

October 17, 2019

The regular board of directors meeting of Bear Mountain Recreation and Park District was held Thursday, September 19, 2019, 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.

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. Horton called the meeting to order at 6:30 p.m. Board Members present Mr. Jimenez, Mr. Horton, Mr. Rodriguez and Mr. Perez is not here yet Mrs. Villanueva is absent. Staff present: Legal Counsel; Mr. Hodges, Mr. Zamora and Mrs. Cervantes
3. **FLAG SALUTE**
4. **APPROVE AGENDA AS TO FORM:**

MOTION Mr. Rodriguez moved Mr. Jimenez second to approve the agenda as to form. Motion passed 4 ayes, 0 noes and 1 absent.
5. **PRESENTATIONS: None**
6. **PUBLI COMMENTS: None**
7. **ORAL COMMUNICATIONS: None**
8. **WRITTEN COMMUNICATIONS:**
Mrs. Cervantes- for written communications I'm going to pass out the presentation that we have been working on, the presentation committee this is for you guys to take home and review take notes on it if you have any changes any comments we could discuss it at the next board meeting and we will put it on the agenda for discussion for potential action for approval at the next board meeting
9. **CONSENT AGENDA**

MOTION Mr. Rodriguez moved Mr. Jimenez second to approve the consent agenda items 9.1, 9.2 and 9.3. Motion passed 4 ayes, 0 noes and 1 absent.
Mrs. Cervantes- Mr. Perez- arrived at 6:35 p.m.
10. **DEPARTMENT REPORTS**
General Manager Report:
10.1 Maintenance- Mr. Zamora- we have been really busy and our mower was down for a couple of days and got that repaired and we started pressure washing the top of the main building getting it ready to put a new cop of sealer for the rainy season and I have

also been busy getting quotes for different projects **Mr. Perez-** I walked the park and it looks very well kept and very clean

10.2 Recreation- Mrs. Cervantes- the summer is over the girls are working in the haunted house there are already buying supplies and seeing what is out there for the haunted house **Mr. Horton-** do we have a date for that **Mrs. Cervantes-** October 30th **Mr. Jimenez-** for the haunted house is it possible to get any sponsors **Mrs. Cervantes-** we can ask and see if we can get help from different organizations,

10.3 District Manager- Mrs. Cervantes- I meet with Sal his the district director for David Couch he came to the office and we had a good conversation and we talked about the projects that we want to work on and the Per Capita Grant and the Prop 68 Grant and I told him the problem that we had because we don't have the funds upfront to start the projects to see if they could help us out the way they helped Kern County Parks he said that he was going to go back to David and talk to him and see if there was anyway they could help us by funding and then we would reimburse them back he said that they had to look into the legal side of it he said that they can do it with Kern County Parks because its part of General Services but they have to see if they could do it with a different district **Mr. Jimenez-** you already had the same conversation with David Couch previously right **Mrs. Cervantes-** we talked to him about projects but we didn't talking to him about the funding **Mr. Jimenez-** okay

11. CALENDAR OF EVENT

11.1 Committee Meetings- Mrs. Cervantes- I meet with the budget, salary and grant committee we went over the five-year plan the tennis court Weedpatch basketball court under the budget we were talking about projects that we are going to be working on everything works together the Per Capita Grant Committee the Five-Year Plan and the Budget Committee we all have to work together we have to work with a strategy how we are going to do this because the Per Capita Grant we also have to pay everything upfront and then we are going to get reimburse on the projects that we have for the next three years for the Five- Year Plan is the Weedpatch basketball ball court and the flooring for the David Head Building those are projects that we want to include in the Per Capita Grant because we are going to need that money so we can upfront the money and then we can get reimburse for it so we want to include some of those projects the tennis courts we don't know exactly how much money we are getting yet they were saying that hopefully that by the end of September we would know how much money we were getting I will call them by the end of September if I haven't heard anything they were still waiting on applications from other places as soon as we know how much money we are getting we know how much we can spend we already have some estimates for the Weedpatch basketball court and were working on getting some for the tennis courts for the tennis courts we were thinking of doing a multipurpose area **Mr. Jimenez-** what is the minimum that they will give you for this grant and that you put upfront **Mrs. Cervantes-** is not that you would put it upfront this one is a little more flexible I talked to them of the problem that we have and what they said that we could do is that we could start with the smallest project because we don't want to start with a big project and not be able to finish it as I'm spending it we could get the money back it takes around four to six weeks to get that money back but she said that if I'm in a tight situation just to give her a call and

