



# **Tehachapi Valley**

## **Recreation & Park District**

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

**REGULAR BOARD MEETING  
TUESDAY, MARCH 12, 2019, 5:30 P.M.**

### **BOARD OF DIRECTORS**

LAURA LYNNE WYATT, CHAIRPERSON  
KALEB JUDY, DIRECTOR  
IAN STEELE, DIRECTOR  
WES BACKES, DIRECTOR  
CRISTIN LASSEN, 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 a 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 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 January 15, 2019 (Pages 4-6).
- C. Approval of Minutes from the Special Board Meeting held January 22, 2019 (Pages 7-8).
- D. Approval of the Preliminary Financial Reports for December 2018 (Pages 9-16).

- E. Approval of the 2019 Contract Between Tehachapi Valley Recreation and Park District and Barracuda Swim Team, (Pages 17-30).

**5. RECREATION SUPERVISOR REPORT**

**6. OPERATIONS MANAGER REPORT**

**7. DISTRICT MANAGER REPORT**

**8. AGENDA ITEMS**

- A. Election of Executive Officers for the Tehachapi Valley Recreation and Park District's Board of Directors – Discussion/Approval.
- B. MNS Engineers Fee Proposal Proposition 68 Statewide Park Development and Community Revitalization Program West Park Acquisition and Enhancements Project Approving the District Manager to Spend an Amount not to Exceed \$5,000.00.– Discussion/Approval, (Pages 31-32).
- C. MNS Engineers Fee Proposal Proposition 68 Statewide Park Development and Community Revitalization Program Central Park Acquisition and Enhancements Project Approving the District Manager to Spend an Amount not to Exceed \$5,000.00.– Discussion/Approval, (Pages 33-34).
- D. MNS Engineers Fee Proposal Proposition 68 Statewide Park Development and Community Revitalization Program Meadowbrook Park Enhancements Project Approving the District Manager to Spend an Amount not to Exceed \$4,200.00.– Discussion/Approval, (Pages 35-36).
- E. MNS Engineers Fee Proposal for Grant Writing Services Tehachapi Valley Recreation and Park District Application to United States Department of Agriculture (USDA) Rural Development Agency Approving the District Manager to Spend an Amount not to Exceed \$10,400.00. – Discussion/Approval, (Pages 37-40).

**9. CLOSED SESSION**

- a. Public Employee Performance Evaluation – General Manager Government Code Section 54957 (b)(1)

**10. BOARD OF DIRECTORS' TIME**

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

**11. ADJOURNMENT**

*Adjourn to the next Regular Meeting of the Board of Directors of the Tehachapi Valley Recreation and Park District scheduled on April 23, 2019.*



## **Tehachapi Valley**

### **Recreation & Park District**

#### **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 March 12, 2019, Regular Board Meeting Agenda was posted at the following public places within the District on Friday, March 8, 2019, at 5:30 P.M. approximately:

- TVRPD District Office, 490 West D Street, Tehachapi, California 93561
- The TVRPD Web site at [www.tvrpd.org](http://www.tvrpd.org)

The agenda and related documents were also provided to the Tehachapi Valley Recreation and Park District Board of Directors on the 8<sup>th</sup> day of March 2019.

Dated this 8<sup>th</sup> day of March 2019.

*Carrie Champlin*  
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 JANUARY 15, 2019, 5:30 P.M.**

**CALL TO ORDER:** Board Meeting Convened By Vice-Chairperson Steele at 5:32 P.M.

**BOARD MEMBERS**

Laura Lynne Wyatt, Chairperson  
Ian Steele, Vice-Chairperson  
Mary Lou Corpus-Zamudio, Director  
Kaleb Judy, Director  
Wes Backes, Director

**ALSO PRESENT**

Michelle Vance, District Manager  
Corey Torres, Recreation Supervisor  
Ashley Krempien, Recreation Coordinator  
Bill Fisher, Operations Manager  
Tiffany Frost, Office Specialist

**1. FLAG SALUTE:** Corey Torres led the flag salute.

**2. ROLL CALL:** Chairperson Wyatt was absent.

**3. PUBLIC COMMENTS:**

Two members of the public spoke.

**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.

**Backes – Corpus-Zamudio: Ayes: Steele; Corpus-Zamudio; Judy; Backes**

**Noes: None. Motion carried.**

**Absent: Wyatt.**

**B. Approval of Minutes from the Regular Board Meeting held October 16, and December 11, 2018.**

BOARD APPROVES THE MINUTES FROM THE REGULAR BOARD MEETING HELD ON OCTOBER 16, AND DECEMBER 11, 2018.

**Backes – Corpus-Zamudio: Ayes: Steele; Corpus-Zamudio; Judy; Backes**

**Noes: None. Motion carried.**

**Absent: Wyatt.**

**C. Approval of the Preliminary Financial Reports for October and November, 2018.**

BOARD APPROVES THE PRELIMINARY FINANCIAL REPORTS FOR OCTOBER AND NOVEMBER 2018.

**Backes – Corpus-Zamudio: Ayes: Steele; Corpus-Zamudio;Judy; Backes**  
**Noes: None. Motion carried.**  
**Absent: Wyatt.**

**D. Approval of the 2019 Tehachapi Valley Recreation and Park District's Salary and Job Descriptions.**

**Backes – Corpus-Zamudio: Ayes: Steele; Corpus-Zamudio;Judy; Backes**  
**Noes: None. Motion carried.**  
**Absent: Wyatt.**

**E. Approval of Tehachapi Valley Recreation and Park District's Board of Directors 2019 Meeting Schedule.**

BOARD APPROVES THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT'S BOARD OF DIRECTORS 2019 MEETING SCHEDULE.

**Backes – Corpus-Zamudio: Ayes: Steele; Corpus-Zamudio;Judy; Backes**  
**Noes: None. Motion carried.**  
**Absent: Wyatt.**

**5. RECREATION SUPERVISOR REPORT**

Recreation Supervisor Corey Torres gave the report.

- Youth Basketball is underway. Torres encouraged everyone to come to the games.
- Spring Adventure Camp: In addition to Summer Adventure Camp we are trying a Spring Adventure Camp during spring break.
- Working continues on the spring program brochure.

**6. OPERATIONS MANAGER REPORT**

Operations Manager Bill Fisher gave the report.

- All-inclusive musical play components were installed at Meadowbrook Park.
- Working on getting bids for the installation of playground equipment at Brite Lake.
- The box trailer was stolen from the maintenance yard. Reports were filed.
- Vandalism at Central Park: Damage to the roof of the irrigation shed. Fisher encouraged the public to report anything you see at our parks to the police.

**7. DISTRICT MANAGER REPORT**

District Manager Vance gave the report.

- Dignity Health grant opens in March and is awarded in December. We are hoping to receive this grant to help with the refurbishment of Ollie Mountain Skate Park.
- Work continues on Proposition 68.

**8. AGENDA ITEMS**

**A. Appointed Board Member/Elected Board Member Discussion.**

Six members of the public spoke.

Director Judy stated that we would have to consider the cost to benefit ratio and encouraged the public to come and speak with him.

Director Backes stated that he would like to look into the process and that it will take more research.

**B. MNS Engineers Fee Proposal of \$9,940.00 for Cultural, Community and Natural Resources Grant Project Scoping and Grant Application West Park Stormwater, Treescaping, and ADA Enhancements.**

District Manager Vance explained the project to the Board. Two members of the public spoke. BOARD APPROVES DISTRICT MANAGER VANCE TO SPEND AN AMOUNT NOT TO EXCEED \$9,940.00 FOR THE MNS ENGINEERS FEE PROPOSAL FOR CULTURAL, COMMUNITY AND NATURAL RESOURCES GRANT PROJECT SCOPING AND GRANT APPLICATION FOR WEST PARK STORMWATER, TREESCAPING, AND ADA ENHANCEMENTS.

**Corpus-Zamudio - Backes: Ayes: Steele; Corpus-Zamudio; Judy; Backes**

**Noes: None. Motion carried.**

**Absent: Wyatt.**

- 9. BOARD OF DIRECTORS TIME:** Director Corpus Zamudio thanked the community for their comments. Vice-Chairperson Steele thanked the community for their input and encouraged the public to call him anytime.

**10. ADJOURNMENT**

Having no further business the meeting was adjourned at 7:02 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on February 19, 2019.

