noble Creek Regional Park
March 30, 2024 – Spring Fling at Noble Creek Regional Park

7. DIRECTORS MATTERS/COMMITTEE REPORTS:

8. CLOSED SESSION: None.

9. ADJOURNMENT:

Any person with a disability who requires accommodation to participate in the meeting should telephone Ryann Flores at 951-845-9555, at least 48 hours prior to the meeting 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 5, 2024.

Ryann Flores

Ryann Flores, Clerk of the Board

Chairman
Chris Diercks

Vice-Chair/Secretary
Denise Ward

Treasurer
John Flores

Director
Dan Hughes

Director
Richard Lawhead

General Manager
Duane Burk

General Counsel
Albert Maldonado
BB&K



Beaumont-Cherry Valley Recreation and Park District Mid-Year Budget - Workshop

		Approved FY 23/24 June 14th, 2023	Actuals FY 23/24 Thru: 12/31/2023	Adjustments	Notes
1	Income				
2	Bogart Park				
3	40201 · Camping	\$ 30,000.00	\$ 15,964.48		
4	40202 · Gate Entrance	\$ 35,000.00	\$ 22,368.00		
5	40203 · Horse/Dog Entrance	\$ 150.00	\$ 206.00		
6	40204 · Wood Sales	\$ 100.00	\$ -		
7	40205 · Annual Passes	\$ 14,000.00	\$ 8,770.00		
8	40207 · Caretaker Rent	\$ 3,300.00	\$ 1,000.00		
9	40208 · RV Dump	\$ 500.00	\$ 450.00		
10	40209 · Fishing Pass	\$ 15,000.00	\$ 4,930.00		
11	Facility Use				
12	40101 · Registrations (BYB)	\$ 5,000.00	\$ 3,970.00		
13	40103 · Caretaker Rent	\$ 3,300.00	\$ 1,000.00		
14	40106 · Equestrian Arena	\$ 1,000.00	\$ 795.00		
15	40107 · Fields	\$ 5,000.00	\$ 2,625.00		
16	40109 · Grange	\$ 20,000.00	\$ 5,770.70		
17	40111 · NCCC/Franco Gardens	\$ 20,000.00	\$ 8,651.00		
18	40112 · Park	\$ 500.00	\$ 150.00		
19	40113 · RV Space	\$ 100,000.00	\$ 77,526.75		
20	40114 · Snack Bar	\$ 10,000.00	\$ 14,271.79		
21	40115 · Thunder Alley Racetrack	\$ 5,000.00	\$ 4,236.35		
22	40117 · 24B Station	\$ 1,200.00	\$ 440.00		
23	40118 · Franco Gardens	\$ 5,000.00	\$ 1,325.00		
24	40119 · NCCC	\$ 5,000.00	\$ 9,377.50		
25	40120 · Horseshoe Pits	\$ 200.00	\$ -		
26	40122 · Maintenance Shop "C"	\$ 4,500.00	\$ 1,350.00		
27	Special Events Income				
28	40503 · Spring Fling	\$ 4,000.00	\$ -		
29	40504 · Fishing Derby	\$ 4,000.00	\$ -		
30	40505 · Movies	\$ 500.00	\$ 3,000.00		
31	40507 · Oktoberfest	\$ 20,000.00	\$ 30,811.03		
32	40508 · Parking (BYB)	\$ 3,000.00	\$ -		
33	40509 · Tournaments	\$ -	\$ 15,549.16		
34	40510 · Winterfest	\$ 10,000.00	\$ 9,629.00		
35	40512 · Pumpkin Carve	\$ 2,000.00	\$ 1,413.00		
36	40513 · Cinco De Mayo	\$ 2,000.00	\$ -		
37	40515 · 1K/5K Run	\$ 1,500.00	\$ 1,030.00		
38	40516 · Beers Brats & Bogart Bash	\$ -	\$ 421.00		
39	State of California Revenue				
40	40001 · Property Tax Current Secured	\$ 1,547,428.74	\$ 912,156.78		
41	40002 · Property Tax Current Supplement	\$ 25,739.70	\$ 34,374.37		
42	40003 · Property Tax Current Unsecured	\$ 91,980.03	\$ 142,812.40		
43	40004 · Property Tax Prior Supplemental	\$ 14,183.10	\$ 1,198.49		
44	40005 · Property Tax Prior Unsecured	\$ 3,570.00	\$ 6,630.83		
45	40006 · CA Homeowners Tax Relief	\$ 11,031.30	\$ 3,153.01		
46	40007 · Redevelopment (RDA)	\$ 97,996.50	\$ -		
47	40010 · Low Moderate Income Housing	\$ -	\$ -		
48	40401 · Interest - Invested Funds	\$ 2,784.60	\$ 14,314.82		
49	40600 · Adult Softball	\$ 30,000.00	\$ 15,898.00		
50	40602 · Contract Instructor	\$ 4,000.00	\$ 4,037.09		
51	40701 · DTR House Rental	\$ 18,000.00	\$ 9,000.00		
52	Expense				
53	Board of Directors				
54	50225 · Director Fees	\$ 36,000.00	\$ 9,000.00		
55	50226 · Training - Strategic Planning	\$ 25,000.00	\$ 1,136.40		
56	50229 · Facilitator	\$ 15,000.00	\$ -		
57	50227 · Travel and Conference	\$ 40,000.00	\$ -		
58	50230 · Board Room/Facility IT	\$ 50,000.00	\$ 1,998.07		
59	50228 · Election Expense	\$ -	\$ -		



Beaumont-Cherry Valley Recreation and Park Distirct

Mid-Year Budget - Workshop

		Approved FY 23/24 June 14th, 2023	Actuals FY 23/24 Thru: 12/31/2023	Adjustments	Notes
60	Bogart				
61	Professional Services				
62	50147 - Weather TRAK (Hydropoint)	\$ -	\$ -		
63	50184 - Landscape Services	\$ 45,760.00	\$ 21,120.00		
64	50185 - CEQA	\$ -	\$ -		
65	Utilities				
66	50160 - Electricity	\$ 15,000.00	\$ 5,927.77		
67	50161 - Trash	\$ 8,700.00	\$ 3,507.12		
68	50162 - Telephone & Internet	\$ 3,000.00	\$ 1,319.68		
69	50163 - Water	\$ 30,000.00	\$ 3,012.70		
70	50148 - Stocking Pond	\$ 15,000.00	\$ 2,300.00		
71	50149 - Signage	\$ 2,000.00	\$ 475.44		
72	50150 - Computer/IT	\$ 2,500.00	\$ -		
73	50151 - Grounds Equipment	\$ 1,000.00	\$ 23.99		
74	50152 - Keys	\$ 500.00	\$ -		
75	50153 - Office Supplies	\$ 1,000.00	\$ 322.38		
76	50140 - Restrooms	\$ 1,000.00	\$ -		
77	50141 - Seed	\$ -	\$ -		
78	50142 - Tank	\$ 2,500.00	\$ 5,507.69		Repair needed
79	50143 - Trees	\$ 15,000.00	\$ 2,430.00		
80	50144 - Grounds	\$ 30,000.00	\$ 14,092.12		
81	50156 - Fertilizer	\$ -	\$ -		
82	50157 - Irrigation	\$ 2,500.00	\$ 4,805.47		Major Leak found
83	50158 - Kiosk Gate	\$ 3,000.00	\$ 581.02	\$ (2,000.00)	Anticiaption of unused
84	50159 - Lighting & Electrical	\$ 1,500.00	\$ -	\$ (500.00)	Anticiaption of unused
85	50164 - Playground	\$ 2,500.00	\$ -		
86	50165 - Pond	\$ 5,000.00	\$ 1,336.63	\$ (1,000.00)	Anticiaption of unused
87	50166 - Well	\$ 4,000.00	\$ -		
88	50167 - Janitorial Supplies	\$ 1,000.00	\$ 2,988.42		Over Stock
89	50168 - Uniforms	\$ 500.00	\$ -		
90	50169 - Pest Control	\$ 2,000.00	\$ 2,280.00		
91	Contract Services				
92	50170 - Acorn Technology	\$ 29,220.00	\$ 10,191.49	\$ (5,000.00)	Move to 50176
93	50172 - Jani King	\$ 31,000.00	\$ 12,933.29	\$ (2,000.00)	Move to 50176
94	50173 - Memories by Darci Walls	\$ -	\$ -		
95	50175 - Slugg Bugg	\$ 3,300.00	\$ 3,130.00		Added Maintenance & Bogart
96	50176 - Landscaping Service	\$ 37,440.00	\$ 24,820.00	\$ 7,000.00	Contract Modified 2/1/2024
97	50177 - Turf Star	\$ 12,000.00	\$ 3,962.88		
98	50180 - Paychecks Flex	\$ 2,000.00	\$ 1,608.10		
99	50181 - Streamline	\$ 5,040.00	\$ 3,120.00		
100	50183 - Clover	\$ 3,000.00	\$ 1,453.74		
101	Dues/Subscriptions/Memberships				
102	50205 - CARPD	\$ 3,000.00	\$ -		
103	50206 - CSDA	\$ 7,300.00	\$ 8,262.00		
104	50207 - Press Enterprise	\$ -			new subscription
105	50208 - Amazon Prime	\$ 200.00	\$ 214.37		
106	50211 - CalPELRA	\$ 410.00	\$ -		
107	50212 - Chamber Memberships	\$ 600.00	\$ 80.00		
108	50213 - CPRS	\$ 1,000.00	\$ -		
109	50214 - NRPA	\$ 900.00	\$ -		
110	50215 - GFOA	\$ 160.00	\$ 160.00		
111	50217 - The Record Gazette	\$ 60.00	\$ 59.95		
112	50218 - STMA	\$ 400.00	\$ -		
113	50219 - CSMFO	\$ 125.00	\$ -		
114	50221 - PAPA	\$ 200.00	\$ -		
115	50229 - Costco	\$ 150.00	\$ 120.00		
116	Equipment Purchases - Buildings				
117	50248 - East	\$ 800.00	\$ -		
118	50249 - West	\$ 800.00	\$ -		



Beaumont-Cherry Valley Recreation and Park District Mid-Year Budget - Workshop

		Approved FY 23/24 June 14th, 2023	Actuals FY 23/24 Thru: 12/31/2023	Adjustments	Notes
119	50245 · Grange	\$ 6,500.00	\$ -	\$ (5,000.00)	only need tables currently
120	50246 · Maintenance	\$ 1,000.00	\$ -		
121	50247 · NCCC	\$ 8,000.00	\$ -	\$ (2,500.00)	only need staff table/chairs
122	50250 · Woman's Club	\$ 4,000.00	\$ -	\$ (1,000.00)	only need refridgerator
123	Human Resources/Risk Management				
124	Employee Training & Seminars				
125	50125 · Conferences	\$ 16,000.00	\$ 5,876.71		
126	50126 · License Renewal	\$ 3,000.00	\$ 60.00		
127	50128 · School Tuitions/Books	\$ 8,000.00	\$ 578.25		
128	50129 · Workshops/Webinars	\$ 4,000.00	\$ -		
129	Insurance - Employee's				
130	50105 · 457 Employee Pension Plan	\$ 11,500.00	\$ 1,328.45		
131	50106 · Admin Fee	\$ 250.00	\$ 75.69		
132	50107 · Dental Insurance	\$ 7,700.00	\$ 2,019.40		
133	50108 · Disability Insurance	\$ 1,000.00	\$ 1,069.30		
134	50109 · Flex Benefit Plan	\$ 23,500.00	\$ 22,609.95		
135	50110 · Health Insurance	\$ 100,000.00	\$ 22,148.70		
136	50111 · Accident Insurance	\$ 3,500.00	\$ 1,331.05		
137	50112 · Vision Insurance	\$ 800.00	\$ 310.62		
138	50102 · CalPERS - Retirement	\$ 80,000.00	\$ 49.00		
139	50103 · CalPERS - Unfunded Health	\$ 3,500.00	\$ 1,424.05		
140	50104 · CalPERS - Unfunded Retiree	\$ 120,000.00	\$ 33,197.36		
141	50114 · Insurance - Liability (Capri)	\$ 80,000.00	\$ 98,661.00		
142	50115 · Insurance - Workers comp	\$ 50,000.00	\$ 36,409.00		
143	50116 · Payroll Tax Expense	\$ 35,000.00	\$ 25,175.90		
144	50117 · Salaries	\$ 1,200,000.00	\$ 715,013.26		
145	50120 · Medical Exam Expense	\$ 1,000.00	\$ 780.00		
146	50121 · Employee Fingerprinting	\$ 1,000.00	\$ 488.00		
147	50122 · Employee (Shoe) Reimbursement	\$ 5,000.00	\$ 600.00		
148	50123 · Employee Cellular Reimbursement	\$ 1,000.00	\$ -		
149	Janitorial Supplies				
150	50264 · Park/Grounds	\$ 1,000.00	\$ -		
151	50265 · Supplies	\$ 15,000.00	\$ 19,654.38		Over stock
152	50267 · Uniform Expense	\$ 13,000.00	\$ 2,066.36	\$ (6,000.00)	unneeded expenses
153	Licenses and Permits				
154	50235 · County Health Department	\$ 1,500.00	\$ 763.00		
155	50236 · LAFCO Fees	\$ 800.00	\$ 782.63		
156	50238 · Event City Business License	\$ -	\$ -		
157	50239 · Music Permit	\$ 800.00	\$ -		
158	50241 · Alarm Permit	\$ 100.00	\$ -		
159	50242 · Fish & Wildlife	\$ 400.00	\$ -		
160	Office Expenses				
161	50270 · Copier Lease	\$ 10,700.00	\$ 5,070.02		
162	50272 · Office Furniture	\$ 9,000.00	\$ 6,257.05		
163	50273 · Office Supplies	\$ 13,000.00	\$ 2,702.25		
164	50274 · PO Box	\$ 430.00	\$ -		
165	50275 · Recycling/Shredding	\$ 300.00	\$ 150.00		
166	50276 · Postage/Stamps	\$ 2,000.00	\$ 348.19		
167	Professional Fee's				
168	50190 · Auditing	\$ 35,000.00	\$ 31,332.00		
169	50191 · Professional Services	\$ 50,000.00	\$ 25,785.00		
170	50192 · Legal Fee's	\$ 50,000.00	\$ 25,927.60		
171	50194 · Bogart Finance Study	\$ -	\$ -		
172	50196 · GASB 68	\$ 1,050.00	\$ 1,050.00		
173	50197 · GASB 74/75	\$ 7,000.00	\$ 1,530.00		
174	50198 · State Controller's Report	\$ 1,500.00	\$ -		
175	50199 · Valuation/Appraisal	\$ 1,000.00	\$ -		
176	50200 · Payroll Processing	\$ 9,500.00	\$ 3,850.60		
177	50201 · Social Media	\$ 45,760.00	\$ 22,880.00		



