



**BEAUMONT CHERRY VALLEY RECREATION & PARK DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
Wednesday, August 14, 2019**

MINUTES

DISTRICT CLOSED SESSION – None.

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

WORKSHOP SESSION: None.

REGULAR SESSION: Regular Session to Begin at 5:03 pm

The meeting was opened in remembrance of Stella Parks and California Highway Patrol officer Andre Moye Jr.

Roll Call:

Director De La Cruz X Director Ward X Treasurer Diercks X

Vice-Chair/Secretary Flores X Chairman Hughes X

Legal Counsel of Best, Best & Krieger Albert Maldonado attended

Presentations:

Bogart Park, General Manager

Duane Burk, General Manager presented a slide show of the improvements that have been made in Bogart Park since acquiring it in January. He showed all three restroom septic systems that had failed and the septic system and leach field repairs that were made. He stated the County had never pumped or serviced the septic system in eighty years at the middle restroom. The electrical system in the Boy Scout area had to be replaced. He said the well needed repairs. It was pumping about nine gallons per minute. They repaired the well and after the repairs were completed, it pumped about 80 gallons per minute. After the repair, the tank was filled with water and then the tank breached. The repairs are almost complete at a cost of about \$84,000.00. He said there were thirty-six dead trees and twenty-six existing stumps that were taken out. The eucalyptus trees were lowered about seventeen feet. The fire crews did a lot of work on debris cleanup and it cost approximately \$24,000.00 for the work on the trees. The entrance to the park has been paved and the kiosk has been updated. He plans to put in speed bumps and signs to slow down. The future projects will be irrigation and the pond bringing it back to its original footprint. We have spent about \$150,000.00 on projects.

He reported he has been in touch with MBS who will be completing a fee study.

Clayton Rutherford Trail

Duane gave a presentation regarding a public request he received asking to name a trail in Bogart Park after Clayton Rutherford.

Robert Wenzel, son-in-law of Clayton Rutherford explained his letter and gave information of Mr. Rutherford's history in the community. He explained how Mr. Rutherford enjoyed Bogart Park, dancing and riding horses in the mountains. He rode the trails in Bogart Park for many years and feels it is fitting that a trail would be named honoring Mr. Rutherford.

Mrs. Wenzel spoke about her father's background and how the community would call on him for his knowledge of the history of the pass area and his wisdom of the lands. She pointed out that Mr. Rutherford was getting ready for a ride in Bogart Park, and on his way, he was thrown from his horse and hit his head, which resulted in his death. She expressed her appreciation for the consideration of naming the trail after her father.

Duane said he received about 10 – 12 positive emails for naming the trail and one negative email. Duane said the evening before his death Mr. Rutherford was at Winterfest, line dancing. He indicated presently that there is not a line item in the budget but asked for input from the board and to consider establishing a process and policy for naming trails in Bogart similar to the Memorial wall. Director De La Cruz indicated in the letter, the family had offered to help fund naming the trail.

PARS, Informational

The General Manager gave a short presentation on Public Agency Retirement Services (PARS). PARS is an investment company whom you would deposit funds into and those funds could only be utilized for the District's retirement obligations. Duane said PARS has investing strategies that differ from CalPERS and he explained that any interest shortcomings earned through CalPERS or if the economy took a downturn, the funds in PARS could be used to pay the obligations instead of the general fund. He attended a webinar meeting with GovInvest. GovInvest is a company that would set up a computer model accessible to staff offering an overview of our unfunded liabilities. Duane asked for direction from the board on moving forward in a plan to pay down our unfunded liabilities. He has reviewed it with legal counsel. He indicated that with moving forward in a plan, one of his goals would be to bring a resolution to the board stating that any modifications to the resolution could only be made by a unanimous decision of the board. Staff will bring forward a recommendation. Chairman Hughes said we need to find a way to pay the debt down and get rid of it. He would like to see the five or ten-year program and have finance committee study it and bring back a recommendation. He said it shows we are being responsible in paying down our debt. Treasures Diercks agreed. Denise agreed to move forward paying off the unfunded liability. Duane said he would have two presentations at the next board meeting from PARS and GovInvest.