maybe they could rush it back **Mr. Jimenez-** that means that at the end of the Per Capita Project we are going to have the money that we had budgeted in our five year plan free to use for other **Mr. Horton-** that is the plan **Mrs. Cervantes-** some of it might be free some of it might not for example we have something that we didn't budget for trimming the trees and its time to trim the trees and that is around 11,000 dollars if we are able to do that with the grant, that is a safety issue that we are going to have to care of that would be part of the money that we put aside for the projects is just a different project that we are going to have to take care of but yeas we are going to try to save that money but if there is projects that come up that we have to take care of we will be using some of that money **Mr. Jimenez-** in the previous five-year plan we didn't include emergency money for things like that **Mrs. Cervantes-** we dint have that **Mr. Hodges-** you guys didn't meet together there was no communication between the members **Mrs. Cervantes-** no we meet separate at different times

11.2 Events- Schedule for David Head Center

11.3 Events- Senior Center

12.1 DISTRICT BOARD MATTERS:

12.1 Committee Meetings

Discussion: No committee meetings scheduled.

Potential Action: None

12.2 Sponsor Facility for Fitness Expo

Discussion: Harold Gutierrez would like the District to sponsor the use of the David Head Building for a Fitness Expo on October 19, 2019.

Potential Action: Approve sponsoring the David Head Building for a Fitness Expo on October 19, 2019.

Mrs. Cervantes- I put this item on the agenda because I was told to do so and we do have that date on hold for him but if someone else wants to use it I will contact him **Mr. Hodges-** I was informed that he is not moving forward anymore that he is going to find a non- profit to sponsor them so they can get the nonprofit rate **Mr. Perez-** no action taken on item 12.2.

12.3 Letter of Support -Jesus Alonzo

Discussion: Letter of Support for air monitors in Lamont

Potential Action: Approve giving a letter of support to Jesus Alonzo for air monitors in Lamont.

Mr. Perez- no action taken on item 12.3

12.4 Resolution 2019-01

Discussion: Prop 68 Per Capita Grant Funds Resolutions 2019-01

Potential Action: Approve the Prop 68 Per Capita Grant Funds Resolution 2019-01

Mrs. Cervantes- this is the next step to move forward with the Per Capita Grant this is a resolution that needs to get approve by the board I brought it for you guys you guys could look at it and approve it tonight if you feel comfortable Nathan has looked at it and he said everything looks fine it has to be turned in by November 1st If you guys feel

comfortable approving it tonight you guys could approve it tonight if not we can approve it next month it still has to be approved to move forward with the grant **Mr. Jimenez-** Prop 68 and Per Capita Grant are two different grants or the same **Mrs. Cervantes-** Per Capita Is part of Prop 68 **Mr. Horton-** Prop 68 funds Per Capita Grant **Mr. Hodges-** there are multiple categories **Mr. Perez-** there are three different categories everyone can apply for all of them there is the first phase then there is the Per Capita and then there is the second phase **Mr. Jimenez-** so there are three different stages **Mr. Perez-** any comment from our legal counsel **Mr. Hodges-** it is necessary to move forward there is nothing in here that stands out that is not good for the district is pretty straight forward and it outlines the next steps and what you can expect and tell us that we have to follow all the procedures that they have outlined just making the district aware

MOTION Mr. Horton moved Mr. Rodriguez second to approve 12.4 Prop 68 Per Capita Grant Funds Resolution 2019-01. Motion passed 4 ayes, 0 noes and 1 absent.

