

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY JANUARY 21, 2014, 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
Craig Mifflin, Director

ALSO PRESENT:

Matt Young, TVRPD District Manager
Mike Walsh, TVRPD Maintenance Foreman
LeAnn Williams, TVRPD Recreation Supervisor

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

2. ROLL CALL: Director Cyr 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 - Duhart : Ayes: Stewart; Duhart; Rush; Mifflin

Noes: None. Motion carried.

Absent: Cyr

B. Approval of Minutes from the Regular Board Meeting held December 17, 2013.

Request by Clerk of the Board of Directors to approve the minutes from the December 17, 2013 Regular Board Meeting. BOARD APPROVES MINUTES.

Rush - Duhart : Ayes: Stewart; Duhart; Rush; Mifflin

Noes: None. Motion carried.

Absent: Cyr

5. MAINTENANCE FOREMAN REPORT

Maintenance Foreman Mike Walsh gave the report.

- All Facilities: Repair of pipes that were damaged from the freezing temperatures.
- West Park: Painting and refurbishment of small playground equipment.
- Dye Natatorium: Contract work is almost complete. Staff working on the floors. ADA lift was installed.

- Skate Park: New hours. Tuesday, Wednesday and Thursday 12p.m. – dusk, and Monday, Friday, Saturday and Sunday 8a.m. - dusk. District Manager Young reported that new signs have been ordered for the Skate Park that reflect the new District ordinances and policies.
- Brite Lake: Removal and disposal of tree.
- Safety Meeting held for staff.
- Eagle Scout Projects began at District Office.

6. RECREATION SUPERVISOR REPORT

Recreation Supervisor LeAnn Williams gave the report.

- Run with the Wind Under the Sun 5K- Name change now encompasses the local solar energy industry. Date of race moved to May 31, 2014.
- Pool: Opens for TUSD on February 3, 2014. Lifeguards hired and training begins next week.
- T-Ball: Sign-ups begin January 27, 2014. Season begins April 7, 2014. Ages for T-Ball will be 4 – 6 ½ years.
- Adult Men's Basketball League: Sign-ups began January 20, 2014. League will begin March 17, 2014.
- Tehachapi Parks Foundation Fundraiser: Television show Survivor fundraiser to support youth programming at TVRPD in the planning stages. Event will be held on the debut night of the new season of Survivor. Local Survivor contestant Cassandra McQuillen plans to sign Survivor Buffs for the fundraiser. There was a brief discussion regarding the legal procedures for the event.
- Williams reported that she has been appointed to the Tehachapi Tourism Commission.
- Bank of the Sierra has committed \$2,500.00 for programming at TVRPD.

7. DISTRICT MANAGER REPORT

District Manager Matt Young gave the report.

- Brite Lake Camp Host Agreement: Annual agreement was reviewed by District Manager Young and Legal. The agreement is a term based agreement for the volunteers at Brite Lake. Ron and Carol Middleton are the current volunteer camp hosts at Brite Lake. There was a brief discussion regarding the changes to the agreement.
- Meadowbrook Park Update: District Manager Young met with Quad Knopf. Young was very pleased with the progress made at the meeting. Quad Knopf will have a public presentation March 15 and 16, 2014. Flyers regarding the presentation will be sent out in the Golden Hills water bills for public notification. Secretary Rush is pleased we are using Quad Knopf and stated that they have a wonderful reputation.
- Kern County Redevelopment Funds: District Manager Young spoke with Supervisor Scrivner regarding the redevelopment funds that are coming in specific to Golden Hills development. Possible money available for green spaces. Young said he will keep the Board updated on the future developments regarding the redevelopment funds.
- Tehachapi Parks Foundation Update: TPF met earlier today and sub-committees were formed for Grants; Education, Publicity and Public Outreach, and Events.
- Dye Natatorium Update: Lap Swim and Senior Aerobics are slated to begin. We are looking to expand the programming for the pool facility. Young thanked Mike Walsh and his staff for their hard work at the Dye Natatorium. Grand Re-Opening of the Dye Natatorium will be after school is out.

8. REPORTS OF STANDING COMMITTEES: None.

9. AGENDA ITEMS

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

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR DECEMBER, 2013.

Duhart - Mifflin : Ayes: Stewart; Duhart; Rush; Mifflin

Noes: None. Motion carried.

