



**OFFICIAL**

**MINUTES**

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

February 13, 2024

1. CALL TO ORDER:

The Regular Board Meeting of the Shafter Recreation & Park District (SRPD) was called to order at 6:06 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  
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, February 9<sup>th</sup>, 2024, at 6:00 pm.

5. PUBLIC COMMENTS:

Brandi Root, SRPD's After-School Activity Coordinator, introduced staff members from the after-school programs at Richland School District and Grow Academy mentioning the diverse recreational and educational programs offered to community children through these programs.

Refugio Valencia, Bakersfield resident representing CPRE, asked about meeting with District Manager Phillip Jimenez and members of the SRPD Board to discuss issues of mutual concern. Chair Salinas noted that the Board Members and District Manager were open to all community concerns.

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. OLD BUSINESS

**A. DISTRICT VOTING – INFORMATION/ACTION ITEM**

Chair Salinas opened the public hearing on SRPD voting districts at 6:21 pm. Mr. Ochoa reviewed the districting criteria and timeline and again presented the mapping for the proposed SRPD voting districts. Chair Salinas then asked for public comments. There were no public comments. Director Rodriguez asked if the District had received any written comments and was assured that no written comments had been received. Chair Salinas then polled the Board members to express any concerns with the district mapping as proposed and currently defined as areas A, B, C, D, and E. All the Board members expressed a desire to go forward with the maps as presented.

It was noted that it was also necessary for the Board to propose an election schedule for the districts with three districts in one election cycle and two in another. It was proposed that the board positions for districts A, B and E would come up for election in 2024 and the board positions for districts C and D would come up for election in 2026 and noted that these dates roughly corresponded with the terms of the current board members, allowing each to serve out their respective terms.

Chair Salinas called for public comment on the proposed election schedule Gustavo Aguirre, Bakersfield resident representing CPRE, asked if candidates had to live in the district up for election to run for that district and noted that he was interested in how the districts would affect the steering committee for the use of Wonderful funds. It was confirmed that a candidate for a district must live and be registered to vote in that district.

The public hearing on voting districts was closed at 6:45 pm.

Director Rodriguez left the meeting at 6:51 pm.

**B. TRACK & FIELD – INFORMATION/ACTION ITEM**

Mr. Jimenez noted that offering Track & Field to community youth could be done through collaborative efforts with local schools or through reestablishing the SRPD Track & Field Program. He noted that when the program was active in the past, it had an average of 30 participants. He noted that the 6 to 9-week program could take place in the Spring or Summer. Co-chair Valdivia referred to the District's Strategic Plan and reminded the board that one of the chief recommendations was to avoid initiating additional programs that could pull focus away efforts to complete the CSC. Several other board members expressed their agreement. **NO ACTION TAKEN.**

8. NEW BUSINESS

**A. STORAGE TRAILER PLANS FOR USE – INFORMATION/ACTION ITEM**

Mr. Jimenez shared a presentation on plans for the use of SRPD's new trailer for equipment storage and mobility for special park programs. Director Camacho

requested a calendar for the proposed park takeovers. Chair Salinas asked about the need for additional insurance for these events. Mr. Jimenez noted that we would have to have participants sign waivers. He also mentioned that the takeovers offer opportunities to collaborate with the City of Shafter since the activities will promote City parks. He also noted that Steve Smith is the only SRPD driver moving the trailer until other staff drivers are fully trained. **NO ACTION TAKEN.**

**B. BOARD TRAINING – INFORMATION/ACTION ITEM**

Ms. Chambers reviewed Board member training requirements and shared resources to complete them. **NO ACTION TAKEN.**

**C. WALKER CENTER DOOR REPLACEMENT- INFORMATION/ACTION ITEM**

Mr. Jimenez presented a bid from Kern Glass for the installation of new doors at the Walker Center to maintain ADA compliance at a cost of \$5,248 and noted that Kern Glass had installed most of the doors in the Center. Chair Salinas asked about the turnaround time to have the doors installed and if there was a warranty. Mr. Jimenez said there was a standard manufacturer's warranty. Director Camacho asked if there were additional bids for comparison. Mr. Jimenez noted that staff had not yet received additional bids. Director Camacho recommended that the item be tabled for a future meeting when at least two additional bids can be obtained. **NO ACTION TAKEN.**

**D. ADP UPDATE – INFORMATION/ACTION ITEM**

Mr. Jimenez gave an update on ADP implementation, noting that despite a few onboarding glitches, there were advantages in using the software especially in terms of labor-hour visibility. Ms. Chambers noted that staff was still unable to reintegrate the payroll information with ADP to date into the accounting system, but that an ADP staff member was working on this issue. Supervision of continuing ADP progress was referred to the Personnel committee.

**E. DISTRICT MANAGER CONTRACT – INFORMATION/ACTION ITEM**

Discussion of the contract was deferred to Executive Session.