12.5 Resolution 2019-02

Discussion: Property Tax Advance Resolution 2019-02

Potential Action: approve the Property Tax Advance Resolution 2019-02

Mrs. Cervantes- this is the resolution that we get approved every year sometimes we get it once or twice a year is a property tax advance for maintenance and operation we need to get this approved normally we get it in July but this year we were able to get it till September and hopefully we could just work with this one through out the year

MOTION Mr. Horton moved Mr. Jimenez second to approve item 12.5 Property Tax Advance Resolution 2019-02. Motion passed 4 ayes, 0 noes and 1 absent

12.6 Five Year Plan

Discussion: Five Year Plan projects

Potential Action: Approve any possible amendments or changes to the Five Year-Plan.

Mrs. Cervantes- the five year plan is on here for the same reason that I discussed earlier in how we are going to strategize what we are going to be doing we have completed 2017, 2018 and 2019 and we are going to be working on 2019, 2020, 2021 and 2022 with the Per Capita funding and that is the reason that is on here to let you know that we are going to be working on it through the Per Capita finding **Mr. Horton-** so we are working on the same projects but we are going to try to fund them differently **Mrs. Cervantes-** yes once we know what we are doing with the Per Capita and they let us know how much money we are getting we are going to do the tree trimming and we are going to put what we use for the tree trimming **Mr. Jimenez-** so far are we following the five year plan because we are in the third year so have accomplished everything that we started the first year till now **Mrs. Cervantes-** yes this third year what we were going to do was to resurface the basketball court at Weedpatch Park that is something that we want to accomplish but we want to do it through the Per Capita Grant and the other items that are on there are the pump upgrades for the pools and the lease for the truck those were the three main items **Mr. Jimenez-** in the five year plan did we include the resurface of the soccer field in the San Diego Park **Mrs. Cervantes-** that was not included in the Five

Year Plan if we have extra money that is something that we can do the San Diego soccer field depending how the funding works and we can work on other projects

12.7 Capital Assets Policy-Disposition page4

Discussion: Disposal of existing non-operable equipment and vehicles

Potential Action: Approve the disposal of non-operable equipment and vehicles

Mrs. Cervantes- we have been talking about how to dispose of the vehicles that we no longer use because they are non-operable we wanted to see how the board wanted to do this a silent auction was mentioned to me or retire the vehicles we have a van, 2 trucks and a mower but we want to get a price on the mower how much it would be to get it fixed if its something that is not to expensive to fix than we will not include it in the auction so do you want to go with the silent auction with the highest bid **Mr. Hodges-** the silent auction is the safest rout like that you wont get anyone saying you sold it before and if you guys have any old access any old computers you could auction those as well **Mr. Jimenez-** can we participate as board members in the auction **Mr. Hodges-** if it was a live auction it might be a conflict **Mrs. Cervantes-** the motion then would be to do a silent auction and then we will come up with the date later when he gets a estimate on the mower

MOTION Mr. Horton moved Mr. Jimenez second to approve item 12.7 the disposal of non-operable equipment and vehicles at a silent auction and for the date to be decided later in the future. Motion passed 4 ayes, 0 noes and 1 absent

12.8 Policy No.2- Facility Use and Fees and Changes Policy

Discussion: Soccer field rental use and fees amendment. (Cleaning Deposit, Alcohol Permit, Liability Insurance and Security Guard)

Potential Action: Approve amendments recommended for Policy No. 2 Facility Use and Fees and Charges Policy.

Mrs. Cervantes- the policy number 2 is the fees for the use of our facilities we have a fee for our soccer field that is ten dollars an hour we don't require a deposit there are some picture that you can see they rented the soccer field they leave a mess and they don't clean after themselves if you see in those pictures there's a lot of cartons of beer we don't give out alcohol permit for them to drink in the park when we rent out our facility and they are going to be drinking in our facility we give them a alcohol permit and they are required to have liability insurance and they are required to have insurance I don't know how the board wants to address the issue of when the soccer field is being rented because we could have liability issues if there is drinking like that in our park and we are not aware and also for our staff in those pictures our staff had already picked up some of the trash that is just some of the trash I wanted to see if we can include charging a deposit for when they rent the field a 100 dollar deposit they could get it back on Monday if the field is clean that is my recommendation with the drinking we haven't been issuing alcohol permits I don't know if you want us to issue alcohol permits and if we do issue a alcohol permit you want us to require liability insurance you guys want us to require security what do you guys want us to do **Mr. Hodges-** is up to you guys but I think you guys shouldn't allow alcohol in the parks at all even with the permit its just a bad idea liability wise its out of control who is actually drinking if they are under age **Mr.**

