

May 17, 2018

The regular board of directors meeting of Bear Mountain Recreation and Park District was held Thursday, April 19, 2018, 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. Rodriguez called the meeting to order at 6:34 p.m. Board Members present Mrs. Villanueva, Mr. Castrejon, Mr. Perez, Mr. Rodriguez and Mr. Horton, absent. Staff present: Lorena Cervantes; District Manager and Anthony Zamora. Legal Counsel; Mr. Hodges
3. **FLAG SALUTE**
4. **APPROVE AGENDA AS TO FORM:**

MOTION Mrs. Villanueva moved Mr. Castrejon second to approve the agenda as to form. Motion passed 3 ayes, 0 noes and 2 absent.

5. **PRESENTATIONS: (Community Group and Members of the Public)**
 - a) **Comite Progreso de Lamont- Ceremony for Lighting Project**
Mr. Mireles- were just here to see how is going with the lighting, we want to see if we could do something like a ceremony to have something to show what we are doing, we also want see if we could talk to Anthony about the lighting in the front of the parking lot see how much it cost to get them done Anthony- I was talking to the lighting company earlier I got one bid it's a little bit over eighteen hundred, I could get a couple of more estimates Mr. Castrejon- what type of ceremony do you want to have Gustavo- we just want to have a small ceremony to take pictures to show what is getting done, we passed by last night and you could really see the difference with the new lighting Mr. Perez- at this time I would like to direct the general manager to purchase the plaque that way we could get it placed on there and you could work with them on the wording, so Lorena will take lead on that Diana- going back to the ceremony one of the suggestions we have is to do it in the afternoon when it's going to be dark so the lights can turn on at that moment Mr. Perez- I think that would work everyone is available after business hours Diana- that would be nice that all the board members could be there and the staff.
6. **PUBLIC COMMENTS: None**
7. **ORAL COMMUNICATIONS: None**
8. **WRITTEN COMMUNICATIONS: None**

9. CONSENT AGENDA:

- MOTION** Mr. Castrejon moved Mr. Rodriguez second to approve item 9.1 minutes. Motion passed 4 ayes, 0 noes and 1 absent.
- MOTION** Mr. Rodriguez moved Mr. Castrejon second to approve item 9.2 pre-sing vouchers. Motion passed 4 ayes, 0 noes and 1 absent.
- MOTION** Mr. Rodriguez moved Mr. Castrejon second to approve item 9.3 lists of bills. Motion passed 4 ayes, 0 noes and 1 absent.

10. DISTRICT CLOSED SESSION:

11. DEPARTMENT REPORTS:

General Manager Report:

- 11.1 Maintenance- Mr. Zamora- the electrician came out and installed the playground lights the basketball court lights and one parking lot light, we got the truck back right after the meeting and the Bear Mountain park restroom roof me and my co-worker we recently repair the roof so we repair it we went through and took care of what needed to be repair and we hired our new custodian now we have more time to take care of more stuff the shade structure for our pool I'm still looking for something within our budget, the lighting for the pools ill get a price on it and I been working on the pools Mr. Rodriguez- I got a opportunity to see the new truck I mentioned that I have a tool box that I could donate to the district Mr. Perez- thank you Mr. Rodriguez I got the opportunity to see the truck its really nice, the roof in the back looks very nice, a couple of days we and concern and questions about the Weedpatch Park when the grass was cut and also the pot holes and so tomorrow we will be meeting with a local volunteer a farmer the field need the attention if there is a set schedule I could let them know I went by to look at it I already reported my observation, in regards to our new employee I want to make sure that he gets the sexual harassment training and to the board members as well to see what training we need .
- 11.2 Recreation- Mrs. Cervantes- the Jr. Giants already started the registration we need to have at least 100 kids for each Lamont and Arvin to actually start the Jr. Giants so they should start practicing in May everything goes well and playing in June and it's a eight week course, we have a lot of calls and a lot of people come in to registered so we should e good, and the pools are scheduled to open June 12, we usually open the second week of June if we go six weeks it will go through July 22nd if we extended if we see that there is a need for it depending how we do those first weeks and I wanted to give a update when they came to do the presentation to do the computer backup they came this week to install the time clock I gave them the contact information for the Lamont School District of there technician since they want to do the streaming and after they contact them and depending on what they come up with they will be contacting me with the estimate Mr. Perez- my question is now that we don't have the Lamont Reporter how do we get the message out about the programs and my suggestion would be to go through the robo call to go through the Parent Resource Center that might alleviate our recreational staff Mrs. Cervantes- what we do know for example for the Jr. Giants we send them out to all the

kids we take them to all the schools that how we normally do it we take flyers to all the schools Mr. Perez- I think that is good that is probably bilingual by know, and the other thing is utilizing the website to have them sign up Mrs. Cervantes- they can't because they have to sign up through the jgiants.org they could sign up themselves but if they don't know how they come to our office and we sign them up Mrs. Villanueva – the personnel for the swimming are ready Mrs. Cervantes- no we just had one person bring a application for the snack bar we have some of the previous staff but we still need more staff Mrs. Villanueva – the other person to help Rosalva is ready Mrs. Cervantes- yes we have she's been working.

