

June 15, 2017

The regular board of directors meeting of Bear Mountain Recreation and Park District was held Wednesday, May 24, 2017, at 6:30 p.m. in the Senior Center at 10300 San Diego Street, Lamont, California. The District is a political subdivision in the State of California.

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:

Mr. Perez called the meeting to order at 6:33 p.m. Board Members present
Mrs. Villanueva, Mr. Horton, Mr. Perez and Mr. Castrejon absent.
Staff present: Legal Counsel; Mr. Hodges, Lorena Cervantes; District Manager and Mr. Zamora, Interim Maintenance Supervisor.

3. APPROVE AGENDA AS TO FORM:

MOTION Mr. Horton moved Mr. Villanueva second to approve the agenda as to form.
Motion passed 4 ayes, 0 noes and 1 absent.

4. PRESENTATIONS:

None

5. PUBLIC COMMENTS:

None

6. ORAL COMMUNICATIONS:

None

7. WRITTEN COMMUNICATIONS:

None

8. CONSENT AGENDA:

- 8.1 Minutes
- 8.2 Pre-signed Vouchers
- 8.3 List of Bills

MOTION Mr. Rodriguez moved Mr. Horton second to approve items 8.1. Motion passed 4 ayes, 0 noes, and 1 absent.

MOTION Mr. Horton moved Mr. Rodriguez second to approve items 8.2 and 8.3. Motion passed 4 ayes, 0 noes, and 1 absent.

9. DEPARTMENT REPORTS:

General Manager Report:

9.1 Maintenance-Mr. Zamora- we have been really busy we trench and rewired the valves that were cut on the south part of the park everything is starting to get green on this side while we were trenching we went ahead and transferred the play ground lights the next thing as soon as we get time we are going to have a electrician come out and hook up the box were also working on the baseball field we rented the tractor scraped the field were also working on the pools getting them ready in weedpatch were working on the valves in another week we should be done, Lamont Public Utility send us a letter that I requested that lets us know that everything is good with the water, we been having a graffiti problem here at Bear Mountain Park in back of the restrooms that backed us up on some of the work. Mrs. Cervantes- the graffiti was done two weekends in a row I don't know if we could consider closing the restrooms on the weekend the conference that I went to there's a lot of districts that don't have their restrooms open any more due to vandalism if that's going to be happening every weekend that takes a lot of time from them on Monday, I think that if that's something that's going to be happening we should consider closing the restrooms Mr. Horton- is it happening only in Lamont. Mrs. Cervantes- we don't know what they're doing in the other park but that park has always been vandalized but that's not our park weedpatch park use to be vandalized but not anymore. Mr. Rodriguez-I don't remember if we talked about locking the restrooms at the last board meeting. Mrs. Cervantes- I don't think we got an answer but I think that's something we should do. Mr. Horton- you want to look them all the time or just in a certain time. Mrs. Cervantes- after we leave at five because during the day that were here there not going to do that and close all weekend because that's when it gets vandalized I know people are going to complain cause there close but there not being taken care of Mrs. Villanueva- I just want to ask when we close them we won't have any problems or legal matter because the day that you had close the restrooms there was a meeting here and people were upset that why we were closing the restrooms I explained and they said that that was not a reason to close them because they're paying taxes. Mr. Hodges- no closing this down on the weekends, Mrs. Villanueva- can you then put up a sign saying that they're going to be closed Mr. Perez- should we put this in our next meeting Mr. Hodges- this can't be discussed at this meeting or decisions made it could only be discussed on the maintenance report but you could put it on the next months agenda Mr. Perez- one comment that I did have one that is that's a message to send out to the community this is a family oriented community when people talk about Lamont, Arvin, and Weedpatch they talk about hard working farm workers so if we carry the message this is becoming destruction this is limiting resources for bringing more activities for the kids then we need to shame them a little bit and put the responsibility in our community to stop this is not even art nothing close to art we have an art policy that may provide a outlet to them but that's up to the personnel committee to see how you want to push it at this point now were going to be discussing it and possibly seeking action on closing those restrooms

and that's something that maybe we could have like a public release sent out to the community . Mr. Horton-maybe we could put up a sign on the bathrooms saying due to vandalism the bathrooms will no longer be open so the public will now the reason Mr. Perez- I'm sure we have all come to visit on the weekends.

9.2 Recreation

Wild Flower Festival- At the wild flower festival there was a parade our recreation coordinator came out at the parade with Mr. Rodriguez she decorated the cart it looked nice butterfly's and flowers it's something that Mr. Castrejon asked if she could do and if it was in the budget if we could do it.

