

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY FEBRUARY 21, 2017, 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
Mary Lou Corpus-Zamudio, Director
Laura Lynne Wyatt, Director
Kaleb Judy, Director

ALSO PRESENT

LeAnn Williams, District Manager
Corey Torres, Recreation Supervisor
Nolan Ferdinand, Park & Facility Maintenance Supervisor
Taylor Davis, Office Specialist
Tom Neisler, TCCWD
David Shaw, GHCS
Brian Duhart, GHCS Lands Committee
Dusty McCauley, Mountain Anglers
Steve Shaw
Nick Apel

1. **FLAG SALUTE:** Vice-Chairperson Rush led the Flag Salute.
2. **ROLL CALL:** Director Corpus-Zamudio was absent.
3. **PUBLIC COMMENTS:** Tehachapi Cummings County Water District Manager Tom Neisler Introduced himself to the Board and explained the plans for importing and exporting of water at Brite Lake. Golden Hills Community Services District Lands Committee Member David Shaw thanked TVRPD for their work on the Meadowbrook Park refurbishment and invited the Board to attend the District Lands Committee meetings. Steve Shaw addressed the Board and informed them that he is acquiring land in and around the Golden Hills area that has significant attributes as a wetlands preserve as well as educational opportunities. He encouraged the Board to continue to make partnerships in the Golden Hills area to help tie our communities together, and use the phenomenal lands Golden Hills offers to provide educational and recreational opportunities for our community.

4. CONSENT CALENDAR

A. Secretary Declaration of Posting of Agenda 72 hours in Advance of Meeting Held

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 - Wyatt: Ayes: Mifflin; Rush; Wyatt; Judy

Noes: None. Motion carried.

Absent: Corpus – Zamudio

B. Approval of Minutes from the Regular Board Meeting held October 18, 2016.

BOARD APPROVES THE MINUTES FROM THE REGULAR BOARD MEETING HELD OCTOBER 18, 2016.

Rush - Wyatt: Ayes: Mifflin; Rush; Wyatt

Abstain: Judy

Noes: None. Motion carried.

Absent: Corpus – Zamudio

C. Approval of Minutes from the Special Board Meeting held November 15, 2016.

BOARD APPROVES THE MINUTES FROM THE SPECIAL BOARD MEETING HELD NOVEMBER 15, 2016.

Rush - Wyatt: Ayes: Mifflin; Rush; Wyatt

Abstain: Judy

Noes: None. Motion carried.

Absent: Corpus – Zamudio

D. Approval of the TVRPD Salary Schedule and Job Descriptions.

BOARD APPROVES THE TVRPD SALARY SCHEDULE AND JOB DESCRIPTIONS.

Rush - Wyatt: Ayes: Mifflin; Rush; Wyatt; Judy

Noes: None. Motion carried.

Absent: Corpus – Zamudio

5. RECREATION SUPERVISOR REPORT

Recreation Supervisor Corey Torres gave the report.

- Youth Basketball is in progress and will finish March 18, 2017.
- Tot Enrichment and Parent and Me classes are at 94% capacity and will finish at the end of May. Torres thanked Kelli Gilbert for all her work with the classes.
- Torres thanked Cash the Wonder Dog for continuing to sponsor the Start Smart programs.
- T-Ball/Youth Baseball will start in April.
- Men's League Basketball has three teams signed up and league will start March 20, 2017.
- TVRPD run events will start in May with Run & Ride with the Wind 5K and Duathlon.
- Dye Natatorium opens in April.
- Lifeguard Training Classes – Corey Torres will be certified so we can train lifeguards in-house.
- Adventure Camp 2017 – Three 2 week sessions will be held for children age 5-12.
- 2017 TVRPD brochure is at the printers and will be distributed in the next week.
- Torres thanked Taylor Davis for her work on setting up registration in REC1 with this year's programs and events.
- District Manager Williams thanked Torres for his work in streamlining the volunteer process through REC1.

6. PARK AND FACILITY MAINTENANCE SUPERVISOR REPORT

Park and Facility Maintenance Supervisor Nolan Ferdinand gave the report.

- Maintenance Department has been busy with all the winter weather that we have been getting. Several roof leaks have been repaired at ABIAC and the District Office.
- Ferdinand thanked Alert Disaster Restoration for donating their time and work to repair the ABIAC kitchen that had water damage.
- Ferdinand thanked the maintenance staff for their work in preparation for ABIAC grand opening. A new sign was installed on the outside of ABIAC. Waiting for the delivery of wall pads for the gym area. Slurry of the parking lot and installation of the new road sign is yet to come. A floor machine was purchased for ABIAC and it has cut the cleaning time by one-third.
- Ferdinand thanked Kathy Overturf for all her hard work. Mrs. Overturf takes pride in her work and takes great care of all of the TVRPD's facilities.

