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

August 20, 2024

1. CALL TO ORDER:

The Special 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:

Chair Salinas led the flag salute and Mr. Jimenez gave the invocation.

3. ROLL CALL:

BOARD MEMBERS PRESENT

Amando Chávez
Fortino Valdivia
Nelson Salinas

BOARD MEMBERS ABSENT

Gary Rodríguez
Cristina Camacho

4. POSTING OF THE AGENDA:

The posting of the agenda was declared on Friday, August 16th, 2024, at 6:00 pm.

5. PUBLIC COMMENTS:

Maria Munoz, 2234 E. Marengo Ave., Shafter offered a public comment.

I usually don't come because I feel like the board listens to the community and solves the issues that come up. Wanting to give back, I enrolled my family in the foster care program. The kids we take in are already traumatized. To normalize their situation, I want to enroll them in Rec activities. But I can't control the timing of when I receive the kids, so this week when I tried to register a new child in soccer, I was told that the registrations were already closed. I think you should look at it not as a handout, but a hand up. I talked to the office staff and they turned me down. I don't blame them because they are just following the rules they were given. I felt and I still feel that we need to have a way for children who come into Shafter as a foster child to be able to come in. I know the Rec has helped me in the past with payment plans, etc. My children and grandchildren have benefitted and I think these kids should benefit also. I can't guarantee that they will be here long enough to finish the season, but whatever time they have in the program is something you can give them. I am hoping that for other foster parents and foster kids, you can make things easier. I just wanted to be sure you understand where I am coming from and consider how we can help these kids.

Chair Salinas commented, "It's a blessing to have people like you in the community. Thank you for taking the time to come and share your point of view with us. It's not a

policy we have, but I think we should have. Maybe we can reserve a couple of spots for situations like this until we can put a full policy into place.

Director Chavez added, "Thank you. Sometimes we aren't aware that situations like this are going on until someone brings it up."

6. CONSENT AGENDA:

Co-Chair Valdivia **MOVED** to approve the Consent Agenda except for item C and Director Chavez **SECONDED**.

AYES 3 (Chávez, Valdivia, Salinas)

NAYS 0

ABSENT 2

ABSTAIN 0

MOTION CARRIED

7. STAFF AND CONSULTANT PRESENTATIONS

District Manager Jimenez noted that the WCW Senior Program continues to thrive and commented on the Park Takeover program. He noted that the last week in July was busy with SRPD's PONY All-Stars softball team and the PONY Softball World Series Tournament in Hemet, California. He and Skylar Garcia attended the coaches meeting and then took turns staying with the team, coaches and chaperones through the end of the tournament. He noted that he would be participating in a Colours meeting on August 29th and was hoping that Director Valdivia would be available to organize a Cornhole Tournament.

Program Coordinator: Mr. Skylar Garcia talked about the successful Tennis Camp and Volleyball season, noting that the end of season tournament would be taking place on August 23rd and 24th. He added that Shafter Strider cross-country practices had already begun on August 5th and soccer registration closed on August 9th and a soccer clinic was held on August 17th. Soccer practices are scheduled to being on August 26th.

746 Sports Foundation: Mr. Jimenez noted that the Foundation met on July 14th and had discussed the creation of a website, deciding instead to add the Foundation information to the Shafter Recreation site. He noted that the Foundation had donated \$500 to help the football team purchase rings and were also discussing a sports-shoe drive as a way to help athletes with limited resources. They also discussed the Wonderful Community Foundation Grant and the possibility of using it for additional activities like the Park Takeovers, movies in the park, etc.

Grant Writer: Mr. Gilbert Garcia noted that the Romtec contract was signed. The Musco has now incorporated our changes designed to save on costs and a final review will take place on August 23rd or 26th. At that point, Musco will be able to finalize pricing. Both the Musco and Romtec contracts are needed in order to get an advance from the state. He added that he requested that they break out the bid between materials and installation so that the installation can be rebid through the Construction Manager, if appropriate. He added that he and Mr. Jimenez met with O&M to review the assignments and responsibilities for the project to complete the Construction Manager bid package including the responsibility matrix. He added that the bid meeting would take place on September 3rd and that bids should be in by September 21st. Mr. Garcia noted that the Groundbreaking

Ceremony is possible at any point, though the City seems to think mid-October is realistic because they need the design drawings. One important issue is completing the grading of the property before the rainy season, but it may be possible to get a grading permit in September so that can be completed sooner.

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Mr. Gilbert commented on the addendum to the Quad Knopf contract to create an updated biological report. This deals with endangered species since they now want both California endangered species and the federal endangered species list included. The main difference regards the monarch butterfly.

8. OLD BUSINESS

A. WCW DOOR REPLACEMENT – **INFORMATION/ACTION ITEM** Mr. Jimenez presented bids for the WCW door replacement for ADA compliance. The Board reviewed the bids and asked about completion times. Director Chavez **MOVED** to accept the bid from Neufeld Construction for ????. Co-Chair Valdivia **SECONDED** the motion.

