

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARKS DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY AUGUST 20, 2013, 5:00 P.M.**

CALL TO ORDER: Board Meeting Convened By Chairperson Stewart at 5:19 P.M.

BOARD MEMBERS:

Gayle Stewart, Chairperson
Paul Press, Vice-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
Laura Lynn Wyatt, GHCSO Board President
Greg Garrett, City Manager
Matt Martz, Tehachapi News
Roc Foster, Fisher, Keathley & Ross
Ryan Rush, Kern County BOS
Glenn Baumann
Barbara Dieges, Tehachapi Mountain Quilters
Eve Hall, Tehachapi Mountain Quilters
Terisa Edwards, Tehachapi Mountain Quilters

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

2. ROLL CALL: Director Cyr was absent.

Chairperson Stewart stated that item number three would be moved to item number thirteen.

3. PUBLIC COMMENTS –

Laura Lynn Wyatt President of the GHCSO thanked TVRPD for their Movies in the Park program and she hopes more dates will be added to the program for next year.

Eve Hall from Tehachapi Mountain Quilters stated that the cooler in the gym portion of the West Park Activity Center was not working for their event. Hall stated that the Board needs to address this for the next group that rents the facility.

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.

Duhart - Press : Ayes: Stewart; Press; Rush; Duhart.

Noes: None. Motion carried.

Absent: Director Cyr.

B. Approval of Minutes from the Regular Board Meeting held July 16, 2013.

Request by Clerk of the Board of Directors to approve the minutes from the July 16, 2013 Regular Board Meeting. BOARD APPROVES MINUTES.

Duhart - Press : Ayes: Stewart; Press; Rush; Duhart.

Noes: None. Motion carried.

Absent: Director Cyr

C. Approval of Financial Reports.

Request by Clerk of the Board of Directors to approve the Financial Reports. BOARD APPROVED FINANCIAL REPORTS.

Duhart - Press : Ayes: Stewart; Press; Rush; Duhart.

Noes: None. Motion carried.

Absent: Director Cyr

5. MAINTENANCE FOREMAN REPORT

Maintenance Foreman Mike Walsh gave the report.

- Staff Update: Two part-time grounds keepers were made full time employees.
- Maintenance department has been busy with event preparation.
- Central Park: Replaced two sprinkler valves. Walsh showed the Board an example of a valve.
- West Park: Poles removed next to restroom. One sprinkler valve replaced.
- Skate Park: Rail repair.
- Brite Lake: Air conditioner installed at kiosk. Restroom repair. Walsh reported that there were three small brushfires along the entrance road. Fire Department doesn't know the cause of the fires. They do seem to be suspicious and they are investigating. Only brush involved in fires.
- Dye Natatorium: The mold remediation is complete. The air quality report was good. Vice Chairperson Press asked about the procedure for future property improvements or alterations. Walsh stated the any future alterations or improvements to District property will have to be approved by the District Manager and Maintenance Foreman. Walsh also stated the Little League was contacted and made aware of this procedure.

6. RECREATION SUPERVISOR REPORT

Recreation Supervisor LeAnn Williams gave the report.

- Programs in progress: Women's Softball wraps up this Tuesday.
- New program: In cooperation with the City of Tehachapi and the Tehachapi Airport we will have the Tarmac 5K & Kids 1 Mile Run September 28, 2013 at Tehachapi Airport. There will be a war bird fly in after the run.
- Summer Fun Run was a success with 182 registrations. We received great feedback on the Chip Timing for the event. Williams thanked Tehachapi Mountain Search and Rescue and Tehachapi Cummings County Water District for their help with the event.
- Event Update: Movies in the Park had 500 to 600 attendees at each event. Music in the Park received good feedback.
- ED2GO will be implemented soon. Williams gave a brief explanation of ED2GO and stated that over 300 courses are offered on their site.
- Upcoming Programs: Youth Basketball.
- Fall and winter program is forthcoming.

7. DISTRICT MANAGER REPORT

District Manager Matt Young gave the report.

