



Bear Mountain Recreation and Park District
A Special District
REGULAR MEETING OF THE BOARD OF DIRECTORS
Thursday, September 17, 2020
David Head Building
10300 San Diego Street
Lamont, California 93241
(www.bearmntprk.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, August 20, 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 Villanueva, Director Rodriguez, and Director Yovani Jimenez

Staff Present: District Counsel; Nathan Hodges, District Manager, Lorena Cervantes, Maintenance Supervisor, Anthony Zamora and Recreation Leader, Mrs. Horton

3. **FLAG SALUTE**

Meeting called to order at 6:30 p.m. Flag Salute: Vice Chairman Donny Horton

4. **APPROVE AGENDA AS FORM**

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

5. PRESENTATIONS-

5.1 Brown Armstrong 2018-19 Audit- Andy Paulden

6. PUBLIC COMMENTS

a. **Gabriel-** I would like for the park to remain open because this is where families come to have fun and do sports.

7. ORAL COMMUNICATIONS

a. None

8. WRITTEN COMMUNICATIONS

8.1 Permit Application building project identification sheet-PG&E

8.2 Letter of Authorization- PG&E

Mrs. Cervantes- the application and the letter were reviewed by Mr. Hodges and submitted. There was a question that Mr. Jimenez had concern if we were going to have to close down when they would come to install the generator initially they had said August 28th but the recently change the date to September 3rd the office will be closed that day.

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

10. DEPARTMENTS REPORTS:

General Manager Report:

10.1 Maintenance -**Mr. Zamora-** we have been taking care of our regular duties.

10.2 Recreation- **Mrs. Horton-** we did get trophies for kids that participated on the online course the District Manager, Recreation Coordinator and myself decided to distribute them drive thru stile on July 28th between 6p.m. to 7p.m.

10.3 District Manager- **Mrs. Cervantes-** in July we attended the PerCapita workshop, I also had a meeting with Progresso de Lamont, and they are still talking about helping us with the baseball field. I wanted to let you know as well that we opened the position for temporary maintenance we had three applicants we will be interviewing tomorrow.

11. CALENDAR OF EVENTS:

- 11.1 Committee Meetings-**Mrs. Cervantes**- i had a meeting with the Five-Year Plan Committee and the Grant Committee we identified possible projects.
- 11.2 Events-Schedule for David Head Center- all events have been cancelled
- 11.3 Events-Senior Center- all events have been cancelled

12. DISTRICT BOARD MATTERS:

- 12.1 **Discussion**- 2018-19 Financial Audit
Potential Action: Approve 2018-19 Financial Audit prepared by Brown Armstrong.

Director Horton motioned to approve 2018-19 Financial Audit prepared by Brown Armstrong. Seconded by Director Rodriguez. Approved 5 ayes, 0 noes and 0 absent.

- 12.2 **Discussion**- Option for removal or disposal of vehicles
 - **Disposal**- 3 vehicles to be sold to pick your part
 - **DMV**- Program
 - **Consumer Assistant Program Vehicle Retirement**- The District does not qualify for this program
 - **Repair**- White van
 - **Auction**- social distancing no action**Potential Action**: Approve options listed above.

Mr. Zamora- the price to repair each vehicle is more than what the vehicles are worth I am recommending that we retire the vehicles and repair the white van it would be around 700 dollars to get it repaired. **Mrs. Cervantes**- we do have a concern if we do fix the white van where are, we going to park it

Director Horton motioned to approve to repair the white van and dispose of the rest of the vehicles. Seconded by Director Rodriguez. Approved 5 ayes, 0 noes and 0 absent

- 12.3 **Discussion**- Identified Projects for the Per Capita Program Grant- Depending on the cost of each project we will complete as many as we have funds for; they are listed in the order of priority first.
 - **BMP**- Tennis Court: Convert into a Multi-Purpose Court
 - Indoor soccer
 - Tennis Court
 - Volleyball Court
 - **WP**- Basketball Court (NCAA Measurements)
 - **DHB**- Upgrade Lobby Restrooms
 - **AP**-Roof Re-Roof
 - **BMP**- Walking Path
 - **BMP/WP**- lights upgrade/installation

Potential Action: Approve Identified Projects listed for the Per Capita Program Grant. Such approval will not approve commencement of the projects. Approval will only create the list of projects, and their priority, the District may submit to the State for approval.

Director Horton motioned to. Approve Identified Projects listed for the Per Capita Program Grant. Such approval will not approve commencement of the projects. Approval will only create the list of projects, and their priority, the District may submit to the State for approval. Seconded by Director Jimenez. Approved 5 ayes, 0 noes and 0 absent.

- 12.4 Discussion:** Five Year Plan Amendments- Update Five Year Plan to 2021-2024 with the projects identified for the Per Capita Program Grant. We cannot specify a specific date for completion of the proposed projects. Based on the grant process, the District must follow the procedures of the grant to complete the projects.

Potential Action: Approve the Five-Year Plan amendments listing projects to be completed between 2021-2024

Director Horton motioned to approve the Five-Year Plan amendments listing projects to be completed between 2021-2024. Second by Director Jimenez. Approved 5 ayes, 0 noes and 0 absent.

- 12.5 Discussion:** Letters of Support to local nonprofit agencies and other groups such as CAPRI, CARPD. The District has been approached by various non-profits asking for letters of support for legislation.

Potential Action: Approve to prepare a Resolution that allows the District Manager to provide letters of support to nonprofit agencies and other groups as mentioned above reviewed by Chairman and Legal Counsel.

Mr. Perez- No action taken

- 12.6 Discussion:** Online Recreation Activities

Potential Action: Approve Online Recreation Activities

Mrs. Cervantes- we have this item on here because Mr. Jimenez wanted on the agenda, I believe at this time is not a good idea to have on line activities since the kids just returned to online school **Mr. Jimenez-** is our job to offer activities for the kids we have a good turn out or not **Mr. Perez-** Director Rodriguez will is excused from meeting at 7:59 p.m. at this moment no action was taken and we will like to table this item for next month regular meeting.

- 12.7 Discussion:** Committee meetings

Potential Action: Approve scheduled committee meeting and agenda

Program/Fundraising Committee- September 2, 2020 @ 5 p.m.

Director Horton motioned to approve scheduled committee meeting and agenda Program/Fundraising Committee-September 2, 2020 @5 p.m. Second by Director Jimenez. Approved 4 ayes, 0 noes and 1 absent.

12.8 Discussion: Soccer Field is being used on the weekends they are leaving trash everywhere.

Potential Action: Approve closing off the soccer field.

Mr. Perez- No action taken

13. DISTRICT CLOSED SESSION: None

13.1 Review of District's Financial Accounts- Action

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

Director Horton motioned for approval of Financial Reports. Seconded by Director Jimenez. Approved 4 ayes, 0 noes and 1 absent.

14. DISTRICT CLOSED SESSION: None

15. DIRECTORS TIME:

Petra Villanueva- good night to everyone and we had a productive meeting and thank you.

Yovani Jimenez- I am very pleased that we had a great audit report and thank you to our General Manager and our Legal Counsel for keeping us up to date and have a good night.

Donny Horton- Good night

Jesus Perez- I want to thank everyone for coming thank you Mr. Arreola for coming and translating for us and Mr. Paulden from Brown Armstrong here is always good too get questions asked when he is here but like he said when his not here we could contact him at his office I encourage you to review the audit and become familiar with it

16. ADJOURNMENT

Director Horton motioned to adjourn the meeting at 8:21 p.m. Seconded by Director Villanueva. Approved 4 ayes, 0 noes and 1 absent.