AYES 3 (Chávez, Valdivia, Salinas)

NAYS 0

ABSENT 2

ABSTAIN 0

MOTION CARRIED

B. OFFICE COMPUTER PURCHASES – **INFORMATION/ACTION ITEM** Mr. Serrano presented the revised bids for office computer purchases. Co-Chair Valdivia **MOVED** to accept the bid from Effective Tech with a final cost not to exceed \$13,000. Director Chavez **SECONDED**.

AYES 3 (Chávez, Valdivia, Salinas)

NAYS 0

ABSENT 2

ABSTAIN 0

MOTION CARRIED

C. SRPD MASCOT– **INFORMATION/ ACTION ITEM** Mr. Serrano presented bids for three companies who designed mascot costumes. Director Chavez **MOVED** that the costume be purchased from Promobears for a cost not to exceed \$5000 and recommended that a carry bag and cadet hat be added to the order. Co-Chair Valdivia **SECONDED**.

AYES 3 (Chávez, Valdivia, Salinas)

NAYS 0

ABSENT 2

ABSTAIN 0

MOTION CARRIED

D. DISTRICT MANAGER CONTRACT – **INFORMATION/ACTION ITEM** Tabled for a future meeting.

9. NEW BUSINESS

- A. **PARK TAKEOVER REPORT – INFORMATION/ACTION ITEM** Brandi Root presented a video and gave a report on the 2024 Park Takeover program which included sports clinics, face-painting, arts and crafts, bounce houses, water-balloon fights, Zumba classes and other activities. She noted that participation was excellent, especially in Community Park in Gossamer Grove and Veteran’s Park and noted that pickle ball clinics were especially requested at the Community Park events. She noted that her team has also been providing a “Fun Zone” at the City of Shafter’s First Fridays and has been invited to participate in Trunk or Treat on October 30th in Gossamer Grove. She added that they are hoping to do more events year round such as movie nights in the park. **NO ACTION TAKEN.**
- B. **QUAD KNOPF CONTRACT AMENDMENT – INFORMATION/ACTION ITEM** Mr. Jimenez presented the Quad Knopf contract amendment to complete an update of the Biological Assessment Report (BAR) for the CSC. Co-Chair Valdivia **MOVED** to approve the amendment for a fee of \$1500 and Director Chavez **SECONDED** the motion.
AYES 3 (Chávez, Valdivia, Salinas)
NAYS 0
ABSENT 2
ABSTAIN 0
MOTION CARRIED
- E. **WORKER’S COMPENSATION RESOLUTION – INFORMATION/ACTION ITEM** Mr. Jimenez noted that as part of our safety review, CAPRI requested that the Board approve a resolution to include volunteers in Worker’s Compensation. Director Chavez **MOVED** to approve the resolution and Co-Chair Valdivia **SECONDED**.
AYES 3 (Chávez, Valdivia, Salinas)
NAYS 0
ABSENT 2
ABSTAIN 0
MOTION CARRIED
- F. **CSC CONTRACT MANAGER RFQ – INFORMATION/ACTION ITEM** Mr. Jimenez presented the CSC Contract Manager Request for Qualifications prepared with SRPD legal counsel’s recommendations for Board review/approval. Co-Chair Valdivia **MOVED** to approve the RFQ and Director Chavez **SECONDED** the motion.
AYES 3 (Chávez, Valdivia, Salinas)
NAYS 0
ABSENT 2
ABSTAIN 0
MOTION CARRIED
- G. **CAPRI SAFETY RATING – INFORMATION/ACTION ITEM** Mr. Jimenez presented the 2024 Safety Rating from CAPRI for Board review noting that SRPD received a 92% or Excellent rating.

H. NEW VOLUNTEER PACKET – **INFORMATION/ACTION ITEM** Mr. Jimenez presented the updated volunteer packet including recommendations from CAPRI for Board review/approval. Director Chavez **MOVED** to approve the volunteer packet and Co-Chair Valdivia **SECONDED**.

AYES 3 (Chávez, Valdivia, Salinas)

NAYS 0

ABSENT 2

ABSTAIN 0

MOTION CARRIED

9. STANDING COMMITTEE REPORTS

PROGRAMS: Need to meet on change from Fall Ball to Baseball/Softball Clinics

PERSONNEL: Need to meet on Cyber Security Policy and revision of Marketing Coordinator Job Description as well as other matters

FACILITY ACQUISITION AND DEVELOPMENT: Needs to meet to review details on Romtec buildings.

BUDGET AND FINANCE: No need to meet this month.

SAFETY: Need to schedule tour with Safety Consultant

AD-HOC: Groundbreaking Ceremony – Need to meet on groundbreaking along with Rosie Villagomez for staff support.

AD-HOC: Wonderful Company Fund – Lunch scheduled with Jed Hwang on August 22, 2024.

AD-HOC: Naming Rights – No need to meet this month.

10. BOARD MEMBER REPORTS

Co-Chair Valdivia noted that the Shafter General’s Football team has their first pre-season game this Thursday.

No other Board Member reports.

11. FUTURE AGENDA ITEMS: CSC Update, CSC Groundbreaking, Cyber Security Policy, Support for Shafter-area Foster Youth

12. EXECUTIVE SESSION: No executive session held.

13. ADJOURNMENT: Chair Salinas adjourned the meeting at 8:15 pm.