

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARKS DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY APRIL 16, 2013, 5:30 P.M.**

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

BOARD MEMBERS:

Gayle Stewart, Chairperson
Paul Press, Vice-Chairperson
Paulette Rush, Secretary
Nick Cyr, Director
Brian Duhart, Director

ALSO PRESENT:

Laura Lynn Wyatt, GHCSO Board President
Greg Garrett, City of Tehachapi Manager
Michelle Vance
Glenn Baumann
Matt Martz, Tehachapi News
Mark Sillings, MIG
Tina Forde, Forde News

1. **FLAG SALUTE:** Secretary Rush led the Flag Salute.

2. **ROLL CALL:** Vice-Chairperson Press was absent.

3. **PUBLIC COMMENTS:** None.

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; Rush; Cyr; Duhart.

Noes: None. Motion carried.

Absent: Vice-Chairperson Press.

B. Approval of Minutes from the Regular Board Meeting held March 19, 2013.

Request by Clerk of the Board of Directors to approve the minutes from the March 19, 2013 Regular Board Meeting. BOARD APPROVES MINUTES.

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

Noes: None. Motion carried.

Absent: Vice-Chairperson Press.

C. Approval of Minutes from the Special Board Meeting held March 22, 2013.

Request by Clerk of the Board of Directors to approve the minutes from the March 22, 2013 Special Board Meeting. BOARD APPROVES MINUTES.

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

Noes: None. Motion carried.
Absent: Vice-Chairperson Press.

D. Approval of Financial Reports.

Request by Clerk of the Board of Directors to approve the Financial Reports.

BOARD APPROVED FINANCIAL REPORTS.

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

Noes: None. Motion carried.

Absent: Vice-Chairperson Press.

5. CORRESPONDENCE

- CAPRI: Risk Management and Loss Prevention Response Letter.
- County of Kern Auditor Controller County Clerk Share of Property Tax Administration Cost for TVRPD is \$8400.00.

6. PROGRAM REPORT

Program Coordinator Sandy Chavez gave the report.

- Programs in Session Report: T-Ball in progress. Lil Warriors Soccer Academy in progress, and Spring Volleyball in progress.
- New Event Report: Run Like the Wind had 90 runners. Sponsorship for the JMS Track Team by TVRPD was in the amount of \$420.00.
- Event Report: Easter Event was very successful with approximately 700 attendees.

7. FACILITY REPORT

Facilities Coordinator Carrie Champlin gave the report.

- Central Park: Slide installed with retrofit hardware.
Light Poles: Ten sockets replaced. Champlin thanked Mike Pera for his assistance and training.
- West Park: GFI and electrical box repair.
- Brite Lake: Picnic table assembly continues. Tree trimming complete. Champlin thanked Al Thibodeau for his assistance.
- Meadowbrook: Two bids received for play equipment and one pending. Information being gathered for park planners/architects.
- Meadowbrook Park/Meadowbrook Dog Park: Annual back flow testing complete/Repairs complete.
Trees tagging complete.
- Dye Natatorium: District Manager Matt Young gave an update on the schedule for the roof repair.

8. INTERIM DISTRICT MANAGER REPORT

Interim District Manager Williams and District Manager Young gave the report.

- Master Plan update: Ad Hoc Committee will reconvene with MIG in approximately two weeks.
- Support Staff Hiring Status:
 - a. Maintenance Foreman interviews are scheduled.
 - b. Recreation Supervisor has been hired pending results of background check.
- Audit bidding process continues.
- RFP for Meadowbrook in progress.

All Reports Received and Filed.

9. AGENDA ITEMS

A. Approval for District Manager Spending Limit, not to Exceed \$3,000.00.,

It was recommended that the board approve a spending limit for the District Manager not to exceed \$3,000.00, Resolution #20-13.

BOARD APPROVES THE SPENDING LIMIT FOR THE DISTRICT MANAGER NOT TO EXCEED \$3000.00, RESOLUTION #20-13.

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

Noes: None. Motion carried.

Absent: Vice-Chairperson Press.

10. REPORTS OF STANDING COMMITTEES: None.

11. BOARD OF DIRECTORS TIME

The board welcomed Matt Young. The board thanked Debbie Williams for her work. Chairperson Stewart read a letter of acknowledgement recognizing her work during her time as Interim District Manager.

12. OTHER BUSINESS: None

14. ADJOURNMENT

Having no further business the meeting was adjourned at 5:57 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Parks District scheduled on May 21, 2013.

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

Noes: None. Motion carried.

Absent: Vice-Chairperson Press.

Respectfully Submitted,



Carrie Champlin, Clerk of the Board