



# BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT (BCVRPD)

## REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, March 10, 2021, 5:45 PM

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

### AGENDA

[www.bcvparks.com](http://www.bcvparks.com)

#### PUBLIC PARTICIPATION BY TELECONFERENCE ONLY

Due to the spread of COVID-19 and in accordance with the Governor's Executive Order N-29-20, the Beaumont Cherry Valley Recreation & Park District and the Beaumont Cherry Valley Recreation & Park Improvement Corporation will be conducting this meeting by teleconference only. Public comments on matters listed on the agenda or on any matter within the District's jurisdiction will be received during Public Comments, Agenda Item No. 1. There will be no public physical location for attending this meeting in person. The District's Board meeting room will be closed to the public until further notice.

The Regular Session is available by calling: 1(623) 404-9000. Meeting ID: 471-749-1599

You can also join the meeting from PC, Mac, Linux, iOS or Android: <https://meetings.ringcentral.com/j/4717491599>

#### DISTRICT CLOSED SESSION – None

**WORKSHOP SESSION:** Workshop Session to Begin at 5:45pm  
Fiscal Year 20/21 Mid-Year Budget Review Update

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

**Invocation:**

**Pledge of Allegiance:**

**Presentations:**

**Adjustments to Agenda:** Government code sec 54954.2 provides "upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or if less than two-thirds of the members are present, a unanimous vote of those member present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a) "

#### 1. PUBLIC COMMENT:

If you are unable to participate by telephone or via RingCentral, you may submit comments and/or questions in writing for the Board's consideration by sending them to [janet@bcvparks.com](mailto:janet@bcvparks.com). Submit your written inquiry prior to the start of the meeting. All public comments received prior to the start of the meeting will be provided to the Board and may be read into the record or compiled as part of the record.

2. **CONSENT CALENDAR:** Items are considered routine, non-controversial and generally approved in a single motion. A board member may request to have an item removed from the consent calendar for discussion or to be deferred. (Includes Minutes, Financials, Resolutions, and Policy & Procedure matters).

2.1 Minutes of February 10, 2021

2.2 Warrants for February 2021

2.3 Bank Balances February 2021

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

3.1 Approval of Fiscal Year 20/21 Mid-Year Budget

3.2 Approval of Bogart Park Fishing Fees

- 3.3 Approval of Equestrian Center Lighting
- 3.4 Approval of 2021 Facility Use License Agreements
  - 3.4.1 Cherry Valley Horsemen's Association
  - 3.4.2 Primoz Cuisine

**4. DEPARTMENT REPORTS:**

Human Resources Administrator/Clerk of the Board: Janet Covington  
Financial Services Technician/Office Manager: Nancy Law  
Activities Coordinator: Kyle Simpson  
Maintenance Foreman: Aaron Morris  
General Manager: Duane Burk

**5. CALENDAR OF EVENTS:**

5.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm at the Beaumont Library.
- Finance – 1<sup>st</sup> Thursday of Every Month 5:00 pm NCCC.
- Facility Use Ad Hoc- Second & Fourth Tuesday Monthly @ 5:30 pm
- BCVRPD Board Meeting Schedule, NCCC
  - April 14, 2021
  - May 12, 2021
  - June 9, 2021

5.2. Upcoming Holidays

Monday, May 31, 2021– Memorial Day

5.3. Events

- Beaumont Woman's Club COVID-19 Testing has been extended through June 2021.
- 1K/5K Fun Run – Saturday March 13, 2021

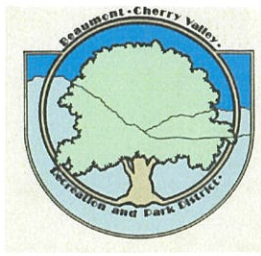
**DIRECTORS MATTERS/COMMITTEE REPORTS**

**6. ADJOURNMENT:**

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

**DECLARATION OF POSTING:** I declare under penalty of perjury, that I am employed by the Beaumont-Cherry Valley Recreation and Park District, and the foregoing agenda was posted at the District office and District web site March 5, 2021

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



# BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT (BCVRPD)

## REGULAR MEETING OF THE BOARD OF DIRECTORS

Wednesday, February 10, 2021, 5:15 PM

### MINUTES

#### PUBLIC PARTICIPATION WAS BY TELECONFERENCE ONLY

Due to the spread of COVID-19 and in accordance with the Governor's Executive Order N-29-20, the Beaumont Cherry Valley Recreation & Park District conducted this meeting by teleconference.

**DISTRICT CLOSED SESSION:** None

**WORKSHOP SESSION:** None

**REGULAR SESSION:** Regular Session to Begin at 5:15pm

Regular session opened at 5:16pm in remembrance of Greg Dahlstrom.

Roll Call:

Director De La Cruz: Present, via teleconference

Director Ward: Present, via teleconference

Treasurer Flores: Present

Vice-Chair/Secretary Diercks: Present

Chairman Hughes: Present

Albert Maldonado of Best, Best & Krieger (BBK) attended.

Invocation: Duane Burk gave the invocation

Pledge of Allegiance: Vice Chair/Secretary Diercks led the pledge of allegiance

Presentations: None

Adjustments to the Agenda: None.

1. **PUBLIC COMMENT:** Chairman Hughes opened public comment at 5:19pm. Hearing none, public comment closed at 5:19pm.

2. **CONSENT CALENDAR:**

2.1 Minutes of January 13, 2021

2.2 Warrants for January 2021

2.3 Bank Balances January 2021

Motion was made to accept items 2.1, 2.2 and 2.3 with the following corrections to items 2.1. Spelling error and change to the BCVWD/Bogart committee assignment: Members are Treasurer Flores and Director Ward. Chairman Hughes is the alternate.

Initial Motion: Vice Chair/Secretary Diercks

Second: Director Ward

Result of Motion: Carried 5-0

Director De La Cruz: 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 Approval of FY 18/19 Final Draft Audit**

Chairman Hughes met and discussed the report with the General Manager. The finance committee reviewed and approved the report. The date in the staff report, third paragraph will reflect September 23, 2020. (Not 2021)

Motion made to accept item 3.1.

Chairman Hughes opened public comment at 5:24pm. Hearing none, public comment closed at 5:25pm.

Initial Motion: Vice Chair/Secretary Diercks

Second: Treasurer Flores

Result of Motion: Carried 5-0

Director De La Cruz: Aye

Director Ward: Aye

Treasurer Flores: Aye

Vice Chair/Secretary Diercks: Aye

Chairman Hughes: Aye

**3.2 Approval of COVID-19 Prevention Program (CPP)**

General Manager stated item 3.2 is a fluid document and it will be a work in progress. Future changes will be brought before the board.

Chairman Hughes opened public comment at 5:48pm. Hearing none, public comment closed at 5:49pm.

Motion made to accept item 3.2.

Initial Motion: Vice Chair/Secretary Diercks

Second: Director De La Cruz

Result of Motion: Carried 5-0

Director De La Cruz: Aye

Director Ward: Aye

Treasurer Flores: Aye

Vice Chair/Secretary Diercks: Aye

Chairman Hughes: Aye

**4. DEPARTMENT REPORTS:**

Human Resources Administrator/Clerk of the Board: Janet Covington

Janet reported we have 19 employees. Mike Aldrich retired. We hired a casual recreation assistant and brought back our part time athletic coordinator, Dodie Carlson. The only employee not called back from our furloughs is a Special Project Associate who primarily helps the financial services technician on an as needed basis.

- Reports: We received the CalPERS Health audit draft report of their review of Alternative Health Benefit Plans of the District. The review did not note any observations; therefore, no response was needed to the draft report. The Office of Audit Services will issue one final report that summarizes the results of 60 employers reviewed. They will include each employer's results and summarized response as an attachment to the final report. CalPERS stated the report should be kept confidential and not be reproduced, however Janet had a copy for review.
- The Statement of Economic Interest is due to Janet no later than March 10, 2021 in order to submit by the deadline of April 1, 2021.
- The district has not had any Workers Compensation Cases, incidents or accidents – It has been 668 days since our last employee accident.
- Most Directors, Supervisors and staff have completed the harassment and ethics training.
- All Directors are members of CSDA. The CSDA website has very good trainings that you can access regarding Special Districts. If you need help logging in, let Janet know. Armando and Janet attended Brown Act Principles training with CSDA.
- Legal counsel reviewed the COVID-19 Prevention Program (CPP).

Financial Services Technician/Office Manager: Janet Covington reported for Nancy Law

- The Finance Committee met and reviewed January 2021 Financial Reports.
- There have not been any deposits into the Riverside County Fund for January 2021.
- Nancy transferred \$5,000.00 into the Reserve fund bringing the balance to \$233,570.73.
- Nancy passed the State of California Notary Public Examination.
- Nancy returned to work on 1/18/2021.
- Nancy reviewed the Final Audit with the Auditors.
- Nancy worked with CPA on State Controller Report.
- Nancy attended CSMFO. Tracking and Accounting for Capital Assets.

Activities Coordinator: Janet Covington reported for Kyle Simpson

- Kyle reported facility rentals have resumed in a limited capacity of 25% for indoor events and 50% for outdoor events. General Manager stated he has been in contact with Albert about the requirements and as guidelines change, so do the events. We do not have any inside facility rentals except for COVID testing.
- COVID-19 Testing Facility is at the Woman's Club through April 2021.
- We are renting out ball fields for single team practices Mondays through Thursdays. There are eight practice teams scheduled for February and the Adult Softball Winter Season has started. Games resumed 2/4/2021.
- Thunder Alley is hosting a worldwide race February 16 through February 21. The park will be very full with campers and racers.
- Cherry Valley Nursery dropped of playground mulch February 4. After the mulch is set, Noble Creek and Bogart playgrounds will reopen to the public
- National Fitness Court Grand Opening has been postponed.
- Kyle is working with the City of Beaumont to host a movie night at Noble Creek Regional Park. Date to be determined.
- The Bogart 1K/5K Fun Run is the first event scheduled for 2021. March 13, 2021
- All other Community events and meetings have been cancelled until further notice due to COVID-19

Maintenance Foreman: Aaron Morris

Aaron reported maintenance staff has been hard at work keeping up with the weather and maintaining our facilities while catching up on projects. Staff is looking forward to our continued efforts of opening facilities and slowly getting back to normal operations.

- Installed two valves in the Bogart Day Use Meadow. The systems have been completed. The next step is to do the leveling and over seeding.
- Worked with CDF on a couple of clean ups in Noble Creek including field 1 hedges, pine trees behind field 3 and the drive though clean up at the new property.
- Staff has installed fresh certified playground mulch under both of our playgrounds. The playgrounds are now reopened for public use.
- The maintenance yard is being reorganizing by moving storage units around and cleaning out the shops to create a safer work environment and to open up more space around the yard.
- Staff has continued to keep up on irrigation repairs at Noble Creek and Bogart Park.

General Manager: Duane Burk

- Duane thanked BBK and stated they are a good group of attorneys and doing a great job.
- Fish have been put into the pond at Bogart Park and anticipate opening it up to anglers in March.
- He has been speaking with the City of Calimesa in regards to the Danny Thomas Ranch (DTR) and will be meeting with the Mayor on Beaumont, Council Member Lloyd White and the City Manager to discuss the DTR.
- Duane met with Dan Jagger's of the Beaumont Cherry Valley Water District regarding excess surplus property such as tables they would like to donate to the District.
- Duane has received comments from community members regarding what they would like to see happen at the DTR.

- The District has received their first rent payment from the lease property on the DTR. BBK is working on a lease agreement for the house on the property.
- Duane has met with the developer at the DTR. They are grading and will be making changes at the well site.
- Duane is meeting with Yucaipa Valley Water to discuss the water serving the ranch.
- Duane did not attend the water master meeting but Steve Anderson from BBK attended in our interest.
- We have been posting COVID signs and sanitizing equipment.
- The property to the North of the Grange has sold and we are allowing them to use electricity from the Grange until they can get their power on. They will reimburse for their use.
- Duane thanked Albert of BBK for their work. He said they are doing a great job in the best interest of the District.

## 5. CALENDAR OF EVENTS:

### 5.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm at the Beaumont Library.
- Finance – 1<sup>st</sup> Thursday of Every Month 5:00 pm NCCC.
- Facility Use Ad Hoc- Second & Fourth Tuesday Monthly @ 5:30 pm
- BCVRPD Board Meeting Schedule, NCCC
  - March 10, 2021
  - April 14, 2021
  - May 12, 2021

### 5.2. Upcoming Holidays

Monday, February 15, 2021– President's Day

### 5.3. Events

- Beaumont Woman's Club COVID-19 Testing is extended through April 2021.

## DIRECTORS MATTERS/COMMITTEE REPORTS

### Director De La Cruz:

- Armando thanked staff and board members for all of their hard work and dedication.
- He attended the collaborative agency meeting and completed Brown Act, Harassment, and Ethics training.
- He met with Duane and toured the DTR and Grange.
- He is staying away, taking preventative precautions and hopes everyone is staying safe and taking care of their families.

### Director Ward:

- Denise thanked Duane for the tour of the DTR. She is excited about the DTR and feels it is a great asset to the District and the future of our community.
- She is excited that there is fish at Bogart.
- She has seen some negative comments on social media in regards to the DTR.
- She appreciates staffs continuing hard work and staying on top of the never ending changes with COVID
- She hopes everyone is staying safe and keeping their families safe.
- She appreciates everyone hard work.
- Denise asked when the next foundation meeting was. Duane will let her know.

### Treasurer Flores:

- John is excited for the future of the District acquiring DTR and Bogart.
- He said Duane has been working harder than ever.
- He appreciates staffs hard work.

**Vice Chair/Secretary Diercks:**

- Chris congratulated staff for doing a great work.
- Chris said his family was at Bogart and overheard someone say that the restrooms were the cleanest public restrooms they have ever been in, in their life.
- He thanked Duane for all his hard work on the DTR.
- He thanked Janet and all the staff for their hard work.

