

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY AUGUST 18, 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
Gayle Stewart, Director
Brian Duhart, Director
Mary Lou Corpus-Zamudio, Director

ALSO PRESENT:

Matt Young, TVRPD District Manager
Pat Osborn, Clifford and Brown Law
LeAnn Williams, TVRPD Recreation Supervisor
Nolan Ferdinand, TVRPD Maintenance Foreman
Seth Carroll, TVRPD Recreation Coordinator
Corey Torres, TVRPD Aquatics Manager
Bill Fisher, GHCS
Steve Hansen, TMTA
Bryan Rails, TMTA
David Coopridier, TVRPD Maintenance
John Ortiz, TVRPD Groundskeeper
Pat Doody, The Loop Newspaper
Mike Walsh
Carrie Champlin, Clerk of the Board

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

2. ROLL CALL: All Present.

3. PUBLIC COMMENTS: Mr. Mike Walsh stated that he was currently on disability and not working at the District Office. Mr. Walsh also stated that he has not been able to come back to work because District Manager Young and the TVRPD Board of Directors has not offered reasonable accommodations for his disability. Mr. Walsh stated that he made the Board aware of this situation in a Email dated February 22, 2015 and that he has not been contacted. Mr. Walsh stated that he was disheartened to learn of the removal and destruction of the tree carvings in Central Park and asked that the three arborist reports that District Manager Young said he received, be made available to the public. Mr. Walsh also requested that District Manager Young provide the specific California State Health and Safety Codes that District Manager Young had cited for the removal of the carvings. Mr. Walsh stated that he believes the carving were assets of the District and asked if the TVRPD policy manual was followed for the removal and disposal of assets.

Mr. Bryan Rails thanked TVRPD, The City of Tehachapi, and Golden Hills Community Services District for their work and donations to the Meadowbrook Park Pump Track. Mr. Rails thanked all of the volunteers for their hard work in constructing the Pump Track.

4. CONSENT CALENDAR

Mr. Mike Walsh asked for items C, D, E, and F to be removed from the 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.

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

Absent: None

B. Approval of Minutes from the Regular Board Meeting held July 21, 2015.

Request by Clerk of the Board of Directors to approve the minutes from the July 21, 2015 Regular Board Meeting. BOARD APPROVES MINUTES.

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

Absent: None

5. RECREATION SUPERVISOR REPORT

Recreation Supervisor LeAnn Williams gave the report.

- Mountain Gallop 5 Miler: Event was successful and we received great feedback on the Antelope Run.
- Tehachapi Oldtimers Reunion was Sunday August 2, 2015. Event was very successful with a turnout of more than 350 participants.
- Williams complimented staff members Seth Carroll and Corey Torres on their great work in coordinating the Mountain Gallop 5 Miler and the Tehachapi Oldtimers Reunion.
- Kids Concert was a fun family event.
- National Night Out was a success. The movie "Paddington" was shown.
- Williams thanked Maintenance Foreman Nolan Ferdinand and his staff for their great work in preparation for the Adult Softball programs.
Chairperson Mifflin thanked staff for a great team effort in making all the events and programs successful.

6. MAINTENANCE FOREMAN REPORT

Maintenance Foreman Nolan Ferdinand gave the report.

- District Office Refurbishment: Exterior paint; new windows installed; landscaping; TV for conference room installed; Reception furniture.
- Ferdinand thanked his staff for their great work.

7. DISTRICT MANAGER REPORT

District Manager Matt Young gave the report.

- Meadowbrook Park Construction Plans are at Kern County for approval.
- Meadowbrook Park Sign: Working with GHCSO on the encroachment permit.
- Meadowbrook Pump Track signage is in process. District Manager Young presented the proposed sign to the Board. Director Stewart suggested a sign stating that motorized vehicles are prohibited, be placed at the Pump Track. GHCSO Bill Fisher stated that they have signage that the District can use at the Pump Track. Board referred the signage project to staff.

