

**TEHACHAPI VALLEY
RECREATION AND PARK DISTRICT
490 WEST D STREET, TEHACHAPI, CA 93561**

**REGULAR BOARD MEETING
TUESDAY, JANUARY 21, 2014, 5:30 P.M.**

BOARD OF DIRECTORS

GAYLE STEWART, CHAIRPERSON
PAULETTE RUSH, SECRETARY
NICK CYR, DIRECTOR
BRIAN DUIART, DIRECTOR
CRAIG MIFFLIN, DIRECTOR

A G E N D A

1. FLAG SALUTE

2. ROLL CALL

3. PUBLIC COMMENTS

The Tehachapi Valley Recreation and Park District Board of Directors welcome public comments on any items within the subject matter jurisdiction of the District. We respectfully request that this public forum be utilized in a positive and constructive manner. Items addressed during Public Comment section are generally matters not included on the posted agenda and therefore the Board will take no action at this meeting. Such items, however, may be added to future meeting's agenda. Speakers are limited to two (2) minutes. Please state your name or organization represented, if any, before making presentation. Thank you!

4. CONSENT CALENDAR

All items listed on the Consent Calendar shall be considered routine and will be enacted by one vote. There will be no separate discussion of these items unless a member of the Board

or a member of the audience request specific items to be removed from the Consent Calendar for separate action.

- A. Clerk Declaration of Posting of Agenda 72 Hours in Advance of Meeting (Page 3)
- B. Approval of Minutes from the Regular Board Meeting held December 17, 2013 (Pages 4-7)

5. MAINTENANCE FOREMAN REPORT (Page 8)

6. RECREATION SUPERVISOR REPORT (Page 9)

7. DISTRICT MANAGER REPORT (Page 10-18)

8. REPORTS OF STANDING COMMITTEES

- A. Personnel and Personnel Policies
- B. Budget and Finance
- C. Program and Program Policy
- D. Park and Facility Improvement and Development

9. AGENDA ITEMS

- A. Approval of the Preliminary Financial Reports for December 2013 – Discussion/Approval (Pages 19-30)
- B. Nomination of the Executive Officers of the Board of Directors of Tehachapi Valley Recreation and Park District - Discussion/Approval
- C. Adoption of a New Logo for Tehachapi Valley Recreation and Park District – Discussion/Approval, Resolution #1-14 (Pages 31-34)
- D. Adopting a New Mission Statement for Tehachapi Valley Recreation and Park District – Discussion/Approval, Resolution #2-14, (Pages 35-38)
- E. Dissolution of Tehachapi Valley Recreation and Park District's Standing Committees – Discussion/Approval
- F. Appointment of Tehachapi Valley Recreation and Park District Ad Hoc Committees – Discussion
- G. Tehachapi Valley Recreation and Park District Office Hours – Discussion/Approval

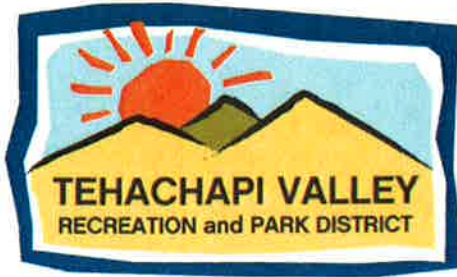
10. BOARD OF DIRECTORS' TIME

Opportunity for the Board to comment on items not listed on the agenda.

11. OTHER BUSINESS

12. ADJOURNMENT

Adjourn to the next Regular Meeting of the Board of Directors of the Tehachapi Valley Recreation and Park District scheduled on February 18, 2014.



CERTIFICATE OF POSTING AGENDA

I, the Clerk of the Tehachapi Valley Recreation and Park District Board of Directors hereby certify that a copy of the January 21, 2014, Regular Board Meeting Agenda was posted at the following public places within the District on Friday, January 17, 2014, at 12:00 P.M. approximately:

- TVRPD District Office, 490 West D Street, Tehachapi, California 93561
- The TVRPD Web site at www.tvrpd.org

The agenda and related documents were also provided to the Tehachapi Valley Recreation and Park District Board of Directors on the 17th day of January 2014.

Dated this 17th day of January 2014.



Carrie Champlin
Clerk of the Board of Directors

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY DECEMBER 17, 2013, 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
Marc Dennison, Clifford and Brown Law
Mike Walsh, TVRPD Maintenance Foreman
LeAnn Williams, TVRPD Recreation Supervisor
David Coopridge, TVRPD Maintenance
Laura Lynne Wyatt, GHCSO Board President
Greg Garrett, City Manager
Susan Wiggins, Mayor Pro-Tem
Tiffany Ledesma, Tehachapi Little League
Mike Ratajski, Quad Knopf
Dave Dmohowski, Quad Knopf
Ryan Rush, Kern County
Richard & Christine Sparks, Sparks Arts

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

2. ROLL CALL: All present.

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.

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

Noes: None. Motion carried.

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

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

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

Noes: None. Motion carried.

5. MAINTENANCE FOREMAN REPORT

Maintenance Foreman Mike Walsh gave the report.

- Central Park: Waiting for shipment of the replacement slide. Police report filed for Graffiti at several properties. Graffiti removal.
 - West Park: Graffiti removal. Repaired leak under concrete by one dugout.
 - WPAC: Floor tiles replaced in gym.
 - Dye Natatorium: ADA lift was delivered. Ceiling cleaning. Painting around deck to start in the next two weeks. Service Master continues the repairs to the interior and is almost complete.
 - Brite Lake: Waterline shut off valve repair.
 - Skate Park: Ramp repair. Skate Park is closed for repairs. Walsh thanked David Coopridier for his attention to the Skate Park and for working over the holiday to repair the Skate Park.
 - Began installation of ordinance signs at all properties.
 - Facility Rentals: WPAC had two holiday party rentals.
- District Manager Young thanked Walsh and staff for their work.

6. RECREATION SUPERVISOR REPORT

Recreation Supervisor LeAnn Williams gave the report.

- Youth Basketball: 318 registrations.
 - Williams thanked RST Cranes and McDonald's for their Gold Level Sponsorship of Youth Basketball.
 - Officiating training complete. Live Scan complete on all coaches. We have 80 coaches and assistants.
 - Presented parent and player code of ethics.
 - Lifeguards hired in anticipation of the pool opening. Staff training upcoming.
 - Tehachapi Tots program will launch January 6, 2014. Core standards and philosophy for the program were presented. Williams thanked Nita Duhart for her help. Kelli Gilbert will instruct Tots Enrichment and Megan Turk will instruct Parent & Me.
 - Williams seeking a grant from Bank of the Sierra.
 - Upcoming: Personal Defense Readiness.
- Chairperson Stewart thanked Williams for being out in the community building partnerships.
District Manager Young thanked Williams for her work.

7. DISTRICT MANAGER REPORT

District Manager Matt Young gave the report.