**Chairman Hughes:**

- Dan reported the foundation had a meeting and asked if the directors can donate a raffle prize for the tournament.
- He confirmed with Albert Maldonado that the BBK attorneys saw the press release.

Albert Maldonado handed out California Public Integrity Pocket Guides to Directors

**6. ADJOURNMENT:**

The meeting adjourned at 6:14pm in remembrance of Greg Dahlstrom

Initial Motion: Vice Chair/Secretary Diercks

Second: Treasurer Flores

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

Type	Date	Num	Name	Memo	Amount
<b>10005 - Bank of Hemet - Operating</b>					
Check	02/02/2021	123576	Dan Hughes	Director Fees - January 2021	-600.00
Check	02/02/2021	Fee	Global Pay	Credit Card Machine - \$ Sales	-40.99
General Journal	02/03/2021	Trans 2031		Transferred from Quimby/DIF for Capital Improvement Bills	30,000.00
Check	02/03/2021	123577	Sylvia Pimentel	REFUND - Baby Shower - 2/13/2021 - Cancelled Due to COVID	-75.00
Check	02/03/2021	123578	Armando De La Cruz	Director Fees - January 2021	-600.00
Bill Pmt -Check	02/03/2021	02032021	Amazon.com	Cutting Ribbon Scissors & Ribbon for Grand Opening	-40.92
Bill Pmt -Check	02/03/2021	20-02-03-1	Chadrick L. Halliday	State Controllers Report/ Closing Book Consultation	-1,300.00
Check	02/03/2021	Fees	EPX	Fees - Credit Card Machine	-406.76
General Journal	02/05/2021	Trans 2051		Transferred from Riverside County Fund for Bills and Payroll	200,000.00
Check	02/08/2021	RF02082021	Dog Waste Depot	Dog Waste Bags (30) rolls	-155.47
Bill Pmt -Check	02/08/2021	245036531	SCE ( 6245)	Utilities - Electric - Tennis Courts, Horse Arena & Field 5/6	-200.28
Bill Pmt -Check	02/08/2021	195036431	SCE (0195)	Utilities - Electric - Field #1 - 4	-198.91
Bill Pmt -Check	02/08/2021	435036531	SCE (0435)	Utilities - Electric (Fire Camp Lighting/Panel)	-205.68
Bill Pmt -Check	02/08/2021	947036331	SCE (1947)	Utilities - Electric - James Hughes Trailer	-117.68
Bill Pmt -Check	02/08/2021	062036931	SCE (2062)	Utilities - Electric - RV Park	-932.78
Bill Pmt -Check	02/08/2021	179036931	SCE (6179)	Utilities - Electric - General Electricity & Thunder Alley	-1,048.96
Check	02/08/2021	Fee	UMS/Celero Banking	Credit Card Fees -	-6.50
Check	02/08/2021	NL02082021	HP Store	Insta Ink - Finance Printer	-6.47
Check	02/08/2021	JC02082021	California Special Districts	Workshop: Policies and Procedures (Covington, Janet)	-175.00
Check	02/09/2021	NL02092021	Amazon.com	6ft Please stand Here - Floor signage Lobby NCCC	-18.31
Bill Pmt -Check	02/09/2021	1001780910	CalPers	Employee - Health Insurance	-3,491.28
Check	02/10/2021	123579	Alpine Fishery	Stocking Fish (Bogart)	-2,845.00
Bill Pmt -Check	02/10/2021	7561886390	Ford Credit	Ford F150 XLT - Car Payment (3) Months/Late Fees	-2,365.92
Check	02/10/2021	NL02102021	Pro-Ware, LLC	Asset Keeper - Yearly Renewal 2/14/2021 - 2/14/2022	-349.00
Bill Pmt -Check	02/11/2021	123580	Grand American Builders, Inc.	Maintenance Yard Concrete, Materials for Chemical Storage addition - Grange Slab & footings shade structure, Kitchen Door - Woman's Club Ice Machine platform	-12,491.92
Check	02/11/2021	123581	Kaboo Leasing Co.	Maintenance Chemical Shed Security Door/ Fabricate, Install, Prime and Paint	-3,400.00
Bill Pmt -Check	02/16/2021	0135047931	SCE (0135)	Utilities - Electric - Woman's Club, Grange, Snack Bar, NCCC, Maintenance & Parking lot	-1,393.71



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

Type	Date	Num	Name	Memo	Amount
Check	02/16/2021	AM02162021	Battery Barn	Battery for Toro Workman	-103.83
Check	02/18/2021	123582	Pete Gerlach	Umpires	-60.00
Check	02/18/2021	123583	James W. Halbrook	Umpire	-120.00
Bill Pmt -Check	02/22/2021	0530469	SoCalGas	Utilities - Gas - Woman's Club, Grange & NCCC	-1,203.46
Check	02/22/2021	NL02222021	Apple.com	Icloud Storage Upgrade	-2.99
Bill Pmt -Check	02/23/2021	131225196	ARCO Business Solutions	Gas - Traverse (23,563), Chevy (28,327) & F550 (66,612)	-349.32
Bill Pmt -Check	02/23/2021	102232021	Chevron	Fuel/Gas - Chevy (28,609), F150 (19,386), Gas Cans/Fuel Tank	-858.75
General Journal	02/23/2021	Trans 02231		Transfer from Riverside County for Bills & Payroll	150,000.00
Check	02/24/2021	123584	JayTown Industries, Inc.	Reissue: 50% Down payment - Stage Wrap	-5,900.50
Bill Pmt -Check	02/24/2021	123585	Acorn Technology Services	Monthly IT Service	-1,945.00
Bill Pmt -Check	02/24/2021	123586	Al's Kubota Tractor	Backpack Blower	-841.62
Bill Pmt -Check	02/24/2021	123587	Apex Urgent Care, Inc.	Employee Medical Exams - (Valdivia, Gilbert & Smith, Jim)	-140.00
Bill Pmt -Check	02/24/2021	123588	BDL Alarms, Inc.	Monthly Alarm Service	-224.00
Bill Pmt -Check	02/24/2021	123589	BCVWD 3-001	Utilities - Water - Bogart	-71.63
Bill Pmt -Check	02/24/2021	123590	BCVWD 3-002	Utilities - Water - Bogart	-202.38
Bill Pmt -Check	02/24/2021	123591	BCVWD 3-003	Utilities - Water - Bogart	-142.33
Bill Pmt -Check	02/24/2021	123592	BCVWD 3-004	Utilities - Water - Bogart	-411.68
Bill Pmt -Check	02/24/2021	123593	Beaumont Lions Club	Flag Program	-75.00
Bill Pmt -Check	02/24/2021	123594	Beaumont Power Equipment	14" Chain for Pole Saw, Chainsaw Sharpener	-87.25
Bill Pmt -Check	02/24/2021	123595	Beaumont Safe & Lock	Bogart Kiosk Rekeyed	-100.23
Bill Pmt -Check	02/24/2021	123596	Best Best & Krieger	Legal Fees - General, Employee Benefits, Real Estate (DTR/DTR Water), Riverside County Flood Control	-4,107.00
Bill Pmt -Check	02/24/2021	123597	Blue Shield	Employee - Dental Insurance	-424.80
Bill Pmt -Check	02/24/2021	16202264134	Colonial Life	Employee - Life Insurance	-658.22
Bill Pmt -Check	02/24/2021	123598	Department of Justice	Employee - Live Scan - Valdivia, Gilbert	-32.00
Bill Pmt -Check	02/24/2021	123599	ELROD Fence Company	Repair Dog park fencing - Due to Car Crash	-1,887.00
Bill Pmt -Check	02/24/2021	123600	Frontier Communications	Monthly Wifi Service - Maintenance & Bogart	-338.72
Bill Pmt -Check	02/24/2021	123601	Grand American Builders, Inc.	Chemical Shed addition, Maintenance Shelves in Shed #2, Fields: inspect, Paint backstops and dugout benches.	-9,728.37
Bill Pmt -Check	02/24/2021	123602	Image Source	Copier copies	-28.40
Bill Pmt -Check	02/24/2021	123603	Jani-King of California, Inc	Monthly Janitorial Service	-1,967.82
Bill Pmt -Check	02/24/2021	123604	Luther's Truck & Equipment, Inc.	Ford F150 XLT (full service) - F550 Alignment, Leaf Spring shifted.	-757.89

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

Type	Date	Num	Name	Memo	Amount
Bill Pmt -Check	02/24/2021	123605	Merlin Johnson Construction, Inc.	Repair water leak at Snack Bar/ DTR pothole and locate watermain install 2" valve for future.	-11,827.80
Bill Pmt -Check	02/24/2021	123606	Pattons Steel Corp	Material - Grange Hall Handrail at Parking lot	-261.60
Bill Pmt -Check	02/24/2021	123607	Ponderific Adventures	NCCC - Repair to Fountain electrical	-95.00
Bill Pmt -Check	02/24/2021	123608	Pro-Rise Garage Door Company	Repair to Maintenance Garage Door	-125.00
Bill Pmt -Check	02/24/2021	123609	Prudential Overall Supply	Weekly Uniform/Janitorial Supplies Service	-1,586.28
Bill Pmt -Check	02/24/2021	123610	Safety Compliance Company	Safety Meeting 1/20/21 - Topic: #009-Back Safety	-250.00
Bill Pmt -Check	02/24/2021	123611	SiteOne Landscape Supply, LLC	Bogart Irrigation	-3,688.66
Bill Pmt -Check	02/24/2021	123612	Star Pro Security Patrol Inc.	One unarmed Officer 2/1/2021 - 2/28/2021 8hrs/5 days - Additional Day 2/16/2021 RC Event	-3,864.00
Bill Pmt -Check	02/24/2021	123613	Turf Star, Inc.	Bi-Weekly Equipment Service/ Repair Toro ProForce Blower	-1,261.54
Bill Pmt -Check	02/24/2021	123614	Well Tec Services Inc.	Diagnose pump system: Found float in tank bad, replaced and checked pump system	-650.00
Bill Pmt -Check	02/24/2021	123616	Cherry Valley Nursery	Grange - Planter Project gravel	-1,497.68
Bill Pmt -Check	02/24/2021	123617	USPS	Annual PO Box Fee	-388.00
Check	02/25/2021	123618	Alfonso's Tree Service	VOID:Issued out of wrong account	0.00
Bill Pmt -Check	02/25/2021	1001792020	CalPERS-OPEB	Accrued Liability as of June 30, 2018 - Rate Plan: 1357	-4,695.43
Bill Pmt -Check	02/25/2021	792023-25	CalPers	Employee - Retirement	-4,235.41
Bill Pmt -Check	02/25/2021	1792027-29	CalPers	Employee - Retirement	-4,388.72
Bill Pmt -Check	02/25/2021	1001792031	CalPers	Employee - 457 Plan	-25.00
Bill Pmt -Check	02/25/2021	1001792033	CalPers	Employee - 457 Plan	-25.00
Bill Pmt -Check	02/25/2021	1001792046	CalPers	Employee - Health Insurance	-3,491.28
Bill Pmt -Check	02/25/2021	225402160	Frontier Communications	Monthly Wifi Service - Woman's Club	-91.76
Bill Pmt -Check	02/25/2021	225402225	Frontier Communications	Monthly Wifi Service - Bogart	-60.98
Bill Pmt -Check	02/25/2021	225402360	Frontier Communications	Monthly Wifi Service - NCCC	-125.98
Bill Pmt -Check	02/25/2021	02252021	Nextiva	Monthly Telephone Service	-292.38
Bill Pmt -Check	02/25/2021	02252021	Rosalind Otero	Unfunded Health Payment	-151.70
Bill Pmt -Check	02/25/2021	2737-3564	Streamline	Monthly Website & Portal Service	-420.00
Bill Pmt -Check	02/25/2021	02252021	UNUM	Employee - Monthly Disability Insurance	-411.16
Bill Pmt -Check	02/25/2021	1104148846	Verizon Wireless	Monthly Wireless Phone Service	-622.60
Bill Pmt -Check	02/25/2021	80026146167	Waste Management of the IE	Utilities - Trash - Maintenance, NCCC, NCRP, Woman's Club & Grange	-2,694.55
Bill Pmt -Check	02/25/2021	8206344	Wells Fargo Financial Leasing	Monthly Copier Lease	-884.66

**Beaumont Cherry Valley Recreation & Park District  
Check Warrant**

**Bank of Hemet - Operating  
February 2021**

Type	Date	Num	Name	Memo	Amount
Check	02/25/2021	123619	Chris Diercks.	Director Fees - February 2021	-200.00
Check	02/25/2021	123620	Pete Gerlach	Umpire	-120.00
Check	02/25/2021	123621	James W. Halbrook	Umpire	-180.00
Check	02/26/2021	123622	City of Beaumont	Encroachment Permit - 1K/5K Run Signage	-51.65
Check	02/28/2021			Service Charge - Stop Payment - See Jaytown - Stage Wrap	-10.00
				<b>TOTAL</b>	<u>266,089.45</u>
					<u><b>266,089.45</b></u>

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

Type	Date	Num	Name	Memo	Amount
10020 · Bank of Hemet - Quimby/DIF					
General Journal	02/03/2021	Trans 2031		Transfer to Operating for Captial Improvment Bills	-30,000.00
				<b>TOTAL</b>	<b>-30,000.00</b>