Beaumont-Cherry Valley Recreation and Park District

Mid-Year Budget - Workshop

		Approved FY 23/24 June 14th, 2023	Actuals FY 23/24 Thru: 12/31/2023	Adjustments	Notes
178	Public Relations				
179	50280 · Business Cards	\$ 2,000.00	\$ 1,258.73		
180	50281 · Chamber Breakfast/Installation	\$ 2,000.00	\$ 2,758.96		Additional Collaborations
181	50282 · Flowers	\$ 3,500.00	\$ 722.98		
182	50283 · Flag Program	\$ 75.00	\$ -		
183	50284 · Holiday Cards	\$ 1,200.00	\$ -		
184	50285 · Marketing	\$ 3,000.00	\$ -		
185	Repairs and Maintenance				
186	Buildings				
187	50303 · East Snack Bar	\$ 500.00	\$ -		
188	50304 · West Snack Bar	\$ 500.00	\$ -		
189	50298 · Equestrian Bldg	\$ 2,000.00	\$ 6,690.00		Needed additional painting
190	50299 · Grange	\$ 15,000.00	\$ 2,335.00		
191	50300 · NCCC	\$ 10,000.00	\$ 5,445.29		
192	50301 · Woman's Club	\$ 2,000.00	\$ 46,685.98		Stabilization
193	50302 · DTR Ranch Property	\$ 1,000.00	\$ 11,821.35		SCE Meter for well
194	50305 · Maintenance	\$ 2,000.00	\$ 11,985.00		Concrete pour for man holes
195	Field Equipment				
196	50308 · Equipment - Fields	\$ 35,000.00	\$ 4,188.94		
197	50309 · Fuel	\$ 10,000.00	\$ 5,311.46		
198	50310 · Baseball Equipment	\$ 10,000.00	\$ 102.50		
199	Fields				
200	50321 · Chalk	\$ 800.00	\$ 578.26	\$ 1,000.00	Anticipation of a need
201	50322 · Clay	\$ 1,000.00	\$ -	\$ 1,000.00	Anticipation for fields
202	50323 · Field Topper	\$ 1,000.00	\$ -	\$ 1,000.00	Anticipation for fields
203	50324 · Quick Dry	\$ 1,000.00	\$ 268.60	\$ 200.00	Anticipation of Rainy Season
204	50325 · Restroom Repairs	\$ 2,500.00	\$ 1,575.27		
205	50326 · Ready Mix Concrete	\$ 3,000.00	\$ -	\$ (2,000.00)	Anticipation of unused
206	50332 · Conditioner	\$ 2,000.00	\$ -		
207	50333 · Fertilizer	\$ 1,200.00	\$ -		
208	50334 · Gypsum	\$ 1,000.00	\$ -		
209	50335 · Seed	\$ 2,500.00	\$ -		
210	50336 · Soil Testing	\$ 1,000.00	\$ -	\$ (1,000.00)	Anticipation of unused
211	50337 · Broadleaf	\$ 500.00	\$ -	\$ (500.00)	Anticipation of unused
212	50339 · Irrigation	\$ 3,000.00	\$ -	\$ (1,500.00)	Anticipation of unused
213	Grounds				
214	50312 · Fertilizer	\$ 1,000.00	\$ -		
215	50313 · Irrigation	\$ 4,000.00	\$ 2,007.59	\$ (1,000.00)	Anticipation of unused
216	50314 · Pest Control	\$ 3,000.00	\$ 8,220.00		Additional Gopher/Squirrel Control
217	50315 · Playground/Grounds	\$ 2,500.00	\$ -		
218	50316 · Round-Up/Dye	\$ 3,000.00	\$ -	\$ (1,500.00)	Anticipation of unused
219	50317 · Sand	\$ 1,000.00	\$ -		
220	50318 · Seed	\$ 500.00	\$ -	\$ 1,000.00	need to seed Meadow
221	50319 · Soil	\$ 500.00	\$ -		
222	50327 · DG	\$ 1,000.00	\$ -	\$ (500.00)	Anticipation of unused
223	50328 · Grounds - Repair	\$ 25,000.00	\$ 21,632.18		
224	50329 · Mulch Ground Cover	\$ 400.00	\$ -		
225	50338 · Tree Trimming	\$ 15,000.00	\$ 2,393.54		
226	50290 · Erosion Control	\$ 4,000.00	\$ -	\$ (2,000.00)	Anticipation of unused
227	50291 · Franco Gardens	\$ 2,000.00	\$ -		
228	50292 · Hazardous Material Disposal	\$ 1,000.00	\$ -	\$ (500.00)	Anticipation of unused
229	50293 · Keys/Locks	\$ 1,000.00	\$ 279.58		
230	50294 · Lights & Electrical	\$ 2,000.00	\$ 150.00	\$ 500.00	Need for LED Lighting
231	50295 · RV Park	\$ 2,000.00	\$ 1,382.80		
232	50296 · Sewer	\$ 1,500.00	\$ -		
233	50306 · Dog Park	\$ 1,000.00	\$ 1,086.50		
234	50320 · Horseshoe Pits	\$ 4,000.00	\$ -		
235	50330 · Tennis/Hockey Courts	\$ 2,000.00	\$ 11,088.91		Resurface per Board Approval



Beaumont-Cherry Valley Recreation and Park District Mid-Year Budget - Workshop

		Approved FY 23/24 June 14th, 2023	Actuals FY 23/24 Thru: 12/31/2023	Adjustments	Notes
236	50331 · Bleacher Repairs	\$ 2,000.00	\$ -	\$ (1,000.00)	Anticipation of unused
237	Special Events Expense				
238	50351 · Fishing Derby	\$ 13,000.00	\$ -		
239	50352 · Joint Event Expenses	\$ 18,000.00	\$ 3,470.61		
240	50353 · Memorial Wall	\$ 3,000.00	\$ 543.75		
241	50354 · Movies Under the Stars	\$ 3,000.00	\$ 4,451.91		
242	50356 · Oktoberfest	\$ 70,000.00	\$ 104,955.96		
243	50358 · Pumpkin Carve	\$ 5,000.00	\$ 5,277.94		
244	50359 · Spring Fling	\$ 6,000.00	\$ -		
245	50360 · Tournaments	\$ 2,000.00	\$ 1,354.98		
246	50361 · Welcome Home Vietnam Veterans	\$ 4,000.00	\$ -		
247	50363 · Winterfest	\$ 25,000.00	\$ 30,204.56		
248	50364 · Arbor Day	\$ 2,000.00	\$ -		
249	50367 · Misc. City of Beaumont Events	\$ 2,000.00	\$ -		Additional collaboration
250	50369 · Cinco De Mayo	\$ 20,000.00	\$ 451.95	\$ 10,000.00	Additional Day added
251	50370 · 1K/5K Run	\$ 7,000.00	\$ 808.23		
252	50373 · Cherry Festival	\$ -	\$ -		
253	Telephone & Internet				
254	50400 · Telephone/Internet	\$ 12,000.00	\$ 5,014.90		
255	50401 · Wireless Phones	\$ 10,000.00	\$ 5,279.03		
256	Utilities				
257	50390 · Electricity	\$ 107,800.00	\$ 68,651.29		
258	50391 · Gas	\$ 11,000.00	\$ 976.79		
259	50392 · Sewer	\$ 1,200.00	\$ 335.41		
260	50393 · Trash	\$ 35,000.00	\$ 20,125.69		
261	50394 · Water	\$ 55,000.00	\$ 25,485.26		
262	50395 · Propane	\$ 5,000.00	\$ 1,467.04		
263	Vehicle Expenses				
264	50375 · Chevy	\$ 2,500.00	\$ 1,605.53		
265	50376 · Fuel	\$ 20,000.00	\$ 5,076.74		
266	50377 · Mileage	\$ 1,000.00	\$ 1,358.24		
267	50378 · Chevy (Malibu)	\$ 1,000.00	\$ 248.01		
268	50379 · Ford - F350	\$ 1,000.00	\$ -		
269	50380 · Ford - F550	\$ 1,000.00	\$ 176.36		
270	50382 · Trailer	\$ 500.00	\$ 1,040.00		
271	50383 · Water Trailer	\$ 2,000.00	\$ -		
272	50384 · 2019 Chev. Traverse	\$ 2,000.00	\$ 877.49		
273	50385 · Ford - F150 XLT	\$ 2,000.00	\$ 435.83		
274	50100 · Car Allowance	\$ 6,000.00	\$ 2,769.24		
275	50408 · Staff Picnic/BBQ	\$ 12,000.00	\$ 4,111.07	\$ (6,000.00)	Unused amount
276	50409 · Staff Holiday Party	\$ 20,000.00	\$ 14,386.71	\$ (5,000.00)	Unused amount
277	50410 · Employee of the Quarter	\$ 4,000.00	\$ 1,075.49		
278	50411 · Equipment Purchases	\$ 30,000.00	\$ 16,005.36		
279	50412 · Grounds Equipment	\$ 10,000.00	\$ 2,928.67		
280	50413 · Adult Softball Expense	\$ 18,000.00	\$ 13,731.95	\$ 5,000.00	Raised Umpire fees
281	50414 · Advertising & Publicity	\$ 1,000.00	\$ -		
282	50415 · Awards & Recognition	\$ 2,500.00	\$ -		
283	50417 · Business Meals	\$ 7,000.00	\$ 4,681.22		
284	50418 · Computer Equip & Maintenance	\$ 32,000.00	\$ 26,972.28	\$ 5,000.00	Additional Laptop & screens
285	50420 · Meeting Expenses	\$ 3,000.00	\$ 1,236.10		
286	50421 · Safety	\$ 10,000.00	\$ 4,212.62		
287	50423 · Signage	\$ 2,500.00	\$ 508.37		
288	50427 · Field Wars	\$ 1,700.00	\$ -	\$ (1,700.00)	Unused amount
289	50600 · DT Ranch Property	\$ 20,000.00	\$ -		
290	Capital Expenditures				
291	50020 · Field #1 Improvements	\$ -	\$ 4,300.00		
292	50032 · Transition Plan ADA	\$ 80,000.00	\$ -		
293	50097 · Bogart Pavilion	\$ -	\$ 30,696.81		
294	50701 · ADA Parking/Pathway (CDBG)	\$ -	\$ 6,809.00		



Beaumont-Cherry Valley Recreation and Park District Mid-Year Budget - Workshop

		Approved FY 23/24 June 14th, 2023	Actuals FY 23/24 Thru: 12/31/2023	Adjustments	Notes
295	50713 - Candlelight Trail Flag Pole	\$ -	\$ 58,186.03		
296	50714 - Bogart Trash Enclosures	\$ -	\$ 185.49		
297	50065 - Park Expansion (Fields 8 & 9)	\$ -	\$ 26,920.00		
298	50705 - NCCC Door Swipe Card Entry	\$ 30,000.00	\$ -		
299	50706 - Restroom Auto Locking System	\$ 70,000.00	\$ -		
300	50709 - BBQ Pit	\$ -	\$ 856.61		
301	50712 - DTR Capital Improvement	\$ -	\$ 5,244.00		
302	50716 - Field #4 Improvements	\$ 6,100.00	\$ 3,554.16		
303	50717 - Field #5 Improvements	\$ 10,000.00	\$ 23,167.73		
304	50718 - Field #6 Improvements	\$ 10,000.00	\$ 10,522.19		
305	50719 - Field #7 Improvements	\$ 9,500.00	\$ 17,849.08		
306	50720 - Grange Flooring	\$ 3,000.00	\$ -		
307	50721 - Grange Landscaping	\$ 15,000.00	\$ -		
308	50038 - Grange Wall Fencing/Rod Iron	\$ 45,000.00	\$ -		
309	50722 - NCCC - Restrooms	\$ 100,000.00	\$ -		
310	50723 - NCCC - BBQ	\$ 15,000.00	\$ -		
311	50724 - Franco Garden - Grass/Heaters	\$ 25,000.00	\$ -		
312	50725 - Woman's Club Flooring	\$ 25,000.00	\$ -		
313	50726 - Woman's Club Kitchen	\$ 20,000.00	\$ -		
314	50727 - Woman's Club Exterior/Interior Paint	\$ 50,000.00	\$ 4,400.00		
315	50728 - Bogart Money Machine	\$ 46,000.00	\$ -		
316	50729 - Bogart Kiosk Building	\$ -	\$ 136,301.69		
317	50801 - Soccer Meadow	\$ -	\$ 27,370.00		
318	50802 - RV Park Space Improvements	\$ -	\$ 17,438.29		

319

Total Budget Changes \$ (17,500.00)



**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT (BCVRPD)
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, December 13, 2023, 5:00 p.m.**

MINUTES

PUBLIC PARTICIPATION ALLOWED IN PERSON AND BY TELECONFERENCE

Due to the spread of COVID-19 and the fact that state and local officials are recommending measures to promote social distancing, the Beaumont Cherry Valley Recreation & Park District will be conducting this meeting in person and by teleconference in accordance with AB 361, amended Government Code section 54953, which allows for the continuation of virtual meetings.

DISTRICT CLOSED SESSION: None.

WORKSHOP SESSION: None.

REGULAR SESSION: Regular Session to Begin at 5:00 p.m.

Regular session began at 5:00 p.m.

Roll Call:

Director Lawhead: Present

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.

Invocation: Pastor Brian with Sandals Church in Banning gave the invocation.

Pledge of Allegiance: Chairman Hughes led the pledge of allegiance.

Presentations: James Hughes Retirement

Mickey Valdivia, Dan Hughes, Aaron Morris, and James Hughes all said a few words about James' employment/retirement. Lilian Averette with the 5th District Supervisor's Office presented a Proclamation to James Hughes.

Adjustments to Agenda: None.

1. PUBLIC COMMENT:

Chairman Hughes opened public comment at 5:26 p.m. Hearing none, public comment ended at 5:26 p.m.

2. CONSENT CALENDAR:

- 2.1 Minutes of November 8, 2023
- 2.2 Bank Balances for November 2023.
- 2.3 Warrants for November 2023.

2.4 Approval of Special Provision Allowing for Teleconference Meetings Pursuant to AB361

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 must be a Governor-Declared State of Emergency and two findings. 1) The District to consider the circumstance for the State of Emergency. 2) State or Local Officials have recommended social distancing. Albert Maldonado also mentioned that this is the last meeting that the Board will follow AB361. Assistant General Manager, Mickey Valdivia, confirmed that the finance committee met and approved items 2.2 and 2.3.

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

Initial Motion: Director Lawhead

Second: Vice-Chair/Secretary Diercks

Result of Motion: Carried 5-0

Director Lawhead: Aye

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 Board Reorganization

Nomination was made for Chris Diercks to take the Chairman position.

Initial Motion: Denise Ward

Second: Dan Hughes

Result of Motion: Carried 5-0

Richard Lawhead: Aye

Denise Ward: Aye

John Flores: Aye

Chris Diercks: Aye

Dan Hughes: Aye

Nomination was made for Denise Ward to take the Vice-Chair/Secretary position.

Initial Motion: Chris Diercks

Second: Dan Hughes

Result of Motion: Carried 5-0

Richard Lawhead: Aye

Denise Ward: Aye

John Flores: Aye

Chris Diercks: Aye

Dan Hughes: Aye

Nomination was made for John Flores to take the Treasurer position.

Initial Motion: Chris Diercks

Second: Dan Hughes

Result of Motion: Carried 5-0

Richard Lawhead: Aye

Denise Ward: Aye

John Flores: Aye

Chris Diercks: Aye

Dan Hughes: Aye

All three nominees accepted the said positions.

3.2 Approval of Incorporating a Foundation Golf Tournament Ad-Hoc Committee and BCVRPD Policy Manual Ad-Hoc Committee

Chairman Diercks opened public comment at 5:31 p.m. Hearing none, seeing none, public comment ended at 5:31 p.m.

Motion was made to accept item 3.2.

Initial Motion: Director Hughes

Second: Director Lawhead

Result of Motion: Carried 5-0

Director Lawhead: Aye

Director Hughes: Aye

Treasurer Flores: Aye

Vice-Chair/Secretary Ward: Aye

Chairman Diercks: Aye

All Board members accepted their assigned committees.

3.3 Committee Assignments

Item 3.3 was approved with the addition of Vice-Chair/Secretary Ward as the 2nd alternate and switching Director Lawhead and Director Hughes for the Government Liaison committee.

3.4 Approval of 2024 Facility Use License Agreements

3.4.1 Beaumont Youth Baseball (BYB)

3.4.2 Beaumont Lion's Club

3.4.3 Beaumont Woman's Club

3.4.4 San Gorgonio Pass Historical Society

3.4.5 Cherry Valley Horseman's Association (CVHA)

3.4.6 Thunder Alley RC Raceway

3.4.7 Catch a Star Theatrical Players (CAST)

Andrew Trotter with Thunder Alley RC Raceway commented on his facility use license agreement.

Chairman Diercks opened public comment at 5:59 p.m. Hearing none, seeing none, public comment ended at 5:59 p.m.

Motion was made to accept item 3.4 with bringing Thunder Alley RC Raceway back to the January meeting.

