

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY SEPTEMBER 20, 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
Evan Tenderholt, Boy Scout Troop 136

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

2. **ROLL CALL:** Director Rush, Director Corpus-Zamudio

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.

Wyatt – Rush: Ayes: Mifflin; Rush; Wyatt

Noes: None. Motion carried.

Absent: Duhart; Corpus-Zamudio

B. **Approval of the Minutes from the Regular Board Meeting held July 26, 2016.**

Request by Clerk of the Board of Directors to approve the minutes from the July 26, 2016 Regular Board Meeting.

Wyatt – Rush: Ayes: Mifflin; Rush; Wyatt

Noes: None. Motion carried.

Absent: Duhart; Corpus-Zamudio

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

Corey Torres gave the report.

- Run Fondo event was successful with 40 participants. This was the first year for this event.
- Men's Softball has two more weeks before the playoffs begin and will be followed by the championship game. Co-Ed Softball will begin in October.

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

Corey Torres gave the report.

- Final week of the pool's operational season. Water aerobics programs had great participation. Pool will reopen April 2017.
- Tots programs have begun. The programs were expanded this year by adding one more class to the Tot Enrichment program and increased the class size from 12 to 15 participants. Parent & Me program increased class size from 15 to 20 participants. The classes are already at 80% capacity.
- Youth Basketball early registration has begun. We have 10 coaches signed up. Volunteer coach applications can be found online at www.TVVRPD.org by clicking the "register online" button under Youth Basketball.
- Yearly brochure is in progress.
- District Manager Williams thanked Torres for his work with REC1 and getting the volunteer coaching application online.

7. PARK AND FACILITY MAINTENANCE SUPERVISOR REPORT

Nolan Ferdinand gave the report.

- Maintenance Department has been busy with preparations for Mountain Festival and the Go Native events.
- End of summer turf and sprinkler maintenance underway. New mowers have cut mowing time by 25%.
- Skate Park – Looking into replacing wood ramps with concrete features that are more weather resistant.
- Pool – Knorr will perform our biannual service next week.

8. DISTRICT MANAGER REPORT

LeAnn Williams gave the report.

- The District mowed Benz Visco Fields last week. Their mowers went down and AYSO was set to start their season. We were happy to help one of our community partners and support another youth sports organization.
- Meadowbrook Park Refurbishment Project – Punch list walk was completed today. We are in final inspections stage. We are waiting for the switch gear panel and final inspections from Kern County. Weather permitting, the fine grading and hydro seeding will take place in the next week. We will have approximately three weeks after the hydro seeding takes place before we can open the park. Tentative grand opening date will be October 15th. We will post a press release when we have an exact date for the grand opening.
- Dye Natatorium – We attempted to extend the pool's operational season by launching a "Crowd Funding" campaign. The goal was to have approximately two hundred people pledge \$30.00, which would give each person that donated, a month's pass to the pool. Nineteen percent of the funds were raised and unfortunately the goal was not met to extend the operational season of the pool. Pool will reopen April 3, 2017.
- West Park Activity Center refurbishment will begin October 10, 2016. Project should be completed last week of November or the first week of December. Project will include painting the inside of the building, installation of a new floor, LED lighting, scoreboard, shot clocks, basketball hoops, and a bottle filler drinking fountain. Aspen Builders has generously donated the funds for this project as well as a crew to paint the outside of the building. A new sign will be installed outside of the building. The building will be renamed the Aspen Builders Inc. Activity Center.
- West Park playground equipment and basketball court refurbishment project will be on the October agenda.
- Brite Lake playground equipment and disc golf course are on hold until spring and we have the new camp host in place.

- Williams thanked TVRPD Maintenance staff Ron Montano and David Coopridier for all their great work during the Meadowbrook Park refurbishment project. Williams thanked all of the TVRPD staff for their work.

9. FINANCIAL REPORT

Office Manager Carrie Champlin gave the report.

10. AGENDA ITEMS:

A. Approval of the Preliminary Financial Reports for July and August 2016.

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR JULY AND AUGUST 2016.

Rush - Wyatt: Ayes: Mifflin; Rush; Wyatt

Noes: None. Motion carried.