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

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>10050 - Bank of Hemet - Bogart Park</b>					
Check	02/02/2021	Fee	UMS/Celero Banking	Credit Card Fees -	-179.19
Check	02/08/2021	Fee	UMS/Celero Banking	Credit Card Fees -	-6.50
Bill Pmt -Check	02/16/2021	823047931	SCE (9823)	Utilities - Electric (Bogart)	-1,038.24
Bill Pmt -Check	02/24/2021	5137	Beaumont Do it Best	Irrigation, Parts & Materials to chain up Bogart Day Use and Meadow Drive Throughs, Locks & Spigots	-429.30
Bill Pmt -Check	02/24/2021	5138	Cherry Valley Feed	Fish food	-68.94
Bill Pmt -Check	02/24/2021	5139	Clark Pest Control	Weekly Pest Control	-275.00
Bill Pmt -Check	02/24/2021	5140	Land Engineering Consultants	CEQA - Grading and Erosion Control, Hydrology & Hydraulic Analysis, Storm Water Pollution Prevention Plan, Meetings & coordination.	-3,287.50
Bill Pmt -Check	02/25/2021	80026146190	Waste Management	Utilities - Trash - Bogart	-526.17
Check	02/25/2021	5141	Alfonso's Tree Service	Bogart Tree Removal - Due to high winds - (13) Oak Trees w/Broken Branches, (4) Dead Oak Tree Removal & (1) Fallen Oak Tree Removal	-3,100.00
<b>TOTAL</b>					<u>-8,910.84</u> <u><b>-8,910.84</b></u>

Beaumont Cherry Valley Recreation Park District

**Bank Account Balances**

As of 2/28/2021

	Starting Balance	Payables	Deposits	Ending Balance	Notes/Comments
1 Bank of Hemet - Operating	\$ 7,595.65	\$ 354,636.69	\$ 391,607.84	\$ 44,566.80	
2 Bank of Hemet - Payroll Account	\$ 1,112.96	\$ 52,616.73	\$ 53,000.00	\$ 1,496.23	
3 Bank of Hemet - Project Account	\$ 1,297.45			\$ 1,297.45	
4 Bank of Hemet - Bogart	\$ 6,898.76	\$ 5,633.34	\$ 7,370.00	\$ 8,635.42	
5 Bank of Hemet MM	\$ 1,587.63		\$ 0.15	\$ 1,587.78	
6 Bank of Hemet - Reserve Fund	\$ 233,570.73		\$ 5,009.38	\$ 238,580.11	
7 Bank of Hemet - Quimby/DIF	\$ 63,749.06	\$ 30,000.00		\$ 33,749.06	
8 Petty Cash	\$ 500.00			\$ 500.00	
9 Riverside County Fund	\$ 810,421.42	\$ 150,000.00	\$ 494,368.16	\$ 1,154,789.58	
10	\$ 1,126,733.66	\$ 592,886.76	\$ 951,355.53	\$ 1,485,202.43	
11 Bank of Hemet - Reserve Fund	<b>Balance</b>	<b>Payables</b>	<b>Deposits</b>	<b>Ending Balance</b>	<b>Notes/Comments</b>
12 Operating Reserve	\$ 233,493.67		\$ 5,000.00	\$ 238,493.67	<b>NOT to be USED</b>
13 Capital Reserve	\$ 77.06		\$ 9.38	\$ 86.44	<b>Min Balance of \$50,000</b>
14 <b>TOTAL RESERVE ACCOUNT</b>	<b>\$ 233,570.73</b>	<b>\$ -</b>	<b>\$ 5,009.38</b>	<b>\$ 238,580.11</b>	

Beaumont-Cherry Valley Recreation & Park District Improvement Corporation

**Bank Account Balance**

As of 2/28/2021

	Starting Balance	Payables	Deposits	Ending Balance	Notes/Comments
15 Bank of Hemet	\$ 78,277.21			\$ 78,277.21	



**Staff Report**

Agenda Item No. **3.1**

**To:** Board of Directors  
**From:** Nancy Law, Business Services Coordinator  
**Via:** Duane Burk, General Manager  
**Date:** March 10<sup>th</sup>, 2021  
**Subject:** Approval of FY 20/21 Mid-Year Budget Review

**Background and Analysis:**

On Wednesday, June 10<sup>th</sup>, 2020 the Board approved FY 20/21 & 21/22 Budget. As a practice for the Board the District suspends expenditures in December and in June respectfully.

On December 11, 2020, District staff suspended expenditures until January 4<sup>th</sup>, 2021. This practice gives staff an opportunity to reconcile the first six months of spending and revenues and keeps the public aware of activities. At the March 4<sup>th</sup>, 2021 Finance Committee meeting staff presented the mid-year budget review for FY 20/21 which was approved by the Committee members.

**Fiscal Impact:**

No Fiscal Impact

**Recommendations:**

At the direction of the Finance Committee Staff recommend that the Board review, comment and approve the FY 20/21 Mid-Year Budget.

Respectfully Submitted,



Nancy Law  
Business Services Coordinator

**Beaumont Cherry Valley Recreation & Park District**  
**Mid-Year Budget**  
**FY 20/21**

	FY 20/21 Approved 6/10/2020	FY 20/21 Actuals Thru 2/28/2021	%	FY 20/21 Changes	Change Notes
<b>1 Income</b>					
2 Bogart Park					
3 40201 - Camping	\$ -	\$ 17,517.78	100%	\$ -	
4 40202 - Gate Entrance	\$ -	\$ 23,260.63	100%	\$ -	
5 40203 - Horse/Dog Entrance	\$ -	\$ 32.00	100%	\$ -	
6 40204 - Wood Sales	\$ -	\$ 32.00	100%	\$ -	
7 40205 - Annual Passes	\$ -	\$ 9,220.00	100%	\$ -	
8 40206 - Operational Support	\$ -	\$ 99,656.48	100%	\$ -	
9 40207 - Camp Host Electrical	\$ 900.00	\$ 600.00	67%	\$ -	
10 40208 - RV Dump	\$ -	\$ 80.00	100%	\$ -	
11 40209 - Fishing License	\$ -	\$ -	0%	\$ -	Additional line for Income starting March 2021
12 Total Bogart Park	\$ 900.00	\$ 150,398.89	16711%	\$ -	
13 Facility Use					
14 40101 - Registration (BYB)	\$ -	\$ 4,250.00	100%	\$ -	
15 40103 - Caretaker Rent	\$ -	\$ 1,200.00	100%	\$ -	
16 40104 - Dog House	\$ -	\$ 750.00	100%	\$ -	
17 40105 - Dog Park	\$ -	\$ -	100%	\$ -	
18 40106 - Equestrian Arena	\$ -	\$ 866.28	100%	\$ -	
19 40107 - Fields	\$ -	\$ 5,550.00	100%	\$ -	
20 40109 - Grange	\$ -	\$ 1,357.50	100%	\$ -	
21 40111 - NCCC/Franco Garden	\$ -	\$ (2,200.00)	100%	\$ -	
22 40112 - Park Zones	\$ -	\$ -	100%	\$ -	
23 40113 - RV Space	\$ -	\$ 41,322.00	100%	\$ -	
24 40114 - Snack Bars	\$ -	\$ -	100%	\$ -	
25 40115 - Thunder Alley Racetrack	\$ -	\$ 2,505.00	100%	\$ -	
26 40116 - Women's Club	\$ -	\$ -	100%	\$ -	
27 40117 - RV Dump Station	\$ -	\$ 900.00	100%	\$ -	
28 40118 - Franco Garden	\$ -	\$ -	100%	\$ -	
29 40119 - NCCC	\$ -	\$ (175.00)	100%	\$ -	
30 40120 - Horseshoe Pits	\$ -	\$ 100.00	100%	\$ -	
31 Total Facility Use	\$ -	\$ 56,425.78	100%	\$ -	
32 Special Events					
33 40503 - Spring Fling	\$ -	\$ -	100%	\$ -	Drive-thru/Virtual Event
34 40504 - Fishing Derby	\$ -	\$ -	100%	\$ 3,000.00	(Bogart) - Age Group additional weeks
35 40505 - Movies Under the Stars	\$ -	\$ -	100%	\$ 3,500.00	YES (Possible DTR)
36 40507 - Oktoberfest	\$ -	\$ -	100%	\$ -	Unsure - Checking for Music/Vendor availability
37 40509 - Tournaments	\$ -	\$ 1,250.00	100%	\$ -	N/A
38 40510 - Winterfest	\$ -	\$ -	100%	\$ 4,000.00	YES
39 40512 - Pumpkin Carve	\$ -	\$ -	100%	\$ 1,000.00	YES
40 40513 - Cinco De Mayo	\$ -	\$ -	100%	\$ -	NO - Possible next year.
41 40515 - 1K/5K Fun Run	\$ -	\$ 95.00	100%	\$ -	YES
42 Total Special Events	\$ -	\$ 1,345.00	100%	\$ 11,500.00	
43 State of California Revenue					
44 40001 - Property Tax Current Secured	\$ 1,430,000.00	\$ 1,198,671.28	84%	\$ -	
45 40002 - Property Tax Current Supplemental	\$ 15,900.00	\$ 16,418.86	103%	\$ -	
46 40003 - Property Tax Current Unsecured	\$ 68,000.00	\$ 85,244.90	125%	\$ -	
47 40004 - Property Tax Prior Supplemental	\$ 8,800.00	\$ 11,538.72	131%	\$ -	
48 40005 - Property Tax Prior Unsecured	\$ 3,500.00	\$ 3,240.28	93%	\$ -	
49 40006 - Homeowners Tax	\$ 25,600.00	\$ -	0%	\$ -	
50 40007 - Redevelopment (RDA)	\$ 81,500.00	\$ 89,422.32	110%	\$ -	
51 40010 - Low Moderate Income Housing	\$ -	\$ 46,709.85	100%	\$ -	
52 40401 - Interest	\$ 2,600.00	\$ (1,690.74)	-65%	\$ -	
53 Total State of California Revenue	\$ 1,635,900.00	\$ 1,449,555.47	89%	\$ -	
54 40600 - Adult Softball	\$ -	\$ 11,735.00	100%	\$ -	
55 40601 - Banner Sales	\$ -	\$ -	100%	\$ -	
56 40602 - Contract Instructors	\$ -	\$ 655.00	100%	\$ -	
57 Total Income	\$ 1,636,800.00	\$ 1,670,115.14	102%	\$ 11,500.00	
58 Expense					
59 50255 - Bank Services Fees	\$ -	\$ -	0%	\$ 200.00	Positive Pay - \$39.00 month/starting March 1st, 2021
60 50256 - Bank Checks	\$ 800.00	\$ 230.99	29%	\$ -	
61 50257 - Safe Deposit Box	\$ 150.00	\$ -	0%	\$ -	
62 Total Bank Fees	\$ 950.00	\$ 230.99	24%	\$ 200.00	
63 Board Of Directors					
64 50225 - Director Fees	\$ 20,000.00	\$ 13,854.72	69%	\$ (5,000.00)	
65 50226 - Training - Strategic Planning	\$ 10,000.00	\$ -	0%	\$ (10,000.00)	
66 50227 - Travel and Conference	\$ 10,000.00	\$ 75.00	1%	\$ (5,000.00)	
67 50228 - Election Expense	\$ 30,000.00	\$ -	0%	\$ (30,000.00)	
68 Total Board Of Directors	\$ 70,000.00	\$ 13,929.72	20%	\$ (50,000.00)	
69 Bogart Park					
70 Professional Services/Environmental					
71 50185 - CEQA	\$ -	\$ 44,193.00	100%	\$ -	No Change - Unexpected Expense
72 Total Professional Services	\$ -	\$ 44,193.00	100%	\$ -	
73 Utilities					
74 50160 - Electricity	\$ 10,000.00	\$ 10,800.96	108%	\$ 17,000.00	Add - Unplanned Well usage
75 50161 - Trash	\$ 6,500.00	\$ 4,209.36	65%	\$ -	
76 50162 - Telephone & Internet	\$ 3,000.00	\$ 1,548.05	52%	\$ -	
77 50163 - Water	\$ 3,000.00	\$ 19,976.80	666%	\$ -	No change - Unexpected due to Apple/El Dorado Fires



