

OFFICIAL



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

January 24, 2022

1. CALL TO ORDER:

The Regular Board Meeting of the Shafter Recreation & Park District (SRPD) was called to order at 6:03 pm by Director Rodriguez.

2. FLAG SALUTE AND INVOCATION:

Director Rodriguez led the flag salute and Director Cummings gave the invocation.

3. ROLL CALL:

BOARD MEMBERS PRESENT

BOARD MEMBERS ABSENT

Gary Rodriguez  
Brent Cummings  
Antoinette Johnston  
Johnny Yanez  
Lorena Ayon (Arrived 6:06 pm)

4. POSTING OF THE AGENDA:

The posting of the agenda was declared on Friday, January 29<sup>th</sup>, 2022, at 5:00 p.m.

5. PUBLIC COMMENTS: Mr. Don Luna offered a comment as a youth sports sponsor on his frustration with the protected player rule.

6. CONSENT OF THE AGENDA- ACTION ITEM

Director Johnston **MOVED** to approve the consent agenda with the addition of the word "motion" to item 8B under New Business and Director Rodriguez **SECONDED**.

AYES 5 (Ayon, Yanez, Johnston, Cummings, Rodriguez)

NAYS 0

ABSENT 0

ABSTAIN 0

**MOTION CARRIED**

7. STAFF AND CONSULTANT PRESENTATION:

DISTRICT MANAGER: Mr. Jimenez gave his monthly report.

PROGRAM COORDINATOR: Mr. Gonzalez gave his monthly report.

CONSULTANT: Mr. Garcia gave his monthly report.

746 SPORTS FOUNDATION: Update regarding the 746 Sports Foundation.

8. OLD BUSINESS:
- A. **OPENING PROCEDURES – INFORMATION/ACTION ITEM** (Mr. Jimenez)  
Information regarding the opening procedures for the district during the COVID-19 pandemic. **NO ACTION TAKEN**
- B. **GROUNDBREAKING CEREMONY – INFORMATION/ACTION ITEM** (Mr. Jimenez)  
Ordiz & Melby recommend firming up the groundbreaking date. Directors Rodriguez and Ayon will meet to create guest lists, including local tribal leaders and potential sponsors among others. **NO ACTION TAKEN**
9. NEW BUSINESS:
- A. **700 FORMS – INFORMATION/ACTION ITEM** (Mr. Jimenez) 700 Forms are due February 28<sup>th</sup>, 2022. **NO ACTION TAKEN**
- B. **RENTAL AGREEMENT – INFORMATION/ACTION ITEM** (Mr. Jimenez)  
Recommend approval of the 2022 price increase for the rental of the Walker Center. Director Cummings **MOVED** to approve the Walker Center rental fee increase and Director Yanez **SECONDED**.  
AYES 5 (Ayon, Yanez, Johnston, Cummings, Rodriguez)  
NAYS 0  
ABSENT 0  
ABSTAIN 0  
**MOTION CARRIED**
- C. **BOARD SECRETARY JOB DESCRIPTION – INFORMATION/ACTION ITEM** (Mr. Jimenez)  
Recommend approval to remove the board secretary job position. Director Yanez **MOVED** to approve eliminating the Board Secretary position and Director Cummings **SECONDED**.  
AYES 5 (Ayon, Yanez, Johnston, Cummings, Rodriguez)  
NAYS 0  
ABSENT 0  
ABSTAIN 0  
**MOTION CARRIED**
- D. **OFFICE MANAGER POSITION– INFORMATION/ACTION ITEM** (Mr. Jimenez)  
Discussion of Office Manager job description and salary. **TABLED FOR DISCUSSION IN EXECUTIVE SESSION**
- E. **CLERK II JOB DESCRIPTION – INFORMATION/ACTION ITEM** (Mr. Jimenez)  
Recommend approval of Clerk II job description and salary. **NO ACTION TAKEN**

F. **PROGRAM COORDINATOR RESIGNATION– INFORMATION/ACTION ITEM** (Mr. Jimenez) Information regarding the Program Coordinator's resignation letter. Mr. Jimenez noted that the Program Coordinator had not formally submitted his resignation. Mr. Gonzales commented that he had been uncomfortable with certain job demands, but believed he could handle them and wanted to continue. **NO ACTION TAKEN**

G. **MITIGATED NEGATIVE DECLARATION – INFORMATION/ACTION ITEM** (Mr. Jimenez) Recommend approval of the MND draft for the City of Shafter. Director Yanez **MOVED** to approve the MND draft for submission to the City of Shafter and Director Cummings **SECONDED**.  
AYES 5 (Ayon, Yanez, Johnston, Cummings, Rodriguez)  
NAYS 0  
ABSENT 0  
ABSTAIN 0  
**MOTION CARRIED**

10. **STANDING COMMITTEE REPORTS:**

**PROGRAMS:** No comment

**PERSONNEL:** Director Cummings noted that the committee met, but would meet again to address issues more in detail.

**FACILITIES:** Director Yanez commented that the committee has been receiving good information/updates from Phillip Jimenez and Gil Garcia.

**BUDGET:** Director Johnston commented that the committee will need to meet in the next month to start on the new budget.

11. **EXECUTIVE SESSION:** Director Rodriguez decided to address Board Member reports later and move into Executive session at 7:59 pm. The closed session ended at 8:06 pm and Director Rodriguez announced that the board had unanimously decided to approve the new Office Manager/Board Secretary Job Description at Step 4 or \$22/hour.

12. **BOARD MEMBER REPORTS:**

Director Yanez commented that he had visited two Jr. NBA game sites and some practices and was impressed with parent/player enthusiasm and staff performance, even with some first week hiccups and delays largely due to watching out for community safety.

Director Cummings noted he was at three facilities on Saturday and echoed Director Yanez' comments and also encouraged that we work to express our appreciation for being able to use Maple School facilities and keep lines of communication open with staff at that facility.

Director Rodriguez asked about scheduling a future 3-4 hour board retreat after basketball season and before summer (possibly at Maple School). He asked that staff keep track of quarterly budget reports and individual program budget reports. He also requested a copy of the agenda on the Monday before Board meetings and for packet distributions by the Thursday before meetings. He mentioned volleyball and the need to continue establishing travel teams for sports. He asked about the update process for the Code of Operations. Director Rodriguez also noted that we need to be sure the board is in compliance and up to date with Sexual Harassment Prevention and

Brown Act/Ethics AB1234 Training. He asked about getting New Complex visuals displayed consistently at sports activities.

13. FUTURE AGENDA ITEMS:

Code of Operations

Quarterly Reports

746/SRPD Joint Meeting and clarification on 746 Sport's Foundations' receipt of donations on behalf of SRPD and transfer to same

Clerk II Job Description Changes

Groundbreaking Ceremony

Review of Salary Schedules

14. ADJOURNMENT:

The meeting was adjourned at 8:28 pm by Director Rodriguez