



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

**Thursday, March 14, 2019**

**MINUTES**

**Staff & Director photos were taken.**

**DISTRICT CLOSED SESSION** – None.

**BEAUMONT CHERRY VALLEY RECREATION AND PARK IMPROVEMENT CORPORATION (BCVRPIC):** 5:00pm

Appointment of Nick Hughes to Steering Committee

BCVRPIC session began at 5:00pm. The session ended at 5:16pm.

**WORKSHOP SESSION:** Workshop Session will Begin at 5:30pm

Presentation; Update of District Projects, General Manager

The workshop session began at 5:30pm.

Duane showed a slide presentation of projects being worked on as well as the completed projects.

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

Regular session began at 6:07pm.

**Roll Call:**

Director De La Cruz   X   Director Ward   X   Treasurer Diercks   X  

Vice-Chair/Secretary Flores   X   Chairman Hughes   X  

**Presentations: None.**

**Invocation:** The invocation was given by Vice Chair/Secretary Flores

**Pledge of Allegiance:** The pledge of allegiance was led by Treasurer Diercks

**Adjustments to Agenda:** None.

**1. PUBLIC COMMENT:** None.

**2. CONSENT CALENDAR:**

2.1 Minutes of February 13, 2019

2.2 Bank Balances February 2019

2.3 Warrants for February 2019

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

**Initial Motion:** Treasurer Diercks

**Second:** Director Ward

**Result of Motion:** Carried 5-0

**Director De La Cruz:** Aye

**Director Ward:** Aye

**Treasurer Diercks:** Aye

**Vice Chair/Secretary Flores:** Aye

**Chairman Hughes:** Aye

**3. ACTION ITEMS/BIDS & PUBLIC HEARING/REQUESTS:** None.

**4. DEPARTMENT REPORTS:**

Human Resources Administrator/Clerk of the Board: Janet Covington

Janet reported there was one departed employee and currently has 31 employees. She said forms 700's are due. The District received one (1) incident claim on 2/12/2019 (Cease) Car Bumper Damage. The claim was investigated and determined the damage was the responsibility of the District. After receiving two estimates for the repairs, the claim was settled for \$1875.10 paid to Yucaipa Auto Collision. Safety Compliance Company provided "Back Safety" training in the maintenance department. Aaron Morris completed training on Criticism and Discipline Skills for Managers and Supervisors. Employee CPR and the mandated sexual harassment avoidance training are scheduled for March 26 during the school break. She reported Chris Diercks, Dan Hughes, John Flores, Denise Ward and Duane Burk are registered to attend the Special Districts Association, Special District Leadership Academy 4/7/2019-4/10/2019 and the per diem checks are available for pick up and to let her know if anyone will be carpooling because the checks will need to be changed. Janet has fulfilled the auditors requested items for the FY 17/18 audit. She reminded everyone to *Save the date for our annual staff BBQ August 3, 2019 11:00am to 3:00pm at Bogart Park and if anyone would like to donate a prize for our BINGO games, please see her.* An option for our employees to participate in a Flexible Spending Account is expected to be on the April agenda for approval. She reported she will be on vacation April 3-15, 2019. The plaque for Stella Parks has been ordered and when received and installed we will have a ceremony for Stella.

Financial Services Technician/Office Manager: Nancy Law

Nancy reported the Finance Committee met and reviewed the February 2019 Financial Reports. She received deposits into the Riverside County Fund in the amount of approximately \$21,000.00. She transferred into the reserve fund \$5,000.00 for February bringing the balance to \$329,882.31. She has been working with the CPA on the 17/18 audit items and an onsite visit will be coming soon. Nancy reported the District received approval from the National Fitness Campaign grant and the resolution will be at the next board meeting for approval. Nancy has mailed the paperwork for the SCE Easement. She reported the Bogart Park fees and passes will be at April's board meeting for approval and the cameras were installed at Bogart and we are waiting on the Wi-Fi so we can view the cameras on our phones.

Activities Coordinator: Kyle Simpson

Kyle reported the Pastor for tonight's meeting was sick. Kyle reported he has been busy with facility users and rentals and showing properties to potential users and they will not be renting NCCC in April because of the roof installation. He said he performed a playground safety inspection of the Bogart Park Playground. Kyle reported March 29, 2019 is the Welcome Home Vietnam Veteran's Day event and he has invited dignitaries to the event and he has thirteen Veterans signed up to be honored at the event. The Fishing Derby is scheduled for April 6 & 7, 2019 and there are five children pre-registered so far. The spring fling is April 20 and the Memorial Wall Dedication is scheduled for May 11 although we haven't received any applicants yet. Duane suggested keep it opened in case there is a future applicant. The deadline is March 15, noon. Kyle said he attended the facilities ad hoc meetings on February 26 and March 12 and March 26 is the next meeting.