**Beaumont Cherry Valley Recreation & Park District**  
**Mid-Year Budget**  
**FY 20/21**

		FY 20/21 Approved 6/10/2020	FY 20/21 Actuals Thru 2/28/2021	%	FY 20/21 Changes	Change Notes
78	Total Utilities	\$ 22,500.00	\$ 36,535.17	162%	\$ 17,000.00	
79	50148 - Stocking Pond	\$ -	\$ 2,913.94	100%	\$ -	
80	50149 - Signage	\$ 18,000.00	\$ 1,022.96	6%	\$ -	
81	50150 - Computer/IT	\$ 800.00	\$ -	0%	\$ -	
82	50151 - Grounds Equipment	\$ 1,000.00	\$ -	0%	\$ -	
83	50152 - Keys/Locks	\$ 200.00	\$ 125.00	63%	\$ -	
84	50153 - Office Supplies	\$ 1,000.00	\$ 303.61	30%	\$ -	
85	50154 - Repair & Maintenance					
86	50140 - Restroom	\$ 500.00	\$ 42.30	8%	\$ -	
87	50141 - Seed	\$ 2,800.00	\$ -	0%	\$ -	
88	50142 - Tank	\$ 500.00	\$ -	0%	\$ -	
89	50143 - Trees	\$ 20,000.00	\$ 9,950.00	50%	\$ (10,000.00)	
90	50144 - Grounds	\$ 10,000.00	\$ 217,111.49	2171%	\$ -	No change - Unexpected due to Apple/El Dorado Fires
91	50156 - Fertilizer	\$ 5,700.00	\$ 452.55	8%	\$ (2,500.00)	
92	50157 - Irrigation	\$ 10,000.00	\$ 4,667.21	47%	\$ (5,000.00)	
93	50158 - Kiosk Gate	\$ 400.00	\$ 1,195.86	299%	\$ 2,000.00	
94	50159 - Lighting & Electrical	\$ 1,000.00	\$ -	0%	\$ -	
95	50164 - Playground	\$ 500.00	\$ 2,262.75	453%	\$ -	No change - ADA Requirement
96	50165 - Pond	\$ 1,000.00	\$ 3,692.02	369%	\$ -	No change
97	Total Repairs & Maintenance	\$ 52,400.00	\$ 239,374.18	457%	\$ (15,500.00)	
98	50155 - Kiosk - Credit Card Fees	\$ 400.00	\$ 75.91	19%	\$ -	
99	50166 - Well	\$ 2,500.00	\$ 2,644.69	106%	\$ -	
100	50167 - Janitorial Supplies	\$ 2,000.00	\$ 271.58	14%	\$ -	
101	50168 - Uniforms	\$ 500.00	\$ 27.27	5%	\$ (470.00)	
102	50169 - Pest Control	\$ 3,000.00	\$ 1,666.13	56%	\$ -	
103	Total Bogart Park	\$ 86,300.00	\$ 328,130.48	380%	\$ 1,030.00	
104	Contract Services					
105	50170 - Acorn Technology	\$ 25,140.00	\$ 15,560.00	62%	\$ -	
106	50171 - BDL Alarms, Inc.	\$ 3,000.00	\$ 1,792.00	60%	\$ -	
107	50172 - Jani King	\$ 21,326.00	\$ 15,491.34	73%	\$ -	
108	50173 - Memories by Darci Walls	\$ 3,100.00	\$ -	0%	\$ -	
109	50175 - Slugg Bugg	\$ 2,100.00	\$ 1,455.00	69%	\$ -	
110	50176 - TLC Landscaping	\$ 11,100.00	\$ 2,754.00	25%	\$ (8,346.00)	Terminated Agreement
111	50177 - Turf Star	\$ 9,000.00	\$ 5,221.04	58%	\$ -	
112	50178 - Clark Pest Control	\$ 5,000.00	\$ 2,695.00	54%	\$ -	
113	50180 - Paychecks Flex	\$ 2,000.00	\$ 1,180.50	59%	\$ -	
114	50181 - Streamline	\$ 2,400.00	\$ 3,120.00	130%	\$ 1,000.00	Added - Employee/Public Portal to website
115	50182 - Star Pro Security	\$ 35,400.00	\$ 32,752.00	93%	\$ 4,600.00	During COVID added extra day due to Vandalism
116	Total Contract Services	\$ 119,566.00	\$ 82,020.88	69%	\$ (2,746.00)	
117	Dues/Subscriptions/Memberships					
118	50205 - CARPD	\$ 1,500.00	\$ 2,500.00	167%	\$ -	Based on Budget
119	50206 - CSDA	\$ 3,600.00	\$ 3,861.00	107%	\$ -	Price increased from prior year.
120	50208 - Amazon Prime	\$ 130.00	\$ 128.22	99%	\$ -	
121	50210 - Cal Chamber of Commerce	\$ 200.00	\$ -	0%	\$ -	
122	50211 - CalPELRA	\$ 350.00	\$ -	0%	\$ -	
123	50212 - Chamber Memberships	\$ 440.00	\$ 125.00	28%	\$ -	
124	50213 - CPRS	\$ 550.00	\$ 550.00	100%	\$ -	
125	50214 - NRPA	\$ 175.00	\$ -	0%	\$ -	
126	50215 - Productive Parks	\$ 1,200.00	\$ 1,186.00	99%	\$ -	
127	50216 - HR Specialist/SHRM	\$ -	\$ -	100%	\$ -	
128	50217 - The Record Gazette	\$ 40.00	\$ 39.95	100%	\$ -	
129	50218 - STMA	\$ 165.00	\$ -	0%	\$ -	
130	50219 - CSMFO	\$ -	\$ 50.00	100%	\$ 50.00	Added - Finance Technician - Yearly
131	Total Dues/Subscriptions/Memberships	\$ 8,350.00	\$ 8,440.17	101%	\$ 50.00	
132	Equipment Purchases - Buildings					
133	50245 - Grange	\$ 800.00	\$ -	0%	\$ -	
134	50246 - Maintenance	\$ 800.00	\$ -	0%	\$ (800.00)	
135	50247 - NCCC	\$ 800.00	\$ 79.99	10%	\$ -	
136	50248 - East Snack Bar	\$ 800.00	\$ 2,140.00	268%	\$ 1,600.00	Unexpected - Replacement Swamp Cooler
137	50249 - West Snack Bar	\$ 800.00	\$ -	0%	\$ (800.00)	
138	50250 - Woman's Club	\$ 7,500.00	\$ -	0%	\$ -	
139	Total Equipment Purchases - Buildings	\$ 11,500.00	\$ 2,219.99	19%	\$ -	
140	Human Resources/Risk Management					
141	Employee Training & Seminars					
142	50125 - Conferences	\$ 20,000.00	\$ (1,003.70)	-5%	\$ -	
143	50126 - License Renewals	\$ 800.00	\$ -	0%	\$ -	
144	50128 - School Tuitions/Books	\$ 3,000.00	\$ 388.66	13%	\$ (2,000.00)	
145	50129 - Workshops/Webinars	\$ 1,000.00	\$ 970.00	97%	\$ 2,000.00	HR Boot Camp (Flores, Ryann) Finance Special Districts (Zaragoza, Alyssa)
146	Total Employee Training & Seminars	\$ 24,800.00	\$ 354.96	1%	\$ -	
147	Insurance - Employee's					
148	50105 - 457 Employee Pension Plan	\$ 8,000.00	\$ 2,389.49	30%	\$ -	
149	50106 - Admin. Fee	\$ 160.00	\$ 75.07	47%	\$ -	
150	50107 - Dental Insurance	\$ 5,000.00	\$ 2,835.23	57%	\$ -	
151	50109 - Flex Benefit Plan	\$ 22,000.00	\$ 11,037.80	50%	\$ -	
152	50110 - Health Insurance	\$ 60,000.00	\$ 28,721.47	48%	\$ -	
153	50111 - Accident Insurance	\$ 2,500.00	\$ 244.47	10%	\$ -	
154	50112 - Vision Insurance	\$ 800.00	\$ 419.00	52%	\$ -	

**Beaumont Cherry Valley Recreation & Park District**  
**Mid-Year Budget**  
**FY 20/21**

		FY 20/21 Approved 6/10/2020	FY 20/21 Actuals Thru 2/28/2021	%	FY 20/21 Changes	Change Notes
155	Total Insurance - Employee's	\$ 98,460.00	\$ 45,722.53	46%	\$ -	
156	50102 - CalPERS - Retirement	\$ 70,000.00	\$ 47,168.79	67%	\$ -	
157	50103 - CalPERS - Unfunded Health	\$ 30,000.00	\$ 2,442.78	8%	\$ -	
158	50104 - CalPERS - Unfunded Retiree	\$ 133,000.00	\$ 37,563.44	28%	\$ -	
159	50114 - Liability Insurance (Capri)	\$ 45,000.00	\$ 63,210.00	140%	\$ -	No Change - There was a 29% Increase
160	50115 - Workers Compensation Insurance	\$ 35,000.00	\$ 30,271.51	86%	\$ 5,000.00	Was about a \$1,500.00 Increase
161	50116 - Payroll Tax Expense	\$ 33,000.00	\$ 10,573.39	32%	\$ -	
162	50117 - Salaries	\$ 920,000.00	\$ 485,631.42	53%	\$ -	
163	50120 - Medical Exam Expense	\$ 1,000.00	\$ 140.00	14%	\$ -	
164	50121 - Fingerprinting	\$ 1,000.00	\$ 32.00	3%	\$ -	
165	50122 - Shoe Reimbursement	\$ 2,000.00	\$ 422.18	21%	\$ -	
166	50123 - Employee Cellular Reimbursement	\$ 500.00	\$ -	0%	\$ -	
167	Total Human Resources/Risk Management	\$ 1,393,760.00	\$ 723,533.00	52%	\$ 5,000.00	
168	Janitorial Services					
169	50265 - Janitorial Supplies	\$ 15,000.00	\$ 7,486.72	50%	\$ (500.00)	
170	50260 - Snack Bars	\$ -	\$ -	100%	\$ -	
171	50261 - BYB	\$ -	\$ -	100%	\$ -	
172	50262 - Grange	\$ -	\$ -	100%	\$ -	
173	50263 - NCCC	\$ -	\$ -	100%	\$ -	
174	50264 - Park/Grounds	\$ 2,000.00	\$ 1,417.52	71%	\$ 500.00	
175	50266 - Women's Club	\$ -	\$ -	100%	\$ -	
176	50267 - Uniform Expense	\$ 5,000.00	\$ 2,377.62	48%	\$ -	
177	Total Janitorial Services	\$ 22,000.00	\$ 11,281.86	51%	\$ -	
178	Licenses and Permits					
179	50235 - County Health Department	\$ 1,500.00	\$ 1,468.00	98%	\$ -	
180	50236 - LAFCO Fees	\$ 800.00	\$ 530.75	66%	\$ -	
181	50237 - DMV	\$ -	\$ 54.00	100%	\$ -	Yearly license plate renewals for (2) Generators
182	50239 - Music Permit	\$ 400.00	\$ 368.00	92%	\$ -	
183	50241 - Alarm Permit	\$ 100.00	\$ -	0%	\$ -	
184	Total Licenses and Permits	\$ 2,800.00	\$ 2,420.75	86%	\$ -	
185	Staff Events Expense					
186	50408 - Staff Picnic/BBQ	\$ 2,000.00	\$ 858.44	43%	\$ (1,141.56)	Due to COVID
187	50409 - Staff Holiday Party	\$ 5,000.00	\$ 1,495.90	30%	\$ (3,504.10)	Due to COVID
188	50410 - Employee of the Month	\$ 3,500.00	\$ -	0%	\$ (3,000.00)	Due to COVID
189	50427 - Staff Field Wars	\$ 2,000.00	\$ -	0%	\$ (2,000.00)	Due to COVID
190	Total Staff Events Expense	\$ 12,500.00	\$ 2,354.34	19%	\$ (9,645.66)	
191	Office Expenses					
192	50270 - Copier Lease	\$ 10,000.00	\$ 2,886.65	29%	\$ -	
193	50271 - Notary	\$ 600.00	\$ 637.38	106%	\$ -	No change - Cost was a little more expensive this year.
194	50272 - Office Furniture	\$ 5,000.00	\$ 215.49	4%	\$ -	
195	50273 - Office Supplies	\$ 10,000.00	\$ 5,278.66	53%	\$ -	
196	50274 - Post Office Box	\$ 330.00	\$ 388.00	118%	\$ -	
197	50275 - Recycling/Shredding	\$ 300.00	\$ 120.00	40%	\$ -	
198	50276 - Postage/Stamps	\$ 1,000.00	\$ 404.88	40%	\$ -	
199	Total Office Expense	\$ 27,230.00	\$ 9,931.06	36%	\$ -	
200	Professional Fee's					
201	50190 - Annual Audit	\$ 15,000.00	\$ 31,717.00	211%	\$ 10,000.00	Audit ran 15 months
202	50191 - Professional Services	\$ 5,000.00	\$ 2,500.00	50%	\$ -	
203	50192 - Legal Fees	\$ 30,000.00	\$ 68,934.63	230%	\$ -	Pull out (DT Ranch) make a Running Balance
204	50196 - GASB 68	\$ 1,050.00	\$ 1,050.00	100%	\$ -	
205	50197 - GASB 74/75	\$ 3,000.00	\$ -	0%	\$ -	
206	50198 - State Controller's Report	\$ 1,050.00	\$ 750.00	71%	\$ -	
207	50200 - Payroll Processing	\$ 6,500.00	\$ 3,407.20	52%	\$ -	
208	50201 - Social Media	\$ 7,000.00	\$ 5,131.98	73%	\$ -	
209	Total Professional Fee's	\$ 68,600.00	\$ 113,490.81	165%	\$ 10,000.00	
210	Public Relations					
211	50280 - Business Cards	\$ 300.00	\$ 97.88	33%	\$ -	
212	50281 - Chamber Breakfast/Installation	\$ 3,000.00	\$ 178.44	6%	\$ (2,000.00)	Due to COVID
213	50282 - Flowers	\$ 1,500.00	\$ 565.30	38%	\$ (500.00)	
214	50283 - Flag Program	\$ 75.00	\$ 75.00	100%	\$ -	
215	50284 - Holiday Cards	\$ 400.00	\$ 241.32	60%	\$ (158.68)	
216	50285 - Marketing	\$ 2,000.00	\$ 1,200.00	60%	\$ -	
217	Total Public Relations	\$ 7,275.00	\$ 2,357.94	32%	\$ (2,658.68)	
218	Repairs & Maintenance					
219	Buildings					
220	50298 - Equestrian	\$ 1,500.00	\$ -	0%	\$ -	
221	50299 - Grange	\$ 3,000.00	\$ 31,976.86	1066%	\$ 40,000.00	Rear shade canopy/railing ADA
222	50300 - NCCC	\$ 1,000.00	\$ 5,522.33	552%	\$ 6,000.00	
223	50301 - Woman's Club	\$ 25,000.00	\$ 8,860.58	35%	\$ (10,000.00)	
224	50302 - DT Ranch Property	\$ -	\$ 9,021.39	100%	\$ -	No change - unexpected
225	50303 - East Snack Bar	\$ 1,000.00	\$ 560.26	56%	\$ -	
226	50304 - West Snack Bar	\$ 1,000.00	\$ -	0%	\$ -	
227	50305 - Maintenance	\$ 1,000.00	\$ 949.20	95%	\$ -	
228	Total Buildings	\$ 33,500.00	\$ 56,890.62	170%	\$ 36,000.00	
229	Field Equipment					
230	50308 - Equipment Repairs	\$ 15,000.00	\$ 5,960.34	40%	\$ -	
231	50309 - Fuel (Equipment)	\$ 8,500.00	\$ 4,242.29	50%	\$ -	
232	50310 - Baseball Field Equipment	\$ 16,000.00	\$ -	0%	\$ (10,000.00)	Move to right FY21/22