- We have two new Camp Hosts at Brite Lake - Shirley Wagner, and Shon and Victoria Sackett.
- A Gopher X machine was purchased for use at all properties.
- One student is working during the weekend with us from the TUSD WorkAbility Program.

7. DISTRICT MANAGER REPORT

District Manager LeAnn Williams gave the report.

- Williams thanked the TVRPD staff for their great work.
- Meadowbrook Park – It is rewarding to see the park in use after the refurbishment, it has become a high use park for our community. Softball field reconditioning is in progress. TMTA has done a good job at the Pump Track. Russ and Gayle Stewart purchased a drinking fountain for the Pump Track. When a potable water line is run to the Pump Track TVRPD has agreed to purchase and install a drinking fountain. Mr. and Mrs. Stewart agreed to have the drinking fountain they purchased installed at the Central Park playground area where a new drinking fountain is greatly needed. Williams thanked Mr. and Mrs. Stewart for their generosity.
- ABIAC – Grand opening of the facility was February 9th. It is a beautiful facility for our community. A new emergency communication system is needed for the facility. We have contracted with Secure Systems to monitor and install the system. The new system will cost approximately \$8000.00. Until the installation of the system occurs we were approved to perform a “Fire Watch” every 30 minutes at the facility when it is in use. This approval allowed us to open the facility for our Youth Basketball program. Chairperson Mifflin thanked Aspen Builders Incorporated for their generous donation that made the refurbishment of the activity center possible. Their generosity has given our community an amazing sports facility.
- Central Park – Central Park playground reopened February 10th. The park is busy and the community is enjoying the new playground structures.
- West Park – West Park refurbishment is on hold due to storm water flooding and a failing drywell. Quad Knopf will redesign the park to include a bioswale. Working with the City of Tehachapi to possibly change the irrigation water at West Park to non-potable water. We will need to see what the change will entail, including turf changes, and the cost of replacing the irrigation system with the required purple piping and fixtures.
- Brite Lake – The weather has been rough on the aging infrastructure. The old Orangeburg septic lines are failing. One restroom facility had to be closed. We are looking for grants to help with the cost of the needed refurbishment of the restroom facilities.
- Dye Natatorium – The facility will open April 3rd for JMS P.E. classes, Barracuda Swim Team, and THS Swim Team. The District will revisit the facilities operational season yearly. Determining the length of the operational season will depend on the budget and will be determined in part by the increase in minimum wage that will occur in the next few years.

8. FINANCIAL REPORT

Office Manager Carrie Champlin gave the report.

9. AGENDA ITEMS

A. Approval of the Preliminary Financial Reports for October – December of 2016, and January 2017.

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR OCTOBER – DECEMBER OF 2016, AND JANUARY 2017.

Wyatt - Rush: Ayes: Mifflin; Rush; Wyatt

Abstain: Judy

Noes: None. Motion carried.

Absent: Corpus – Zamudio

B. Recognition of Stallion Springs CSD.

Corey Torres thanked Stallion Springs CSD for allowing TVRPD to use their gymnasium for Youth Basketball while the Aspen Builders Incorporated Activity Center was under construction.

C. Recognition of TVRPD Director Brian Duhart.

District Manager LeAnn Williams and TVRPD Board presented Brian Duhart with a plaque in honor of his years of service to TVRPD as a Board member.

D. Introduction of New TVRPD Director.

Director Kaleb Judy was introduced to the Board.

E. Election of TVRPD's Board of Directors' Officers.

Nominations were opened for Chairperson of the Board. Chairperson Mifflin nominated Director Wyatt for Chairperson. No further nominations were made.

BOARD ELECTS LAURA LYNNE WYATT AS CHAIRPERSON.

Mifflin - Rush: Ayes: Mifflin; Rush; Wyatt; Judy

Noes: None. Motion carried.

Absent: Corpus – Zamudio

Nominations were opened for Vice-Chairperson of the Board. Vice-Chairperson Rush nominated Director Mifflin for Vice-Chairperson. No further nominations were made.

BOARD ELECTS CRAIG MIFFLIN AS VICE-CHAIRPERSON.

Rush - Wyatt: Ayes: Mifflin; Rush; Wyatt; Judy

Noes: None. Motion carried.

Absent: Corpus – Zamudio

F. Approving the TVRPD Board of Directors 2017 Board Meeting Schedule.

BOARD APPROVES THE 2017 BOARD MEETING SCHEDULE.

Wyatt - Judy: Ayes: Mifflin; Rush; Wyatt; Judy

Noes: None. Motion carried.