Kyle will be attending a conference in Tennessee on Government Social Media. Kyle has been working with the City on the coordination of providing inspections to their playgrounds.

Athletic Coordinator: Dodie Carlson

Duane reported for Dodie. Winter slow pitch season started January 29 but with the rain they have only been able to play five out of the twelve scheduled games. The calendar is full until August 1<sup>st</sup> with the exception of 2 Sunday's. Duane suggested the foundation do a tournament one of those open weekends. Duane said they have been resetting home plates and replacing all the field pegs and she will be working on the soft toss cages and yellow fencing that needs to be replaced or spruced up. She thanked the board, staff and general manager for all their hard work keeping up with the drainage and field conditions. They have attempted to start the Spring 2019 season but the weather has not been on their side. The player count is approximately 1100 players. BYB had to move their opening day to March 10, 2019 due to the weather and the last time they had to do that was 20 years ago.

Maintenance Foreman: Frank Flores

Frank reported on the projects the maintenance department has been working on. He said the maintenance yard cameras have been installed and they will be working soon. He said the Noble Creek wash was cleaned and re-leveled and there was a flash flood in maintenance. They have installed four (4) new BBQ's in the picnic area. They installed Pro Gold Softball mix and they have aerated the dog park. They checked the sewer man holes. They purchased new restroom supplies at Bogart Park and installed a float and cover to the horse trough. They installed 2" gate valve to the Equestrian camp area. They have 21 new trash barrels in the park.

General Manager: Duane Burk

Duane reported the water tank at Bogart Park has been cleaned out and the road has been cleared and is accessible. The Bogart volunteers said the tank is full. He said Chief Bennett has assessed the trees in Bogart and they will be meeting regarding taking down some trees. The plan for the lake is to dry it out, dredged it to clean it out. He will speak with Fish & Game on that. Duane said he has attended the Collaborative meetings and meeting with the Water District general manager as well as Elizabeth Gibbs at the City of Beaumont. Elizabeth was in attendance and thanked the board for their support on the Fourth of July event. Duane said Nancy is doing a great job on taking the minutes at collaborative and the minutes are very detailed.

**5. CALENDAR OF EVENTS:**

5.1 Committee Meetings

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

5.2. Upcoming Holidays

Monday, May 27, 2019 Memorial Day

5.3. Events

- March 29, 2019 Welcome Home Vietnam Veterans

## **DIRECTORS MATTERS/COMMITTEE REPORTS**

### Director De La Cruz:

Armando said thanks for the employee's hard work and education. He is looking forward to the staff BBQ. He apologized for not being able to make the training in San Diego and he likes the idea of the Bogart passes.

### Director Ward:

Denise thanked all the staff. She said everything looks great and the presentation Duane gave was impressive. She said she attended the collaborative meeting and it was well attended. She also attended the Banning Chamber meeting and is interested in attending the multi chamber mixer April 17. Dan asked for information on the event. Denise said thank you for her attendance at the conference and she is looking forward to it.

### Treasurer Diercks:

Chris said attended BYB opening day. Need to address parking. Good job to Frank and his crew keeping up on the fields. He said everyone is doing a good job.

### Vice Chair/Secretary Flores:

John said he liked the presentation. He said the extra money spent has gone through the finance committee. He said Duane has done a good job with his well water and public works background. John reported the collaborative meeting had the most attendees since he has been attending and it was the first time for Calimesa member Larry Smith to attend. John is excited to see the communities together.

### Chairman Hughes:

Dan said there are situations where normally would go to ad hoc but sometimes there are emergencies and Duane lets them know about the situations. In regards to Duane's presentation, he feels a good thing might be creating a list of things that might come up such as slope paving and starting the discussion of emergencies. Making a high priority list and budgeting money in preparation for emergencies. He said he attended the collaborative agency as a member of the public. Dan reported he and Duane attended the table of plenty golf tournament. Dan thanked the directors and staff and he has seen an increase in our partnerships.

## **6. ADJOURNMENT:**

Motion was made by Treasurer Diercks to adjourn the meeting. Second was made by Director Ward.

The meeting was adjourned at 6:47pm