- Tehachapi Little League mound removal: Per agreement Tehachapi Little League was allowed to build an earthen mound on the West Park ball field. Staff discovered cement had been used without permission from the District. The removal of the cement required 11 hours. District Manager Young recommended amending Tehachapi Little Leagues contract to require a mobile mound be used.
- Central Park/Mountain Festival: District Manager Young presented the Board with photos of turf compaction and turf damage from food vendors. Young recommended a possible rental increase for next year and also recommended keeping the cleaning/damage deposit for this year. Chairperson Mifflin asked Young if he had spoken with the Chamber. Young stated that he had not spoken to the Chamber but he did leave a message and will schedule a meeting.
- Young thanked team TVRPD and stated that TVRPD is moving in a great direction. Young thanked the District's legal counsel Pat Osborn and all of the Clifford & Brown staff, the auditing staff from Fisher, Keathley & Ross, and all of TVRPD's community partners. Chairperson Mifflin stated that Young has brought TVRPD to higher level and thanked him for his work. Chairperson Mifflin wished Young good luck in his future endeavors. Director Rush thanked Young for his leadership and everything he has accomplished for the District.

8. FINANCIAL REPORT

Administrative Assistant Carrie Champlin gave the report.

9. AGENDA ITEMS:

Items removed from the Consent Calendar were moved to Agenda Items C, D, E, and F.

A. Approval of the Preliminary Financial Reports for July, 2015.

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR JULY, 2015.

Duhart - Stewart: Ayes: Mifflin; Rush; Stewart; Duhart; Corpus-Zamudio

Noes: None. Motion carried.

Absent: None.

B. Adoption of Tehachapi Valley Recreation and Park Districts Final Five Year Budget for Fiscal Years 2015/16, 2016/17, 2017/18, 2018/19 and 2019/20, Resolution #12-15.

1. Public Hearing - The meeting was opened for public comment.

Mr. Mike Walsh commented that he was concerned about approving a five year budget with new management staff about to be hired. Mr. Walsh believes there are things that have not been addressed in the budget. Mr. Walsh also stated that he believes because of the lack of watering at Central Park the trees have been damaged and the cost of the damage has not been addressed in the budget. Mr. Walsh believes that there are items in the five year budget that are illegal and the result of retaliation. District Manager Young commented that the state mandated a thirty percent reduction of water usage and the District has strived to meet those reductions in the past month. After comparing the previous year's water consumption it was determined that the water reduction exceeded the thirty percent and the watering schedule was increased at Central Park. Mr. Walsh stated that he thought it was the water districts that had to reduce their water usage not park districts.

Chairperson Mifflin stated that the matter of water reduction was a Board discussion and decision. Chairperson Mifflin also stated that it is important to have a five year budget in

place to use as a road map and we have the ability to adjust the budget as we go through the five years. The Board agreed with Chairperson Mifflin.

Public hearing was closed at 6:27 P.M.

**BOARD ADOPTS TEHACHAPI VALLEY RECREATION AND PARK DISTRICTS
FINAL FIVE YEAR BUDGET FOR FISCAL YEARS 2015/16, 2016/17, 2017/18, 2018/19,
AND 2019/20, RESOLUTION #12-15.**

Duhart - Rush: Ayes: Mifflin; Rush; Stewart; Duhart; Corpus-Zamudio

Noes: None. Motion carried.

Absent: None.

C. Approval of the Meadowbrook Park Front-End Specifications.

Mr. Mike Walsh made several comments regarding the content of the Meadowbrook Park Front-End Specifications. District Manager Young stated that there are several examples in the front-end specifications that will be removed in final product. The examples are there to show how the document will be laid out. Staff will address typographical corrections for the final document.

**BOARD APPROVES THE MEADOWBROOK PARK FRONT-END
SPECIFICATIONS WITH THE TYPOGRAPHICAL CORRECTIONS AS NOTED.**

Corpus-Zamudio – Stewart: Ayes: Mifflin; Rush; Stewart; Duhart; Corpus-Zamudio

Noes: None. Motion carried.

Absent: None.

**D. Approval to Purchase Meadowbrook Park Sign in an Amount not to Exceed
\$4,515.00.**

Mr. Mike Walsh stated that he was concerned about spending money at this time for a new sign at Meadowbrook Park. District Manager Young explained that the new sign design was approved by the Board. The new sign contains the TVRPD logo that we will eventually have on all District properties. Bill Fisher stated that GHCSO is in the process of drawing up the encroachment agreement.

