

**MINUTES OF THE REGULAR BOARD MEETING  
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT  
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561  
TUESDAY FEBRUARY 17, 2015, 5:30 P.M.**

**CALL TO ORDER:** Board Meeting Convened By Chairperson Stewart at 5:30 P.M.

**BOARD MEMBERS:**

Craig Mifflin, Chairperson  
Paulette Rush, Vice-Chairperson  
Gayle Stewart, Director  
Brian Duhart, Director  
Mary Lou Corpus-Zamudio, Director

**ALSO PRESENT:**

Matt Young, TVRPD District Manager  
LeAnn Williams, TVRPD Recreation Supervisor  
Mike Walsh, TVRPD Maintenance Foreman  
Brian Rails, TMTA  
Bill Fisher, GHCS  
Pam Pousson  
Paul Hughes  
Carrie Champlin, Clerk of the Board

1. **FLAG SALUTE:** Vice-Chairperson Rush led the Flag Salute.
2. **ROLL CALL:** Director Duhart was absent.
3. **PUBLIC COMMENTS:** Pam Pousson reported on the Bunco night fundraiser event for the pool. Paul Hughes commented on the lap swim schedule and supported TVRPD's continuing efforts in seeking grants to help offset the operational costs at the pool. Mr. Hughes also inquired about the TUSD tennis courts and the possibility of public access.
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.

**Corpus-Zamudio - Stewart: Ayes: Mifflin; Rush; Stewart; Corpus-Zamudio**

**Noes: None. Motion carried.**

**Absent: Director Duhart**

**B. Approval of Minutes from the Regular Board Meeting held January 20, 2015.**

Request by Clerk of the Board of Directors to approve the minutes from the January 20, 2015 Regular Board Meeting. BOARD APPROVES MINUTES.

**Corpus-Zamudio - Stewart: Ayes: Mifflin; Rush; Stewart; Corpus-Zamudio**

**Noes: None. Motion carried.**

**Absent: Director Duhart**

**C. Approval of the Job Description for TVRPD District Manager.**

Request by District Manager Young to approve the District Manager Job Description.

**BOARD APPROVES DISTRICT MANAGER JOB DESCRIPTION.**

**Corpus-Zamudio - Stewart; Ayes: Mifflin; Rush; Stewart; Corpus-Zamudio**

**Noes: None. Motion carried.**

**Absent: Director Duhart**

**6. RECREATION SUPERVISOR REPORT**

Recreation Supervisor LeAnn Williams gave the report.

- Run and Ride with the Wind: Duathlon routes are on the TVRPD website.
- T-Ball registration numbers are larger than last year. Williams thanked Aimee Hansen for her work on the program.
- Registration is open for Adult Basketball.

**8. MAINTENANCE FOREMAN REPORT**

Maintenance Foreman Mike Walsh gave the report.

- Dye Natatorium: Exterior painting complete. Pump room construction and painting complete. Gathering proposals for possible UV filtration. Walsh stated that we are looking into solar options for the pool, however we do need to keep in mind the lifespan of the facility.
- Brite Lake: California Department of Fish and Wildlife is regularly planting fish.
- West Park: Tehachapi Little League has started their contract season.

Director Stewart complimented Kathy Overturf on her good work in keeping the TVRPD restroom facilities clean.

Director Corpus-Zamudio stated that the Dye Natatorium looks wonderful with its new coat of paint.

**7. DISTRICT MANAGER REPORT**

District Manager Matt Young gave the report.

- District Manager Young thanked staff for the work preparing the yearly brochure.
- Meadowbrook: Finalizing the location of all valve boxes. March/April delivery expected for engineering plans.
- Pump Track: District Manager Young met with Trent Terrio and Leroy White. They have offered to grade the area after the vegetation has been cleared. Possible planned control burn by Kern County. Work continues and more updates will be forthcoming.
- CPRS 2015: District Manager Young will attend the 2015 CPRS conference along with Recreation Coordinator Aimee Hansen. District Manager Young will present at one of the educational sessions during the conference.
- Tehachapi Parks Foundation: Board meeting scheduled for March 4, 2015. Action planning for 2015 is on the agenda.
- District Manager Young presented the new Tehachapi Cummings County Water District logo.

**8. FINANCIAL REPORT**

Administrative Assistant Carrie Champlin gave the report.

**9. AGENDA ITEMS:**

**A. Approval of the Preliminary Financial Reports for January, 2015.**

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR JANUARY, 2015.

**Rush - Stewart: Ayes: Mifflin; Rush; Stewart; Corpus-Zamudio**

**Noes: None. Motion carried.**

**Absent: Director Duhart**

**B. Tehachapi Valley Recreation and Park District Mid-Year Budget Review for FY 14/15.**

District Manager Young presented the mid-year budget review for FY 14/15.

**10. CLOSED SESSION: ADJOURNED TO CLOSED SESSION AT 6:30 P.M.**

**Corpus-Zamudio - Stewart: Ayes: Mifflin; Rush; Stewart; Corpus-Zamudio**

**Noes: None. Motion carried.**

**Absent: Director Duhart**

**A. District Manager performance evaluation per GOVERNMENT CODE SECTION 54957 (b)(1).**

Reconvened from closed session at 7:46 P.M.

Report on Closed Session: No Action Taken.

**Corpus-Zamudio - Rush: Ayes: Mifflin; Rush; Stewart; Corpus-Zamudio**

**Noes: None. Motion carried.**

**Absent: Director Duhart**

**11. BOARD OF DIRECTORS TIME: None.**

**12. OTHER BUSINESS: None.**

**13. 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 17, 2015.

**Rush - Stewart: Ayes: Mifflin; Rush; Stewart; Corpus-Zamudio**

**Noes: None. Motion carried.**

**Absent: Director Duhart**

Respectfully Submitted,



Carrie Champlin, Clerk of the Board