

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY MARCH 15, 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, TVRPD District Manager
Seth Carroll, TVRPD Recreation Supervisor
Corey Torres, TVRPD Recreation Supervisor
Nolan Ferdinand, TVRPD Maintenance Foreman
Mike Walsh, TVRPD Maintenance Foreman
David Coopridier, TVRPD Maintenance Staff
Tyler Savage, Boy Scouts of America Troop #178
Greg Garrett, Manager City of Tehachapi
William Fisher, General Manager GHCS
Carrie Champlin, TVRPD Clerk of the Board
Pat Osborn, Clifford & Brown

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

2. **ROLL CALL:** Director Wyatt was absent.

3. **PUBLIC COMMENTS:** None.

4. CONSENT CALENDAR

Director Duhart asked for item "D" to be removed from the Consent Calendar for separate discussion.

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 – Corpus-Zamudio: Ayes: Mifflin; Rush; Corpus-Zamudio; Duhart
Noes: None. Motion carried.**

Absent: Wyatt

B. Approval of the Minutes from the Regular Board Meeting held February 8, 2016.

Request by Clerk of the Board of Directors to approve the minutes from the February 8, 2016 Regular Board Meeting.

**Duhart – Corpus-Zamudio: Ayes: Mifflin; Rush; Corpus-Zamudio; Duhart
Noes: None. Motion carried.**

Absent: Wyatt

C. Revised Tehachapi Valley Recreation and Park District Job Titles and Descriptions, Resolution #2-16.

Request by District Manager Williams to approve the revised Tehachapi Valley Recreation and Park District job titles and descriptions, Resolution #2-16.

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

Noes: None. Motion carried.

Absent: Wyatt

5. RECREATION SUPERVISOR REPORTS

Recreation Supervisor Seth Carroll:

- T-Ball registration in progress with 160 participants registered. Looking for 4 more coaches.
- Men's Basketball has 12 teams registered.
- Youth Basketball program is in progress.
- Easter Egg Hunt will be held this coming Saturday March 19, 2016.
- Supervisors Carroll and Torres attended the annual CPRS conference that was held in Long Beach.
- Registration is open for all 5 race events.
- Adult and Youth Flag Football programs are upcoming and registration is open.

6. MAINTENANCE FOREMAN REPORTS

Maintenance Foreman Nolan Ferdinand gave the report.

- Working with Kern County Fire Department to remove dead trees. The drought and bark beetles have taken a toll on the trees at Brite Lake. Ferdinand explained that the tree carvings on the dead trees will be preserved and displayed at the lake. Director Duhart requested that staff check the trees in all high traffic areas of the District's properties. Director Duhart requested that if any trees are removed that it is recorded on the tree tag log. Director Duhart requested an update from staff at the next Board meeting.
- District Office bridge has been refurbished.
- TVRPD is working with La Cooperativa Campesina de California and Employers' Training Resource. The Temporary Jobs Program for Drought Impacted Workers provides temporary employment to workers that were impacted by the drought. TVRPD currently has two workers from the program.
- TVRPD is partnering with Stallion Springs CSD. TVRPD's Aquatic Facility Operator certified staff have been servicing the Stallion Springs pool.
- California Department of Fish and Wildlife came out to evaluate Brite Lake. There was a report of dead fish found at the lake. The CDFW found 24 dead fish. The CDFW reported that there are more than likely several factors that contributed to the fish dying, including drought, low lake levels, and fluctuating water temperature.
Chairperson Mifflin reminded everyone that TVRPD operates the campground at Brite Lake and that TVRPD cannot control the level of the lake. The fish planting schedule is controlled by the California Department of Fish and Wildlife.

Maintenance Foreman Mike Walsh gave the report.

- West Park storage shed has been removed.
- Walsh made a presentation to Golden Hills CSD Board of Directors on the progress of the Meadowbrook Park Project and explained where the development fees come from that are in part funding the Meadowbrook project.

- The Meadowbrook Park Project contract documents have been signed.
 - Contractor should be sending us the the storm water prevention plan document in the next couple of weeks.
 - Gathering bids for the soil and concrete testing.
 - Weather permitting, the start date for the project will be the third week of April. The project will take approximately 60 to 90 days to complete.
- Chairperson Mifflin instructed staff to go through the storm water prevention plan document very carefully to insure the document is reasonable and does not overburden the District with unreasonable requirements. Chairperson Mifflin also instructed staff to make sure the contractor stays on schedule for the project.

7. DISTRICT MANAGER REPORT

District Manager Williams gave the report.