- Skate Park Update: Skate Park was closed due to snow and ice accumulations. Three individuals were arrested for trespassing. Looking into possible modular components.
- Pool Update: Staff hired. Refurbishment continues.
- TUSD: Working on the MOU with Tehachapi Unified School District.
- TPD: Tehachapi Parks Foundation held its first meeting. Articles of Incorporation were sent to The Secretary of State. TVRPD's partnership with Tehachapi Parks Foundation will take us to the next level.
- Meadowbrook Update: Meadowbrook Technical Committee meeting went very well. Representatives from all over the community participated. Conceptual site plan is the next step.

- District Manager Young welcomed TVRPD's new board member Craig Mifflin.
- Master Plan Workshop: TBA for a one to two hour workshop.
- T-Fitness Corporate Wellness Challenge. TVRPD will participate.
- Carrie Champlin reported that TVRPD will donate a decorated Christmas tree along with other household decorations to The Salvation Army to distribute to a family in our community. Thank you to SaveMart for their donation. This is the second year TVRPD has donated a decorated Christmas tree and we hope to expand this effort in the years to come.

8. REPORTS OF STANDING COMMITTEES: None.

9. AGENDA ITEMS

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

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR NOVEMBER, 2013.

**Duhart - Rush: Ayes: Stewart; Cyr; Duhart; Rush; Mifflin
Noes: None. Motion carried.**

B. Award of Bid for Landscape Architectural Services for the Conceptual Site Plan of Meadowbrook Park, Resolution #41-13.

District Manager Young briefly explained the bid process and recommended that the Board award the bid for landscape architectural services for the conceptual site plan of Meadowbrook Park to Quad Knopf. Laura Lynne Wyatt from GHCSO stated her approval and excitement for the award of bid and progress for Meadowbrook Park. Director Mifflin asked if the Meadowbrook site plans would be buildable plans. Mike Ratajski from Quad Knopf stated that the site plans will be concept level. Director Cyr asked if the conceptual site plan would be based on a feasible budget. District Manager Young stated that a four phase system will be used with an all-inclusive budget of 1.5 million dollars. Director Cyr asked if they would use a square footage cost. Quad Knopf representative stated that there would use a square footage cost. BOARD AWARDS BID FOR ARCHITECTURAL SERVICES FOR THE CONCEPTUAL SITE PLAN FOR MEADOWBROOK PARK IN AN AMOUNT NOT TO EXCEED \$33,600.00. BOARD APPROVES A CHANGE ORDER AMOUNT NOT TO EXCEED 5% (\$1680.00) OF THE ORIGINAL BID, IF NEEDED, RESOLUTION #41-13.

**Duhart - Mifflin: Ayes: Stewart; Cyr; Duhart; Rush; Mifflin
Noes: None. Motion carried.**

C. Approval of the 2014 Agreement Between Tehachapi Valley Recreation and Park District and Tehachapi Little League, Resolution #42-13.

District Manager Matt Young thanked Tiffany Ledesma and the Tehachapi Little League Board for their work on the 2014 contract. There was a discussion regarding the outstanding balance Little League owes TVRPD from the 2013 contract. Tiffany Ledesma stated that Little League will pay what they owe for electricity, sanitation and water after they generate more funds from the registrations and sponsorships for the upcoming season. Ledesma also explained that Little League did a lot of work and improvements to the fields in 2013. There was a brief discussion regarding the snack bar. Secretary Rush stated that Little League is all about the kids and is 100% a parent run organization that benefits the community. District Manager Young stated that

he will continue to talk with Little League regarding a future agreement. Chairperson Stewart stated that she wants to make sure all prior financial obligations and terms are met by Little League. Director Cyr said that he trusts District Manager Young to handle the prior year's financials with Little League. District Manager Young recommended that the Board approve the 2014 agreement between Tehachapi Valley Recreation and Park District and Tehachapi Little League. Legal representative Marc Dennison stated that by approving the 2014 agreement with Tehachapi Little League, Tehachapi Valley Recreation and Park District is not waiving the District's rights to the prior 2013 agreement with Tehachapi Little League.
BOARD APPROVES THE 2014 CONTRACT BETWEEN TEHACHAPI VALLEY RECREATION AND PARK DISTRICT AND TEHACHAPI LITTLE LEAGUE, RESOLUTION # 42-13.

Rush - Cyr: Ayes: Stewart; Cyr; Duhart; Rush; Mifflin
Noes: None. Motion carried.

D. Adoption of a New Logo for Tehachapi Valley Recreation and Park District, Resolution #43.13.

District Manager Young briefly explained why a logo is important to an organization and what it represents. Young stated that he recommends updating the current logo. Christine Sparks from Sparks Arts presented the Board with three possible logos and explained how the logo should work well in black and white as well as color. Sparks also stated that the logo icon and text should be able to be used separately and translate well when using large and small formats. There was discussion regarding the current logo and the process of choosing a new logo. It was the consensus of the Board that staff do more research regarding the new logo and to have examples of the logos embroidered on several items to see how the logo works on different forms of media.

BOARD TABLES AGENDA ITEM D.

Cyr - Rush: Ayes: Stewart; Cyr; Duhart; Rush; Mifflin
Noes: None. Motion carried.

10. BOARD OF DIRECTORS TIME: None.

11. OTHER BUSINESS: None.

12. ADJOURNMENT

Having no further business the meeting was adjourned at 7:12 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on January 21, 2014.

Cyr - Rush : Ayes: Stewart; Cyr; Duhart; Rush; Mifflin
Noes: None. Motion carried.

Respectfully Submitted,


Carrie Champlin, Clerk of the Board



AGENDA ITEM 5

TVRPD Board Meeting
490 West D Street
Tehachapi, CA 93561

January 21, 2014

Maintenance Foreman Report

Facilities report

1. All facilities
 - Frozen and broken pipes
2. West Park
 - Paint wood on smaller playground
3. Dye Natatorium
 - Repairs/contract update
4. Skate Park
 - Repairs/update
5. Brite Lake
 - Remove and cut up fallen tree

Safety Committee meeting



AGENDA ITEM 6

TVRPD Board Meeting
490 West D Street
Tehachapi, CA 93561

January 21, 2014

Recreation Supervisor Report

Run with the Wind

World Wind Services presenting sponsor
May 31, 2014

Pool

Opens Feb 3, 2014

T-ball

Sign-ups start Jan 27
Ages 4-6 ½
Season begins April 7th

Adult Men's Basketball League

Sign-ups start Jan 20th
League begins March 17th

Appointment to Tourism Commission



AGENDA ITEM 7

TVRPD Board Meeting
490 West D Street
Tehachapi, CA 93561

January 21, 2014

District Manager Report

1. Brite Lake Camp Host Agreement (pages 11-18)
2. Meadowbrook Park Update
3. Kern County Redevelopment Funds
4. Tehachapi Parks Foundation Update
5. Dye Natatorium Update

LETTER OF AGREEMENT & UNDERSTANDING

THIS AGREEMENT made and entered into on this day 22 of January, 2014, by and between the **TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**, a political subdivision of the State of California ("District"), and Ron Middleton and Carol Middleton ("Camp Hosts"). The District and Lake Hosts are referred to herein singularly as a "party" and collectively as "parties".