**Steele-Corpus-Zamudio: Ayes: Wyatt; Steele; Corpus-Zamudio; Judy; Backes**

**Noes: None.**

**Absent: None.**

**Motion carried.**

Respectfully Submitted,

Carrie Champlin  
Carrie Champlin, Clerk of the Board

**MINUTES OF THE SPECIAL BOARD MEETING  
OF THE TEHACHAPI VALLEY RECREATION AND PARK DISTRICT  
490 WEST D STREET, TEHACHAPI, CALIFORNIA 93561  
TUESDAY JANUARY 22, 2019, 5:30 P.M.**

**CALL TO ORDER:** Board Meeting Convened By Chairperson Wyatt at 5:35 P.M.

**BOARD MEMBERS**

Laura Lynne Wyatt, Chairperson  
Ian Steele, Vice-Chairperson  
Kaleb Judy, Director  
Wes Backes, Director

**1. FLAG SALUTE:** Vice-Chairperson Steele led the flag salute.

**2. ROLL CALL:** Director Backes

**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.

**Wyatt - Judy: Ayes: Wyatt; Steele; Judy**

**Noes: None. Motion carried.**

**Absent: Backes**

**5. AGENDA ITEMS**

**A. Agenda Item "A" was tabled.**

**B. Award of Bid for the Installation of Playground Equipment at Brite Lake, Resolution #2-19.**

BOARD AWARDS THE BID TO CS CONSTRUCTION FOR THE INSTALLATION OF PLAYGROUND EQUIPMENT AT BRITE LAKE IN AN AMOUNT NOT TO EXCEED \$22,103.00, RESOLUTION #2-19.

**Judy - Wyatt: Ayes: Wyatt; Steele; Judy**

**Noes: None. Motion carried.**

**Absent: Backes**

**C. Measure "R" Discussion.**

District Manager Vance stated that we are here to work with the community and to get your ideas. Ten members of the public spoke.

**6. BOARD OF DIRECTORS TIME:** Chairperson Wyatt stated that this has been a learning process

and we will take our time and communicate with the public better in our next endeavors. Director Judy stated that everyone in the room cares about this community and this District. If the majority wants to keep things the same then that is what we will do with evolutionary change not revolutionary change. Vice-Chairperson Steele thanked the audience for their comments and stated that “back and forth” is needed to come to resolutions for difficult decisions. Vice-Chairperson Steele stated that he is here to serve our community.

## **7. ADJOURNMENT**

Having no further business the meeting was adjourned at 7:20 P.M. to the Regular Board meeting of the Directors of Tehachapi Valley Recreation and Park District scheduled on February 19, 2019.

**Wyatt - Judy: Ayes: Wyatt; Steele; Judy**

**Noes: None. Motion carried.**

**Absent: Backes**

Respectfully Submitted,

*Carrie Champlin*  
Carrie Champlin, Clerk of the Board





# Tehachapi Valley Recreation and Park District

## BALANCE SHEET

As of December 31, 2018

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
1000 Cash in County Treasury General Fund	545,557.59
1004 Check BOTS 4470	85,813.97
1005 County Treasury Capital Projects Fund	97,680.62
1051 Change Fund	850.00
1100 Petty Cash Fund	400.00
<b>Total Bank Accounts</b>	<b>\$730,302.18</b>
Accounts Receivable	
1200 Accounts Receivable	25,349.00
<b>Total Accounts Receivable</b>	<b>\$25,349.00</b>
Other Current Assets	
1092 Credit Card Receivables	2,308.00
1210 Inventory Asset	3,879.54
<b>Total Other Current Assets</b>	<b>\$6,187.54</b>
<b>Total Current Assets</b>	<b>\$761,838.72</b>
Fixed Assets	
1150 Land	166,734.76
1161 Building	540,391.52
1162 Improvements	3,049,721.76
1163 Equipment	1,047,689.22
1163.1 Equipment Not Placed In Service	55,257.78
1166 Furniture & Fixtures	27,502.88
1167 Machinery	48,662.24
1170 Accumulated Depreciation	-2,854,505.00
1180 Fleet Vehicles and Equipment	162,109.22
<b>Total Fixed Assets</b>	<b>\$2,243,564.38</b>
Other Assets	
1901 DOR-Employee Contribution after MD	30,756.00
1903 DOR-Difference in Properties	26,746.00
1904 DOR-Difference in Experience	909.00
1906 DOR-Return on Investment	58,067.00
<b>Total Other Assets</b>	<b>\$116,478.00</b>
<b>TOTAL ASSETS</b>	<b>\$3,121,881.10</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 Accounts Payable-General Fund	43,687.37
<b>Total Accounts Payable</b>	<b>\$43,687.37</b>
Credit Cards	

	TOTAL
2010 Cardmember Services Payable	4,521.48
2014 Home Depot Payable	2,185.49
<b>Total Credit Cards</b>	<b>\$6,706.97</b>
Other Current Liabilities	
2024 Accrued Vacation, Sick, & Comp Time	39,671.73
2207 Sales tax payable	125.34
2210 Payroll Liabilities	7,509.85
2270 Refundable Deposits	1,000.00
<b>Total Other Current Liabilities</b>	<b>\$48,306.92</b>
<b>Total Current Liabilities</b>	<b>\$98,701.26</b>
Long-Term Liabilities	
2310 Loan Payable 2016	508,744.00
2900 Net Pension Liability	177,761.00
2902 DIR-Difference in Contributions	29,082.00
2903 DIR-Difference in Proportion	47,082.00
2905 DIR-Changes in Assumption	11,157.00
<b>Total Long-Term Liabilities</b>	<b>\$773,826.00</b>
<b>Total Liabilities</b>	<b>\$872,527.26</b>
Equity	
3010 Net Investment In Capital Assets	2,580,724.25
3020 Restricted Funds	307,408.84
3030 Unrestricted Funds	-1,001,682.90
3110 Retained Earnings	320,088.51
Net Income	42,815.14
<b>Total Equity</b>	<b>\$2,249,353.84</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$3,121,881.10</b>



# Tehachapi Valley Recreation and Park District

## PROFIT AND LOSS

December 2018

	TOTAL		
	DEC 2018	JUL - DEC, 2018 (YTD)	% OF INCOME
Income			
4010 Property Taxes	358,902.93	469,877.78	96.95 %
4020 Interest Income	1,221.47	4,587.61	0.33 %
4020.1 Interest Income Cap Proj Fund	79.49	346.94	0.02 %
4030 Adult Program Revenues	169.00	17,031.32	0.05 %
4050 Facility Revenue	3,246.00	83,277.38	0.88 %
4200 Contracted Classes Revenues	4,875.00	18,887.50	1.32 %
4210 Events Revenues	50.00	82,779.84	0.01 %
4213 Operational Grants		7,054.00	
4216 Scholarship Donations	5.00	73.00	0.00 %
4300 Youth Program Revenues	1,708.00	67,630.55	0.46 %
4610 Billable Expense Income		7,174.06	
4650 Discounts given	-56.50	-3,067.00	-0.02 %
4690 Other Income		248.00	
4704 Sales		167.76	
<b>Total Income</b>	<b>\$370,200.39</b>	<b>\$756,068.74</b>	<b>100.00 %</b>
Cost of Goods Sold			
5001 Adult Program Costs	248.40	3,343.99	0.07 %
5004 Contracted Classes Costs	2,840.00	17,630.19	0.77 %
5005 Events Costs	507.02	96,655.96	0.14 %
5008 Youth Program Costs	5,284.03	16,519.29	1.43 %
5110 Scholarship Fund Expense	662.00	2,241.50	0.18 %
5704 Purchases for Resale		2,451.09	
<b>Total Cost of Goods Sold</b>	<b>\$9,541.45</b>	<b>\$138,842.02</b>	<b>2.58 %</b>
<b>GROSS PROFIT</b>	<b>\$360,658.94</b>	<b>\$617,226.72</b>	<b>97.42 %</b>
Expenses			
6000 Employee Costs	50,329.68	371,339.08	13.60 %
7010 Advertising & Marketing	3,207.88	21,941.88	0.87 %
7020 Bank Service Charges	1,254.79	7,700.62	0.34 %
7025 Cash Short/Over		10.00	
7026 Charitable Contribution	1,500.00	16,700.00	0.41 %
7030 Dues & Subscriptions	200.00	6,307.11	0.05 %
7035 Equipment Rents & Leases	743.25	743.25	0.20 %
7050 Insurance	2,368.48	13,817.99	0.64 %
7056 Interest Expense	8,403.07	9,846.75	2.27 %
7060 Licenses & Fees	441.15	6,470.49	0.12 %
7070 Maintenance	4,807.93	38,540.06	1.30 %
7084 Meals & Entertainment	1,030.79	1,885.53	0.28 %
7090 Office Supplies	2,289.24	6,980.23	0.62 %
7120 Professional Development		360.00	
7150 Professional Fees	3,910.03	73,516.91	1.06 %
7180 Security	744.55	2,641.14	0.20 %

	TOTAL		
	DEC 2018	JUL - DEC, 2018 (YTD)	% OF INCOME
7210 Telephone and Internet	925.79	6,097.76	0.25 %
7230 Uniforms & Apparel	75.04	1,008.43	0.02 %
7250 Utilities	5,748.56	43,632.90	1.55 %
7299 Interest Expense KCA	4,700.45	4,700.45	1.27 %
7999 Uncategorized Expense	-7.38	0.00	-0.00 %
<b>Total Expenses</b>	<b>\$92,673.30</b>	<b>\$634,240.58</b>	<b>25.03 %</b>
<b>NET OPERATING INCOME</b>	<b>\$267,985.64</b>	<b>\$ -17,013.86</b>	<b>72.39 %</b>
Other Income			
8040 TVRPD Development Fee Revenues	14,952.00	59,829.00	4.04 %
<b>Total Other Income</b>	<b>\$14,952.00</b>	<b>\$59,829.00</b>	<b>4.04 %</b>
<b>NET OTHER INCOME</b>	<b>\$14,952.00</b>	<b>\$59,829.00</b>	<b>4.04 %</b>
<b>NET INCOME</b>	<b>\$282,937.64</b>	<b>\$42,815.14</b>	<b>76.43 %</b>