Invocation: Pastor Marc Hargett gave the invocation

Pledge of Allegiance: Treasurer Diercks led the pledge of allegiance

Adjustments to Agenda: None

PUBLIC COMMENT:

Pete Ortiz spoke about the fees at Bogart Park. He asked to consider a decrease in the annual pass fee because it seems high compared to his annual pass for the National Park passes.

Laurie McLaughlin 4th generation of Beaumont spoke representing the San Gorgonio Pass Historical Society. She expressed her thanks for the ongoing support of the group. She gave an update of the events they have been involved in and said the museum in the Woman's Club building was refreshed in October 2018 and reopened for regular hours the first Saturday of each month, before, during and after each of their meetings, during the Woman's club meetings and during Cast performance intermissions. She said they are currently working on a project categorizing newspapers digitally that date back to 1905. They have a Facebook page with lots of information and hopes to see the Directors at their events.

Mike Lara spoke on behalf of the City of Beaumont and the City Council. He thanked the District for its support for the Fourth of July fireworks for the last three years and looks forward to continued collaborative projects. He gifted a Cherry Tree and card in appreciation for the Districts support.

1. CONENT CALENDAR:

2.1 Minutes of July 17, 2019

2.2 Bank Balances July 2019

2.3 Warrants for July 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

Opened public comment. No public comment. Closed public comment.

2. ACTION ITEMS/BIDS & PUBLIC HEARING/REQUESTS:

3.1 First Draft Fiscal Year 17/18 Audit

General Manager, Duane Burk said the finance committee reviewed the draft. The final version will be brought back at a later date.

Opened public comment. No public comment. Closed public comment.

Motion was made to accept item 3.1 as presented

Initial Motion: Treasurer Diercks

Second: Director De La Cruz

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

3.2 Authorize and designate the proceeds from the Spooky Spectacular and Oktoberfest Tournament for a winter wish Family.

Dodie Carlson spoke about how the Winterwish process and selection works. The General Manager suggested a board member deliver the gifts to the chamber with Dodie.

Opened public comment. No public comment. Closed public comment.

Motion was made to accept item 3.2 designating the proceeds from Spooky Spectacular and the Oktoberfest Tournament to a Winter Wish Family in the amount up to \$750.00.

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. DEPARTMENT REPORTS:

Human Resources Administrator/Clerk of the Board: Janet Covington

- Janet reported we hired two Special Project Associates. One will help in the finance department and one will organize our storage containers. We hired one casual recreation assistant primarily for weekends. Michael Aldrich was promoted to full time maintenance I. We have 29 employees.
- Forms 470's were submitted for Board of Directors.
- The Social Security Administration Annual Information Request was sent to CalPERS
- We had one new workers comp case, July 22, 2019. Total cases: 1.
- The Safety Compliance Company provided "Golf Cart Safety" training on July 17.
- Employees attended a review of the revised employee handbook July 23.
- The State of the City Luncheon is Thursday, August 15, 2019, 11:00 am at Four Seasons. We have eight registered to attend.
- The annual staff picnic was held at Bogart Park and it was hot but well attended.
- Jesse Camacho was selected June's employee of the month. We played four rounds of wheel of fortune. The July employee of the month will be celebrated on August 17 at the ball fields. The maintenance department will host an employee field competition with lunch that day. All directors are welcomed to join.
- Janet asked for suggestions for this year's Holiday Party.
- Stella Parks funeral is Monday, August 19 2:00pm. The District is sending a beautiful arrangement to the service.
- Will not be in attendance at the September Board meeting

Financial Services Technician/Office Manager: Nancy Law

- Nancy reported the Finance Committee meet to review July 2019 Financial Reports for Fiscal Year 2019-2020.
- The Financial Services Technician has not received deposits into the Riverside County Fund for July 2019 as of yet.
- She requested RDA from the County.
- The Finance Services Technician has transferred into the Reserve fund the \$5,000.00 monthly contribution for June 2019 bringing our balance to \$355,013.19.
- Finance has been working on the gate at Bogart. The new kiosk has been installed and we are getting a receipt system. The gate arm is expected to be installed 8/8/2019.
- Finance attending a webinar with Aaron and Kyle on Benefits of a Strong Safety Committee.
- Finance has been working with staff on a "no burn" policy for Bogart.