Jimenez- do we have a non-drinking sign that are very visible maybe we should put some around the soccer field **Mrs. Cervantes-** we don't have in the soccer field we have them in the parking lot we have the ordinance and in the patios **Mr. Jimenez-** I think we should have the signs that you put in the grass so it could be more visible so they won't say they didn't see the sign **Mrs. Cervantes-** they know they are not suppose to drink they drink because they want to **Mr. Perez-** I don't think I have ever seen a sign next to a soccer field on the side line **Mr. Jimenez-** I know that in Heart Park they have them in the soccer field in the side line **Mr. Rodriguez-** in the application of the use of the soccer field it should be stated no alcohol **Mrs. Cervantes-** in not sure if the application says no alcohol but we could add that to our application and since we are not allowing alcohol in our facility the question would be a cleaning deposit can we add a cleaning deposit to our policy, they would get it right back it's a reimbursable cleaning deposit is just if they don't clean they don't get it back if they clean they get it back **Mr. Horton-** is this a onetime incident or those it happen all the time **Mr. Zamora-** it happens pretty frequently not to that extent I haven't seen something like that in a long time just the beer bottle is bad because there's broken bottle everywhere and kids can get hurt **Mr. Horton-** I think we can put as many no drinking alcohol signs as we want they are still going to drink **Mr. Hodges-** it doesn't relieve us of liability if there's a broken bottle out there and a kid steps on it and cuts its foot **Mr. Horton-** I think they are going to drink regardless but if we have a cleaning deposit they will clean **Mrs. Cervantes-** at least they would pick up those bottles and we would avoid a liability issue **Mr. Jimenez-** how much would the cleaning deposit be **Mrs. Cervantes-** we were thinking of 100 dollars **Mr. Perez-** what would the parameter be for them to get that money back be what would constitute them not getting no money back and all the money back half the money back things like that **Mr. Hodges-** we could write a policy up that is based on the number of man hours that it takes to clean up after them do a 25 dollars per hour charge if it takes 2 hours you get 50 dollars back if it take 3 hours you get 25 dollars back if it takes 4 or 5 hours your not getting any money back it's a simple way to treat everyone exactly the same **Gabriel Chavez-** there has been events that we are not responsible I'm the person that rents the soccer field there are people that show up with beer and I cant throw them out one of two time it has been left really dirty but it was from a party that they had we are going to be renting out the soccer field and the team is going to help fix the soccer field **Mrs. Cervantes-** I made a comment to him that we were thinking of doing to the soccer field what we did to the Weedpatch soccer field and he said that he could probably get together with his soccer players and maybe they could raise some funds and donate it for the renovation of the soccer field **Gabriel Chavez-** from now on me and the team will make sure that all the trash is picked up that everyone pick up after themselves **Mr. Jimenez-** I play in this league I noticed that there's sometimes family reunions and they probably don't get permission to have there party **Mr. Horton-** whoever rents it is responsible to leave it clean **Mrs. Cervantes-** we could probably do the same thing with the picnic shelters if we rent out the picnic shelters add the same deposit if they don't clean their area then we will charge them from their deposit **Mr. Horton-** and like you said they are getting it back the next Monday they don't have to wait like they do with the hall **Mrs. Cervantes-** no we can hold it if that is what you guys decide **Mr. Perez-** maybe hold it till Monday afternoon **Mrs. Cervantes-** the only way that they would not get it back is if I deposit it if I can hold it and everything is clean I could give it right back