# Tehachapi Valley Recreation and Park District

## BUDGET VS. ACTUALS: TVRPD BUDGET 2018/2019

July - December, 2018

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
<b>Income</b>				
4010 Property Taxes	469,877.78	446,212.98	-23,664.80	-5.30 %
4020 Interest Income	4,587.61	1,435.98	-3,151.63	-219.48 %
4020.1 Interest Income Cap Proj Fund	346.94		-346.94	
4030 Adult Program Revenues	17,031.32	18,600.06	1,568.74	8.43 %
4050 Facility Revenue	83,277.38	72,363.00	-10,914.38	-15.08 %
4200 Contracted Classes Revenues	18,887.50	19,725.54	838.04	4.25 %
4210 Events Revenues	82,779.84	57,301.98	-25,477.86	-44.46 %
4213 Operational Grants	7,054.00	53,149.98	46,095.98	86.73 %
4216 Scholarship Donations	73.00	750.00	677.00	90.27 %
4300 Youth Program Revenues	67,630.55	65,492.88	-2,137.67	-3.26 %
4610 Billable Expense Income	7,174.06	3,000.00	-4,174.06	-139.14 %
4650 Discounts given	-3,067.00	-2,149.98	917.02	-42.65 %
4690 Other Income	248.00		-248.00	
4704 Sales				
4703 Food Sales-Taxable	45.68	120.00	74.32	61.93 %
4705 Food Sales Non Taxable	89.45	367.50	278.05	75.66 %
4709 Soda Sales-Taxable	32.63	49.98	17.35	34.71 %
<b>Total 4704 Sales</b>	<b>167.76</b>	<b>537.48</b>	<b>369.72</b>	<b>68.79 %</b>
<b>Total Income</b>	<b>\$756,068.74</b>	<b>\$736,419.90</b>	<b>\$ -19,648.84</b>	<b>-2.67 %</b>
<b>Cost of Goods Sold</b>				
5001 Adult Program Costs	3,343.99	4,452.00	1,108.01	24.89 %
5002 Fish Stocking		4,999.98	4,999.98	100.00 %
5004 Contracted Classes Costs	17,630.19	15,424.98	-2,205.21	-14.30 %
5005 Events Costs	96,655.96	76,827.60	-19,828.36	-25.81 %
5008 Youth Program Costs	16,519.29	17,430.00	910.71	5.22 %
5110 Scholarship Fund Expense				
5115 Chavez Scholarship Fund	1,088.00	550.02	-537.98	-97.81 %
5117 Walter Dye Scholarship Fund	1,153.50	550.02	-603.48	-109.72 %
<b>Total 5110 Scholarship Fund Expense</b>	<b>2,241.50</b>	<b>1,100.04</b>	<b>-1,141.46</b>	<b>-103.77 %</b>
5704 Purchases for Resale				
5701 Beer Purchases	2,300.00	225.00	-2,075.00	-922.22 %
5703 Food Purchases	115.74	199.98	84.24	42.12 %
5709 Soda Purchases	35.35	100.02	64.67	64.66 %
<b>Total 5704 Purchases for Resale</b>	<b>2,451.09</b>	<b>525.00</b>	<b>-1,926.09</b>	<b>-366.87 %</b>
<b>Total Cost of Goods Sold</b>	<b>\$138,842.02</b>	<b>\$120,759.60</b>	<b>\$ -18,082.42</b>	<b>-14.97 %</b>
<b>GROSS PROFIT</b>	<b>\$617,226.72</b>	<b>\$615,660.30</b>	<b>\$ -1,566.42</b>	<b>-0.25 %</b>
<b>Expenses</b>				
6000 Employee Costs				
6010 Wages & Salaries	277,402.00	277,383.54	-18.46	-0.01 %
6020 Employee Taxable Allowances	5,261.41	4,600.02	-661.39	-14.38 %
6050 Benefits	-363.22		363.22	

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
6051 Employee MedDentalVisLife	18,259.89	22,500.00	4,240.11	18.84 %
6055 Employee Retirement CalPERS	17,740.65	21,000.00	3,259.35	15.52 %
6056 CalPERS Unfunded Liability Valuation	10,744.00	6,532.02	-4,211.98	-64.48 %
6058 Employer Taxes	25,329.84	25,000.02	-329.82	-1.32 %
6060 Reimbursed Employee Expenses		499.98	499.98	100.00 %
6070 Vacation, Sick, & Admin Leave		750.00	750.00	100.00 %
6090 Worker's Compensation Insurance	16,964.51	11,500.02	-5,464.49	-47.52 %
<b>Total 6050 Benefits</b>	<b>88,675.67</b>	<b>87,782.04</b>	<b>-893.63</b>	<b>-1.02 %</b>
<b>Total 6000 Employee Costs</b>	<b>371,339.08</b>	<b>369,765.60</b>	<b>-1,573.48</b>	<b>-0.43 %</b>
7010 Advertising & Marketing	21,941.88	15,499.98	-6,441.90	-41.56 %
7020 Bank Service Charges	7,700.62	5,050.02	-2,650.60	-52.49 %
7025 Cash Short/Over	10.00		-10.00	
7026 Charitable Contribution	16,700.00	1,099.98	-15,600.02	-1,418.21 %
7030 Dues & Subscriptions	6,307.11	3,499.98	-2,807.13	-80.20 %
7035 Equipment Rents & Leases				
7036 Maintenance Equipment Rental		499.98	499.98	100.00 %
7037 Office Equipment Rental	743.25	1,750.02	1,006.77	57.53 %
<b>Total 7035 Equipment Rents &amp; Leases</b>	<b>743.25</b>	<b>2,250.00</b>	<b>1,506.75</b>	<b>66.97 %</b>
7050 Insurance				
7051 Auto Insurance	2,431.01	2,500.02	69.01	2.76 %
7052 HUB Insurance	0.00	199.98	199.98	100.00 %
7053 Property Insurance	5,973.48	6,499.98	526.50	8.10 %
7055 Liability Insurance	5,413.50	4,000.02	-1,413.48	-35.34 %
<b>Total 7050 Insurance</b>	<b>13,817.99</b>	<b>13,200.00</b>	<b>-617.99</b>	<b>-4.68 %</b>
7056 Interest Expense	9,846.75	9,000.00	-846.75	-9.41 %
7060 Licenses & Fees	6,470.49	34,750.02	28,279.53	81.38 %
7070 Maintenance				
7071 Pool Chemicals	2,772.42	4,450.02	1,677.60	37.70 %
7072 Building & Park Maintenance	11,502.69	13,975.02	2,472.33	17.69 %
7073 Accessibility Upgrades		50.52	50.52	100.00 %
7074 Equipment Maintenance	3,977.45	3,549.96	-427.49	-12.04 %
7075 Fuel	6,545.25	4,750.02	-1,795.23	-37.79 %
7076 Janitorial Supplies	5,809.60	4,750.02	-1,059.58	-22.31 %
7077 Small Tools & Equipment	265.37	750.00	484.63	64.62 %
7078 Materials & Supplies	2,311.09	16,716.00	14,404.91	86.17 %
7079 Fleet Maintenance	5,356.19	2,500.02	-2,856.17	-114.25 %
<b>Total 7070 Maintenance</b>	<b>38,540.06</b>	<b>51,491.58</b>	<b>12,951.52</b>	<b>25.15 %</b>
7084 Meals & Entertainment	1,885.53	1,500.00	-385.53	-25.70 %
7090 Office Supplies	6,980.23	7,000.02	19.79	0.28 %
7120 Professional Development	360.00	3,750.00	3,390.00	90.40 %
7150 Professional Fees				
7151 Annual Audit	9,250.00	5,899.98	-3,350.02	-56.78 %
7152 Bookkeeping & Payroll	14,265.37	12,499.98	-1,765.39	-14.12 %
7153 Information Technology	2,850.50	4,249.98	1,399.48	32.93 %
7154 Feasibility Study Consults	40,565.86		-40,565.86	
7155 Legal	6,585.18	4,500.00	-2,085.18	-46.34 %
<b>Total 7150 Professional Fees</b>	<b>73,516.91</b>	<b>27,149.94</b>	<b>-46,366.97</b>	<b>-170.78 %</b>

