



Play Up. Live Up.

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

**REGULAR BOARD MEETING
TUESDAY, APRIL 16, 2013, 5:30 P.M.**

BOARD OF DIRECTORS

GAYLE STEWART, CHAIRPERSON
PAUL PRESS, VICE-CHAIRPERSON
PAULETTE RUSH, SECRETARY
NICK CYR, DIRECTOR
BRIAN DUHART, DIRECTOR

A G E N D A

1. FLAG SALUTE

2. ROLL CALL

3. PUBLIC COMMENTS

The Tehachapi Valley Recreation and Parks 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 March 19, 2013 (Pages 4-7)

- C. Approval of Minutes from the Special Board Meeting held March 22, 2013 (Pages 8-9)
- D. Approval of Financial Reports (Pages 10-34)
- E. Approval of Ratification in change of start date, District Manager, Matt Young, from April 11, 2013, to April 10, 2013.

5. CORRESPONDENCE

- CAPRI Risk Management and Loss Prevention Response (Pages 35-36)
- Kern County Auditor Controller County Clerk Share of Property Tax (Pages 37-39) Administration Cost 2012-2013.

6. PROGRAM REPORT (Page 40)

7. FACILITY REPORT (Page 41)

8. INTERIM DISTRICT MANAGER REPORT

9. AGENDA ITEMS

- A. Approval for District Manager Spending Limit, not to Exceed \$3000.00., Resolution #20-13 (Pages 42-44)

10. 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

11. BOARD OF DIRECTORS' TIME

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

12. OTHER BUSINESS

13. ADJOURNMENT

Adjourn to the next Regular Meeting of the Board of Directors of the Tehachapi Valley Recreation and Parks District scheduled on May 21, 2013.



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CERTIFICATE OF POSTING AGENDA

I, the Clerk of the Tehachapi Valley Recreation and Parks District Board of Directors hereby certify that a copy of the April 16, 2013, Regular Board Meeting Agenda was posted at the following public places within the District on Friday, April 12, 2013, 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 Parks District Board of directors on the 12th day of April 2013.

Dated this 12th day of April 2013

Carrie Champlin
Clerk of the Board of Directors

**MINUTES OF THE REGULAR BOARD MEETING
OF THE TEHACHAPI VALLEY RECREATION AND PARKS DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
TUESDAY MARCH 19, 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
Matt Martz, Tehachapi News
Mark Sillings, MIG
Tina Forde, Forde News

1. FLAG SALUTE: Secretary Rush 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.

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

Noes: None. Motion carried.

Absent: Director Cyr.

B. Approval of Minutes from the Regular Board Meeting held February 26, 2013.

Request by Clerk of the Board of Directors to approve the minutes from the February 26, 2013 Regular Board Meeting. BOARD APPROVES MINUTES.

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

Noes: None. Motion carried.

Absent: Director Cyr.

C. Approval of Minutes from the Special Board Meeting held March 12, 2013.

Request by Clerk of the Board of Directors to approve the minutes from the March 12, 2013 Special Board Meeting. BOARD APPROVES MINUTES.

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

Noes: None. Motion carried.

Absent: Director Cyr.

D. 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: None.

6. PROGRAM REPORT

Program Coordinator Sandy Chavez gave the report.

- Programs in Session Report: Youth Basketball in last week of play.
- T-Ball: 110 registered for lower division and 67 registered for upper division. Coaches meeting scheduled.
- Men's Softball meeting scheduled.
- Event Report: Egg Hunt/Chick Race will be March 30, 2013. Fishing Derby will be April 20, 2013.
- New Event: Run Like the Wind Spring Run will be Saturday March 23, 2013. The run will support Jacobsen Middle School; 76 registered.

7. FACILITY REPORT

Facilities Coordinator Carrie Champlin gave the report.

- Central Park: Slide retrofit hardware ordered.
Annual back flow testing complete/Repairs complete.
Facility tour with Rotary Club of Tehachapi/Discussion regarding possible sponsorship opportunity.
- West Park/West Park Activity Center: WPAC heater repair – Champlin thanked Kirk Gilbert and TUSD for their assistance.
Brite Lake: Tree trimming update: Evaluation with arborist Al Thibodeau. General Tree Service will be finishing tree trimming job; date to be scheduled.
Trees tagging complete.
Picnic table assembly continues.
- Meadowbrook Park/Meadowbrook Dog Park: Annual back flow testing complete/Repairs complete.
Trees tagging complete.
- Dye Natatorium: Securing bids for ceiling repair. Foam Experts contract with counsel.
Repair schedule to be announced.
- CPRS Conference report.

8. INTERIM DISTRICT MANAGER REPORT

Interim District Manager Williams gave the report.

- Support Staff Hiring Status:
Narrowing down Maintenance Foreman applications.
Recreation Supervisor applications narrowed down to four. Orientations and face to face interviews still to come.

- Adventure Camp ads put in paper to advertise for summer staff positions.
- Medical enrollment continues.
- District boundary map is fixed and approved.
- Working on transition to new payroll provider.
- Concert in the Park Update: Meeting with Glenn Baumann and Sandy Chavez. First event will be June 22nd.

All Reports Received and Filed.

9. AGENDA ITEMS

A. MIG Report of Master Plan Needs Assessment

Ronald Hagen, Mark Sillings and Jim Pickel presented the second draft of the master plan needs assessment report. *Report Received and Filed.*

MIG stated that the next step will be the draft master plan.

Chairperson Stewart in anticipation of the distribution of the draft master plan, instructed Interim District Manager Williams to notify the ad hoc committee and plan a meeting to review the draft master plan.

B. Annual Election of Officers

Secretary Rush nominated Gayle Stewart for Chairperson of the Board of Directors for the Tehachapi Valley Recreation and Parks District. Secretary Rush nominated Paul Press for Vice-Chairperson of the Board of Directors for the Tehachapi Valley Recreation and Parks District.

BOARD APPROVES THE APPOINTMENT OF GAYLE STEWART AS CHAIRPERSON OF THE BOARD OF DIRECTORS FOR THE TEHACHAPI VALLEY RECREATION AND PARKS DISTRICT.

BOARD APPROVES THE APPOINTMENT OF PAUL PRESS AS VICE-CHAIRPERSON OF THE BOARD OF DIRECTORS FOR THE TEHACHAPI VALLEY RECREATION AND PARKS DISTRICT.

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

Noes: None. Motion carried.

Absent: Director Cyr.

C. Approval of Contract with Foam Experts, Inc., Resolution #19-13.

Recommendation from Interim District Manager Debbie Williams for the approval of the contract with Foam Experts Roofing, Inc. pending legal counsel approval and pending the possibility of additional ventilation requirements, Resolution #19-13.

BOARD APPROVES THE CONTRACT WITH FOAM EXPERTS, INC.

PENDING LEGAL COUNSEL APPROVAL AND PENDING THE POSSIBILITY OF ADDITIONAL VENTILATION REQUIREMENTS, RESOLUTION #19-13.

Duhart - Cyr: Ayes: Stewart;Cyr; Duhart.

Noes: None. Motion Carried

Absent: Press; Rush.

D. Approval of Contract with Burkey, Cox, Evans & Bradford, Certified Public Accountants, Resolution # 20-13.

Recommendation from Interim District Manager Debbie Williams to table agenda item D until the next board meeting.

Agenda item D was tabled.

10. REPORTS OF STANDING COMMITTEES: None.

11. BOARD OF DIRECTORS TIME

Chairperson Stewart stated that she is excited about the progress of the master plan and thanked everyone involved for their hard work.

Vice-Chairperson Press thanked Sandy Chavez for her professionalism in handling a customer concern.

Director Duhart stated that he wants to make sure that work continues moving forward in the search for companies for the Meadowbrook Park plan.

12. OTHER BUSINESS: None

13. CLOSED SESSION – Moved to closed session at 7:10 P.M.

A. Interim District Manager performance review per GOVERNMENT CODE SECTION 54957(b)(1)

Action taken was to extend the contract with Interim District Manager Debbie Williams through April 30, 2013.

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

Noes: None. Motion carried.

Absent: Director Cyr.

Closed Session concluded at 7:35 P.M.

14. ADJOURNMENT

Having no further business the meeting was adjourned at 7:37 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Parks District scheduled on April 16, 2013.

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

Noes: None. Motion carried.

Absent: Director Cyr.

Respectfully Submitted,

Carrie Champlin, Clerk of the Board

**MINUTES OF THE SPECIAL BOARD MEETING OF THE
TEHACHAPI VALLEY RECREATION AND PARKS DISTRICT
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561
MARCH 22, 2013, 7:00 A.M.**

CALL TO ORDER: Board Meeting Convened By Vice-Chairperson Press at 7:10 A.M.