12. CALENDAR OF EVENTS:

- 12.1 Committee Meetings- Mrs. Cervantes- we didn't have any this month will be setting up some for next month, I have my audit this month I will be busy but after the audit I will set up some Mr. Perez- my only comment would be to work around schedule next week she won't be available because of the audit.
- 12.2 Events-Schedule for David Head Center
- 12.3 Events-Senior Center

13. DISTRICT BOARD MATTERS:

- 13.1 Discussion and Potential Action- List of items for the Power Point requested by Mrs. Villanueva- Mrs. Villanueva- I already gave a copy if you want to review in regards to the power points this for me is what is more important and we should take care of them as soon as possible, suggestions, changes, Mr. Arreola- how many years was the district in read numbers 2,3 etc from what year to what year, what was the debt amount, when was the debt paid off which year how much what were the jobs done from that time till now and the cost repairs roof, pools, parks, trees moving and replacing them what the cost is repair and replacement of equipment like the lawnmower how much what was the cost change of the equipment in the office computers Etc. and the cost losses due to debt of tools cost of the cleaning of graffiti and the cost vandalism and the swimming pool and the cost papers that the attorney has updated the description of the work, agreements of the renting of the hall and the art policy, paint , trees and the investigation of the Arvin Pool and the total cost the cost of the lights the repair to the courts and the cost and the pools, parks the cost of the benches the cost of the tables and grills the purchasing of the maintenance truck the amount it cost the number of employees we had and the number of employees we currently have now Mr. Rodriguez- some of these things here have already been approved and paid for a long time ago Mrs. Villanueva- this information is for a presentation of what has been done so that the community knows what has been done Mr. Perez- the question that I have is what time frame from what year to what year how far do you want to go back Mrs. Cervantes- were in red every year we ask for a loan every year Mrs. Villanueva- yes but we were in more red when we had the other president the police officer Mr. Castrejon- were not in the reds because of the budget were in red because of the way we get our property taxes were not given a lump sum at the time so we have to borrow at the time we had to get let go of people Mr. Villanueva- I don't want a detail year by year but basically from where the period starts like were the condition and this is

where we are at now Mrs. Cervantes- I started in 2009 do you want e to it from when I started Mr. Perez- she's been here for 15 years Mrs. Cervantes- I been here for 26 years since 1992 Mr. Perez- we won't back since she was hired but will go back on more year before you became the district manager Mrs. Cervantes- so will go back from 2008 so we could do the ten year mark just to see what happened from then till now Mr. Castrejon- so this presentation is to Mrs. Villanueva- this presentation I had asked for since last time for the public Mrs. Cervantes- she wants this presentation for anyone that as questions or has concerns so we could let everyone know how everything is Mr. Castrejon- our fiscal year ends in the summer I think is a good opportunity to show Mrs. Cervantes- I think they had schedule a presentation for August Mr. Perez- what kind of time frame are we looking at for the meeting is something that we are going to do annually were going to do a push to invite the public were going to look into the budget to see if we could get some food for the public Mr. Perez- I think is a opportunity to be transparent with the community, but I think at this time we should look into forming a committee Mr. Hodges- just so you guys know the audit that is being conducted now is not for the end of this fiscal year is for the end of last fiscal year the one that will be presented to the community it will be the 2016-2017 not 2017-2018 Mr. Castrejon- it will be a good idea to present the audit that is being finalized and present the budget for the new year that way when the new audit comes and the presentation is done already they could see what we budgeted for Mr. Perez- I think that we should consider doing a committee for this, but if there is no action on this I would like to move to the next item Mr. Castrejon- one of the biggest topic on that presentation will be finances Mrs. Cervantes- we could have the budget committee they are the one that do the finances Mr. Perez- at this time I will direct a committee to be formed I definitely want to have Mr. Villanueva on that committee and see if there is a volunteer to step forward from the directors present Mr. Castrejon- I will be part of it Mr. Perez- this committee will be called annual presentation committee and maybe we could do the robo call were they call all the parents is something we have to get permission from the school Diana- earlier you were talking about that we don't have the Lamont Reporter anymore but we have El Popular, El Popular is free Mrs. Cervantes- we started putting are meetings on there Mr. Perez- at this time I will like to direct our general manager to work with the annual presentation committee to do a online posting utilizing our website and our facebook and maybe we could look into the budget to do a ad because five, ten bucks can get the information out there Mr. Rodriguez- I will like this to be put in English Mr. Arreola- if you want I will do it, what I would like Mr. Chairman I would like to work with Mrs. Villanueva Mr. Perez- yes you guys get together and get the information you guys need.