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% REMAINING
7160 Property Tax Collection Fee		7,000.02	7,000.02	100.00 %
7180 Security	2,641.14	2,000.04	-641.10	-32.05 %
7210 Telephone and Internet	6,097.76	6,000.00	-97.76	-1.63 %
7230 Uniforms & Apparel	1,008.43	1,500.00	491.57	32.77 %
7250 Utilities				
7252 Electric Service	25,761.06	20,174.94	-5,586.12	-27.69 %
7254 Gas Service	6,299.79	8,574.96	2,275.17	26.53 %
7256 Sanitation Services	4,345.35	6,949.98	2,604.63	37.48 %
7258 Water Service	7,226.70	4,276.98	-2,949.72	-68.97 %
Total 7250 Utilities	43,632.90	39,976.86	-3,656.04	-9.15 %
7299 Interest Expense KCA	4,700.45		-4,700.45	
Total Expenses	\$634,240.58	\$601,484.04	\$ -32,756.54	-5.45 %
NET OPERATING INCOME	\$ -17,013.86	\$14,176.26	\$31,190.12	220.02 %
Other Income				
8040 TVRPD Development Fee Revenues	59,829.00		-59,829.00	
Total Other Income	\$59,829.00	\$0.00	\$ -59,829.00	0.00%
Other Expenses				
7290 Operational Reserve (Contingency)		49,999.98	49,999.98	100.00 %
8505 Quimby Expense		1,584.48	1,584.48	100.00 %
8507 Loan Principal Payments (2310)		24,850.98	24,850.98	100.00 %
Total Other Expenses	\$0.00	\$76,435.44	\$76,435.44	100.00 %
NET OTHER INCOME	\$59,829.00	\$ -76,435.44	\$ -136,264.44	178.27 %
NET INCOME	\$42,815.14	\$ -62,259.18	\$ -105,074.32	168.77 %



# Tehachapi Valley Recreation and Park District

## STATEMENT OF CASH FLOWS

December 2018

	TOTAL
<b>OPERATING ACTIVITIES</b>	
Net Income	282,937.64
Adjustments to reconcile Net Income to Net Cash provided by operations:	
1200 Accounts Receivable	0.00
1070 Prepaid Expenses	2,217.74
1092 Credit Card Receivables	190.00
2000 Accounts Payable-General Fund	14,951.38
2010 Cardmember Services Payable	2,426.96
2014 Home Depot Payable	1,765.76
2207 Sales tax payable	26.92
2208 Kern County Loan Payable	-372,000.00
2211 Payroll Liabilities:CalPERS Payable	-1,879.83
2231 Payroll Liabilities:Health Plan Payable	-399.38
2241 Payroll Liabilities:AFLAC Payable	428.50
2250 Payroll Liabilities:Payroll Tax Liabilities	193.05
<b>Total Adjustments to reconcile Net Income to Net Cash provided by operations:</b>	<b>-352,078.90</b>
<b>Net cash provided by operating activities</b>	<b>\$ -69,141.26</b>
<b>FINANCING ACTIVITIES</b>	
2310 Loan Payable 2016	-16,448.00
3022 Restricted Funds:Capital Projects	14,804.95
3028 Restricted Funds:Site Lease Funds	-1,424.69
3030 Unrestricted Funds	-13,380.26
<b>Net cash provided by financing activities</b>	<b>\$ -16,448.00</b>
<b>NET CASH INCREASE FOR PERIOD</b>	<b>\$ -85,589.26</b>
Cash at beginning of period	815,891.44
<b>CASH AT END OF PERIOD</b>	<b>\$730,302.18</b>



**AGREEMENT**

**THIS AGREEMENT** made and entered into on this April 1, 2019, (the "Effective Date"), by and between the **TEHACHAPI VALLEY RECREATION AND PARK DISTRICT**, a political subdivision of the State of California ("District"), and **TEHACHAPI BARRACUDA SWIM TEAM**, a California corporation ("Tehachapi Barracuda"). District and Tehachapi Barracuda are referred to herein singularly as a "party" and collectively as "parties."

**RECITALS**

**WHEREAS**, District is the fee owner and operator of certain real property commonly known as the Dye Natatorium and located at 400-B South Snyder in Tehachapi, California (referred to as the "Premises");

**WHEREAS**, Tehachapi Barracuda operates a youth swim program for children of the City of Tehachapi and surrounding environs during the late spring and summer of each year;

**WHEREAS**, Tehachapi Barracuda desires to obtain a revocable license, and District is willing to grant a revocable license to Tehachapi Barracuda, for the 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. Grant of License. District hereby grants to Tehachapi Barracuda a non-exclusive license in the Premises for Tehachapi Barracuda's use of the Premises pursuant to this Agreement (the "License").

2. Term. The term of the License and the other rights granted under this Agreement shall commence on the Effective Date, and shall terminate on July 31, 2019, unless sooner terminated, as set forth herein (the "Term").

3. Tehachapi Barracuda's Responsibilities. Tehachapi Barracuda understands and agrees that the License is subject to the following:

3.1 The License is non-exclusive, and the Premises will be made available for use by the general public at times when not utilized by Tehachapi Barracuda.

3.2 Tehachapi Barracuda shall provide evidence that it carries adequate insurance and indemnification to cover Tehachapi Barracuda activities and use of the Premises by Tehachapi Barracuda in accordance with the terms provided in Section 8.

3.4 Tehachapi Barracuda shall ensure that all volunteers have undergone adequate screening and background checks by a nationally certified screening agency. Tehachapi Barracuda shall provide District with proof of same.

3.5 Tehachapi Barracuda shall pay to the District an amount of Five-Hundred and Seventy Five dollars and zero cents \$575 per week (whichever is higher) for the 2019 regular swim season. This entitles the Tehachapi Barracuda to 2 hours of swim time, five days per week. Home Swim meets will be billed at \$80 per hour on top of the \$575 per week. The Tehachapi Barracuda shall pay to the District all rental fees on or before **June 20, 2019**. Tehachapi Barracuda shall provide league regular season schedules to the District in digital format contemporaneously with its execution and delivery of this Agreement, for inclusion on the District website upon approval of this Agreement by District's Board of Directors. Any request for early termination of this Agreement shall be submitted in writing by Tehachapi Barracuda to District management and shall be granted at District's sole discretion.

4. Security Deposit. On or before April 1, 2019, Tehachapi Barracuda shall pay a security deposit of One Thousand Dollars and No Cents (\$1,000.00), which shall be held as security for the performance of the terms of this Agreement. This security deposit can be accepted in "guaranteed funds" only (cash, cashier's check, or money order). This security deposit may be used by the District to cure any default under this Agreement, and Tehachapi Barracuda shall immediately replace any amount so used within fifteen (15) days after written demand by District. District may co-mingle the funds with other funds of District and shall not be required to maintain such funds in a segregated account. Following the expiration of the Term, the remaining amount of the Security Deposit, if any, will be returned to Tehachapi Barracuda upon the District's reconciliation of all fees and costs under this Agreement and following a walkthrough and verification of the vacated Premises by a District Representative.

5. Use. The License for the Premises is nonexclusive for the purposes of Tehachapi Barracuda operating an organized swim program for the youth of the City of Tehachapi and its environs. Tehachapi Barracuda shall provide District with a schedule of practices, meets and

parties to commence on the Premises (the “Swim Schedule”) contemporaneously with its

execution and delivery of this Agreement. Tehachapi Barracuda shall be granted use of the Premises at the times set forth in the Swim Schedule pending District Board Approval. District shall have the right to use the Premises at all times that are not included in the Swim Schedule. Tehachapi Barracuda shall not allow other entities or individuals not associated with Tehachapi Barracuda to use the Premises without District's prior written consent, exercised in its sole and absolute discretion, even if dates and times are within the Swim Schedule. Tehachapi Barracuda shall faithfully observe and agrees to comply with (cause its employees, agents and invitees to comply with) any rules and regulations for the Premises implemented by District before or during the Term, and with such reasonable modifications thereof and additions thereto as District may from time to time make and put into effect.

6. Trained and Certified Coaches and Staff, Lifeguard Service. Tehachapi Barracuda acknowledges and agrees that all of its coaches and staff will be trained and certified as required by law, including, but not limited to, in accordance with Health and Safety Code Section 116033. The parties acknowledge and agree that District will be responsible for providing "lifeguard service" as defined by Health and Safety Code Section 116028 during the Swim Schedule at its sole cost and expense, without right of reimbursement from Tehachapi Barracuda. No lifeguard service will be provided by District for any time not included in the Swim Schedule. Accordingly, Tehachapi Barracuda shall indemnify, defend and hold harmless District from any and all claims, injuries, including death, damages, judgments, liabilities, costs, and expenses, including attorneys' fees, arising out of or relating to Tehachapi Barracuda or its guests or invitees using the Premises at any time not included on the Swim Schedule.

7. Disclaimer by District. NOTWITHSTANDING SECTION 6 OR ANY OTHER PROVISIONS IN THIS AGREEMENT, DISTRICT MAKES NO REPRESENTATIONS OR WARRANTIES REGARDING THE LIFEGUARD SERVICE OTHER THAN AS EXPRESSLY SET FORTH IN THIS AGREEMENT.

