



OFFICIAL

MINUTES

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W.C. Walker Senior Center
505 Sunset Avenue, Shafter, CA 93263

March 12, 2024

1. CALL TO ORDER:

The Regular Board Meeting of the Shafter Recreation & Park District (SRPD) was called to order at 6:02 pm by Chair Salinas.

2. FLAG SALUTE AND INVOCATION:

Mr. Jimenez led the flag salute and Ms. Chambers gave the invocation.

3. ROLL CALL:

BOARD MEMBERS PRESENT

Amando Chávez
Cristina Camacho
Gary Rodríguez
Fortino Valdivia
Nelson Salinas

BOARD MEMBERS ABSENT

4. POSTING OF THE AGENDA:

The posting of the agenda was declared on Friday, March 8th, 2024, at 6:00 pm.

5. PUBLIC COMMENTS:

No public comment.

6. CONSENT AGENDA:

Director Rodríguez **MOVED** to approve the Consent Agenda and Co-Chair Valdivia **SECONDED**.

AYES 5 (Chávez, Camacho, Rodríguez, Valdivia, Salinas)

NAYS 0

ABSENT 0

ABSTAIN 0

MOTION CARRIED

7. STAFF AND CONSULTANT PRESENTATIONS:

District Manager Jimenez reported on senior adult activities, office projects, board committee meetings, a meeting with the Kern Community Foundation and his participation in the CPRS conference. He reported that in addition to informational sessions at the conference, there were great networking opportunities. He noted that

CPRS operates a Maintenance Management School that he plans to attend with Steve Smith that could lead to better planning, budgeting and service levels in this area. He also mentioned that there are grants available for land redevelopment/remediation. He also reported the good news that Congressman Valadao's budget request for the Walker Center had been granted and that he was participating in a news story with Channel 23 about that fund request. He reminded Board members that Senior Adult Activities Coordinator, Maria "Maru" Martinez, is being honored with the Health Award at the Chamber of Commerce Annual Awards Dinner, and noted that he and Program Coordinator, Skylar Garcia, had plans to meet with the Lions Club about sponsorships.

Program Coordinator Garcia reported that Jr NBA Basketball finished up the regular season on February 24th, had a tournament on March 1st and 2nd and on March 9th, had the All-Star game and a Staff vs. Coaches game. NFL Flag Football is still in progress and will run through March 30 with playoffs and an All-Star game. PONY registrations continue and he plans to have games on weeknights, but the 11u Division will play on Saturday at the beginning and the end of the season. He noted that he is looking into selling leftover uniform shirts and possibly investing in a more portable shirt press machine. Mr. Garcia added that attending CPRS was both informational and therapeutic, adding that it was good to hear that recreation professionals all over are dealing with some of the same issues we are and hear their strategies for solving them. In particular, he noted the value of a session on dealing with difficult people in sports and said that he learned strategies that he has already applied to a conflict that arose in flag football. He commented that another session emphasized the importance of defining our programs, keeping our objectives and what we are trying to teach the kids clear (expectation management). He added that he was encouraged to consider equity issues and how privilege or its lack affect kids in sports.

Mr. Jimenez reported on the 746 Sports Foundation and noted that he and Director Camacho met with the President and Associate Director of the Kern Community Foundation, which offers fundraising workshops, marketing campaign information and events, specifically Give Big Kern. Director Rodriguez asked about using seasonal staff members to do marketing or solicit sponsorships or donors for the complex. Director Camacho asked for a list of employees who might be good for this, noting that it could be possible to select an employee to serve as an intern through the Kern Community Foundation.

Grant Writer Gil Garcia reported on the SPP grant and gave a breakdown on grant money already spent on administration and design work and noted that there was still a balance of \$7.4 million available from the grant. He also spoke about the per capita grant. He noted that it will take 3500 feet of pipe to connect Sills Farm water to the complex and that we will need to do competitive bidding. He noted that Sills Farm wants to bid on the job as well. As far as City plan approvals, he noted that the new City plan reviewer had requested a parking study, but was now less concerned with that issue. He also noted that Musco had to redo their bid on the lighting costs and that he was working with them to find ways to cut costs (i.e. using fewer poles with more efficient lights). He also noted that Public Restrooms had originally bid \$1.2 million for the buildings (office building,

storage, building, restrooms and concessions with restrooms included) but that as of March 7th, their price was \$2.5 million, which represents estimates of approximately \$400/square foot, which he considers high. He added that we are checking back with other bidders, but only one is responding and their bid should be in soon and will hopefully help us lower the price. He also spoke about the second LWCF grant request related to the 5.7 acres on the southwest side of the park (including the outdoor gym, tennis courts, maintenance yard, dog park, community garden, etc.) and noted that this grant consists of funds that must be matched. He noted the approval of the \$230K funding request made by Congressman David Valadao, which will improve parking and add solar power to the WCW. He noted that a request for those items plus a generator that would allow the WCW to be used as a first responder center in an extreme emergency was also submitted to Representative Melissa Hurtado along with a request for \$6 million for the CSC gym. He also mentioned Phase 4 of the CSC, which is the running track, and noted that we have not yet sought out funds for that part of the project. Director Rodriguez commented that business will spring up in the properties around the CSC and that we should look into land-banking to reserve property for expansion efforts. Mr. Garcia added that the Sills family have talked about the need for a youth center and noted that they own the property next door. He also noted that space and RV connections for tournaments might be a good addition at some point. Director Rodriguez asked about a business plan for the CSC. Mr. Garcia said that there is potential in marketing fees for all the spaces in the park, venues that can be leased out, etc. He added that the SRPD trailer could be used to rent out sports equipment for private events.