RECITALS

WHEREAS, the District has an Agreement with the Tehachapi Cummings County Water District to operate and maintain campground and picnic facilities. The area is more particular described in Exhibit "A" attached hereto and incorporated by reference;

WHEREAS, the District operates the Brite Lake Campground which includes campsites: RV sites, pull-through trailer and RV sites, tent sites, no-service & picnic sites. Included, is the concession shack for sales of bait, wood, and other amenities;

WHEREAS, the District operates the Brite Lake camp area year round which is subject to change due to seasonal change and/or conditions;

WHEREAS, the Camp Hosts will provide volunteer services at the Brite Lake Campground and premises on the terms stated herein; and,

NOW THEREFORE, in consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

AGREEMENT

1. Term. The Term of this agreement shall commence on January 22, 2014, and shall terminate on October 31, 2014, unless sooner terminated as set forth herein. Review of Agreement will take place October 1, 2014 for possible extension.
2. Description of Premises. The Premises pursuant to this agreement shall shall be limited to the Brite Lake Campground and Camp Host RV site.
3. Camp Host Essential Functions. Listed in Exhibit "B".
4. Volunteer Lake Host(s), may at their discretion utilize the TVRPD Camp Host RV site, to include electrical, propane, water and sewer hook-up at no cost.
5. Telephone. The District will install a telephone at the premises at its own expense and its own name. The Camp Hosts will be solely responsible for paying all personal telephone charges accrued through its service.
6. Use. There will be no agreements reached with users of Brite Lake, for exchange of campsites for services rendered of any type. The TVRPD Board of Directors must receive in writing, any requests of that nature. No other entities will be allowed to sell, setup, promote, advertise, and use Premises for personal/organizational/business gains without written permission by the TVRPD Board of Directors.

7. Vehicle. The Lake Hosts will be provided access to a small all-terrain utility vehicle for the purpose of conducting duties and responsibilities. Proof of a valid Driver License and satisfactory DMV record will be required at the signing of this Agreement.
8. Indemnification. Camp Hosts agree to defend, indemnify and hold harmless the District, its officers, directors, employees, and agents from any and all claims, injuries, including death, damages, judgments, liabilities, costs, and expenses, including attorneys' fees arising out of or relating to Camp Host use or occupancy of the Premises, regardless of whether caused in whole or in part by an act or omission of the District or District's active or passive negligence.
9. Non-Liability of Public Officials and Employees. No member, official, employee, or director of the District shall be personally liable to Camp Hosts in the event of any default by the District in the performance of any of the District's obligations under the terms of the Agreement.
10. Maintenance. The District shall provide general maintenance to the Premises, i.e., mowing of the campsites, road repairs, water line repairs, and major issues beyond essential job functions listed in Exhibit "B".
11. Ownership of Improvements. Camp Hosts shall not construct any improvements on the Premises without the express written consent of the District. In the event such improvements are made to the Premises, said improvements shall become property of the District, without cost, upon the termination of this Agreement.
12. Repair and Removal of Structures. The District may repair, remove or replace any improvements or equipment, which in the District's opinion, is unsafe or for any other reason determined by the District would be of benefit to remove.
13. Additional Vehicles and Recreational Vehicles. No more than two (2) personal vehicles (automobiles; cars, trucks) are to be stored at the Camp Host site. Additional recreational vehicles including motorcycles, boats, kayaks, canoes, trailers, etc. must be kept in an organized area and manner away from the general public. All vehicles shall be currently registered, insured and in operational condition.
14. Conduct. Camp Hosts shall not engage in nor permit others to commit, on the Premises, waste of District provisions, natural resources, unlawful dumping, nuisance or any other act that could disturb the well-being of the District, its patrons, or any other lessee of the District on reserved or adjacent property.
15. Existing Rights of Others. The Agreement is subject to all existing easements, servitudes, licenses, and rights-of-way, whether recorded or not; and the rights of other lessees under any existing or future oil, gas, and mineral lease or leases from the District affecting the entire or any portion of the Premises, whether recorded or not.
16. Assignment, Subletting, Encumbrances. Camp Hosts shall not assign this Agreement or any right under it, and shall not sublet the entire or any part of the Premises or any right or privilege appurtenant to the

Premises, or permit any other person, agents, to occupy or use any portion of the Premises without first obtaining the District's written consent. An assignment or a subletting, occupation or use by other person's without written consent, shall terminate the Camp Host Agreement.

Date: _____, 2014

**TEHACHAPI VALLEY RECREATION AND
PARKS DISTRICT**, a political Subdivision
of the State of California ("District")

By:

TVRPD Chairperson of the Board

By:

TVRPD Secretary of the Board

Date: _____, 2014

Camp Host – Ron Middleton

Camp Host – Carol Middleton





VOLUNTEER CAMP HOST

POSITION: CAMP HOST
REPORTS TO: MAINTENANCE FOREMAN
SUPERVISES: N/A

CATEGORY: VOLUNTEER

POSITION SUMMARY

Under the general supervision of the Maintenance Foreman, the Camp Host performs a variety of volunteer services at the Brite Lake Campground facility, including, but not limited to the provision of customer service and vehicle compliance information, monitoring fee collection, campground and facility inspections, record keeping, light janitorial duties, and encouraging campground rules and regulations compliance. The Camp Host is a volunteer position with 30-40 hours weekly schedule. Camp Host agreements are issued for a minimum of six (6) months and not-to-exceed twelve (12) months, or as negotiated between parties.

ESSENTIAL FUNCTIONS

- Provides positive public relations, customer information and assistance within the Brite Lake Campground and associated facilities:
 - Greet and assist visitors
 - Disseminate Brite Lake rules and regulations
 - Distribute campground/lake maps and brochures
 - Provide directions and facility information as requested by visitors
- Follows and completes the District's light cleaning schedule as assigned by the Maintenance Foreman to include:
 - Collection and removal of garbage bags and/or litter from campsite and lake areas
 - Disinfects and cleans trashcans, and changes bags as scheduled or needed
 - Washes and sanitizes bathrooms fixtures daily with germicidal solution
 - Sweeps and clears entrance spaces daily
 - Dusts, washes and sanitizes other surfaces as specified in schedule.
 - Refills paper towel, tissue, toilet paper and hand soap in all dispensers
 - Performs other light maintenance duties as specified by the Maintenance Foreman
- Reports the following to the Maintenance Foreman, or designated staff person:
 - Any violation of TVRPD ordinances, rules and regulations involving injuries/accidents, property damages, theft, repeated violations or incidents requiring law enforcement and/or emergency medical service response.
 - Presence of problematic animals, vermin or insects.
 - Need for cleaning supplies or equipment repair in advance.
 - Water leaks, electrical issues, and other maintenance needs.
 - All other health and safety hazards noticed.
- Participates in emergency drills and environmental safety activities, as requested.
- Attends and participates in District safety and in-service trainings.
- Performs other duties as specified in TVRPD volunteer addendum or as assigned.

