



Bear Mountain Recreation and Park District  
A Special District  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
Thursday, February 20, 2020  
David Head Building  
10300 San Diego Street  
Lamont, California 93241  
(www.bearmtnprk.com)

**MINUTES**

1. REGULAR SESSION
2. CALL TO ORDER

The regular board of directors meeting of Bear Mountain Recreation and Park District was held Thursday, January 16, 2020, at 6:30 pm in the Senior Center at 10300 San Diego Street, Lamont, California. The District is a political subdivision in the State of California.

**Present:** Chairman Perez, Director Horton, Director Rodriguez, Director Villanueva and Director Jimenez

**Staff Present:** District Counsel; Nathan Hodges, District Manager, Lorena Cervantes, Maintenance Supervisor; Anthony Zamora and Recreation Coordinator Rosalva Gonzalez

3. FLAG SALUTE

Meeting called to order at 6:39 p.m. Flag Salute: Chairman Jesus Perez

4. APPROVE AGENDA AS FORM

**Director Horton motioned for approval of agenda as to form. Seconded by Director Jimenez. Approved 5 ayes, 0 noes and 0 absent.**

## 5. PRESENTATIONS

- 5.1 United Way of Kern County Berenice Solis, VITA Coordinator and Annalisa Perez, CAIEITC Outreach Specialist- VITA Volunteer Income Tax Assistances Program.

## 6. PUBLIC COMMENTS

- a. None

## 7. ORAL COMMUNICATIONS

- a. None

## 8. WRITTEN COMMUNICATIONS

- a) None

## 9. CONSENT AGENDA

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 of to be deferred. (May include Minutes, Financials, Resolutions, and Policy & Procedure matters).

- 9.1 Minutes  
9.2 Pre-signed Vouchers  
9.3 List of Bills

**Director Rodriguez motioned for approval of consent agenda. Seconded by Director Horton. Approved 5 ayes, 0 noes and 0 absent.**

## 10. DEPARTMENTS REPORTS:

### General Manager Report:

- 10.1 Maintenance -**Anthony**- update back wash system, rebuilt Arvin Pool and Lamont Pool back wash system.  
10.2 Recreation- Update by Recreation Coordinator  
10.3 District Manager- **Mrs. Cervantes**- took webinar, new website requirements updated all the computers window 10. Also upgrade to QuickBooks Pro 2020

## 11. CALENDAR OF EVENTS:

- 11.1 Committee Meetings-Update  
11.2 Events-Schedule for David Head Center  
11.3 Events-Senior Center

## 12. DISTRICT BOARD MATTERS:

- 12.1 **2020 Board Organization Chart**  
**Discussion:** Vote on 2020 Board Organizational Chart

**Potential Action:** Approve 2020 Board Organization Chart

**Director Horton motioned for approval of 2020 Board Organization Chart. Seconded by Director Jimenez. Approved 5 ayes, 0 noes, and 0 absent.**

**12.2 2020 Board Committees**

**Discussion:** 2020 Board Committees

**Potential Action:** Approve 2020 Board Committees

**Director Horton motioned for approval of 2020 Board Committees. Seconded by Director Rodriguez. Approved 5 ayes, 0 noes, and 0 absent.**

**12.3 Resolution No. 2020-1**

**Discussion:** Proposed resolution for retention and destruction of District Records.

**Potential Action:** Approve resolution No. 2020-01

**Table for the next month regular board meeting.**

**12.4 VITA Volunteer Income Tax Assistances Program**

**Discussion:** VITA Volunteer Income Tax Assistances Program.

**Potential Action:** Approve use of Facility for the VITA Volunteer Income Tax Assistances Program.

**Director Rodriguez motioned to not approve the use of facilities. Seconded by Director Horton. Approved 5 ayes, 0 noes, and 0 absent.**

**12.5 Yovani Jimenez**

**Discussion:** Webinar Training- Good Governance

**Potential Action:** Approve webinar training on Good Governance for Yovani Jimenez.

**Director Villanueva motioned for approval of webinar training on Good Governance for Yovani Jimenez. Seconded by Director Rodriguez. Approved 5 ayes, 0 noes, and 0 absent.**

**12.6 Committee Meetings**

**Discussion:** Agenda and scheduling of upcoming Committee Meeting.

**Community Outreach-** January 28, 2020 @ 4:00 p.m.

**Potential Action:** Approval of upcoming Committee Meeting and Agenda.

**Director Horton motioned for approval of upcoming Committee Meeting and Agenda. Seconded by Director Rodriguez. Approved 5 ayes, 0 noes, and 0 absent.**

**13. FINANCIAL REPORTS**

**13.1 Review of Districts Financial Accounts-Action**

13.2 QuickBooks Reports-Aged payables, balance sheet, profit and loss

**Director Horton motioned for approval of Financial Reports. Seconded by Director Rodriguez. Approved 5 ayes, 0 noes and 0 absent.**

#### **14. DISTRICT CLOSED SESSION:**

14.1 Public Employee Performance Evaluation (54957)- Title: General Manager

**Director Rodriguez motioned to go into closed session at 8:00 p.m. Second by Director Jimenez. Approved 5 ayes, 0 noes, and 0 absent.**

**Mr. Perez-** came out of closed session at 9:01 p.m. **Mr. Hodges-** during closed session the board did the employee review of the General Manager, unanimous it was voted to approve the performance review which its nine pages this review will be presented to the District Manager. In the next board meeting in closed session the District Manager will have the ability to comment or revise any issues pertaining in the performance review there for is directed that the General Manager put this agenda item back on the February regular board meeting.

#### **15. DIRECTORS TIME:**

**Mrs. Villanueva-** thank you and good night

**Mr. Rodriguez-** nothing tonight

**Mr. Jimenez-** have a good night

**Mr. Horton-** nothing tonight

**Mr. Perez-** we have more opportunities presented to this district

#### **16. ADJOURNMENT**

**Director Villanueva motioned to adjourn the meeting at 9:04 p.m. Seconded by Director Rodriguez. Approved 5 ayes, 0 noes and 0 absent.**