Junior Giants- for the Jr. Giants so far we have for the Lamont League we have a total of 174 kids registered and for the Arvin league we have 94 kids registered for us to start the league we have to have a minimum of 150 kids registered in each league, in the Lamont league were not going to have the age group 14-18 because we did not have enough kids signed up but in the Arvin league we will have kids 14-18 because we did have kids sign up for that age group, the league for Lamont should be starting June 12, and Arvin starts June 14. Mr. Hodges- my law group has been doing a cleat drive for the kids it looks like we're going end in around 150 pairs of cleats is coming along we been able to get on the news twice and radio interviews as well Mrs. Cervantes- also Mr. Rodriguez is going to be donating 200 dollars I asked him today if it was possible if we could use the 200 dollars to buy canopies because it gets really hot for the kids and that way they have a place to be when it gets hot and he said that was fine Mr. Hodges- one of my clients is a oil field safety service company and they sell those canopies the pop up canopies so I talked to them so we could get them right on cost so 200 will go a lot further Mr. Rodriguez- I have one is 15 by 15 a good size one I've only used it once or twice and you guys are welcome to use it just give me a call and take it. Mrs. Cervantes- I want to add the Lamont Pool in there I already did the hiring for the pool well kind of hiring I got everyone that applied we barely had enough people to make the lifeguards we had one pool manager and a couple for the concession stand there going to be training next week and they're going to be testing June 3rd so who ever passes we would be hiring so hopefully we have enough lifeguards to open right now cause the situation that we have in the Lamont Pool the way that were going to open is that we're going to open a hole week in Arvin and so we could fix Lamont Pool if its fix by the time we open then will open one day here and one day in Arvin but if it's not ready to open were just going to open every day in Arvin for now, pools will be opening June 13 open to the public 1-5pm and since we're not sure if we're going to open Lamont pool were going to try to do swimming lessons in the morning and in the evening the swimming lessons will start June 20th the week after opening.

10 CALENDAR OF EVENTS:

10.1 Committee Meetings

Budget Finance/Personnel Committee- I meet with Mr. Rodriguez and Mrs. Villanueva and we went over last year's budget and I made a comment to them on the areas that were going to be changing and the areas that we needed to talk to the board about so under board matters I do have a draft of the budget we did discuss some of the items so this is for you guys to take home and review I will go over the items that we discussed and then I will be meeting with them again before the next meeting that way we could go over any changes we decide to do so it could get approve at the next board meeting because it has to be approve before June 30th.

10.2 Events-Schedule for David Head Center

10.3 Events- Senior Center

MOTION Mr. Rodriguez moved Mrs. Villanueva second to approve items 10.1, 10.2, and 10.3. Motion passed 4 ayes, 0 noes, and 1 absent.

11. DISTRICT BOARD MATTERS:

11.1 Discussion re: Policy Manual #1, attached to the BMRPD Bylaws (policies governing purchasing, open purchase orders, petty cash, cash receipts, and payment of invoices (last updated 1989)

Mr. Hodges- this I an area of the by-laws that I was directed to update the current policy manual number 1 the purchasing policy is only one page long and the government code section 54202 and 54204 require a lot more that was on that one page document because this is a public agency we have to deal with public resources code we also have to deal with public contract code and so I have updated this purchasing policy to deal with the open purchase order to deal with the petty cash and cash receipts and payment with invoices all of that into a policy so if anybody has any questions there able to look trough this it's been updated I gave it to the district manager its now about 48 pages long before you get to the definition pages like 53 pages in total but it outlines the biding prose's it outlines everything that the district has to follow to comply with the government code and to not become liable for miss use of tax payer dollars so the district manager has a copy of this she's going to be reviewing it with the finance committee or the budget committee and then the budget committee will be presenting to the board hopefully at the next board meeting so the entire board can review this but that's the update for this right now I don't believe there's any action that needs to be taken I just wanted to let you know the progress that is being made on this. Mr. Rodriguez-thank Mr. Hodges for doing a good job because this is something that should have been done a long time ago this is something that should be update around every three or four years Mr. Hodges- well I would say maybe not every three or four year just when the laws that apply to this district change and so if the district manager now that she's doing continuing education stay up on the laws that come out and as they relate we could make the appropriate changes to the by-laws to make sure that the district continuous to comply with the law.

11.2 Discussion re: Policy Manual #2, attached to the BMRPD Bylaws (policies governing fees and charges)

Mr. Hodges – ill be giving a update on this as well this is another section that the board directed me to update and the bi-laws I received after the district manager meet with the budget committee the updates that are purposed for different fees and charges for around the district I'm in the process in updating this policy manual number two to comply with those new fees that was one of the grand jury's recommendations that the fees and charges become the same across the board so they apply to everybody obviously there could still be a nonprofit verses a pro-profit or private individual cost just so you treat those different types of groups the exact same way so there no discretion and nobody could claim that the district is favoring one party over another so

were in the presses of updating that ill have that to the district manager hopefully next week so she could present it to the budget committee again and then present it to the entire board for approval.

MOTION Mr. Horton moved Mrs. Villanueva second to approve short reassess time 6:58pm. Motion passed 4 ayes, 0 noes, and 1 absent.

11.3 Discussion- Lamont Pool Roof Repair Update

Mr. Hodges- I could start this off because the district manager and I have been dealing with this the issue has a reason obviously you know that Kern County has put a stop work order on fixing the roof and based on flood requirements there's a way to get around those requirements and one of them is to show that the value of the repairs is less than half of the appraise value of the building so it's a really easy exemption to get around with the minimal repairs the problem is because it's a government own building its exempt from appraisal and because its exempt no appraisal in town that's certified will come out here and appraise the building additionally Kern County won't come out and appraise the building they sent somebody out and looked at the building they left went back to the office called and said were not going appraise it's a exempt building so we haven't found anyone that will do it the district manager found a insurance company at this meeting that she went to and she's working with them to get them to come and appraise the building once appraise all that's necessary is to show the appraisal value to Kern County and then have three quotes from different contractors that establishes the average is less than 50 percent of the value of the building wish shouldn't be an issue and three quotes are already there so it's just the process of getting the appraisal and once the appraisal is done the work should move forward real quick. Mrs. Cervantes-I contacted the insurance company because when I went to the conference wish that one of the first thing I learned that there helping special district getting there building appraise so I contacted the insurance and then they contacted me with the person that is going to help us I already sent them all the information I did that this week so hopefully I hear back from them next week. Mr. Hodges- otherwise we would have to change the building completely. Mr. Perez- I think the timing of the general manager going to this training was right on point.