The above statements are intended to describe the general nature and level of volunteer services. They are not to be construed as an exhaustive list of all duties that may be performed in such a position.

QUALIFICATIONS

Core Competencies and Skill Sets

- Knowledge of proper campground organization, cataloging, cleaning and maintenance methods required, or willing to learn.
- Effective oral and written communication skills commensurate with the responsibilities of the position are required.
- Knowledge and understanding of successful organization and execution of sanitary practices.
- Ability to prioritize multiple tasks.
- Ability to learn and comprehend information from Procedures Manuals and other materials.
- Ability to function successfully within a team environment.
- Commitment to providing outstanding customer service.
- Ability to interact with customers and co-workers in a positive and courteous manner.
- Ability to present a positive image of the organization to members of the community.

Personal Attributes

- Minimum 18 years old.
- Communicate effectively.
- Adhere to TVRPD core values and principles.
- Self-motivated with ability to manage work with limited direct supervision.
- Exercise independent judgment and initiative with competent analytical and problem solving skills within established guidelines.
- Ability to operate effectively with park patrons; work in a flexible, adaptable, and resilient manner.
- Willingness to perform manual tasks requiring physical exertion.
- Demonstrate awareness and sensitivity to gender and diversity.
- Willingness to adapt and learn new skills/approaches.
- Understand, read, and follow instructions.

Education, Training, & Experience

- High school graduate or equivalent.
- Previous Camp Host experience highly desirable.

Licenses and Certificates

- Valid Drivers License; driving record must comply with District safety standards.
- Personal vehicle insurance.
- CPR certified or willing to obtain in three (3) months.
- Red Cross First Aid certified or willing to obtain in (3) months.

PHYSICAL DEMANDS & WORKING CONDITIONS

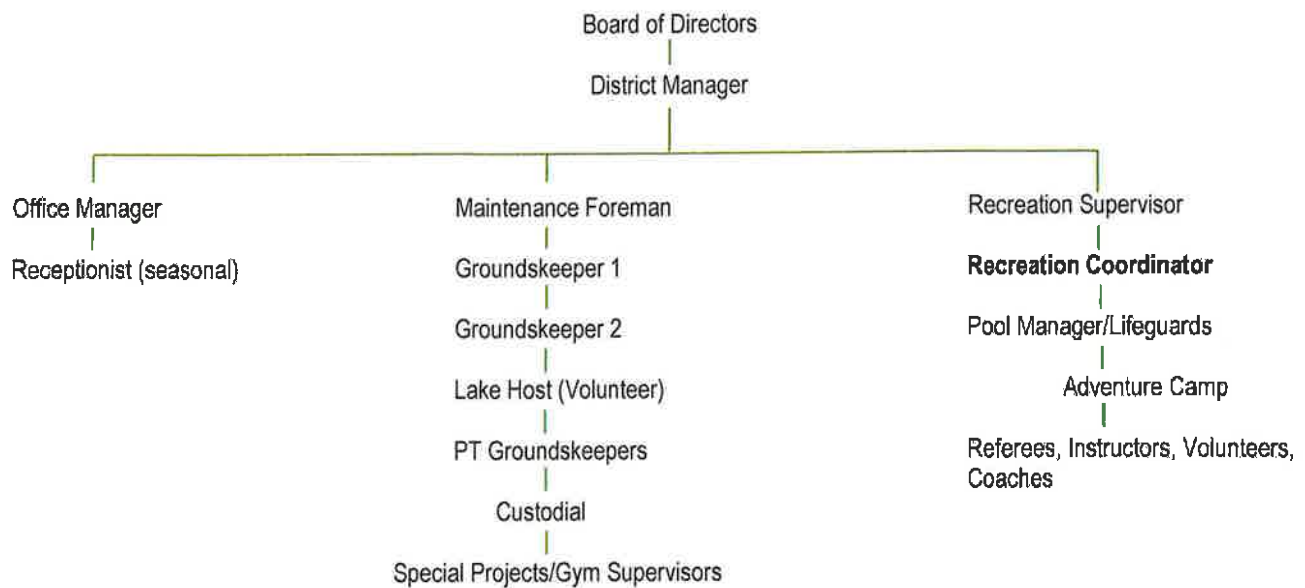
- Ability to lift 50 pounds.
- Perform work activities that include lifting, carrying, and moving objects; walking, sitting, stooping, kneeling, and climbing; reading and communicating with others in writing and orally.
- Work environments include:
 - Indoor office environment; and
 - Outdoor environmental conditions regardless of weather conditions.
- Possess personal qualifications including emotional maturity, willingness to cooperate with various organizations, respect for children and adults from various cultures and backgrounds, flexibility, patience, good personal hygiene, and physical and mental health that do not interfere with responsibilities.
- Use of protective equipment per OSHA/CalOSHA regulations is required.
- Possible exposure to communicable diseases.

ADDITIONAL INFORMATION

Volunteer Camp Host may at his/her discretion utilize the TVRPD Camp Host RV site, to include electrical, propane, water and sewer hook-up.

Volunteer status is contingent on satisfactory DMV and DOJ background check, including fingerprinting.

ORGANIZATIONAL RELATIONSHIP



Tehachapi Valley Recreation & Parks
District
Financials
December 2013

Prepared without audit by Better Ledger Inc

Tehachapi Valley Recreation and Park District Balance Sheet

As of December 31, 2013

	Total
ASSETS	
Current Assets	
Bank Accounts	
1000 Cash in County Treasury Special Revenue Fund	
1001 Cash in County Treasury-General Fund	419,662.21
1003 Cash in County Treasury-Quimby	27,040.56
Total 1000 Cash in County Treasury Special Revenue Fund	<u>446,702.77</u>
1004 Check BOTS 4470	134,626.98
1005 County Treasury Capital Projects Fund	477,540.16
1051 Change Fund	500.00
1100 Petty Cash Fund	200.00
Total Bank Accounts	<u>\$1,059,569.91</u>
Accounts Receivable	
1200 Accounts Receivable	6,875.11
Total Accounts Receivable	<u>\$6,875.11</u>
Other current assets	
1070 Prepaid Expenses	18,043.85
1092 Credit Card Receivables	745.11
1215 Scholarship Revenues Receivable	460.00
Total Other current assets	<u>\$19,248.96</u>
Total Current Assets	<u>\$1,085,693.98</u>
Fixed Assets	
1150 Land	166,734.76
1161 Building	556,453.52
1162 Improvements	1,446,433.41
1163 Equipment	542,749.03
1164 Swimming Pool & Building	265,383.67
1165 Lake	412,294.78
1170 Accumulated Depreciation	-2,325,382.00
Total Fixed Assets	<u>\$1,064,667.17</u>
TOTAL ASSETS	<u><u>\$2,150,361.15</u></u>
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	40,377.40
Total Accounts Payable	<u>\$40,377.40</u>
Credit Cards	