EVEN WITH THE LIFEGUARD SERVICE, TEHACHAPI BARRACUDA ACKNOWLEDGES AND AGREES THAT, USE OF THE SWIMMING POOL ON THE PREMISES (THE "ACTIVITY") CARRIES WITH IT CERTAIN INHERENT RISKS THAT CANNOT BE ELIMINATED REGARDLESS OF THE CARE TAKEN TO AVOID INJURIES. THE SPECIFIC RISKS VARY FROM ONE SPECIFIC ACTIVITY TO ANOTHER, BUT THE RISKS RANGE FROM 1) MINOR INJURIES SUCH AS SCRATCHES, BRUISES, AND

SPRAINS, 2) MAJOR INJURIES SUCH AS EYE INJURY OR LOSS OF SIGHT, JOINT OR BACK INJURIES, HEART ATTACKS, AND CONCUSSIONS, AND 3) CATASTROPHIC INJURIES INCLUDING PARALYSIS AND DEATH.

TEHACHAPI BARRACUDA ACKNOWLEDGES READING THE FOREGOING, AND UNDERSTANDS AND APPRECIATES THESE AND OTHER RISKS THAT ARE INHERENT IN THE ACTIVITY. TEHACHAPI BARRACUDA, FOR ITSELF AND ITS GUESTS AND INVITEES, VOLUNTARY AND KNOWINGLY ASSUMES ALL SUCH RISKS. TEHACHAPI BARRACUDA AGREES TO INDEMNIFY, DEFEND AND HOLD HARMLESS DISTRICT AND ITS HEIRS, PERSONAL REPRESENTATIVES OR ASSIGNS HARMLESS FROM ANY AND ALL CLAIMS, INJURIES, INCLUDING DEATH, DAMAGES, JUDGMENTS, LIABILITIES, COSTS, AND EXPENSES, INCLUDING ATTORNEYS' FEES, ARISING OUT OF OR RELATING TO THE ACTIVITY AND TO REIMBURSE DISTRICT FOR ANY SUCH COSTS AND EXPENSES INCURRED, INCLUDING, BUT NOT LIMITED TO, ATTORNEYS' FEES.

TEHACHAPI BARRACUDA ALSO IS RESPONSIBLE FOR COMPENSATION OF LOST USE AND ANY DAMAGE TO THE SWIMMING POOL CAUSED BY TEHACHAPI BARRACUDA OR TEHACHAPI BARRACUDA'S GUESTS OR INVITEES, INCLUDING, BUT NOT LIMITED TO, BROKEN GLASS OR OTHER ITEMS INTRODUCED INTO THE PREMISES, CONTAMINATION OF THE WATER, DAMAGE TO THE AUTOMATIC CLEANERS OR OTHER SWIMMING POOL EQUIPMENT, OR EXCESSIVE LOSS OF WATER WILL RESULT IN CHARGES TO TEHACHAPI BARRACUDA FOR CORRECTION OF THE PROBLEM.

TEHACHAPI BARRACUDA ALSO ACKNOWLEDGES, UNDERSTANDS AND AGREES THAT TEHACHAPI BARRACUDA SHALL INVESTIGATE ALL APPLICABLE FEDERAL, STATE OF CALIFORNIA, COUNTY OF KERN OR CITY OF TEHACHAPI SWIMMING POOL BARRIER LAWS AND REGULATIONS, AND ALSO AGREES TO COMPLY, AT TEHACHAPI BARRACUDA'S SOLE COST AND EXPENSE WITHOUT RIGHT OF REIMBURSEMENT FROM DISTRICT, WITH SUCH LAWS AND REGULATIONS DURING THE TERM OF THIS AGREEMENT. EXCEPT AS EXPRESSLY SET FORTH IN THIS AGREEMENT, TEHACHAPI BARRACUDA EXPRESSLY RELIEVES AND INDEMNIFIES, DEFENDS AND HOLDS HARMLESS DISTRICT FROM

ANY AND ALL LIABILITY AND RESPONSIBILITY FOR COMPLIANCE WITH SUCH LAWS AND REGULATIONS.

8. Insurance. Tehachapi Barracuda shall purchase and maintain in force during the Term, and any extensions thereof, comprehensive general liability insurance in an amount of no less than Two Million Dollars and No Cents (\$2,000,000.00) per occurrence combined single limits, with the following coverage and extensions of coverage:

- (a) Third party bodily injury, including death resulting therefrom, and property damage liability;
- (b) Bodily injury, including death resulting therefrom, and property damage for all Tehachapi Barracuda participants, employees, volunteers, or other persons performing services for Tehachapi Barracuda or participating in Tehachapi Barracuda activities and the spouses, children, parents, and siblings of same;
- (c) Non-owned automobile liability for on-Premises and off-Premises activities;
- (d) Contractual coverage for Tehachapi Barracuda's obligations under this Agreement, including, but not limited to, the obligations to indemnify District as set forth in Section 9; and,
- (e) Products liability for all products distributed by Tehachapi Barracuda, whether by sale or otherwise.

Tehachapi Barracuda's insurance policy shall name District, its agents, officers, directors, employees, and representatives as additional insured. The policy shall be issued by an insurance company authorized to do business in the State of California and shall be approved by District. Tehachapi Barracuda's policy shall provide primary coverage, and no insurance of District shall be called upon to contribute to a loss under the limits of Tehachapi Barracuda's policy. Tehachapi Barracuda's policy shall not be subject to cancellation or coverage reduction without the provision of fifteen (15) days' prior written notice to District. On or before the Effective Date, Tehachapi Barracuda shall provide District with a duly certified Certificate of Insurance evidencing that the required policy has been issued, is effective, and complies with the requirements of this Section 8. Cancellation of any of the insurance described herein, or any portion of said insurance, shall automatically suspend the License and Tehachapi Barracuda's rights under this Agreement. Upon such an occurrence, Tehachapi Barracuda shall immediately

cease all operations under the License and this Agreement and vacate the Premises. District shall have the right to immediately terminate, without notice, all operations under the License and this Agreement in the event Tehachapi Barracuda fails or refuses to do so.

9. Indemnification.

9.1. Tehachapi Barracuda agrees 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 the License and Tehachapi Barracuda's use or occupancy of the Premises, regardless of whether caused in whole or in part by an act or omission of District or District's active or passive negligence.

9.2. District does not, and shall not, waive any rights against Tehachapi Barracuda which it may have by reason of this hold harmless agreement. This hold harmless agreement shall apply to all liability, regardless of whether or not any insurance policies are applicable. The policy limits of Tehachapi Barracuda's insurance shall not act as a limitation upon the amount of indemnification to be provided by Tehachapi Barracuda to the District in the event of loss, claim, damage or expense. This Section 9 shall survive the expiration or earlier termination of the License and this Agreement.

10. Non-Liability of Public Officials and Employees. No member, official, employee, or director of District shall be personally liable to Tehachapi Barracuda in the event of any default by District in the performance of any of District's obligations under the terms of this Agreement.

11. Maintenance.

11.1. Generally. District shall provide general maintenance to the Premises, at no additional expense to Tehachapi Barracuda.

11.2. Equipment and Maintenance. Tehachapi Barracuda shall be responsible for removing and stowing any Tehachapi Barracuda equipment following any and all Tehachapi Barracuda use of the Premises. Tehachapi Barracuda shall be responsible for cleaning up and removing loose trash and litter from the pool deck and pool immediately following any and all Tehachapi Barracuda use of the Premises. Failure to do so, as determined by the District in its sole and absolute discretion, will result in fees not to exceed Twenty-Five Dollars and No Cents (\$25.00) per hour.

11.3. District's Right to Perform Required Maintenance. Notwithstanding the foregoing, if District, in its sole discretion, determines that Tehachapi Barracuda is failing to adequately perform duties, then District may assume the responsibility to do so in place and instead of Tehachapi Barracuda, in which event, the expenses incurred by District thereby shall be paid by Tehachapi Barracuda at a rate of Twenty-Five Dollars and No Cents (\$25.00) per hour.

12. Oil, Gas and Mineral Rights. All rights to all minerals, oil, gas, and other hydrocarbons (the "Mineral Rights") located on or under the Premises are particularly reserved to District and are excepted from the property covered by the Term. Tehachapi Barracuda expressly grants District, District's agents, licensees and lessees of the Mineral Rights, a right-of-entry and right-of-way for ingress and egress in and to, over and on, the Premises during the Term for the exploration, drilling and mining of minerals, oil, gas and other hydrocarbons on the Premises.

13. Inspection. Tehachapi Barracuda shall allow District, District's agents and assigns, at all reasonable times, to enter the Premises for the purposes of inspection, compliance with the terms of the License and this Agreement, the exercise of all rights under the License and this Agreement, posting of notices, and all other lawful purposes.

14. Ownership of Improvements. Tehachapi Barracuda shall not construct or install any improvements on the Premises without the express written consent of District. In the event such improvements are made to the Premises, said improvements shall become the property of District, without cost, upon the termination of this Agreement. Tehachapi Barracuda shall provide District management with appropriate scope of work, drawings, permits, estimates and timeline for completion for each improvement, prior to District approval. District may, in its sole discretion, request that Tehachapi Barracuda remove any or all equipment and property on the Premises owned by Tehachapi Barracuda, in which case Barracuda shall remove such equipment and return the Premises to its original condition as nearly as may be practical. Tehachapi Barracuda shall have thirty (30) days following the date of cancellation or termination of the License and this Agreement by which to remove any equipment.

15. Repair and Removal of Equipment. District may repair, remove or replace any improvement or equipment which, in District's opinion, is unsafe or for any other reason determined by District would be of benefit to remove.