**Beaumont Cherry Valley Recreation & Park District**  
**Mid-Year Budget**  
**FY 20/21**

		FY 20/21 Approved 6/10/2020	FY 20/21 Actuals Thru 2/28/2021	%	FY 20/21 Changes	Change Notes
233	Total Field Equipment	\$ 39,500.00	\$ 10,202.63	26%	\$ (10,000.00)	
234	Grounds					
235	Fields					
236	50321 - Chalk	\$ 1,500.00	\$ -	0%		
237	50322 - Clay	\$ 2,500.00	\$ -	0%		
238	50332 - Conditioner	\$ 18,000.00	\$ -	0%	\$ (9,000.00)	
239	50333 - Fertilizer	\$ 7,000.00	\$ 1,860.00	27%	\$ (3,500.00)	
240	50323 - Field Topper	\$ 1,500.00	\$ -	0%	\$ (1,000.00)	
241	50334 - Gypsum	\$ 4,500.00	\$ -	0%	\$ (2,000.00)	
242	50324 - Quick Dry	\$ 1,000.00	\$ -	0%	\$ (1,000.00)	
243	50326 - Ready Mix Concrete	\$ 200.00	\$ -	0%		
244	50335 - Seed	\$ 2,500.00	\$ 2,406.90	96%		
245	50336 - Soil Testing	\$ 450.00	\$ -	0%	\$ (450.00)	
246	50337 - Broadleaf	\$ 3,000.00	\$ -	0%	\$ (2,000.00)	
247	Total Fields	\$ 39,150.00	\$ 4,266.90	11%	\$ (16,950.00)	
248	50312 - Fertilizer	\$ 13,000.00	\$ 816.75	6%	\$ -	
249	50313 - Irrigation	\$ 10,000.00	\$ 1,684.56	17%	\$ -	
250	50314 - Pest Control	\$ 2,000.00	\$ -	0%	\$ -	
251	50315 - Playground	\$ 11,500.00	\$ 8,607.86	75%	\$ -	
252	50316 - Round-Up/Dye	\$ 8,000.00	\$ 2,312.63	29%	\$ (4,000.00)	
253	50317 - Sand	\$ 1,500.00	\$ -	0%	\$ (1,000.00)	
254	50318 - Seed	\$ 2,000.00	\$ -	0%	\$ (1,000.00)	
255	50319 - Soil	\$ 1,500.00	\$ 260.17	17%	\$ (500.00)	
256	50325 - Restrooms Repair	\$ 2,000.00	\$ 82.59	4%	\$ (1,000.00)	
257	50327 - DG	\$ 2,000.00	\$ 781.19	39%	\$ (1,000.00)	
258	50328 - Grounds Repair	\$ 30,000.00	\$ 9,822.15	33%	\$ (10,000.00)	
259	50329 - Mulch	\$ 400.00	\$ -	0%	\$ -	
260	50338 - Tree Trimming	\$ -	\$ 12,425.00	100%	\$ 25,000.00	
261	Total Grounds	\$ 122,650.00	\$ 41,059.80	33%	\$ (10,450.00)	
262	50290 - Erosion Control	\$ 1,500.00	\$ -	0%	\$ (1,000.00)	
263	50291 - Franco Gardens	\$ 5,000.00	\$ 110.00	2%	\$ (4,000.00)	
264	50292 - Hazardous Material Disposal	\$ 1,000.00	\$ -	0%		
265	50293 - Keys/Locks	\$ 1,500.00	\$ 134.00	9%	\$ (500.00)	
266	50294 - Lights & Electrical	\$ 10,000.00	\$ 243.00	2%	\$ (5,000.00)	
267	50295 - RV Park	\$ 1,000.00	\$ 1,760.93	176%	\$ 2,000.00	
268	50296 - Sewer	\$ 2,000.00	\$ -	0%	\$ (2,000.00)	
269	50306 - Dog Park	\$ 2,000.00	\$ 2,197.61	110%	\$ (1,000.00)	
270	50320 - Horseshoe Pit	\$ 2,000.00	\$ 2,174.77	109%	\$ 2,500.00	
271	50330 - Tennis/Hockey Court	\$ 14,000.00	\$ 229.65	2%	\$ (10,000.00)	
272	50331 - Bleachers Repair	\$ 1,000.00	\$ -	0%	\$ -	
273	Total Repairs & Maintenance	\$ 236,650.00	\$ 115,003.01	49%	\$ (3,450.00)	
274	Special Events Expense					
275	50350 - 4th of July Celebration	\$ -	\$ -	100%	\$ -	
276	50351 - Fishing Derby	\$ 7,500.00	\$ -	0%	\$ -	
277	50352 - Joint Event Expense	\$ 6,000.00	\$ -	0%	\$ (5,000.00)	
278	50353 - Memorial Wall	\$ 6,000.00	\$ -	0%	\$ (6,000.00)	Cancelled Event - Due to COVID
279	50354 - Movies Under the Stars	\$ 3,500.00	\$ -	0%	\$ -	
280	50356 - Oktoberfest	\$ 30,000.00	\$ -	0%	\$ -	
281	50358 - Pumpkin Carve	\$ 3,500.00	\$ 460.52	13%	\$ -	
282	50359 - Spring Fling	\$ 2,500.00	\$ -	0%	\$ -	
283	50360 - Tournament	\$ 3,500.00	\$ 360.00	10%	\$ (3,000.00)	Cancelled Event - Due to COVID
284	50361 - Welcome Home Vietnam Veterans	\$ 4,000.00	\$ -	0%	\$ (4,000.00)	Cancelled Event - Due to COVID
285	50363 - Winterfest	\$ 20,000.00	\$ -	0%	\$ -	
286	50364 - Arbor Day	\$ 2,500.00	\$ -	0%	\$ -	
287	50366 - Meet & Greet	\$ 1,000.00	\$ -	0%	\$ (1,000.00)	Cancelled Event - Due to COVID
288	50369 - Cinco De Mayo	\$ 2,500.00	\$ -	0%	\$ (2,500.00)	Cancelled Event - Due to COVID
289	50370 - 1K/5K Fun Run	\$ 2,500.00	\$ 51.65	2%	\$ -	
290	50371 - Leon's Garden	\$ 1,000.00	\$ -	0%	\$ (1,000.00)	
291	Total Special Events Expense	\$ 96,000.00	\$ 872.17	1%	\$ (22,500.00)	
292	Telephone & Internet					
293	50400 - Telephone/Internet	\$ 8,500.00	\$ 5,084.16	60%	\$ -	
294	50401 - Wireless Phones	\$ 8,000.00	\$ 4,603.16	58%	\$ -	
295	Total Telephone & Internet	\$ 16,500.00	\$ 9,687.32	59%	\$ -	
296	Utilities					
297	50390 - Electricity	\$ 66,600.00	\$ 35,966.24	54%	\$ -	
298	50391 - Gas	\$ 6,000.00	\$ 2,555.32	43%	\$ -	
299	50392 - Sewer	\$ 34,000.00	\$ 21,812.82	64%	\$ -	Still working with City on
300	50393 - Trash	\$ 38,000.00	\$ 20,208.06	53%	\$ -	
301	50394 - Water	\$ 42,000.00	\$ 35,275.66	84%	\$ 72,000.00	Price increases/Water leaks
302	50395 - Propane	\$ 4,800.00	\$ 8.72	0%	\$ (3,000.00)	
303	Total Utilities	\$ 191,400.00	\$ 115,826.82	61%	\$ 69,000.00	
304	Vehicle Expenses					
305	50375 - Chevy Silverado	\$ 2,500.00	\$ 1,122.95	45%	\$ -	
306	50376 - Gasoline	\$ 10,000.00	\$ 5,586.28	56%	\$ -	
307	50377 - Mileage Expense	\$ 100.00	\$ 95.43	95%	\$ -	
308	50378 - Chevy Malibu	\$ 1,000.00	\$ 70.47	7%	\$ -	
309	50379 - Ford F350	\$ 2,000.00	\$ 3,106.93	155%	\$ -	Unforeseen - Repairs
310	50380 - Ford F550	\$ 2,000.00	\$ 3,344.86	167%	\$ -	Unforeseen - Repairs

**Beaumont Cherry Valley Recreation & Park District**  
**Mid-Year Budget**  
**FY 20/21**

		FY 20/21 Approved 6/10/2020	FY 20/21 Actuals Thru 2/28/2021	%	FY 20/21 Changes	Change Notes
311	50381 - Stage	\$ 20,000.00	\$ 5,900.50	30%	\$ -	
312	50382 - Trailer	\$ 1,000.00	\$ -	0%	\$ -	
313	50383 - Water Trailer	\$ 1,700.00	\$ -	0%	\$ -	
314	50384 - Chevy Traverse	\$ 2,000.00	\$ 598.06	30%	\$ -	
315	50385 - Ford F150 XLT	\$ 1,000.00	\$ 174.80	17%	\$ -	
316	Total Vehicle Expenses	\$ 43,300.00	\$ 20,000.28	46%	\$ -	
318	50411 - Equipment Purchases	\$ 40,000.00	\$ 2,000.00	5%	\$ (30,000.00)	
319	50412 - Grounds Equipment	\$ 12,000.00	\$ 2,240.32	19%	\$ (5,000.00)	
320	50413 - Adult Softball	\$ 20,000.00	\$ 2,220.00	11%	\$ (10,000.00)	
321	50414 - Advertising & Publicity	\$ 1,000.00	\$ 40.92	4%	\$ -	
322	50415 - Awards & Recognition	\$ 1,000.00	\$ 10.88	1%	\$ (500.00)	
323	50416 - Banner Sales	\$ 6,000.00	\$ -	0%	\$ (6,000.00)	
324	50417 - Business Meals	\$ 10,000.00	\$ 1,900.42	19%	\$ (7,000.00)	
325	50418 - Computer Equipment & Maintenance	\$ 10,450.00	\$ 4,382.00	42%	\$ -	
326	50420 - Meeting Expense	\$ 2,000.00	\$ 639.56	32%	\$ -	
327	50421 - Safety	\$ 15,000.00	\$ 8,790.58	59%	\$ -	
328	50423 - Signage	\$ 18,000.00	\$ 6,334.25	35%	\$ (6,000.00)	
329	<b>Total Expenses</b>	<b>\$ 2,550,131.00</b>	<b>\$ 1,590,290.52</b>	<b>62%</b>	<b>\$ (70,220.34)</b>	
330	<b>Other Income</b>					
331	40400 - Interest Income	\$ 500.00	\$ 226.09	45%	\$ -	
332	<b>Total Other Income</b>	<b>\$ 500.00</b>	<b>\$ 226.09</b>	<b>45%</b>	<b>\$ -</b>	
333	<b>Capital Expenditures</b>					
334	50009 - Maintenance Office Bldg.	\$ -	\$ 21,976.41	100%	\$ -	
335	50015 - #07 - ADA Drinking Fountains	\$ 15,500.00	\$ -	0%	\$ -	
336	50021 - Field #1 Netting	\$ 60,000.00	\$ -	0%	\$ -	
337	50022 - Field #2 & #3 Netting	\$ 120,000.00	\$ -	0%	\$ -	
338	NCCC Additional Improvements					
339	50050 - Cooper Room Remodel	\$ -	\$ 2,675.15	100%	\$ -	
340	50051 - NCCC Exterior Improvements	\$ 20,000.00	\$ 35,770.63	179%	\$ -	
341	50062 - NCCC Interior Improvements	\$ 50,000.00	\$ -	0%	\$ (40,000.00)	Move to right FY21/22
342	Total NCCC Additional Improvements	\$ 70,000.00	\$ 38,445.78	55%	\$ (40,000.00)	
343	50030 - NCCC Roof Project	\$ 50,000.00	\$ 39,503.00	79%	\$ (10,497.00)	COMPLETED
344	50032 - Transition Plan ADA	\$ 80,000.00	\$ -	0%	\$ -	
345	50035 - Field #2 Improvements	\$ 25,000.00	\$ -	0%	\$ (25,000.00)	Move to right FY21/22
346	50036 - Field #3 Improvements	\$ 25,000.00	\$ -	0%	\$ (25,000.00)	Move to right FY21/22
347	50037 - Woman's Club Floor	\$ 30,000.00	\$ -	0%	\$ (20,000.00)	Move to right FY21/22
348	50038 - Grange Wall Insulation	\$ 40,000.00	\$ -	0%	\$ (40,000.00)	Move to right FY21/22
349	50039 - Field #7 Restrooms	\$ 60,000.00	\$ 46,075.41	77%	\$ (13,924.59)	COMPLETED
350	50040 - Outdoor Fitness Court	\$ 40,000.00	\$ 10,724.48	27%	\$ -	
351	50041 - Chemical Storage Addition	\$ -	\$ 29,095.36	100%	\$ -	
352	50043 - Field Lights Project & Edison Upgrade	\$ 1,000,000.00	\$ -	0%	\$ -	
353	50052 - Franco Garden Improvements	\$ 15,000.00	\$ -	0%	\$ (15,000.00)	Move to right FY21/22
354	50061 - Dog Park Walkways	\$ 15,360.00	\$ 29,165.47	190%	\$ -	COMPLETED
355	50063 - NCCC ADA Inside Restrooms	\$ 120,000.00	\$ -	0%	\$ (120,000.00)	Move to right FY21/22
356	50064 - Basketball Courts	\$ 80,325.00	\$ -	0%	\$ (80,325.00)	Move to right FY21/22
357	50065 - Park Expansion (Fields 8 & 9)	\$ 265,100.00	\$ -	0%	\$ (265,100.00)	Move to right FY21/22
358	50068 - Central Command	\$ 30,000.00	\$ -	0%	\$ (30,000.00)	Move to right FY21/22
359	50069 - Fencing Horseshoe Pits	\$ 7,500.00	\$ -	0%	\$ -	
360	50071 - Fencing Field #3 (Backstop Only)	\$ 5,600.00	\$ -	0%	\$ (5,600.00)	Move to right FY21/22
361	50073 - Meadow Lights	\$ 20,000.00	\$ 16,242.00	81%	\$ (3,758.00)	COMPLETED
362	50074 - Batting Cage	\$ 15,000.00	\$ -	0%	\$ (15,000.00)	Move to right FY21/22
363	50078 - Bogart Day Use Parking lot	\$ 115,092.00	\$ -	0%	\$ (115,092.00)	Applied for Grant 10/2020
364	50083 - NCCC Fencing & Columns	\$ 20,000.00	\$ -	0%	\$ -	Employee Parking
365	50086 - Bogart Pond	\$ -	\$ 223,848.36	100%	\$ -	
366	<b>Total Capital Expenditures</b>	<b>\$ 2,288,977.00</b>	<b>\$ 425,980.91</b>	<b>19%</b>	<b>\$ (824,296.59)</b>	
367	<b>Total Net Income</b>	<b>\$ (3,201,808.00)</b>	<b>\$ (345,930.20)</b>	<b>11%</b>	<b>\$ 906,016.93</b>	



**Staff Report**

Agenda Item No. **3.2**

**To:** Board of Directors:  
**From:** Nancy Law, Financial Services Technician/Office Manager  
**Via:** Duane Burk, General Manager  
**Date:** March 10<sup>th</sup>, 2021  
**Subject:** Approval of Bogart Park Fishing Fees

**Background and Analysis:**

On January 1, 2019 Beaumont Cherry Valley Recreation and Park District became the new owner of Bogart Park. With new park responsibilities the Board, General Manager, agreed to not change the current fee schedule adopted by the Riverside County Parks.