2010 Cardmember Services Payable	411.50
2012 Home 4 Less Payable	185.96
2014 Home Depot Payable	360.19
Total Credit Cards	\$957.65
Other Current Liabilities	
2024 Accrued Vacation, Sick, & Comp Time	0.00
2024.2 Accrued Vacation	8,853.60
2024.3 Accrued Sick Leave	11,170.48
2024.5 Accrued Comp Time	663.26
Total 2024 Accrued Vacation, Sick, & Comp Time	20,687.34
2207 Sales tax payable	-0.49
2208 Kern County Loan Payable	157,401.86
2210 Payroll Liabilities	
2231 Health Plan Payable	-2,149.64
2250 Payroll Tax Liabilities	800.75
Total 2210 Payroll Liabilities	-1,348.89
2260 Veterans Memorial Fund Payable	1,526.17
Total Other Current Liabilities	\$178,265.99
Total Current Liabilities	\$219,601.04
Total Liabilities	\$219,601.04
Equity	
3010 Net Investment In Capital Assets	
3012 Investment in Fixed Assets	1,132,680.57
Total 3010 Net Investment In Capital Assets	1,132,680.57
3020 Restricted Funds	
3022 Capital Projects	442,387.26
Total 3020 Restricted Funds	442,387.26
3030 Unrestricted Funds	408,173.22
3110 Retained Earnings	-90,470.14
Net Income	37,989.20
Total Equity	\$1,930,760.11
TOTAL LIABILITIES AND EQUITY	\$2,150,361.15

Monday, Jan 13, 2014 07:52:28 AM PST GMT-8 - Accrual Basis

Tehachapi Valley Recreation and Park District Profit & Loss

December 2013

	Total	
	Dec 2013	Jul - Dec, 2013 (YTD)
Income		
4010 Property Taxes	252,692.59	347,958.83
4020 Interest Income	41.62	1,852.00
4030 Adult Program Revenues	-192.00	1,781.00
4050 Facility Revenue	1,485.35	51,751.11
4200 Contracted Classes Revenues	260.00	7,258.00
4210 Events Revenues		17,440.69
4211 Grant Income		1,229.00
4300 Youth Program Revenues	1,115.15	45,931.49
4610 Billable Expense Income		8,235.32
4650 Discounts given		-30.00
4705 Beer Sales-Taxable		233.49
Total Income	\$255,402.71	\$483,640.93
Cost of Goods Sold		
5001 Adult Program Costs		20.48
5004 Contracted Classes Costs	920.00	6,221.00
5005 Events Costs	495.00	14,565.89
5008 Youth Program Costs	5,711.38	13,677.33
5705 Beer Purchases		129.50
5708 Merchandise Purchases		377.75
Total Cost of Goods Sold	\$7,126.38	\$34,991.95
Gross Profit	\$248,276.33	\$448,648.98
Expenses		
6000 Employee Costs	34,181.67	227,940.37
7010 Advertising & Marketing	636.80	7,295.16
7020 Bank Service Charges	159.98	2,127.54
7025 Cash Short/Over		2.75
7026 Charitable Contribution	3,000.00	3,000.00
7030 Dues & Subscriptions		1,655.40
7035 Equipment Rents & Leases	349.50	2,170.01
7050 Insurance	1,535.47	8,838.50
7056 Interest Expense		130.72
7060 Licenses & Fees	35.00	1,346.00
7070 Maintenance	2,333.62	40,148.61
7080 Master Plan Expenses		51,275.69
7090 Office Supplies	2,178.74	5,430.28
7120 Professional Development	313.04	7,135.12
7150 Professional Fees	4,402.35	30,273.77

7170 Publications & Legal		74.70
7180 Security	144.00	798.75
7210 Telephone	1,487.99	5,481.82
7230 Uniforms & Apparel	34.81	2,364.67
7250 Utilities	11,154.94	43,281.92
Total Expenses	\$61,947.91	\$440,771.78
Net Operating Income	\$186,328.42	\$7,877.20
Other Income		
8040 TVRPD Development Fee Revenues	6,411.00	34,192.00
Total Other Income	\$6,411.00	\$34,192.00
Other Expenses		
8505 Quimby Expense		4,080.00
Total Other Expenses	\$0.00	\$4,080.00
Net Other Income	\$6,411.00	\$30,112.00
Net Income	\$192,739.42	\$37,989.20

Monday, Jan 13, 2014 07:53:57 AM PST GMT-8 - Accrual Basis

Tehachapi Valley Recreation and Park District

Profit & Loss Prior Year Comparison

July - December, 2013

	Total			
	Jul - Dec, 2013	Jul - Dec, 2012 (PY)	Change	% Change
Income				
4010 Property Taxes	347,958.83	399,719.14	-51,760.31	-12.95 %
4020 Interest Income	1,852.00	718.23	1,133.77	157.86 %
4030 Adult Program Revenues	1,781.00	24,669.59	-22,888.59	-92.78 %
4050 Facility Revenue	51,751.11	65,216.31	-13,465.20	-20.65 %
4200 Contracted Classes Revenues	7,258.00	8,050.00	-792.00	-9.84 %
4210 Events Revenues	17,440.69	12,748.52	4,692.17	36.81 %
4211 Grant Income	1,229.00		1,229.00	
4300 Youth Program Revenues	45,931.49	63,039.21	-17,107.72	-27.14 %
4610 Billable Expense Income	8,235.32		8,235.32	
4650 Discounts given	-30.00		-30.00	
4705 Beer Sales-Taxable	233.49		233.49	
Total Income	\$483,640.93	\$574,161.00	\$ -90,520.07	-15.77 %
Cost of Goods Sold				
5001 Adult Program Costs	20.48	561.19	-540.71	-96.35 %
5004 Contracted Classes Costs	6,221.00	4,787.73	1,433.27	29.94 %
5005 Events Costs	14,565.89	5,858.54	8,707.35	148.63 %
5008 Youth Program Costs	13,677.33	13,918.62	-241.29	-1.73 %
5705 Beer Purchases	129.50		129.50	
5708 Merchandise Purchases	377.75		377.75	
Total Cost of Goods Sold	\$34,991.95	\$25,126.08	\$9,865.87	39.27 %
Gross Profit	\$448,648.98	\$549,034.92	\$ -100,385.94	-18.28 %
Expenses				
6000 Employee Costs				
6010 Salaries & Wages	0.00		0.00	
6012 Administrative Wages	65,551.63	30,908.00	34,643.63	112.09 %
6013 Adult Program Wages	1,512.90	10,776.60	-9,263.70	-85.96 %
6014 Maintenance Wages	63,466.52	66,906.66	-3,440.14	-5.14 %
6015 Gym Supervisor	1,484.50	5,271.30	-3,786.80	-71.84 %
6016 Recreation Supervisor	23,233.90		23,233.90	
6017 Recreation Coordinator	5,214.00	14,705.60	-9,491.60	-64.54 %
6018 Contracted Class Wages	1,906.45	1,839.00	67.45	3.67 %
6019 Youth Program Wages	11,289.25	51,667.10	-40,377.85	-78.15 %
6021 Event Wages	809.00		809.00	
Total 6010 Salaries & Wages	174,468.15	182,074.26	-7,606.11	-4.18 %
6050 Benefits				
6051 Employee MedDentalVisLife	13,614.75	32,605.15	-18,990.40	-58.24 %
6055 Employee Retirement CalPERS	10,050.01	6,414.53	3,635.48	56.68 %