16. Default and Remedies.

161. Upon Tehachapi Barracuda's breach of the License and this Agreement, District shall have the right of re-entry, after giving seven (7) days' notice, the right to take possession of all properties remaining on the Premises, and the right to remove all persons and property from the Premises. District may store property removed from the Premises in a public warehouse, or elsewhere, at Tehachapi Barracuda's expense and for its account.

162. If District elects to re-enter, as provided above, or to take possession under legal proceedings or under any notice provided by law, District may:

- (a) Terminate the License and this Agreement; or
- (b) From time to time, without terminating the License and this Agreement, grant a license or lease the entire, or any portion, of the Premises for such terms, which may extend beyond the Term and at such licenses or rentals and other conditions as District, in its sole discretion, deems advisable. District also has the right to make alterations and repairs to the Premises. On each such relicensing or letting, Tehachapi Barracuda shall immediately pay to District the expenses of relicensing or letting and making the alterations and repairs incurred by District and all other indebtedness, except rent, due under this Agreement; or
- (c) Exercise all other rights that become available to it.

163. No re-entry or taking of possession of the Premises by District shall be construed as an election by District to terminate the License or this Agreement unless written notice of such intent is delivered to Tehachapi Barracuda or the License and this Agreement is declared to be terminated by a court of competent jurisdiction.

164. Nothing contained in this Agreement, and no security or guaranty that District holds now or in the future under the License or this Agreement, shall in any way constitute a bar or defense to any action by District in unlawful detainer or for recovery of the Premises.

165. The notice requirements provided herein shall not be applicable to a breach of Sections 8 or 27 of this Agreement, wherein District may, in its sole discretion, terminate this Agreement forthwith and without notice, in the manner specified therein.

17. Insolvency. Any one of the following constitutes a default under this Agreement by Tehachapi Barracuda:

- (a) The appointment of a receiver to take possession of all or substantially all assets of Tehachapi Barracuda; or,
- (b) A general assignment by Tehachapi Barracuda for the benefit of its creditors; or,
- (c) An action taken or suffered by Tehachapi Barracuda under any insolvency or bankruptcy act.

18. Waste. Tehachapi Barracuda shall not commit, or permit others to commit, on the Premises, waste or a nuisance or any other act that could disturb the quiet enjoyment of District or any other lessee of District on reserved or adjacent property.

19. Liens. Tehachapi Barracuda shall pay all of its expenses as set forth hereinabove, and all other expenses which it personally incurs when same are due and before delinquency. Tehachapi Barracuda shall keep the Premises and the License free from any and all liens, claims of lien, charges, demands or liabilities, based upon or arising out of any work, act or operation performed by or on behalf of Tehachapi Barracuda upon the Premises. Tehachapi Barracuda shall defend, indemnify and hold harmless District from any and all liens arising out of any work, act or operation performed by or on behalf of Tehachapi Barracuda upon the Premises and any loss incurred by District on account of such liens.

20. Existing Rights of Others. This Agreement is subject to (a) all existing easements, servitudes, licenses, and rights-of-way, whether recorded or not; and (b) the rights of other lessees under any existing or future oil, gas, and mineral lease or leases from District affecting the entire or any portion of the Premises, whether recorded or not.

21. Licenses, Permits, Fees and Assessments. Tehachapi Barracuda shall, at its sole cost and expense, obtain such licenses, permits, and approvals as may be required by law for the performance of its services under this Agreement. Tehachapi Barracuda shall have the sole obligation to pay for any fees, assessments and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the performance of the services required by this Agreement, except those which are waived by District.

22. Assignment, Subletting, Encumbrances. Tehachapi Barracuda shall not assign the License or 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, the agents and servants of Tehachapi Barracuda excepted, to occupy or use any portion of the Premises without first obtaining District's written consent. A consent from District to one assignment, subletting, occupation, or use by one person shall not be a consent to a future assignment, subletting, occupation, or use by another person. An assignment or a subletting without District's prior consent shall be void, and shall, at District's option, terminate the License and this Agreement. No interest of Tehachapi Barracuda in the License or this Agreement shall be assignable by operation of law without District's written consent.

23. Notice. Any notice or demand by either party to the other in connection with this Agreement shall be deemed to be given or made when written and deposited in a sealed envelope in the United States Mail, registered or certified, postage prepaid, and addressed to the party to whom given at the address specified below. The address to which any notice may be given to either party may be changed upon written notice given by such party to the other as provided herein.

To District:

**Michelle Vance**

District Manager

TEHACHAPI VALLEY RECREATION AND  
PARK DISTRICT

P.O. Box 373

Tehachapi, CA 93581

To Tehachapi Barracuda:

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**Denise Avalos**

President

TEHACHAPI BARRACUDA SWIM TEAM

1006 Marge Lane

Tehachapi, CA 93561

24. Attorneys' Fees and Costs. In any action or proceeding by either party to enforce or interpret the License or this Agreement or any provision thereof, the prevailing party shall be entitled to recover its attorneys' fees, court costs and other non-reimbursable litigation expenses, such as witness fees and investigation expenses.

25. Compliance with Law. Tehachapi Barracuda shall comply with all applicable laws, ordinances, codes and regulations of the federal, state and local governments.

26. Compliance with ADA. Tehachapi Barracuda shall comply with all requirements of the Americans with Disabilities Act, 42 U.S.C. Section 12101, et seq. (the "Act"). Tehachapi Barracuda shall be responsible for determining all such prohibitions as well as all other provisions of the Act which apply to District and Tehachapi Barracuda shall comply therewith. Failure by Tehachapi Barracuda to comply with the Act shall automatically terminate this Agreement. Should District determine, in District's sole discretion, that Tehachapi Barracuda is not complying with the Act, District may, without notice, immediately terminate this Agreement. Tehachapi Barracuda hereby agrees to indemnify and hold District harmless from all liabilities under the Act that result from Tehachapi Barracuda's failure to comply with this Section 25.

27. Binding Effect. This Agreement shall inure to and for the benefit of and be binding upon each party's respective agents, directors, employees, independent contractors, members, officers, partners, predecessors, representatives, stockholders, successors and assigns and all others acting for or in concert with it.

28. Time is of the Essence. Time is of the essence in this Agreement and of each and every provision contained herein.

29. Mailing List. During the Term, Tehachapi Barracuda shall maintain District on Tehachapi Barracuda's regular mailing list for all general correspondence, at the address indicated in Section 23.

30. Waiver. All waivers of the provisions of this Agreement must be in writing by the appropriate authorities of District and Tehachapi Barracuda. Tehachapi Barracuda agrees that waiver by District of any conditions of performance under this Agreement shall not be construed as a waiver of any other condition of performance or a continuing waiver of the same condition of performance under this Agreement.

31. Participant Waivers. Tehachapi Barracuda shall obtain written waivers of liability executed by a parent or legal guardian of each participant in Tehachapi Barracuda's programs to protect and hold harmless District and Tehachapi Barracuda from any injuries that result from participation in Tehachapi Barracuda's programs.

32. Entire Agreement. This Agreement contains the entire agreement between the parties and constitutes an integration of the entire agreement, contract, promise and

understandings of the parties. All prior agreements, conditions, contracts, promises, representations, understandings, or warranties, whether oral or written, express or implied, concerning the subject matter of this Agreement are expressly superseded hereby and have no further force or effect, except for the documents referenced herein.

33. Modification. This Agreement may not be altered, amended, or modified in any respect, except by a writing duly executed by all the parties.

34. Governing Law/Venue. This Agreement shall be construed and enforced in accordance with the internal laws, and not the law of conflicts, of California, where it is to be executed, delivered and performed. Should any civil action be commenced between the parties concerning this Agreement, or any rights, or duties, obligations or responsibilities thereunder, such civil action must be commenced and venued in the Kern County Superior Court, Metropolitan Division, in Bakersfield, California.

35. Construction. Headings are used herein for convenience only and shall have no force or effect in the construction or interpretation of this Agreement. As used in this Agreement, the singular includes the plural and masculine includes the feminine and neuter. This Agreement shall not be construed against the party drafting it but shall be construed fairly and equitably as though it was the joint product of the parties.

36. Partial Invalidity. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

37. Separate Counterparts. This Agreement may be executed in two (2) separate counterparts, each of which, when so executed, shall be deemed to be an original and to constitute the one and same contract.

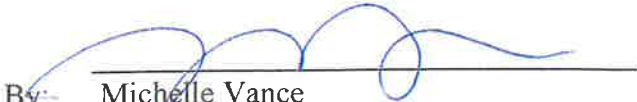
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SIGNATURES ON NEXT PAGE]

38. Effective Date. This Agreement shall become effective as of the Effective Date upon the delivery and execution by the parties.


