

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY MAY 20, 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
Mike Walsh, TVRPD Maintenance Foreman
LeAnn Williams, TVRPD Recreation Supervisor
Darla Baker, Tehachapi News
Ida Perkins, President Chamber of Commerce
Carl Gehricke, Director Chamber of Commerce
Laura Lynne Wyatt, GHCSO Board Member

1. FLAG SALUTE: Vice-Chairperson Rush led the Flag Salute.

2. ROLL CALL: Director Cyr was absent.

3. PUBLIC COMMENTS:

Vice-Chairperson of GHCSO, Laura Lynn Wyatt presented the TVRPD Board of Directors with a check in the amount of \$750.00 for the sponsorship of TVRPD's Movies in the Park event. Manager of Environmental & Public Affairs at **Lehigh Cement**, Craig Mifflin presented TVRPD Board of Directors with a check in the amount of \$6000.00 for the sponsorship of TVRPD's Music in the Park event.

4. CONSENT CALENDAR

A. Secretary Declaration of Posting of Agenda 72 hours in Advance of Meeting

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

Noes: None. Motion carried.

Absent: Cyr

B. Approval of Minutes from the Regular Board Meeting held April 15, 2014.

Request by Clerk of the Board of Directors to approve the minutes from the April 15, 2014 Regular Board Meeting. BOARD APPROVES MINUTES.

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

Noes: None. Motion carried.

Absent: Cyr

C. Adoption of the TVRPD Aquatic Manager Job Description, Resolution #6-14

Request by District Manager Young for the approval of the TVRPD Aquatic Manager Job Description, Resolution #6-14. BOARD ADOPTS THE TVRPD AQUATIC MANAGER JOB DESCRIPTION, RESOLUTION #6-14.

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

Noes: None. Motion carried.

Absent: Cyr

D. Adoption of the TVRPD Groundskeeper I/II Job Description, Resolution #7-14

Request by District Manager Young for the approval of the TVRPD Groundskeeper I/II Job Description, Resolution #7-14. BOARD ADOPTS THE TVRPD GROUNDSKEEPER I/II JOB DESCRIPTION, RESOLUTION #7-14.

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

Noes: None. Motion carried.

Absent: Cyr

E. Approval of the Contract Between Tehachapi Valley Recreation and Park District and The Greater Tehachapi Chamber of Commerce for the 2014 Mountain Festival, Resolution #8-14.

Request by District Manager Young for the approval of the contract between Tehachapi Valley Recreation and Park District and The Greater Tehachapi Chamber of Commerce for the 2014 Mountain Festival, Resolution #8-14. BOARD APPROVES THE CONTRACT BETWEEN TEHACHAPI VALLEY RECREATION AND PARK DISTRICT AND THE GREATER TEHACHAPI CHAMBER OF COMMERCE FOR THE 2014 MOUNTAIN FESTIVAL, RESOLUTION #8-14.

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

Noes: None. Motion carried.

Absent: Cyr

5. MAINTENANCE FOREMAN REPORT

Maintenance Foreman Mike Walsh gave the report.

- Brite Lake: Water level still high. Derby preparation work. Cable temporarily removed due to water level. Dock maintenance, Purchased new control boards for the on demand hot water heaters. Electric vehicle purchased and will be used at the Brite Lake property.
- Dye Natatorium: Chemical pump replaced, pool vacuum purchased.
- Maintenance Worker I/II: still waiting on DOJ background check results.

6. RECREATION SUPERVISOR REPORT

Recreation Supervisor LeAnn Williams gave the report.

- Run with the Wind Under the Sun is the next event and will be held at Mountain Valley Glider Airport on May 31. Alternative energy sponsors include: Mid-American Solar, GE, World Wind & Solar, Solar City and Benz Recycling. Williams thanked all of the

sponsors that that are supporting the event. 75 pre-registrations to date and 48% of the registrations are from outside of our community.

- Memorial Day Ceremony will be held at Central Park. Aimee Hansen is doing a great job coordinating the event.
- Music in the Park: Williams thanked Lehigh Cement for being the presenting sponsor for the Music in the Park events. Williams explained that their support is the reason we are able to bring in quality performers like Adema and Lions Named Leo for the events.
- City of Tehachapi has made a long term commitment to be the presenting sponsor for The Oldtimer's Reunion. City of Tehachapi will be gifting a GEM car to the District at their next meeting. Williams thanked the City of Tehachapi for their continuing support of the District.
- Advanced Beverage has come on board as a sponsor of our summer races. They have made a cash donation as well as donating Michelob Ultra for each event.
- Williams presented a certificate of appreciation to Kiwanis of Tehachapi for their support of the 2014 Egg Hunt event.