Absent: Cyr

B. Nomination of the Executive Officers of the Board of Directors of Tehachapi Valley Recreation and Park District.

Nominations were opened for Vice-Chairperson of the Board of Directors of Tehachapi Valley Recreation and Park District.

Chairperson Stewart nominates Paulette Rush for Vice-Chairperson of the Board of Directors of Tehachapi Valley Recreation and Park District.

Chairperson Stewart calls for a voice vote.

Ayes: Stewart; Duhart; Rush; Mifflin

Noes: None

Absent: Cyr

Nominations were opened for Chairperson of the Board of Directors of Tehachapi Valley Recreation and Park District.

Vice-Chairperson Rush nominates Gayle Stewart for Chairperson of the Board of Directors of Tehachapi Valley Recreation and Park District.

Vice-Chairperson Rush calls for a voice vote.

Ayes: Stewart; Duhart; Rush; Mifflin

Noes: None

Absent: Cyr

C. Adoption of a New Logo for Tehachapi Valley Recreation and Park District, Resolution #1-14.

District Manager Young presented two logos to the Board and recommended adopting the logo option with the lower case font.

BOARD ADOPTS A NEW LOGO WITH THE LOWER CASE FONT FOR TEHACHAPI VALLEY RECREATION AND PARK DISTRICT, RESOLUTION # 1-14.

Duhart - Rush: Ayes: Stewart; Duhart; Rush; Mifflin

Noes: None. Motion carried.

Absent: Cyr

D. Adopting a New Mission Statement for Tehachapi Valley Recreation and Park District, Resolution #2-14.

District Manger Young read the proposed mission statement and explained the importance of updating and aligning the mission statement with the current direction of the District. Young recommended the Board approve the mission statement as written.

BOARD ADOPTS THE NEW MISSION STATEMENT AS WRITTEN FOR TEHACHAPI VALLEY RECREATION AND PARK DISTRICT, RESOLUTION # 2-14.

Duhart - Mifflin: Ayes: Stewart; Duhart; Rush; Mifflin

Noes: None. Motion carried.

Absent: Cyr

E. Dissolution of Tehachapi Valley Recreation and Park District's Standing Committees.

District Manager Young stated that the new policy manual is in place and the District no longer needs the Standing Committees. Young also explained that internal staff is in place to take care of the day to day operations of the District. Young stated that at this point it would be much more effective and efficient to work in ad hoc committees. Young recommended dissolving the Standing Committees of the Tehachapi Valley Recreation and Parks District.

BOARD APPROVES THE DISSOLUTION OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT'S STANDING COMMITTEES.

Rush - Mifflin: Ayes: Stewart; Duhart; Rush; Mifflin

Noes: None. Motion carried.

Absent: Cyr

F. Appointment of Tehachapi Valley Recreation and Park District Ad Hoc Committees.

District Manager Young recommended that the Board appoint a Finance and Budget Ad Hoc Committee for Tehachapi Valley Recreation and Park District.

Chairperson Stewart appoints the members of the Finance and Budget Ad Hoc Committee for Tehachapi Valley Recreation and Park District as follows:

Gayle Stewart, Brian Duhart, Matt Young, Michelle Vance, and Carrie Champlin.

G. Tehachapi Valley Recreation and Park District Office Hours.

District Manager Young proposed new office hours for Tehachapi Valley Recreation and Park District's District Office. The proposed hours would be Monday through Thursday 8 a.m. to 6 p.m. Young explained that this change in office hours would better serve the District's customers. This provides an hour of office operation for customers who work until 5 p.m. and Young recommended that the Board approve the new hours.

BOARD APPROVES NEW DISTRICT OFFICE HOURS OF MONDAY THROUGH THURSDAY 8 a.m. to 6 p.m.

Mifflin - Rush: Ayes: Stewart; Duhart; Rush; Mifflin

Noes: None. Motion carried.

Absent: Cyr

10. BOARD OF DIRECTORS TIME:

Chairperson Stewart recommended that a brief presentation of the financial reports be made at future Board meetings. It was the consensus of the Board to include the financial presentation at future meetings.

11. OTHER BUSINESS: None.

12. ADJOURNMENT

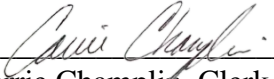
Having no further business the meeting was adjourned at 7:00 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on February 18, 2014.

Duhart - Mifflin: Ayes: Stewart; Duhart; Rush; Mifflin

Noes: None. Motion carried.

Absent: Cyr

Respectfully Submitted,



Carrie Champlin, Clerk of the Board