On September 23<sup>rd</sup>, 2020 the Board of Directors approved a Notice of Completion for the Bogart Regional Park Pond. Currently, we have stocked the Pond to get the fish acclimated. As a result, staff is ready to start selling Bogart Regional Park Fishing Permits. \$18.00 per adult and \$14.00 per child 12 and under, along with our Bogart Day Permit it is required for each person to also have a California fish and Wildlife license.

**Recommendations:**

Staff recommends that the Board approve, review and comment on the Bogart Park Fishing fee schedule as presented \$18.00 per adult and \$14.00 per child 12 and under.

**Fiscal Impact:**

There will be a positive impact to the Beaumont-Cherry Valley Recreation and Park District Bogart Bank account from fees collected.

Respectfully Submitted,

Nancy Law  
Financial Services Technician/Office Manager

*Staff Report*

*Agenda Item No.*      3.3

**To:**            Chairman and Board Members

**From:**        Duane Burk, General Manager

**Date:**        March 10, 2021

**Subject:**     Equestrian lighting

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**Background and Analysis:** The equestrian arena is currently lighted with four 60 foot tall wooden utility poles in 2018 the Northwest utility pole failed and fell to the ground. Staff contracted with a local contractor and replaced the utility pole in kind. Recently, in January of 2021 the Northeast utility pole failed and has fallen to the ground as a result staff contacted SRS electric to secure the site so the public would not tamper with the wiring. Consequently, staff attempted to contact three local electric contractors for an informal bid SRS electric, (Banning) JB electric, (Banning) M Brey electric. (Beaumont) SRS electric does not install utility poles; we did not receive a return response from JB electric, M Brey responded with a proposal and new recommendations for the existing utility poles on the North and South side of the arena.

M Brey tested the remaining utility poles for base rot and confirmed that the South arena poles will ultimately suffer the same fate as the North side of the arena. Also, M Brey electric conduct a photometric study and his findings suggest new LED lighting with new 39 foot metal poles will provide adequate lighting for the arena. **(Attached M Brey report)**

**Recommendations:**

Staff recommends replacement of all existing 60 foot wood utility poles, replacement of existing 1000 watt metal halide lights and install 39 foot direct buried steel tapered poles. Also staff recommends contracting with MBE Inc. from Beaumont CA.

**Fiscal Impact:**

Not to exceed 65,768.00 from capital account #50092



**Residential-Commercial-Industrial**

408 Elm Ave. Beaumont, CA. 92223  
951-845-5438 FX 951-845-5642  
www.mbreyelectric.com  
CA#581224 DIR#1000005926

February 12, 2021

Beaumont-Cherry Valley Parks and Recreation District  
390 West Oak Valley Parkway  
Beaumont, California 92223

Attention: Duane Burk

Subject: Equestrian Center Lighting

Mr. Burk:

As per your request, M. Brey Electric, Inc. performed an inspection of the wood poles and light fixtures located at 390 West Oak Valley Parkway adjacent to the equestrian center.

**I. Pole Findings:**

A visual inspection of the three remaining wood lighting poles located at the equestrian center was performed on January 23, 2021. At the time, the pole on the northeast corner of the arena was down but remained onsite. As you know, this pole failed at the rot line and fallen. No pole tag or brand was located on the pole.

The pole located on the northwest corner of the arena is acceptable. A pole tag was located indicating the size, date, and manufacturer. The pole is a Class 3, 60' Penta treated Douglas Fir utility pole, manufactured in 2016. A Class 3 pole is rated for 3,000 pounds horizontal load. This pole does not appear to contain excessive rot.

The two poles on the south side of the arena appear to be in similar condition as the fallen pole on the northeast corner. They both suffer from rot; additionally no pole tag or brand was located which indicate the three pole are the same vintage.

## II. Light Fixture Findings:

On the evening of February 1, 2021 a photometrics test was conducted on the west side of the arena. The light measurement was taken at 4' from ground level at six different locations (see attachment A). The Fc reading varied from 4Fc to 106Fc. The proposed lighting system will provide uniform lighting in the arena (see attachment B) which would be comparable to outfield lighting in a baseball field.

## III. Conclusion:

### a. Poles

The two poles on the south side of the arena are severely deteriorated and the weight class is unknown. For these reasons the two poles on the south side of the arena are in danger of falling and should be replaced.

### b. Light Fixtures

The existing four poles have eight 1000 watt metal halide light fixtures for a total of 32- 1000 watt metal halide light fixtures. The proposed lighting system will have four poles with six 850 watt LED sports lights on each for a total of 24- 850 watt LED light fixtures.

For energy and maintenance savings it is recommended the old system be removed and replaced with the proposed steel taper poles with LED lighting.

Very Respectfully,

Matthew A.

Brey

Matt Brey

M. BREY ELECTRIC, INC

Digitally signed by Matthew A. Brey  
DN: cn=Matthew A. Brey, o=M. Brey  
e=US United States, c=US United States, ou=M.  
Brey Electric, Inc, email=m@breyelectric.com  
Reason: I am the author of this document  
Location: Beaumont, CA  
Date: 2021-02-12 15:52:08-08:00



Attachment A

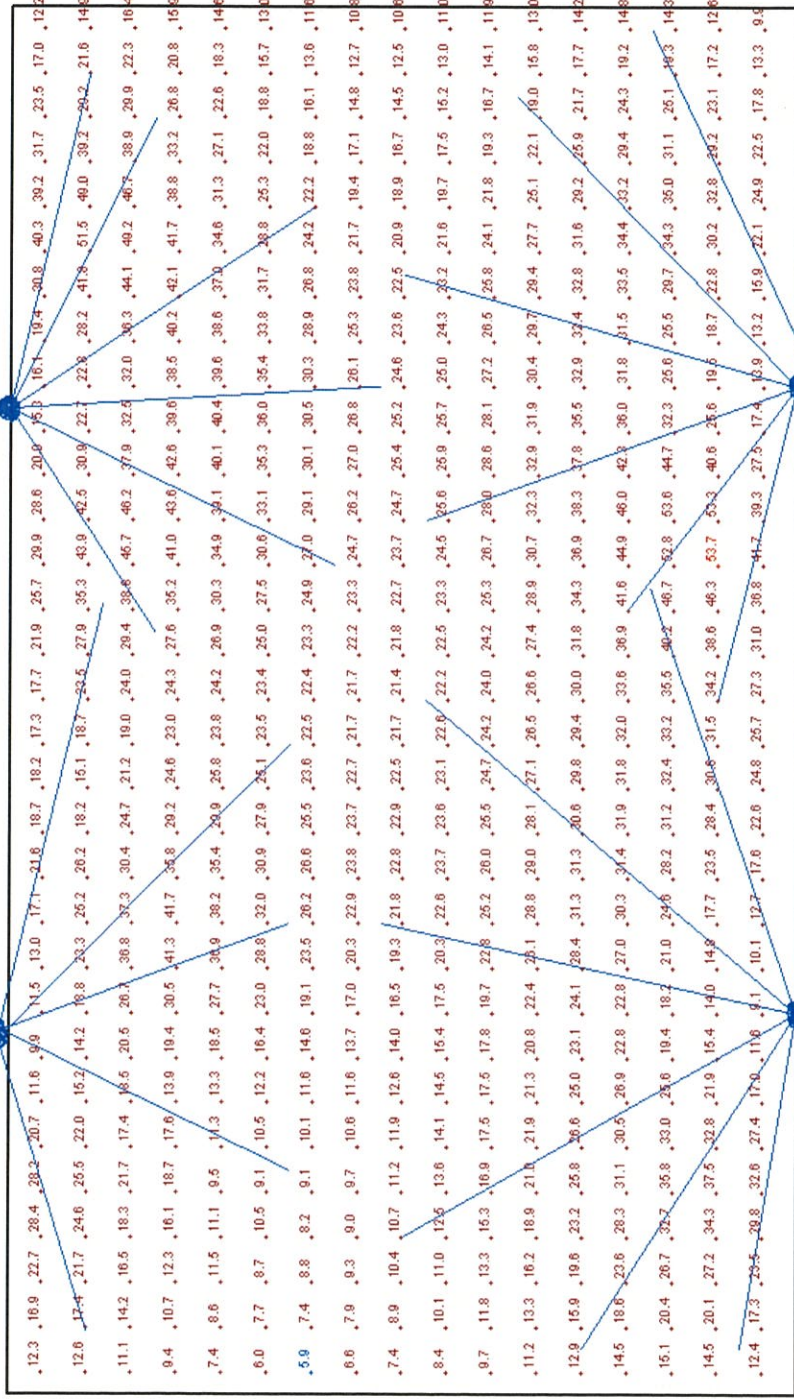


**CVPR District**

Horse Arena

MEASUREMENTS ARE Fc  
4' ABOVE GRADE

# Attachment B



Schedule	Label	Quantity	Manufacturer	Crating Number	Description	Lamp	Number	Item	Lumens	Light Loss	Watts
	A	23	LEDLUX				1	LED/DMX	8400	1	63.2

Statistics	Description	Symbol	Avg	Max	Min	Max/Min	Avg/Min
One Zone #2			24.4	32.6	5.8	9.11	4.11



**Staff Report**

Agenda Item No. **3.4**

**To:** Board of Directors:

**From:** Kyle Simpson, Activities Coordinator

**Via:** Duane Burk, General Manager

**Date:** March 10, 2021

**Subject:** Approval of the Facility use License Agreements

**Background and Analysis:**

The Beaumont-Cherry Valley Recreation and Park District annually renew facility use agreements for independent operators which benefit our local community. There are (2) additional license agreements for your consideration for 2021.

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

Staff Recommends:

1. No increased rates to Facility use License Agreements for users in 2021.
2. Consider adding an "EMON" meter to Thunder Alley Raceway to monitor the use of electricity. Staff will bring back the information to the Board next year for a possible increase to the facility user. Require Thunder Alley facility user to pay their own trash on events.

**Recommendations:**

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

**Fiscal Impact:**

There will be no fiscal impact to the District.

Respectfully Submitted:

Kyle Simpson,  
Activities Coordinator



# Beaumont-Cherry Valley Recreation and Park District

## FACILITY USE LICENSE AGREEMENT

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

### RECITALS

1. Whereas, BCVRPD owns and operates the CHERRY VALLEY GRANGE COMMUNITY CENTER located at 10478 BEAUMONT AVE, CHERRY VALLEY, CA 92223.
2. Whereas, PRIMOZ CUISINE desires to utilize BCVRPD facilities between January 1, 2021 and December 31, 2021 for FOOD PREPARATION.
3. Whereas, PRIMOZ CUISINE represents that it has the skill, ability and personnel to render such SERVICES.

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

### TERMS

- I. BCVRPD shall authorize PRIMOZ CUISINE rental of the CHERRY VALLEY GRANGE COMMUNITY CENTER, TYPICALLY ONCE A MONTH, OTHER DATES TO BE DETERMINED for FOOD PREPARATION.
- II. Building availability and ALL CLUB MEETINGS and EVENTS are subject to California Governor’s Orders AND THE CALIFORNIA STATE COLORED TIER SYSTEM.
  - i. BUILDING AVAILABILITY AND MEETING DATES FOR 2021 ARE NOT GUARANTEED.
  - ii. PRIMOZ CUISINE must get approval for any other usage of CHERRY VALLEY GRANGE COMMUNITY CENTER or any other property of the District for any other reason through the District office at regular rental prices.
  - iii. BCVRPD will give notice to PRIMOZ CUISINE if there is any other event scheduled in the building on Meal Prep Days.
  - iv. PRIMOZ CUISINE is permitted to host FOOD PREPARATION at THE GRANGE. EACH FOOD PREPARATION must be limited to 25% room capacity, OR in compliance with California Governor’s Orders or the colored



# Beaumont-Cherry Valley Recreation and Park District

tier system, as they are updated.

v. In the case there are more than 25% ROOM CAPACITY, PRIMOZ CUISINE shall be required to assign time slots to users to maintain groups AT CAPACITY ALLOWED PER GOVERNOR'S ORDERS, as they are updated.

III. This agreement includes access to CHERRY VALLEY GRANGE COMMUNITY CENTER and surrounding parking (Excluding the Historical Society Museum). Specialty equipment needed to operate the CHERRY VALLEY GRANGE COMMUNITY CENTER will not be the responsibility of BCVRPD.

i. Access to the parking area is by first request of event dates through the Activities Coordinator or General Manager of the District.