BOARD MEMBERS:

Gayle Stewart, Chairperson
Paul Press, Vice-Chairperson
Paulette Rush, Secretary
Nick Cyr, Director
Brian Duhart, Director

ALSO PRESENT

Greg Garrett, City of Tehachapi
Matt Martz, Tehachapi News
Sandy Chavez, Program Coordinator
David Coopridier, Special Projects Coordinator
David Borbon, Groundskeeper
Ashlynn Garber, Custodian
John Chavez, Groundskeeper

1. **FLAG SALUTE:** Vice-Chairperson Press led the Flag Salute.
2. **ROLL CALL:** Chairperson Stewart and Director Cyr were absent.
3. **PUBLIC COMMENTS:** None
4. **BOARD OF DIRECTORS' TIME** – None
5. **OTHER BUSINESS** – None
6. **AGENDA ITEMS**
 - A. Agenda Item C. REPORT ON PUBLIC EMPLOYEE APPOINTMENT
(District Manager) Government Code Sections 54957 (b)(1) and 54957.1(a).

Tehachapi Valley Recreation and Parks District Board of Directors has offered Mr. Matt J. Young the position of District Manager with a salary of \$76,500.00 per year, benefits package, and up to \$2,000.00 in moving expenses. Mr. Matt J. Young has accepted this offer.

BOARD APPROVES THE APPOINTMENT OF MR. MATT J. YOUNG FOR THE POSITION OF DISTRICT MANAGER OF THE TEHACHAPI VALLEY RECREATION AND PARKS DISTRICT.

Rush – Duhart: Ayes: Press; Rush; Duhart.

Noes: None. Motion Carried

Absent: Stewart; Cyr

7. ADJOURNMENT

Having no further business the meeting was adjourned at 7:15 A.M. to the next Regular Board meeting of Directors of Tehachapi Valley Recreation and Parks District scheduled on April 16, 2013, 5:30 P.M.

Respectfully Submitted,

Carrie Champlin, Clerk of the Board

Tehachapi Valley Recreation & Parks District
Financials
March 2013

Tehachapi Valley Recreation and Park District
Balance Sheet
As of March 31, 2013

	Total
ASSETS	
Current Assets	
Bank Accounts	
1000 Cash in County Treasury Special Revenue Fund	
1001 Cash in County Treasury-General Fund	148,539.81
1003 Cash in County Treasury-Quimby	69,698.56
Total 1000 Cash in County Treasury Special Revenue Fund	218,238.37
1004 Check BOTS 4470	141,893.36
1005 County Treasury Capital Projects Fund	439,785.15
1051 Change Fund	600.00
1100 Petty Cash Fund	200.00
Total Bank Accounts	\$800,716.88
Accounts Receivable	
1200 Accounts Receivable	2,290.00
Total Accounts Receivable	\$2,290.00
Other current assets	
1070 Prepaid Expenses	16,337.92
1092 Credit Card Receivables	885.00
Total Other current assets	\$17,222.92
Total Current Assets	\$820,229.80
Fixed Assets	
1150 Land	166,734.76
1161 Building	556,453.52
1162 Improvements	1,446,433.41
1163 Equipment	525,354.56
1164 Swimming Pool & Building	265,383.67
1165 Lake	412,294.78
1170 Accumulated Depreciation	-2,238,610.00
Total Fixed Assets	\$1,134,044.70
TOTAL ASSETS	\$1,954,274.50
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable	24,488.56
Total Accounts Payable	\$24,488.56
Credit Cards	
2010 Cardmember Services Payable	2,291.82
2014 Home Depot Payable	162.27
Total Credit Cards	\$2,454.09
Other Current Liabilities	
2021 Accrued Salaries & Wages	10,708.82

	Total
2022 Accrued Vacation	0.00
2022.2 Accrued Vacation Other Employees	4,799.07
Total 2022 Accrued Vacation	4,799.07
2023 Accrued FICA	1,329.19
2200 Suspense	50.00
2209 CALPERS Payable	227.69
2250 Payroll Tax Liabilities	596.19
Total Other Current Liabilities	\$17,710.96
Total Current Liabilities	\$44,653.61
Long-Term Liabilities	
2300 Capital Lease - John Deere	1,074.53
Total Long-Term Liabilities	\$1,074.53
Total Liabilities	\$45,728.14
Equity	
3010 Net Investment In Capital Assets	
3012 Investment in Fixed Assets	1,132,680.57
3014 Needed for Debt	-1,074.53
Total 3010 Net Investment In Capital Assets	1,131,606.04
3020 Restricted Funds	
3022 Capital Projects	427,925.19
3024 Master Plan	39,257.00
Total 3020 Restricted Funds	467,182.19
3030 Unrestricted Funds	383,378.29
3110 Retained Earnings	-476.00
Net Income	-73,144.16
Total Equity	\$1,908,546.36
TOTAL LIABILITIES AND EQUITY	\$1,954,274.50

Tuesday, Apr 09, 2013 03:14:40 PM PDT GMT-7 - Accrual Basis

Tehachapi Valley Recreation and Park District
Profit & Loss
 March 2013

	Total	
	Mar 2013	Jul 2012 - Mar 2013 (YTD)
Income		
4010 Property Taxes	12,736.19	444,778.54
4020 Interest Income		1,466.24
4030 Adult Program Revenues	1,991.00	30,211.68
4050 Facility Revenue	7,722.80	83,470.85
4170 Master Plan - Funding Income	36,535.00	36,535.00
4200 Contracted Classes Revenues	2,935.50	15,565.00
4210 Events Revenues	1,941.00	15,159.52
4300 Youth Program Revenues	20,449.80	96,714.01
Total Income	\$84,311.29	\$723,900.84
Cost of Goods Sold		
5001 Adult Program Costs	111.81	1,495.26
5004 Contracted Classes Costs	1,552.55	10,755.68
5005 Events Costs	1,337.89	7,328.07
5008 Youth Program Costs	11,564.04	26,879.44
Total Cost of Goods Sold	\$14,566.29	\$46,458.45
Gross Profit	\$69,745.00	\$677,442.39
Expenses		
6000 Employee Costs	27,151.42	330,055.71
7010 Advertising & Marketing	4,058.64	18,559.33
7020 Bank Service Charges	186.31	1,973.36
7025 Cash Short/Over		-230.04
7030 Dues & Subscriptions	360.00	1,305.00
7035 Equipment Rents & Leases		1,313.31
7050 Insurance	1,394.36	10,542.03
7056 Interest Expense	85.78	155.91
7060 Licenses & Fees	90.00	735.00
7070 Maintenance	8,071.59	62,350.35
7080 Master Plan Expenses		48,747.89
7085 Misc Prior Year Adjustments		3,539.65
7090 Office Supplies	777.27	7,838.52
7110 Payroll Voucher Service	1,432.99	5,568.11
7120 Professional Development	1,053.86	3,964.17
7150 Professional Fees	7,692.50	73,165.15
7160 Property Tax Collection Fee		-25.00
7180 Security	144.00	1,297.18
7210 Telephone	1,013.00	9,445.53
7250 Utilities	14,513.10	94,010.50
Total Expenses	\$68,024.82	\$674,311.66
Net Operating Income	\$1,720.18	\$3,130.73
Other Income		
8040 TVRPD Development Fee Revenues	2,137.00	10,685.00
Total Other Income		

	Total	
	Mar 2013	Jul 2012 - Mar 2013 (YTD)
	\$2,137.00	\$10,685.00
Other Expenses		
8505 Quimby Expense	12,200.00	86,959.89
Total Other Expenses	\$12,200.00	\$86,959.89
Net Other Income	\$ -10,063.00	\$ -76,274.89
Net Income	\$ -8,342.82	\$ -73,144.16

Tuesday, Apr 09, 2013 03:16:22 PM PDT GMT-7 - Accrual Basis

Tehachapi Valley Recreation and Park District
Budget vs. Actuals: Budget - FY13 P&L
 July 2012 - March 2013