Absent: Corpus – Zamudio

G. Meadowbrook Park Notice of Completion.

District Manager Williams gave the Board an update regarding the Meadowbrook Park Notice of Completion. This is the official public notice of completion for the project.

H. Brite Lake Fishing Derby Discussion.

Chairperson Wyatt and District Manager Williams gave the Board background information regarding the Fishing Derby and explained the increase in cost of purchasing fish to stock the lake for the event. They also explained how the drought negatively impacted fish hatcheries.

Fish cost \$6000.00 in 2016, and cost \$8,000.00 this year. District Manager Williams explained that we cannot afford to stock Brite Lake with the increase in fish prices. Director Rush confirmed that a minimum of \$10,000.00 would be needed to run the Fishing Derby event this year. The Board invited comments from the public to discuss options for the Brite Lake Derby. Mr. Dusty McCauley addressed the Board and gave his knowledge of fishing at Brite Lake as well stating his disappointment that the Fishing Derby was cancelled. Mr. McCauley offered several suggestions as how to stock the lake and promote the Fishing Derby event. Mr. McCauley also stated that the Brite Lake Fishing Derby is a Tehachapi tradition. Brian Duhart suggested that if we cannot run the Fishing Derby event this year that we could instead hold a fun family fishing day. Mr. Steven Shaw pointed out that in the TVRPD budget, the Brite Lake Fishing Derby did bring in revenue in 2013/2014 and 2014/2015. Mr. Shaw suggested the Board might consider subsidizing the Fishing Derby with the overall profit earned at the Brite Lake facility. District Manager Williams explained we do not want to charge for an event where the customer would not have a good chance to catch fish. Several alternate ideas were discussed. Vice-Chairperson Mifflin stated that if the fishermen raised funds for the Fishing Derby, that there are companies in the community that would be willing to match the funds that were raised. BHE Renewables and Lehigh Cement companies agreed to match the funds raised by the Brite Lake fishermen.

I. Approving the District Manager to Allocate Site Lease Loan Funds in an Amount not to Exceed \$48,000.00 for the Purchase and Installation of a Nine Hole Disc Golf Course, and the Installation of Play Equipment at Brite Lake.

BOARD APPROVES THE DISTRICT MANAGER TO ALLOCATE SITE LEASE LOAN FUNDS IN AN AMOUNT NOT TO EXCEED \$48,000.00 FOR THE PURCHASE AND INSTALLATION OF A NINE HOLE DISC GOLF COURSE, AND THE INSTALLATION OF PLAY EQUIPMENT AT BRITE LAKE.

Wyatt - Rush: Ayes: Mifflin; Rush; Wyatt; Judy

Noes: None. Motion carried.

Absent: Corpus – Zamudio

J. Tehachapi Valley Recreation and Park District's FY 2016/2017 Midyear Budget Review.

District Manager Williams presented the budgetary changes to the Board.

Public Hearing Opened at 7:20 P.M.: No comments.

Public Hearing Closed at 7:21 P.M.

BOARD ADOPTS TEHACHAPI VALLEY RECREATION AND PARK DISTRICT'S FY 2016/2017 MIDYEAR BUDGET ADJUSTMENTS AS PRESENTED.

TVRPD FY2016/2017 budget on file.

Judy - Wyatt: Ayes: Mifflin; Rush; Wyatt; Judy

Noes: None. Motion carried.

Absent: Corpus-Zamudio

Board of Directors Time was moved from item number eleven to item number ten.

- 10. BOARD OF DIRECTORS TIME:** Board thanked Brian Duhart for his years of service to TVRPD. Chairperson Wyatt stated that she is excited to have Mr. Duhart on the GHCS Lands Committee.

11. CLOSED SESSION: ADJOURNED TO CLOSED SESSION AT 7:25 P.M.

Wyatt - Rush: Ayes: Mifflin; Rush; Wyatt; Judy

Noes: None. Motion carried.

Absent: Corpus – Zamudio

- a. District Manager performance evaluation per Government Code Section 54957(b)(1)
Report on Closed Session:
No Action Taken.

Wyatt - Rush: Ayes: Mifflin; Rush; Wyatt; Judy

Noes: None. Motion carried.

Absent: Corpus – Zamudio

Meeting reconvened at 7:54 P.M

12. ADJOURNMENT

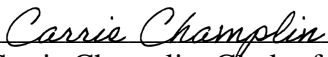
Having no further business the meeting was adjourned at 7:55 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on March 21, 2017.

Wyatt – Rush: Ayes: Mifflin; Rush; Wyatt; Judy

Noes: None. Motion carried.

Absent: Corpus - Zamudio

Respectfully Submitted,


Carrie Champlin, Clerk of the Board