**BOARD APPROVES THE PURCHASE OF THE MEADOWBROOK PARK SIGN IN
AN AMOUNT NOT TO EXCEED \$4,515.00.**

Rush – Stewart: Ayes: Mifflin; Rush; Stewart; Duhart; Corpus-Zamudio

Noes: None. Motion carried.

Absent: None.

**E. Approval of the Agreement Between Tehachapi Valley Recreation and Park District
and Tehachapi Mountain Trails Association, Resolution #11-15.**

Mr. Mike Walsh stated that he thinks it is great that we have community involvement with the trails and hopes the volunteer support for them continues. Mr. Walsh also stated that he is concerned about the TVRPD Maintenance Department taking on additional work and that he did not see the additional work addressed in the budget. Mr. Walsh stated his concerns regarding the safety conditions of the playground at Central Park. Director Duhart asked District Manager Young if he believes the maintenance department has the capacity to take on additional work as well as complete the required work that will be needed at Central Park due to the heavy usage. TMTA President Mr. Steve Hansen stated that TMTA will be the primary caregiver of the trail system and the only reason the TVRPD Maintenance Department was mentioned in the agreement was

for the provision of tools. Mr. Hansen stated that Mr. Walsh's concerns regarding the maintenance department is understandable for the parks but does not pertain to the trails whatsoever. District Manager Young stated that there is a ten thousand dollar provision included in the budget under the undeveloped properties section.

BOARD APPROVES THE AGREEMENT BETWEEN TEHACHAPI VALLEY RECREATION AND PARK DISTRICT AND TEHACHAPI MOUNTAIN TRAILS ASSOCIATION, RESOLUTION #11-15.

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

Absent: None.

F. Approval to Purchase a UV Filtration System for Dye Natatorium Facility in an Amount not to Exceed \$32,557.90. (Noting that the 2015 Kaiser Grant awarded to the District in the amount of \$25,000.00 will be used to go toward this purchase.)

Mr. Mike Walsh stated his concerns regarding the labor cost included in the bid. Mr. Walsh also stated that he was concerned about the bidding process under the public contract code. District Manager Young stated that we did receive another bid from Lincoln Aquatics but they were unable to do the installation. Knorr Systems is a preferred vendor for the District. Knorr Systems provides most of our equipment for the Dye Natatorium facility and also provides upgrades and checks to our systems. The Board approved forty thousand dollars for this project previously and this bid came in well under the approved amount.

BOARD APPROVES THE PURCHASE OF A UV FILTRATION SYSTEM FROM KNORR SYSTEMS FOR DYE NATATORIUM FACILITY IN AN AMOUNT NOT TO EXCEED \$32,557.90.

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

Absent: None.

10. BOARD OF DIRECTORS TIME:

Director Corpus-Zamudio thanked Recreation Supervisor LeAnn Williams for her work and stated that she appreciates the work she has done with the softball program.

Director Stewart stated that TMTA brings a high caliber of work to their volunteer efforts and thanks them for their work for the District. Director Stewart thanked District Manager Young for the countless hours of work he has put into the District and wished him well in his future endeavors. Director Duhart thanked District Manager Young for his work and the path he has put in place for the District. Vice-Chairperson Rush stated that District Manager Young has done a great job and wished his family well in their future.

11. OTHER BUSINESS:

Chairperson Mifflin appointed the District Manager Ad Hoc Hiring Committee as follows: Director of Kern County Parks Bob LeRude, TVRPD Chairperson Mifflin, TVRPD Vice-Chairperson Rush, City of Tehachapi Manager Greg Garrett, and TVRPD Director Duhart will serve as an alternate.

District Manager Ad Hoc Hiring Committee will meet Wednesday September 26, 2015 at 1:00 P.M. Special meeting of the Board of Directors of Tehachapi Valley Recreation and Park District will be held Monday September 24, 2015 at 5:30 P.M.

12. ADJOURNMENT:

Having no further business the meeting was adjourned at 7:05 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on October 13, 2015.

Rush - Stewart: Ayes: Mifflin; Rush; Stewart; Duhart; Corpus-Zamudio

Noes: None. Motion carried.

Absent: None

Respectfully Submitted,

Carrie Champlin

Carrie Champlin, Clerk of the Board