11.4 Discussion and Proposed Action: Posting the Office Manager Position.

Mrs. Cervantes- I spoke to a couple of board members they wanted me to put it on the agenda for us to vote so I could post the position. Mr. Horton- I have a question by us having her as interim position are we saving money, and is it time sensitive do we have to hire somebody right now or can we save money having her another couple of months Mrs. Villanueva- that had been said that it was just going to be temporary and then it was then going to be posted the position, so we could bring somebody Mr. Hodges- from a legal stand point there's no definite time period that you have to meet because the position is built with an interim position that was voted for by the board and you could open that position today or a few months down the road that's your choice Mr. Rodriguez- what time are we looking at Mr. Horton- I'm just looking at the financial if is saving us money and there's no time sensitive were saving some money Mr. Rodriguez- I'm looking at the position that the interim office manager has now she's doing all the extra work and I don't think is fair that she keeps doing, how much are we going to save Mr. Perez- while were having the numbers the estimate pulled up on comment that I have is that I understand that the

interim position right now is not full time and I'm wondering if in the future we could make the office manager position a full time position that might make things run a little more smoother around here without knowing certain hours there's just different things that could come up when you have somebody part time other than full time so that's one of the comments that I had Mr. Horton- it is a full time position right Mrs. Cervantes-it is a full time position as an interim she is working as a full time position eight hours a day what is not a full time position is the office assistant position which that is the extra help we get when were both have to be out of the office. Mr. Hodges – as an interim office manager the district is saving approximately 4,000 in payroll cost that doesn't include taxes which will be higher once the salary is higher approximately 4,000-4,500 a year right now as an interim verse full time hire. Mr. Horton- we could wait till then to post it Mrs. Cervantes-the position is going to be posted for two months.

MOTION Mrs. Villanueva moved Mr. Rodriguez second to approve item 11.4. Motion passed 3 ayes, 1 noes, and 1 absent.

11.5 Discussion – 2017-18 Budget Draft

Mrs. Cervantes- I meet with the budget committee so we went over some of these numbers and the revenue we received more revenue than 2016 instead of the 571,000 we received 625,000 and all the ones that are in volt are the ones that changed you could compare 2016 and 2017 and for the rental income I dropped it because we haven't rented out on Sunday's since the church stopped using it nobody has called nobody has come it hasn't been rented and the church hasn't contacted us anymore if they're going to use it or not so I did drop that by 5,000 the lease income did go up a little bit because we charge them 100 dollars more a month every year so it went up to 2,900 instead of 2,800 hundred so we have around 54,000 more in revenue. Under administration everything that is in bold there was changes in the legal from 20,000 we bumped it up to 36,000 that's about how much we spent it doesn't mean that s how much is going to be spent but at least were going to be in the budget depending on what we need from Mr. Hodges his been doing a lot of work, county services that dropped because we didn't get charged that much this year because we have been doing a lot of the work on our side they charge us about 1,000 in recreation services we didn't get charged that much either around 500.00 the electricity bill stays the same 45,000 dollars the water dropped to 18,000 we don't know if we're going to start watering more but I dropped it to 18,000 the one that I had a question under board compensation we budgeted 6,000 that budget only includes us just paying the board members one meeting a month each board member that is 6,000 we spent 9,000 dollars this year paying board members 3,000 more than normal so I want to know how much you guys want me to budget for compensation I need to know what number to put there if I leave the 6,000 or I'm going to be paying more out if I should pump it up to what amount Mr. Rodriguez- is that extra money because of special meetings Mrs. Cervantes- special meetings, committee meetings, and trainings that we been paying some board members have gotten paid for committee meetings as well Mr. Rodriguez- I didn't know that some board members have gotten paid for committee meetings I have not gotten paid for that Mrs. Cervantes- that's something you guys should consider so you guys could give me a amount of what I should budget for that and then also have a question mark is contractual services if were thinking of hiring a grant writer how much are we willing to spend on that in the last page of the budget we have around 30,000 another question