6058 Employer Taxes	15,273.62	22,049.75	-6,776.13	-30.73 %
6060 Reimbursed Employee Expenses	1,224.07		1,224.07	
6070 Vacation, Sick, & Admin Leave	6,216.77		6,216.77	
6090 Worker's Compensation Insurance	7,093.00	13,661.99	-6,568.99	-48.08 %
Total 6050 Benefits	53,472.22	74,731.42	-21,259.20	-28.45 %
Total 6000 Employee Costs	227,940.37	256,805.68	-28,865.31	-11.24 %
7010 Advertising & Marketing	7,295.16	9,066.76	-1,771.60	-19.54 %
7020 Bank Service Charges	2,127.54	1,586.35	541.19	34.12 %
7025 Cash Short/Over	2.75	-329.32	332.07	100.84 %
7026 Charitable Contribution	3,000.00		3,000.00	
7030 Dues & Subscriptions	1,655.40	170.00	1,485.40	873.76 %
7035 Equipment Rents & Leases	2,170.01	1,030.27	1,139.74	110.63 %
7050 Insurance				
7051 Auto Insurance	1,467.00	1,511.52	-44.52	-2.95 %
7052 HUB Insurance	22.50	0.00	22.50	
7053 Property Insurance	4,367.00	4,114.98	252.02	6.12 %
7055 Liability Insurance	2,982.00	986.51	1,995.49	202.28 %
Total 7050 Insurance	8,838.50	6,613.01	2,225.49	33.65 %
7056 Interest Expense	130.72	70.13	60.59	86.40 %
7060 Licenses & Fees	1,346.00	645.00	701.00	108.68 %
7070 Maintenance				
7072 Building Maintenance	18,738.50	2,576.93	16,161.57	627.16 %
7074 Equipment Maintenance	3,437.60	2,639.65	797.95	30.23 %
7075 Fuel	5,524.70	8,650.36	-3,125.66	-36.13 %
7076 Janitorial Supplies	4,254.23	7,528.24	-3,274.01	-43.49 %
7077 Small Tools & Equipment	341.12		341.12	
7078 Materials & Supplies	7,691.82	21,357.47	-13,665.65	-63.99 %
7079 Fleet Maintenance	160.64	24.56	136.08	554.07 %
Total 7070 Maintenance	40,148.61	42,777.21	-2,628.60	-6.14 %
7080 Master Plan Expenses	51,275.69		51,275.69	
7081 Master Plan-County		34,811.76	-34,811.76	-100.00 %
7082 Master Plan-TRVPD		33.10	-33.10	-100.00 %
Total 7080 Master Plan Expenses	51,275.69	34,844.86	16,430.83	47.15 %
7085 Misc Prior Year Adjustments		3,539.73	-3,539.73	-100.00 %
7090 Office Supplies	5,430.28	5,808.59	-378.31	-6.51 %
7120 Professional Development	7,135.12	2,077.31	5,057.81	243.48 %
7150 Professional Fees				
7151 Annual Audit	8,950.00	6,000.00	2,950.00	49.17 %
7152 Accounting	8,207.00	6,100.00	2,107.00	34.54 %
7155 Legal	10,560.18	8,418.43	2,141.75	25.44 %
7156 Payroll Preparation Service	2,556.59	1,480.22	1,076.37	72.72 %
7158 Intrim District Manager (deleted)		30,175.82	-30,175.82	-100.00 %
Total 7150 Professional Fees	30,273.77	52,174.47	-21,900.70	-41.98 %
7160 Property Tax Collection Fee		-25.00	25.00	100.00 %
7170 Publications & Legal	74.70		74.70	
7180 Security	798.75	1,081.18	-282.43	-26.12 %

7210 Telephone	5,481.82	6,096.22	-614.40	-10.08 %
7230 Uniforms & Apparel	2,364.67	140.37	2,224.30	1,584.60 %
7250 Utilities				
7252 Electric Service	24,434.25	38,416.64	-13,982.39	-36.40 %
7254 Gas Service	693.64	6,245.66	-5,552.02	-88.89 %
7256 Sanitation Services	8,141.08	10,059.04	-1,917.96	-19.07 %
7258 Water Service	10,012.95	13,635.11	-3,622.16	-26.56 %
Total 7250 Utilities	43,281.92	68,356.45	-25,074.53	-36.68 %
Total Expenses	\$440,771.78	\$492,529.27	\$ -51,757.49	-10.51 %
Net Operating Income	\$7,877.20	\$56,505.65	\$ -48,628.45	-86.06 %
Other Income				
8040 TVRPD Development Fee Revenues	34,192.00	6,411.00	27,781.00	433.33 %
Total Other Income	\$34,192.00	\$6,411.00	\$27,781.00	433.33 %
Other Expenses				
8505 Quimby Expense	4,080.00	76,617.89	-72,537.89	-94.67 %
Total Other Expenses	\$4,080.00	\$76,617.89	\$ -72,537.89	-94.67 %
Net Other Income	\$30,112.00	\$ -70,206.89	\$100,318.89	142.89 %
Net Income	\$37,989.20	\$ -13,701.24	\$51,690.44	377.27 %

Monday, Jan 13, 2014 07:55:50 AM PST GMT-8 - Accrual Basis

Tehachapi Valley Recreation and Park District

Statement of Cash Flows

July - December, 2013

	Total
OPERATING ACTIVITIES	
Net Income	37,989.20
Adjustments to reconcile Net Income to Net Cash provided by operations:	
1200 Accounts Receivable	-5,875.11
1070 Prepaid Expenses	-15,131.57
1080 Accrued Employee PR Deductions	3,765.57
1092 Credit Card Receivables	384.89
1215 Scholarship Revenues Receivable	-460.00
2000 Accounts Payable	4,920.32
2010 Cardmember Services Payable	-2,186.01
2012 Home 4 Less Payable	185.96
2014 Home Depot Payable	-421.57
2021 Accrued Salaries & Wages	-17,085.81
2022 Accrued Employer PR Taxes	-4,451.20
2024.2 Accrued Vacation, Sick, & Comp Time:Accrued Vacation	3,647.26
2024.3 Accrued Vacation, Sick, & Comp Time:Accrued Sick Leave	3,498.79
2024.5 Accrued Vacation, Sick, & Comp Time:Accrued Comp Time	-929.28
2207 Sales tax payable	-0.49
2208 Kern County Loan Payable	157,401.86
2211 Payroll Liabilities:CalPERS Payable	-729.87
2221 Payroll Liabilities:Garnishment Payable	-134.68
2231 Payroll Liabilities:Health Plan Payable	-2,149.64
2250 Payroll Liabilities:Payroll Tax Liabilities	800.75
2260 Veterans Memorial Fund Payable	-328.78
Net cash provided by operating activities	\$162,710.59
INVESTING ACTIVITIES	
1163 Equipment	-6,517.81
Net cash provided by investing activities	\$ -6,517.81
Net cash increase for period	\$156,192.78
Cash at beginning of period	903,377.13
Cash at end of period	<u>\$1,059,569.91</u>