Activities Coordinator: Kyle Simpson

- Kyle reported the facility rentals have been picking up for the fall season.
- He is in the process of working with two new contract instructors. One is a baking class for children at the Woman's Club and the other is a candle making class at Noble Creek.
- He is working on Oktoberfest. He is working on vendors, licensing and entertainment. The signs will be out thirty days prior to the event. He said Anheuser Busch has committed to a sponsorship again. He has 16 vendors. He has been ordering mugs, prizes, tickets and restrooms. He asked the directors to commit to pouring beer on

Friday. The Lions club will pour on Saturday and Beaumont Youth Baseball will pour on Sunday.

- Christian Linnemann is scheduled to be the Burgermeister
- He received one application for King, Nathan Stine.
- Kyle attended the facilities ad hoc and will be attending the State of the City. Chairman Hughes asked for an invite be sent to the City to see if they can pour.

Athletic Coordinator: Dodie Carlson

- Dodie reported Summer Slow Pitch season has started. We have 28 teams for the summer season, which is down five teams from last year. That is not too bad considering we lost both Fast pitch and Slow-pitch on Friday nights.
- The ball field calendar is an ongoing work in progress. We are 80% booked full thru January of 2020. All users are excited to hear of the improvements that will be taking place on the fields.
- She is working on getting flyers made for the Spooky Spectacular, Oktoberfest tournaments, the canned food drive and the Toys for Tots.
- Dodie thanked the Board of Directors and General Manager for all the improvements to the park and she is really looking forward for the upcoming upgrades.
- BYB All-Stars have concluded for the 2019 season. BYB's Fall Ball season will start Sept. 3. 2019. They have about 75% more signups for the first weekend compared to previous other years.

Maintenance Foreman: Frank Flores

Frank reported they have been super busy in regards to safety.

- The trees located in the playground have been trimmed
- The first aid boxes in the buildings have been restocked
- He and Aaron attended a Sports Turf Managers Association workshop that included a speaker on topics such as infield mix quality and warm season turf grass management. There were multiple vendors that had hands on demonstrations such as Tore, Rain Bird, Hunter and John Deere. He thanked the District for his attendance.
- Bogart Park is progressing forward towards the standard that the District maintains its facilities. CDF, Mark Weaver, Superior Tank and staff have made their presence noticeable in the month of July
- The District staff party was fun for him and his daughter and thanked the District for putting on these events on for the staff.
- Mike Aldrich was promoted to full time
- The employee handbook was reviewed
- Productive Parks has been implemented
- Weed abatement/spraying herbicides in the RV dry campsites and the Oktoberfest parking lot.
- Superior Tank resumed work on the water tank at Bogart
- Weaver Grading did work at the Day Use areas in Bogart for firebreaks.
- Repaved the asphalt by the Bogart Kiosk
- CDF worked ten days with multiple crews working on tree trimming and brush
- Weed abatement and sprayed herbicide at Bogart Park on Candlelight trail, the equestrian area, Creekside camping area, the road up to the water tank and the back entrance road from Winesap.
- The snack bar was broken into and the cash register was stolen.

Maintenance Foreman: Aaron Morris

Aaron reported this last month has been a very busy and educational month for the field maintenance crew.

- Establishing a weekly routine for infield maintenance as well as creating a list of tasks to update and assign for productive parks
- Getting pricing and planning nutrient application to our ball field turf (Gypsum & Potassium)
- Aerating the outfields to reduce compaction and increase drainage and oxygen flow
- Adjusting/fixing any broken sprinkler heads to help with water coverage on all ball fields with the help from some of our casual staff
- Getting measurements and layouts for the field 1 irrigation system in preparation of the field 1 renovations
- Marked out an area by field 7 to pour a concrete slab for the new Tuff Shed
- Adjusting schedules and staff availability to accommodate our new duties throughout the week and weekends
- Implementing new logs during weekend events to keep track of our work and to help create a timely routine
- Completed the "Ball Field Rental Agreement Form" with the help of staff and management

