

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY APRIL 19, 2016, 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, District Manager
Seth Carroll, Community Relations & Sports Supervisor
Corey Torres, Special Events & Youth Programs Supervisor
Nolan Ferdinand, Park and Facility Maintenance Supervisor
Mike Walsh, Project Manager
Nick Apel

1. **FLAG SALUTE:** Director Duhart led the Flag Salute.

2. **ROLL CALL:** Vice-Chairperson Rush was absent.

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

Absent: Rush

B. Approval of the Minutes from the Regular Board Meeting held March 15, 2016.

Request by Clerk of the Board of Directors to approve the minutes from the March 15, 2016 Regular Board Meeting.

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

Absent: Rush

5. COMMUNITY RELATIONS & SPORTS SUPERVISOR REPORT

Seth Carroll gave the report.

- T-Ball in progress.
 - Men's Basketball in progress.
 - Registration is open for all 5 race events.
 - Adult and Youth Flag Football programs are upcoming and registration is open.
- Director Corpus-Zamudio complimented Supervisors Carroll and Torres for their work.

6. SPECIAL EVENTS & YOUTH PRORAMS SUPERVISOR REPORT

Corey Torres gave the report.

- Tot Enrichment and Parent & Me classes end at the end of June. Classes will resume in September.
- Upcoming events: Battle of the Bands June 25, 2016. Auditions will be June 11th & June 18th. (We hope to have double the amount of bands that we had at last year's event).
Super Kids Music Show July 23, 2016. Seven dates are scheduled for Movies in the Park. First Movies in the Park event date will be Friday June 10, 2016.
Director Duhart suggested planning an event for Ollie Mountain Skate Park.

7. PARK AND FACILITY MAINTENANCE SUPERVISOR REPORT

Nolan Ferdinand gave the report.

- Working with Tip Top Arborist to identify trees that need to be removed. Seven trees have been identified at Central Park. There is a program available through the state of California that reimburses up to 75% of the cost of the removal of trees damaged by the drought and bark beetles. TVRPD will apply for the state drought aid. A tree replacement plan is in progress. Director Duhart asked about the light poles at Central Park and if we have any lights that are not working. Maintenance staff member David Coopriider explained that he is currently working to fix six lights that have problems with the transformers.
- The Girls Scouts will plant a tree in Central Park on Earth Day. An ash tree was chosen for its large canopy that will provide shade and because it is a fast growing species of tree.
- Telephone land lines have been removed at Brite Lake, Dye Natatorium, and West Park Activity Center. Wireless phones were ordered for those locations and added to our existing plan we have for our Maintenance Department. The cost savings per month will be approximately \$260.00.

8. DISTRICT MANAGER REPORT

District Manager Williams gave the report.

- SWPP waiver was approved for phase one of the Meadowbrook project. Waiting for Kern County to approve the plan. We meet with the contractor for the project next week to discuss a timeline.
- New bids were received for the soil testing for phase one of the Meadowbrook Park project. The original request for soil testing was communicated incorrectly and resulted in a bid that included soil testing for the entire project instead of phase one of the project.
- Meeting with local service groups in our community to present a presentation of the District. This presentation helps explain what TVRPD provides to our community.
- Repair of the Dye Natatorium will begin soon and we are looking forward to having the Dye Natatorium open. Working with CAPRI, OSHA, and contractors to complete the repairs and reopen the facility.
- Budget Ad Hoc Committee has met four times. Working with the committee on the FY16/17 budget.
Director Duhart requested a timeline with milestones for the phase one Meadowbrook Park project. Director Duhart requested a study for landscape maintenance. Director Duhart would like to see the cost benefit analysis if the District were to contract out the landscape maintenance.

7. FINANCIAL REPORT

District Manager Williams gave the report.

Director Duhart suggested looking into using Quimby funds for the tree removal at Central Park.

9. AGENDA ITEMS:

A. Approval of the Preliminary Financial Reports for March 2016.

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR MARCH 2016.

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

Noes: None. Motion carried.

Absent: Rush

B. Award of Bid of Soil and Concrete Testing for Phase One of the Meadowbrook Park Project, Resolution #5-16.

BOARD AWARDS THE BID TO SOILS ENGINEERING INC. FOR SOIL AND CONCRETE TESTING FOR PHASE ONE OF THE MEADOWBROOK PARK PROJECT IN AN AMOUNT NOT TO EXCEED \$3,722.00, RESOLUTION #5-16.

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

Noes: None. Motion carried.

Absent: Rush

C. Nomination of the Executive Officers of the Board of Directors of Tehachapi Valley Recreation and Park District.

Nominations were opened for Chairperson of the Board of Directors of Tehachapi Valley Recreation and Park District.

Director Duhart nominates Chairperson Mifflin for Chairperson of the Board of Directors of Tehachapi Valley Recreation and Park District.

Chairperson Mifflin calls for a voice vote.

CRAIG MIFFLIN WAS VOTED IN AS CHAIRPERSON OF TEHACHAPI VALLEY RECREATION AND PARK DISTRICT.

Ayes: Corpus-Zamudio; Duhart; Wyatt

Noes: None

Absent: Rush

Nominations were opened for Vice-Chairperson of the Board of Directors of Tehachapi Valley Recreation and Park District.

Director Duhart nominates Director Laura Lynne Wyatt for Vice-Chairperson of the Board of Directors of Tehachapi Valley Recreation and Park District.

Chairperson Mifflin nominates Vice-Chairperson Rush for Vice-Chairperson of Tehachapi Valley Recreation and Park District.

Chairperson Mifflin calls for a voice vote.

PAULETTE RUSH WAS VOTED IN AS VICE-CHAIRPERSON OF TEHACHAPI VALLEY RECREATION AND PARK DISTRICT.

Ayes: Mifflin; Corpus-Zamudio; Duhart; Wyatt

Noes: None

Absent: Rush

D. Budget Ad Hoc Committee – Discussion.

Director Duhart gave an update on the work that has been completed by the Budget Ad Hoc Committee. We are documenting all changes made to the budget so the next committee will have that information to use. Director Duhart directed staff to provide the Budget Ad Hoc Committee with how many customers use the pool each month as well as the cost of running the pool each

month. The requested information will help in making future decisions for the pool. Director Duhart asked for an Ad Hoc Committee to be formed for the Dye Natatorium pool. Ad Hoc Committee for the pool is as follows: Director Corpus-Zamudio, Vice-Chairperson Rush, Special Events & Youth Programs Supervisor Corey Torres, and Office Manager Carrie Champlin. The Ad Hoc Committees will plan to make their recommendations to the Board by July or August. Director Duhart suggested moving the approval of the final budget for fiscal year 2016/2017 to the month of August.

- 10. BOARD OF DIRECTORS TIME:** Director Wyatt asked for an Ad Hoc Committee to be formed for the grand opening celebration of Meadowbrook Park. Chairperson Mifflin stated that the Meadowbrook Park Grand Opening Celebration Committee will be formed next month. Chairperson Mifflin thanked the Budget Ad Hoc Committee for their work.

11. ADJOURNMENT:


Having no further business the meeting was adjourned at 6:34 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on May 17, 2016.

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

Noes: None. Motion carried.

Absent: Rush

Respectfully Submitted,


Carrie Champlin, Clerk of the Board