to them and its true sometimes they have parties over there we don't know who is making the mess but if they rent the picnic shelters we could ask for a deposit from them too, to avoid those problems and to treat everybody the same **Mr. Hodges-** and if there is a check issued there money wouldn't come out of there account you don't have to worry of the financial problems **Mr. Perez-** how soon would this take affect because I don't think that we have anything in writing yet **Mrs. Cervantes-** no we don't that's why we brought it to the board to see if you guys are okay with it if you guys want him to come up with a policy and maybe next month we can bring it back for approval and like he said his going to take care of them cleaning and we can see how that works too **Gabriel Chavez-** I'm going to be leaving now I just have a question last week wasn't that dirty was it because me and my wife cleaned give me an opportunity for a couple of weeks to show you that I could leave it clean but he can't be responsible for people that are having parties **Mr. Perez-** if the board approves we could have Nathan prepare a policy for the picnic area and the soccer field and depending on what we want to approve next month we could do one or the other or we can do both and that way we can include a deposit for that **Mr. Jimenez-** I know that the California Special District website is there any way you could get into get into that website and see if there is a policy for the facility and drinking policy **Mr. Hodges-** you already have that his just asking me to make a minor change the policy is already created on that was created years ago **Mr. Perez-** at this time I would like to direct our legal counsel to prepare some amendments for our policy that way we can approve it next month in regards to Policy No. 2 Facility Use and Fees and Charges Policy no action taken we will table item 12.8 for next month's meeting

12.9 Harvest Festival

Discussion: Sponsor use of parking lot for the Harvest Festival on October 30, 2019.

Potential Action: Approve sponsoring the use of parking lot for the Harvest Festival on October 30, 2019.

Mrs. Cervantes- this is on here so we can co-sponsor with Lamont Chamber and BHC for the Harvest Festival and the Haunted House that's how we have had a good turnout in our haunted house because we have been having the Harvest Festival the same day I just wanted to get it approve by the board so we can sponsor it again this year **Mr. Hodges-** one thing that I will bring up before you approve this last year there was a problem with the use of the parking lot, the handicap parking lots need to be keep clear so we are not violating any ADA rules if you sponsor it is with the district retaining access to the handicap parking

MOTION Mr. Horton moved Mr. Jimenez second to approve item 12.9 sponsoring the use of parking lot for the Harvest Festival on October 30, 2019 with retaining access to the handicap parking. Motion passed 4 ayes, 0 noes and 1 absent

13. FINANCIAL REPORTS:

13.1 Review of District's Financial Accounts- Action

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

Mrs. Cervantes- in our County Treasure as of August 31, 2019 we have \$45,015.70 in our Bank of America we have \$14,837.84 in our Self Help Credit Union we have \$28,506.44

MOTION Mr. Horton moved Mr. Jimenez second to approve item 13.1 and 13.2. Motion passed 4 ayes, 0 noes and 1 absent

14. DISTRICT CLOSED SESSION: None

15. DIRECTORS TIME:

Mr. Rodriguez- nothing tonight

Mr. Jimenez- I just want to say good night and it was a good meeting

Mr. Horton- I want to thank everyone for coming

Mr. Perez- I went to a meeting this week I was invited to attend a mental health services act state meeting I was there as a community member but there was some opportunities to advance some recreational activities as a part of solutions that they were seeking toward their mental health a couple of items came up the first item that came up was a community garden the mental health services act provides much funding to Clinica Sierra Vista here locally and throughout Kern County so they brought up a community garden and my question was what benefits have they seen in regards to mental health services just positives that they have seen just by having a community garden at that point there was a lot of positive points brought up and I said that the Parks and Recreation were looking into putting a community garden in the future and if they have funds and partner with Parks and Recreation it would be an opportunity for us to have a community garden in one of our properties in part or fully funded by the Mental Health Services Act and I also asked if they would fund recreational activities like Little Bear Camp or any recreational activities hopefully in the future they would reach out and partner with us they have funds that they want to allocate and use in our community

16. ADJOURNMENT:

MOTION Mr. Horton moved Mr. Jimenez second to adjourn the meeting at 7:43 p.m. Motion passed 4 ayes, 0 noes and 1 absent