

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY MARCH 12, 2019, 5:30 P.M.**

CALL TO ORDER: Board Meeting Convened By Chairperson Wyatt at 5:31 P.M.

BOARD MEMBERS

Laura Lynne Wyatt, Chairperson
Ian Steele, Vice-Chairperson
Kaleb Judy, Director
Wes Backes, Director
Cristin Lassen, Director

1. FLAG SALUTE: Kaleb Judy led the flag salute.

2. ROLL CALL: All Present.

3. PUBLIC COMMENTS:
One member of the public spoke.

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.

Steele – Judy: Ayes: Steele; Wyatt; Judy; Backes; Lassen

Noes: None. Motion carried.

Absent: None.

B. Approval of Minutes from the Regular Board Meeting held January 15, 2019.

BOARD APPROVES THE MINUTES FROM THE REGULAR BOARD MEETING HELD ON JANUARY 15, 2019.

Steele – Judy: Ayes: Steele; Wyatt; Judy; Backes; Lassen

Noes: None. Motion carried.

Absent: None.

C. Approval of Minutes from the Special Board Meeting held January 22, 2019.

BOARD APPROVES THE MINUTES FROM THE SPECIAL BOARD MEETING HELD ON JANUARY 22, 2019.

Steele – Judy: Ayes: Steele; Wyatt; Judy; Backes; Lassen

Noes: None. Motion carried.

Absent: None.

D. Approval of the Preliminary Financial Reports for December, 2018.

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR DECEMBER 2018.

Steele – Judy: Ayes: Steele; Wyatt; Judy; Backes; Lassen

Noes: None. Motion carried.

Absent: None.

E. Approval of the 2019 Contract Between Tehachapi Valley Recreation and Park District and Barracuda Swim Team.

BOARD APPROVES THE 2019 CONTRACT BETWEEN TEHACHAPI VALLEY RECREATION AND PARK DISTRICT AND THE BARRACUDA SWIM TEAM.

Steele – Judy: Ayes: Steele; Wyatt; Judy; Backes; Lassen

Noes: None. Motion carried.

Absent: None.

5. RECREATION SUPERVISOR REPORT

Recreation Supervisor Corey Torres gave the report.

- Youth Basketball playoffs and championship game will be this weekend.
- April is busy month with pool start up, Easter Egg Hunt, T-Ball, and the Brite Lake Fishing Derby.
- Torres will be teaching lifeguards and staff CPR and AED certification classes.
- Work continues on the spring and summer programs.

6. OPERATIONS MANAGER REPORT

Operations Manager Bill Fisher gave the report.

- Brite Lake: working on campsites, made a drag for road repair. Thank you to World Wind Solar for the donation of materials. Working on dock repairs, and tractor repairs. Installation of the new playground equipment is completed. Tehachapi Rotary Club donated 35 trees to be planted at Brite Lake.
- West Park preparation for Little League's opening day. Trimmed 120 trees. Chairperson Wyatt thanked the maintenance staff for all their hard work at West Park.

7. DISTRICT MANAGER REPORT

District Manager Vance gave the report.

- Met with Sand Canyon volunteers.
- GranFondo planning is in full swing. Registration opened in February. We will be revealing this year's jersey at TK's Pizza.
- Attended a Proposition 68 meeting. Working on Proposition 68 with Corey Torres.
- Working on implementing a Park Angel program with TPF.

8. AGENDA ITEMS

A. Election of Officers for the Tehachapi Valley Recreation and Park District's Board of Directors.

Director Backes nominated Ian Steele for Chairperson.

BOARD ELECTS IAN STEELE CHAIRPERSON OF THE BOARD OF DIRECTORS OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT.

Backes – Lassen: Ayes: Steele; Wyatt; Judy; Backes; Lassen

Noes: None. Motion carried.

Absent: None.

Chairperson Ian Steele nominated Laura Lynne Wyatt for Vice-Chairperson.

BOARD ELECTS LAURA LYNNE WYATT VICE-CHAIRPERSON OF THE BOARD OF DIRECTORS OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT.

Steele – Lassen: Ayes: Steele; Wyatt; Judy; Backes; Lassen

Noes: None. Motion carried.

Absent: None.

B. MNS Engineers Fee Proposal Proposition 68 Statewide Park Development and Community Revitalization Program West Park Acquisition and Enhancements Project Approving the District Manager to Spend an Amount not to Exceed \$5,000.00.– Discussion/Approval.