8. OLD BUSINESS

A. DRIVER SAFETY POLICY – INFORMATION/ACTION ITEM

Mr. Jimenez presented the new Driver Safety Policy for Board review and approval.

Director Camacho **MOVED** to approve the policy and Co-Chair Valdivia **SECONDED**.

AYES 5 (Rodríguez, Chávez, Camacho, Valdivia, Salinas)

NAYS 0

ABSENT 0

ABSTAIN 0

MOTION CARRIED

B. SRPD MASCOT – INFORMATION/ACTION ITEM

(Mr. Jimenez asked staff member Angel Serrano to update the Board on community feedback about the SRPD mascot. The Board asked staff to resent the survey with only the top three choices and opted to table the item until the next Board meeting to allow the community time to respond. **NO ACTION TAKEN**.)

C. ADP UPDATE – INFORMATION/ACTION ITEM

Mr. Jimenez asked Ms. Chambers to report on progress with using ADP. She noted that ADP still had not been able to create files for re-integration in SRPD's accounting system and noted that one of the issues was the use of Quickbooks Desktop instead of Quickbooks On-Line, but that payroll itself was becoming

smoother. Director Camacho offered to assist with switching to Quickbooks On-Line and with other journal entry adjustments that might be needed. **NO ACTION TAKEN.**

D. BOARD RETREAT – INFORMATION/ACTION ITEM

Mr. Jimenez asked for input on the Board Retreat. Board members chose to meet on Friday, April 19th, from 2:00-6:00 pm. They recommended discussion of the Budget, the Strategic Plan, vision-casting, personnel positions to be added to implement the business plan, strategies for involving the community, balancing recreational and skill development priorities, Shafter Fit, CSC plans and business plan ideas. **NO ACTION TAKEN.**

E. DISTRICT MANAGER CONTRACT – INFORMATION/ACTION ITEM

Discussion of the District Manager’s evaluation/employment contract was tabled for discussion in closed session (Gov. Code 54957(b)(1)).

9. NEW BUSINESS

A. FY23-24 2Q BUDGET VS. ACTUALS – INFORMATION/ACTION ITEM

The Budget vs. Actuals report for the second quarter of the fiscal year was presented. After some discussion, the Board requested that the report be presented at each Regular Board Meeting with YTD numbers. **NO ACTION TAKEN.**

10. STANDING COMMITTEE REPORTS:

PROGRAMS: The Programs Committee is scheduled to meet on March 13, 2024.

PERSONNEL: The Personnel Committee is scheduled to meet on March 25th at 11:30 am to discuss ADP and on-boarding policies.

FACILITY ACQUISITION AND DEVELOPMENT: The Facilities Acquisition and Development Committee met with Mr. Jimenez and Mr. Garcia, who shared the meeting information in his report.

BUDGET AND FINANCE: The Budget and Finance Committee will meet again at a time and date TBD.

SAFETY: The Safety Committee will set a meeting time and possibly arrange a safety walk-through of our facilities with Consultant Cameron Parsons.

AD-HOC: The Groundbreaking Ceremony Committee will set a meeting time.

AD-HOC: The Wonderful Company Fund Committee will arrange a meeting with Wonderful personnel.

AD-HOC: The Naming Rights Committee met to review the naming rights brochure and will meet again in the next few weeks at a time and date TBD. They will bring an update on the Naming Rights Brochure to the Board Retreat.

11. BOARD MEMBER REPORTS:

Co-Chair Valdivia reported that he attended the Coaches vs. Staff basketball game and said it was great to see everyone out there competing. He noted that the Coaches won by one point. He added that Skylar presented certificates to each of the All-Star Team members and that really added to the event.

There were no other Board member reports.

12. FUTURE AGENDA ITEMS:

Special Meeting - Naming Rights Brochure, CSC Groundbreaking Date. CSC finances to date; Regular Meeting - Update on Social Media Campaigns, Update on A3 participation/using them for skill development, Coaches Award in honor of Angel Acosta, Budget vs. Actuals YTD, Board Retreat, Mascot, Sponsorship Program Update

13. EXECUTIVE SESSION:

The Board went into closed session at 9:01 pm. They returned from closed session at 10:26 pm. **NO ACTION TAKEN.**

14. ADJOURNMENT:

Chair Salinas adjourned the meeting at 10:27 pm