

**MINUTES OF THE REGULAR BOARD MEETING OF THE
TEHACHAPI VALLEY RECREATION AND PARKS DISTRICT
TEHACHAPI, CALIFORNIA 93561**

JANUARY 17, 2012

5:30 P.M.

BOARD MEMBERS PRESENT

Ernie Muro, Chairman
Manuel Avila, Vice-Chairman
Nick Cyr, Director
Paulette Rush, Director
Gayle Stewart, Director

ALSO PRESENT

James Wood, General Manager
Debbie Knowles, Administrative Assistant
Sandy Chavez, Recreation Coordinator
Pat Osborn, Clifford and Brown
Jim Pickell, MIG
Bill Fisher, General Manager GHCSO
Laura Lynn Wyatt, Board Member GHCSO
Deborah Hand, Tehachapi News
Glenn Baumann
Michelle Vance, Field Rep.

FLAG SALUTE

Vice-Chairman led the flag salute.

ROLL CALL

All Board Members were present.

PUBLIC COMMENTS

None

CONSENT CALENDAR

MOTION: Cyr/Stewart approve Minutes for the December 27, 2012 Regular Board Meeting. Approve Salaries and Wages, Claims, Budget of Revenue and Expenditures and Financial Statement for the month of December 2011. Ayes All

CORRESPONDENCE

General Manager Wood reported that the 5 year and annual reports for the Impact fees collected by the County is complete. Hard copies will be available next week for the Board's review. Director Stewart asked that a copy be sent to her electronically.

PROGRAM REPORT

Recreation Coordinator Sandy Chavez reported that youth basketball is in full swing and both WPAC and JMS gyms have games scheduled from 8 am – 8 pm every Saturday.

We will soon be taking registrations for T-ball.

Staff is in the process of putting together the Winter/Spring Brochure.

Director Cyr thanked General Manager Wood and Chavez for their effort and hours they put in on Saturdays for youth basketball.

MAINTENANCE REPORT

General Manager Wood reported that a water main broke again at WPAC opening day of youth basketball.

Due to the recent warm weather and the lack of rain, the parks were recently watered.

MANAGER'S REPORT

Wood reported that we took delivery of the 2012 Ford Escape Hybrid. The cost was \$31,985.34 and we will be reimbursed \$23,189 from a grant from the Eastern Kern Air Pollution Control District.

He also reported that the amendment to the contract with the County of Kern Board of Supervisors for the \$90,000 donation from former Supervisor Don Maben was approved to give TVRPD the option to use funds for preparation of the Master Plan.

AGENDA ITEMS

A. ACCEPT MASTER PLAN SCOPE OF SERVICES – FULL SERVICE OPTION IN THE AMOUNT OF \$152,790 – JANUARY 10, 2012 WITH MIG – APPROVE

It was reported that the Master Plan Ad Hoc Committee met with Jim Pickell from MIG and agreed on changes on the Master Plan Scope of Services. Pickell was present and explained the changes that were made.

During the Master Plan discussion, Director Gayle Stewart recommended that Glenn Baumann participate on the Master Plan Ad Hoc committee. Baumann requested clarification on several items and asked that those items that made reference to the City of Tehachapi also include the County area. Pickell said he would revise the Scope of Services with the recommended changes along with some minor changes that were made during the Ad Hoc Committee meeting.

The Board also authorized District counsel to work with MIG to draft a contract. Pickell will send a sample contract form to attorney Pat Osborn for his review. The Scope of Services will be an attachment to the contract.

MOTION: Rush/Avila Accept Master Plan Scope of Services with recommended changes, authorize District Counsel to work with MIG to draft contract and authorize General Manager to sign. Ayes All

B. REQUEST FROM MAIN STREET FOR USE OF CENTRAL PARK FOR FARMERS MARKET – DISCUSSION

General Manager Wood informed the Board that TVRPD received a request from Linda Carhart from Main Street for use of Central Park for Farmers Market beginning in June through the middle of August. City staff no longer wants it on the streets. Wood feels there should be a fee for the use of the park as well as a cleaning deposit and is also concerned with the weekly use and potential damage to the park. There were also concerns raised regarding the impact Farmers Market would have on the residents living near Central Park with traffic and parking issues. It was the consensus of the Board to request a presentation from Main Street and to table this matter until next month.

BOARD OF DIRECTOR’S TIME

None

OTHER BUSINESS

None

ADJOURNMENT

MOTION: Avila/Stewart having no further business to adjourn meeting at 6:20 p.m. Ayes All

Respectfully submitted,

Debbie Knowles, Secretary of the Board