

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY NOVEMBER 19, 2013, 5:30 P.M.**

CALL TO ORDER: Board Meeting Convened By Chairperson Stewart at 5:30 P.M.

BOARD MEMBERS: Gayle Stewart, Chairperson
Paulette Rush, Secretary
Nick Cyr, Director
Brian Duhart, Director

ALSO PRESENT: Matt Young, TVRPD District Manager
Mike Walsh, TVRPD Maintenance Foreman
LeAnn Williams, TVRPD Recreation Supervisor
David Coopriker, TVRPD Maintenance
Aimee Hansen, TVRPD Receptionist
Laura Lynn Wyatt, GHCSO Board President
Greg Garrett, City Manager
Ryan Rush, Kern County
Scott Camp, Tehachapi News
Rosemary Evans, Thunder Paws Dog Training

1. FLAG SALUTE: Director Cyr led the Flag Salute.

2. ROLL CALL: Secretary Rush was absent.

3. PUBLIC COMMENTS:

Rosemary Evans from Thunder Paws Dog Training presented a dog training program to the Board. The Board agreed that District Manager Young should continue talks with Rosemary Evans regarding her program and possible future events.

4. CONSENT CALENDAR

A. Secretary Declaration of Posting of Agenda 72 hours in Advance of Meeting Held

Declaration by the Clerk of the Board of Directors that the agenda was posted at least 72 hours in advance of meeting. BOARD APPROVED SECRETARY DECLARATION.

Rush - Cyr : Ayes: Stewart; Cyr; Duhart

Noes: None. Motion carried.

Absent: Secretary Rush

B. Approval of Minutes from the Regular Board Meeting held October 15, 2013.

Request by Clerk of the Board of Directors to approve the minutes from the October 15, 2013 Regular Board Meeting. BOARD APPROVES MINUTES.

Rush - Cyr : Ayes: Stewart; Cyr; Duhart

Noes: None. Motion carried.

Absent: Secretary Rush

5. MAINTENANCE FOREMAN REPORT

Maintenance Foreman Mike Walsh gave the report.

- Central Park: Damaged slide removed; three tree stumps removed.
- Scout Hall: Restroom and light repair.
- WPAC: Meeting room bag hangers removed and walls repaired.
- Dye Natatorium: Electrical work and electric panel labeled. Insulation, drywall and texturing work complete. Painting to begin next week.
- Meadowbrook Park: Repaired waterline at Dog Park.
- Brite Lake: Limb removal.
- Facility Rentals: Tehachapi Loop Railroad at WPAC, and California Conservation Corps at Brite Lake.
- Attended Maintenance Management School.
- Custodian position has been filled.

Director Cyr asked if a final air quality test will be performed at the pool. District Manager Young said there will be a final air quality test performed before the pool reopens. Pool should reopen by February 1, 2013.

Director Duhart asked if the Safety Committee had been formed and if the committee is recording items like the damaged slide removal. District Manager Young stated that TVRPD does have a Safety Committee and that the committee meets quarterly and submits minutes of the meetings to CAPRI.

6. RECREATION SUPERVISOR REPORT

Recreation Supervisor LeAnn Williams gave the report.

- Youth Basketball: 290 registrations. New first and second grade division is third largest in registrations. Ten fifty percent scholarships have been awarded for Youth Basketball. Drafting of teams starts tonight.
- Williams thanked RST Cranes and McDonald's for their Gold Level Sponsorship of Youth Basketball.
- Williams explained some of the new policies and procedures that will be implemented at the Dye Natatorium.
- Williams is seeking a STEM grant for some of the upcoming programs this summer.
- Thirty-five percent of our new households in RecTrac were created online saving a considerable amount of time at the reception desk.
- Upcoming: Spring brochures, T-Ball, Volleyball, and Soccer.
Chairperson Stewart thanked staff for all of their hard work.
New logo presented for the Run with the Wind event.