	Total			
	Actual	Budget	Remaining	% of Budget
Income				
4010 Property Taxes	444,778.54	732,272.00	287,493.46	60.74 %
4020 Interest Income	1,466.24	2,500.00	1,033.76	58.65 %
4030 Adult Program Revenues	30,211.68	29,360.00	-851.68	102.90 %
4050 Facility Revenue	83,470.85	113,890.00	30,419.15	73.29 %
4110 Miscellaneous Income (deleted)		40,000.00	40,000.00	
4170 Master Plan - Funding Income	36,535.00	35,000.00	-1,535.00	104.39 %
4200 Contracted Classes Revenues	15,565.00	23,000.00	7,435.00	67.67 %
4210 Events Revenues	15,159.52	23,200.00	8,040.48	65.34 %
4300 Youth Program Revenues	96,714.01	147,410.00	50,695.99	65.61 %
Total Income	\$723,900.84	\$1,146,632.00	\$422,731.16	63.13 %
Cost of Goods Sold				
5001 Adult Program Costs	1,495.26	1,333.00	-162.26	112.17 %
5004 Contracted Classes Costs	10,755.68	15,345.00	4,589.32	70.09 %
5005 Events Costs	7,328.07	10,664.00	3,335.93	68.72 %
5008 Youth Program Costs	26,879.44	29,490.00	2,610.56	91.15 %
Total Cost of Goods Sold	\$46,458.45	\$56,832.00	\$10,373.55	81.75 %
Gross Profit	\$677,442.39	\$1,089,800.00	\$412,357.61	62.16 %
Expenses				
6000 Employee Costs				
6010 Salaries & Wages				
6012 Administrative Wages	44,640.79	125,768.00	81,127.21	35.49 %
6013 Adult Program Wages	16,575.08	7,300.00	-9,275.08	227.06 %
6014 Maintenance Wages	86,182.63	121,891.00	35,708.37	70.70 %
6015 Gym Supervisor	9,797.30	15,000.00	5,202.70	65.32 %
6016 Recreation Supervisor		22,500.00	22,500.00	
6017 Recreation Coordinator	21,008.00	27,000.00	5,992.00	77.81 %
6019 Youth Program Wages	61,372.10	111,308.00	49,935.90	55.14 %
Total 6010 Salaries & Wages	239,575.90	430,767.00	191,191.10	55.62 %
6050 Benefits				
6051 Employee Group Insurance (Med.)	36,434.59	89,340.00	52,905.41	40.78 %
6053 Employee Grp. Ins. (Vision)	517.84	1,900.00	1,382.16	27.25 %
6055 Employee Retirement-PERS	11,264.93	15,000.00	3,735.07	75.10 %
6057 EPS & Dental	1,185.61	3,000.00	1,814.39	39.52 %
6058 Employer Tax Expense	30,230.85	43,500.00	13,269.15	69.50 %
6090 Worker's Compensation Insurance	10,845.99	15,000.00	4,154.01	72.31 %
Total 6050 Benefits	90,479.81	167,740.00	77,260.19	53.94 %
Total 6000 Employee Costs	330,055.71	598,507.00	268,451.29	55.15 %
7010 Advertising & Marketing	18,559.33	8,000.00	-10,559.33	231.99 %
7020 Bank Service Charges	1,973.36	2,700.00	726.64	73.09 %
7025 Cash Short/Over	-230.04	0.00	230.04	
7030 Dues & Subscriptions	1,305.00	2,200.00	895.00	59.32 %

	Total			
	Actual	Budget	Remaining	% of Budget
7035 Equipment Rents & Leases	1,313.31	3,700.00	2,386.69	35.49 %
7050 Insurance				
7051 Auto Insurance	2,267.28	0.00	-2,267.28	
7052 HUB Insurance	-254.06	0.00	254.06	
7053 Property Insurance	6,172.47	0.00	-6,172.47	
7055 Liability Insurance	2,356.34	19,000.00	16,643.66	12.40 %
Total 7050 Insurance	10,542.03	19,000.00	8,457.97	55.48 %
7056 Interest Expense	155.91		-155.91	
7060 Licenses & Fees	735.00	2,500.00	1,765.00	29.40 %
7070 Maintenance				
7072 Building Maintenance	7,227.26	7,400.00	172.74	97.67 %
7074 Equipment Maintenance	5,046.58	6,000.00	953.42	84.11 %
7075 Fuel	10,930.49	16,000.00	5,069.51	68.32 %
7076 Janitorial Supplies	9,556.22	7,500.00	-2,056.22	127.42 %
7078 Materials & Supplies	29,741.92	57,600.00	27,858.08	51.64 %
7079 Fleet Maintenance	-152.12	5,000.00	5,152.12	-3.04 %
Total 7070 Maintenance	62,350.35	99,500.00	37,149.65	62.66 %
7080 Master Plan Expenses		102,047.00	102,047.00	
7081 Master Plan-County	39,290.10		-39,290.10	
7082 Master Plan-TPRPD	9,457.79		-9,457.79	
Total 7080 Master Plan Expenses	48,747.89	102,047.00	53,299.11	47.77 %
7085 Misc Prior Year Adjustments	3,539.65	0.00	-3,539.65	
7090 Office Supplies	7,838.52	10,000.00	2,161.48	78.39 %
7110 Payroll Voucher Service	5,568.11	5,600.00	31.89	99.43 %
7120 Professional Development	3,964.17	3,500.00	-464.17	113.26 %
7150 Professional Fees				
7151 Annual Audit	6,250.00	0.00	-6,250.00	
7152 Accounting	7,695.00	7,800.00	105.00	98.65 %
7155 Legal	10,614.33	22,000.00	11,385.67	48.25 %
7158 Intrm District Manager	48,605.82	42,000.00	-6,605.82	115.73 %
Total 7150 Professional Fees	73,165.15	71,800.00	-1,365.15	101.90 %
7160 Property Tax Collection Fee	-25.00	7,500.00	7,525.00	-0.33 %
7170 Publications & Legal		1,000.00	1,000.00	
7180 Security	1,297.18	1,200.00	-97.18	108.10 %
7210 Telephone	9,445.53	7,800.00	-1,645.53	121.10 %
7250 Utilities				
7252 Electric Service	50,087.59	56,542.00	6,454.41	88.58 %
7254 Gas Service	16,218.38	18,140.00	1,921.62	89.41 %
7256 Sanitation Services	13,708.64	0.00	-13,708.64	
7258 Water Service	13,995.89	8,200.00	-5,795.89	170.68 %
Total 7250 Utilities	94,010.50	82,882.00	-11,128.50	113.43 %
Total Expenses	\$674,311.66	\$1,029,436.00	\$355,124.34	65.50 %
Net Operating Income	\$3,130.73	\$60,364.00	\$57,233.27	5.19 %
Other Income				
8040 TVRPD Development Fee Revenues	10,685.00	0.00	-10,685.00	
Total Other Income	\$10,685.00	\$0.00	\$ -10,685.00	0.00%

	Total			
	Actual	Budget	Remaining	% of Budget
Other Expenses				
8505 Quimby Expense	86,959.89	0.00	-86,959.89	
Total Other Expenses	\$86,959.89	\$0.00	\$ -86,959.89	0.00%
Net Other Income	\$ -76,274.89	\$0.00	\$76,274.89	0.00%
Net Income	\$ -73,144.16	\$60,364.00	\$133,508.16	-121.17 %

Tuesday, Apr 09, 2013 03:21:36 PM PDT GMT-7 - Accrual Basis

Tehachapi Valley Recreation and Park District
Statement of Cash Flows
 July 2012 - March 2013

	Total
OPERATING ACTIVITIES	
Net Income	-73,144.16
Adjustments to reconcile Net Income to Net Cash provided by operations:	
1200 Accounts Receivable	-2,290.00
1040 Taxes Receivable	226.58
1070 Prepaid Expenses	-4,191.92
1085 Interest Receivable	2,701.18
1092 Credit Card Receivables	-885.00
2000 Accounts Payable	-4,944.27
2010 Cardmember Services Payable	2,213.65
2014 Home Depot Payable	162.27
2021 Accrued Salaries & Wages	-12,484.73
2022 Accrued Vacation	-37,443.64
2022.2 Accrued Vacation:Accrued Vacation Other Employees	4,799.07
2023 Accrued FICA	-50.27
2200 Suspense	50.00
2209 CALPERS Payable	227.69
2250 Payroll Tax Liabilities	596.19
Net cash provided by operating activities	<u>\$ -124,457.36</u>
INVESTING ACTIVITIES	
1163 Equipment	-1,364.13
Net cash provided by investing activities	<u>\$ -1,364.13</u>
FINANCING ACTIVITIES	
3030 Unrestricted Funds	-16,797.91
3110 Retained Earnings	16,797.91
Net cash provided by financing activities	<u>\$0.00</u>
Net cash increase for period	<u>\$ -125,821.49</u>
Cash at beginning of period	<u>926,538.37</u>
Cash at end of period	<u><u>\$800,716.88</u></u>

Tuesday, Apr 09, 2013 03:17:03 PM PDT GMT-7

Tehachapi Valley Recreation and Park District
Check Detail
 March 2013

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
1004 Check BOTS 4470						
03/01/2013	Check	10068	Lora Minton	Refund for West Park Pavilion Rental	R	-50.00
				Refund West Park Pavilion Rental		-50.00
03/01/2013	Bill Payment (Check)	10069	CALPERS		R	-212.32
						-212.32
03/05/2013	Bill Payment (Check)	10070	AT&T Carol Stream	661 822-0907 082 7	R	-794.95
						-794.95
03/05/2013	Bill Payment (Check)	10071	Applegate Florist		R	-59.39
						-59.39
03/05/2013	Bill Payment (Check)	10072	Mojave Sanitation		R	-183.46
						-183.46
03/05/2013	Bill Payment (Check)	10073	Benz Construction Services		R	-165.06
						-165.06
03/05/2013	Bill Payment (Check)	10074	Home 4 Less		R	-90.18
						-90.18
03/05/2013	Bill Payment (Check)	10075	Tel-Tec Security System, Inc.	6532	R	-72.00
						-72.00
03/05/2013	Bill Payment (Check)	10076	Department of Fish & Game		C	-59.23
						-59.23
03/05/2013	Bill Payment (Check)	10077	Southern California Edison		R	-3,803.07
						-3,803.07
03/05/2013	Bill Payment (Check)	10078	Sparks Arts	1463	R	-846.62
						-846.62
03/05/2013	Bill Payment (Check)	10079	Mojave Sanitation		R	-720.94
						-720.94