**F. PERSONNEL ACTION FORM – INFORMATION/ACTION ITEM**

Mr. Jimenez presented the revised Personnel Action Form and reviewed how it will be used for hiring and rehiring staff members. Director Camacho **MOVED** to approve the new form and Co-Chair Valdivia **SECONDED.**

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

NAYS 0

ABSENT 0

ABSTAIN 0

**MOTION CARRIED**

**G. COMMUNITY FUNDRAISER RENTAL POLICY – INFORMATION/ACTION ITEM**

Mr. Jimenez presented the Community Fundraiser Rental Policy. After Board review, Director Camacho **MOVED** to adopt the policy and Director Chavez **SECONDED.**

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

NAYS 0

ABSENT 0

ABSTAIN 0

**MOTION CARRIED**

**H. BOARD RETREAT – INFORMATION/ACTION ITEM**

The Board discussed scheduling a Retreat to review the Strategic Plan and its completion to date. A Saturday meeting in April was proposed and April 20<sup>th</sup> was offered as a tentative date. **NO ACTION TAKEN.**

**9. STAFF AND CONSULTANT PRESENTATIONS:**

Mr. Jimenez reviewed activities at the Walker Senior Center and noted that Circle Church, which had previously rented the WCW for Sunday services, was now looking into holding youth meetings twice a month there. He talked about a new collaboration with the American Diabetes Association in support of the summer ELOP program, a meeting with Jack Osborne, who was looking for SRPD support for a 7-on-7 travel football team, and the possibility of SRPD collaborating with an intern from CSUB. He noted that more than 200 kids are signed up for Flag Football and that staff was meeting with Wasco Recreation & Park District about working together to have more participation in the older PONY divisions. He noted that he had attended a LWCF Grant meeting, was working on the Musco and Public Restrooms contracts for the CSC and had begun weekly meetings with staff to prepare for the 2024 Eggstravaganza on March 23rd. He mentioned that he would be off after the Task Force Meeting on February 14th and that Monday, February 19th, was a staff holiday. He added that he and Skylar Garcia would be attending the annual CPRS conference, leaving right after the February 27th SRPD Special Board Meeting and returning on March 1st. He reminded the board of the upcoming Chamber of Commerce Annual Awards Dinner and noted that SRPD had a staff member nominated for an award.

Mr. Jimenez referred Board members to Mr. Skylar Garcia's monthly report and noted that Skylar was unable to attend the meeting because he and his staff were supervising both basketball and flag football practices with a total of four locations.

Mr. Jimenez reported on the 746 Sports Foundation and how excited he is to have the participation of Director Camacho with her strong fundraising background. Director Camacho mentioned the potential for the Foundation to affiliate with the Kern Community Foundation (KCF), which works with non-profits and provides training and opportunities for fundraising. She also mentioned KCF's intern program, which previously provided interns only to the City of Bakersfield, but now allows interns to work with non-profits.

Mr. Gilbert Garcia recapped the CSC site plan approval process noting that after the first review, we responded to 86 questions. The City was most concerned with non-potable water for irrigation. Ten more questions were received including an inquiry about sufficient parking spaces (further study shows that we have enough). Until final plan approval is received, we cannot begin the 30-day process to hire a general contractor. As

a result, the previous schedule for a May groundbreaking now looks like late June or early July. He added that to complete the park in nine months, we must allow for major vendors who have lead times of up to 6 months (including restrooms, storage buildings and concessions). He also noted the original bids with companies such as Public Restrooms were from 2019 and that the price of the concessions building with restrooms included has almost doubled. Lighting costs have also risen but we are working on creative ways to lower costs, combining lights on fewer poles and taking advantage of advances in lighting which give better light with fewer fixtures. He asked for a meeting with the Facility committee to go over the new forecasted budget to discuss how to get the park built, either by breaking Phase I into more than one phase or reducing some plans. He noted that there is still some potential funding, which could render these cuts or delays unnecessary. However, the lighting contract with Musco and the building contract with Public Restrooms must be updated to get the needed funding advance from the state.

Mr. Garcia noted that Senator Melissa Hurtado has asked for budget requests. She had eight last year that were honored for \$12 million. We met with her staff to find out what would be a good ask and they said, no ceiling. We submitted budget requests for WCW to repair and restore the parking lot for \$55K and for solar for energy efficiency for \$175K. He noted that the Walker Center is an ideal location for disaster relief because of the industrial kitchen, which could provide meals for first responders, and that an additional request was for a back-up generator to facilitate this at a cost of \$132K. . The total WCW grant would be \$362K. We also requested \$6 million for the CSC gym.

Director Valdivia asked about the funding requests through Congressman Valadeo. Mr. Garcia replied that they were submitted, but we were waiting to hear if they were funded.

#### 10. STANDING COMMITTEE REPORTS:

The Committees had not met since the last Board meeting, so Chair Salinas recommended that the report time be used to establish committee meeting times.

PROGRAMS: February 22, 2024, at 10:00 am

PERSONNEL: February 22, 2024, at 11:30 am

FACILITY ACQUISITION AND DEVELOPMENT: TBD

BUDGET AND FINANCE: March 5, 2024, at 11:30 am

SAFETY: March 5, 2024, at 10:00 am

AD-HOC: Groundbreaking Ceremony – TBD

AD-HOC: Wonderful Company Fund – TBD subject to Wonderful staff availability

AD-HOC: Naming Rights – March 7, 2024, at 12:00 noon

#### 11. BOARD MEMBER REPORTS

#### 12. FUTURE AGENDA ITEMS:

Naming Rights Brochure, Driver Safety Policy, WCW Door Replacement Bids, ADP Update, SRPD Mascot, Board Retreat

#### 13. EXECUTIVE SESSION:

The Board entered closed session at 8:28 pm and returned at 9:14 pm with no report.

14. ADJOURNMENT:

Chair Salinas adjourned the meeting at 9:15 pm