

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

**REGULAR MEETING OF THE BOARD OF DIRECTORS**

Thursday, May 25, 2017  
David Head Building  
10300 San Diego Street  
Lamont, California 93241  
AGENDA  
(www.bearmntprk.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 Castrejon \_\_\_Vice Chairman Perez \_\_\_Director Villanueva \_\_\_Director Rodriguez  
\_\_\_Director Horton \_\_\_District Manager Cervantes \_\_\_District Legal Counsel Hodges  
\_\_\_Mr. Zamora, Interim 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. APPROVE AGENDA AS TO FORM:**

**4. PRESENTATIONS:** (Community Groups and Members of the Public)

**5. 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 at 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

**6. ORAL COMMUNICATIONS:**

**7. WRITTEN COMMUNICATIONS:**

## **8. 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).

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

## **9. DEPARTMENT REPORTS:**

### **General Manager Report:**

- 9.1 Maintenance-Update
- 9.2 Recreation-Update
  - Wild Flower Festival
  - Junior Giants

## **10 CALENDAR OF EVENTS:**

- 10.1 Committee Meetings- Update
  - Budget Finance/Personnel Committee
- 10.2 Events-Schedule for David Head Center
- 10.3 Events- Senior Center

## **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)
- 11.2 Discussion re: Policy Manual #2, attached to the BMRPD Bylaws (policies governing fees and charges)
- 11.3 Discussion- Lamont Pool Roof Repair Update
- 11.4 Discussion and Proposed Action: Posting the Office Manager Position.
- 11.5 Discussion – 2017-18 Budget Draft
- 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.

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.

11.8 Discussion: Board Presentation

**12. FINANCIAL REPORTS:**

12.1 Review of District's Financial Accounts- Action

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

**13. DISTRICT CLOSED SESSION:**

**14. 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

**15. 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

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District Manager; Lorena Cervantes