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
03/05/2013	Check		Worldpay Mthly Chgs		R	-191.31
						191.31
03/07/2013	Check				R	-0.34
						-0.34
03/14/2013	Check	ACH	Better Ledger	Voided - Inv 10025 February Services Inv 10025 February Services-returned wrong bank	R	0.00
						0.00
03/18/2013	Check	10080	Cash / Carrie Champlin	Additional cash for pool cash box Pool cash box (increased to 200.00)	R	-100.00
						100.00
03/18/2013	Check	10081	Cash/Carrie Champlin	Petty Cash Reimbursement Digital recorder for board meetings Concerts in the Park meeting Concerts in the Park meeting Meadowbrook Roads meeting CPRS meal reimbursement David Coopridier.	R	-167.58
						64.49
						12.10
						12.40
						47.00
						31.59
03/18/2013	Check		Kaity Lang		R	-584.97
				ACH later rejected and replaced with check 10082		-584.97
03/19/2013	Check		Kathleen A. Armendariz	Pay Period: 02/23/2013- 03/08/2013 Gross Pay - This is not a legal paystub Social Security Employer Medicare Employer CA ETT CA SUI Employer CA SUI / ETT CA PIT / SDI Federal Taxes (941/944)	R	-184.92
						241.50
						14.97
						3.50
						0.24
						11.35
						11.59
						22.42
						52.63
03/19/2013	Check		Dominique E. Avalos	Pay Period: 02/23/2013- 03/08/2013 Gross Pay - This is not a legal paystub Social Security Employer Medicare Employer	R	-90.43
						99.00
						6.14
						1.44

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
				CA ETT		0.10
				CA SUI Employer		4.65
				CA SUI / ETT		4.75
				CA PIT / SDI		0.99
				Federal Taxes (941/944)		15.16
03/19/2013	Check		Andrew A. Bartels	Pay Period: 02/23/2013-03/08/2013	R	-74.00
				Gross Pay - This is not a legal paystub		81.00
				Social Security Employer		5.02
				Medicare Employer		1.17
				CA ETT		0.08
				CA SUI Employer		3.81
				CA SUI / ETT		3.89
				CA PIT / SDI		0.81
				Federal Taxes (941/944)		12.38
03/19/2013	Check		Emily A. Bauer	Pay Period: 02/23/2013-03/08/2013	R	-102.32
				Gross Pay - This is not a legal paystub		112.00
				Social Security Employer		6.94
				Medicare Employer		1.62
				CA ETT		0.11
				CA SUI Employer		5.26
				CA SUI / ETT		5.37
				CA PIT / SDI		1.12
				Federal Taxes (941/944)		17.12
03/19/2013	Check		Amy L. Bayer	Pay Period: 02/23/2013-03/08/2013	R	-32.89
				Gross Pay - This is not a legal paystub		36.00
				Social Security Employer		2.23
				Medicare Employer		0.52
				CA ETT		0.04
				CA SUI Employer		1.69
				CA SUI / ETT		1.73
				CA PIT / SDI		0.36
				Federal Taxes (941/944)		5.50
03/19/2013	Check		David A. Borbon	Pay Period: 02/23/2013-03/08/2013	R	-499.00
				Gross Pay - This is not a legal paystub		580.00
				Social Security Employer		35.96
				Medicare Employer		8.41
				CA ETT		0.58
				CA SUI Employer		27.26
				CA SUI / ETT		27.84
				CA PIT / SDI		10.55

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
				Federal Taxes (941/944)		114.82
03/19/2013	Check		Natasha N. Bullard	Pay Period: 02/23/2013-03/08/2013	R	-294.26
				Gross Pay - This is not a legal paystub		322.50
				Social Security Employer		20.00
				Medicare Employer		4.68
				CA ETT		0.32
				CA SUI Employer		15.16
				CA SUI / ETT		15.48
				CA PIT / SDI		3.23
				Federal Taxes (941/944)		49.69
03/19/2013	Check		Shawn T. Carpenter	Pay Period: 02/23/2013-03/08/2013	R	-98.65
				Gross Pay - This is not a legal paystub		108.00
				Social Security Employer		6.70
				Medicare Employer		1.57
				CA ETT		0.11
				CA SUI Employer		5.08
				CA SUI / ETT		5.19
				CA PIT / SDI		1.08
				Federal Taxes (941/944)		16.54
03/19/2013	Check		Taylor J. Carpenter	Pay Period: 02/23/2013-03/08/2013	R	-98.65
				Gross Pay - This is not a legal paystub		108.00
				Social Security Employer		6.70
				Medicare Employer		1.57
				CA ETT		0.11
				CA SUI Employer		5.08
				CA SUI / ETT		5.19
				CA PIT / SDI		1.08
				Federal Taxes (941/944)		16.54
03/19/2013	Check		Carley A. Cass	Pay Period: 02/23/2013-03/08/2013	R	-65.78
				Gross Pay - This is not a legal paystub		72.00
				Social Security Employer		4.46
				Medicare Employer		1.04
				CA ETT		0.07
				CA SUI Employer		3.38
				CA SUI / ETT		3.45
				CA PIT / SDI		0.72
				Federal Taxes (941/944)		11.00
03/19/2013	Check		Rosemary Champlain	Pay Period: 02/23/2013-03/08/2013	R	-127.89
				Gross Pay - This is not a		140.00

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
				legal paystub		
				Social Security Employer		8.68
				Medicare Employer		2.03
				CA ETT		0.14
				CA SUI Employer		6.58
				CA SUI / ETT		6.72
				CA PIT / SDI		1.40
				Federal Taxes (941/944)		21.42
03/19/2013	Check		Carrie A. Champlin	Pay Period: 02/23/2013-03/08/2013	R	-1,042.19
				Gross Pay - This is not a legal paystub		1,200.00
				Social Security Employer		74.40
				Medicare Employer		17.40
				CA ETT		1.20
				CA SUI Employer		56.40
				Employer Retirement Contribution		72.00
				CALPERS		12.00
				CALPERS - Employer Contribution		72.00
				CA SUI / ETT		57.60
				CA PIT / SDI		12.13
				Federal Taxes (941/944)		225.48
03/19/2013	Check		John A. Chavez	Pay Period: 02/23/2013-03/08/2013	R	-883.37
				Gross Pay - This is not a legal paystub		1,002.42
				Social Security Employer		62.15
				Medicare Employer		14.54
				CA ETT		1.00
				CA SUI Employer		47.11
				Employer Retirement Contribution		60.15
				CALPERS		10.02
				CALPERS - Employer Contribution		60.15
				CA SUI / ETT		48.11
				CA PIT / SDI		10.02
				Federal Taxes (941/944)		175.70
03/19/2013	Check		Marie D. Chavez	Pay Period: 02/23/2013-03/08/2013	R	-65.78
				Gross Pay - This is not a legal paystub		72.00
				Social Security Employer		4.46
				Medicare Employer		1.04
				CA ETT		0.07
				CA SUI Employer		3.38
				CA SUI / ETT		3.45
				CA PIT / SDI		0.72

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
				Federal Taxes (941/944)		11.00
03/19/2013	Check		Sylvia S. Chavez	Pay Period: 02/23/2013-03/08/2013	R	-893.66
				Gross Pay - This is not a legal paystub		1,050.40
				Social Security Employer		65.12
				Medicare Employer		15.23
				CA ETT		1.05
				CA SUI Employer		49.37
				Employer Retirement Contribution		63.02
				CALPERS		10.50
				CALPERS - Employer Contribution		63.02
				CA SUI / ETT		50.42
				CA PIT / SDI		23.82
				Federal Taxes (941/944)		202.77
03/19/2013	Check		David M. Coopriden	Pay Period: 02/23/2013-03/08/2013	R	-537.72
				Gross Pay - This is not a legal paystub		640.00
				Social Security Employer		39.68
				Medicare Employer		9.28
				CA ETT		0.64
				CA SUI Employer		30.08
				CA SUI / ETT		30.72
				CA PIT / SDI		9.68
				Federal Taxes (941/944)		141.56
03/19/2013	Check		Rheanna C. Cowee	Pay Period: 02/23/2013-03/08/2013	R	-65.78
				Gross Pay - This is not a legal paystub		72.00
				Social Security Employer		4.46
				Medicare Employer		1.04
				CA ETT		0.07
				CA SUI Employer		3.38
				CA SUI / ETT		3.45
				CA PIT / SDI		0.72
				Federal Taxes (941/944)		11.00
03/19/2013	Check		Jade S. Delgadillo	Pay Period: 02/23/2013-03/08/2013	R	-29.24
				Gross Pay - This is not a legal paystub		32.00
				Social Security Employer		1.98
				Medicare Employer		0.46
				CA ETT		0.03
				CA SUI Employer		1.50
				CA SUI / ETT		1.53
				CA PIT / SDI		0.32

