

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT  
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561  
TUESDAY JUNE 21, 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  
Greg Garrett, City of Tehachapi Manager  
Bill Fisher, General Manager GHCSO  
Pam Pousson  
Mike Mackenzie

1. **FLAG SALUTE:** Director Corpus-Zamudio led the Flag Salute.
2. **ROLL CALL:** All present.
3. **PUBLIC COMMENTS:** City Manager Greg Garrett commented on Central Park and how great it looks and thanked District Manager Williams and staff for their work in getting the park ready for the Fourth of July.

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

**Noes: None. Motion carried.**

**Absent: None**

**B. Approval of the Minutes from the Regular Board Meeting held May 17, 2016.**

Request by Clerk of the Board of Directors to approve the minutes from the May 17, 2016 Regular Board Meeting.

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

**Noes: None. Motion carried.**

**Absent: None**

**C. Approval of the California Disaster Assistance Act Program Resolution.**

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

**Noes: None. Motion carried.**

**Absent: None**

## **5. COMMUNITY RELATIONS & SPORTS SUPERVISOR REPORT**

Seth Carroll gave the report.

- Senior Sports: Working on a Senior Walking Soccer League.
- Warrior Run registration is open and so far we have 60 participants registered.
- Youth Flag Football is underway with 11 teams and 90 participants.
- Old Timers Picnic invitations have been mailed. Event date is August 7, 2016.

## **6. SPECIAL EVENTS & YOUTH PRORAMS SUPERVISOR REPORT**

Corey Torres gave the report.

- British Soccer Camp has 35 participants. Next camp will take place in August.
- Upcoming events: Battle of the Bands June 25, 2016. Five bands are registered so far and will include a craft beer garden at the event.
- Super Kids Music Show July 23, 2016.
- Movies in the Park. Cinderella event date will be Friday June 24, 2016.
- Working on a skate park event with hotdog barbeque and music.
- Lego Camp started this week. We will have Star Wars and Mine Craft Lego Camps in August.
- Smart Start Baseball begins June 30, 2016.

## **7. PARK AND FACILITY MAINTENANCE SUPERVISOR REPORT**

Nolan Ferdinand gave the report.

- Brite Lake – New Camp Hosts: Tommy and Michelle Zambrano. The septic tank at Brite Lake needs to be replaced.
- Central Park – Removal of seven trees. One tree did have a carving on it and the carving was preserved and stored for future use. Removal of poured solid surface at the playground and installation of new safety fall surface material. Ferdinand thanked the City of Tehachapi for helping remove the demoed material with their loader.

## **8. DISTRICT MANAGER REPORT**

LeAnn Williams gave the report.

- Williams thanked staff for their hard work at Central Park and complemented them on finishing the project in time to have the park open for the weekend.
- Meadowbrook Park Refurbishment Project – Project completion should be mid-September. A large amount of buried concrete was found at the project site that will be an added expense to remove.
- Bakersfield Californian Foundation Grant Award – Bike rack purchase approval will be on the August or September agenda.
- Dye Natatorium – Project is on schedule. After the removal of the damaged insulation, some electrical problems were discovered. Electrical repairs are in progress. Swim Lessons will be scheduled as soon as we have a firm completion date.
- Central Park – Thanked the City of Tehachapi for their help in moving the demoed concrete. An Expression Swing was installed. The swing was purchased with the money donated by California Correctional Institution. A second Expression Swing was donated by GameTime and is scheduled to be installed.

## **9. FINANCIAL REPORT**

Office Manager Carrie Champlin gave the report.

## **10. AGENDA ITEMS:**

**A. Approval of the Preliminary Financial Reports for May 2016.**

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR MAY 2016.

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

Noes: None. Motion carried.

Absent: None

**B. Discussion/Approval of the Tehachapi Valley Recreation and Park District's Preliminary Fiscal Year 16/17 Annual Budget.**

**1. Public Hearing – Opened at 6:00 P.M.**

Mike Mackenzie suggested programming sports for seniors.

A suggestion was made from a member of the audience for the Board to allocate more money to the Dye Natatorium and extend the operational season of the facility.

**Public Hearing - Closed at 6:05 P.M.**

**2. Approval of Tehachapi Valley Recreation and Park District Preliminary Budget for Fiscal Year 2016/2017 - Discussion/Approval, Resolution #10-16**

BOARD APPROVES TEHACHAPI VALLEY RECREATION AND PARK DISTRICT PRELIMINARY BUDGET FOR FISCAL YEAR 2016/2017, RESOLUTION #10-16.

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

Noes: None. Motion carried.

Absent: None

**C. Approving the District Manager to Spend an Amount not to Exceed \$25,999.99 for the Purchase of Two Mowers for use in the Maintenance Department, Resolution #11-16.**

BOARD APPROVES THE DISTRICT MANAGER TO SPEND AN AMOUNT NOT TO EXCEED \$24,999.99 FOR THE PURCHASE OF TWO MOWERS FOR USE IN THE MAINTENANCE DEPARTMENT, RESOLUTION #11-16.

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

Noes: None. Motion carried.

Absent: None

**D. Dye Natatorium Ad Hoc Committee – Discussion.**

Special Events & Youth Programs Supervisor Corey Torres gave the report. *Report on file.*

Dye Natatorium expenses for last year totaled \$140,000.00. Dye Natatorium income for last year totaled \$60,000.00. Dye Natatorium user numbers were presented to the Board.

The recommendation from the Dye Natatorium Ad Hoc Committee is to run a three to five month operational season.

Pam Pousson stated that the user numbers would increase if there were more consistency with the pool schedule and staff. Mrs. Pousson also suggested a punch card and discount incentives.

Mrs. Pousson suggested looking into partnering with physical therapy companies to increase revenue.

Director Wyatt and the Board thanked Mrs. Pousson for her comments and suggestions.

Director Corpus-Zamudio stated that we are evaluating everything and we want to provide the maximum operational season that is fiscally responsible. Director Rush stated that the consistency of the operating season has been dictated by the maintenance and repairs needed for the aging facility. Director Duhart thanked the Dye Natatorium Ad Hoc Committee for their work. Vice-Chairperson Rush thanked Corey Torres for his work with the Dye Natatorium Ad Hoc Committee. Director Corpus-Zamudio asked Pam Pousson to meet with Corey Torres as a representative of the community. Vice-Chairperson Rush requested a report from the contractor on the suggested operating parameters for the facility.

**E. Budget Ad Hoc Committee – Discussion.**

District Manager Williams gave the report. A presentation was given to the Board presenting

options for infrastructure upgrades at District properties and what improvements and upgrades would be accomplished if the District pursues obtaining a loan. Recommendations for a vote on the loan will be on next month's agenda.

- 12. BOARD OF DIRECTORS TIME:** Vice-Chairperson Rush thanked staff for their hard work. Director Corpus-Zamudio thanked Seth Carroll for his work on the NFL Youth Flag Football League. Director Wyatt stated that we as a Board are focused on taking care of deferred maintenance and providing new programs to serve our diverse community. Chairperson Mifflin recognized Golden Hills and the City of Tehachapi and stated that they are the backbone of our District. TVRPD serves double the people it receives revenue from and that adds to our challenge. Chairperson Mifflin stated that TVRPD staff has stepped up to the challenge and provides a great service to our community.

**13. ADJOURNMENT:**

Having no further business the meeting was adjourned at 7:02 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on July 26, 2016.

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

**Noes: None. Motion carried.**

**Absent: None**

Respectfully Submitted,

*Carrie Champlin*

Carrie Champlin, Clerk of the Board