Monday, Jan 13, 2014 07:56:45 AM PST GMT-8

Tehachapi Valley Recreation and Park District

Budget vs. Actuals: 2013-2014 TVRPD Budget - FY14 P&L

July - December, 2013

	Total			
	Actual	Budget	Remaining	% Remaining
Income				
4010 Property Taxes	347,958.83	732,272.00	384,313.17	52.48 %
4020 Interest Income	1,852.00	1,500.00	-352.00	-23.47 %
4030 Adult Program Revenues	1,781.00	29,360.00	27,579.00	93.93 %
4050 Facility Revenue	51,751.11	98,705.00	46,953.89	47.57 %
4200 Contracted Classes Revenues	7,258.00	23,100.00	15,842.00	68.58 %
4210 Events Revenues	17,440.69	29,050.00	11,609.31	39.96 %
4211 Grant Income	1,229.00		-1,229.00	
4300 Youth Program Revenues	45,931.49	102,940.00	57,008.51	55.38 %
4610 Billable Expense Income	8,235.32		-8,235.32	
4650 Discounts given	-30.00		30.00	
4705 Beer Sales-Taxable	233.49		-233.49	
Total Income	\$483,640.93	\$1,016,927.00	\$533,286.07	52.44 %
Cost of Goods Sold				
5001 Adult Program Costs	20.48	1,783.00	1,762.52	98.85 %
5004 Contracted Classes Costs	6,221.00	9,487.00	3,266.00	34.43 %
5005 Events Costs	14,565.89	22,319.00	7,753.11	34.74 %
5008 Youth Program Costs	13,677.33	30,400.00	16,722.67	55.01 %
5705 Beer Purchases	129.50		-129.50	
5708 Merchandise Purchases	377.75		-377.75	
Total Cost of Goods Sold	\$34,991.95	\$63,989.00	\$28,997.05	45.32 %
Gross Profit	\$448,648.98	\$952,938.00	\$504,289.02	52.92 %
Expenses				
6000 Employee Costs				
6010 Salaries & Wages	0.00		0.00	
6012 Administrative Wages	65,551.63	125,880.00	60,328.37	47.93 %
6013 Adult Program Wages	1,512.90	22,750.00	21,237.10	93.35 %
6014 Maintenance Wages	63,466.52	141,240.00	77,773.48	55.06 %
6015 Gym Supervisor	1,484.50	10,000.00	8,515.50	85.16 %
6016 Recreation Supervisor	23,233.90	50,840.00	27,606.10	54.30 %
6017 Recreation Coordinator	5,214.00	12,000.00	6,786.00	56.55 %
6018 Contracted Class Wages	1,906.45	8,288.00	6,381.55	77.00 %
6019 Youth Program Wages	11,289.25	66,195.00	54,905.75	82.95 %
6021 Event Wages	809.00	3,500.00	2,691.00	76.89 %
Total 6010 Salaries & Wages	174,468.15	440,693.00	266,224.85	60.41 %
6050 Benefits				
6051 Employee MedDental/VisLife	13,614.75		-13,614.75	
6055 Employee Retirement CalPERS	10,050.01	57,000.00	46,949.99	82.37 %

6058 Employer Taxes	15,273.62	82,800.00	67,526.38	81.55 %
6060 Reimbursed Employee Expenses	1,224.07	3,120.00	1,895.93	60.77 %
6070 Vacation, Sick, & Admin Leave	6,216.77	0.00	-6,216.77	
6090 Worker's Compensation Insurance	7,093.00	16,500.00	9,407.00	57.01 %
Total 6050 Benefits	53,472.22	159,420.00	105,947.78	66.46 %
Total 6000 Employee Costs	227,940.37	600,113.00	372,172.63	62.02 %
7010 Advertising & Marketing	7,295.16	15,000.00	7,704.84	51.37 %
7020 Bank Service Charges	2,127.54	2,700.00	572.46	21.20 %
7025 Cash Short/Over	2.75		-2.75	
7026 Charitable Contribution	3,000.00		-3,000.00	
7030 Dues & Subscriptions	1,655.40	2,200.00	544.60	24.75 %
7035 Equipment Rents & Leases	2,170.01	3,700.00	1,529.99	41.35 %
7050 Insurance		18,000.00	18,000.00	100.00 %
7051 Auto Insurance	1,467.00		-1,467.00	
7052 HUB Insurance	22.50		-22.50	
7053 Property Insurance	4,367.00		-4,367.00	
7055 Liability Insurance	2,982.00		-2,982.00	
Total 7050 Insurance	8,838.50	18,000.00	9,161.50	50.90 %
7056 Interest Expense	130.72		-130.72	
7060 Licenses & Fees	1,346.00	2,500.00	1,154.00	46.16 %
7070 Maintenance				
7072 Building Maintenance	18,738.50	11,000.00	-7,738.50	-70.35 %
7074 Equipment Maintenance	3,437.60	6,150.00	2,712.40	44.10 %
7075 Fuel	5,524.70	15,000.00	9,475.30	63.17 %
7076 Janitorial Supplies	4,254.23	8,100.00	3,845.77	47.48 %
7077 Small Tools & Equipment	341.12		-341.12	
7078 Materials & Supplies	7,691.82	52,060.00	44,368.18	85.23 %
7079 Fleet Maintenance	160.64	0.00	-160.64	
Total 7070 Maintenance	40,148.61	92,310.00	52,161.39	56.51 %
7080 Master Plan Expenses	51,275.69		-51,275.69	
7090 Office Supplies	5,430.28	13,000.00	7,569.72	58.23 %
7120 Professional Development	7,135.12	10,000.00	2,864.88	28.65 %
7150 Professional Fees		0.00	0.00	
7151 Annual Audit	8,950.00	13,000.00	4,050.00	31.15 %
7152 Accounting	8,207.00	12,500.00	4,293.00	34.34 %
7155 Legal	10,560.18	22,000.00	11,439.82	52.00 %
7156 Payroll Preparation Service	2,556.59	4,200.00	1,643.41	39.13 %
Total 7150 Professional Fees	30,273.77	51,700.00	21,426.23	41.44 %
7160 Property Tax Collection Fee		7,500.00	7,500.00	100.00 %
7170 Publications & Legal	74.70	1,000.00	925.30	92.53 %
7180 Security	798.75	1,390.00	591.25	42.54 %
7210 Telephone	5,481.82	16,270.00	10,788.18	66.31 %
7230 Uniforms & Apparel	2,364.67		-2,364.67	
7250 Utilities				
7252 Electric Service	24,434.25	52,920.00	28,485.75	53.83 %
7254 Gas Service	693.64	21,200.00	20,506.36	96.73 %

