

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY MAY 19, 2015, 5:30 P.M.**

CALL TO ORDER: Board Meeting Convened By Chairperson Mifflin at 5:33 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 Interim Maintenance Foreman
Steve Hansen, TMTA President
Bryan Rails, TMTA Secretary
Carrie Champlin, Clerk of the Board

1. FLAG SALUTE: Director Rush 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.

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

Noes: None. Motion carried.

Absent: None.

B. Approval of Minutes from the Regular Board Meeting held April 28, 2015.

Request by Clerk of the Board of Directors to approve the minutes from the April 28, 2015 Regular Board Meeting. BOARD APPROVES MINUTES.

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

Noes: None. Motion carried.

Absent: None.

5. RECREATION SUPERVISOR REPORT

Recreation Supervisor LeAnn Williams gave the report.

- Movies in the Park begins June 12, 2015.
- Super Kids Music Show July 25, 2015 from 4pm to 6pm.
- Recreation Coordinator final interviews were conducted May 18, 2015.
- Rec1 went live on May 1, 2015. Williams presented a REC1 demonstration to the Board.

6. MAINTENANCE FOREMAN REPORT

Interim Maintenance Foreman Nolan Ferdinand gave the report.

- Brite Lake: New electrical boxes installed at campsites. New campsite number signs installed at all campsites.
- Central Park: New logo signs installed. Award of bid to Eaton & Sons for the concrete pad for the shade structure.
- District Office: Installation of new store front doors that are ADA compliant.
- Adapting properties to meet the mandated water usage. Watering is not to exceed ten minutes per station and no more than three days a week.

7. DISTRICT MANAGER REPORT

District Manager Matt Young gave the report.

- District Manager Young thanked staff.
- District Manager Young attended the annual CARPD conference. The District was awarded the CARPD 2015 Award of Distinction for Outstanding Technology. The District was also awarded the CAPRI Ted Winslow Safety Award. Young attended conference sessions pertaining to a proposed California State Park Bond, Brown Act updates, water conservation, drought tolerant vegetation, and park district liability.
- Meadowbrook Park: Meadowbrook construction plans are at Kern County for approval. Front end specification book is pending legal review.
- Check has been requested from Pet Safe. The District won \$25,000.00 to go towards the development of a Dog Park.
- GHCS District Lands Committee met and discussed the relocation of the Meadowbrook Park sign. Sign will be relocated to the corner of Red Apple Road and Westwood.
- Fiscal Year 15/16 Budget Preparation: Working on lowering cost of security by changing the type of security system in District facilities. Elimination of long distance charges pertaining to security. Lowering cost of sanitation at facilities. Reduction the District's modification factor will result in lower worker compensation rates.

8. FINANCIAL REPORT

Administrative Assistant Carrie Champlin gave the report.

9. AGENDA ITEMS:

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

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR APRIL, 2015.

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

Noes: None. Motion carried.

Absent: None.

Chairperson Mifflin recused himself from the proceedings for agenda items “B”, “C”, and “D”.

B. Authorize District Manager to Direct and Allocate Fees for a Kern County Conditional Use Permit Application for the District Inclusion of the Lehigh Trail System.

BOARD AUTHORIZES DISTRICT MANAGER TO ALLOCATE FEES FOR A KERN COUNTY CONDITIONAL USE PERMIT APPLICATION FOR THE DISTRICT INCLUSION OF THE LEHIGH TRAIL SYSTEM IN AN AMOUNT NOT TO EXCEED \$2,000.00.

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

Noes: None. Motion carried.

Recused: Mifflin

Absent: None

C. Authorize District Manager to Draft and Enter a Recreational Land Use Agreement with Lehigh Southwest Cement Company for District Inclusion of the Lehigh Trail System and Recreational Area, Subject to Approval by the District’s Attorney.

District’s Attorney Pat Osborn stated that the agreement should be reviewed by CAPRI.

BOARD AUTHORIZED DISTRICT MANAGER TO DRAFT AND ENTER A RECREATIONAL LAND USE AGREEMENT WITH LEHIGH SOUTHWEST CEMENT COMPANY FOR DISTRICT INCLUSION OF LEHIGH TRAIL SYSTEM AND RECREATIONAL AREA.

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

Noes: None. Motion carried.

Recused: Mifflin

Absent: None

D. Authorize District Manager to Draft and Enter Agreement with the Tehachapi Mountain Trails Association to Promote, Develop and Maintain the Lehigh Trail System, Subject to Approval by District’s Attorney.

BOARD AUTHORIZES DISTRICT MANAGER TO ENTER AGREEMENT WITH THE TEHACHAPI MOUNTAIN TRAILS ASSOCIATION TO PROMOTE, DEVELOP AND MAINTAIN THE LEHIGH TRAIL SYSTEM, SUBJECT TO APPROVAL BY DISTRICT’S ATTORNEY.

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

Noes: None. Motion carried.

Recused: Mifflin

Absent: None

- 10. BOARD OF DIRECTORS TIME:** Director Stewart thanked Chairperson Mifflin for attending the CAPRD conference. Director Duhart thanked everyone for their work on the Lehigh trail system. Vice-Chairperson Rush thanked TVRPD staff and stated that she is pleased with the progress and direction of the District. Chairperson Mifflin reported on the CAPRD conference and gave an overview of the information provided in educational sessions. Chairperson Mifflin presented the Board with the awards that were presented to Tehachapi Valley Recreation and Park District: The CAPRD 2015 Award of Distinction for Outstanding Technology

And the CAPRI Ted Winslow Safety Award.

- 11. OTHER BUSINESS:** Tehachapi Mountain Trails Association Secretary Bryan Rails reported to the Board that the State Finals for High School Mountain Biking had approximately 800 children in attendance. Tehachapi High School student Micah Mason won the state jersey as a freshman. Rails stated that it is tentatively planned to hold the 2016 High School Mountain Biking League Finals at the Lehigh Trails. The league finals would be great for the Tehachapi community and would bring a substantial amount of revenue to the area. Rails stated that after the agreements are approved, he hopes to have the Lehigh Trails built by November.

12. ADJOURNMENT:

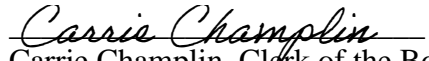
Having no further business the meeting was adjourned at 6:55 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on June 16, 2015.

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

Noes: None. Motion carried.

Absent: None.

Respectfully Submitted,


Carrie Champlin, Clerk of the Board