

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY OCTOBER 18, 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 Lynne Wyatt, Director

ALSO PRESENT: LeAnn Williams, District Manager
Seth Carroll, Community Relations & Sports Supervisor
Nolan Ferdinand, Park and Facility Maintenance Supervisor
Nick Apel

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

2. ROLL CALL: Director Wyatt

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.

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

Noes: None. Motion carried.

Absent: Wyatt

B. Approval of the Minutes from the Regular Board Meeting held September 20, 2016.

Request by Clerk of the Board of Directors to approve the minutes from the September 20, 2016 Regular Board Meeting.

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

Noes: None. Motion carried.

Absent: Wyatt

5. COMMUNITY RELATIONS & SPORTS SUPERVISOR REPORT

Seth Carroll gave the report.

- Youth Basketball: 200 registrations and 22 coaches are signed up for the program.
- Yearly brochure will be distributed earlier this year.
- Planning is in progress for two new youth sport programs: Spring Youth Volleyball League and TVRPD/THS Summer Basketball Camp.

- Adventure Camp will be returning this summer with four 2 week sessions for children 5-12 years of age. Active sports and games will be the focus of this program. Program will be held at the Aspen Builders Incorporated Activity Center.

6. SPECIAL EVENTS & YOUTH PRORAMS SUPERVISOR REPORT

Seth Carroll gave the report.

- We will collaborate with Tehachapi Little League to offer Pitch, Hit, Run a free program sponsored by Major League Baseball.
- Planning is in progress for new sports tournaments.
- Meadowbrook Park: Work continues on the field and infield. Working on adding covered areas for dugouts, and new bases in the coming year that will support softball tournaments. Working on offering a TVRPD college scholarship funded by the softball tournaments.

7. PARK AND FACILITY MAINTENANCE SUPERVISOR REPORT

Nolan Ferdinand gave the report.

- Meadowbrook: New Dog Park equipment is in the process of being installed. New swings have been installed. Preparation is underway for the grand opening that will take place Saturday October 29th at 4PM. Ferdinand thanked Thunder Paws Dog Training for their guidance during the installation of the Dog Park equipment.
- Central Park: Eight dead trees are in the process of being removed.
- Pool – Knorr Systems performed our biannual service. The pump was rebuilt and the impeller was replaced.

8. DISTRICT MANAGER REPORT

LeAnn Williams gave the report.

- Meadowbrook Park Refurbishment Project – Switch gear has been installed. Kern County’s final inspection will take place this Thursday. We are waiting for the switch gear panel and final inspections from Kern County. We reseeded the area where the hydro seed did not take. The area was hydro seeded with Bermuda grass by the contractor. We reseeded with a hearty rye/fescue grass seed mix that is more suited for this climate. We will back charge the contractor for the reseeded work that was needed. October 29th is the grand opening ceremony. A therapeutic swing was installed. We have had a lot of positive feedback from the community since the installation of the therapeutic swing and we plan on installing therapeutic swings at other park properties. Williams thanked GHCSO for their continued help on this project.
- Aspen Builders Activity Center: Construction has begun. The paint colors have been chosen for the inside of the building. TVRPD will paint the connecting hall and front meeting room to match the new colors being used in the gymnasium. Aspen Builders will paint the outside of the building and we may have the parking lot slurry sealed. More to come on that.
- Central Park: Job walk was completed yesterday. Construction to begin November 14th.
- West Park: We are meeting with several playground equipment companies and there will be several designs for the community to choose from.
- District Office: Office and reception area was painted by our office staff.

9. FINANCIAL REPORT

Office Manager Carrie Champlin gave the report.

10. AGENDA ITEMS:

A. Approval of the Preliminary Financial Reports for September 2016.

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR SEPTEMBER 2016.

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

Noes: None. Motion carried.

Absent: Wyatt

B. Approving the Employer Paid Portion of Medical Benefits in an Amount not to exceed \$750.00 per Month per Employee, Resolution #21-16.

Chairperson Mifflin presented to the Board comparable medical allotments given at other agencies and explained the medical cost increase in the past couple of years. Director Duhart stated that he would like to wait to make this decision after we see what the mid-year budget looks like. Director Duhart also stated that the District has taken on a lot of risk this year and believes it would be better to wait to make this decision.

BOARD APPROVES THE EMPLOYER PAID PORTION OF MEDICAL BENEFITS IN AN AMOUNT NOT TO EXCEED \$750.00 PER MONTH PER EMPLOYEE, RESOLUTION #21-16.

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

Noes: Duhart

Motion carried.

Absent: Wyatt

C. Item C was Tabled.

11. BOARD OF DIRECTORS TIME: Vice-Chairperson Rush stated that she is proud to be a part of the TVRPD Board and is proud of the work being done in the District. Director Corpus-Zamudio thanked Seth Carroll for his work and thanked him for a great softball season. Director Duhart thanked staff for their good work. Chairperson Mifflin thanked District Manager Williams for her work.

12. ADJOURNMENT:

Having no further business the meeting was adjourned at 6:17P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on December, 13 2016.

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

Noes: None. Motion carried.

Absent: Wyatt

Respectfully Submitted,

Carrie Champlin
Carrie Champlin, Clerk of the Board