mark that I have is for the training of the board members we never had to pay for any board member getting train so we didn't have anything budgeted so far this budget is till March because that's what I have these numbers can change cause I don't have anything inputted after that bills haven't been paid or approved but I mean estimating the next three months that's how I have this budget so far we spent in training about 3,000 dollars for the board members that includes room and the training so how much do you want me to budget that for board members to go out and get train also I need to get numbers so I could input them in the budget this is under administration if you guys could think about a number in the meanwhile Mr. Rodriguez- will have a final budget meeting before the next meeting Mrs. Cervantes- will meet a week before the meeting will go over this and the policy and for the day of the board meeting we should have our final budget so if any of the other board members have any input towards the budget let me know so I could make any changes before I meet with the other board members Mr. Perez- one comment in speaking to other districts specifically as recreation and parks district in Sacramento I had asked them about compensation so I figured is kind of relevant to bring it up now and I said so what a average for board compensation in a month our cap is at 500 dollars so once suggestion is multiplying the number of the board members by that average of course if we come under that's money being saved obviously of course there's going to be directors that won't be wanting to be compensated for certain things and that's fine but that might help us guide us with that raising that because I was under the impression that we were at 400 dollars but he did say that they were compensated 100 dollars per meeting that they would attend if we do that it would be 30,000 what we would bump that to but when we get to the last page with the all the numbers I'll tell you how much money we have left over so you could decide where to apply what we have left over, under office for auditing since we're going to be going out to bid I'm not sure what were going to be paying but what we have been paying these last few years is twenty thousand dollars but that number can change depending on who we get Mr. Hodges has been contacting different auditing agencies and they've all told him to go back to Brown Armstrong Mr. Hodges- they do not these audits they refer all of their clients to Brown Armstrong so you may have to go to a Los Angeles firm or a Fresno firm to be able to bring in another auditor if that's what the board chooses to do Mr. Perez- one comment that I do have on that when we were in San Luis Obispo director Villanueva had that question saying now with this new law we have to switch auditing firms and they said that as long there's a different partner with in that firm that may avoid us from going to the extreme of going to Los Angeles to get somebody else Mrs. Cervantes- if we go out of town that would probably more expensive Mr. Hodges- there might be another firm in Bakersfield that might do it I haven't contacted every CPA firms but I have contacted some of the big ones and also some of the locally own ones that have good reputation and they don't do it Mrs. Cervantes- we have under the board approved educational training for the staff for the district to pay for them to pay for their educational classes that's another thing that's never been budgeted for I need to know a amount which when you look at the ending balance you could split it out different ways and under recreation some of the numbers dropped like for the Lamont Pool I had budgeted 10,000 dollars for Arvin and Lamont 5,000 dollars each depending on what were going to be spending were probably were not going to have that much staff, the recreation coordinator she was under full time so I moved her under part time since she is part time and I bumped her up a little bit cause see if we could get her extra help in the summer to move around the heavy stuff we could have a recreation leader or someone that we hire for the concession stand to help her out so that bump up a little so she could have that help, for the benefits under the FICA that dropped since the salary dropped a little those are

the changes there, and under parks the major changes was moving one of our full time people to maintenance supervisor and that include the maintenance supervisor salary and then I left the pool time maintenance and I added a part time maintenance 50 hours a week starting at 11.50 adding 15,000 we could decide how to work those 15,000 if we want to work for 6 months or work certain hours a week but they do need that extra help, we did spend some money repair in the building cause we changed all the lighting and we repainted it so I budgeted 2,500 for anything that we have to do for the building and another item that we changed repair in maintenance park and grounds we had the 34,000 dollars in there last year which that covers the rubber in the playground area it covered the basketball courts and it covered the trimming of the trees so right now I put in the amount of 20,000 dollars I mean that can change also and these 20,000 dollars could be for the little projects that we have on our list that were doing for the five year plan or for the capital project we can start getting picnic tables grills stuff like that the little items that we could take care of that it's not going to cost a lot of money but it's going to add up so I have that in there for that and then safety education how much are you guys willing to spend Mr. Hodges- my perspective looking at this I recommend that the board look at providing some kind of funding for maintenance safety there's nothing in there for PPE personnel protective equipment and I think that is something necessary for that position at least gloves and boots when there working with equipment they should have at least that ear plugs safety glasses I don't want the district to get hit with a violation I think the district should look into some kind of safety budget for maintenance just to keep the district out liability for protection Mrs. Cervantes- they do purchase safety items but is under supplies I think we should break it down like that it shows we could probably take the 2,000 away from supplies and put it for safety items Mr. Perez- that way it's in our budget as safety supplies, Mr. Hodges had commented about ear protection eye protection he had commented about hand and foot protection as well are there items now that are missing I know that we were informed Mr. Zamora- I just need to update all my equipment for the pools my respirators and stuff Mr. Perez- but as far as glasses for weed eating and for machinery you have your protection Mr. Zamora- we need to find a supplier were we could get a better deal Mr. Rodriguez- we talked about this safety issue months ago when Mr. Hodges brought it up because safety is number one safety equipment is very important Mr. Perez- steal toe boots whatever is needed please inform the general manager items that are needed and there will be a budget item specifically for them I took a training and I'm also a member of the America Society Safety Engineers and we talk about that how we save our self so much money if we just budget and you spend it up front Mrs. Cervantes- on the last page it has our total revenue and all of our expenses from all the pages that we went through and our net income that we would have left is 30,000 dollars so that the amount that you have to play around with Mr. Horton- looking at the 30,000 dollars that we have left we should implement that in education because we do have education reimbursement policy I think instead of putting this money into board compensation we should review our board compensation policy I rather put that money for education and better the district other than us get paid for every single meeting we go to and I know you said that you talked the people in Sacramento but we could have a way different budget that us maybe we should put that ordinance back on the agenda and talk about it Mrs. Villanueva- I have a question district manager, office manager, and office assistant Mrs. Cervantes- I'm the district manager and the office manager currently is Lucia until that position is full and the office assistant we don't have one but we always need that third person and that's why we only have 10,000 dollars budgeted on that for that person that's on call and then were going to try to find someone that willing to do that sometimes we use Rosie the one that works in