Initial Motion: Director Hughes

Second: Director Lawhead

Result of Motion: Carried 5-0

Director Lawhead: Aye

Director Hughes: Aye

Treasurer Flores: Aye

Vice-Chair/Secretary Ward: Aye

Chairman Diercks: Aye

4. DEPARTMENT REPORTS:

Activities Coordinator: Damon Valdivia

Report:

- Winterfest 2023 – For the second consecutive year, we were proud to host Winterfest in the Noble Creek Meadow. This event was possible due to the hard work of all office staff and warm donation from our sponsors Grand American Builders and Masonry & Concrete Design.

- We were proud to feature many performances from surrounding schools and organizations that included: Mt. View Middle School Choir, Three Rings Ranch Choir, BHS Dance Team, Dance Spectrum, and Incentive AGT. Also, we would like to extend a thank you to our volunteers from Beaumont AVID and Riverside County YAC orchestrated by the office of County Supervisor Yxstian Gutierrez, who was kind enough to attend Friday night and speak to the crowd, along with our Board of Directors.
- This year's Winterfest was proud to feature 40 craft vendors and 13 food vendors to pair greatly with our winter themed snow hill and hayride which are public favorites. For the first time, the District was proud to partner with a local vendor, Booze Crew, to serve Christmas Cocktails.
- Based on social media data, Winterfest was our most interacted with event. Our Facebook post showed 670 people who said they were interested, 275 more than Oktoberfest. The Instagram post we shared of the event reached nearly 6,000 accounts, 3,900 of which do not actively follow our Instagram page.
- These numbers showcase where the drive to advertise to people to attend our events is successful. Our marketing expert Jessica Warrick is creatively finding inexpensive but strategic and intentional post placement that provides information to groups throughout the local communities. We have also seen a positive payoff of having two billboard placements on the 10 Freeway, which is another area we will look to expand as we move towards events in 2024.

District Past Events:

- Winterfest - 12/1 & 12/2

Community/Networking:

- USA Softball Northern California – 11/4 & 11/5

Human Resources Assistant/Clerk of the Board: Ryann Flores

Reporting:

- AB 1825 requires all staff and Board members to complete the Sexual Harassment Avoidance Training.
- As of today, (67%) of staff have completed the training due to new hires.
- As of today, (71%) of the Board have completed the training.
- This year's Winterfest was a great success. I have listed key points:
 - The petting zoo was a great addition, and the meadow was decorated nicely.
 - Although we had high hopes for the decorating contests (campground and hayride), we were grateful and thrilled with the participants we had. Our winners were the adult softball team – Noble Creeps, community member – Sandy Chatigny, and campers – David and Cynthia Durkin.
 - The vendors were all happy with the event and are looking forward to future events.
 - Grand American Builders and Masonry Concrete & Design donated kid's bikes to be raffled off.
 - I appreciate our vendors, entertainment, staff, Board, and volunteers for their contribution to this event as it would not be possible without everyone's effort.
- The holiday party was held this past Friday and had a great turnout.

Training:

- I have attended the following conference:
 - Board Secretary/Clerk Conference – November 6 – 8, 2023 in Monterey
- I am now certified as a Registered Beverage Server for our future events.

Community/Networking:

- December 1 & 2, 2023 – 30th Annual Winterfest

Upcoming Events:

- December 20, 2023 – Banning Sunrise Breakfast at Farm’s House Restaurant (CANCELLED)
- December 25 & 26, 2023 – Christmas Eve and Christmas Day Observed (Office Closed)
- December 29, 2023 – New Year’s Eve Observed (Office Closed)

Athletic Facilities Coordinator: Noah Valdivia

Report:

- Our adult summer slow-pitch softball seasons are wrapping up for the year and we expect to resume in January 2024.
- The Noble Creek ball fields were used on November 4th for the annual Lions Club adult slow-pitch softball tournament fundraiser. The proceeds are used for local scholarships, “Deann’s Pass Kids,” and other great organizations throughout the community.
- Our ball fields were also the host for Glen View High School and Highland Academy Charter Schools games with teams throughout the pass area throughout the month of November.
- Triple Crown Softball hosted a 1-day showcase on November 19th. Teams came from all over the country and were very impressed with our facility.
- Beaumont Youth Baseball/Softball finished their fall season in mid-November and are excited to start up again in January for the spring season.
- The ball fields are now being used by many local travel baseball and softball teams for practices during the week.
- Our facilities were extraordinarily busy throughout the month of November, hosting a variety of events. (Weddings, Birthday Parties, and Celebrations of Life)
- Staff successfully completed all our Winter Wish gift purchases and turned them into the Beaumont Chamber of Commerce. We had 2 families with a total of 18 tags (9 kids).

Other:

- We finalized our contract with our new cleaning service for our buildings (Noble Creek Community Center, Grange Hall, and Woman’s Club). Clean by Design will begin services in December.

Community/Networking:

- Good Morning Beaumont, Breakfast – November 9, 2023
- Calimesa Chamber Breakfast – November 14, 2023
- Banning Chamber Breakfast – November 15, 2023

Assistant Maintenance Superintendent: Aaron Morris

Report:

- One staff change was made to the Maintenance Department. Tom Lara has been onboarded as a Special Projects Associate to assist with landscape design projects as well as some minor Maintenance needs such as mowing or irrigation audits. Here are a few items that the Maintenance Department has been working on:
- Staff assisted with the set up and tear down of the Park District's 30th Annual Winterfest event.
- I am currently reapplying for our Restricted Materials Permit with the County Agricultural Commissioner of Riverside to keep us compliant.
- Staff were able to assist in putting together a last-minute tournament for Triple Crown on the 19th of November.
- I have started training staff in more advanced duties such as heavy equipment operation as well as training new staff on mowing.

- I have started working with Tom Lara on redesigning our landscapes for the Grange Hall and the Franco Gardens to revitalize our venues for next year.

Community/Networking:

- Meet the City Manager of Calimesa to continue discussion on potential operations of Summerwind Park. (November 11th)

Human Resources Administrator: Deidre Chatigny

Report:

- Snack Bar Upgrades – update
- Staff is researching potential options and developing a Cost/Benefit Analysis to present to the Board:
- Install a 750-gallon grease interceptor
- Install a 2-gallon grease trap inside the Snack Bar
- Purchase a commercial air fryer to replace grease-producing appliances
- Take no action.
- Staff has included Beaumont Youth Baseball/Softball in upgrade discussions
- Beaumont Woman's Club Fa9ade Improvement application has been submitted and Staff will schedule an inspection with the City of Beaumont in January.
- CPSHR Audit Summary - there is an opportunity for the District to evaluate and improve policies and procedures to increase compliance with merit system principles.

Employees:

- We have 33 employees; 2 new (part-time) hires -Tom Lara and Sally Goodman, both Special Projects Associates; 1 resignation -Nick Hughes after over 8 years of service; and 1 retirement -James Hughes after nearly 18 years of service.
- November 2023 - employee handbook and policy manual updates

Workers Compensation – Cases/Incidents/Accidents:

- No open cases. It has been 683 days since our last employee accidents

Community/Networking:

- I assisted in setup for the 30th Annual Winterfest and attended the event both Friday and Saturday night.
- I attended the Good Morning Beaumont, Breakfast on 12/8.
- I attended the City of Beaumont Blizzard Bash and participated in the light parade on 12/9.

Executive Assistant: Nancy Law

Report:

- The Finance Committee met Monday, December 11th, 2023, to review November 2023 Financial Reports for Fiscal Year 2023-2024.
- Property Tax Disbursement – The Executive Assistant has not received deposits for November 2023 as of 12/8/2023.
- The Executive Assistant has transferred into the Reserve fund the \$5,000.00 monthly contribution for November 2023 bringing our Reserve balance to \$112,187.13 and transferred into the Money Market account \$7,500.00 monthly contributions for November 2023 our balance to \$171,594.71.

Other:

- Submitted by mail Community Development Block Grant (CDBG) 2024-2025 on 11/16/2023.
- Mailed Sponsor Agreements for Community Development Block Grant (CDBG) 2023-2024 – \$82,231.00. – Bogart Regional Park Parking Lot Phase II on 11/13/2023.
- Attended Safety Committee Meeting on 11/2/2023.
- Attended Strategic Planning Workshop on 11/4/2023.

- Attended CAPRI Workshop “How to Score 100% on your District Visit” on 11/14/2023.
- Audit Site Visit for FY 22/23 and Year End Adjustments on 11/15/2023 & 11/20/2023.
- Attended Workshop “Artificial Intelligence (AI): Opportunities and risks for Districts” 11/15/2023.
- Met with California Parks Project Manager regarding Prop 68 Grant disbursements. On 11/16/2023.
- Met with Acorn Representative regarding Azure Migration.

Community/Networking:

- Beaumont Chamber Breakfast – November 9th, 2023.
- Beaumont Chamber Board Meeting – November 21st, 2023.

Assistant General Manager: Mickey Valdivia

Report:

- Personnel Committee did not meet in November (Chairman Hughes & Director Ward)
- The AGM is working with the Cherry Festival Committee for 2024, seeking a 1-year contract in lieu of a MOU/multi-year deal.
- Cherry Festival dates 5/30/2024 – 6/02/2024
- Site walk on @ Noble Creek on 10/4/2023
- Arranging a meeting with the City of Beaumont
- City of Calimesa / Summerwind Park MOU, next monthly meeting on 10/11/2023
- City of Beaumont
- Grease Trap at Noble Creek Park snack bar / grant opportunity (Update)
- 2024 Event Dates
- Harmony Ranch (Update)
- UCI (Unincorporated Communities Initiative) \$400K Grant / BB&K (update)

Other:

- Regional Trail Committee – Bogart, Noble Creek, Brookside. (Update)
- Beaumont Ave. Interchange
- “Welcome to Cherry Valley” – Cherry Valley Chamber of Commerce
- Shared use of our mobile stage – City of Beaumont

Community/Networking:

- SGPWA – All of November meetings as posted.
- SOM (Student of the Month) November – Chairman Hughes, Damon, Mickey Valdivia
- Regional Chamber Breakfast – Calimesa, Beaumont, and Banning
- Strategic Planning – HR Dynamics

General Manager: Duane Burk

Duane has noticed a nice transition in the District. He stated that the staff and the Assistant General Manager are doing great. He attended Winterfest and the staff holiday party, and he really enjoyed both events. The District has done some work at the Woman’s Club and then starting the CDBG project with Chairman Diercks. This is his possible last real meeting, and we will see each other at the January meeting.

5. CALENDAR OF EVENTS:

5.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm. The location is TBD. Next meeting, January 17, 2024
- Finance – 2nd Monday of Every Month 4:00 p.m. NCCC.
- Personnel – 1st Tuesday of Every Month 11:45 a.m.

- Facility Use Ad Hoc - TBD
- BCVRPD Board Meeting Schedule, NCCC – January 10, 2024

5.2 Upcoming Holidays

December 24, 2023 – Christmas Eve

December 25, 2023 – Christmas Day

December 31, 2023 – New Year's Eve

5.3 Events

N/A

6. DIRECTORS MATTERS/COMMITTEE REPORTS:

Director Lawhead:

Richard thought that staff did a phenomenal job at Winterfest as the food was great and staff really put things together. He noted that staff like ours if hard to find. There was a great collaboration and he thanked everyone. He wished all a Merry Christmas and a Happy New Year.

Director Hughes:

Dan attended the Banning Chamber breakfast as well as supported Senator Rosilicie Ochoa Bogh after the breakfast. The Turkeyfest went well as always. He encouraged all to attend the Student of the Month and mentioned that he has not missed one since he started going because they are such great events. The Beaumont Chamber breakfast had lots of games for the attendees to participate in. He stated that the holiday party was good, just a little cold. This is his first time in a long time sitting in a Director seat, but he looks forward to helping and he wishes everyone a Merry Christmas and a Happy New Year. He also congratulated James.

Treasurer Flores:

John stated that the staff is tremendous in everything that they do. Damon and Noah do not miss, and he is very proud. The future looks bright, and it is really refreshing. It is just like the Justice League. The Winterfest as well as previous events were all great. Facility use agreements are going as they should. We are continuing to work closer to next year and the legality will likely affect him the most. He is looking forward to the new year. He also noted that the subcontractors are doing great, and he is pleased in the direction the District is going. He wishes everyone a Merry Christmas.

Vice Chair/Secretary Ward:

Denise thanked everyone for their hard work and dedication. This year's Winterfest was one of her favorites of all time. The holiday party was great, but very cold. She congratulated those who received awards and is proud to recognize staff. With the holidays coming up she is looking forward to the new year with everyone and the new assignment. She wishes everyone a happy holiday.

Chairman Diercks:

Chris congratulated James on his 18 years of service and welcomed him to retirement. It was a pleasure to work with James and he wishes him good luck in the future. All the staff did a great job with Winterfest and the holiday party.

7. ADJORNMENT:

Motion made to adjourn the meeting at 6:44 p.m.

Initial Motion: Director Hughes

Second: Director Lawhead

Beaumont Cherry Valley Recreation Park District

Bank Account Balances

As of 12/31/2023

	Starting Balance	Payables	Deposits	Ending Balance	Notes/Comments
1 HCN Bank - Operating	\$ 11,922.50	\$ 134,479.29	\$ 425,189.66	\$ 302,632.87	
2 HCN Bank- Payroll Account	\$ 5,176.86	\$ 125,027.12	\$ 120,000.00	\$ 149.74	
3 HCN Bank - Project Loan	\$ 100,144.34	\$ 100,000.00		\$ 144.34	
4 HCN Bank - Bogart	\$ 1,842.58	\$ 3,013.54	\$ 1,323.00	\$ 152.04	
5 HCN Bank - Money Market	\$ 171,594.71		\$ 7,506.79	\$ 179,101.50	7,500 Monthly Deposits for loan payment 11/2021
6 HCN Bank - Reserve Fund	\$ 112,187.13		\$ 5,000.97	\$ 117,188.10	
7 HCN Bank - Quimby/DIF	\$ 14,916.15	\$ 10,000.00	\$ 4,059.62	\$ 8,975.77	
9 Riverside County Fund	\$ 85,970.82	\$ 370,000.00	\$ 850,774.51	\$ 566,745.33	Dec. 2023 (preliminary)
10	\$ 503,755.09	\$ 742,519.95	\$ 1,413,854.55	\$ 1,175,089.69	
11 HCN Bank - Reserve Fund	Balance	Payables	Deposits	Ending Balance	Notes/Comments
12 Operating Reserve	\$ 56,708.23		\$ 5,000.00	\$ 61,708.23	NOT to be USED
13 Capital Reserve	\$ 55,478.90		\$ 0.97	\$ 55,479.87	Min Balance of \$50,000
14 TOTAL RESERVE ACCOUNT	\$ 112,187.13	\$ -	\$ 5,000.97	\$ 117,188.10	

Beaumont-Cherry Valley Recreation & Park District Improvement Corporation

Bank Account Balance

As of 12/31/2023

	Starting Balance	Payables	Deposits	Ending Balance	Notes/Comments
15 HCN Bank	\$ 84,077.60	\$ 968.82	\$ 4,060.00	\$ 87,168.78	

Beaumont-Cherry Valley Recreation & Park District

Grant Balances

As of 12/31/2023

	Funded	Requested Distbursement	Received	Balance	Notes/Comments
16 Department of Parks and Recreation Per Capita Grant Program (Prop 68) Field #8	\$ 29,582.00	\$ -	\$ -	\$ 29,582.00	
17 Department of Parks and Recreation Per Capita Grant Program (Prop 68) Field #8	\$ 177,952.00	\$ 23,149.00	\$ -	\$ 177,952.00	
18 Housing and Workforce Solutions CDBG 2022-2023 Bogart Regional Park ADA Parking Lot Improvements	\$ 58,266.00	\$ -	\$ -	\$ 58,266.00	Grading and Concrete have been completed - working on Handrail
19 Housing and Workforce Solutions CDBG 2023-2024 Bogart Regional Park ADA Parking Lot Improvements Project Phase II	\$ 82,231.00	\$ -	\$ -	\$ 82,231.00	Return of Signed Sponsor Agreement.
20 County of Riverside Unincorporated Communities Initiative Danny Thomas Ranch Infrastructure	\$ 400,000.00	\$ -	\$ -	\$ 400,000.00	Attorney Review
21	\$ 748,031.00	\$ 23,149.00	\$ -	\$ 748,031.00	