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
				Federal Taxes (941/944)		4.88
03/19/2013	Check	201	Orion J. Fjeld	Pay Period: 02/23/2013-03/08/2013	C	-51.16
				Gross Pay - This is not a legal paystub		56.00
				Social Security Employer		3.47
				Medicare Employer		0.81
				CA ETT		0.06
				CA SUI Employer		2.63
				CA SUI / ETT		2.69
				CA PIT / SDI		0.56
				Federal Taxes (941/944)		8.56
03/19/2013	Check		Ryan C. Flick	Pay Period: 02/23/2013-03/08/2013	R	-80.38
				Gross Pay - This is not a legal paystub		88.00
				Social Security Employer		5.46
				Medicare Employer		1.28
				CA ETT		0.09
				CA SUI Employer		4.14
				CA SUI / ETT		4.23
				CA PIT / SDI		0.88
				Federal Taxes (941/944)		13.48
03/19/2013	Check		Ashlynn N. Garber	Pay Period: 02/23/2013-03/08/2013	R	-537.72
				Gross Pay - This is not a legal paystub		640.00
				Social Security Employer		39.68
				Medicare Employer		9.28
				CA ETT		0.64
				CA SUI Employer		30.08
				CA SUI / ETT		30.72
				CA PIT / SDI		9.68
				Federal Taxes (941/944)		141.56
03/19/2013	Check		Karmeron D. Gilbert	Pay Period: 02/23/2013-03/08/2013	R	-342.36
				Gross Pay - This is not a legal paystub		392.00
				Social Security Employer		24.30
				Medicare Employer		5.68
				CA ETT		0.39
				CA SUI Employer		18.42
				CA SUI / ETT		18.81
				CA PIT / SDI		3.92
				Federal Taxes (941/944)		75.70
03/19/2013	Check		Briana Gutierrez-Sanchez	Pay Period: 02/23/2013-03/08/2013	R	-65.78
				Gross Pay - This is not a		72.00

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
				legal paystub		
				Social Security Employer		4.46
				Medicare Employer		1.04
				CA ETT		0.07
				CA SUI Employer		3.38
				CA SUI / ETT		3.45
				CA PIT / SDI		0.72
				Federal Taxes (941/944)		11.00
03/19/2013	Check		Joseph G. Heier	Pay Period: 02/23/2013-03/08/2013	R	-63.94
				Gross Pay - This is not a legal paystub		70.00
				Social Security Employer		4.34
				Medicare Employer		1.02
				CA ETT		0.07
				CA SUI Employer		3.29
				CA SUI / ETT		3.36
				CA PIT / SDI		0.70
				Federal Taxes (941/944)		10.72
03/19/2013	Check		Lindsey R. Hoffman	Pay Period: 02/23/2013-03/08/2013	R	-483.75
				Gross Pay - This is not a legal paystub		561.00
				Social Security Employer		34.78
				Medicare Employer		8.13
				CA ETT		0.56
				CA SUI Employer		26.37
				CA SUI / ETT		26.93
				CA PIT / SDI		10.16
				Federal Taxes (941/944)		110.00
03/19/2013	Check		Megan J. Johnson-Jurcak	Pay Period: 02/23/2013-03/08/2013	R	-29.24
				Gross Pay - This is not a legal paystub		32.00
				Social Security Employer		1.98
				Medicare Employer		0.46
				CA ETT		0.03
				CA SUI Employer		1.50
				CA SUI / ETT		1.53
				CA PIT / SDI		0.32
				Federal Taxes (941/944)		4.88
03/19/2013	Check	10082	Kaitlyn E. Lang	Pay Period: 02/23/2013-03/08/2013	R	-584.97
				Gross Pay - This is not a legal paystub		740.00
				Social Security Employer		45.88
				Medicare Employer		10.73
				CA ETT		0.74

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
				CA SUI Employer		34.78
				CA SUI / ETT		35.52
				CA PIT / SDI		17.28
				Federal Taxes (941/944)		194.36
03/19/2013	Check		William W. Laninovich	Pay Period: 02/23/2013-03/08/2013	R	-416.26
				Gross Pay - This is not a legal paystub		506.10
				Social Security Employer		31.38
				Medicare Employer		7.34
				CA ETT		0.51
				CA SUI Employer		23.79
				CA SUI / ETT		24.30
				CA PIT / SDI		5.06
				Federal Taxes (941/944)		123.50
03/19/2013	Check		Patrick S. Martin	Pay Period: 02/23/2013-03/08/2013	R	-25.57
				Gross Pay - This is not a legal paystub		28.00
				Social Security Employer		1.74
				Medicare Employer		0.41
				CA ETT		0.03
				CA SUI Employer		1.32
				CA SUI / ETT		1.35
				CA PIT / SDI		0.28
				Federal Taxes (941/944)		4.30
03/19/2013	Check		Dakota J. Medovitch	Pay Period: 02/23/2013-03/08/2013	R	-73.08
				Gross Pay - This is not a legal paystub		80.00
				Social Security Employer		4.96
				Medicare Employer		1.16
				CA ETT		0.08
				CA SUI Employer		3.76
				CA SUI / ETT		3.84
				CA PIT / SDI		0.80
				Federal Taxes (941/944)		12.24
03/19/2013	Check		Dorothy C. Moore	Pay Period: 02/23/2013-03/08/2013	R	-647.39
				Gross Pay - This is not a legal paystub		741.00
				Social Security Employer		45.94
				Medicare Employer		10.74
				CA ETT		0.74
				CA SUI Employer		34.83
				CA SUI / ETT		35.57
				CA PIT / SDI		9.75
				Federal Taxes (941/944)		140.54

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
03/19/2013	Check		Carlos A. Paredes	Pay Period: 02/23/2013-03/08/2013	R	-308.22
				Gross Pay - This is not a legal paystub		337.40
				Social Security Employer		20.92
				Medicare Employer		4.89
				CA ETT		0.34
				CA SUI Employer		15.86
				CA SUI / ETT		16.20
				CA PIT / SDI		3.37
				Federal Taxes (941/944)		51.62
03/19/2013	Check		Jessica M. Pena	Pay Period: 02/23/2013-03/08/2013	R	-51.16
				Gross Pay - This is not a legal paystub		56.00
				Social Security Employer		3.47
				Medicare Employer		0.81
				CA ETT		0.06
				CA SUI Employer		2.63
				CA SUI / ETT		2.69
				CA PIT / SDI		0.56
				Federal Taxes (941/944)		8.56
03/19/2013	Check		Adam L. Pinckard	Pay Period: 02/23/2013-03/08/2013	R	-58.46
				Gross Pay - This is not a legal paystub		64.00
				Social Security Employer		3.97
				Medicare Employer		0.93
				CA ETT		0.06
				CA SUI Employer		3.01
				CA SUI / ETT		3.07
				CA PIT / SDI		0.64
				Federal Taxes (941/944)		9.80
03/19/2013	Check		Justin W. Pool	Pay Period: 02/23/2013-03/08/2013	R	-127.43
				Gross Pay - This is not a legal paystub		139.50
				Social Security Employer		8.65
				Medicare Employer		2.02
				CA ETT		0.14
				CA SUI Employer		6.56
				CA SUI / ETT		6.70
				CA PIT / SDI		1.40
				Federal Taxes (941/944)		21.34
03/19/2013	Check		Laney J. Ricker	Pay Period: 02/23/2013-03/08/2013	R	-29.24
				Gross Pay - This is not a legal paystub		32.00

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
				Social Security Employer		1.98
				Medicare Employer		0.46
				CA ETT		0.03
				CA SUI Employer		1.50
				CA SUI / ETT		1.53
				CA PIT / SDI		0.32
				Federal Taxes (941/944)		4.88
03/19/2013	Check		Dean P. Ruth	Pay Period: 02/23/2013-03/08/2013	R	-69.88
				Gross Pay - This is not a legal paystub		76.50
				Social Security Employer		4.74
				Medicare Employer		1.11
				CA ETT		0.08
				CA SUI Employer		3.60
				CA SUI / ETT		3.68
				CA PIT / SDI		0.77
				Federal Taxes (941/944)		11.70
03/19/2013	Check		Anthony T. Silva	Pay Period: 02/23/2013-03/08/2013	R	-107.30
				Gross Pay - This is not a legal paystub		121.50
				Social Security Employer		7.53
				Medicare Employer		1.76
				CA ETT		0.12
				CA SUI Employer		5.71
				CA SUI / ETT		5.83
				CA PIT / SDI		1.22
				Federal Taxes (941/944)		22.27
03/19/2013	Check		Gina L. Silva	Pay Period: 02/23/2013-03/08/2013	R	-140.25
				Gross Pay - This is not a legal paystub		162.00
				Social Security Employer		10.04
				Medicare Employer		2.35
				CA ETT		0.16
				CA SUI Employer		7.61
				CA SUI / ETT		7.77
				CA PIT / SDI		1.62
				Federal Taxes (941/944)		32.52
03/19/2013	Check		Morgan A. Stewart	Pay Period: 02/23/2013-03/08/2013	R	-34.95
				Gross Pay - This is not a legal paystub		38.25
				Social Security Employer		2.37
				Medicare Employer		0.55
				CA ETT		0.04
				CA SUI Employer		1.80