the senior center we use her when she's done with the seniors that's who we been working it Mrs. Villanueva- if the office manager that's going to be put is full time why do you need another secretary Mrs. Cervantes- we have always had a third person in the office is needed because sometimes I'm not here and we need to have someone in case something happens but we don't have that person there all the time right now is budgeted part time before we did have someone full time Mr. Horton- just for reasons for being recorded and for Nathan someone needs to translate this Mrs. Cervantes- what I said earlier the reason we budgeted that 10,000 dollars was cause we need that person that comes and goes when were busy that were not going to be in the office or something happens that we both can't be in the office and that's how we've had a on call person but in the past we had a full time office assistant in the office in the office is only been a couple of years that we haven't had that third person in there, she wants to know why we need that third person in the office Mrs. Villanueva- Everardo was he full time and when they did the budget cuts she's the person that we would use part time to cover the office when she left she left thinking she was going to come back full time because it was just going to be something temporary Mr. Horton – you just budgeted the 10,000 dollars just to call someone as needed Mr. Perez – one of the comments I have and I do see here the revenue of what we have left over great maybe a reserve budget go as plan, things change we may need to pull employees for extra hours, we should have a little reserve so that maybe something to do I understand there's things that we have gone over budget this year Mrs. Villanueva- How much do they charge to write grants Mrs. Cervantes we have had two different companies the first company that we used to have they used to charge us 24,000 dollars a year that was a bigger company and then we had a retired grant writer and she charged us 800 dollars a month but it depends what were looking for what they do is that they're constantly looking to see what grants would benefit the district and see what they could apply for but the retired grant writer she kind of got scared when we did the five year plan for the Weedpatch Park when she noticed what kind of money she needed to bring in she said she could not do it that she didn't write does type of grants so she resigned we need to find someone who does state grants Mr. Perez- one thing that I want to comment on that is one position that we may fill we may have to put in the language in the job description but this office manager position that has that extensive experience or has that ability that write the grants for us if they're going to be full time Mr. Hodges- if the board will allow me ill make one comment about grant writing Cal State Bakersfield has multiple classes of grant writing one of them is called fundamentals of grant writing and there very good in teaching these classes I would recommend the board contact one of those professors to see if one of those could help out in any way whether is by allowing his students to actually write grants as part of their class and then you don't have to pay for it because it's getting graded a potential way to get free grant writing because they have those classes over there Mr. Horton- to your comment about the officer manager for come and write grants I don't think that with forty thousand dollars year and all the other responsibilities that the office manager is going to have we can't expect them to write grants for that amount of money Mrs. Villanueva- but the workshops we took those were some of the recommendations of one of the presenters that it should be part of the people that work already to write those grants Mr. Perez- there's certain language that you could put into a grant that actually separates some percentage of that money to go to a grant writer as compensation so there might be an ability for that to happened that is a great idea Mr. Hodges and that might bring in an contracted employee ideal if we could have graduate students Mrs. Villanueva- and if we could save the thousand dollars for the office assistant position maybe we could use it for that Mr. Horton- I would like to direct district manager to see how much it cost to actually have a

grant writer on staff and see what other districts do maybe call around and have that information for the next board meeting Mrs. Villanueva- and if you investigated what Nathan said regarding the students that would be good I would like to know who is the coordinator of the recreation Rosalva she has the two positions Mrs. Cervantes- there's just one Mrs. Villanueva- the one for 15,000 Mrs. Cervantes- in 2016 and 2017 she was full time but not no more she is part time Mr. Perez- on comment for the budget if we do have extra funds left over I would like to see them go into recreation to provide more recreation activities or to go into the maintenance of the parks Mrs. Hodges- if the board allows me to speak going into the recreation I was contacted by a gentlemen in Bakersfield that runs a soccer program for kids and he would like to come out and speak to the board about beginning a soccer program out here I don't know the name of his organization but it's a newer organization in Bakersfield that runs a soccer program and he heard the advertisement for the shoe drive for the baseball and was wondering if this board was doing anything recreationally for soccer and he would be interested in helping in whatever way the board would allow him to get that program started Mr. Perez- yes if you could get the name information of the gentlemen let him know that we would love the presentation from him that would be great this community loves soccer I think they are going to be really excited with a program like this one question is it for kids under 18 Mr. Hodges- yes it is his name is Jose his from la cantera soccer club Mr. Horton- if you could just let us know when his coming out so we could put him on the agenda so he has more than three minutes Mr. Hodges- if the manager could go ahead and put him in the next agenda his willing to come out to speak in any meeting

11.6 Discussion: Resolution to Amend Bylaws - Employee Handbook, Organizational Chart, and Vehicle Use Policy

Potential Action - Motion to approve proposed amendments to bylaws, thereby replacing the bylaws current employee handbook, organizational chart and vehicle use policy with the proposed organizational chart, and the recently approved employee handbook and vehicle use policy.

Mr. Hodges- these proposed amendments were given to the board at the last board meeting for you to review before you could make a resolution for to admen the bi-laws you have to have one full meeting or one full month in between meetings to review those so you have a chance to review them and if there's any purpose changes that you had to those this would be the time to let me know so we could make those changes other wised the board could move forward with approving with replacing the employee handbook with the new employee handbook that you recently approved replacing the vehicle use policy with the one that was recently approve as well changing the organizational chart inside of the bi-laws to make it cleaner and make it more understandable.