Beaumont-Cherry Valley Recreation and Park District
Check Warrant - Operating
 December 2023

Date	Transaction Type	Num	Name	Memo/Description	Amount
12/01/2023	Bill Payment (Check)	unum12123	UNUM	Employee - Monthly Disability Insurance	-726.13
12/01/2023	Bill Payment (Check)	3350069	SoCalGas	Utilities - Gas - Woman's Club	-28.20
12/01/2023	Bill Payment (Check)	p236mK4Q4	Frontier (390 Oak Pky0886) NC	Monthly Wifi Service - Noble Creek Community Center	-125.98
12/01/2023	Bill Payment (Check)	p236ZPLTLT	Frontier (306 Skth9910) WC	Monthly Wifi Service - Woman's Club	-151.29
12/01/2023	Bill Payment (Check)	p236MKM357	Frontier (10478 Bmt Ave5721) G	Monthly Wifi Service - Grange	-136.76
12/01/2023	Check	AF12012023	Stater Bros	Ice/Water - Winterfest 2023	-147.32
12/01/2023	Check	126395	Alexandra Lugo	Final Payment for Winterfest Services	-3,221.23
12/01/2023	Check	DB12012023	Morongo Golf Course	Christmas Cheer All Year - Drinks - Duane Burk, Mickey Valdivia, Brian DeForge & Adrian Chaligty	-43.70
12/01/2023	Check	126394	Alyssa R Fuimaono	Starting Cash for Winterfest 2023 (foundation)	-1,600.00
12/04/2023	Bill Payment (Check)	12042023	Rosalind Otero	Unfunded Health Payment	-133.81
12/04/2023	Bill Payment (Check)	6010707563	SCE (700492933735)	Utilities - Electric - Field #1 - 4	-648.90
12/04/2023	Bill Payment (Check)	6010707562	SCE (700494090863)	Utilities - Electric (Fire Camp Lighting/Panel)	-286.08
12/04/2023	Bill Payment (Check)	6010707564	SCE (700593616907)	Utilities - Electric - Tennis Courts, Horse Areama & Field 5/6	-1,277.98
12/04/2023	Check	NL12042023	EPX	Fees - Credit Card Machine	-121.84
12/04/2023	Check	126397	Austin Gilnour	Replacement Check #126304 - Adult Softball Umpire	-70.00
12/04/2023	Bill Payment (Check)	6010707565	SCE (700518137163)	Utilities - Electric - RV Park	-1,803.17
12/04/2023	Bill Payment (Check)	6010707566	SCE (700194594370)	Utilities - Electric - James Hughes Trailer	-186.85
12/04/2023	Check	126396	Dan Hughes	Director Fees - November 2023	-600.00
12/05/2023	Check	126512	Nancy Law	Reimbursement Staff - Breakfast/Lunch	-187.13
12/05/2023	Check	NL12052023	Exact	Service Fee - Kiosk Bogart	-24.99
12/06/2023	Check	126401	Pete Gerlach	Adult Softball Umpire	-75.00
12/06/2023	Check	126399	Damon Valdivia	Mileage - Winterfest Donation, ABC License P/U (117)	-74.02
12/06/2023	Bill Payment (Check)	102952445	Colonial Life	Employee - Monthly Life Insurance	-606.32
12/06/2023	Bill Payment (Check)	2520274-76	CalPers	Employee - Bi-weekly Retirement Plan	-7,667.49
12/06/2023	Check	126404	Jessica Warrick	Payroll Period 11/6/2023 - 11/19/2023	-1,760.00
12/06/2023	Bill Payment (Check)	7000851750	SCE (700005100729)	Utilities - Electric - Grange, Snack Bar, Maintenance, Woman's Club & NCCC	-3,695.66
12/06/2023	Check	126402	Austin Gilnour	Adult Softball Umpire	-175.00
12/06/2023	Check	126400	Malik Coleman	Adult Softball Umpire	-70.00
12/06/2023	Check	126406	Alexandra Lugo	Staff Holiday Party - Services	-575.78
12/06/2023	Bill Payment (Check)	2520274-77	CalPers	Employee - Monthly Health Insurance	-3,114.57
12/06/2023	Check	126407	Trevor Stull	Footwear Reimbursement - Stull, Trevor	-150.00
12/06/2023	Check	126405	Jessica Warrick	Payroll Period 11/20/2023 - 12/3/2023	-1,760.00
12/06/2023	Check	af12062023	Costco	Holiday Party Desserts/Pies	-100.93
12/06/2023	Check	126446	Jennifer Higgins	Refundable Security Deposit - 12/07/2023 - Grange "Women's Realty Event"	-250.00
12/06/2023	Check	126398	Mickey Valdivia	Bus. Meal - Personnel Committee - Mickey Valdivia, Denise Ward & Dan Hughes	-50.53
12/06/2023	Bill Payment (Check)	p236MMS6LJ	Frontier (10478 Bmt Ave5721) G	Monthly Wifi Service - Grange	-141.60
12/06/2023	Check	126441	Michael Ruffolo	Adult Softball Umpire	-70.00
12/06/2023	Check	RF12062023	Event Helper.com	Staff Holiday Party - Insurance for Venue	-105.00
12/06/2023	Check	12062023	HP Store	Insta Ink - Finance Printer	-12.92

Beaumont-Cherry Valley Recreation and Park District
Check Warrant - Operating
December 2023

Date	Transaction Type	Num	Name	Memo/Description	Amount
12/06/2023	Bill Payment (Check)	126408	Memories Created by Darcy Walls	Photography - Winterfest 2023	-808.13
12/07/2023	Bill Payment (Check)	126409	Event Services, LLC	(4) Classic, (3) Sinks, (1) Handicap - Winterfest 2023	-2,256.75
12/07/2023	Check	SVCCHRG		Service Charge (check bounce fee) collected cash from customer to cover the charge.	-10.00
12/07/2023	Check	126417	Luis Trauma	Meal Vouchers \$15 each (7) Employee/Booze Crew	-91.50
12/07/2023	Check	126416	Taqueria Nueva Generacion	(10) \$15 Employee/Booze Crew Food Vouchers	-150.00
12/07/2023	Bill Payment (Check)	126419	Chris Taylor's Plumbing	Cut Drywall in maint bathroom Replaced Leak in pipe. Fixed repair/ Checked handsfree faucet Field #7 Restroom Corrected leak and working properly	-1,575.27
12/07/2023	Bill Payment (Check)	126420	Matthew Pistilli Landscape Services	Monthly Landscape Service	-2,120.00
12/07/2023	Bill Payment (Check)	126421	Kaboo Leasing Co.	Woman's Club - Stabilization - Design, Fabricate: system to strengthen walls & Roof trusses. install brackets & binders - Weld posts for support in center roof. Weld support on trusses	-5,600.00
12/07/2023	Check	126422	Alyssa R Fuimaono	Mobo Shift Bicycle - Staff Raffle Prize	-200.00
12/07/2023	Check	126418	the Haus Bistro	Catering - Food Holiday Party	-2,000.00
12/07/2023	Check	126415	Alyse Whitfield	(13) \$15 Employee/Booze Crew Food Vouchers	-195.00
12/07/2023	Check	126412	Big Daddy's BBQ	(2) \$15 Employee/Booze Crew Food Vouchers	-30.00
12/07/2023	Check	126447	BCVRPIC	Return of payment collect through District for Brick Program	-60.00
12/07/2023	Check	126413	Nichole Orasco	(2) \$15 Employee/Booze Crew Food Vouchers	-30.00
12/07/2023	Check	126414	Ay Tacos	(3) \$15 Employee/Booze Crew Food Vouchers	-45.00
12/07/2023	Bill Payment (Check)	126411	Memories Created by Darcy Walls	Photography - Bogart BBQ, Pickleball, Oktoberfest & Pumpkin Carve 2023	-1,616.26
12/07/2023	Bill Payment (Check)	126410	West Coast Mobile Fleet Services	Replaced Starter on Vehicle - Ran Diagnostic Test Plus Labor (Kubota)	-1,039.11
12/08/2023	Bill Payment (Check)	126426	Slugg Bugg Pest Control	Bi-monthly Pest Control Service	-795.00
12/08/2023	Bill Payment (Check)	126425	Party Vibe Photo Booth LLC	Staff Holiday Party - Photo Booth	-600.00
12/08/2023	Check	126423	Alexandra Lugo	Staff Holiday Party - Services	-679.00
12/08/2023	Bill Payment (Check)	126424	Grand American Builders, Inc.	Bogart tank - measure, paint, cut and fabricate cover for valves, NCCC BBQ Pit add wood shelving, Trailer - remove, cut, paint and replace top rail, BRP ADA Parking Lot improvements - fabricate and install project sign, Woman's Club - Install metal saddles and posts, Project Management of Woman's Club and BRP ADA Parking Lot Improvements, Materials	-11,887.69
12/09/2023	Check	af12082023	Party Plus Rentals	Tent for Staff Holiday Party	-1,161.00
12/11/2023	Check	126427	Aaron Morris	Faucet & Supplies Repair NCCC Men's Restroom	-113.03
12/11/2023	Check	DV12072023	Target	Chamber Basket Supplies	-129.64
12/11/2023	Check	126428	Heather Harwood	Cayden (Heather) Harwood - Baby Shower - 11/18/2023	-250.00
12/11/2023	Check	AF12112023	Amazon.com	Entered Stamp/Female Adapter - Office Supplies	-9.59
12/11/2023	Check	1012024	Clover	Monthly Equipment Rental	-159.85
12/12/2023	Check	126430	Alyssa R Fuimaono	Mileage Reimbursement - Oct - Nov, 2023 - Bank, Holiday Party, Bogart and Winterfest	-138.21
12/12/2023	Check	dv12122023	Target	Citizen of the Year Basket Supplies	-111.05
12/12/2023	Bill Payment (Check)	80085142465	Waste Management of the IE	Utilities - Trash - Woman's Club	-147.46
12/12/2023	Bill Payment (Check)	80085142466	CalPers	Employee - 457 Plan	-275.00
12/12/2023	Check	126448	Josh MClean	Engine 57 Security Deposit - Oct 2022 Baseball Tournament	-500.00
12/12/2023	Bill Payment (Check)	80085142428	Waste Management of the IE	Utilities - Trash - NCCC & NCRP	-1,746.37
12/12/2023	Bill Payment (Check)	p236MGCDJ9	Frontier (306 Skth9910) WC	Monthly Wifi Service - Woman's Club	-151.29
12/12/2023	Bill Payment (Check)	12082023	Nextiva	Monthly Telephone Service	-358.45
12/12/2023	Check	126429	Mickey Valdivia	District Business - Mickey Valdivia, Dan Hughes and Chris Diercks	-62.20

Beaumont-Cherry Valley Recreation and Park District Check Warrant - Operating December 2023

Date	Transaction Type	Num	Name	Memo/Description	Amount
12/13/2023	Check	126431	Malik Coleman	Adult Softball Umpire	-210.00
12/13/2023	Check	126450	Luis Trama	Meal Vouchers - Employees/Event Staff/Band Members (19)	-269.00
12/13/2023	Check	126449	Kaylee G Gemunell	Table Covers for Winterfest	-20.30
12/14/2023	Check	126438	John Flores	Director Fees - December 2023	-500.00
12/14/2023	Bill Payment (Check)	126436	Matthew Pistilli Landscape Services	Monthly Landscape Service - NCRP & Grange	-1,720.00
12/14/2023	Check	126432	Austin Gilmore	Adult Softball Umpire	-315.00
12/14/2023	Check	126439	Chris Diercks	Director Fees - December 2023	-500.00
12/14/2023	Check	126437	John Flores	Director Fees - November 2023	-400.00
12/14/2023	Check	126433	James W. Halbrook	Adult Softball Umpire	-105.00
12/14/2023	Check	RF12122023	Packers Pro Shop	James Hughes - Retirement Gift	-170.79
12/14/2023	Check	126435	Pete Gerlach	Adult Softball Umpire	-175.00
12/14/2023	Check	126434	Michael Ruffolo	Adult Softball Umpire	-350.00
12/14/2023	Check	MV12142023	Zoom Video Communication Inc.	Monthly Subscription - Mickey Valdivia	-15.99
12/15/2023	Check	af12152023	Stater Bros	Coffee, Creamer, Water, Gift Cards	-203.89
12/15/2023	Check	126452	Alma Chavez-Lameli	Refundable Security Deposit - Grange - 15th Birthday Party Alma Chavez Lameli	-500.00
12/15/2023	Check	126453	Alex Luna	Refundable Security Deposit/ Alex Luna Grange 12/17/2023 Salon Christmas Party	-500.00
12/15/2023	Check	RF12152023	Amazon.com	Stapler, Hot Cups, Laminating Pouches - Office Supplies - Board Meeting Fitted Covers	-318.54
12/15/2023	Check	NL12152023	Amazon.com	All-in-one Printer (HR Department)	-161.61
12/15/2023	Check	RF12152023	Amazon.com	Printer Ink - Office Supplies (Bogart)	-75.26
12/15/2023	Check	126451	Julia Stockman	Refundable Security Deposit - San Geronimo Ballet - 12/15/2023 Grange	-500.00
12/18/2023	Bill Payment (Check)	14642985	Wells Fargo Financial Leasing	Monthly Lease Agreement - NCCC Copier	-1,058.82
12/18/2023	Bill Payment (Check)	80085568060	Waste Management of the IE	Utilities - Trash - Maintenance Yard - Green Waste/Trash	-1,299.51
12/18/2023	Bill Payment (Check)	1722571462	Huntington Bank	Monthly Lease Agreement - Toro Outcross 9060 & Ventac 4520P	-2,582.00
12/18/2023	Bill Payment (Check)	2893940981	Verizon Wireless	Monthly Wireless Phone Service	-1,026.59
12/18/2023	Bill Payment (Check)	251412294	ARCO Business Solutions	Monthly Gas/Fuel - Traverse (66,102), DSL cans/tank	-396.60
12/19/2023	Check	126440	Aaron Morris	Employee - Tuition Reimbursement - Hist-018-6382	-159.75
12/19/2023	Bill Payment (Check)	NL12152023	Blue Shield	Employee - Monthly Dental Insurance	-540.70
12/19/2023	Check	126454	Alexandra Lugo	Winterfest - Same Day Supplies/Refill Hot Coco	-157.12
12/19/2023	Check	126444	Austin Gilmore	Adult Softball Umpire	-105.00
12/19/2023	Check	126442	Malik Coleman	Adult Softball Umpire	-105.00
12/19/2023	Check	126443	Michael Ruffolo	Adult Softball Umpire	-140.00
12/20/2023	Bill Payment (Check)	FAC12202023	Facilitron, Inc	Engine 57 Tournament use of BUSD Fields - billed directly to user	-1,354.98
12/20/2023	Check	DV12202023	7 Days Market	Employee of the Grt - Lunch	-382.60
12/20/2023	Check	126461	Tony Arce	Refundable Security Deposit 12/20/2023 Grange Tony Arce Home Depot Christmas Party	-500.00
12/20/2023	Check	4100576314	Josie Pedroza	Refundable Security Deposit Grange 12/10/2023 16th Birthday Party Josie Pedroza	-500.00
12/20/2023	Bill Payment (Check)	126456	Office Depot	Monthly Office Supplies	-343.91
12/20/2023	Check	126462	Josh MClean	October Security Tournament Deposit 2023 Engine 57	-500.00
12/20/2023	Check	126462	Alyssa R Fuimaono	Reimbursement- Employee Birthday Card/Gift Card	-53.22
12/20/2023	Check	126464	Alyssa R Fuimaono	Ice for Holiday Party	-41.24
12/20/2023	Bill Payment (Check)	126445	Pro Care Landscape Services, INC.	Monthly Landscape Service - Franco Garden & Women's Club	-845.00

