



Bear Mountain Recreation and Park District  
A Special District  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
Thursday, April 16, 2020  
David Head Building  
10300 San Diego Street  
Lamont, California 93241  
(www.bearmtnprk.com)

**MINUTES**

1. REGULAR SESSION
2. CALL TO ORDER

The regular board of directors meeting of Bear Mountain Recreation and Park District was held Thursday, April 16, 2020, at 6:30 pm in the Senior Center at 10300 San Diego Street, Lamont, California. The District is a political subdivision in the State of California.

**Present:** Chairman Perez, Director Horton, Director Rodriguez, Director Villanueva and Director Jimenez

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

3. FLAG SALUTE

Meeting called to order at 6:30 p.m. Flag Salute: Chairman Jesus Perez

4. APPROVE AGENDA AS FORM

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

5. PRESENTATIONS- NONE

6. PUBLIC COMMENTS

- a. None

**7. ORAL COMMUNICATIONS**

- a. None

**8. WRITTEN COMMUNICATIONS**

- a) None

**9. CONSENT AGENDA**

Items are considered routine, non-controversial and generally approved in a single motion. A board member may request to have an item removed from the consent calendar for discussion of to be deferred. (May include Minutes, Financials, Resolutions, and Policy & Procedure matters).

- 9.1** Minutes
- 9.2** Pre-signed Vouchers
- 9.3** List of Bills

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

**10. DEPARTMENTS REPORTS:**

**General Manager Report:**

- 10.1** Maintenance -Update
- 10.2** Recreation- Update
- 10.3** District Manager- Update

**11. CALENDAR OF EVENTS:**

- 11.1** Committee Meetings-Update
- 11.2** Events-Schedule for David Head Center
- 11.3** Events-Senior Center

**12. DISTRICT BOARD MATTERS:**

**12.1 COMITE PROGRESO DE LAMONT-BASEBALL FIELDS PROJECT**

**Discussion:** Comite Progreso de Lamont offers to donate funds to renovate/upgrade the north east baseball field. They would like to donate funds for the materials and supplies. Also, community members with expertise on fencing, pouring cement and others would volunteer to help our staff with the project.

**Potential Action:** Approve negotiation of a memorandum of understanding for the baseball field project.

**Director Horton motioned to approve negotiation of a memorandum of understanding for the baseball field project. Seconded by Director Rodriguez. Approved 5 ayes, 0 noes and 0 absent.**

**12.2 Committee Meetings**

**Discussion:** Agenda and scheduling of upcoming Committee Meetings.

**Personnel Committee: Thursday, April 2, 2020 @ 4:00 pm**

**Budget/Salary/Finance: Friday, April 3, 2020 @12:30 pm**

**Potential Action:** Approval of upcoming Committee Meetings and Agendas.

**Director Horton motioned for approval of upcoming Committee Meetings and Agendas. Seconded by Director Rodriguez. Approved 5 ayes, 0 noes and 0 absent.**

**12.3 Bear Mountain Recreation Presentation**

**Discussion:** Request for Bear Mountain Recreation and Park District to sponsor a community cleanup event they would start at Bear Mountain Park. They would like the district to donate to donate supplies and pick up the trash bags afterward. It would be on Saturday the date is still not determined.

**Potential Action:** Approve sponsoring community clean up event.

**Director Horton motioned to Approve sponsoring community clean up event. Seconded by Director Rodriguez. Approved 5 ayes, 0 noes and 0 absent.**

**12.4 Resolution iPad for Board Members**

**Discussion:** Resolution 2020-02 Tablet Use Policy.

**Potential Action:** Approve Resolution 2020-02

**Director Horton motioned to Approve Resolution 2020-02. Seconded by Director Rodriguez. Approved 5 ayes, 0 noes and 0 absent.**

**12.5 Art Class-Sponsor by Supervisor Couch**

**Discussion:** Supervisor Couch would like to have and Art Class in the District's facility. This class would provide programs for kids to keep them off the streets. Potentially a 12-week class for about 20 students; Detail are still being worked out. Supervisor Couch's office would provide the funds to pay an artist from the Art Council and supplies. The District would be sponsoring the class by providing the building.

**Potential Action:** Approve sponsoring the building for the Art Class.

**Director Horton motioned to Approve sponsoring the building for the Art Class. Seconded by Director Jimenez. Approved 5 ayes, 0 noes and 0 absent.**

**12.6 Bid Process for the Per Capita Funds-Tennis Court Project and WP Basketball Resurfacing.**

**Discussion:** Begin Bid process for the Tennis Court Project (Fencing, Lighting and Resurfacing). Begin Bid process for Weedpatch Park basketball court.

**Potential Action:** Approve to start the bid process for the above projects.

**Director Horton motioned to Approve to start the bid process for the above projects. Seconded by Director Rodriguez. Approved 5 ayes, 0 noes and 0 absent.**

**12.7 2018-19 Audit engagement letter**

**Discussion:** 2018-19 Audit engagement letter for their services.

**Potential Action:** Approve the 2018-19 Audit engagement letter.

**Director Horton motioned to Approve the 2018-19 Audit engagement letter. Seconded by Director Rodriguez. Approved 5 ayes, 0 noes and 0 absent.**

**12.8 COVID-19 Pandemic-Event Cancellation**

**Discussion:** Executive Order N-25-20: direction for the cancellation of large gatherings of more than 250 people, social distancing for all other gathering, and Brown Act accommodations, among other provisions.

**12.9 2020 Special District Leadership Academy San Diego Workshop-Jesus Perez**

**Discussion-** Mr. Perez would like to attend 2020 Special District Leadership Academy Sand Diego. Registration Fee \$600.00. Dates: April 19, 2020 to April 22, 2020.

**Potential Action-** Approve Mr. Perez attend 2020 Special District Leadership Academy San Diego.

**13. FINANCIAL REPORTS:**

**13.1** Review of District's Financial Accounts-Action

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

**Director Rodriguez motioned to approve Financial Reports. Seconded by Director Horton. Approved 5 ayes, 0 noes and 0 absent.**

**14.DISTRICT CLOSED SESSION:**

a) None

**15. DIRECTORS TIME:**

**Mrs. Villanueva-Not Audible**

**Mr. Rodriguez-Not Audible**

**Mr. Horton-Not Audible**

**Mr. Perez-Not Audible**

**Mr. Hodges-** the district is listed as an essential function an essential office that provides services is except from the stay at home unless something changes that I've seen so far I recommend that you guys stay open and our meetings are a essential function and we can have board members call and have a conference call and is still consider a quorum the Brown Act posted in the same manner for you to have phone calls so that possible as well

**16. ADJOURNMENT**

**Director Horton motioned to Adjourn the meeting at 7:36 p.m. Seconded by Director Rodriguez. Approved 5 ayes, 0 noes and 0 absent.**