MOTION Mr. Rodriguez moved Mr. Horton second to approve item 11.6. Motion passed 4 ayes, 0 noes, and 1 absent.

11.7 Discussion: Issues relating to Translation of Board Meeting Discussions.

Potential Action - Motion to restrict parties from speaking when translation is necessary, such that that the speaker and the translator have the ability to finish their statements prior to another board member or member of the public having the opportunity to speak.

Mr. Horton- just because I noticed that in the last few meetings our translator when someone is doing public comments his not translating exactly what they're saying that's very important that he does that not just for legal purposes for the recording of the meetings I could imagine that the nightmare to try to understand what they're saying like what happened later we had a conversation going on in Spanish and it was not being translated I know that the translator is not here but it needs to be translated properly on to the recording and that might be a legal issue Mr. Hodges- there's a potential brown act violation potential violation for the public records act because the minutes are public records and if you don't have a accurate translation of the record your not able to provide what happened at the meeting what was said at the meeting to the public if they want to review them so this is important if translations are necessary we need to make sure that there accurate on the record Mr. Horton- and maybe we could speak to our translator I know Petra feels more comfortable speaking in Spanish and which is fine but he needs to be here translating so its translated clearly into the recording so the minutes are accurate Mrs. Cervantes- it should just be one person translating and all of us are trying to translate and it makes it hard Mr. Horton- maybe you could talk to him and make sure he steps it up, do we have a contract with him Mrs. Cervantes- no we don't we just hired him because his the translator that I need if there's anybody else you guys want Mr. Horton- maybe you could just talk to him he needs to step in and say he needs to translate Mr. Hodges- there's lots of them because in every single deposition were a translator is necessary you have to hire a court approve translator there all over the place there easy to find if the board wants to look into it Mr. Rodriguez- we really need one because a couple of meetings ago there's was a person talking over twenty minutes and he didn't translation Mr. Perez-that should be how we do it because when your recording you could just hear one person at a time.

MOTION Mr. Rodriguez moved Mr. Horton second to approve item 11.7. Motion passed 4 ayes, 0 noes, and 1 absent.

11.8 Discussion: Board Presentation

Mrs. Villanueva- this book is the one that we practically studied for three days and part of my presentation is regarding the welcoming the foundation of the governance we should have here at the district the first day they gave us the topic and fundamentals and we started learning what we needed to do like leaders in the district after that we had several things that they asked regarding the keys to gave success as board members there's some pictures that say how to be a leader and that we are competent and incompetent and how they could be in use to the district that there serving another part of that is what we want to leave in part of our legacy in our communities what character we should have as leaders and what charter we should exemplified to the community the tributes that we should have like board members should have that we should have models and we should be focused on items that are on the agenda and the most important is to prepare our self for any matters or conflicts with our self and with our community that

sometimes come and ask questions that sometimes we won't like and that we too have to understand the nature of being sitting see what as board member what we could do and what we can't do and how we could be members more effective in our positions the fundamentals are that we have to present ourselves like a group that we should provide a agenda and a program that we are all focus on like in this case were Mr. Hodges is helping us bring in soccer and not let outside matters let our ability to focus on the matters that we have and recognize the importance of the by-laws and its very important that we have a good relationship with our those that are working within the district because sometimes we don't understand the direction of the board members towards personnel and be very focused in the policy and the goals that we want to achieve and something very important that they told us is in verbal communication and nonverbal communication and part of that is a graph that they gave us the 38 percent is the verbal communication the 7 percent is what we say and the 55 percent is what our body is saying to the people and effective member is that one that recognizes that we should work for the community that we have to have a relationship with the public and that we should have a line and not cross it when were directing our self to the people we should be visionary when making decisions and also understanding the differences the differences in our community in conclusion for a member to be effective we should do our work, work hard and have the time and energy that this place need and understand that in our hands there's a future even though we don't have any people at this meeting today believe me that we serve many people in our community and we have a lot of work pending and I don't know what way we could help our workers so that they could be happy and they could help us deliver better work separate from this if I have ever put my foot in my mouth or did anything to offend anybody I ask forgiveness my intentions are for the good of this district Mr. Perez- I have some notes here and one of the big questions we had was are we a team as a board of directors that's something we could answer our self and it ask us to review our mission statement how many of you don't know and my hand was raised and one of the great things is having the website up is that you could go and read it more responsibilities an affective board member the overall theme of the San Luis Obispo Leadership Academy which director Villanueva and I successfully completed and got our certification and that will be on record, tonight were here together but we all have difference of opinion director Rodriguez is going to have one point of view director Horton is going to have one point of view we all have different points of view and we need to bring all does points of view together because there's something that we will miss from our perspective that is important and we all provide that difference in our perspective it does ask us to look into our self we are not all going to think the same that s something we need to be aware of there are many different items on here one of the red flags to look for is that we don't have many people in our public coming to our meetings that is actually a bad thing we are doing more positive things were going to attract their participation right now we're are acting on behalf of them one comment that I will make when I was asked about this before, after the first day of that leadership training I was reassure that everything that we been doing the past 8 to 9 months here or even longer I know that director Rodriguez and director Villanueva been here longest but we have been doing the right things when it comes to updating bi-laws and procedures making sure that there's controls in place there's a lot of information on this book if we could have a copy for the district for the benefit for the district and on the next board meeting we will be going over the legislative days. Mr. Rodriguez- I went to two of these conferences in the past eight years as a board member I know exactly what I should say and who should take of stuff the reason I wanted to get on this board is that I had heard that this board was in trouble and when I attended some of the meetings and this was my goal I want to get in there