7. DISTRICT MANAGER REPORT

District Manager Matt Young gave the report.

- TPF met last month and discussed how Tehachapi Parks Foundation will support the District.
- TVRPD will participate in the "Pet Safe Bark for Your Park" contest. The winner will receive \$100,000.00 for a dog park facility. Zach Skow and Marley's Mutts is supporting the District and they are helping to gather more votes. Young explained the voting process.
- District Manager Young attended the annual CARPD conference in Lake Tahoe. Very productive conference. Young brought back information regarding scholarship information for professional development.

8. FINANCIAL REPORT

Administrative Assistant Carrie Champlin gave the report.

9. AGENDA ITEMS

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

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR APRIL, 2014.

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

Noes: None. Motion carried.

Absent: Cyr

B. Approval for District Manager to Seek Bids for ADA Inspection Report.

It was the consensus of the Board for District Manager Young to seek bids for an ADA inspection report.

C. Tehachapi Mountain Trails Association Pump Track Presentation.

Bryan Rails gave the presentation. Chairperson Stewart stated that she appreciates the diligence TMTA has shown to the sport of cycling and is impressed with the progress she has seen.

D. Discussion/Approval to Purchase a Shade Structure from USASHADE for Phillip Marx Central Park, Resolution # 9-14.

District Manager Young explained that he had met with Greg Garrett, City Manager for the City of Tehachapi to discuss a shade structure for Phillip Marx Central Park. The City of Tehachapi has promised to fully reimburse TVRPD for the purchase of a shade structure for Phillip Marx Central Park. District Manager Young explained that he spoke with several companies and USASHADE was the only company to meet the requirements needed for the property including the wind speed rating. District Manager Young requested the Board approve the purchase of a shade structure from USASHADE in an amount not to exceed \$30,100.00 for Phillip Marx Central Park, Resolution #9-14. There was a brief discussion regarding the cost of cement and possible SCE charges.

BOARD APPROVES THE PURCHASE OF A SHADE STRUCTURE FROM USASHADE IN AN AMOUNT NOT TO EXCEED \$30,100.00 FOR PHILLIP MARX CENTRAL PARK WITH THE UNDERSTANDING THAT THE CITY OF TEHACHAPI WILL REIMBURSE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT FOR THE PURCHASE, RESOLUTION #9-14.

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

Noes: None. Motion carried.

Absent: Cyr

E. Discussion/Approval of Purchase of Playcore Playground and Fitness Equipment for Meadowbrook Park and West Park, Resolution #9B-14.

District Manager Young presented the Board with several models of playground and fitness equipment from GameTime/Playcore and explained that the company is offering a free fitness package with the purchase of playground equipment. Young explained that this is a “piggyback” purchase and does not require a bid process under the Public Resources Code 5786.15(b). Young requested that the Board approve the purchase of playground and fitness equipment for Meadowbrook and West Parks, Resolution #9B-14.

BOARD APPROVES THE PURCHASE OF PLAYGROUND AND FITNESS EQUIPMENT FROM GAMETIME/PLAYCORE IN AN AMOUNT NOT TO EXCEED \$150,000.00 FOR MEADOWBROOK AND WEST PARKS, RESOLUTION #9B-14.

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

Noes: None. Motion carried.

Absent: Cyr

F. Discussion/Appointment of Meadowbrook Phase I Committee.

Chairperson Stewart appointed Brian Duhart, Nick Cyr, Mike Walsh, and Matt Young to the Meadowbrook Phase I Committee.

G. Discussion/Appointment of CIP Ad Hoc Committee.

Chairperson Stewart appointed Brian Duhart, Gayle Stewart, Mike Walsh, and Matt Young to the CIP Ad Hoc Committee.

10. BOARD OF DIRECTORS TIME:

Director Mifflin thanked District Manager Young for his hard work. Director Mifflin also thanked Mr. Rails for his dedication to the children in our community. Vice-Chairperson Rush thanked District Manager Young for all of his work and stated that he has exceeded expectations. Chairperson Stewart thanked the Board and staff for their hard work and stated that she is excited to be a part of TVRPD.

11. OTHER BUSINESS: None.

12. ADJOURNMENT

Having no further business the meeting was adjourned at 7:04 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on June 17, 2014.

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

Noes: None. Motion carried.

Absent: Cyr

Respectfully Submitted,

Carrie Champlin
Carrie Champlin, Clerk of the Board