

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY APRIL 15, 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, Vice-Chairperson
Nick Cyr, Director
Brian Duhart, Director
Craig Mifflin, Director

ALSO PRESENT:

Matt Young, TVRPD District Manager
Pat Osborn, Clifford and Brown Law
Darla Baker, Tehachapi News
LeAnn Williams, TVRPD Recreation Supervisor

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

2. ROLL CALL: Director Duhart 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.

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

Noes: None. Motion carried.

Absent: Duhart

B. Approval of Minutes from the Regular Board Meeting held March 18, 2014.

Request by Clerk of the Board of Directors to approve the minutes from the March 18, 2014 Regular Board Meeting. BOARD APPROVES MINUTES.

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

Noes: None. Motion carried.

Absent: Duhart

5. MAINTENANCE FOREMAN REPORT

District Manager Young gave the report due to Mike Walsh being on vacation.

- West Park: Dugout repair.
- Brite Lake: Preparation for Fishing Derby event. Cable temporarily removed due to water level.
- Skate Park: Signs installed in accordance with TVRPD ordinance 01-10. Samantha Waldeck and friends helped with welding parts that needed repair and District Manager Young thanked them for their help and support of the facility.
- Conducted the quarterly safety meeting.

- Maintenance staff member David Borbon moved to Merced.
- Conducted interviews for the position of Maintenance Worker I/II. Position is slated to be filled by the end of April pending DOJ paperwork.

6. RECREATION SUPERVISOR REPORT

Recreation Supervisor LeAnn Williams gave the report.

- Fishing Derby: California Department of Fish and Game has stocked Brite Lake. Tacos Buenos will cook at the event. Albertson's donated the water, soda, and 150 pounds of meat for the event. Williams thanked Albertson's for supporting TVRPD. Relay for Life will have a booth at the event.
- Run with the Wind Under the Sun is the next event and will be held at Mountain Valley Glider Airport.
- Warrior Run: Added a Kids Color Run to the event. Registration cost will be \$5.00 per child.
- Movies in the Park & Music in the Park: All contracts signed.
- New Programs: Aqua Zumba & Deep Water Aerobics.
- Skate Park Fundraiser: Slated for October. Band Slightly Stupid to perform.
- Summer brochure and rack card presented to Board.
- Egg Hunt this Saturday April 19 at West Park.

7. DISTRICT MANAGER REPORT

District Manager Matt Young gave the report.

- District Manager Young thanked his staff for their hard work.
- FY 14/15 budget on track for July approval.
- Receiving bids for a sound stage at Central Park. The City of Tehachapi will donate \$25,000.00 to go towards the project.
- Researching installing a pay station at Brite Lake. Board members liked the idea.
- District Manager Young submitted a letter of support to Sacramento for the SB1086 Safe Neighborhood Bond Act.
- District Manager Young will attend the annual CPRS meeting in Sacramento on Friday.
- District Manager Young received the only full scholarship given in the state of California for the annual CARPD conference.

8. FINANCIAL REPORT

9. AGENDA ITEMS

A. Approval of the Preliminary Financial Reports for March, 2014.

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR MARCH, 2014.

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

Noes: None. Motion carried.

Absent: Duhart

B. Adoption of the Services and Support Agreement Between Tehachapi Valley Recreation and Park District and Tehachapi Parks Foundation, Resolution # 5-14.

BOARD APPROVES RESOLUTION #5-14 ADOPTING THE SERVICES AND SUPPORT AGREEMENT BETWEEN TEHACHAPI VALLEY RECREATION AND PARK DISTRICT AND TEHACHAPI PARKS FOUNDATION.

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

Noes: None. Motion carried.

Absent: Duhart

C. Discussion of Tehachapi Valley Recreation and Park District Capital Improvement Plan.

District Manager Young is in the process of developing a five year CIP for the District.

District Manager Young would like to form a CIP Ad Hoc Committee at the next meeting.

D. Approving the Meadowbrook Park Conceptual Site Plan.

District Manager Young explained that the information gathered at the public forum held on March 26, 2014 is included in the plan. Director Cyr asked what changes were made to the plan. Young stated that a misting station and rock climbing area were added to the plan. The public voted for the theme of the park to be "Nature". The plan reduces the amount of turf by 22% which will lower the overall water usage. Vice-Chairperson Rush inquired about lighting at the site and suggested coin operated lighting at the basketball courts. Young also explained what will be included in the three development phases included within the plan.

Director Mifflin stated that he would like to see the addition of the mountain bike pump track to the plan. Young recommended that the Board approve the Meadowbrook Conceptual Site Plan.

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

Noes: None. Motion carried.

Absent: Duhart

E. Discussion of Meadowbrook Phase One Expenditures.

District Manager Young stated that phase one is approximately \$250,000.00 and the plan is to break ground on the phase one after the summer events conclude. Young stated that he would like to pursue a grant for the recycled tire crushed rubber surfacing to lower costs. Tehachapi Parks Foundation will also be involved. TPF Board member Zach Skow from Marley's Mutts is looking into a Beneful dog food grant to help with the cost of the dog park. Details will be discussed with the Ad Hoc committee. Director Cyr recommended that an irrigation plan be drawn up for the entire site before construction begins. Director Cyr offered his help in developing an irrigation plan and suggested using Microsoft Project Scheduling. Director Cyr suggested coordinating and scheduling sub-contractors in a way that will result in as few "Move In Fees" as possible.

10. CLOSED SESSION: ADJOURNED TO CLOSED SESSION AT 6:36 P.M.

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

Reconvened from closed session at 7:34 P.M.

Report on Closed Session: No action taken.

11. BOARD OF DIRECTORS TIME: None.

12. OTHER BUSINESS: None.

13. ADJOURNMENT

Having no further business the meeting was adjourned at 7:35 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on May 20, 2014.

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

Noes: None. Motion carried.

Absent: Duhart

Respectfully Submitted,

Carrie Champlin

Carrie Champlin, Clerk of the Board

DRAFT