and see things straighten out and the first thing I want to say our legal counsel is the one that brought up the legal issues to the board and got them changed so we have a very good legal counsel and myself as far as being a board member I know all in and outs and everything this is good but I think if we would of checked into we could of got a copy of this and take it home and read it our self because everything that your saying and could of saved some money but I still have all my old booklets, we are doing a good job and some of the old past board members I guess they really didn't care what the district was going to do and didn't let the manager run this place and left her in a bad place she shared a lot of stuff with me on things that were happening here but were going in the right direction one drawback is that we don't have a lot of money so we have to depend on our manger on whatever figures she puts down and she's putting those down because that what she thinks the numbers should be and I never questioned any of her numbers because she's the one in charge if you look at the budget everything is pretty well explained so you don't really need a lot of information because she already got it there all you have to do is look at it as far as getting this grant writers you're not going to have somebody on staff that's going to write grants it isn't going to do it that's why they have grant writers out there and one of the good things that counsel mention that at Cal State teaches classes. Mr. Horton- I want to thank you guys for your presentation you learned a lot and you came back exited and that's all we need the problem is that people listen to respond not listens to understand. Mr. Perez- on of the other things I really took away from that leadership academy is that were elected officials that means so much more than what I thought here and the presentation that will talk about for the legislative days they don't know who we are who we know so were treated equal as an elected official and that prevents people from the community from attending from directing us cause we have a obligation to come in with an objective mind and to think about when we make our decisions.

12. FINANCIAL REPORTS:

12.1 Review of District's Financial Accounts- Action

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

Mrs. Cervantes- on the County Account we have 159,000 it shows that we received in April 231,000 and we did pay back our remaining loan for 200,000 so that left us 160,000 and we do have in our Community Trust bank 81,000 so were in good shape right now and we have 17,000 in Bank Of America some of the money we have in the Community Trust Bank from the 81,000 I just want to remind you that's some of that is the insurance money we got for the roof repair so we got around 36,000 from the insurance were in good shape I might not have to borrow exactly in July.

MOTION Mr. Rodriguez moved Mr. Horton second to approve item 12.1 and 12.2. Motion passed 4 ayes, 0 noes, and 1 absent.

13. DISTRICT CLOSED SESSION:

None

14. DIRECTORS TIME:

Mrs. Villanueva- we need to investigate that there's nothing invited for next month that would take the public away because right now all the people are in Vineland or in trainings we need to start bringing people in that is something that was told to us in the training I don't know how we could do it if we could post a flyer if there's a flyer made she's willing to pass out that there's going to be a meeting and put them up in different businesses so people could start coming and they start getting involved with the park we need to bring people to the meetings its necessary for the people to come. Mrs. Cervantes- I could give Mrs. Villanueva agendas if she would like to post those when I take you the board packet I could take them to you is just if I take you the agenda on Friday is not the finalized till Monday.

Mr. Horton- I want to thank everyone for coming out tonight thank you Anthony for your work everything you guys are doing thank you Mr. Cervantes for all your work of course Nathan for keeping us out of trouble I think on of the reasons were not getting a lot of community members that last few meetings is because there not on the regular schedule meetings the days off maybe when we get back on track, I just wanted to say last week on the cancellation of the meeting was less than an hour of the meeting I understand there was some car trouble we still didn't have a corium why you decided not to come those meetings are posted what if are public would have been here that time if we could be here we really need to be here regardless of who's going to be absent or not as long there's a corium we have business and we need to move forward with it.

Mr. Rodriguez- I have to bring up the issue of this last meeting we got elected to this position that is what my goal is to make every meeting I can unless I'm really sick that I can't make it this last meeting was cancelled because two of the board members had car problem you could not here but like Mr. Horton said there was three of us here and I don't understand why that third person called and said she wasn't going to come to the meeting my question is I would like to ask her did anyone call did Fredi call and let you know that they weren't coming to the meeting Mrs. Villanueva- nobody I called Lorena and said I have a presentation with Jesus do you know is Jesus coming and she said to me the car broke down and I said I don't want to be at the meeting because I don't feel confident to approve anything that the others say that's why I cancelled I understand I have my rights coming or not and i told Lorena that I wanted to do the presentation of the workshop and Jesus wasn't here Mr. Horton- that could have been tabled to the next board meeting Mr.