- 13.2 Discussion and Potential Action- Update on information provided by Jesus Alonzo in reference to the farmer's market- Mr. Perez- will go ahead and table this for next month
- 13.3 Comite Progreso de Lamont- Ceremony for Lighting Project- Mr. Perez- we had a presentation were we discussed the opportunity to work together all the staff was responsive the group was also very informative the came to the meetings all the legal was taken care of everything came together now were at the point where we had a successful experience now were at the point where we want to celebrate it, I directed Mrs. Cervantes to order a plaque so will go ahead and note that in our budget as far as the ceremony we

had a suggestion that we should do it in the evening and I think that's when we should do it there are no dates so far but if the committee the Comité Progreso de Lamont can work with Mrs. Cervantes in having that date It should be something to highlight the great work that you guys are doing for the community and have a opportunity to take photos Gustavo- we were thinking of upgrading the lights in the parking lot see if the committee approves the funds Mr. Perez- I would like to have Mrs. Cervantes or office manager do a press release or work with the committee to do a press release that way a press release gets out on time I definitely want to have Telemundo or one of the Spanish news station come out and 23 or 17 news whoever is will pick it up have them come and cover it take some pictures and I will definitely be there that night, at this time I entertaining on purposing a budget we don't have it as a positive action item but I will be comfortable on giving a directive on having a budget made but since a couple of months out do we just want to live this as pending and have this table for the next board meeting for discussion and possible action and will propose a budget and that way we have funds to work with and purchase water and balloons as needed items like that.

- 13.4 Discussion: Graffiti reward policy/Graffiti Ordinance- Mr. Hodges- I presented to you at the last meeting what you could do if you wanted to implement a policy were going to review it and get back to me if you wanted to create a ordinance and if so what that would look like so it's kind of a discussion you would like to have whether you want to move forward with something like that or whether you just want to rely in Kern County regulations as they stand or what you want to do Mr. Perez- one of the things after reading the document one of the things that I wanted to see is a outcome is for us to do a ordinance and ill leave it at that and see what everybody thinks and I think it's a opportunity for us to address one of the consistent problem that this district has had for many years since the late eighties it has put a dent in our budget its one of the things that consistently recurs we want to make it known if you do cause certain amount of damage there's going to be severe consequences we had damage to our roof to our restrooms because that graffiti we had issues keeping the water out and off of our equipment a lot of our equipment has the life time of that equipment has diminished and we have probably have a lot of electrical issues on our equipment I'm happy that we had that roof taken care of that was a significant project for us if that happens again that person needs to know that there is going to pay for it but there is going to be reunifications for it I want to put it up for discussion and I want to put this for next month based on what were are going to take action on I love to see a graffiti ordinance put together Mr. Hodges- and we don't really don't have to put one together because there's already one that exist for Bakersfield you could essentially cut and paste it we could go through it and make a few changes that are necessary but you could essentially adopt something very similar of what they have and then it just takes a couple of different readings to the public Mr. Castrejon- I see here graffiti reward policy the person that receives the reward are they going to remain anonymous or not Mr. Hodges- there's really not a way to remain anonymous one of the ways that I have seen other districts and other cities implements reward policy the person reports to the police department and they get a report number and after the police have done their job and somebody is convicted they come to the district or to the city with their report number that matches with the felony or mist miner conviction and they said I reported this person and I need my reward but it has nothing to