BOARD APPROVES MNS ENGINEERS FEE PROPOSAL PROPOSITION 68 STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION PROGRAM WEST PARK ACQUISITION AND ENHANCEMENTS PROJECT APPROVING THE DISTRICT MANAGER TO SPEND AN AMOUNT NOT TO EXCEED \$5000.00.

Steele – Backes: Ayes: Steele; Wyatt; Judy; Backes; Lassen

Noes: None. Motion carried.

Absent: None.

C. MNS Engineers Fee Proposal Proposition 68 Statewide Park Development and Community Revitalization Program Central Park Acquisition and Enhancements Project Approving the District Manager to Spend an Amount not to Exceed \$5,000.00.– Discussion/Approval.

BOARD APPROVES MNS ENGINEERS FEE PROPOSAL PROPOSITION 68 STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION PROGRAM CENTRAL PARK ACQUISITION AND ENHANCEMENTS PROJECT APPROVING THE DISTRICT MANAGER TO SPEND AN AMOUNT NOT TO EXCEED \$5000.00.

Judy – Lassen: Ayes: Steele; Wyatt; Judy; Backes; Lassen

Noes: None. Motion carried.

Absent: None.

D. MNS Engineers Fee Proposal Proposition 68 Statewide Park Development and Community Revitalization Program Meadowbrook Park Enhancements Project Approving the District Manager to Spend an Amount not to Exceed \$4,200.00.– Discussion/Approval.

BOARD APPROVES MNS ENGINEERS FEE PROPOSAL PROPOSITION 68 STATEWIDE PARK DEVELOPMENT AND COMMUNITY REVITALIZATION PROGRAM MEADOWBROOK PARK ACQUISITION AND ENHANCEMENTS PROJECT APPROVING THE DISTRICT MANAGER TO SPEND AN AMOUNT NOT TO EXCEED \$4200.00.

Steele – Backes: Ayes: Steele; Wyatt; Judy; Backes; Lassen
Noes: None. Motion carried.
Absent: None.

E. MNS Engineers Fee Proposal for Grant Writing Services Tehachapi Valley Recreation and Park District Application to United States Department of Agriculture (USDA) Rural Development Agency Approving the District Manager to Spend an Amount not to Exceed \$10,400.00. – Discussion/Approval.

BOARD APPROVES MNS ENGINEERS FEE PROPOSAL FOR GRANT WRITING SERVICES TEHACHAPI VALLEY RECREATION AND PARK DISTRICT APPLICATION TO UNITED STATES DEPARTMENT OF AGRICULTURE (USDA) RURAL DEVELOPMENT AGENCY APPROVING THE DISTRICT MANAGER TO SPEND AN AMOUNT NOT TO EXCEED \$10,400.00.

Steele – Backes: Ayes: Steele; Wyatt; Judy; Backes; Lassen
Noes: None. Motion carried.
Absent: None.

9. CLOSED SESSION:

- a. Public Employee Performance Evaluation – General Manager
Government Code Section 54957 (b)(1)

MOTION TO ADJOURN TO CLOSED SESSION AT 6:40 P.M.

Steele – Backes: Ayes: Steele; Wyatt; Judy; Backes; Lassen
Noes: None. Motion carried.
Absent: None.

MOTION TO RECONVENE FROM CLOSED SESSION AT 7:18 P.M.

Steele – Backes: Ayes: Steele; Wyatt; Judy; Backes; Lassen
Noes: None. Motion carried.
Absent: None.

Report on Closed Session:

Board approved new agreement for District Manager Vance. Two changes were made to the agreement. Ten more hours of vacation time per year were added and the mileage restriction was taken off the company vehicle. These changes were requested by District Manager Vance in lieu of any additional compensation. The changes to her agreement were approved unanimously.

Steele – Backes: Ayes: Steele; Wyatt; Judy; Backes; Lassen
Noes: None. Motion carried.
Absent: None.

9. BOARD OF DIRECTORS TIME: Director Judy thanked District Manager Vance for her service to the District. Director Judy requested that we put auditor approval on the next agenda. Chairperson Steele thanked the community for attending. Director Backes stated he is looking forward to few months at TVRPD.

10. ADJOURNMENT

Having no further business the meeting was adjourned at 7:30 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on April 23, 2019.

Steele – Judy: Ayes: Steele; Wyatt; Judy; Backes; Lassen

Noes: None. Motion carried.

Absent: None.

Respectfully Submitted,

Carrie Champlin

Carrie Champlin, Clerk of the Board