- Master Plan Update: The final touches are being made to the document and we should receive the revised document by September 4, 2013.
- Contacting landscape architects regarding the conceptual site plan for Meadowbrook Park. Young stated that the public will be a part of the planning process. Young stated that he had contacted four architects and met with two. Vice Chairperson Press suggested that the District seek sponsorships.
- Audit Update: District Manager Young and Administrative Assistant Champlin met with Fisher, Keathley and Ross. Roc Foster from Fisher, Keathley and Ross gave a brief presentation and stated the audit will start on Monday.
- The District added the services of Bright House Networks to the District Office facility. The switch from AT&T to Bright House will save approximately \$200.00 per month.
- Website update continues. Young stated that he was working on the final content including volunteerism, multi format delivery system, and online registration. Vice Chairperson Press suggested corporate sponsorship/partner spots on our website.
- Eagle Scout Projects: District Manager Young stated that he will bring these projects before the Board for approval as the projects are submitted. There was a brief discussion by the Board regarding the project procedure. Director Duhart wanted to make sure the Maintenance Foreman would be overseeing the projects.

All Reports Received and Filed.

8. REPORTS OF STANDING COMMITTEES - None

9. AGENDA ITEMS

A. Approving Chapter 4: Personnel Policy and Procedure, Resolution #32-13.

Agenda item A was tabled. Chapter pending legal approval.

B. Approving Chapter 6: Finance, Resolution #33-13

Agenda item B was tabled. Chapter pending legal approval.

C. Approving Chapter 7: Safety and Security, Resolution #34-13.

District Manager Young recommended that the Board approve Chapter 7: Safety and Security, Resolution #34-13.

BOARD APPROVES CHAPTER 7: SAFETY AND SECURITY, RESOLUTION #34-13.

Press - Rush : Ayes: Stewart; Press; Rush; Duhart.

Noes: None. Motion carried.

Absent: Director Cyr.

D. Approving Chapter 9: Recreation and Parks, Resolution #35-13.

District Manager Young recommended that the Board approve Chapter 9: Recreation and Parks, Resolution #35-13.

BOARD APPROVES CHAPTER 9: RECREATION AND PARKS, RESOLUTION #35-13.

Rush - Press : Ayes: Stewart; Press; Rush; Duhart.

Noes: None. Motion carried.

Absent: Director Cyr.

E. Approving Amendment to Tehachapi Valley Recreation and Parks District Ordinance No. 01-10, Resolution #36-13.

District Manager Young recommended that the Board approve the amendment to Tehachapi Valley Recreation and Parks District Ordinance No. 01-10, Resolution #36-13.

BOARD APPROVES AMENDMENT TO TEHACHAPI VALLEY RECREATION AND PARKS DISTRICT ORDINANCE NO. 01-10, RESOLUTION #36-13.

Rush - Press : Ayes: Stewart; Press; Rush; Duhart.

Noes: None. Motion carried.

Absent: Director Cyr.

10. BOARD OF DIRECTORS TIME

Vice Chairperson Press stated that he couldn't be happier with the direction the District is moving. Chairperson Stewart thanked staff for their work and stated that it is a pleasure to work with an engaged Board.

11. OTHER BUSINESS - None

12. ADJOURN TO CLOSED SESSION – 6:36 P.M.

CLOSED SESSION

District Manager performance evaluation per GOVERNMENT CODE SECTION 54957 (b)(1).

Closed session convened at 6:45 P.M.

No action was taken.

The Board returned from Closed Session at 8:22 P.M.

13. ADJOURNMENT

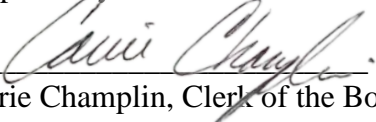
Having no further business the meeting was adjourned at 8:23 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Parks District scheduled on September 17, 2013.

Rush - Press : Ayes: Stewart; Press; Rush; Duhart.

Noes: None. Motion carried.

Absent: Director Cyr.

Respectfully Submitted,


Carrie Champlin, Clerk of the Board