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
				CA SUI / ETT		1.84
				CA PIT / SDI		0.38
				Federal Taxes (941/944)		5.84
03/19/2013	Check		Christian E. Torres	Pay Period: 02/23/2013-03/08/2013	R	-65.78
				Gross Pay - This is not a legal paystub		72.00
				Social Security Employer		4.46
				Medicare Employer		1.04
				CA ETT		0.07
				CA SUI Employer		3.38
				CA SUI / ETT		3.45
				CA PIT / SDI		0.72
				Federal Taxes (941/944)		11.00
03/19/2013	Check		Elias C. Torres	Pay Period: 02/23/2013-03/08/2013	R	-51.16
				Gross Pay - This is not a legal paystub		56.00
				Social Security Employer		3.47
				Medicare Employer		0.81
				CA ETT		0.06
				CA SUI Employer		2.63
				CA SUI / ETT		2.69
				CA PIT / SDI		0.56
				Federal Taxes (941/944)		8.56
03/19/2013	Check		Joshua N. Turowski	Pay Period: 02/23/2013-03/08/2013	R	-412.94
				Gross Pay - This is not a legal paystub		508.00
				Social Security Employer		31.50
				Medicare Employer		7.37
				CA ETT		0.51
				CA SUI Employer		23.88
				CA SUI / ETT		24.39
				CA PIT / SDI		9.85
				Federal Taxes (941/944)		124.08
03/19/2013	Check		Craig H. Waldram	Pay Period: 02/23/2013-03/08/2013	R	-36.54
				Gross Pay - This is not a legal paystub		40.00
				Social Security Employer		2.48
				Medicare Employer		0.58
				CA ETT		0.04
				CA SUI Employer		1.88
				CA SUI / ETT		1.92
				CA PIT / SDI		0.40
				Federal Taxes (941/944)		6.12

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
03/19/2013	Check		Chloe D. Williams	Pay Period: 02/23/2013-03/08/2013	R	-116.46
				Gross Pay - This is not a legal paystub		132.75
				Social Security Employer		8.23
				Medicare Employer		1.92
				CA ETT		0.13
				CA SUI Employer		6.24
				CA SUI / ETT		6.37
				CA PIT / SDI		1.33
				Federal Taxes (941/944)		25.11
03/19/2013	Check		Charles T. Wright	Pay Period: 02/23/2013-03/08/2013	R	-392.80
				Gross Pay - This is not a legal paystub		430.00
				Social Security Employer		26.66
				Medicare Employer		6.24
				CA ETT		0.43
				CA SUI Employer		20.21
				CA SUI / ETT		20.64
				CA PIT / SDI		4.30
				Federal Taxes (941/944)		65.80
03/19/2013	Check		Stevi L. Campbell	Pay Period: 02/23/2013-03/08/2013	R	-164.43
				Gross Pay - This is not a legal paystub		180.00
				Social Security Employer		11.16
				Medicare Employer		2.61
				CA ETT		0.18
				CA SUI Employer		8.46
				CA SUI / ETT		8.64
				CA PIT / SDI		1.80
				Federal Taxes (941/944)		27.54
03/20/2013	Bill Payment (Check)	10083	Shanan Harrell		C	-140.00
						-140.00
03/21/2013	Check	10084	Cash/Carrie Champlin	Brite Lake Change Fund	R	-400.00
				Set up change fund for Brite Lake		400.00
03/22/2013	Check		IRS	Tax Payment for Period: 03/16/2013-03/19/2013	R	-2,392.77
				Federal Taxes (941/944)		-2,392.77
03/22/2013	Check		CA EDD	Tax Payment for Period: 03/16/2013-03/19/2013	R	-190.52
				CA PIT / SDI		-190.52

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
03/25/2013	Bill Payment (Check)	10085	Keyed Up Mobile Lock		C	-172.50
						-172.50
03/25/2013	Bill Payment (Check)	10086	Argo Chemical Incorporated		C	-858.61
						-858.61
03/25/2013	Bill Payment (Check)	10087	City of Tehachapi	00043-001	C	-99.47
						-99.47
03/25/2013	Bill Payment (Check)	10088	M & M's Sports, Uniforms & Embroidery			-504.16
						-504.16
03/25/2013	Bill Payment (Check)	10089	The Gas Company		C	-5,301.22
						-5,301.22
03/25/2013	Bill Payment (Check)	10090	Clifford & Brown		C	-192.50
						-192.50
03/25/2013	Bill Payment (Check)	10091	Pioneer	23228	C	-58.03
						-58.03
03/25/2013	Bill Payment (Check)	10092	Home Depot Credit Services		C	-600.97
						-600.97
03/25/2013	Bill Payment (Check)	10093	Cardmember Service	4798 5100 4452 9143	C	-6,445.12
						-6,445.12
03/25/2013	Bill Payment (Check)	10094	Melissa Bonner		C	-115.50
						-115.50
03/25/2013	Bill Payment (Check)	10095	Pennyworth Recreation Assoc		R	-3,550.00
						-3,550.00
03/25/2013	Bill Payment (Check)	10096	Rafael Jimenez			-200.00
						-200.00
03/25/2013	Bill Payment (Check)	10097	Waxie Sanitary Supply	26482	C	-676.26
						-676.26
03/25/2013	Bill Payment	10098	Quill .com	C7189998	C	-136.70

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
	(Check)					-136.70
03/25/2013	Bill Payment (Check)	10099	Tehachapi News	VTVR00	C	-744.80
						-744.80
03/25/2013	Bill Payment (Check)	10100	Tehachapi- Cummings County Water District			-4.50
						-4.50
03/25/2013	Bill Payment (Check)	10101	Southern California Edison		C	-485.02
						-485.02
03/25/2013	Bill Payment (Check)	10102	Kern County Fire Department			-90.00
						-90.00
03/25/2013	Bill Payment (Check)	10103	Anthem Blue Cross		C	-1,938.90
						-1,938.90
03/25/2013	Bill Payment (Check)	10104	Albert J Thibodeau		C	-100.00
						-100.00
03/25/2013	Bill Payment (Check)	10105	Chriso's Tree Trimming		C	-893.38
						-893.38
03/25/2013	Bill Payment (Check)	10106	Auto Zone, Inc.	164524	C	-23.62
						-23.62
03/25/2013	Bill Payment (Check)	10107	John Deere Credit		C	-110.49
						-110.49
03/25/2013	Bill Payment (Check)	10108	Kern Plumbing & Backflow Services		C	-641.00
						-641.00
03/25/2013	Bill Payment (Check)	10109	Knorr Systems, Inc.		C	-148.35
						-148.35
03/25/2013	Bill Payment (Check)	10110	AT&T Carol Stream	661 822-0907 082 7	C	-1.20
						-1.20
03/25/2013	Bill Payment (Check)	10111	Mercury Graphics			-235.43

Date	Transaction Type	Num	Name	Memo/Description	Clr	Amount
03/29/2013	Bill Payment (Check)	10123	My Printing Company			-174.15
						-174.15
03/29/2013	Bill Payment (Check)	10124	ATT U-verse		C	-45.00
						-45.00
03/29/2013	Bill Payment (Check)	10125	Verizon Wireless		C	-203.15
						-203.15
03/29/2013	Bill Payment (Check)	10126	Pennyworth Recreation Assoc		C	-3,300.00
						-3,300.00
03/29/2013	Bill Payment (Check)	10127	Chevron and Texaco	7898196931		-683.25
						-683.25
03/29/2013	Bill Payment (Check)	10128	AT&T Atlanta	020 440 9337 001		-119.62
						-119.62
03/29/2013	Bill Payment (Check)	10129	Vision Service Plan	00 237028 0005	C	-42.34
						-42.34
03/29/2013	Bill Payment (Check)	10130	Quill .com	C7189998		-59.71
						-59.71
03/29/2013	Bill Payment (Check)	10131	Knorr Systems, Inc.		C	-133.05
						-133.05
03/31/2013	Bill Payment (Check)	ACH	Better Ledger		C	-350.00
						-350.00

Tuesday, Apr 09, 2013 03:15:16 PM PDT GMT-7



Play Up. Live Up.

P.O. Box 373
490 West D Street
Tehachapi, CA 93561

www.tvrpd.org

p 661-822-3228
f 661-823 8529

March 25, 2013

California Association for Park and Recreation Indemnity
6341 Auburn Boulevard, Suite A
Citrus Heights, CA 95621-5203
Attention: Mr. Robert Miller

Dear Mr. Miller:

Thank you for your time during your visit in January to assist in identifying and addressing the risk management and loss prevention efforts by Tehachapi Valley Recreation and Parks District.

I am writing in response to the Recommendations with specific regard to efforts we are making and will continue to make to improve our risk management efforts:

1. Safety Committee (Recommendation 2013-01)

In past years, TVRPD has had an established safety committee that met regularly and upheld the criteria required by CAPRI. As a result of relatively recent and considerable turnover of both TVRPD management and board members, the committee seems to have fallen by the wayside.

The new district manager begins on April 11; soon after the new manager is in place, a maintenance foreman will be hired. Reformation of the TVRPD Safety Committee is a first item of business and we anticipate having a functioning and effect committee in place by May 1, 2013.

2. Fingerprint Background Check (Recommendation 2013-02)

Since our review, TVRPD has reviewed processes and re-implemented a complete and thorough fingerprint background check process to employees and volunteers in positions where they have supervisory or disciplinary responsibilities over minors.