do with the district, it has nothing to do with the district the district cant press charges the person can tell the district as part of reporting requirement that would not be required in all policies but there's no way to keep them anonymous because if the police would want to put the name in the report there going to put their name in the report and if the district attorney wants to use them as a witness there is nothing you could do to stop that Mr. Castrejon- because out here no one wants to report and be called I as a witness some people are willing to do it but not a lot Mr. Hodges- that's originally how it started as a graffiti ordnances and with the concerns you guys raised as being a potential problem with not being able to remain anonymous that why I directed more towards the ordinance for the district just too great a ordinance Mr. Perez- just to clarify we have to read the ordinance for two regular meetings Mr. Hodges- it's going to come to the board for your review you guys say yes this is good and then you read it to the public and then the public has time to comment and then we come back and the board can vote to finally approve it, for the next meeting ill put the exact process so you could see it along with the ordinance if you want to direct me to prepare that so you will have the process and the purpose ordinance and you could make any changes that you want and then at the following meeting so we could get the process going Mr. Perez- we need to take the steps that you just listed that way we could have that ordinance in place it hurts moral in the staff and in our culture we own this building as a public we own these restrooms and for the witness program if there not willing to step forward there not willing but we do want to provide a incentive for somebody who is going to stick there neck out there for our community to have nice and beautiful facilities in reality if I would see it I would report it to the police and I don't feel comfortable having children go into the restrooms where there is images that are not suitable for their view or profanity written on the wall so yes please Mr. Hodges let's get that ordinance together and the steps that we need to take for our review.

- 13.5 Discussion: Large Event Policy- Mr. Perez- I situation came up I was contacted by the general manager and it prompted a direction to our counsel Mr. Hodges- a large group they were purposing a five thousand attendees at a concert they requested to rent the district facilities the wanted to rent the soccer field it was on very short notice so it could not be approve for security issues but it prompted the district manager and the chairman to discuss that we don't even have a policy in place for something like that a large event like that would be renting the soccer field for ten dollars a hour five thousand people in the soccer field would cause a lot of damage than ten dollars a hour is going to fix so the chairman directed me to create kind of like a guide for groups that are going to want to rent the facility for large group as well as a application process so that's what this package is obviously not complete as you see on the first page it says public suitable for public event reservation I left it blank for you guys to fill out and determent what parks you would you be comfortable renting to large groups and maybe some parks would be good for one hundred people maybe some would be good for one thousand people and you kind of could designated that way so there's blank spots throughout this that need your input like on the second page reservations refundable damage deposit I put question marks I don't know what you want that to be there's areas in here that need the boards input It give a step by step guideline what they need to do to rent the district facilities for large groups and then it gives what are the guidelines for public events it gives the people it talks about the different reservations we designate the times that the park is available

for these large groups it talks about security and traffic control, traffic will be a issue parking will be a issue these are all things that need to be considered when developing a policy like this if you would of rented this out for five thousand people were would all of those cars had parked there's no way that this parking lot would accommodate that many people and the neighborhood doesn't wants parked up and down these are things that have to be considered in developing a policy like that most of it is discussed in here if there's peaces that you want cut cross them out and we could discuss these if there's things you think need to be added right them down will discuss those and figure out how to get things in there I also outline run walk events if people want to stage a 5k here or a walkathon and they want to stage it here there's previsions in here to not have the function on the property but the staging here talks about how people need to treat the trees you can't put rope around them you can't chain them up you can't pour chemicals things like that I talks about generators animal at the events and then we get into fees and deposits and fees at Bear Mountain Recreation and Park District everything is blank that's where I need your input this is your decision in how much it should be rent for and you could designate it for different size events you need to come up with those thing I broke them down as nonprofit were no fee is charge or were a fee is charged commercial with no admit ion commercial where there is admit ion I know that one of the suggestion that the grand jury had was that you have to treat everybody the same and breaking it down in these categories they can't say were not treating everybody the same because we're treating different classes organizations that are offering different kind of services were charging the same exhibit A that are renting the same exhibit Y there's no appreciation that the board is saying I like this group better and there be a less fee there is also a service a vehicle access permit the larger events is going to need access to the grass so they're going to need to put in a permit request so will know what vehicle request how many vehicles are going on the grass they will have permits that they get incase Anthony sees them out here and he doesn't see a permit on that truck or than car it needs to go it's not been paid for is not able to be there It outlines what you need to do to rent this place I goes through event time line so the board can approve what's going to a description of the event details and emergency management and security you'll need to have a plan, It talks about what kind of stages you could have I talks about musical entertainment you can't violate the County Noise Ordinance It runs through everything I don't want to go through everything because it will take a long time there's a lot of information here so please review it come back with suggestion and changes if this is something you want to continue to pursue but I think is something very important so if your contacted by another large group you don't have to rent the field for ten dollars a hour Mr. Castrejon- in regards into that specific event it was going to be a concert the noise ordinance wouldn't allow Mr. Cervantes- no because the noise was going to be too loud for a residential are Mr. Hodges- it was not the people the park is in a proximity to houses to residential houses and the decibel levels for the amount of people they were going to have it was going to exceed the noise ordinance in relations to homes It was going to be a gangster rap concert another issue was the security that had change their insurance three or four times within their planning so there was not a definite answer on who would be providing security or how they would be provided Mrs. Cervantes- they were really washy Mr. Perez- and to add to that we were not going to be able to charge more than a very low rate because we didn't have a policy in place we would have taken on more damage than

anything positive that it would have come out from it Mr. Perez- m point is that regardless on who it was anyone has the opportunity to have a special event as long as they meet the requirements it could be country music it could be chine's music as long as there within the policy Mr. Perez- now that w have discussed it everyone take time maybe over the weekend and read through it fill out as much as you can and I want to command Mr. Hodges for putting this together in a very short time and at the next regular board meeting that we have we could put our notes together and check them and come to a agreement.