- Met with Aspen Builders and we are looking at early summer start date for the refurbishment of West Park Activity Center. We are working on the replacement options for the lighting at WPAC. We will need to retrofit the fixtures for LED lights. The cost will be approximately \$22,000.00. The cost of the lighting puts us over what was budgeted for the refurbishment. Mary Beth Garrison has given us the contact information for the SCE representative that works with LED lighting rebates and we will see if the District qualifies for the rebates.
- Fishing Derby is cancelled due to conditions brought on by the drought, including reduced fish planting from the California Department of Fish and Wildlife, water level, and water temperature. We want to offer a quality event to the community and the conditions this year are not conducive for a quality event.
- Working with Greg Garrett at the City of Tehachapi to form a tree replacement plan for Central Park. We will make a tree replacement plan for all District properties.

8. AGENDA ITEMS:

A. Approval of the Preliminary Financial Reports for January and February 2016.

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR JANUARY AND FEBRUARY 2016.

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

Noes: None. Motion carried.

Absent: Wyatt

B. Discussion of Item “D” Removed from the Consent Calendar: Approval of the Revised Brite Lake Monthly Rental Application and Fees.

Director Duhart suggested adding 10% senior (62 and older) and military discounts. It was the consensus of the Board to add the discounts.

BOARD APPROVES THE REVISED BRITE LAKE MONTHLY RENTAL APPLICATION AND FEES WITH THE STIPULATION THAT A 10% DISCOUNT IS ADDED FOR MILITARY AND SENIORS 62 AND OLDER.

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

Noes: None. Motion carried.

Absent: Wyatt

C. Eagle Scout Project Presentation by Tyler Savage from Boy Scouts of America Troop #178.

Tyler Savage presented his proposed Eagle Scout Project to the Board. Mr. Savage proposed building and installing 6 to 8 bat boxes on District property.

BOARD APPROVES THE EAGLE SCOUT BAT BOX PROJECT PRESENTED BY TYLER SAVAGE.

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

Noes: None. Motion carried.

Absent: Wyatt

D. Approving District Manager to Purchase Infield Mix and Field Conditioner for Installation at West Park Ball Fields in an Amount not to Exceed \$6,500.00 with the Stipulation that \$5,500.00 will be Reimbursed to the District through Donations, Resolution #3-16.

BOARD APPROVES THE DISTRICT MANAGER TO PURCHASE INFIELD MIX AND FIELD CONDITIONER FOR INSTALLATION AT WEST PARK BALL FIELDS IN AN AMOUNT NOT TO EXCEED \$6,500.00 WITH THE STIPULATION THAT \$5,500.00 WILL BE REIMBURSED TO THE DISTRICT THROUGH DONATIONS, RESOLUTION #3-16.

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

Noes: None. Motion carried.

Absent: Wyatt

E. Approval of the Revised TVRPD Board Meeting Schedule for 2016.

BOARD APPROVES THE REVISED TVRPD BOARD MEETING SCHEDULE FOR 2016.

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

Noes: None. Motion carried.

Absent: Wyatt

F. Dye Natatorium – Discussion.

Maintenance Foreman Nolan Ferdinand reported to the Board on the condition of the fiberglass ceiling insulation over the pool at the Dye Natatorium facility and presented the options for repair. Ferdinand reported that he had a building inspector look at the facility. The inspector said the insulation needs to be fixed before the facility can open. District Manager Williams contacted CAPRI regarding the original damage claim. Updates to come at the next meeting.

10. CLOSED SESSION: ADJOURNED TO CLOSED SESSION AT 6:38 P.M.

Duhart – Rush: Ayes: Mifflin; Rush; Duhart

Noes: None. Motion carried.

Absent: Wyatt; Corpus-Zamudio

A. Conference with Counsel – Existing Litigation

Government Code Section 54956.9(a)

DFEH Complaint – Mike Walsh

Report on Closed Session: No Action Taken.

B. Public Employee Performance Evaluation – General Manager

Government Code Section 54957 (b)(1).

Report on Closed Session: No Action Taken.

Reconvened from closed session at 8:15 P.M.

Duhart – Rush: Ayes: Mifflin; Rush; Duhart

Noes: None. Motion carried.

Absent: Wyatt; Corpus-Zamudio

9. BOARD OF DIRECTORS TIME: Chairperson Mifflin appointed Director Duhart and Director Wyatt to the Budget Ad Hoc Committee.

10. ADJOURNMENT:

Having no further business the meeting was adjourned at 8:18 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on April 19, 2016.

Duhart – Rush: Ayes: Mifflin; Rush; Duhart

Noes: None. Motion carried.

Absent: Wyatt; Corpus-Zamudio

Respectfully Submitted,



Carrie Champlin, Clerk of the Board