IV. BCVRPD will give notice to PRIMOZ CUISINE if there is another event taking place at the CHERRY VALLEY GRANGE COMMUNITY CENTER that could interfere with any dates in their agreement.

V. COMPLIANCE WITH ALL APPLICABLE LAW, RULES, & REGULATIONS PER STATE OF CALIFORNIA REGARDING COVID-19 REQUIREMENTS

i. PRIMOZ CUISINE shall comply with all local, state, and federal laws and regulations related to the use of the facility and public gatherings.

ii. PRIMOZ CUISINE agrees to abide by all applicable local, federal, and state accessibility standards and regulations.

iii. PRIMOZ CUISINE further agrees that it is solely responsible for reviewing and ensuring compliance with all applicable public health rules, regulations, orders, and/or guidance in effect at the time of the use of the facility including, but not limited to, physical distancing, limits on the size of gatherings, use of appropriate sanitation practices, etc.

iv. BCVRPD reserves the right to immediately revoke PRIMOZ CUISINE right to use of the facility under this agreement should PRIMOZ CUISINE fail to comply with any provision of this section.

VI. BCVRPD and its employees are not responsible for any misplaced, broken or stolen items that PRIMOZ CUISINE chooses to store in or around the facility.

i. PRIMOZ CUISINE must get prior approval for any stored items on the district property.

ii. PRIMOZ CUISINE will provide an inventory list of all items stored in CHERRY VALLEY GRANGE COMMUNITY CENTER and the square footage needed to store the items. **(Received: )**

iii. PRIMOZ CUISINE will provide a set of keys or combinations to the District to anything stored on the district property. **(Received: )**



## Beaumont-Cherry Valley Recreation and Park District

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



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CUISINE could have limited or no access during these upgrades. There will be no reimbursement for loss of anticipated revenue.

- XII. All fundraisers are subject to prior approval by the Board of Directors of BCVRPD.
- XIII. BCVRPD reserves the right to reassign PRIMOZ CUISINE to another facility if the CHERRY VALLEY GRANGE COMMUNITY CENTER should become unavailable due to an emergency.
- XIV. All keys shall be issued by BCVRPD. Keys must be returned to the District Office at the end of the agreement. PRIMOZ CUISINE shall not duplicate any keys. If a key is lost or stolen PRIMOZ CUISINE shall immediately report the loss to BCVRPD. PRIMOZ CUISINE will be charged the cost for the re-keying of the building and for manufacture of new keys.
- XV. PRIMOZ CUISINE will provide the District a list of anyone that has been issued keys and for what locations. **(Received: )**
- XVI. PRIMOZ CUISINE shall not make any changes to lock(s) on District property.
- XVII. Alarm codes shall be issued by BCVRPD. Alarm codes should only be shared with members that are issued keys.
  - i. PRIMOZ CUISINE will be responsible for any charges incurred by a false alarm to the CHERRY VALLEY GRANGE COMMUNITY CENTER from any PRIMOZ CUISINE volunteers or Board members entering the building for business.
- XVIII. PRIMOZ CUISINE will provide the District a list of anyone that has been issued the assigned alarm code. **(Received: )**
- XIX. PRIMOZ CUISINE shall promptly report any maintenance issues encountered during its use of the buildings in writing to BCVRPD. BCVRPD will address reported issues.
- XX. PRIMOZ CUISINE will be responsible for any damage to the facility caused by PRIMOZ CUISINE members, volunteers, and/or patrons. BCVRPD will repair damages and bill the cost to PRIMOZ CUISINE.
- XXI. BCVRPD reserves the right to enter and inspect the facility at any time for any purpose during use of the facility. User shall follow all directives from District representatives.
- XXII. PRIMOZ CUISINE members, volunteers, and patrons shall not interfere with the regular use of the facility by any other group or person. Excessive noise or other disruptive behavior is prohibited.



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

### XXIII. FORCE MAJEURE

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

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

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

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

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

- ii. **Minimum Limits of Insurance:** PRIMOZ CUISINE shall maintain limits no less than:

1. *General Liability:* Two Million Dollars (\$2,000,000.00) per





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occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with general aggregate limit is used including, but not limited to form CG 2503, either the general aggregate limit shall apply separately to this agreement/location or the general aggregate limit shall be twice the required occurrence limit;

2. *Automobile Liability*: One Million Dollars (\$1,000,000.00) per accident for bodily injury and property damage; and
  3. *Worker's Compensation and Employers' Liability*: Workers' Compensation limits as required by the Labor Code of the State of California. Employer's Liability limits of One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease.
- iii. **Insurance Endorsements**: The insurance policies shall contain the following provisions, or PRIMOZ CUISINE shall provide endorsements on forms supplied or approved by the BCVRPD to add the following provisions to the insurance policies:
- iv. **General Liability**: The general liability policy shall be endorsed to state that:
1. The DISTRICT, its directors, officials, officers, employees, agents, and volunteers shall be covered as additional insured with respect to the activity or operations performed by or on behalf of the PRIMOZ CUISINE; and,
  2. The insurance coverage shall be primary insurance as respects the BCVRPD, its directors, officials, officers employees, agents, and volunteers, or if excess, shall stand in a unbroken chain of coverage excess of the PRIMOZ CUISINE scheduled underlying coverage. Any insurance or self-insurance maintained by the BCVRPD, its directors, officials, officers, employees, agents, and volunteers shall be excess of the PRIMOZ CUISINE insurance and shall not be called upon to contribute with it in anyway.
- v. **Automobile Liability**: The automobile liability policy shall be endorsed to state that:
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



## Beaumont-Cherry Valley Recreation and Park District

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



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2. PRIMOS CUISINE shall procure a bond guaranteeing payment of losses and related investigation costs, claims, and administrative and defense expenses.
  - x. **Acceptability of Insurers:** Insurance is to be placed with insurers with a current A:M. Best's rating no less than A:VIII, licensed to do business in California, and satisfactory to the DISTRICT.
  - xi. **Verification of Coverage:** PRIMOS CUISINE shall furnish DISTRICT with original certificates of insurance and endorsements effecting coverage required by the agreement on forms.
  - xii. **Satisfactory to the BCVRPD:** The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements must be received and approved by the BCVRPD before the activity commences. The BCVRPD reserves the right to require complete, certified copies of all required insurance policies, at any time.
  - xiii. **Reporting of Claims:** PRIMOS CUISINE shall report to the BCVRPD, in addition to the insurer, any and all insurance claims submitted by PRIMOS CUISINE in connection with this agreement.
- XXV. PRIMOS CUISINE shall indemnify, defend, and hold harmless (BCVRPD), its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the PRIMOS CUISINE use or occupancy of a facility or property controlled by the (BCVRPD), unless solely caused by the gross negligence or willful misconduct of (BCVRPD), its officers, employees, or agents.
- XXVI. PRIMOS CUISINE shall defend, with counsel of its choosing and at PRIMOS CUISINE own cost, expense and risk, any and all claims, suits, actions or other proceedings of every kind covered by the section that may be brought or instituted against BCVRPD or its directors, officials, officers, employees, volunteers and agents. PRIMOS CUISINE shall pay and satisfy any judgment, award or decree that may be rendered against BCVRPD or its directors, officials, officers, employees, volunteers and agents as part of any such claim, suit, action or other proceeding. Such reimbursement shall include payment for BCVRPD's attorney's fees and costs, including expert witness fees. PRIMOS CUISINE shall reimburse BCVRPD and its directors, officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the BCVRPD, its directors,



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officials, officers, employees, agents and volunteers.

- XXVII. In the event of litigation between parties arising out or connected with this agreement, the prevailing party in such litigation shall be entitled to recover, in addition to any other amounts, reasonable attorney's fees and costs of such litigation.
- XXVIII. This agreement represents the entire and integrated agreement of the parties and supersedes any and all prior negotiations, representations, or agreements, either written or oral. This agreement may be amended only by written instrument signed by both parties.
- XXIX. This agreement and any dispute hereunder shall be governed by and interpreted according to the laws of the State of California. Venue shall be in Riverside County.
- XXX. All notices pertaining to this agreement shall be in writing and addressed as follows:
  - i. Beaumont-Cherry Valley Recreation and Park District  
390 W Oak Valley Parkway  
Beaumont CA 92223
  - ii. PRIMOS CUISINE  
440 N 6<sup>th</sup> STREET  
Banning CA 92220
- XXXI. This agreement is to be affective on January 1, 2021 and end on December 31, 2021. It may be extended by mutual agreement. Cancellation by either party will require a (90) day written notice.

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.

\_\_\_\_\_  
Duane Burk, General Manager, BCVRPD

\_\_\_\_\_  
Roman Ortega, Owner, PRIMOS CUISINE

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# Beaumont-Cherry Valley Recreation and Park District

## FACILITY USE LICENSE AGREEMENT

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

### RECITALS

1. Whereas, BCVRPD owns and operates the ETI BUILDING/HORSE ARENA located at 650 W OAK VALLEY PARKWAY, BEAUMONT, CA, 92223.
2. Whereas, CVHA desires to utilize BCVRPD facilities between January 1, 2021 and December 31, 2021 for HORSE SHOWS AND MEETINGS.
3. Whereas, CVHA represents that it has the skill, ability and personnel to operate such SHOWS AND MEETINGS.

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

### TERMS

- I. BCVRPD shall authorize CVHA rental of the ETI BUILDING/HORSE ARENA, FOR GYMKHANA EVENTS, MARCH 27<sup>TH</sup>, APRIL 10<sup>TH</sup>, MAY 8<sup>TH</sup>, JUNE 12<sup>TH</sup>, JULY 10<sup>TH</sup>, and AUGUST 14<sup>TH</sup> FROM 7AM-4PM, AND RAIN MAKE UP DAYS MAY 29<sup>TH</sup> and SEPTEMBER 14<sup>TH</sup>.
  - i. CVHA must get approval for any other usage of ETI BUILDING/HORSE ARENA or any other property of the District for any other reason through the District office at regular rental prices.
- II. Building availability and ALL CLUB MEETINGS and EVENTS are subject to California Governor’s Orders AND THE CALIFORNIA STATE COLORED TIER SYSTEM.
  - i. BUILDING AVAILABILITY, FACILITY USAGE, AND MEETING DATES FOR 2021 ARE NOT GUARANTEED.
  - ii. CVHA must get approval for any other usage of ETI BUILDING/HORSE ARENA or any other property of the District for any other reason through the District office at regular rental prices.
  - iii. CVHA is permitted to host HORSE 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.



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- iv. In the case there are more than 25% ROOM CAPACITY, CVHA 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 full access to ETI BUILDING/HORSE ARENA and surrounding parking. Specialty equipment needed to operate the ETI BUILDING/HORSE ARENA 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. During events at the RC Raceway, BCVRPD has designated all parking north of horse arena for CVHA use only; the parking in front of RC Raceway will be designated to the Raceway user(s) only.
  - iii. The District has designated Board approved parking fees days, all patrons, employees, and/or volunteers of CVHA will be charged \$5.00 parking fee.
- IV. BCVRPD will give notice to CVHA if there is another event taking place at the ETI BUILDING/HORSE ARENA that could interfere with any dates in their agreement.
- V. COMPLIANCE WITH ALL APPLICABLE LAW, RULES, & REGULATIONS PER STATE OF CALIFORNIA REGARDING COVID-19 REQUIREMENTS
- i. CVHA shall comply with all local, state, and federal laws and regulations related to the use of the facility and public gatherings.
  - ii. CVHA agrees to abide by all applicable local, federal, and state accessibility standards and regulations.
  - iii. CVHA 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 CVHA right to use of the facility under this agreement should CVHA 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 CVHA chooses to store in or around the facility.
- i. CVHA must get prior approval for any stored items on the district property.
  - ii. CVHA will provide an inventory list of all items stored in/or around the ETI BUILDING/HORSE ARENA and the square footage needed to store the items.  
**(Received: )**
  - iii. CVHA will provide a set of keys or combinations to the District to anything stored on the district property. **(Received: )**
  - iv. CVHA will not hold BCVRPD responsible for lost or spoiled items kept in the refrigerator which is stored in the ETI BUILDING. In addition CVHA gives permission to BCVRPD to use the refrigerator if the refrigerator is needed for an event outside of CVHA.



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- i. Refrigerator must be in working order and/or replaced with an energy efficient model.

VII. CVHA, agrees to abide by their BCVRPD APPROVED COVID-19 CLEANING AND GATHERING PROTOCOL PROCEDURE DOCUMENT. The new policy and procedures will be attached at the back of this Facility Use License Agreement. **(Received: )**

VIII. Fees, payable to BCVRPD for the above, shall be as follows:

- i. The following fees are good through the dates of this agreement
- ii. \$144.38 per day for event.
- iii. Payable within (10) days after Financial Services Technician invoices for the month and emails to [melody92223@gmail.com](mailto:melody92223@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 for all returned checks. This fee is required in order to restore contract.

IX. CVHA agrees to abide by their newly submitted policy and procedure document submitted to BCVRPD.

X. CVHA shall during scheduled use perform set-up and take-down of all chairs, tables, equipment and be responsible for the general cleanliness of the building after use.

- i. CVHA shall not permit gatherings beyond that of HORSE EVENTS before or after arena use.
- ii. CVHA shall abide by healthy distancing at a minimum distance of (6) feet apart for all users for the entirety of use at the EQUESTRIAN CENTER and while inside the ETI BUILDING.
- iii. All CVHA members, volunteers, and/or patrons will be recommended to wear masks while participating in practices, races, and events at the EQUESTRIAN CENTER.
- iv. CVHA agrees to CDC Guidelines and shall clean restroom facilities and shared all used surfaces in the ETI BUILDING each hour of use with CDC approved COVID-19 viral cleaning products.
- v. Cleanliness of the ETI Building/Horse Arena shall be the responsibility of CVHA during and after all facility use.
- vi. CVHA will remove all trash to the trash containers after each use.