Beaumont-Cherry Valley Recreation and Park District
Check Warrant - Operating
December 2023

Date	Transaction Type	Num	Name	Memo/Description	Amount
12/20/2023	Bill Payment (Check)	2531633-635	CalPers	Employee - Bi-weekly Retirement Plan	-7,610.13
12/20/2023	Check		MBE Construction	Refundable Security Deposit 12/09/2023 NCCC Christmas Party MBE Con	-250.00
12/20/2023	Check	126460	David Valdivia	Refundable Security Deposit 11/28/2023 Grange David Valdivia	-250.00
12/20/2023	Check	126463	Alyssa R Fulmaono	Employee of the Quarter - Gift Baskets	-144.24
12/20/2023	Bill Payment (Check)	3540009	SoCalGas	Utilities - Gas - Grange	-73.34
12/21/2023	Bill Payment (Check)	470112202023	Chevron	Monthly Fuel/Gas - F150 (89,583), Chevy (46,939), Winterfest (Hay Rides), Gas cans	-839.85
12/21/2023	Bill Payment (Check)	126467	Gophix Gopher Control	Monthly Gopher Maintenance - NCRP	-2,300.00
12/21/2023	Bill Payment (Check)	126465	Mathew Pistilli Landscape Services	Monthly Landscape Services - NCRP	-1,240.00
12/21/2023	Check	126466	Patricia Law	Mileage Reimbursement - Bank/BPD & ABC (Winterfest), Board Meeting Copies	-88.95
12/27/2023	Bill Payment (Check)	126468	Grand American Builders, Inc.	BRP Kiosk Building - HVAC Unit Installed, Woman's Club - Drywall, Part, Install T-bar ceiling and insulation, frame and fill floor, add structural wood header to support south wall, Project Management of BRP Kiosk Building & Woman's Club, Materials	-18,574.23
12/28/2023	Bill Payment (Check)	126469	Mathew Pistilli Landscape Services	Monthly Landscape Services - NCRP & Tree Trimming Site #18 & between filed 5/6	-1,540.00
12/28/2023	Check	126470	Malik Coleman	Adult Softball Umpire	-105.00
12/28/2023	Check	Dec2023	Clover(MRCH BMKCD)	Monthly Credit Card % fees	-769.87
12/28/2023	Check	126472	Austin Gilmour	Adult Softball Umpire	-105.00
12/29/2023	Check	NL12292023	Stamps.com	Postage/Stamps Monthly fee	-19.99
					<u>-19.99</u>
					-\$ 67,209.32

Beaumont-Cherry Valley Recreation and Park District Check Warrant - Bogart Park

December 2023

Date	Transaction Type	Num	Name	Memo/Description	Amount
10050 HCN Bank - Bogart Park					
12/12/2023	Bill Payment (Check)	p236ZTLPK9	Frontier (9600 Inter3021) B	Monthly Wifi Service (Kiosk)	-105.98
12/12/2023	Bill Payment (Check)	80085142505	Waste Management of the IE	Utilities - Trash	-640.80
12/14/2023	Bill Payment (Check)	5558	Matthew Pistilli Landscape Services	Monthly Landscape Service	-880.00
12/18/2023	Bill Payment (Check)	p236MT3ZTL	Frontier (9600 Cherry3887) B	Monthly Wifi Service (Shop)	-136.76
12/21/2023	Bill Payment (Check)	5559	Matthew Pistilli Landscape Services	Monthly Landscape Service	-880.00
12/28/2023	Bill Payment (Check)	5560	Matthew Pistilli Landscape Services	Monthly Landscape Service	-880.00
12/29/2023	Check	dec2023	UMS/Celero Banking	Credit Card Monthly Fee / % Fee	-36.04
-\$					2,236.58



BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT

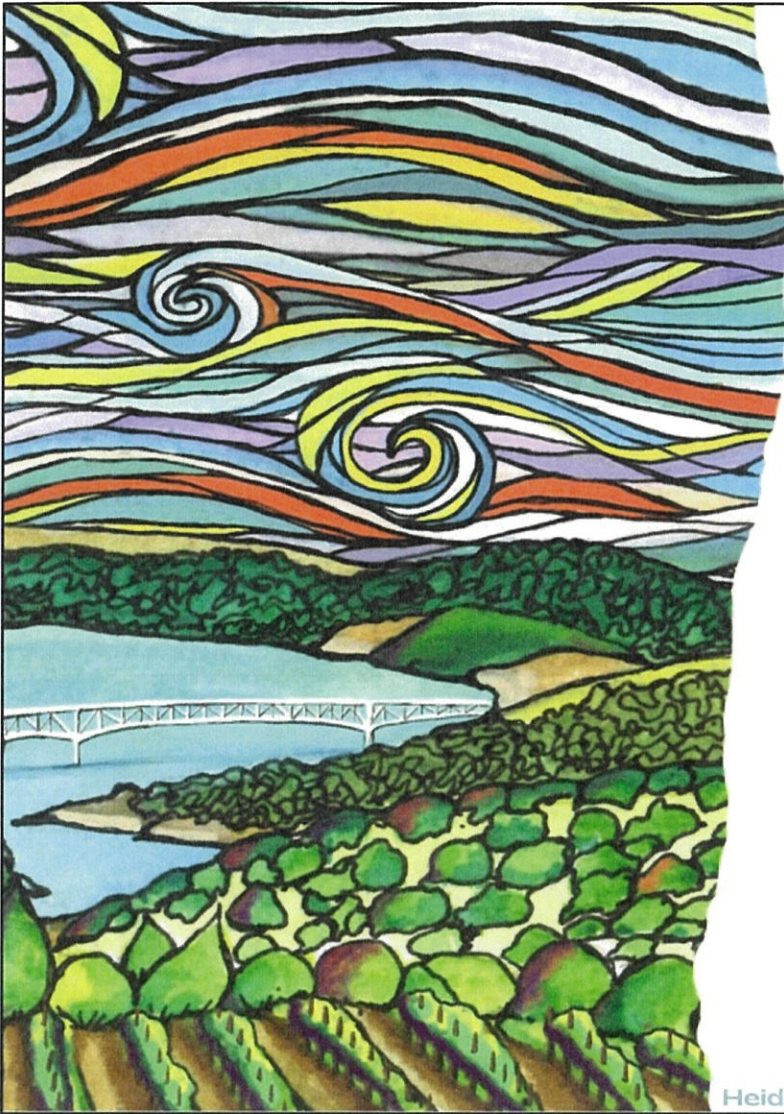
www.bcvparks.com

LEGAL INVOICES

Best Best & Krieger, LLP

Invoice #981684	General Legal Services (November 2023)	\$3,878.00
Invoice #981685	Labor and Employment (November 2023)	\$2,872.10

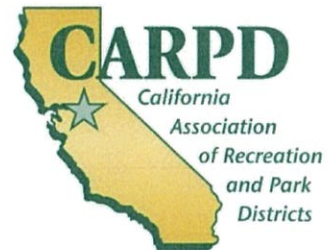
Total Invoices for approval - \$6,750.10



Save the date!

2024 CARPD Conference

Built to Last



Sonoma Wine Country

May 22, 2024 - May 25, 2024

Heidi Garner Studio





Staff Report

Agenda Item No. 3.1

To: Board of Directors

From: Noah Valdivia, Athletic Facilities Coordinator
Deidre Chatigny, Human Resources Administrator

Via: Mickey Valdivia, Assistant General Manager

Date: January 10, 2024

Subject: Adoption of Resolution 2024-01 – Establishing New RV Campground Rates, Ball Field Rates, Facility Rental Rates, Equestrian Center Rates, and Additional Event Facility Rates

Background and Analysis:

The District has a range of facilities that are available for public use as a service provided to the community at large. The costs of maintaining and operating such facilities requires Staff to analyze and adapt to meet market demands and update fees/rental rates when necessary. The fees for the RV Campgrounds at Noble Creek have not been updated since 2019, and baseball/softball field rentals have not increased since 2015. The remaining facilities (Noble Creek Community Center, Cherry Valley Grange, and Beaumont Woman's Club) have not been updated since 2012, and the Noble Creek Equestrian Center has not been assessed since 2018. The pickleball and tennis courts, hockey arena, and BCVRPD stage do not currently have associated rental fees.

The City of Beaumont and surrounding areas have grown significantly since the last Board-approved increases in rental fees. The number of facility users has increased as a result of the growth in the Pass Area and the District would like to respond by increasing rental rates to a level that is competitive with other facilities in the vicinity. In an effort to maintain competitive rates that attract campers, athletes, community members, and riders to the area, Staff conducted fee studies of other facilities nearby and found that the District's current rates are below average.

Increases in overall costs for maintenance, operations, and personnel have made it necessary to analyze the fees and make changes where necessary to allow the District to continue effectively operating the facilities.

RV Campsites

The BCVRPD RV Campgrounds at Noble Creek Regional Park and Bogart Regional Park have provided short-term accommodation for facility events such as: baseball/softball tournaments, RC car races, equestrian competitions, and other special events. There are 48 RV camp sites at Noble Creek and 43 at Bogart Park.

The following fee study demonstrates the costs of other similar RV campgrounds in the area:

RV Campsite	Location	Full Hook-Up	Half Hook-up	Dry Camping
		(Premium/Standard)		
Noble Creek Regional Park	Beaumont, CA	\$35.00	\$25.00	\$20.00
Bogart Regional Park	Cherry Valley, CA			\$23.00
Lake Perris Campground	Moreno Valley, CA		\$45.00	\$35.00
Yucaipa Regional Park	Yucaipa, CA	\$47.00		\$37.00
Banning Stagecoach KOA Journey	Banning, CA	\$63.00		\$43.00
Country Hills RV Park	Beaumont, CA	\$58.00		
Bonelli Bluffs RV Resort and Campground	San Dimas, CA	\$88.00/\$76.00		\$30.00
Cathedral Palms RV Resort	Cathedral City, CA	\$75.00/\$65.00		

Based on the RV fee study, Staff would like to update the nightly rates to the following:

RV Campsite	Full Hook-Up		Half Hook-up	Dry Camping
	Upgraded (Concrete Slab)	Standard		
Noble Creek Regional Park - CURRENT		\$35.00	\$25.00	\$20.00
Noble Creek Regional Park	\$65.00	\$60.00	\$45.00	\$35.00
Noble Creek Regional Park - PREMIUM	\$80.00	\$75.00	\$60.00	\$50.00
Bogart Regional Park - CURRENT				\$23.00
Bogart Regional Park				\$45.00
Bogart Regional Park - PREMIUM				\$60.00

Upgraded sites include spaces 1-4 and 13-24 because they have concrete slabs. Premium Rates increase the price by \$15.00 and apply during times to be determined by the Board of Directors and BCVRPD Staff. Examples include Holidays, Tournaments, Special Events, Peak Weeks/Weekends.

Baseball/Softball Fields

The baseball and softball facilities at Noble Creek Regional Park have become established as desirable locations for recreational and premier travel baseball and softball competitions. There are seven fields available to the public for practices, games, and tournaments.

Based on the field fee study, Staff would like to update the field use rates to the following:

	Valley Wide Recreation and Park Department 2023 Rates	BCVYPD Current Rates	BCVYPD Proposed Rates
Monthly Practice Rates			
Includes (2) practices per week for (2) hours each	\$360	\$125	\$300
Lights Included			
Tournament Rates – All rates include field maintenance			
Lights Included	\$250/field per day	\$170/field	\$350/field per day
Lights NOT Included	\$250/field per day	\$150/field	
Maintenance Fee	Included	\$200/day	\$250/day (1-2 fields) \$500/day (3+ fields)
Refundable Deposit (1-3 fields)/(3-7 fields)	N/A	\$250/\$500	\$250/\$500
Additional Fees	\$75/field after 8:00PM	N/A	N/A
Sample Rates for 6-Field Tournament			
Engine 57 Tournament	\$3,375	\$2,440	\$5,200

Due to inflation, increased field use, and higher maintenance costs, Staff recommends approval of rate increases which have not been assessed in several years. The maintenance charges proposed for the fields will also include dedicated maintenance staff at tournaments; 1 worker for small tournaments and 2-3 workers for large tournaments. Additionally, the new rates will automatically include the use of lights.

Facility Rental Rates

The District has dedicated resources to improving the facilities to increase the desirability of community rentals. As a result, demand has increased and rates have not been updated in most cases in over 5 years. Staff recommends evaluating the current rates and proposes increasing them for the following facilities (see attachments for proposed amounts):

- Noble Creek Community Center – Copper Room OR Franco Garden
- Noble Creek Community Center – Copper Room AND Franco Garden
- Noble Creek Community Center – Wedding
- Cherry Valley Grange
- Beaumont Woman’s Club
- Noble Creek Equestrian Center
- Noble Creek Pickleball Court
- Noble Creek Tennis Court
- Noble Creek Hockey Rink
- BCVRPD Stage

Fiscal Impact:

The District would see increased profits to accounts #40107 and #40113 as a result of the higher rates.

Recommendations:

Adopt Resolution 2024-01 to establish new rates for RV Campgrounds, Ball Fields, Facilities, Equestrian Center, Athletic Courts, and Mobile Stage. If approved, the Resolution will take effect immediately.

Attachments:

Resolution 2024-01

Facility Rental Rates

Equestrian Center Rates

Respectfully submitted,



Deidre Chatigny, Human Resources Administrator
Noah Valdivia, Athletic Facilities Coordinator



Facility Rental Rates
BCVRPD
1/10/2024

Current 2023 Rates:

Rental Rates		Deposit	Kitchen Fee (Optional)	Cleaning Fee	Decorating Fee (Optional)	Rehearsal Rate (Optional)	Projected Rate: 8-hr Event (including deposit)
Noble Creek Community Center - <i>Memorial Rate</i>	\$250 - 5-hour event	\$250 Refundable security deposit	Included				\$650
	\$50 - Each additional hour						
Noble Creek Community Center - <i>Copper Room OR Franco Garden</i>	\$500 - First 3 hours						\$1,500
	\$100 - Each additional hour						
Noble Creek Community Center - <i>Copper Room AND Franco Garden</i>	\$950 - First 3 hours	\$500 Refundable security deposit	\$50.00	\$50.00	\$25.00/hr	\$25.00/hr	\$2,000
	\$100 - Each additional hour						
Cherry Valley Grange	\$240 - First 3 hours						\$1,190
	\$80 - Each additional hour						
Beaumont Woman's Club	\$240 - First 3 hours						\$1,190
	\$80 - Each additional hour						

Proposed 2024 Rates (Using New System):

Rental Rates		Deposit	Kitchen Fee (Optional)	Cleaning Fee	Decorating Fee (Optional)	Rehearsal Rate (Optional)	Projected Rate: 8-hr Event
Noble Creek Community Center - <i>Memorial Rate</i>	\$250 - 5-hour event	\$250 Refundable security deposit	Included	Included	Included	N/A	\$650
	\$50 - Each additional hour						
Noble Creek Community Center - <i>Private Event - Copper Room OR Franco Garden</i>	\$250/hour	\$1,000 Refundable security deposit	\$50.00	\$100.00	\$50.00/hr	N/A	\$3,100
	\$450/hour						
Noble Creek Community Center - <i>Private Event - Copper Room AND Franco Garden</i>	\$5,000 Flat Rate		Included	Included	Included	Included	\$6,000
	\$150/hour						
Beaumont Woman's Club	\$150/hour	\$500 Refundable security deposit	\$50.00	\$100.00	\$50.00/hr	\$25.00/hr	\$1,800
	\$150/hour						



Noble Creek Equestrian Center Rates
BCVRPD
1/10/2024

Current 2023 Rates:

Equestrian Center	Location	Rental Rates	Light Fees	Additional Arena Prep	Open Arena Light Fees	Additional Fees
Noble Creek Regional Park	Beaumont, CA	\$300/day	\$75/day	\$75/day	\$45/month - 4 2-hour sessions \$90/month - 8 2-hour sessions	\$10/hr for lights (2 hr min.)
Heritage Park Equestrian Center	Rancho Cucamonga, CA	\$300/day	included	included		\$500/two day weekend
Ingalls Event Center	Norco, CA	\$800/day				
McCoy Equestrian & Recreation Center	Chino Hills, CA	\$500/day			\$45.00	\$40/each additional hour \$250 Deposit
Rava Equestrian Center	King City, CA	\$850/day	\$50/hr after 8 hrs	\$125/day tractor		\$125/day water truck
West Covina Ridge Riders Equestrian Center	West Covina, CA	\$300/day		\$75/occurrence		\$150 Cleaning Deposit

Proposed 2024 Rates:

Equestrian Center	Location	Rental Rates	Light Fees	Additional Arena Prep	Open Arena Light Fees	Additional Fees
Noble Creek Regional Park	Beaumont, CA	\$400/day	\$100/day	\$100/occurrence	\$60/month - 4 2-hour sessions \$120/month - 8 2-hour sessions	\$15/hr for lights (2 hr min.)