Rodriguez- this is why we have a agenda because things could be tabled if you wanted to have all the members here you could of still made a statement I have a presentation of the conference that I went to but since the other two are not hear I like to put it on the next agenda and you could do and still stayed here for business that retained to the park and recreation to me that's your first obligation not because you don't feel comfortable because the other two are not here Mrs. Villanueva – I still have the right if I decide to come or not in reality I didn't want to come because I don't trust them Mr. Rodriguez- that's discrimination Mrs. Villanueva – not discrimination I have been noticing that a lot of things are not right number one me since I been here regarding Horton and his family, friends including Angie McNeil they would come and attack me Mr. Horton- is the same thing with your friend that you have come from the water board it's the same thing Mrs. Villanueva- I'm not responsible for my friends but in the I was even in grand jury because of the situation of your family and I've never done anything to them I didn't even know them I've never had any problems and because of that I don't trust you Mr. Horton- and what does that have to do with me but that said a side what does one thing have to do with the other and regardless if there here or not there's things that we have to take care of and there is correct me if I'm wrong Nathan isn't there is rules you just can't chose I want to come or not that's an unexcused absent if you have so many Mr. Perez- I want to call to order because that is director Rodriguez time I understand you are responding but then when you are asking question I want to respect director Rodriguez time Mr. Rodriguez- you spoke about the situation with the him and McNeil family on whoever else but why don't you have any trust in me Mrs. Villanueva- look Bob I don't have much trust in you and I'm going to tell you why I thought you were a person when you started seeing danger in your position that they told you that you could not be sitting here you looked for the support of Angie McNeil and Angie McNeil the only thing she did was come and attack me to defend you I can't trust a person that allies with another person to attack me when I have never done nothing to you in what way have I attacked you or offended you and were saying that we have to follow the Robert rules or the act brown or do what has to be done sincerely what was told to us in the training have I've ever attacked you Mr. Hodges- just to clarify the counsel that was sought

about being on different board was after me as legal counsel to provide a legal position as to the incompatibility of offices and that information came from me and not from a member of the member of the public as far as I'm aware Mr. Rodriguez- to let you know I never asked Angie McNeil or anyone to come here and defend me never this people came on their own because they heard things I did not asked them to come and defend me why don't you take the time and say Bob I need to ask you are you bringing this people to defend you or to attack me I would have told you(no) but you choose not to do that your own mind starts playing games with you and assume that those people were here cause I asked them to come and that's where you made your mistake when I'm sitting here I'm here to make decisions for the board and for the district listen and like he said if there's things you don't like you could try to change things but as far as you not being comfortable that doesn't hold water with me because I've never done you anything and I've never had Angie McNeil or anyone to come up here and defend me Mrs. Villanueva- that has been a big mistake we have had in this district we have divided because of the public and created division within our board Mr. Villanueva- when I was told that she cancelled this meeting because she didn't feel comfortable with us two guys here that really got to me that's why I'm saying what I'm saying and I hope that never happens again.

Mr. Perez-I want to thank the district staff I know we've had the issues of the graffiti I know that's going to be one of those things that's going to be carried over the I know we don't have a spoke person right now but this is becoming a financial burden in our district and is affecting the services that were delivering and were not going to let that stuff stay out there its ugly is not artistic it's not their property to be doing this is all of our property in regards to the graffiti in regards to the leader ship academy it was a opportunity for me to learn a lot of the things that we have been learning it kind of brought a full circle and so with that I recently saw that it was a great resource for us to go and to be a part of the Bear Mountain Recreation and Park District is a member of the California Special District Association that carries weight and we have people that are light minded we have had other parks and recreation open there doors to us so in the next meeting I'm going to ask that we set some funds aside to either send an employee or a couple of board members up to go and shadowed for one single day and whatever the budget allows we been given permission to come up copy and paste whatever they have been doing to benefit this district because the beautiful thing about the CSDA is that they were preaching to us if you use one tax dollar to figure out this problem and those five district have the same problem and they're going to spend that one dollar to figure out that problem when we already spend it as the people paying taxes as a tax payer that one dollar can do the job for six different district instead of us spending and resending and what they refer as reinventing the wheel its allowed us to network is allowed us to ask people how do we get more how do we become more I've now become more familiar with LASCO and how they play a role and their power to set a district boundaries we been punished severely financial by LASCO years past were they awarded some of our territory because they gave a better presentation saying we could do more than this district is doing for us now and now understanding the role that they play understanding that we have LASCO representation and there's LASCO meeting in Kern County is something that I learned and it may be old information for other people that's fine it was great to understand the good work we been doing with the help of the district counsel to update all the old policies and procedures and to know that we are headed into the right direction was supper gratifying for me I remember having the conversation with director Villanueva and just being full of energy and getting on the phone and even texting Lorena you're going to love this experience is everything It was everything I expected to be honest that would of took place on being and effective board member the Tehachapi meeting now understand why it just needed more time there was just things that were discussed there that we didn't fully get to discuss here I think every four months we should just bring it up and talk of those things and with that been said I just want to thank everyone for being here and everyone for the hard work they been doing and I want to re-thank our district counsel and everyone that's been participating in the cleat drive that is amazing and I can't wait for next meeting for the presentation about soccer and will be needing a new opportunity to items for safety purposes for our staff at a better cost to help the district Mr. Rodriguez- Mrs. Cervantes how do you feel with this board now Mrs. Cervantes- I feel more positive more confident I feel that I have more board members that support me than before Mr. Rodriguez- and now you have a legal counsel that you could call anytime if you're In thought of something in the past the board members didn't have any communication with anybody so that's why I was told you need to get on that board and that why I decide to get on the board Mrs. Cervantes- thank you Mr. Rodriguez- on good thing we have a very good legal counsel that directs us and gives us very good information does a lot of good work for

us there should not be any reason for me to call him and ask him something because she's going to do it and there shouldn't be any reason for any of us board members should be calling him asking questions.

15. ADJOURNMENT

MOTION Mr. Rodriguez moved Mr. Horton second to adjourn the meeting. Motion passed 4 ayes, 0 noes, and 1 absent.

- Time was not recorded.