A new administrative assistant was hired on February 11, 2013; this position will manage the HR processes, including fingerprinting requirements.

This process has been implemented with mandatory compliance for our upcoming T Ball program. All programs henceforth will also institute this process. Concurrently, we have identified current employees and volunteers in qualified

positions who must get fingerprinted; this is in process and will be completed by May 1 for current employees.

3. Sexual Harassment Training (Recommendation 2013-03)

As part of our revised HR process, sexual harassment training has been identified as a requirement for new supervisors beginning immediately; upon hiring, the administrative assistant identifies an upcoming course to be completed within 6 months of hire and follows up to ensure 100 percent compliance.

Concurrently, currently employed supervisors have been identified and the administrative assistant is in the process of communicating with those individuals to schedule appropriate training. It is our goal to bring all current employees in supervisory roles into compliance by June 1, 2013.

4. Driving Records (Recommendation 2013-4)

TVRPD does have an active account with the Department of Motor Vehicles (expires 3/7/16) in order to verify the driving records of everyone who drives a district vehicle annually. The administrative assistant monitors this process.

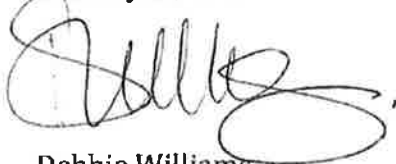
5. Written Injury and Illness Prevention Program (Recommendation 2013-5)

TVRPD provided CAPRI with its Injury and Illness Prevention Program via email on 1/3/13.

6. Volunteer Log (Recommendation 2013-06)

TVRPD has implemented a log-in/log-out procedure for all volunteers at all events and activities to define when volunteer service starts and ends.

Thank you, Bob.

A handwritten signature in black ink, appearing to read 'Debbie Williams', with a large, stylized loop at the end.

Debbie Williams
Interim District Manager



Mary B. Bedard, CPA
Auditor-Controller-County Clerk

KERN COUNTY AUDITOR-CONTROLLER-COUNTY CLERK

1115 Truxtun Avenue, 1st and 2nd Floor • Bakersfield, CA 93301-4639

March 27, 2013

RECEIVED

MAR 28 REC'D

To All Districts:

SUBJECT: SPECIAL DISTRICTS' SHARE OF PROPERTY TAX ADMINISTRATION
COST FOR 2012-13

THIS IS NOT A BILL – DO NOT SEND MONEY

In compliance with Revenue and Taxation Code Section 95.2 et seq., we have calculated the County's total cost for property tax administration for 2012-13. Total net cost is **\$12,150,483**. Attached is a schedule of your agency's share of this administrative cost.

Again, this is not an invoice. We will be recovering our charges to your district by reducing property tax apportionments as follows:

April (1st apportionment)	50%
April (2nd apportionment)	50%

If you have any questions, please call Janelle Austin at (661) 868-3513.

Sincerely,

A handwritten signature in cursive script that reads "Mary B. Bedard".

Mary B. Bedard, CPA
Auditor-Controller-County Clerk

MBB:ja
Enclosure

COUNTY OF KERN
AUDITOR-CONTROLLER-COUNTY CLERK
2012-2013 PROPERTY TAX ADMINISTRATION COST CALCULATION

AGENCY	FUND	ALLOCATED PROPERTY TAX ADMINISTRATION COSTS	LESS 1/4 OF 1% COLLECTION CHARGE	NET ALLOCATED PROPERTY TAX ADMINISTRATION COSTS	ADMINISTRATIVE COST APPORTIONMENT FACTOR	2012-2013 RECOVERABLE ADMIN COST
COUNTY	00001	2,471,137	-	2,471,137	0.203378	-
FIRE	00011	1,150,152	-	1,150,152	0.094659	-
CITY OF ARVIN	20001	2,450	-	2,450	0.000202	2,450
CITY OF BAKERSFIELD	20101	491,447	-	491,447	0.040447	491,446
CITY OF CALIF. CITY	20201	13,629	-	13,629	0.001122	13,628
CITY OF DELANO	20301	25,303	-	25,303	0.002082	25,303
CITY OF MARICOPA	20351	1,489	-	1,489	0.000123	1,489
CITY OF MCFARLAND	20401	4,309	-	4,309	0.000355	4,308
CITY OF RIDGECREST	20451	5,587	-	5,587	0.000460	5,586
CITY OF SHAFTER	20501	12,892	-	12,892	0.001061	12,892
CITY OF TAFT	20551	8,349	-	8,349	0.000687	8,348
CITY OF TEHACHAPI	20601	10,141	-	10,141	0.000835	10,141
CITY OF WASCO	20651	6,846	-	6,846	0.000563	6,846
N.O.R. SANIT	40279	2,258	433	1,825	0.000150	1,825
SO KERN PUBLIC CEM (ARVIN)	42000	1,298	250	1,049	0.000086	1,048
KERN RIV VAL CEM	42010	1,289	240	1,050	0.000086	1,049
EAST KERN CEM	42020	4,461	415	4,046	0.000333	4,045
NO KERN CEMETERY	42030	6,399	1,127	5,272	0.000434	5,271
CEMETERY NO 1	42035	8,015	1,284	6,731	0.000554	6,731
TEHACHAPI CEM	42045	4,517	745	3,772	0.000310	3,772
WEST SIDE CEM	42050	12,315	2,124	10,191	0.000839	10,191
EAST KERN JT HOSP	42160	2,040	413	1,627	0.000134	1,626
KERN VALLEY HOSP	42180	3,563	663	2,900	0.000239	2,900
MUROC HOSP	42183	1,480	275	1,204	0.000099	1,204
NO KRN SO TUL HOSP	42184	7,149	1,207	5,942	0.000489	5,942
SO WEST HOSP	42185	1,172	222	950	0.000078	949
TEHACHAPI HOSP	42186	9,131	1,505	7,627	0.000628	7,626
WEST SIDE HOSP	42190	37,366	6,371	30,995	0.002551	30,994
DELANO MOSQ ABATE	42305	8,252	2,100	6,152	0.000506	6,152
KERN VECTOR CNTRL	42315	52,982	9,603	43,379	0.003570	43,379
WEST SIDE MOSQ	42335	33,386	5,709	27,678	0.002278	27,677
BEAR MT REC & PK	42402	7,239	1,392	5,847	0.000481	5,847
BUTNWLDR REC & PK	42404	8,122	1,507	6,616	0.000544	6,615
MCFARLAND REC & PK	42409	9,628	1,546	8,083	0.000665	8,082
N BKSFLD REC & PK	42411	82,112	14,584	67,528	0.005558	67,528
SHAFTER REC & PK	42415	6,551	1,002	5,549	0.000457	5,548
TEHACHAPI REC & PK	42420	9,994	1,521	8,473	0.000697	8,472
WASCO REC & PK	42429	7,896	1,304	6,592	0.000543	6,592
WEST SIDE REC & PK	42438	38,438	6,561	31,877	0.002624	31,876
ANT VAL SOIL CONS	42450	- 117	23	94	0.000008	93
CUYAMA SOIL CONS	42464	1	0	1	0.000000	-
EAST KERN RES CON	42468	407	49	358	0.000029	357
TEHACHAPI RES CON	42480	144	26	118	0.000010	117
BKSFLD SEP GR	42530	1,591	302	1,289	0.000106	1,289
FRAZ PK UTIL DIST	42620	582	114	469	0.000039	468
LAMOUNT UTIL DIST	42640	1,488	264	1,224	0.000101	1,223
LAM UT 1965 ANNEX	42641	56	10	45	0.000004	45
MOJAVE UTIL DIST	42650	4,049	774	3,274	0.000269	3,274
SO SAN JOAQ UTIL	42700	8,450	1,533	6,917	0.000569	6,916
KERN RIVER LEVEE	42922	549	103	446	0.000037	445
EAST KERN AIRPORT	42950	5,870	592	5,278	0.000434	5,278
TULARE LAKE DRN	42970	0	0	0	0.000000	-
BEAR VAL COM SERV	50010	19,373	3,743	15,630	0.001286	15,629
BORON COMM SERV	50040	433	89	344	0.000028	343
BORON CSD IMP #1	50045	-	-	-	0.000000	-
DESERT LAKE CSD	50220	105	24	81	0.000007	81
E NILES COM SERV	50250	4,222	815	3,407	0.000280	3,406
GOLDEN HILLS CSD	50270	2,857	551	2,306	0.000190	2,306
GOLDEN HILLS MT #1	50274	102	20	82	0.000007	82
GOLDEN HILLS MT #2	50275	57	11	47	0.000004	46
MTN MDOWS COM SERV	50330	306	59	246	0.000020	246
ROSAMOND COM SERV	50360	2,980	597	2,383	0.000196	2,382
STAL SPG COM SERV	50380	8,819	1,713	7,106	0.000585	7,106
BERRENDA MESA WTR	60010	904	172	732	0.000060	731
DEVILS DEN WTR	60043	49	8	41	0.000003	41
HENRY MILLER WTR	60045	786	146	640	0.000053	639
KERN DELTA WTR	60050	39,774	7,430	32,344	0.002662	32,343