Additional Facilities Proposed Rental Rates
BCVRPD
1/10/2024

Proposed 2024 Rates:					
Facility	Location	Rental Rates			Light Fees
		2 nights/week	3+ nights/week		
Pickleball Courts	Noble Creek	\$25/month	\$50/month		included
Tennis Courts	Noble Creek	\$25/month	\$50/month		included
Hockey Rink	Noble Creek	\$25/month	\$50/month		included

Facility	One-Day Rental	Additional Daily Rate	Included
BCVRPD Stage	\$5,000	\$1,000/day	Towing/Delivery Set-up Generator Lights Tear-down

RESOLUTION NO. 2024-01

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
BEAUMONT-CHERRY VALLEY RECREATION AND
PARK DISTRICT INCREASING FEES FOR RV
CAMPGROUND PARKING, USE OF DISTRICT BALL
FIELDS, FACILITY RENTALS, EQUESTRIAN CENTER,
AND ADDITIONAL ATHLETIC FACILITIES**

WHEREAS, California Public Resources Code Section 5786.1 endows the Beaumont-Cherry Valley Recreation and Park District (“District”) with the authority to adopt and enforce rules and regulations for the administration, operation, use, and maintenance of its recreation facilities, programs, and services; and

WHEREAS, the District’s Board of Directors (“Board”) charges fees for the use of the District’s RV Campgrounds, for the use of the District’s ball fields, facilities, equestrian center, and other additional athletic facilities; and

WHEREAS, the Board last approved a price increase for the use of its RV Campgrounds in 2019; and

WHEREAS, the Board last approved a price increase for the use of its ball fields in 2015; and

WHEREAS, the Board last approved a price increase for the use of its facilities in 2012; and

WHEREAS, the Board last approved a price increase for the use of its equestrian center in 2018; and

WHEREAS, the Board has not approved a fee for use of additional facilities – including pickleball court, tennis court and hockey rink located at Noble Creek; and

WHEREAS, the Board has not approved a fee for use of mobile stage; and

WHEREAS, District staff has conducted a fee study surveying the prices of similar services offered by other local public agencies and found that the District’s current rates are below average; and

WHEREAS, due to inflation, increased field use, and higher maintenance costs, the District Board desires to increase the fees for the use of the District’s RV Campgrounds, ball fields, event facilities, equestrian center, additional athletic facilities and mobile stage.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE BEAUMONT-CHERRY VALLEY RECREATION AND PARK DISTRICT AS FOLLOWS:

SECTION 1. The above recitals are true and correct and are incorporated herein by this reference.

SECTION 2. The District Board hereby increases the fees for the use of the District’s RV Campgrounds, ball fields, event facilities, equestrian center, athletic facilities, and mobile stage as shown in Exhibit A, attached hereto and incorporated herein by reference.

SECTION 3. CEQA. The Board of Directors finds this Resolution is not subject to the California Environmental Quality Act (CEQA) in that the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty, as in this case, that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

SECTION 4. Severability. If any provision of this Resolution or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications, and to this end the provisions of this Resolution are declared to be severable.

SECTION 5. Effective Date. This Resolution shall become effective immediately.

APPROVED and **ADOPTED** by the Board of Directors and signed by the Board Chairman and attested by the Board Clerk this 10th day of January 2024, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Chris Diercks, Chairman of the Board
Beaumont-Cherry Valley Recreation and Park District

Attest:

Ryann Flores, Secretary of the Board

**EXHIBIT A
FEES FOR RV CAMPGROUNDS AND BALL FIELDS**

RV Campsite	Full Hook-Up		Half Hook-up	Dry Camping
	Upgraded (Concrete Slab)	Standard		
Noble Creek Regional Park - CURRENT		\$35.00	\$25.00	\$20.00
Noble Creek Regional Park	\$65.00	\$60.00	\$45.00	\$35.00
Noble Creek Regional Park - PREMIUM	\$80.00	\$75.00	\$60.00	\$50.00
Bogart Regional Park - CURRENT				\$23.00
Bogart Regional Park				\$45.00
Bogart Regional Park - PREMIUM				\$60.00

	Valley Wide Recreation and Park Department 2023 Rates	BCVRPD Current Rates	BCVRPD Proposed Rates
Monthly Practice Rates			
Includes (2) practices per week for (2) hours each	\$360	\$125	\$300
Lights Included			
Tournament Rates – All rates include field maintenance			
Lights Included	\$250/field per day	\$170/field	\$350/field per day
Lights NOT Included	\$250/field per day	\$150/field	
Maintenance Fee	Included	\$200/day	\$250/day (1-2 fields) \$500/day (3+ fields)
Refundable Deposit (1-3 fields)/(3-7 fields)	N/A	\$250/\$500	\$250/\$500
Additional Fees	\$75/field after 8:00PM	N/A	N/A
Sample Rates for 6-Field Tournament			
Engine 57 Tournament	\$3,375	\$2,440	\$5,200



Facility Rental Rates
BCVRPD
1/10/2024

Current 2023 Rates:

Rental Rates		Deposit	Kitchen Fee (Optional)	Cleaning Fee	Decorating Fee (Optional)	Rehearsal Rate (Optional)	Projected Rate: 8-hr Event (including deposit)
Noble Creek Community Center - <i>Memorial Rate</i>	\$250 - 5-hour event	\$250 Refundable security deposit	Included				\$650
	\$50 - Each additional hour						
	\$500 - First 3 hours						
Noble Creek Community Center - <i>Copper Room OR Franco Garden</i>	\$100 - Each additional hour	\$500 Refundable security deposit	\$50.00	\$25.00/hr			\$1,500
	\$950 - First 3 hours						
Noble Creek Community Center - <i>Copper Room AND Franco Garden</i>	\$100 - Each additional hour	\$500 Refundable security deposit	\$50.00				\$2,000
	\$240 - First 3 hours						
Cherry Valley Grange	\$80 - Each additional hour						\$1,190
Beaumont Women's Club	\$240 - First 3 hours						\$1,190
	\$80 - Each additional hour						\$1,190

Proposed 2024 Rates (Using New System):

Rental Rates		Deposit	Kitchen Fee (Optional)	Cleaning Fee	Decorating Fee (Optional)	Rehearsal Rate (Optional)	Projected Rate: 8-hr Event
Noble Creek Community Center - <i>Memorial Rate</i>	\$250 - 5-hour event	\$250 Refundable security deposit	Included	Included	Included	N/A	\$650
	\$50 - Each additional hour						
Noble Creek Community Center - <i>Private Event - Copper Room OR Franco Garden</i>	\$250/hour	\$1,000 Refundable security deposit	\$50.00	\$100.00	\$50.00/hr	N/A	\$3,100
	\$450/hour						
Noble Creek Community Center - <i>Private Event - Copper Room AND Franco Garden</i>	\$5,000 Flat Rate	\$500 Refundable security deposit	Included	Included	Included	Included	\$6,000
	\$150/hour						
Cherry Valley Grange	\$150/hour		\$50.00	\$100.00	\$50.00/hr	\$25.00/hr	\$1,800
Beaumont Women's Club	\$150/hour						\$1,800



Noble Creek Equestrian Center Rates
BCVRPD
1/10/2024

Current 2023 Rates:

Equestrian Center	Location	Rental Rates	Light Fees	Additional Arena Prep	Open Arena Light Fees	Additional Fees
Noble Creek Regional Park	Beaumont, CA	\$300/day	\$75/day	\$75/day	\$45/month - 4 2-hour sessions \$90/month - 8 2-hour sessions	\$10/hr for lights (2 hr min.)
Heritage Park Equestrian Center	Rancho Cucamonga, CA	\$300/day	included			\$500/two day weekend
Ingalls Event Center	Norco, CA	\$800/day		included		
McCoy Equestrian & Recreation Center	Chino Hills, CA	\$500/day			\$45.00	\$40/each additional hour \$250 Deposit
Rava Equestrian Center	King City, CA	\$850/day	\$50/hr after 8 hrs	\$125/day tractor		\$125/day water truck
West Covina Ridge Riders Equestrian Center	West Covina, CA	\$300/day		\$75/occurrence		\$150 Cleaning Deposit

Proposed 2024 Rates:

Equestrian Center	Location	Rental Rates	Light Fees	Additional Arena Prep	Open Arena Light Fees	Additional Fees
Noble Creek Regional Park	Beaumont, CA	\$400/day	\$100/day	\$100/occurrence	\$60/month - 4 2-hour sessions \$120/month - 8 2-hour sessions	\$15/hr for lights (2 hr min.)



Additional Facilities Proposed Rental Rates
BCVRPD
1/10/2024

Proposed 2024 Rates:					
Facility	Location	Rental Rates			Light Fees
		2 nights/week	3+ nights/week	3+ nights/week	
Pickleball Courts	Noble Creek	\$25/month	\$50/month	\$50/month	included
Tennis Courts	Noble Creek	\$25/month	\$50/month	\$50/month	included
Hockey Rink	Noble Creek	\$25/month	\$50/month	\$50/month	included

Facility	One-Day Rental	Additional Daily Rate	Included
BCVRPD Stage	\$5,000	\$1,000/day	Towing/Delivery Set-up Generator Lights Tear-down



Staff Report

Agenda Item No. **3.2**

To: Board of Directors

From: Kaylee Gemmell, Receptionist
Deidre Chatigny, Human Resources Administrator

Via: Mickey Valdivia, Assistant General Manager

Date: January 10, 2024

Subject: RV Campsite Rules and Regulations; Enforcement Options

Background and Analysis:

The BCVRPD RV Campgrounds at Noble Creek Regional Park were originally established in 2009 with the intention of providing short-term accommodation for facility events such as baseball/softball tournaments, RC car races, equestrian competitions, and other special events. Bogart Regional Park's acquisition in 2019 created additional camping opportunities and access to fishing and special events.

The District's current campground regulations allow a camper to stay a maximum of (14) days within a 30-day period, after which the camper must vacate the site for 10 nights. Staff recommends decreasing the maximum length of stay from (14) nights to (7) nights within a 30-day period. When campers stay for a longer period of time, they often bring personal belongings to the RV park, and it creates a poor image for the campground. District Staff has had several incidents where they had to contact Beaumont P.D. due to unsafe or threatening situations created by long-term campers unwilling to cooperate. The purpose of the decrease in stay length is to prevent campers from staying long-term on a regular basis and to make spaces more readily available for short-term campers visiting the park for events, as initially intended.

Additionally, there are no regulations in place at this time to restrict RV models from camping at our sites based on age. Staff recommends restricting RVs that are more than 15 years old (based on the current calendar year). Older models that have been restored and/or maintained will be allowed at the discretion of the Board of Directors and/or Staff. This age restriction is industry standard, is commonly enforced in other campgrounds, and will help maintain the image of the District's parks. There have been several instances where older equipment has broken down and caused problems for subsequent guests. Some campers have been unable to move out of their site or moved to another location in the park and refused to move due to mechanical issues. These additional regulations will not eliminate equipment issues, but they may become more manageable because they may happen less frequently.

Finally, District Staff has received complaints regarding issues related to dogs left at the facility unattended at RV sites for extended periods of time or moving about the campsite without a leash. Both situations are dangerous to District employees and other guests.

BCVRPD Staff would like to recommend the following regulations for the RV Campsites at Noble Creek Regional Park and Bogart Regional Park:

1. The maximum length of time a camper is permitted to stay is (7) nights within a 30-day period.
2. Recreational vehicles that are more than 15 years old will be restricted from both Noble Creek and Bogart Park campsites. Exceptions may be considered for older models that are well-maintained or restored (at the discretion of the Board and/or Staff).
3. District Staff has permission to call a tow company in the event that a camper refuses to move out of a site or off the District's property and to charge the cost of towing to the the camper. UNAUTHORIZED VEHICLES WILL BE TOWED AT VEHICLE OWNER'S EXPENSE C.V.C. 22658(a). Pursuant to California Civil Code Section 799.20 et seq., a recreational vehicle may be removed from the premises without judicial hearing, after the service of a 72-hour notice, if the occupant who has been in the resort for less than 30 days, has either (1) failed to pay for his/her occupancy in the resort, or (2) failed to comply with the resort's regulations.
4. Pets must be on a leash no longer than 6' when outside of the dog park. Pets shall not be left unattended outside the RV. Complaints will be addressed accordingly and escalated to animal control at the discretion of the staff. After the first offense, the pet owner shall receive a warning; after a second offense, the pet owner shall receive a lifetime ban from entering or using the RV Campsite(s), subject to an appeal to staff and/or the Board of Directors.

The District will need to contract with a tow company to provide on-demand towing services.

Enforcement:

Option 1

Adopt a Resolution to adopt the aforementioned regulations in Background and Analysis as well as the following regulations specifying the specific process of regulating recreational vehicles which complies with, and builds upon, California Civil Code Section 799.20 et seq.

1. At a minimum, post signs at the entrance of Noble Creek Park and Bogart Park, and within the designated areas within both parks for recreational vehicles stating "Recreational Vehicle may be removed from the premises for failing to pay for occupancy and/or failing to comply with the park's rules and regulations, including the rules contained in one's registration agreement. [INSERT PHONE NUMBER FOR BOGART POLICE DEPARTMENT IF AT NOBLE CREEK PARK; INSERT PHONE

NUMBER FOR RIVERSIDE COUNTY SHERIFFS IF AT BOGART PARK].” (Civ. Code § 799.46) Additional signs can be placed in other areas of the parks, if desired.