General Manager: Duane Burk

Duane said he is looking forward to the competition on Saturday. He said the intent of our events such as this Saturday's competition, the annual holiday party, picnic and monthly employee recognitions is to be fun and positive and help with retention. He said Bogart has been a huge task and everyone is doing a great job. Duane reported he and Nancy attended a conference in Sacramento on Transparency offered through CSDA and they both received certificates. He would like the board's endorsement and support on achieving awards such as transparency. The logo could then go on Districts letterhead, envelopes, social media, web site, etc. He is going to commit to the special district administrators yearlong class. Janet already has it. There are four achievements as a whole. He would like the Board to participate. He is working on getting Chris's certificate from the conference he attended. Duane introduced Sue Feenstra who was appointed by Supervisor Jeff Hewitt, Fifth District to the San Geronio Municipal Advisory Council (MAC). She said the group meets bi-monthly at the San Geronio Water agency. He said he gave a presentation regarding Bogart. He attended the Cherry Valley Acres and Neighbors meeting with not a lot to report from that meeting. He said it saddens him the plaque was not installed and dedicated before Stella's passing. The MAC meeting had Commander Mike Alvarez of the California Highway Patrol speak. He said they did some speed surveys in Cherry Valley, they are going to be doing it again, and they have zero tolerance. Duane attended the engineering committee meeting for the Water District and one of things they spoke about was water prices going up. He is working with the Water District for anticipating water increases and said we will start seeing more DG than grass in the park for reducing our water footprint.

5. CALENDAR OF EVENTS:

5.1 Committee Meetings

- Collaborative Agency – First Wednesday Bi-Monthly, 5:00pm NCCC

- Finance – 1st Thursday of Every Month 5:00 pm NCCC. August meeting will be held the second Thursday. August 8, 2019 @ 5:00pm
- Facility Use Ad Hoc- Second & Fourth Tuesday Monthly @ 5:30 pm
- BCVRPD Board Meeting Schedule, NCCC
 - September 11, 2019
 - October 9, 2019
 - November 13, 2019

5.2. Upcoming Holidays

Monday, September 2, 2019 Labor Day
 Monday, November 11, 2019 Veteran's Day
 Thursday & Friday, November 28 & 29, 2019 Thanksgiving

5.3. Events

Oktoberfest, September 20-22, 2019

DIRECTORS MATTERS/COMMITTEE REPORTS

Director De La Cruz:

Armando thanked the staff, Chairman and board members for their continuous hard work and dedication. He met with Duane to see the improvements going on at Noble Creek Park and Bogart Park and he is happy with all the improvements being made. He said his family had a nice time at the BBQ. He really likes the way Bogart is looking with the trees trimmed. He is looking forward to Oktoberfest and all the beautifications going on throughout the park.

Director Ward:

Denise congratulated and thanked the staff and Duane. She said it is evident of all the hard work being done, every day. She said she appreciates Aaron's enthusiasm and it's nice to see the progress and education everyone has received. She congratulated Dodie on the birth of her grandson. She said Bogart is beautiful. Truck Works had their picnic there a few weeks ago and it was really nice and clean. She apologized for being late to the Districts company picnic. She said the collaborative agency meetings resume September 4.

Treasurer Diercks:

Chris wanted to express that everyone is doing a great job and everything looks great. He said he knows Bogart has been a lot of hard work for everyone but it is really coming around. He thanked everyone for all their hard work.

Vice Chair/Secretary Flores:

John said he appreciates the legwork at Bogart. He looks forward to seeing the Clayton Rutherford trail. He said it is night and day from when he started on the board with the way staff operates and it is a testament to Duane's leadership. He appreciates everyone.

Chairman Hughes:

Dan said he felt the picnic was great and the shade made it nice. He reported the foundation made about \$8000.00 on the golf tournament. They are setting a date set for next year and because this one being sold out, they will work with Morongo to use both courses next year. He said Bogart is looking good and there is still a lot of work to do. He stated we are working with other agencies such as the City and County. He said he might not be attending the next board meeting due to surgery.

6. ADJOURNMENT:

The meeting adjourned in remembrance of Stella Parks and California Highway Patrol officer Andre Moye Jr.

Director Ward made a motion to adjourn the meeting. Second by Chairman Hughes. The meeting was adjourned 7:12 pm.