Dated: 2/11/19, 2019

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

By:   
Its: Michelle Vance  
District Manager

Dated: 2/12, 2019

**TEHACHAPI BARRACUDA SWIM TEAM**, a  
California corporation ("Tehachapi Barracuda")

By:   
Its: President



3350 Shelby Street, Ste. 370 / Ontario, CA 91764

Ph. (323) 797-1498

*Sent via email*

March 6, 2019

Ms. Michelle Vance, District Manager  
Tehachapi Valley Recreation & Park District  
490 West D Street  
Tehachapi, CA 93561

**RE: MNS Engineers Fee Proposal  
Proposition 68 Statewide Park Development and Community Revitalization Program  
West Park Acquisition and Enhancements Project**

Dear Ms. Vance,

Thank you for the opportunity to provide preliminary engineering, cost estimating, and grant writing quality assurance/quality control (QA/QC) service for the grant application you intend to prepare and submit to the Proposition 68 Statewide Park Development and Community Revitalization Program.

Enclosed is our fee proposal to provide these services for a total fee of \$5,000. We look forward to working with the District and helping you deliver a successful grant application.

Sincerely,

**MNS Engineers, Inc.**

Greg Jaquez, PE  
Principal Project Manager  
Government Services Division  
(323) 484-5737 DIRECT  
gjaquez@mnsengineers.com

Enc). [Fee Proposal]

GAJ

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**mnsengineers.com**

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## Fee Proposal

MNS proposes to provide the preliminary engineering, cost estimating and grant writing QA/QC services for a total fee of \$5,000 as shown below.

<b>Tehachapi Recreation &amp; Park District West Park Acquisition &amp; Enhancements Project Prop 68 Parks Preliminary Engineering, Cost Estimation, and Grant Writing QA/QC</b>					
		Project Manager	Senior Grant Writer	Total Resource Hours	Total Resource Costs
	Hours	\$200	\$160		
<b>Task 1.0 - Project Kickoff Meeting</b>	<b>Task 1.0</b>				
1.0 - Project Kickoff Meeting	Task 1.0	1.5	1.5	3.0	\$540
<b>Task 1.0 Subtotal</b>		<b>1.5</b>	<b>1.5</b>	<b>3.0</b>	<b>\$540</b>
<b>Task 2.0 - Develop Concept Graphical Depiction and Project Scope Narrative Description</b>	<b>Task 2.0</b>				
2.0 - Develop Concept Graphical Depiction and Project Scope Narrative Description	Task 2.0	10.0		10.0	\$2,000
<b>Task 2.0 Subtotal</b>		<b>10.0</b>	<b>0.0</b>	<b>10.0</b>	<b>\$2,000</b>
<b>Task 3.0 - Develop Preliminary Cost Estimate</b>	<b>Task 2.0</b>				
2.0 - Develop Preliminary Cost Estimate	Task 2.0	6.0		6.0	\$1,200
<b>Task 2.0 Subtotal</b>		<b>6.0</b>	<b>0.0</b>	<b>6.0</b>	<b>\$1,200</b>
<b>Task 4.0 - 1st Draft QA/QC Review</b>	<b>Task 3.0</b>				
4.0 - 1st Draft QA/QC Review	Task 3.0	1.0	4.0	5.0	\$840
<b>Task 3.0 Subtotal</b>		<b>1.0</b>	<b>4.0</b>	<b>5.0</b>	<b>\$840</b>
<b>Task 5.0 - Final QA/QC Review</b>	<b>Task 5.0</b>				
5.0 - Final QA/QC Review	Task 5.0	0.5	2.0	2.5	\$420
<b>Task 5.0 Subtotal</b>		<b>0.5</b>	<b>2.0</b>	<b>2.5</b>	<b>\$420</b>
<b>Total</b>	<b>Hours</b>	<b>19.0</b>	<b>7.5</b>	<b>26.5</b>	
	<b>Cost</b>	<b>\$3,800</b>	<b>\$1,200</b>		<b>\$5,000</b>





3350 Shelby Street, Ste. 370 / Ontario, CA 91764

Ph. (323) 797-1498

*Sent via email*

March 6, 2019

Ms. Michelle Vance, District Manager  
Tehachapi Valley Recreation & Park District  
490 West D Street  
Tehachapi, CA 93561

**RE: MNS Engineers Fee Proposal  
Proposition 68 Statewide Park Development and Community Revitalization Program  
Central Park Acquisition and Enhancements Project**

Dear Ms. Vance,

Thank you for the opportunity to provide preliminary engineering, cost estimating, and grant writing quality assurance/quality control (QA/QC) service for the grant application you intend to prepare and submit to the Proposition 68 Statewide Park Development and Community Revitalization Program.

Enclosed is our fee proposal to provide these services for a total fee of \$5,000. We look forward to working with the District and helping you deliver a successful grant application.

Sincerely,

**MNS Engineers, Inc.**

Greg Jaquez, PE  
Principal Project Manager  
Government Services Division  
(323) 484-5737 DIRECT  
gjaquez@mnsengineers.com

Encl. [Fee Proposal]

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## Fee Proposal

MNS proposes to provide the preliminary engineering, cost estimating and grant writing QA/QC services for a total fee of \$5,000 as shown below.

<b>Tehachapi Recreation &amp; Park District Central Park Acquisition &amp; Enhancements Project Prop 68 Parks Preliminary Engineering, Cost Estimation, and Grant Writing QA/QC</b>					
		Project Manager	Senior Grant Writer	Total Resource Hours	Total Resource Costs
	Hours	\$200	\$160		
<b>Task 1.0 - Project Kickoff Meeting</b>	<b>Task 1.0</b>				
1.0 - Project Kickoff Meeting	Task 1.0	1.5	1.5	3.0	\$540
<b>Task 1.0 Subtotal</b>		<b>1.5</b>	<b>1.5</b>	<b>3.0</b>	<b>\$540</b>
<b>Task 2.0 - Develop Concept Graphical Depiction and Project Scope Narrative Description</b>	<b>Task 2.0</b>				
2.0 - Develop Concept Graphical Depiction and Project Scope Narrative Description	Task 2.0	10.0		10.0	\$2,000
<b>Task 2.0 Subtotal</b>		<b>10.0</b>	<b>0.0</b>	<b>10.0</b>	<b>\$2,000</b>
<b>Task 3.0 - Develop Preliminary Cost Estimate</b>	<b>Task 3.0</b>				
3.0 - Develop Preliminary Cost Estimate	Task 3.0	6.0		6.0	\$1,200
<b>Task 3.0 Subtotal</b>		<b>6.0</b>	<b>0.0</b>	<b>6.0</b>	<b>\$1,200</b>
<b>Task 4.0 - 1st Draft QA/QC Review</b>	<b>Task 4.0</b>				
4.0 - 1st Draft QA/QC Review	Task 4.0	1.0	4.0	5.0	\$840
<b>Task 4.0 Subtotal</b>		<b>1.0</b>	<b>4.0</b>	<b>5.0</b>	<b>\$840</b>
<b>Task 5.0 - Final QA/QC Review</b>	<b>Task 5.0</b>				
5.0 - Final QA/QC Review	Task 5.0	0.5	2.0	2.5	\$420
<b>Task 5.0 Subtotal</b>		<b>0.5</b>	<b>2.0</b>	<b>2.5</b>	<b>\$420</b>
<b>Total</b>	<b>Hours</b>	<b>19.0</b>	<b>7.5</b>	<b>26.5</b>	
	<b>Cost</b>	<b>\$3,800</b>	<b>\$1,200</b>		<b>\$5,000</b>



3350 Shelby Street, Ste. 370 / Ontario, CA 91764

Ph. (323) 797-1498

*Sent via email*

March 6, 2019

Ms. Michelle Vance, District Manager  
Tehachapi Valley Recreation & Park District  
490 West D Street  
Tehachapi, CA 93561

**RE: MNS Engineers Fee Proposal  
Proposition 68 Statewide Park Development and Community Revitalization Program  
Meadowbrook Park Enhancements Project**

Dear Ms. Vance,

Thank you for the opportunity to provide preliminary engineering, cost estimating, and grant writing quality assurance/quality control (QA/QC) service for the grant application you intend to prepare and submit to the Proposition 68 Statewide Park Development and Community Revitalization Program.

Enclosed is our fee proposal to provide these services for a total fee of \$4,200. We look forward to working with the District and helping you deliver a successful grant application.

Sincerely,

**MNS Engineers, Inc.**

Greg Jaquez, PE  
Principal Project Manager  
Government Services Division  
(323) 484-5737 DIRECT  
gjaquez@mnsengineers.com

Encl. [Fee Proposal]

GAJ

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## Fee Proposal

MNS proposes to provide the preliminary engineering, cost estimating and grant writing QA/QC services for a total fee of \$4,200 as shown below.