2. Require all occupants execute a registration agreement which shall be in writing and shall contain, in addition to the provisions otherwise required by law to be included, the term of the occupancy and the rent therefor, the fees, if any, to be charged for services which will be provided by the park, and a statement that failure to pay for occupancy and/or failure to comply with the park’s rules and regulations or the registration agreement shall be grounds for which a defaulting occupant’s recreational vehicle may be removed as specified in California Civil Code Section 799.22 without a judicial hearing after the service of a 72-hour notice, and the telephone number of the local traffic law enforcement agency. (Civ. Code § 799.43)
 - a. Additionally, staff recommends for stays from 4-7 nights long, to require occupants to provide the District a refundable security deposit that would cover the District’s cost of paying a tow company to tow their vehicle, if necessary. Whether collecting the cost pre-tow, or post-tow, the District has the authority to charge the cost of towing to the recreational vehicle occupant under California Public Resources Code Section 5786.1(j) and California Vehicle Code Section 22658(a).
3. If an occupant has failed to pay rent and/or failed to comply with rules and regulations, the District shall provide the occupant a 72-hour written notice which shall be served by delivering a copy to the defaulting occupant personally or to a person of suitable age and discretion who is occupying the recreational vehicle located on the lot. In the latter event, a copy of the notice shall also be affixed in a conspicuous place on the recreational vehicle and shall be sent through the mail addressed to the occupant at the place where the property is located and, if available, any other address which the occupant has provided to staff in the registration agreement. Delivery of the 72-hour notice to a defaulting occupant who is incapable of removing the occupant’s recreational vehicle from the park because of a physical incapacity shall not be sufficient to satisfy the requirements of this section. (Civ. Code § 799.56(a))
 - a. In the event that the defaulting occupant is incapable of removing the occupant’s recreational vehicle from the park because of a physical incapacity or because the recreational vehicle is not motorized and cannot be moved by the occupant’s vehicle, the default shall be cured within 72 hours, but the date of quit shall be no less than seven days after service of the notice. (Civ. Code § 799.56(b))
 - b. Staff shall also serve a copy of the notice to Beaumont Police Department if at Noble Creek Park or to the Riverside County Sheriffs if at Bogart Park. (Civil Code § 799.56(c))
4. The written 72-hour notice shall state that if the defaulting occupant does not remove the recreational vehicle from the premises of the park within 72 hours after receipt of the notice, staff has authority pursuant to Civil Code Section 799.58 to have the

recreational vehicle removed from the lot to the nearest secured storage facility. (Civ. Code § 799.57)

5. After serving a copy of the written 72-hour notice to the Beaumont Police Department for Noble Creek Park or the Riverside County Sheriffs for Bogart Park, and after the expiration of 72 hours following service of the notice on the defaulting occupant, the police or sheriff shall remove or cause to be removed any person(s) in the recreational vehicle. Staff may then remove or cause the removal of a defaulting occupant's recreational vehicle parked on the premises of the park to the nearest secured storage facility. The notice shall be void seven days after the date of service of the notice. (Civ. Code § 799.58)

Option 2

Adopt a Resolution to adopt the regulations contained in the Background and Analysis and the regulations contained in Option 1. In addition, specify in the Resolution that certain designated District employees have the authority to issue criminal citations for violations of the Park's rules and regulations adopted by the Board of Directors, including this proposed Resolution containing these new regulations. California Public Resources Code Section 5786.17 states:

(a) Violation of any rule, regulation, or ordinance adopted by a board of directors is a misdemeanor punishable pursuant to Section 19 of the Penal Code.

(b) Any citation issued by a district for violation of a rule, regulation, or ordinance adopted by a board of directors may be processed as an infraction pursuant to subdivision (d) of Section 17 of the Penal Code.

(c) To protect property and to preserve the peace at recreation facilities and other property owned or managed by a district, the board of directors may confer on designated uniformed district employees the power to issue citations for misdemeanor and infraction violations of state law, city or county ordinances, or district rules, regulations, or ordinances when the violation is committed within a recreation facility and in the presence of the employee issuing the citation. District employees shall issue citations pursuant to Chapter 5C (commencing with Section 853.5) of Title 3 of Part 2 of the Penal Code.

The District would need to contract with legal representation in order to prosecute the criminal citations.

Option 3

Adopt an Ordinance to adopt the regulations contained in the Background and Analysis and the regulations contained in Option 1. While a Resolution takes effect immediately, an Ordinance requires a first reading and a second reading at least five days after the first reading. The District can adopt the Ordinance after a second reading at the same meeting. After adoption, an ordinance takes effect 30 days later.

The Ordinance could specify that the Beaumont Police Department and the Riverside County Sheriffs have the authority to issue criminal citations and make arrests for violations of the Ordinance. Penal Code Section 836.5(a) states "A public officer or employee, when authorized by ordinance, may arrest a person without a warrant whenever

the officer or employee has reasonable cause to believe that the person to be arrested has committed a misdemeanor in the presence of the officer or employee that is a violation of a statute or ordinance that the officer or employee has the duty to enforce.”

The District would need to contract with legal representation in order to prosecute the criminal citations.

Option 4

Adopt an Ordinance combining Option 2 plus Option 3. Essentially, adopting all of the regulations in the Background and Analysis and the regulations contained in Option 1. The Ordinance would also authorize certain Designated District employees to issue criminal citations and authorize the Beaumont Police Department and the Riverside County Sheriffs the authority to issue criminal citations and make arrests for violations of the Ordinance.

The District would need to contract with legal representation in order to prosecute the criminal citations.

Fiscal Impact:

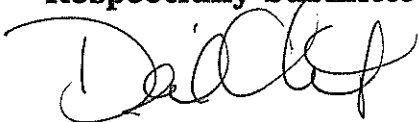
The 4 options are listed in order of least expensive to most expensive. At a minimum, there may be a cost to contract with a tow company to perform on-demand tow services. While the District could attempt to collect the costs, either pre- or post-tow, from the recreational vehicle occupant, there is no guarantee that the occupant will pay, or pay in a timely fashion required by a contract with the tow company.

If the District desires to authorize District staff and/or law enforcement to issue criminal citations and/or make arrests, there will be additional costs, from training employees to potential invoicing for law enforcement services. Additionally, if the District desires to prosecute those criminal citations, the District will pay additional fees for legal representation.

Recommendations:

Staff seeks direction for which Option the Board would like staff to take.

Respectfully Submitted,



Deidre Chatigny
Human Resources Administrator



Staff Report

Agenda Item No. **3.3**

To: Board of Directors

From: Noah Valdivia - Athletic Facilities Coordinator

Via: Duane Burk, General Manager

Date: January 10, 2024

Subject: Approval of 2024 Facility Use License Agreement (Andrew Trotter, Thunder Alley RC Raceway)

Background and Analysis:

The Beaumont-Cherry Valley Recreation and Park District annually refines Facility Use License Agreements for independent operators which benefit our local community. With that, Staff made the requested adjustments from the December 2023 board meeting to the Andrew Trotter, Thunder Alley RC Raceway agreement.

Those adjustments included extending the length of contract from (1) to (3) years, including a rent increase escalator of (\$25.00) for each year of the contract, and adding a fence replacement around the premises to help beautify the facility.

Fiscal Impact:

The operating account would see an increase in revenue from the rent fee increase.

Recommendations:

Staff recommends that the Board review, comment, and approve the changes to the Facility Use License Agreement for Andrew Trotter, Thunder Alley RC Raceway and allow the General Manager to adjust non substantial changes.

Respectfully Submitted,

Noah Valdivia
Athletic Facilities Coordinator



Beaumont-Cherry Valley Recreation and Park District

FACILITY USE LICENSE AGREEMENT

This Facility Use License Agreement (the “Agreement”), dated January 1, 2024 for purposes of reference, is entered into by and between the Beaumont-Cherry Valley Recreation and Park District (“BCVRPD”) and ANDREW TROTTER DBA, THUNDER ALLEY RC RACEWAY. BCVRPD and “ANDREW TROTTER, THUNDER ALLEY RC RACEWAY” may be referred to herein generically as the “Party” or collectively as the “Parties”.

RECITALS

1. Whereas, BCVRPD owns and operates the NOBLE CREEK REGIONAL PARK located at 650 W. OAK VALLEY PARKWAY BEAUMONT, CA, 92223.
2. Whereas, ANDREW TROTTER, THUNDER ALLEY RC RACEWAY desires to utilize BCVRPD facilities between JANUARY 1, 2024 and December 31, 2026 for RUN AN RC RACEWAY TRACK FOR EVENTS AND PLAY.
3. Whereas, ANDREW TROTTER, THUNDER ALLEY RC RACEWAY represents that it has the skill, ability, and personnel to operate such an RC RACEWAY TRACK.

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

TERMS

- I. BCVRPD shall authorize ANDREW TROTTER, THUNDER ALLEY RC RACEWAY rental of the NOBLE CREEK REGIONAL PARK, on REGULAR OPERATING HOURS: OPEN MONDAY – FRIDAY 7AM -10PM AND 7AM-10PM SATURDAY AND SUNDAY to RUN EVENTS AND PLAY ON THE RC RACEWAY TRACK. SPECIAL EVENT DATES INCLUDE JANUARY 14th and 20th, FEBRUARY 3rd and 24th, MARCH 23rd and 30th, APRIL 6th and 27th, MAY 25th, JUNE 9th and 22nd, JULY 6th and 27th, JULY 29th, AUGUST 24th, SEPTEMBER 7th and 28th, OCTOBER 12th, NOVEMBER 9th and 30th, DECEMBER 14th and 28th, 2024. If the second Sunday of each month is available Andrew Trotter will get use of the facility for special events approved by the Athletic Facilities Coordinator. Dates for 2025 and 2026 will be added amended at a later date.
- II. Building/facility availability and ALL EVENTS are subject to all applicable federal, state, and local laws and regulations, as amended from time to time.



Beaumont-Cherry Valley Recreation and Park District

- i. BUILDING AVAILABILITY, FACILITY USE, AND MEETING DATES FOR 2024 ARE NOT GUARANTEED.
 - ii. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY must get approval for any other usage of NOBLE CREEK REGIONAL PARK or any other property of the District for any other reason through the District office at regular rental prices.
 - iii. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY is permitted to host RACES AND EVENTS. EACH EVENT must be limited to 25% room capacity, OR in compliance with California Governor's Orders or the colored tier system, as they are updated.
 - iv. In the case there are ROOM CAPACITY restrictions, ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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 NOBLE CREEK REGIONAL PARK and surrounding parking, Specialty equipment needed to operate NOBLE CREEK REGIONAL PARK 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.
 - ii. The dog park/tennis court parking lot spaces are not to be used by ANDREW TROTTER, THUNDER ALLEY RC RACEWAYS patrons, employees, or volunteers except appropriate Handicap placard vehicles.
 - iii. During events in the Horse arena BCVRPD will designate parking for ANDREW TROTTER, THUNDER ALLEY RC RACEWAY. The parking north of the horse arena will be designated to the horse arena user(s) only.
 - iv. The District has designated Board approved Parking fees, all patrons, employees, and/or volunteers will be charged a \$5.00 parking fee.
- IV. BCVRPD will give notice to ANDREW TROTTER, THUNDER ALLEY RC RACEWAY if there is another event taking place at the NOBLE CREEK REGIONAL PARK 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



Beaumont-Cherry Valley Recreation and Park District

- i. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall comply with all local, state, and federal laws and regulations related to the use of the facility and public gatherings.
 - ii. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY agrees to abide by all applicable local, federal, and state accessibility standards and regulations.
 - iii. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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 ANDREW TROTTER, THUNDER ALLEY RC RACEWAY right to use of the facility under this agreement should ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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 ANDREW TROTTER, THUNDER ALLEY RC RACEWAY chooses to store in or around the facility.
- i. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY must get prior approval for any stored items on the district property.
 - ii. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY will provide an inventory list of all items stored in NOBLE CREEK COMMUNITY PARK and the square footage needed to store the items.
 - iii. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY will provide a set of keys or combinations to the District to anything stored on the district property.
 - iv. ANDREW TROTTER shall lock and clean the restrooms next to the RC TRACK at the conclusion of their event.
 - v. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY will not store any hazardous materials on BCVRPD property without prior approval from all regulatory agencies. And agree to disclose and properly label any materials approved.
- VII. Fees, payable to BCVRPD for the above, shall be as follows:



Beaumont-Cherry Valley Recreation and Park District

- i. The following fees are good through the dates of this agreement.
 - ii. (\$400.00 Per Month), THUNDER ALLEY RC RACEWAY will be charged per month the difference in the meter readings at \$1.31 for water and .53 for Electricity (KWH). In 2025 and 2026 there will be a (\$25.00) rent increase per year.
 - iii. Payable within (10) days after, the Executive Assistant has invoiced for the month and emails (racethunderalley@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.
 - vi. Andrew Trotter agrees to replace remaining damaged fencing around and in front of the track with 9 gage chain link fencing with top and bottom rail by July 1st, 2024.
- VIII. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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.
- IX. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall not permit gatherings beyond that of RC RACES AND PRACTICES before or after track use.
 - ii. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY members, volunteers, and/or patrons will be limited to gatherings of 10 total people OR in compliance with CALIFORNIA STATE GOVERNOR'S ORDERS, as they are updated: at any given time for each practice, race, or event.
 - iii. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY agrees to CALIFORNIA STATE GOVERNOR'S ORDERS and shall clean restroom facilities following each use of the THUNDER ALLEY RC RACEWAY with CDC approved COVID-19 viral cleaning products.



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- iv. Cleanliness of the walkways and bathrooms shall be the responsibility of ANDREW TROTTER, THUNDER ALLEY RC RACEWAY during and after all facility use. The sidewalk south of RC RACEWAY TRACK will be swept and clean after each event.
 - i. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY will be billed for the labor to clean walkway in the event they are not cleaned up after use.
- v. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY will remove all trash to the outside trash containers after each use.
- vi. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY agrees to inform BCVRPD ATHLETIC FACILITIES COORDINATOR two weeks in advance when additional trash cans are to be used. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY will make arrangements for the additional trash bins needed. BCVRPD will allot space for additional trash bins.
- X. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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 ANDREW TROTTER, THUNDER ALLEY RC RACEWAYS 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.
- XI. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY agrees to CDC Guidelines and shall clean restroom facilities each hour of use with CDC approved COVID-19 viral cleaning products.
- XII. Any building upgrades or permanent fixtures must be approved by BCVRPD prior to construction. Any licenses, fees, permits will be the responsibility of ANDREW TROTTER, THUNDER ALLEY RC RACEWAY and must meet all City/County/State legal standards.
- XIII. BCVRPD is routinely doing upgrades to our facilities. During this time ANDREW TROTTER, THUNDER ALLEY RC RACEWAY could have limited or no access during these upgrades. There will be no reimbursement for loss of anticipated revenue.



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- XIV. All fundraisers are subject to prior approval by the Board of Directors of BCVRPD.
- XV. BCVRPD reserves the right to reassign ANDREW TROTTER, THUNDER ALLEY RC RACEWAY to another facility if the THUNDER ALLEY RC RACEWAY should become unavailable due to an emergency.
- XVI. All keys shall be issued by BCVRPD. Keys must be returned to the District Office at the end of the agreement. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall not duplicate any keys. If a key is lost or stolen ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall immediately report the loss to BCVRPD. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY will be charged the cost for the re-keying of the building and for manufacture of new keys.
- i. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY must supply the District one key to property in case of an emergency, the District will make every effort to contact ANDREW TROTTER, THUNDER ALLEY RC RACEWAY in the event that the property must be accessed. If the District has to cut locks for entry ANDREW TROTTER, THUNDER ALLEY RC RACEWAY will be responsible for any new locks and keys that need to be made.
- XVII. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY will provide the District a list of anyone that has been issued keys and for what locations.
- XVIII. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall not make any changes to lock(s) on District property.
- XIX. Alarm codes shall be issued by BCVRPD. Alarm codes should only be shared with members that are issued keys.
- XX. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY will be responsible for any charges incurred by a false alarm to the NOBLE CREEK REGIONAL PARK from any ANDREW TROTTER, THUNDER ALLEY RC RACEWAY members, volunteers, and/or patrons.
- XXI. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY will provide the District a list of anyone that has been issued the assigned alarm code.
- XXII. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall promptly report any maintenance issues encountered during its use of the buildings in writing to BCVRPD. BCVRPD will address reported issues.
- XXIII. FORCE MAJEURE



Beaumont-Cherry Valley Recreation and Park District

Force Majeure Events: Notwithstanding anything to the contrary contained in this agreement, 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. The ANDREW TROTTER, THUNDER ALLEY RC RACEWAY waives any right of recovery against BCVRPD and the ANDREW TROTTER, THUNDER ALLEY RC RACEWAY) shall not charge results of "acts of God" to BCVRPD, its officers, employees, or agents.

