

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARKS DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY MAY 21, 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
Debbie Williams
Glenn Baumann
Sandy Chavez
LeAnn Williams
Mike Walsh
Mr. & Mrs. Pousson
Mary Moreno
Pat Gracey
Matt Martz, Tehachapi News

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

2. ROLL CALL: Director Cyr was absent.

3. PUBLIC COMMENTS

Mr. Ken Pousson offered to volunteer his time to the District. District Manager Young thanked Mr. Pousson and stated that he is working on the policy manual which will include policy and procedure for volunteer efforts. District Manager Young stated that the District is very interested and he would like to meet with him.

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

Noes: None. Motion carried.

Absent: Director Cyr.

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

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

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

Noes: None. Motion carried.

Absent: Director Cyr.

5. CORRESPONDENCE

- District Manager Matt Young introduced two new staff members: LeAnn Williams, Recreation Supervisor and Mike Walsh, Maintenance Foreman.
- District Manager Matt Young gave an update regarding the Memorial Day rededication of the Veteran's Memorial at Central Park.
- District Manager Matt Young gave a report regarding the out of service permit for a well head at Morris Park.
- District Manager Matt Young reported on a lands tour with GHCSO.

6. PROGRAM REPORT

Program Coordinator Sandy Chavez and Recreation Supervisor LeAnn Williams gave the report.

Programs in Session Report:

- T-Ball, Lil Warriors Soccer Academy and Spring Volleyball are close to being finished.
- Men's Basketball in progress.

Event Report:

- Cinco de Mayo was very successful with approximately 350 attendees.

New Events and Programs:

- Music in the Park will hold its first concert at Meadowbrook Park June 22, 2013. Five concerts will be held at Central Park.
- Movies in the Park will be held at Meadowbrook Park on July 13, July 27, and August 9.
- Play-Well TEKnologies Summer Camp will be held at West Park Activity Center July 15-19, 2013.

7. DISTRICT MANAGER REPORT

District Manager Young gave the report.

- Master Plan update: Ad Hoc Committee will reconvene with MIG on June 18, 2013.
- Policy Manual update. District Manager Young thanked Debbie Williams for work on the policy manual.
- Computer and Server update.
- Recommendation to close the Dye Natatorium Facility until phase one and two repairs are complete. Summer programming is cancelled.

- Benefits through CalChoice was approved May 1, 2013.
 - CalPERS workshop was attended by Matt Young and Carrie Champlin.
 - CPRS meeting was cancelled for the month of May. TVPRD will host the meeting in June.
 - District Manager Young will write a reoccurring article for the paper titled “Parks for Life”.
- All Reports Received and Filed.*

8. AGENDA ITEMS

A. Approval of Revised Policy Manual, Chapter 4: Personnel Policy and Procedure, Resolution #21-13.

District Manager Young gave a brief explanation of the contents of Chapter 4.

It was recommended that the board approve the revised Policy Manual, Chapter 4: Personnel Policy and Procedure, Resolution #21-13.

BOARD APPROVES THE REVISED POLICY MANUAL, CHAPTER 4: PERSONNEL POLICY AND PROCEEDURE, RESOLUTION #21-13.

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

Noes: None. Motion carried.

Absent: Director Cyr.

B. Utility Vehicle Lease-to-Own Discussion/Approval.

It was recommended that Agenda Item B be tabled until the next board meeting.

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

Noes: None. Motion carried.

Absent: Director Cyr.

C. Master Plan Update and MIG Invoice Payment.

There was a brief discussion regarding the approval of payment.

D. Review of 2013/14 Proposed Budget.

There was a brief discussion regarding the upcoming budget.

9. REPORTS OF STANDING COMMITTEES: None.

10. BOARD OF DIRECTORS TIME

Director Duhart complimented the staff on their work at Central Park. Director Duhart also stated that

Secretary Rush stated that she really likes the changes that she has seen in the District and is excited to see where we are in a year.

Chairperson Stewart stated that she enjoyed the GHCSO lands tour. Chairperson Stewart also stated that Meadowbrook Park is looking great. Chairperson Stewart also thanked District Manager Young for his work with Pat Gracey to accomplish the rededication of the Veteran’s Memorial at Central Park.

11. OTHER BUSINESS:

District Manager Young gave an update on the Veteran’s Memorial at Central Park and thanked Pat Gracey for meeting with the TVRPD staff.

12. ADJOURNMENT

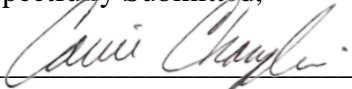
Having no further business the meeting was adjourned at 6:30 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Parks District scheduled on June 18, 2013.

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

Noes: None. Motion carried.

Absent: Director Cyr.

Respectfully Submitted,



Carrie Champlin, Clerk of the Board