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Meeting Minutes

Bear River Recreation & Park District

22431 Kingston Ln. Grass Valley, CA 95949

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**Call to order:** 4.30 pm

A meeting of **Bear River Recreation & Park District** was held at **22431 Kingston Ln. Grass Valley** on **January 28, 2026**

**Attendees included:**

Chair - Tanner Mathias  
Vice Chair - Cindy Latimer  
Director- Jessica Lee  
Director- Ed Downs  
Director- Mandee Tatro  
GM - Miranda Brown  
Clerk - Nerissa Eason

**Approval of January 28, 2026 Agenda**

*Motion for approval – Jessica Lee*

*2<sup>nd</sup> Motion – Mandee Tatro*

*All in favor*

**Approval of November 2025 Meeting Minutes**

*Motion for approval – Jessica Lee*

*2<sup>nd</sup> Motion – Cindy Latimer*

*All in favor*

**Approval of December 2025 Meeting Minutes**

*Motion for approval – Jessica Lee*

*2<sup>nd</sup> Motion – Cindy Latimer*

*All in favor*

**Approval of November 2025 Fiscal Reports**

*Motion for approval – Jessica Lee*

*2<sup>nd</sup> Motion – Cindy Latimer*

*All in favor*

**Approval of December 2025 Fiscal Reports**

*Motion for approval – Jessica Lee*  
*2<sup>nd</sup> Motion – Ed Downs*  
*All in favor*

**Approval of QE 3 Expenses 6800 and 6775**

*Motion for approval – Ed Downs*  
*2<sup>nd</sup> Motion – Jessica Lee*  
*All in favor*

**Approval of 2026/2027 BRRPD Admin FY policies 012826**

*Motion for approval – Mande Tatro*  
*2<sup>nd</sup> Motion – Jessica Lee*  
*All in favor*

**BRRPD Program Managers Report**

*YDL- 228*  
*Coed VB- 17*  
*Spring Soccer- 7*

**BRRPD Program Managers Report**

*LAFCO Update, Form 700*

**Committee Reporting**

*November, December Safety Reports*

**Old Business**

*None*

**New Business**

- a. *Committee Assignments*
  - *Budget Finance- Nerissa Eason, Miranda Brown and Tanner Mathias*
  - *Personal- Miranda Brown and Tanner Mathias appointed Ed Downs*
  - *Program Maintenance and Safety- All board members and Miranda Brown*
- b. *Signed Auditor-Controller's Office Special District and Commission Form*
- c. *Audit for 2025 engagement letter, audit scheduled for 2/27/2026*
- d. *Jeff Martin from Everguard discussed security for the Turf Field*

**Announcements**

*We are starting to plan the Summer 2026 Seasonal activities and Lifeguard Classes*

**Adjournment: 5:33 PM**

*TEason*

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Nerissa Eason

01/28/2026

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Date of approval