

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
MONDAY FEBRUARY 8, 2016, 5:30 P.M.**

CALL TO ORDER: Board Meeting Convened By Vice-Chairperson Rush 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
Nolan Ferdinand, TVRPD Maintenance Foreman
Mike Walsh, TVRPD Maintenance Foreman
Greg Garrett, Manager City of Tehachapi
William Fisher, General Manager GHCSO
Cameron Landers, Keathley, Maxwell & Antongiovanni
Mark Stainer, Keathley, Maxwell & Antongiovanni
Carrie Champlin, TVRPD Clerk of the Board

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

2. ROLL CALL: Chairperson Mifflin 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 - Wyatt: Ayes: Rush; Corpus-Zamudio; Duhart; Wyatt

Noes: None. Motion carried.

Absent: Mifflin

B. Approval of the Minutes from the Regular Board Meeting held January 19, 2016.

Request by Clerk of the Board of Directors to approve the minutes from the January 19, 2016 Regular Board Meeting.

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

Noes: None. Motion carried.

Absent: Mifflin

5. RECREATION COORDINATORS REPORTS

Recreation Coordinator Seth Carroll:

- T-Ball registration in progress. Early registrations numbers are looking good.
- New program-Parent & Me Fitness is a fitness program for parents with children six to eighteen months of age.
- Will attend CPRS conference in March.
- WPAC meeting room: Coordinator Carroll explained the need for a dedicated fitness room and the benefits it would provide to our programs and customers. The meeting room of West Park Activity Center is in need of a floor conducive to exercise programs, improved lighting, and floor mats.

Recreation Coordinator Corey Torres:

- Youth Basketball program is in progress. Nine divisions with 365 participants. Games are being held in three facilities. Six weeks left in the program.
- Will attend the CPRS conference in March.

6. MAINTENANCE FOREMAN REPORTS

Maintenance Foreman Nolan Ferdinand gave the report.

- Maintenance staff attended a professional development conference on January 29th sponsored by CPRS District 15. The conference was informative and contained great learning sessions. This was a great team building experience for the staff.
- Working with Tehachapi Little League for their upcoming season.

Maintenance Foreman Mike Walsh gave the report.

- Work continues on the required documents for the Meadowbrook Park project.
- Meadowbrook Park construction staking will be taken care of by the contractor. Estimated savings for the staking, grubbing and clearing is \$20,000.00.
- West Park storage building is scheduled for removal next week.

Director Duhart inquired about the light poles at Meadowbrook Park. District Manager Williams explained that RST Cranes has donated the crane for the removal of the light poles. We will work with SCE for the removal. Some of the ballasts will be used at West Park. We are waiting for the weather to subside and the ground to harden.

Director Wyatt inquired about the insurance documents and contract for the Meadowbrook Park project and weather they had been signed by the contractor and returned to TVRPD.

Walsh stated that he is working with the contractor to obtain the required forms, and an equitable outcome for all parties. Walsh also stated that the contractor would most likely want to complete the project all at once and it would be preferable to have good weather predicted for an extended period of time when we start the project.

8. AGENDA ITEMS:

A. **Fiscal Year 2014/2015 Audit Presentation from Keathley, Maxwell & Antongiovanni LLP.**

Clean audit report issued with no findings.

Audit report on file.

B. **Agenda Item "B" Tabled.**

C. West Park Activity Center Refurbishment – Discussion.

District Manager Williams updated the Board on the WPAC refurbishment project. Looking at using the National Joint Powers Association for the project. Pricing for the project is expected by March. Spring renovation planned. Donation for the project will go through the Tehachapi Parks Foundation. Further updates to come in March.

Vice-Chairperson Rush asked if the WPAC meeting room was included in the project. District Manager Williams stated she would look at adding an estimate for the inclusion of the meeting room refurbishment to the project.

D. 2016 Minimum Wage/Exempt Employee Rules – Discussion/Approval.

Director Wyatt asked the Board for approval to direct staff to research the impact the exempt employee wage change will have on the District if the U.S Department of Labor signs the new rule into law as is expected to happen in July of 2016. The new rule changes the minimum salary for an exempt employee from \$23,660.00 to \$50,440.00 per year.

BOARD APPROVES TO DIRECT STAFF TO RESEARCH THE IMPACT THE EXEMPT EMPLOYEE WAGE CHANGE WOULD HAVE ON THE DISTRICT.

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

Noes: None. Motion carried.

Absent: Mifflin

E. Dye Natatorium – Discussion.

Maintenance Foreman Nolan Ferdinand presented the Board with cost estimates for the removal and replacement options for the fiberglass ceiling insulation. Ferdinand reported that the back wash leaks have been fixed and the estimate to fix the remaining leaks are approximately \$4,600.00. It was the consensus of the Board to review the options and revisit the discussion at the next meeting.

- 9. BOARD OF DIRECTORS TIME:** Vice-Chairperson Rush thanked the TVRPD staff for their work and stated that she is happy to see a great relationship with Tehachapi Little League.

10. OTHER BUSINESS: None

11. ADJOURNMENT:


Having no further business the meeting was adjourned at 6:15 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on March 15, 2016.

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

Noes: None. Motion carried.

Absent: Mifflin

Respectfully Submitted,


Carrie Champlin, Clerk of the Board