Absent: Duhart; Corpus-Zamudio

B. Boy Scouts of America Eagle Scout Project Presentation: Evan Tenderholt, Troop 136 – Discussion/Approval

Evan Tenderholt presented his proposed project to the Board. Mr. Tenderholt proposed refurbishing the sand volleyball court at Brite Lake.

BOARD APPROVES EVAN TENDERHOLT'S EAGLE SCOUT PROJECT TO REFURBISH THE SAND VOLLEYBALL COURT AT THE BRITE LAKE FACILITY.

Wyatt - Rush: Ayes: Mifflin; Rush; Wyatt

Noes: None. Motion carried.

Absent: Duhart; Corpus-Zamudio

C. Increasing the District Manager Spending Limit to \$15,000.00, Resolution #19-16.

BOARD APPROVES INCREASING THE DISTRICT MANAGER SPENDING LIMIT TO \$15,000.00, RESOLUTION #19-16.

Rush - Wyatt: Ayes: Mifflin; Rush; Wyatt

Noes: None. Motion carried.

Absent: Duhart; Corpus-Zamudio

D. Tehachapi Unified School District MOU – Discussion/Approval

Board members discussed the language contained in the MOU. Board requests a counter proposal to be discussed with TUSD. District Manager Williams will meet with TUSD to discuss counter proposal. It was the consensus of the Board to not approve the TUSD MOU as submitted.

E. Approving the District Manager to Allocate Funds in an Amount not to Exceed \$259,000.00 for Central Park Playground Equipment Purchase and Installation – Discussion/Approval

District Manager Williams explained that TVRPD staff polled the community this summer at Farmers Market, and TVRPD events and programs. The Miracle Playground design was chosen by the public. November will be the approximate completion date of the project.

BOARD APPROVES THE DISTRICT MANAGER TO ALLOCATE FUNDS IN AN AMOUNT NOT TO EXCEED \$259,000.00 FOR CENTRAL PARK PLAYGROUND EQUIPMENT PURCHASE AND INSTALLATION.

Wyatt - Rush: Ayes: Mifflin; Rush; Wyatt

Noes: None. Motion carried.

Absent: Duhart; Corpus-Zamudio

F. Approving the District Manager to Allocate Funds in an Amount not to Exceed \$17,000.00 for Central Park Tree Removal – Discussion/Approval

District Manager Williams explained that there are eight trees that need to be removed from Central Park. The District will submit a claim to California Office of Emergency Services for a possible reimbursement of up to seventy-five percent of the cost to remove the trees.

BOARD APPROVES THE DISTRICT MANAGER TO ALLOCATE FUNDS IN AN AMOUNT NOT TO EXCEED \$17,000.00 FOR CENTRAL PARK TREE REMOVAL.

Rush - Wyatt: Ayes: Mifflin; Rush; Wyatt

Noes: None. Motion carried.

Absent: Duhart; Corpus-Zamudio

G. Annual Audit Engagement Fees and Contract – Discussion/Approval, Resolution #20-16.

BOARD APPROVES THE ANNUAL AUDIT ENGAGEMENT FEES AND CONTRACT WITH THE PUN GROUP, RESOLUTION #20-16.

Wyatt - Rush: Ayes: Mifflin; Rush; Wyatt

Noes: None. Motion carried.

Absent: Duhart; Corpus-Zamudio

11. BOARD OF DIRECTORS TIME: Vice-Chairperson Rush thanked staff for all of their work on the Meadowbrook project. Chairperson Mifflin thanked staff for their work on all of the great projects that are in the works and upcoming for TVRPD. Director Wyatt complemented Seth Carroll for his work with the run events and encouraged more of the community to participate in one of these age diverse and fun events. Director Wyatt stated that these are exciting times for TVRPD with all the planned refurbishment projects.

12. ADJOURNMENT:

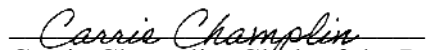
Having no further business the meeting was adjourned at 6:20P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on October 18, 2016.

Rush - Wyatt: Ayes: Mifflin; Rush; Wyatt

Noes: None. Motion carried.

Absent: Duhart; Corpus-Zamudio

Respectfully Submitted,


Carrie Champlin, Clerk of the Board