14. FINANCIAL REPORTS:

14.1 Review of District's Financial Accounts-

14.2 QuickBooks Reports- Ages payables, balances sheet, profit and loss

Mrs. Cervantes- I want to make a comment for item 14.2 I forgot to print the reports so I can I put them for next month Mr. Perez- yes Mrs. Cervantes- for the County Treasury we have 287,966 which from that the County should be taking out what we owe them close to 200,000 and what we have remaining is what we have to use till June 30th, Bank of America we have 18,394.65 and Self Help Credit Union we have 21,453.70 which if needed I will transfer some of the Community Trust fund to the county to pay any bill if we feel that we need to do that Mr. Villanueva- I would like to ask Lorena if she could for the next time she could give me in writing the information in Quick Books because it doesn't match Mrs. Cervantes- It doesn't match because is not the same Mrs. Villanueva- well then if you could give me both and as well and if you could include the bill of the attorney I would like the last two the one from last month and the one from this month Mr. Perez- we don't have the printouts for item 14.2 I suggest that we table this item for next month's board meeting.

MOTION Mr. Castrejon moved Mr. Rodriguez second to approve item 14.1. Motion passed 4 ayes, 0 noes and 1 absent.

15. DIRECTORS TIME:

Mrs. Villanueva- I want to that you for being present I want to mention that I gave Lorena the name of Norma Rojas Mora this person writes grants that's her specialty we don't have to have her here in the office she writes the grant and then we would pay her for her service Lorena has that information so she could communicate with her and so we could receive grants and thank you for the support for the presentation that were going to put together I also want to that the group of Lamont for helping with the lights I hope that we could continue covering the things that we have in the five year plan and hopefully Anthony could help us on those lights that they turn on their own because there's always two to three cars there were is not led, would it be possible to by the ester eggs right now that there on sale.

Mr. Castrejon- in regards to the cleat drive Mr. Hodges- it starts in June we could do the end of May or the first week of June we could bring the cleats out my other question was did the Jr. Giants staff get the field approve for use in Arvin Mr. Cervantes- I'm not sure if they have yet we were still having that problem but we do have the school as a backup

if the city didn't lend us the park, and with the cleat drive do you go through with another associations or just friends that you have Mr. Hodges- no my wife goes out around to businesses Mr. Castrejon- so is you guys that's good thank you for making time for us I know you guys are busy Gustavo- I think it's good to show the community to work together things happen Mr. Castrejon- that's all I want to say and thank you staff.

Mr. Rodriguez- I want to thank everyone for coming I'm kind of disappointed in the issue about the flyers for people to attend the meetings nobody attend the meetings people don't care another issue that I have we had some people at the Arvin park at the bleachers hanging in there I got the officer to go in there and run them off and also Jeff his retired from the Navy he would like to know if e could see the pool to exercise before they go on duty he wants to do that himself or bring others to get involve it would be good exercise for the police officers and I told him that I would bring that up at the next board meeting maybe you could get together with the counsel and see what the legal end of that would be and you could probably contact the officer and let him know what needs to be done and Anthony I want to thank you for doing a good job on that roof and when we have that lighting ceremony I'll be happy to attend.

Mr. Perez- One question that I have about Jeff his working with the City of Arvin I meet him back in 2010 he was working for the Highway Patrol back then he was nice enough to right a report for me so I remember that name very well I definitely want to hear what we come back with the availability for the facilities to be used I just want to thank everyone and I look forward to our next meeting and the roof looks very good Anthony, Anthony- I'll let Juan Know Diana- we got 2.5 million for the sidewalks it's from Hall rd and Panama rd so the construction is going to start May 1st we been working with County for two years and finally got it and in April 24th were going to have a meeting Yolanda is coming if the community has any questions she's going to be there and were finally having a sidewalks.

16. ADJOURNMENT

MOTION Mr. Rodriguez moved Mr. Castrejon second to adjourn the meeting at 8:35p.m.
Motion passed 4 ayes, 0 noes and 1 absent.