XI. Any building upgrades or permanent fixtures must be approved by BCVRPD prior to construction. Any licenses, fees, permits will be the responsibility of CVHA and must meet all City/County/State legal standards.



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- XII. BCVRPD is routinely doing upgrades to our facilities. During this time CVHA could have limited or no access during these upgrades. There will be no reimbursement for loss of anticipated revenue.
- XIII. All fundraisers are subject to prior approval by the Board of Directors of BCVRPD.
- XIV. BCVRPD reserves the right to reassign CVHA to another facility if the ETI BUILDING/HORSE ARENA should become unavailable due to an emergency.
- XV. All keys shall be issued by BCVRPD. Keys must be returned to the District Office at the end of the agreement. CVHA shall not duplicate any keys. If a key is lost or stolen CVHA shall immediately report the loss to BCVRPD. CVHA will be charged the cost for the re-keying of the building and for manufacture of new keys.
- XVI. CVHA will provide the District a list of anyone that has been issued keys and for what location. **(Received: )**
- XVII. CVHA shall not make any changes to lock(s) on District property.
- XVIII. Alarm codes shall be issued by BCVRPD. Alarm codes should only be shared with members that are issued keys. **N/A**
  - i. CVHA will be responsible for any charges incurred by a false alarm to the ETI BUILDING/HORSE ARENA from any CVHA members, volunteers and/or patrons entering the building.
- XIX. CVHA will provide the District a list of anyone that has been issued the assigned alarm code. **N/A**
- XX. CVHA shall promptly report any maintenance issues encountered during its use of the buildings in writing to BCVRPD. BCVRPD will address reported issues.
- XXI. CVHA members, volunteers, and/or patrons shall not address staff. Any questions or concerns contact the Activities Coordinator.
- XXII. CVHA members, volunteers, and/or patrons shall not enter BCVRPD MAINTENANCE YARD for any reason.
- XXIII. **FORCE MAJEURE**

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. CVHA waives any right of recovery against BCVRPD and CVHA shall not charge results of "acts of God" to BCVRPD, its officers, employees, or agents.
- XXIV. CVHA will be responsible for any damage to the facility caused by CVHA members, volunteers, and/or patrons. BCVRPD will repair the damages and bill the cost to CVHA.
- 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.





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- XXVI. CVHA 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. CVHA members, volunteers, and patrons agree to cooperate fully with all other facility users and District representative in a professional and courteous manner at all times.
- XXVII. CVHA will have opportunities to place advertisement banners on the Horse Arena 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 CVHA. 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.
- XXVIII. 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.
- XXIX. CVHA shall maintain its own liability insurance, naming BCVRPD as additional insured.
- i. **Minimum Requirements:** CVHA 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 CVHA, its agents, representatives, employees, or subcontractors. CVHA shall also require all of its subcontractors to procure and maintain the same insurance for the duration of the agreement. Insurance dates must cover January 1 through December 31 of each year. Such insurance shall meet at least the following minimum levels of coverage:
    - i. **Minimum Scope of Insurance:** Coverage shall be at least as broad as the latest version of the following:
      1. *General Liability:* Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001);
      2. *Automobile Liability:* Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto); and,
      3. *Workers' Compensation and Employer's Liability:* Workers' Compensation insurance as required by the State of California and Employer's Liability Insurance.
    - ii. **Minimum Limits of Insurance:** CVHA shall maintain limits no less than:
      1. *General Liability:* Two Million Dollars (\$2,000,000.00) per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with general aggregate limit is used including, but not limited to form CG 2503, either the general aggregate limit shall apply separately to this agreement/location or the general aggregate limit shall be twice the required occurrence limit;



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2. *Automobile Liability*: One Million Dollars (\$1,000,000.00) per accident for bodily injury and property damage; and
  3. *Worker's Compensation and Employers' Liability*: Workers' Compensation limits as required by the Labor Code of the State of California. Employer's Liability limits of One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease.
- iii. **Insurance Endorsements**: The insurance policies shall contain the following provisions, or CVHA shall provide endorsements on forms supplied or approved by the BCVRPD to add the following provisions to the insurance policies:
- iv. **General Liability**: The general liability policy shall be endorsed to state that:
1. The DISTRICT, its directors, officials, officers, employees, agents, and volunteers shall be covered as additional insured with respect to the activity or operations performed by or on behalf of the CVHA; and,
  2. The insurance coverage shall be primary insurance as respects the BCVRPD, its directors, officials, officers employees, agents, and volunteers, or if excess, shall stand in a unbroken chain of coverage excess of the CVHA scheduled underlying coverage. Any insurance or self-insurance maintained by the BCVRPD, its directors, officials, officers, employees, agents, and volunteers shall be excess of the CVHA 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 CVHA or for which CVHA 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 CVHA scheduled underlying coverage. Any insurance or self-insurance maintained by BCVRPD, its directors, officials, officers, employees, agents, and volunteers shall be excess of the CVHA insurance and shall not be called upon to contribute with it in anyway.
- vi. **Workers' Compensation and Employer's Liability Coverage**: The insurer shall agree to waive all rights of subrogation against the BCVRPD, its directors, officials, officers, employees, agents, and volunteers for losses paid under the terms of the insurance policy which arise from work performed by CVHA. There are no employees at this time.



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- 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. CVHA 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. CVHA shall procure a bond guaranteeing payment of losses and related investigation costs, claims, and administrative and defense expenses.
- x. **Acceptability of Insurers:** Insurance is to be placed with insurers with a current A:M. Best's rating no less than A:VIII, licensed to do business in California, and satisfactory to the DISTRICT.
- xi. **Verification of Coverage:** CVHA shall furnish DISTRICT with original certificates of insurance and endorsements effecting coverage required by the agreement on forms.
- xii. **Satisfactory to the BCVRPD:** The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements must be received and approved by the BCVRPD before the activity commences. The BCVRPD reserves the right to require complete, certified copies of all required insurance policies, at any time.
- xiii. **Reporting of Claims:** CVHA shall report to the BCVRPD, in addition to the insurer, any and all insurance claims submitted by CVHA in connection with this agreement.

XXX. CVHA 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 CVHA use or occupancy of a facility or property controlled by the (BCVRPD), unless



# Beaumont-Cherry Valley Recreation and Park District

solely caused by the gross negligence or willful misconduct of (BCVRPD), its officers, employees, or agents.

- XXXI. CVHA shall defend, with counsel of its choosing and at CVHA 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. CVHA shall pay and satisfy any judgment, award or decree that may be rendered against BCVRPD or its directors, officials, officers, employees, volunteers and agents as part of any such claim, suit, action or other proceeding. Such reimbursement shall include payment for BCVRPD's attorney's fees and costs, including expert witness fees. CVHA shall reimburse BCVRPD and its directors, officials, officers, employees, agents, and/or volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. Obligation to indemnify shall not be restricted to insurance proceeds, if any, received by the BCVRPD, its directors, officials, officers, employees, agents and volunteers.
- XXXII. In the event of litigation between parties arising out or connected with this agreement, the prevailing party in such litigation shall be entitled to recover, in addition to any other amounts, reasonable attorney's fees and costs of such litigation.
- XXXIII. 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.
- XXXIV. This agreement and any dispute hereunder shall be governed by and interpreted according to the laws of the State of California. Venue shall be in Riverside County.
- XXXV. 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. CHERRY VALLEY HORSEMEN'S ASSOCIATION, INC.  
c/o Melody Flores  
40356 High St.  
Cherry Valley, CA 92223
- XXXVI. This agreement is to be affective on January 1, 2021 and end on December 31, 2021. It may be extended by mutual agreement. Cancellation by either party will require a (90) day written notice.

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.

Duane Burk, General Manager, BCVRPD

Melody Flores, President (CVHA)



# Beaumont-Cherry Valley Recreation and Park District

Date \_\_\_\_\_

Date \_\_\_\_\_



BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Department Report

Agenda Item No. 4

**To:** Chairman and Board of Directors

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

**Date:** March 10, 2021

**Employees:**

We have 19 employees. One part time maintenance position left. Two part-time maintenance employees were promoted to full-time maintenance I positions. One casual recreation assistant was promoted to part time receptionist and will primarily be working at Bogart Park. We hired one casual recreation assistant.

**Reports:**

Completed the 2021-2022 Estimated Payroll report for workers compensation premiums.  
Working on the State Controllers 2020 Government Compensation Report.  
Statements of Economic Interest (Form 700) are due.

**Workers Compensation Cases/Incidents/Accidents** – No employee cases. (696 days since our last employee accident).

**Training:**

- Harassment training and Ethics trainings were due in January. If you have completed them, please submit your certificates.
- The COVID 19 Prevention Plan was reviewed with most employees.
- Janet attended two-day training on Policy and Procedure writing.

**Other:**

The District held an Employee Appreciation breakfast on March 5, 2021.  
Please let Janet know if any directors need business cards, jackets, shirts.  
The District is using Rancho Paseo Medical Group for pre-employment exams due to the current company closing permanently.

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

Respectfully Submitted,

*Janet Covington*

Janet Covington, Human Resources Administrator/Clerk of the Board



**Department Report**

Agenda Item No. 4

**To:** Chairman and Board of Directors  
**From:** Nancy Law, Financial Services Technician/Office Manager  
**Date:** March 10<sup>th</sup>, 2021

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The Finance Committee met Thursday, March 4<sup>th</sup>, 2021 to review February 2021 Financial Reports for Fiscal Year 2020-2021.

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

Property Tax Disbursement – The Financial Services Technician has not received deposits into the Riverside County Fund for February 2021 as of March 3<sup>rd</sup>, 2021.

The Financial Services Technician has transferred into the Reserve fund the \$5,000.00 monthly contribution for February 2021 bringing our balance to \$243,589.49.

**Additional items:**

- ❖ Finance and Human Resources attended a Granicus Video, Agenda and Minutes Demo on 2/9/2021.
- ❖ Finance meet with Auditor for Year End processes on 2/10/2021.
- ❖ Finance attended on a Scholarship the CSMFO Annual Conference on 2/16/2021 – 2/18/2021.
- ❖ Finance is working with General Manager on Mid-Year Budget Review.

**Recommendations:** This report is for informational purposes only.

Respectfully Submitted,

Nancy Law  
Financial Services Technician/Office Manager



BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Department Report

Agenda Item No. 4

**To:** Chairman and Board of Directors  
**From:** Kyle Simpson, Activities Coordinator  
**Date:** March 10th, 2021

**Facility Users:**

Facility Rentals have resumed in a limited capacity, 25% capacity for indoor events and 50% capacity for outdoor events.

COVID-19 Testing Facility at the Woman's Club will continue through June 30th, 2021.

We are renting out the ball fields for single team practices Monday through Thursday.

In March there are 7 practice teams scheduled

Adult Softball Winter Season is rolling right along

The Adult Softball winter season is scheduled to conclude at the end of March pending weather

Enlighten Dogs started an obedience training course on the Tennis Courts Monday, Tuesday, and Thursday nights from 6:00pm-7:00pm for the month of March

There are currently 3 different skating groups renting out the hockey rink, they have practices scheduled daily

**Upcoming District Events:**

National Fitness Court Grand Opening

The Grand Opening for the Fitness Court will be March 5th, 2021

This event will be in person and a Facebook Live event for the general public

BCVRPD Board of Directors, The Foundation, and The City of Beaumont have been invited to attend in person

Bogart 1K/5K Fun Run (March 13th, 2021)

The Fun Run is the first event scheduled for 2021

As of 3/3/2021 there are 21 people signed up for the event

I am currently working with the City to host a movie night at Noble Creek Regional Park April 2nd, 2021

They plan to show *The Lorax* on a blow up screen behind field one

Welcome Home Vietnam Veterans will be cancelled this year

Spring Fling will be changed to a virtual event/scavenger hunt from March 29th through April 3rd, 2021

The Fishing Derby will be held at Bogart Regional Park over multiple weekends starting on April 24th, 2021

Arbor Day will be Friday April 30th, 2021 this event will be held at either Danny Thomas Ranch or Bogart

Cinco De Mayo Festival will be cancelled this year, I hope this event can get started in 2022

The Memorial Wall Ceremony will be cancelled

Movies Under the Stars will be starting up June 14th, 2021 and run six consecutive Monday nights

**Community Events/Meetings/Networking**

All other Community events and meetings have been cancelled until further notice due to COVID-19

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

Respectfully Submitted,

Kyle Simpson, Activities Coordinator





BEAUMONT-CHERRY VALLEY

RECREATION & PARK DISTRICT

Department Report

Agenda Item No. 4

**To:** Chairman and Board of Directors  
**From:** Aaron Morris, Maintenance Foreman  
**Date:** 3/10/2021

**Report:**

Good Evening Board,

I hope everyone has stayed healthy and safe. Staff has been doing a great job maintaining the facilities and we are looking forward to the upcoming events. Here are a few items the Maintenance Department has been working on.

**Work Items:**

- Staff moved and reorganized all of the District's Fuel and Chemicals into the new outdoor storage constructed onto Shop B in the Maintenance Yard.
- Training Staff on how to safely apply pesticides to our grounds.
- Dressed up and cleaned around the Fitness Court for the grand opening.
- Working with the Activities Department to prepare for the 1K/5K Race.
- Spraying the grounds and warning tracks with herbicides to eliminate the weeds.
- Quoting out clay infield conditioners to apply to all the fields.
- Preparing the 1<sup>st</sup> Quarter Safety Committee Packet for CAPRI.
- Maintaining the pond and feeding the fish weekly to help them acclimate.
- Scheduling CDF to work on separate projects at Noble Creek, Bogart, and the new property.

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

Respectfully Submitted,

Aaron Morris  
Maintenance Foreman