7. DISTRICT MANAGER REPORT

District Manager Matt Young gave the report.

- Attended the Energy Summit. District Manager Young stated that corporate companies are promoting what they do through public agencies and that this practice is trending worldwide. The Run with the Wind logo is promoting sustainable energy.
- District Manager Young thanked Pam Pousson for her donation of a large quantity of Bearded Iris bulbs to the District.
- TVRPD has a new risk management representative at CAPRI – Rick Richards. Richards is scheduled for a park walk through in early January.

- Meadowbrook Update: Received the final bid from the landscape architects for the conceptual site plan of Meadowbrook Park. We should break ground early next year. Meadowbrook Technical Committee meeting scheduled for first week of December. Director Duhart had a few questions regarding the Meadowbrook Technical Committee. District Manager Young said he would like Director Duhart to be a member of the Meadowbrook Engineering Committee. Director Duhart suggested that the Technical Committee make a timeline for the Meadowbrook Park project to insure a timely completion. District Manager Young stated that he plans to award a bid to an architectural firm at the December meeting. The architectural firm will make a timeline for the project.
- Tehachapi Parks Foundation first meeting scheduled for November 25, 2013.

8. REPORTS OF STANDING COMMITTEES:

Director Duhart reported that the Budget Committee did meet and discussed preparation of mid-year budget. The committee also added Michelle Vance and Mike Walsh to the Budget Committee. Director Duhart stated that he believes that it would be good for other members of the Board to be a part of the Budget Committee and that he does not intend to remain on the Budget Committee permanently.

9. AGENDA ITEMS

A. Approval of the Preliminary Financial Reports for October, 2013.

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR OCTOBER, 2013.

Duhart - Cyr : Ayes: Stewart; Cyr; Duhart

Noes: None. Motion carried.

Absent: Secretary Rush

B. Nomination of the Vice-Chairperson of the Board of Directors of Tehachapi Valley Recreation and Parks District.

BOARD AGREES TO TABLE AGENDA ITEM B.

C. Volunteer Brite Lake Camp Hosts Discussion.

District Manager Young briefly explained the past agreement with the volunteer Brite Lake camp hosts. Young stated that the agreement is at legal for review and that several changes are being made to the contract. There was a brief discussion regard the duties of the volunteer camp hosts. Camp hosts will report to Maintenance Foreman Mike Walsh. A job description will be prepared for the camp hosts. Young stated that the contract will be brought before the Board for approval when it comes back from legal.

D. Approving an Amount not to Exceed \$3500.00 for the Purchase of a Replacement Slide for the Five to Twelve Year Old Play Equipment Located at Central Park.

District Manager Matt Young recommended that the Board approve the purchase of the replacement slide. Installation of the slide will be completed by TVRPD staff. Director Duhart asked if the money was in the budget for this purchase and District Manager Young confirmed that the amount is in the budget.

BOARD APPROVES AN AMOUNT NOT TO EXCEED \$3,500.00 FOR THE PURCHASE OF A REPLACEMENT SLIDE FOR THE FIVE TO TWELVE YEAR OLD PLAY EQUIPMENT LOCATED AT CENTRAL PARK.

Cyr - Duhart : Ayes: Stewart; Cyr; Duhart

Noes: None. Motion carried.

Absent: Secretary Rush

10. BOARD OF DIRECTORS TIME:

Director Duhart suggested having discussion to consider adding wording to TVRPD's ordinances regarding the prevention of soil disturbance and "treasure hunting".

11. OTHER BUSINESS: None

12. ADJOURNMENT

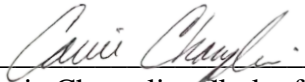
Having no further business the meeting was adjourned at 6:30 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on December 17, 2013.

Rush - Cyr : Ayes: Stewart; Rush; Cyr

Noes: None. Motion carried.

Absent: Press; Duhart

Respectfully Submitted,



Carrie Champlin, Clerk of the Board