

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

MARCH 20, 2012

5:30 P.M.

BOARD MEMBERS PRESENT

Gayle Stewart, Chairperson
Ernie Muro, Director
Paulette Rush, Director

ALSO PRESENT

James Wood, General Manager
Debbie Knowles, Administrative Assistant
Sandy Chavez, Recreation Coordinator
Michael Turowski, TVRPD Maintenance
Debbie Hand, Tehachapi News
Peter Cutler
Susan Wiggins, City Council
Greg Garrett, City Manager
Laura Lynne Wyatt, GHCSO Board Member
Michelle Vance, Field Rep.

FLAG SALUTE

Director Ernie Muro led the flag salute.

ROLL CALL

Three Board Members were present. Directors Manuel Avila and Nick Cyr were absent.

PUBLIC COMMENTS

None

CONSENT CALENDAR

MOTION: Muro/Rush approve Minutes for the February 21, 2012 Regular Board Meeting. Approve Salaries and Wages, Claims, Budget of Revenue and Expenditures and Financial Statement for the month of February 2012. Ayes All

CORRESPONDENCE

General Manager Wood reported that we received the \$90,000 Don Maben contribution from the County to assist with funding the Master Plan.

We were notified that we will receive a reimbursement of \$1,857 from CAPRI for a property claim when the District trucks were vandalized and tools stolen.

PROGRAM REPORT

Sandy Chavez reported that the Youth Basketball season was very successful and is in the final week of championship playoffs. Sandy thanked staff, Charlie Wright, referee and scorekeepers for all their hard work. She also thanked Kirk Gilbert and Pat Snyder for their help when needed.

Tehachapi High School Swim Team will have a swim meet Friday, March 23rd from 2:30-6:30.

We are in the final week of registrations for T-ball with 10 lower and 8 upper division teams, and a total of approximately 200 children participating. Due to the cold weather conditions during T-ball, coaches are looking for sponsors to purchase hoodies for the kids.

We are currently taking registrations for Little Warriors Soccer Academy instructed by local firefighters. Men's Basketball league will begin soon with 16 teams.

We are gearing up for Easter activities which will include an Easter Egg Hunt and Chick Race. The Chick Race will raise money for Adventure Camp and Adventure Camp staff will run the race.

The annual Fishing Derby will take place April 21st. Albertsons will sell hamburgers to raise money for a new gym floor.

Sandy stated that we have wonderful volunteers and staff who assist with the programs. She also told the Board that staff is here to help with the Master Plan process.

MAINTENANCE REPORT

General Manager Wood said that things are going well with maintenance and gearing up for spring.

Chairperson Gayle Stewart asked about rodent abatement. Wood explained there is a devise being used with a hose that is attached to the exhaust pipe of the trucks. Since its use, there are fewer mounds.

MANAGER'S REPORT

Wood explained that TVRPD will experience a \$90,817 property tax reduction due to the reassessment of Calaveras and Cal Portland Cement companies. He reviewed the 2011-2012 Final Budget and explained that he purposely underestimated the property tax revenue we were to receive for the 2011-2012 fiscal year.

The Board commented on the over expenditure in the Seasonal Maintenance classification. Wood told the Board that hourly maintenance hours are cut when it rains or snows to save money in the maintenance classification.

After discussing the budget, the Board directed Wood to get a break down on what everything costs for both maintenance and programs when he presents the 2011-2012 Preliminary Budget.

AGENDA ITEMS

A. TVRPD 2012-2013 BUDGET SCHEDULE – REVIEW/APPROVE

The Board received a copy of the 2012-2013 Budget Schedule. It was explained that the schedule outlines what takes place at the board meetings until the final budget is approved in June.

City Manager Greg Garrett offered the services of the City's finance department to assist with the preparation of the budget.

Supervisor Field Rep. Michelle Vance suggested that cost breakdowns for maintenance and programs be attached to the Preliminary Budget when it is presented to the Board. Director Rush agreed and directed General Manager Wood to provide breakdowns when the preliminary budget is presented.

MOTION: Rush/Muro approve TVRPD 2012-2013 Budget Schedule. Ayes All

B. TVRPD MASTER PLAN UPDATE – DISCUSSION

Chairperson Stewart briefly gave a Master Plan update and meetings that have taken place to date. The Community Leader interviews will take place next week. She went over meetings and Scopes of Services to take place following Community Leader interviews.

C. RENEW CONTRACT WITH KNORR SYSTEMS, INC. FOR QUARTERLY POOL SERVICE – REVIEW/APPROVE

The Board reviewed the proposal for the preventative maintenance services for pool equipment. Services are designed to preserve appliance efficiency, extend the life of equipment and maintain appliance warranties. The proposed maintenance cost per quarterly visit is \$1,590; total annual cost is \$6,360.

MOTION: Muro/Rush approve contract with Knorr Systems, Inc for quarterly service. Ayes All

BOARD OF DIRECTOR’S TIME

None

OTHER BUSINESS

None

ADJOURNMENT

MOTION: Muro/Rush having no further business to adjourn meeting at 6:30 p.m. Ayes All

Respectfully submitted,

Debbie Knowles, Secretary of the Board