COUNTY OF KERN
AUDITOR-CONTROLLER-COUNTY CLERK
2012-2013 PROPERTY TAX ADMINISTRATION COST CALCULATION

AGENCY	FUND	ALLOCATED PROPERTY TAX ADMINISTRATION COSTS	LESS 1/4 OF 1% COLLECTION CHARGE	NET ALLOCATED PROPERTY TAX ADMINISTRATION COSTS	ADMINISTRATIVE COST APPORTIONMENT FACTOR	2012-2013 RECOVERABLE ADMIN COST
LOST HILLS WTR	60060	13,140	1,976	11,164	0.000919	11,164
QUAIL VALLEY WATER	60085	501	96	405	0.000033	405
BUTTONWILLOW CO WTR	60100	342	606	-	0.000000	-
GREENFIELD CO WTR	60120	348	66	282	0.000023	282
LEBEC CO WTR	60148	514	103	412	0.000034	411
METTLER CO WTR	60149	251	40	211	0.000017	210
RAND COMM CO WTR	60150	275	51	223	0.000018	223
TEH CUMM CO WTR	60170	56,481	9,567	46,914	0.003861	46,914
TEH CUMM WTR IMP 2	60176	45	9	36	0.000003	36
TEH CUMM WTR IMP 3	60177	76	15	62	0.000005	61
ANT VAL E-KRN WTR	60205	8,899	1,208	7,691	0.000633	7,691
AVEK WTR- CAL CITY	60207	151	30	122	0.000010	121
KERN CO WTR AGENCY	60220	87,194	15,422	71,772	0.005907	71,772
KERN CO WTR IMP #1	60261	975	183	792	0.000065	792
KERN CO WTR IMP #3	60263	81	15	66	0.000005	65
NOR MUNICIPAL WTR	60960	5,734	1,115	4,619	0.000380	4,619
NOR MUNI WTR IMP A	60970	864	172	692	0.000057	692
GORMAN ELEMENTARY	69958	56	-	56	0.000005	-
ANTELOPE VAL HIGH	69959	100	-	100	0.000008	-
ANT VAL JR COLL	69960	8,267	-	8,267	0.000680	-
ARVIN SCH	80004	34,272	-	34,272	0.002821	-
BAKERSFIELD SCH	80006	228,687	-	228,687	0.018821	-
BEARDSLEY SCH	80008	51,458	-	51,458	0.004235	-
BELRIDGE SCH	80009	17,148	-	17,148	0.001411	-
BLAKE SCH	80010	737	-	737	0.000061	-
BUTTONWILLOW SCH	80013	28,336	-	28,336	0.002332	-
CALIENTE SCH	80014	3,075	-	3,075	0.000253	-
DELANO SCH	80018	43,429	-	43,429	0.003574	-
DI GIORGIO SCH	80020	3,684	-	3,684	0.000303	-
EDISON SCH	80022	14,621	-	14,621	0.001203	-
ELK HILLS SCH	80024	12,499	-	12,499	0.001029	-
FAIRFAX SCH	80026	19,689	-	19,689	0.001620	-
FRUITVALE SCH	80028	51,269	-	51,269	0.004220	-
GEN SHAFTER SCH	80030	24,668	-	24,668	0.002030	-
GREENFIELD SCH	80033	43,378	-	43,378	0.003570	-
KERNVILLE SCH	80040	25,412	-	25,412	0.002091	-
LAKESIDE SCH	80042	17,974	-	17,974	0.001479	-
LAMONT SCH	80044	12,187	-	12,187	0.001003	-
LINNS VAL-POSO SCH	80048	3,671	-	3,671	0.000302	-
LOST HILLS SCH	80050	58,226	-	58,226	0.004792	-
MAPLE SCH	80054	6,421	-	6,421	0.000528	-
MCKITTRICK SCH	80056	41,699	-	41,699	0.003432	-
MIDWAY SCH	80058	38,477	-	38,477	0.003167	-
NORRIS SCH	80064	39,612	-	39,612	0.003260	-
PANAMA-BUENA VISTA	80066	162,375	-	162,375	0.013364	-
POND SCH	80068	8,633	-	8,633	0.000710	-
RICHLAND-LERDO	80072	43,539	-	43,539	0.003583	-
RIO BRAV-GRLY SCH	80074	29,133	-	29,133	0.002398	-
ROSEDALE SCH	80076	79,151	-	79,151	0.006514	-
SMITROPIC SCH	80078	6,016	-	6,016	0.000495	-
SO FORK SCH	80084	5,614	-	5,614	0.000462	-
STANDARD SCH	80086	114,142	-	114,142	0.009394	-
TAFT SCH	80088	112,265	-	112,265	0.009240	-
VINELAND SCH	80092	7,107	-	7,107	0.000585	-
WASCO SCH	80094	31,875	-	31,875	0.002623	-
DELANO HIGH SCH	81018	50,202	-	50,202	0.004132	-
KERN HIGH SCH	81038	1,462,004	-	1,462,004	0.120325	-
TAFT HIGH SCH	81088	414,365	-	414,365	0.034103	-
WASCO HIGH SCH	81094	147,193	-	147,193	0.012114	-
EL TEJON SCH	82050	48,388	-	48,388	0.003982	-
MARICOPA UNIF SCH	82052	26,567	-	26,567	0.002187	-
MCFARLAND UNIF SCH	82055	78,967	-	78,967	0.006499	-
MOJAVE UNIF SCH	82060	138,244	-	138,244	0.011378	-
MUROC UNIF SCH	82062	41,021	-	41,021	0.003376	-
SO KERN UNIF SCH	82080	58,451	-	58,451	0.004811	-
SIERRA SND UNIF SCH	82082	65,306	-	65,306	0.005375	-
TEHACHAPI UNIF SCH	82090	140,179	-	140,179	0.011537	-



Play Up. Live Up.

AGENDA ITEM 6

TVRPD Board Meeting
490 West D Street
Tehachapi, CA 93561

Board Meeting
April 16, 2013

Program Report

1. Events since last board meeting:
 - A. Run Like the Wind
 - 3/23/13
 - 90 runners
 - Supported HMS track team
 - B. The Great Egg Hunt Extravaganza & Chick Race Championships
 - 700 participants
 - Petting Zoo
 - Flower potting
 - Pictures with the Easter Bunny
 - Crafts
 - The Chick race
 - C. Tehachapi High School Career Day
2. Upcoming events/programs
 - Brite Lake Fishing Derby
3. Recap of Programs
 - T-ball registration is closed
 - L'il Warriors soccer academy
 - Spring Volleyball camp
4. Marketing
 - Collecting information for Summer Brochures



Play Up. Live Up.

AGENDA ITEM 7

TVRPD Board Meeting
490 West D Street
Tehachapi, CA 93561

Board Meeting
April 16, 2013
5:30 P.M.

Facility Report

1. Central Park
 - Slide installed with retrofit hardware
 - Light pole maintenance: Replacement of 10 socket units/Thank you to Mike Pera for his assistance and training.
2. West Park/West Park Activity Center
 - GFI covers replaced and or repaired
 - Electrical box repair
3. Ollie Mountain Skate Park - Nothing to report
4. Morris Park - Nothing to report
5. Brite Lake
 - Picnic table assembly continues
 - Tree trimming by General Tree Service Inc. complete. / thank you to Al Thibodeau for his assistance.
6. Meadowbrook/Meadowbrook Dog Park
 - Bids for play equipment/Received two and a third pending
 - Park plan information packets
7. Dye Natatorium
 - Repair schedule for roof pending
 - Securing bids for ceiling repair/ongoing



April 16, 2013

Agenda Item 9.A.
District Manager Spending Limit

Title: District Manager Spending Limit

Issue: The new district manager must maintain the flow of work and in doing so will need to pay vendors in a timely manner.

Recommendation: It is recommended that the board approve a spending limit for the district manager not to exceed \$3,000.

Fiscal Impact: n/a

Previous Board Action: The board has previously set spending limits for the interim district manager and the district manager in amounts similar to the proposed \$3,000 limit.

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

IN THE MATTER OF

**APPROVAL OF THE DISTRICT MANAGERS SPENDING LIMIT IN THE
AMOUNT NOT TO EXCEED \$3,000.00.**

I, Carrie Champlin, Clerk of the Board of Directors of the Tehachapi Valley Recreation and Parks 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 16th day of April 2013 by the following vote to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

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

RESOLUTION NO. 20-13

WHEREAS, the Tehachapi Valley Recreation and Parks District (TVRPD) has established in its organizational structure that the position of District Manager as necessary for the functioning of the department; and

WHEREAS, Tehachapi Valley Recreation and Parks District (TVRPD) incurs debts for maintenance and operation purposes in the care and operation of its facilities; and

WHEREAS, it is necessary for Tehachapi Valley Recreation and Parks District to pay the debts incurred for the maintenance and operation of its recreational facilities; and

WHEREAS, the board desires to authorize the District Manager to pay debts that do not exceed \$3,000.00.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Directors approve a spending limit not to exceed \$3,000.00, for the District Manager.