- XXIV. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY will be responsible for any damage to the facility caused by ANDREW TROTTER, THUNDER ALLEY RC RACEWAY members, volunteers, and/or patrons. BCVRPD will repair damages and bill the cost to ANDREW TROTTER, THUNDER ALLEY RC RACEWAY.
- XXV. 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.
- XXVI. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY members, volunteers, and patrons agree to always cooperate fully with all other facility users and District representative in a professional and courteous manner.
- XXVII. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY agrees he will not have any vendors during their events. However, vendors can contact BCVRPD for the opportunity to display their goods with District approval only.
- XXVIII. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY will have the opportunities to place advertisement banners on RC RACEWAY TRACK inside fences only. Any other locations will require prior approval of the General Manager. The placement, removal and maintenance/appearance of the banners will be the sole responsibility of ANDREW TROTTER, THUNDER ALLEY RC RACEWAY. Any banner deemed inappropriate by the District Standards will require immediate removal. If the banner is not removed in a timely manner the District will remove the banner.



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- XXIX. All participants wanting to camp on District property must call the District office and pay required District RV fees, placement of camp sites will be by District approval only. If illegal camping for RC Event occurs, ANDREW TROTTER, THUNDER ALLEY RC RACEWAY will be billed for all illegal camper(s) and towing expenses if necessary.
- XXX. Noble Creek Community Park is one of Riverside County's Fire Camp Bases and animal evacuation centers in the event of a natural disaster. The park can be shut down to the public on very short notice. You will be required to leave the park due to a sudden park closure. There will be no reimbursement for loss of anticipated revenue.
- XXXI. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall maintain its own liability insurance, naming BCVRPD as additional insured.
- i. Minimum Requirements: ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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 ANDREW TROTTER, THUNDER ALLEY RC RACEWAY, its agents, representatives, employees, or subcontractors. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall also require all 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.
 - ii. **Minimum Limits of Insurance:** ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall maintain limits no less than:



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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. Therefore, the CGL (Commercial General Liability) is (\$2,000,000.00) per occurrence: General Aggregate is (\$4,000,000.00).
 2. *Sport Organizations*: If the use includes athletic activities, the ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall provide evidence of that the CGL includes coverage for injuries to athletic participants and should also provide evidence of Participants Accident Insurance. Minimum coverage (\$2,000,000.00) per occurrence and (\$4,000,000.00) in general aggregate.
 3. *Sexual Abuse or Molestation (SAM) Liability*: IF the work will include contact with minors, and the (CGL) policy referenced above is not endorsed to include affirmative coverage for sexual abuse or molestation, contractor shall obtain and maintain a policy covering Sexual Abuse and Molestation with a limit no less that (\$1,000,000.00) per occurrence or claim.
 4. *Automobile Liability*: One Million Dollars (\$1,000,000.00) per accident for bodily injury and property damage; and
 5. *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 ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall provide endorsements on forms supplied or approved by the BCVRPD to add the following provisions to the insurance policies:



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- iv. **General Liability:** The general liability policy shall be endorsed to state that:
1. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall procure and maintain, for the duration of the use period contemplated herein, commercial general liability insurance with coverage at least as broad as Insurance Services Office Form CG 00 01, in an amount not less than \$2,000,000 per occurrence, \$4,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include contractual liability that has not been amended. Any endorsement restricting standard ISO “insured contract” language will not be accepted. If alcohol is sold during the permitted activity, coverage must include full liquor liability.
 2. Such insurance shall name BCVRPD, its officers, employees, agents, and volunteers as additional insureds prior to the use of the facility. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall file certificates of such insurance with the BCVRPD, which shall be endorsed to provide thirty (30) days’ notice to BCVRPD of cancellation or any change of coverage or limits. If a copy of the insurance certificate is not on file prior to the event, BCVRPD may deny access to the facility.
 3. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders’ Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best’s Key Rating Guide, unless otherwise approved by BCVRPD’s self-insurance pool.
 4. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all inclusive, or to the exclusion of other coverage, or a waiver of any type. If the ANDREW TROTTER, THUNDER ALLEY RC RACEWAY maintains



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higher limits than the minimums shown above, BCVRPD requires and shall be entitled to coverage for the higher limits maintained by the ANDREW TROTTER, THUNDER ALLEY RC RACEWAY. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to BCVRPD.

5. 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 ANDREW TROTTER, THUNDER ALLEY RC RACEWAY scheduled underlying coverage. Any insurance or self-insurance maintained by BCVRPD, its directors, officials, officers, employees, agents, and volunteers shall be excess of the ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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:
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 ANDREW TROTTER, THUNDER ALLEY RC RACEWAY or for which ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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 ANDREW TROTTER, THUNDER ALLEY RC RACEWAY scheduled underlying coverage. Any insurance or self-insurance maintained by BCVRPD, its directors, officials, officers, employees, agents, and volunteers shall be excess of the ANDREW TROTTER, THUNDER ALLEY RC RACEWAY insurance and shall not be called upon to contribute with it in anyway.



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- 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 ANDREW TROTTER, THUNDER ALLEY RC RACEWAY.
- 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. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall guarantee that, at the option of the BCVRPD, either:
 - 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. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall procure a bond guaranteeing payment of losses and related investigation costs, claims, and administrative and defense expenses.



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- 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:** ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall furnish DISTRICT with original certificates of insurance and endorsements affecting 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:** ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall report to the BCVRPD, in addition to the insurer, any and all insurance claims submitted by ANDREW TROTTER, THUNDER ALLEY RC RACEWAY in connection with this agreement.

XXXII. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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 ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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.

XXXIII. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall defend, with counsel of its choosing and at ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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



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for BCVRPD's attorney's fees and costs, including expert witness fees. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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. The obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the BCVRPD, its directors, officials, officers, employees, agents and volunteers.

XXXIV. COMPLIANCE WITH ALL APPLICABLE LAW, RULES, & REGULATIONS

1. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY shall comply with all local, state, and federal laws and regulations related to the use of the facility and public gatherings.
2. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY agrees to abide by all applicable local, federal, and state accessibility standards and regulations.
3. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY 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.
4. BCVRPD reserves the right to immediately revoke ANDREW TROTTER, THUNDER ALLEY RC RACEWAY's right to use of the facility under this agreement should ANDREW TROTTER, THUNDER ALLEY RC RACEWAY fail to comply with any provision of this section.

XXXV. In the event of litigation between parties arising out of 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.

XXXVI. 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.

XXXVII. This agreement and any dispute hereunder shall be governed by and interpreted according to the laws of the State of California. The venue shall be in Riverside County.

- XXXVIII. 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. ANDREW TROTTER, THUNDER ALLEY RC RACEWAY



Beaumont-Cherry Valley Recreation and Park District

c/o Andrew Trotter
3622 Genevieve Street
San Bernardino Ca 92405

Notices shall be deemed effective when received by the other Party.

- XXXIX. This agreement is to be effective on January 1, 2024 and end on December 31, 2026. It may be extended by mutual agreement. Cancellation by either party will require a (90) day written notice.
- XL. The recitals above are true and correct and are incorporated herein by this reference.
- XLI. The Parties hereto hereby agree that electronic signatures are acceptable and shall have the same force and effect as original wet signatures.

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.

Mickey Valdivia, General Manager, BCVRPD

Andrew Trotter, Owner, (Thunder Alley RC Raceway)

Date

Date



December 14, 2023

via Electronic Mail

CALL FOR NOMINATIONS FOR TWO SPECIAL DISTRICT MEMBERS (REGULAR AND ALTERNATE) OF THE RIVERSIDE LOCAL AGENCY FORMATION COMMISSION

To the Special District Selection Committee (Presiding Officers of Independent Special Districts of Riverside County c/o District Clerks):

As you were recently notified (see attached letter), we are commencing the appointment process for two appointments to the Riverside Local Agency Formation Commission (LAFCO). I have determined that a physical meeting of the Special District Selection Committee (SDSC) is not feasible at this time. Therefore, election proceedings for the appointment will be conducted by electronic mail (e-mail). Specifically, the positions are as follows:

- **Regular Special District Member - must be a board member from a district in the eastern portion of the County (any district with the majority of its assessed value east of the intersection of Interstate 10 and Highway 111).**
- **Alternate Special District Member- can be a board member from any of the 55 independent special districts Countywide.**

Please note that per state statute, a District LAFCO Commissioner cannot be a member of the legislative body of a city or the county.

Terms of LAFCO Members are four years and until appointment of a successor or reappointment of the incumbent. The term of each position will run until May 1, 2028.

The nomination period for the position will begin on December 15, 2023 and close on February 13, 2024. Any member of the Special District Selection Committee (presiding officer or an alternate board member designated by the governing body) may nominate a member of the legislative body of an independent special district board to fill the position, consistent with the geographic requirements noted above.

All nomination forms must be signed and dated by the presiding officer, or the designee of your District Board of Directors. Once complete, please scan the signed form and email it to Rebecca Holtzclaw at rholtzclaw@lafco.org or mail to: Riverside LAFCO, 6216 Brockton Ave., Suite 111-B, Riverside CA 92506. **Nominations must be received in our office by 5 p.m., February 13, 2024.**

CALL FOR NOMINATIONS

December 14, 2023

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Following the nomination period, election materials including ballots and voting instructions will be sent to SDSC members. However, if only one candidate is nominated for either position, that candidate will be deemed appointed with no further proceedings.

If you have any questions, please contact our office.

Sincerely,



Gary Thompson
Executive Officer

cc: Special District General Managers

Enclosures:

Nomination Forms
Notice of Election dated December 7, 2023 (copy)
District List- by Region

**SPECIAL DISTRICT SELECTION COMMITTEE
2024 NOMINATION FORM**

I, _____ of the _____
Print Name of Presiding Officer or alternate* Name of District

hereby nominates the following individual for the position of:

The Regular Special District Member of the Riverside Local Agency Formation Commission – Eastern Region. The term of this position will run until May 1, 2028.

Nominee: _____

District: _____

I hereby certify that I am the presiding officer of the above-named district or alternate designated by the governing body*.

Signature Date

*If an alternate has been designated by the governing body, a resolution or minute order documenting the action must be provided in order to qualify the nomination.

Please note that per state statute, a District LAFCO Commissioner cannot be a member of the legislative body of a city or the county.

Note: Once complete, please scan and email this form to rholtzclaw@lafco.org or mail to: Riverside LAFCO, 6216 Brockton Ave., Suite 111-B, Riverside CA 92506. Nomination forms are due no later than 5:00 p.m., February 13, 2024.

**SPECIAL DISTRICT SELECTION COMMITTEE
2024 NOMINATION FORM**

I, _____ of the _____
Print Name of Presiding Officer or alternate* Name of District

hereby nominates the following individual for the position of:

The Alternate Special District Member of the Riverside Local Agency Formation Commission – Countywide. The term of this position will run until May 1, 2028.

Nominee: _____

District: _____

I hereby certify that I am the presiding officer of the above-named district or alternate designated by the governing body*.

Signature Date

*If an alternate has been designated by the governing body, a resolution or minute order documenting the action must be provided in order to qualify the nomination.

Please note that per state statute, a District LAFCO Commissioner cannot be a member of the legislative body of a city or the county.

Note: Once complete, please scan and email this form to rholtzclaw@lafco.org or mail to: Riverside LAFCO, 6216 Brockton Ave., Suite 111-B, Riverside CA 92506. Nomination forms are due no later than 5:00 p.m., February 13, 2024.



Staff Report

Agenda Item No. **3.5**

To: Board of Directors
From: Damon Valdivia, Activities Coordinator via Noah Valdivia
Via: Duane Burk, General Manager
Date: January 10, 2024
Subject: Spring Fling

Background and Analysis:

Spring Fling 2024 – Staff recommends a date change from March 30 to March 23. After analyzing other calendars around the community, this date puts us at the least amount of conflict for other events happening during Easter weekend.

Also, there is a possibility of partnering with the City of Calimesa for this event. Calimesa was planning on hosting an Easter egg hunt and expressed a strong interest in partnering with the District in an effort to upgrade the event even further.

While there is still planning and negotiation regarding this partnership, this does include the possibility of an event site change to Summerwind Park. However, if the partnership with Calimesa does not come to fruition, Spring Fling will remain in the Meadow at Noble Creek Regional Park.

Fiscal Impact:

Full financial responsibility for the event is lowered in the event the District does partner with the City of Calimesa. With their monetary and resource assistance, this would aid the Spring Fling event budget. Spring Fling budget for 2024 is currently set at \$6,000.

Recommendations:

Staff recommends a date change from March 30, 2024 to March 23, 2024.

Respectfully Submitted,

A handwritten signature in black ink that reads "Damon Valdivia".

Damon Valdivia
Activities Coordinator



Department Report

Agenda Item No. 4

To: Chairman and Board of Directors

From: Noah Valdivia, Athletic Facilities Coordinator
Deidre Chatigny, Human Resources Administrator

Date: January 10, 2024

Subject: December 2023 Department Updates

Report:

Human Resources Assistant/Clerk of the Board, Ryann Flores:

- As of today, (73%) of the staff and (71%) of the Board have completed AB 1825 Sexual Harassment Avoidance Training.
- Board members and designated staff are required to complete Form 700.
 - o Forms are due April 2nd, 2024.
 - o Reporting period covers January 1st, 2023 through December 31st, 2023.

Athletic Facilities Coordinator, Noah Valdivia:

- Adult slow pitch 2023 season is completed, 2024 season starts in late January.
- The District hosted the annual Toys for Tots slow and fast pitch tournaments on December 9th.
 - o We collected a couple hundred toys and donated them to the Boys and Girls Club of the San Geronio Pass and the James A. Venable Community Center in Cabazon.

Activities Coordinator, Damon Valdivia:

- Upcoming Foundation Golf Tournament update:
 - o Day is still TBD for meeting where the committee will discuss additional marketing and planning.
 - o Sign-up sheet has been created.
- Event groups have been created in Microsoft Teams to encourage collaboration and communication between staff on upcoming events.
 - o Budgets for Spring Fling, Fiesta de Mayo, Oktoberfest, and Winterfest are complete.

Assistant Maintenance Superintendent, Aaron Morris:

- Safety Committee met on December 21st to discuss quarterly report.
- Construction update – Bogart Park ADA sidewalk and parking lot upgrades:
 - o Concrete is complete, handrails are being installed and Staff is scheduling mulch to refill low areas.

Human Resources Administrator, Deidre Chatigny:

- 9 staff members completed CAPRI Driver Safety Training on December 14th.
- We have 32 employees; 1 new hire (part-time) Karlee Solomon, Special Projects Associate; 1 upcoming retirement – Duane Burk, General Manager.
- It has been 711 days since our last employee accident.

- Hire5 Program – we are eligible for \$3,000 in incentive payments from Supervisor Gutierrez’s office based on three new hires (since August) who qualify for the program.

Community/Networking:

- Good Morning Beaumont Breakfast: Ryann Flores, Damon Valdivia, Deidre Chatigny, Mickey Valdivia
- Calimesa Chamber Breakfast: cancelled
- Banning Chamber Breakfast: Noah Valdivia, Damon Valdivia, Mickey Valdivia
- Student of the Month Breakfast: Noah Valdivia, Mickey Valdivia
- Employee of the Quarter Luncheon/James Hughes’ Retirement Luncheon: All Staff
- San Gorgonio Pass Water Agency Board Meeting: Mickey Valdivia

Upcoming Events:

- Calimesa Chamber Breakfast – Tuesday, January 9th
- Student of the Month Breakfast – Tuesday, January 9th
- Good Morning Beaumont Breakfast – Friday, January 12th
- Martin Luther King, Jr. Day (office closed) – Monday, January 15th
- Banning Chamber Breakfast – Wednesday, January 17th
- Supervisor Gutierrez’s Nonprofit Assistance Program Workshop – Thursday, January 18th
- Beaumont Chamber of Commerce Citizen of the Year and Installation of Officers – Friday, January 19th
- City of Beaumont Veteran’s Expo and Job Fair – Saturday, January 20th
- San Gorgonio Pass Water Agency Board Meeting – Monday, January 22nd
- Calimesa Chamber of Commerce Installation of Officers & Community Awards – Thursday, January 25th

Respectfully Submitted,

Noah Valdivia

**Noah Valdivia
Athletic Facilities Coordinator**