7256 Sanitation Services	8,141.08		-8,141.08	
7258 Water Service	10,012.95	15,685.00	5,672.05	36.16 %
Total 7250 Utilities	43,281.92	89,805.00	46,523.08	51.80 %
Total Expenses	\$440,771.78	\$927,188.00	\$486,416.22	52.46 %
Net Operating Income	\$7,877.20	\$25,750.00	\$17,872.80	69.41 %
Other Income				
8040 TVRPD Development Fee Revenues	34,192.00		-34,192.00	
Total Other Income	\$34,192.00	\$0.00	\$ -34,192.00	0.00 %
Other Expenses				
8505 Quimby Expense	4,080.00	19,698.00	15,618.00	79.29 %
Total Other Expenses	\$4,080.00	\$19,698.00	\$15,618.00	79.29 %
Net Other Income	\$30,112.00	\$ -19,698.00	\$ -49,810.00	252.87 %
Net Income	\$37,989.20	\$6,052.00	\$ -31,937.20	-527.71 %

Monday, Jan 13, 2014 07:58:01 AM PST GMT-8 - Accrual Basis

**THE BOARD OF DIRECTORS OF THE
TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**

IN THE MATTER OF

**ADOPTING A NEW LOGO FOR TEHACHAPI VALLEY RECREATION AND PARK
DISTRICT**

I, Carrie Champlin, Clerk of the Board of Directors of the Tehachapi Valley Recreation and Park District, of the County of Kern, State of California, so hereby certify that the following resolution proposed by Director _____ and seconded by Director _____ was duly passed and adopted by said Board of Directors at an official meeting thereof this 21st day of January, 2014 by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Clerk of the Board of Directors
of the Tehachapi Valley Recreation
and Park District

RESOLUTION NO. 1-14

WHEREAS, the Tehachapi Valley Recreation and Park District (TVRPD) has a logo;
and

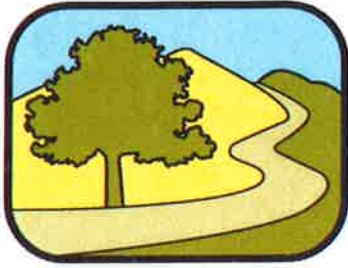
WHEREAS, said logo needs to be updated; and

WHEREAS, a revised logo has been provided for consideration to replace the existing logo; and

WHEREAS, the Board desires to adopt said revised logo.

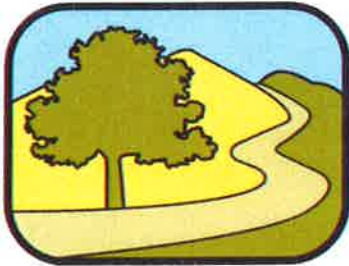
NOW, THEREFORE BE IT RESOLVED THAT the Board of Directors adopt the new logo for Tehachapi Valley Recreation and Park District; and

AND BE IT FINALLY RESOLVED THAT the new logo is adopted and will be used as the official logo for Tehachapi Valley Recreation and Park District immediately.



Tehachapi Valley

Recreation & Park District



Tehachapi Valley

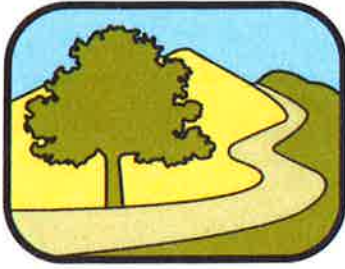
Recreation & Park District

Play Up. Live Up.



Tehachapi Valley

Recreation & Park District



TEHACHAPI VALLEY

Recreation & Park District



TEHACHAPI VALLEY

Recreation & Park District

Play Up. Live Up.



TEHACHAPI VALLEY

Recreation & Park District

**THE BOARD OF DIRECTORS OF THE
TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**

IN THE MATTER OF

**ADOPTING A NEW MISSION STATEMENT FOR TEHACHAPI VALLEY
RECREATION AND PARK DISTRICT**

I, Carrie Champlin, Clerk of the Board of Directors of the Tehachapi Valley Recreation and Park District, of the County of Kern, State of California, so hereby certify that the following resolution proposed by Director _____ and seconded by Director _____ was duly passed and adopted by said Board of Directors at an official meeting thereof this 21st day of January, 2014 by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Clerk of the Board of Directors
of the Tehachapi Valley Recreation
and Park District

RESOLUTION NO. 2-14

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE TEHACHAPI VALLEY
RECREATION AND PARK DISTRICT ADOPTING A NEW MISSION STATEMENT**

WHEREAS, the Tehachapi Valley Recreation and Parks District (TVRPD) has a mission statement; and

WHEREAS, said mission statement has not been updated since 2007; and

WHEREAS, said mission statement needed to be revised to reflect the collective vision for the District; and

WHEREAS, the Board desires a comprehensive mission statement that portrays current and future direction for the work and policies of Tehachapi Valley Recreation and Park District; and

WHEREAS, a revised mission statement, has been provided for consideration to replace the existing mission statement; and

WHEREAS, the Board desires to adopt said revised mission statement;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors approve the revised mission statement,

AND BE IT FINALLY RESOLVED THAT the Board of Directors approves the revised mission statement for Tehachapi Valley Recreation and Park District.

TEHACHAPI VALLEY RECREATION AND PARK DISTRICT

Mission Statement

The Tehachapi Valley Recreation and Park District enriches lives and fosters harmony within the community through area-wide leisure services targeted to improve healthy life styles, educational and recreational opportunities, public participation, and environmental and economical stewardship.

We accomplish this through community outreach, quality programming, activities and events, and well-maintained parks and facilities, and an aesthetically pleasing environment that is provided by professional and caring employees, contractors and volunteers.

TVRPD Sustainability Vision Statement

Vision

Establish TVRPD within the community by adopting and developing sustainable practices to assist the District in its goal of impacting social, environmental and economic evolution of the Greater Tehachapi Area.

This will be achieved through 3 goals:

1) Awareness

- Maintaining a partnership with the Global Institute of Sustainability
- Educating our the public of the importance of sustainable lifestyles and the positive impact on the environment

2) Role Modeling

- TRVPD staff will be active in participation of sustainable practices

3) Behavior Change

- TVRPD will establish baseline studies that measure the effectiveness of the steps taken to encourage sustainable lifestyles.
- Baseline studies will assist in future planning of projects and services.

P.O. BOX 373 - 490 WEST D STREET TEHACHAPI, CALIFORNIA 93561
www.tvrpd.org - OFFICE (661) 822-3228 - FAX (661)823-8529