Tehachapi Recreation & Park District Meadowbrook Park Enhancements Project Prop 68 Parks Preliminary Engineering, Cost Estimation, and Grant Writing QA/QC		Project Manager	Senior Grant Writer	Total Resource Hours	Total Resource Costs
	Hours	\$200	\$160		
<b>Task 1.0 - Project Kickoff Meeting</b>	<b>Task 1.0</b>				
1.0 - Project Kickoff Meeting	Task 1.0	1.5	1.5	3.0	\$540
<b>Task 1.0 Subtotal</b>		<b>1.5</b>	<b>1.5</b>	<b>3.0</b>	<b>\$540</b>
<b>Task 2.0 - Develop Concept Graphical Depiction and Project Scope Narrative Description</b>	<b>Task 2.0</b>				
2.0 - Develop Concept Graphical Depiction and Project Scope Narrative Description	Task 2.0	8.0		8.0	\$1,600
<b>Task 2.0 Subtotal</b>		<b>8.0</b>	<b>0.0</b>	<b>8.0</b>	<b>\$1,600</b>
<b>Task 3.0 - Develop Preliminary Cost Estimate</b>	<b>Task 2.0</b>				
2.0 - Develop Preliminary Cost Estimate	Task 2.0	4.0		4.0	\$800
<b>Task 2.0 Subtotal</b>		<b>4.0</b>	<b>0.0</b>	<b>4.0</b>	<b>\$800</b>
<b>Task 4.0 - 1st Draft QA/QC Review</b>	<b>Task 3.0</b>				
4.0 - 1st Draft QA/QC Review	Task 3.0	1.0	4.0	5.0	\$840
<b>Task 3.0 Subtotal</b>		<b>1.0</b>	<b>4.0</b>	<b>5.0</b>	<b>\$840</b>
<b>Task 5.0 - Final QA/QC Review</b>	<b>Task 5.0</b>				
5.0 - Final QA/QC Review	Task 5.0	0.5	2.0	2.5	\$420
<b>Task 5.0 Subtotal</b>		<b>0.5</b>	<b>2.0</b>	<b>2.5</b>	<b>\$420</b>
<b>Total</b>	<b>Hours</b>	<b>15.0</b>	<b>7.5</b>	<b>22.5</b>	
	<b>Cost</b>	<b>\$3,000</b>	<b>\$1,200</b>		<b>\$4,200</b>



3350 Shelby Street, Ste. 370 / Ontario, CA 91764  
323.484.5737 Direct 323.797.1498 Mobile

March 7, 2019

Submitted via email

Ms. Michelle Vance  
Tehachapi Valley Recreation & Park District  
490 West D Street  
Tehachapi, CA 93561

Dear Ms. Vance,

**MNS Engineers Fee Proposal for Grant Writing Services  
Tehachapi Valley Recreation & Park District Application to United States Department of  
Agriculture (USDA) Rural Development Agency**

Thank you for the opportunity to provide Tehachapi Valley Recreation & Park District with grant writing services to prepare a grant application to the U.S. Department of Agriculture Rural Development Agency for a new Community Facility in Sand Canyon.

Enclosed is our proposal and fee for grant writing services is \$10,400. I look forward to working once again with Tehachapi Valley Recreation & Park District. If you have any questions, please contact me at (323) 484-5737 or [gjaquez@mnsengineers.com](mailto:gjaquez@mnsengineers.com).

Sincerely,

**MNS Engineers, Inc.**

Greg Jaquez, PE  
*Principal Project Manager  
Government Services Division*

GAJ

Encl.

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3350 Shelby Street, Ste. 370 / Ontario, CA 91764  
323.484.5737 Direct 323.797.1498 Mobile

**MNS Engineers Fee Proposal for Grant Writing Services  
Tehachapi Valley Recreation & Park District to United States Department of Agriculture  
(USDA) Rural Development Agency**

**Project Understanding**

MNS Engineers (MNS) understands Tehachapi Valley Recreation & Park District (District) is seeking consultant support to prepare a grant application to USDA Rural Development for the Community Facilities Direct Loan and Grant Program. MNS understands the District is committed to serving the community of Sand Canyon through the building of a community facility to serve the Sand Canyon population.

MNS understands the Project has the potential to be funded with a grant from the Community Facilities Direct Loan and Grant Program administered by the USDA Rural Development agency to cover at minimum 35% up to 75% of the cost to build a new community facility. The Community Facilities Direct Loan and Grant program provides affordable funding to develop essential community facilities in rural areas. Included as part of the Community Facilities Program is funding for essential community facilities that lead to the beneficial and orderly development of a community operated on a non-profit basis such as community, social, or cultural services.

**Project Approach**

MNS will work closely and efficiently with District staff and representatives, as necessary to collect and utilize the most up to date and readily available information and data necessary to formulate the application package in order to match it with the Project's funding requirements. MNS will work with District representatives and stakeholders to confirm the basic messaging in the narrative of the grant application.

**Task 1.0 – Project Management**

**A. Project Administration**

MNS will act as the coordinating point for the development of the grant application under the direction of District staff. The MNS Project Manager (PM) will maintain a project file in which all project documents including draft and final application materials, schedules, budget documents, reports and studies, data, photo images, graphics, and correspondence will be stored.

Communications with the District will be ongoing as needed to exchange information and provide the District opportunities to review draft work products.

**Deliverable: Project File**





3350 Shelby Street, Ste. 370 / Ontario, CA 91764  
323.484.5737 Direct 323.797.1498 Mobile

### **Task 2.0 – Data Collection**

If needed, MNS will conduct a field investigation of the project site under the direction of District staff. Field investigation will be an opportunity to make observations, take measurements, and gather photos of specific elements of the project location. MNS will collect and review information requested at the kickoff meeting as well as information independently researched.

*Deliverables: Data Sets, Photos, Maps, and Supporting Documentation*

### **Task 3.0 – Preapplication and Grant Application**

#### **3.1 Preapplication**

MNS will establish early contact with the granting agency, USDA Rural Development to discuss the project and prepare the documents required for the preapplication process. Application to the USDA Rural Development Program is a two-step process which starts with a preapplication and must include the following supporting documentation:

- Evidence of applicant's legal existence and authority
- Appropriate clearinghouse agency comments.

Upon review by the USDA, the District will receive a Notice of Preapplication Review Action and the applicant will move to the complete application phase.

*Deliverables: Preapplication with Supporting Documentation*

#### **3.2 Complete Application**

MNS will utilize collected information to develop narrative responses to the application questions, analyze numerical data to produce metric-based data, and produce supporting attachments where applicable such as maps, preliminary plans, graphics, and data tables. MNS will work closely with District staff to expand the understanding and background behind efforts to date in order to capture the understanding behind the project's need, to tell a compelling story, and to fashion a precisely responsive narrative.

*Deliverables: Complete Application with Supporting Documentation*

### **Task 4.0 – Final QA/QC**

After drafts of the application are submitted to District staff for review and comment, MNS will incorporate District comments and produce a final application package. A full copy of the application will be provided to the District.

*Deliverables: Final Complete Application with Attachments.*



3350 Shelby Street, Ste. 370 / Ontario, CA 91764

323.484.5737 Direct 323.797.1498 Mobile

## KEY PERSONNEL

The key to a successful project is a highly qualified and well-managed team. We offer the District a cohesive, talented team of professionals. Resumes for personnel assigned to this project are available upon request.

## Fee Proposal

<b>Proposal for Grant Writing Services Tehachapi Valley Recreation &amp; Park District U.S. Department of Agriculture Rural Development Community Facilities Direct Loan and Grant Program</b>					
		Project Manager	Senior Grant Writer	Total Resource Hours	Total Resource Costs
	Hours	\$200	\$160		
<b>Task 1.0 - Project Management</b>	<b>Task 1.0</b>				
1.0 - Communications and Project File Management	Task 1.0	2.0	6.0	8.0	\$1,360
<b>Task 1.0 Subtotal</b>		<b>2.0</b>	<b>6.0</b>	<b>8.0</b>	<b>\$1,360</b>
<b>Task 2.0 - Data Collection</b>	<b>Task 2.0</b>				
2.0 - Data Collection and Contact with USDA as needed.	Task 2.0	2.0	8.0	10.0	\$1,680
<b>Task 2.0 Subtotal</b>		<b>2.0</b>	<b>8.0</b>	<b>10.0</b>	<b>\$1,680</b>
<b>Task 3.0 - Preapplication and Complete Application</b>					
<b>Task 3.1 - Preapplication</b>	<b>Task 3.1</b>				
3.1 - Subapplication with Documentation Completion	Task 3.1	2.0	10.0	12.0	\$2,000
<b>Task 3.1 Subtotal</b>		<b>2.0</b>	<b>10.0</b>	<b>12.0</b>	<b>\$2,000</b>
<b>Task 3.2 - Complete Application</b>	<b>Task 3.2</b>				
3.2 - Complete Application Package	Task 3.2	4.0	16.0	20.0	\$3,360
<b>Task 3.2 Subtotal</b>		<b>4.0</b>	<b>16.0</b>	<b>20.0</b>	<b>\$3,360</b>
<b>Task 4.0 - As needed Revisions and Final Application Package</b>	<b>Task 4.0</b>				
4.0 - As Needed Revisions and Final Application Package	Task 4.0	2.0	10.0	12.0	\$2,000
<b>Task 5.0</b>		<b>2.0</b>	<b>10.0</b>	<b>12.0</b>	<b>\$2,000</b>
<b>Total</b>	<b>Hours</b>	<b>12.0</b>	<b>50.0</b>	<b>62.0</b>	
	<b>Cost</b>	<b>\$2,400</b>	<b>\$8,000</b>		<b>\$10,400</b>

mnsengineers.com

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