

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT  
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561  
TUESDAY NOVEMBER 17, 2015, 5:30 P.M.**

**CALL TO ORDER:** Board Meeting Convened By Chairperson Mifflin at 5:30 P.M.

**BOARD MEMBERS:**

Craig Mifflin, Chairperson  
Paulette Rush, Vice-Chairperson  
Brian Duhart, Director  
Mary Lou Corpus-Zamudio, Director  
Laura Lynn Wyatt, Director

**ALSO PRESENT:**

LeAnn Williams, TVRPD District Manager  
Seth Carroll, TVRPD Recreation Coordinator  
Corey Torres, TVRPD Recreation Coordinator  
Greg Garrett, City of Tehachapi Manager  
Bill Fisher, GHCSO Manager  
Taylor Davis, TVRPD Receptionist/Reservationist

**1. FLAG SALUTE:** Chairperson Mifflin led the Flag Salute.

**2. ROLL CALL:** All Present.

**3. PUBLIC COMMENTS:** None.

**4. CONSENT CALENDAR**

**A. Secretary Declaration of Posting of Agenda 72 hours in Advance of Meeting**

Declaration by the Clerk of the Board of Directors that the agenda was posted at least 72 hours in advance of meeting. BOARD APPROVED SECRETARY DECLARATION.

**Duhart - Corpus-Zamudio: Ayes: Mifflin; Rush; Duhart; Corpus-Zamudio; Wyatt  
Noes: None. Motion carried.**

**Absent: None.**

**B. Approval of Minutes from the Regular Board Meeting held October 13, 2015.**

Request by Clerk of the Board of Directors to approve the minutes from the October 13, 2015 Regular Board Meeting.

Director Duhart asked for item "B" to be removed from the Consent Calendar for separate discussion.

**5. RECREATION COORDINATORS REPORTS**

Recreation Coordinator Corey Torres:

- Youth Basketball registration is in progress. Practices start in one week and the season will start in January.

- Start Smart is a new tot sport program for children age three to five years old. This program will include baseball, basketball, football and soccer. TVRPD will offer this program twice a year. Each session will be six weeks long. Cash the Wonder Dog is sponsoring Start Smart.

Recreation Coordinator Seth Carroll:

- Hot Chocolate Turkey Trot 5K is a new run added this year. Albertsons donated turkeys for the top finishers.
- Coed Softball is in progress.
- Upcoming new adult programs: Adult Flag Football, Adult Dodgeball
- NFL Youth Flag Football is a new youth program for 2016.
- Run Fondo 5K will be added to the Grand Fondo event next year.

## **6. DISTRICT MANAGER REPORT**

District Manager LeAnn Williams gave the report.

- Meadowbrook Park Update: Quad Knopf is overseeing the bid process. Request for bids have been advertised. The deadline to submit a bid will be December 9, 2015 at 3P.M.
- Photo presentation of the new UV filtration system at the Dye Natatorium facility.
- Restrooms at all facilities have been painted.
- Cash the Wonder Dog made a donation to Tehachapi Parks Foundation that will go toward the purchase of agility equipment for the Meadowbrook Park Dog Park.
- Professional Development: Administrative Assistant Carrie Champlin received her CSDA Special District Board Secretary/Clerk Certification. Maintenance Foreman Nolan Ferdinand is currently attending Maintenance Management School. Nolan Ferdinand received his CPSI certification. Williams congratulated TVRPD groundskeeper Josh Turowski for graduating from Bakersfield College.

## **7. FINANCIAL REPORT**

## **8. AGENDA ITEMS:**

### **A. Approval of Minutes from the Regular Board Meeting held October 13, 2015.**

Director Duhart requested the minutes be amended to include the following note:

The amended agreement for professional services between Tehachapi Valley Recreation and Park District and Quad Knopf, Inc. to include bid process will cost \$4,810.00, which is in addition to the \$461,245.00 that was budgeted for Meadowbrook Park in the Tehachapi Valley Recreation and Park District FY2015/2016 budget.

### **B. Approval of the Preliminary Financial Reports for September, 2015.**

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR SEPTEMBER, 2015.

**Duhart – Corpus-Zamudio: Ayes: Mifflin; Rush; Duhart; Corpus-Zamudio; Wyatt  
Noes: None. Motion carried.**

**Absent: None.**

**C. Approval of the Preliminary Financial Reports for October, 2015.**

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS  
FOR OCTOBER, 2015.

**Wyatt – Corpus-Zamudio: Ayes: Mifflin; Rush; Duhart; Corpus-Zamudio; Wyatt**

**Noes: None. Motion carried.**

**Absent: None.**

**D. Discussion/Approval of the Knorr Systems, Inc. Maintenance Contract.**

BOARD APPROVES THE KNORR SYSTEMS, INC. MAINTENANCE CONTRACT.

**Wyatt - Duhart: Ayes: Mifflin; Rush; Duhart; Corpus-Zamudio; Wyatt**

**Noes: None. Motion carried.**

**Absent: None.**

- 9. BOARD OF DIRECTORS TIME:** Board welcomed Director Laura Lynne Wyatt. Director Wyatt stated that she was excited to see the addition of flag football to the TVRPD programs. Chairperson Mifflin thanked Recreation Coordinators Seth Carroll and Corey Torres for their work on programs and events.

**10. OTHER BUSINESS:** None.

**11. ADJOURNMENT:**

Having no further business the meeting was adjourned at 6:06 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on December 15, 2015.

**Corpus-Zamudio - Wyatt: Ayes: Mifflin; Rush; Duhart; Corpus-Zamudio; Wyatt**

**Noes: None. Motion carried.**

**Absent: None.**

Respectfully Submitted,

Carrie Champlin  
Carrie Champlin, Clerk of the Board