



**Bear Mountain Recreation and Park District  
A Special District**

**REGULAR MEETING OF THE BOARD OF DIRECTORS**

Thursday, November 15, 2018

David Head Building  
10300 San Diego Street  
Lamont, California 93241

AGENDA

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

**1. REGULAR SESSION:** Regular Session to Begin at 6:30 p.m. at David Head Center, Senior Center.

**2. CALL TO ORDER AND ROLL CALL:**

\_\_\_Chairman Perez \_\_\_Vice Chairman Rodriguez \_\_\_Director Horton \_\_\_Director Villanueva  
\_\_\_Director Castrejon \_\_\_ District Manager Cervantes \_\_\_District Legal Counsel Hodges  
\_\_\_Mr. Zamora, Maintenance Supervisor \_\_\_ Other Staff

Adjustments to Agenda: Government code sec 54954.5(b) (2) provides “upon a determination by 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).

**3. FLAG SALUTE**

**4. APPROVE AGENDA AS TO FORM:**

**5. PRESENTATIONS:**

**6. PUBLIC COMMENTS:**

Anyone wishing to address the Board on any matter not on the agenda may do so now. All person(s) wishing to speak on an item on the agenda may do so at the time the Board considers that item. When speaking please tell the Directors your name. There is a three (3) minute limit per speaker on public comments.

Willful disruption of any of the meetings of the Board of Directors shall not be permitted. If the Chairman finds that there is in fact willful disruption of any meeting of the Board, he/she may order the disrupting parties out of the room and subsequently conduct the Board's business without them present. Such persons will be barred from further audience before the Board unless permission to continue is granted by a majority vote of the Board

**7. ORAL COMMUNICATIONS:**

**8. WRITTEN COMMUNICATIONS:**

**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 or 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

**10. DEPARTMENT REPORTS:**

**General Manager Report:**

- 10.1 Maintenance-Update
- 10.2 Recreation-Update
- 10.3 District Manager- Update

**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 Discussion and Potential Action: Large Event Policy
- 12.2 Discussion: LAFCO SOI District Map Boundaries
- 12.3 Discussion and Potential Action: Update of Employee Handbook
- 12.4 Discussion and Potential Action: Approval of Date for Ethics Training for Board Members on Saturday, January 19, 2019 between 10am-2pm to be combined with the Sexual Harassment training.
- 12.5 Discussion and Potential Action: Bear Mountain Recreation and Park District Committees Policy.
- 12.6 Discussion and Potential Action: Update Conflict of Interest Code

- 12.7 Discussion and Potential Action: Lock down policy and procedure
- 12.8 Discussion and Potential Action: Evacuation policy and procedure
- 12.9 Discussion and Potential Action: Creation of law enforcement position/division

**13. FINANCIAL REPORTS:**

- 13.1 Review of District's Financial Accounts- Action
- 13.2 QuickBooks Reports- Aged payables, balance sheet, profit and loss

**14. DISTRICT CLOSED SESSION:**

**15. DIRECTORS TIME:**

A Director on their own initiative or in response to questions posed by the public, a member of a legislative body or its staff may ask a question for clarification or make a brief announcement or make a brief report on his or her own activities. [A] member may provide reference to staff or other resources for factual information request staff to report back to the body at subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a further agenda

**16. ADJOURNMENT**

Any person with a disability who requires accommodations in order to participate in the meeting should telephone Lorena Cervantes 661-845-0757, at least 48 hours prior to the meeting in order to make a request for a disability-related modification or accommodation

**DECLARATION OF POSTINGS:** I declare under penalty of perjury, that I am employed by the Bear Mountain Parks and Recreation District and I Posted the foregoing agenda at the District office and website

---

District Manager, Lorena Cervantes